



**KINGS TRANSIT AUTHORITY
REGULAR BOARD MEETING - MINUTES
March 24, 2021**

A Regular Meeting of the Kings Transit Authority Board of Directors was held on the above date at the Orchards Room, Municipality of Kings Building in Coldbrook at 5:00pm

1. Welcome

Attendance:

Board Members

Councillor MacKay, Town of Wolfville; Board Chair
Councillor Winsor , Municipality of the County of Kings
Councillor Harding, Municipality of the County of Kings
Councillor Misner, Municipality of the County of Kings
Councillor Huntley, Town of Kentville
Councillor Goddard, Town of Berwick

Service Partners

Councillor LeBlanc, Municipality of the County of Annapolis
Warden Gregory, Municipality of the District of Digby (via Zoom)

KTA Staff

Rick Ramsay, Interim General Manager
Reanne Wadsworth, Administrator

CAO Liaison

Erin Beaudin, CAO, Town of Wolfville (via Zoom)

2. Approval of
Agenda

Motion: To approve the March 24, 2021 agenda.

Moved by Councillor Misner, seconded by Councillor Huntley.
Motion carried.

3. Approval of
February 24,
2021 Regular
Board Meeting
Minutes

Motion: To approve amended minutes from February 24, 2021 meeting due to error.

Moved by Councillor Misner, seconded by Councillor Huntley.
Motion carried.

4. Board Chair
Update

Councillor MacKay provided an update on the recruitment process for the General Manager, closing date for applications has been changed to April 15, 2021.

5. General Managers Report Interim General Manager Rick Ramsay provided a Report to the Board Members.

6. Ridership and Revenue Report Mr. Ramsay provided two individual reports indicating the year-to-date revenue is seriously lower than expected for ridership and fare revenue.

7. Monthly Financial Report and Projection to year end Mr. Ramsay reviewed the February Financial Statements and projected year-end results. The projections indicated a deficit for Municipality of Digby of \$37,701, for the Municipality of Annapolis of \$38,650, and a surplus for the Core of \$83,700. The projections are based on a level of revenue substantiality less that budget.

8. Draft Operating Budget 2021/2022 Mr. Ramsay presented the operating budgets for 2021/2022.

The budgets cover the normal fixed costs and fare revenues based on current post Covid routes, ridership and fare rates. The budget includes allowance for marketing and promotional study that will assist in strategically increasing ridership and fare revenues, as well as strategies to promote transit service in our service areas. Costs are based on current employee levels and a full time General Manager for 10 months.

Moved by Councillor Harding, seconded by Councillor Goddard, that the Core operating budget totaling \$1,851,400 be approved as presented and that a supplementary budget be drafted if the fare revenues have drastically changed as of September 30, 2021.

Moved by Councillor Misner, seconded by Councillor Harding, that the Annapolis operating budget totaling \$579,900 be approved as presented and that a supplementary budget be drafted if the fare revenues have drastically changed as of September 30, 2021.

Moved by Councillor Winsor, seconded by Councillor Goddard, that the Digby operating budget totaling \$335,900 be approved as presented and that a supplementary budget be drafted if the fare revenues have drastically changed as of September 30, 2021.

9. Draft Capital Budget 2021/2022
Mr. Ramsay presented the draft capital budget for the period of 2021-2027. The Board was advised that the capital budget may be impacted by the current application made by the Municipality of the County of Kings regarding electrification of the fleet. It was suggested that the draft budget be tabled until more information is gathered by the staff on the impact of this application. Mr. Ramsay indicated that a meeting has been planned to meet with Kings County staff to review the application. It was agreed that a meeting of the Board be arranged quickly, particularly in light of the condition of two buses planned for 2021/2022.

Moved by Councillor Huntley, seconded by Councillor Misner that the Capital budget be tabled until more information is received by the Interim General Manager.

10. General Manager's Report
Mr. Ramsay presented a verbal report.

11. Old Business
None

12. New Business
A letter was received from the Village Clerk of the Village of Kingston regarding closure on Friday March 19, 2021. It was agreed to draft a policy for Board approval.

13. Correspondence
None

14. Adjournment
On motion of Councillor Misner seconded by Councillor Winsor, the meeting adjourned. Motion Carried

The next meeting will be held on April 28, 2021 at the County of Kings Municipal Building from 5:00pm-7:00pm

Minutes Written and Recorded by Reanne Wadsworth, Administrator

Signatures of Approval _____ General Manager
_____ Chair _____