



## CITY OF WINDSOR MINUTES 05/27/2026

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

**Date:** Wednesday, May 27, 2026

**Time:** Immediately following the 4:30 o'clock p.m.

Environment, Transportation & Public Safety Standing Committee Meeting

**Location:** Room 140, 1st Floor, Windsor City Hall

### Members Present:

#### Councillors

Ward 2 – Councillor Frazier Fathers

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie (Chairperson)

#### ALSO PARTICIPATING ARE THE FOLLOWING FROM ADMINISTRATION:

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

Janice Guthrie, Commissioner, Finance & City Treasurer

James Chacko, Acting Executive Director, Transit Windsor

Lorie Gregg, Executive Director, Financial Planning & Deputy Treasurer

Rachel Chesterfield, Manager, Performance Measurement & Business Case Development,

Steve Vlachodimos, City Clerk

### 1. CALL TO ORDER

The Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee (ETPS) sitting as the Transit Windsor Board of Directors to order at 5:21 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

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### 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 April 29, 2026

Moved by: Councillor Frazier Fathers  
Seconded by: Councillor Gary Kaschak

That the minutes of the Environment, Transportation, and Public Safety Standing Committee sitting as the Transit Windsor Board of Directors of its meeting held April 29, 2026 **BE ADOPTED** as presented.  
Carried.

Report Number: SCM 128/2026

### 4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

### 5. COMMUNICATIONS

None presented.

### 6. PRESENTATIONS AND DELEGATIONS

### 9. TRANSIT BOARD ITEMS

#### 9.1. Q1 2026 Transit Windsor Service Report - City Wide

James Chacko, 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 April 28, 2026, entitled "Q1 2026 Transit Windsor Service Report - City Wide" and provides an overview of the report. He states there has been a decrease in ridership in comparison to Q1 2025, as was to be expected due the changes to the International Student program. There was a small decrease in ridership among adults and seniors attributed to the colder weather, and ridership is expected to increase to previous year's levels seasonally. Overall, ridership levels are where they were anticipated to be and is expected to trend upward over the course of the year.

Councillor Frazier Fathers inquires about the typical seasonal variation on specific routes. Mr. Chacko indicates that large decrease in ridership on the 518 route has been directly attributed to the changes in the International Student program. The minor decreases seen on other routes were not unusual considering the cold January and February weather. A rebound in numbers is expected in Q2.

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Councillor Frazier Fathers inquires whether the fare increase that recently went into effect could account for decreased ridership. Mr. Chacko replies that the large decrease due to the lack of international student ridership was an anomaly. Because the fare increase did not go into effect until March, it is still too early to determine if that has had an impact on ridership numbers. He states that there will be a better understanding of the trends of the fare increase in Q2.

Councillor Frazier Fathers inquires whether there is a difference in ridership numbers comparing monthly pass users to cash payment users. Mr. Chacko replies that those numbers were not included in this report but could be included in the Q2/Semi-annual report.

Councillor Kieran McKenzie expresses concern on the impact of the fare increase on ridership. He asks if there has been any feedback from the public regarding the fare change. Mr. Chacko replies there have not been any formal complaints reported through 311 since it has been implemented, but input from the drivers could be included in the Q2/Semi-annual report.

Councillor Renaldo Agostino inquires on the status of “tap to pay” for bus fares. Mr. Chacko replies that the infrastructure is now on the busses, and the ability to tap to pay should be implemented soon.

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

Decision Number: **TWB 25**

THAT the report of the Acting Executive Director, Transit Windsor dated April 28, 2026, entitled “Q1 2026 Transit Windsor Service Report - City Wide” **BE RECEIVED** for information.

Carried.

Report Number: S 44/2026  
Clerk’s File: MT/13708

### **9.2. Transit Windsor Operating Budget Comparison: 2026 Approved Budget, 2025 Approved Budget and 2025 Actuals**

Councillor Gary Kaschak inquires about the effect of large decrease in ridership on the budgeting forecast. Janice Guthrie, Commissioner, Finance & City Treasurer, appears before the Environment, Transportation, and Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors, regarding the administrative report dated May 7, 2026, entitled “Transit Windsor Operating Budget Comparison: 2026 Approved Budget, 2025 Approved Budget and 2025 Actuals” and indicates that the significant changes occurred between Q4 of 2025 and the beginning of budget development in 2026, so the numbers do not reflect what was anticipated. The decrease in international students combined with the elimination of Tunnel Bus were factors. Decreased fuel prices did produce a savings, but recent increases in fuel prices are mitigating that.

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Councillor Kaschak inquires if any vacant positions are contractually required to be filled, or if savings could be found with reduced staffing. Mr. Chacko replies that the current agreement requires regular full-time positions to be filled.

Councillor Frazier Fathers asks which issues are most concerning to Administration when it comes to the budget variance outlook. Ms. Guthrie replies that the budget variance process is still in the preliminary stages and they are using a change management strategy. She adds that there will be increased revenue from fares, but that may not translate into increased revenue in the Transit budget overall.

Councillor Frazier Fathers inquires about what the tipping point may be with regard to increased fares prohibiting people from taking the bus. Ms. Guthrie replies that it is a difficult balance. She mentions the Affordable Pass program which does help those in need to obtain a monthly pass for a discounted rate.

Councillor Kieran McKenzie asks if revenue projections are always based on a five-year average. Ms. Guthrie replies that revenue projections are based on trends and the five-year average is used in instances where there can be great fluctuation year over year - a boom year does not increase the revenue line item for that department, for example.

Councillor Kieran McKenzie points out that there has been a budget deficit for the past two years for the same reasons, and he asks what the board can do to address that. Ms. Guthrie replies that operationally, the management team has done all they can to mitigate deficit issues. Ridership is a difficult line item to tackle because the Board cannot control whether or not people take the bus. Streamlining operations, finding efficiencies, and revisiting the Transit Master Plan are areas that Administration can focus on.

Councillor Kieran McKenzie agrees that people cannot be forced to take the bus, but the city can decide what level of service to provide and set the budget according to that desired service level. He mentions that the City of Windsor lies below average in respect to transit funding from tax levies, and with Transit Windsor running a large deficit on the revenue side, he feels that this may be a way to bridge the gap. Ms. Guthrie replies budget is a City Council issue, not a Transit Board issue. Councillor McKenzie feels that the board has some accountability to the public with respect to budgeting for the service. He says he is not comfortable with the potential of service reduction to make up revenue shortfall. He would like to know the best way to integrate the Transit Board into the broader budget conversation for the balance of the fiscal year. Ms. Guthrie suggests that the Board make a recommendation to Council regarding services once the Q2/semi-annual ridership and revenue numbers are released. Ms. Guthrie states there have been significant changes within the budget that will prevent a massive deficit.

Moved by: Councillor Frazier Fathers

Seconded by: Councillor Mark McKenzie

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Decision Number: **TWB 26**

THAT the report of the Manager, Performance Measurement and Business Case Development dated May 7, 2026, entitled "Transit Windsor Operating Budget Comparison: 2026 Approved Budget, 2025 Approved Budget and 2025 Actuals" **BE RECEIVED** for information.

Carried.

Report Number: S 48/2026  
Clerk's File: AFB/14256

## 12. ADJOURNMENT

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Mark McKenzie

There being no further business, the Environment, Transportation & Public Safety Standing Committee Sitting as the Transit Windsor Board of Directors is adjourned at 5:56 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 Wednesday, June 24, 2026.

Carried.

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Ward 9 – Councillor Kieran McKenzie  
(Chairperson)

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City Clerk