



Report to TAC's Councils and Committees

Fall 2018

Now in the second year of a new strategic plan, TAC is embracing its new vision and operationalizing the mission. Overall, the Association is in good health. Key performance indicators show that:

- The financial situation is good, with diversified revenue sources and reserve funds established to support foundational documents and protect the Association in the event of unforeseen crises.
- The member retention rate is very strong at almost 93% despite consolidation of some member firms. As of early August 2018, TAC has 500 members, just a few less than at the same time last year.
- The size of the volunteer base remains very healthy, with 768 individuals involved with TAC's councils and committees.
- Conference activity is very good, measured as sessions being offered, and reflects the commitment of the volunteer network to share information through Canada's annual premiere transportation-themed conference.
- Project activity is also good, thanks to the support of funding partners and the dedicated individuals who contribute their time and expertise to build knowledge and promote best practices in the transportation sector.

A summary of activities under each of TAC's strategic priorities is provided below.



COLLABORATE AND COMMUNICATE

As defined in the [Strategic Plan](#), one of TAC's goals is to provide a neutral forum for the exchange of ideas and the discussion of technical transportation issues. Key objectives include supporting TAC's volunteer structure, delivering the annual conference and exhibition, and working with other organizations that share common interests.

Council and Committee Activities:

About 380 attendees participated in the 2018 Spring Technical Meetings, and a similar number are anticipated at the Fall Technical Meetings, held in conjunction with the conference in Saskatoon. About 45 meetings are being convened, including project steering committees, councils and task forces, standing and sub-committees as well as several other special interest meetings such as the Canadian National Committee of the World Road Association, TAC's Board of Directors and the TAC Foundation. Many meeting agendas are available on TAC's website and on the TAC Online portal under the "Workspaces" tab.

The **Chief Engineers' Council** will continue previous discussions about connected and automated vehicles, and is expecting presentations on cyber security in British Columbia's traffic management centre, climate-related vulnerabilities of TAC's *Geometric Design Guide*, federal programs related to infrastructure and climate change, and public-private partnerships in Saskatoon. It will also receive the final presentation of a project on wider pavement markings for standard applications.



The **Education and Human Resources Development Council** plans to continue discussions on issues related to recruitment and retention practices, succession planning, knowledge management and leadership development. The fall meeting will include a presentation from Saskatchewan Ministry of Highways and Infrastructure about its accelerated leadership development program. The Council will also discuss how organizations are preparing for the legalization of cannabis and potential impacts on the workforce.

At its fall meeting, the **Environment Council** will continue its discussions about the potential impact of noise, vibration and illumination effects on human health. Other discussion topics will include invasive alien species management, road salt management, emerging environmental technologies, climate change, and erosion and sediment control. Presentations about proposed changes to federal environmental legislation are also on the fall meeting agenda for the Council.

The **Urban Transportation Council** will continue its discussions about sustainable mobility, connected and automated vehicles, active transportation and human health, rapid transit, zero accident vision approach, pedestrian strategies and transportation congestion. Presentations are planned for the fall meeting about measuring multimodal connectivity and sustainable mobility policy in Quebec.

The **Integrated Committee on Climate Change** works with TAC's councils and task forces to address issues related to climate change and infrastructure resilience. A focus in September will be on sharing information about adaptation and mitigation initiatives in member organizations. Subsequently, this information will be shared more broadly with TAC members.

The **Small Municipalities Task Force** will receive an update at the upcoming fall meeting from the Chief Engineers' Council about current activities as they relate to small municipalities. The Task Force will continue to highlight and collect information from transportation projects and initiatives undertaken in small municipalities through its regular roundtable discussion.

Technical exchanges about the work underway by the committees of the World Road Association (PIARC) continue to be a focus for the **Governing Task Force of the Canadian National Committee of PIARC**. In September, several reports are expected from Canadian members to those international committees. Sharing that information more broadly with TAC committees is a priority for the Task Force. In the coming months and years, the Task Force will also support planning for the next Winter Road Congress which will be convened in February 2022 in Calgary, Alberta. That will be an exciting event and an opportunity to showcase Canada and Canadian expertise to an international audience.

