

**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
April 21, 2010**

The regular board meeting of Kings Transit Authority was held on the above date at 5:00 p.m. at the Town of Kentville council chambers.

PRESENT

Chairman Mark Pearl, Kentville
Vice Chairman: William Zimmerman, Wolfville

Councillors

Anna Ashton-Morton, Berwick
Basil Hall, Kings County
Janet Newton, Kings County
Ron Trimper, Annapolis
Randy Matheson, West Hants
Robbie Zwicker, Hantsport

Staff

General Manager Ron Mullins
Operations Manager, Dave Burleton

Other

CAO Keith Robicheau, Kentville
CAO Brenda Orchard, Annapolis

ABSENT

Chris Parker, Kings County
Randall Amero, Digby County

2. APPROVAL OF AGENDA

Adding 8.5 New Business, Bus Shelters

The chair also asked to move item number 7 (Annapolis/Digby Federal Funds) up to number 3 given CAO Brenda Orchard from Annapolis was here and could not stay for the entire meeting.

ON MOTION OF COUNCILLORS HALL AND MORTON FOR APPROVAL OF AGENDA

MOTION CARRIED

3. Federal Funds: Annapolis and Digby

The chair explained that the general manager and himself had on April 20th presented to Annapolis County Council and was able to meet with the Warden Thurber and CAO Linda Fraser of Digby afterwards. The chair explained the board's position to both that the garage facility would be built with the federal public transit funds; that the board has also instructed the review of our governance structure to include our service partners as voting members of the board and that we would revise our spare bus policy to be more advantageous to them. Our commitment is to work closer with our service partners for the benefit for all of the municipalities.

Annapolis had asked for a business case analysis on the benefits of the garage facility and secondly why we were not using local repair shops for our buses. Digby has also asked for the same information.

Councillor Ron Trimper and CAO Brenda Orchard reiterated Annapolis' wish to have a say in how the public transit funds are spent and planned to seek arbitration on this issue. They repeated their support of Kings Transit but wanted a more concrete analysis of the savings for the garage facility. Given Annapolis' position to seek arbitration it was decided to discuss this further in-camera excusing the service members.

MOVED BY COUNCILLORS ZIMMERMAN AND MORTON TO GO IN-CAMERA
TO DISCUSS A LEGAL ISSUE
MOTION CARRIED

MOVED BY COUNCILLORS ZIMMERMAN AND HALL TO COME OUT OF
CAMERA
MOTION CARRIED

The board came out of camera.

The board chair welcomed the service members back and informed Councillor Trimper and CAO Brenda Orchard that the previously promised information will not be forthcoming due to Kings Transit receiving notice of arbitration from the County of Annapolis.

MOVED BY COUNCILLORS HALL AND MORTON TO APPROACH THE
SERVICE PARTNERS IN EXPLORING OUR GOVERNANCE STRUCTURE
WITHIN OUR AGREEMENTS.
MOTION CARRIED

4. APPROVAL OF MINUTES

MOVED BY COUNCILLORS NEWTON AND HALL TO APPROVE THE MINUTES OF MARCH 22 AS CIRCULATED

MOTION CARRIED

MOVED BY COUNCILLORS MORTON AND ZIMMERMAN TO APPROVE THE MINUTES OF APRIL 12 AS CIRCULATED

MOTION CARRIED

5. REVENUE AND RIDERSHIP REPORT'S MARCH 2010

Hants County

Manager Mullins indicated that ridership is flat at 27,000 riders and revenue being \$61,137 or 11% more than budgeted which is great news. We have recently increased service by adding more stops with Gladys Manning, Kings Edgehill and Kendall Lane. Manager Mullins went over the expenditures highlighting our challenges with repairs and maintenance (at \$44,849 vs. budget of \$16,656!) across our system. Running out of warranty rather quickly with the mileage was cited as one reason.

Digby/Weymouth is experiencing declines in ridership and revenue as well. The chair noted the Warden Thurber's comments about out migration happening in Digby which could be playing a role in this. Manager Mullins went over expenditures, pointing out wages and repairs and maintenance. Councillor Newton asked about the advertising (lack of it) and manager Mullins replied that he's trying to conserve funds.

