



**KINGS TRANSIT AUTHORITY  
REGULAR BOARD MEETING-MINUTES  
February 20, 2013**

The regular board meeting of Kings Transit Authority was held on the above date at 4:45 pm at Kings Transit Authority – New Minas.

**PRESENT**

Chairman; Patricia Bishop, Wolfville  
Vice Chairman; Anna Ashford-Morton, Berwick

**Councillors**

Emma Van Rooyen, Kings County  
Bob Best, Kings County  
Tony Bentley, Kentville  
Mercedes Bryan, Wolfville arrived at 4:55 pm

Don Regan, CAO arrived at 4:55 pm  
Preston Ilsley, Berwick  
Scott Geddes, Windsor  
Rob Fredericks, Hantsport arrived at 5:15 pm  
Kim Durling, Kings County arrived at 4:55 pm

Ron Mullins, General Manager  
Dave Burleton, Operations Manager  
Stephen Foster, Driver's HR Manager  
Darlene Brownell, Office Manager  
Toby Walker, Mechanic

**ABSENT**

Warden Linda Gregory, Digby County  
Tom Brown, West Hants

**Call to Order**

THE MOTION TO CALL THE MEETING TO ORDER AT 4:47 PM WAS ACCEPTED.

**MOTION CARRIED**

**APPROVAL OF AGENDA**

Debriefing of UPass was added to General Manager's Report.

An email accepted will be presented by General Manager.

Move item 11 up to 2A

ON MOTION OF COUNCILLORS BENTLEY AND GEDDES THE MOTION TO APPROVE THE AGENDA WAS ACCEPTED.

**APPROVAL OF MINUTES**

ON MOTION OF COUNCILLORS GEDDES AND ILSLEY THE MOTION TO APPROVE THE MINUTES WAS ACCEPTED.

**MOTION CARRIED**

**GENERAL MANAGER'S REPORT**

Fuel 's average is \$1.01. The 2013/2014 budget will be set at \$1.02 for fuel.

Manager Mullins thanked everyone for helping out with the UPass proposal and gave an update on the outcome. Thank you notes will be presented to all sponsors and volunteers that have contributed time into the proposal. Moved by Councillor Van Rooyen and Vice Chairman Anna Ashford-Morton.

Long term service contract is still outstanding with Annapolis County.

ON MOTION OF COUNCILLORS BENTLEY AND VAN ROOYEN THE MOTION TO ACCEPT THE GENERAL MANAGER'S REPORT WAS ACCEPTED AS PRESENTED.

**MOTION CARRIED**

Chairman Bishop would like to have the next meeting date set prior to the end of the meeting.

Warden Linda Gregory cannot make the third Wednesday of the month. Vice Chairman Anna Ashford-Morton cannot attend the second Wednesday.

Next meeting date set for March 27, 2013 at 4:45 pm at the New Minas location.

## **OPERATION'S MANAGER REPORT**

Dave Burleton presented the Operation's Manager report. Councillor Bentley brought to attention that there is a bus stop on Belcher Street near Kingstec that is located right on a crosswalk and asked that it be removed for safety reasons.

MOVED BY VICE CHAIRMAN ASHFORD-MORTON AND COUNCILLOR BENTLE.

## **DRIVER'S HR MANAGER'S REPORT**

ON MOTION OF COUNCILLORS VAN ROOYEN AND GEDDES THE MOTION TO ACCEPT THE OPERATION'S MANAGER AND DRIVER'S HR MANAGER'S REPORTS WERE ACCEPTED AS PRESENTED.

**MOTION CARRIED**

## **RIDERSHIP/REVENUE REPORTS**

Board has asked to have the schedules looked at being redesigned.

ON MOTION OF COUNCILLORS VAN ROOYEN AND BENTLEY THE MOTION TO ACCEPT RIDERSHIP AND REVENUE REPORTS WERE ACCEPTED AS PRESENTED.

**MOTION CARRIED**

## **2013/2014 BUDGET PRESENTATION**

2012/2013 budget will likely come in at a \$3000.00 surplus.

General Manager Mullins presented the 2013/2014 budget.

Councillor Geddes asked to explore new ways of recording the DVR's on the buses.

There were many concerns directed at the hiring of a new parts person. The parts person has been removed from the budget and an allowance of \$7500.00 for a part-time person/co-op student to help setup the parts department.

NOTE: The board asked to have a review of the service partners contracts.

Mechanic revenue will need to be watched in the new budget to see if it's goal is being reached.

Discussion regarding the labour price for service partners being higher than \$45.00 per hour was brought forward. An increase will take place in next year's budget.

The 2013/2014 budget stands at a 4.8% increase. The board has asked General Manager to adjust the budget and present a revised budget with a flat 4 % or under.

**ADJOURNMENT**

The meeting was adjourned at 7:35 pm.

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**CHAIRMAN**

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**SECRETARY**