



# OSTA

Ottawa Student  
Transportation  
Authority

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

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Held on  
Monday, September 27, 2021 at 5:30 p.m.  
Ottawa Student Transportation Authority (OSTA)  
1547 Merivale Road, Suite 300, Ottawa (Nepean)  
Teleconference (Google Meet)

### REGULAR SESSION MINUTES

#### ATTENDANCE

<b>President/Chairperson:</b>	Joanne MacEwan
<b>Directors:</b>	Jennifer Jennekens Michael Carson Camille Williams-Taylor Tom D'Amico Lisa Schimmens Cindy Simpson Chris Ellis
<b>Absent:</b>	None
<b>General Manager/C.A.O.:</b>	Vicky Kyriaco
<b>Guest(s):</b>	None
<b>Recording Secretary:</b>	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.

3. Declarations of Conflict of Interest

None.

4. Approval of Regular Session Agenda

**Moved by Cindy Simpson  
Seconded by Lisa Schimmens**

**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.

5. Resolve In Camera

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

**THAT the committee resolves In Camera. Motion Carried.**

**Return to Regular Session at 7:00 p.m.**

**Regular Session Action Items**

6. a) Confirmation of the Regular Session Minutes, August 23, 2021

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

**THAT the Regular Session minutes of August 23, 2021 be approved. Motion Carried.**

(b) Business Arising from the Regular Session Minutes, August 23, 2021

None.

**Regular Session Information Items**

7. Operational Update

The Board received an Operational update, which provided information on transportation service delivery to students during the first week of school. The report included information regarding normal service issues, communication and other operational pressures. It also highlighted the current driver shortage and the associated long-term route cancellations.

8. Staff Acknowledgement

The Board received a copy of a letter written by the OSTA President to staff acknowledging their dedication and hard work during the 2021-2022 school start up.

9. Long Range Agenda

No comments.

10. New Business, Regular Session

None.

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

Future Board Meeting Dates:

October 25, 2021\*

November 8, 2021 – Public Meeting

December 6, 2021 – AGM

January 24, 2022\*

February 28, 2022

March 28, 2022

April 25, 2022 – Public Meeting

May 30, 2022

June 29, 2022\*

August 22, 2022

\* indicates optional meeting dates, dependant on agenda requirements.

Joanne MacEwan, President, thanked Vicky Kyriaco, General Manager/Chief Administrative Office for all of her hard work and dedication to student transportation.

12. Adjournment of the Regular Session

**Moved by Camille Williams-Taylor**

**Seconded by Chris Ellis**

**THAT the Regular Session meeting adjourn at 7:03 p.m. Motion Carried.**

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Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

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Title