

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

**Held on
Monday, September 23, 2013, 5:30 p.m.
Ottawa Student Transportation Authority
1645 Woodroffe Avenue, Ottawa (Nepean) – 1st Floor, Room 100**

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson: Gordon Butler/Rob Campbell

Directors: Jennifer Adams
Julian Hanlon
David Leach
Michael Carson
Rob Campbell
Brian Coburn

Absent: Jennifer McKenzie

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

Other: None.

Recording: Jeff Redmond, Controller

1. Call to Order

The meeting was called to order at 5:39 p.m. with Rob Campbell in the Chair.

2. Declarations of Conflict of Interest

None.

3. Approval of Regular Session Agenda

Moved by: Brian Coburn
Seconded by: Michael Carson

THAT the Regular Session agenda be approved.

Carried

4. Resolve In Camera

Moved by: Brian Coburn
Seconded by: Michael Carson

THAT the committee resolves In Camera.

Carried

Return to Regular Session at 6:30 p.m.

Gordon Butler assumed the Chair.

Regular Session Action Items

5. (a) Confirmation of Regular Session Minutes, August 26, 2013

Moved by: Rob Campbell
Seconded by: Julian Hanlon

THAT the Regular Session minutes of August 26, 2013 be approved.

Carried

(b) Business Arising from Regular Session Minutes, August 26, 2013

None.

Regular Session Information Items

6. OCDSB Eligibility Policy Change – Grades 9 to 12

The OCDSB is currently considering changing the eligibility policy for public students in grades 9 to 12, for the 2014/15 school year. A report would be moving forward to the OCDSB's Committee of the Whole meeting on October 15th. The GM/CAO will bring further information to the OSTA Board once the OCDSB Trustees make a decision.

7. School Startup 2013 - 2014

Vicky Kyriaco noted a smooth startup for the current school year, receiving comments from both Board Trustees and senior staff on positive efforts made. The number of information and change requests coming in from parents is down compared to last year. As well, the number of telephone calls to staff has declined and staff have started addressing email requests early. Route planning was reviewed, along with an update on bus operator contracts being in place for school startup. The School Bus Safety Awareness day on Sunday August 25th was a success, having 1,300 first time riders, 4,500 other attendees and 104 volunteers attending four different sites.

8. School Active Transportation Signing Ceremony

In June 2013, the OSTA Board of Directors, OCDSB Board of Trustees and the OCSB Board of Trustees adopted the School Active Transportation Charter. The OSTA Board of Directors was cordially invited to attend the Charter signing ceremony on Thursday October 3 at Mary Honeywell Public School and St Elizabeth Ann Seaton Catholic School. Students would be in attendance, along with Chairs of each organization, a representative of Green Communities and a Mayor designate.

9. Long Range Agenda

Reviewed, with Vicky Kyriaco noting the Operations Plan, KPI's and Transportation Eligibility would be coming forward next month.

10. New Business, Regular Session

None.

11. Meeting Schedule

Next Meeting: Monday August 21, 2013 at 5:30 p.m. – Confirmed.

Future Board meeting Dates:

November 11, 2013
December 09, 2013
January 27, 2014
February 24, 2014
March 24, 2014
April 21, 2014
May 26, 2014
June 23, 2014

12. Adjournment

The meeting adjourned at 6:39 p.m.

Signature

Title

Signature

Title