

**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING-MINUTES
October 19, 2011**

The regular board meeting of Kings Transit Authority was held on the above date at 4:45 p.m. at Kings Transit Authority – New Minas Location.

PRESENT

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

Councilors

Basil Hall, Kings County
Janet Newton, Deputy Warden - Kings County
Tom Brown, West Hants
Randall Amero, Digby County

KTA Staff

Ron Mullins, General Manager
Darlene Brownell, Office Manager
Stephen Foster, Drivers' HR Manager
Ingrid Mooy, Office Clerk

Kings Para-Transit

Fay Brown, General Manager

Absent

Anna Ashford-Morton, Berwick
Jim Taylor, Kings County

2. APPROVAL OF AGENDA

Manager Mullins added a letter from Cheryl Doi of Wolfville to be item 9(b) under Correspondence.

Manager Mullins added a Bus Shelter Policy to be item 10(a) under New Business.

ON MOTION OF COUNCILOR HALL AND DEPUTY WARDEN NEWTON FOR APPROVAL OF AGENDA.

MOTION CARRIED

3. APPROVAL OF MINUTES

Correction to last month's minutes: Under Ridership & Revenue for the Core there is a typo stating that the Revenue numbers were from April. These numbers are based on the calculations from July.

MOVED BY VICE CHAIR ZIMMERMAN AND DEPUTY WARDEN NEWTON TO APPROVE THE MINUTES OF SEPTEMBER 21, 2011 AS CIRCULATED
MOTION CARRIED

All Correspondence and New Business as presented at last month's meeting to should be accepted due to no quorum.

MOVED BY VICE CHAIR ZIMMERMAN AND COUNCILOR HALL TO ACCEPT ALL REPORTS FROM LAST MONTH'S BOARD MEETING.
MOTION CARRIED

4. Ridership & Revenue – September 2011

Manager Mullins stated that he added the stats for CUTA for the first 6 months. For the entire system there were 193,000 riders this year as compared to 184,000 riders last year.

The Core

- Ridership for September – up 13% / yearly 0%
- Revenue for September – up 16% / yearly down 1%
- Repairs & Maintenance September – spent 39% of what has been budgeted.

There has been an increase in ridership but a decrease in revenue. This has been attributed to the introduction of Student Passes and Fares.

Chair Pearl asked that Parts Stock be included in Repairs & Maintenance for the next meeting and going forward.

Chair Pearl asked that going forward that the cost of Utilities for the new facility be reflected separately for the next meeting and going forward.

Annapolis East

- Ridership for September – up 35% / yearly up 10%
- Revenue for September – up 19% / yearly up 3%

- Repairs & Maintenance September – spent 38% of what has been budgeted.

Annapolis West

- Ridership for September – up 7% / yearly down 4%
- Revenue for September – down 7% / yearly down 8%
- Repairs & Maintenance September – spent 71% of what has been budgeted.

Digby

- Ridership for September – down 2% / yearly down 14%
- Revenue for September – down 31% / yearly down 21%
- Repairs & Maintenance September – spent 71% of what has been budgeted.

Councilor Hall inquired based on the numbers presented if Digby County was going to leave Kings Transit. Councilor Amero confirmed that the County is 100% behind Kings Transit and have no plans on leaving.

Manager Mullins stated to help increase the numbers in Digby that a survey will be conducted both online and in the Coastline where participants have the chance to win free bus passes and tickets. Also there will be a two week Ride Free Promotion will be take place before Christmas in hopes to entice new riders to Kings Transit in this area.

Hants County

- Ridership for September – up 15% / yearly up 11%
- Revenue for September – up 16% / yearly up 6%
- Repairs & Maintenance September – spent 93% of what has been budgeted.

**MOVED BY DEPUTY WARDEN NEWTON AND VICE CHAIR ZIMMERMAN TO
ACCEPT THE RIDERSHIP AND REVENUE REPORTS FOR SEPTEMBER 2011
MOTION CARRIED**

5. GENERAL MANAGER'S REPORT

Manager Mullins went over the following:

Bus Shelters

1. Kentville: Asked Atcom to move shelter to Coldbrook by the old Wandlyn Inn where it was formerly. Concrete pad still there so the installation procedure is faster and easier.
2. Hospital: Have not heard anything recent. No activity yet (concrete pad) at hospital.
3. Greenwood: A go for the spring. I asked if we could get concrete pad installed ahead of time (this fall) to speed things up. No response yet from Atcom. This shelter is a priority.

