



PUBLIC MEETING AGENDA

Version: February 24, 2023

March 2, 9:00AM to 10:00AM

TransLink, Room 427/428, 400 – 287 Nelson’s Court, New Westminster, BC

Chair: Mayor Brad West **Vice-Chair:** Mayor Mike Hurley

Note that times for each agenda item are estimates only. This meeting will be livestreamed and available afterwards at the [Mayors’ Council’s YouTube Channel](#).

9:00AM	1. PRELIMINARY MATTERS	
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9:05AM	2. PUBLIC DELEGATES	7
9:15AM	3. REPORT OF CHAIR AND VICE-CHAIR	ORAL
9:20AM	4. REPORT OF THE PLANNING & PRIORITIES COMMITTEE	
	4.1. Bus Speed & Reliability Report	8
	• Full 2023 Bus Speed and Reliability Report	DOWNLOAD HERE
	4.2. Broadway Subway Supportive Policies Agreement Annual Report	34
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9:50AM	5. REPORT OF THE FINANCE COMMITTEE	
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9:55AM	6. REPORT OF THE PUBLIC AFFAIRS AND GOVERNANCE COMMITTEE	
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10:00AM	7. OTHER BUSINESS	
	7.1. Next Meeting (in-person at TransLink) – March 24, 2023	
10:00AM	8. ADJOURN to closed session	

MEETING OF THE MAYORS' COUNCIL ON REGIONAL TRANSPORTATION DRAFT PUBLIC MEETING MINUTES

Minutes of the Public Meeting of the Mayors' Council on Regional Transportation (Mayors' Council) held Thursday, January 26, 2023, at 9:00 a.m. via videoconference.

PRESENT:

Mayor Brad West, Port Coquitlam, Chair
Mayor Mike Hurley, Burnaby, Vice-Chair
Councillor Brent Asmundson, Coquitlam
(alternate)
Mayor Ken Berry, Lions Bay
Mayor Malcolm Brodie, Richmond
Mayor Linda Buchanan, North Vancouver City
Councillor Dylan Kruger, Delta (alternate)
Mayor Patrick Johnstone, New Westminster
Mayor Megan Knight, White Rock (arrived at
9:11 a.m.)
Mayor Meghan Lahti, Port Moody

Mayor Andrew Leonard, Bowen Island
Mayor Mike Little, North Vancouver District
Mayor Brenda Locke, Surrey
Mayor Nicole MacDonald, Pitt Meadows
Director Jen McCutcheon, Electoral Area A
Mayor John McEwen, Anmore
Mayor Nathan Pachal, Langley City
Mayor Jamie Ross, Belcarra
Mayor Dan Ruimy, Maple Ridge
Mayor Mark Sager, West Vancouver
Mayor Ken Sim, Vancouver
Mayor Eric Woodward, Langley Township

REGRETS:

Chief Laura Cassidy, Tsawwassen First Nation

ALSO PRESENT:

Michael Buda, Executive Director, Mayors' Council on Regional Transportation Secretariat
Kevin Quinn, Chief Executive Officer, TransLink
Teresa O'Reilly, Manager, System Analytics, Strategic Planning and Policy, TransLink
Sarah Ross, Vice-President, Transportation Planning and Policy, TransLink

PREPARATION OF MINUTES:

Carol Lee, Mosaic Writing Group

CALL TO ORDER

Chair Brad West declared that a quorum was present and called the meeting to order at 9:03 a.m.

Chair West acknowledged, with respect, that the meeting is taking place on the traditional and unceded territories of the Indigenous people upon which we are fortunate to live, work and operate. The Mayors' Council recognizes that in planning and managing the region's transportation system, we have a role to play in supporting reconciliation with Indigenous peoples and the importance of doing our best to build respectful relationships that contribute to stewarding the land and waters in the community with integrity and consideration for future generations.

1. PRELIMINARY MATTERS

1.1. Adoption of the Agenda

Draft agenda for the January 26, 2023 Public Meeting of the Mayors' Council on Regional Transportation, version dated January 23, 2023, was provided with the agenda material.

It was MOVED and SECONDED

That the agenda of the January 26, 2023 Public Meeting of the Mayors' Council on Regional Transportation be adopted, as presented.

CARRIED

1.2. Approval of Minutes (December 8, 2022)

Draft minutes of the December 8, 2022 Public Meeting of the Mayors' Council on Regional Transportation was provided with the agenda material:

It was MOVED and SECONDED

That the minutes of the December 8, 2022 Public Meeting of the Mayors' Council on Regional Transportation be adopted, as presented.

CARRIED

2. PUBLIC DELEGATIONS

Report titled "Item 2 – Public Delegate Presentations", dated January 17, 2023, was provided with the agenda material.

2.1. Nathan Davidowicz

Mr. Davidowicz suggested that the Mayors' Council amend Transport 2050 (T2050) and the T2050: 10-Year Priorities (10YP) and expressed concern that Mayors' Council committee meetings will be held in-camera.

3. REPORT OF CHAIR AND VICE CHAIR

Chair West commented on:

- Potential of revisiting the decision to hold all Mayors' Council meetings in-person at the March 2, 2023 meeting
- The need for TransLink to increase the current service levels as soon as possible to meet the demands from ridership recovery, population growth in the region and provincial targets for housing and climate change.

Member Arrived

Mayor Megan Knight joined the meeting at 9:11 a.m.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation receive this report.

CARRIED

4. REPORT OF TRANSLINK MANAGEMENT

4.1. Update on Transit Ridership Trends

Report titled "Item 4.1 – Ridership Update Report", dated January 9, 2023, was provided with the agenda material.

Sarah Ross, Vice-President, Transportation Planning and Policy, TransLink, led the review of the presentation titled "Ridership Update" provided with the agenda material and noted:

- Transit ridership has been trending upwards week over week

- The current ridership is over 4.2 million journeys and 7.1 million boardings per week
- 2022 ridership growth was significant
- TransLink is leading ridership recovery among peer regions in Canada and the USA
- Travel demand will likely remain lower than pre-pandemic levels due to fewer office commute trips
- Sub-regional ridership trends
- Reallocation of total bus service hours:
 - More than 9.5% has been reallocated to address overcrowding resulting from changing transit demand
 - Additional bus hours will be reallocated in January and April 2023 to help address bus overcrowding as ridership continues to recover.

Discussion ensued on:

- The need to provide transit service to industrial parks and other employment centres
- Whether the bus service reallocated from existing routes will be restored if additional funding becomes available
- The role of bus operators with respect to fare enforcement
- The importance of service reliability to attract and retain transit ridership
- Concern with the impact of overcrowding on ridership recovery
- Whether an equity audit of transit service in the region has been undertaken
- Factors considered in determining the routes to be reduced or cancelled due to labour shortages
- The need to attract hybrid workers to return to transit
- Suggestion that TransLink be cautious in its procurement of zero-emission buses given the rapid advancements in technology
- Concern that reallocation of bus service will lead to a slow decline of the transit system.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation receive this report.

CARRIED

4.2. Report on Delivering Transport 2050: 10-Year Priorities (10YP)

Report titled "Item 4.2 – Delivering Transport 2050: 10-Year Priorities", dated January 4, 2023, was provided with the agenda material.

Ms. Ross led the review of the presentation titled "Mayors' Council Transport 2050: 10-Year Priorities" and highlighted:

- 10YP priorities:
 - New rapid transit
 - New service areas and access to nature
 - Regional cycling network
- 2023 Work Program:
 - Develop a sustainable funding strategy
 - Record-level bus service expansion
 - Bus rapid transit (BRT) action plan
 - Planning for rapid transit to the North Shore, Burnaby Mountain Gondola and Millennium Line UBC extension (UBCx)

- Corporate climate action
- Regional climate action
- Major Bike Network action plan
- Express transit services
- Potential investments in new technology
- The next investment plan will identify which investments from the 10YP are ready and affordable.

Discussion ensued on:

- Concern that the implementation of BRT will result in increased road congestion
- Whether the regional target of a 65% reduction in GHG emissions from light duty vehicles by 2030 is achievable
- Requests to prioritize planning for:
 - North Shore rapid transit
 - King George Boulevard BRT
- The need for all levels of government to collaborate in order to deliver the 10YP.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation (Mayors' Council):

1. Endorse the Transport 2050: 10-Year Priorities 2023 (10YP) Work Program outlined in this report;
2. Ask staff to prepare an investment plan workplan that will begin to deliver on the 10YP, for consideration at the next Mayors' Council meeting; and
3. Receive this report.

CARRIED

5. REPORT OF THE EXECUTIVE DIRECTOR

5.1. Report on 2023 Work Plan and Committee Structure

Report titled "Item 5.1 – 2023 Work Plan and Committee Structure", dated January 18, 2023, was provided with the agenda material.

Michael Buda, Executive Director, Mayors' Council on Regional Transportation Secretariat, referenced the report provided with the agenda material and noted:

- 2023 work plan
- Proposed committee structure and membership.

Discussion ensued on the need to coordinate the work of the Finance, Public Affairs and Governance and Planning and Priorities Committees.

It was MOVED and SECONDED

That the Mayors' Council on Regional Transportation (Mayors' Council):

1. Approve its 2023 Workplan as proposed below;
2. Approve its committee structure and appointments as proposed below;
3. Ask committees to finalize their respective terms of reference and workplans for consideration at the next Mayors' Council meeting; and
4. Receive this report.

CARRIED

6. OTHER BUSINESS

6.1. Next Meeting

The next Public Meeting of the Mayors' Council will be held in-person on March 2, 2023.

7. ADJOURNMENT

There being no further business, the January 26, 2023 Public Meeting of the Mayors' Council on Regional Transportation was adjourned to a Closed Session at 10:49 a.m.

Certified Correct:

Mayor Brad West, Chair

Carol Lee, Recording Secretary
Mosaic Writing Group

TO: Mayors' Council on Regional Transportation
FROM: Gemma Lawrence, Coordinator, Mayors' Council Secretariat
DATE: February 23, 2023
SUBJECT: **ITEM 2 – Public Delegate Presentations**

RECOMMENDATION:

That the Mayors' Council on Regional Transportation receive this report.

PURPOSE:

To introduce the objectives and process for hearing from public delegates.

BACKGROUND:

Public participation at meetings is valued by the Mayors' Council, and 30 minutes is set aside at each open meeting to receive public delegations. The Mayors' Council will only receive public delegations who intend to speak on matters that are within the authority of the Mayors' Council.

Individuals can apply to be a delegate by completing the online [Application Form](#) up until 8:00AM, two business days prior to the meeting. In situations where there isn't enough time to hear from everyone wishing to speak, the Mayors' Council encourages written submissions be sent to mayorscouncil@translink.ca.

The webpage for public delegates includes a Protocol for Public Delegates that notes:

- the Mayors' Council Chair will exercise discretion in maintaining a reasonable level of order and decorum;
- delegates and all meeting participants are reminded that different points of view are respected, and discussions are kept above the level of personal confrontation, disruptive behaviour and profanity.

DISCUSSION:

The deadline to apply to speak to the Mayors' Council is 8:00am two days prior to the meeting. At the time of this report, not all prospective speakers will have had a chance to complete applications. Accordingly, the **list of approved speakers, as well as any written submissions or presentations, will be provided on table**. Any presentations provided by delegates will also be provided to Mayors' Council members only, on table (up to 10-pages maximum). Each delegation will be given a maximum of three minutes to address the Mayors' Council. As a general rule, there are no questions or discussion between Council and delegates. The policy governing Public Delegates can be [found online](#).

TO: Mayors' Council on Regional Transportation
FROM: Sarah Ross, VP Transportation Planning & Policy
DATE: February 9, 2023
SUBJECT: **ITEM 4.1 – Publication of the 2023 Bus Speed & Reliability Report**

RECOMMENDATION(S):

That the Mayors' Council on Regional Transportation receive the 2023 Bus Speed and Reliability Report.

PURPOSE:

To share the first part of the 2023 Bus Speed & Reliability Report – titled “The Delay” – to highlight key findings about the impact of traffic on bus customers and operating costs and the importance of regional partnership to move bus customers throughout the region quickly and reliability. The report will be released to the public following the March 2nd Mayors' Council meeting.

BACKGROUND:

We are updating this Report as the region recovers from the pandemic, as funding to improve bus speed and reliability expands, and as we initiate planning for BRT and RapidBus on major transit corridors across the region.

TransLink's first Bus Speed & Reliability Report, published in 2019, highlighted the issue of bus-delay, its impacts on customers, and its operational costs. It also identified corridors for future bus priority investment, establishing a foundation for the new Bus Speed & Reliability (“BSR”) Municipal Funding Program, which was expanded through the 2022 Investment Plan, Transport 2050, and 10-Year Priorities commit to reducing delay and improve reliability for people who take the bus. Investing in bus service and supporting infrastructure as key to achieving regional goals.

DISCUSSION:

The 2023 BSR Report serves several purposes. It is an opportunity to:

- Support a growing municipal funding program to improve bus speed and reliability. The Program will grow ~35%, from \$5.25 million (2022) to over \$8 million per year (2023-24).
- Support joint planning for RapidBus and BRT and major transit corridors.
- Report on performance of bus priority projects delivered since 2019, including lessons learned about the priority measures that were most effective.
- Identify lessons learned about bus performance during the low-traffic period of the COVID-19 pandemic.
- Refresh data about bus speed and reliability to create a solid foundation for future reporting and decision-making.

The 2023 BSR Report is being released in parts.

The first part – “The Delay” – quantifies delay across the region. It explores how bus delay and passenger delay have changed since 2019, including observations and lessons-learned from the COVID-19 pandemic. “Bus delay” describes excess travel time for *buses*. “Passenger delay” describes excess travel time for *people* on the bus.

The second part – “Bus Priority Infrastructure” – will focus on how to reduce delay and will be released later this year. It will include an inventory of the bus priority projects constructed since the launch of TransLink’s BSR and RapidBus programs, their performance, and an indication of remaining opportunities for future investment. This portion of the report will be updated more regularly to share results of bus priority projects as they are implemented.

The first part – “The Delay” – indicates that, despite pandemic-related reductions in traffic and ridership, bus delay remains a pressing regional issue. The following are key findings:

- Pandemic trends:
 - During the COVID-19 lockdown in Spring 2020, buses were up to 25% faster traveling between bus stops, indicating a significant potential for improvement when buses are freed from traffic. This calculation *excludes* time spent at bus stops to isolate the impacts of low traffic.
 - Bus delay has returned to pre-pandemic levels (~15% of annual service hours).
 - Riders are experiencing relatively more delay off-peak, supporting the value of all-day bus priority measures.

- Overall bus delay (2021 vs. 2018)
 - Bus delay remains concentrated in the Vancouver/UBC subregion.
 - Bus delay remains concentrated on key corridors, most of which include retail areas. New bus priority measures in these areas require thoughtful coordination.
 - The share of bus delay is growing fastest outside of the Burrard Peninsula and North Shore.
 - Buses carry 30 - 60% of the travelers along many key corridors at peak times.

