

# **SAUGEEN MOBILITY**

## **and REGIONAL TRANSIT**

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### **GENERAL BOARD MEETING MINUTES**

Friday, February 21, 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  
Doug Townsend, Councillor, West Grey  
John Divinski, Councillor, Saugeen Shores (via Zoom)  
Scott Mackey, Mayor, Chatsworth  
Mike Hinchberger, Councillor, Kincardine  
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair (via Zoom)  
Monica Singh-Soares, Councillor, Southgate (via Zoom)

**Others Present:** Stephan Labelle, SMART Manager

**Absent members:** Joel Loughhead, Councillor, Grey Highlands  
Ed McGugan, Councillor, Huron-Kinloss, past Chair

#### **1. Elections**

The Chair began the meeting by overseeing the election process for the position of Vice-Chair of the Board. Scott Mackey, seconded by Warren Dickert, nominated Jennifer Shaw for the role of Vice-Chair. Jennifer accepted the nomination. With no further nominations, Scott Mackey, seconded by Warren Dickert, moved to close the nominations for Vice-Chair. **Carried.** Jennifer Shaw was unanimously elected as Vice-Chair of the Saugeen Mobility Board of Directors.

#### **2. Call to Order**

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

#### **3. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest**

None declared.

#### **4. Approval of the Agenda**

**Motion** Moved by Mike Hinchberger; Seconded by Doug Townsend.

That the agenda be accepted as presented.

**Carried**

#### **5. Minutes of Previous Meeting – January 17, 2025**

Doug Townsend said that he was absent at the last meeting yet he is shown as being part of a motion. He suggested that he be taken off that motion.

**Motion** Moved by Mike Hinchberger; Seconded by Scott Mackey

That the minutes from January 17, 2025 be accepted as modified.

**Carried**

#### **6. Delegation – none**

#### **7. Business Arising from the Minutes**

##### **A. Recording Secretary**

John Divinski asked about the hiring process. The Manager answered that he had received one application and had setup an interview for Friday February 28, 2025.

**8. Correspondence – email from Kincardine Chief Administrative officer (CAO) dated February 13, 2025**

The Manager shared that Kincardine Council had approved \$160,000 to buy a 9-passenger van, along with \$40,000 to cover driver salaries, fuel, maintenance, insurance, and admin costs. He also mentioned that a draft agreement between Saugeen Mobility and Kincardine was in the works and had been discussed with Kincardine's CAO. A conversation followed about vehicle ownership and other logistics. Mike Hinchberger suggested that instead of buying a new van, they could use an existing Saugeen Mobility vehicle for the pilot project—if one was available. Scott Mackey raised the question of whether there was actually a spare vehicle, given Saugeen Mobility's current workload. In the end, it was agreed that the Manager would keep working on the agreement with the CAO and bring a finalized document to the table as soon as possible.

**9. New Business**

**A. Line of credit (LOC)**

The Manager presented a document for an increase of \$100,000 to the Saugeen Mobility LOC, currently at \$250,000.

**Motion** Moved by Mike Hinchberger; Seconded by Warren Dickert.

That this subject be deferred until the next meeting, when the Manager will present more details.

**Carried.**

**B. Wages – potential cost of living increase**

The Manager spoke about the Saugeen Mobility partner municipalities' cost of living increases. He added that the average of all municipalities is 2.65%.

**Motion:** Moved by Scott Mackey; Seconded by Warren Dickert.

That the wages for Saugeen Mobility be increased by 2.65% for 2025, effective January 1<sup>st</sup>, 2025.

**Carried**

**10. Reports and Recommendations**

**A. Report on January 2025 operations**

The Manager discussed the report. In particular, he mentioned that operations were affected by several snow day cancellations that occurred in January.

**Motion** Moved by Mike Hinchberger; Seconded by John Divinski

That the Report on January 2025 Operations be accepted as presented.

**Carried**

**11. Closed session - none**

**12. Adjournment & Upcoming Meeting Dates**

**Upcoming Meeting Dates**

Friday, March 21, 2025, 1:30 p.m.

**Motion** Moved by Scott Mackey; Seconded by Warren Dickert

That the Board of Directors of SMART adjourn at 10:48 a.m.

**Carried**



Kym Hutchison, Chair



Stephan Labelle, Recording Secretary