



Notice of Meeting and Meeting Agenda Transportation Committee

Wednesday, September 11, 2024

9:00 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

Special Meeting

D. Murdock (Chair), L. Szpak (Vice Chair), P. Brent, S. Brice, J. Caradonna, Z. de Vries, B. Desjardins, S. Goodmanson, D. Kobayashi, C. McNeil-Smith, M. Tait, D. Thompson, C. Plant (Board Chair, ex officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

3.1. Delegations

3.1.1. [24-844](#) Delegation - James Anderson; Representing Amalgamation Yes; Re: Item 4.1.: Bylaw No. 4630: Regional Transportation Service

3.1.2. [24-850](#) Delegation - Brian Webster; Representing Salt Spring Island Local Community Commission; Re: Item 4.1.: Bylaw No. 4630: Regional Transportation Service

4. Special Meeting Matters

4.1. [24-786](#) Bylaw No. 4630: Regional Transportation Service

Recommendation: The Transportation Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024", be introduced and read a first, second and third time;
(NWA)
2. That participating area approval be obtained by regional alternative approval process;
(NWA with 2/3 vote)
3. That Bylaw No. 4630, be forwarded to the Inspector of Municipalities for approval;
and
4. That staff be directed to continue to consider governance options and report back in Q1, 2025.
(NWA)

Attachments: [Staff Report: Bylaw No. 4630 Regional Transportation Service](#)
[Appendix A: Draft Bylaw No. 4630](#)
[Appendix B: Participant Cost Apportionment Simulation](#)
[Appendix C: KPMG Base Governance & Operating Model RTS](#)

4.2. [24-785](#) Previous Minutes of Other CRD Committees and Commissions for Information

Recommendation: There is no recommendation. The following minutes are for information only.

- a) CRD Traffic Safety Commission minutes of May 14, 2024
- b) CRD Traffic Safety Commission minutes of June 11, 2024
- c) Regional Transportation Working Group minutes of June 13, 2024

Attachments: [Minutes: CRD Traffic Safety Commission - May 14, 2024](#)
[Minutes: CRD Traffic Safety Commission - June 11, 2024](#)
[Minutes: Regional Transportation Working Group - Jun 13, 2024](#)

5. Adjournment

The next meeting is November 20, 2024.

To ensure quorum, please advise Tamara Pillipow (tpillipow@crd.bc.ca) if you or your alternate cannot attend.



Making a difference...together

REPORT TO TRANSPORTATION COMMITTEE MEETING OF WEDNESDAY, SEPTEMBER 11, 2024

SUBJECT **Bylaw No. 4630: Regional Transportation Service**

ISSUE SUMMARY

To approve the establishment of the Regional Transportation Service (RTS) for the purpose of providing transportation-related services within the Capital Regional District (CRD).

BACKGROUND

Transportation is a priority for residents and the CRD Board. The region has three transportation goals: reduce carbon pollution; support higher rates of walking, cycling and transit use; and address congestion. A 2023-2026 CRD Board strategic priority is to present options for transportation governance change so residents can access convenient, green and affordable multi-modal transportation systems to enhance livability.

On July 10, 2024, the CRD Board unanimously directed staff to draft an establishment bylaw for a RTS that allows for the implementation of all eight service categories, to be brought back for readings by Q4 2024.

Establishing a Regional Transportation Service

The proposed RTS aims to provide more tools to advance regional connectivity and integrated mobility. CRD's existing transportation functions are focused on a coordinating and monitoring role, limited to planning, data collection and analysis, and policy support, and collaboratively working with local governments, the Province and partner agencies to advance actions in the 2014 Regional Transportation Plan (RTP).

This new service would grant the CRD expanded authority to create programs, develop project offerings, and provide funding opportunities to drive transformative changes in transportation behaviour and advance the development of a robust Regional Multi-modal Network (RMN). Unlocking new functions through establishing a regional transportation service will lead to better and more reliable services, unified advocacy and messaging, enhanced regional consistency, better integration between land use and transportation and efficient service delivery through economies of scale and removal of repetition.

A successful service will demonstrate to the Province of British Columbia that the CRD is ready to take on the additional responsibilities necessary to achieve the regional vision for transportation. The RTS will provide resources for a greater range of tools to support and complement both regional and local government-led initiatives.

Local Government Engagement

In the summer and fall of 2023, the CRD engaged with member local governments, electoral areas and partner agencies to solicit feedback on regional transportation governance. The feedback provided the CRD with a baseline understanding of the aspects of transportation governance that local governments are interested in exploring further.

On December 13, 2023, the CRD Board directed staff to initiate concept development and analysis work on an inclusive list of potential transportation service categories. The CRD Board also directed staff to plan for engagement activities and schedule a workshop for Q2 2024.

Staff from each of the local governments, electoral areas, BC Transit, Ministry of Transportation and Infrastructure (MoTI), BC Ferries, Victoria Airport Authority, and Island Corridor Foundation continue to participate in ongoing discussions related to this work through the Transportation Working Group (TWG) and/or one-on-one meetings.

Transportation Governance Workshop

Mayors, councillors, electoral area directors, First Nations, and senior local government staff provided feedback at a transportation workshop hosted by the CRD on May 24, 2024, supported by senior staff from BC Transit, MoTI and Island Health. Workshop participants gained clarity and discussed the benefits and concerns of potential new functions related to establishing an RTS. Roundtable discussions covered eight potential service categories:

- Active Transportation and Road Safety
- New Mobility Services
- Behaviour Change
- Transit and Mobility Hubs
- Multi-modal Network and Connectivity
- Data Management and Traffic Analysis
- Grants and Funding
- Transportation Plans

Feedback received at the workshop indicated that participants generally supported the eight categories. Participants recognized the significant dependencies between each category. As such, all eight categories play a vital role in meeting the region's integrated transportation aspirations. Based on the feedback from the workshop and direct stakeholder engagement, the RTS establishment bylaw (Appendix A) has been written with a broad scope to allow for policy, plans, administration, programming, projects and studies to be developed.

Transportation Service Priorities

In the first two years of the RTS, the top priority will be to update the 2014 RTP including the vision, goals and priorities guiding long-term transportation planning and direct the integrated actions and programs undertaken by the RTS. Local government partners, the Province, BC Transit, BC Ferries, Victoria Airport Authority, Island Corridor Foundation, Island Health, First Nations, other stakeholders and the general public will be engaged to ensure a wide range of perspectives and interests are represented. Existing programs currently delivered by the CRD will be expanded to support the needs of an updated integrated RTP, including data collection, monitoring, behaviour change and transportation demand management (TDM) programs.

Concurrent with the RTP update, new programs that align with regional priorities can be developed, including feedback from the TWG. All new programs will be approved through the standard CRD service planning and financial planning processes, where CRD Board members provide input, refine program design, and ensure alignment with regional priorities.

With an updated and integrated RTP with other relevant transportation and transit plans, the CRD will have provided an opportunity to create a unified and consistent long-term vision for transportation, transit, and complete communities across the region. Through the ongoing implementation of the RTS, the CRD will be well-positioned to support local governments in developing transit-oriented communities and to work with BC Transit, the Province, and the federal government to pursue expressions of higher-order transit for the region, including working collaboratively as a regional partner in pursuing Canada Public Transit Fund investment opportunities.

As a growing number of commuters shift to active transportation modes, continual improvement of the portion of the regional trail network being consolidated into the RTS will be an ongoing strategic consideration. Balancing the increasing use of the three regional trails as transportation corridors with continuing recreational uses will remain important, such as through the infrastructure improvements approved through the Regional Trail Widening and Lighting Project.

Supporting Local Projects of Regional Significance

In addition to developing new programs and projects run by the CRD, the RTS will seek to partner with local governments to provide capital project cost-shared grant funding for local government infrastructure investments of regional importance. These capital projects primarily focus on advancing multi-modal infrastructure projects on the RMN yet will also consider improved connectivity to regional trails, mobility hubs, and facilities at mobility hubs. Through the RTP update, assessment criteria will be developed to guide the prioritization of RMN and connectivity projects for regional funding support. This program intends to provide supportive funds to local governments, ideally with additional partner support funding from senior-level governments for high-priority capital projects of regional significance.

The proposed maximum requisition for the service includes \$5 million (M) of requisition space that would allow for either direct grant support for capital projects or for annual debt servicing costs that would enable approximately up to \$80.0M of borrowing based on current rates from the Municipal Finance Authority (MFA). It should be noted that regional districts can only take out loans to support capital projects and assets for which they have ownership of or use agreement for. For capital projects in which the CRD does not have a controlling interest, such as local bike lanes or transit facilities, supporting grants can only come from requisition or other revenue sources.

Governance and Service Design Study

A service design and feasibility study is underway to provide potential governance for best delivering the CRD's current services and expanded functions.

Until otherwise directed, a new RTS would report to the CRD Board through the Transportation Committee, supported by the TWG and Traffic Safety Commission, with consideration for updated Terms of Reference to best support the expanded RTS mandate. A separate bylaw would be passed if subsequent governance change is desired, to be informed by the final recommendation from the governance and service design study.

In the future, it may be determined that additional transportation functions beyond the current legislative ability of the CRD would be beneficial. Establishing and implementing the RTS prepares the region to lead discussions with the Province to create this type of new regional scale entity (e.g., provincial authority or crown corporation). At that time, the CRD, local governments and affected agencies will be able to assess what governance model beyond what the CRD is able to implement itself would best deliver on the regional transportation goals.

