

AGENDA
and Schedule "A"
to the Minutes of the
INTERNATIONAL RELATIONS COMMITTEE
meeting held
Wednesday, February 1, 2017
at 3:00 o'clock p.m.
Walkerville Meeting Room, 3rd floor, City Hall

1. **CALL TO ORDER**

2. **MINUTES**

Adoption of the minutes of the meeting held July 13, 2016 - **attached**.

3. **DECLARATIONS OF CONFLICT**

4. **PRESENTATION**

Consul Alberto Bernal, Consul de Mexico to provide a presentation regarding the possible twinning of Celaya, Mexico with the City of Windsor.

5. **BUSINESS ITEMS**

5.1 **Draft Budget for Twin Cities - City of Windsor's 125th Birthday Celebration**

- The Council Assistant to provide an update - draft budget **to be distributed**.
- Motion to approve an upset limit for expenditures associated with the Twin Cities, City of Windsor's 125th Birthday Celebration.
- Sample letters of invitation sent to the Mayor of the City of Fujisawa and the Mayor of the City of Changchun - **attached**.

6. **COMMUNICATIONS**

6.1. Sample of the Holiday Greetings e-mail sent to the Twin Cities on behalf of the Chair - **attached**.

6.2 **Gunsan, Korea - Art Exchange Project**

E-mail from Yeonha An, Saemangeum International Cooperation regarding the art exchange project - **attached**.

6.3 **Mannheim, Germany**

Article entitled "6686 Kilometer entfernt, aber viel gemeinsam" which translates to "6686 kilometers away but much in common" - **attached**.

- 6.4 **700th Anniversary of Lublin**
Letter from Krzysztof Zuk, Prezydent Miasta Lublin regarding an invitation to Mayor Dilkens to attend the opening ceremony of the Grand Jubilee of the 700th anniversary of the City of Lublin to be held August 15, 2017 - **attached.**
- 6.5 **Mr. Wang Junzheng, General Secretary of Changchun Municipal CPC Committee to visit Windsor**
E-mail from James (Zhou Yao), American & Oceanian Division of the Foreign Affairs Office of Changchun Municipal People's Government - **attached.**
- 6.6 **Twin Cities with the Corporation of the City of Windsor Document**
The Twin Cities with the Corporation of the City of Windsor document outlining the 2017/2018 Anniversary dates - **attached.**
- 6.7 **Visit of Fujisawa Delegation to Windsor-June 24-27, 2017**
E-mail from Ai Ishiuchi, City of Fujisawa providing dates for an official delegation of the City of Windsor to visit Fujisawa - **attached.**
E-mail from Ai Ishiuchi, City of Fujisawa regarding the Fujisawa delegation visit to the City of Windsor from June 24-27, 2017- **attached.**
7. **CONFIRM AND RATIFY E-MAIL POLLS**
- 7.1 That APPROVAL BE GIVEN to an expenditure in the upset amount of \$300 for the purchase of 4 tickets (1 ticket is reserved for Mayor Dilkens) for the 21st Annual Polish-Canadian Business Society Dinner to be held on Friday, November 4, 2016 at the Dom Polski Hall, 1275 Langlois.
- 7.2 That APPROVAL BE GIVEN to an expenditure in the upset amount of \$280 for the purchase of four tickets (\$70 each) for Mayor Dilkens and three members of the International Relations Committee to attend the 2017 Windsor Chinese New Year Gala to be held on January 28, 2017 at The Centre for the Arts, St. Clair College, 201 Riverside Drive West.
- 7.3 That the carry forward of the one-time surplus of the 2016 International Relations Committee Operating Budget in the amount of \$68,336 to 2017 BE APPROVED, and further, that the annual budget of \$15,000 BE MAINTAINED in 2017.
8. **NEW BUSINESS**
9. **DATE OF NEXT MEETING**
To be determined.
10. **ADJOURNMENT**

Windsor, Ontario July 13, 2016

A meeting of the **International Relations Committee** is held this day commencing at 3:00 o'clock p.m. in the Walkerville Meeting Room, 3rd floor, City Hall, there being present the following members:

Councillor Fred Francis, Chair
Councillor Paul Borrelli
Councillor John Elliott
Councillor Irek Kusmierczyk
Bryan Bailey (arrives at 3:07 p.m.)
Maria Belenkova
Natasha Feghali
Dr. Sushil Jain (arrives at 3:07 p.m.)
Donika McFarlane (arrives at 3:07 p.m.)
Blake Roberts
L. T. Zhao

