



September 20, 2023

The Windsor Port Authority continues to be a port of low fees since its inception (1999). In fact, Port Windsor has one of the lowest fee structures amongst any of the Canadian or American Great Lakes ports operated by federal or state agencies, in addition to all other Canadian Port Authorities across Canada.

Comparative statistics (2022 over previously reported 2021), from all ports in Canada reveal Port Windsor was still second last in 5-year revenue growth, revenues per tonne, and third last in operating income per tonne.

In 2022, after broad customer consultation, we began a process of moving toward market-based pricing, using the lowest comparative fees of the Great Lakes/St Lawrence ports on the Seaway. We introduced a 5-year projected fee schedule (to be adjusted annually for inflation) that would provide predictability on forward looking pricing for port operations. We eased price adjustments over three years by back weighting the pricing model 25%-35%-40% during the transition period. And we committed that the next market review would not be effective until 2025.

At its meeting of July 28, 2023, the Board of Directors approved an amendment to its Bylaw No. 2 to provide for increases to wharfage Fees (variable rent), and berthage fees effective January 1, 2024. The increase will reflect the third of three incremental increase introduced in 2022 to smooth out a transition to market-based pricing over a three year period, as requested by you, our customers.

Once again, like 2022, we will use the Statistics Canada CPI Trim rate as of June 30th, 2023 (3.7%), to determine adjustments for inflation in 2024. CPI Trim is used to eliminate the top and bottom 20% of prices that fluctuate and distort core inflation.

The schedules will also contain projected CPI increases over the next 5 years to assist you with planning for port fees. Please note that in 2024, we will conduct our second semi-decennial (2X/decade) market review to ensure our prices are in line with comparable ports. Those rates would be effective 2025, with a 5-year rate guarantee, plus inflation adjustment annually.

NB: Bylaw Wharfage fees will only apply to port-leased properties without a contracted wharfage rate.

Canada

Pursuant to Section 51 of the Canada Marine Act, we are enclosing herewith notice and schedule provided for under that section of the Act.

To conclude, our fees will still be amongst the lowest of any of the Port Authorities in Canada and we are committed to continue to grow our port and manage our expenses prudently. With a sustainable financial base, we will be better positioned to enhance port operations, infrastructure, and business development. We will be better able to meet an objective in the Canada Marine Act to ensure the greatest economic and social good from the public asset of Port Windsor.

If you should have any questions, please do not hesitate to contact me at this office prior to November 19, 2023.

Yours very truly,

A handwritten signature in blue ink, appearing to read 'S. Salmons', with a stylized flourish at the end.

Steve Salmons
President & CEO

**WINDSOR PORT AUTHORITY
NOTICE
(pursuant to Section 51 of The Canada Marine Act)**

The Windsor Port Authority hereby gives notice of its proposal to increase harbour fees and cargo rates set out in its Harbour Fees and Cargo Rates By-law No. 1, as amended, effective January 1, 2024, as follows:

Harbour Fees:

1. Effective January 1, 2024 the Harbour Fees and Cargo Rates By-law (By-law No. 1) Schedule A – Harbour Fees will be amended by:
 - a. Increasing the per passenger fee amount of harbour fees set out in Column 2 of Schedule A, applicable to the vessel classification of the By-law, for Item 1 to \$3.11 per passenger for all Canadian flagged passenger/gaming ships.
 - b. Increasing the Harbour fees set out in Column 2 of Schedule A, applicable to the vessel classification of the By-law, for Item 1 by a 3.7% CPI adjustment per winter week or part thereof.
 - c. Increasing the annual per passenger capacity fee set out in Column 2 of Schedule A, for Item 2, to \$10.37 per passenger capacity for Harbour Tour Ships.
 - d. Increasing the Harbour fees set out in Column 2 of Schedule A, applicable to the vessel classification of the By-law, for Item 2 by a 3.7% CPI adjustment per winter week or part thereof.
 - e. Increasing the fee per Gross Registered Tonne (GRT) set out in Column 2 of Schedule A, applicable to the vessel classifications of the By-law for Item 3 to \$0.0321 for each GRT.

The following chart illustrates the January 1, 2024 rates and projected minimum rates for the following four (4) calendar years.

