

Accessible Transportation Advisory Committee (ATAC)

BC Transit 520 Gorge Road East
October 20, 2025 | 3:00 – 4:30 p.m.

DRAFT MINUTES

The Accessible Transportation Advisory Committee conducts its business on the homelands of the Songhees and Esquimalt First Nations.

Committee Members Present:

Kelsey Highstead; Suzan Jennings (*Vice-Chair*); Mohan Kang; Don Monsour (*Chair*); Tricia Pokorny; Sherry Cronk; Jasmine Parr, Alfiya Battalova

BC Transit:

Elise Wren, Government Relations Manager; Stephen Anderson, General Manager, Victoria Regional Transit System; Adam Bishop, Manager, Accessible Transit; Cara Weirmier, Executive Assistant and Divisional Coordinator for Operations (*Recorder*)

Victoria handyDART – Transdev Canada

Owen McCleod, Victoria handyDART

Regrets:

Jennifer Van Es, Jerry Wang, Alison Cameron

1. CALL TO ORDER AND APPROVAL OF AGENDA

Chair Don Monsour called the meeting to order at 3:00 p.m.

Motion MOVED by Kelsey and SECONDED by Sherry to APPROVE the agenda as presented.

CARRIED

2. QUORUM ESTABLISHED

3. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2025

Motion MOVED by Kelsey and SECONDED by Sherry to APPROVE the minutes as presented.

CARRIED

4. CHAIR'S REMARKS

5. ATAC CHARTER UPDATE – FOR APPROVAL

ELISE WREN

A draft of the ATAC Charter was presented to committee for approval to submit to the VRTC. The new version includes the roles and responsibilities of BC Transit as the support for the committee, and for the committee members themselves.

The Charter is reviewed by the committee every two years and is submitted to the VRTC for approval.

Motion MOVED by Kelsey and SECONDED by Sherry to APPROVE the Charter with amendments agreed to during the meeting.

CARRIED

6. CUSTOM TRANSIT SOLUTION UPDATE – FOR INFORMATION

ADAM BISHOP

A contract should be signed by with the vendor by the end of October or early November 2025; the project will move forward once the contract is finalized.

7. VICTORIA REGIONAL TRANSIT PLAN (VRTP) UPDATE – FOR INFORMATION

ELISE WREN AND ADAM BISHOP

At the September 2025 meeting, Levi Meginbir, Manager, Service Planning, presented the new VRTP which outlines the plans for transit growth and infrastructure for the next 25 years.

A survey to collect public input will be online until October 26, and BC Transit is hoping as many people as possible will take part to give their feedback on conventional service in the Victoria area. Open houses and engagement sessions have been happening with major stakeholders (School Districts, hospitals, Canadian Armed Forces, neighborhood associations) to get their input on the growth of Transit in the region over the next 25 years. BC Transit Teams have also been holding information sessions for the public, the next are scheduled at Uptown on October 22 and October 25.

Levi will join the committee in September to see if members have any more input.

Adam Bishop will share a link to another survey that will pertain to handyDART services, and requests that ATAC members please share with the groups and agencies they are involved with. The responses collected will help shape handyDART service in the future.

ACTION: BC Transit will share links to the VRTP and handyDART surveys. All committee members are encouraged to submit.

8. 2026 MEETING SCHEDULE – FOR APPROVAL
ELISE WREN

A meeting schedule for 2026 was presented and discussed for the following dates:

February 9, 2026
May 18, 2026
August 11, 2026
November 16, 2026

All meetings are scheduled for 3:00-4:30 p.m.; however, at the request of the committee, BC Transit will review having a later start time to accommodate the members work schedules.

Motion MOVED by Sherry and SECONDED by Suzan to APPROVE the meeting schedule as presented.

After further review it was discovered that May 18, 2026, is a statutory holiday and will be updated to May 11, 2026.

Motion MOVED by Sherry and SECONDED by Suzan to APPROVE the amended meeting schedule.

9. DELEGATIONS – NONE

10. ROUNDTABLE

11. MEETING ADJOURNMENT

Motion MOVED by Jasmine and SECONDED by Tricia to ADJOURN at 4:11 p.m.

CARRIED

NEXT SCHEDULED MEETING

Monday December 8, 2025, 3:00 – 4:30 p.m.