ALTERNATIVES

Alternative 1

The Transportation Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024", be introduced and read a first, second and third time;
2. That participating area approval be obtained by regional alternative approval process;
3. That Bylaw No. 4630, be forwarded to the Inspector of Municipalities for approval; and
4. That staff be directed to continue to consider governance options and report back in Q1, 2025.

Alternative 2

That this report be referred back to staff for additional information based on Transportation Committee direction.

IMPLICATIONS

Alignment with Board & Corporate Priorities

A 2023-2026 CRD Board strategic priority is to present options for transportation governance change so residents can access convenient, green and affordable multi-modal transportation systems to enhance livability. This priority shifts focus from goal setting to implementation through a new CRD transportation service. Initiative 4a-1 in the CRD Corporate Plan is to develop governance options, including consideration of a new transportation service or authority.

Alignment with Existing Plans & Strategies

CRD plans and strategies have informed concept development and analysis for service design. Relevant plans are the Regional Growth Strategy (RGS), the RTP, the Regional Parks and Trails Strategic Plan, the Regional Trails Management Plan, the Climate Action Strategy, and the Intergovernmental Relations Policy. The service establishment bylaw will align with the overall visions, objectives, and actions of CRD's existing plans.

Climate Implications

The CRD Board has declared a climate emergency. In 2022, on-road transportation accounted for 42% of all carbon pollution in the region. Encouraging new travel behaviours is among the solutions to get more people to take transit, walk and cycle, which will reduce carbon pollution. A significant aspect of the new service is enabling the CRD to offer an expanded regional role to support behaviour change and TDM with new tools and programs.

By better coordinating transportation and housing development, the goal is to align future plans to efficiently locate services and guide growth. From an environmental and climate perspective, focusing growth in areas well served by transit and active transportation can significantly reduce greenhouse gas emissions from travel.

Equity, Diversity & Inclusion Implications

Actions taken through the RTS will consider the needs of equity-seeking groups through concept development and analysis. Ensuring equitable access to transportation will be an important lens through which the new service will analyze and propose solutions to improve travel for all residents of the region.

Financial Implications

The proposed service bylaw includes a 2025 maximum requisition equaling \$20.0M, inclusive of a 10% long-term contingency. The components that have informed this threshold are:

	Current / Baseline	Increase	RTS Max Requisition
Operating Expenses	\$1.3M	\$1.3M	\$2.6M
Staffing Resources	\$2.1M	\$1.1M	\$3.2M
Debt Servicing Costs (Trails Widening and Lighting Project and E&N Trail loan servicing)	\$5.6M	-	\$5.6M
Reserve Transfers	\$1.3M	\$0.5M	\$1.8M
Cost Sharing Regional Significant Projects	-	\$5.0M	\$5.0M
Contingency for Long-Term Growth	-	\$1.8M	\$1.8M
Total	\$10.3M	\$9.7M	\$20.0M

Table 1: Draft Financial Model

The future maximum requisition amounts will be adjusted based on the net taxable value of the land and improvements within the Service Area.

The “Current / Baseline” costs represent the combined CRD expenditures for existing transportation functions from both the Regional Planning and Parks divisions. This includes planning, data management, and behaviour change programs, as well as regional trails management, operation, and maintenance.

The “Increase” column represents the projected budget required to expand on existing programs, develop new programs and undertake capital investments to accomplish the region’s transportation goals. This includes increases in operating expenses of \$1.3M, staffing resources to increase service capacity of \$1.1M, and a \$1.8M contingency for long-term growth of the service. The financial model was developed by analyzing the expected increase in effort for each of the proposed activities and programs across the eight transportation categories and was informed by KPMG’s work which is summarized in appendix C.

Also included in the “Increase” column is a \$5.0M allocation to provide cost-sharing grants through requisition or debt servicing to support local transportation projects of regional significance. This granting or borrowing will be guided by the prioritization criteria that will be developed through an updated RTP, which will be a top priority for the RTS in the early years of the service.

Cost control for new and expanded programs will be accomplished through the annual service planning process. Larger capital investments beyond simple grant support will also require a loan authorization bylaw for each project. Regarding operating expenses and staffing resources, the values provided in Table 1 are the best possible budget estimates, supported by Appendix C. Before service commences, validating these estimates with Parks Services to determine an operational model for the RTS will be essential. In particular, the operational management of regional trails shifting from Parks to the RTS will be a complex process and more details will be provided when staff reports back in Q1 2025.

It should be noted that the baseline debt servicing costs for the Regional Trails Widening and Lighting Project and the E&N Trail loan are accounted for in the maximum requisition, as the intent of the RTS is to service the loan for these projects. These loans will continue to be held by the Regional Parks service and are expected to remain with them for the duration of the loans, with the RTS transferring funds for loan repayment.

The “RTS Max Requisition” column provides a breakdown of the maximum requisition for the service. This maximum does not represent the initial budget allocation for the service, intended to grow over time from the “Current / Baseline” as programs are expanded or added. Expansion of the service is expected to occur over approximately a minimum of five years (i.e., 2030 or later), with updating the RTP being a critical early step to reconfirm and update strategic priorities and to develop an approach for prioritization of new programs and capital investments.

Given that the CRD is always the title owner of regional trails, asset transfer resulting from the shift of regional trails from Parks to the RTS can be considered at a future date as a final operating model for delivering the RTS is informed by validated budget estimates, inclusive of the proportion of Parks services serving regional trails as compared to the balance of the trail system. In the short term, regional trail assets will be held by the Parks division where the loan authorization needs to remain until the RTS is ready to take over the responsibility of the asset, including renewal of leasehold agreements. From the perspective of continuing to serve the public, it is important to maintain the current level of service and ensure there is no disruption to the management and operations of the regional trails during the interim period where the RTS is being established.

Regarding the cost apportionment model, staff recommend that the costs for the RTS be apportioned based on converted assessment for the participating partners. This apportionment is consistent with that of existing Regional Planning and Regional Parks services. The proposed cost apportionment for participants for 2025 is presented in Appendix B.

Wherever possible, the CRD will take a leadership role in seeking to secure funding streams from senior levels of government on behalf of the region to further leverage local government and/or CRD funding in achieving RTP goals. Speaking with a unified regional voice on transportation will strengthen the case for permanent funding streams and bring essential resources to the region.

First Nations Implications

Staff will continue to inform and engage with First Nations through government-to-government meetings and will be considering additional outreach later in 2024 or early 2025.

Intergovernmental Implications

Local governments, the CRD, BC Transit and MoTI each have different areas of responsibility for planning, regulating, operating and maintaining roads and pedestrian and cycling infrastructure. The responsibilities and authorities included in the RTS establishing bylaw are not intended to alter or take on responsibility for authorities currently held by local governments, BC Transit, or the Province.

The RTS will act only within CRD areas of responsibility and staff will work closely with partners to implement policies and programs. In some cases, such as standardizing wayfinding signage across the region, the RTS could lead the development of these standards or model bylaws, which local governments would adopt and implement. In other initiatives, such as education and awareness programs, the RTS could engage local government staff to develop the materials and then be responsible for running the program regionally.

Legal Implications

A regional district may operate any service it deems desirable, provided that on establishment of the service by way of service establishing bylaw, it received participating area approval. There are three options to obtain participating area approval: regional alternative approval process; municipal consent on behalf with alternative approval process (AAP) in the electoral areas; and referendum/elector assent.

As a regional service focused on transportation is most effective if all municipalities and electoral areas participate, a regional AAP is recommended. This approach would put the responsibility of objecting to the service on the electors, who, if 10% were not in favour, could determine not to proceed. Should an AAP approach be selected, a communications plan will be developed to inform the public about the proposed new service prior to the AAP process.

An alternative is the municipal consent process, which requires unanimous approval of all local governments and electoral areas (EA). This approval process was not recommended as any one municipality or EA can effectively and indefinitely veto the creation of the service. Finally, while a referendum would give voters a direct say on the service, it is significantly more costly than an AAP and has a longer timeline than the other options.

From a timing perspective, following third reading, the bylaw is referred to the Inspector of Municipalities for approval. Once approval is received, then it is expected the AAP process would begin in Q1 2025.

Governance Implications

When the RTS commences, the Transportation Standing Committee will be the single governance body that advises the CRD Board on decisions related to transportation, from planning to programs, to capital infrastructure and operation and maintenance. Regional trail active

transportation-related matters were previously reported to both the Regional Parks Standing Committee and the Transportation Standing Committee. In the RTS governance model, the Regional Parks Standing Committee will no longer be responsible for reporting on the active transportation use of regional trails; instead, it will focus on trails and parks for recreation.

A specific governance and operational model for how the RTS will function is being developed; staff recommends reporting back to the Board in Q1 2025 with greater clarity on more operating details on the continuation of the existing Transportation Standing Committee governance model as well as other potential governance options. Another governance model being explored within the legislative abilities of the CRD is that of a delegated commission, which could be empowered with decision-making authority and could include non-elected membership. These governance model considerations will be addressed in a staff report to be considered by the Board in Q1 2025.

Regional Growth Strategy Implications

The RGS is the key expression of the region's long-term vision for guiding growth. Objective #4 of the RGS is focused on transportation and improving multi-modal connectivity and mobility.

Through the creation of the RTS, existing transportation functions within the Regional Planning and Regional Parks divisions will be consolidated and expanded upon, and new programs will be developed. The service will offer new tools to better deliver on the transportation objectives of the RGS.

With a mandate to integrate transportation and land use planning, the service will be well-positioned to support the alignment of regional transportation options with the development plans of local governments. With the future need to update the RGS in addition to the RTP, the RTS will strengthen the region's capacity to integrate transportation and land-use planning.