Reg_rets received from:

Jerry Barycki

Also present are the following resource personnel:

Sandra Gebauer, Council Assistant
Will Foot, Council Assistant
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 3:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. MINUTES

Moved by Councillor Borrelli, seconded by Councillor Kusmierczyk,
That the minutes of the International Relations Committee of its meeting held April 7, 2016 **BE ADOPTED** as presented.
Carried.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

4. **PRESENTATION**

Greg Zhang, President of the Border Business Club is present to discuss business and investment opportunities with Twin City Changchun, China as follows:

- Potential demand from Changchun includes new technology on automotive manufacturing, agriculture and food, i.e. International Food Exhibition in August 2016, education.
- Suggestion to develop more culture and business projects with Changchun.
- Development of a "Think Tank" whereby matters relevant to China go through the IRC to the Think Tank China and initial feedback is provided. Essentially, is a channel for Chinese businesses to contact the City of Windsor.
- Possibility for twinning with another city in China. (The Council Assistant to provide the City of Windsor Twinning Policy to Mr. Zhang).

The presentation provided by Mr. Zhang is distributed and **attached** as Appendix HA".

B. Roberts advises Changchun is working with Chatham-Kent on matters relating to agriculture. He suggests a subcommittee be struck to also include representatives from the University of Windsor, and the Windsor Essex County Development Commission.

The Chair thanks Mr. Zhang for his presentation.

5. **BUSINESS ITEMS**

5.1 **Draft Budget for Twin Cities - City of Windsor's 125th Birthday Celebration**

S. Gebauer distributes the "Preliminary Budget - Windsor 125th Celebration May 18-21, 2017", **attached** as Appendix "B".

The Chair suggests the date to invite the Twin Cities to the City of Windsor's 125th Birthday Celebration be moved to Saturday, July 1, 2017 (Canada Day).

Councillor Kusmierczyk leaves the meeting at 3:50 o'clock p.m.

Moved by Dr. Jain, seconded by B. Bailey,

That the draft budget for the Twin Cities - City of Windsor's 125th Birthday Celebration provided by the Council Assistant **BE RECEIVED.**

Carried.

5.2 FINA

S. Gebauer states she contacted Pam Mady, Protocol and Communications Director, FINA World Swimming Championships Windsor 2016 and notes there are no updates at this time.

5.3 Visit of the Misono Students from Fujisawa, Japan

S. Gebauer indicates a reception for the Misono Students will be held on July 24, 2016 at 12:30 p.m. in the Council Chambers.

Moved by B. Bailey, seconded by B. Roberts,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$200 for costs associated with the Misono Girls reception to be held in the Council Chambers, on July 24, 2016 at 12:30 p.m.
Carried.

6. COMMUNICATIONS

6.1 30th Anniversary - City of Windsor and Fujisawa, Japan

The Chair states a Fujisawa delegation is requesting to visit Windsor on July 1, 2017 (Canada Day) to celebrate the 30th Anniversary of their twinning with Windsor.

6.2 Gunsan, Korea - Art Exchange Project

S. Gebauer reports in consultation with the Manager of Cultural Affairs, that art provided by the children of Gunsan could be exhibited at the Chimczuk Museum or, at the Windsor International Aquatic & Training Centre. The Recreation Department will work with the IRC to acquire a location.

Moved by Dr. Jain, seconded by L.T. Zhao,
That the request from Gunsan, Korea for an Art Exchange Project **BE FORWARDED** to the school boards and art groups to determine interest, and further that a report be brought back with the findings.
Carried.

6.3 Changchun, China Sister City Marathon

Moved by B. Bailey, seconded by Councillor Elliott,
That the request from Changchun dated June 2, 2016 regarding an invitation to attend a Sister-City Marathon and an International Agricultural Expo in 2016 **BE FORWARDED** to local running clubs and to the Windsor Essex County Development Commission.

Carried.

6.4 National Sister Cities Conference - September 14-16, 2016

Clerk's Note: The Council Assistant advises the "Making Connections 2016 National Sister Cities Conference, scheduled for September 14 - 16, 2016 has been rescheduled to the Spring of 2017.

