

**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
January 7, 2010**

The regular board meeting of Kings Transit Authority was held on the above date at 5:04 p.m. at the Town of Kentville council chambers.

PRESENT

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

Councilors

Anna Morton, Berwick
Basil Hall, Kings County
Janet Newton, Kings County
Randy Matheson, West Hants Representative
Randall Amero, Digby County Representative
Ron Trimper Annapolis County Representative
Liz Galbraith, Windsor

General Manager Ron Mullins
CAO Keith Robicheau, Kentville

ABSENT

Chris Parker, Kings County

2. APPROVAL OF AGENDA

Adding under 6b letter from Annapolis County appointing Ron Trimper

ON MOTION OF COUNCILORS MORTON AND ZIMMERMAN FOR APPROVAL OF AGENDA AS AMENDED WAS ACCEPTED AS PRESENTED.

MOTION CARRIED

3. APPROVAL OF MINUTES

October 29, 2009 minutes

MOVED BY COUNCILOR NEWTON AND SECONDED BY COUNCILOR TAYLOR TO APPROVE THE MINUTES OF OCTOBER 29, 2009.

MOTION CARRIED

4. MONTHLY REVENUE AND RIDERSHIP REPORTS- NOV 2009

KTA Core (Wolfville to Greenwood)

General Manager Mullins discussed the ridership with the full month of November now being available to compare against last year's with the amalgamation of routes from Greenwood to Wolfville and was pleased to present a 5% year over year increase. Revenue is up thanks to the fare increase of October 2008 but we are still concerned about the ridership. November's financials indicate a deficit but needs a journal entry to correct the \$21,558 received from Municipal units which lowers the actual deficit.

Councillor Zimmerman questioned whether we should be prorating our contributions from the municipal units to smooth out the financial results. It was agreed that the focus should be on expenditures and fare revenues. Manager Mullins explained the expenditures highlighting repairs and maintenance, printing and miscellaneous.

Hants County

Manager Mullins pointed out the 14% increase in ridership November over November with revenue being up 7% year over year and is glad to see this increase as people get more dependent on the service. Councillor Zimmerman debated that our fare increase was too high and that we should be doing smaller amounts more frequently.

Digby County~Weymouth

Manager Mullins is concerned about the lower ridership and large drop in revenue for November of 36%. One possible cause is Convergys' new work at home program which could be affecting both ridership and revenue.

Annapolis County

West

Ridership is down 3% overall and revenue is flat for November with overall surplus of \$9K with repairs and maintenance at \$24K.

East

Ridership and Revenue is down 7 & 8% respectively with overall yearly declines at 9%. Again current fuel prices, the economy, and our fare rates play into this.

ON MOTION OF COUNCILILORS NEWTON AND ZIMMERMAN TO RECEIVE RIDERSHIP AND REVENUE REPORTS FOR NOVEMBER 2009.

MOTION CARRIED

5. GENERAL MANAGER'S REPORT

Manager Mullins discussed the fuel prices and trend line going up. There is nothing new to report on the garage facility with us waiting for the consultant study due in Feb/March on the Tri-Municipal complex.

We are expecting our two turtle-top buses this month and are evaluating the proposals received on the 40 foot bus RFP (two are from China). We started body work on our New Flyers body work showed some pictures

Manager Mullins should have left on the outstanding items list the personnel policy on sick days.

ON MOTION OF COUNCILILORS ZIMMERMAN AND MORTON TO RECEIVE THE GENERAL MANAGERS REPORT.

MOTION CARRIED

6. CORRESPONDENCE

We have letters from West Hants and Annapolis appointing their councilors Randy Matheson and Ron Trimper respectively.

7. MISCELLANEOUS NEW BUSINESS

a) Manager Mullins outlined the emails received from the municipal units **appointing** Basil Hall, Janet Newton and Chris Parker from Kings County; Bill Zimmerman from Wolfville, Mark Pearl from Kentville, and finally Anna Ashton-Morton from Berwick.

b) NS TRIP

Manager Mullins stated we had received notice in December from the Province on their Transit Research Incentive Program with the deadline to apply for eligible projects of January 8th, 2010 with a spending deadline of March 31, 2010. The province is willing to spend up to \$50K per eligible project with \$250K being the total amount available to transit operators in the province. Each transit operator may apply for one project and if approved must contribute 25% of the cost of the project. Manager Mullins described two projects being sought as the Kings Para Transit Integration issue and Studying the possibility of service to East Hants through the Mount Uniacke corridor. It was decided it could not hurt to apply for two projects with East Hants being solely responsible for their project should it be approved.

MOVED BY COUNCILLORS NEWTON AND MORTON TO APPROVE THE RFP STUDY ON INTEGRATION WITH KINGS PARA AT A COST OF \$5000 TO KINGS TRANSIT.

MOTION CARRIED

MOVED BY COUNCILLORS ZIMMERMAN AND MORTON TO APPROVE THE RFP STUDY ON THE FEASIBILITY OF TRANSIT IN EAST HANTS..

MOTION CARRIED

c) **Municipal Employee Discount:** Board members discussed the request to examine employee discounts. It was felt that each municipal unit could handle this individually through an employer sponsored plan.

d) **Valley Regional Hospital Bus Shelter:** Councilor Basil Hall had requested we examine getting a transit shelter at the hospital. Manager Mullins will contact the hospital and our contractor to explore this possibility.

e) **Federal Public Transit Funds**

Manager Mullins explained the purpose behind the Public Transit funds is for capital projects such as rolling stock (buses), garage facilities, etc...

Councillor Trimper stated that these funds are an incentive for our transit system of which Annapolis is 23% of the ridership to this service which contributed to these funds. We should have a say in how these funds are spent or any future funds in the same light.

CAO Brenda Orchard of Annapolis spoke to this asking for Kings Transit to show the business case or benefits of having a garage facility.

Councilor Amero agreed with Brenda that Digby Council is asking Kings Transit to identify the benefit to Digby when their ridership contributes to Kings Transit receiving these funds and is difficult to accept that Kings Transit gets to purchase buses as a result of this ridership.

Councilor Zimmerman agreed that the service partners do contribute to Kings Transit and we should show the benefit to our service partners. The question that comes up at Wolfville Council is whether or not the service partners should be brought in as full members to Kings Transit. This may resolve this issue.

Councillor Newton stated her position was that the service partners are not one of the owners.

Chair Pearl noted that the fund split calculation has not been nailed down and is solely based on ridership. Manager Mullins noted that the Federal Funds are not solely received by Kings Transit based on ridership. There is a base amount in there.

8. BOARD ELECTIONS: CHAIR AND VICE CHAIR

With the annual appointments having been made it's necessary to elect the Chair and Vice-chair.

The board chair stepped aside and Manager Mullins asked for nominations. Councillor Morton nominated Councillor Mark Pearl with Councillor Zimmerman seconding that nomination. With no further nominations Councilor Pearl was affirmed as chair by acclamation.

Manager Mullins called for nominations on the Vice-Chair position. Councillor Pearl nominated Councillor Zimmerman as Vice-Chair seconded by Councillor Morton. With no further nominations being made, councilor Zimmerman was acclaimed again as Vice-chair.

9. BUDGET 2010-2011

It was requested of Manager Mullins to modify the budget to take into account additional staff as well as new office space for the general manager and office manager.

10. NEXT MEETING DATE

Next board meeting to be held February 3, 2010 at 5:00 pm and held at Town of Kentville Chambers. .

11. ADJOURNMENT

There being no further business, the meeting was adjourned and moved by Councilors Morton and Simpson.

CHAIRMAN

SECRETARY