

**Ottawa Student Transportation Authority (OSTA)
Meeting of the Board of Directors**

**Held on
Monday, January 29, 2018, 5:30 p.m.
Ottawa Student Transportation Authority
1645 Woodroffe Avenue, Ottawa (Nepean) – 1st Floor, Room 100**

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson: Lynn Scott

Directors: Jennifer Adams – Teleconference
Jeremy Wittet
David Leach - Teleconference
Denise Andre - Teleconference
Donna Blackburn
Elaine McMahon (for Spencer Warren)

Absent: Spencer Warren
Michael Carson

General Manager/C.A.O.: Vicky Kyriaco

Other: None.

Recording: Jeff Redmond, Controller

1. Call to Order

The meeting was called to order at 5:26 p.m. with Lynn Scott in the Chair.

2. Declarations of Conflict of Interest

None.

3. Approval of Regular Session Agenda

Moved by: Donna Blackburn
Seconded by: Jeremy Wittet

THAT the Regular Session agenda be approved.

Carried

4. Resolve In Camera

Moved by: Elaine McMahon
Seconded by: Jeremy Wittet

THAT the committee resolves In Camera.

Carried

Return to Regular Session at 5:35 p.m.

Regular Session Action Items

5. Bell Times

Vicky Kyriaco presented a report outlining proposed changes to bell times. Carefully planned bell times allows OSTA to plan routes taking advantage of run doubling and tripling in order to minimize cost.

The OCSB is combining St Patrick Intermediate School with St Patrick High School to be a grade 7 – 12 school. The OCSB is also opening a new school in Kanata North. The OCDSB Fisher Park Intermediate School has requested a bell time change of 10 minutes and has conducted its own consultation on the matter.

Options for Bell times respecting St. Patrick were reviewed with the OCSB, and the result was to not change bell times by providing Presto passes to the grades 7 and 8 students. This is a more expensive option and further creates routing inefficiency in the area, which was debated with the Board in terms of policy and reallocation of cost.

Moved by: Donna Blackburn
Seconded by: Elaine McMahon

THAT the OSTA Board of Directors approve a change of morning bell times for Fisher Park/Summit Alternative from 8:45 to 8:55 am, and a dismissal time of 3:15pm, as of September 1, 2018.

Further discussion and debate occurred respecting the efficiency of various scenarios. The OCDSB was unsure if the proper protocol occurred respecting the proposed changes, as the CFO was not present to respond.

The following amendment was put on the table:

Moved by: Jennifer Adams
Seconded by: Donna Blackburn

THAT the OSTA Board of Directors approve a change of morning bell times for Fisher Park/Summit Alternative from 8:45 to 8:55 am, and a dismissal time of 3:15pm, as of September 1, 2018, subject to the approval of the CFO of the OCDSB.

To record the vote on the amendment:

Carried

To record the vote on the motion as amended:

Carried

Moved by: Jeremy Wittet
Seconded by: Elaine McMahon

THAT the OSTA Board of Directors approve a morning bell time of 9am and a dismissal bell time of 3:30pm at the OCSB's new Kanata North school, as of September 1, 2018.

Efficiency of the proposed bell times was reviewed, alongside community consultation which was engaged by the OCSB. Consistency of process between the Boards was further reviewed and discussed. Chair Lynn Scott suggested it would be beneficial to revisit the revised bell time policy to ensure it covers all possibilities moving forward.

The question on the motion was called.

Carried

Regular Session Information Items

6. Ministry New Vision re Student Transportation

The Ministry of Education is seeking consultation and input creating a new vision for student transportation in Ontario. Vicky Kyriaco attended a meeting with a select group of Consortia GM's on February 6, 2018. The respective Boards have also invited to attend sessions for input. Vicky Kyriaco will provide a draft written submission of key points to assist in these consultations for the Boards.

7. SAT Grant Application

Vicky Kyriaco updated the Board on a grant application being submitted to apply for up to \$100,000 in funding for new programs, which could commit OSTA to match at least 25% of the grant funds. The intent is to create a proposal to help shift community cultures, by promoting children to walk to school. The grant would essentially support moving the walking school buses from school trials into a volunteer community initiative, aligning a desired outcome previously identified by the Board. Meetings with partners are in progress and the grant application is due by the end of February.

8. OSTA Update for January 2018

The January report was presented for information. There were no questions.

9. Long Range Agenda

The long range agenda was reviewed. There were no changes.

10. New Business, Regular Session

None.

11. Meeting Schedule

Next Meeting: February 26, 2018

Future Board meeting Dates:

March 26, 2018

April 30, 2018 – Public Meeting

May 28, 2018

June 27, 2018*

August 27, 2018

Nb: - * indicates optional meeting dates, dependant on agenda requirements.

12. Adjournment

Moved by: Elaine McMahon
Seconded by: Donna Blackburn

THAT the Regular Session meeting adjourn at 6:30 p.m.

Carried

Signature

Title

Signature

Title