The report will provide deep analysis of bus delay at various scales (e.g. regional, subregional, corridor rankings). It will provide the basis for ongoing monitoring and reporting, which will inform future decision-making such as funding recommendations for bus priority projects, including RapidBus and BRT planning. The report also identifies twenty (20) “profile areas” to understand the nature of delay in a range of contexts. These “profile areas” were selected based on the level of passenger-delay, priorities identified in T2050, and representative sample of different road typologies and locations. The report also excludes corridors where transit projects are currently underway.

We will publish the remaining part of this report later this year. The second part – “Bus Priority Infrastructure” – is targeted for publication this spring. Subsequently, TransLink staff anticipates further engagement with municipal staff over the spring and summer to support the development of new bus priority projects. The call for the next round of projects to be funded under TransLink’s Bus Speed & Reliability Municipal Funding Program is expected to open September 2023. In addition, TransLink will be engaging with municipal staff on planning for RapidBus & BRT corridors through the BRT Action Plan throughout 2023.

CONCLUSION:

Bus delays due to road congestion are an ongoing and costly challenge for TransLink and our customers across the region. This Bus Speed & Reliability Report helps us communicate both the problems and solutions to the broader public and helps us work with municipalities to target future bus-priority investments where they will be most impactful.

ATTACHMENTS:

- Annex 1 – Staff presentation slides
- TransLink’s 2023 Bus Speed & Reliability Report, Part 1 ([download here](#))

TransLink

Publication of 2023 Bus Speed & Reliability Report

Mayors' Council

March 2, 2023



Purpose and Agenda

Purpose:

- To share the first part of the 2023 Bus Speed & Reliability Report.

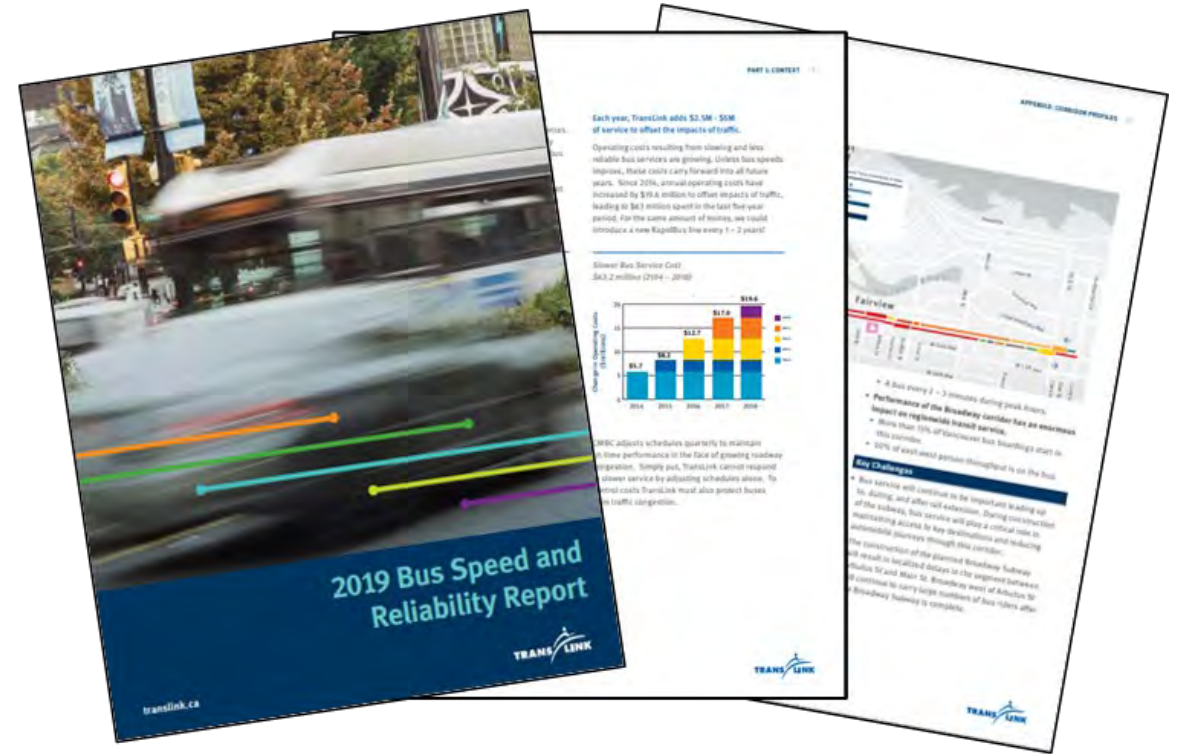
Contents:

- Overview and context for the 2023 BSR Report
- Key findings from first section: “The Delay”

Overview of 2023 Bus Speed & Reliability Report

An update to the 2019 BS&R Report serves to:

- Refresh data
- Identify lessons learned during the low-traffic period of the COVID-19 pandemic
- Share results of bus priority projects delivered since 2019
- Support significant new investments in transit priority identified in Transport 2050



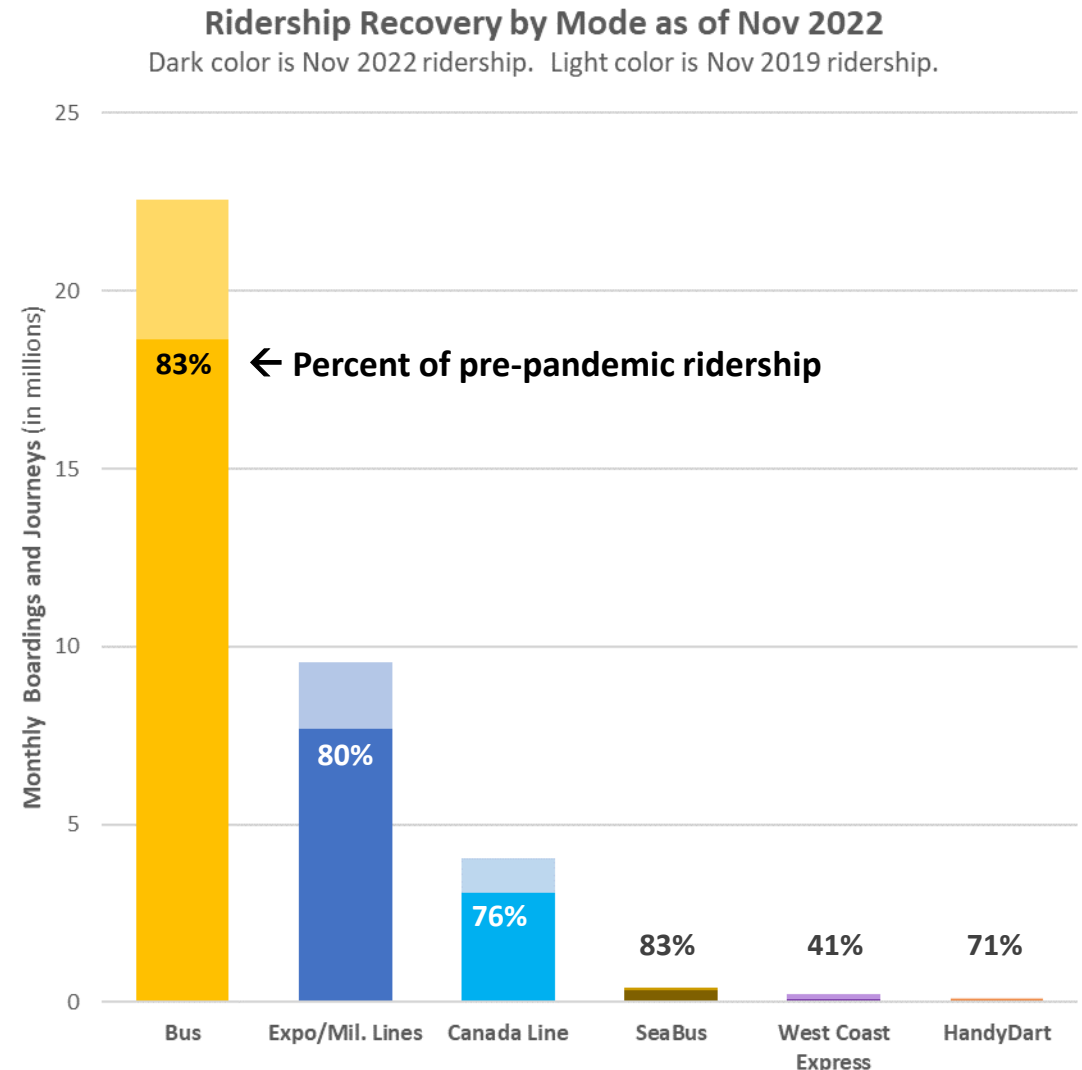
Context | Bus delay affects most of our customers

Among all transit modes, ridership retention and recovery was **strongest on buses** through Fall 2021.

The share of trips and journeys on buses are similar to the share before the pandemic. In Fall 2022, buses continued to serve

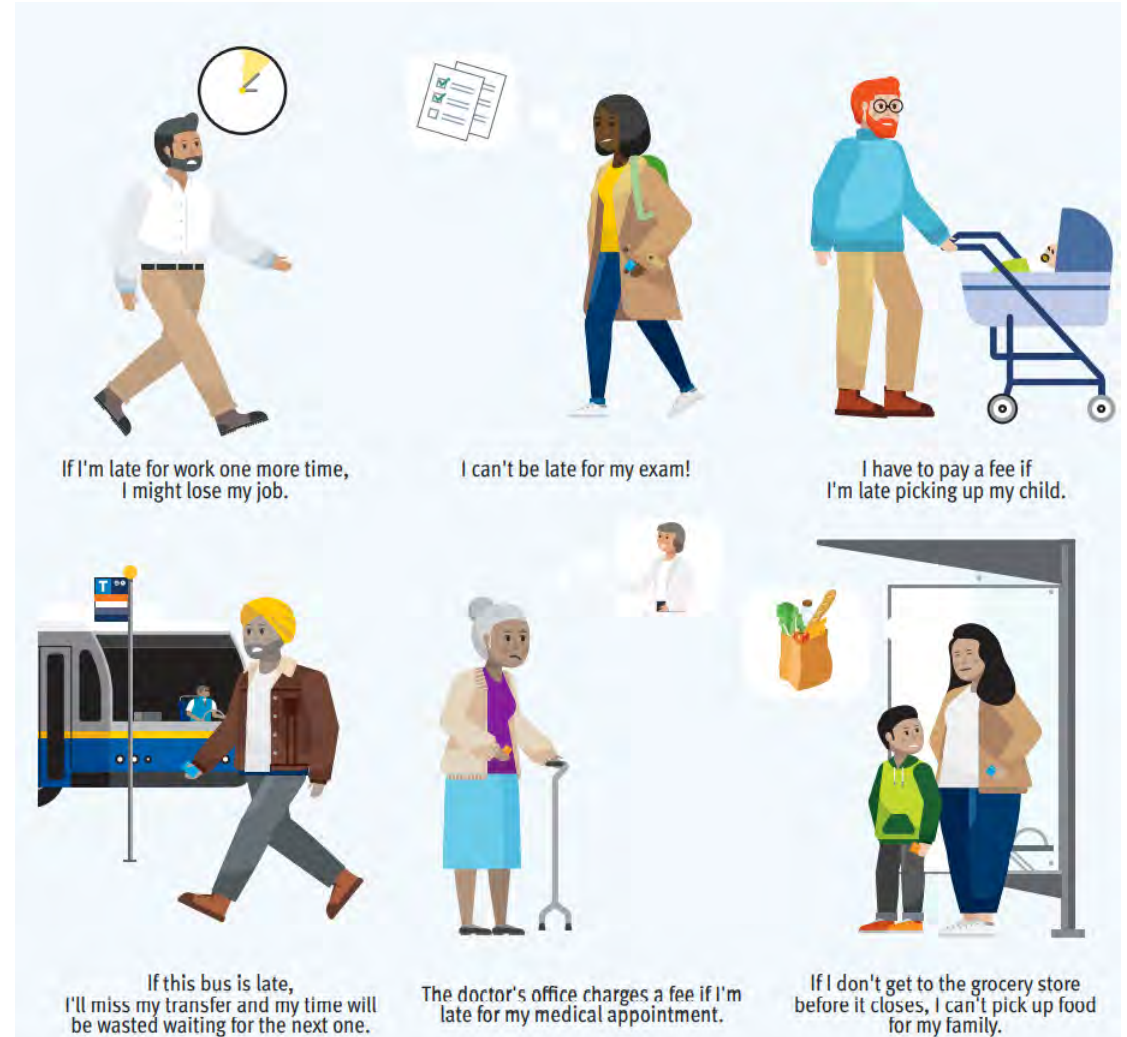
- ~63% of systemwide boardings and
- ~75% of transit journeys.

Bus ridership recovery is ~**83% of pre-pandemic levels**.



Context | Delay has direct impacts on peoples' lives

Bus delays have real impacts on the lives of people who rely on transit. It affects their ability to get to work, school, and medical appointments.

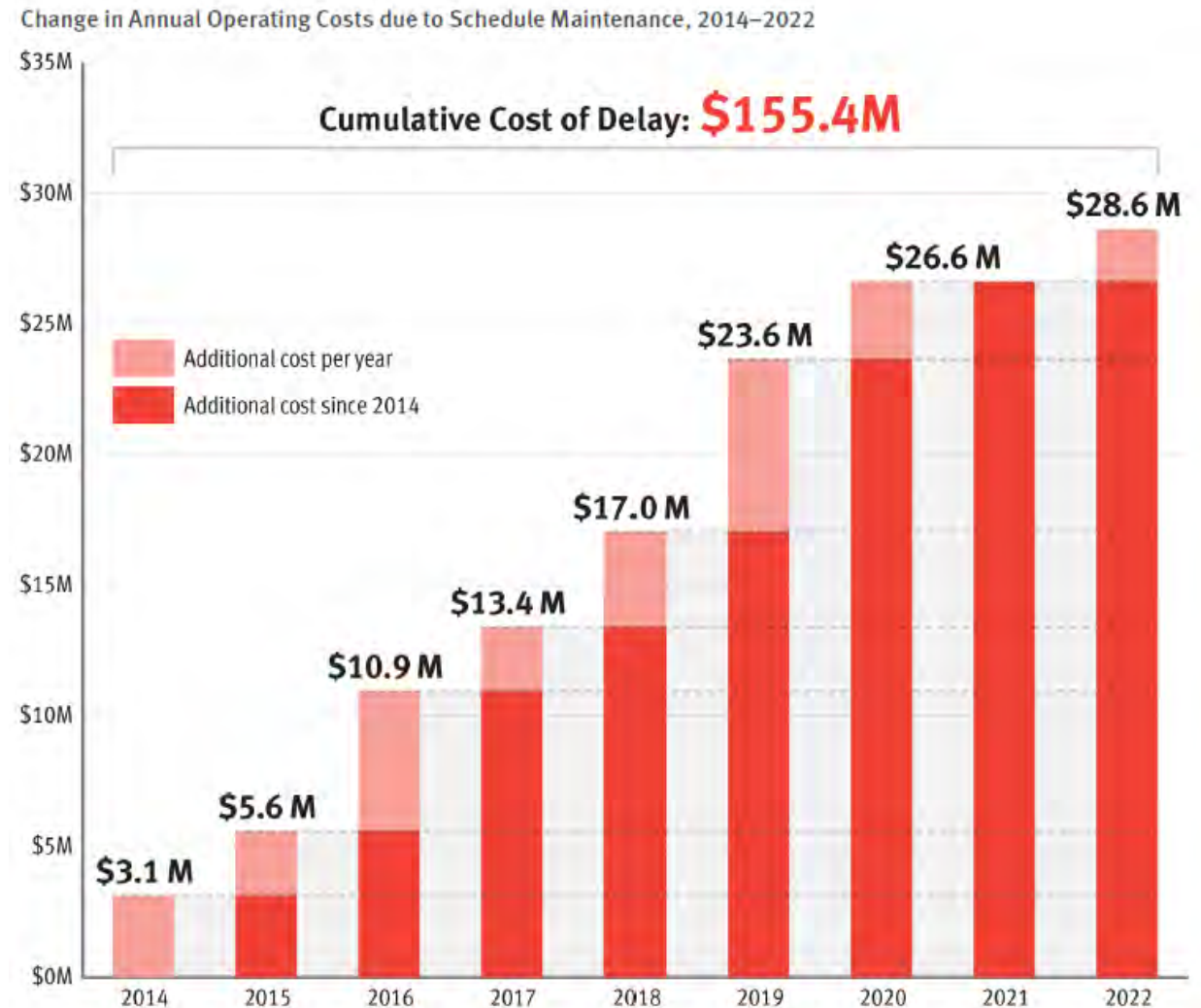


Context | Delay affects operating costs and levels of service

Each year, TransLink adds over \$2 - \$7 million of service to offset the impacts of traffic. That is comparable to introducing a new RapidBus route every 2 years.

