



Making a difference...together

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March 10, 2026

File: 3900-30

Township of Esquimalt Mayor and Council  
Attention: Deb Hopkins, Corporate Officer  
1229 Esquimalt Rd  
Esquimalt, BC V9A 3P1  
**Via email:** [deb.hopkins@esquimalt.ca](mailto:deb.hopkins@esquimalt.ca)

Dear Deb Hopkins:

**RE: MUNICIPAL CONSENT FOR BYLAW NO. 4719 - TRAFFIC SAFETY COMMISSION ESTABLISHMENT BYLAW NO. 1, 1990, AMENDMENT BYLAW NO. 5, 2025**

On November 12, 2025 the Capital Regional District (CRD) Board gave three readings to Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025".

The Capital Regional District is seeking municipal consent for **Bylaw No. 4719**, a bylaw to repeal the establishment bylaw for the Traffic Safety Commission service.

On November 12, 2025, the CRD Board approved Bylaw No. 4711 which was a governance bylaw to dissolve the current commission and a resolution was passed that the assets and obligations of the Traffic Safety Commission will be undertaken by the Transportation Service.

In order to adopt **Bylaw No. 4719**, consent is required from two-thirds of participants which includes 11 municipalities and the 3 electoral areas.

Please have your Council consider the bylaw at an upcoming meeting and return a response to us no later than May 1, 2026. Your Council resolution may be worded as follows:

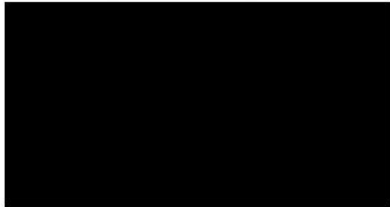
***That Council [consent/not consent] to the CRD adopting Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025".***

As background information, please find attached the proposed bylaw and staff report. In addition to municipal Council consideration, the bylaw will be forwarded to the Inspector of Municipalities for approval before returning to the CRD Board for adoption.

If you have questions regarding the dissolution of the Traffic Safety Commission or the Transportation Service, please contact Patrick Klassen, Senior Manager Regional Planning and Transportation, at [pklassen@crd.bc.ca](mailto:pklassen@crd.bc.ca) by telephone at 250.360.3244.

If you have questions about the bylaw approval process, please contact Deputy Corporate Officer Marlene Lagoa at [mlagoa@crd.bc.ca](mailto:mlagoa@crd.bc.ca) or by telephone 250.360.3127.

Sincerely,



Kristen Morley, JD  
Corporate Officer and General Manager, Corporate Services

Attachments (2)

cc: Ted Robbins, Chief Administrative Officer, CRD



CAPITAL REGIONAL DISTRICT

BYLAW NO. 4719

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A BYLAW TO REPEAL BYLAW NO. 1828, TRAFFIC SAFETY COMMISSION SERVICE ESTABLISHMENT BYLAW

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WHEREAS:

- A. Under Order In Council 285/1990, and by Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990", the Capital Regional District established a Traffic Safety Commission Extended Service;
B. The Board of the Capital Regional District wishes to repeal Bylaw No. 1828, as the function of traffic safety and requisition for its purposes may be assumed by the CRD's transportation service under Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024"; and
C. Consent of the participants has been obtained under ss. 346 and 349 of the Local Government Act, and the approval of the Inspector of Municipalities is required for the repeal of this extended service bylaw.

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

- 1. Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990", is repealed.
2. This Bylaw may be cited for all purposes as "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025".

READ A FIRST TIME THIS 12th day of November 2025
READ A SECOND TIME THIS 12th day of November 2025
READ A THIRD TIME THIS 12th day of November 2025
RECEIVED PARTICIPATING AREA APPROVAL UNDER SS. 346 AND 349 OF THE LGA THIS th day of 202\_
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS th day of 202\_
ADOPTED THIS th day of 202\_

CHAIR

CORPORATE OFFICER

I hereby certify the foregoing to be a true and correct copy of the Bylaw which was given third reading by the Board on the 12 day of November, 2025. Dated this 11 day of December, 2025.

[Redacted Signature] Deputy Corporate Officer



Making a difference...together

## REPORT TO TRANSPORTATION COMMITTEE MEETING OF WEDNESDAY, OCTOBER 22, 2025

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**SUBJECT**     **Bylaw Nos. 4711 and 4719: Dissolution of Traffic Safety Commission and Service**

### **ISSUE SUMMARY**

To recommend transfer of Traffic Safety Commission (TSC) assets and remaining unallocated funds to the Regional Transportation Service (RTS), and to dissolve the TSC and repeal its service establishing bylaw.

### **BACKGROUND**

The approval by the Capital Regional District (CRD) Board of the new RTS under Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024", has changed the framework for how regional transportation matters will be governed and implemented.

