



Making a difference...together

COMPLETE MOBILITY

A REGIONAL TRANSPORTATION PLAN (RTP) FOR THE CRD

A blueprint for building an integrated, coordinated, efficient and equitable transportation system in the CRD

Terms of Reference

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1. Introduction

The Capital Regional District is preparing a comprehensive and far reaching transportation strategy for the region. The CRD Regional Transportation Plan (RTP) will provide the framework to enhance mobility, and expand the range of accessible and affordable transportation choices, all under the theme of regional sustainability. The RTP will continue the work of the *CRD Transportation Corridor Plan (Phase 1, September 2010)* and set directions for the development of the five key components of the regional transportation system:

- The Regional Multimodal Network (RMN)
- Mobility Hubs
- Public Transit
- Active Transportation (Walking and Cycling)
- Transportation Demand Management (TDM)

The current development of the RTP is a response to various issues in the CRD which require urgent resolution:

- Coordination of various transportation initiatives being undertaken by local governments and provincial agencies given that responsibilities for different aspects of the regional transportation system are divided amongst these separate jurisdictions.
- The need for a foundation document to inform the Board directed development of a regional transportation service for the CRD.
- More effective advancement of the the goals of the *Regional Growth Strategy* and *TravelChoices* given the lack of success in significantly shifting regional travel away from automobile dependency, and toward public transit and active transportation.
- The need to inform transportation and land use policies in the upcoming CRD *Regional Sustainability Strategy*
- Comply with provincial and Board directives regarding climate change and Greenhouse Gas (GHG) reduction.

The two key organizing concepts of the RTP are comprehensiveness and integration. Comprehensive meaning:

- The 13 incorporated municipalities and 3 electoral areas of the CRD and all First Nations within CRD boundaries.
- All principle transportation facilities including provincial highways, arterial roads, railways and multi-use trails.
- All modes of travel including walking, cycling, public transit, goods movement, ride sharing and automobile.
- Interface between land use and transportation to achieve liveability and community through complete streets.

Integration meaning consolidation and rationalization of functions, now being done by multiple agencies and municipalities, to more effectively allocate resources toward regional transportation priorities:

- Modal integration and balance on the Regional Multimodal Network (RMN)

- Integration of principle transportation corridors with local networks and community needs to complement local objectives regarding complete streets.
- Integration of transportation and land use along the RMN and at its primary nodes
- Integration of transportation planning efforts now being carried out separately by provincial agencies and local governments to identify and implement regional priorities.
- Integration of the governance, oversight and management of the major components of the regional transportation system.
- Integration of funding from multiple sources to more effectively direct these toward regional transportation priorities.

In keeping with directions from the *Regional Growth Strategy* and *TravelChoices*, the RTP will provide the blueprint for multimodal access to jobs, housing and services, will support local networks and neighbourhood livability and will help to direct and shape growth. Recognizing the unique and differing transportation needs of rural and urban settlement areas in the CRD, the RTP will develop and articulate policies and recommendations to account for both.

2. Background

The Regional Growth Strategy was approved by the Board in 2003 to provide direction for sustainable growth and development in the CRD for the next twenty years. One of the eight strategic initiatives of the RGS was to increase transportation choice and promote the development of a balanced and sustainable transportation system. Implicit in the RGS was that advancement of the transportation initiative would support other RGS strategic initiatives such as keeping urban settlement compact, building complete communities and strengthening the regional economy.

TravelChoices is the regional transportation strategy for the CRD, approved by the Board in 2005, which follows directly from the RGS directive to develop a regional transportation strategy. The stated mission of *TravelChoices* is to significantly increase the proportion of people walking, cycling, using transit, ride-sharing or using other alternatives to driving alone. *TravelChoices* has a number of sub-strategies which developed recommendations for different modes (walking, cycling, public transit and goods movement) and aspects of the regional transportation system (governance, funding and road network development).

The CRD and BC Transit have developed plans and strategies which follow directly from *TravelChoices* sub-strategies.

