

June 27, 2007

The meeting was called to order by Chairperson Gary Russell.

Committee members present, Gary Russell (Chairperson), Lynn DeMont (Vice-Chairperson), Marcia Guy (Secretary), Fred Bishop, Cathy Cranidge, Gail Vaughan, Mary-Anne Jones, Bill Moffatt, Lynn Eyland, and Larry Hilton (Supervisor, Access-A-Bus Services).

Regrets - Murray Holman, Todd Hacquoil and Councilor Gary Meade.

The minutes of the April 25, 2007 meeting were approved.

Order Of Business

1. The new members, Gail Vaughan, Fred Bishop and Mary Ann Jones, elected in May, were welcomed and introduced to the committee members.
2. The Oath of Confidentiality was signed by the new committee members.
3. The Chairperson informed the committee that George Herbert who was elected at the AGM in May had resigned and that Bill Moffatt was the next person in line to be appointed to the committee.
4. Satellite Taxi was discussed and the committee was informed that Metro Transit would no longer be using their services. More information will be available at the next meeting.
5. The 8 Day Booking Window will start effective July 1, 2007.
6. The May 2007 update has been done for the HRM Website and the minutes of the AGM from 2006 will also be posted.
7. An Access and Awareness display by Access-A-Bus was held at Pier 21 with Todd Hacquoil, Gary Russell & Larry Hilton participating.
8. The new committee lists with addresses, phone numbers and e-mails was circulated.
9. Gary Russell, Chairperson, reported that the Annual General meeting held in May was a success and was attended by approximately 75 people.
10. The appointment of new committee members to the sub-committees will be done at the next meeting.
11. The ATAC Meetings for 2007-2008 will be from 1-3 pm, on the 4th Wednesday of the month. Meetings have been booked at the HRM Finance Dept. offices at Duke Tower until November. January to April meetings will be announced at a later date.
12. The next meeting on July 25 will be held at Metro Transit so that the new committee members may see the Access-A-Bus facilities.
13. Questions were asked about the Waiting List for Bookings. The procedure was explained to the committee by Larry Hilton. It was explained that where possible, when a cancellation was

received that a person was fitted into the time slot opened if possible.

14. It was stated by Larry Hilton that all committee members should direct all PR and Media questions to Lori Patterson.

Business Arising From the Minutes

1. The criteria for specialist bookings will soon be finalized and a list will be compiled by the HRM medial authorities and Larry Hilton, Supervisor of Access-A-Bus Services.
2. The pick up location after the Mall closes at Mic Mac Mall will be at Eastside Mario's.
3. Once again the Fred Service has started and it is an ALF Bus
4. The new Terms of Reference have been approved and they have gone to Metro Transit to be approved.

Verbal notification was received from George Herbert that he wished to resign from the ATAC Committee.

Committee Reports

- 1.No Show/Late Cancellation Sub-Committee — No report. There is 1 appeal pending.
2. Low Floor Bus Sub-Committee — No report due to Todd Hacquoil being absent.
- 3, Public Relations Sub-Committee — Lynn DeMont is working on the 2008 Anniversary BBQ. The committee consists of Lynn DeMont, Chairperson, Shauna MacEachern, Cathy Cranidge, Lynn Eyland and Mary-Anne Jones.

There were no added items to the Agenda

The meeting was adjourned at 3:00 p.m.

July 25, 2007

The meeting of July 25, 2007 was cancelled.

August 22, 2007

The meeting was called to order by Gary Russell, Chairperson.

Committee Members present:

Gary Russell (Chairperson), Lynn DeMont (Vice-Chairperson), Marcia Guy (Secretary), Larry Hilton (Supervisor, Access-A-Bus), Terri Zinck (Administrative Clerk), Fred Bishop, Todd Hacquoil, Murray Holman, Gail Vaughan, Lynn Eyland, Cathy Cranidge, Gwen Maclachlan, Donnie Mullins, and Bill Moffatt.

