



KINGS TRANSIT AUTHORITY REGULAR BOARD MEETING-MINUTES July 23, 2014

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

Chair, Patricia Bishop, Municipality of Kings County
Vice Chair, Anna Morton, Town of Berwick
Mark Pearl, Town of Kentville
Emma Van Rooyen, Municipality of Kings County
Mercedes Brian, Town of Wolfville (arrived at 5:10 pm)
Kim MacQuarrie, Alternate for Bob Best Municipality of Kings County
Diane Leblanc, Municipality of Annapolis County (arrives at 5:08)
Linda Gregory, Warden, Municipality of Digby County (arrives at 5:20)

KTA STAFF

Stephen Foster, General Manager
Darlene Brownell, Office Manager
Toby Walker, Mechanic

Regrets-Rob Frederick, Town of Hantsport

1. Call to Order

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

2. APPROVAL OF AGENDA

Addition of the following items to the agenda:

- 9 a) Provincial Transit Funds
- 9 b) Banking Process
- 11) In Camera – West Hants Contracts

ON MOTION OF COUNCILLORS MACQUARRIE AND PEARL THE MOTION TO APPROVE THE AGENDA AS AMENDED WAS ACCEPTED

MOTION CARRIED

3. APPROVAL OF MINUTES: June 25, 2014

Minutes to be edited and brought back to next meeting for approval.

4. GENERAL MANAGER'S REPORT

General Manager Mr. Foster will proceed with getting quotes for banking fees and look into other businesses that would possibly buy coin from Kings Transit to save on banking fees.

General Manager Mr. Foster gave a briefing to the board regarding rapid transit and the study that has been introduced.

ON MOTION OF COUNCILLORS VAN ROOYEN AND BRIAN TO RECEIVE THE GENERAL MANGER'S REPORT. MOTION WAS ACCEPTED.

MOTION CARRIED

5. RIDERSHIP/ REVENUE REPORTS

General Manager Mr. Foster presented the Revenue and Ridership Report to members of the board.

MOTION CARRIED

6. FINANCIAL REPORTS

Financial reports were presented to the members of the board.

ON MOTION OF COUNCILLORS PEARL AND VAN ROOYEN THE MOTION TO RECIEVE THE FINANCIAL REPORTS WAS ACCEPTED

MOTION CARRIED

7. BOARD CHAIR UPDATE

No report

8. OCCUPATIONAL HEALTH & SAFETY UPDATE

An edit to be made on the formal inspections.

Page 1 of the Policy should read: any and other locations employees are working.

Inspections: A) Inspections monthly

ON MOTION OF COUNCILORS PEARL AND VICE CHAIR MORTONG TO ACCEPT THE OCCUPATIONAL HEALTH & SAFETY REPORT WITH AMENDMENTS MOTION WAS ACCEPTED

MOTION CARRIED

9. NEW BUSINESS

a. Provincial Transit Funds

A preliminary plan for information only was put forward. This will be added to the September agenda. An invite to the minister to discuss future funds available with the board will go out.

b. Banking Process

The Chair and/or Vice Chair will sign off on all payables before processing for payment. This will also be done monthly.

10. CORRESPONDENCE

None

11. In Camera

NEXT MEETING DATE

Next meeting will be held September 24, 2014 at 5:00 pm

ADJOURNMENT

CHAIRPERSON

SECRETARY