



**KINGS TRANSIT AUTHORITY  
REGULAR BOARD MEETING - MINUTES  
January 23<sup>rd</sup>, 2019**

A regular board meeting of the Kings Transit Authority was held on the above date at 5:00pm at the Kings Transit Authority – New Minas NS.

1. Welcome  
Attendance:  
Board Members  
Councillor Raven, Municipality of the County of Kings; Vice Chair  
Councillor Donovan, Town of Wolfville  
Councillor Spicer, Municipality of the County of Kings  
Councillor Walsh, Town of Berwick, Alternate  
Councillor Andrew, Municipality of the County of Kings  
Councillor Hodges, Municipality of the County of Kings  
KTA Staff  
Glen Bannon, General Manager  
Kaileigh Smith, Customer Service Coordinator  
Service Partners  
Deputy Warden, Linda Gregory, Municipality of the County of Digby  
Councillor LeBlanc, Municipality of the County of Annapolis  
Guests  
Mark Phillips, CAO, Municipality of the County of Kings  
Scott Conrad, CAO, Municipality of the County of Kings
2. Approval of Agenda **Motion:** To Approve the Agenda of January 23<sup>rd</sup>, 2019.  
  
Councillor Raven/Councillor Walsh (Moved/Seconded)  
  
**MOTION CARRIED**
3. Election of Board Chair/Vice Chair **Board Chair**  
Councillor Walsh nominated Councillor Hodges for the Board Chair Position - there were no other nominations.  
  
**Motion:** To Elect Councillor Hodges as Board Chair of the Kings Transit Authority  
  
Councillor Walsh/Councillor Donovan (Moved/Seconded)  
  
**MOTION CARRIED Unanimously**

**Vice Chair**

Councillor Raven nominated Councillor Donovan for the Vice Chair Position – there were no other nominations.

**Motion:** To Elect Councillor Donovan as Vice Chair of the Kings Transit Authority.

Councillor Raven/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED Unanimously.**

- 4. Approval of November 28<sup>th</sup>, 2018 Regular Board Meeting Minutes

**Motion:** To Approve the November 28<sup>th</sup>, 2018 Regular Board Meeting Minutes with Amendments.

Councillor Spicer/Councillor Raven (Moved/Seconded)

Amendments:

- Page 2 should read, “No motions were required”.

**MOTION CARRIED**

- 5. Presentation – Update on Kings Transit Authority Studies

**Motion:** That the board entertain a review and incorporation of recommendations to be tabled by staff and the CAOs prior to forwarding final 2019/20 budgets to the Municipal units; and that the Board consider approval of the aforementioned budget(s) on or before May 17, 2019.

Councillor Raven/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

- 6. Board Chair Update

**Motion:** To Accept the Board Chair Update.

Councillor Walsh/Councillor Raven (Moved/Seconded)

**MOTION CARRIED**

- 7. General Manager’s Report

**Motion:** To Receive the General Manager’s Report.

Councillor Donovan/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

- 8. Ridership and Revenue Report

**Motion:** To Receive the Ridership and Revenue Report

Councillor Donovan/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

9. Third Quarter  
Financial Reports

**Motion:** To Accept the Third Quarter Financial Reports as presented and circulated.

Councillor Walsh/Councillor Andrew (Moved/Seconded)

**MOTION CARRIED**

10. Old Business

No Old Business to Discuss

11. New Business

**A) Appointment of Audit Committee Members**

**Motion:** To Compose the Audit Committee of Councillor Hodges, Councillor Spicer, Councillor Andrew, and Councillor Donovan.

Councillor Raven/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

**B) Mission/Vision/Values/Organizational Objectives**

**Motion:** To defer discussion to February 27, 2019 Board Meeting

Councillor Raven/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

**C) U-Pass Update**

General Manager Bannon reported that he has had several meetings with the ASU members and outcomes have been positive.

**Motion:** To accept the U-Pass Update

Councillor Walsh/Councillor Spicer (Moved/Seconded)

**MOTION CARRIED**

**D) Financial – Uniform Policy**

**Motion:** To Accept the Uniform Policy as presented and circulated.

Councillor Raven/Councillor Walsh (Moved/Seconded)

**MOTION CARRIED**

12. Correspondence      No Correspondence to discuss.

13. Adjournment      **Motion:** To Adjourn the Meeting.

Councillor Raven/Councillor Donovan (Moved/Seconded)


**MOTION CARRIED**

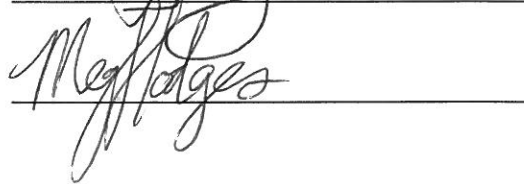
Meeting Adjourned at 6:27pm

14. Next Meeting      The next meeting will be held on **February 27<sup>th</sup>, 2019 at 4:00pm** in the Board Room, KTA Office, New Minas

Recorded by Kaileigh Smith, Customer Service Coordinator

Signatures of Approval

  
\_\_\_\_\_ General Manager

  
\_\_\_\_\_ Chair