Since 2014 the additional cost per year has increased to \$28 million.

Cumulatively this has been \$155 million.



Key Findings about bus delay trends

Pandemic trends

- Some buses were up to 25% faster in Spring 2020 during COVID-19 lockdown.
- Bus delay has returned to pre-pandemic levels (15% of annual service hours).
- Riders are experiencing relatively more delay off-peak.

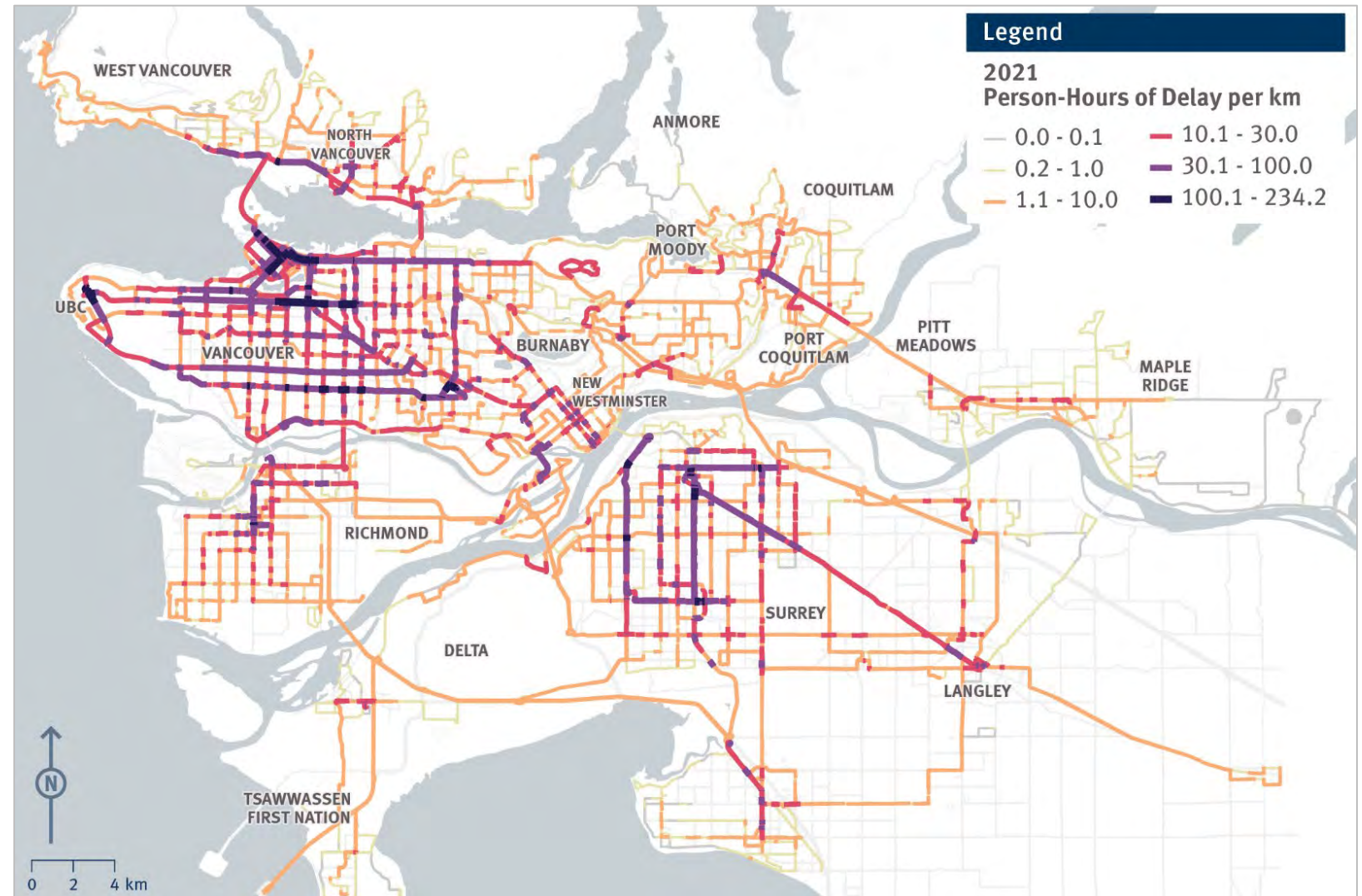
Overall bus delay (2021 vs 2018)

- Bus delay remains concentrated in Vancouver/UBC subregion.
- Bus delay remains concentrated on key corridors, most of which include retail areas.
- The *share* of bus delay is growing fastest outside of the Burrard Peninsula and North Shore.
- Buses carry 30 - 60% of the travelers along many roads at peak times.

Key Findings | Passenger-delay is mostly on key corridors

40% of person-hours of delay is concentrated on less than 10% of the transit network.

That means strategic investments in bus priority can have a disproportionately large benefit to customers and operating costs.



Key Findings | Buses were up to 25% faster during the pandemic

Traffic reductions during COVID allowed us to measure the impacts of congestion.

During the peak pandemic restrictions in April 2020, when traffic was lowest, bus passengers experienced faster, more reliable travel times.

Overall, bus customers experienced **14% faster speeds**, system-wide.

Some of the most well-travelled sections of the bus network were **up to 25% faster**.

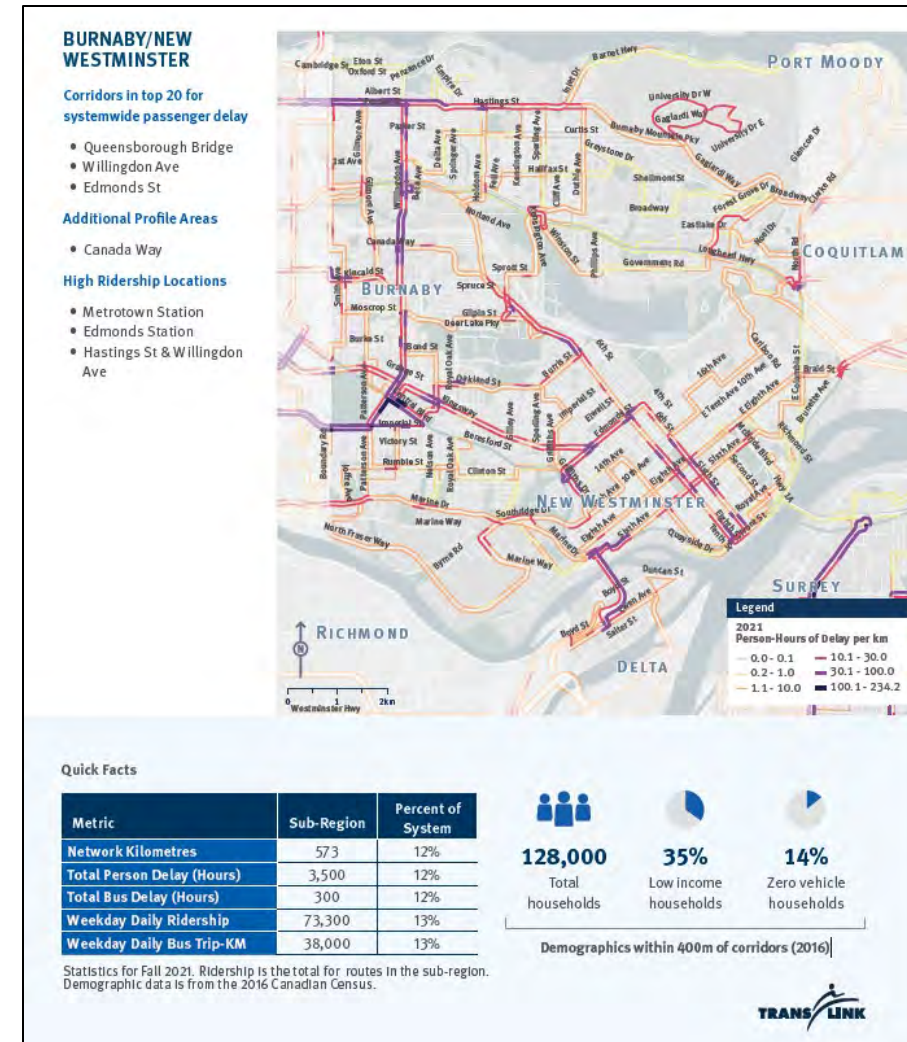
Change in speed during peak pandemic restrictions. Comparison of speeds in Feb 2020 and April 2020. Calculation *excludes* time at bus stops. See enlargement on next page.



Subregional Profiles

The 2023 BSR Report includes more detailed subregional profiles. These will highlight key hotspots with more clarity and granularity than before.

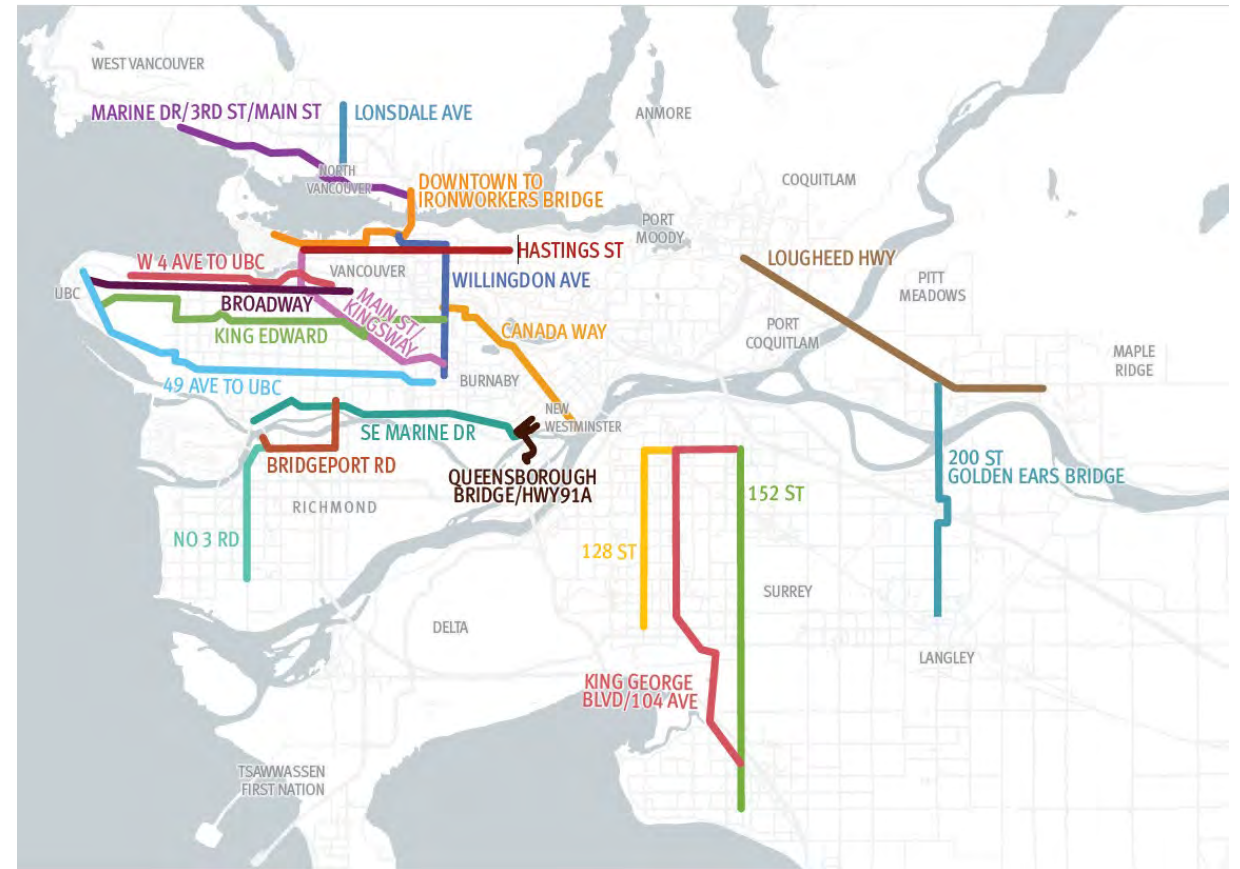
These will help municipal staff to identify areas for further study and to generate future transit priority proposals.



Profile Areas

The report highlights **20 “profile areas”** to understand the nature of delay in a range of contexts.