- CRD *Pedestrian and Cycling Master Plan* (from *TravelChoices* Cycling and Pedestrian sub-strategies - Working Papers #8 and #2). The planning stage has been completed and Regional Planning is now working on an implementation strategy to identify priorities.
- CRD *Transportation Corridor Plan Phase 1* (Road Network and Governance sub-strategies – Working Papers #5 and #9). This initial phase was completed and presented to the Board in September 2010. It consisted of a preliminary identification of the region's principle transportation corridors, corridor standards and priorities and evaluation of proposed new arrangements for corridor management and governance.
- CRD *Transportation Demand Management Strategy* (TDM sub-Strategy – Working Paper #6) due to be completed this year to develop a region wide TDM Strategy and

define the appropriate role of the CRD in the development and delivery of TDM measures, programs and services.

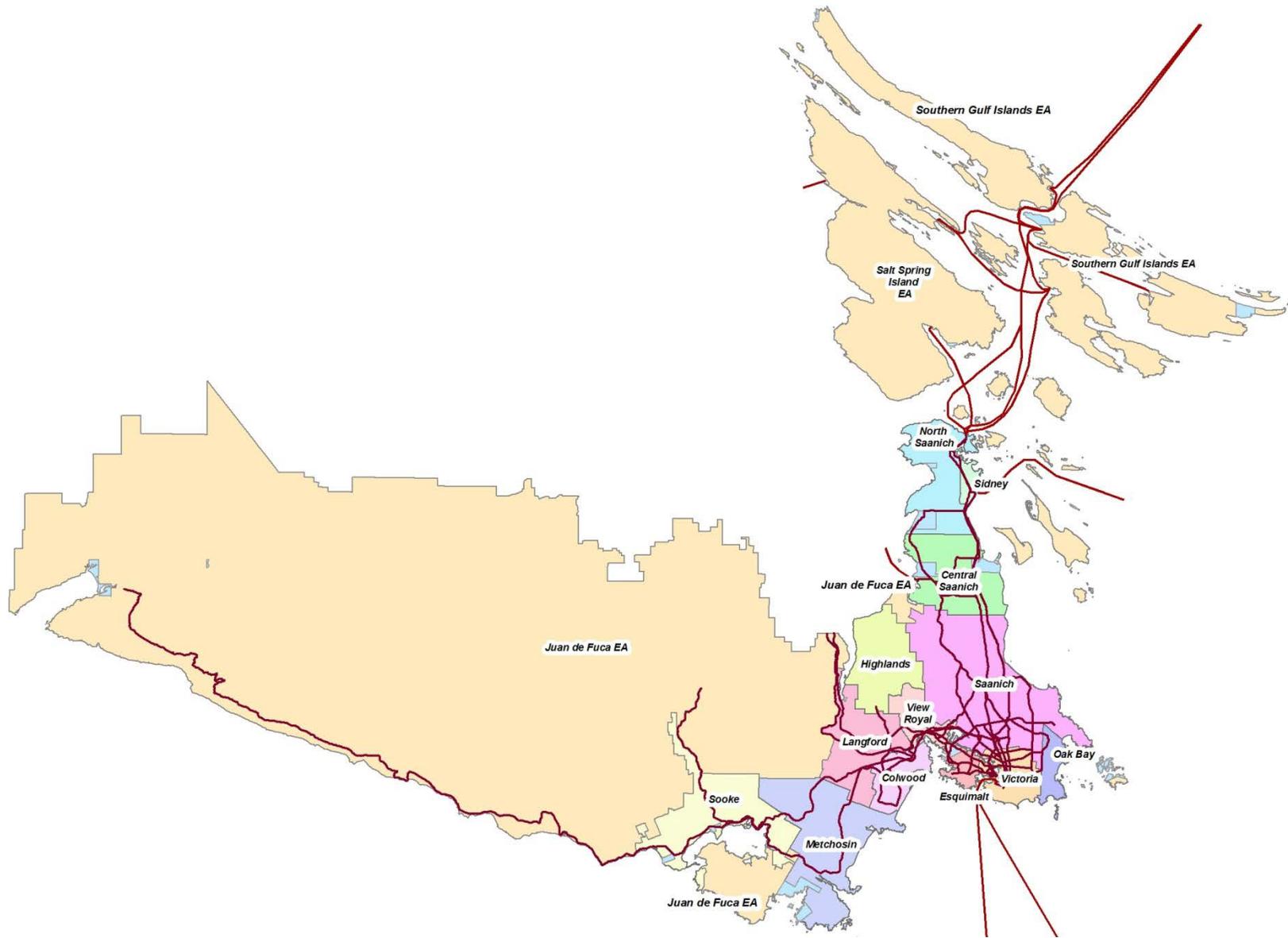
- BC Transit *Victoria Regional Rapid Transit Project and Transit Future* (Transit sub-strategy – Working Paper #4). *Transit Future* is the 25 year strategy for transit system development in the CRD. The *Victoria Regional Rapid Transit Project* recommends light rail transit from downtown to uptown and then to west shore as the first stage of *Transit Future's* overall recommended network development. Currently the CRD and BC Transit have formed a joint task force to investigate local funding options for light rail transit implementation.
- *Regional Transportation Governance Feasibility Study* (Managing and Funding sub-strategy - Working Paper #9). Authorized at the June 15th, 2011 Board meeting to initiate a feasibility study for implementing a regional transportation service. Due to be completed in 2012. The Board report outlined the benefits for more regional involvement in the planning, funding and implementation of transportation planning initiatives:
 - Integration of regional land use and transportation planning and implementation
 - Better coordination of roads, transit facilities and services, and cycling infrastructure.
 - Focus of federal and provincial grants and funding to priority regional facilities
 - Improved service and greater transportation choices
 - Environmental benefits, including opportunities to reduce greenhouse gases and improve air quality.

