

CAPITAL REGIONAL DISTRICT

Staff Report to the Regional Planning Committee
Meeting of Wednesday, March 21, 2001

SUBJECT:

Proposed Consolidation of Inter-Municipal Planning Advisory Committee (IMPAC) and the Advisory Regional Transportation Planning Committee (ARTPC)

BACKGROUND:

- Attachment A: IMPAC Terms of Reference endorsed by the Regional Services Committee on July 5, 1994.
- Attachment B: IMPAC list of current members.
- Attachment C: ARTPC Terms of Reference endorsed by the Regional Services Committee on July 19, 1995.
- Attachment D: ARTPC list of current members.
- Attachment E: Proposed revised and updated terms of reference for IMPAC incorporating regional and inter-municipal transportation advisory role.

DISCUSSION:

At its September 22, 2000 meeting, IMPAC voted to have a rotating chair with the Head of CRD Regional Planning Services designated as the permanent vice-chair. This change requires an amendment to the IMPAC terms of reference. This need to revise and update the IMPAC terms of reference is timely, and provides an opportunity for a general house-keeping update of the terms of reference, and a broader rethink of the role of IMPAC and ARTPC and their possible consolidation.

Attachment E presents revised and updated terms of reference for IMPAC that includes housekeeping amendments (related to the rotating chair and permanent vice-chair positions, reporting relationship to Regional Planning Committee, status of membership and voting) as well as the integration of the two committees.

In summary, these proposed amendments are.

General Integration of IMPAC and ARTPC - Purpose and Responsibilities

The proposed regional growth strategy emphasises the need to integrate transportation and land use planning and decision making. Regional Planning Services (RPS) has found over the past five years that discussion on significant regional planning issues has required joint meetings of IMPAC and ARTPC. The role of both committees is to provide technical advice to the Regional Planning Committee (RPC) and the Board. RPS believes that RPC and the Board would benefit

best from advisory committee recommendations that reflect an integrated consideration of regional and inter-municipal transportation and planning. A formal integration of the two advisory committees appears to be the best way to ensure this. The purpose statement and duties and responsibilities sections have been revised on Attachment E to reflect this principle.

Establishment and Authority

This section of the terms of reference has been revised to reference the Regional Planning Committee, and notes the proposed endorsement date of March 21, 2001.

Composition

A comparison of the membership lists for both committees reveals some overlap of municipal voting members and the representation of some provincial agencies. The chief difference between the committees is that IMPACs voting members are strictly from member municipalities and CRD planning organizations, whereas ARTPCs voting members are comprised of members of municipal and provincial transportation and engineering organizations. In keeping with the principle of integration, the proposed composition would include both engineering and planning representation from member municipalities, and extend voting membership to representatives of BC Transit, the Ministry of Transportation and Highways, and BC Ferries, in keeping with their responsibilities for transportation planning and service delivery.

Organization

Revised to reflect rotating chair and permanent vice-chair position held by Head of RPS Department

Procedures & Budget

Revised to correct reference to RPS department and to RPC.

The proposed new terms of reference were reviewed at a special joint meeting of IMPAC/ARTPC (minutes under Advisory Committee Minutes on this agenda) and the following recommendation was carried:

Motion by Kevin Key, **Seconded** by Alan Hopper that the Advisory Regional Transportation Planning Committee be disbanded and the reformation of the Inter-Municipal Planning Advisory Committee with revised Terms of Reference and Composition as described in Attachment E.

RECOMMENDATION:

That Regional Planning Committee:

1. Disband the Advisory Regional Transportation Planning Committee; and,
2. Re-form the Inter-Municipal Planning Advisory Committee with revised terms of reference and composition as described in Attachment E to this report.

Mark Hornell, Acting Manager
Regional Planning Services

EXECUTIVE DIRECTOR'S COMMENTS:

W.M. Jordan, Executive Director

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