

Notice of Meeting and Meeting Agenda Transportation Committee

Wednesday, June 25, 2025

1:30 PM

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

D. Murdock (Chair), S. Goodmanson (Vice Chair), P. Brent, S. Brice, J. Caradonna, Z. de Vries, B. Desjardins, C. Harder, D. Kobayashi, M. Tait, D. Thompson, C. McNeil-Smith (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. Adoption of Minutes

3.1. [25-0638](#) Minutes of the Transportation Committee Meeting of February 26, 2025

Recommendation: That the minutes of the Transportation Committee meeting of February 26, 2025 be adopted as circulated.

Attachments: [Minutes - February 26, 2025](#)

4. Chair's Remarks

5. Presentations/Delegations

5.1. Presentations

5.1.1. [25-0739](#) Presentation: Steve Martin, CRD Traffic Safety Commission Re: Automated Speed Enforcement

Attachments: [Presentation: Automated Speed Enforcement](#)

5.2. Delegations

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

Delegations will have the option to participate electronically. Please complete the online application at www.crd.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.

6. Committee Business**6.1. [25-0740](#) Transportation Governance**

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

1. That the Transportation Committee continue to oversee and make recommendations to the Board regarding matters related to regional transportation, including regional trails;
2. That the updated 2025 Terms of Reference for the Transportation Committee be approved as attached as Appendix B;
3. That staff be directed to develop a Terms of Reference for the establishment of a Regional Transportation Advisory Committee and supporting working groups and report back in the third quarter of 2025; and
4. That staff report back on the merits of establishing a Transportation Commission through the forthcoming process of updating the Regional Transportation Plan.

Attachments: [Staff Report: Transportation Governance](#)
[Appendix A: Executive Summary - RTS Governance Model Options Project](#)
[Appendix B: 2025 Transportation Committee TOR \(Redlined\)](#)
[Presentation: Transportation Governance](#)

6.2. [25-0774](#) Regional Transportation Plan Update

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Regional Transportation Plan Update](#)

6.3. [25-0711](#) Regional Trestles Renewal - Trails Widening and Lighting Project Update

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

1. That staff be directed to proceed with permitting and procuring a final design for the Swan Lake Trestle for Option 1 while preparing to pivot to Option 2 should the Swan Lake Nature Sanctuary restoration project proceed; and
2. That the Regional Trestles Renewal, Trails Widening and Lighting Project Update - June 2025 be forwarded to the Regional Parks Committee for information.

Attachments: [Staff Report: Trestles Renewal – Trails & Lighting](#)
[Appendix A: Swan Lake Trestle Options Summary](#)
[Appendix B: 2026 Construction Project Area Map](#)
[Appendix C: Pedestrian/Cyclist Detour – Section A Phase 1](#)
[Appendix D: Pedestrian/Cyclist Detour – Section C Phase 1](#)
[Appendix E: Overall Project Design & Construction Timeline](#)

6.4. [25-0593](#) Previous Minutes of Other CRD Committees and Commissions

Recommendation: [At the March 11, 2025 CRD Traffic Safety Commission meeting, the following motion was carried:]
The Traffic Safety Commission recommends that the Transportation Committee recommend to the Capital Regional District Board:
That the CRD Board advocate for automated speed enforcement (ASE) and request the Provincial Government develop enabling legislation that would permit regional governments (through designation) the ability to decide, fund and implement ASE using a principle-based approach; and, that the Provincial Government require designated regional governments to adopt the following five principles to guide regional implementations:
1. Public Education: That public education regarding the safety objectives of ASE be a central component and priority of ASE throughout implementation and ongoing deployment.
2. Evidence Based Deployment: That an evidence-based process guides the location of ASE cameras to ensure that deployment is implemented with a clear view to achieving road safety outcomes.
3. Transparency: Publicize location and safety rationale of ASE camera locations including location specific warning signs so there are no surprises for drivers. Report on the achievement of outcomes based on a clearly defined program baseline.
4. Dedicate Revenue: The overarching goal of ASE is to reduce unsafe speed and lower speed related injuries and fatalities. ASE revenues should be dedicated to ASE cost recovery and road safety programs. A 2024 national report survey emphasized that a critical element of ongoing public support was that ASE programs are not perceived as a general revenue cash grab.
5. Start Small and Build Support: Implement with a view to build and maintain public acceptance. Engage community stakeholders to guide implementation and promote support. Adopt a graduated implementation approach beginning with a pilot deployment in high-risk areas including school and playground zones. Consider "soft" initial implementation where drivers are issued warning tickets during a predefined period.

Attachments: [Minutes: CRD Traffic Safety Commission - Feb 11, 2025](#)
[Minutes: CRD Traffic Safety Commission - Mar 11, 2025](#)
[Minutes: CRD Traffic Safety Commission - May 13, 2025](#)

7. Notice(s) of Motion**8. New Business****9. Adjournment**

The next meeting is September 17, 2025 at 11:30 am.

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

Meeting Minutes

Transportation Committee

Wednesday, February 26, 2025

1:30 PM

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

PRESENT

Directors: D. Murdock (Chair), S. Goodmanson (Vice Chair), J. Bateman (for M. Tait) (EP), P. Brent, S. Brice, J. Caradonna, Z. de Vries (EP), B. Desjardins, C. Harder, D. Kobayashi, D. Thompson, C. McNeil-Smith (Board Chair, ex officio)

Staff: T. Robbins, Chief Administrative Officer; P. Klassen, Acting General Manager, Housing, Planning and Protective Services; G. Tokgoz, Manager, Regional Trails and Trestles Renewal; J. Douillard, Senior Transportation Planner; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Committee Clerk (Recorder)

EP - Electronic Participation

Guest(s): M. Pearson, Ministry of Transportation and Transit; C. Mossey, BC Transit

Regrets: Director M. Tait

The meeting was called to order at 1:30 pm.

1. Territorial Acknowledgement

Vice Chair Goodmanson provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Kobayashi, **SECONDED** by Director Brent,
That the agenda for the Transportation Committee meeting of February 26, 2025
be approved.
CARRIED

3. Adoption of Minutes

3.1. [25-0152](#) Minutes of the November 20, 2024 Transportation Committee Meeting

MOVED by Director Kobayashi, **SECONDED** by Director Brice,
That the minutes of the Transportation Committee meeting of November 20, 2024
be adopted as circulated.
CARRIED

4. Chair's Remarks

Chair Murdock noted that he was looking forward to listening to the presentations being brought to the committee today.

5. Presentations/Delegations

5.1. Presentations

5.1.1. [25-0169](#) Presentation: Janelle Staite and Michael Pearson, Ministry of Transportation and Transit; Re. Capital Regional District Project and Planning Updates

M. Pearson presented the Capital Regional District Project and Planning Updates.

Discussion ensued regarding:

- clarification of which stakeholder(s) maintains project oversight
- future plans for the Galloping Goose Trail overpass at Tillicum Road
- the status of the Hwy 14 Open House
- future plans and the consultation process status for the Island Corridor

5.1.2. [25-0170](#) Presentation: Chelsea Mossey, BC Transit; Re. Transit Update

C. Mossey presented the BC Transit Update.

Discussion ensued regarding:

- improving service to rapidly growing communities
- methods available to transit users to provide feedback
- addressing the stop spacing and times that impact senior and student users
- the cost benefit of the electric fleet
- concerns of the off-peak Langford-Sooke service schedule
- the timeline to implement the local area transit plans
- engagement opportunities for transportation governance as a region

5.2. Delegations

There were no delegations.

6. Committee Business

6.1. [25-0065](#) 2025 Transportation Committee Terms of Reference

P. Klassen presented Item 6.1. for information.

6.2. [24-1208](#) Regional Trestles Renewal, Trails Widening and Lighting Project Update - November 2024

G. Tokgoz presented Item 6.2. for information.

Discussion ensued regarding:

- the desired outcome of upgrades where the Province owns the land
- the timeline and detour planning of the Selkirk trestle closure
- clarification of the project expenditures

6.3. [25-0071](#) Previous Minutes of Other CRD Committees and Commissions

J. Douillard spoke to Item 6.3.

MOVED by Director Caradonna, **SECONDED** by Director Thompson,
The Traffic Safety Commission recommends that the Transportation Committee recommend to the Capital Regional District Board:

That the CRD Board advocate to the Province for improved interregional bus service in recognition that affordable transit and its frequency play a role in traffic safety.

Discussion ensued regarding the funding model for, and role of BC Transit in, interregional service.

MOVED by Director Caradonna, **SECONDED** by Director McNeil-Smith,
That the main motion be amended to add the wording "between the Capital Regional District and Cowichan Valley Regional District" after the wording "interregional bus service".

CARRIED

Discussion ensued regarding the intent of the motion.

MOVED by Alternate Director Bateman, **SECONDED** by Director Caradonna,
That the main motion be amended to add the wording "and apply the Province's enhanced funding model for this and other regional routes that have significant unmet public transit travel demands, all," before the words "in recognition that".

DEFEATED

Opposed: Bateman, Brent, Brice, Caradonna, De Vries, Desjardins, Goodmanson, Harder, Kobayashi, McNeil-Smith, Murdock, Thompson

Discussion ensued regarding the Province's enhanced funding model.

MOVED by Director Caradonna, **SECONDED** by Director Brice,
That the main motion be amended to add the wording "and funding" after the wording "improved interregional bus service".

CARRIED

The question was called on the main motion as amended:

The Traffic Safety Commission recommends that the Transportation Committee recommend to the Capital Regional District Board:

That the CRD Board advocate to the Province for improved interregional bus service and funding between the Capital Regional District and Cowichan Valley Regional District in recognition that affordable transit and its frequency play a role in traffic safety.

CARRIED

Motion Arising

MOVED by Director Brice, **SECONDED** by Director Thompson,

That this motion be forwarded to the Cowichan Valley Regional District Board and request their support.

CARRIED

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Thompson, **SECONDED** by Director Harder,

That the February 26, 2025 Transportation Committee meeting be adjourned at 3:42 pm.

CARRIED

CHAIR

RECORDER

CRD Traffic Safety Commission Report

Automated Speed Enforcement

June 25, 2025



The Problem

In 2023 the Commission undertook an evidence-based review of road safety problems



Top 3 Contributing Factors to Crashes in the CRD

1. Distracted Driving (All Distractions)
2. **Speeding**
3. Impaired Driving (Drugs & Alcohol)



Why ASE

Speed accounts for a significant portion of crashes and injuries in the CRD



Speed was the leading factor in 953 crashes (556 injuries) in the most recent 5-year period with a crash injury rate of 46%

Types of ASE



Fixed cameras at roadside or intersections*

Mobile or fixed roadside cameras



Point-to-Point Cameras that record time over distance

* Note: some intersections in the Lower Mainland are currently enabled with speed cameras

Public Support

Polls between 2018 – 2023 consistently demonstrate that the majority of British Columbians support ASE



Automated Speed Enforcement Still Favoured in
British Columbia

Traditional Enforcement Limitations

Traditional speed enforcement, while effective, has limitations...

- Other competing demands on officer time – e.g. crash response and investigation, impaired driving etc.
- Human resource limitations (ability to fill vacancies)
- Police budget limitations



Complimentary Benefit of ASE


ASE compliments traditional speed enforcement



- **Improved Safety** – proven reduction of crashes, injuries and fatalities through:
 - ❖ deterrence (perceived risk of apprehension); and,
 - ❖ reduction of severity and frequency of crashes (lower speeds reduce the kinetic energy and stopping distance of vehicles)
- **Speed Monitoring** - provides continuous speed monitoring 24/7
- **Crash Congestion** - reduces congestion caused by crashes
- **Occupational Safety** – allows for speed monitoring on roadside areas less safe for roadside enforcement

ASE Lessons Learned

ASE is used in many jurisdictions in Canada and globally. Lessons learned from these jurisdictions generally fall into the following 3 categories



1. Public Education / Awareness / Community Engagement
2. Evidence-Based Deployment of ASE Cameras
3. Use of Revenue

Regional Approach to ASE

Many jurisdictions in Canada have taken a regional approach to ASE

Benefits of a Regional Approach to ASE

- **FLEXIBILITY** – only interested regions apply for an ASE designation and ability to implement ASE under a predefined set of guidelines or principles
- **MAXIMIZES COMMUNITY SUPPORT FOR ASE** – regional governments are in a better position to work with their communities to ensure support for ASE
- **REMOVES HISTORICAL BAGGAGE** – regional implementation would be removed from the poorly implemented and unpopular 1990s photo radar program

Continued ...

Regional Approach to ASE (continued)

Benefits of a Regional Approach to ASE

- **DIFFUSES POLITICAL SENSITIVITIES** – anti-ASE lobby group(s) could jeopardize a provincial centric approach whereas a regional approach diffuses this risk
- **REGIONAL APPROACHES IN CANADA ARE A PROVEN MODEL** – regional implementations across Canada have been successfully implemented for over a decade

Principled Approach to ASE Implementation

Learnings from other jurisdictions provide guidance for successful ASE implementation. The following 5 principles derived from these learnings will facilitate successful implementation.

- 1. Public Education:** Public education regarding the safety objectives of ASE be a central component and priority in implementation and ongoing deployment
- 2. Evidence-Based Deployment:** An evidence-based process guide location of cameras to ensure that deployment is implemented with a clear view to achieving road safety outcomes
- 3. Transparency:** Publicize location and safety rationale of camera locations including warning signs so there are no surprises for drivers, and report on the achievement of outcomes

Continued ...

Principled Approach to ASE Implementation

(continued)

4. **Dedicate Revenue:** The overarching goal is to reduce unsafe speed and lower speed related injuries and fatalities. ASE revenues should be dedicated to ASE cost recovery and road safety programs. A 2025 ASE national survey report emphasized a critical element of ongoing public support was that ASE not be perceived as a revenue cash grab.
5. **Start Small & Build Support:** Implement with a view to build and maintain public acceptance. Engage community stakeholders to guide implementation. Adopt a graduated approach beginning with a pilot deployment in highest-risk areas. Consider soft implementation where drivers are issued warning tickets during a predefined period.

Commission Recommendations

The Traffic Safety Commission Recommends:

➡ That the Transportation Committee and CRD advocate for ASE and request that the Provincial Government develop enabling legislation that would permit regional governments the ability to decide, fund and implement ASE*.

➡ That the Transportation Committee and CRD adopt the following 5 Principles to guide implementation within the Capital Region:

1. Public Education
2. Evidenced Based Deployment
3. Transparency
4. Dedicated Revenue
5. Start Small & Build Support

* According to a September 2024 report by the Traffic Injury Research Foundation eight other jurisdictions in Canada have designated cities or regional government as lead agencies to operate ASE programs.

Questions

REPORT TO TRANSPORTATION COMMITTEE MEETING OF WEDNESDAY, JUNE 25, 2025

SUBJECT Transportation Governance

ISSUE SUMMARY

To provide an overview of the governance options considered for the recently established Capital Regional District (CRD) Regional Transportation Service (RTS), including the initial governance structure and potential alternative models, and to seek direction on future analysis and reporting.

BACKGROUND

Transportation is a priority for residents and the CRD Board. A 2023-2026 strategic priority for the CRD Board 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 and advancing the goals of the Regional Transportation Plan (RTP) through a new RTS.

The CRD is in the process of implementing the RTS, which will improve connectivity across municipalities, strengthen coordination and ensure our transportation system can meet future needs. In September 2024, the CRD Board gave three readings to Bylaw No. 4630 to establish the RTS and directed staff to report back in 2025 on governance options. Bylaw No. 4630 was adopted by the CRD Board on June 11, 2025.

