

SAUGEEN MOBILITY

and REGIONAL TRANSIT

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GENERAL BOARD MEETING MINUTES

Friday July 27, 2018 1:30 PM

Board Members Present: Mayor Paul Eagleson, Municipality of Arran-Elderslie
Mayor David Inglis, Municipality of Brockton
Deputy-Mayor Scott Mackey, Township of Chatsworth
Councillor Peter Hambly, Town of Hanover
Deputy-Mayor Jacqueline Faubert, Municipality of Kincardine
Councillor Mike Myatt, Town of Saugeen Shores
Mayor Anna-Marie Fosbrooke, Township of Southgate
Deputy-Mayor John Bell, Municipality of West Grey

Staff Members Present: Roger Cook, Manager

President Peter Hambly called the meeting to order at 1:30 pm.

1. **Disclosure of Pecuniary Interest:** nil
2. **Minutes of the June 22, 2018 General Board Meeting**
3. **Business Arising from the Minutes:** nil
4. **Correspondence:** nil
5. **Follow-up on Reports and Resolutions:** Two of three new vans have arrived. The third is expected in August.
6. **Manager's Reports and Recommendations:**
 - a) Report RAC2018-20 – June 2018 Operational
 - b) Report RAC2018-21 – 2018 1st Half Operational
 - c) Report RAC2018-22 – Direct Payroll Deposit to Employees
 - d) Report RAC2018-23 – Revised Driver Remuneration Policy

ORIGINAL

7. Resolutions:

Resolution #2018-25

Moved by John Bell; Seconded by Scott Mackey

That the Board of Directors approves and adopts the minutes of the June 22, 2018 General Meeting as circulated.

CARRIED

Resolution #2018-26

Moved by Jacqueline Faubert; Seconded by Scott Mackey

That the June 2018 Operational Report RAC2018-20 be approved.

CARRIED

Resolution #2018-27

Moved by Anna-Marie Fosbrooke; Seconded by David Inglis

That the 2018 First Half Operational Report RAC2018-21 be approved and sent to member Clerks for distribution to member councils.

CARRIED

Resolution #2018-28

Moved by Mike Myatt; Seconded by David Inglis

That Direct Deposit to Employees Report RAC2018-22 be approved and that SMART move to Direct Payroll Deposit for all employees and move to a bi-weekly payroll cycle as soon as possible.

CARRIED

Resolution #2018-29

Moved by Mike Myatt; Seconded by David Inglis

That the SMART Board of Directors move into Closed Session (2:37 pm) to discuss issues regarding an identifiable individual.

CARRIED

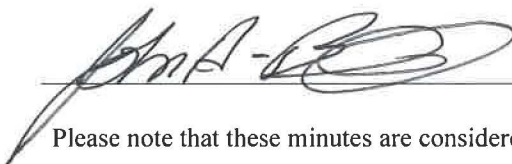
8. Director's Recommendations and Directives: The Manager shall present the Proposed 2019 budget at the September meeting.

9. Other Business: nil

10. Next Meeting Date: Friday September 28, 2018 at 1:30 pm.

11. Meeting Adjournment: Motion to Adjourn by John Bell.

The meeting Adjourned at 3:00 p.m.

 Director

 Director

Please note that these minutes are considered DRAFT ONLY until approved and signed by at least 2 directors.

ORIGINAL

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PROPOSED 2019 OPERATIONAL BUDGET as at September 28, 2018

	BUDGET 2018	BUDGET 2019
Individual Rides	24800	25300
Group Rides	7200	7200
REVENUE		
Municipal funding		
Arran-Elderslie	\$ 44,305.79	\$ 49,063.39
Brockton	\$ 74,592.74	\$ 85,636.55
Chatsworth	\$ 35,650.80	\$ 40,113.32
Hanover	\$ 130,920.64	\$ 137,245.25
Huron-Kinloss	\$ 43,042.20	\$ 52,305.39
Kincardine	\$ 74,482.10	\$ 78,896.89
Saugeen Shores	\$ 129,512.43	\$ 113,827.20
Southgate	\$ 26,347.69	\$ 26,534.55
West Grey	\$ 71,145.61	\$ 76,377.46
Sub-total	\$ 630,000.00	\$ 660,000.00
Municipal contracts		
User fees - Individuals	\$ 320,000.00	\$ 350,000.00
User fees - Group Excursions	\$ 44,000.00	\$ 44,000.00
User fees - School Transportation	\$ -	\$ -
Donations	\$ 4,000.00	\$ 4,000.00
Other	\$ 2,000.00	\$ 2,000.00
NET LOCAL REVENUE	\$ 1,000,000.00	\$ 1,060,000.00
MTO BASELINE 'EXPENDITURE'	\$ 486,278.00	\$ 496,004.00
EXPENSES		
Audit - not an eligible MTO expense	\$ 14,000.00	\$ 14,000.00
Advertising & Website	\$ 20,000.00	\$ 10,000.00
Bad debts & Collection	\$ 4,000.00	\$ 4,000.00
Bank charges	\$ 1,500.00	\$ 2,000.00
Credit/Debit Card charges	\$ 1,500.00	\$ 2,000.00
Interest	\$ 1,500.00	\$ 1,500.00
Insurance - liability & property	\$ 5,000.00	\$ 5,000.00
Legal	\$ 3,000.00	\$ 3,000.00
Membership fees	\$ 2,500.00	\$ 2,500.00
Driver Miscellaneous	\$ 6,000.00	\$ 6,000.00
MTO Liason	\$ 7,000.00	\$ 8,000.00
Office Supplies & Postage	\$ 13,000.00	\$ 15,000.00
Computer System	\$ 20,000.00	\$ 20,000.00
Office Rent	\$ 7,000.00	\$ 7,000.00
Telephones	\$ 22,000.00	\$ 27,000.00
Travel, Meals, Parking, etc	\$ 2,000.00	\$ 2,000.00
Vehicles		
Fuel - cost less federal rebate	\$ 155,000.00	\$ 200,000.00
Insurance	\$ 50,000.00	\$ 50,000.00
Licenses	\$ 5,000.00	\$ 5,000.00
Maintenance	\$ 90,000.00	\$ 110,000.00
Wages & Benefits		
Group Benefit Plan	\$ 35,000.00	\$ 40,000.00
Drivers	\$ 730,000.00	\$ 886,000.00
Office	\$ 180,000.00	\$ 200,000.00
Statutory Benefits & EHT	\$ 125,000.00	\$ 140,000.00
NET EXPENSES	\$ 1,500,000.00	\$ 1,760,000.00
NET OPERATING SURPLUS (DEFICIT)	-\$ 500,000.00	-\$ 700,000.00
Provincial Gas Tax Funding - operating	\$ 500,000.00	\$ 700,000.00
NET SURPLUS (DEFICIT)	\$ -	\$ -

