

ADOPTED by Council at its meeting held September 19, 2011 [M248-2011]
/RB
Windsor, Ontario September 19, 2011

REPORT NO. 24 of the
ENVIRONMENT & TRANSPORTATION STANDING COMMITTEE
of its meeting held August 31, 2011

Present:
Councillor Hatfield, Chair
Councillor Payne
Councillor Sleiman
Councillor Valentinis
Councillor Halberstadt

That the following recommendations of the Environment and Transportation Standing Committee **BE APPROVED:**

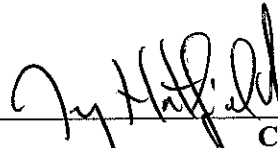
Moved by Councillor Halberstadt, seconded by Councillor Sleiman,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the exhibitor contract agreement for the Enviro-Expo satisfactory in form to the City Solicitor, in financial content to the City Treasurer and in technical content to the City Engineer .


Carried.

Livelihood 15404, GCE2011

Clerk's Note: The report of the City Engineer dated July 15, 2011 entitled "Enviro-Expo 2011" is attached for information.



CHAIRPERSON



COUNCIL ASSISTANT

NOTIFICATION:				
Name	Address	Email Address	Telephone	FAX

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THE CORPORATION OF THE CITY OF WINDSOR
Environment & Transportation Standing Committee - Administrative Report

**MISSION STATEMENT:**

"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

LiveLink REPORT #: 15404 GCE2011	Report Date: July 15, 2011 (#3121-jc:07/19/11:ebr)
Author's Name: Karina Richters	Date to Standing Committee: Aug 31, 2011
Author's Phone: 519 253 7111 ext. 226	Classification #:
Author's E-mail: krichters@city.windsor.on.ca	

To: Environment & Transportation Standing Committee

Subject: ENVIRO-EXPO 2011

1. RECOMMENDATION: City Wide: Ward(s): _____

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the exhibitor contract agreement for the Enviro-Expo satisfactory in form to the City Solicitor, in financial content to the City Treasurer and in technical content to the City Engineer .

EXECUTIVE SUMMARY: N/A

2. BACKGROUND:

The Enviro-Expo 2011 is a two-day event, November 5th and 6th, 2011 taking place at the Windsor Expo Centre. The Enviro-Expo Windsor is described as a *"responsible consumer friendly family-oriented event, designed to educate and entertain"*.

A portion of the admission is donated to the Essex Region Conservation Foundation which exists to help protect, preserve and restore natural areas in Windsor and Essex County with land acquisition, tree plantings and trail development.

The event will include plenary sessions presented by expert speakers and a vendor's exhibition of ecologically-oriented products and technologies for the general public. The expo is divided into several categories that may interest many:

- Youth
- Fashions
- Energy
- Transportation
- Health and Wellness
- Home and Garden
- Non-Governmental Agencies

3. DISCUSSION:

In 2010, the City of Windsor provided a \$5,000 sponsorship for the first Enviro-Expo event (CR374/2009). The keynote speaker to this event was Bill Clinton which attracted approximately 3,500 people to Caesars Windsor.

The City of Windsor, along with the Detroit River Canadian Clean-Up Committee, the Windsor Bicycling Committee and the Windsor Essex County Environment Committee (WECEC), shared exhibitor space at the event. Hundreds of people stopped by the City of Windsor's booth to get more information on environmental initiatives underway. It also provided residents an opportunity to ask questions and voice concerns.

This event provides an opportunity to engage the community as highlighted in Goal E of the Environmental Master Plan. The Environmental Coordinator will be on hand during the event to help promote awareness of several environmental programs, policies and initiatives such as hazardous waste drop-off, the Report on the State of the Environment, sewer use issues and Recycling initiatives in parks, to name just a few.

The display designed for the 2010 Enviro-Expo will be re-used for this event.

The WECEC and the DRCC intends on securing additional booth space adjacent to the City of Windsor booth as well.

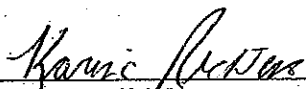
4. FINANCIAL MATTERS:

Sufficient funds are available in the Environmental Master Plan budget (001-4025-1790-02942-0175101) for 2011 to cover the cost of the booth (\$1,158.25).

5. CONSULTATIONS:

6. CONCLUSION:

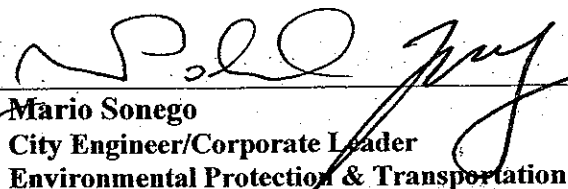
Building awareness and understanding of the City's environmental initiatives is one of the actions in the Environmental Master Plan (Goal E). A City booth at the Enviro-Expo will provide an opportunity to share information with the public and receive feedback on environmental initiatives undertaken by the City.