The minutes of June 27, 2007 were approved by Lynn DeMont and seconded by Todd Hacquoil.

Additions & Deletions

1. **Possible Metro Transit Strike** - Larry reported that negotiations are still taking place.
2. **Satellite Taxi Update** - Larry reported that we still have 40 clients travelling on Satellite but we are attempting to have everyone off as soon as we are able.
3. **New Buses and Operators, Update** - Larry reported that the 10 new buses are being checked by the URB, the first to be on the road September 25th and the remaining should be on the road within a week. He explained the new tie-down system being used on the new buses. Three new Access-A-Bus Operators are now working with mentors and will be ready to start with us as of October 1. They will spend a week with a current Access-A-Bus driver who will then report back to Larry on their progress.

The next training class should have six new AAB operators. Larry also reported that the new GPS system is now in operation on our buses.

4. **Subscription Service** - There was some discussion regarding the description of “subscription service” which is travel to the same destination three times a week. It was noted that it has come to the attention of some members that there is a client currently receiving subscription service for only one trip per week. It was discovered that this was covered by a grandfather clause.
5. **Current addresses & e-mails** - A couple of corrections were noted on the current list. A revised list will be sent out to the members with next month’s package.
6. **Terms of Reference** - The Terms of Reference for the ATAC Committee have now been signed by Wayne Legere, Acting General Manager of Metro Transit and by Gary Russell. Copies will be included in next months package for all members of the Committee.
7. **Location of Meetings - January to April 2008** — Todd Hacquoil has made arrangements for the ATAC Committee to hold their monthly meetings for the months of January to April at the Helen Creighton Room at the Alderney Gate Library in the Helen Creighton Room which will be able to accommodate wheelchairs more comfortably.
8. **AAB Workshops** - This was originally proposed by Peggy Brown who is no longer on this Committee. Lynn DeMont offered to replace Peggy and will look after these workshops at various locations.

9. **Eligibility Criteria** - Todd is working on setting up a Committee to work on the eligibility criteria and after some discussion it was decided to have a chair person plus one other person from the Committee as well as two representatives from other services involved. It is expected to take some time to look into all aspects of this subject.

10. **Information Holders on Access-A-Buses** - Gary noted that the information holders on the buses are not being utilized and it was agreed that more information could be made available to clients by using them.

11. **Website Update Info** - There was a general discussion concerning the current Access-A-Bus website and how it could possibly be made more user-friendly. Gary will be sending the minutes from the June and August meetings as well as the May AGM. It was decided that the Annual General Meeting minutes and reports should be separated from the regular monthly meeting minutes.

12. **Website Update - June/August Minutes** - Gary will be sending these via email to be put on the website.

13. **Ramp Safety on Access-A-Bus** - Todd brought up the subject of the proper and safe procedure for wheelchairs and scooters boarding the Access-A-Bus. It was noted that they should back on, the only exception being the newer models of scooters which have a mid wheel.

14. **Appointment of Member at Large** - After some discussion as to whether a position was actually needed, it was decided by the Committee that it should remain as a safeguard. Bill Moffatt was nominated for this position and the vote was unanimous.

Deferred Business

1. **Lloyd Samson Award** - The Committee discussed the possibility of discontinuing this award due to poor response and disagreement over who should qualify. The decision was made to continue it for one more year but to attempt to promote more awareness and interest with the hope of receiving better results.

2. List for Advance Special Bookings - Larry provided Gary with a list of Specialists for which clients would be able to book in advance.

3. Appointment of Member at Large was Bill Moffatt.

4. Appointments to Low Floor Bus Committee - Murray Holman, Cathy Cranidge and Marcia Guy all re-offered to sit on this Committee. Fred Bishop and Donald Mullins also expressed an interest to join this Committee.

9.1 Correspondence In/Out

In: Letter of resignation received from Mary Anne Jones.

Out: E-mail to Shauna MacEachern re - replacement on Committee in addition to phone calls,

voice mails, messages.

No response to date.

The Meeting was adjourned at 3:00 p.m.