To support this work and better understand the current state of governance issues and explore future options, the CRD engaged KPMG to conduct a governance and service design study (see Appendix A). The study explores governance models for delivering a more integrated regional transportation system. CRD staff have also undertaken work to prepare for the RTS establishment, including interdepartmental coordination and engagement with the Traffic Safety Commission (TSC) and Transportation Working Group (TWG).

Current State

Prior to the establishment of the RTS, transportation services and planning within the CRD were fragmented across multiple departments, while external agencies such as BC Transit (BCT), the Ministry of Transportation and Transit (MoTT), and local governments pursued jurisdictional priorities.

The KPMG governance and service design study noted three primary regional transportation governance issues:

1. No centralized governance or advocacy for regional transportation.
2. Inconsistent service standards, policies and bylaws.
3. Decentralized investments, limiting incentives for cross-jurisdictional planning and inter-modal connectivity.

For the RTS to address these three key regional issues, a governance structure will need to evolve with greater authority, scope and capacity. The base case governance model is within the ability of the CRD legislation and builds upon the current Transportation Committee structure. The first alternate model is also within the CRD's legislative ability and would support the RTP outcomes, whereas the second alternate model requires engagement and approval from the Province to develop new legislation to implement.

Base Case Governance Model

The base case model largely retains the governance design of the current state. It allows for the gradual implementation of the RTS by focusing on consolidating existing CRD transportation functions and supporting key strategic planning to guide future service delivery. Key changes from the current state include:

- The establishment of a new Regional Planning and Transportation division. The division will be accountable for all transportation related activities including regional trails.
- The Transportation Committee (TC) (a standing committee of the CRD Board) as the single governance body to advise the CRD Board on regional transportation matters (see Appendix B).
- The establishment of a new Regional Transportation Advisory Committee (RTAC), comprised of professional representatives from the CRD, local governments, BCT, MoTT and other relevant agencies to serve as the main integrated strategic advisory body to the TC. Subcommittees and technical working groups would report to the RTAC.

The Regional Planning and Transportation division would support the TC and the RTAC. Any subcommittees or working groups formed to address specific topics would report through the RTAC to ensure there is a strategic integration of multi-modal topics and one set of priorities across all participating agencies being recommended to the TC. Leading to the establishment of the RTAC, the TSC and TWG would continue to report to the TC.

As part of the ongoing development and implementation of the RTS, staff have informed both the TWG and the TSC of potential governance changes that may emerge. Given that the TSC has its own bylaw and budget approval process, staff conducted additional engagement with the TSC to ensure its perspectives are considered in shaping regional transportation governance. While specific outcomes are still emerging, engagement with the TWG and the TSC reflects a commitment to integrating existing advisory bodies to inform a more coordinated regional approach.

Alternative Governance Models

Additional models were assessed in the study to provide additional governance authority and capacity, and increase the scope of the RTS. Based on an assessment of potential alternative governance models and their respective limitations and strengths, the following two models were shortlisted:

1. Commission (internal to the CRD)

Similar to the base case, the new Regional Planning and Transportation division would deliver the RTS with advisory support from RTAC. Staff and the RTAC would report to a commission, rather than a standing committee. The strength of this model is that the Board may delegate certain authorities (excluding bylaw adoption) to a commission. In addition to Board members, membership may include non-elected officials, such as senior leadership and subject matter experts from agencies and non-governmental organizations. This model would allow for greater decision-making autonomy and

potentially a wider range of professional expertise and perspective. While this model is still limited by the CRD's existing authority, KPMG's report suggests that this model can provide some efficiencies by delegating more responsibility to a commission, requiring fewer decisions to be made at the Board level.

2. Provincial Entity (external to the CRD)

A potential longer term alternative model external to the CRD includes the establishment of a Crown Corporation (e.g., BCT, BC Ferries) or a provincial Authority (e.g., TransLink), which would require legislative changes. This model would not be bound by the CRD's existing authority, offering full autonomy over funding and decision-making and full optimization of regional transportation outcomes. This model would be inclusive of both the CRD's and BCT's responsibilities of delivering regional transportation services in the capital region.

In addition to these alternative governance models, the KPMG study examined the potential for the CRD Board, potentially through a committee or commission, to assume the functions currently performed by the Victoria Regional Transit Commission (VRTC). This approach could enhance the CRD's ability to achieve regional transportation goals with less complexity and at a lower cost than establishing a new provincial entity. However, this option also requires legislative changes.

Stepwise Approach to Governance

As the RTS is being established, several foundational elements are underway or planned. These include completing the consolidation of regional trails and transportation planning functions into the new Regional Planning and Transportation division, the development of a new RTP, and the establishment of a RTAC (through the development of a Terms of Reference). The RTP is expected to be a key early deliverable of the RTS and will help guide future governance and service delivery discussions.

The base case governance model could serve as an initial step to enable continued progress while further structures are developed. The establishment of the RTAC would provide a more formalized advisory capacity for the RTS, with recommendations for any new subcommittees or working groups following its establishment.

Through the multi-year process of creating a new RTP, the potential advantages of transitioning to a commission model could be explored with local governments, BCT, MoTT and other regional interest-holders. These considerations could be brought forward for further discussion in the later stages of RTP development.

Another stepwise approach that could be considered is transferring responsibilities currently held by the VRTC to the CRD. This change could occur under either a committee or commission structure and would support stronger integration of multi-modal priorities and decision-making. Legislative change is required to implement this option.

Finally, requesting the Province to establish a new external transportation authority remains a longer-term consideration. This option could be revisited if existing governance approaches do not support the pace or scale of RTP implementation desired by the Board and partners.

Taken together, these steps represent a possible progression for governance development. Each step would depend on ongoing discussions, emerging needs, and direction from the Board as the RTS evolves.

ALTERNATIVES

Alternative 1

The Transportation Committee recommends to the Capital Regional District Board:

1. That the Transportation Committee continue to oversee and make recommendations to the Board regarding matters related to regional transportation, including regional trails;
2. That the updated 2025 Terms of Reference for the Transportation Committee be approved as attached as Appendix B;
3. That staff be directed to develop a Terms of Reference for the establishment of a Regional Transportation Advisory Committee and supporting working groups and report back in the third quarter of 2025; and
4. That staff report back on the merits of establishing a Transportation Commission through the forthcoming process of updating the Regional Transportation Plan.

Alternative 2

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

IMPLICATIONS

Alignment with Board & Corporate Priorities

The actions in this report align with the 2023-2026 CRD Board strategic priority to present options for changes in governance for transportation in the region, including the electoral areas. Additionally, they align with, Initiative 4a-1 in the CRD Corporate Plan to develop governance options, including consideration of a new transportation authority.

Alignment with Existing Plans & Strategies

Establishing new models of transportation governance was identified as a key step in the 2014 CRD RTP.

Equity, Diversity & Inclusion Implications

A delegated commission model has increased potential to have representatives from more diverse backgrounds.

Financial Implications

The base case and delegated commission governance option both have similar financial implications for steady-state and one-time implementation, whereas the provincial entity has significant increases in both steady-state and one-time implementation costs.

First Nations Implications

A delegated commission model would allow for membership to be drawn from First Nation's leadership.

Intergovernmental Implications

Ongoing collaboration with local municipalities, electoral areas and partner agencies will remain critical to the success of the RTS.

A shift to a provincial entity would require significant intergovernmental coordination, including legislative action by the Province. It would also remove some level of local control over transportation decision-making.

Service Delivery Implications

The consolidation of the CRD's transportation activities into a new division is a significant level of effort. Staff have established a transition team to help guide the process and develop a detailed implementation plan. Service implementation will be gradual, focusing initially on the consolidation of existing transportation functions, including the regional trails. The service will develop a new RTP, which will update regional transportation goals and objectives and provide a framework for long term service growth.

CONCLUSION

This report presents governance options for the newly-established Regional Transportation Service to support more integrated, effective regional transportation planning and service delivery. The base case model builds on the current structure with the addition of a Regional Transportation Advisory Committee to provide an enhanced advisory capacity. Two alternative models—a delegated commission and a provincial entity—were also explored, offering varying degrees of autonomy and scope.

Staff are seeking direction to proceed forward with a stepwise approach to governance change, commencing with the proposed base case model to best enable service implementation while continuing to undertake strategic planning. This Committee model will also enable the formalization of an enhanced advisory structure. Through a forthcoming update and development of a new Regional Transportation Plan, staff will also report back on the potential merits of further enhanced governance options, including a Transportation Commission.

RECOMMENDATION

The Transportation Committee recommends to the Capital Regional District Board:

1. That the Transportation Committee continue to oversee and make recommendations to the Board regarding matters related to regional transportation, including regional trails;
2. That the updated 2025 Terms of Reference for the Transportation Committee be approved as attached as Appendix B;
3. That staff be directed to develop a Terms of Reference for the establishment of a Regional Transportation Advisory Committee and supporting working groups and report back in the third quarter of 2025; and
4. That staff report back on the merits of establishing a Transportation Commission through the forthcoming process of updating the Regional Transportation Plan.

Submitted by:	Patrick Klassen, MCIP, RPP, Senior Manager, Regional Planning
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Executive Summary – Regional Transportation Service Governance Model
Options Project – KPMG (February 2025)
Appendix B: 2025 Transportation Committee Terms of Reference (Redlined)
Presentation: Transportation Governance

Capital Regional District

Regional Transportation Service Governance Model Options Project

Executive Summary

KPMG LLP

February 2025

Disclaimer: This Executive Summary has been prepared by KPMG LLP ("KPMG") for Capital Regional District ("Client") pursuant to the terms of our engagement agreement with Client dated 2024-02-21 (the "Engagement Agreement"). The Executive Summary provides an overview of the findings, and the contents do not represent our conclusive findings, which are contained in our final report. KPMG neither warrants nor represents that the information contained in this Executive Summary is accurate, complete, sufficient or appropriate for use by any person or entity other than Client or for any purpose other than set out in the Engagement Agreement. This Report may not be relied upon by any person or entity other than Client, and KPMG hereby expressly disclaims any and all responsibility or liability to any person or entity other than Client in connection with their use of this Report.



Executive Summary

This project explores governance models to support the creation of a new Capital Regional District (CRD) Regional Transportation Service (RTS) or a new provincial entity, with the goal of enhancing regional transportation outcomes.

In 2014, the CRD and its member jurisdictions developed a Regional Transportation Plan (RTP) which outlines the following vision for regional transportation: *“A future where transportation is sustainable, offers choice, enables smart growth and makes livable communities possible.”* The RTP includes eight outcome statements that describe the desired features of a regional transportation system. These statements can be categorized into five themes, which together create a shared vision for transportation (Table 1).

Table 1 RTP Regional Outcome Statement¹

Theme	Regional Outcome Statement	
Integrating Land Use and Transportation	1	Movement between communities, mobility hubs and major destinations is facilitated through a Regional Multi-modal Network of transportation corridors.
	2	Mobility Hubs align with the Regional Sustainability Strategy and provide people with access to housing, employment, services, amenities and transportation choices at a local, sub-regional and regional scale.
	3	Transportation and land use planning tools are integrated at the local and regional levels.
Creating Exceptional Environments for Walking and Cycling	4	Cycling is an appealing, safe, convenient and viable transportation option for residents and visitors of all skill and confidence levels.
	5	Walking is an increasingly popular and desirable mode of transportation that is supported by safe, convenient and accessible pedestrian infrastructure.
Taking Transit to the Next Level	6	Public transit is a preferred choice, attracting new riders through comfortable, safe, accessible and convenient service.
Getting the Most out of Our Roads and Trails	7	Existing regional transportation infrastructure is optimized and enhanced by new technology where appropriate.
Influencing Travel Behaviour	8	Regional programs and initiatives provide residents and visitors with the tools, confidence and knowledge to use active transportation, public transit, care share, taxis, high occupancy vehicle and trip reduction measures.

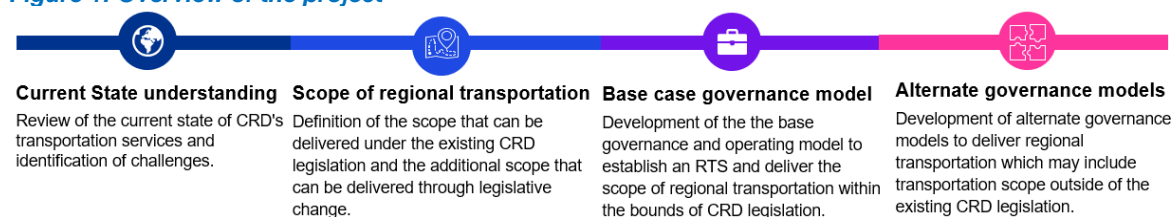
Project Scope

The success of the RTP is dependent on the region's ability to achieve these outcomes. This requires the establishment of an integrated regional service with a robust governance model. KPMG was engaged to support the CRD in exploring governance models for regional transportation, including:

¹ Capital Regional District. (July 2014). Regional Transportation Plan. Retrieved from https://www.crd.bc.ca/docs/default-source/crd-document-library/plans-reports/planning-development/rtp-july2014.pdf?sfvrsn=531855ca_2

- a base case governance and operating model to deliver the scope of regional transportation within the bounds of existing CRD legislation, and
- alternate governance models to deliver regional transportation, including the exploration of additional scope outside of the existing CRD legislation.

Figure 1: Overview of the project



Current state of Regional Transportation at the CRD

Transportation within the CRD region refers to the multi-modal transportation system that enables residents to access places of employment, leisure, and residence. The CRD predominantly supports transportation activities through:

- Lifecycle management of regional trails: Galloping Goose Regional Trail (GGRT), Lochside Regional Trail and the E&N Rail Trail. This is delivered through the **Regional Parks Service** within the Parks & Environmental Services Department.
- Policy and planning functions, such as long-range planning, interjurisdictional coordination, engagement and education programs, and data services. These functions are delivered through the **Regional Planning Service** within the Planning & Protective Services Department.

A review of the current state was conducted to identify challenges faced by the CRD in delivering an integrated regional transportation service. These challenges have been summarized into three key themes:

1. There is **no single governance for transportation** in the region. Internal to the CRD, transportation responsibilities are distributed across multiple departments. Externally, various organizations manage key transportation assets, with the Ministry of Transportation and Transit (MoTT), BC Transit, and local municipalities each within unique jurisdictions.
2. **Levels of service, standards, bylaws and policies** for transportation are inconsistent across the region. This leads to an inconsistent user experience which is compounded by the presence of **multiple decision makers** without regional alignment.



3. **Investment decisions** in transportation are **decentralized**, with each jurisdiction managing its own funds. This leads to a focus on individual agency assets, limiting incentives for cross-jurisdictional and inter-modal connectivity.

Improving upon these challenges sets forth a clear direction for the design of a future governance model for regional transportation.

The Scope of Regional Transportation

To achieve the RTP outcomes, the region must broaden the scope of transportation activities while enhancing decision-making authority through governance. The limit of scope for an updated or new governance model is bound by the legislation of the entity. For this project, the scope of regional transportation is defined by three states:

- 1 **Current State:** The existing scope of regional transportation services delivered through the Regional Parks Service and Regional Planning Service. It is not a dedicated transportation service and unable to fully achieve the recommended outcomes of the RTP. This current state lacks the internal and external integration necessary to deliver consistent transportation activities across the region.
- 2 **RTS:** The potential scope of regional transportation that can be delivered within existing CRD legislation. This is an increase in the depth and breadth of current transportation activities to be led by the CRD, however it is not the full scope needed to achieve all RTP outcomes. This scope defines the CRD RTS (i.e., the scope that the CRD can deliver within current legislation through the establishment of a new service).
- 3 **Full Scope:** The full scope of regional transportation required to deliver on the RTP outcomes. This scope provides accountability over all transportation assets across all lifecycle phases. Achieving this state necessitates legislative change, as it cannot be delivered within existing legislation and requires the establishment of a new entity.