Service Delivery Implications

CRD's Legislative Services, Legal, Finance and Regional Parks divisions are working together to create the service and ensure all aspects are considered and addressed efficiently. This is a significant interdepartmental effort that will help set up the service for long term success. The project timeline assumes that the implementation of a new RTS will begin in the second half of 2025.

Regional Trails will continue to operate its current mandate under CRD Regional Parks until a transportation service is established and a transition process has been finalized. This approach includes all capital projects such as CRD Regional Trail Widening and Lighting.

By growing incrementally and delivering tangible benefits to the region, local governments will have the time and opportunity to see how the service has benefitted their community and to consider their support of further expansion of programs or potential capital investments, including new RMN and regional connectivity cost-sharing funding programs with the CRD. This incremental approach would not limit the CRD's ability to continuously study and plan for future programs and investments and new service offerings as the RTS would still follow the normal service and financial planning and Board approval process.

CONCLUSION

The CRD is seeking approval for the establishment of the RTS for the purpose of providing transportation related services within the capital region, and that participating area approval be obtained by the regional alternative approval process.

The goal of creating a RTS is to create more tools to advance regional connectivity and integrated mobility. CRD's existing transportation functions are focused on a coordinating and monitoring role, limited to planning, data collection and analysis, and policy support, collaboratively working with local governments, the Province and partner agencies. A new transportation service would

consolidate existing CRD transportation functions, with additional scope to develop new programs in approved service categories that the CRD can deliver without requiring legislative change. The draft RTS establishment bylaw (Appendix A) has been written with a broad scope to allow for policy, plans, administration, programming, projects, and studies to be developed.

RECOMMENDATION

The Transportation Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4630, “Regional Transportation Service Establishment Bylaw No. 1, 2024”, be introduced and read a first, second and third time;
2. That participating area approval be obtained by regional alternative approval process;
3. That Bylaw No. 4630, be forwarded to the Inspector of Municipalities for approval; and
4. That staff be directed to continue to consider governance options and report back in Q1, 2025.

Submitted by:	Noah Brotman, Research Planner, Regional Planning
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4630, “Regional Transportation Service Establishment Bylaw No. 1, 2024.” (draft)
- Appendix B: Participant Cost Apportionment Simulation
- Appendix C: KPMG Base Governance and Operating Model for a Regional Transportation Service

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4630

A BYLAW TO ESTABLISH A REGIONAL TRANSPORTATION SERVICE

WHEREAS:

- A. Under section 332 of the *Local Government Act* a regional district may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or the part of the regional district;
- B. The Board of the Capital Regional District wishes to establish a service for the purpose of addressing transportation needs within the Capital Regional District;
- C. Participating area approval is required and elector approval has been obtained for the entire service area by alternative approval process, pursuant to s. 342(4) of the *Local Government Act*; and
- D. The approval of the Inspector of Municipalities has been obtained under section 342(1)(a) of the *Local Government Act*;

NOW THEREFORE the Board of the Capital Regional District in open meeting assembled enacts as follows:

Service

- 1. (a) The service being established and to be operated is a regional transportation service (the "**Transportation Service**") for the purpose of providing services in relation to transportation, including, without the limiting the foregoing:
 - i. Development of transportation policies, plans, programs, projects, and studies, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;
 - ii. Provision of transportation information and data services;
 - iii. Management of regional trails that serve a regional transportation purpose, as determined by the Capital Regional District Board, including regional trail planning, policy development, constructing, operating and maintaining regional trail infrastructure, capital planning, and management of land tenure;
 - iv. Acquiring and holding land and interests in land required for the purpose of providing transportation services, including for the establishment and operation of transportation corridors and regional trails;
 - v. Acquiring, receiving, holding, distributing, and granting funding for transportation infrastructure and programs, including by entering into funding agreements, grant agreements, and partnering agreements with other public authorities;
 - vi. Construction, operation, and management of capital works and facilities that

- support transportation, including but not limited to active transportation, mobility hubs, and other transportation infrastructure;
- vii. Providing services and support to municipal participants and other public authorities relating to transportation services, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;
 - viii. Managing, operating, and maintaining other transportation systems that serve a regional transportation purpose and are within the jurisdiction of the Capital Regional District.
- (b) Subsection (a) is not intended to alter or affect the dedication as regional trail of any designated regional trail nor to impair the use of the designated regional trails for the purpose of public recreation and enjoyment and ancillary nature conservation.
- (c) Subsection (a) is not intended to alter or affect the statutory powers of the Province of British Columbia or of any municipal participant in respect of a public highway within their respective jurisdictions.

Boundaries

2. The boundaries of the Transportation Service are the boundaries of the Capital Regional District.

Participating Areas

3. All municipalities and electoral areas within the Capital Regional District are the participating areas for this service.

Cost Recovery

4. As provided in Section 378 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:
 - (a) property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
 - (b) fees and charges imposed under Section 397 of the *Local Government Act*;
 - (c) revenues raised by other means authorized by the *Local Government Act* or another Act;
 - (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

Cost Apportionment

5. The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas on the basis of the converted value of land and improvements in the participating areas.

Maximum Requisition

- 6. In accordance with Section 339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
 - (a) Twenty Million (\$20,000,000); or
 - (b) An amount equal to the amount that could be raised by a property value tax rate of \$0.10834 per ONE THOUSAND DOLLARS (\$1,000.00) that, when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

Citation

- 7. This Bylaw may be cited as “Regional Transportation Service Establishment Bylaw No. 1, 2024”.

READ A FIRST TIME THIS _____ day of _____, 2024

READ A SECOND TIME THIS _____ day of _____, 2024

READ A THIRD TIME THIS _____ day of _____, 2024

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS _____ day of _____, 2024

RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 342(4) OF THE *LOCAL GOVERNMENT ACT* THIS _____ day of _____, 2025

ADOPTED THIS _____ day of _____, 2025

CHAIR

CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS _____ day of _____

Participant Cost Apportionment Simulation

Service Participants	Converted Assessments 2024	Percent of Total	Current Requisition (\$)	Current Cost per Avg. Residential Assessment *	Maximum Requisition (\$)	Maximum Cost per Avg. Residential Assessment *
Municipalities						
Central Saanich	940,613,176	4.5%	458,615	\$55.17	890,514	\$107.12
Colwood	826,945,685	3.9%	403,194	\$48.84	782,900	\$94.83
Esquimalt	687,695,262	3.3%	335,299	\$51.48	651,067	\$99.97
Highlands	133,874,982	0.6%	65,273	\$63.31	126,744	\$122.93
Langford	2,186,331,024	10.3%	1,065,989	\$46.35	2,069,881	\$90.00
Metchosin	228,180,080	1.1%	111,254	\$64.47	216,027	\$125.19
North Saanich	928,795,732	4.4%	452,853	\$77.78	879,326	\$151.04
Oak Bay	1,262,567,858	6.0%	615,590	\$90.54	1,195,320	\$175.81
Saanich	5,433,968,140	25.7%	2,649,438	\$57.56	5,144,540	\$111.77
Sidney	769,254,206	3.6%	375,065	\$45.14	728,282	\$87.65
Sooke	582,186,138	2.8%	283,856	\$39.10	551,177	\$75.91
Victoria	5,022,381,103	23.8%	2,448,761	\$51.81	4,754,876	\$100.60
View Royal	506,524,168	2.4%	246,966	\$52.18	479,545	\$101.32
	19,509,317,554	92.4%	9,512,152		18,470,199	
Electoral Areas						
Juan de Fuca	369,767,091	1.8%	180,287	\$44.41	350,072	\$86.24
Salt Spring Island	695,133,309	3.3%	338,926	\$51.12	658,109	\$99.27
Southern Gulf Islands	550,966,010	2.6%	268,634	\$39.11	521,620	\$75.94
	1,615,866,410	7.6%	787,848		1,529,801	
Total	21,125,183,964	100.0%	10,300,000		20,000,000	

Prepared September 2024

Assessment data is based on information used for 2024 Final Budget, subject to annual update

* The cost per average residential assessment is a theoretical calculation that provides a directional indicator on impacts to residential rate payers only. It can be used as an approximation of cost for a residential household if a home's assessment value is at or near the 'Average Residential Assessed Value'



Base Governance and Operating Model For a Regional Transportation Service

Capital Regional District

KPMG LLP

September 2024

Background & purpose:

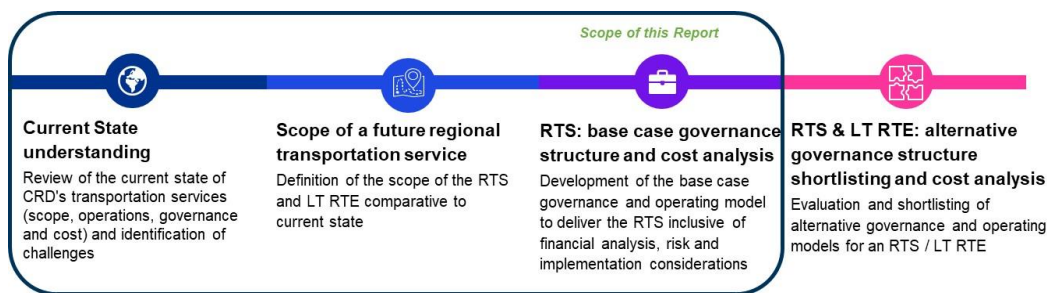
KPMG has been engaged to support the Capital Regional District (“CRD”) in developing governance and operating models to deliver a transportation service for the Region (the "Project"). The service is intended to accelerate the adoption of, and enhance coordination, among the member jurisdictions towards the outcomes and objectives of the Regional Transportation Plan (“RTP”). This includes the development of:

- 1 A base case governance and operating model to deliver the scope of a Regional Transportation Service (“RTS”), intended to be a first step towards formalizing delivery of a coordinated regional service. The RTS expands the depth and breadth of the existing transportation service, delivered by the CRD, within the bounds of the existing CRD legislation. Not all outcomes of the RTP will be delivered through the scope of the RTS.
- 2 A concept operating and governance model for RTS and alternate models to deliver the scope of a Long-Term Regional Transportation Entity (“LT RTE”). The scope of services delivered by the LT RTE will require legislative change and cannot be delivered within the existing CRD authorities. All outcomes of the RTP can be achieved through the scope of an LT RTE.