Windsor Port Authority By-law No. 1 Schedule A - Harbour Fees								
Item	Column 1	Column 2 Criteria	Column 2 Rates by Criteria					
			2023 Rates	2024 Rates	Minimum 2025 Rates	Minimum 2026 Rates	Minimum 2027 Rates	Minimum 2028 Rates
	Vessel Description	Rate Base						
1	Passenger Ships and Gaming Ships registered in Canada.	(a) rate for each person, other than members of its crew and employees performing services therein or thereon, who boards the Passenger Ship each day of the year it is operating and is boarding or carrying passengers; and (b) rate per week or part thereof during the part of the year it does not operate and board or carry passengers due to winter weather conditions.	(a) \$3.00 (b) \$247.05	(a) \$3.11 (b) \$256.19	(a) \$3.23 (b) \$265.67	(a) \$3.35 (b) \$275.50	(a) \$3.47 (b) \$285.69	(a) \$3.60 (b) \$296.26
2	Harbour Tour Ships registered in Canada.	(a) rate for each person based on vessel capacity, other than members of its crew and employees performing services therein or thereon, payable as an annual fee due May 1st or earlier where tours commence prior to that date in each calendar year ; and (b) rate per week or part thereof during the part of the year it does not operate and board or carry passengers due to the winter weather conditions.	(a) \$10.00 (b) \$79.74	(a) \$10.37 (b) \$82.69	(a) \$10.75 (b) \$85.75	(a) \$11.15 (b) \$88.93	(a) \$11.56 (b) \$92.22	(a) \$11.99 (b) \$95.63
3	All ships registered in Canada, except Harbour Tour Ships	Rate per each Gross Registered Tonne (GRT)	\$0.0310	\$0.0321	\$0.0334	\$0.0346	\$0.0359	\$0.0372
4	Vessels not included in items 1 through 3.	Factor times the applicable Canadian registered ship Harbour Fee rate	1.65 times	1.65 times	1.65 times	1.65 times	1.65 times	1.65 times
5	Special Projects	Special Pricing	TBD	TBD	TBD	TBD	TBD	TBD

Cargo Rates:

1. The Harbour Fees and Cargo Rates By-law (By-law No. 1, as amended) Schedule B – Cargo Rates will be amended by increasing the 2023 cargo rates by a 3.7 % CPI adjustment. The following chart illustrates the January 1, 2024 rates and projected minimum rates for the following four (4) calendar years.

Windsor Port Authority By-law No. 1 Schedule B - Cargo Rates										
Commodity	Unit	2021 Rates	Total		2023 Rates	2024 Rates	2025 Minimum Rates	2026 Minimum Rates	2027 Minimum Rates	2028 Minimum Rates
			Market Rate	Adjustment						
Aggregates	tonne	0.0721	0.0399	0.1034	0.1238	0.1284	0.1331	0.1380	0.1431	
Cement	tonne	0.1153		0.1419	0.1472	0.1527	0.1583	0.1642	0.1703	
Salt	tonne	0.0432	0.1099	0.1162	0.1661	0.1722	0.1786	0.1852	0.1920	
Grain and Grain Products	tonne	0.0577	0.1029	0.1274	0.1748	0.1813	0.1880	0.1949	0.2021	
Liquid Bulk / Petroleum Products	tonne	0.2307	0.0122	0.2579	0.2725	0.2826	0.2930	0.3039	0.3151	
Steel/Aluminum	tonne	0.1442	0.2561	0.3178	0.4357	0.4519	0.4686	0.4859	0.5039	
Other Products not specified	tonne	0.2739		0.2971	0.3081	0.3195	0.3313	0.3436	0.3563	
Commercial Vehicles	each	0.5478		0.5941	0.6161	0.6389	0.6625	0.6871	0.7125	
Contents of Commercial Vehicles	tonne	0.0577		0.0625	0.0648	0.0672	0.0697	0.0723	0.0750	

Since the application of a percentage increase in fees may result in overprecision in calculating the fees increase, in making the calculations decimal values have been rounded to four decimal places (being one hundredth of a cent).

Persons interested in making representations in writing to the Windsor Port Authority about the proposal may do so in writing to the address set out below before November 19, 2024.

Steven Salmons
President and CEO
Windsor Port Authority
3190 Sandwich Street
Windsor, Ontario
N9C 1A6

Cell: 226-345-6703
ssalmons@portwindsor.ca

**WINDSOR PORT AUTHORITY
NOTICE
(pursuant to Section 51 of The Canada Marine Act)**

The Windsor Port Authority hereby gives notice of its proposal to increase wharfage, berthage and storage rates set out in its Wharfage, Berthage & Storage of Goods Rates By-law (By-law No. 2, as amended), effective January 1, 2024, as follows:

1. The amount for Variable Rent / Wharfage rates set out in Column 3 of Schedule A will be amended by a three point seven per cent (3.7%) CPI adjustment effective January 1, 2024.
2. The amount for Berthage rates set out in Column 2 of Schedule B will be amended by a three point seven per cent (3.7%) CPI adjustment effective January 1, 2024.
3. The amount for Berthage Fees - Winter set out in Column 2 of Schedule C will be amended by a three point seven per cent (3.7%) CPI adjustment effective January 1, 2024.
4. The amount for Berthage Fees - Summer set out in Column 2 of Schedule D will be amended by a three point seven per cent (3.7%) CPI adjustment effective January 1, 2024.
5. The amount for Storage Fees set out in Column 2 of Schedule E will be amended by a three point seven per cent (3.7%) CPI adjustment effective January 1, 2024.

Refer to attached Schedules A - E for the January 1, 2024, rates and projected minimum rates for the following four (4) calendar years applying a 3.7% CPI increase.

The application of a percentage increase in the calculation of fees has been applied and rounded to two decimal places.

Additionally, effective January 1, 2024, all references to Wharfage in the by will be replaced with the term Variable Rent. This modification will not alter the substance of the charge or its application.

