



## **KINGS TRANSIT AUTHORITY REGULAR BOARD MEETING-MINUTES January 28, 2015**

The regular board meeting of Kings Transit Authority was held on the above date at 5:00 pm at Kings Transit Authority – New Minas.

### **PRESENT**

Patricia Bishop, Chair Municipality of Kings County  
Anna Morton, Vice Chair, Town of Berwick  
Tony Bentley, Alternative Town of Kentville  
Pauline Ravin, Municipality of Kings County  
Emma Van Rooyen, Municipality of Kings County  
Diane Leblanc, Municipality of Annapolis County  
Linda Gregory, Warden, Municipality of Digby County  
Mercedes Brian, Town of Wolfville  
Warden Linda Gregory, Municipality of the County of Digby (arrived at 5:10pm)

### **KTA STAFF**

Stephen Foster, General Manager  
Darlene Brownell, Office Manager

### **REGRETS**

Mark Pearl, Town of Kentville  
Tom Brown, Municipality of West Hants

### **1. Call to Order**

Chair Patricia Bishop called the meeting to order at 5:00 p.m.

### **2. Check In**

A general question around the table: What would you do if you won 3 million dollars?

### **3. Welcome to Village Representatives**

No village representatives were present.

### **4. APPROVAL OF AGENDA**

Move Transit Strategy to Item 11 c.

MOVED AND SECONDED TO APPROVE THE AGENDA AS PRESENTED.

**MOTION CARRIED**

### **5. APPROVAL OF MINUTES: November 26, 2014**

7:02 pm Out of Camera to be documented on November 26, 2014 meeting.

No councillor's names need to be mentioned in the motions. Just a moved and seconded required.

Minor typos were noticed in the November 26, 2014 minutes.

MOVED AND SECONDED TO APPROVE THE NOVEMBER 26, 2014 WITH ADMENDMENTS AS PRESENTED.

**MOTION CARRIED**

### **6. GENERAL MANAGER'S REPORT**

A recommendation to see more key notes on the General Manager's monthly newsletter was put forward.

MOVED AND SECONDED TO ACCEPT THE GENERAL MANAGERS REPORT AS PRESENTED.

**MOTION CARRIED**

### **7. RIDERSHIP/ REVENUE REPORTS**

MOVED AND SECONDED TO ACCEPT THE RIDERSHIP/REVENUE REPORTS AS PRESENTED.

**MOTION CARRIED**

### **8. FINANCIAL REPORTS**

Financial reports were presented to members of the board.

MOVED AND SECONDED TO ACCEPT THE FINANCIAL REPORTS AS PRESENTED.

**MOTION CARRIED**

**9. BOARD CHAIR UPDATE**

Chair Patricia Bishop reminded the board that she had given notice to step down as Chair and put forward nominations for new Chair.

A nomination to elect Councillor Emma VanRooyen was put forward. Councillor VanRooyen accepted the nomination only to the fall when the board will re-elect a new chair at that time.

Welcome to the new Chair Emma VanRooyen.

A heart full thank you to Councillor Bishop for her dedication as past Chair.

**10. OCCUPATIONAL HEALTH & SAFETY UPDATE**

MOVED AND SECONDED TO ACCEPT THE OCCUPATIONAL HEALTH & SAFETY REPORT AS PRESENTED.

**MOTION CARRIED**

**11. NEW BUSINESS**

**a. Capital funding**

General Manager asked the board for motion to release capital money for the repairs to the Annapolis County bus.

As per the board, no motion needed as motion was moved and approved at the November 26, 2014 meeting and recorded in the October 22, 2014 minutes.

**b. Budget Discussion**

A restructure in the accounting to allow for the commission expense for agent sales will see the revenue drop by \$9000.00.

Management fees are down 3 % based mostly on West Hants service reduction. Management fees are based on \$17,500 per route and .35 cents per rider.

The board directed General Manager to adjust the budget to allow the cost of living wage to the staff of Kings Transit. Current rate is 1.67 %. This rate will be verified.

General Manager Foster budgeted fuel at \$1.04 per litre.

Councillor Bishop leaves at 7:00 pm with regrets.

MOVED AND SECONDED TO ACCEPT THE 2015/2015 BUDGET WITH  
ADJUSTMENTS MOTION WAS ACCEPTED

**MOTION CARRIED**

**c. Transit Strategy**

It's the wishes that this be a standalone meeting for this topic. This will be scheduled for March 11, 2015 @ 1:30 pm – 3:30 pm at the New Minas facility.

**12. CORRESPONDENCE**

No correspondence to report

**NEXT MEETING DATE**

Next meeting will be held February 25, 2015 at 5:00 pm

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**CHAIRPERSON**

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**SECRETARY**