

**KINGS TRANSIT AUTHORITY**

**REGULAR BOARD MEETING - MINUTES**

**March 23rd, 2022**

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

at 5:00 PM at 29 Crescent Drive, New Minas and 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 LeblancStaff: GM Getchell, Topanga WardAbsent: CAO Beaudin, Councilor Winsor |
| 1. Approval of Agenda
 | Moved by Councilor Misner and seconded by Councilor Goddard to approve the agenda.  |
| 1. Approval of February 23, 2022 Minutes
 | Approved by Councilor Huntley, seconded by Councilor Misner. |
| Business Arising from Minutes | RFP for Drainage – RFP being compiled and hope to have it out for proposals by end of April. |
| 1. Ridership and Financial Reports to year end
 | Reports included with agenda package – GM discussed.1. GM’s Report - GM discussed donor buses mechanical progress – taken this week to have exterior body work done, still working on interior.

Ridership – Bus ridership steadily increasing; revenue also increasing. Ridership initiative by Revolve has begun. Invoices from Revolve incoming, hoping to be received in time to qualify for marketing grant. |
| 1. New Business
 | 1. Covid-19 update from units – GM discussed: Office fully open to public, staff made aware of restrictions lifted.
2. Infrastructure Agreement – GM discussed.
3. GM Probationary Review – Probationary review held between GM and Board Chair. Both parties pleased with results.
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| 1. Other Business
 | 1. Recruitment Update
2. Accounting Coordinator – GM discussed. Accounting Coordinator position filled. Working through training. GM to find additional training resources to aid in successful onboarding.
3. Bus Operators, Spare Positions – GM discussed need for additional spare operators. Interviews currently taking place to fill positions.
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| 1. Next Meeting
 | The date for the next meeting will be April 27, 2022 held in person at 29 Crescent Drive with option for Zoom if preferred. |
|  | Adjourned at 5:47 PM.Recorded by Topanga Ward |
| Signatures of Approval | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ General Manager\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Board Chair |