Work continues to establish a **Connected and Automated Vehicles (CAV) Task Force** to report to the Board of Directors. In June, TAC partnered with Transport Canada and ITS Canada to deliver a workshop about preparing for connectivity and automation in the transportation sector; during the workshop, a number of experts made presentations and participants had the opportunity to listen, learn and also participate in breakout discussions to explore needs and opportunities for TAC in this area. Subsequently, a small group of members spent a full day hashing out a structure, mandate and priorities for TAC's continued work in this area; the resulting draft Terms of Reference for the Task Force will be shared with the Board of Directors this fall. As input to the Task Force's work plan, councils and standing committees are being asked to complete a baseline questionnaire on their interests, needs and challenges related to CV/AVs.



TAC's councils, committees and task forces are the heart of the Association and critical to the technical work upon which TAC's reputation rests. Ensuring there is clarity in the various mandates, consistent operating practices and transparency in how to become involved is important to ensure members find value in the network, and that it remains effective and viable for the future. To that end, staff have reviewed existing council and committee terms of reference, and developed recommendations to address inconsistencies and update governance practices; councils and committees will be asked to provide feedback on a proposed terms of reference template this fall.

Annual Conference and Exhibition:

Registration for the annual TAC Conference and Exhibition is on track to achieve a total of about 720 delegates at the event. The popularity of the W.H. Yeates Exhibition continues to grow; demand exceeded capacity this year as the space available was more limited. The technical program received submissions of over 200 abstracts; over 50 sessions, panels and workshops will be offered, featuring nearly 250 speakers representing more than 120 organizations. Seven different technical tours featuring sites and installations in and around Saskatoon are available to delegates.

Program highlights and elements of note:

- For the first time, sessions delivered at the conference will be recorded and made available after the event. Delegates wishing to purchase the package of session recordings can do so for a small additional fee via a 'PLUS' registration option. Access to the recordings will also be sold onsite at the conference and then to non-delegates after the event.
- Also for the first time, a free webinar was offered in August to help speakers prepare for their presentations at the upcoming conference. Led by Shelley Rowe, a professional engineer with an independent consulting practice specializing in communications and leadership, participants gained insights to improve their technical presentations and engage audiences.
- As of mid-August, more than 100 young professionals had registered to attend the conference at a 25% discounted rate. That is almost double the number of delegates that participated in the category last year.
- The Poken (www.poken.com) USB returns this year. It is a digital business card and briefcase that facilitates networking and information exchange; one will be given to each delegate and exhibiting company.
- The opening plenary session will include a panel discussion addressing the conference theme, *Innovation and Technology: Evolving Transportation*, and the associated disruptions occurring in the world around us. The panel will be moderated by Jeff Rogstad of CTV, and feature four speakers:
 - Rory Capern, Vice President, Partnerships, Pelmorex Corporation, operator of The Weather Network,
 - Ted Graham, Head of Open Innovation, General Motors,
 - Ross McKenzie, Managing Director, Waterloo Centre for Automotive Research (WatCAR),
 - Scott Stewart, CEO, IBI Group
- The latter half of Tuesday's lunch will see the introduction of the Company Pitch Competition. This fun and engaging event, hosted by comedian Sean Lecomber, will introduce conference delegates to four innovative companies who will present their product or service in a 90-second pitch to delegates.
- In order to assist students wishing to attend the 2018 TAC Conference and Exhibition, a student grant was made available for graduate and undergraduate (university and college) students in transportation-related disciplines. One student, Jeff Pascua of the



Faculty of Engineering, Lakehead University, was selected by draw from the 28 applications (compared to 15 applications received last year).

Partnerships:

Working with other national organizations with shared interests, finding synergies and identifying initiatives on which we can collaborate is an important way TAC endeavours to ensure members' scarce resources, including both time and money, are optimized. Most recently, activities included:

- Establishing an agreement to co-host the 2019 conference and exhibition with ITS Canada.
- Partnering with CITE to offer a lunch session as part of the 2018 TAC Spring Meetings.
- Hosting the World Road Association Technical Committee C2 on the design and operation of safer road infrastructure in Ottawa in conjunction with TAC's 2018 spring technical meetings.
- Renewing partnership agreements with ACT Canada and the Association québécoise des transports (AQTr).
- Representing the Association at industry events hosted by the Canadian Council of Motor Transport Administrators, ITS Canada, the Institute of Transportation Engineers (US and Canadian branches), the Canadian Urban Transit Association, the Canadian Transportation Research Forum and the Special Libraries Association.



BUILD KNOWLEDGE

TAC's goal in building knowledge is to develop references and tools, including guidelines and syntheses of practices, to address research and practical needs in the highway, road and urban transportation sector. Several initiatives are underway or in development, largely conducted or overseen by TAC volunteers.

