



OSTA

Ottawa Student
Transportation
Authority

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

Held on
Monday, December 9, 2019 at 5:30 p.m.
Ottawa Student Transportation Authority
1645 Woodroffe Avenue, Ottawa (Nepean) – 1st Floor, Room 100

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson:	Donna Blackburn
Directors:	John Curry Camille Williams-Taylor Jeremy Wittet Lisa Schimmens Denise Andre Michael Carson Jennifer Jennekens
Absent:	None
General Manager/C.A.O.:	Vicky Kyriaco
Guest(s):	None
Recording Secretary:	Laurie Frid, Executive Assistant

1. Call to Order

The meeting was called to order at 6:00 p.m. with Donna Blackburn in the Chair.

2. Acknowledgement

The Ottawa Student Transportation Authority respectfully acknowledges that we are located on the ancestral, traditional and unceded Indigenous territory of the Algonquin Peoples, on whose territory we learn, play and work.

3. Declarations of Conflict of Interest

None.

4. Approval of Regular Session Agenda

**Moved by Lisa Schimmens
Seconded by Jeremy Wittet**

THAT the Regular Session agenda be approved. Motion Carried.

5. Resolve in Camera

**Moved by Camille Williams-Taylor
Seconded by Lisa Schimmens**

THAT the committee resolves In Camera. Motion Carried.

Return to Regular Session at 6:15 p.m.

Regular Session Action Items

6. a) Confirmation of Regular Session Minutes, November 4, 2019

**Moved by Lisa Schimmens
Seconded by Michael Carson**

THAT the Regular Session minutes of November 4, 2019 be approved. Motion Carried.

(b) Business Arising from the Regular Session Minutes, November 4, 2019

None.

Regular Session Information Items

7. St. Paul HS Bell Time Review (V. Kyriaco)

At the request of OCSB, OSTA undertook a bell time review for St. Paul High School. There were two options presented: retaining the existing bell time with the grade 7 and 8 students continuing to take the yellow bus, or change the bell time and transport the grade 7 and 8 students by OC Transpo.

OSTA held a public consultation session at St. Paul High School and on request, a subsequent consultation was done for the feeder schools. In addition, a number of surveys were conducted. OSTA was pleased with the number of respondents: 40% of students; 53% of parents. OSTA removed the responses from grade 12 students/parents as they would be unaffected by the changes.

Overwhelmingly, it was revealed that the preference was to retain the existing bell time. It appears that a bell time change and shift to public transit for grade 7 and 8 students would not be well received by the community. OSTA was pleased to see a good adaption of active modes of transportation.

There is no recommendation put forth to change the bell time, therefore, no need to proceed with further consultation.

The Board thanked Vicky and the staff for their efforts. Various questions were answered accordingly.

8. HR Policy, Alcohol and Drugs in the Workplace or Substance Abuse (V. Kyriaco)

The policy presented to the Board is in draft format, as OSTA typically consults with OSSTF, who had other commitments at this time. This was brought forward for discussion. The intentions are that it will be brought back to the Board for approval in early 2020.

Questions were answered accordingly.

9. November OSTA Update

- OSTA has been working with the school boards on various job action transportation plans.
- OSTA is investigating school bus camera systems and looking to make a selection for a pilot program. One school has shown interest in participating in the pilot program.
- Communications Plan: OSTA has had to reschedule our meeting with the school boards. We are hoping to coordinate efforts between all parties.
- Update on the situation on Meadowlands Drive: a small group from St. Gregory has come forward with complaints in regards to that area and its potential dangers. It was conveyed that OSTA has done similar investigations in the past. Traffic, along with students crossing have been observed. There was no evidence of driver problematic behaviour. For the time being, this area does not meet the warrants for transportation and it has not been declared a hazard. OSTA has done traffic counts on two locations (Viewmont/Meadowlands and one in front of the school).

Questions were answered accordingly.

10. Long Range Agenda

No changes.

Some highlights were:

- Board orientation: Vicky has offered to meet with the new Director one-on-one.
- Procurement: We have 1 last contract to bring forward to the Board (Stock Transportation).

11. New Business, Regular Session

None.

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

The Board decided to cancel the January 27, 2020 meeting.

Future Board Meeting Dates:

- February 24, 2020
- March 30, 2020
- April 27, 2020 – Public Meeting
- May 25, 2020
- June 24, 2020*
- August 24, 2020

* indicates optional meeting dates, dependant on agenda requirements.

13. Adjournment

**Moved by Jeremy Wittet
Seconded by Michael Carson**

THAT the Regular Session meeting adjourn at 6:28 p.m. Motion Carried.

Signature

Title

Signature

Title