Figure 2 provides a summary of the differences in the scope of these three states. It highlights the depth and breadth of transportation activities that can be delivered across typical service lifecycle phases and the CRD defined transportation service categories²³.

The figure also identifies an additional 'state' of transportation that looks at the incorporation of the Victoria Regional Transit Commission (VRTC) authority within the CRD legislation. This requires a change in legislation; however, it would hold the CRD accountable for transit decision making throughout the region. The execution of transit projects and the operations and maintenance would remain the responsibility of BC

² In 2023, CRD developed a set of transportation categories based on input from elected officials, and senior staff. These transportation categories are illustrative in nature and describe areas that need additional effort to address key challenges affecting transportation in the region. The categories represent the breadth to which transportation activities can be applied to achieve the RTP outcomes.

³ Two additional transportation categories: Data Management & Traffic Analysis, and Funding & Grants, are not shown in Figure 2. These 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.

Transit. The incorporation of the VRTC authority was considered as an expansion to the scope of the RTS throughout the project and increases the ability of the CRD to deliver on the RTP outcomes.

Figure 2 The scope of regional transportation⁴⁵

Transportation categories (breadth) / Service lifecycle phases (depth)	Active Transportation & Road Safety	New Mobility	Behaviour Change	Transit & Mobility Hubs	Multi-modal Network & Connectivity	Transportation Plans
Strategy & Planning	Current State	RTS	RTS	RTS	RTS	RTS
Decision Making	Current State	RTS	RTS	VRTC Authority	Full scope	Full scope
Execution	Current State	RTS	RTS	Full scope	Full scope	Full scope
Operate & maintain assets	Current State	Full scope	Full scope	Full scope	Full scope	Full scope

Legend	Current State		RTS	VRTC Authority	Full scope
	The scope the CRD currently delivers through the Regional Parks & Planning Services	Only part of this activity is delivered in the Current State, the remainder can be delivered through the RTS (except O&M)	The additional regional transportation scope that can be delivered within existing CRD legislation.	The scope of the VRTC authority that can be delivered within the CRD RTS through legislative change	The full scope of regional transportation that can only be delivered through legislative change and delivered as a new entity (outside of the CRD)

Base governance and operating model for the RTS

The RTS is a new Regional Transportation Service established within the CRD to deliver an increased scope of regional transportation within the existing CRD legislation. A base case governance and operating model was developed, in consultation with the CRD, to deliver this scope.

Base governance model

The base governance model, Figure 3, largely retains the governance design of the current state, with the Transportation Standing Committee remaining as the primary governance body for the RTS. The Transportation Standing Committee provides advice and decision-making recommendations to the Board regarding transportation-related

⁴ The figure provides a general representation to the differences in the scope of regional transportation across the transportation categories and service lifecycle phases. The exact scope of regional transportation will be defined through the establishment of a service bylaw or legislation. Current state transportation activities represented in the figure are also to be delivered in the RTS.

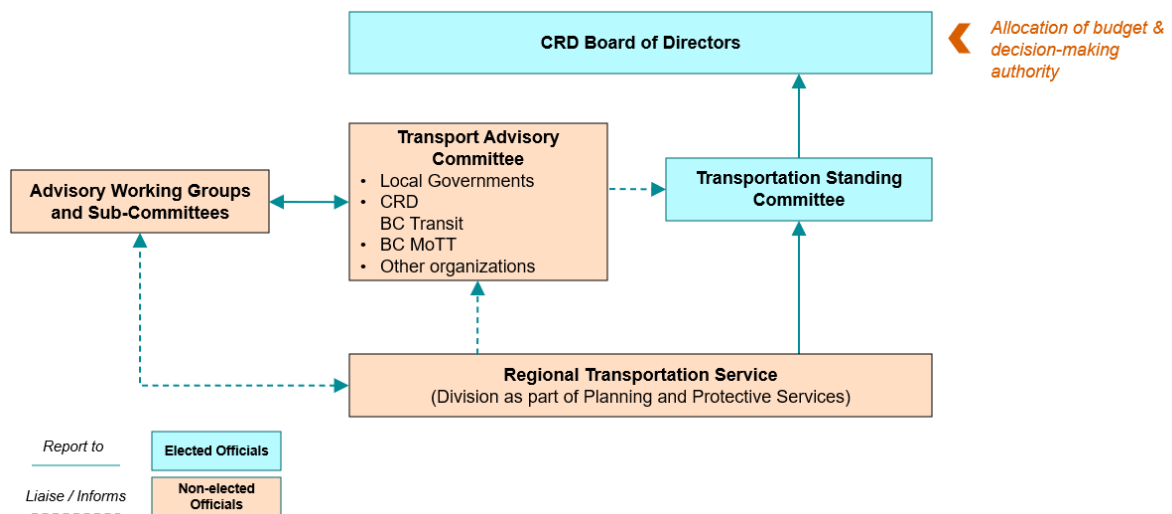
⁵ For the purposes of this study, the summarized definitions of the four service lifecycle phases are: Strategy & Planning: Definition of transportation objectives, targets and outcomes through strategies, guidelines, standards or frameworks. Decision-making: short and long-term approach to achieve the objectives with the prioritization of asset and service investments. Execution: design, implementation and construction of the prioritized investments. Operations & Maintenance: continued operation and maintenance of transportation assets and services to achieve the outcomes.

matters; however, it does not have the authority to make decisions. Key changes from the current state to the RTS governance model include:

- The establishment of a new RTS division. The division will be the accountable owner for all transportation related activities.
- The Transportation Standing Committee as the single governance body to advise the CRD Board on regional transportation decisions.
- The establishment of a new Transportation Advisory Committee (TAC) comprised of representatives from local governments, the CRD, BC Transit, MoTT, and other organizations.

These changes will support the CRD to achieve the goals of the RTP.

Figure 3: Base case governance model



Base operating model

The RTS enhances the scope of regional transportation delivered by the CRD. Implementing the RTS will require approximately a 40% increase in full-time equivalents (FTEs) compared to current resources. This 40% uplift was determined through stakeholder consultation and an analysis of the expected effort for each proposed activity across the eight transportation categories, reflecting the FTEs needed to maintain the RTS. Additional program level funding is also needed to support the expanded transportation activities.



Cost analysis of the base model

A high-level cost analysis⁶ was undertaken with CRD inputs and guidance to estimate a range of the:

- approximate steady state cost of the RTS operating under the base case operating and governance model; and
- maximum requisition⁷ of the RTS for the purposes of the CRD creating a new service establishment bylaw.

The report provides the cost analysis for the RTS and a comparison to the current state cost from both the Regional Parks Service and the Regional Planning Service. The annual steady state expenditure for the RTS at full scope is approximately **\$18.2 million**.

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 included to accommodate any capital or operating expenses related to growth of the RTS. The resulting maximum requisition was set at **\$20 million**.

Limitations to the base model

The base model detailed is limited in its ability to deliver on all the transportation outcomes. This is due to the scope of regional transportation that can be delivered through an RTS, which is constrained by CRD legislation, and the limitations of the existing governance model. Specific limitations of the model include:

- The base model requires two levels of governance approvals for regional transportation decisions – firstly by the Transportation Standing Committee, then secondly forwarded to the Board for final approval of all transportation recommendations (the-decision-maker). In concept, the dual layers of governance could limit the ease, agility, and ability of the Transportation Standing Committee, as recommendations may be overruled or impacted by the CRD Board.
- The scope of the service is bound by the existing CRD legislation, and without legislative change, the base model is unable to achieve the entirety of the regional transportation goals. Specifically, the CRD cannot enforce jurisdictional alignment to the regional policies, plans and priorities or be responsible for transit decision making.

⁶ 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.

⁷ Maximum requisition represents the legal upper limit amount the CRD can levy in taxes from member jurisdictions each year.



- The Transportation Standing Committee and the CRD Board are comprised only of elected officials. As a result, there may be a bias for directors to think locally rather than regionally when making decisions.
- The model is bound by the financial constraints of the CRD. There is no stable revenue stream or dedicated financial body to guarantee funding allocation and the execution of multi-modal priorities may be limited by available funding.

Implementation considerations for the base model

The transition from the current CRD operations to the RTS follows a structured bylaw pathway and is anticipated to be operational by mid-2025. Successful implementation will require several key factors, including clearly defined roles and responsibilities, the transition of existing projects and programs, and effective change management.

The amalgamation of transportation activities across the CRD and the respective increase in the breadth and depth of the scope of regional transportation will impact the operating model of both the Regional Parks Service and the Regional Planning Service. The operating model will thus need to be further refined to capture the required process taxonomy, end-to-end processes, organizational design and resource capacity.

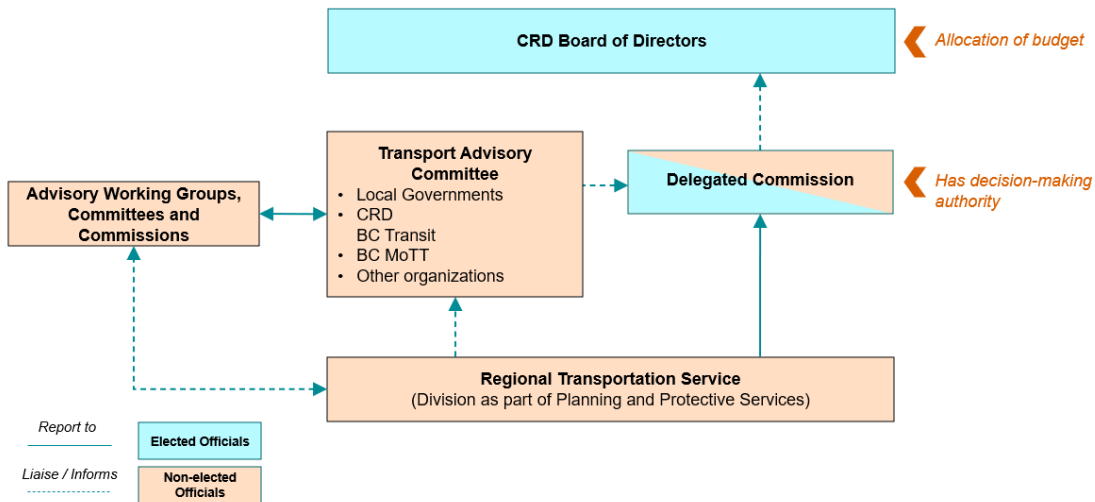
Alternate governance models for regional transportation

Whilst the RTS is expected to drive an integrated and consolidated transportation service, it is limited by existing legislation and the constraints of the governance structure (e.g., the lack of decision making of the existing Transportation Standing Committee).

Alternative governance models were therefore explored to compare their ability to further deliver on the RTP outcomes. Governance models were considered, and their respective limitations and constraints were identified. All models were assessed by their ability to deliver the full scope of regional transportation. Based on this assessment, two models were shortlisted by management:

1. Delegated commission is a governance model within the CRD organization and legislation. Like the base model, it establishes a new transportation division to deliver the RTS. However, in this case the division reports to a new delegated commission. The delegated commission can comprise both elected and non-elected officials and has the authority to make decisions on behalf of the CRD Board (Figure 4).

Figure 4: Delegated commission governance model

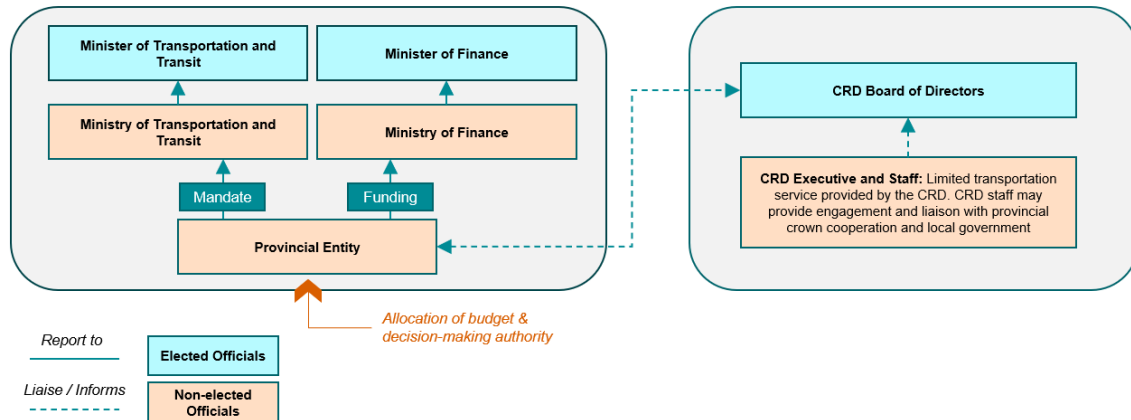


A delegated commission governance model was considered for two scenarios:

- **No legislative change.** The scope of the delegated commission is bound by the existing CRD legislation. The model can achieve the same RTP outcomes as the base case with enhanced efficiency.
- **Incorporation of the VRTC authority, through legislative change.** The scope of the delegated commission expands to include accountability over transit decision making in the region. Whilst this does not achieve the full scope of regional transportation, the incorporation of transit decision making increases the CRD's ability to achieve the RTP outcomes.

2. Provincial entity is a governance model external to the CRD, established and mandated by the province (Figure 5). The provincial entity reports dually to the Minister of Finance and the Minister of Transportation and Transit. The Minister of Finance approves the fiscal plan, and the Minister of Transportation and Transit provides strategic direction on the mandate. Establishing a provincial entity requires legislative change and has complete decision making and funding autonomy to deliver on the full scope of regional transportation and thus, the RTP outcomes.

Figure 5: Provincial entity governance model



Analysis of the two models was performed in comparison to the base governance and operating model.

Cost analysis of delegated commission and provincial entity

A cost analysis was performed to calculate the annual steady-state operating expenditure and one-time implementation costs for both alternate governance models. The cost represents an incremental increase of the base case (see Table 2).

Table 2: Incremental costs of the delegated commission and provincial entity

Cost	Delegated commission	Provincial entity ⁸
Annual steady-state operating expenditure	Small increase in governance costs due to non-elected official membership remuneration	<p>Significant increase in:</p> <ul style="list-style-type: none"> Salaries and benefits as additional staff are required to establish a new entity. Other operating costs as the entity will incur overhead costs Contingencies to support greater cost-sharing and growth initiatives Governance due to the cost of the Board of Directors and additional committees/commissions.
One-time implementation	Small increase to establish new delegated commission and Commission bylaw	Significant increase of policy, legal, financial and external advisory support to establish a new entity

Table 3 summarizes the incremental costs of the two shortlisted models as a percentage increase of the base case for the annual operating expenditure.

⁸ Whilst the provincial entity can deliver the full scope of regional transportation, the increase in scope does not impact the cost to set up and maintain the entity. It is assumed that no new costs will be incurred to deliver the full scope of regional transportation.

Table 3: Summary of the incremental cost analysis for annual steady-state operating expenditure

Governance model	Annual steady-state operating expenditure ('000)
Transportation Standing Committee (base case)	\$18,195
<i>Incremental increase from base case</i>	(%)
Delegated commission is estimated to incur an incremental cost of	0.3%
Provincial entity is estimated to incur an incremental cost of	33%

Comparison of the shortlisted models to the base case

A comparison of the delegated commission and the provincial entity to the base case is provided in Table 4 below. The comparison is presented by considerations relating to governance, scope and implementation.