7. CONFIRM AND RATIFY E-MAIL POLL

Moved by Councillor Borrelli, seconded by D. Mcfarlane,
That the following motion **BE CONFIRMED AND RATIFIED:**
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$518.50 to cover the discounted admission cost of tickets (\$8.50 per person) for fifty-six (56) students along with three (3) teachers and two (2) escorts from the Misono School in Fujisawa, Japan to enjoy Adventure Bay at the Windsor International Aquatic Training Centre.

Carried.

8. NEW BUSINESS

None.

9. DATE OF NEXT MEETING

The next meeting will be held at the call of the Chair.

10. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:05 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

DATE

Tsuneo Suzuki
Mayor of the City of Fujisawa, Japan
Mayor's Office
Fujisawa City Hall
Asahi Cho
Fujisawa City, Kanagawa
251-8601 Japan

"Alone we can do so little; together we can do so much." - Helen Keller.

Dear Mayor Suzuki:

On behalf of the City of Windsor and the International Relations Committee, it is my pleasure and privilege to invite you to visit us in 2017 to celebrate the 30th Anniversary of our Sister City Relationship, and to mark two important heritage milestones for our community.

This year, Windsor will celebrate our 125th Birthday, while also marking the 150th Anniversary of Ontario and Canada. It is more important than ever to gather together, hear one another's stories, learn from each other's experiences, and share our histories. To learn more about our community and our upcoming celebrations, please visit us at www.celebrating2017.ca.

We would be honoured to welcome a delegation of five people from Fujisawa to the City of Windsor from June 24th to June 27th, 2017. We will cover the costs of accommodations, food and travel for the delegation members while they are in Windsor during this period. *We* look forward to working with you and your staff to help coordinate this visit.

In 1987, our two communities pledged eternal friendship," with wishes of prosperity and mutual exchanges of education, culture, tourism and other programs. This commitment was made to contribute to a better understanding between the people of Canada and Japan to achieve world peace and prosperity.

This year, as we focus on celebrating our heritage and building our strong future, we would welcome the opportunity for you to share in the festivities. During this week in June, Windsor's waterfront will be alive with our annual Summerfest celebration - which features activities and entertainment along the water; the Carrousel of Nations - a premiere festival that features the very best in world food, world music, world dance and world art from the vast array of cultures that make up the fabric of the City of Windsor - Canada's fourth most diverse community; and the Ford Fireworks - a celebration of Canada Day and the USA's Independence day that lights up the sky over the Detroit River with the world's most incredible fireworks display.

We are committed to making the City of Windsor the place to be in 2017, and it would be our pleasure to welcome you for a visit this year.

Sincerely,

Drew Dilkens

DATE

Mayor Liu Changlong
Mayor of the City of Changchun, China
Foreign Affairs Office of Changchun Municipal People's Government
No. 2626 Renmin Street
Changchun, Jilin, P.R. China
130041

"Alone we can do so little; together we can do so much." - Helen Keller.

Dear Mayor Changlong:

On behalf of the City of Windsor and the International Relations Committee, it is my pleasure and privilege to invite you to visit us in 2017 to celebrate the 25th Anniversary of our Sister City Relationship, and to mark two important heritage milestones for our community.

This year, Windsor will celebrate our 125th Birthday, while also marking the 150th Anniversary of Ontario and Canada. It is more important than ever to gather together, hear one another's stories, learn from each other's experiences, and share our histories. To learn more about our community and our upcoming celebrations, please visit us at www.celebrating2017.ca.

We would be honoured to welcome a delegation of two people from Changchun to the City of Windsor from June 29th to July 2nd, 2017. We will cover the costs of accommodations, food and transportation for the delegation members while they are in Windsor during this period. We look forward to working with you and your staff to help coordinate this visit.

Since 1992, the City of Changchun, China and the City of Windsor, Ontario, Canada have enjoyed true friendship and an understanding of the social, cultural, economic and educational bonds between our two communities. The Sister City relationship is valued and important to us.

This year, as we focus on celebrating our heritage and building our strong future, we would welcome the opportunity for you to share in the festivities. During this week in June / July, Windsor's waterfront will be alive with our annual Summerfest celebration - which features activities and entertainment along the water; and a momentous celebration of arts, culture and heritage as we gather to share in the 150th Anniversary of Canada on Canada Day - July 1st.