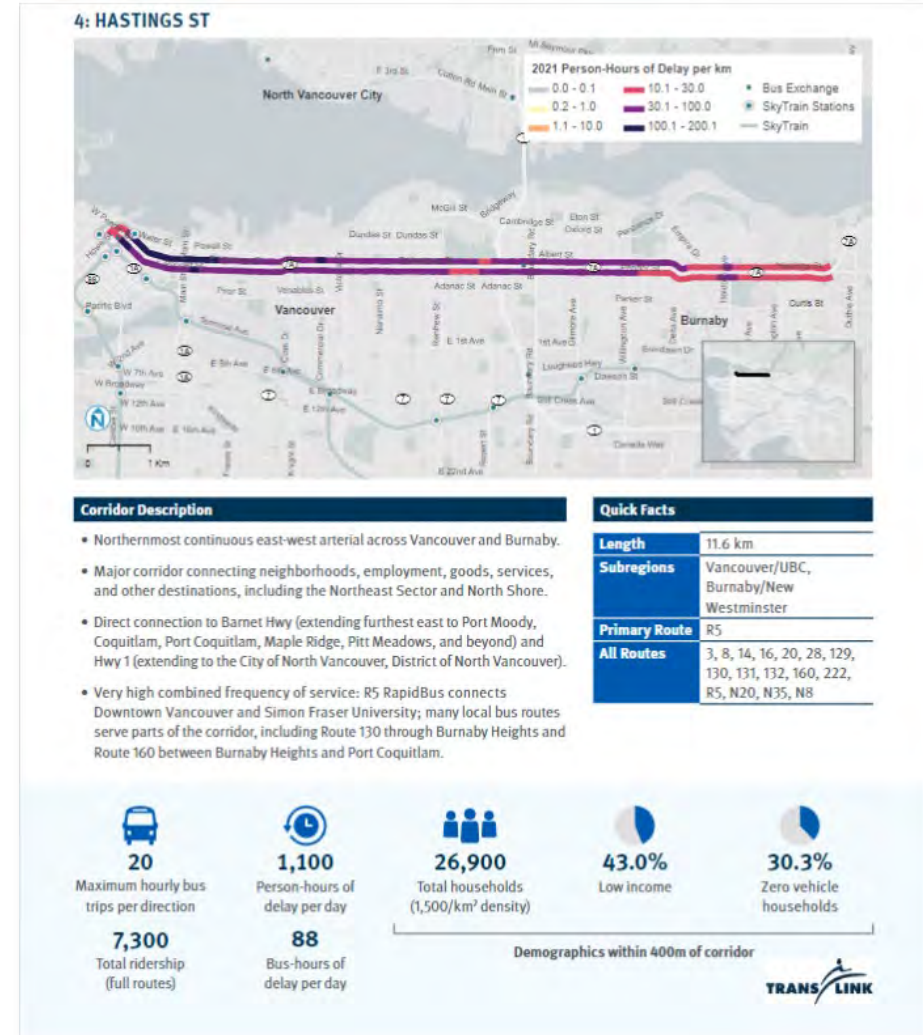
We selected these “profile areas” based on the level of passenger-delay, priorities identified in T2050, and representative sample of different road typologies and locations. We also excluded corridors where transit projects are currently underway.



Profile Areas

Here is an example of a “profile area.” Each one describes their local and regional significance and show delay hotspots.

Subsequent releases will diagnose problems and probe potential solutions.



Next Steps

Publication Date	2023 Report	Supporting Analysis
Mar 2023	Part 1: The Delay	<ul style="list-style-type: none"> • Refresh BSR stats using 2021 data • NEW - Analyze trends during COVID • NEW - Sub-regional trends
Late Q2/2023	Part 2: Bus Priority Infrastructure	<ul style="list-style-type: none"> • Corridor and sub-regional profiles • NEW - Inventory of BPP projects (overview + select case studies) • NEW - Analysis of infrastructure compared with service network

The 2023 Bus Speed and Reliability report will inform future work by TransLink and municipalities on bus priority.

The 2022 Investment Plan included expanded municipal funding for bus priority. To achieve the targets established in the 2022 Investment Plan and increase the effectiveness of future bus expansion, TransLink and municipalities need to quickly increase the volume and effectiveness of bus priority projects

Resource Slides

Context | Speed & Reliability data

We used Fall 2021 data as the primary source for this report. This is the latest *complete* data for delay and ridership. We provide additional commentary based on 2022 data, as available.



We identified **priority corridors** based on “**Person-hours of delay**” to focus on where the most *people* are impacted.



We analyze many **trends** based on “**Bus-delay**” to focus on changes in road congestion rather than ridership.



Look for these icons next to slide titles to distinguish content about person-hours of delay vs bus-hours of delay!

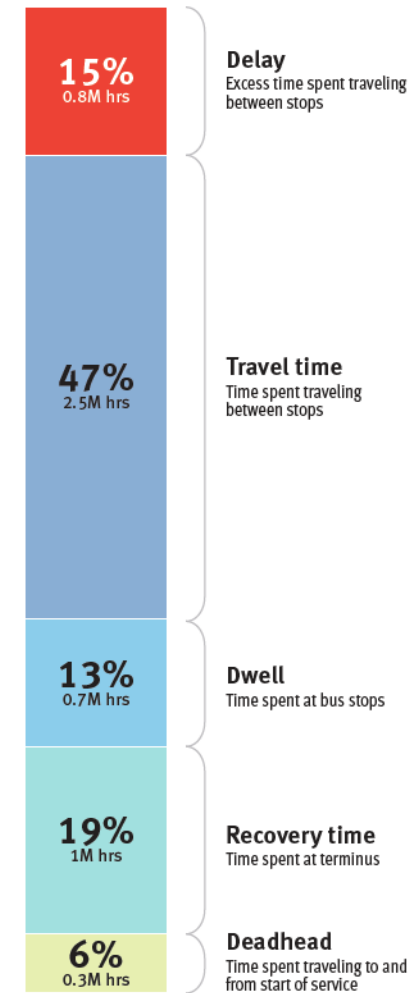


Key Findings | Bus-delay has returned to pre-pandemic levels

The pandemic only temporarily interrupted the long-term trend of **increasing traffic congestion.**

By September 2021, **bus delay had returned to pre-pandemic levels** of about 15% of total annual service hours.

Breakdown of Annual Scheduled Service Hours 2021

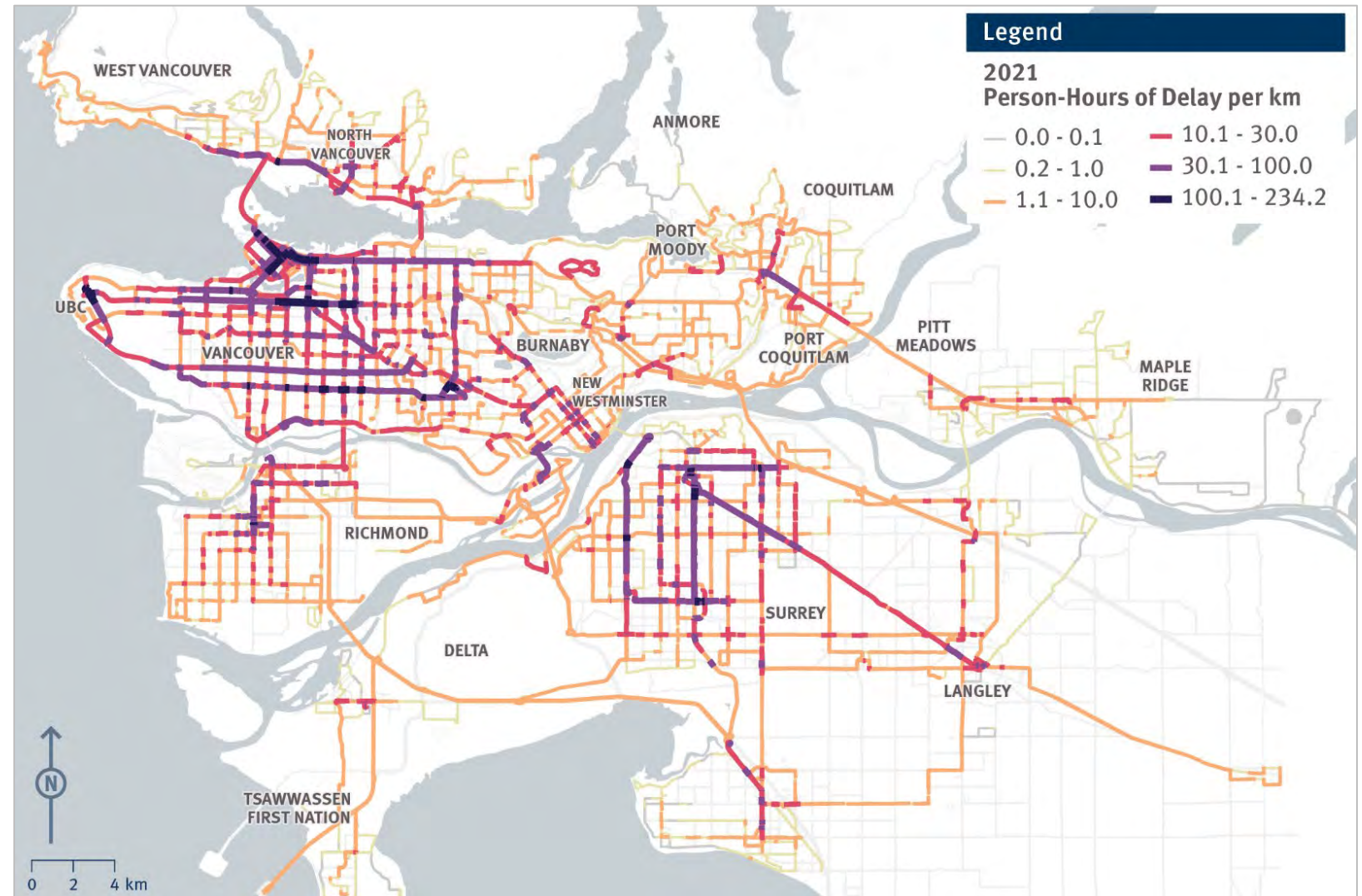




Key Findings | Passenger-delay is mostly on key corridors

40% of person-hours of delay is concentrated on less than 10% of the transit network.

That means strategic investments in bus priority can have a disproportionately large benefit to customers and operating costs.





Key Findings | Buses were up to 25% faster during the pandemic

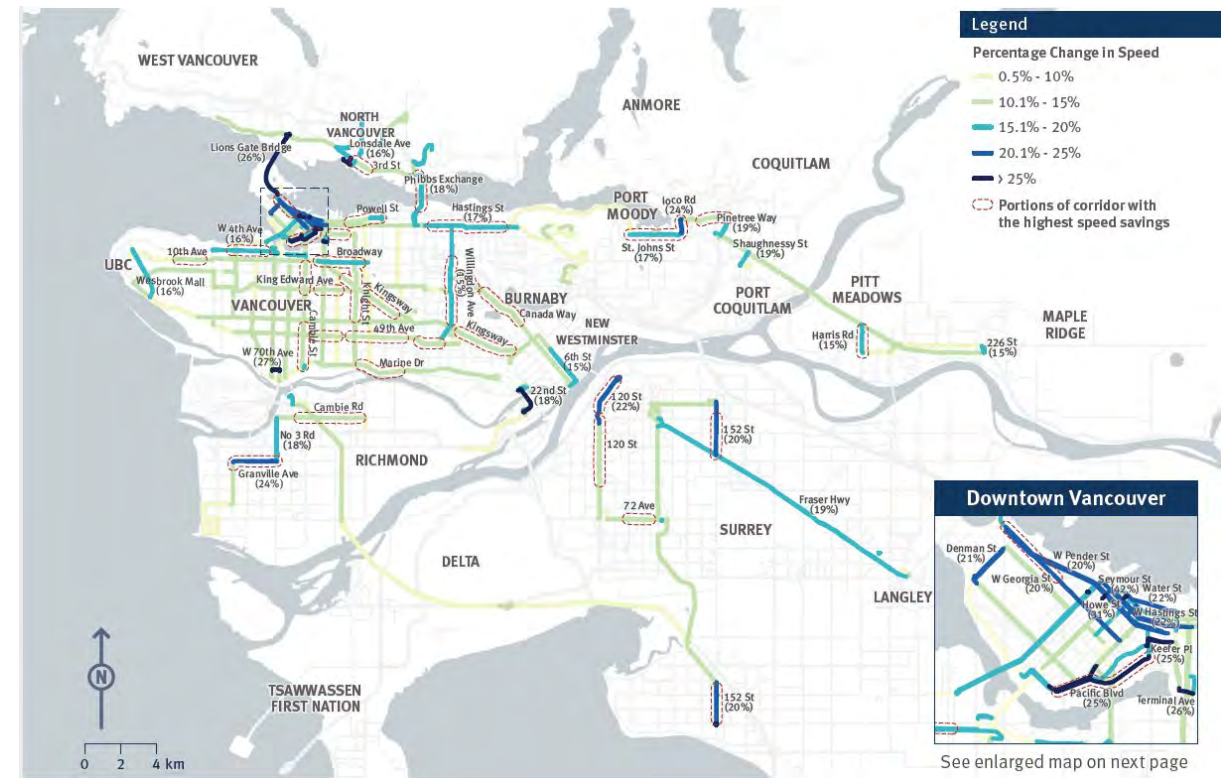
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Overall, bus customers experienced **14% faster speeds**, system-wide.

Some of the most well-travelled sections of the bus network were **up to 25% faster**.

Change in speed during peak pandemic restrictions. Comparison of speeds in Feb 2020 and April 2020. Calculation *excludes* time at bus stops. See enlargement on next page.





Key Findings | Riders are experiencing more delay off-peak

Ridership is returning fastest in off-peak hours. As a result, riders are also experiencing relatively more delay off-peak.

