

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

**Held on
Monday, March 24, 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: Walter Piovesan (for Jennifer Adams)
Julian Hanlon
Joanne MacEwan
David Leach
Michael Carson
Katie Holtzhauer
Brian Coburn

Absent: Jennifer Adams

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: Katie Holtzhauer
Seconded by: Brian Coburn

THAT the Regular Session agenda be approved.

Carried

4. Resolve In Camera

Moved by: Joanne MacEwan
Seconded by: David Leach

THAT the committee resolves In Camera.

Carried

Return to Regular Session at 6:00 p.m.

Regular Session Action Items

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

Moved by: Brian Coburn
Seconded by: Katie Holtzhauer

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

Carried

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

None.

6. Transportation Eligibility Policy Revision

Vicky Kyriaco updated the Board on amendments to the proposed Transportation Eligibility policy, which was deferred from the February meeting pending further review of language. Questions and answers were provided. The policy will continue to be reviewed and revised as necessary.

Moved by: Katie Holtzhauer

Seconded by: Michael Carson

THAT the OSTA Board of Directors approve the amendments to Transportation Eligibility Policy T18 as presented.

Carried

Regular Session Information Items

7. Consultation Update

A verbal report updating on current progress with the community consultations was provided by Vicky Kyriaco surrounding the bell time changes and new walk zone maps, affecting over 150 schools. Customized newsletters were being issued to respective schools, providing information on consultation dates, times and locations. The newsletters were being issued 30 days prior to community meetings. The OSTA website now provides robust information surrounding the proposed changes, along with links to our online survey which can be accessed from multiple websites. To date, 400 emails have been received, all being positive. A media news conference is scheduled for Thursday of this week. A sample of the school newsletters would be distributed to Trustees for information.

8. Draft 2014 – 2015 Budget

Jeff Redmond summarized the OSTA budget proposal for the 2014/2015 fiscal year for the Board. New initiatives included transportation of Grades 9 – 12 students for the OCDSB, costs and salaries associated with the new Presto Smartcard system, the Walking School Bus program and continuing initiatives for Information Technology and Active School Transportation projects, amongst others. Discussion occurred, with a stated preference for utilization of yellow school buses wherever possible to reduce costs. The draft budget would come forward to the April 28 Board meeting for approval.

9. Presto Update

OC Transpo and OSTA are working together to launch a pilot program at St. Pius X high school to allow students to self register and manage their school Board Presto passes. Communication to staff and students will be delivered shortly, and the pilot is expected to last from mid April through June. If successful, full implementation of this new process would commence in

September 2014. Due to compressed timelines, information and instructions regarding the change will occur at affected schools while the pilot is in progress. For students in grades 7 and 8, for students with special needs or who have economic or language barriers making self management of the Presto cards too challenging, assistance will be provided through OSTA.

10. OSTA Update for March 2014

Vicky Kyriaco presented the monthly OSTA update report. Kudos were provided to Cindy Armstrong, Barb Labelle and Kelly McKibbon for getting the consultation maps posted online and on-time. There were no questions.

11. Long Range Agenda

No issues.

12. New Business, Regular Session

None.

13. Meeting Schedule

Next Meeting: Monday April 28th, 2014 – Confirmed.

Future Board meeting Dates:

May 26, 2014

June 23, 2014

14. Adjournment

The meeting adjourned at 6:15 p.m.

Signature

Title

Signature

Title