



Standing Committee Meeting

Monday, April 27, 2026

Trustee Board Room

Hamilton-Wentworth District School Board

20 Education Court, P.O. Box 2558

Hamilton, ON L8N 3L1

AGENDA: Immediately following Board Meeting

1. Call to Order and Land Acknowledgement
2. Meeting Roll Call
3. Approval of the Agenda
4. Declarations of Conflict of Interest

Reports from Staff:

5. [HWSTS Transportation Annual Report](#)

6. Adjournment



Annual Report 2024-2025



**Hamilton-Wentworth
Catholic District School Board**
Believing, Achieving, Serving

HWDSB
BE YOU. BE EXCELLENT.

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Introduction

Hamilton-Wentworth Student Transportation Services (HWSTS) is a transportation consortium formed by the Hamilton-Wentworth Catholic District School Board and the Hamilton-Wentworth District School Board. HWSTS is responsible for the provision of Safe, Effective and Efficient transportation services to eligible students for both Partner Boards.

During the 2024-25 school year, HWSTS provided student transportation services to more than 30,000 students attending 170 individual schools throughout the district. A number of transportation modes are utilized including traditional yellow-and-black school buses, school purpose vans, Taxi cabs and the Hamilton Street Railway Transit. Our school-purpose routes total approximately 475 and the vehicles covering these routes travel approximately 39,000 kilometres daily during the school year.

About Us

HWSTS consists of 9 staff members from both the Hamilton-Wentworth Catholic District School Board and the Hamilton-Wentworth District School Board. Our staff administer the transportation policies, procedures and guidelines of the member boards. Throughout the school year, HWSTS reports to a Governance Committee a minimum of five times per year and to an Administrative Team monthly.

Our Governance Committee is comprised of:

- Chair of the Board (2024-2025), Pat Daly, HWCDSB
- Chair of the Board, Maria Felix Miller, HWDSB
- Director of Education, David Hansen, HWCDSB
- Director of Education, Sheryl Robinson Petrazzini, HWDSB

Note: John Valvasori became the Chair of the Hamilton-Wentworth Catholic District School Board following the 2024-25 school year.

Our Administrative Team includes:

- General Manager, Sherry Roswell, HWSTS
- Associate Director of Corporate Services & Board Treasurer, Paola Pace-Gubekjian, HWCDSB
- Associate Director of Business Services & Board Treasurer, Matthew Gerard, HWDSB

- Manager of Real Estate, Community Partnerships & Transportation, Vince Ramelli, HWCDSB
- Superintendent of Equity and Student Achievement K-12, Adnan Shahbaz, HWDSB

In addition to the valuable support provided by our Member School Boards, HWSTS has contract services with the following three bus operators:

- Attridge Transportation Inc.
- First Student Canada ULC
- Sharp Bus Lines Ltd.

2024-2025 School Year Highlights

▶ A few highlights from our 2024-2025 school year include:

- Routing and Technology continued to advance with the use of BusPlanner Pro, a route planning application. BusPlanner's efficient routing solutions allow the staff at HWSTS to enhance and adapt to the growing population in the Hamilton region.
- Despite ongoing challenges in recruiting and retaining drivers, HWSTS collaborated with bus operators to identify areas needing improvement and adjusted routes to minimize deadhead and delays.
- HWSTS maintained a strong focus on school bus safety, conducting enhanced safety reviews of bus stop locations, operational practices, roadway conditions and traffic assessments across the region.
- A competitive RFP process was conducted for a school bus tracking pilot, resulting in the selection and awarding of a vendor.

