

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

Date: Wednesday, September 24, 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 (Chairperson)

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

Sandra Gebauer, Council Assistant

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

Jelena Payne, Deputy Chief Administrative Officer / Commissioner, Economic Development

James Chacko, Executive Director, Transit Windsor

Anna Ciacelli, Deputy City Clerk

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1. CALL TO ORDER

The Deputy Clerk calls the meeting of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors to order at 6:13 o'clock p.m. and calls for nominations from the floor for the position of Chairperson.

Councillors Mark McKenzie and Renaldo Agostino nominate Councillor Kieran McKenzie for the position of Chairperson; Councillor Kieran McKenzie accepts the nomination. There being no further nominations the Deputy Clerk calls a vote. All members vote in favour. Councillor Kieran McKenzie assumes the Chair.

The Deputy Clerk calls for nominations from the floor for the position of Vice Chair. Councillors Mark McKenzie and Gary Kaschak nominate Councillor Renaldo Agostino for the position of Vice-Chair. Councillor Renaldo Agostino accepts the nomination. There being no further nomination the Deputy Clerk calls a vote. All members vote in favour.
Carried.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES OF THE ENVIRONMENT TRANSPORTATION & PUBLIC SAFETY STANDING COMMITTEE SITTING AS THE TRANSIT WINDSOR BOARD OF DIRECTORS

3.1. Adoption of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors minutes of its meeting held July 30, 2025

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors meeting held July 30, 2025 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 244/2025

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

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5. COMMUNICATIONS

None presented.

6. PRESENTATIONS AND DELEGATIONS

None presented.

9. TRANSIT BOARD ITEMS

9.1. Confirm and Ratify Report Regarding Transit Windsor Secondment Agreement – City Wide

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Gary Kaschak

Decision Number: **TWB 19**

THAT the results of the email poll authorized by the Vice Chair for the Environment, Transportation and Public Safety Standing Committee sitting as the Transit Windsor Board of Directors on August 15, 2025 approving the following **BE CONFIRMED AND RATIFIED**:

Whereas Section 4(2) of the Operating Agreement between Transit Windsor ("TW") and The Corporation of the City of Windsor (the "City") delegates recruitment of TW staff and TW human resources services to the City;

And whereas the aforementioned authority includes responsibility for the recruitment of the Executive Director for Transit Windsor;

And whereas the current Acting Executive Director, Stephan Habrun, will return to his position as the Director, Operations and Planning;

And whereas the City has recruited James Chacko to fill the position of Executive Director for TW via a secondment agreement from August 18, 2025 until January 31, 2026 pending the recruitment of a full-time Executive Director. Mr. Chacko would remain a City of Windsor employee but would be seconded to the ED role at the TW Salary Schedule NU 16, Step 5 rate of pay;

And whereas the parties to the secondment agreement are the City, Transit Windsor and James Chacko;

And whereas the authorized signing officer of Transit Windsor is the TW Board Chair, which seat is currently vacant;

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Now Therefore BE IT RESOLVED that the Board hereby confers authority upon the Vice Chair to execute a secondment agreement between TW, the City and James Chacko to second James Chacko to position of Executive Director, Transit Windsor from August 18, 2025-January 31, 2026.

Carried.

Report Number: S 108/2025

Clerk's File: MT/13708

11. NEW BUSINESS

Councillor Kieran McKenzie requests that administration provide any updates on the transition away from the school extra bus program. He would like to know if there is a higher volume of complaints, or if there are responses needed to the community based on feedback received. James Chacko, Executive Director, Transit Windsor, appears before the Environment, Transportation, and Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors, and replies that all feedback from 311, the community, and the schools is being compiled and consolidated to be presented at an internal meeting. Administration is responding to individual resident and school comments as received. Mr. Chacko states there has been a mix of general questions, positive feedback, and complaints. The upcoming internal meeting will inform Transit Windsor's communication with schools and may help in making adjustments to service as needed come January 2026.

Councillor Kieran McKenzie asks about the general feedback from schools. He has heard that the large number of students collectively trying to get on buses at dismissal time is causing congestion outside of schools and asks if any support on this issue has been offered by the schools themselves. Jelena Payne, Deputy Chief Administrative Officer and Commissioner, Economic Development, appears before the Environment, Transportation, and Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors, and provides details regarding the communication between her office and the school board directors and principals throughout the process.

Councillor Kieran McKenzie asks how often stops are being skipped due to full buses, and if arrival times are being impacted by increased passenger volume. Mr. Chacko replies that the first month has only seen one or two issues so far.

Councillor Kieran McKenzie inquires whether there is enough capacity to pick up all students at end-of-day. Ms. Payne replies that wait times overall have decreased. If a bus fills up quickly at dismissal time, another bus will arrive within 10 to 15 minutes. The hope is, that with time, education, and communication, students will see they have route options, and if they choose to walk to the next closest stop, they may be able to get onto a less crowded bus.

Councillor Kieran McKenzie believes there is a gap in service along Cabana Road, which results in many South Windsor students taking buses that head north before heading back south. He asks what the most efficient way would be to cut travel time for students going to Massey and Holy Names. Ms. Payne replies that a report to that effect will be coming back to the next board meeting.

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Councillor Gary Kaschak points out that it has only been three weeks since the new program went into effect. He asks if the school boards are in “panic mode” or if they will be waiting longer to evaluate and re-evaluate the new routes. Ms. Payne replies that it has been pleasantly surprising how smoothly the transition has gone so far. The schools have been directing parents to contact the city in regards to any issues.

Councillor Gary Kaschak inquires whether the reduction in international students at post-secondary institutions could free up some buses to be assigned elsewhere in the city. Ms. Payne replies that buses on the post-secondary routes are still heavily utilized.

Councillor Gary Kaschak asks if the strike at St. Clair College is affecting the buses on that route. Mr. Chacko replies that the routes continue to run smoothly.

Councillor Kieran McKenzie inquires about the recent report that shows that ridership is down across all classes. He is surprised to see the dip in ridership with adults and seniors. He asks if transit is affected by a general downturn in the economy. Mr. Chacko replies that the general trend is seeing the same decrease in ridership, in the same categories, province-wide.

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 6:41 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 October 29, 2025.
Carried.

Ward 9 – Councillor Kieran McKenzie
(Chairperson)

Deputy City Clerk / Supervisor of Council
Services