The overview of the Project is shown in Figure 1 below, with the scope of this Report outlined. This Report provides an overview of the scope of the RTS, the required base case governance and operating model for delivery of the RTS and the cost analysis undertaken to estimate the steady state operational cost of the service and the maximum requisition. It has been estimated to support the RTS Establishment Bylaw submission to the Board in September.

Further analysis is ongoing to shortlist and evaluate the alternative governance and operating models for the scope of an RTS and LT RTE and will be submitted for Board consideration at a future date.

Figure 1: Overview of the Project



RTS: scope and base case governance structure

The RTS consolidates the existing transportation activities performed through both the Regional Parks and Regional Planning Services whilst increasing the breadth and depth of these activities. Expansion of activities is limited by the bounds of existing legislation (i.e., CRD's current authorities). Whilst not all outcomes of the RTP can be fully realized through the scope of an RTS, the increased scope and focus on regional transportation activities will enable greater ability to deliver on multi-modal priorities. Implementing the RTS does not require legislative change and can be delivered within a similar design to the current governance and operating model.

Scope

The scope of the RTS was defined by the CRD to span eight transportation service categories. These categories expand the breadth and depth CRD's transportation activities within current legislation and forms the foundation for achieving the multi-modal priorities within the RTP. An illustrative summary of the expansion of activities across each transportation category, from current state to the RTS, is shown in Table 1.

Table 1: Summary of the expansion of breadth and depth of activities in RTS across the pre-established transportation categories *

Standard transportation activities \ Transportation categories	Active Transportation & Road Safety	New Mobility	Behaviour Change	Transit & Mobility Hubs	Multi-modal Network & Connectivity	Transportation Plans
Develop Regional Strategy	Current State	Current State	Current State	Current State	Current State	Current State
Define standards and levels of service	Current State	RTS	RTS	RTS	RTS	RTS
Coordinate policy / bylaws	Current State	RTS	RTS	RTS	RTS	RTS
Develop multi-modal bylaws	Current State	RTS	RTS	RTS	RTS	RTS
Develop and monitor policy	Current State	RTS	RTS	RTS	RTS	RTS
Prioritize & agree on priorities	Current State	RTS	RTS	RTS	RTS	RTS
Design & execute projects	Current State	RTS	RTS	RTS	RTS	RTS
Operate & maintain assets	Current State	Not within the bounds of the CRD legislation	Not within the bounds of the CRD legislation	Not within the bounds of the CRD legislation	Not within the bounds of the CRD legislation	Not within the bounds of the CRD legislation

* The current state transportation activities are also to be performed in the RTS.

The additional transportation categories of Data Management & Traffic Analysis, and Funding & Grants, are enabling categories to deliver the other six categories noted. Data Management & Traffic Analysis predominantly increases in depth through the expansion of the existing activities performed such as increased data collection and accessibility, whilst Funding & Grants is envisioned to support new activities such as funding partnerships and joint procurement.

Governance model to deliver the proposed RTS

The proposed RTS governance model leverages existing transportation-related committees (e.g., Transportation Standing Committee) and supporting structures from the current state governance model. For the purposes of this Project's base case definition, the RTS is established as a new division reporting to the existing Transportation Standing Committee.

The consolidation of the existing CRD transportation activities into one division with a single governance body will support the CRD to achieve the goals of the RTP. The Transportation Standing Committee will provide transportation recommendations to the Board based on a single, coordinated transportation vision for the Region.

Operating model to deliver the proposed RTS

The proposed RTS expands the depth and breadth of the existing transportation service delivered by the CRD. Through discussions and working sessions with the CRD, it was estimated that the additional support required to deliver the RTS scope equates to approximately a 40% uplift in the number of full-time equivalents ("FTEs"), when compared to current state resources. An increase in funding is also required for the provision of goods and services to implement and run the expanded breadth and depth of transportation activities. This is captured in the cost analysis below.

The uplift of 40% was determined in consultation with the CRD and through analyzing the expected increase in effort for each of the proposed activities and programs across the eight transportation categories. This uplift reflects the steady state FTE requirement to sustain the RTS.

Cost analysis of the RTS

An indicative and directional exercise was conducted with CRD inputs and guidance to develop a high-level cost analysis that estimates a range for the:

- approximate steady state cost of the RTS operating under the base case operating and governance model; and
- maximum requisition* of the RTS for the purposes of CRD creating a new service establishment bylaw, with a contingency included.

* Maximum requisition represents the legal upper limit amount the CRD can levy in taxes from member jurisdictions each year.

The basis of the RTS cost comprises four broad segments of cost categories (see **Error!** Reference source not found. for details):

- 1 operating expenditures;
- 2 growth contingencies;
- 3 capital expenditures; and
- 4 one-time implementation costs to manage the process of establishing the service.

RTS Maximum Requisition	Reference costs for RTS
RTS operating expenditure	Capital expenditure – not considered in the RTS maximum requisition. Funded through a combination of capital reserve funds, equipment reserve funds, and debt servicing
Salaries and benefits	
O&M (excluding labour)	One-time implementation cost – not considered in the RTS maximum requisition. Amount captured by the 'growth contingency' in the maximum requisition calculation.
Provision of Goods & Services	
Other operating costs	
Future governance costs	
Reserve funds: ORF, CRF, ERF	
Debt servicing costs	
Cost-sharing regional significant projects	
RTS Growth contingency	

Figure 2: Overview of RTS cost categories

Note: Only #1 operating expenditures (includes reserve funds and debt servicing costs) and #2 growth contingency contribute to the maximum requisition calculation. The #4 one-time implementation cost is assumed to be captured under the #2 growth contingency amount. #3 Capital expenditures are funded through #1 operating expenditures, either through capital reserve funds ("CRF"), equipment replacement funds ("ERF") or debt servicing costs. As such, #3 capital expenditures and #4 one-time implementation costs are not separately accounted for in the RTS maximum requisition calculation; instead, their costs are captured under #1 operating expenditures and #2 growth contingency, respectively.

Estimations developed for this Project are illustrative in nature and relied on cost information provided and assumptions validated by the CRD. Summary values are presented in ranges to reflect the illustrative nature of estimates presented as an order-of-magnitude reference for the purposes of this Project. Variability of actual costs incurred within each year reflect fluctuations of these cost items over the past five years of cost information reviewed.

Limitations of this analysis

All information and data used in the development of this cost analysis was either provided by the CRD finance team, developed iteratively in conjunction with the CRD finance team and other key staff, or gathered from publicly available resources. The information was continuously reviewed, refined, and validated with relevant CRD staff throughout the analysis. As such, inputs gathered and used for this Project represent a point-in-time assessment of the cost estimations. The reader is advised that variability will exist year-to-year, and will change subject to macro- and micro-economic shifts in the political, commercial, and public realms.

KPMG did not independently verify information provided by the CRD for this analysis, and, accordingly, the analysis and results presented herein do not constitute auditable results or forecasts. KPMG expresses no opinion regarding the accuracy of the cost and operational information provided by the CRD. CRD management has been responsible for directing KPMG on inputs used and adjustments applied for this analysis.

Methodology

Three methodologies were used to derive the cost inputs for the RTS, where applicable.

1 Use CRD's historical averages as the base, apply a factor of current state to scale up.

This methodology is applicable to cost categories where historical financial data is considered sufficiently representative to serve as a basis for future projections. Therefore, the 5-year historical averages between 2019 and 2023 are used as the starting point, and the RTS cost input is determined based on the effort required to deliver services in comparison to the current state.

2 Use CRD's planned future cost, or industry benchmarking price.

In certain instances, planned future costs were available and provided by the CRD, which was deemed to serve as a more accurate benchmark for the RTS cost input. Hence, a 5-year average cost between 2024 and 2028 was taken to estimate a steady state annual cost for the RTS. For staff paygrades, benchmarking rates from the Canadian Union of Public Employees ("CUPE") were applied.

3 Use CRD's directional input.

For cost items where neither of the first two approaches (i.e., method #1 or method #2) were applicable or deemed representative for the RTS projection, the CRD's directional input was used to generate a more realistic estimate.

Analysis

As presented in Figure 2, eight (8) cost items make up the total estimated operating costs for the RTS. These eight items plus growth contingency make up the total estimated maximum requisition to be considered for establishing the RTS. Below, a description of input sources, adjustment factors, and rationales for adjustments applied for each of the cost categories are described.

Salaries and benefits

This cost item includes salaries and wages, including benefits paid to staff. The annual costs for the RTS have been derived using the *2024 Staffing Cost Estimate for High Level IBC's*, based on the 2025 rates for managers and CUPE rates for non-management staff. Non-management staff costs are divided into CUPE paygrades J13-17, and J18-21 to reflect the pay difference between lower-level staff responsible for operations and maintenance related work for trails, and senior-level non-management staff responsible for planning and strategy related activities.

From the current state, an estimated 40% uplift in total FTE is required to deliver the expanded breadth and depth of activities of the RTS. To support the 40% increase in the number of FTE required, a 55%* uplift in salaries and benefits is required to support this. Refer to notes above on how the uplift amounts were estimated and validated with CRD.