We are committed to making the City of Windsor the place to be in 2017, and it would be our pleasure to welcome you for a visit this year.

Sincerely,

Drew Dilkens

*On behalf of the City of Windsor's
International Relations Committee,
(Best wishes for a wonderful
Season and a very Happy New Year.*

*Councillor Peter Francis,
Chairperson*

Gebauer, Sandra

From: Gebauer, Sandra
Sent: Wednesday, December 07, 2016 9:40 AM
To: 'piratew@korea.kr'
Cc: Francis, Fred
Subject: RE: GUNSAN CITY

Hello Yeonha,

It is very nice to hear from you. How are you?

I would like to clarify with you that the intention is to have the art exhibition during the time that the delegations are visiting each city. Is this correct? Also, is there a specific theme that you are suggesting?

At this time we have still not confirmed any dates. While the Mayor's Walk will still take place in May, Windsor is also hosting the Memorial Cup during that time, which is a Junior Hockey Championship that will bring many visitors to the city during that time. Because of hotel availability and of course the availability of Mayor Dilkens, we have had to change some of the initial plans which included a visit from our Twin Cities.

There are currently many events being planned for 2017 to celebrate Windsor's 125th Birthday and we are working on confirming some dates. The dates will also influence the location and available space for the art exhibit.

We appreciate your patience as we try to get all of the details in place and will certainly be in contact with you when details become available.

Warmest Regards,
Sandra

From: piratew@korea.kr [mailto:piratew@korea.kr]
Sent: Thursday, December 01, 2016 8:02 PM
To: Gebauer, Sandra
Subject: RE: RE: GUNSAN CITY

Dear Sandra,

Hi Sandra, how are you?

I write to discuss several things about the exchange exhibition project.

I would like to talk about the number of paintings, the period of display, the theme of the works, age of the children who would draw.

The number of the artworks.

We suggest 30 pieces.

2. The period of display

I read from an article that said the Mayor' s walk for the 125ili celebration is about to be held on 20 May 2017. When and how many days do you think the exhibition will be held?

3. Theme of the works

I would like to ask your opinion about having the exhibition under the same theme in both cities.

4. Age of the children

We suggest the age from 11 to 13.

These are necessary to establish a plan for the next year.

When the Gunsan delegation visited Windsor in 2015, Mayor Dilkens kindly invited Mayor Moon Dong-shin to the 125ili celebration of Windsor. I wonder how it is going on. Does it still stand? If so when do you plan to send us a letter of invitation?

It' s getting colder, Please take a good care of yourself not to catch a cold.

Happy weekend!

Thanks.

Best regards,

Yeonha An

AnYeonha
Saemangeum InternationalCooperation
17Sicheong-ro, Gunsan-si, Jeollabuk-do 54078
Republic of Korea
T. +82-63-454-2622
F. +82-63-452-8158

@ Oil

8!Af : "Gebauer, Sandra" <sgebauer@citywindsor.ca>
eAf : "piratew@korea.kr" <piratew@korea.kr>
el-3::: "Francis, Fred" <ffrancis@citywindsor.ca>
g J;IJ: 2 0 1 6 9 8 {) 23:35:40
};ii : RE: GUNSAN CITY

Hello Yeonha,

It is very nice to hear from you.

Unfortunately we still do not have an exact date to provide to you for the 125th, Celebration of the City of Windsor. 2017 is proving to be a busy year for our City and Mayor Dilkens therefore many details have yet to be confirmed. We appreciate your patience as we try to get all of the details in place.

At our last International Relations Committee meeting, the committee did discuss the exchange exhibition project that would display artworks by children. The IRC Committee agreed that it would be a wonderful project worth exploring. Until we have final details regarding the celebration in Windsor we are unable to provide any concrete details however, since the date of the event will influence the location of the exhibit. As for the exhibition of artwork by children in Gunsan City for Citizens Day, we are currently exploring this with some local agencies.

We will be sure to contact you as soon as more details become available.

Warmest Regards,
Sandra

From: piratew@korea.kr [mailto:piratew@korea.kr]
Sent: Monday, September 05, 2016 8:16 PM
To: Gebauer, Sandra
Subject: GUNSAN CITY

Dear Ms. Sandra,

Hi Sandra, I hope this mail find you well.

