

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

**Held on
Monday, December 8, 2014, 5:30 p.m.
Ottawa Student Transportation Authority
1645 Woodroffe Avenue, Ottawa (Nepean) – 1st Floor, Room 100**

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson: Joanne MacEwan

Directors: Jennifer Adams
Michael Carson
Brian Coburn
Chris Ellis
Julian Hanlon
David Leach
Shawn Menard

Absent: None.

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

Other: Joanne Glaser, Cornerstones

Recording: Jeff Redmond, Controller

1. **Call to Order**

The meeting was called to order at 6:52 p.m. with Joanne MacEwan in the Chair.

2. **Declarations of Conflict of Interest**

None.

3. Approval of Regular Session Agenda

Moved by: Brian Coburn
Seconded by: Jennifer Adams

THAT the Regular Session agenda be approved.

Carried

4. Resolve In Camera

Moved by: Brian Coburn
Seconded by: Chris Ellis

THAT the committee resolves In Camera.

Carried

Return to Regular Session at 7:06 p.m.

Regular Session Action Items

5. (a) Confirmation of Regular Session Minutes, November 10, 2014

Moved by: Michael Carson
Seconded by: Brian Coburn

THAT the Regular Session minutes of November 10, 2014 be approved as amended.

Carried

(b) Business Arising from Regular Session Minutes, November 10, 2014

None.

6. In Camera Policy

A report presented by Vicky Kyriaco was discussed. Michael Carson noted appreciation for the report preparation, however noted it would be desirable to allow their newly elected trustees the opportunity to come up to speed on the issues prior to voting on said policy. Support was noted by Mr. Ellis and Mr. Coburn.

Moved by: Michael Carson
Seconded by: Brian Coburn

THAT the OSTA Board of Directors defer a review of the In Camera Policy at this time.

Carried

Regular Session Information Items

7. Walk Zone Update

Vicky Kyriaco presented a report on the status of revising current walk zones based on eligibility, policy and programming boundaries. From April to June 2014, OSTA conducted public consultation regarding some 700 new walk zone maps. These maps included, or removed, hazards as defined by the new criteria and assessment methodology created by Morrison Hersfield. All re-assessments of walk zones have been completed and changes to walk zone maps have been approved. OSTA is planning to post final walk zone maps online in January, with the Board Report and details of changes posted online in December. Stakeholders who do not agree with the outcomes of the walk zone and hazard zone review may appeal the outcomes using OSTA's Appeals process. Questions and answers were provided to the Board. It was requested a brief summary be provided, summarizing changes with a chronology of events, for each Member Board.

8. OSTA Update for December 2014

The monthly OSTA Update was provided for information. Noted was the bus procurement RFI, the bus procurement RFP and progress of the Technology implementation plan.

9. School Active Transportation Update

A report updating the Board on School Active Transportation was provided by Vicky Kyriaco. The Ottawa 67's Game Day, in partnership with the Ottawa Sports and Entertainment Group, was a huge success in promoting the walking school bus. More than 16,500 students attended a game day event, with 2,800 students participating in a walking school bus by engaging in a 1km walk around the venue. It was an excellent opportunity to promote OSTA's active transportation program and for safety in general. The walking school bus program has now been established in 8 schools, in partnership with Ottawa Public Health, Green Communities Canada and the Ottawa Safety Council (OSC). OSTA is in negotiations with the OSC to continue the program and investigate starting up new routes in 2015. The OSTA GM/CAO was one of 5 panel experts invited to talk about OSTA'S School Active Transportation program at a Ministry workshop in Toronto, dedicated to sharing information and best practices regarding active transportation.

10. Long Range Agenda

Presented for information.

11. New Business, Regular Session

None.

12. Meeting Schedule

Next Meeting: Monday January 26th, 2015 - Confirmed.

Future Board meeting Dates:

February 23, 2015

March 30, 2015

April 27, 2015

May 25, 2015

June 22, 2015

13. Adjournment

The meeting adjourned at 7:30 p.m.

Signature

Title

Signature

Title