

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, April 25, 2025, 10:00 a.m.

Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

Board Members Present: Kym Hutcheon, Deputy Mayor, Brockton, Chair
Warren Dickert, Deputy Mayor, Hanover, past Chair
Ed McGugan, Councillor, Huron-Kinloss, past Chair
Doug Townsend, Councillor, West Grey
John Divinski, Councillor, Saugeen Shores
Scott Mackey, Mayor, Chatsworth
Mike Hinchberger, Councillor, Kincardine
Monica Singh-Soares, Councillor, Southgate (via Zoom)
Joel Loughhead, Councillor, Grey Highlands (via Zoom)

Absent members: Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair

1. Call to Order

The Chair called the meeting to order at 10:01 a.m.

2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

3. Approval of Agenda Motion

Motion Moved by John Divinski; Seconded by Scott Mackey.

That the agenda be accepted as presented.

Carried

4. Minutes of the Previous Meeting – March 21, 2025

Motion Moved by Warren Dickert; Seconded by Mike Hinchberger.

That the minutes from March 21, 2025, be approved as presented.

Carried

5. Delegation – None

6. Business Arising from the Minutes - none

7. Correspondence - email from Stephanie Stewart dated March 18, 2025

An update was provided on the Grey and Bruce Future Service Model. A \$50,000 federal grant has been secured, with a pending application for \$75,000 through the Rural Transit Solution Fund. The study will explore integrating various service providers and maintaining a point-to-point model appropriate for rural areas. Software vendors RideCo, Blaise Transit, and Via have been identified for further review. Dufferin and Bruce Counties are participating, and discussions are ongoing with Home & Community Support Services (HCSS).

Motion Moved by Mike Hinchberger; Seconded by John Divinski.

That the Manager works with the Grey & Bruce Future Service Model team to investigate the integration of transit services within Grey & Bruce counties.

Carried

8. New Business

A. Service agreement between Kincardine and Saugeen Mobility

Discussions in Kincardine resulted in two options: Purchase a vehicle (approximately \$150,000) for greater operational flexibility or leasing a vehicle (approximately \$10,000/year) for easier exit if the pilot project does not continue. Board members noted that while leasing provides flexibility, purchasing allows the Municipality to repurpose the vehicle for broader use outside of SMART operations if needed. Both options will be presented transparently to Council.

Motion Moved by Scott Mackey; Seconded by Warren Dickert.

That the Manager collaborate with Loucks & Loucks to confirm the legal validity of the agreement, with the intention of forwarding the finalized document to Kincardine Council for consideration, after prior review by this Board.

Carried

B. Student from Saugeen First Nation

The Board discussed initiating contact with Saugeen First Nation to explore SMART service expansion, while understanding operational challenges that include staffing and deadhead mileage costs.

Motion Moved by John Divinski; Seconded by Scott Mackey.

That the Manager and the Chair contact a Saugeen First Nation representative to discuss SMART service in that area.

Carried

C. Budget update

The Manager presented the budget report. Board members requested future reports include forecasting alongside actuals and budgeted amounts to better support financial planning. The Manager confirmed that gas tax rebates are calculated based on kilometers driven, and SMART benefits from a corporate fuel agreement with Esso. The Manager will look at using the drivers' Visa cards to pump fuel in stations that have lesser prices.

Motion Moved by Mike Hinchberger; Seconded by John Divinski.

That the budget report be accepted for information.

Carried

D. Summer student

The Manager reported receiving a grant for a summer student to assist with general administrative tasks, including updating records and support financial reporting.

Motion Moved by Warren Dickert; Seconded by Scott Mackey.

That the Manager hire a Summer student at a cost for SMART of \$544.

Carried

9. Reports and Recommendations

A. Report on March 25 operations

The March operations report noted that deadhead kilometers represented approximately 62% of total kilometers driven. Discussions included strategies to minimize deadhead mileage through driver hiring practices and dispatch management. Board members suggested developing a dashboard to monitor deadhead mileage and setting a realistic target to guide continuous improvement efforts.

Motion Moved by Scott Mackey; Seconded by John Divinski.
That the report on March 2025 operations be accepted as presented.
Carried

10. Closed Session

Motion Moved by Mike Hinchberger; Seconded by Warren Dickert.
That the Board convene in closed session at 11:03 a.m. to discuss an ongoing investigation respecting the Board by the Ombudsman appointed under the Ombudsman Act, Litigation or potential litigation, including matters before administrative tribunals and Advice that is subject to solicitor-client privilege, including communications necessary for that purpose. And to discuss matters about an identifiable individual, including Board employees, and labor relations or employee negotiations.

Carried

The Board reconvened in open session at 11:32 a.m.

11. Adjournment & Upcoming Meeting Date

Friday, May 16, 2025, 10:00 a.m.

Motion Moved by Warren Dickert; Seconded by Ed McGugan.
That the Board meeting be adjourned as of 11:35 a.m.

Carried


Kym Hutchison, Chair

DocuSigned by:

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Cassandra Cesco, Recording Secretary

