

ACCESSIBLE TRANSPORTATION ADVISORY COMMITTEE

BC Transit Boardroom, 520 Gorge Road East

APPROVED MINUTES

For May 22, 2020, 10:30am

1	Call to Order at 10:34am		Chair
2	<p>Confirmation of Quorum – Jan Robertson, Don Monsour, Suzan Jennings, Deidre Syms, Isabel Sommerville <i>* Isabel Sommerville (not present throughout whole meeting)</i></p> <p>Others Present - Sharmarke Dubow, Susan Sowden, Mike Garford, David Guthrie, Kevin Schubert, Cynthia Day</p> <p>Regrets - Chris Marks, Linda Frodyma-Beaudet, Lorriane Collett, Riga Godron, Laurie MacLeod, Mohan Kang</p>		Chair
3	<p>Approval of the Agenda</p> <p>Motion to Approve by Jan Robertson 2nd by Suzan Jennings Carried</p>	Approval	Chair
4	<p>Approval of Minutes from February 21, 2019</p> <p>Suzan requested to remove point 8 Colwood Exchange from today's agenda. Chair agreed to amend the agenda and remove Colwood Exchange</p> <p>Motion to Approve by Suzan Jennings 2nd by Jan Robertson Carried</p>	Approval	Chair
5	<p>Chair's Remarks</p> <p>No remarks to share</p>		Chair
6	Business Arising from Previous Meeting		
	<p>Committee requested inclusion in the discussion of options to address awareness of courtesy seating in Marketing's work plan for 2020.</p> <ul style="list-style-type: none"> Staff response: Due to COVID other priorities have surfaced. This will be looked at in the coming months. 	For Info	BCT Staff
	<p>Update of recommendation to VRTC on inclusion of DayPASS for handyDART</p> <ul style="list-style-type: none"> Staff response: Kevin Schubert reported at the previous commission meeting a recommendation was made, and approved, to allow for the youth and senior monthly pass to be accepted on handyDART. At this time a day pass was not recommended. 	For Info	BCT Staff
	<p>Staff to follow up with process to record and inform bus stop information. Staff were also requested to confirm who paints the curbs</p> <ul style="list-style-type: none"> Staff response: Mike Garford said BC Transit will formalize a process to centralize the feedback and response for bus stop issues through Busline. All bus stop issues should be reported through our Customer Information line for tracking purposes. Staff response: Line painting is performed on an annual basis through Victoria Contracting & Municipal Maintenance (VCMM). The Capital Region is divided into sections – depending on the location stops may be painted annually, semi-annually or on an as needed basis. 	For Info	BCT Staff
	<p>Staff to confirm that pre-notifications for future open houses can be sent to the committee for their awareness</p> <ul style="list-style-type: none"> Staff response: While open houses are on hold, Marketing will provide pre-notification to ATAC on upcoming open houses. 	For Info	BCT Staff

7	Standing Items		
	<p>handyDART Statistics trending in the right directions. Unmet trips are down.</p> <ul style="list-style-type: none"> • Dave Guthrie is the new GM of Victoria handyDART. A brief overview was provided but no specific data was shared. • Action: Kevin Schubert will provide the Committee with the stats from Handydart to be shared with the VRTC 	For Info	handyDART Staff
8	New Business		
	<p>Handy Dart facility working group update.</p> <ul style="list-style-type: none"> • Dave Guthrie – reports the new facility is approximately three years out. They are in the detail design phase now, with the anticipation of breaking ground in the fall. 	For Info	Don Monsour
	<p>Resignation of Laurie MacLeod</p> <ul style="list-style-type: none"> • Motion to approve the resignation of Laurie MacLeod and to replace the position with someone preferably who represents an area not currently present on the committee (ie. there is no representation from the youth/student sector.) • Note: A motion was not required to accept the resignation and withdrawn from minutes <p>ACTION – Kevin and Don to review previous nominations and identify if a past nomination should be considered or if a new nomination process should be conducted.</p>	For Info	
	<p>Stop Accessibility Identification</p> <ul style="list-style-type: none"> • There is an accessible logo at the bottom of each stop to identify it as accessible. It was noted some inconsistency exists (ie. Yellow stickers on some poles) • Dave Guthrie noted that Yellow stickers are placed on bus stop poles for the BC Transit operator to identify this stop as accessible and that extra caution is required for the safety of the rider when entering or exiting the bus. <p>Further discussion took place around signage at Colwood Exchange and accessible stops throughout Colwood.</p> <p>ACTION - Mike Garford will contact Cynthia Day to better understand this and determine next steps.</p>		Lorriane/Susan
	ACTION: Staff to ensure next meeting utilizes a different platform for video conferencing, preferably Zoom.		
	Review of New Action Items	For Info	
10	Adjournment		
	<p>Motion to adjourn by Suzan</p> <p>Carried</p>		

Next Scheduled Meeting July 17, 2020 10:30am