

# **SAUGEEN MOBILITY**

## **and REGIONAL TRANSIT**

### GENERAL BOARD MEETING MINUTES

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

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

**Board Members Present:** Kym Hutcheon, Deputy Mayor, Brockton, Chair  
Doug Townsend, Councillor, West Grey (via Zoom)  
John Divinski, Councillor, Saugeen Shores (via Zoom)  
Scott Mackey, Mayor, Chatsworth  
Barbara Dobreen, Councillor, Southgate  
Joel Loughhead, Councillor, Grey Highlands  
Ed McGugan, Councillor, Huron-Kinloss, past Chair  
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair (via Zoom)

**Absent members:** Monica Singh-Soares, Councillor, Southgate  
Warren Dickert, Deputy Mayor, Hanover  
Mike Hinchberger, Councillor, Kincardine

**Other members present:** Stephan Labelle, Manager  
Cassandra Cesco, Recording Secretary (via Zoom)

#### **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 Scott Mackey; Seconded by Ed McGugan.

That the agenda be accepted as presented.

**Carried**

#### **4. Minutes of the Previous Meeting – April 25, 2025**

**Motion** Moved by Joel Loughhead; Seconded by Barbara Dobreen.

That the minutes from April 25, 2025 be approved as amended.

**Carried**

#### **5. New Business**

##### **A. Partnership agreement and By-law June 2025**

Revisions to the partnership agreement were discussed, including the flexibility of the withdrawal clause and the removal of outdated or redundant paragraphs. The board agreed that the Manager will coordinate with Loucks & Loucks to finalize the partnership agreement and bylaws by June 2025. It was also agreed that final approval of the revised document would be tabled until the next meeting to provide sufficient time for a thorough review of the revised version.

**Motion** Moved by Scott Mackey; Seconded by Ed McGugan.

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

**Defeated, this will be tabled until the next meeting.**

## **6. Reports and Recommendations**

### **A. Report on April 2025 operations**

The April 2025 Operations Report indicated that a total of 2,374 rides were provided in April. There were 216 cancellations, representing 10% of total ride requests. The average cancellation rate was previously around 20%, so this marks a decrease. The report also showed that deadhead kilometers accounted for 34% of billed kilometers, reflecting an improvement in efficiency. It was noted that cancellation penalties were increased in January 2025 to \$30 or 50% of the fare, and that clients are not penalized for canceling due to appointment cancellations caused by inclement weather.

**Motion** Moved by Ed McGugan; Seconded by Scott Mackey.

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

**Carried**

## **7. Closed Session**

**Motion** Moved by Jennifer Shaw; Seconded by Joel Lougheed.

That the Board move into closed session at 10:56 a.m. to discuss personal matters about an identifiable individual.

**Carried**

The Board reconvened in open session at 11:15 a.m.

## **8. Adjournment & Upcoming Meeting Date**

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

**Motion** Moved by Jennifer Shaw; Seconded by Doug Townsend

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

**Carried**

  
Kym Hutcheon, Chair

DocuSigned by:  
Cassandra Cesco  
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Cassandra Cesco, Recording Secretary