



# OSTA

Ottawa Student  
Transportation  
Authority

## Board of Directors Meeting

### REGULAR SESSION

Monday, October 26, 2015

5:30 p.m.

Ottawa Student Transportation Authority (OSTA) Offices  
Confederation Education Centre, 1645 Woodroffe Avenue, Ottawa (Nepean)  
Room 100

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### AGENDA

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1. Call to Order
2. Declarations of Conflict of Interest
3. Approval of Regular Session Agenda
4. Resolve In Camera

#### In Camera Action Items

- C1. Approval of In Camera Agenda
- C2.
  - a) Confirmation of In Camera Minutes, September 28, 2015
  - b) Business Arising from In Camera Minutes, September 28, 2015
  - c) Confirmation of In Camera “RESTRICTED” Minutes, September 28, 2015
  - d) Business Arising from In Camera “RESTRICTED” Minutes, September 28, 2015

#### In Camera Information Items

- C3. HR Matter – “Restricted”
- C4. Legal Matters
- C5. New Business, In Camera
- C6. Return to Regular Session

**Regular Session Action Items**

5. a) Confirmation of Regular Session Minutes, September 28, 2015..... 1 – 6  
b) Business Arising from Regular Session Minutes, September 28, 2015

6. Succession Planning Policy (V. Kyriaco)..... 7 – 8

7. FOIPPA Policy Review (V. Kyriaco)..... 9 – 14

8. Governance Related Policies (V. Kyriaco)..... 15 – 20

9. Performance Evaluation Policy Review (V. Kyriaco)..... 21 – 24

10. Empty Seat Update (V. Kyriaco)..... 69 – 70

**Regular Session Information Items**

11. Draft Financial Statement Review 2014/2015 (V. Kyriaco/J. Redmond)..... 25 – 62

12. Key Performance Indicators (V. Kyriaco)..... 63 – 68

13. OSTA/E&E Update for October 2015 (V. Kyriaco)..... 71 – 72

14. Long Range Agenda..... 73

15. New Business, Regular Session

16. Board Meeting Schedule: 5:30 p.m. start time:

- November 9, 2015**
- December 7, 2015 (Annual General Meeting)
- January 25, 2016
- February 22, 2016
- March 30, 2016 (Wednesday): RESCHEDULED
- April 25, 2016
- May 30, 2016
- June 27, 2016 (TBD, early start)

17. Adjournment.