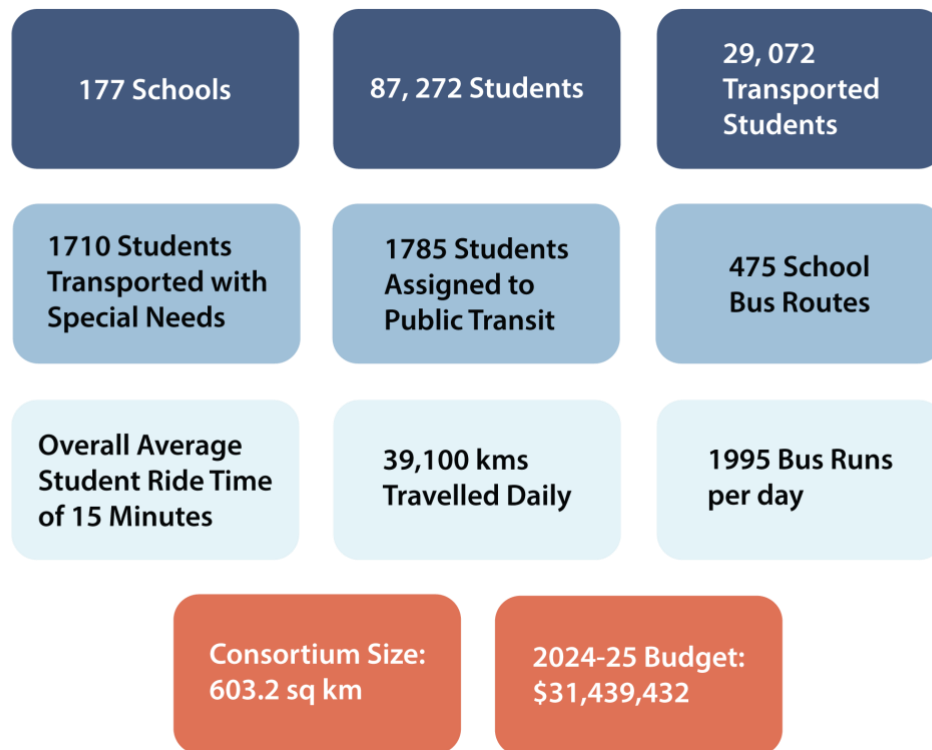
Focusing on student safety, HWSTS also provided the following Safety Initiatives:

- First Rider program for kindergarten students.
- Intertrain School Bus safety programs for Elementary students.

- School Bus Driver In-Service/Driver Appreciation Professional development session.
- JK/SK tags are now distributed by individual schools, replacing the previous mailing process.

Operational Quick Facts

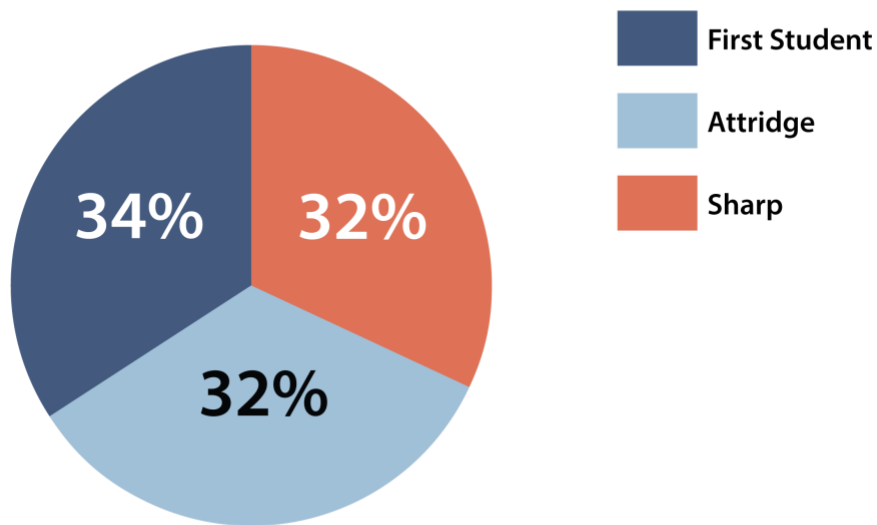
The illustration below offers a comprehensive overview of student transportation within our system. It highlights key statistics about schools and students and provides details on school bus utilization. The diagram effectively captures the logistics involved in student transportation during the 2024-25 school year.



Route/Operator Statistics

HWSTS has contracted with three school bus operator companies, managing a total of 475 school bus routes in our region. The diagram below demonstrates the distribution of these routes among the bus carriers.