As we were discussing the visit of Myaor of Gunsan to Windsor at Mayor Dilkens' invitation, we also talked about an exchange exhibition project that will display artworks by children of both cities at the celebration of each city. I remember this will be an agenda for IRO Meeting, and I wonder how the discussion did go.

(Exhibition in Windsor at the 125th celebration of Windsor, and exhibition in Gunsan at its Citizens; day)

I need to know this so I can submit a plan(including the scale of event) for the budget for the year of 2017, and it is in process in Gunsan.

I would like to hear from you soon.

As looking forward to the exchange exhibition to bring us closer and progressive sistership between Gunsan and Windsor,

Thank you.

Sincerely,

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I(rzysztof Zuk
PREZYDENT MIASTA LUBLIN

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Mr Dew DH.kens
Mayor of Winds.or

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For any fu,rther infqrmation ncl clrtang-ements please contact Mr Daniel Gorbaczuk
of the Chancellery of tile Mayor (+48 81 466 19 22., e-mail: daniel.:9orbaczuk@lub)in.eu).

Please accept mysincer.est regarcJs and.best VV.,i\$hes'for the Ne_w Year,

4- -\ .:

Gebauer, Sandra

From: fiu [zhouyaoyoujian@126.com]
Sent: Thursday, January 05, 2017 8:12 AM
To: Gebauer, Sandra
Cc: Jk :ft; Jli
Subject: Changchun's Top Leader's Plan to Visit Windsor

Dear Sandra,

Happy New Year!

I'm writing to inform you that Mr. Wang Junzheng, General Secretary of Changchun Municipal CPC Committee (Changchun's Top Leader), is planning to visit Windsor to give a presentation on Changchun's automobile industry and to seek cooperation with Windsor's automobile companies in terms of Research and Development, trade, investment, etc. The delegation will also seek cooperation in other fields, if any, and the visit will probably be in March this year.

Is it possible for us to know from you the information on the potential projects for the two cities to cooperate with each other, especially in automobile industry? How many companies do you think will be interested in our presentation with your help? Could we get some materials from you on our potential cooperative projects?

Thank you!

Best regards,
James (Zhou Yao)
American & Oceanian Division of the Foreign Affairs Office of Changchun Municipal People's Government
Add: No. 2626 Renmin Street, Changchun, Jilin Province, P. R. China
Zip: 130041
Tel & Fax: 0086-431-88776736
E-mail: zhouyao@changchun.gov.cn
zhouyaoyoujian@126.com
Homepage: www.ccfao.gov.cn

Twin Cities with the Corporation of the City of Windsor

(Chronological Order)

City and Country	Year of Twinning	2017/2018 Anniversary
Granby, Canada	1956 (May)	61/62
Coventry, England	1963	54/55
St. Etienne, France	1963 (June)	54/55
Udine, Italy	1977 (November 14)	40/41
Mannheim, Germany	1980 (April 14)'	37/38
Ohrid, Macedonia	1981(June 29)	36/37
Las Vueltas, El Salvador	1987 (April 13)	30/31
Fujisawa, Japan	1987 (December 2)	30/31
Changchun, China	1992 (June 16)	25/26
Saltillo, Mexico	1994 (November 6)	23/24
Lublin, Poland	2000 (June 26)	17/18
Gunsan, South Korea	2005 (June 20)	12/13

Updated January 2017

Gebauer, Sandra

From: fill[E fill; /-t* [fj-heiwakokusai@city.fujisawa.lg.jp]
Sent: Tuesday, January 24, 2017 8:12 PM
To: Gebauer, Sandra
Cc: Francis, Fred; Hideomi Kawazoe; Ai Ishiuchi
Subject: Re: Official date for visiting Windsor (Fujisawa)
Attachments: Top Winners.JPG; Runners.JPG; Prize from Windsor.JPG; Award Ceremony.JPG

Hello Sandra,

Hope all is well with you.

Thank you for your e-mail. We will be looking forward to receiving the Official Invitation from Windsor.

While the official delegation are visiting Windsor, citizen delegation of Fujisawa; which would probably be about 20 to 30 individuals, will also be visiting the city and they wish to join in for touring around Windsor City Hall and unveiling ceremony of cherry blossoms. Would it be possible for them to join some of the events with official delegation?

Regarding cherry blooms, we agree that it would be better to plant them beforehand in Spring so unveiling ceremony instead of planting ceremony might be better like I mentioned in past e-mail. We would appreciate if you could have 3 seedlings ready and plant them in Spring. We will make payment in cash when we visit Windsor in June.

