

**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
February 24, 2011**

The regular board meeting of Kings Transit Authority was held on the above date at 9:30 a.m. at Kings Transit Authority – New Minas Location.

PRESENT

Vice-Chairman William Zimmerman, Wolfville

Councillors

Basil Hall, Kings County
Janet Newton, Kings County
Jim Taylor, Kings County
Tom Brown, West Hants
Peter Newton, Annapolis County
Tony Bentley, Kentville
Faye Brown, Kings Para Transit

Staff

General Manager Ron Mullins
Operations Manager, Dave Burleton
Office Manager, Darlene Brownell
Office Clerk, Ingrid Mooy

Absent

Chairman Mark Pearl, Kentville
Anna Ashford-Morton, Berwick
Randall Amero, Digby County

2. APPROVAL OF AGENDA

Manager Mullins requested that a letter received from Annapolis County, appointing Peter Newton as the Annapolis County Representative, be added to Correspondence.

ON MOTION OF COUNCILORS HALL AND DEPUTY WARDEN NETWON FOR APPROVAL OF AGENDA.

MOTION CARRIED

3. APPROVAL OF MINUTES

December 2nd, 2010 – **Correction to Minutes**

- Annapolis and Digby Counties are conducting an “Enhancement Study” and not a Governance Study. Councilor Newton requested that this be corrected.
- Occupational Health & Safety Section has a grammatical error. Councilor Newton requested that “the Steve Foster” be corrected to “with Steve Foster”.

February 9th, 2011 – No corrections required

MOVED BY DEPUTY WARDEN NETWON AND COUNCILOR BENTLEY TO APPROVE THE MINUTES OF DECEMBER 2, 2010 AND FEBRUARY 9, 2011 AS CIRCULATED.

MOTION CARRIED

4. Ridership & Revenue – January 2011

The Core

- Ridership for January– down 2% / yearly down 2%
- Revenue for January– up 3% / yearly down 3%
- Repairs & Maintenance – spent 95% of what has been budgeted.

Annapolis East

- Ridership for January– up 5[% / yearly down 4%
- Revenue for January– down 7% / yearly down 9%
- Repairs & Maintenance – spent 78% of what has been budgeted.

Annapolis West

- Ridership for January– down 19% / yearly down 17%
- Revenue for January– down 21% / yearly down 20%
- Repairs & Maintenance – spent 147% of what has been budgeted.

Digby

- Ridership for January– down 26% / yearly down 18%
- Revenue for January– down 37% / yearly down 21%
- Repairs & Maintenance – spent 88% of what has been budgeted.

Hants County

- Ridership for January– up 20% / yearly up 4%
- Revenue for January– up 24% / yearly up 4%
- Repairs & Maintenance – spent 161% of what has been budgeted.

West Hants continues to hold their own with regards to ridership and revenue. The servicing of East Hants and eastward would be a great addition to Ridership and Revenue in this area as many people living there work in the city. Unfortunately, at this time, East Hants is not interested in being a part of Kings Transit.

Annapolis West may see a decline with the closure of Convergys being effective March 13, 2011.

Annapolis East /Digby continue to see a decline. However, with the closure of Convergys, we will now have a bit more time to perhaps service more of the downtown area of Digby and possibly the Ferry at least once a day.

MOVED BY DEPUTY WARDEN NETWON AND COUNCILOR HALL TO
ACCEPT THE RIDERSHIP AND REVENUE REPORTS FOR JANUARY 2011
MOTION CARRIED

5. GENERAL MANAGER'S REPORT

Manager Mullins went over the following:

Bus Shelters

We now have something in the Capital Budget with regards to Bus Shelters. Manager Mullins has contacted Atcom with regards to two shelters that are not currently being used but unfortunately have not had a response. These shelters are owned by Atcom and currently are located at the old Horton School in Greenwich, by Jones Road in New Minas and by Town Hall in Kentville.

Councilor Hall made a motion to have the Chair write a letter on behalf of the board to contact Atcom asking for answers and firm response with regards to the shelters.

MOVED BY COUNCILOR HALL AND COUNCILOR TAYLOR.
MOTION CARRIED

Fare Structure

The new Student Rates are in place and doing quite well. We actually ran out of Student Passes and had to order more for the month of January. The cost for passes and tickets are \$65.00 and \$19.00 respectively.

Fuel Costs

The fuel cost is currently averaging \$.85/liter for the month of January and is up 13% year over year. This increase is due to the crisis in Libya and the cost of a barrel of oil. We are averaging \$0.72/liter for the year. Our average fuel consumption is 42,000 liters/year instead of 47,000 liters last year.

Dial A Ride

We are currently collaborating with Windsor Dial A Ride to help provide service to those who normally would not have an opportunity to use Transit (Summerville & Scotch Village). Right now anyone who uses the Dial A Ride service can obtain a Kings Transit Transfer to ride for free from Windsor to anywhere along the Kings Transit Route. Upon that passenger's return to Windsor, they will have to pay the regular fare of \$3.50 on Kings Transit and at the end of their trip will receive a discount with Dial A Ride.

This is a service that will consider future pairing of Kings Transit and Kings Para Transit.

Garage Facility

To date:

- Pit Installation is now complete
- Staff Lunch Room is now done

Next Steps:

- Nova Scotia Power to install new lighting to help reduce electrical costs
- RFP with regards to Terminal Renovations. The closing date for receipt of proposals is March 7th, 2011. A meeting with the Chair and Deputy Warden should be scheduled to determine who will be awarded the tender.
- Schedule an Open House – Manager Mullins suggested that an Open House be postpone until later in 2011, approximately Spring Time when the weather is nicer and the renovations are complete.

Occupational Health and Safety

We continue to follow the guidelines and requirements of the Occupational Health and Safety Act.

RFP's

Fare-boxes have been ordered and will arrive in a few weeks.

UPASSES

Vice Chair Zimmerman stated that a survey was finally completed with the participation of over 1200 respondents. We feel that we have enough to have draft something for a referendum for next fall.

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

6. OPERATION MANAGER'S REPORT

There is nothing to share at this time.

7. CORRESPONDENCE

Letter received from Annapolis County, appointing Peter Newton as the
Annapolis County Representative.

Letter received from West Hants, appointing Tom Brown as the West Hants
Representative.

8. NEW BUSINESS

Nothing at this time.

MOTION CARRIED

NEXT MEETING DATE

Tentatively scheduled for March 31, 2011

ADJOURNMENT

MOVED BY COUNCILLORS HALL AND BENTLY TO ADJOURN THE
MEETING

MOTION CARRIED

CHAIRMAN

SECRETARY