Bus Route Share By Operator

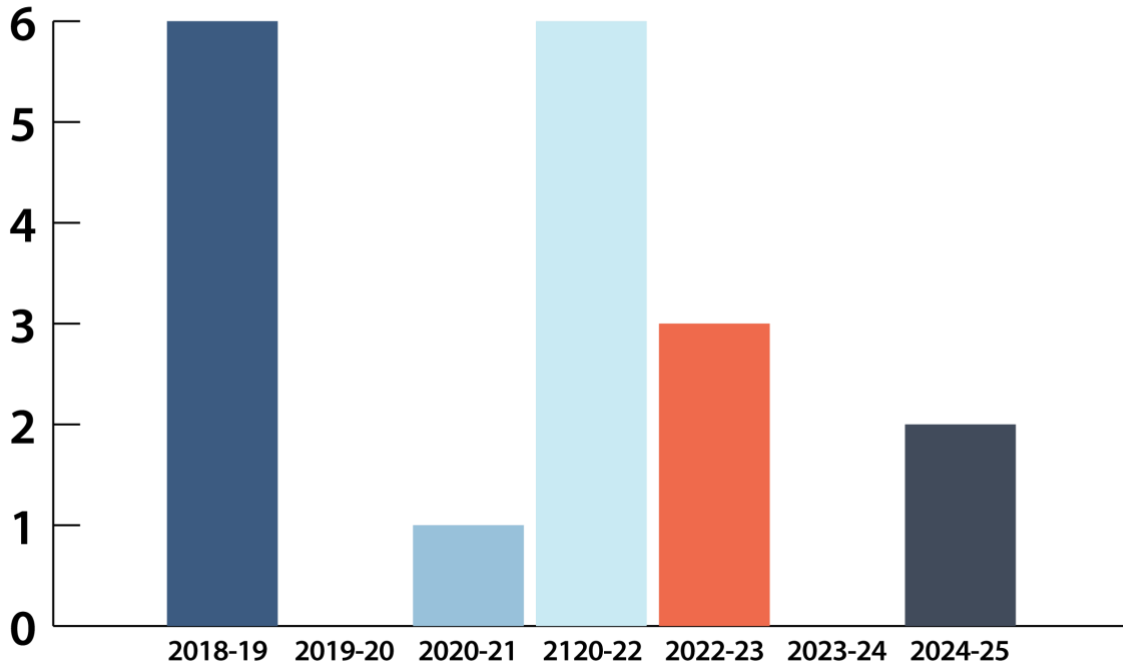


Inclement Weather Cancellations

Depending on the location and type of weather occurrence, student transportation can be cancelled. In the event of anticipated inclement weather, HWSTS requests contracted service providers to drive predetermined routes to assess the condition of the roads. This is done prior to 5:00 a.m. The drivers report back to the carriers and HWSTS begins to receive reports by 5:00 a.m.

When buses are cancelled or schools are closed due to extreme weather, details will be announced through Hamilton and area media outlets. Additionally, all cancellation information is posted on the HWSTS and School Board websites. You will note that there were no inclement weather cancellations in 2023-24 and only two in 2024-25.