Pooled-Fund Projects:

Eight funded projects are in progress, as listed below (see www.tac-atc.ca/en/projects/progress for more information):

- Best Practices for Evaluating Soil and Material Stabilization Products
- Best Practices for Pothole Repairs in Canada
- Goods Movement 101
- *Manual of Uniform Traffic Control Devices for Canada: 6th Edition*
- Performance-based Decision-making – Lessons Learned and Practitioner Toolkit
- Safety Impacts of Bicycle Infrastructure in Canada
- Strategic Opportunities for Integrating Transportation and Health
- Wider Pavement Markings for Standard Applications

Six projects are in development, and funding partners are being sought before work begins (see www.tac-atc.ca/en/projects/seeking-funding for more information):

- Guide to Bridge Deck HMA Paving in Canada
- Canadian Road Safety Engineering Handbook Scoping Study
- P3s – Lessons Learned from Major Transit Projects
- Synthesis of Practices for Management and Enhancement of Roadway Ecology
- Urban Transportation Indicators – Sixth Survey
- Vehicle Loads Synthesis and Recommendations



Organizations are encouraged to get in touch with Secretariat staff if they are interested in contributing to any project in development, and participating on its steering committee.

Volunteer Projects:

Nearly 40 volunteer projects are also underway, covering a wide range of topics relating to TAC's focus areas. More information about those initiatives is available at <http://www.tac-atc.ca/en/projects/volunteer-projects>.

Project Development Process:

TAC staff are currently reviewing processes for generating and developing project ideas, creating project descriptions for council approval, and securing funding commitments. They will propose improvements to those processes to enable cross-committee collaboration on project ideas, and to improve the likelihood of securing desired funds and launching projects more quickly.



DISSEMINATE INFORMATION

With its strategic priority to disseminate information, TAC's goal is to be the preeminent source of transportation materials for Canadian practitioners. Making TAC's publications available to members and stakeholders, maintaining the library and offering technical information services are ways that TAC strives to meet that goal.

Publications:

Two English publications and seven French publications were released between April and August 2018; they are listed in TAC's publication tracking report, which is intended to keep councils and committees abreast of new and upcoming releases.

Sales of the latest edition of the *Geometric Design Guide for Canadian Roads* remain strong, though the pace has dropped off. A total of 1,500 sets and individual chapters were sold in fiscal year 2017/18; just under 200 were sold from April through July 2018.

TAC Secretariat staff are collaborating with standing committees to identify technical publications that are aging in terms of technical relevance and/or sales volume, in order to identify those for which it would be appropriate to reduce pricing.

Technical Information Services:

TAC's Technical Information Services (TIS) provides traditional lending library services and maintains the library catalogue, adding about 60 new records thus far in the fiscal year. Search services are also available; about 45 requests for information and literature scans were fielded between April and mid-August 2018.



DEVELOP OUR PEOPLE

Learning Program:

TAC's Learning Program provides resources to maintain and build technical transportation skills and is one of the important ways TAC delivers on its strategic priority to develop people and contribute to the availability and technical currency of transportation professionals in Canada.

TAC seminars are in-person learning opportunities tied to its technical publications. Four two-day foundation seminars on the *Geometric Design Guide for Canadian Roads* (GDG) have been delivered this fiscal year. Other seminars being planned include:

- Two-day advanced sessions on the GDG
- One-day sessions on the *Canadian Roundabout Design Guide*
- One-day sessions on complete street design and retrofitting multimodal streets
- French session on the GDG; scheduling will take into account availability of the French version of the Guide

TAC webinars are short online events, broadly accessible and led by invited experts. This fiscal year, one webinar has been delivered on defining and measuring urban congestion. Additional scheduled webinars for 2018 include:

- Speed Management (in French)
- Application Guidelines for Speed Display Devices
- Mass Evacuation Planning for Natural Disasters and Extreme Weather Events
- Pedestrian Crossing Control Guide

Staff see an expanded webinar program as an effective tool to raise TAC's profile, encourage participation, engage new audiences including students, and help achieve TAC's priorities of developing people and disseminating information. Two separate webinar streams are planned:

- TAC Instructional Webinars will present detailed examinations and/or applications of TAC publications. They will be offered to members at a price reflecting their value, on an irregular schedule. Topics will be vetted by TAC committees.
- TAC Discovery Webinars will cover a wide range of topics including subject scans, case studies or research results from across Canada. They will be held frequently, and will be free for TAC members/students and low-cost for others. Discovery Webinars will provide TAC members a chance to share their successes with peers, raise awareness of recent developments in transportation, and provide a platform for staff to promote related publications and events.

