

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, June 20, 2025, 10:00 a.m.

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

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

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

Other members present: Stephan Labelle, Manager

1. Call to Order

The Chair called the meeting to order at 10:00 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 Doug Townsend.
That the agenda be accepted as presented.

Carried

4. Minutes of the Previous Meeting – May 16, 2025

Motion Moved by Ed McGugan; Seconded by Scott Mackey.
That the minutes from May 16, 2025 be approved as presented.

Carried

5. Business Arising from the Minutes

A. Partnership agreement and By-law June 2025

Revisions to the partnership agreement and Bylaw were discussed. The board agreed that the Manager will coordinate with Loucks & Loucks to finalize the partnership agreement and bylaws and present the finalized document for review at the September 12, 2025 meeting.

Motion Moved by Doug Townsend; Seconded by Warren Dickert.

That the Manager coordinate with Loucks & Loucks to finalize modifications on the Partnership agreement and By-law June 2025.

Carried

6. New Business

A. Meetings

The scheduling of meetings was discussed, and a consensus was reached regarding the preferred meeting times.

Motion Moved by Joel Loughead; Seconded by John Divinski.

That the monthly meetings be held on the second Friday of each month, at 10AM, starting with the September 2025 meeting.

Carried

B. Annual Letter

The letter sent annually to municipalities was presented and discussed. It was agreed to modify it slightly.

Motion Moved by Warren Dickert; Seconded by John Divinski.

That the annual letter be sent to the Partnership municipalities.

Defeated. This matter will be deferred until the September 2025 meeting.

C. Regional integrated software study

A study between Saugeen Mobility and Home & Community Support Services (HCSS) was discussed. The aim is to coordinate dispatching so that vehicles from both organizations don't end up in the same place.

Motion Moved by Ed McGugan; Seconded by Scott Mackey.

That the Manager of Saugeen Mobility and Regional Transit (S.M.A.R.T.), and the Chair, Board of Directors, have the authority to use Saugeen Mobility budget funds to a maximum of \$500 and to go ahead with the RTSF planning project dealing with SMART/HCSS integrated software study. This includes signing cheques and entering into contract agreements with vendors.

Carried

7. Reports and Recommendations

A. Report on May 2025 operations

The May 2025 Operations Report indicated that a total of 2,679 rides were carried out. The report also showed that deadhead kilometers (51,162km) accounted for 133% of billed kilometers, reflecting an improvement of 1% in efficiency.

Motion Moved by Doug Townsend; Seconded by Mike Hinchberger.

That the report on May 2025 operations be accepted as presented.

Carried

8. Closed Session - none

9. Adjournment & Upcoming Meeting Date

Friday, September 12, 2025, 10:00 a.m.

Motion Moved by Scott Mackey; Seconded by Ed McGugan.

That the Board meeting be adjourned as of 11:25 a.m.

Carried


Kym Hutcheon, Chair


Stephan Labelle, Recording Secretary