



September 30, 2024

The Windsor Port Authority continues to be a port of low fees since its inception (1999).

But the Port has a duty... mandated in the Canada Marine Act... to not only be self-sustainable, but to also contribute to the economic prosperity of its region, and Canada. I remind everyone, the Port receives zero annual funding from the federal government, we must be fully self-sustainable from operations.

The year 2024 was the final year of a 3-year phase-in of a new Tariff of Fees, where the port further aligned fees with comparable ports on the Great Lakes. And I can say with full confidence, Port Windsor still had the lowest Tariff of Fees of any federal port in the Great Lakes-St Lawrence Seaway, and in fact, all of Canada.

Three years ago, in my 2021 AGM report, I commented that the Port of Windsor was dead last in Revenues per Tonne, last in Operating Income per Tonne, and in the bottom of the pack for both Year-over-Year Revenue Growth, and 5-year Revenue Growth. While Port Windsor continues to lag in each of those same categories, when compared to ports across the Great Lakes and Canada, we are on a path to financial sustainability.

In 2020, 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, 2020-24 (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, for a 5-year period.

Today, we are announcing that next 5-year commitment for fees that will provide stability and predictability in pricing through 2029. Once again, to maintain our market position as the lowest fee port, we will use the lowest fee for each product category amongst comparable ports in the lower great lakes. We will also once again roll out price adjustments over a three-year period, 25%-35%-40%, beginning in 2025, with a back-end weighting to recognize and minimize potential impacts on contracts currently in place with your customers.

Canada<sup>ca</sup>

At its meeting of August 30, 2024, the Board of Directors approved amendments to its Bylaw No. 1 Schedule A-Harbour Fees, and Bylaw No. 1 Schedule B -Cargo rates, and Bylaw No. 2- Wharfage, effective January 1, 2025. The amended Bylaws are attached for your reference.

As in previous years, we will use the Statistics Canada CPI Trim rate as of June 30<sup>th</sup>, to determine adjustments for inflation in the following year, with a minimum of 3%. CPI Trim is used to eliminate the top and bottom 20% of prices that fluctuate and distort core inflation.

For your convenience, the schedules will contain projected CPI increases over the next 5 years to assist you with planning for port fees and contract pricing. These rates will be effective 2025, with a 5-year rate guarantee, plus inflation adjustment annually. The actual inflation rate will be determined each June 30<sup>th</sup> from the actual CPI trim, or 3% minimum, each year.

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

Pursuant to Section 51 of the Canada Marine Act, we are enclosing herewith notice and schedule provided for under that section of the Act, for a minimum period of 60 days.

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 or concerns, please do not hesitate to contact me at this office prior to December 2, 2024. Following this 60-day review period, the rates will be effective January 1, 2025.

Yours very truly,



**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, 2025, as follows:

**Harbour Fees:**

1. Effective January 1, 2025 the Harbour Fees and Cargo Rates By-law (By-law No. 1) Schedule A – Harbour Fees will be amended by:
  - a. 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 \$0.0410 for each GRT.
  - b. Increasing the factor applied to the computation of Harbour Fees set out in Column 2 of Schedule A, for Item 4, to 2.0 times.
  - c. Applying an annual inflationary factor each January 1<sup>st</sup> of the greater of 3.0% or the Bank of Canada CPI trim rate published as of June 30<sup>th</sup> of the prior calendar year.

The following chart illustrates the January 1, 2025 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					
	Vessel Description	Rate Base	2024 Rates	2025 Rates	Minimum 2026 Rates	Minimum 2027 Rates	Minimum 2028 Rates	Minimum 2029 Rates
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) \$ 3.11 (b) \$256.19	(a) \$ 3.11 (b) \$256.19	(a) \$ 3.20 (b) \$263.88	(a) \$ 3.30 (b) \$271.79	(a) \$ 3.40 (b) \$279.95	(a) \$ 3.50 (b) \$288.34
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 <b>annual fee</b> 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) \$10.37 (b) \$82.69	(a) \$10.37 (b) \$82.69	(a) \$10.68 (b) \$85.17	(a) \$11.00 (b) \$87.73	(a) \$11.33 (b) \$90.36	(a) \$11.67 (b) \$93.07
3	All ships registered in Canada, except Harbour Tour Ships	Rate per each Gross Registered Tonne (GRT)	\$0.0321	\$0.0410	\$0.0422	\$0.0435	\$0.0448	\$0.0461
4	Vessels not included in items 1 through 3.	Factor times the applicable Canadian registered ship Harbour Fee rate	1.65 times	2.0 times	2.0 times	2.0 times	2.0 times	2.0 times
5	Special Projects	Special Pricing	TBD	TBD	TBD	TBD	TBD	TBD
<b>NOTE 1:</b> Annual inflationary adjustments will be made to rates each January 1st based on the greater of 3.0% or the Ontario 12 month CPI as of June 30th of the prior calendar year.								
<b>NOTE 2:</b> Special Project pricing is dependent on the project with requests and terms being agreed to by the CEO/President of the Windsor Port Authority.								

