

**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
June 24, 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

Marianne Woodworth for Anna Ashford-Morton, Berwick
Basil Hall, Kings County
Janet Newton, Kings County
Randy Matheson, West Hants
Robbie Zwicker, Hantsport
Randall Amero, Digby County
Ron Trimper, Annapolis

Staff

General Manager Ron Mullins
Operations Manager, Dave Burleton

Other

CAO Keith Robicheau, Kentville

ABSENT

Councillors

Chris Parker, Kings County
Liz Galbraith, Windsor

Special Guests: Kings Para-Transit Board Members & Staff

Chairman: Naomi Blanchard
Vice Chairman: Ian Kroesen
David Daniels
Gerard Termere
Pat Murphy

Operations Manger: Faye Brown
Transportation Coordinator: Dianna Thomson

2. APPROVAL OF AGENDA

Chair Pearl suggested moving item 7, RFP recommendations to the end of the meeting 11(b) to allow us to go in-camera.

ON MOTION OF VICE-CHAIRMAN ZIMMERMAN AND COUNCILOR HALL
FOR APPROVAL OF AGENDA

MOTION CARRIED

3. APPROVAL OF MINUTES

MOVED BY COUNCILLORS HALL AND NEWTON TO APPROVE THE
MINUTES OF MAY 13, 2010 AS CIRCULATED

MOTION CARRIED

4. HDR Presentation- KPT and KTA Study

Wally Beck of HDR Itrans consultants presented the Business Case Study results on the possible integration of KTA and Kings Para-Transit. Information was given regarding the pros/cons of merging, recommendations on branding, provincial funding, and working together as a collective source.

MOTION OF COUNCILORS BY ZIMMERMAN AND HALL TO RECEIVE THE
BUSINESS CASE STUDY

MOTIOIN CARRIED

5. RIDERSHIP AND REVENUE REPORTS – MAY 2010

Chair Pearl asked the board if these reports could be reviewed quickly and wanted the general manager to go over the Acadian lines review and the URB decision given the in-camera session later.

Chair Pearl asked the general manager if there was anything he wanted to comment on. Manager Mullins highlighted the repairs & maintenance is currently at 30% for the Month of May with a cost of \$63,000 YTD. Operation manager Burleton indicated that we should see lower repairs next month. Having our own facility and mechanic would reduce this cost greatly.

For the Core: Ridership is down 5% with revenue up 2%

Annapolis East: Has a small surplus of \$3,500 – Ridership is down 9%
Revenue down 5%

Annapolis West: Ridership is down 22% and revenue is down 24% overall - no concrete reason why these numbers are so high

Digby: Ridership is down 15% Revenue 19%

The current percentages are based over a two month period and are not informative enough. Councilors Zimmerman and Hall stated an annual calculation would be more precise and asked if this could be done going forward.

Hants County: sitting at 0% and holding. Being the newest route, it continues to grow and build revenue.

MOVED BY COUNCILLORS HALL & VICE-CHAIRMAN ZIMMERMAN TO ACCEPT THE RIDERSHIP AND REVENUE REPORTS FOR MAY 2010
MOTION CARRIED

6. GENERAL MANAGER'S REPORT

Manager Mullins went over the following:

Acadian Lines Agent Relationship

Manager Mullins has given notice to Acadian Lines that Kings Transit will be suspending service on the weekends with the last working weekend being August 21-22, 2010. No response has been received from Acadian Lines at this time regarding the weekend closure. An impact of this closure would be the lack of Fare Boxes to be given out on Monday mornings as there would be nobody on the weekends to count the cash. Manager Mullins stated that even though the terminal will be closed, an employee of Kings Transit may have to come in for a few hours to count the cash. Manager Mullins to review if this is necessary.

URB decision

The URB has declined Acadian Lines proposal to stop service from Kentville to Digby. It is not known if Acadian Lines can appeal this decision, nor is it known why they want to pull out of Digby as they are making money from this route.

Fuel Oil Spill

KTA had a fuel oil spill at the Perry Rand Facility. Clean up cost was \$3,500.00

Fare Structure Application

An application has been written and submitted to the URB to change the rates for Students. It was asked if a hearing was needed for this and hopefully this will not be necessary?

Office Relocation/New Administrative Position

Ron and Darlene have relocated to new offices in Town Square where the environment is much more conducive for being productive. The approval of an additional Office Clerk has been approved and the position has been filled.

Capital Funds

Manager Mullins went over the two capital accounts, 1) Bus Replacement Reserve and 2) the federal transit funds with the projected expenditures moving forward.

RFP's:

Manager Mullins requested to defer decision on Fare-boxes and Radios.

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

8. ANNAPOLIS & DIGBY UPDATE: FEDERAL FUNDS and 7(a)

There is nothing new to report other than the business case analysis has been given to the Municipality of Digby on the new garage facility.

9. CORRESPONDENCE

No new correspondence.

10. NEW BUSINESS

- a) Councilor Zimmerman mentioned the upcoming UNSM Transit breakfast with the priority of getting transit on UNSM's agenda enlisting Mayor Corkum's help.
- b) Councilor Zimmerman put forth a motion to become a member of Community Transit Nova Scotia as well as a potential Board Member stating this would be a great idea as it is perceived to be "the voice of public transit". Membership fee would be approx \$70.00/year.

MOVED BY VICE CHAIRMAN ZIMMERMAN AND COUNCILOR NEWTON TO BECOME MEMBERS OF THE COMMUNITY TRANSIT ASSOCIATION AT A COST OF \$70

MOTION CARRIED

The board went in-camera to discuss the RFP's.

The board came out of in-camera.

MOVED BY COUNCILORS NEWTON AND HALL TO APPOINT ADI OF TRURO AS THE PROJECT MANAGEMENT FIRM FOR THE NEW GARAGE FACILITY AS WELL AS AN ASSESSMENT FOR NO MORE THAN \$15,000(PLUS HST)

MOTION CARRIED

MOVED BY VICE-CHAIRMAN ZIMMERMAN AND COUNCILOR NEWTON TO DEFER THE DECISION ON THE FAREBOX AND RADIO RFP'S TO THE NEXT BOARD MEETING.

MOTION CARRIED

NEXT MEETING DATE

Tentatively scheduled for July 15, 2010

ADJOURNMENT

MOVED BY COUNCILLORS BY ZIMMERMAN AND HALL TO ADJOURN THE MEETING

MOTION CARRIED

CHAIRMAN

SECRETARY