Salaries and benefits	# FTE	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Management staff	3	\$483	↑ 55%
Non-management staff CUPE J13-17	13	\$1,326	
Non-management staff CUPE J18-21	10	\$1,316	
Seasonal staff	2	\$85	
Total salaries and benefits	28	\$3,210	↑ 55%

* 55% increase due to hiring more senior level staff. As well, average paygrades calculated using industry benchmark, which are slightly higher than current CRD pay rates.

Operations and Maintenance ("O&M") (excluding labour)

O&M encompasses costs related to vehicles & equipment, maintenance & repairs, excluding labour-related costs (captured under *Salaries and benefits*). Historically, O&M spending has been operating at a deficit due to constrained funding, as indicated by CRD staff (i.e., actual annual O&M for the service exceeds annual budget). Hence, a 20% uplift has been applied in the RTS, at CRD's directional input, to reflect both the historic deficit and increase in O&M required to support the shift of trails from recreational to active transportation corridors.

O&M (excluding labour)	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
O&M (excluding labour)	\$209	↑ 20%

Provision of goods and services

The provision of goods and services is comprised of contracts for services, program development costs, and the Traffic Safety Commission. Consistent with the estimated 40% uplift in FTE required to support the increased breadth and depth of activities, a 40% uplift is also applied to contract for services for the RTS.

Program development costs encompass costs for existing and new programs to be delivered. The CRD finance and regional planning teams have constructed a bottom-up plan that outlines the uplift for program development cost based on the eight transportation categories.

Provision of goods and services	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Contract for services	\$213	↑ 40%
Traffic Safety Commission cost	\$75	.*
Program development cost	\$1,024	↑ 445%
Total provision of goods and services	\$1,312	↑ 216%

*The Traffic Safety Commission has no additional uplift in cost as the additional breadth and depth of its scope in the RTS is captured in the bottom-up planning for program development costs.

Other operating costs

Other operating costs consists of all other operating costs, including allocations, insurance, utilities & disposal, operating supplies, legal, and more. Similar to FTEs and contract for services, a 40% uplift has also been applied to capture the increase in cost required to deliver the increased breadth and depth of new activities in the RTS.

Other operating costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Other operating costs	\$1,014	↑ 40%

Future governance costs

In consultation with the CRD and consistent with the current state, members of existing advisory committees, commissions and working groups are not compensated separately as related costs are captured in their salaries. As the current state governance is adopted for the RTS governance model, no additional *future governance costs* are estimated to be incurred in the RTS.

Future governance costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Future governance costs	-	n/a

Reserve funds

There are three categories of reserve funds: Operating Reserve Fund (“ORF”), CRF and ERF. The ORF is designed to build up a reserve to fund future one-time initiatives, cyclical and unexpected program costs, and leverage cost-share grant opportunities for non-capital projects and programs. The CRF and the ERF, along with debt servicing costs, will fund the RTS capital expenditures.

The ORF for the RTS has been based on the *CRD Operating Reserve Guidelines*. For the CRF, the CRD’s Regional Parks Service provided planned figures for 2024-2028 and the 5-year average, with additional contingency to build up a long-term reserve as the projection for the RTS.

Similar to the CRF, the ERF also uses a 5-year average of the planned 2024-2028 expenditures provided by the Regional Parks Service, plus the 5-year historical average from 2019-2023 provided by the Regional Planning Service. An additional contingency has also been added to the ERF for the RTS. The magnitude of contingency defined with guidance by the CRD.

Costs are indicative only and based on historical planning with no major trail or leasehold improvements included. Future reserve transfers will be determined based on future capital and program planning activities.

Reserve funds	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
ORF	\$100	.*
CRF	\$1,500	↑ 44%
ERF	\$250	↑ 63%
Total reserve funds	\$1,850	↑ 32%

*For comparison purposes, the Current State indicates no budgeted ORF transfers due to sufficient Regional Planning ORF balance. Past transfers from 2019-2023, comprising of surplus budget and grant funds, are inconsistent and unreliable for future planning.

Debt servicing costs

Debt servicing costs are dedicated to capital costs of leasehold improvements, specifically the expansion and widening of regional trails for active transportation. The average annual cost for debt servicing in the current state is \$5.6 million and this is expected to remain consistent in the RTS, as directed by the CRD finance team.

Debt servicing costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Debt servicing costs – trails	\$5,600	-

Cost-sharing regional significant projects

This is a new cost category, identified by the CRD, to leverage future capital cost-sharing projects or initiatives for regionally significant projects as identified in the RTP. The CRD has advised that \$5 million should be set aside annually to contribute to cost-sharing initiatives.

Cost-sharing regional significant projects	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Cost-sharing regional significant projects	\$5,000	↑ new cost category

Summary

The annual steady state expenditure for the RTS in 2030 and onwards ranges between \$18.0 million and \$18.4 million. For the purposes of this summary, the average annual steady state operating cost of RTS is assumed to be approximately \$18.2 million.

Cost categories	RTS ('000s and rounded to nearest thousand)
Annual expenditure at steady state (annual operating expenditure)	
Salaries and benefits	\$3,210
O&M (excluding labour)	\$209
Provision of goods and services	\$1,312
Other operating costs	\$1,014
Future Governance costs	-
Reserve funds	\$1,850
Debt servicing costs	\$5,600
Cost-sharing regional significant projects	\$5,000
TOTAL annual operating expenditure	\$18,195 (\$17,953 - \$18,418)

The maximum requisition is calculated as the highest value from the annual steady state RTS cost range (i.e., total annual operational expenditure cost range), plus additional costs allocated for *growth contingency*. *Growth contingency* is incorporated into the calculation of the maximum requisition to accommodate for any unforeseen capital or operating expenses and ensure there is room for future growth of the new RTS. A 5 – 10% amount of the annual operating expenditure was recommended by the CRD for the *Growth contingency* to round the maximum requisition to the nearest million.

Makeup of maximum requisition	RTS ('000s and rounded to nearest thousand)
Maximum steady state annual expenditures	\$18,418
Growth contingency*	\$1,582
Maximum requisition	\$20,000

*In practice, the growth contingency could range between \$1.6 million and \$2 million, depending on the actual steady-state annual expenditures within the projected range (i.e., range of \$18.0 - \$18.4 million).

Limitations to the RTS

This Report focuses on the estimated financial implications to deliver the RTS. The figures presented in this Report reflect the approximate, associated steady-state operating costs for the purposes of understanding a potential maximum requisition for CRD's service establishment bylaw. Whilst the RTS is expected to drive an integrated and consolidated transportation service for the region, it is limited by existing legislation and is unable to deliver on all the outcomes of the RTP. Further analysis is being conducted to explore longer-term governance and operating models to support the delivery of the scope of an LT RTE, which will require legislative change. Analysis on options of governance and operating models for an LT RTE will be submitted for Board consideration at a future date.

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**CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, May 14, 2024**

Members: Neil Arason, Island Health
Douglas Baer, Capital Bike
Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Steve Martin, Community Member (Chair)
Dean Murdock, CRD Board (Vice-Chair)
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic
Keith Vass, Media

Associates: John Hicks, CRD
Dallas Perry, BC Transit

Regrets: Ron Cronk, Vancouver Island Safety Council
Dr. Murray Fyfe, Island Health
Natalia Heilke, RoadSafetyBC
Myke Labelle, Commercial Vehicle Safety and Enforcement
Todd Litman, Walk On, Victoria
Owen Page, Ministry of Transportation and Infrastructure
Colleen Woodger, ICBC Road Safety and Community Involvement

Guest: Maddy MacDonald, Island Health Co-op Student

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:05 pm.

1. Territorial Acknowledgement

Chair Martin provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Douglas Baer, **SECONDED** by Jereme Leslie, that the agenda be approved with the following amendment to be added under Other Business: **CARRIED**

- Survey re people's knowledge, particularly youth, on cannabis impaired driving

3. Approval of Minutes – April 9, 2024

MOVED by Neil Arason, **SECONDED** by Jereme Leslie, that the minutes of the meeting held on April 9, 2024 be approved. **CARRIED**

4. Chair's Remarks

Chair Martin said he appreciates everyone taking the time to be part of the Traffic Safety Commission as road safety is hugely important.

5. Business Arising from Previous Minutes

➤ **Update on Transportation Working Group**

The Capital Regional District is in the process of looking at establishing a transportation service which is a big piece of the work that the Transportation Working Group has been doing. They have engaged with all the local governments and electoral areas. An internal forum will take place next week to which all local councillors from across the region have been invited and will be discussing the categories which are related to things such as travel behaviour, safety, transit, mobility, land use, etc. The objective of the forum is for the partners to highlight the functions which they feel are most important to advance into a transportation service and the intention is to get consensus. Some of the overarching lenses are equity and safety and they want to ensure that all the functions coming forward are looked at through that lens. There is the potential for the Commission to have a voice so that we can make sure that is reflected when the staff report is prepared with a recommendation which will inform the Transportation Committee and the Board as to which functions are being recommended and why.

The other important piece as part of this process is looking at the governance structure. For context, currently there is the Transportation Working Group which is comprised of municipal engineers and planning staff and is an internal staff with terms of reference, the Traffic Safety Commission which was formed through a service establishment bylaw, and the Transportation Committee which is the regulatory body that has information brought forward to them, and then provides recommendations to the CRD Board. It is important for the Commission to have some sort of voice in this process as the governance structure is reviewed so now would be a good time to flag any changes the members would like to see to the bylaw, mandate, membership, etc. A general statement or motion from the Commission would be sufficient.