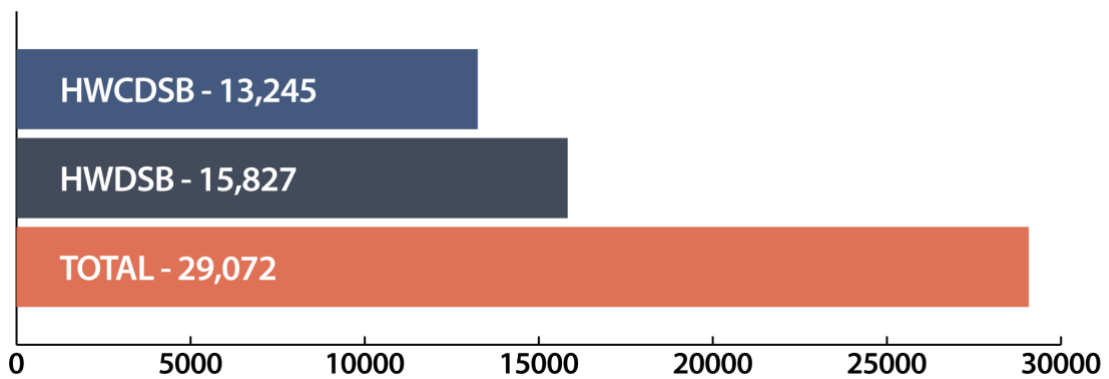
Inclement Weather Days



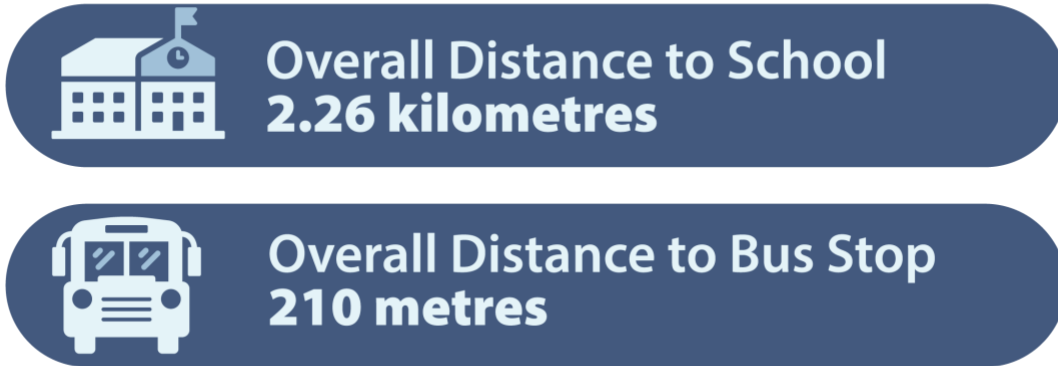
Performance Measurements

A). Transported Students By Board

In the 2024-2025 school year, HWSTS transported a total of 29,072 students. The chart below outlines the number of students transported by member school board.