The goal of the RTS is to improve efficiency and integration for transportation across the region. Implementation of the RTS is underway, including preparations for the consolidation of the CRD's existing regional transportation planning and policy functions with the management and coordination of regional trail functions. Governance considerations have also been included within the RTS implementation, including the role of the Transportation Working Group (TWG) and the Traffic Safety Commission (TSC).

The TSC Service was established under bylaw in 1990 with the objectives to:

- a) Review Traffic Safety problems in the Capital Regional District and make recommendations to the Capital Regional District Board through the Administration Committee for the purpose of reducing or eliminating the problems;
- b) plan and operate Traffic Safety education programs within the Capital Regional District as provided for in the annual budget for the Commission, as approved by the Board of the Capital Regional District; and,
- c) administer an annual Scholarship program to be called the Constable Sarah Beckett Memorial Scholarship with a maximum \$2,000 value, to be awarded to a youth entering a career in law enforcement, applying criteria approved by the Capital Regional District Board.

The establishment of the RTS, with safety included as a core mandate, has created overlap with the TSC. The RTS service establishment bylaw specifically includes scope around road and trail safety, inclusive of planning, design and behaviour change. It is the intention of the RTS to incorporate and broaden the scope and responsibility for safety in the region. New governance structures will strengthen coordination on road safety by bringing together the topics previously considered by the TSC and Transportation Working Group (TWG) under a single body, the Regional Transportation Advisory Committee (RTAC). This structure will include consideration for thematic subcommittees and will be supported and resourced by CRD staff through the RTS. The outcome will ensure the continuance of the current TSC scope with the ability to provide greater resources and coordination. More details of the RTAC are presented in the staff report titled *Regional Transportation Advisory Committee Terms of Reference*.

As part of developing and implementing the RTS (as noted in the June 2025 Transportation Committee staff report on Transportation Governance), staff have engaged with both the TWG and the TSC on potential governance changes. Engagement with these groups reflected a commitment to integrating existing bodies and fostering a more coordinated, region-wide approach to transportation planning and safety.

Staff engagement with the TSC included a survey on operations and governance to ensure its perspectives were considered. Staff reported back with a summary of findings to the TSC in July. Responses emphasized the Commission's contributions in public education, scholarships, and grassroots safety initiatives, while also identifying opportunities for an expanded mandate under the RTS to include Vision Zero, Safe Systems approaches, data analysis, and engineering expertise.

In September staff shared the intent embodied within the recommendations of this report with the TSC. While there was general understanding for the rationale of transitioning to a new model, some expressed concern about the potential loss of the Commission's independent road safety voice. These perspectives reinforce the importance of ensuring road safety remains a priority within any new governance structure. Should the Board endorse the recommendations within this report, staff will coordinate with the TSC to make use of remaining meetings to advise RTAC on identified priorities. Staff will also coordinate with RTAC to consider the establishment of a new safety subcommittee, with an emphasis on the carry forward of identified priorities.

To dissolve the TSC, two bylaws and a resolution are proposed:

- **Dissolve Commission** – Bylaw No. 4711, "Traffic Safety Commission Dissolution Bylaw No. 1, 2025", dissolves the current commission. As a governance bylaw, it may be amended by three readings and adoption at a CRD Board meeting without consent of participants or Inspector of Municipalities approval;
- **Resolve to Transfer Assets and Obligations of the TSC to the Transportation Service** – A resolution of the Board that the assets and obligations of the TSC will be undertaken by the Transportation Service.
- **Repeal Establishing Bylaw** – Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025", repeals the establishment bylaw for the TSC service.

## **ALTERNATIVES**

### *Alternative 1*

The Transportation Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4711, "Traffic Safety Commission Dissolution Bylaw No. 1, 2025" be introduced and read a first, second and third time;
2. That Bylaw No. 4711 be adopted;
3. That the assets and obligations of the Traffic Safety Commission Service under Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990", be assumed and maintained by the Transportation Service under Bylaw No. 4630, "Regional Transportation Service Establishing Bylaw No. 1, 2024", including that funds held for the Constable Sarah Beckett Memorial Scholarship continue to be used for that purpose;
4. That Bylaw No. 4719, "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025", be read a first, second, and third time;
5. That participating area approval be obtained by way of municipal and electoral area director consent; and
6. That if successful by two-thirds consent of participants, Bylaw No. 4719 be forwarded to the

Inspector of Municipalities for approval.

*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.

*Financial Implications*

The 2026 budget of \$76,982 for the traffic safety function will be transferred to the RTS budget. Surplus funds from 2025 operations and \$16,000 of donated funds for the Sarah Beckett Memorial Scholarship held by the Traffic Safety Commission Service will be transferred to the RTS.