Since the date that we are visiting Windsor is fixed, we were wondering when official delegation from Windsor could visit Fujisawa.

We would appreciate if you could choose the dates within following period.

·September 21st to 25th

·October 19th to 23rd

If above period is not available, please let us know. We **will** arrange other dates.

By the way, we had Fujisawa Citizen Marathon on Sunday and it was in perfect weather with about 9,000 people participating.

The winners were really pleased with all of the prizes from sister cities.

We truly appreciate you for sending us some goods from Windsor.

*We packed prizes from every sister city individually and put them all together in a big paper bag and handed to the winners.

Please find attached file for some pictures.

Regards,

Ai Ishiuchi

City of Fujisawa

Gebauer, Sandra

From: 3¥-11100 ,f-t [fj-heiwakokusai@city.fujisawa.lg.jp]
Sent: Wednesday, January 11, 2017 3:14 AM
To: Gebauer, Sandra
Cc: Francis, Fred; Hideomi Kawazoe; Ai Ishiuchi
Subject: Official date for visiting Windsor (Fujisawa)

Hello Sandra,

Sorry for our late reply due to New Year's holidays.

We have just received the package from you!

Thank you for sending the prizes.

We will definitely send you some pictures of the Marathon and the picture of winners who got the luck prizes from Windsor.

Also we truly appreciate you for accepting 5 members as an official delegation.

We have checked the Mayor and other delegates' schedule and we would like to officially accept the dates that you've sent us.

We will be looking forward to visiting Windsor from June 24th to 27th.

Regarding cherry blossoms, is it possible to plant 3 trees?

Or would it be hard to plant 3 trees due to planting space?

*3 trees and 1 bronze plaque would be nice.

And if you know, could you let us know where the trees will be planted?

The members of Shonan Japan-Canada Association are eager to know where the trees are going to be planted.

We truly appreciate your cooperation.

Best Regards,

Ai Ishiuchi

City of Fujisawa

Hello Ai,

Thank you for the Christmas wishes. While we didn't have a white Christmas it was still very special.

We look forward to receiving confirmation on the Mayor's and other delegates' schedule. 5 delegates, including an interpreter would be fine.

We have received a response from the City Forester regarding the tree planting. He has confirmed that the estimated cost of a 6 foot Kwanzan Cherry tree, a bronze plaque engraved with wording provided by you, and maintenance for one year would be \$875 CAD plus HST. (\$1750 + HST for 2).

Finally, I have a small package ready for mailing which includes some City of Windsor items. I will mail it to the address that you provided on Tuesday. You should receive it fairly quickly.

Best Regards,

Sandra Gebauer

Council Assistant

City of Windsor

350 City Hall Square West, Room 203

Windsor, ON N9A 6S1

Tel: 519-255-6100 ext. 6331

Fax: 519-255-6868

sgebauer@citywindsor.ca

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From: if!laOO 1-\: [mailto:fj-heiwakokusai@city.fujisawa.lg.jp]

Sent: Monday, December 26, 2016 2:49 AM

To: Gebauer, Sandra

Cc: Francis, Fred; Hideomi Kawazoe; Ai Ishiuchi

Subject: Re: Gratitude for Holiday greeting (Fujisawa)

Hello Sandra,

We hope that you had a wonderful Christmas holiday with your loving ones.

We thank you for letting us know possible period for visiting Windsor and updates regarding cherry blossoms.

We will confirm schedule of the Mayor and those who are concerned and let you know by middle of January.

Also we were thinking 5 delegates including an interpreter to visit Windsor. Would this number be fine with you?

*It's same number as our 25th anniversary and we are expecting same number of delegates from Windsor to visit Fujisawa. In Fujisawa, we will cover fee for hotel and meals of the delegates from sister cities.

Meanwhile, we would like to know when we could receive small prizes for our Marathon which will be held on January 22nd_

We hope that you could send them by 1st week of January to following address.

Mr. Toshikazu Mitsuhashi

Peace and International Affairs Division

Policy Planning Department

1-1 Asahi-cho, Fujisawa, Kanagawa

251-8601 Japan

We apologize for continuous requests and at the same time we appreciate your patience.

Best Regards,

Ai Ishiuchi