Persons interested in making representations in writing to the Windsor Port Authority about the proposal may do so in writing to the address set out below before November 19, 2023.

Steven Salmons
President and CEO
Windsor Port Authority
3190 Sandwich Street, Windsor, ON
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Schedule A										
2024 Variable Rent / Wharfage rates										
Item	Column 1 – Classification of Goods	Column 2 Unit (Note 4)	Column 3 - Unit Rate							
			2023	2023	2024	2024	2025	2026	2027	2028
			(Note 1) (CAN\$)	(Note 2) (CAN\$)	Minimum Unit Rate (CAN\$)	Percentage Increase (%)	Minimum Unit Rate (CAN\$)	Minimum Unit Rate (CAN\$)	Minimum Unit Rate (CAN\$)	Minimum Unit Rate (CAN\$)
1	Automobiles, tractors, buses and recreational vehicles	each	\$3.17	\$3.17	\$3.62	14.1%	\$4.12	\$4.71	\$5.37	\$6.12
2	Cement in bulk	tonne	0.53	0.53	0.60	14.1%	0.69	0.79	\$0.90	1.02
3	Coal and coke	tonne	0.37	0.37	0.42	14.1%	0.48	0.55	\$0.63	0.71
4	Fertilizer in bulk	tonne	0.53	0.53	0.60	14.1%	0.69	0.79	\$0.90	1.02
5	Grain and grain products in bulk	tonne	0.47	0.47	0.54	14.1%	0.61	0.70	\$0.80	0.91
6	Lumber and lumber products except plywood	tonne	0.50	0.50	0.57	14.1%	0.65	0.74	\$0.85	0.97
7	Paper and paper products, including pulp, newsprint and kraft	tonne	1.05	1.05	1.20	14.1%	1.37	1.56	\$1.78	2.03
8	Petroleum products - crude or refined, in bulk									
	(a) gasoline products;	tonne	1.27	1.27	1.45	14.1%	1.65	1.89	2.15	2.45
	(b) fuel oil;	tonne	0.75	0.75	0.86	14.1%	0.98	1.11	1.27	1.45
	(c) liquid asphalt;	tonne	0.67	0.67	0.76	14.1%	0.87	0.99	1.13	1.29
	(d) other petroleum products.	tonne	0.79	0.79	0.90	14.1%	1.03	1.17	1.34	1.53
9	Plywood	tonne	1.05	1.05	1.20	14.1%	1.37	1.56	\$1.78	2.03
10	Salt in bulk	tonne	0.53	0.53	0.60	14.1%	0.69	0.79	\$0.90	1.02
11	Sand	tonne	0.37	0.48	0.55	14.1%	0.62	0.71	\$0.81	0.93
14	Stone - crushed and gravel	tonne	0.37	0.48	0.55	14.1%	0.62	0.71	\$0.81	0.93

Note 1: Rates set as of Jan 1, 2023

Note 2: Market Rate Adjustment July 1, 2023 - Items 11 & 14 only

Note 3: Rates include a 10% Administrative Fee.

Note 4: Tonnes refers to Metric Tonnes.

Schedule B							
2024 Berthage Fees (Subparagraph 7(a))							
Item	Column 1	Column 2 - Rate per 24 Hour Period or Part Thereof Per Metre of Length					
		2023	2024	2025 Minimum	2026 Minimum	2027 Minimum	2028 Minimum
1	Length of Ship (in metres)	\$0.7743	\$0.8030	\$0.8327	\$0.8635	\$0.8954	\$0.9286

Schedule C							
2024 Berthage Fees - WINTER (Subparagraph 7(b))							
Item	Column 1	Column 2 - Rate per 24 Hour Period or Part Thereof Per Metre of Length					
		2023	2024	2025 Minimum	2026 Minimum	2027 Minimum	2028 Minimum
1	Length of Ship (in metres)	\$0.1974	\$0.2047	\$0.2123	\$0.2201	\$0.2283	\$0.2367

Schedule D							
2024 Berthage Fees - SUMMER (Subparagraph 7(c))							
Item	Column 1	Column 2 - Rate per 24 Hour Period or Part Thereof Per Metre of Length					
		2023	2024	2025 Minimum	2026 Minimum	2027 Minimum	2028 Minimum
1	Length of Ship (in metres)	\$0.4859	\$0.5039	\$0.5226	\$0.5419	\$0.5619	\$0.5827

Schedule E							
Storage Fees (Subparagraph 9)							
Item	Column 1	Column 2 - Rate per 24 Hour Period or Part Thereof Per Metre					
		2023	2024	2025 Minimum	2026 Minimum	2027 Minimum	2028 Minimum
1	For each square metre of space occupied by Goods stored on a Wharf.	\$0.1215	\$0.1260	\$0.1307	\$0.1355	\$0.1405	\$0.1457
2	For each square metre of space occupied by Goods stored on a Wharf's approaches.	\$0.0454	\$0.0472	\$0.0489	\$0.0507	\$0.0526	\$0.0545