Table 4: Comparison of the delegated commission and provincial entity

Criteria	Delegated commission	Provincial entity
Governance	<ul style="list-style-type: none"> Transportation Standing Committee is replaced by a new Transportation delegated commission which has delegated authority to make decisions on behalf of the board. This enhances the ease, agility and ability of the model to make decisions. Membership of the Commission can include elected and non-elected officials – allowing diversity of thought, subject matter expertise and a reduction in bias on local issues. 	<ul style="list-style-type: none"> External model to the CRD and has complete authority to make decisions and allocate funds within its legislation. High degree of financial flexibility with more tools to raise debt, charge for, and recover services. The CRD, and member and partner jurisdictions, will not have a direct role in transportation decision making which may reduce the accountability of the entity to address regional and local issues.
Scope	<ul style="list-style-type: none"> Without legislative change, the delegated commission can make decisions on the scope of regional transportation within the existing CRD legislation. Ability to incorporate the VRTC authority (transit decision making) through legislative change and increase the CRD's ability to deliver on the RTP outcomes.⁹ 	<ul style="list-style-type: none"> The provincial entity is established through new legislation and can achieve the full scope of regional transportation. Whilst this is possible, the scope must be agreed to by the Province, the CRD, and its member and partner jurisdictions, to optimize regional collaboration and transportation outcomes.

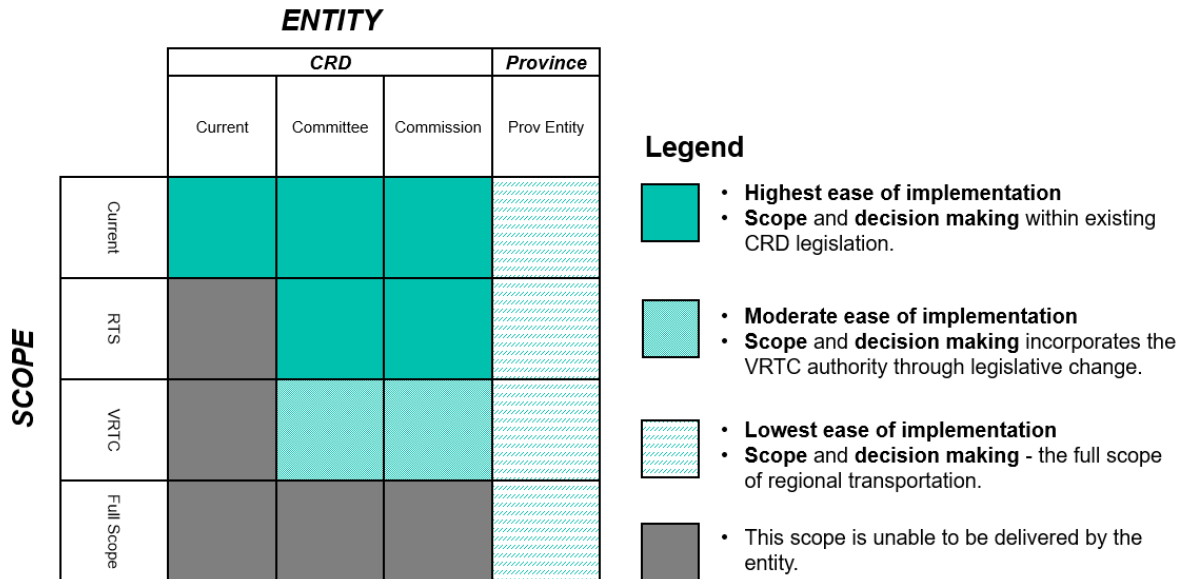
⁹ This is not exclusive to a delegated commission governance model. With legislative change, the authority of the VRTC can be incorporated within the CRD legislation and delivered through any governance model (i.e., delegated commission or Transportation Standing Committee).

Implementation	<ul style="list-style-type: none"> Similar level of effort and cost to implement as the base case (low effort) as the governance model is within the CRD and no legislative change is required¹⁰ Should the VRTC authority be incorporated, an increase in the implementation effort is required to change the existing CRD legislation. The timeline for the drafting and approval of a commission bylaw is two months. 	<ul style="list-style-type: none"> The establishment of a new provincial entity is costly with a high level of effort required due to the amount of work in drafting a cabinet submission and legislation, appointing staff and the Board, obtaining approvals, transitioning activities and designing an operating framework. The timeline to establish a provincial entity is estimated to take between 2 – 4 years
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Summary

Figure 6 provides an illustrative comparison of the current state, base case (Transportation Standing Committee), delegated commission and provincial entity to deliver the scope of regional transportation.

Figure 6: Comparison of the governance models for regional transportation



The cost, risk and implementation considerations identified in this report need to be assessed when determining a suitable governance model for delivering the RTP

¹⁰ Legislative change is required for incorporating the VRTC authority



outcomes. As such there is no single recommendation, however, the following should be considered for a short- and long-term governance approach to regional transportation:

- A delegated commission has a high ease of implementation and the ability to provide increased decision making, funding autonomy and regional representation through the governance composition of elected and non-elected officials. Whilst the authority over regional transportation is limited by the existing CRD legislation, it provides a single, integrated transportation service with a greater breadth and depth in scope than the current state. A delegated commission is an appropriate governance model for realizing immediate short-term benefits and improving the region's ability to deliver on the RTP outcomes.
- Incorporating the VRTC authority as part of the CRD requires legislative change, and a higher level of effort to implement. It does increase the CRD's ability to achieve the RTP outcomes (through transit decision making), however, the authority over all transportation assets remains siloed and while there is substantially more integrated regional transportation decision making, there is no single layer of accountability. A provincial entity is thus the appropriate long-term governance model to realize all the intended RTP outcomes.

Whilst the scale of benefits varies between each model, each supports the consolidation of transportation activities governed by a single decision-making body which will drive integrated and sustainable outcomes for the Region.

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Terms of Reference



TRANSPORTATION COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Transportation Committee is a standing committee established by the CRD Board and will oversee and make recommendations to the Board regarding matters related to regional transportation **including the establishment of a transportation service for the region.**

The Committee's official name is to be:

Transportation Committee

1.0 PURPOSE

- a) The mandate of the Committee includes overseeing, providing advice and/or making recommendations to the Board regarding the following functions:
 - i. Regional transportation matters including regional 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. priorities and regional transportation governance**
 - ii. Encouraging a strong regional voice on regional transportation **governance and matters including the regional multimodal network, goods movement, transit, active transportation, multi-use regional trails, inter-regional transportation, and grant funding for infrastructure projects of regional significance. ferries, rail, transit, multi-use regional trails, and roads**
 - iii. Regional Trails matters ~~(mobility and recreation)~~, including land acquisition, **capital planning**, policy, management, **construction**, operations and programs for the Galloping Goose, the Lochside, and the E&N trails.
 - iv. **Providing input to the Regional Parks and Trails Strategic Plan**
- b) The Committee may also make recommendations to the Board to:
 - i. Advocate to senior levels of government to support major multi-modal transportation **plans and** projects which support the region's **transportation**, climate action and sustainability goals; **and**
 - ii. Advocate for regional transit priorities to the Victoria Regional Transit Commission.
 - iii. Work with other Vancouver Island Regional Districts to support major multi-modal inter-regional transportation which support **the mobility of people transportation** and the flow of goods on Vancouver Island.
- c) The following committees will report through the Transportation Committee:
 - i. Traffic Safety Commission
 - ii. Transportation Working Group
 - iii. Any other advisory body established by the Committee

2.0 ESTABLISHMENT AND AUTHORITY

- a) The Committee will make recommendations to the Board for consideration; and
- b) The Board Chair will appoint the Committee Chair, Vice Chair and Committee members annually.

3.0 COMPOSITION

- a) Committee members will be appointed CRD Board Members;
- b) At least one member of the committee should be a liaison member of the Regional Parks Committee, the Environmental Services Committee and the Planning and Protective Services Committee.
- c) All Board members are permitted to participate in standing committee meetings, but not vote, in accordance with the CRD Board Procedures Bylaw; and
- d) First Nation members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee.

4.0 PROCEDURES

- a) The Committee shall meet on a bi-monthly basis and have special meetings as required;
- b) The agenda will be finalized in consultation between staff and the Committee Chair and any Committee member may make a request to the Chair to place a matter on the agenda through the Notice of Motion process;
- c) With the approval of the Committee Chair and the Board Chair, Committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration; and
- d) A quorum is a majority of the Committee membership and is required to conduct Committee business.

5.0 RESOURCES AND SUPPORT

- a) The General Manager of Housing, Planning and Protective Services Department will act as a liaison to the committee; and
- b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

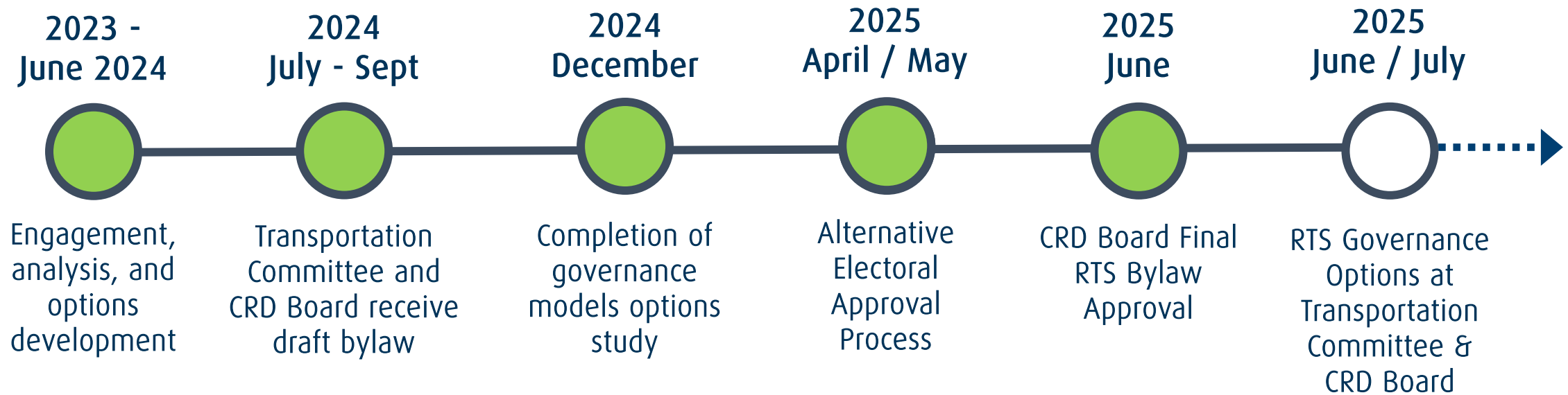
Approved by CRD Board ~~January 8~~, 2025

An aerial photograph of a coastal city, likely Victoria, British Columbia, showing the harbor, downtown buildings, and surrounding green spaces. The image is overlaid with a semi-transparent blue gradient. The title "Transportation Governance" is centered in large white text.

