



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1

Fax: (519)255-6868

E-mail: [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)

WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

---

### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 303/2023**

**Approved: Thursday, November 23, 2023**

THAT the Chief Administrative Officer **APPROVE** the adjustment to \$0 (Zero Dollars) of the Letters of Credit held within the BMO Trust agreement established previously to fund the Transit Windsor Contributory Pension Plan deficit: and further,

THAT the Executive Director of Transit Windsor together with the Director, Operations and Planning, Transit Windsor **BE AUTHORIZED** to execute a Transit Windsor letter that authorizes BMO Trust Company to immediately cancel all seven (7) Scotiabank issued Standby Letters of Credit with respect to the Contributory Pension Plan for Employees of Transit Windsor subject to legal review by the City Solicitor, technical review by the Executive Director of Transit Windsor and financial review by the City Treasurer or designates; and further,

THAT the Executive Director of Transit Windsor and, if need be together with the Director, Operations and Planning, Transit Windsor, **BE AUTHORIZED** to take any additional action that may be required to effect the cancellation of the seven (7) Scotiabank issued Standby Letters of Credit with respect to the Transit Windsor Contributory Pension Plan for Employees of Transit Windsor including the signing of any required documentation/agreement(s), satisfactory in legal form to the City Solicitor, in technical content to the Executive Director of Transit Windsor and financial content to the City Treasurer, or designates.

Report Number: CAO 303/2023  
Clerk's File: MT2023



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1

Fax: (519)255-6868

E-mail: [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)

WEBSITE: [www.citywindsor.ca](http://www.citywindsor.ca)

---

*Anna Ciacelli*

Deputy City Clerk / Supervisor of Council Services  
November 24, 2023

### Department Distribution

Manager of Treasury and Cash Management
Deputy Treasurer - Taxation, Treasury & Financial Projects
Deputy Treasurer – Financial Accounting and Corporate Controls
Executive Director Transit Windsor
Commissioner of Finance & City Treasurer
Chief Administrative Officer

### External Distribution