It was agreed to add this topic under Other Business re the Commission having a role in the transportation governance discussion.

➤ **Report on Meeting with Adam Defrane of MADD**

Deferred

6. **Priority Business**

➤ **Budget Update**

The budget is looking quite healthy and there is approximately \$60,000 left for this year. The key for the Commission is looking at our priorities and establishing where we would like to spend these funds. Chair Martin reminded members to bring forward any ideas for projects that align with our priorities for discussion on possible funding.

John Hicks noted that it is time for the Sarah Beckett Memorial Scholarship to go out. The scholarship is aimed at students who are looking for a career in policing. The 2024 application has been posted on the Traffic Safety Commission website. Information will be distributed to members who are asked to distribute it to their contacts to get as wide a distribution as possible.

➤ **Proposal re Junior B Hockey Youth Outreach**

Deferred until next meeting

➤ **BCACP Calendar**

- March – Distracted Drivers Campaign/Occupant Restraint Campaign
- May – High Risk Driving Campaign
- July – Summer Impaired Driving Campaign (Alcohol/Drug)
- September – Distracted Drivers Campaign/Occupant Restraint Campaign
- October – Drive Relative to Conditions Campaign
- December – Winter Impaired Driving Campaign

The purpose of putting the BCACP calendar initiatives on our agenda is to act as a reminder for the Commission re the focus of our partners and to try and frame our advertising to support them. We could do the advertising ourselves or support any of our partners with additional funding to expand their campaigns.

Sgt. Jereme Leslie noted that May is the high risk driving campaign which targets speed enforcement. There are a number of different campaigns taking place, mostly on the highways.

7. **Other Business**

➤ **Survey re people's knowledge, particularly youth, on cannabis impaired driving**

Paweena Sukhawathanakul is working with the Ministry of Public Safety and Solicitor General to help revise their cannabis use survey which goes to BC residents to get an understanding of how people are using cannabis. Currently, the questions they have about driving are sparse so she is advocating for additional questions. A few things emerged from a previous study in terms of figuring out how people regulate their use and make decisions around driving after using cannabis. One is based on their knowledge of risk and knowledge of law in general, another is how they monitor their level of impairment and the last is how they plan to safely get home. Paweena is wanting to develop questions that are related to those aspects and integrate them into the cannabis use survey. She is hoping to get feedback from the members re questions related to gauging the level of knowledge and possible legal consequences.

Discussion took place around issues such as how long cannabis remains in your system as there is very little information about this. How do people determine when they are ok to drive? There are many factors involved, i.e., the quality of the cannabis, if you smoke it or take edibles, etc. That is a challenge as there is very little public health consensus on guidelines for consumption. There is also the issue of accumulation. Paweena is advocating for questions relating to monitoring, e.g., how do you determine when you're ok to drive in terms of amount of time, physiological response, etc. Understanding the risks and integrating those questions as well to give us some feedback on how people gauge and monitor their use.

From a public health standpoint, it is a driver issue but also a dependency issue so any public health messaging must include questions about awareness about how you monitor and how problematic use can be identified. Paweena also wants to include questions around use of the following strategies for getting home safely after using cannabis, e.g., ride share, bussing, designated driver, etc. Also asking people how long they typically wait before driving after using cannabis. That may give us an idea of people's perceptions and norms.

If you have any other questions you think would be of interest, please let Paweena know. She will share the final document with the Commission. If we can think of ways we can help people plan better, it might be good to include those.

Other issues raised were as follows:

- Micro-mobility devices - Suggestion that the questions be worded so they don't imply that only driving is bad when you're affected by a substance.
- Does the survey talk about all forms of cannabis consumption? Paweena is advocating for including that.
- Suggestion that a time frame be taken out of the question. Frame it as "how long after using do you drive?" Let them provide the answer. Having a time frame like two hours might imply that it is safe to drive after that time.

There is a meeting taking place next month to finalize the survey. Paweena noted that she is asking to integrate a lot of questions compared to what already exists.

➤ **The Commission having a role in the transportation governance discussion**

John Hicks noted that the governance process is looking at how we can move forward with our regional transportation priorities and goals, implement the plans that are in place and work collaboratively within the framework that we have. In other words, looking specifically at things within the Capital Regional District regulatory ability, which excludes direct decision making for transit.

The eight categories in the areas they are looking at are basically a list of functions which will be taken forward to the workshop next week. They are active transportation and road safety; new mobility, e.g., e-scooters, e-bikes. The majority of municipalities in the region have applied to participate in the e-scooter pilot program. There are regulations which come with the pilot in terms of helmet use, speed, and where the scooters are able to be used. John will be coming back to the Commission probably next month with a funding request in terms of doing some media and messaging around the requirements of the regulations to make sure e-scooter users know what the regulations are. He has made a commitment to the Transportation Working Group that as they move forward with this we would work through the Commission so that we can have consistency in the messaging going out across the region. The other categories are behaviour change; transit and mobility hubs, land use transportation integration; data management and traffic analysis; grants and funding; and transportation plans. A big piece of the transportation plans as it relates to the Commission are the safety action plans which are likely to be coming forward from the municipalities. The Commission could have a role in terms of the development of future transportation plans.

If Commission members are interested in opening up the bylaw, getting clarity on the mandate, looking at our membership, etc., the key for today would be to say that we are interested in having a discussion on the bylaw so we can at least get it on the agenda. This is an opportunity for the Commission to have some input because we're going to have to look at the relationship between the Transportation Working Group and the Traffic Safety Commission, and the internal

committee structure. We want to clarify that structure and the reporting structure up through the Capital Regional District.

Issues raised during discussion were:

- Re data collection, from a cycling perspective, the accident data may not be the perfect indicator of the degree of safety at certain intersections. There may be ways to quantify but it has to do with the status of the infrastructure, as opposed to the accident data.
- With input from users, UVic has mapped zones which are safe or unsafe for cyclists. There is the possibility to survey cyclists to see which routes they consider safe or not.
- From a health perspective, making progress in road safety will involve infrastructure changes, especially around micro-mobility. Also more public transit is needed. If we move people towards public transit and micro-mobility we could make huge gains in road safety.
- Would like an understanding of where these decisions go and how we can better communicate priorities so we're not duplicating.
- The Working Group provides technical expertise. It didn't exist when the Commission was formed. The decision making is still decentralized. There is an opportunity to centralize more planning functions with the creation of this service. How does the Commission feed into that process? It would be helpful to understand our perspective of our value-add.
- How we fit into the overall planning process, e.g., our expertise and advocacy positions. Decision makers will continue to be decentralized. How do we inform the thinking about road safety as an aspect of transportation?
- Educate and use expertise in the room. Expertise also comes from knowledge we could gather. How can we hear more from the public, how to gather information and knowledge to inform decisions.
- One of the key fundamentals of the Transportation Working Group is aimed at an integrated planning approach between all levels of government. They have been working with Transit to formalize the corridors and working with the Ministry as well. That level of work will be done as part of this process, but it is not the level of work for this group. The Commission could offer a supporting role and give advice and recommendations. We could have a joint meeting between the Commission and the Transportation Working Group. The Commission needs to determine what our role is. What can this group provide that another group can't?
- Our strength is that we are multi-disciplinary and are not technical. We can bring a more complex lens to understanding things. We are talking about adding members and being that multi-disciplinary group that is different from the other technical groups.
- It has come up repeatedly in the past that Commission members would like to see the service establishment bylaw reviewed and get clarification of our mandate and membership so at this point it would be important to have a motion from the Commission saying we would like to be engaged in future conversations around priority setting in governance.

MOVED by Douglas Baer, **SECONDED** by Keith Vass, that the Traffic Safety Commission would like to have a role in the transportation governance discussion. **CARRIED**

MOVED by Douglas Baer, **SECONDED** by Paweena Sukhawathanakul, that the Traffic Safety Commission ask the Transportation Working Group to hold a joint meeting. **CARRIED**

8. Member Updates

➤ RoadSafetyBC - Natalia Heilke

No update

➤ ICBC – Colleen Woodger

No update

➤ Youth and Children – Hailey Bergstrom-Parker

No update

➤ Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul

- The evaluation of the online version of the P.A.R.T.Y. Program is underway. Paweena's student Maddy MacDonald who is doing a co-op term with Island Health went into the schools as part of this evaluation. Maddy noted that the students weren't very engaged. The feeling seemed to be that it was hard to be engaged with the on-line program and teachers felt the same way.

There will be pre and post surveys done and feedback forwarded to Island Health. Suggestions for improvement will be provided and a summary given to the schools in June. That will be circulated to the Commission as well. It is hoped to do an evaluation in the fall as well and another round of surveys which will provide a gauge of perceptions.

➤ **CRD – John Hicks**

- There will be volunteers out at the end of month counting e-scooters, regular bikes and e-bikes on the trails and road networks. They also note children and gender.

➤ **Integrated Road Safety Unit – Sgt. Jereme Leslie**

- Over the May long weekend there are unfortunately a lot of motorists killed because of impaired driving mostly. There will be extra enforcement out.
- Working with ICBC and Vancouver Island Safety Council and holding a motorcycle skills day on May 25. Hope to be able to talk on CFAX next week about it to get an educational piece out there. Hopefully we can better prepare for this event next year and have some involvement by the Commission on messaging.

