

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

**Held on
Monday, April 28, 2014, 5:30 p.m.
Ottawa Student Transportation Authority
1645 Woodroffe Avenue, Ottawa (Nepean) – 1st Floor, Room 100**

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson: John Shea

Directors: Jennifer Adams
Julian Hanlon
Joanne MacEwan
David Leach
Michael Carson
Katie Holtzhauer
Brian Coburn

Absent: None.

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

Other: Blyth Helman, Assistant General Manager

Recording: Jeff Redmond, Controller

1. **Call to Order**

The meeting was called to order at 5:30 p.m. with John Shea in the Chair.

2. **Declarations of Conflict of Interest**

None.

3. Approval of Regular Session Agenda

Moved by: Joanne MacEwan
Seconded by: Michael Carson

THAT the Regular Session agenda be approved.

Carried

4. Resolve In Camera

Moved by: Katie Holtzhauer
Seconded by: Brian Coburn

THAT the committee resolves In Camera.

Carried

Return to Regular Session at 6:32 p.m.

Regular Session Action Items

5. (a) Confirmation of Regular Session Minutes, March 24, 2014

Moved by: Joanne MacEwan
Seconded by: Brian Coburn

THAT the Regular Session minutes of March 24, 2014 be approved.

Carried

(b) Business Arising from Regular Session Minutes, March 24, 2014

None.

6. Draft Budget 2014 - 2014

The Draft 2014 – 2015 budget was presented to the Board for approval. The budget was unchanged from the April review and discussions. Director Coburn suggested combining the budget meetings to one for review and approval, instead of two separate meetings. Clarification on proposed initiatives respecting the SAT Program and Walking School Bus was provided under separate cover (within this agenda) as previously requested. Questions and answers were provided.

Moved by: Brian Coburn
Seconded by: Julian Hanlon

THAT the OSTA budget for the 2014/2015 year as presented, be approved.

Carried

Regular Session Information Items

7. SAT Program and Walking School Bus

Vicky Kyriaco provided a report detailing the 2014/2015 budget proposal for the SAT and Walking School Bus programs, including cost projections and reserving funds ensuring continuance of the programs for next year.

8. Variable Transportation Update

An update on Variable transportation was provided. OSTA struck a working group to discuss what, if any, changes could be made to improve OSTA's approach to variable transportation. Multiple issues were identified and recommendations made, including the maintenance of a consistent 5 day per week alternating transportation schedule for affected children. Also included was a recommendation for development of a policy framework that includes consultation with specified stakeholders. Discussion with the Board was supportive of the recommendations made. It was further requested that school councils be included within the consultation process to seek their input.

9. OSTA Update for April 2014

Vicky Kyriaco presented the monthly OSTA update report. There were no questions.

10. Long Range Agenda

No issues.

11. New Business, Regular Session

An update was requested on the status of the community consultations for revised walking zones and bell time reviews. Vicky Kyriaco reported the process is organized and proceeding well, however parent turnout to date has been very low. Multiple publications of meetings have occurred and there are multiple channels open allowing feedback by stakeholders.

12. Meeting Schedule

Next Meeting: Monday May 26th, 2014 – Confirmed.

Future Board meeting Dates:

June 23, 2014
August 25, 2014
September 29, 2014
October 27, 2014
November 10, 2014
December 8, 2014
January 26, 2015
February 23, 2015
March 30, 2015
April 27, 2015
May 25, 2015
June 22, 2015

13. Adjournment

The meeting adjourned at 6:58 p.m.

Signature

Title

Signature

Title