



**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING - MINUTES
April 22nd, 2020**

A Regular Meeting of the Kings Transit Authority Board of Directors was held on the above date at 4:00pm via video teleconference.

1. Welcome and
Safety Minute

Attendance:

Board Members

Councillor Hodges, Municipality of the County of Kings; Board Chair

Councillor Donovan, Town of Wolfville; Vice Chair

Deputy Mayor Walsh, Town of Berwick

Councillor Hirtle, Municipality of the County of Kings (Alternate for Councillor Raven)

Councillor Spicer, Municipality of the County of Kings

Councillor Andrew, Town of Kentville

Service Partners

Deputy Warden Gregory, Municipality of the District of Digby

Councillor LeBlanc, Municipality of the County of Annapolis

KTA Staff

Glen Bannon, General Manager

CAO Liaison

Erin Beaudin, CAO, Town of Wolfville

2. Approval of Agenda

Motion: To Approve the Agenda of April 22nd, 2020

Moved/Seconded by: Councillor Donovan / Councillor Hirtle

MOTION CARRIED

3. Approval of Minutes

Due to the COVID-19 health crisis, the March 25th, 2020 Regular Board Meeting was cancelled. Further, there were a number of special meetings in March and April, for which minutes were taken. During this meeting, the Board reviewed all sets of outstanding minutes that had not yet been approved.

Motion: To approve the February 26th, 2020 Regular Board Meeting Minutes, and the minutes for Special Board Meetings held on March 27th, March 31st, April 2nd, and April 7th 2020.

Moved/Seconded by: Deputy Mayor Walsh / Councillor Spicer

MOTION CARRIED

4. Board Chair Update Chair Hodges provided an update of the activities of the previous month.

Motion: No motion was made.

Chair Update was accepted by all.

5. General Manager's Reports General Manager Bannon provided an update of activities for the months of February and March, 2020.

Motion: To receive the General Manager's Reports for February and March 2020.

Moved/Seconded by: Councillor Hirtle / Councillor Andrew

MOTION CARRIED

6. Old Business Updated Uniform Policy – Footwear Allowance

General Manager Bannon presented a Request for Decision and updated Operator Uniform Entitlements Policy (both attached) for the Board's consideration.

Motion: That the Kings Transit Board of Directors approve an amendment to the Financial Policy for Operator Uniform Entitlements to include an annual allowance of \$100 for each Operator entitled in accordance with the provisions of the policy.

Moved/Seconded by: Councillor Spicer / Deputy Mayor Walsh

MOTION CARRIED

7. New Business 1. FY 2019/2020 Q4 Financial Reports for Kings County

The General Manager presented the unaudited Q4 financial reports for the Owner Municipalities for FY 2019/2020.

Motion: To receive the unaudited Q4 financial reports for the Owner Municipalities for FY 2019/2020.

Moved/Seconded by: Councillor Hirtle / Deputy Mayor Walsh

MOTION CARRIED

2. Bus 54 – Declaration as Surplus for Sale

General Manager Bannon presented a Request for Decision (attached) for the Board's consideration.

Motion: That the Kings Transit Authority Board of Directors declare Bus 54 (2005 New Flyer D40LF VIN 2FYD4FV175B028160) as surplus to requirements and eligible for sale via public tender.

Moved/Seconded by: Councillor Spicer / Deputy Mayor Walsh

MOTION CARRIED

8. Correspondence

Letter from the Village of Cornwallis Square

The Authority received a letter (attached) from the Village of Cornwallis Square requesting a funding contribution towards six new bus shelters. After some discussion, the Board decided that the Board's position communicated in the letter dated November 18th, 2019 is unchanged.

9. Adjournment and Next Meeting

Motion: To adjourn the Regular Meeting.

Moved/Seconded by: Councillor Spicer / Deputy Mayor Walsh

MOTION CARRIED

The next meeting will be held on May 27th, 2020 at 4:00pm – venue to be announced.

Recorded by Glen Bannon, General Manager

Signatures of Approval

Original Signed By

_____ General Manager

_____ Chair