

ACCESSIBLE TRANSPORTATION ADVISORY COMMITTEE

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

MINUTES

For December 11, 2020, 10:30am – 12noon

1	Call to Order at 10:32am		Chair
2	Confirmation of Quorum <u>4 voting members:</u> Don Monsour, Suzan Jennings, Jan Robertson, Isabel Sommerville, <u>Staff and Advisors:</u> Susan Sowden, , David Guthrie, , Mohan Kang, Councilor Sharmake Dubkow, Danielle Harricot Kelli-Ann Armstrong, Kevin Schubert		Chair
3	Approval of the Agenda Motion: Isabel Sommerville; 2 nd : Suzan Jennings - Carried	Approval	Chair
4	Approval of Minutes from August 14, 2020 - With 1 change - correct of spelling of Susan Sowden's name Motion: Jan Robertson; 2 nd : Suzan Jennings - Carried	Approval	Chair
5	Chair's Remarks Nothing to report		Chair
6	Business Arising from Previous Meeting Two items from last meeting are included in new business N/A		
7	Standing Items handyDART Statistics <ul style="list-style-type: none"> • Reported statistics for info to committee for second quarter July - September 2020 • Reported that ridership is down approximately 12,000 riders compared to 2019 • Suzan complimented efforts of handyDART, particularly appreciated availability of service at this time. • Isabel shared similar appreciation and the availability of the seniors bus pass 	For Info	Dave Guthrie - handyDART
8	New Business <ul style="list-style-type: none"> • <u>Powerpoint Presentation on Mobility Guide Video Series</u> <ul style="list-style-type: none"> ○ Requested feedback on what elements to include in the video series ○ Isabel – can't hear the next stop is being announced and has trouble seeing PID ○ 3 videos being considered – 1. walk thru of bus, 2. using a motorized mobility aid, 3. planning a trip ○ Susan suggested adding: How to use Busline and to reference community travel training 	For Info and Feedback	Danielle Harriott – Regional Transit Manager (Operations)

	<ul style="list-style-type: none"> ○ Suzan asked who will be used in the video, people with disabilities or actors? Danielle: It hasn't been decided, current challenges under COVID pose other considerations ○ Susan noted older videos exist from BCT on these subjects; suggested attention needs to be paid to language/terminology used (ie. bus, fixed route, schedule, handyDART) not all would understand this. Sensitivity to words such as "impaired" are apparently used in some material. 		
	<ul style="list-style-type: none"> ● <u>Presentation – Custom Transit Registration Update</u> <ul style="list-style-type: none"> ○ Danielle provided overview of why a new registration process is being implemented - recognizes significant enhancements in the accessibility of conventional services, which will maximize availability for those requiring specialized transit service. RFP for January 2021 to conduct assessments ○ Currently this process is in 12 communities in BC ○ Susan noted BC Transit used to do a full interview ○ Suzan asked if the handyDART guides will be updated?; Danielle: Yes. ○ Suzan asked how this would impact Taxi Saver Program? Danielle: No change to program, based on eligibility. ● <i>Councillor Dubow left meeting at 11:00am</i> 	For Info	Danielle Harriott – Regional Transit Manager (Operations)
	<ul style="list-style-type: none"> ● <u>ATAC Charter Feedback</u> <ul style="list-style-type: none"> ○ Adding the following items to the Charter were suggested: <ul style="list-style-type: none"> ▪ Meetings may be scheduled and conducted virtually ▪ An annual review of the Charter will be conducted ▪ Allow sharing of committee member contact information 	For Input	BCT Staff
	<ul style="list-style-type: none"> ● <u>Confirmation of Committee Member Terms</u> <ul style="list-style-type: none"> ○ Linda will not be joining next year ○ Promotion for new committee members will follow this meeting; seats for 4-6 committee members will be available ○ Committee members who term is ending December 31, 2020 have already been notified ○ Representation from a variety of diverse organizations should be considered ○ Regular attendance at meetings should be an expectation of committee members ○ 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 ○ Susan suggested that contact information for committee members and what organization they represent should be included on the nomination form, and that the ATAC chair and vice-chair could participate in nomination committee, or 	For Info	Chair/BCT Staff

	<p>a second member who is going into their second term if the Chair/Vice Chair is up for re-nomination.</p> <ul style="list-style-type: none"> • Isabel requested an agenda item for an upcoming meeting - bus stop location / accessibility standards and cleanliness (concerns related syringes) <ul style="list-style-type: none"> ○ Kevin provided the following information: Bus stops are maintained by each municipality and a goal for BCT in 2021 is to work more closely with municipalities to improve curbs and stops • Don noted timing of our meetings <ul style="list-style-type: none"> ○ ACTION: Kelli-Ann will send a survey with the next meeting invite asking about committee members' best day and time of day to attend an ATAC meeting • Next meeting will be scheduled February or March 2021, after VRTS Board has approved the new committee members 		
9	<p>Review of New Action Items</p> <ul style="list-style-type: none"> ○ Kelli-Ann will review the charter and prior minutes related to the attendance of committee members and bring this information back to the committee ○ ACTION: Kelli-Ann will send a survey with the next meeting invite to come with survey asking about committee members best day and time of day to attend an ATAC meeting 	For Info	Chair
10	<p>Adjournment Motion: Suzan Jennings; 2nd: Isabel Sommerville Meeting adjourned 12:02pm</p>		