3. Study Area

The study area consists of the 13 incorporated Municipalities and 3 Electoral Areas of the CRD and all First Nations within the CRD boundaries.

The annual growth rate for the study area has averaged 1% in the last ten years with considerable sub-regional variation. West Shore municipalities have had a much higher rate of growth than Core and Saanich Peninsula municipalities. The study area population is forecast to increase to 475,100 by 2038 which is a 32% increase over the twenty seven year period. During this time the West Shore is forecast to grow by 88%, the Core by 15% and the Saanich Peninsula by 25%. The high forecast growth for West Shore municipalities presents challenges to transportation planning for the region as travel links to the Core are limited with sections of the main transportation corridors to the West Shore already severely congested during weekday peak periods.

Figure 1: Regional Transportation Plan – Study Area



4. Project Overview

The development of a CRD Regional Transportation Plan will follow seven phases:

- Phase 1 – Issues and Opportunities Identification
- Phase 2 – Vision and Principles
- Phase 3 – Foundation Document
- Phase 4 – Governance
- Phase 5 – Funding Strategy
- Phase 6 – Implementation and Investment Plan
- Phase 7 – Summary of Engagement Processes

4.1. Phase 1 – Issue and Opportunities Identification

This will be a thorough review of past, persistent and emerging issues as well as opportunities and potential related to transportation planning and investment at the regional scale. The documents listed below should be referenced and additional insights gained from municipalities and provincial agencies through their participation in a proposed Regional Transportation Plan Technical Advisory Committee (RTP-TAC). This exercise will inform the Vision and Principles of the RTP (Phase 2) and the Foundation Document (Phase 3).

For background information on regional transportation matters in the CRD the following documents from the CRD, BC Transit and Ministry of Transportation and Infrastructure should be reviewed:

- Capital Regional District
 - Regional Growth Strategy , 2003
 - TravelChoices, 2005
 - Transportation Corridor Plan (Phase1), 2010
 - RSS Policy Options series, 2010
 - Pedestrian and Cycling Master Plan, 2011
 - Board Report on transportation governance in the CRD, June 2011
 - Gas Tax Regional Significant Projects evaluation and selection process, 2011
 - CRD/BC Transit Local Funding Options Joint Task Force Terms of Reference, 2011
 - Transportation Demand Management Strategy, 2011
- BC Transit
 - Victoria Regional Rapid Transit Project, Final Report, 2011
 - Transit Future Strategic Plan, 2011
- BC Ministry of Transportation and Infrastructure
 - Trans Canada Highway 1 – Malahat Corridor Study, 2007
 - Highway 17 Corridor Planning Strategy, 2007
 - Highway 1 Corridor Long-Term Strategic Options, 2007
 - Highway 14 Corridor Study, Loledo Place to Jacklin Road, 2009
 - Evaluation of the E&N Railway Corridor, 2010

4.2. Phase 2 – Vision and Principles of Regional Transportation

A statement of the Vision and Principles for regional transportation will be developed in direct consultation with the CRD Planning, Transportation and Protective Services Committee (PTPSC) and RTP-TAC.