Many bus priority measures are limited to peak-hours (e.g. peak-hour bus lanes). This trend suggests that we need to work with municipalities to **expand transit priority to longer hours of the day.**



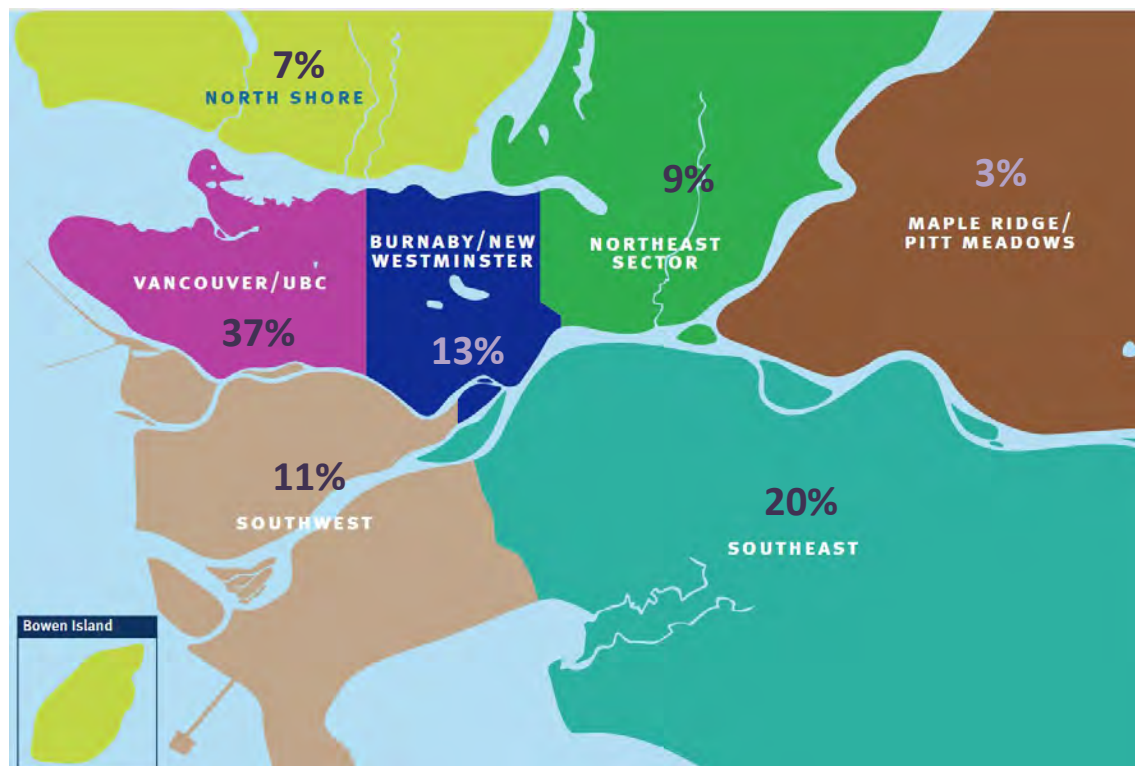
Key Findings | Bus and Passenger delay are concentrated in Vancouver/UBC

Sub-region	Share of Passenger-Hours of Delay*	Share of Bus-Hours of Delay*
Burnaby/New Westminster	12%	13%
Maple Ridge/Pitt Meadows	1%	2%
North Shore	6%	7%
Northeast Sector	4%	9%
Southeast	22%	20%
Southwest	10%	11%
Vancouver/UBC	45%	37%

*Data from Fall 2021

**+/- since 2018

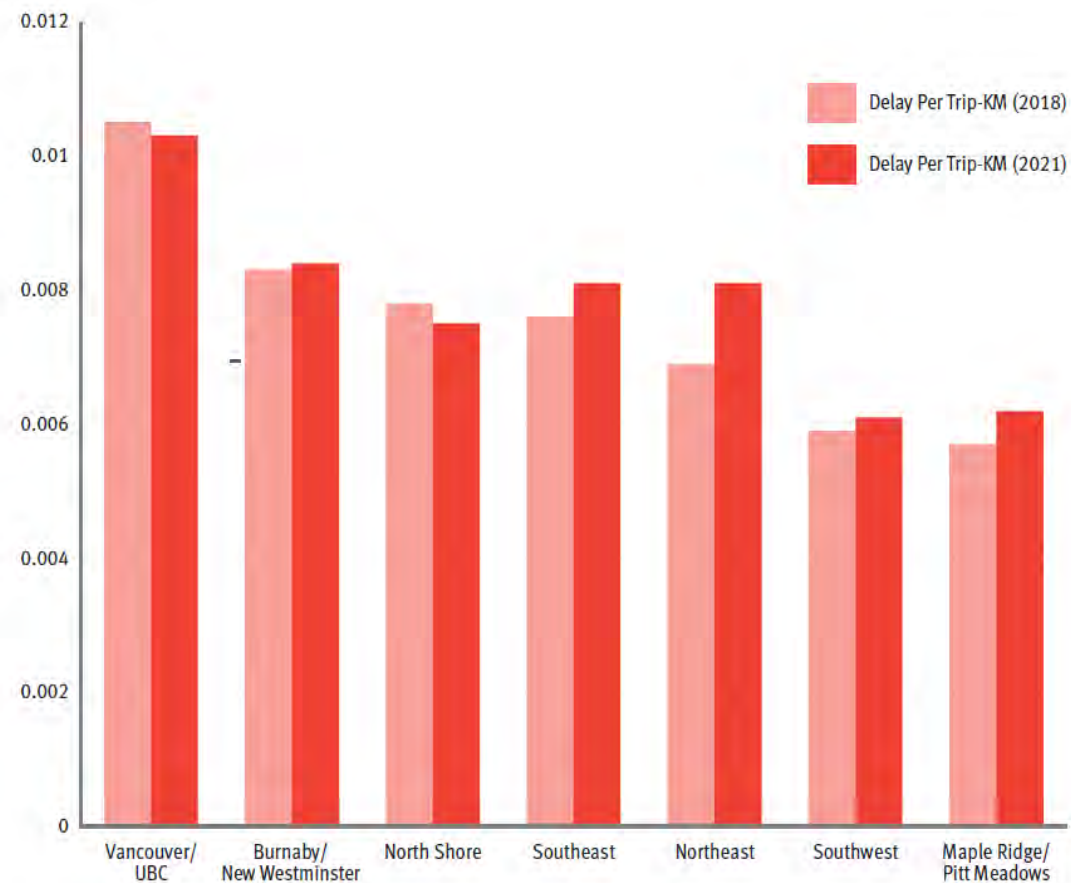
Map of Bus-Hours of Delay by sub-region.





Key Findings | Delay per trip-km increased outside Vancouver & North Shore

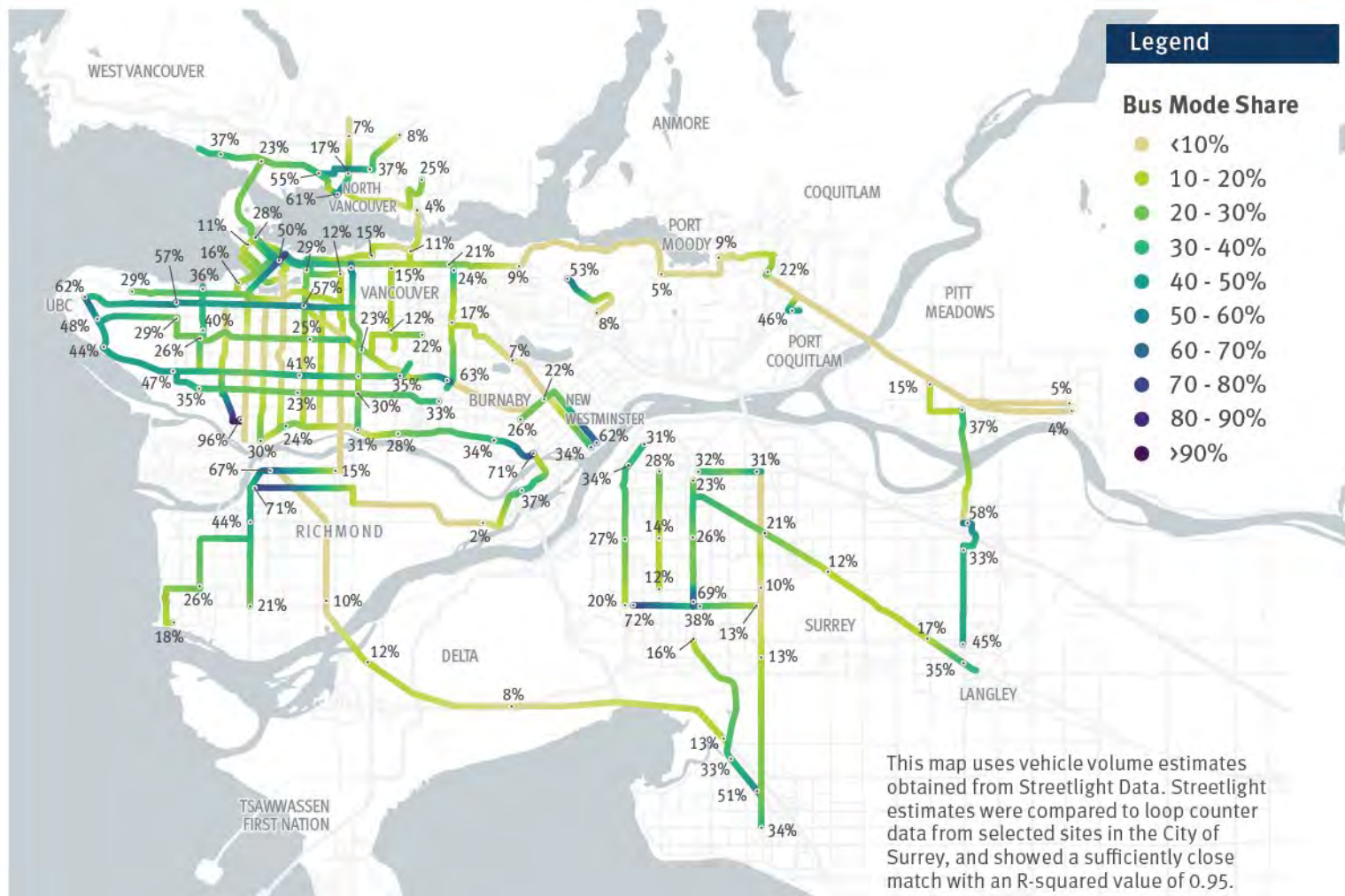
Bus-hours of delay per trip-km





Key Findings | Buses carry 30 – 60% of travelers on key corridors at peak times

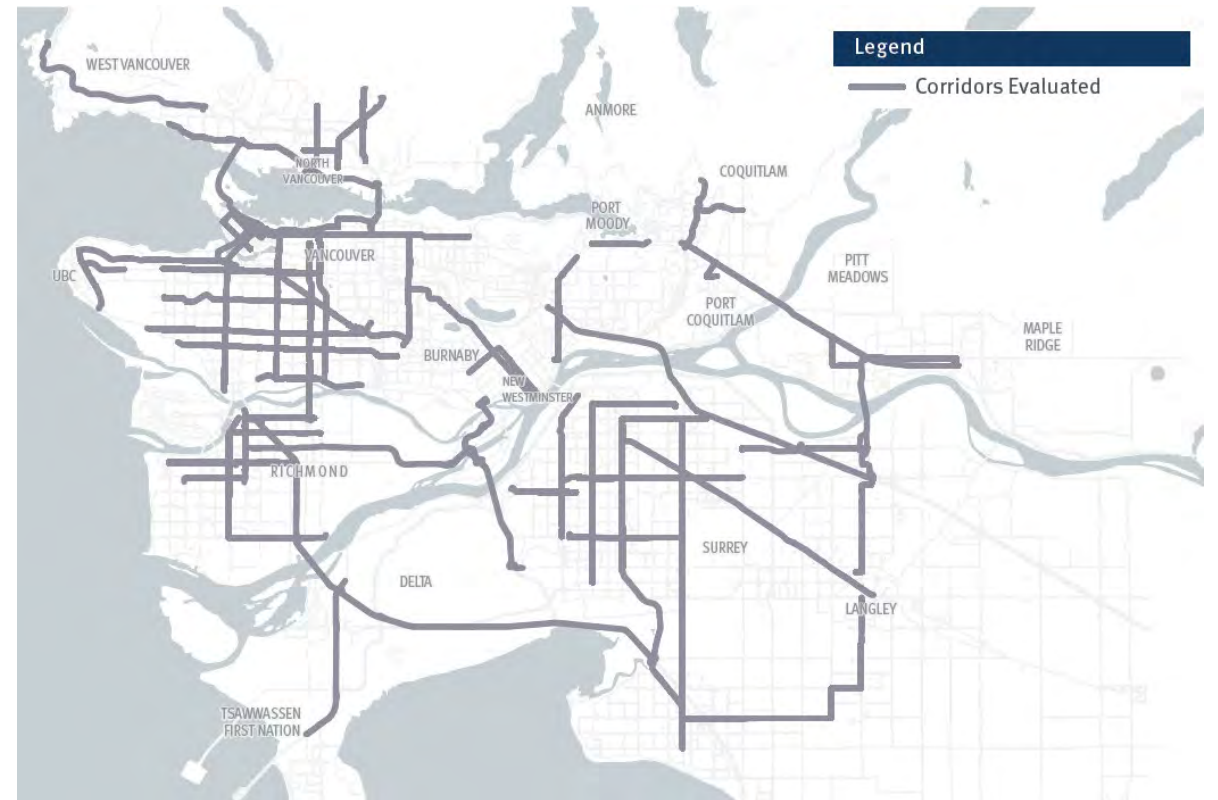
Buses carry 30 - 60% of the travelers along many key corridors at peak times.



Corridors to monitor

We evaluated delay across 65 of the main bus corridors in the region, including the Major Transit Network identified in T2050.

We will continue to monitor these corridors to identify trends in bus delay.



TO: Mayors' Council on Regional Transportation

FROM: Sarah Ross, Vice President, Transportation Planning & Policy
Zak Bennett, Senior Planner, Partner Planning

DATE: January 30, 2023

SUBJECT: **ITEM 4.2 – Broadway Subway Supportive Policies Agreement – 2022 Annual Report**

RECOMMENDATION(S):

That the Committee receive this report for information.

PURPOSE:

The purpose of this report is to provide the Committee with the Broadway Subway Supportive Policies Agreement 2022 Annual Report, attached as Attachment 1, for information, consistent with monitoring and reporting related to progress on the commitments made in the SPA.

BACKGROUND:

TransLink and the City of Vancouver signed a Supportive Policies Agreement (SPA) for the Broadway Subway Project in 2018. SPAs are one of the Partnership Agreements required for major projects and include commitments for land use and transportation actions by TransLink and the host municipality which are outside the direct scope of the Project but have significant influence on the Project's success. Annual SPA monitoring is focused on the progress towards achieving SPA commitments and considering any adjustments to commitments when and if necessary. The Annual Report is itself a SPA commitment, along with periodic Performance Reports, set to begin in 2024. These Performance Reports will provide updates on performance measures and indicators.

The Annual Report and progress toward the SPA commitments are overseen by a Monitoring Committee comprised of senior staff from TransLink, the City of Vancouver, the Province of BC, and Metro Vancouver.

The 2022 Annual Report highlights that SPA commitments are generally on track and notes a few minor adjustments endorsed by the Monitoring Committee.

DISCUSSION:

Collaboration between SPA partners continued over the past year, supporting the successful adoption of two major SPA commitments: the Broadway Plan and the Vancouver Plan. Both are significant policy documents, and the Broadway Plan provides detailed guidance on land use, affordable housing, transportation, public amenities, and other subjects within the Broadway Subway SPA geography. The focus of the 2022 Annual Report is on these and other SPA commitments, reflecting direction endorsed by the Monitoring Committee last year. Detailed updates on performance indicators will be part of periodic Performance Reports, with the first in 2024.

Collaborating to Implement the SPA

Collaboration between SPA partners is a crucial to the success of the SPA. The SPA partners implement, review and monitor compliance with SPA commitments through staff-level Working Group meetings throughout the year. Membership includes representatives from the City of Vancouver, TransLink, Metro Vancouver, and the Province. Senior staff from these same agencies form the SPA Monitoring Committee, which meets annually and has approved the Broadway Subway SPA 2022 Annual Report (see Attachment 1).

The Broadway Plan and Vancouver Plan represent the two most significant milestones among the SPA commitments completed in the past year. Both Plans support the SPA principles to focus housing and employment close to rapid transit. The Broadway Plan further supports active transportation in the neighbourhoods near the future Broadway Subway complemented by a diverse and dense mix of uses. This alignment is crucial to supporting SPA outcomes and demonstrates the value of partner cooperation in support of regional rapid transit projects.