➤ **Commercial Vehicle Safety Enforcement – Myke Labelle**

No update

➤ **Vancouver Island Safety Council – Ron Cronk**

No update

➤ **Capital Bike – Doug Baer**

- Go by Bike Week takes place from June 3-9. There will be bike safety brochures, etc., available and they are hoping for good attendance.
- Capital Bike's advocacy group is putting some attention on the problem of roadways and crossings under the jurisdiction of the Ministry of Transportation and Infrastructure. The intersections on Sayward and Haliburton were made worse by the removal of the south bound crosswalk which makes it impossible for a cyclist to cross unless a car shows up to trigger the sensors. They are trying to set up a meeting with MOTI.

➤ **Walk On, Victoria – Todd Litman**

No update

➤ **Municipal Police Forces/RCMP**

No update

➤ **BC Transit – Dallas Perry**

No update

➤ **Ministry of Transportation and Infrastructure - Owen Page**

No update

➤ **Island Health – Neil Arason**

- Neil shared from a study re accident analysis and prevention by Fred Wegman of the Netherlands which looked at cyclists and e-bikes. The Netherlands continues to be committed to eliminating death and serious injuries by 2050 but they are seeing a rise in cycling injuries. Almost one in three cyclist fatalities is an e-bike user. The majority of seriously injured road users were injured with no motor vehicle involved. Prof. Wegman argues that the Safe System Approach is still the leading thinking in the world for road safety, but we need to extend it in the case of micro-mobility. He makes the case that we really need to think about further investment in infrastructure for micro-mobility and designing it well.

➤ **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**

- Name has changed from Centre for Youth and Society to Collaborative for Youth and Society.

9. **Next Meeting**

The next meeting will be held on June 11, 2024 at 1:00 pm. On motion, the meeting adjourned at 2:33 pm.

**CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, June 11, 2024**

Members: Neil Arason, Island Health
Douglas Baer, Capital Bike
Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Ron Cronk, Vancouver Island Safety Council
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Dean Murdock, CRD Board (Vice-Chair)
Owen Page, Ministry of Transportation and Infrastructure
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic
Colleen Woodger, ICBC Road Safety and Community Involvement

Associates: Natalie Bandringa, CRD
Sgt. Doug Cripps, Saanich Police
John Hicks, CRD
Dallas Perry, BC Transit

Regrets: Dr. Murray Fyfe, Island Health
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Natalia Heilke, RoadSafetyBC
Myke Labelle, Commercial Vehicle Safety and Enforcement
Steve Martin, Community Member (Chair)
Keith Vass, Media

Guests: Maddy MacDonald, Island Health Co-op Student
Ahneke van Lankvelt, UVic Student

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:07 pm.

Vice-Chair Dean Murdock acted as Chair in the absence of Steve Martin.

1. Territorial Acknowledgement

John Hicks provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Colleen Woodger, **SECONDED** by Jereme Leslie, that the agenda be approved with the following addition. **CARRIED**

- Update on research looking into the efficacy of using automatic speed enforcement cameras and red light cameras in the CRD

3. Approval of Minutes – May 14, 2024

MOVED by Colleen Woodger, **SECONDED** by Neil Arason, that the minutes of the meeting held on May 14, 2024 be approved. **CARRIED**

4. Chair's Remarks

No remarks

5. Business Arising from Previous Minutes

➤ **Update on e-ticketing and Court Time for Officers**
Deferred

➤ **Presentation on research re efficacy of using automatic speed enforcement cameras and red light cameras in the CRD**

This research was undertaken after a request from the Transportation Committee last fall for the Commission to provide some advocacy-related proposals for red light cameras and interval cameras. Also, at their November meeting, the Transportation Committee passed the following motion: *That the CRD advocate to the provincial government to expand the Intersection Safety Camera Program, installing new red light and speeding cameras in the Capital Region in locations with high levels of casualty crashes.*

Paweena Sukhawathanakul and her student Ahneke van Lankvelt at UVic had agreed to help with this research and Ahneke presented a summary. A lengthier literature review will be circulated.

Intersection collisions and excessive speed account for a significant portion of injuries and fatalities in the CRD, e.g., 75% of claim reported injuries from 2017-2021 have been at intersections and crash injury rates where speed was a factor have remained consistent from 2017-2021.

There are two commonly used approaches to address these issues: red light cameras (RLCs) and automatic speed enforcement cameras (ASE). RLCs are installed at intersections where they automatically photograph vehicles entering the intersection after the traffic signal has changed to red. ASE systems can be operated through fixed or mobile cameras. Currently in BC there are 140 RLCs operating and 35 of them use ASE technology. There are only two RLCs operating in the CRD and neither use ASE technology.

In 1996, the BC Government introduced 30 mobile ASE cameras in BC. Initially the program was widely supported but it began to be perceived as a cash grab and the program was terminated in 2001 when there was a change in government. In March 2023, British Columbians were surveyed across all five regional health authorities in BC with a total of 2,104 participants. Results showed that acceptance of ASE varied based on community size, with small/rural and remote areas having low approval for any form of speed enforcement on highways, and major urban areas more likely to agree that ASE will save lives. Over 50% of both speeders and non-speeders were more likely to support ASE if data shows it is effective in reducing collisions and casualties.

On a global scale, RLCs have been shown to be effective in decreasing right-angle collisions, however, they have the potential to increase rear end collisions. Despite this, they have been associated with fewer injury crashes. Overall, the crash history of an intersection is key in determining the location of RLC operation, as the implementation of RLCs at an intersection with high rear-end crash rates is counterintuitive for road safety. Other traffic control methods such as ASE can complement RLCs and potentially reduce rear-end crashes.

Also on a global scale, ASE systems have been shown to reduce injuries and crashes. ASE systems can also influence driver behaviour beyond their immediate enforcement areas, a phenomenon referred to as the "halo effect." Potential negative impacts of ASE implementation include the "kangaroo effect" where drivers decrease speed just before cameras and regain speed immediately after. Additionally, drivers tend to avoid roads with ASE enforcement which can cause increased crashes on surrounding roads without ASE. Differences in the impact of fixed and mobile cameras were also reported.

A list of considerations outlined as key points to prioritize are as follows: Adoption of ASE systems; Overall ASE effective and counterproductive effects; Placement/Location of ASE cameras; ASE safety benefits; ASE economic impact; RLC effectiveness in reducing collisions; Placement/Location of RLC; and Need for Empirical Studies.

Discussion took place around the following issues:

- Research shows that despite the kangaroo effect, overall, the benefits outweigh the negatives. Rear end crashes don't result in the same injury severity as right angle crashes. No red light cameras in the CRD are turned on for speed which is a lost opportunity given that the technology is out there and we are not taking advantage of it.
- Would be interesting to know what the dispute rate is on red light tickets vs personal interaction with law enforcement.
- Are points given for automated enforcement mechanism? Less at stake for driver than being pulled over by law enforcement.
- Implemented very badly in 1990. We have learned a lot and know how to implement it properly now. Put up warning signs as we want speed reduction not to issue tickets. Of all the things that we could do to improve crash rates, using these technologies is very much at the top.

It was agreed that a summary information report should be sent back to the Transportation Committee in response to their request. It is at the discretion of the Commission whether to include a recommendation.

MOVED by Neil Arason, **SECONDED** by Todd Litman, that this research be forwarded to the Transportation Committee along with a recommendation that the information be provided to the

Ministry of Transportation and Infrastructure and the Ministry of Public Safety and Solicitor General with copies to relevant organizations.

CARRIED

- **Report on Island Health Meeting with School District Superintendents re representative on the Commission**
Deferred

- **Update on Transportation Working Group**

The next meeting will be held on Thursday. There will be a presentation from BC Transit on their upcoming refresher to their transit plan and will also be talking about giving this group an update on the recent workshop held with elected officials and senior staff in terms of transportation governance across the region. A list of categories was brought forward at the workshop that ranged across a broad scope of areas for potential inclusion in a bylaw. There was representation from Island Health as well. How the Transportation Working Group and this Commission relate to each other will be examined as we go further along through the governance review discussion.

At the Transportation Committee meeting next Wednesday there will be a recommendation going forward around possibly moving forward with the drafting of a bylaw.

6. **Priority Business**

- **Budget Update**

There has not been much change to the budget from last month. We still have a substantial amount of money for our activities and advertising. If you have any projects or know of any community groups who are looking at traffic safety related programs, please have them contact us at crdtsc@crd.bc.ca to put forward a funding application for review by the Commission.

- **Proposal re Junior B Hockey Youth Outreach**

Sgt. Doug Cripps reported that he contacted the President of the Vancouver Island Junior Hockey League who has confirmed they are interested in our proposal and said he will reach out to their executive. As discussed at the April Commission meeting, the idea would be that once the teams are established in the fall, Sgt. Cripps and his partner will do a simple presentation approximately one hour long on road safety. The plan is to provide some pizza and possibly some gift certificates for the players. Sgt. Cripps will have something more formalized and ready to bring to the Commission by September/October which will likely include a request for funding.

- **BCACP Calendar**

- March – Distracted Drivers Campaign/Occupant Restraint Campaign`
- May – High Risk Driving Campaign
- July – Summer Impaired Driving Campaign (Alcohol/Drug)
- September – Distracted Drivers Campaign/Occupant Restraint Campaign
- October – Drive Relative to Conditions Campaign
- December – Winter Impaired Driving Campaign

The purpose of putting the BCACP calendar initiatives on our agenda is to act as a reminder for the Commission re the focus of our partners and to try and frame our advertising to support them. We could do the advertising ourselves or support any of our partners with additional funding to expand their campaigns.

7. **Other Business**

8. **Member Updates**

- **RoadSafetyBC - Natalia Heilke**

No update

- **ICBC – Colleen Woodger**

- Attended LAU, WELNEW school this morning re the graduated licensing program. Uses the approach of saying “I’m giving you information so you can make an informed decision” which seems to go over well.
- Working on distracted driving project with Westshore RCMP and the Ministry of Transportation and Infrastructure. There will be a heavy focus on education.