The Vision and Principles should focus on the central theme of sustainability and articulate the relationship between a regional plan and local objectives regarding complete streets and community. Moreover, the Vision and Principles should reflect themes highlighted in *TravelChoices* that have guided the regional transportation plans which have followed from it:

- Integrating land use and transportation policies
- Enhancing alternatives to driving alone
- Managing transportation systems in an effective manner
- Managing transportation investments in a fiscally responsible and strategic manner.

The working Vision Statement below provides an indication of the proposed intent of the RTP:

Conceptual Vision Statement:

Complete Mobility: A blueprint for building an integrated, coordinated, efficient and equitable transportation system in the CRD

The RTP will provide a sustainable balance of transportation choices which direct travellers to easily choose green, affordable, convenient and enjoyable modes for all their trips. A regional transportation plan will offer multimodal access to jobs, housing and services, will support local networks and neighbourhood livability and will help direct and shape growth.

4.3. Phase 3 - The Foundation Document

The Foundation Document is the core of the RTP and will consist of at least five function areas which are the key components of the multimodal regional transportation system. The five function areas include:

- The Regional Multimodal Network (MRN)
- Mobility Hubs
- Public Transit
- Active Transportation (Walking and Cycling)
- Transportation Demand Management (TDM)

Key contributors to the Foundation Document will be the members of RTP-TAC. Because transportation and land-use are inextricably linked, the CRD Development and Planning Advisory Committee (DPAC) will also be brought into the process to provide input when appropriate.

The Foundation Document will build on Phases 1 and 2 prioritizing and addressing identified issues and opportunities, under guidance of the RTP Vision and Principles. In this phase, the foundational spatial components of the regional transportation system will be defined to include a Regional Multimodal Network (RMN) and Mobility Hubs. Goals, objectives and policies will be developed for each function area, as well as foundation information needed to inform key actions for the region, other levels of government and transportation agencies. As the goals, objectives and policies will inform Phase 5 – Funding and Phase 6 – Implementation, they must be grounded and pragmatic and not lofty and idyllic. Moreover, the goals, objectives and policies for each function area must support and complement each other.

4.3.1. Function Area 1 – Regional Multimodal Network (RMN). The definition of the RMN will continue the work of the CRD *Transportation Corridor Plan* and establish one of the key spatial components necessary for implementing measures to advance the RTP Vision. The RMN is a network of principle transportation corridors that includes the roads, railways and multi-use trails which perform primary regional transportation functions. These functions include access to jobs, housing and activity centres (commercial, social and recreational), and the movement of people, goods and services throughout the region.

Beyond the definition of the RMN, a key task will be to finalize the recommended functional standards, design guidelines and priorities from the *Transportation Corridor Plan*, *Pedestrian and Cycling Master Plan* and *Transit Future*. In this phase, regional infrastructure priorities will be identified and evaluated to inform the funding and implementation phases of the RTP. Evaluation criteria must include consideration for community needs, complete streets and local interface as well as those pertaining to mode shift, accessibility, mobility and efficiency.

Components to be considered for the RMN are:

- The Primary Inter-community Bikeway (PIC) established as a result of the CRD *Pedestrian and Cycling Master Plan (PCMP)*. This consists of routes that accommodate bicycle travel between municipalities. The PIC includes multi-use trails as well as on-street facilities.
- Rapid and Frequent Transit Network as defined by BC Transit in *Transit Future* consisting of rapid transit and bus routes serving regional functions and with less than 15 minute frequencies.
- Goods Movement Network consisting of the truck network defined in the *Transportation Corridor Plan*.
- Provincial Highways. Although these are not under any local government jurisdiction, they perform important regional functions and must be considered in any regional transportation initiative.
- The E&N Rail right of way where a multi-use trail is currently being constructed and which has been the focus of planning initiatives proposing commuter rail service.
- Arterial Roads identified in the *Transportation Corridor Plan*, which cross municipal boundaries, are under municipal jurisdiction, and perform regional functions.
- BC Ferry Corporation services between different areas of the CRD should also be given consideration for inclusion into the RMN particularly those routes which link Salt Spring Island and the Southern Gulf Islands with each other and with the rest of the CRD.

The RTP will anticipate future development of electric vehicle infrastructure as part of the RMN.

Also, consideration must be given to the interface between the RMN and gateways linking the CRD with external regions such as the Victoria International Airport and

the float plane terminal Downtown, and ferry terminals at Swartz Bay, Sidney, Brentwood Bay and Downtown.

