

# **SAUGEEN MOBILITY**

## **and REGIONAL TRANSIT**

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### **GENERAL BOARD MEETING MINUTES**

Friday, October 18, 2024, 10:00 a.m.

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

**Board Members Present:** Ed McGugan, Councillor, Huron-Kinloss, Chair  
Doug Townsend, Councillor, West Grey, Vice Chair  
Warren Dickert, Deputy Mayor, Hanover, Past Chair  
Cheryl Grace, Councillor, Saugeen Shores  
Kym Hutcheon, Deputy Mayor, Brockton (via Zoom)  
Joel Loughead, Councillor, Grey Highlands (10:20)  
Scott Mackey, Mayor, Chatsworth (via Zoom)  
Jennifer Shaw, Deputy Mayor, Arran-Elderslie (via Zoom)

**Board Members Absent:** Monica Singh-Soares, Councillor, Southgate  
Mike Hinchberger, Councillor, Kincardine

**Others Present:** Stephan Labelle, SMART 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 the Agenda**

**Motion** Moved by Jennifer Shaw; Seconded by Warren Dickert  
That the agenda be accepted as presented.

**Carried**

**4. Minutes of Previous Meeting – September 27, 2024**

**Motion** Moved by Cheryl Grace; Seconded by Warren Dickert  
That the minutes from September 27, 2024 be accepted as circulated.

**Carried**

**5. Delegation – Chris Walker (bank deficit)**

Chris Walker, Director of Corporate Services/Treasurer for Hanover, highlighted SMART's recurring budget deficit by the end of each fiscal year on December 31st. She noted that while the Gas Tax fund has historically been used for both operations and capital expenses, SMART has recently shifted towards using it primarily for operations. Chris emphasized the importance of reserving at least 20% of the fund for capital purchases. She also pointed out that in 2021, SMART reduced municipal contributions by \$100,000 and has yet to restore them to previous levels. This shortfall should be addressed when planning future contributions. Instead of focusing solely on percentage increases, she suggested paying closer attention to the actual dollar amount of these increases.

**6. Business Arising from the Minutes**

**A. Bank Deficit**

The discussion focused on the \$240,000 bank deficit and how money should be used from the Gas Tax Reserve to pay it off.

**Motion** Moved by Warren Dickert; Seconded by Cheryl Grace  
That the Gas Tax Reserve be used to pay off \$240,000 in bank deficit.

**Carried**

**B. October 9, 2024 Virtual Townhall**

The Manager described the 40-minute Townhall, which had seven participants, as a success. Cheryl Grace noted that this event aligns with the Strategic Plan and emphasized that SMART is moving in the right direction with this initial effort. Ed McGugan also highlighted SMART's diverse clientele, mentioning notable participants such as the Chief Administrative Officer of Arran-Elderslie.

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

That the Townhall report be accepted for information.

**Carried**

**C. Municipal and Not-for-Profit Acts**

The Manager referenced the recent legal opinion from a Municipal Law expert. The Manager will draft a letter to the Ombudsman to explain SMART's position on the matter.

**Motion:** Moved by Scott Mackey; Seconded by Joel Loughead

That Saugeen Mobility follow the Municipal Act

**Defeated**

**7. Correspondence**

Letter from Aird Berlis on a legal opinion regarding SMART and the Municipal Act.

**8. New Business**

**A. Report on Deadhead**

The Manager highlighted several key deadhead management recommendations from his report. At Joel Loughead's request, the Manager emphasized that strategies 7, 9, 11, 15, 20, 21, and 23 are particularly worth further exploration. However, some of these strategies come with associated costs, such as the telematics/GPS solution, which could range between \$15,000 and \$35,000 depending on the chosen product. Warren Dickert also proposed that SMART consider placing vehicles in designated zones to improve efficiency.

**Motion** Moved by Warren Dickert; Seconded by Cheryl Grace

The Manager will assess the impact on the number of rides if SMART vehicles are placed in designated zones, as well as evaluate the costs associated with maintaining vehicles within these zones.

**Carried**

**B. Vehicle procurement based on possible funding**

The Manager discussed the possibility of replacing four existing 9-passenger vehicles with 6-passenger vehicles, citing benefits such as lower costs, better fuel efficiency, and improved ride quality. The Board agreed to move forward with the purchase of four Promaster vehicles. The Manager also brought up the option of minivans, but the Board decided to hold off on a decision until there is more clarity on the budget. Specifically, they requested that future budgets incorporate a 20% capital reserve to allow for regular vehicle procurement.

**Motion** Moved by Warren Dickert; Seconded by Cheryl Grace

That a decision to procure vehicles be deferred and that the Manager provide more detail on budgets at the November 15, 2024 Board meeting.

**Carried**

**9. Reports and Recommendations**

**A. Report on July, August and September 2024 operations**

The Chair explained that the Board members had received the report outlining the figures for the past three months.

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

That the Report on July, August and September 2024 Operations be received for information.

**Carried**

**10. Adjournment & Upcoming Meeting Dates**

**Upcoming Meeting Dates**

Friday, November 15, 2024, 10:00 a.m.

**Motion** Moved by Joel Loughhead; Seconded by Doug Townsend

That the Board of Directors of SMART adjourn at 1:03 p.m.

**Carried**



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Ed McGugan, Chair



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Stephan Labelle, Recording Secretary