Transportation Governance

June 25, 2025

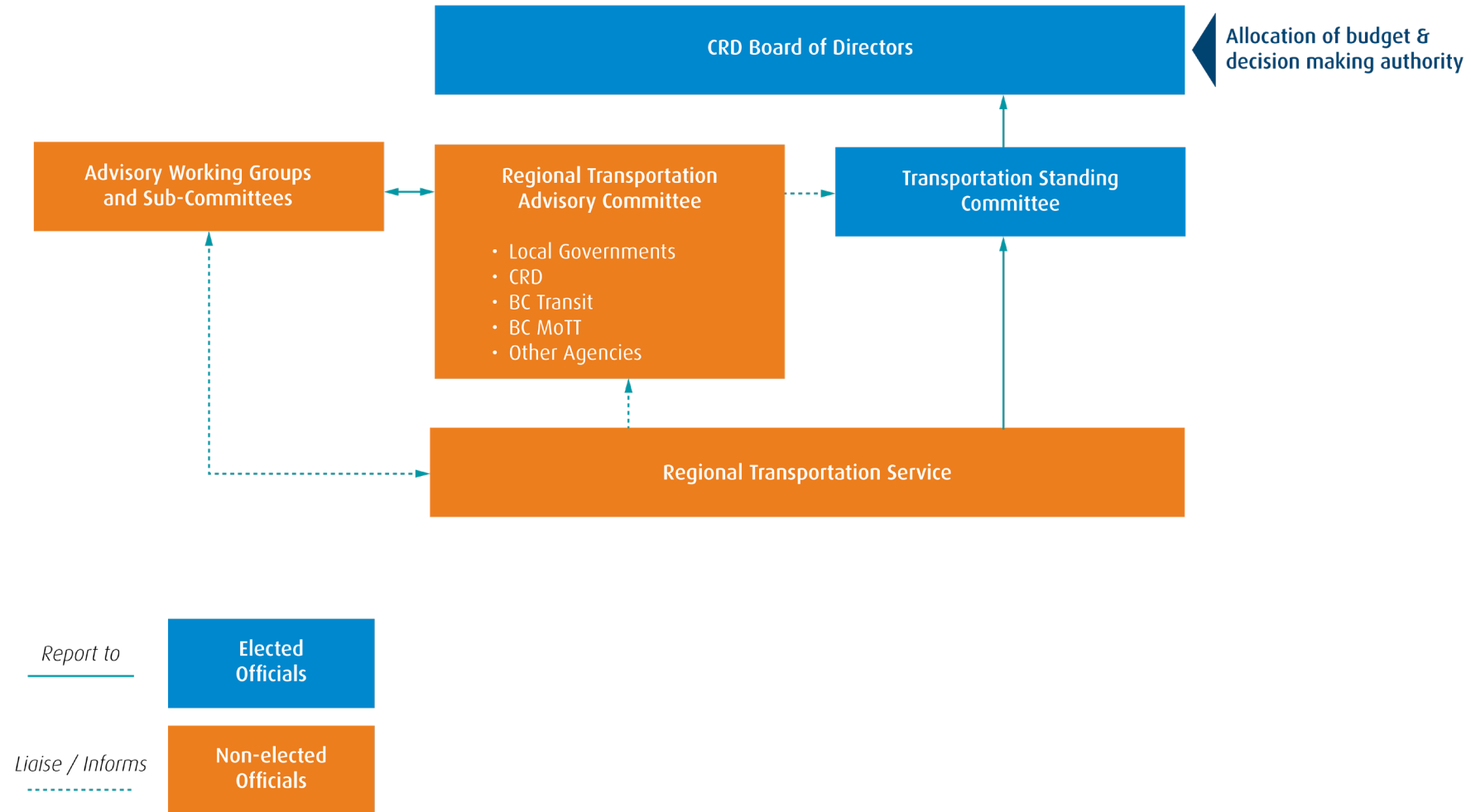
Background



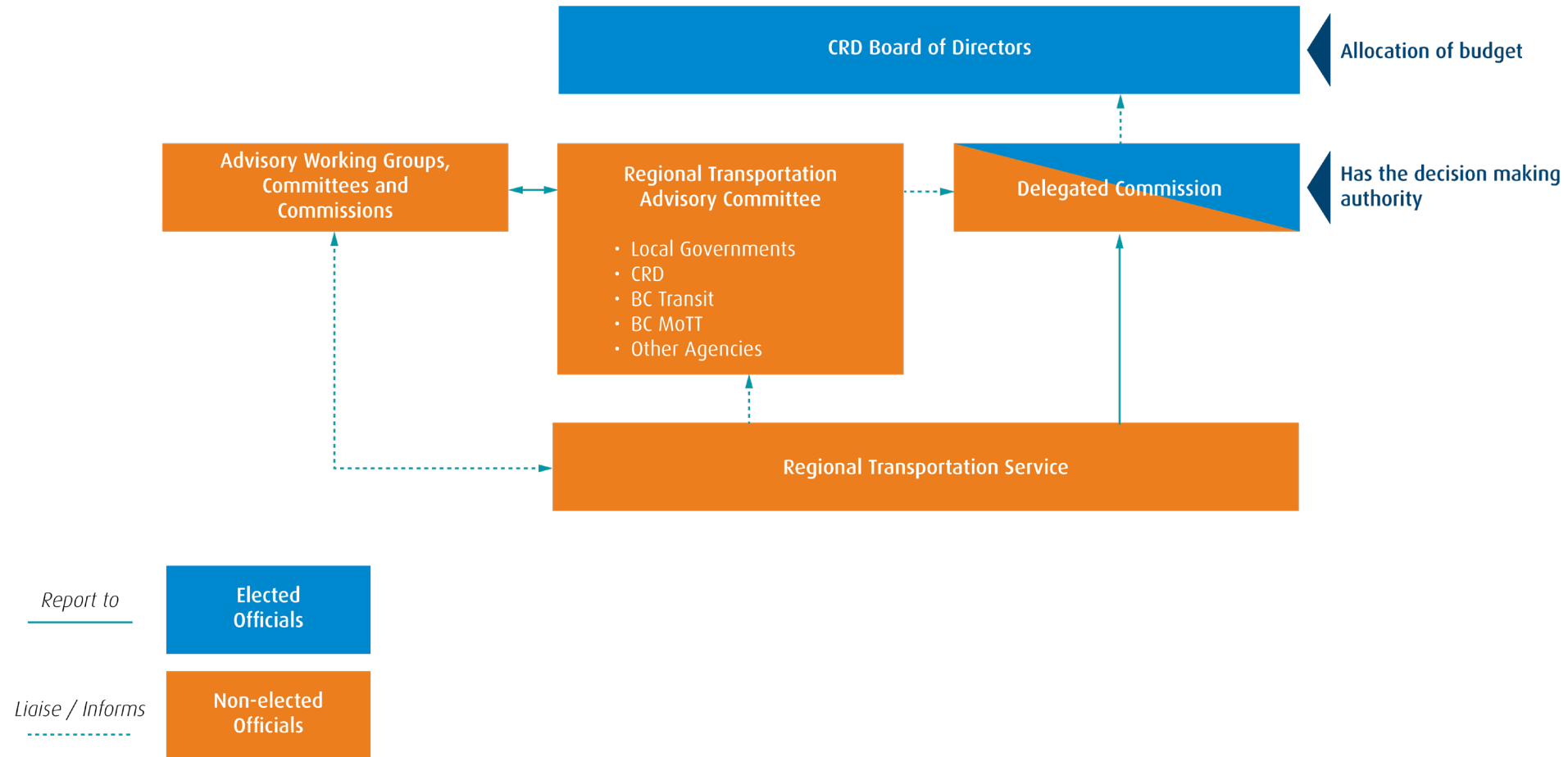
Governance Challenges

1. No centralized governance or advocacy for regional transportation
2. Inconsistent standards across jurisdictions
3. Fragmented investments

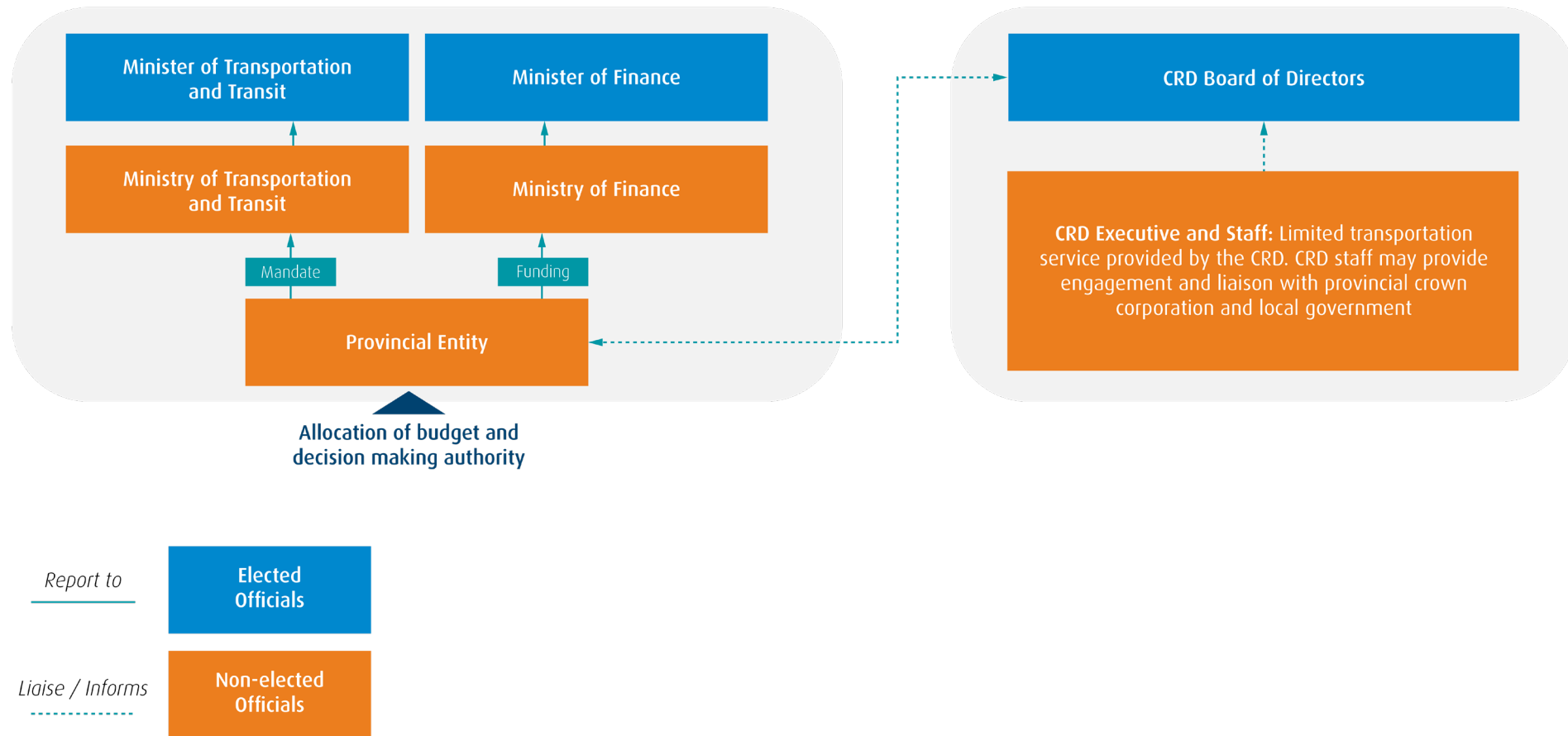
Base Case Model



Commission Model



Provincial Entity



Victoria Regional Transit Commission (VRTC)



Stepwise Approach

1. Consolidate CRD's current transportation functions into the Regional Planning & Transportation Division
2. Commence development a new RTP
3. Develop and report back on a Terms of Reference for RTAC
4. As the RTP process evolves, assess the value of transitioning governance to a commission model
5. Future consideration of Victoria Regional Transit Commission (VRTC) role within the CRD governance framework

Conclusion



**REPORT TO TRANSPORTATION COMMITTEE
MEETING OF WEDNESDAY, JUNE 25, 2025**

SUBJECT Regional Transportation Plan Update

ISSUE SUMMARY

To provide an overview on the process to update the Regional Transportation Plan (RTP), including progress to date.

BACKGROUND

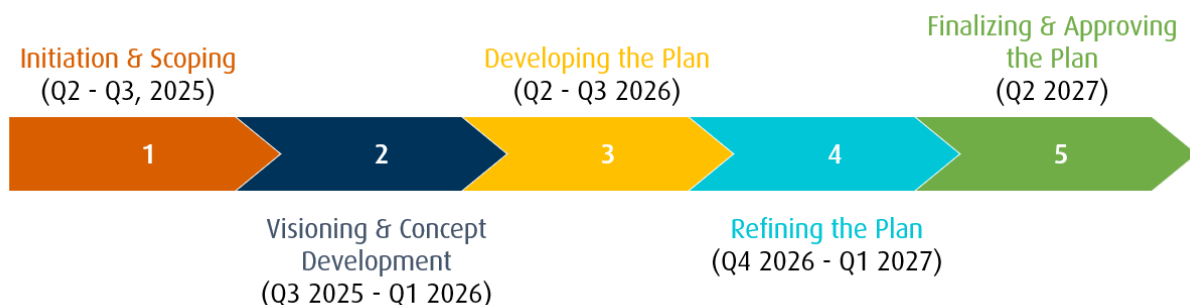
Recognizing that transportation plays a key role in building a resilient, connected and inclusive region, the Capital Regional District (CRD) Board identified transportation as a strategic priority for the 2023-2026 term. As a result, the Board approved the establishment of the Regional Transportation Service (RTS) on June 11, 2025. The development of a new RTP is a key next step in achieving this goal. The CRD's existing RTP was approved in 2014 and is in need of a comprehensive update.

The Regional Transportation Plan (RTP) will be the long-term strategy to guide how people and goods move throughout the CRD over the next 25 years and beyond. It will help shape major transportation investments and policies to support growing communities, advance equity, address climate goals and adapt to emerging trends and technologies. By aligning with local and regional plans, the RTP will create a unified long-term vision for mobility.

Starting in summer 2025, the CRD will lead a collaborative planning process to update the RTP. This effort will involve all 13 municipalities, three electoral areas, First Nations, BC Transit, the Ministry of Transportation and Transit (MoTT), the Island Corridor Foundation (ICF) and BC Ferries. The new plan will establish a shared vision for an integrated, sustainable and multimodal regional transportation network. It will articulate shared goals, identify regional priorities and guide future regional transportation investment.

PLANNING PROCESS

The project will be developed through a five-step process, initiating immediately with an anticipated completion in the second quarter of 2027. Initial steps of the project initiation and scoping phase include a strategic review of the existing 2014 RTP, early engagement with stakeholders, and the development of a work plan. This phase of work will guide and define the planning process, including project governance, scope, timeline and deliverables.



Initial engagement and preliminary planning are being coordinated through meetings with the Development Planning Advisory Committee (DPAC) and the Transportation Working Group (TWG). Ongoing engagement with these groups will be essential to shaping the RTP process and ensuring alignment with local priorities and expertise. Core technical and project management work will be supported with consultant services, anticipated to initiate later this summer.

Alignment with Other Plans

CRD staff are coordinating closely with BC Transit, which is concurrently developing the Victoria Regional Transit Plan (VRTP) to consider the future of BC Transit service within the CRD. Efforts are being made to ensure mutual support and consistency between the two planning initiatives. In particular, staff are seeking to align municipal and First Nations engagement, when possible, to prevent duplication.

While the VRTP focuses on service design, improvements and capital planning in relation to transit service, the RTP will provide a longer-term regional vision that integrates broader transportation objectives across all modes. The RTP will build upon the VRTP while exploring opportunities and priorities beyond the scope of transit service planning and current funding frameworks.

The RTP will draw from and consider municipal transportation plans, informing local objectives and priorities for road network, vision zero and traffic safety, active transportation, and development. Additionally, the RTP will consider policy direction from the MoTT's South Island Transportation Strategy, which provides a high-level strategy in relation to provincial highways, transit and active transportation priorities. Through alignment and consideration of other local, regional and inter-regional plans and strategies, including CRD strategies such as the Regional Growth Strategy and the Climate Action Strategy, the RTP will serve as a foundational building block required to support applications to the Canada Public Transit Fund, and other future grant programs, in partnership with MoTT and BC Transit.

Next Steps

Staff will continue preliminary planning work to support the project initiation and scoping phase, including background research, identifying gaps, governance review, and resourcing. A project work plan and an engagement and communications strategy are being prepared to guide subsequent steps in the process, including:

- Initiation of technical and supporting studies;
- Establishment of the project governance and advisory structures;
- Requests for Proposal (RFP) for project consultants;
- Launch of a CRD project webpage and preliminary communications strategy; and
- Preparation for an initial phase of engagement anticipated for Fall 2025 to support the visioning and concept development phase.

Staff will provide project updates to the Transportation Committee and Board as the project progresses through key milestones.

CONCLUSION

The Regional Transportation Plan represents a key opportunity to create a bold, shared vision for future mobility in the region. It will identify shared regional transportation priorities, enabling the region to guide infrastructure investments with a unified voice. Early work is underway, with project scoping and preliminary engagement already initiated. Continued collaboration with partners, and alignment with other planning efforts, will be critical to the success of this process. Staff will provide regular updates to the Transportation Committee and Board as the planning process advances through key milestones.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Patrick Klassen, MCIP, RPP, Senior Manager, Regional Planning
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**REPORT TO TRANSPORTATION COMMITTEE
MEETING OF WEDNESDAY, JUNE 25, 2025**

SUBJECT **Regional Trestles Renewal - Trails Widening and Lighting Project Update**

ISSUE SUMMARY

To provide a progress update on the Regional Trestles Renewal, Trails Widening and Lighting Project (RTWL), the Multi-Use Trails Safety Enhancement Study and a recommended option for the rehabilitation of Swan Lake Trestle.

BACKGROUND

On August 9, 2023, the Capital Regional District (CRD) Board approved accelerating the Regional Trestles Renewal, Trails Widening and Lighting Project (the Project) for inclusion in the 2024 to 2028 Financial Plan. This includes securing \$53.5 million in project funds through debt, continuing to develop partnerships, pursuing grants and investigating non-tax revenue funding options. The Project scope includes critical infrastructure renewal for the Selkirk, Swan Lake and Brett Avenue trestles, and the development of six kilometers of separated use, widened pathway with lighting on the Galloping Goose Regional Trail (GGRT) and Lochside Regional Trail (LRT). Staff committed to providing biannual progress updates.

On October 9, 2024, the Board directed staff to engage a consultant to provide recommendations on additional safety enhancements on the CRD's multi-use trails, recognizing the evolving characteristics of trail users. Staff were asked to report back on the findings of the Multi-Use Trails Safety Enhancement Study (safety study) through the biannual Project updates.

This report outlines progress on the RTWL Project and the safety study since November 2024.

RTWL Project – Trestle Renewals Update

Selkirk Trestle

Critical below-deck repairs for Phase 1 of the Selkirk Trestle were completed in April 2025. These upgrades will support a widened deck and extend the trestle's lifespan by 25 to 30 years. Staff have begun the procurement process to hire a structural engineering firm for Phase 2, which includes widening the deck, adding lighting and resurfacing. Under an agreement between the BC Transportation Financing Authority (BCTFA) and the CRD, BCTFA is responsible for funding improvements to the lifting portion of the trestle (the bascule). BCTFA is working with the Ministry of Transportation and Transit (MoTT) Engineering Services to apply to Transport Canada to leave the bascule permanently in the down position. The timing of application submission and Transport Canada's decision is currently unknown. In the meantime, staff will proceed with detailed design work based on the assumption that the bascule will remain operational, while incorporating a future-proof design that allows for a non-lifting structure if approval is granted. A memorandum of understanding will be established between the CRD and BCTFA to outline responsibilities for funding the design and construction of their respective portions of the structure. Construction for Phase 2 is anticipated to begin in 2027.

