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**SUBJECT: 2025 Victoria Regional Transit Commission Meeting Schedule**

**PURPOSE**

This report provides the Victoria Regional Transit Commission (the “Commission”) with meeting schedules for 2025 for **APPROVAL**.

**BACKGROUND**

The Commission’s purpose, as defined by Section 25 of the *British Columbia Transit Act*, is:

- To represent the regional transit service;
- To prepare plans and set service, fares and performance standards, in consultation with municipal officials and the public;
- To review and make recommendations to BC Transit on operating and capital budgets;
- To recommend the gas tax amount to government and prescribe the property tax to cover the Commission contribution amount and maintain a fund for that purpose.

The Commission’s meeting schedule was reviewed to ensure it aligns with this purpose.

**DISCUSSION**

The attachment outlines the meeting schedules for 2025.

**RECOMMENDATION**

It is recommended that the Commission **APPROVE** the 2025 meeting schedule.

## 2025 Victoria Regional Transit Commission Meeting Schedule

All meetings are from 9:00 a.m. to 11:30 a.m. unless noted otherwise.

DATE	FOR APPROVAL	FOR INFORMATION
March 11, 2025	<ul style="list-style-type: none"> <li>• 2025/26 Base Budget, Tax Regulation and Tax Requisition</li> <li>• 2025/26 Annual Service Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Financial and Performance Summary: Q3 YTD</li> <li>• Operations Update                             <ul style="list-style-type: none"> <li>○ Winter 2025 implementation</li> </ul> </li> <li>• Custom Transit Update</li> <li>• Planning Update                             <ul style="list-style-type: none"> <li>○ Spring 2025 Service Summary</li> <li>○ Ongoing/upcoming plans</li> </ul> </li> <li>• Infrastructure Planning and Delivery update</li> <li>• ATAC Minutes</li> </ul>
May 13, 2025 2nd Tuesday 9am-Noon		<ul style="list-style-type: none"> <li>• Strategic Workshop</li> </ul>
June 17, 2025 3 <sup>rd</sup> Tuesday	<ul style="list-style-type: none"> <li>• 2023/24 Annual Performance Results</li> </ul>	<ul style="list-style-type: none"> <li>• Operations Update                             <ul style="list-style-type: none"> <li>○ Spring 2025 implementation</li> <li>○ Canada Day, other events</li> </ul> </li> <li>• Planning Update                             <ul style="list-style-type: none"> <li>○ Summer and Fall 2025 Service Summaries</li> <li>○ Ongoing/upcoming plans</li> </ul> </li> <li>• Infrastructure Planning and Delivery update</li> <li>• ATAC Minutes</li> </ul>
September 9, 2025 2nd Tuesday	<ul style="list-style-type: none"> <li>• 2025 Commission Meeting Schedule</li> <li>• Three-Year Service Expansion</li> </ul>	<ul style="list-style-type: none"> <li>• Financial and Performance Summary: Q1 YTD</li> <li>• Operations Update                             <ul style="list-style-type: none"> <li>○ Summer and Fall implementation</li> </ul> </li> <li>• Custom Transit Update</li> <li>• Planning Update                             <ul style="list-style-type: none"> <li>○ Winter Service Summary</li> <li>○ Ongoing/upcoming plans</li> </ul> </li> <li>• Infrastructure Planning and Delivery update</li> <li>• ATAC Minutes</li> </ul>
October 7, 2025 9am-Noon		<ul style="list-style-type: none"> <li>• Strategic Workshop</li> </ul>
November 18, 2025 3 <sup>rd</sup> Tuesday	<ul style="list-style-type: none"> <li>• 10 Year Vision</li> </ul>	<ul style="list-style-type: none"> <li>• Financial and Performance Summary: Q2 YTD</li> <li>• Draft 2026/2027 Base Budget</li> <li>• Draft Annual Service plan</li> <li>• Operations Update</li> <li>• Planning Update                             <ul style="list-style-type: none"> <li>○ Ongoing/upcoming plans</li> </ul> </li> <li>• Infrastructure Planning and Delivery update</li> <li>• ATAC Minutes</li> </ul>

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