



**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
July 26, 2016**

The regular board meeting of Kings Transit Authority was held on the above date at 5:30 pm at Kings Transit Authority – New Minas.

PRESENT

Board Chair, Mercedes Brian, Town of Wolfville
Pauline Raven, Municipality of Kings County
Patricia Bishop, Municipality of Kings County
Wayne Atwater, Municipality of Kings County
Mark Pearl, Town of Kentville
Wayne Fowler, Municipality of Annapolis County
Linda Gregory, Warden, Municipality of Digby County

KTA STAFF

Stephen Foster, General Manager
Tanya Morrison, Office Coordinator

1. CALL TO ORDER

Chair Mercedes Brian called the meeting to order at 5:33 p.m.

2. APPROVAL OF AGENDA

Added to agenda 11) In Camera

MOVED AND SECONDED TO APPROVE THE AGENDA WITH ADDITION.

MOTION CARRIED

3. APPROVAL OF MINUTES

Minutes from June 22, 2016

MOVED AND SECONDED TO APPROVE THE MINUTES OF JUNE 22, 2016.

Minutes from July 6, 2016 Federal Grant Meeting

MOVED AND SECONDED TO APPROVE THE MINUTES OF JULY 6, 2016.

MOTION CARRIED

4. BOARD CHAIR UPDATE

Ms. Brian shared that she received a postcard from her Community Transit meeting. All who attended the meeting were encouraged to fill out a postcard to mail to themselves as a friendly reminder of issues they wished to address after the meeting. She thought this was a very helpful tool as it was an immediate reminder of the issues she wanted to address.

5. GENERAL MANAGER'S REPORT

Year End Audit

The audit is almost complete; the auditors will make contact to set up a meeting with the audit committee to discuss the year-end audit.

Syrian Families

Mr. Foster went on a bus trip to assist families with learning the bus route.

Advertising

The K-Rock ad is ready to launch on the radio promoting the new route and the addition of Wi-Fi on the buses.

Google Transit

Google transit will be implemented in the next few weeks. Progress was delayed due to a changeover in the students assigned to the project.

Provincial Transit Funds

Mr. Foster is unsure of amount of Provincial funds available to the Authority. Previous amount was \$375,000 and was promised for 2 years. Board members wish to have a written letter stating the intended use of future funds available, and to request release of the funds as soon as possible. These funds will be used to access the portion of Federal funds available to the Authority.

MOVED AND SECONDED TO WRITE A LETTER TO THE PROVINCIAL GOVERNMENT REQUESTING FUNDS BE REALEASED TO THE AUTHORIY.

MOTION CARRIED

MOVED AND SECONDED TO RECEIVE THE GENERAL MANAGER'S REPORT.

MOTION CARRIED

6. RIDERSHIP REPORT

Ridership

The new format of the Ridership report was presented to the members. The new format shows ridership for the month and year to date as well as how ridership is comparing versus the budget.

Month to date ridership is up .72% over budget, and YTD is up .09%

MOVED AND SECONDED TO RECEIVE THE RIDERSHIP REPORTS.

MOTION CARRIED

7. FINANCIAL REPORTS

Mr. Foster distributed reports that were provided to the Authority. The information is missing data due to the delay in having information entered into the system. There was no discussion at this time, due to lack of information.

MOVED AND SECONDED TO RECEIVE THE FINANCIAL REPORT.

MOTION CARRIED

8. OLD BUSINESS

Age Friendly Grant

Monies have been received for the Age Friendly Grant. Interviews for the Transit Education Coordinator will take place on July 27, 2016.

UARB Application

The application for the new Port Williams route has been sent. No word from them on the status of the application as of this meeting date.

Mr. Foster invited members to attend a showing of an Electric bus on July 27th at the Authority facility.

9. NEW BUSINESS

There was discussion on how to get kids on the bus. The new Pokemon Go app was brought up as being a great tool to get kids to ride the bus. With offering free Wi-Fi kids will be able to take full advantage of the game while travelling on the bus. It was also discussed that the Town of Berwick offers free Wi-Fi and that could be promoted as a destination on the bus to go “hunt” Pokemon. There was discussion about doing some promotion once the Wi-Fi is up and running.

Directors Liability Insurance

10. CORRESPONDENCE

None to report at this time.

11. IN CAMERA

Board members went “In Camera” at 6:08 p.m.

ADJOURNMENT

NEXT MEETING DATE

Next meeting will be held September 28, 2016 at 5:30 p.m.

CHAIRPERSON

SECRETARY