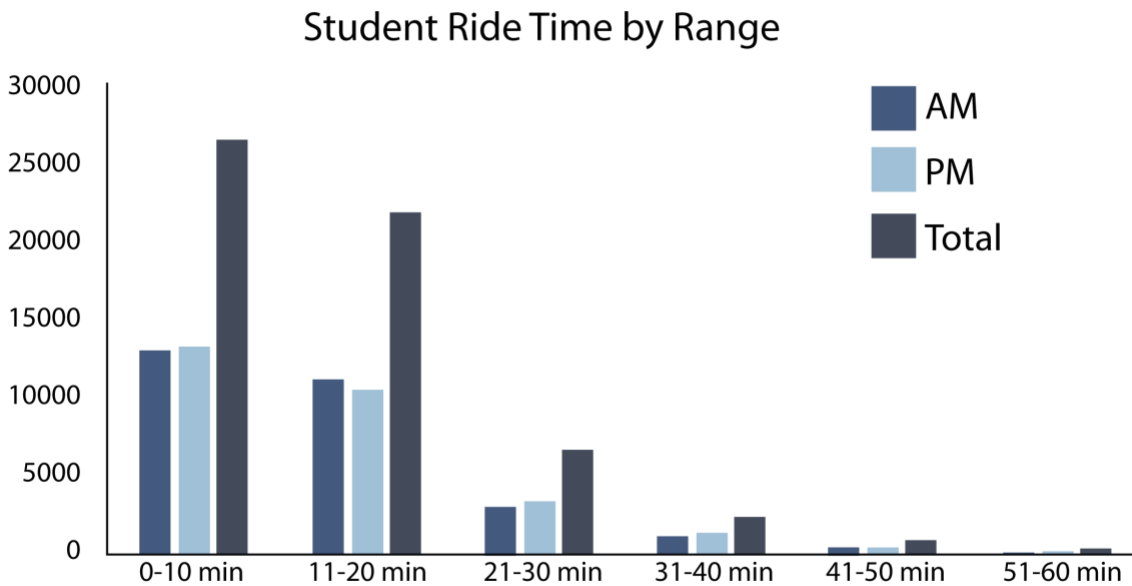
a). Average Distance



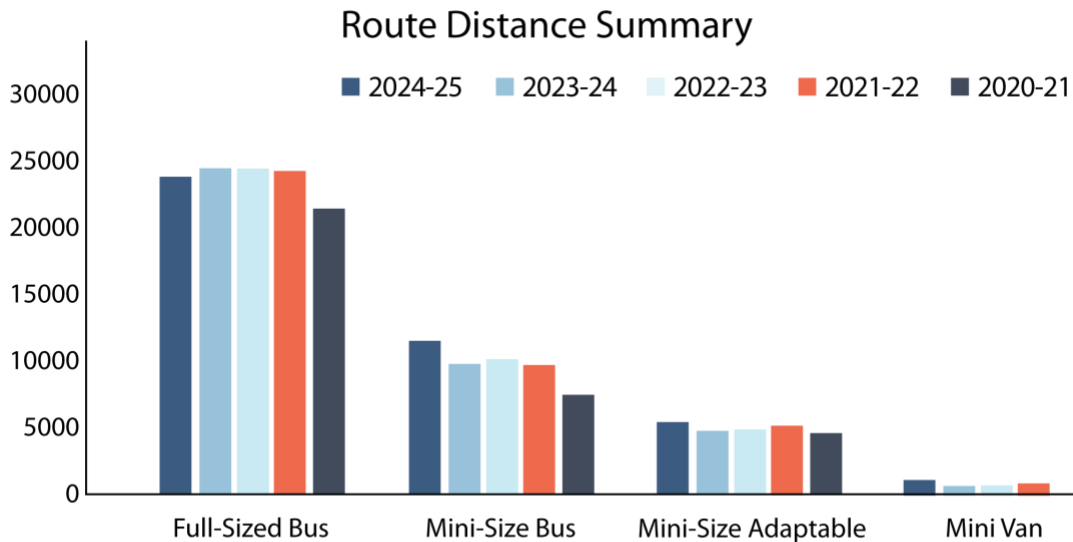
This table represents the average distance to school and to the bus stop by member board:

District ID	Average Distance to School (km)	Average Distance to Stop (km)
HWCD SB	2.39	0.22
HWDSB	2.12	0.2

B). Student Ride Time (Minutes)



