



CITY OF WINDSOR MINUTES 07/30/2025

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

Date: Wednesday, July 30, 2025

Time: Immediately following the 4:30 o'clock p.m. Environment, Transportation
& Public Safety Standing Committee Meeting

Members Present:

Councillors

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie (Vice Chairperson)

**PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM
ADMINISTRATION:**

None.

**ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM
ADMINISTRATION:**

Stephen Habrun, Executive Director, Transit Windsor

Dan Seguin, Deputy Treasurer, Financial Accounting & Corporate Controls

Sandra Gebauer, Council Assistant

Anna Ciacelli, Deputy City Clerk

Minutes

Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors Wednesday, July 30, 2025

Page 2 of 5

1. CALL TO ORDER

The Vice Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors to order at 5:05 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

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

3.1. Adoption of the Environment, Transportation, and Public Safety Standing Committee sitting as the Transit Windsor Board of Directors minutes of its meeting held May 28, 2025

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Mark McKenzie

THAT the Environment, Transportation, and Public Safety Standing Committee sitting as the Transit Windsor Board of Directors minutes of its meeting held May 28, 2025, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 180/2025

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

None presented.

6. PRESENTATIONS AND DELEGATIONS

None presented.

Minutes

Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors Wednesday, July 30, 2025

Page 3 of 5

9. TRANSIT BOARD ITEMS

9.1. Transit Windsor License Agreement with NextStar Energy Inc. - 10900 Twin Oaks Drive and 3455 Banwell Road

Councillor Kieran McKenzie inquires if there will be a written agreement between the parties involved. Stephan Habrun, Acting Executive Director, Transit Windsor, appears before the Environment Transportation and Public Safety Standing Committee, Sitting as the Transit Windsor Board of Directors regarding the administrative report dated July 9, 2025, entitled "Transit Windsor License Agreement with NextStar Energy Inc. - 10900 Twin Oaks Drive and 3455 Banwell Road" and indicates that is his understanding.

Councillor Gary Kaschak inquires whether a large number of NextStar-related riders are anticipated. Mr. Habrun replies that this is an unknown at the moment. He adds that due to the Twin Oaks industrial area and the NextStar plant being in the same general location, it's expected that the majority of the ridership will consist of those employees.

Councillor Kieran McKenzie comments that this will be a real step forward in terms of accessibility for the workers and the area in general.

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Mark McKenzie

Decision Number: **TWB 17**

THAT the Environment, Transportation and Public Safety Standing Committee sitting as the Transit Windsor Board of Directors, and City Council:

- I. **APPROVE** Transit Windsor entering into a license agreement with NextStar Energy Inc. in accordance with the following terms and conditions:
 - a. Transit Windsor will be granted non-exclusive access to the lands municipally known as 10900 Twin Oaks Drive and 3455 Banwell Road (collectively, the "Premises") in order to maintain its municipal transit service Route 250;
 - b. Transit Windsor will be granted exclusive use of the area identified in Appendix A attached hereto;
 - c. For a total annual cost of \$1.00 (CAD), plus HST;
 - d. The term shall be a period of three (3) years, commencing upon execution of the license agreement (the "Term"); and,

Minutes

Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors Wednesday, July 30, 2025

Page 4 of 5

- e. Following the initial Term, the license agreement will renew automatically on a year-to-year basis, unless written notice is provided by either party no later than 30 days prior to the expiry of the then current term; and further,

- II. **AUTHORIZE** the Acting Executive Director of Transit Windsor to sign the agreement, satisfactory in form to the City Solicitor, in technical content to the Deputy CAO/Commissioner, Economic Development, and financial content to the City Treasurer.

Carried.

Report Number: S 92/2025
Clerk's File: APM/14908

9.2. Transit Windsor Pension - 2024 Actuarial Valuation and Audited Financial Statements - City Wide

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

Decision Number: **TWB 18**

THAT the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors:

- I. **APPROVE** the Audited Financial Statements and Actuarial Valuation of the Contributory Pension Plan for Employees of Transit Windsor as at December 31, 2024; and further,
- II. **ACKNOWLEDGE** the forwarding of the Audited Financial Statements and Actuarial Valuation as at December 31, 2024 to the Office of the Superintendent of Financial Institutions by the Plan Administrator and as per legislation.

Carried.

Report Number: S 87/2025
Clerk's File: AFB/14256

11. NEW BUSINESS

None presented.

Minutes

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

Wednesday, July 30, 2025

Page 5 of 5

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 5:09 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 September 24, 2025.

Carried.

Ward 2 – Councillor Kieran McKenzie
(Vice Chairperson)

Deputy City Clerk / Supervisor of Council
Services