**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 2024 cargo rates to reflect 25% of the market rate adjustment approved by the Board of Directors on August 30, 2024. The following chart illustrates the January 1, 2025 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	2024 Rates	Total Market Rate Adjustment	2025 Rates	2026 Minimum Rates	2027 Minimum Rates	2028 Minimum Rates	2029 Minimum Rates
Aggregates	tonne	0.1238	0.0352	0.1326	0.1493	0.1682	0.1733	0.1785
Cement and Dry Bulk	tonne	0.1472	0.5738	0.2907	0.5062	0.7578	0.7806	0.8040
Salt	tonne	0.1661	0.1639	0.2071	0.2724	0.3481	0.3585	0.3693
Grain and Grain Products	tonne	0.1748	0.2472	0.2366	0.3328	0.4446	0.4580	0.4717
Liquid Bulk / Petroleum Products	tonne	0.2725	0.1495	0.3099	0.3731	0.4459	0.4592	0.4730
Steel/Aluminum	tonne	0.4357	0.6279	0.5927	0.8368	1.1206	1.1542	1.1889
Other Products not specified	tonne	0.3081	0.6279	0.4651	0.7054	0.9852	1.0148	1.0452
Commercial Vehicles	each	0.6161	0.6279	0.7731	1.0226	1.3120	1.3514	1.3919
Contents of Commercial Vehicles	tonne	0.0648	0.6279	0.2218	0.4548	0.7271	0.7489	0.7714
<b>Note 1:</b> Minimum rates include a 3.0% year over year increase. If actual CPI at the prior June 30th is greater, the CPI adjustment will be applied								
<b>Note 2:</b> Market rate adjustments are reflected in the 2025-2027 rates. 25% in 2025, 35% in 2026 and 40% in 2027.								

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 December 2<sup>nd</sup>, 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, 2025, 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 (3.0%) CPI adjustment effective January 1, 2025.
2. The amount for Berthage rates set out in Column 2 of Schedule B will be amended by a three point seven per cent (3.0%) CPI adjustment effective January 1, 2025.
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 (3.0%) CPI adjustment effective January 1, 2025.
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 (3.0%) CPI adjustment effective January 1, 2025.
5. The amount for Storage Fees set out in Column 2 of Schedule E will be amended by a three point seven per cent (3.0%) CPI adjustment effective January 1, 2025.

Refer to attached Schedules A - E for the January 1, 2025, rates and projected minimum rates for the following four (4) calendar years applying a 3.0% CPI increase.

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

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 December 2, 2024.

