

ACCESSIBLE TRANSPORTATION ADVISORY COMMITTEE

Video/Conference Call (Teams), 520 Gorge Road East

MINUTES (Unapproved)

For March 12, 2021, 10:30am – 12noon

In attendance: D. Monsour (Chair), S. Jennings, J. Robertson, K. Highsted, B. Pratt, M. Kang (Supplemental Committee Member)

Regrets: L. Collett, S. Sowdon (Supplemental Committee Member)

1	Call to Order at 10:30am		Chair
2	Confirmation of Quorum <u>7 voting members:</u> Don Monsour, Suzan Jennings, Jan Robertson, Isabel Sommerville, Barney Pratt and Kelsey Highsted <u>Staff and Supplemental Members:</u> David Guthrie, Mohan Kang, Lisa Trotter, James Wadsworth, Ryan Drake and Kelli-Ann Armstrong		Chair
3	Approval of the Agenda Motion: Isabel Sommerville 2 nd : Suzan Jennings - Carried	Approval	Chair
4	Approval of Minutes from December 11, 2020 Motion: Suzan Jennings 2 nd : Isabel Sommerville - Carried	Approval	Chair
5	Chair's Remarks Welcome to new committee members. Chair provided opportunity for self-introductions for all in attendance.		Chair
6	Business Arising from Previous Meeting Two items from last meeting are included in new business		
7	Standing Items HandyDART Statistics <ul style="list-style-type: none"> • Reported statistics for info to committee for February 2021 • Reported that total February 2021 ridership is down approximately 12,000 riders compared to February 2020 • Customers are still able to book rides almost as calls come in • Only 32 clients used taxi vouchers, primarily during snow storm and to get to medical appointments • YTD: 2019 apprx 250,000 riders; 2020-21 107,000 riders • Pleased to be a part of the upcoming Island Health vaccination plan, providing rides to the UVIC vaccination clinic • Change is starting to happen, social confidence in community is increasing 	For Info	<ul style="list-style-type: none"> • Dave Guthrie, General Manager - HandyDART
8	New Business <ul style="list-style-type: none"> ▪ Presentations – <ul style="list-style-type: none"> ▪ Victoria Regional Transit Overview Presentation is attached to minutes for Committee's reference 	For Info	

	<ul style="list-style-type: none"> ○ ACTION: Kelli-Ann will review the charter and prior minutes related to the attendance of committee members and bring this information back to the Committee ○ COMPLETED - Review of past minutes found the following requests for addition to Charter: Committee members should have ability to meet both virtually or in person, will need to attend/participate in a set number of meetings each year and a regular review of the Charter (eg: once every year or every 2 years) should take place ○ Follow up: Kelli-Ann will insert these additions to the Charter as a Draft for the Committee's feedback at the next meeting <ul style="list-style-type: none"> ▪ Selection of Vice Chair <ul style="list-style-type: none"> ○ Committee members Suzan Jennings and Isobel Sommerville put their names forward for consideration for Vice Chair selection ○ Update on selection for this position will be provided at next ATAC meeting ▪ Support has been provided from VRTC to carry on with business of ATAC despite minimum number of voting committee members identified in Charter not currently met (min # 9, currently 7 members) <ul style="list-style-type: none"> ○ Recruitment plan for additional members to be discussed at next meeting in relation to review of Charter 		
9	<p>Review of Action Items from Current Meeting</p> <ul style="list-style-type: none"> ○ Kelli-Ann will draft discussed additions to the Charter for the Committee's feedback at the next meeting ○ Kelli-Ann will email the three (3) questions from Ryan Drake's presentation to committee members (COMPLETED) ○ 		
10	<p>Adjournment Motion: Kelsey Highsted; 2nd: Isobel Sommerville Meeting adjourned 11:55am</p>		