

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, March 21, 2025, 1:30 p.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
Scott Mackey, Mayor, Chatsworth
Mike Hinchberger, Councillor, Kincardine
Barbara Dobreen, Councillor, Southgate (via Zoom)
Joel Loughhead, Councillor, Grey Highlands (via Zoom)
Ed McGugan, Councillor, Huron-Kinloss, past Chair
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair (via Zoom)

Others present: Alicia Spitzig, MNP
Kevin Tremble, MNP
Stephen Labelle, SMART Manager

Absent members: Monica Singh-Soares, Councillor, Southgate

1. Call to Order

The Chair called the meeting to order at 1:30 p.m.

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

None declared.

3. Approval of Agenda Motion

Motion Moved by Scott Mackey; Seconded by John Divinski.

That the agenda be accepted as presented.

Carried

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

Motion Moved by Ed McGugan; Seconded by Warren Dickert.

That the minutes from February 21, 2025 be accepted as presented.

Carried

5. Delegation – Alicia Spitzig and Kevin Tremble (MNP audit services) – 2024 Audit

A delegation from MMP Audit Services was introduced to present the audited financial statements for 2024. MNP provided information on the audit which found no material misstatements and confirmed compliance with Canadian Public Sector Accounting Standards. Key points include a \$139,000 increase in tangible capital assets. Revenues rose from \$1.24 million (budget) to \$2.2 million (actual), mainly due to gas tax and federal funds. Wages and benefits increased from \$1.1 million to just over \$1.2 million due to higher ridership requiring more drivers. Fuel costs remained stable at approximately \$220,000. There was an annual surplus of \$40,000, much of which was reinvested in vehicle purchases.

Motion Moved by Warren Dickert; Seconded by Mike Hinchberger.

To approve the auditor's report and financial statements.

Carried

6. Closed Session

Motion Moved by Ed McGugan; Seconded by Scott Mackey

That the Board convene in closed session at 1:45pm to address personal matters about an identifiable individual and labour relations or employee negotiations.

Carried

The Board reconvened in open session at 2:10 p.m.

7. Business Arising from the Minutes

A. Line of Credit (LOC)

The Manager confirmed the LOC interest rate with Meridian. He approached Royal Bank of Canada and confirmed that they cannot match the Meridian rate. It was agreed that the extra \$100,000 would only be used for capital purchases (e.g. vehicles).

Motion Moved by Mike Hinchberger; Seconded by Scott Mackey

That the Manager send the signed credit agreement to Meridian in order to increase the LOC to \$350,000.

Carried

8. Correspondence – email from Loucks & Loucks dated February 4, 2025 Motion

Correspondence included an email from Loucks & Loucks dated February 4, 2025. The discussion included that the modifications were driven by changes in provincial regulations and confirmed that support persons accompanying clients would not be charged a fee. The Manager recommended a working group composed of the Manager and the executive committee to modify the Partnership agreement and By-law #3 details.

Motion Moved by Mike Hinchberger; Seconded by Ed McGugan.

That the Manager work with the executive committee and Loucks & Loucks to modify the by-Laws and the Partnership agreement.

Carried

9. New Business

A. Update on purchase of new vehicles

The Manager updated the members present on vehicle procurement, stating that four vehicles purchased between November 2024 and January 2025 were refunded by the federal government. Additional purchases are planned for November 2025 and early 2026, with expectations of continued funding support.

10. Reports and Recommendations

A. Report on February 2025 operations

Motion Moved by Mike Hinchberger; Seconded by John Divinski

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

Carried

11. Closed Session

Motion Moved by Mike Hinchberger; Seconded by Doug Townsend

That the Board convene in closed session 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.

Carried

The Board reconvened in open session at 2:34 p.m.

12. Adjournment & Upcoming Meeting Date

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

Motion Moved by Mike Hinchberger; Seconded by Ed McGugan

That the Board meeting be adjourned as of 2:36 p.m.

Carried


Kym Hutcheon, Chair

DocuSigned by:
 4/10/2025
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Cassandra Cesco, Recording Secretary