*Service Delivery Implications*

The services currently delivered by the TSC will continue to be delivered by the RTS and can be accommodated with existing staffing. Engagement with the TSC identified a lack of dedicated staff resources as an issue. Integrating the TSC's responsibilities with the RTS will enable more resources to be dedicated to safety programming. Additionally, the TSC is a sub-regional service and whereas RTS safety programming can now be delivered regionally.

*Social Implications*

The TSC holds funds donated for the Sarah Beckett Memorial Scholarship and annually adjudicates this program to an eligible youth pursuing a career in policing. Without the TSC, the decision-making mind reverts to the CRD Board, acting as a whole. While some grants are administered by Executive Services and others by Committee, staff are exploring options which would delegate the scholarship nomination and selection to a third party or a sub-committee of RTAC, with the scholarship to be granted by the Board from the remaining funds available for the scholarship.

*Legal Implications*

The TSC as a governance commission, may be dissolved by bylaw by way of three readings and adoption by the CRD Board. The TSC service is an "extended service", an older term for a service which a regional district was empowered to create either by regulation or Order-in-Council. Should CRD choose to amend or dissolve the TSC service, it would require two-thirds consent of participants. The preferred approach would be by way of municipal and electoral area director consent, rather than alternative approval process, as this would be the more cost-effective method.

**CONCLUSION**

The TSC has served its function of advocating and working as a community body since the 1990s. The new Transportation Service may absorb this mandate. Should the Board choose to dissolve the TSC service, municipal consent and Inspector of Municipalities approval would be necessary.

**RECOMMENDATION**

The Transportation Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4711, “Traffic Safety Commission Dissolution Bylaw No. 1, 2025” be introduced and read a first, second and third time;
2. That Bylaw No. 4711 be adopted;
3. That the assets and obligations of the Traffic Safety Commission Service under Bylaw No. 1828, “Traffic Safety Commission Establishment Bylaw No. 1, 1990”, be assumed and maintained by the Transportation Service under Bylaw No. 4630, “Regional Transportation Service Establishing Bylaw No. 1, 2024”, including that funds held for the Constable Sarah Beckett Memorial Scholarship continue to be used for that purpose;
4. That Bylaw No. 4719, “Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025”, be read a first, second, and third time;
5. That participating area approval be obtained by way of municipal and electoral area director consent; and
6. That if successful by two-thirds consent of participants, Bylaw No. 4719 be forwarded to the Inspector of Municipalities for approval.

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

**ATTACHMENTS**

- Appendix A: Bylaw No. 4711
- Appendix B: Bylaw No. 4719

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4711

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A BYLAW TO REPEAL BYLAW NO. 3520, TRAFFIC SAFETY COMMISSION GOVERNANCE BYLAW

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WHEREAS:

- A. By Bylaw No. 3520, "Traffic Safety Commission Bylaw No. 1, 2008", the Regional Board continued the Traffic Safety Commission, a body to exercise the powers under the extended service created by way of Order In Council 285/1990 and by Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990"; and
B. The Board of the Capital Regional District wishes to repeal Bylaw No. 3520, as the function of traffic safety and requisition for its purposes may be assumed by the CRD's transportation service under Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024".

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

- 1. Bylaw No. 3520, "Traffic Safety Commission Bylaw No. 1, 2008", is repealed.
2. This Bylaw may be cited for all purposes as "Traffic Safety Commission Dissolution Bylaw No. 1, 2025"

READ A FIRST TIME THIS th day of 202\_
READ A SECOND TIME THIS th day of 202\_
READ A THIRD TIME THIS th day of 202\_
ADOPTED THIS th day of 202\_

CHAIR

CORPORATE OFFICER

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4719

\*\*\*\*\*

A BYLAW TO REPEAL BYLAW NO. 1828, TRAFFIC SAFETY COMMISSION SERVICE ESTABLISHMENT BYLAW

\*\*\*\*\*

WHEREAS:

- A. Under Order In Council 285/1990, and by Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990", the Capital Regional District established a Traffic Safety Commission Extended Service;
B. The Board of the Capital Regional District wishes to repeal Bylaw No. 1828, as the function of traffic safety and requisition for its purposes may be assumed by the CRD's transportation service under Bylaw No. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024"; and
C. Consent of the participants has been obtained under ss. 346 and 349 of the Local Government Act, and the approval of the Inspector of Municipalities is required for the repeal of this extended service bylaw.

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

- 1. Bylaw No. 1828, "Traffic Safety Commission Establishment Bylaw No. 1, 1990", is repealed.
2. This Bylaw may be cited for all purposes as "Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 5, 2025".

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CHAIR

CORPORATE OFFICER