Staff are also working to make recorded webinars available online for streaming, at a price tied to the original registration fee.

Councils and committees are encouraged to suggest possible webinar topics following each in-person meeting. Individuals or organizations can also suggest webinar topics at www.tac-atc.ca/en/events/webinars.

Awards Program:

TAC's Awards Program recognizes outstanding contributions to transportation in Canada.



Awards for technical excellence (Educational Achievement, Environmental Achievement, Road Safety, Sustainable Urban Transportation) were reviewed and approved by TAC's councils and will be conferred in September 2018.

Recipients of the Distinguished Service Awards and the Young Transportation Professional Award were approved by the Board and will be presented during the conference. Volunteer recognition awards, including ex-officio awards for council and committee chairs and special awards for service as determined by TAC's councils, will be conferred this fall; opportunities to celebrate TAC's volunteers will be sought as part of future spring meetings.

Engaging Young Professionals in TAC:

TAC's Board of Directors has identified engaging young professionals in TAC as a priority to address. A number of related activities are focused on the conference, and staff are working to enhance means and opportunities for, and communications with, young professionals to engage in TAC's other events and networks.

One exciting new initiative was launched this year. At the suggestion of, and with generous funding from, the Allan Widger Consulting Corporation, a grant has been established to support a young geotechnical engineer to attend and participate in TAC's spring and fall technical meetings and the annual conference and exhibition. Aleks Kivi is the inaugural recipient, selected by a panel following an application and review process.



MANAGE EFFECTIVELY NOW AND FOR THE FUTURE

A fundamental goal of TAC's Board of Directors and staff is to ensure the sustainability of the Association, with respect to finances, membership, volunteers and staff. Activities in this context include governance work (complying with the *Canada Not-for-Profit-Corporations Act*, convening meetings of the Board and official annual general meetings of the membership), reviewing TAC products and services, monitoring budgets and operations, and setting strategic directions for the Association.

Board of Directors:

When the Board of Directors adopted the new strategic plan, it was agreed it would not have a pre-determined end-date but would be subject to annual review and roll forward with a five-year horizon. In April 2018, the Board undertook its first annual review of the plan, drawing on feedback received from members and the context provided by council, committee and Board discussions. In general, the results of the review were positive; satisfaction with the strategic plan is high. Priorities to address were identified as increasing the involvement of young professionals in TAC's volunteer network, improving TAC's capacity to address and communicate about emerging and critical issues, and reviewing TAC's council and committee structure. Activities to address those priorities are included in TAC's operational plan and will be a focus for the allocation of resources as we move forward.

As part of its own attention to emerging and critical issues, during its spring roundtable discussion, Board members reported on automated and connected vehicle initiatives and issues in their jurisdictions, and discussed contract management processes, cyber security issues, planning for mass evacuations, transportation equity and the impending legalization of



cannabis. Further discussion of these topics is planned this fall; outcomes or recommended courses of action will be shared subsequently with TAC's councils.

Secretariat:

A focus in TAC's operational plan, which guides the work of secretariat staff and supports delivery of the strategic plan, is to ensure the current and future sustainability of TAC and its products and services. To that end, work continues to:

- Roll out a new customer relationship management system (CRM). The cloud-based platform offers more integrated functionality for members and staff, but it will take up to two more years to take full advantage of the potential of the new CRM.
- Develop a subscription module for TAC publications, building on the possibilities within the CRM.
- Enhance and promote the resources within the secretariat, including TAC's library/technical information services, to better monitor, address and communicate about emerging and critical issues.
- Provide opportunities to engage young professionals in TAC's activities at the conference, its councils and committees, and learning program.

UPCOMING TECHNICAL MEETINGS

- Spring Technical Meetings, April 3-8, 2019 in Ottawa, ON
- Fall Technical Meetings, September 19-22, 2019 in Halifax, NS
- Spring Technical Meetings, April 1-6, 2020, in Ottawa, ON

FUTURE TAC CONFERENCES

- 2019 – Halifax, Nova Scotia, September 22-25, co-hosted with ITS Canada
- 2020 – Vancouver, British Columbia, September 27-30