Manager Mullins stated that ATCOM has confirmed that the delay in proceeding with said shelters is because of a limited cash flow.

It was discussed that there is a possibility of Kings Transit financing a shelter, to be placed in Greenwood, for ATCOM and leasing the cost of this shelter over a period of time. However, this is to be dependent upon agreement of all Board Members.

It was agreed that the contract with ATCOM be reviewed.

Fuel Costs – September 2011

On average we are using less fuel at 42,183 litres per month but our cost per month is now averaging \$45K per month versus \$38K last year.

Facility

Manager Mullins reviewed the bus rentals and mechanic hours briefly.

Outstanding Action Items:

U-Passes

Manager Mullins stated that he had nothing to report at this time. Vice-Chair Zimmerman commented that the Transportation Report is now in and hopes that it will be presented to Council in December for a decision. Vice-Chair Zimmerman feels that it will not be approved but continues to work with Manager Mullins to put forth a proposition to the Acadia Students to that will best suit their needs.

Also at this time there is no interest from NSCC.

Certifications

We are following the guidelines and requirements of the Occupational Health &

Safety Act.

Source deductions have been remitted.

MOVED BY VICE CHAIR ZIMMERMAN AND COUNCILOR HALL TO ACCEPT
THE GENERAL MANAGER'S REPORT AS PRESENTED
MOTION CARRIED

6. OPERATION MANAGER'S REPORT

Buses

Hants Co. - Buses # 49 and # 50 are requiring more extensive work due to their high mileages, (just under 500,000 kms).

We had a work order go through with 58 hours worth of repairs from engine repairs through to major electrical repairs, including its bi-annual vehicle inspection. Fortunately instead of \$4,350 we would have paid outside, our cost is \$2,030 (\$2,300 savings).

Annapolis and Digby - Bus #'s 57 and 58 have also required major repairs mostly related to emission control devices, # 57 also required a transmission intercooler, part itself costing just under \$1,700.

Bus # 56 is in the middle of an engine rebuild caused by the failure of a valve insert that dropped down on a piston and caused internal damage. Mileage on 56 is just under 900,000 kms with over 21,000 hours of running time on the engine.

56 is also due for its annual brake pull and its bi-annual motor vehicle inspection with an anticipated cost of \$ 12,000.00.

Core

Many buses have required work over and above regular service, should you have a question regarding any I would be happy to go over it with you.

Please note, when the Odysseys were purchased in 2007 it was predicted that they would have a life span of 5 – 6 years. Buses 49 & 50 will be 5 years old next May and will have close to 600,000 km's.

The service truck has had another transmission overhaul.

Building

We have added emergency lights in case of power failures.

Brooklyn Fuel Site

Has been completed.

Surplus Equipment

Buses: We have a tentative offer of \$4,000 for the 2 MCIs as scrap and just waiting for the cheque.

Fare-boxes: All the old Duncan fare boxes and surplus parts that were given to us by HRM have been sold for \$ 4,000.

Other

The new Nova Bus, #59, was used in the Stephen King movie Bag of Bones being filmed in Halifax. For the rental of #59, we charged the production company \$1,750.

Roy Dupuis, a retired fleet consultant, has offered to come in and do a study of our operation and make recommendations based on his findings. He has offered to do this pro- bono as he has family in Nova Scotia and would use this study a way to claim his travel costs. I welcome this opportunity to have our operation scrutinized by an expert in the hope he may have some suggestions on how to improve on what we already have.

MOVED BY VICE CHAIR ZIMMERMAN AND DEPUTY WARDEN NEWTON TO
ACCEPT THE OPERATION MANAGER'S REPORT AS PRESENTED
MOTION CARRIED

Note: Vice – Chair Zimmerman excused himself from this meeting at 6:35 p.m. which left no quorum and therefore the meeting was adjourned.

NEXT MEETING DATE

Tentatively scheduled for November 16, 2011

CHAIRMAN
ADJOURNMENT

SECRETARY