



CITY OF WINDSOR MINUTES 04/30/2025

Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors Meeting

**Date: Wednesday, April 30, 2025
Time: 5:30 PM**

Members Present:

Councillors

Ward 2 - Councillor Fabio Costante (Chairperson)
Ward 3 - Councillor Renaldo Agostino
Ward 8 - Councillor Gary Kaschak
Ward 9 - Councillor Kieran McKenzie (Vice Chairperson)

Councillors Regrets

Ward 4 - Councillor Mark McKenzie

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Robert Martini, Municipal Gaming Analyst
Jelena Payne, Commissioner, Economic Development Participates Via Zoom

ALSO PARTICIPATING ARE THE FOLLOWING FROM ADMINISTRATION:

Wira Vendrasco, City Solicitor
Stephan Habrun, Acting Executive Director Transit Windsor
Anna Ciacelli, Deputy City Clerk / Supervisor of Council Services

1. CALL TO ORDER

The Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors to order at 5:30 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

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3. ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE SITTING AS THE TRANSIT WINDSOR BOARD OF DIRECTORS

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Gary Kaschak

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Director meeting held March 26, 2025, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 87/2025

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

None presented.

6. PRESENTATIONS AND DELEGATIONS

None presented.

9. TRANSIT BOARD ITEMS

9.1. Response to Instructional Memo TWB 13/2025 Transit Windsor Governance Structure, Roles and Responsibilities - City Wide

Councillor Kieran McKenzie states that while report recommendation is to receive and present to Council, he feels the Transit Windsor Board needs direction regarding its roles and responsibilities, and that clear terms of reference are required for the Board to proceed on an ongoing basis despite the difficulty of doing so. Jelena Payne, Commissioner, Economic Development appears via video conference before the Environment, Transportation & Public Safety Standing Committee, Sitting as the Transit Windsor Board of Directors regarding the administrative report dated April 10, 2025, entitled "Response to the Instructional Memo TWB 13/2025 Transit Windsor Governance Structure, Roles and Responsibilities – City Wide" and states that the Board currently operates under a legal governance operating agreement, and defers to the City Solicitor for comment. Wira Vendrasco, City Solicitor appears before the Environment, Transportation & Public Safety Standing Committee, Sitting as the Transit Windsor Board of Directors regarding the administrative report dated April 10, 2025, entitled "Response to the Instructional Memo TWB 13/2025 Transit Windsor Governance Structure, Roles and Responsibilities – City Wide" and states this is a continued evolution of the Corporation. Currently, both the City and the Board are making decisions regarding Transit Windsor and at times these decisions are not aligned. This report was created to generate a broader

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discussion at Council to help bring the Board and the City into alignment. Ms. Payne states that Transit Windsor has undergone many governance changes over the years, and will be changing again, being governed under the Canadian Labour Code to the Provincial Labour Code due to the elimination of the Tunnel Bus. In writing this report, it was realized that there are a lot of discrepancies and contradictions within the current structure and that a wholesale review of its governance is needed.

Councillor Kieran McKenzie agrees and believes that any changes to the structure of Transit Windsor is a decision that should be made by Council.

Councillor Fabio Costante requests clarification whether administration would be reporting back on options available for the Board to govern itself going forward. Ms. Payne replies that the report provided was created to answer Councillor Kieran McKenzie's request for clarity regarding the Board's role. Administration does not currently have further direction. However, if it is the recommendation of the Board and supported by Council as a whole, administration would be willing to provide a more in-depth review of the Board's roles and responsibilities. Administration would also like the opportunity to look at how other jurisdictions structure their transit systems. This would be done with the goal to recommend options for governance to the Board and to Council.

Councillor Fabio Costante inquires whether this in-depth report would explore the implications of Strong Mayor legislation as it relates specifically to personnel. Ms. Payne inquires whether the Councillor is asking for a more comprehensive, wholistic, broader view of the options that could be presented, and Councillor Costante agrees.

Councillor Kieran McKenzie asks if Transit Windsor could be considered a Municipal Service Corporation. Ms. Vendrasco replies no, Transit Windsor is a corporation, incorporated under private legislation and not under the Municipal Act.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **TWB 14**

THAT the report of the Executive Director of Transit Windsor dated April 10, 2025, entitled "Response to Instructional Memo TWB 13/2025 Transit Windsor Governance Structure, Roles and Responsibilities - City Wide" **BE RECEIVED**; and,

THAT the report **BE BROUGHT FORWARD** to City Council at its next meeting for information; and,

THAT administration **BE DIRECTED** to report back on governance models for Transit Windsor for Council consideration, including an analysis of governance frameworks in comparable municipalities across Ontario; and,

THAT the Transit Board **RECOMMENDS** that transit service continue to operate as a separate Corporate entity with its own Board exercising oversight.

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Carried.

Report Number: S 52/2025
Clerk's File: MT2025

11. NEW BUSINESS

None presented.

12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors is adjourned at 5:53 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors will be held May 28, 2025.

Carried.

Ward 9 – Councillor Fabio Costante
(Chairperson)

Deputy City Clerk / Supervisor of Council
Services