Many other commitments, including prerequisites to complete the Broadway Plan, were also successfully accomplished over the last year. The Broadway Plan generated significant interest from public speakers and Vancouver City Council, requiring additional time for consideration and approval. One result of this high level of interest is an impact to timing of some upcoming SPA commitments such as design guidelines and a public realm plan. As a result, the Monitoring Committee has endorsed adjustments to extend the timeline to complete these commitments.

In some instances, City Council provided amendments and directions to City staff as part of Broadway Plan approval which impact SPA commitments. Specifically, Council direction to analyze and review AAA active transportation lanes on Broadway requires an extension in timing and scope for the Major Road Network capacity review. SPA Partners will collaborate on this and other SPA commitments in the coming year as needed to ensure that SPA objectives and commitments are met.

The upcoming year will see continued coordinated efforts to advance SPA commitments. These include Broadway Plan implementation items, a public land holdings analysis, and the development of five-year forecasts for population, dwelling units and employment within the Broadway corridor. TransLink will also be pursuing transportation demand management measures related to the Broadway Subway and initiating an Area Transport Plan, which will include Vancouver, Burnaby, New Westminster, the University of British Columbia, and the University Endowment Lands.

SPA Performance Indicators and Future Monitoring

The SPA commits to monitoring outcomes and the first SPA Annual Report confirmed a set of indicators and a geographic area (approximately 800 metres from the subway line) intended to provide a baseline to measure the performance of SPA-related outcomes over time. Previous Annual Reports included reporting of annual performance measures; however in 2021 the Monitoring Committee endorsed direction to fully focus on the SPA commitments in the Annual Reports and report indicators through periodic Performance Reports.

The first Performance Report is planned for 2024, to allow for the availability of custom Census data, and will include reporting and analysis of performance indicators. Performance Reports are anticipated approximately every five years in order to align with custom Census data availability, though they may

be issued more frequently subject to direction from the Monitoring Committee level. SPA Partner staff continue to collect, monitor and share annual indicator data at the Working Group level. Employment and housing supply are tracked through local approval of job space and housing units within the Broadway Subway SPA geography. Both indicators were down in 2021 compared to 2020. It is believed that potential developers have been anticipating approval of the Broadway Plan before proceeding with new proposals in the area and increased interest is expected now that the Broadway Plan is in effect.

Cycling counts for the SPA geography are also monitored. These trips were down slightly in 2021, likely as a result of continued return to work, fewer recreational trips and availability of other travel options as COVID restrictions eased. Overall cycling counts in 2021 are similar to the baseline year of 2019. Transit ridership continues to recover from the impacts of the COVID pandemic, though ridership within the SPA geography, like the transit system as a whole, remained below pre-pandemic 2019 levels during 2021. While 2020 transit data is inaccessible due to the TransLink cyberattack, TransLink ridership has continued to recover in 2022 across all subregions, including Vancouver/UBC.

CONCLUSION:

A number of SPA commitments were completed over the past year, most notably the Broadway Plan and Vancouver Plan. These outcomes were shaped by a collaborative and cooperative approach among SPA partners, which has been flexible and effective in the face of COVID-induced delays to some projects. This same approach will continue in 2023 with forthcoming SPA work items such as the Area Transport Plan. An Annual Report tracking SPA commitments will be brought forward again by the end of 2023 to the Mayors' Council and Board.

ATTACHMENTS:

1. Broadway Subway Supportive Policies Agreement 2022 Annual Report

BROADWAY SUBWAY SUPPORTIVE POLICIES AGREEMENT

2022 ANNUAL REPORT



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Publication Date: October 19, 2022



Image source: City of Vancouver

EXECUTIVE SUMMARY

The 2022 Annual Report for the Broadway Subway Supportive Policies Agreement (Broadway Subway SPA) provides an update on the key commitments made by the City of Vancouver and TransLink in the 2018 Broadway Subway SPA. The Broadway Subway SPA is an agreement to support the long-term success of the Broadway Subway Project through collaborative commitments to achieve land use and transportation integration. This report is a key mechanism to monitor progress on the commitments enshrined in the Broadway Subway SPA, wherein progress on the actions of the signatories is provided to the senior staff SPA Monitoring Committee and to local and regional decision makers. It is a unique agreement, the first of its kind in the Metro Vancouver region, which supports rapid transit investment through cross-governmental collaboration at the municipal, regional and provincial levels. The agreement includes specific committed actions related to land use, housing, transit, transportation demand management, cycling, and walking.

The past year was witness to significant progress on major commitments outlined in the Broadway Subway SPA, namely Council's adoption of both the Broadway Plan and the Vancouver Plan, including Project supportive policies that address a large number of the City's SPA commitments. The respective plans are the culmination of years of effort and engagement by City staff, including SPA focused collaboration with TransLink as well as the Province and Metro Vancouver.

This Annual Report is comprised of three sections:

- Background – details the intent, development, and objectives of the Broadway Subway SPA, and describes the refined approach for SPA reporting.
- Monitoring SPA Commitments – describes the major milestone commitments achieved in the past year, the current status of both City-led and TransLink-led initiatives to date, upcoming work, and any refinements to the scope and/or timing of SPA initiatives.
- Conclusion and Next Steps – provides an overview of how the SPA commitments are tracking, discusses the key upcoming initiatives for the next year, and the approach for future reports.

The focus of the Annual Report is the progress of SPA commitments. Based on prior Broadway Subway SPA adjustments, performance measures (indicators data) will be part of periodic Performance Reports, with the first publication anticipated for 2024. This responds to availability of custom Census data and tracking of long-term trends within the SPA geography. In order to improve ease of reference for future annual reports, the title of this year's Annual Report now reflects the publication year, rather than referencing the previous monitoring year as was done in the past two Annual Reports.

BACKGROUND

The **Broadway Subway Project** is an under construction rapid transit extension of the Millennium Line from VCC-Clark station to a new western terminus at Arbutus Street, spanning approximately 5.7 kilometres. The Broadway Subway Project is a major rapid transit investment along the Broadway Corridor which will connect a number of vibrant neighbourhoods with residents, jobs and destinations to the regional rapid transit network. Rapid transit along the Broadway Corridor was first identified in 1993 and included in the 10-Year Vision for Metro Vancouver Transit and Transportation in 2014.

The Transport 2050: 10-Year Priorities (the “**10-Year Priorities**”), reiterates the need for Project Partnership Agreements to codify coordination, collaboration, and mutually supportive actions by project partners to further the shared objectives of major transit investments. This was the same direction which resulted in TransLink and the City

of Vancouver executing a SPA for the Broadway Subway Project (the “**Broadway Subway SPA**”) in June 2018. The Broadway Subway SPA is a ground-breaking approach to supporting transit in the region and recognizes that the linkages between transportation and land use are deep and complementary.



Image source: City of Vancouver

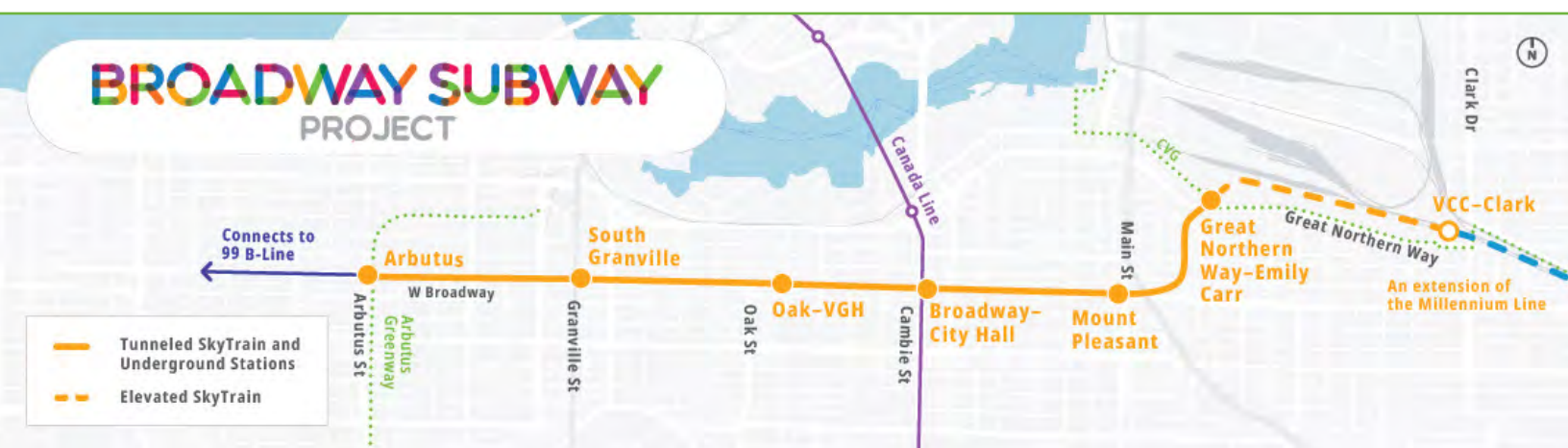


Figure 1: Broadway Subway Project.
Retrieved from: https://www.broadwaysubway.ca/app/uploads/sites/626/2020/09/BSP-Overview-Map-v12-20200819_website.jpg

In December 2018, TransLink and the City, working with the Province and Metro Vancouver, established a multi-stakeholder monitoring committee (the **“Monitoring Committee”**) tasked with reviewing land use and transportation outcomes and progress on the commitments and responsibilities in the Broadway Subway SPA. Additionally, a staff-level working group (the **“Working Group”**) was also established, which reports to the Monitoring Committee and supports its duties and responsibilities.

Progress on the initiatives and outcomes of the Broadway Subway SPA is monitored and reported to decision-makers through two primary means: the **“Annual Report”** and the **“5-Year Performance Report”**. The nature of these reports is described in Table 2.

Table 2 also reflects the updated focus of the Annual Reports on the progress of the SPA commitments. The 5-Year Performance Reports will include the performance measures (indicators data) and will be timed to align with the availability of updated custom Census data for the SPA geography.

This approach (1) ensures that year-over-year progress on SPA commitments continues to be closely tracked and reported to decision-makers, and (2) continues to use the performance measures to track the longer-term trends of SPA-related outcomes in more substantive 5-Year report cycles. If any concerning trends are identified by the Working Group during intervening years, the flexibility still exists to bring forward additional Performance Reports to ensure responsive and timely consideration by decision-makers.

	ANNUAL REPORT	5-YEAR PERFORMANCE REPORT
Timing	Every year, except in 5-Year Performance report years; first Annual Report published in 2020	Every five years, with the first 5-year Performance Report planned for 2024 (pre-Subway opening) - timed to align with availability of updated Census data; opportunity for additional Performance Reports in intervening years depending on progress of outcomes
Scope	Reports progress and provides oversight and accountability on all SPA commitments	Reports progress and provides (1) oversight and accountability on all SPA commitments and (2) SPA performance measures (outcomes) data based on updated Census data
Level of Analysis	Intended as an annual progress ‘snapshot’ and outline of steps for the coming year	Provides a comprehensive analysis of the long-term trends/outcomes monitored and may recommend actions if outcomes are not tracking as expected

Table 1: SPA Deliverables

MONITORING SPA COMMITMENTS

The Broadway Subway SPA includes commitments to a broad range of specific City-led and TransLink-led initiatives. Each initiative advances the project and broad policy objectives within the Broadway Subway SPA. Some commitments specify the need for collaboration between the City and TransLink, and in some cases collaboration with the Province as well. Included too are commitments to ongoing monitoring and reporting, both through the Annual Reports and the 5-year Performance Reports. These commitments:

- Are identified for completion between 2018 and 'Opening Day' of the Broadway Subway.
- Will be monitored and reported on until 2045 or 20 years after the Broadway Subway opens, whichever is later.
- Will be reviewed and assessed periodically through the monitoring process.

2022 Milestones

Over the last year, the City of Vancouver and TransLink advanced numerous commitments identified in the Broadway Subway SPA. Two of the most significant of these are the Broadway Plan and Vancouver Plan, both of which were approved by City Council in summer 2022. The Vancouver Plan sets out a long-term land use strategy for the growth and change of Vancouver, centered on three foundational principles (reconciliation, equity, and resilience) to advance three big ideas that are the main aspirations of the Vancouver Plan. It will serve as a framework for more detailed planning in years to come. The Broadway Plan covers a range of neighbourhoods within the Broadway corridor, corresponding closely with the Broadway Subway SPA geography. The plan leverages and supports the Broadway Subway, using the significant rapid transit investment to both shape and connect the neighbourhoods along the route over the coming decades.

ADOPTION OF THE BROADWAY PLAN BY THE CITY OF VANCOUVER COUNCIL, ALONG WITH NUMEROUS OTHER SPA INITIATIVES THAT ARE ADDRESSED IN THE BROADWAY PLAN.



ADOPTION OF THE VANCOUVER PLAN BY THE CITY OF VANCOUVER COUNCIL.

Broadway Subway SPA Commitments Tracker

The Broadway Subway SPA Commitments Tracker provides a current year snapshot of the progress towards achieving SPA commitments as well as any adjustments endorsed by the senior staff Monitoring Committee for the SPA partner agencies. The timing to complete SPA commitments may vary depending on external circumstances, such as the COVID-19 pandemic, and SPA partners continue to demonstrate dedication in advancing these commitments. Despite these unprecedented and unforeseen complications, the SPA commitments are tracking well overall, particularly so over the past year given the significant SPA milestones discussed above.



