

**KINGS TRANSIT AUTHORITY**

**REGULAR BOARD MEETING-MINUTES**

**December 22nd 2021**

The regular board meeting of Kings Transit Authority was held on the above date

at 5:00 PM virtually over Zoom.

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| 1. Welcome and Roll Call
 | Attendance:Board Chair Mackay, Goddard, Huntley, Misner, WinsorCAO Beaudin, HardingService Partners: Warden Gregory and Councilor Leblanc (Zoom)Staff: GM Getchell, Topanga Ward |
| 1. Approval of Agenda
 | Moved by Chair Mackay, Seconded by Councilor Winsor and Councilor Huntley to approve the agenda.  |
| 1. Approval of November 24, 2021 Minutes
 | Moved by Councilor Harding, Seconded by Councilor Huntley. Agreed. |
| Business Arising from Minutes | Safety issue update, 29 Crescent Drive: RFP process reviewed by GM – RFP to go out in New Year.UARB Decision re: waived fares in The Municipality of the County of Digby. |
| 1. Ridership and Financial Reports to year end
 | Reports included with agenda package – GM discussed. |
| 1. New Business
 | 1. Covid-19 update from units, discussion – Rapid testing program suspended due to Government protocols. GM reviewed protocols.
2. General Managers Report - included in package.
3. General Managers recommendation to ratify IMSA – GM Discussed.
4. Audit Committee Training and Audit Committee Presentation – GM advised no presentation or committee right now due to time frame of new board coming in to handle it.
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| 1. Other Business
 | 1. KTA & Church Brewing Company Event – “Stuff the Bus”
2. Recruitment Update i. Accounting Coordinator – GM discussed recruitment options.

 ii. Operations Supervisor – Started on Dec. 20/20211. Diversity and Inclusiveness Training Update: GM contacted to set up times for training.
2. Employees – GM Discussed:
3. Employee Conference Fall 2021
4. Employee Awards
5. Employee Christmas Bonus
6. In Lieu of Christmas Party – gift cards distributed to employees.
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| 1. Next Meeting
 | The date for the next meeting will be January 26, 2022 held virtually over Zoom. |
|  | Recorded by Topanga Ward |
| Signatures of Approval | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ General Manager\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Board Chair |