



OSTA

Ottawa Student
Transportation
Authority

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

Held on
Monday, May 31, 2021 at 5:30 p.m.
Ottawa Student Transportation Authority (OSTA)
Confederation Education Centre, 1645 Woodroffe Avenue, Ottawa (Nepean)
Teleconference (Google Meet)

REGULAR SESSION MINUTES

ATTENDANCE

President/Chairperson: Joanne MacEwan

Directors: Jennifer Jennekens
Michael Carson
Camille Williams-Taylor
Tom D'Amico
Lisa Schimmens
Cindy Simpson
Chris Ellis

Absent:

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

Guest: Jeff Redmond, Controller

Recording Secretary: Laurie Frid, Executive Assistant

1. Call to Order

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

2. Land 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.

There was an acknowledgment made for the 215 children who were found buried near a residential school in Kamloops, BC.

4. Declarations of Conflict of Interest

None.

5. Approval of Regular Session Agenda

**Moved by Chris Ellis
Seconded by Cindy Simpson**

THAT the Regular Session agenda be approved. Motion Carried.

It was noted that Jennifer Jennekens will take the position of chair for the In Camera Session.

6. Resolve In Camera

**Moved by Tom D'Amico
Seconded by Lisa Schimmens**

THAT the committee resolves In Camera. Motion Carried.

Return to Regular Session at 6:04 p.m. with Joanne MacEwan in the Chair.

Regular Session Action Items

6. a) Confirmation of the Regular Session Minutes, April 26, 2021

**Moved by Tom D'Amico
Seconded by Camille Williams-Taylor**

THAT the Regular Session minutes of April 26, 2021 be approved. Motion Carried.

(b) Business Arising from the Regular Session Minutes, April 26, 2021

None.

7. Financial Report April 30, 2021

Jeff Redmond, OSTA's Controller presented the April 30, 2021 financial statements, including forecast. It was noted that there have been no changes since the last update. The current balance sheet demonstrates that cash continues to climb due to the COVID-19 pandemic and the associated school closures. The accumulated surplus at April 30 was \$2.75 million. Since the last report, schools have been shut down (April and May) and Presto passes have reduced significantly. It was assumed that students would return to in-person learning in June, however, if that does not occur, a greater surplus will be expected.

Questions were answered accordingly.

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

THAT the OSTA Board of Directors receive the report Unaudited Financial Statements and Forecast for the 8 months ending April 30, 2021, as presented. Motion Carried.

Jeff Redmond left the meeting (6:18 p.m.)

Regular Session Information Items

11. Long Range Agenda

- The June Board meeting was cancelled, with the next meeting scheduled in August.
- Planning for the next school year is in progress, and subject to change dependent on any updates from the Ministry of Education.
- OSTA's access to an empty seat program will be discussed in August.
- Work continues on the school bus technology platform investigation.

12. New Business, Regular Session

None.

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

Future Board Meeting Dates:

June 23, 2021*

August 23, 2021

* indicates optional meeting dates, dependant on agenda requirements.

12. Adjournment of the Regular Session

**Moved by Cindy Simpson
Seconded by Michael Carson**

THAT the Regular Session meeting adjourn at 6:22 p.m. Motion Carried.

Signature

Title

Signature

Title