Annapolis County West is showing ridership declines with revenue slightly above the budgeted amount of \$74,000. Wages, repairs and maintenance are again above budget. Vice-chair Zimmerman asked to have the mileage summarized with each of these monthly reports with the bus numbers as well.

Kings Transit Core

Manager Mullins noted that our ridership is down 8% over last year which is partly due to the combining of our routes and the economy. Revenue is up slightly or 3% over last year at \$635,962 but less than the budgeted amount of \$674,846, contributing to our unaudited deficit of \$115,608. The two biggest contributors for this deficit is the revenue shortfall of \$38K, as well as the repairs and maintenance coming in at \$82K more than budgeted. We were fortunate with fuel being lower at \$196,863 vs. budgeted \$230,715. Manager Mullins explained the other expenditure items drawing attention to miscellaneous expenses where unplanned expenditures happen such as consultant fees. Vice-chair Zimmerman stated that we have to have realistic budgets that reflect what is truly happening. Manager Mullins noted that they are now using the Odysseys in our core routes to lower the operating costs. Vice-Chair noted that this may

not necessarily be cheaper in repairs and maintenance in the long run if the Odysseys age faster?! We need to understand the costs for fuel, repairs and maintenance for each bus which we are now beginning to understand.

**MOVED BY COUNCILLORS BY NEWTON AND ZIMMERMAN TO ACCEPT THE REVENUE AND RIDERSHIP REPORTS FOR MARCH AS PRESENTED
MOTION CARRIED**

6. GENERAL MANAGER'S REPORT

Manager Mullins noted the following:

- Fuel consumption is roughly the same as last year with the price of diesel averaging 68 cents over last year.
- Garage Facility and our next steps

Vice-Chair Zimmerman questioned the purpose of the Project management firm first before the design of the garage done. Councillor Newton suggested a building subcommittee to move forward with this.

- NS Trip
- Repairs and Maintenance

**MOVED BY COUNCILLORS BY NEWTON AND MORTON TO ACCEPT THE GENERAL MANAGER'S REPORT AS PRESENTED
MOTION CARRIED**

7. FARE STRUCTURE

Manager Mullins suggested some solutions to increase our fare revenues such as Senior Fee days. Councillor Newton asked why Port Williams could not be added to increase service. Manager Mullins stated that current time restraints wouldn't allow us to run into Port Williams but it's something we have to consider. Manager Mullins mentioned the fact there is no student rate and the possibility of using the existing seniors passes/tickets for students as well at the same rate as seniors. Zone fares vs. transfer fees were discussed and the fact it wasn't fair to pay the same fare for short distances as for long distances. The chair is concerned with changes that could negatively affect our revenues where they are slightly higher than last year noting the manager's suggestions to increase ridership. Councillor Hall suggested we advertise more to gain ridership.

Councillor Newton suggested going with the seniors and students. Manager Mullins was asked to verify with the URB whether an application was needed before them.

8. GARAGE FACILITY & 9. CORRESPONDENCE

MOVED BY COUNCILLORS BY MORTON AND ZIMMERMAN TO ACCEPT THE LETTER FROM WARDEN WHALEN OF KINGS COUNTY

MOTION CARRIED

Manager Mullins noted this was great news and the chair thanked Councilors' Hall and Newton for their efforts on this. The board gave direction to engage with Kings County to move forward on obtaining land from Kings County and meeting with the appropriate staff.

8.5 NEW BUSINESS – BUS SHELTERS

Councillor Hall asked about establishing a bus shelter in Greenwood as well as the hospital in Kentville. Manager Mullins has contacted Atcom for Greenwood and will follow up on this. Manager Mullins has also met with the representatives from the hospital who are supportive of having a shelter but has advertising concerns that would not allow Atcom at present. This is an on-going issue and Manager Mullins suggested another meeting be scheduled with Councillor Hall's involvement. It was asked if the hospital representatives would consider any possibility of building a shelter on their own.

NEXT MEETING DATE

Tentatively scheduled for May 20th, 2010

ADJOURNMENT

MOVED BY COUNCILLORS BY ZIMMERMAN AND HALL TO ADJOURN THE MEETING

MOTION CARRIED

CHAIRMAN

SECRETARY