Image source: City of Vancouver



Image source: City of Vancouver

City-Led Initiatives	SPA Section	Timing (end of)	Adjustment(s) from SPA	Monitoring Committee	Progress
Prepare and adopt Vancouver Plan	5.1(a) (i)	2022	City committed to prepared City Core Plan in SPA, which has since been replaced by the Vancouver Plan	ENDORSED – July 14, 2020	Completed in 2022 – Vancouver Plan approved by Council on July 22, 2022
Prepare and adopt Broadway Plan	5.1(a) (ii)	2022	SPA referred to this initiative as “Broadway Planning” To be completed by end of 2022, as opposed to by end of 2021	ENDORSED – Dec 12, 2018 ENDORSED – Sep 20, 2021	Completed in 2022 – Broadway Plan approved by Council on June 22, 2022
Complete Vancouver Employment Lands and Economy Review (ELER)	5.1(a) (iii)	2020	SPA referred to this as the “Vancouver Employment Lands Study”, which was to be completed by the end of 2019	ENDORSED – July 14, 2020	Completed in 2020 – ELER Phase 2 Report approved by Council in October 2020
Collaboration between City, TransLink and Province on the development of Land Use Plans	5.1(c)	Per Plan timing			Completed in 2022 – Vancouver Plan, Broadway Plan and ELER Phase 2 Report all approved by Council
City will monitor the progress of the land use plans through the Regional Context Statement process	5.2	Per Plan timing			Future initiation
Complete Analysis of public land holdings (all levels of government and Crown corporations) for land use opportunities, and the estimated compensation required to each level of government for use of such opportunities	5.3	2022	Analysis to be completed as part of Broadway Plan, as opposed to by end of 2018 Analysis to be completed by end of 2022, per change to timing for the Broadway Plan	ENDORSED - Dec 12, 2018 ENDORSED – Sep 20, 2021	In progress. The Working Group will propose for the Monitoring Committee a refined approach around development considerations enabled by the Broadway Plan and coordination of outreach to applicable land-holding public agencies
Parking By-law review and update	9.1	Timing not specified			Parking By-law update effective January 1, 2019

Broadway Plan
Initiatives to be addressed in the Plan

City-led Initiatives	SPA Section	Timing (end of)	Adjustment(s) from SPA	Monitoring Committee	Progress
Develop forecasts for population, dwelling units and employment for years 2025, 2030, 2035, 2040, and 2045	5.1(b)	2023	To be completed by end of 2022, per change to timing for Broadway Plan Change date of completion to end of 2023 to align with availability of Census data	ENDORSED – Sep 20, 2021 PROPOSED - Sep 29, 2022	In progress. Custom Census data order for baseline data not available until 2023. Forecasts will be developed following receipt of Census data and delivered by the end of 2023
City will collaborate with TransLink and the Province on the development of the Affordable Housing Strategy (as part of Affordable Housing Strategy: purpose-built rental housing program/ policy development, non-market housing needs analysis)	6.1(b)	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through SPA Intergovernmental Housing Workshops
Existing Affordable Housing Stock Analysis (Rental Housing Stock ODP review, approaches to preservation/ replacement of existing stock, mitigation of tenant displacement)	6.2	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Subway SPA Working Group and Intergovernmental Housing Workshops
Provide opportunities for retail and entertainment uses at appropriate locations	6.5	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Subway SPA Working Group
Identify opportunities for office, institutional and industrial uses	6.6	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Subway SPA Working Group
Identify opportunities for community services and amenities	6.7	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Subway SPA Working Group

Street Connectivity and Major Road Network (MRN) review and analysis	7.2	2023	To be completed by end of 2022, per change to timing for Broadway Plan Change date of completion to 2023 based on City Council's direction for review of options for an active transportation lane on Broadway	ENDORSED – Sep 20, 2021 ENDORSED – Sep 29, 2022	Broadway Plan approved by Council on June 22, 2022. Collaboration on street network completed prior to Broadway Plan adoption via Broadway Plan Transportation Workshops and direct City/TransLink discussions Based on Council direction for the review of options for a AAA safe active transportation lane along Broadway, the City and TransLink will continue to collaborate to reach final completion of this review and analysis
Develop a Cycling Strategy	7.3	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Plan Transportation Workshops
Develop a Pedestrian Strategy	7.4	2022	To be completed by end of 2022, per change to timing for Broadway Plan	ENDORSED – Sep 20, 2021	Completed in 2022. Broadway Plan approved by Council on June 22, 2022. Collaboration through Broadway Plan Transportation Workshops
Develop Urban Design Guidelines	8.1	2023	To be completed by end of 2022, per change to timing for Broadway Plan Change completion date to 2023 to reflect Broadway Plan as approved	ENDORSED – Sep 20, 2021 ENDORSED – Sep 29, 2022	Future initiation in fall 2022
Develop a Public Realm and Streetscape Plan (including Project station areas)	8.2	2023	To be completed by end of 2022, per change to timing for Broadway Plan Change completion date to 2023 to reflect Broadway Plan as approved	ENDORSED – Sep 20, 2021 ENDORSED – Sep 29, 2022	Future initiation in fall 2022
TransLink-led Initiatives	SPA Section	Timing (end of)	Adjustment from SPA	Monitoring Committee	Progress
Identify opportunities for washroom access, including at stations, as part of system-wide review of customer washroom facilities	6.7(b)(ii)	2018			Completed in 2018 – Customer Washrooms on Transit Policy adopted Completed in 2019 – Accommodations for customer accessible washrooms to be provided at Broadway-City Hall and Arbutus stations

Identify opportunities to maintain or enhance bus travel times and reliability	7.1(a)	2019	SPA referred to this as a consolidated “Bus Priority and Integration Plan”		Completed in 2019 – Bus Speed and Reliability Report completed, which provides technical findings and resources for bus priority
Prepare a Bus Network Integration Plan	7.1(a)	By Opening Day	SPA referred to this as a consolidated “Bus Priority and Integration Plan”	ENDORSED – July 14, 2020	Future initiation, informed by Area Transport Plan
Provide cost-sharing opportunities for transit priority measures based on approved regional transportation plans and funding	7.1(d)	Timing not specified			Cost-share opportunities provided through Bus Speed and Reliability municipal cost-share funding program
Use TravelSmart to encourage alternate modes during and immediately after Project construction	7.1(e)	During	Adjust the timing and approach currently referenced in SPA TransLink will highlight Broadway Subway in pandemic-related regional ridership recovery campaigns (marketing, events, etc.), and will seek to implement more corridor specific TDM initiatives in 2023/2024, and at opening of Broadway Subway	ENDORSED – Sep 29, 2022	Pandemic impacts have shifted resources and efforts to support rebuilding regional transit ridership and have limited the resources available for more traditional corridor-specific TDM initiatives. While Broadway Subway was often featured as a component of these regional ridership recovery campaigns, opportunities for more corridor-specific TDM initiatives will be considered in upcoming phases of Broadway Subway construction and during the early operations phase
Update the Central Area Transport Plan	7.1(f)	2024	Project renamed to ‘Central Area Transport Plan’, adjust completion date to end of 2024 to reflect expanded project scope	ENDORSED – Sep 29, 2022	Project initiation work will begin on the Central Area Transport Plan, including Vancouver, with increased local government and public engagement anticipated starting in 2023
Monitoring and Reporting	SPA Section	Timing (end of)	Adjustment from SPA	Monitoring Committee	Progress
The City and TransLink will establish a multi-stakeholder committee (the “Monitoring Committee”)	10.1	2018			Completed in 2018 – Inaugural meeting in December 2018
The Monitoring Committee will provide City Council, the Mayors’ Council, TransLink Board and officials from the Province with an annual report outlining the progress of the Performance Measures and the commitments of each Party as set out in this SPA	10.3(e)	Timing not specified	Rename ‘Annual Dashboard’ to ‘Annual Report’ Annual Reports to track SPA commitments; 5-year Performance Reports to track both commitments and performance measures, leveraging updated Census data*	ENDORSED – July 14, 2020 ENDORSED – Sep 20, 2021	Ongoing – Annual Reports released each fall

The City and TransLink will work jointly and cooperatively to prepare a comprehensive report every three to five years**	11.1(a)	Timing not specified			Future initiation – The first 5-Year Performance Report planned to be released in fall 2024
Data collection for 800m SPA geography	5.1(b) and 11.3	n/a	Remove Central Broadway and replace traffic zones with block-level data Streamline data collection from original geographies (400m, 800m Central Broadway and traffic zones) to 800m, snapped to city blocks	ENDORSED – Dec 12, 2018 ENDORSED – July 14, 2020	Ongoing

*The Broadway Subway SPA Annual Report published in 2021 omitted inclusion of this Committee-endorsed adjustment.

** Previous Broadway Subway SPA Annual Reports documented a Monitoring Committee-endorsed adjustment to rename the ‘Comprehensive Report’ to a ‘5-Year Comprehensive Report’; this adjustment is no longer referenced here, given that the term ‘Performance Report’ is used in the SPA.

CONCLUSION AND NEXT STEPS

The past year was significant for Broadway Subway SPA implementation, witnessing the completion of key SPA commitments with the City of Vancouver’s approval of the Broadway Plan and Vancouver Plan. These plans represent years of time and dedication from decision-makers, staff and the community and will guide Broadway Subway-supportive change and growth within the SPA geography.

In 2024, the first 5-Year Performance Report will be shared with decision-makers and will provide a more detailed analysis of updated Census data, tracking how effectively the objectives of the Broadway Subway SPA are being met. The SPA partner agencies will continue to coordinate the development of the SPA Annual Reports as well, focused on progress updates on the SPA commitments.

2022 represents the continuing successful evolution of the Broadway Subway SPA. This unique multi-level government agreement has remained effective and impactful since its adoption in 2018, with an oversight structure that has proven both resilient and flexible in the face of the unprecedented disruption stemming from the COVID-19 pandemic. The signatory partners have continued to move forward SPA commitments to support the Broadway Subway Project on opening day and for decades into the future. This success speaks to the value of shared objectives paired with constructive relationships and remains a model to support future rapid transit projects across the Metro Vancouver region.

GLOSSARY

5-Year Performance Report – One of the two primary SPA reporting deliverables that is published on a five-year basis to provide a comprehensive analysis of progress on SPA commitments and outcomes, and may recommend actions if outcomes are not tracking as expected. Additional Performance Reports may be issued at shorter intervals if deemed important to ensure that outcomes are not tracking as expected and may require adjustments to support the SPA objectives.

10-Year Priorities – A updated blueprint identifying the region’s top transportation priorities, rapid transit projects, and service increases for the first ten years of Transport 2050, adopted by TransLink in 2022.

Annual Report – One of the two primary SPA reporting deliverables that is published on an annual basis to provide a high-level snapshot of progress on SPA commitments and outcomes.

Broadway Subway Project – An approximately 5.7-kilometre extension of the Millennium Line from its current terminus at VCC-Clark to a new western terminus at Arbutus Street.

Broadway Subway Supportive Policies Agreement (SPA) – The Supportive Policies Agreement for the Broadway Subway Project, executed by the City of Vancouver and TransLink in June 2018.

Broadway Subway SPA Geography – A defined geography that will be used for data collection and outcomes monitoring; delineated by city blocks and constitutes an approximate 800 metre walk, using existing walking networks, from the Broadway Subway Project stations.

Monitoring Committee – A multi-stakeholder committee formed by TransLink and the City in December 2018 to review the performance of land use and transportation outcomes for the Broadway Subway Corridor and monitor compliance by each party with the commitments and responsibilities set out in the Broadway Subway SPA, with senior staff representatives from TransLink, City of Vancouver, the Province of British Columbia, and Metro Vancouver.

Transport 2050 – A long-range vision that will guide transportation decisions in Metro Vancouver for the next three decades, including significant expansion of rapid transit, completion of a traffic-separated bikeway network, and promotion of electric and shared vehicles, adopted by TransLink in 2022.

Working Group – A multi-stakeholder staff working group from the agencies represented on the Monitoring Committee that reports to the Monitoring Committee and supports its duties and responsibilities, with representatives from TransLink, City of Vancouver, the Province of British Columbia, and Metro Vancouver.

TO: Mayors' Council on Regional Transportation
FROM: Mike Buda, Executive Director, Mayors' Council Secretariat
DATE: February 9, 2023
SUBJECT: **ITEM 4.3 – 2023 Committee Terms of Reference and Workplan**

PROPOSED RESOLUTION:

That the Mayors' Council on Regional Transportation:

1. Approve the 2023 Planning and Priorities Committee Terms of Reference and Workplan as proposed below;
 2. Receive this report.
-

PURPOSE:

This report proposes for consideration a 2023 Planning and Priorities Committee Terms of Reference and Work Plan, to guide the committee's operations, agenda and priorities in the coming year.

BACKGROUND:

At the beginning of each year, the Mayors' Council has adopted a strategic work plan to focus resources on its highest priorities in the coming year. While a range of secondary issues will also require the focus of the Mayors' Council through the year, it is the identified strategic priorities that drive the Council's agenda and where its time and energy is focused. Meeting agendas and staff reports that members will see at subsequent meetings will be driven largely by the direction provided in the approved work plan.

At its January 26, 2023 meeting the Mayors' Council approved in 2023 Work Plan and Committee Structure. This report proposed the scope and terms of reference for each of the committees, for discussion and consideration by each committee before being confirmed by the Mayors' Council at its next meeting. The draft work plan and terms of reference proposed in this report is based on the report provided to the Mayors' Council.

DISCUSSION

The Mayors' Council has used committees, like most local government councils, to help manage its agenda. Committees provide a venue for smaller groups of members, in less formal settings, to more efficiently and deeply discuss issues facing the Mayors' Council. With committees in place, Mayors' Council meetings are organized around the consideration of committee reports, with reports having already been discussed at committee.

Each committee has been asked to develop a Terms of Reference and Work Plan for consideration by the Mayors' Council at a future meeting, prior to regular business of the committee beginning. A draft Committee Terms of Reference and Workplan is proposed in Annex 1 for discussion and consideration by the committee.

“Joint Meetings of Mayors’ Council and Board Committees” mechanism

Up until January 2021, Mayors’ Council committees met concurrently with representatives of counterpart Board committees when there were items of overlapping responsibilities between the two bodies. This past practice of meeting as “joint committees” with the Board is not a legislated feature of our governance structure, but instead is a practice that has grown organically over the past 8-9 years to improve and streamline decision making. Feedback from members was generally positive.

Joint meetings enhanced and streamlined the review and discussion process of the two bodies, reducing the time and resources required to reach decisions, as well as improving the working relationship between individual members. There was recognition that not all issues before each committee will be appropriate for joint meetings but that in general the topics facing each committee were most efficiently and effectively managed with a “joint meeting” mechanism. In the past, Mayors’ Council committees reserved the right to meet separately as needed and appropriate. The Mayors’ Council Planning and Priorities Committee and the Board Planning, Communities and Communication Committee may meet jointly with the Board on matters of shared responsibility, as appropriate and desired.

ATTACHMENTS:

- Annex 1: 2023 Mayors’ Council Planning and Priorities Committee Terms of Reference and Work Plan

MAYORS' COUNCIL PLANNING AND PRIORITIES COMMITTEE TERMS OF REFERENCE AND WORK PLAN

Proposed: February 9, 2023

Purpose

The Planning and Priorities Committee's primary focus will be provide input on the processes and studies designed to prioritize TransLink plans, projects and services for funding and inclusion in upcoming investment plans. The committee will also be responsible for considering the development of other policy-related initiatives.

The committee may meet concurrently in "Joint Meetings" with representatives of its counterpart Board committee when there are items of overlapping responsibilities between the two bodies but reserves the right to meet separately as needed and appropriate.

Composition and Membership

Committee members were appointed by the Mayors' Council at its January 26, 2023 meeting as shown below. Other Mayors' Council members may attend as observers to participate in discussion but will not be eligible to vote or receive remuneration.

Mayors' Council members: Mayor Eric Woodward (Chair), Mayor Nicole McDonald (Vice-Chair), Chief Laura Cassidy (alternate: Councillor Bryce Williams), Mayor Mike Hurley, Mayor Andrew Leonard, Mayor Brenda Locke, Director Jen McCutcheon, Mayor Brad West, Councillor Brent Asmundson

Board representatives will participate in a "Joint Meeting" arrangement with the Board Planning, Communities and Communication Committee as required.

Committee Chair and Vice-Chair

The Committee Chair and Vice Chair are appointed by the Mayors' Council. The Chair and Vice-Chair will be responsible for convening and co-chairing all Committee meetings and reporting activities and recommendations to the Mayors' Council. The Chair and Vice-Chair may invite representation from other agencies or stakeholders to participate in Committee meetings as appropriate. The Chair and Vice-Chair, with staff advice, will determine the agenda for each meeting.

