

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, November 14, 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
Scott Mackey, Mayor, Chatsworth
John Divinski, Councillor, Saugeen Shores
Joel Loughead, Councillor, Grey Highlands (via Zoom)
Jennifer Shaw, Deputy Mayor, Arran-Elderslie, Vice Chair (via Zoom)
Monica Singh-Soares, Councillor, Southgate (via Zoom)

Absent members: Doug Townsend, Councillor, West Grey
Mike Hinchberger, Councillor, Kincardine

Others Present: Matt Meade, Bruce County (via Zoom)
Stephan Labelle, Manager

1. Call to Order

The Chair called the meeting to order at 10:01 a.m.

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

None declared.

3. Approval of Agenda Motion

Motion Moved by Ed McGugan; Seconded by John Divinski

That the agenda be accepted as presented.

Carried

4. Minutes of the Previous Meeting – October 10, 2025

Motion Moved by Scott Mackey; Seconded by Warren Dickert

That the minutes from October 10, 2025 be approved as presented.

Carried

5. Delegations

Stephanie Stewart - Bruce, Dufferin, Grey, Wellington (BDGW) Regional Transit Study update
Stephanie provided an update on BDGW Regional Transit Study. She reported that Grey County Council approved continued operation of the Grey Transit Route (GTR) and the Guelph Owen Sound Transit (GOST) connection until August 31, 2026, without increasing its financial contribution beyond the \$145,000 previously committed for 2026. Additional costs will be covered by the Ontario Transit Investment Fund (OTIF). Ridership has been recovering following September schedule adjustments. She stressed the importance of sustaining ridership levels until a long-term regional model is implemented in 2030. She also outlined the progress of the transit study, noting that consultants are preparing open houses, stakeholder meetings, focus groups, and pop-up events across all four participating counties. Naming the study was discussed with several alternatives proposed to better reflect participating counties. She reassured the board that SMART will maintain its independence throughout the process, with any future integration to

occur only through mutual agreements. She also confirmed that previous transit studies have already been provided to consultants to avoid duplication and that the study will explore long-term funding strategies, including the possibility of pooled gas-tax allocation. The study will also propose a new governance structure with equal representation from all counties and SMART.

6. Business Arising from the Minutes

A. Host Municipality

The board discussed the selection of a host municipality for SMART's gas tax administration. It was noted that Bruce County's CAO had discussed the matter but were waiting to see whether Grey County would take it on. Some members also questioned whether all Grey County municipalities had formally reviewed the hosting request at their council tables, indicating the need for clearer communication. After further discussion, the board agreed that Bruce County is the most appropriate municipality to approach.

Motion Moved by Ed McGugan; Seconded by John Divinski

That the Manager send a letter to the Bruce County Warden and Chief Administrative Officer (CAO) to determine its interest in serving as the Host County for SMART.

Carried

7. Correspondence – none

8. New Business

A. Personal use of Saugeen Mobility phones

The board reviewed recent challenges related to staff cell phones used for SMART operations. In one case, a device remained locked to a former employee's Google account, which prevented SMART from access until the individual returned. Another phone belonged to a former employee and contained personal banking details, creating privacy and liability concerns. The proposed policy requires that SMART phones be used strictly for professional purposes, remain fully accessible to management, and contain no personal data with formalized offboarding procedures.

Motion Moved by Jennifer Shaw; Seconded by Ed McGugan

That the Personal use of Saugeen Mobility phones policy be adopted as presented.

Carried

9. Reports and Recommendations

A. Report on September 2025 operations

Motion Moved by Ed McGugan; Seconded by Warren Dickert

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

Carried

B. BDGW Regional Transit Study Partnership Agreement

The board reviewed the partnership agreement associated with SMART's participation in the BDGW Regional Transit Study. The agreement outlines SMART's responsibilities, including supporting Grey County, maintaining consistent messaging regarding transit initiatives, and providing required documentation. Board members sought clarification on whether consistent messaging would limit SMART's ability to express disagreement. Termination clauses remain available should the organization determine that continued participation is no longer appropriate. Despite questions about why Wellington County was not listed in certain sections (it will eventually be integrated into the study), there were no significant concerns.

Motion Moved by Joel Lougheed; Seconded by John Divinski
That the Board endorse the Manager to sign the partnership with the network.
Carried

C. Engagement Agreement

The board reviewed the upcoming public engagement schedule for the GDGW Regional Transit Study, which will include in-person sessions in multiple communities and a virtual event scheduled for January 12th. A workshop for councilors will take place prior to the public session. The board discussed whether SMART should host its own client-focused sessions but concluded that directing riders to the virtual meeting may be more inclusive given accessibility barriers and SMART still maintain a visible presence at regional events.

10. Closed Session – none

11. Adjournment & Upcoming Meeting Date – Friday, December 19, 2025, 10:00 a.m.

Motion Moved by Scott Mackey; Seconded by Monica Singh-Soares
That the Board meeting be adjourned as of 11:56 a.m.
Carried

Signed by:
 12/19/2025
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Kym Hutcheon, Chair

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 12/19/2025
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Cassandra Cesco, Recording Secretary