Swan Lake and Brett Avenue Trestles

In February 2025, the Transportation Committee received a presentation outlining rehabilitation options for the Swan Lake and Brett Avenue trestles. At that time, staff expected to have all the necessary details to make a recommendation for both structures by spring. However, a new alternative for the Brett Avenue Trestle has since been identified. Additional time is now needed to further develop this new option. A final recommendation for the Brett Avenue Trestle will be presented once the concept is refined and cost analysis is completed. The CRD remains committed to coordinating the construction of the Swan Lake Trestle with the proposed Swan Lake Nature Sanctuary's Blenkinsop Creek Restoration Project, contingent on project timelines aligning. The restoration project relies on receiving grant funding, which is expected to be announced by the end of June 2025. While waiting for the grant decision, staff are seeking CRD Board approval to proceed with heritage alteration permitting from the District of Saanich and procuring a designer for the Swan Lake Trestle for Option 1 while preparing to pivot to Option 2 should the restoration project proceed. A summary of the options evaluation for Swan Lake Trestle is included in Appendix A.

Staff are currently engaged in discussions with the BCTFA to amend the existing lease agreement with the CRD in order to clearly delineate roles and responsibilities for trail infrastructure located on BCTFA lands. This amendment is intended to provide long-term clarity on the management, operation, maintenance, and replacement of key structures such as the trestles. Although staff are meeting with the BCTFA on a quarterly basis to advance these discussions, the timeline for finalizing the agreement remains uncertain and may extend over several years. Additionally, any revisions to the lease will require the BCTFA to secure internal approvals, which include budgeting considerations and collaborating with interested First Nations to gain their consent. In the meantime, the RTWL Project is progressing under the current lease agreement and is funded through annual debt servicing, which can be adapted if responsibilities are amended.

RTWL Project – Trails Widening and Lighting Update

A consulting firm has been engaged and has started detailed design for the remaining sections of the Project area. The design will aim to achieve the 6.5-metre width separated-use standard along the trail; however, in certain areas where existing infrastructure, such as road overpasses, create physical constraints or other limitations exist, full compliance with the 6.5-metre width may not be feasible. In those cases, alternative design solutions and mitigation measures will be employed to maintain safety, accessibility and overall trail functionality. Some of the locations along the Project area where full width may not be feasible include Burnside Road E, Carey Road, Blanshard Street and Vernon Avenue underpasses.

Construction on the section of the GGRT between Gorge Road E to Culduthel Road (Section A Phase 1) has been delayed until spring 2026 due to BC Hydro's emergency transmission cable replacement, which affects access and detour routes. Updated construction sequencing is shown in Appendix B. Distinct cyclist and pedestrian detours will be provided, coordinated with the City of Victoria, District of Saanich, BC Hydro and MoTT. Proposed detour routes for the 2026 trail closures are being developed in accordance with the CRD Regional Trails Closure Policy and are shown in Appendices C and D. Where possible, routes will use existing municipal infrastructure. Temporary infrastructure to support all ages and abilities will be used for detours, unless municipalities opt for permanent upgrades, in which case cost-sharing agreements may be considered.

A high-level design and construction timeline for each project element is presented in Appendix E and is based on the latest information provided by third-party projects happening within the Project corridor. The CRD continues to coordinate construction schedules with the MoTT Tillicum Active

Transportation Project and the Uptown Transit Mobility Hub, as well as, with BC Hydro's Emergency Cable Replacement Project and the City of Victoria's Sewer Replacement Project along Cecelia Ravine.

CRD Multi-Use Trails Safety Enhancement Study

At its October 9, 2024 meeting, the CRD Board directed staff to engage a consultant to develop a study to build on previous efforts and provide recommendations to further enhance safety on the CRD's multi-use trails in light of the evolving characteristics of trail users, including the increasing prevalence of motorized personal mobility devices, such as e-bikes. A consulting firm was engaged in November 2024 to complete the work.

A draft of the report has been received, which includes recommendations on managing vehicle encroachment (i.e., use of bollards), improving intersections and crossings, evaluating facility types, data collection and upgrading trail surfaces. Before the report can be finalized, and findings presented to the CRD Board, it is necessary for staff to seek input from key interest holders, including the Regional Transportation Working Group and the agencies who own the lands where the multi-use trails are located. The CRD operates the multi-use trails through various legal agreements with municipalities, BCTFA and the Island Corridor Foundation. This consultation is essential, as the feedback gathered will directly impact the final outcomes of the study. It ensures that the recommendations are aligned with the needs and agreements of all parties involved. Staff have already initiated this engagement process and expect to finalize the report and bring it forward to the Transportation Committee for review by the end of the year.

ALTERNATIVES

Alternative 1

The Transportation Committee recommends to the Capital Regional District Board:

1. That staff be directed to proceed with permitting and procuring a final design for the Swan Lake Trestle for Option 1 while preparing to pivot to Option 2 should the Swan Lake Nature Sanctuary restoration project proceed; and
2. That the Regional Trestles Renewal, Trails Widening and Lighting Project Update – June 2025 be forwarded to the Regional Parks Committee for information.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Following the federal government's announcement of the Active Transportation Fund in late December 2024, staff dedicated substantial effort throughout January and February 2025 to complete a grant application for the Project. If successful, the Project could secure up to \$30 million in funding. Staff will continue to monitor relevant grant opportunities and apply as new funding sources become available. The Class D estimates for the recommended Swan Lake Trestle rehabilitation options fall within the original allocation for this component of the RTWL Project budget. At this stage, the overall Project remains on budget.

At the current stage of initiating detailed design work, there is no financial risk or cost difference between the two Swan Lake Trestle options. Staff are proceeding with the early design phase to

maintain the project timelines, ensuring that the overall project remains on budget. They anticipate confirming by the end of June whether the Swan Lake project will proceed. At that point, the preferred option will be selected and taken to the market for detailed design pricing, with updated cost information expected later this year as the design progresses further

First Nations Implications

CRD staff continue to work with MoTT on a coordinated First Nations consultation for the Project and are planning site walks with Nations later this year. Environmental assessment work is underway for the Project corridor and findings will be shared with Nations for input, which will be used to develop the environmental management plans for each phase of construction.

Service Delivery Implications

The successful development of the CRD's regional trail system relies on ensuring user comfort and safety. Findings from the Multi-Use Trails Safety Enhancement study will be shared with stakeholders, whose input will help shape detailed trail designs currently in progress for the Project. Additionally, these insights will contribute to a future update of the Regional Trails Management Plan.

CONCLUSION

The Regional Trestles Renewal, Trails Widening and Lighting Project has advanced with the completion of the Selkirk Trestle below-deck repairs, the commencement of detailed design for trail improvements and ongoing engagement with trail-user groups, First Nations and landowners. To reduce disruption, minimize costs and coordinate with third-party projects along the corridor, trail construction has been rescheduled to begin in spring 2026. Staff recommend proceeding with permitting and procuring a designer for the Swan Lake Trestle for rehabilitating the existing structure using a 30-span top-down approach to construction (Option 1), while preparing to pivot to a 16-span ground-up construction approach (Option 2) should the Swan Lake Nature Sanctuary restoration project proceed. Next steps include completing the Multi-Use Trails Safety Enhancement Study with input from trail-user groups, municipalities and landowners, finalizing the options analysis for Brett Avenue Trestle and completing detailed design and detour plans for trail sections scheduled for construction in 2026.

RECOMMENDATION

The Transportation Committee recommends to the Capital Regional District Board:

1. That staff be directed to proceed with permitting and procuring a final design for the Swan Lake Trestle for Option 1 while preparing to pivot to Option 2 should the Swan Lake Nature Sanctuary restoration project proceed; and
2. That the Regional Trestles Renewal, Trails Widening and Lighting Project Update – June 2025 be forwarded to the Regional Parks Committee for information.

Submitted by:	Genevieve Tokgoz, P.Eng., M.Eng., Manager, Regional Trails & Trestles Renewal
Submitted by:	Stephen May, P.Eng., Senior Manager, Facilities Management & Engineering Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

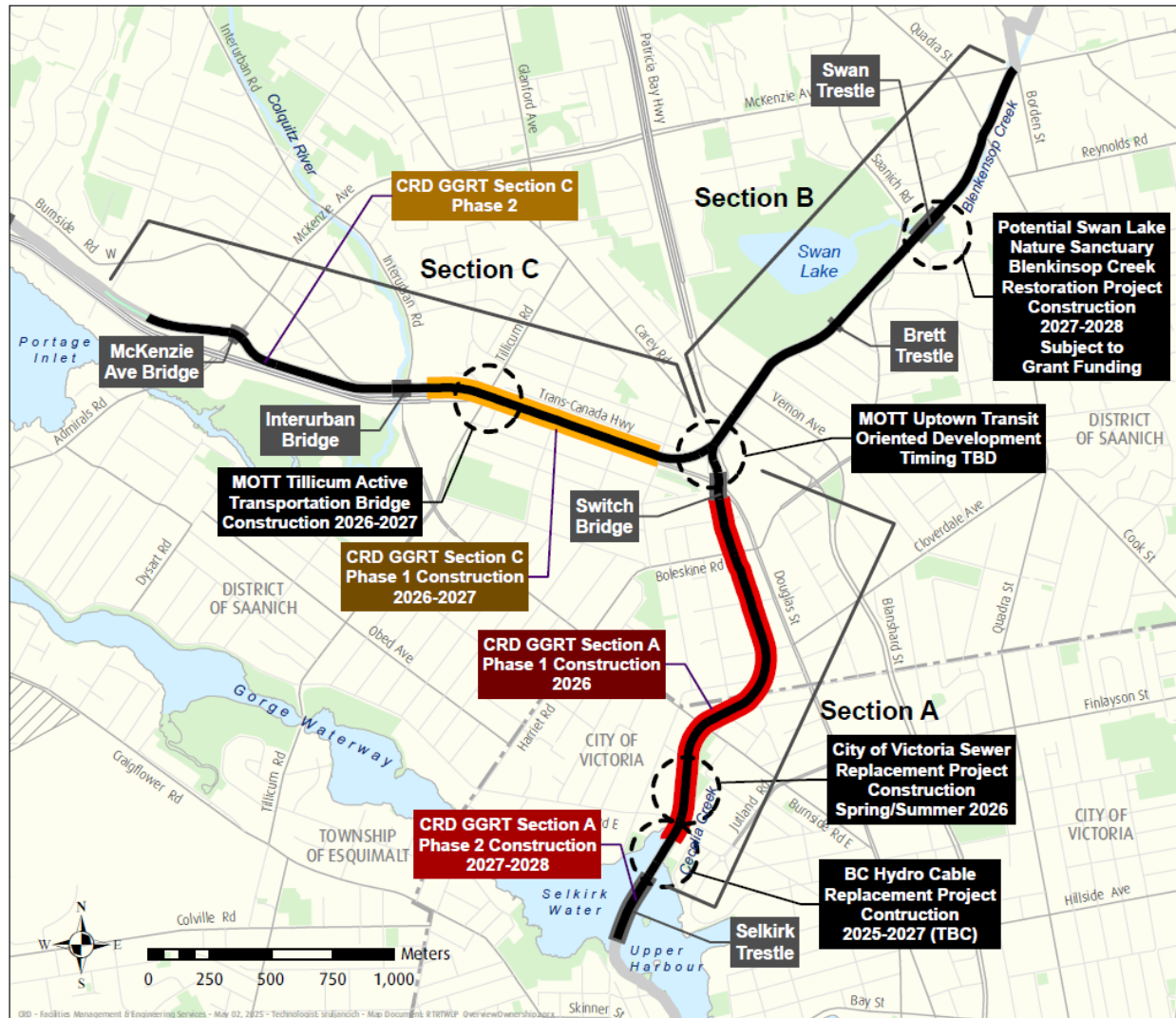
- Appendix A: Swan Lake Trestle Options Summary
- Appendix B: 2026 Construction Project Area Map by Section and Phase
- Appendix C: Proposed Pedestrian and Cyclist Detour Alignment for Closure of Section A Phase 1
- Appendix D: Proposed Pedestrian and Cyclist Detour Alignment for Closure of Section C Phase 1
- Appendix E: Overall Project Design and Construction Timeline

SWAN LAKE TRESTLE OPTIONS SUMMARY
June 2025

Swan Lake Trestle Options

Swan Lake Trestle Options		Cost	Ranking	
			No Swan Lake Sanctuary Project	With Swan Lake Sanctuary Project
Option 1	Rehabilitate existing structure, add 30-span steel trestle system using top-down construction; 75-year design life	\$7.94M	1	2
Option 2	Rehabilitate existing structure, add 16-span steel trestle system using ground-up construction; 75-year design	\$8.56M	3	1
Option 3	Remove existing structure and build new four span steel "I" girder bridge with concrete deck; 75-year design life	\$8.98M	2	3
Option 4	Rehabilitate existing structure by pairing new steel elements adjacent to rehabilitated existing timber elements; 30-year design life	\$9.34M	4	4

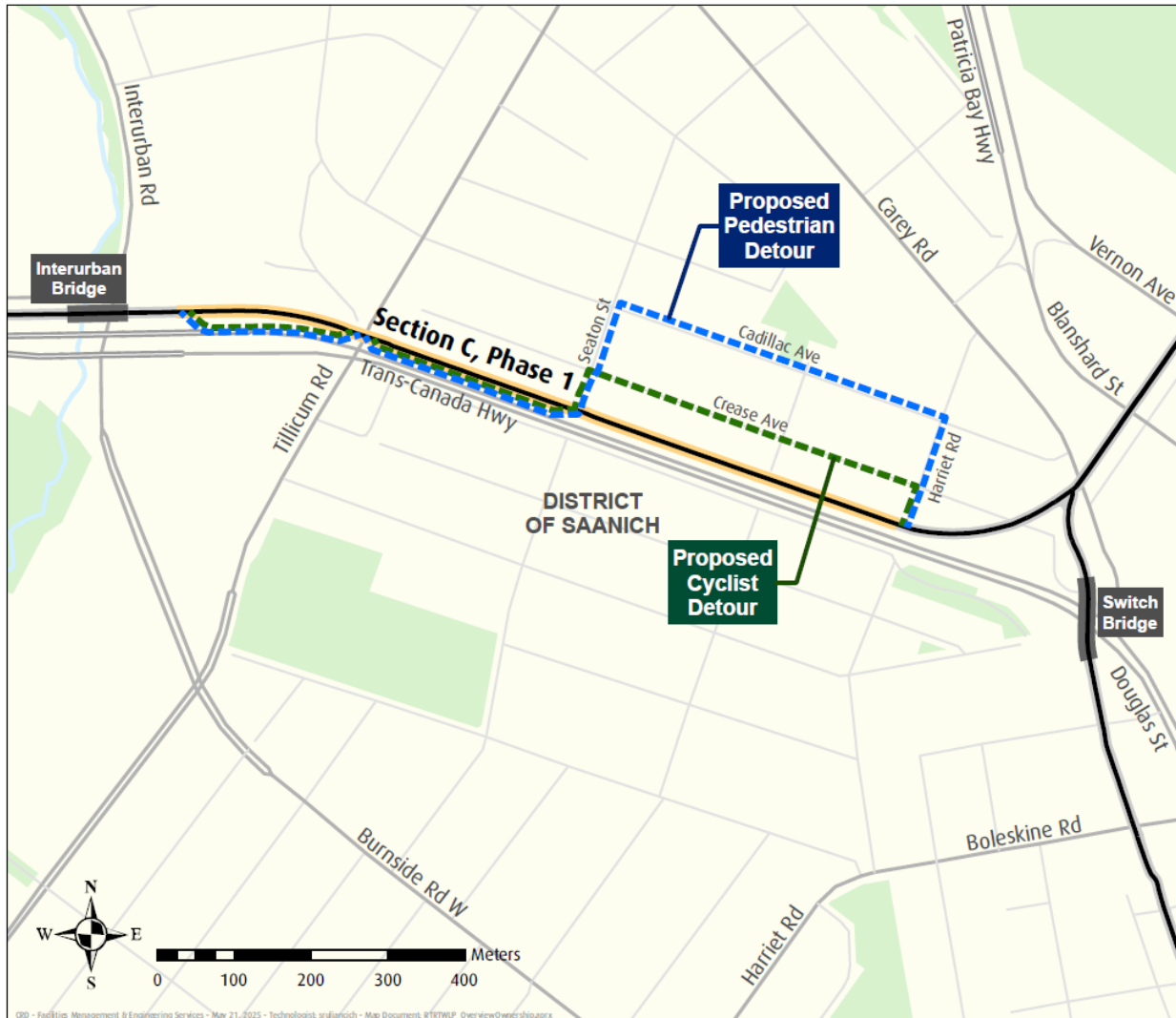
**2026 CONSTRUCTION PROJECT AREA MAP
BY SECTION AND PHASE
June 2025**



