



**KINGS TRANSIT AUTHORITY  
REGULAR BOARD MEETING-MINUTES  
June 27<sup>th</sup>, 2018**

The regular board meeting of Kings Transit Authority was held on the above date  
At 4:00pm at Kings Transit Authority – New Minas NS.

1. Welcome and  
Safety Minute

Attendance:

**Board Members**

Councillor Brian, Town of Wolfville; Board Chair

Councillor Raven, Municipality of the County of Kings; Vice  
Chair

Councillor Hodges, Municipality of the County of Kings

Councillor Spicer, Municipality of the County of Kings

Councillor Morton, Town of Berwick

Councillor Snow, Town of Kentville; Alternate

Service Partners

Councillor LeBlanc, County of Annapolis

Councillor Fowler, County of Annapolis

Deputy Warden Linda Gregory, Municipality of the District of  
Digby (Arrived 4:05pm)

KTA Staff

Glen Bannon, General Manager

Kaileigh Smith, Office Coordinator

Other Attendees

CAO Mark Phillips

Regrets

Councillor Andrews, Town of Kentville

2. Approval of  
Agenda

Motion: To Approve the Agenda of June 27<sup>th</sup>, 2018 with the  
following Amendment.

Councillor Snow/Councillor Raven (Moved/Seconded)

**MOTION CARRIED**

List of Amendments:

- New Business Item 10 D) Motion from In-Camera  
Meeting
-

3. Approval of May 23rd, 2018 Minutes  
 Motion: To Approve the May 23<sup>rd</sup>, 2018 Regular Board Meeting Minutes  
 Councillor Hodges/Councillor Spicer (Moved/Seconded)  
**MOTION CARRIED**
4. Board Chair Update  
 Chair Brian had nothing to report at this meeting.
5. General Manager's Report  
Fuel Contract  
 A discussion took place regarding fuel contracts. General Manager Bannon reported his findings were that no contract has been signed between Kings Transit and Superline Fuels.  
  
Digby Shelter Placement  
 Kings Transit is still trying to contact the property owner for the land on which the shelter was to be placed with no luck as of yet. The shelter potentially could be moved to a different location.  
  
 Motion: To Accept General Manager's Report  
 Councillor Hodges/Councillor Raven (Moved/Seconded)  
**MOTION CARRIED**
6. Monthly Ridership Report  
 Motion: To Accept the Monthly Ridership Report  
 Councillor Snow/Councillor Morton (Moved/Seconded)  
**MOTION CARRIED**
7. Old Business  
Cutaway Buses  
 A discussion took place and a decision was made to issue a Tender for the 3 Cutaway Buses.
8. New Business  
Domain Names  
 A feeling by some that the chosen domain name "kbus.ca" does not match the Kings Transit Brand. This matter will be further discussed during the Strategic Planning process.  
  
Nova Scotia Community Transportation Network  
 Councillor Raven/Brian provided a recap of the NSCTN conference stating that mergers within transportation companies were a large topic at the conference.  
  
 Councillor Snow and CAO Mark Phillips departed meeting at

5:10pm

Canopy Creative

A discussion took place suggesting Kings Transit could work with Canopy Creative to produce promotional videos. This discussion resulted in the following motion:

“To sole source work with Canopy Creative on a series of videos to promote Kings Transit through a multigenerational campaign with a budget of up at \$5000. Instructing out staff with the assistance of Board Member Councillor Hodges.”

Councillor Raven/Councillor Morton (Moved/Seconded)

**MOTION CARRIED**

Motion from In-Camera Meeting

Motion: That Kings Transit Authority Board of Directors directs the General Manager to approve the requests for back-pay. This will result in an increase in wage expenditures of \$1600 for the 2017/18 fiscal budget and an increase of \$2275 for the proposed 2018/19 fiscal budget.

Councillor Hodges/Councillor Raven (Moved/Seconded)

**MOTION CARRIED**

9. Adjournment

Meeting Adjourned 5:47pm

10. Next Meeting

The next meeting will be held on July 18<sup>th</sup>, 2018 at 1:00pm in the Board Room, KTA Office, New Minas

There will be no meeting the 4<sup>th</sup> Wednesday in July.  
Approved at the KTA Board meeting of 07/18/2018

Recorded by Kaileigh Smith

Action Items

**Glen Bannon:** Research the possibility of producing financial statements from Sage 50 directly.

Signatures of Approval

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

\_\_\_\_\_ Board Chair