Route Distance Summary

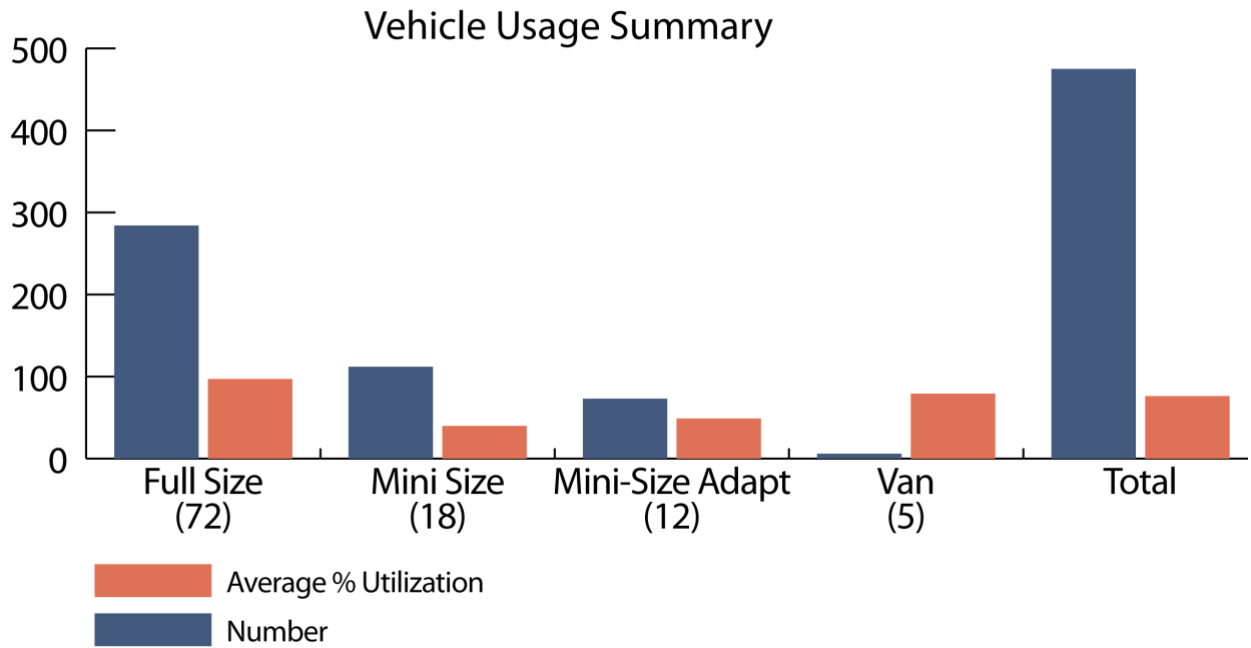


Vehicle Utilization

The vehicle utilization percentage indicates how efficiently each vehicle type is used. Full-sized buses continue to be leveraged for multiple schools, which promotes efficiency.

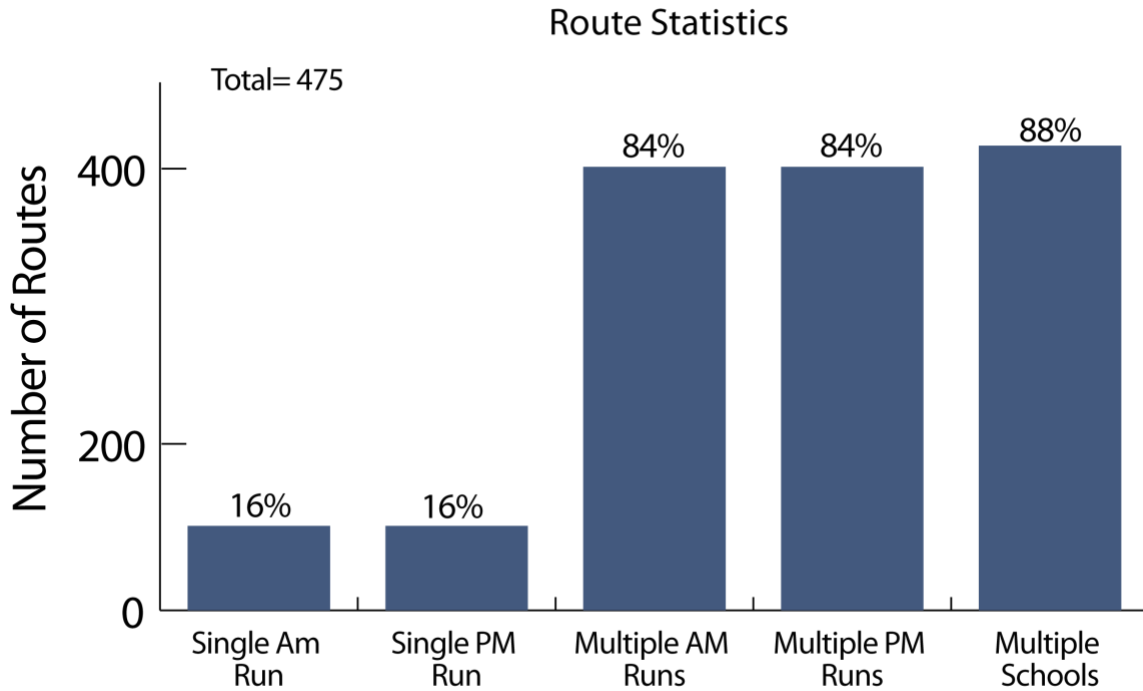
Utilization rates on the other types of vehicles is lower due to the distance travelled to the program and/or the needs of the students.