**PROPOSED PEDESTRIAN AND CYCLIST DETOUR ALIGNMENT
FOR CLOSURE OF SECTION A PHASE 1
June 2025**



**PROPOSED PEDESTRIAN AND CYCLIST DETOUR ALIGNMENT
FOR CLOSURE OF SECTION C PHASE 1
June 2025**



OVERALL PROJECT DESIGN AND CONSTRUCTION TIMELINE
June 2025

Project Section and Phase	Detailed Design	Construction
Section A – GGRT - Selkirk Trestle to Switchbridge		
Phase 1 – Gorge Rd to Switchbridge	UNDERWAY	2026
Phase 2 – Gorge Rd to Selkirk Trestle	UNDERWAY	2027-28
Switchbridge to McKenzie Ave		
Phasing to be determined	UNDERWAY	2027-28
Section C – GGRT - Switchbridge to Grange Rd		
Phase 1 – Tillicum Active Transportation Bridge to Uptown	UNDERWAY	2026-27
Phase 2 – Tillicum Active Transportation Bridge to Grange	UNDERWAY	2027-28
Selkirk Trestle		
Phase 1 – Below deck critical repairs	COMPLETED	COMPLETED
Phase 2 – Above deck widening/lighting	UNDERWAY	2027
Swan Lake Trestle	2026	2027-28
Brett Ave Trestle	2026	2027-28

**CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, February 11, 2025**

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
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Natalia Heilke, RoadSafetyBC
Steve Martin, Community Member (Chair)
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: Cst. David Bratzer, Oak Bay Police
Jay Douillard, CRD
Dallas Perry, BC Transit

Regrets: Dr. Murray Fyfe, Island Health
Myke Labelle, Commercial Vehicle Safety and Enforcement
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Sean Powell, School District 61
Keith Vass, Media

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:06 pm.

1. Territorial Acknowledgement

Chair Martin provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Ron Cronk, **SECONDED** by Natalia Heilke, that the agenda be approved with the following addition:
• Add Confidentiality under Other Business **CARRIED**

3. Approval of Minutes – January 14, 2025

MOVED by Paweena Sukhawathanakul, **SECONDED** by Ron Cronk, that the minutes of the meeting held on January 14, 2025 be approved with an amendment to the following motion:

MOVED by Steve Martin, **SECONDED** by Ron Cronk, that the Traffic Safety Commission recommends to the CRD Board that the CRD Board advocate to the province for improved interregional bus service in recognition that affordable transit and its frequency play a role in traffic safety.
• Add Owen Page as abstaining from the vote

4. Chair's Remarks

No remarks.

5. Business Arising from Previous Minutes

➤ **Update on Transportation Working Group**

Jay Douillard provided an update on the meeting of the Transportation Working Group held this morning. The discussion included topics relevant to the Traffic Safety Commission. One agenda item was the Working Group's interest in road safety campaigns so there would be the potential for collaboration with the Commission. Jay informed the Group about the Commission's proposal for a public awareness initiative concerning traffic-related changes, and they were keen on that idea. This presents an opportunity to connect with the Group and potentially use their expertise as we develop our campaigns. Working Group members noted that the primary conflict in Saanich occurs at mid-block crossings, especially affecting vulnerable road users. Jay will facilitate further connection with the Working Group.

Fred Grouzet mentioned an upcoming meeting next week to begin work on the public awareness campaign and suggested inviting members of the Working Group to participate. Jay will be part of that group.

➤ **Automated Speed Enforcement Implementation Recommendations (Steve Martin)**

Chair Martin stated that he will be putting together a presentation to go to the Transportation Committee on April 23 which will include the Commission's recommendations on automated speed enforcement. He requested comments and feedback from members. Discussion ensued as follows.

- Polling by three different companies over the last 3-5 years shows that the majority of British Columbians support ASE. It was implemented badly in the 90's, but we can implement it in a way that conforms with best practice. It is proven all over the world.
- We know why ASE didn't work in the 90's and know what needs to happen to make it work. It is a clearer picture so it can't be dismissed out of hand.
- We should reach out to community groups and find some way to send the message across. We don't want to just hear from people who are against it. Having more organizations in support will strengthen our hand. Possibly we could ask for letters of support later in the process.
- We will be recommending several things to the Committee, and one is to advocate to the provincial government for enabling legislation. Assuming the Committee supports this, they would make a recommendation to the Board who would effectively rubber stamp what the Committee recommends. After that, the CRD Board Chair will write a letter to the Minister of Public Safety and Solicitor General. The success rate is not high unless there is other political pressure.
- Canvassing local governments may be beneficial. Increased support can attract the interest of Cabinet. It could possibly go through the Union of BC Municipalities with letters sent directly to the Premier and Ministry to generate more attention, which is generally what Cabinet responds to.
- Once the Board has given its direction, only the Board Chair speaks to it. We can probably advocate for this independently but with the Board's blessing. Part of the request to the Committee may be that we would like their acknowledgement and approval for the Commission to lobby for this.
- We could put an offer out to municipal councils to give a short presentation. Possibly we may want to go to councils first, so when the proposal goes to the CRD they would be familiar with it.
- We all wear two hats; the Commission and the independent organizations we are part of so each member could look informally at what we could do to get support. We can all be advocates for this within our own organizations.
- We have done solid research to back this request. It didn't go well when it was implemented in the 90's and there are reasons why. We will be recommending an entirely different set of parameters in terms of implementing this.
- Parent advisory councils could be another source of support.
- We can suggest that as a Commission we would like to approach municipal councils and make a presentation to the BC Association of Municipal Chiefs of Police who could then take it forward to the BC Association of Chiefs of Police.
- The BC Traffic Safety Committee is another potential source of support. It includes police in BC with a focus on traffic issues and they regularly push issues up the chain of command.
- For a couple of reasons, we would be recommending that the provincial government pass enabling legislation to allow local governments to do this, as opposed to recommending that the province do it. The province would find it easier to support enabling legislation as they would not bear all the risks of implementation. Another reason is that when one level of government moves forward, there is a big target for people who are against it. Also, when things get implemented, the provincial government can't resist the money. If it's done at the municipal level, it is much easier to sell it publicly and put barriers around the revenue and it also allows regional differences.
We could also suggest to the Province that regional districts and local governments must base implementation of ASE on the five guiding principles.
- We can make the point that this is complementary to traditional police speed enforcement, not a replacement, and offers safety benefits along with 24/7 speed monitoring, targeted enforcement, etc. It is an evidence-based deployment of cameras.

Chair Martin will send out a revised 1-2 page proposal prior to the next meeting, along with a presentation slide deck. At the March meeting, the Commission will prepare a motion to be presented at the April Traffic Committee meeting. The proposal will be included as an attachment to the motion, and it was suggested that the TSC logo be added.

Action: Add to March agenda to review revised proposal and put forward a motion

6. **Priority Business**

➤ **Budget Update**

We have about \$50,000 in third party payments for the year so members are encouraged to think of eligible projects that could come forward, and hopefully early in the year, rather than later. There is a surplus of \$7000 from last year that has been carried over.

➤ **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.

Colleen Woodger provided an update. From March 3 to the end of the month, there will be enhanced enforcement for the distracted driving campaign with volunteers participating as well. May will focus on speeding and high-risk driving, and it is planned to hold a large regional event to highlight that. Chair Martin suggested this would be a good time to start doing some media on ASE.

7. **Other Business**

➤ **Cyclists and Bus Lanes (Doug Baer)**

Doug Baer noted that he has received information from Jereme Leslie and Owen Page indicating that cyclists are currently allowed to use bus lanes. He questioned whether an HOV lane could be considered a type of bus lane. The Act's wording is unclear, and even if it is legal for cyclists to use bus lanes, clearer language would be helpful. He suggested it might be a good idea to postpone discussion in Jereme Leslie's absence. The Act states "may not drive," which implies that cycling could be permissible since verbs are not defined.

Ron Cronk mentioned that the diamond shape signifies a designated use lane, but does not specify what can be used there, which is why additional signage is necessary to indicate its intended use. The responsibility for determining its use as a bus lane lies with the municipality.

Doug suggested that the discussion be deferred so he can do some more research. There are three categories: bus lane, HOV lane, and designated use lane which can be designated for any use. If it is the case that "drive" does not include bicycles, then it would be unnecessary to have created a regulation that explicitly says this does not apply to bicycles. That exclusion applies to HOV lanes, but not bus lanes. Doug will do more work checking on designated lanes and how that affects the argument and contact local police to get their perspective. His concern is not a province wide legislative change, but safety in the CRD. Capital Bike wants to be able to tell cyclists what they can and cannot do.

MOVED by Doug Baer, **SECONDED** by Owen Page, that consideration of this issue be postponed for three months.

CARRIED

➤ **Add Confidentiality**

Doug Baer asked which materials are covered by our non-disclosure agreement. It was suggested that the author's approval might be needed before sharing emails, letters, etc. Chair Martin recommended that Doug follow up with the CRD for clarification.

8. **Member Updates**

➤ **RoadSafetyBC - Natalia Heilke**

No update

➤ **ICBC – Colleen Woodger**

- Targeting schools with graduated licensing information.
- Will be spending an entire day at Gulf Islands Secondary next Thursday targeting Grade 11 students on choices. First responders and PARTY Program, along with ICBC, will be there. It is planned to do this at Vic High next year.
- 39 secondary schools out of 45 island wide have been reached so far for the speaker program. That is a record in Colleen's 21 years of delivering this program.
- The distracted driving campaign will be taking place in March and a regional event is going to be held.
- Working with Ready Step Roll Think of Me Program. Had a great day with them providing support for their school kits, etc.
- Will be delivering a presentation at the BC Highway Patrol island regional meeting sharing resources and finding ways to elevate BCACP calendar.
- Doing new to BC seniors talk in Metchosin and making sure that Uber drivers, Uber Eats, etc., have the right class of license.
- The motorcycle skills event is happening on May 31 and will be supporting funds for that.

- **Youth and Children – Hailey Bergstrom-Parker**
 - Doing training for Victoria General Hospital on February 25 for special needs seats and regular child passenger seats so there will be eight new educators out of VGH.
 - Offering free sessions for groups and individuals that are 2-3 hours long instead of the full eight hours.
 - Promoting use of booster seats on their social media. They are seeing parents moving their kids out of booster seats far too early.
 - Trying to reach out to immigrant families and work with them as they are not familiar with car seats.
- **Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul**
No update
- **CRD – Jay Douillard**
 - Let's Get Visible campaign which was supported by the Commission has been going well. In addition to being on the trails, doing pop-ups, and targeting bus users, have also started going to seniors' homes and daycares to give out the reflectors to vulnerable people who may go out walking. It has been a very positive experience.
- **Integrated Road Safety Unit – Sgt. Jereme Leslie**
No update
- **Commercial Vehicle Safety Enforcement – Myke Labelle**
No update
- **Vancouver Island Safety Council – Ron Cronk**
 - School starts March 1. Registration has been heavy and are almost booking into June now.
 - The rider refresher course will be offered again and planning on asking for funds from the Commission.
 - Motorcycle skills day is May 31. It is a good mixer for people.
- **Capital Bike – Doug Baer**
 - Capital Bike is going to start an advocacy newsletter. They have 13,000 CRD email addresses, so when the newsletter is launched, it will have a wide distribution. If there is a safety article or content that might be relevant as part of the newsletter, it could be a way to communicate with a large audience, and possibly also be a way to gather feedback from cyclists about safety issues.
- **Walk On, Victoria – Todd Litman**
No update
- **Municipal Police Forces/RCMP**
No update
- **BC Transit – Dallas Perry**
 - Currently hiring operators
- **Ministry of Transportation and Infrastructure - Owen Page**
No update
- **Island Health – Neil Arason**
No update
- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**
 - Frederick showed the latest video that has been created in conjunction with CHEK. The message is "safety starts with sharing roads and responsibility." Members made the following suggestions for changers: have the words "safety starts with sharing roads" come up before the logos of the sponsors; show the driver making a shoulder check before turning; shave a couple of seconds off the shot of the pedestrians waving; and remove the words "and responsibility" after "safety starts with sharing roads."
- **Adam Defrane, MADD Canada**
No update
- **Sean Powell, School Districts**
No update

9. Next Meeting

The next meeting will be held on March 11, 2025 at 1:00 pm. On motion, the meeting adjourned at 2:32 pm.

**CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, March 11, 2025**

Members: Neil Arason, Island Health
Douglas Baer, Capital Bike
Ron Cronk, Vancouver Island Safety Council
Natalia Heilke, RoadSafetyBC
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Steve Martin, Community Member (Chair)
Dean Murdock, CRD Board (Vice-Chair)
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic

Associates: Adam Defrane, MADD
Jay Douillard, CRD

Regrets: Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Dr. Murray Fyfe, Island Health
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Myke Labelle, Commercial Vehicle Safety and Enforcement
Owen Page, Ministry of Transportation and Infrastructure
Sean Powell, School District 61
Keith Vass, Media
Colleen Woodger, ICBC Road Safety and Community Involvement

Guests: Genevieve Tokgoz, CRD
Roy Symons, ISL Engineering
Khal Joyce, ISL Engineering

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:02 pm.

1. Territorial Acknowledgement

Chair Martin provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Jereme Leslie, **SECONDED** by Ron Cronk, that the agenda be approved as distributed. **CARRIED**

3. Approval of Minutes – February 11, 2025

MOVED by Paweena Sukhawathanakul, **SECONDED** by Ron Cronk, that the minutes of the meeting held on February 11, 2025 be approved. **CARRIED**

4. Chair's Remarks

Chair Martin acknowledged the passing of a Saanich Police Department member from a sudden medical emergency while on duty and passed on condolences to the Saanich Police Department and the officer's family.

5. CRD Regional Trail Safety Study – Delegation Presentation

Representatives from the CRD and ISL Engineering gave a presentation on a study underway on safety enhancement on regional trails. A brief overview follows.

The presentation covered three categories: update on the multi-use trails safety enhancement study; existing safety initiatives; discussion and feedback.

The study focuses on the regional trail network, typically paved trails where there is mixed use without separation. It does not include regional trails located within parks. The geographic scope covers the Lochside, E&N regional trail, and Galloping Goose Regional Trails.

The report will cover data collection and analysis, options for enhancements to bridges and trestles, as well as alternatives to bollards, policy and regulatory solutions, concept sketches, implementation priorities, and interested party input.

