

# **SAUGEEN MOBILITY**

## **and REGIONAL TRANSIT**

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### **GENERAL BOARD MEETING MINUTES**

Friday, January 17, 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  
Warren Dickert, Deputy Mayor, Hanover, past Chair  
John Divinski, Councillor, Saugeen Shores (via Zoom)  
Scott Mackey, Mayor, Chatsworth  
Mike Hinchberger, Councillor, Kincardine  
Joel Loughead, Councillor, Grey Highlands  
Geoffrey Shea, Councillor West Grey (via Zoom)  
Jennifer Shaw, Deputy Mayor, Arran-Elderslie (via Zoom)

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

**Absent members:** Doug Townsend, Councillor, West Grey, Vice Chair  
Monica Singh-Soares, Councillor, Southgate

#### **1. Elections**

The Manager began the meeting by overseeing the election process for the positions of Chair and Vice-Chair of the Board. Mike Hinchberger, seconded by Joel Loughead, nominated Ed McGugan for the role of Chair. However, Ed, having served as Chair for the past two years, expressed that it would be beneficial for someone else to assume the position. Ed McGugan, seconded by Scott Mackey, then nominated Kym Hutcheon for Chair. Kym accepted the nomination. With no further nominations, Mike Hinchberger, seconded by Ed McGugan, moved to close the nominations for Chair. **Carried.** Kym Hutcheon was unanimously elected as Chair of the Saugeen Mobility Board of Directors. Scott Mackey, seconded by Ed McGugan, moved to delay the election of a Vice-Chair until the next Board meeting. **Carried.**

#### **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 Joel Loughead  
That the agenda be accepted as presented.  
**Carried**

#### **5. Minutes of Previous Meeting – December 11, 2024**

**Motion** Moved by Ed McGugan; Seconded by Mike Hinchberger  
That the minutes from December 11, 2024 be accepted as circulated.  
**Carried**

#### **6. Delegation – none**

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

**A. Recording Secretary**

John Divinski asked about the hiring process. The Manager answered that for the last recording secretary (who had to back out at the last moment), position advertising was done through municipal websites and interviews.

**Motion** Moved by John Divinski; Seconded by Jennifer Shaw

That the Manager coordinate with the municipalities to hire a recording secretary.

**Carried**

**8. Correspondence – email from Chatsworth on funding and partnership dated December 19, 2024  
– letter from Loucks & Loucks dated December 13, 2024**

**9. New Business**

**A. ROMA Conference**

Ed McGugan mentioned that the SMART delegation would occur at 08:35 on January 20, 2025. It was confirmed that Ed McGugan, Warren Dickert, Monica Singh-Soares, Scott Mackey, Mike Hinchberger and Joel Loughhead (to be confirmed) would meet with Parliamentary Assistant Ric Bresee. Ed continued by explaining the aim of the SMART presentation. The Chair asked that the participants exchange phone numbers for coordination purposes.

**B. Comparison of two legal firms**

Discussion on both Loucks & Loucks and Air & Berlis focused on costs and the difference between specialties that both firms have.

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

That Loucks & Loucks continue work on By-laws and SMART Partnership and that after this, legal work be considered for Air & Berlis depending on the subject.

**C. Municipal fixed contributions scenario**

The Manager presented the results of calculations from a reduction of 25% in municipal contributions. He said that the price per kilometer for clients would vary from \$1.03/km to \$1.76/km depending on the municipality. Directors can now take these numbers to their respective Council for consideration. Ed McGugan also provided a background on the levels of service, ranging from the “cost recovery” of Chatsworth (whereby the price per kilometer is \$1.09) to a higher level of service with Kincardine (with a higher price per kilometer).

**Motion:** Moved by Mike Hinchberger; Seconded by Ed McGugan.

That the report on municipal fixed contributions scenario be received for information and that the Manager review the price per kilometer every three months.

**Carried**

**10. Reports and Recommendations**

**A. Report on November 2024 operations**

The Manager discussed the report. Warren Dickert asked about a discrepant number and the Manager confirmed that there were 1857 rides in December, not the 2405 that was written down in the report.

**Motion** Moved by Cheryl Grace; Seconded by Doug Townsend

That the Report on December 2024 Operations be accepted as amended.

**Carried**

**11. Closed session**

The Board went into a closed session at 11:15.

The Board reconvened into open session at 11:25.

The Board asked the Manager to obtain Cost of Living increases from the municipalities for the next meeting.

**12. Adjournment & Upcoming Meeting Dates**

**Upcoming Meeting Dates**

Friday, March 21, 2025, 10:00 a.m.

**Motion** Moved by Mike Hinchberger; Seconded by Warren Dickert  
That the Board of Directors of SMART adjourn at 11:43 a.m.

**Carried**



Kym Hutcheon, Chair



Stephan Labelle, Recording Secretary