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

Schedule A								
2025 Variable Rent / Wharfage rates								
Item	Column 1 – Classification of Goods	Column 2 Unit (Note 3)	Column 3 - Unit Rate					
			2024 (Note 1) (CAN\$)	2025 Unit Rate (CAN\$)	2026 Minimum Unit Rate (CAN\$)	2027 Minimum Unit Rate (CAN\$)	2028 Minimum Unit Rate (CAN\$)	2029 Minimum Unit Rate (CAN\$)
1	Automobiles, tractors, buses and recreational vehicles	each	3.62	4.10	4.65	5.26	5.97	6.76
2	Cement in bulk	tonne	0.60	0.68	0.77	0.87	0.99	1.12
3	Coal and coke	tonne	0.42	0.48	0.54	0.61	0.69	0.78
4	Fertilizer in bulk	tonne	0.60	0.68	0.77	0.87	0.99	1.12
5	Grain and grain products in bulk	tonne	0.54	0.61	0.69	0.79	0.89	1.01
6	Lumber and lumber products except plywood	tonne	0.57	0.65	0.73	0.83	0.94	1.06
7	Paper and paper products, including pulp, newsprint and kraft	tonne	1.20	1.36	1.54	1.75	1.98	2.24
8	Petroleum products - crude or refined, in bulk							
	(a) gasoline products;	tonne	1.45	1.64	1.86	2.11	2.39	2.71
	(b) fuel oil;	tonne	0.86	0.97	1.10	1.25	1.42	1.61
	(c) liquid asphalt;	tonne	0.76	0.86	0.98	1.11	1.25	1.42
(d) other petroleum products.	tonne	0.90	1.02	1.16	1.31	1.48	1.68	
9	Plywood	tonne	1.20	1.36	1.54	1.75	1.98	2.24
10	Salt in bulk	tonne	0.60	0.68	0.77	0.87	0.99	1.12
11	Sand	tonne	0.42	0.48	0.54	0.61	0.69	0.78
12	Scrap metal	tonne	1.33	1.51	1.71	1.93	2.19	2.48
13	Steel	tonne	1.20	1.36	1.54	1.75	1.98	2.24
14	Stone - crushed and gravel	tonne	0.42	0.48	0.54	0.61	0.69	0.78
15	Vegetable oils	tonne	1.25	1.42	1.60	1.82	2.06	2.33
16	Alcoholic beverages including wine, liquor, beer and spirits	tonne	7.96	9.02	10.22	11.58	13.12	14.86
17	Trucks, vans, tankers and other commercial vehicles - exclusive of contents	each	3.62	4.10	4.65	5.26	5.97	6.76
18	Contents of vehicles set out in Item 17	tonne	0.96	1.09	1.23	1.40	1.58	1.79
19	Containers carried on barges — exclusive of contents — that are							
	(a) 6.1m (20 ft.) or less in length	each	3.81	4.32	4.89	5.54	6.28	7.11
(b) more than 6.1m (20 ft.) in length	each	7.62	8.63	9.78	11.08	12.56	14.23	
20	Contents of containers set out in Item 19	tonne	0.96	1.09	1.23	1.40	1.58	1.79
21	Containers carried on vessels other than barges - exclusive of contents — that are							
	(a) 6.1m (20 ft.) or less in length	each	7.62	8.63	9.78	11.08	12.56	14.23
(b) more than 6.1m (20 ft.) in length	each	15.24	17.27	19.56	22.17	25.11	28.45	
22	Contents of containers set out in Item 21	tonne	0.96	1.09	1.23	1.40	1.58	1.79
23	Railway cars carried on barges	each	3.81	4.32	4.89	5.54	6.28	7.11
24	Dry bulk commodities not otherwise specified in this Schedule	tonne	0.60	0.68	0.77	0.87	0.99	1.12
25	Liquid products in bulk not otherwise specified in this Schedule	tonne	1.25	1.42	1.60	1.82	2.06	2.33
26	Goods not otherwise specified in this Schedule							
	(a) that are exported from or imported into Canada	tonne	1.70	1.93	2.18	2.47	2.80	3.17
(b) that originate in and are destined for points within Canada	tonne	1.36	1.54	1.75	1.98	2.24	2.54	

**Note 1:** Rates set as of Jan 1, 2025

**Note 2:** Rates include a 10% Administrative Fee.

**Note 3:** Tonnes refers to Metric Tonnes.

Schedule B							
2024 Berthage Fees (Subparagraph 7(a))							
Item	Column 1	2024	2025	2026	2027	2028	2029
				Minimum	Minimum	Minimum	Minimum
1	Length of Ship (in metres)	\$0.8030	\$0.8271	\$0.8519	\$0.8775	\$0.9038	\$0.9309

Schedule C							
2024 Berthage Fees - WINTER (Subparagraph 7(b))							
Item	Column 1	2024	2025	2026	2027	2028	2029
				Minimum	Minimum	Minimum	Minimum
1	Length of Ship (in metres)	\$0.2047	\$0.2108	\$0.2172	\$0.2237	\$0.2304	\$0.2373

Schedule D							
2024 Berthage Fees - SUMMER (Subparagraph 7(c))							
Item	Column 1	2024	2025	2026	2027	2028	2029
				Minimum	Minimum	Minimum	Minimum
1	Length of Ship (in metres)	\$0.5039	\$0.5190	\$0.5346	\$0.5506	\$0.5671	\$0.5842

Schedule E							
Storage Fees (Subparagraph 9)							
Item	Column 1	2024	2025	2026	2027	2028	2029
				Minimum	Minimum	Minimum	Minimum
1	For each square metre of space occupied by Goods stored on a Wharf.	\$0.1260	\$0.1298	\$0.1337	\$0.1377	\$0.1418	\$0.1461
2	For each square metre of space occupied by Goods stored on a Wharf's approaches.	\$0.0471	\$0.0486	\$0.0501	\$0.0516	\$0.0531	\$0.0547