- Put together a tailgate trainer program which is going to all volunteer groups around the island and making sure they are ready to go for BCACP campaigns.
 - Went out and did some education on passing lane laws with signage for drivers and handing out stickers for cyclists to help promote this law.
 - Did some joint forces with volunteers on a speed campaign with support of police team. Put volunteers out in different locations. At Braefoot Park and McKenzie there were five volunteers, high visibility, cones, and speed reader board and police still gave out nine tickets in an hour.
 - Completed the volunteer symposium with 60 volunteers from around the island.
 - Did a pilot project at Malahat Nation doing some knowledge tests with some success.
 - A high-risk driving event was held at Royal Bay with Grade 10 students and taking them through the P.A.R.T.Y. Program. The Brain Injury Society joined with the SHINE Program.
 - Went out with the Oak Bay Police Department to help with education re high risk driving behaviour.
 - Impaired driving campaign starts at the end of this week. Have special events kits available.
- **Youth and Children – Hailey Bergstrom-Parker**
- Looking at doing a car seat recycling pop-up clinic somewhere in the Victoria area. Currently the Pacific Mobile Depot is the only place that accepts car seats so trying to work with them to do a car seat recycling program and set something up where people can drop off their car seats for a discounted cost. It was suggested that a funding application could be made to the Commission for this project.
- **Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul**
- Received funding from the Social Sciences and Humanities Research Council to do a study on active transportation and aging. Will be pairing up with Capital Bike at some point to look at active transportation and possible relationship with functional changes to cognition.
- **CRD – John Hicks**
- Just completed spring bike counts. It was pouring rain for most of it, so numbers were low.
 - Very busy with the governance review work.
 - Schools starting the Ready Step Roll program in September are Gordon Head Middle School, McKenzie Elementary, Galiano School, Mayne School and Ecole Victor-Brodeur.
 - The Sarah Beckett scholarship is open for application.
- **Integrated Road Safety Unit – Sgt. Jereme Leslie**
- The speed campaign with the two-strike program was very successful.
 - Distracted driving campaign. Had officers out for a few hours and were writing distracted driving tickets every 3 ½ minutes for several hours.
 - In May participated in a free motorcycle skills event with BC Highway Patrol, ICBC and Vancouver Island Safety Council. Motorcycle instructors were there and it was a successful event with riders coming in and honing up their skills. Want to make it an annual event and hope to come to the Commission next year to get some support with campaigns or ads, etc.
- **Commercial Vehicle Safety Enforcement – Myke Labelle**
- No update
- **Vancouver Island Safety Council – Ron Cronk**
- Closely watching the car seat return program because he gets similar calls re motorcycle helmets. They go directly to a landfill. There might be an opportunity to work together.
 - They are booked up until late August for motorcycle training.
- **Capital Bike – Doug Baer**
- One particular challenge is to find safe ways to revise infrastructure in rural areas. They work with Livable Roads for Rural Saanich but there is also a group in Central Saanich trying to figure out what to do about Wallace Drive near Saanichton. Share the road doesn't always work very well. What are the solutions? Capital Bike would like to see the Commission spend more time on infrastructure. There could be some idea sharing around infrastructure, maybe just as a set of best practices, maybe as a way of making recommendations with respect to provincial guidelines, etc.

- Province wide cycling organization/Motor Vehicle Act group that meets monthly and are looking at what the next things are that need to be done.
- **Walk On, Victoria – Todd Litman**
 - Pleased to see Times Colonist articles on trail safety. One of the questions the Commission deals with is whether we are talking about road safety or traffic safety? The articles were interesting but still not sure how good the implementation of speed control on trails is. Would strongly support clearer guidance on high-speed enforcement on trails and dealing with congestion. We are exceeding the limit of what those conflicts can resolve themselves and there needs to be more guidance to users. It was noted that at the CRD, there are discussions coming forward on those topics. Also, the trail widening and lighting project is underway.
 - Re the CRD travel survey, that and other research shows that having an e-bike essentially doubles the amount of cycling that people do. That suggests it is time to ramp up our active transportation facilities. Remember that the most basic users are pedestrians.
 - There is a lot of discussion among transportation engineers about a book called “Killed by Traffic Engineers” which has been getting a lot of attention. Transportation engineering that has been done in the past is not necessarily optimal for what we want in the future.
- **Municipal Police Forces/RCMP – Sgt. Doug Cripps, Saanich Police**
 - Had an interesting file where one young male posted on social media he and two others merging onto the Pat Bay Highway at Royal Oak and reaching speeds of 219 km/h, passing on the right, and weaving in and out. He was threatened so many times on Facebook that he went into the police department and the police will be submitting charges of dangerous driving.
 - Summer counterattack will be starting up soon.
- **BC Transit – Dallas Perry**

No update
- **Ministry of Transportation and Infrastructure - Owen Page**
 - The Colquitz Bridge project just started and will be ongoing for the rest of the year.
 - There will be a road widening and resurfacing project on Salt Spring Island coming southbound out of Ganges and that should be awarded by the end of the month.
 - A crosswalk review is being done at four schools through Sooke so hopefully will see some upgrades to crossings there.
 - A speed limit review assessment is taking place beginning at the west intersection of Otter Point Road with Highway 14.
- **Island Health – Neil Arason**
 - Island Health Chief Medical Health Officer Dr. Reka Gustafson delegated Neil and Dr. Murray Fyfe to attend the May 24 CRD workshop on establishing a transportation service and has reiterated how important it is for Island Health staff to be involved in conversations about transportation because there are so many benefits. Shifting the mode to more walking, cycling and public transit will reduce environmental impacts, increase physical activity, reduce injuries by getting people out of cars, respond to inequities and increase social connectedness.
 - Results are just coming out now from the last McCreary Survey which is done every five years. In School District 62 young people said they wanted two things more than anything else to address their mental health, one is access to transportation and the other is access to volunteer opportunities.
- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**

No update

Acting Chair Dean Murdock acknowledged John Hicks who is starting a new job with the City of Victoria. John has been a constant presence and shepherded the Commission for many years. He is the subject matter expert and has been relied on extensively to help guide the work here and at the Transportation Committee and he will be sorely missed.

9. Next Meeting

The next meeting will be held on July 9, 2024 at 1:00 pm. On motion, the meeting adjourned at 2:23 pm.



Making a difference...together

Notes of a Meeting of the Regional Transportation Working Group Held Thursday, June 13, 2024, via MS Teams

PRESENT: Staff:

J. Starke, Manager Service Delivery, Southern Gulf Island Electoral Area; G. Tokgoz, Manager Regional Trails and Trestles Renewal, Facilities Management and Engineering Services; J. Hicks, Senior Transportation Planner, Regional and Strategic Planning; N. Brotman, Research Planner, Regional and Strategic Planning; J. Douillard, Research Planner, Regional and Strategic Planning; L. Hube, Planning Assistant, Regional and Strategic Planning; D. Pagani (recorder).

Also present:

K. Balzer, City of Langford; J. Baylis, City of Colwood; L. Beckett, District of the Highlands; J. Clary, Town of Sidney; C. Davie, Township of Esquimalt; B. DeMaere, Town of Sidney; I. Leung, Town of View Royal; T. McKay, District of Saanich; C. Purvis, BC Transit; D. Puskas, District of Central Saanich; S. Rennick, District of Oak Bay; M. Van der Laan, City of Victoria; P. Webber, Province of British Columbia Ministry of Transportation and Infrastructure (MoTI).

Senior Project Director, CRD Transportation Governance:

D. Bracewell, Principal, Mobility Foresight.

REGRETS:

C. Mossey, BC Transit.

The meeting was called to order at 10:00 am.

1. Welcome and Introductions

J. Hicks, Senior Transportation Planner, Regional and Strategic Planning, provided a welcome for members of the Regional Transportation Working Group (working group).

J. Hicks introduced G. Tokgoz, Manager Regional Trails and Trestles Renewal, Facilities Management and Engineering Services, who will give a presentation on Regional Trails and Trestles Renewal at a future meeting.

2. Approval of Agenda

The working group members approved the agenda without addition of further items.

3. Transit Future Plan Refresh

C. Purvis, BC Transit, provided background on the scope of the Transit Future Plan refresh and its relationship to the Regional Corridor Strategy.

Working group members raised concerns about capacity and how much will be required from local government staff as part of the input on consultation, ensuring equity across all local governments in the update and consulting with MoTI on parallel plans with local governments.

- **Action:** BC Transit to provide working group members with a Terms of Reference for the Transit Future Plan work when available.

4. Regional Transportation Service – Engagement – What We Heard and Next Steps

J. Hicks provided an overview of the May 24 Regional Transportation Governance Workshop, presented the key findings from the What We Heard Report and outlined the next steps.

After the presentation, working group members responded to a series of questions, providing feedback on the key findings, the value of the workshop and the pros and cons of combining staff, elected officials and partners at the workshop. While working group members generally reflected that the workshop was helpful and there was general support across all eight categories, it was noted that perhaps the participants who attended were generally more favourable toward a regional transportation service.

- **Action:** CRD staff to provide working group members with a link to the staff report and agenda for the June 19 CRD Transportation Committee meeting.

5. Next Meeting

Working group members expressed support for a meeting in late-August on Regional Trails given that it is anticipated that early-September will be the report back on the next steps of establishing a regional transportation service. Dates and times TBD, recognizing a September working group meeting is likely to be a week in advance of the September 11 CRD Transportation Committee meeting.

6. Adjournment

The working group meeting was adjourned at 10:57 am.