Joint Meetings will be co-chaired by the Mayors' Council Chair and its appointed Board Committee member counterpart.

Governance and Authority

The Committee will provide advice and recommendations to the Mayors' Council (and in the case of Joint Meetings of the Mayors' Council and Board Committees, also to the TransLink Board) for action. The Committee has no authority to direct management or to commit TransLink or the Mayors' Council.

Quorum and Voting

Quorum shall be a majority of committee members. Committees are advisory in nature, and in general it is expected that most decisions are based on consensus. In the event of a call for a recorded vote, resolutions will be carried if passed by a majority of all members present. TransLink's legislation and the Mayors' Council's *Rules of Procedure* permits the use of weighted votes in certain circumstances at full Council meetings. However, because committees are advisory in nature and do not include all members, weighted voting will not be used in committees.

Frequency of Meetings

Committee meetings are generally in-camera and scheduled monthly but may be cancelled or changed as determined by the Chair and Vice Chair with reasonable notice or based on the expected workload outlined in the work plan.

Resources

The Mayors' Council Secretariat (and for Joint Meetings, the TransLink Corporate Secretary's office) will provide staff support and other required resources, with assistance from TransLink if requested and when available, to the Committee when it is working on issues defined in the Mayors' Council's Work Plan or as directed by the Mayors' Council (and in the case of a Joint Meeting of the Committees, by the Board). The Executive Director will ensure that accurate minutes of each Committee meeting are prepared and provided to each Committee member in a timely fashion.

Proposed 2023 Committee Work Plan

Major committee work plan items for 2023 are expected to be, but are not limited to:

- Investment Plan:
 - 10-Year Priorities: priority setting for Investment Plan
 - BRT Action Plan
 - Studies and planning for major projects identified in 10YP
 - Bus speed and reliability initiatives
 - Pilot projects identified in 10YP
 - Supportive Policies Agreement for major projects in the next Investment Plan
- Public Policy:
 - Regional and corporate climate action
 - Real Estate Strategy
 - Other policy files: ride-sharing, etc.

TO: Mayors' Council on Regional Transportation
FROM: Mike Buda, Executive Director, Mayors' Council Secretariat
DATE: February 3, 2023
SUBJECT: **ITEM 5.1 – 2023 Committee Terms of Reference and Workplan**

PROPOSED RESOLUTION:

That the Mayors' Council on Regional Transportation:

1. Approve the 2023 Finance Committee Terms of Reference and Workplan as proposed below;
 2. Receive this report.
-

PURPOSE:

This report proposes for consideration a 2023 Finance Committee Terms of Reference and Work Plan, to guide the committee's operations, agenda and priorities in the coming year.

BACKGROUND:

At the beginning of each year, the Mayors' Council has adopted a strategic work plan to focus resources on its highest priorities in the coming year. While a range of secondary issues will also require the focus of the Mayors' Council through the year, it is the identified strategic priorities that drive the Council's agenda and where its time and energy is focused. Meeting agendas and staff reports that members will see at subsequent meetings will be driven largely by the direction provided in the approved work plan.

At its January 26, 2023 meeting, the Mayors' Council approved in 2023 Work Plan and Committee Structure. This report proposed the scope and terms of reference for each of the committees, for discussion and consideration by each committee before being confirmed by the Mayors' Council at its next meeting. The draft work plan and terms of reference proposed in this report is based on the report provided to the Mayors' Council.

DISCUSSION

The Mayors' Council has used committees, like most local government councils, to help manage its agenda. Committees provide a venue for smaller groups of members, in less formal settings, to more efficiently and deeply discuss issues facing the Mayors' Council. With committees in place, Mayors' Council meetings are organized around the consideration of committee reports, with reports having already been discussed at committee.

Each committee has been asked to develop a Terms of Reference and Work Plan for consideration by the Mayors' Council at a future meeting, prior to regular business of the committee beginning. A draft Committee Terms of Reference and Workplan is proposed in Annex 1 for discussion and consideration by the committee.

“Joint Meetings of Mayors’ Council and Board Committees” mechanism

Up until January 2021, Mayors’ Council committees met concurrently with representatives of counterpart Board committees when there were items of overlapping responsibilities between the two bodies. This past practice of meeting as “joint committees” with the Board is not a legislated feature of our governance structure, but instead is a practice that has grown organically over the past 8-9 years to improve and streamline decision making. Feedback from members was generally positive.

Joint meetings enhanced and streamlined the review and discussion process of the two bodies, reducing the time and resources required to reach decisions, as well as improving the working relationship between individual members. There was recognition that not all issues before each committee will be appropriate for joint meetings but that in general the topics facing each committee were most efficiently and effectively managed with a “joint meeting” mechanism. In the past, Mayors’ Council committees reserved the right to meet separately as needed and appropriate. The Mayors’ Council Finance Committee and the Board Finance and Audit Committee may meet jointly with the Board on matters of shared responsibility, as appropriate and desired.

ATTACHMENTS:

- Annex 1: 2023 Mayors’ Council Finance Committee Terms of Reference and Work Plan

MAYORS' COUNCIL FINANCE COMMITTEE TERMS OF REFERENCE AND WORK PLAN

Proposed: February 3, 2023

Purpose

The Finance Committee's primary focus will be to provide input to and recommendations on the timing, pace and final shape for the next Investment Plan. In addition, the committee will be responsible for overseeing the Investment Plan's funding strategy, and financial modelling and assumptions.

The committee may meet concurrently in "Joint Meetings" with representatives of its counterpart Board committee when there are items of overlapping responsibilities between the two bodies but reserves the right to meet separately as needed and appropriate.

Composition and Membership

Committee members were appointed by the Mayors' Council at its January 26, 2023 meeting as shown below. Other Mayors' Council members may attend as observers to participate in discussion but will not be eligible to vote or receive remuneration.

Mayors' Council members: Mayor Mike Little (Chair), Mayor Nathan Pachal (Vice-Chair), Mayor Malcolm Brodie, Mayor Mike Hurley, Mayor Patrick Johnstone, Mayor Megan Knight, Mayor John McEwen, Mayor Mark Sager, Mayor Brad West.

Board representatives will participate in a "Joint Meeting" arrangement with the Board Finance and Audit Committee as required.

Committee Chair and Vice-Chair

The Committee Chair and Vice Chair are appointed by the Mayors' Council. The Chair and Vice-Chair will be responsible for convening and co-chairing all Committee meetings and reporting activities and recommendations to the Mayors' Council. The Chair and Vice-Chair may invite representation from other agencies or stakeholders to participate in Committee meetings as appropriate. The Chair and Vice-Chair, with staff advice, will determine the agenda for each meeting.

Joint Meetings will be co-chaired by the Mayors' Council Chair and its appointed Board Committee member counterpart.

Governance and Authority

The Committee will provide advice and recommendations to the Mayors' Council (and in the case of Joint Meetings of the Mayors' Council and Board Committees, also to the TransLink Board) for action. The Committee has no authority to direct management or to commit TransLink or the Mayors' Council.

Quorum and Voting

Quorum shall be a majority of committee members. Committees are advisory in nature, and in general it is expected that most decisions are based on consensus. In the event of a call for a recorded vote, resolutions will be carried if passed by a majority of all members present. TransLink's legislation and the Mayors' Council's *Rules of Procedure* permits the use of weighted votes in certain circumstances at full Council meetings. However, because committees are advisory in nature and do not include all members, weighted voting will not be used in committees.

Frequency of Meetings

Committee meetings are generally in-camera and scheduled monthly but may be cancelled or changed as determined by the Chair and Vice Chair with reasonable notice or based on the expected workload outlined in the work plan.

Resources

The Mayors' Council Secretariat (and for Joint Meetings, the TransLink Corporate Secretary's office) will provide staff support and other required resources, with assistance from TransLink if requested and when available, to the Committee when it is working on issues defined in the Mayors' Council's Work Plan or as directed by the Mayors' Council (and in the case of a Joint Meeting of the Committees, by the Board). The Executive Director will ensure that accurate minutes of each Committee meeting are prepared and provided to each Committee member in a timely fashion.

Proposed 2023 Committee Work Plan

Major committee work plan items for 2023 are expected to be, but are not limited to:

1. Investment Plan:
 - workplan, timing and final recommendations
 - funding strategy
 - financial modeling and assumptions
2. Major Project Partner Contribution Policy
3. Engagement in TransLink's budget process (contingent on the framework developed by the Joint Governance Task Force for working jointly with the Board on this item)

TO: Mayors' Council on Regional Transportation
FROM: Mike Buda, Executive Director, Mayors' Council Secretariat
DATE: February 15, 2023
SUBJECT: **ITEM 6.1 – 2023 Committee Terms of Reference and Workplan**

PROPOSED RESOLUTION:

That the Mayors' Council on Regional Transportation:

1. Approve the 2023 Public Affairs and Governance Committee Terms of Reference and Workplan as proposed below;
 2. Receive this report.
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PURPOSE:

This report proposes for consideration a 2023 Public Affairs and Governance Committee Terms of Reference and Work Plan, to guide the committee's operations, agenda and priorities in the coming year.

BACKGROUND:

At the beginning of each year, the Mayors' Council has adopted a strategic work plan to focus resources on its highest priorities in the coming year. While a range of secondary issues will also require the focus of the Mayors' Council through the year, it is the identified strategic priorities that drive the Council's agenda and where its time and energy is focused. Meeting agendas and staff reports that members will see at subsequent meetings will be driven largely by the direction provided in the approved work plan.

At its January 26, 2023 meeting, the Mayors' Council approved in 2023 Work Plan and Committee Structure. This report proposed the scope and terms of reference for each of the committees, for discussion and consideration by each committee before being confirmed by the Mayors' Council at its next meeting. The draft work plan and terms of reference proposed in this report is based on the report provided to the Mayors' Council.

DISCUSSION

The Mayors' Council has used committees, like most local government councils, to help manage its agenda. Committees provide a venue for smaller groups of members, in less formal settings, to more efficiently and deeply discuss issues facing the Mayors' Council. With committees in place, Mayors' Council meetings are organized around the consideration of committee reports, with reports having already been discussed at committee.

Each committee has been asked to develop a Terms of Reference and Work Plan for consideration by the Mayors' Council at a future meeting, prior to regular business of the committee beginning. A draft Public

Affairs and Governance Committee Terms of Reference and Workplan is proposed in Annex 1 for discussion and consideration by the committee.

“Joint Meetings of Mayors’ Council and Board Committees” mechanism

Up until January 2021, Mayors’ Council committees met concurrently with representatives of counterpart Board committees when there were items of overlapping responsibilities between the two bodies. This past practice of meeting as “joint committees” with the Board is not a legislated feature of our governance structure, but instead is a practice that has grown organically over the past 8-9 years to improve and streamline decision making. Feedback from members was generally positive.

Joint meetings enhanced and streamlined the review and discussion process of the two bodies, reducing the time and resources required to reach decisions, as well as improving the working relationship between individual members. There was recognition that not all issues before each committee will be appropriate for joint meetings but that in general the topics facing each committee were most efficiently and effectively managed with a “joint meeting” mechanism. In the past, Mayors’ Council committees reserved the right to meet separately as needed and appropriate. The Mayors’ Council Planning and Priorities Committee and the Board Human Resources Committee may meet jointly with the Board on matters of shared responsibility, as appropriate and desired.

ATTACHMENTS:

- Annex 1: 2023 Mayors’ Council Public Affairs and Governance Committee Terms of Reference and Work Plan

**MAYORS' COUNCIL PUBLIC AFFAIRS AND GOVERNANCE COMMITTEE TERMS OF REFERENCE
AND WORK PLAN**

Proposed: February 9, 2023

Purpose

The Public Affairs and Governance Committee's primary focus will primarily be external facing to provide input to communication and public advocacy efforts to secure senior government support for 10YP and the next Investment Plan. The committee will also consider the Council's mandated "HR" responsibilities.

The committee may meet concurrently in "Joint Meetings" with representatives of its counterpart Board committee when there are items of overlapping responsibilities between the two bodies but reserves the right to meet separately as needed and appropriate.

Composition and Membership

Committee members were appointed by the Mayors' Council at its January 26, 2023 meeting as shown below. Other Mayors' Council members may attend as observers to participate in discussion but will not be eligible to vote or receive remuneration.

Mayors' Council members: Mayor Linda Buchanan (Chair), Mayor Meghan Lahti (Vice-Chair), Mayor Ken Berry, Mayor Mike Hurley, Councillor Dylan Kruger, Mayor Jamie Ross, Mayor Dan Ruimy, Mayor Ken Sim, Mayor Brad West

Board representatives will participate in a "Joint Meeting" arrangement with the Board Planning, Communities and Communication Committee as required.

Committee Chair and Vice-Chair

The Committee Chair and Vice Chair are appointed by the Mayors' Council. The Chair and Vice-Chair will be responsible for convening and co-chairing all Committee meetings and reporting activities and recommendations to the Mayors' Council. The Chair and Vice-Chair may invite representation from other agencies or stakeholders to participate in Committee meetings as appropriate. The Chair and Vice-Chair, with staff advice, will determine the agenda for each meeting.

Joint Meetings will be co-chaired by the Mayors' Council Chair and its appointed Board Committee member counterpart.

Governance and Authority

The Committee will provide advice and recommendations to the Mayors' Council (and in the case of Joint Meetings of the Mayors' Council and Board Committees, also to the TransLink Board) for action. The Committee has no authority to direct management or to commit TransLink or the Mayors' Council.

Quorum and Voting

Quorum shall be a majority of committee members. Committees are advisory in nature, and in general it is expected that most decisions are based on consensus. In the event of a call for a recorded vote, resolutions will be carried if passed by a majority of all members present. TransLink's legislation and the Mayors' Council's *Rules of Procedure* permits the use of weighted votes in certain circumstances at full Council meetings. However, because committees are advisory in nature and do not include all members, weighted voting will not be used in committees.

Frequency of Meetings

Committee meetings are generally in-camera and scheduled monthly but may be cancelled or changed as determined by the Chair and Vice Chair with reasonable notice or based on the expected workload outlined in the work plan.

Resources

The Mayors' Council Secretariat (and for Joint Meetings, the TransLink Corporate Secretary's office) will provide staff support and other required resources, with assistance from TransLink if requested and when available, to the Committee when it is working on issues defined in the Mayors' Council's Work Plan or as directed by the Mayors' Council (and in the case of a Joint Meeting of the Committees, by the Board). The Executive Director will ensure that accurate minutes of each Committee meeting are prepared and provided to each Committee member in a timely fashion.

Proposed 2023 Committee Work Plan

Major committee work plan items for 2023 are expected to be, but are not limited to:

- Public Affairs (communications and advocacy) to secure Investment Plan funding from senior governments and to build public support for the 10-Year Priorities and Investment Plans
- Board appointments (contingent on the framework developed by the Joint Governance Task Force for working jointly with the Board on this item)
- Executive Compensation Plan (contingent on the framework developed by the Joint Governance Task Force for working jointly with the Board on this item)