

## **CITY OF WINDSOR MINUTES 11/30/2018**

### **2018-2022 Windsor City Council Orientation Session**

Date: Friday, November 30, 2018

Time: 9:00 o'clock a.m.

#### **Members Present:**

##### **Mayor**

Mayor Dilkens

##### **Councillors**

Ward 1 - Councillor Francis

Ward 2 - Councillor-Elect Costante

Ward 3 - Councillor Bortolin

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Kusmierczyk

Ward 8 - Councillor-Elect Kaschak

Ward 9 - Councillor-Elect McKenzie

Ward 10 - Councillor-Elect Morrison

#### **Member Absent:**

Ward 4 - Councillor Holt (in Toronto attending AMO Board of Directors meeting on behalf of the City of Windsor)

### **1. WELCOMING REMARKS FROM THE CHIEF ADMINISTRATIVE OFFICER**

Council-Elect meets in formal session this day at 9:00 o'clock a.m., at Willistead Manor, 1899 Niagara Street, Windsor, Ontario.

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## 2. INTRODUCTION OF THE CORPORATE LEADERSHIP TEAM

### Onorio Colucci, Chief Administrative Officer

Onorio Colucci, Chief Administrative Officer, appears before the Council-Elect, and provides welcoming remarks, and introduces the Corporate Leadership Team (CLT):

- a) Valerie Critchley, City Clerk
- b) Shelby Askin-Hager, City Solicitor
- c) Joe Mancina, Chief Financial Officer & City Treasurer
- d) Mark Winterton, City Engineer
- e) Jan Wilson, Corporate Leader of Parks, Corporate Facilities, Parks & Recreation
- f) Carolyn Brown, Corporate Leader, Transportation Services
- g) Jelena Payne, Community Development & Health Commissioner

## 3. CITY COUNCIL ROLES AND RESPONSIBILITIES

### Valerie Critchley, City Clerk

Valerie Critchley, City Clerk, appears before the Council-Elect, and provides an overview of City Council roles and responsibilities, and includes an overview of the *Municipal Act*, transparency of government – conduct of meetings; Privacy, *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, the role of Council, the role of the head of Council, the role of administration, “notice” provisions; definition of meetings (open and closed meetings).; *Municipal Conflict of Interest Act*, direct interest, indirect interest, deemed interest, exceptions, duty of disclosure, alleged contravention and penalties for contravention; and concludes by providing a high level overview of her departmental portfolios.

The meeting recesses at 10:00 o'clock a.m.

The meeting reconvenes at 10:20 o'clock a.m.

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## 4. CITY OF WINDSOR DEPARTMENTAL OVERVIEW/UPDATES

### **Shelby Askin Hager, City Solicitor**

Shelby Askin Hager, City Solicitor, appears before the Council-Elect and provides an overview of the services provided by the legal services division, provincial offenses, Risk Management and Insurance, the Purchasing Department, the Planning and Building Department, and Windsor Fire & Rescue Services.

### **Joe Mancina, Chief Financial Officer & City Treasurer**

Joe Mancina, Chief Financial Officer & City Treasurer, appears before the Council-Elect and provides an overview of the departmental structure, including key areas and contacts.

### **Mark Winterton, City Engineer**

Mark Winterton, City Engineer, appears before the Council-Elect and provides an overview of their departmental structure, key areas and contacts and key statistical information.

### **Jan Wilson, Corporate Leader Parks, Recreation, Culture & Facilities**

Jan Wilson, Corporate Leader Parks, Recreation, Culture & Facilities, appears before the Council-Elect and provides a high level overview of her departmental structures, including key areas and contacts.

### **Carolyn Brown, CEO of YQG and WDTC**

Carolyn Brown, CEO of YQG and WDTC, appears before the Council-Elect and provides a high level overview of the Office of Transportation Services, including the Tunnel and YQG (Windsor Airport).

### **Jelena Payne, Community Development and Health Commissioner**

Jelena Payne, Community Development and Health Commissioner, appears before the Council-Elect and provides an overview of their departmental structure, including programs and services, legislation and governance, funding, cost sharing and key statistics, and concludes by stressing the importance of confidentiality and the protection of personal information.

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## **5. QUESTION AND ANSWER PERIOD**

## **6. CLOSING REMARKS**

### **Onorio Colucci, Chief Administrative Officer**

Onorio Colucci, Chief Administrative Officer, appears before the Council-Elect and provides closing remarks and provides a brief overview of upcoming orientation sessions that are being further scheduled.

## **Adjournment**

Accordingly, the meeting is adjourned at 12:00 o'clock p.m.