



**KINGS TRANSIT AUTHORITY  
REGULAR BOARD MEETING-MINUTES  
July 18, 2012**

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; Mark Pearl, Kentville  
Vice Chairman; Bill Zimmerman, Wolfville

**Councillors**

Patricia Bishop, Kings County  
Basil Hall, Kings County  
Eric Smith, Kings County

Ron Mullins, General Manager

**ABSENT**

Anna Ashford-Morton, Berwick  
Dale Lloyd, Kings County  
Randall Amero, Digby County  
Tom Brown, West Hants  
Dave Burleton, Operations Manager  
Steve Foster, Driver's HR Manager  
Darlene Brownell, Office Manager

**Call to Order**

ON MOTION OF CHAIRMAN PEARL THE MOTION TO CALL THE MEETING TO ORDER AT 4:45 PM WAS ACCEPTED.

**MOTION CARRIED**

**APPROVAL OF AGENDA**

Chairman Pearl added Fuel Reserve under New Business.

ON MOTION OF COUNCILORS BISHOP AND SMITH THE MOTION TO AMMEND AND APPROVE THE AGENDA WAS ACCEPTED.

### **APPROVAL OF MINUTES**

Correction noted that Councilor Lloyd adjourned the June 27, 2012 meeting but Councilor Lloyd was absent so Councilor Hall will be added for correction to adjourn the meeting.

ON MOTION OF VICE CHAIRMAN ZIMMERMAN AND COUNCILOR SMITH THE MOTION TO APPROVE THE JUNE 27, 2012 MINUTES WAS ACCEPTED.

### **MOTION CARRIED**

### **GENERAL MANAGER'S REPORT**

Fuel – Fuel continues to decrease.

U-Passes – Vice Chairman Zimmerman will cover this topic later in the report.

ON MOTION OF VICE CHAIRMAN ZIMMERMAN AND COUNCILOR HALL THE MOTION TO ACCEPT THE GENERAL MANAGER'S REPORT WAS ACCEPTED AS PRESENTED.

### **MOTION CARRIED**

### **OPERATION'S MANAGER REPORT**

There was no Operation's Manager's Report this month.

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

General Manager Mullins presented the Driver's HR Report. At the last meeting the board had asked to check into issues regarding defibrillators. There were no issues to be found regarding liability or risk with using a defibrillator. By consensus, the board approved for the purchase of a defibrillator for the Kings Transit terminal only in New Minas.

ON MOTION OF VICE CHAIRMAN ZIMMERMAN AND COUNCILOR BISHOP THE MOTION TO ACCEPT THE DRIVER'S HR MANAGER'S REPORT WAS ACCEPTED AS PRESENTED.

### **MOTION CARRIED**

## **RIDERSHIP/REVENUE REPORTS**

Core Service – Ridership decreased by 5 % while the revenue increased by 6 %. Legal is an ongoing increased expense due to Annapolis and Digby County service agreements. General Manager Mullins added new charts to the financial reports which makes the financials easier to understand. The board would like to see the Deficit or Surplus title changed to Operations to Date.

ON MOTION OF VICE CHAIRMAN ZIMMERMAN AND COUNCILOR HALL THE MOTION TO ACCEPT RIDERSHIP AND REVENUE REPORTS WERE ACCEPTED AS PRESENTED.

## **MOTION CARRIED**

## **AUDIT COMMITTEE MEMBER**

Board moved that Richard Spencer be appointed Kings Transit Authority's new Audit Committee Member. Mr. Spencer has been asked to sit in on our September Board meeting.

ON MOTION OF VICE CHAIRMAN ZIMMERMAN AND COUNCILOR HALL THE MOTION TO ACCEPT RICHARD SPENCER AS NEW AUDIT COMMITTEE MEMBER WAS ACCEPTED AS PRESENTED.

## **MOTION CARRIED**

## **STUDENT U-PASS PROPOSAL**

Vice Chairman Zimmerman has been working on trying to get Acadia University set up with U-Passes for quite sometime and has briefed the board on the newest updates. Acadia students would have to approve the U-Pass and would like to see some route structures to help with the student travels. Vice Chairman Zimmerman proposed an express route and/or a feeder route that would offset the cost with the revenue from the U-Pass and purchasing a new bus for the proposal. The U-Pass would see an agreement put into place for 4 years. Surveys have been conducted and express runs and reliability were the main concerns. This proposal would also be extended to the Kingstec Campus. Consensus from the board is to approve and proceed with the U-Pass proposal.

ON MOTION OF COUNCILORS HALL AND SMITH THE MOTION TO ACCEPT AND APPROVE THE U-PASS PROPOSAL WAS ACCEPTED AS PRESENTED.

## **MOTION CARRIED**

**ANNAPOLIS COUNTY UPDATE**

**POLICY REVIEW**

**BOTH THESE ITEMS WILL BE DISCUSSED IN CAMERA**

**FUEL RESERVE**

The board had originally approved a fuel reserve to help alleviate the deficit caused by the increase in fuel cost as needed but the Town of Berwick now has concerns with moving forward with the fuel reserve. The new budgets were presented to each unit and council for approval which included a fuel reserve. General Manager will move forward with the fuel reserve and try to get all units to sign the agreement.

**IN CAMERA**

ON MOTION OF VICE PRESIDENT ZIMMEMAN AND COUNCILOR SMITH THE MOTION TO GO INTO CAMERA WAS ACCEPTED.

**MOTION CARRIED**

**NEXT MEETING DATE**

There was no discussion on the next board meeting date.

**ADJOURNMENT**

There was no adjournment for this meeting.

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**CHAIRMAN**

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**SECRETARY**