2019 Amortization of Capital Assets will be approximately \$200,000

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2019 MUNICIPAL CONTRIBUTIONS

Ridership October 1, 2017 to August 31, 2018

PROPOSED

	Area- sq kms	2016 StatsCan Private Dwellings	2016 StatsCan POPULATION		POPULATION - 30% 30%	ACTUAL RIDERSHIP		RIDERSHIP - 70% 70%	OVERALL 2018 SHARE	2019 TOTAL LEVY \$
				%			%			660,000.00
Arran-Elderslie	460.13	3030	6803	8.23%	2.47%	2088	7.09%	4.96%	7.43%	\$ 49,063.39
Brockton	565.07	4252	9461	11.45%	3.44%	4013	13.63%	9.54%	12.98%	\$ 85,636.55
Chatsworth	596.17	2988	6630	8.02%	2.41%	1544	5.24%	3.67%	6.08%	\$ 40,113.32
Hanover	9.81	3404	7688	9.30%	2.79%	7573	25.72%	18.00%	20.79%	\$ 137,245.25
Huron-Kinloss	440.59	4037	7069	8.56%	2.57%	2254	7.65%	5.36%	7.93%	\$ 52,305.39
Kincardine	537.65	5883	11389	13.78%	4.14%	3289	11.17%	7.82%	11.95%	\$ 78,896.89
Saugeen Shores	170.97	7655	13715	16.60%	4.98%	5160	17.52%	12.27%	17.25%	\$ 113,827.20
Southgate	644.35	2987	7354	8.90%	2.67%	568	1.93%	1.35%	4.02%	\$ 26,534.55
West Grey	876.02	5648	12518	15.15%	4.55%	2956	10.04%	7.03%	11.57%	\$ 76,377.46
TOTAL	4300.8	39884	82627	100.00%	30.00%	29445	100.00%	70.00%	100.00%	\$ 660,000.00
	19.21 residents per sq km								Average funding per household	\$ 16.55
									Average funding per capita	\$ 7.99

REPLACEMENT SCHEDULE as at October 2018

					km reading at 30-Sep-18	Approximate Replacement Year w cost in 2018 dollars									
						2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
62	2006 FORD	6 W/C	12 walk on	D	152935	\$ 125,000									
101	2010 DODGE	2 W/C	2 walk on	G	374426 S	\$ 60,000									
102	2010 DODGE	2 W/C	2 walk on	G	353337 S	\$ 60,000									
103	2010 DODGE	2 W/C	2 walk on	G	322089 S	\$ 60,000									
104	2010 FORD	4 W/C	9 walk on	G	282333 S										
105	2010 FORD	4 W/C	9 walk on	G	244878	\$ 85,000									
106	2010 DODGE		4 walk on	G	290460	\$ 60,000									
111	2011 VPG MV-1	2 W/C	2 walk on	G	247574	\$ 60,000									
121	2012 DODGE		5 walk on	G	289886	\$ 60,000									
122	2012 VPG MV-1	2 W/C	2 walk on	G	238810	\$ 60,000									
123	2012 VPG MV-1	2 W/C	2 walk on	G	264024	\$ 60,000									
131	2013 FORD	4 W/C	9 walk on	G	167624	\$ 85,000									
132	2013 FORD	4 W/C	9 walk on	G	312425	\$ 85,000									
133	2013 FORD	4 W/C	9 walk on	G	252870	\$ 85,000									
141	2014 FREIGHTLINER	14 W/C	30 walk on	D	80737	\$ 175,000									
142	2014 FORD	4 W/C	9 walk on	G	146516	\$ 85,000									
143	2014 FORD	4 W/C	9 walk on	G	207107	\$ 85,000									
144	2014 FORD	4 W/C	9 walk on	G	183431	\$ 85,000									
145	2014 VPG MV-1	2 W/C	2 walk on	G	226468	\$ 60,000									
146	2014 VPG MV-1	2 W/C	2 walk on	G	232052	\$ 60,000									
151	2015 DODGE	2 W/C	2 walk on	G	187824	\$ 60,000									
152	2015 DODGE	2 W/C	2 walk on	G	171866	\$ 60,000									
171	2017 FORD	4 W/C	9 walk on	G	49369	\$ 85,000									
172	2017 FORD	4 W/C	9 walk on	G	30380	\$ 85,000									
181	2018 DODGE	2 W/C	2 walk on	G	8882										
182	2018 DODGE	2 W/C	2 walk on	G	10758										
183	2018 DODGE	2 W/C	2 walk on	G	330										
spare = S						\$180,000	\$205,000	\$295,000	\$205,000	\$255,000	\$295,000	\$180,000	\$180,000	\$170,000	\$120,000