AGENDA

2026-2030 Windsor City Council Elect Orientation Session

Orientation Session #1 – Introduction to Administration

Thursday, November 12, 2026, 2:00 o'clock p.m. to 4:00 o'clock p.m.

350 City Hall Square West, The Helga Reidel Meeting Room (Suite 204)

1. Welcoming Remarks/Brief Overview

- Chief Administrative Officer (CAO), Ray Mensour
- Corporate Leadership Team (CLT)/Clerk Introductions

2. Departmental Overviews/Updates by the Corporate Leadership Team

- Deputy CAO/Commissioner of Economic Development – **Jelena Payne**
- Commissioner of Finance/City Treasurer – **Janice Guthrie**
- Commissioner of Infrastructure/City Engineer – **David Simpson**
- Commissioner of Community Services – **Michael Chantler**
- Commissioner of Health and Human Services – **Dana Paladino**
- Commissioner of Corporate Services – **Andrew Daher**

3. *Municipal Act* -Steve Vlachodimos, City Clerk

- Powers Exercised by Council
- Role of Council
- Role of Head of Council
- Role of Municipal Administration
- Role of Clerk
- Duties and Responsibilities of the Council Secretariat

4. Question and Answer Period

5. Closing Remarks

Upcoming Council Orientation Sessions:

Council Orientation Session #2—Finance and Budget 101
Thursday November 19, 2026—1:00 o'clock p.m. - 4:00 o'clock p.m.
Location—The Helga Reidel Meeting Room (Suite 204) 350 City Hall Square West

***Council Orientation Session #3—Mechanics of a Council Meeting/Demo/Mock Order of Business**
Friday November 20, 2026—4:00 o'clock p.m. - 6:00 o'clock p.m.
Location—Council Chambers 1st Floor—350 City Hall Square West

*friends and family are welcome to attend, sit in the gallery and take photos after the session.