Karina Richters
Environmental Coordinator



Greg St. Louis
Senior Manager Pollution Control



Mario Sonego
City Engineer/Corporate Leader
Environmental Protection & Transportation

APPENDICES: Exhibitor Contract Agreement

DEPARTMENTS/OTHERS CONSULTED:

Name:

Phone #: 519 ext.

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX



www.enviroexpowindsor.com

EXHIBITOR CONTRACT AGREEMENT

SPACE / MAGAZINE / WEBSITE

The 2011 Enviro Expo™

November 5th & 6th, 2011

Windsor Expo Centre

City of Windsor

Business Name

4155 Ojibway Parkway

Address

519-253-7111 ex 290

Phone Cell

519-253-0464

Fax

Website

Karina Richters / Averil Parent

Contacts

Windsor On N9C 4A5

City Prov Postal

krichters@city.windsor.on.ca

E-mail aparent@city.windsor.on.ca

Blog/Twitter

Booth Number(s): A3 Booth Size: 10x10 Business Type: environmental services

Exhibit Rental Order	Qty/Size	Unit Cost	Sub Total
Booth	1	\$975.00	\$975.00
8' Skirted Table	1	\$50.00	\$50.00
4' Skirted Table		\$40.00	\$0.00
36" Round Cocktail Table		\$30.00	\$0.00
Padded folding chair		\$10.00	\$0.00
Bar Stool		\$15.00	\$0.00

Advertising Order			
Magazine			
Website			

Accept payments by Cash, Cheque, PayPal,	Subtotal	\$1,025.00
E-Transfer (laura@enviroexponetwork.com)	HST (13%)	\$133.25
Credit Card	Total	\$1,158.25

Notes:

	Amount	Due Date	Pay't Method
Pay't 1	\$579.12	July 1 /11	
Pay't 2	\$579.13	Sept 25/11	

office use

Visa	Mastercard
Card #	
Expiry Date:	
Cardholder:	

A NSF charge of \$25 will apply for cheques that do not clear. If your payment is not made in full, please be sure to include post-dated cheque(s) in the remaining amount(s) as indicated above. No booth(s) will be held after 10 days of the contract date without a signed contract and payment(s).

Exhibitor agrees that any fees paid to the Promoter represents compensation for services and use of space only. Exhibitor agrees to all use of their logo and name in any advertising. Exhibitor further agrees that space may not be shared with other individuals or companies, that promotion of products and services are restricted to those carried or provided by the above mentioned company only. Promoter makes no warranties, guarantees or representations with regard to attendance or success of the event. Promoter shall not be liable for failure or delays to deliver occasioned by causes beyond the Promoter's control, including without limitations weather conditions, fires, strikes, lockouts, outbreaks of hostilities, inability to obtain materials, shipping, space, equipment, breakdowns, delays of carriers or supplies, governmental acts and regulations, laws and or any other causes beyond the Promoter's control. Exhibitor agrees to hold and save Promoter harmless from any and all claims, costs, expenses, damages and liabilities including injury, death, dismemberment, theft or loss of any kind resulting from or pertaining to the use of the aforementioned rented items described above. Have your items, equipments, facilities, etc. covered by your insurance company. Exhibitor must provide a certificate of insurance for The Enviro Expo located at The Windsor Expo Centre, 1508 Waker Rd, Windsor, On, N8W3P4. Exhibitor agrees cancellation of their Agreement will forfeit any monies paid and will be payable in full if this contract is cancelled by Exhibitor less than sixty (60) days prior to the event. Exhibitor agrees this contract contains all of the agreements of the parties with respect to the event, rented space and services listed above. Exhibitor agrees he/she has read and understands all of the terms and conditions set out in the Agreement and hereby executes this contract authorizing Promoter to begin preparations with regard to the event on his/her behalf and acknowledges receipt of this agreement. Exhibitors are not allowed to set up unless contract is paid in full. By sending in deposits without signing the contract you are accepting the terms and conditions listed above on this contract.

Dated this 20th day of June, 2011 at the City of Windsor, Ontario, Canada

Customer Signature: _____ Please enclose signed contract with your payment(s)

Remit to: Enviro Expo Network, 765 Gilbert Ave, LaSalle, On, N9J 3J8 Ph: 519-978-9477 F: 519-734-9042 laura@enviroexponetwork.com maurizio@enviroexponetwork.com chris@enviroexponetwork.com