The following graph outlines the vehicle usage categorized by each vehicle type:



Route Sharing and Vehicle Tiering

Tiering and route sharing are strategies used to optimize vehicle utilization by assigning a vehicle to multiple runs or sharing it across various school locations. The following graph shows the percentage of tiered or shared routes, comparing single dedicated routes to those servicing multiple schools.



Types of Vehicles Used

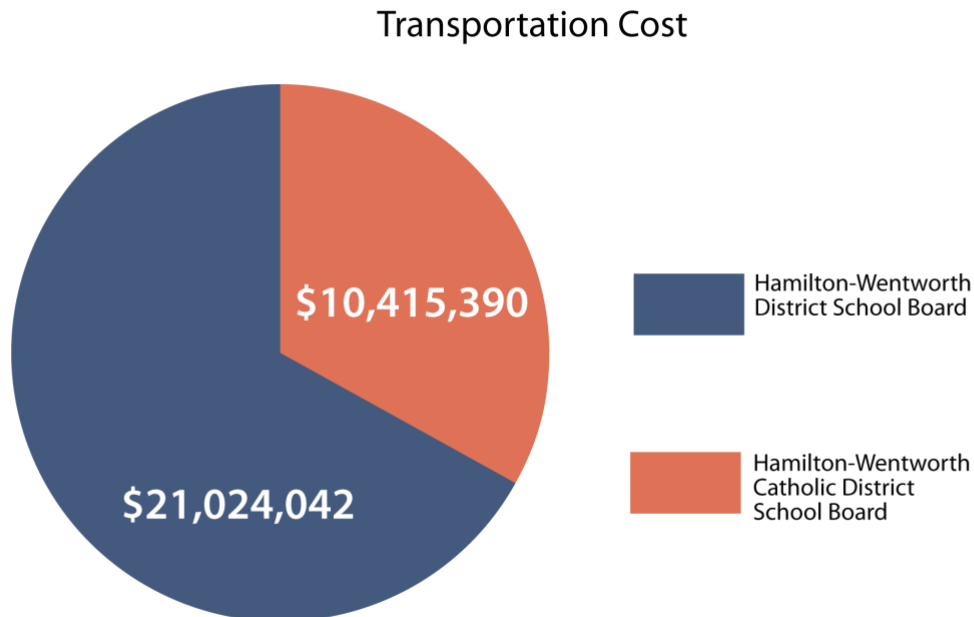
HWSTS utilizes a range of vehicle types to deliver effective and efficient student transportation while accommodating specialized solutions for students with unique needs. The vehicle classes may vary annually depending on the geographic distribution and requirements of students. Additionally, adjustments to the vehicle mix may be required during the school year to address evolving student needs.

Route Vehicle Class	2024-25	2023-24	2022-23	2021-22
Full Size	284	283	283	283
Mini-Size	112	113	113	115
Mini-Size-Adaptable	73	72	72	70
Mini-Van	6	4	4	4
Total	475	472	472	472

Transportation Costs per Board

The total cost of transportation for 2024-25 was 31,439,432.00.

The chart below illustrates the 2024-25 costs per member board.



Objectives and Initiatives for 2025-2026

HWSTS anticipates continuing its commitment to delivering valuable support and services to both member Boards. While sustaining a dedicated focus on operational excellence, the HWSTS team will prioritize the following objectives:

- Piloting an application associated with Cellular technology, including automated bus status/delays, parent applications, and student ridership tracking, among other functionalities.
- Continue managing the Ministry simulation project, including comprehensive reporting throughout the school year.
- Collaborate with our schools and operators to develop effective strategies for student behaviour management.

- Continue the CAA Safety Patroller program for the 2025-26 school year.
- Transition from paper-based incident/accident reports to digital, fillable forms online.
- Explore new safety initiatives aimed at ensuring the safest transportation for students in the Hamilton-Wentworth area.
- Expand the transportation planning team by hiring and onboarding two new planners/officers to support operational needs.