Data from south of the switch bridge was provided, which is one of the busier locations as you get closer to Victoria. During the peak in July there were about 100,000 trips per month, with consistent year-round use showing about 40,000 trips/month in December/January. There are more riders than walkers, and given the

numbers, data and guidance suggest that separation of users should be considered which is providing a rationale for the regional trail widening study. The study will examine all sites to determine if other locations would benefit from trail widening.

Data from a study of shared use pathways in metro Vancouver is believed to reflect similar trends on the island. Figures from 2019/2020 and 2023 showed a significant decrease in conventional bike use and an increase in the use of e-bikes and stand-up e-scooters over this period. Data also showed that speeds are increasing on shared pathways in metro Vancouver. With increasing speed, the level of comfort for pedestrians has been reduced and one of the primary objectives for this study is to identify measures that can make people feel more comfortable on the trails. Potential areas for enhancements include surfaces, crossings, signage, and accessibility.

Several existing safety initiatives were highlighted: Capture google street view imagery of trails; Include regional trail accessibility information on the AccessNow website and application; Complete annual accessibility maintenance audits; Cruise with Courtesy Campaign; Advocacy; and Regional Trail Compliance Action Plan. Another initiative is the trail use data collection program. Current data is limited, and they are aiming to expand data collection.

The final safety initiative mentioned was the regional trestles renewal, trails widening and lighting project. This project will have a significant impact on improving trail safety and user comfort. It is planned to widen regional trails to 6.5 m in the busiest sections and add lighting. Additionally, three aging timber trestles will be renewed. The project began in the fall of 2024 and improvements will be carried out in phases over a 4-year period.

Input from the Commission was requested and members spoke about their main concerns with regional trail safety as follows.

- Is there any consideration for enforcement and if so, what does that look like? If there is no consequence to dangerous trail riding what is going to prevent it? Policy or legislative changes may be needed to enhance enforcement.
CRD response - There is some enforcement done on the trails by park rangers under the parks use bylaw. They can't enforce speed but can enforce issues around dangerous behaviour. The CRD doesn't have the capacity to do the type of enforcement they would like to do.
- The biggest speed problem has to do with devices that are not legally on the trail. If a bike doesn't have a regulator to keep it to no higher than 32 kph, then it's not legally allowed on the trail. How do you enforce that? If you don't have a mechanism to stop illegal devices on trails, we can't solve this problem.
CRD response – Police can do enforcement at trail crossings as the Motor Vehicle Act applies.
- Concerned about conflicts on trails. As a general principle, CRD is encouraged to design their facilities and policies around protecting the most vulnerable. Bigger and faster modes need to yield to slower, more vulnerable modes. One way to phrase this is in terms of shy distance. Could we make it clear on the trail that faster cyclists need to leave at least 1 metre when passing, or if they can't, they need to slow down. Could there be signs stating this? Is there an educational component?
CRD response - One opportunity is through the Cruise with Courtesy Campaign that is done every year. Signs stating "pass slow and with care" could be installed.
- The AccessNow website would be helpful re a study being undertaken looking at accessibility of the trails and the potential impact on health if people live nearby trail networks and can easily access them.
AccessNow is particularly important for older folks who are cycling and want to be able to plan safe routes.
- It's great the CRD is investing in the trail system as it is becoming busier with faster speeds, etc. It's important to get it right, spend the money and apply everything we've learned about safe systems thinking.

They are seeking input from interested parties and will be holding meetings with various groups.

Commission members can reach out to Genevieve Tokgoz at gtokgoz@crd.bc.ca with any other input or questions. Also, written input to the following questions would be appreciated.

- What are your main concerns with regional trail safety?
- What information, experiences or observations can you share to help fill the gaps in data related to injuries, accidents, incidents on the regional trails?
- How would this group like to stay informed on outcomes of safety study, trail widening and lighting design?

The entire presentation can be viewed here:

[March 2025\250311 CRDTrail_Safety_TrafficSafetyCommission_Presentation.pdf](#)

6. Business Arising from Previous Minutes

➤ Update on Transportation Working Group

Jay noted that the motion from the Commission regarding advocacy for improved regional bus service has gone forward to the Transportation Committee and the Committee has made a recommendation to the CRD Board which will go to their March 12 meeting.

➤ **Revised ASE Backgrounder and Recommendations and Draft Slide Deck (Steve Martin)**

This item was discussed at our February meeting and based on the feedback received has been revised and distributed to members. It is scheduled to be presented to the Transportation Committee in April. Chair Martin has prepared a slide presentation, which we will review today. A summary is given below.

Evidence indicates that speeding is a significant issue in the CRD, contributes to a considerable number of crashes and injuries, and is a leading factor in 953 crashes. Chair Martin will be impressing to the Committee that measures taken in road safety can have a significant effect on public safety.

There are three types of automated speed enforcement (ASE): fixed cameras, mobile roadside cameras, and point-to-point. Polls between 2018-2023 consistently show that most British Columbians support ASE. While traditional enforcement is effective, it has its limitations due to other competing demands. Implementing ASE is crucial because speed significantly contributes to crashes and injuries in the CRD.

ASE compliments traditional speed enforcement. There is a proven reduction of crashes, injuries and fatalities; it provides continuous speed monitoring; it reduces congestion caused by crashes; and allows for speed monitoring on roadside areas less safe for roadside enforcement.

ASE has been implemented globally and across Canada and we can look at the lessons learned from these jurisdictions which generally fall into three categories: public education and awareness; evidence-based deployment of ASE cameras; and use of revenue. Many jurisdictions have adopted a regional approach to ASE which offers benefits such as flexibility, increased community support for ASE; removing historical baggage; and diffusing political sensitivities. Regional approaches in Canada are a proven model.

Learnings from other jurisdictions offer guidance for successful ASE implementation. The following five principles will facilitate successful implementation: public education; evidence-based deployment; transparency; dedicated revenue; and start small to build support. Adopting these five principles will ensure success in any type of ASE implementation.

Members expressed support for moving ahead with the recommendation for implementation of ASE.

MOVED by Steve Martin, **SECONDED** by Doug Baer, that the Traffic Safety Commission recommends that the Transportation Committee recommend to the CRD Board to advocate for automated speed enforcement (ASE) and request the Provincial Government develop enabling legislation that would permit regional governments (through designation) the ability to decide, fund and implement ASE using a principle-based approach; and, that the Provincial Government require designated regional governments to adopt the following five principles to guide regional implementations:

1. Public Education: That public education regarding the safety objectives of ASE be a central component and priority of ASE throughout implementation and ongoing deployment.
2. Evidence Based Deployment: That an evidence-based process guides the location of ASE cameras to ensure that deployment is implemented with a clear view to achieving road safety outcomes.
3. Transparency: Publicize location and safety rationale of ASE camera locations including location specific warning signs so there are no surprises for drivers. Report on the achievement of outcomes based on a clearly defined program baseline.
4. Dedicate Revenue: The overarching goal of ASE is to reduce unsafe speed and lower speed related injuries and fatalities. ASE revenues should be dedicated to ASE cost recovery and road safety programs. A 2024 national report survey emphasized that a critical element of ongoing public support was that ASE programs are not perceived as a general revenue cash grab.
5. Start Small and Build Support: Implement with a view to build and maintain public acceptance. Engage community stakeholders to guide implementation and promote support. Adopt a graduated implementation approach beginning with a pilot deployment in high-risk areas including school and playground zones. Consider "soft" initial implementation where drivers are issued warning tickets during a predefined period.

CARRIED

Abstained: Natalie Heilke

7. **Priority Business**

➤ **Budget Update**

No change from last month

➤ **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 the Distracted Driving and Seatbelt Campaign is currently underway. CRD Integrated Road Safety Unit is conducting multiple campaigns with police agencies in Saanich, Victoria, the West Shore RCMP and some of the other detachments as well. The focus of the campaign is “leave your phone alone.”

They are gearing up for the High-Risk Driving Campaign in May and part of that is a huge motorcycle safety campaign. This year they will be conducting that with the West Shore RCMP.

8. Other Business

➤ **Grant Request – Vancouver Island Safety Council Rider Refresher Training**

Ron Cronk provided an overview of this grant request. This is the third year the Vancouver Island Safety Council has requested funding for a rider refresher training course, which is based on the 2012 Coroner's report and statistics regarding motorcycle fatalities. The course targets riders with previous riding experience who have not ridden for several years and want to resume riding. It is a three-day course, starting with a 2-hour classroom lecture; participants then practice in the parking lot on the second day and move out onto the roads on the last day. At the end of the course, participants are asked to complete a pre-and-post survey.

Vancouver Safety Council is requesting \$5500 to help with the costs of the course and instructor time. This year, they are going to establish an instructional manual.

The grant request will be reviewed according to our established criteria and the evaluation results will be discussed at the April meeting.

Action: Add to April meeting agenda

9. Member Updates

➤ **RoadSafetyBC - Natalia Heilke**

- The new Assistant Deputy Minister at RoadSafetyBC is Toby Louie who joined them on March 7. He was previously with the Ministry of Finance.

➤ **ICBC – Colleen Woodger**

No update

➤ **Youth and Children – Hailey Bergstrom-Parker**

No update

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

No update

➤ **CRD – Jay Douillard**

No update

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

No update

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

No update

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

No update

➤ **Capital Bike – Doug Baer**

- They now have a local committee covering the municipalities of Langford, View Royal and Colwood .
- Trying to organize a celebration ride along the length of the Gorge from Oak Bay into Saanich to let people know about the infrastructure that is about to be completed.

➤ **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**
 - Under the Island Health vision zero and road safety grant program, nine grants have been given across the island, with three being in the CRD. They are the City of Victoria for a rapid rectangular flashing beacon near Esquimalt High School, School District 61 for signage near Craigflower Elementary, and Metchosin for a rapid rectangular flashing beacon near Hans Helgesen Elementary.
- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**
No update
- **Adam Defrane, MADD Canada**
 - Adam and Sgt. Doug Cripps started their talks with Junior B hockey teams. The first one went very well, however, because of the playoffs, the rest will be delayed until September.
- **Sean Powell, School Districts**
No update

10. Next Meeting

The next meeting will be held on April 8, 2025 at 1:00 pm. On motion, the meeting adjourned at 2:29 pm.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
12 May 2025 3:30 pm
Zoom/Pender Community Hall

Commissioners: George Leroux (Chair/Treasurer), Andrea Mills(EP), Cecilia Suh, Paul Kubik, Paul Brent, Sandra Tretick, Lisa Baille, Carolyn Cartwright Owers, Tim Frick.
Staff: Rob Fawcett (EP-Project Coordinator), Ben (Maintenance Contractor) Erin-O'Brien(PICA Restoration contract) Guest: Justine Starke(CRD).

1. **CALL TO ORDER:** The Chair called the meeting to order at 3:30 PM.

2. **APPROVAL OF AGENDA**

MOTION to approve the 12 May. 2025 PIPRC agenda.
M-Commissioner Brent, S-Commissioner Kubik. **CARRIED.**

3. **ADOPTION OF MINUTES**

MOTION to approve the 14 Apr. 2025 PIPRC minutes as corrected.
M-Commissioner Brent, S-Commissioner Baille. **CARRIED.**

4. **CHAIR REPORT and BUSINESS ARISING: Correspondance**

5. **DELEGATION** Bob Coulson from Magic Lake Property Owners Association joined the meeting. He raised what is known as Mouet Park, which was donated to MLPOA with a covenant that limits transfer options. MFPOA is asking that PIPRC consider assuming management of the space as community gardens or park space. There is no water to the lot, and rocky soil. Recent tree management costs were \$3500-4000. Bob also noted that MLPOA recently surveyed their residents about recreation, and agreed to share the data with members. Bob will also bring the picnic shelter for Thieves Bay to his membership for feedback.

6. **OPERATIONS REPORTS**

6.1 **Trail Inventory and Map:** Commissioner Tretick shared the Galiano map with Commissioner Brent to see the model for the new Pender map. Sandra will meet with Paul and Lori to refine what is included in the map, and then will meet with the designer regarding next steps. PIPRC will consider including other trails and parks managed by other bodies, with approval. Commissioners Frick and Cartwright will assist. Project will pause until October 2024.

6.2 **PIPRC Asset Mapping:** Almost all sites have been visited and documented by Commissioners Suh, Baille and Cartwright. Commissioner Baile Cartwright and Tretick will meet with Lori to review next steps prior to the next meeting.

6.3 **Maintenance:** Ben circulated a report prior to the meeting, and highlighted:
-Shingle Bay trail updates to divide the lawn from the restoration area and improve trail conditions.
-A diagram for proposed trail improvement at Danny Martin plan was received. Ben will prepare a budget for the June meeting including labour and boardwalk materials.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
12 May 2025 3:30 pm
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6.4 Restoration: Erin O'Brien's report, on behalf of PICA, was circulated prior to the meeting. Erin highlighted the need for community education from PIPRC regarding discarding garden plants in parks. Broom Bash at George Hill is upcoming, and progress photos for a Pender Post article will be sent to Sandra.

6.5 Capital Projects: Rob's report was circulated prior to the meeting.

-Schooner Way Trail general contracting bid award is in process.

Communications on the construction phase activities and timeline will be managed with support from CRD. Islands Trust Conservancy and Project Coordinator are discussing Phase II as that section will require a License of Occupation.

-Thieves Bay Pavillion design options were circulated to the Commission. Additional \$40000 is needed for the project. The pavilion will be for general use, and exclusive use will be managed by Special Event permits. Justine noted that Get Involved - CRD's engagement site- is usually used for larger plans with longer timelines and that community engagement has been conducted for the site during rezoning. Community information sharing of proposed structure plans and timelines will be managed by Rob, along with in-person outreach July 1 market.

MOTION to submit a grant to the ICE-T Placemaking Fund for \$40 000 for the Thieves Bay structure. M- Commissioner Tretick, S-Commissioner Frick. **CARRIED.**

7. REPORTS

7.1 CRD Director: Director Brent provided a description of the Alternate Approval process.

7.2 Chair's Report: Chair thanked Director Brent for his support of the increase for 2025 Commission funds.

7.3 Treasurer Report: Circulated before the meeting. On budget for the quarter, with an increase to \$77 000 for 2025 Recreation Grants.

7.4 Communications: Garden waste/invasives in parks, Schooner Way update, dog park Advisory Group and Thieves Bay Pavilion will be the next Post topics.

8. NEW BUSINESS AND CORRESPONDENCE

8.1 Dogs: Commissioner Frick has agreed to act as Commission lead on dog parks, and circulated a summary document prior to the meeting. Commissioner Frick and Rob viewed the existing site option and suggested that acquiring land is likely the best way forward.

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
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An Advisory group of 6 residents will be formed to provide support and guidance on the dog park. Commissioner Tretick will handle outreach via Social media and Pender Post.

8.2 Special Event Application - Oaks Bluff: An application from SIMRES to continue their annual whale monitoring from Oaks Bluff was approved and the applicants have been notified.

8.3 Recreation Committee 2025: Commissioners Tretick, Suh and Cartwright will form the 2025 Recreation Committee with admin support from Lori.

8.4 In Camera - Regional Parks

MOTION to close the meeting in accordance with the *Community Charter, Par 4, Div. 3, Section 90(1)*. M-Commissioner Brent, S-Commissioner Mills.
Commission moved to the closed session at 4:49 p.m. Commission rose from the closed session at 5:05 p.m.

10. NEXT MEETING: June 09, 2025 at 3:30 p.m.

11. MOTION TO ADJOURN The meeting adjourned at 5:08 PM.

Approved at the June 9, 2025 meeting:

George Leroux

George Leroux
Chair-PIPRC