4.3.2. Function Area 2 – Mobility Hubs

Mobility hubs are the major nodes on the RMN that are the second key spatial component of the RTP, bringing together the supporting roles of sustainable transportation with land use. Mobility hubs consist of mixed use centres, with facilities supporting the use of walking and cycling, and connected to each other with frequent and rapid transit services. The definition of mobility hubs will vary for rural areas because most of these are outside the rapid and frequent transit networks.

Mobility hubs in the RTP will be identified at a minimum as:

- Places of RMN connectivity with facilities and services to allow for easy transition between modes with facilities for pedestrian access, cycling, public transit, ride share and park and ride.
- Stations and major stops for the rapid and frequent transit networks with easy connections to local transit networks.
- Major nodes where the PIC integrates with local cycling networks.
- The regional and village centres to be defined in the RSS, using municipal OCPs for direction and consisting of areas of compact mixed use development.

The RTP will develop consistent criteria to define and map mobility hubs and develop goals, objectives and policies to influence land use developments in these areas that are supportive of transit, active transportation and other alternatives to driving alone. Consideration of the concept of complete streets is required in defining mobility hubs as well as in the development of land use and transportation policies.

4.3.3. Function Area 3 – Active Transportation

To address travel increases that will come with population growth over the forecast horizon the CRD has prepared a Pedestrian and Cycling Master Plan (PCMP) to significantly shift travel toward active transportation. The PCMP is a strategic approach to achieving CRD mode shift goals and components and includes:

- Definition of a recommended Primary Intercommunity Cycling Network (PIC) which is a comprehensive system of high level cycling facilities to linking the entire region.
- Region wide design guidelines for all classes of pedestrian and cycling facilities.
- Education and incentives to persuade more people to take more trips by walking and cycling.
- An implementation plan for identified priorities

The RTP will build on the PCMP to provide for:

- Integration of the PIC and its design guidelines into the functional standards for the RMN
- Evaluation and prioritization of recommended education and incentive programs.

- Integration of the PCMP priorities with those of other functional areas such as public transit and TDM.

4.3.4. Function Area 4 – Public Transit

Transit services in the CRD are currently planned and delivered by BC Transit a Provincial Crown Corporation. Regulation and oversight are provided by the Victoria Regional Transit Commission (VRTC) consisting of local politicians appointed by the Province. The CRD Board has passed resolutions to assume authority from the VRTC for the regulation and oversight of regional transit service. The Board approved Feasibility Study, when completed, will define the steps in terms of CRD by-laws and Provincial legislation needed for this to happen as well as recommendations on what functions now being performed by BC Transit should be transferred to the CRD. Furthermore, the CRD and BC Transit have struck a joint task force to evaluate sources of local funding to help implement the Victoria Regional Rapid Transit Project (VRRTP). The Task Force Final Report will recommend a package of local funding options for the implementation and operation of rapid transit from downtown to west shore, and its recommendations will also be helpful in the development of a regional transportation service.

The RTP should anticipate a greater role for the CRD in the planning, funding and delivery of transit services in the near future. The RTP should reference *Transit Future*, BC Transit's long range plan with specific consideration to:

- Plan goals and objectives.
- Hierarchy of services advanced in the Plan – rapid, frequent, local and specialty
- Accessible service for those unable to use the conventional system
- Design guidelines for transit facilities such as stops, shelters and exchanges
- Transportation Demand Management programs that promote transit use.

The RTP will develop goals, objectives and policies to fully integrate transit into the overall regional transportation system, with particular consideration to the RMN and Mobility Hubs as well as coordination with other functional components of the RTP.

4.3.5. Function Area 5 – Transportation Demand Management (TDM)

Transportation Demand Management can be described as a wide range of measures and programs consisting of incentives to subsidize the costs in terms of time and money of public transit, walking and cycling, and disincentives which realize the real costs of single occupancy automobile travel. These measures may include parking charges, limiting parking supply, deep discount transit passes, priority for car sharing and work place cycling end-trip facilities.

The background report of the CRD Transportation Demand Management Strategy emphasized that for TDM strategies to be successful:

- They must not only be directed at commuting, school and post-secondary markets during peak travel times, but must be for other trip purposes and for other times of the day.
- They must not be done in isolation from each other, but must be components of an overall regional strategy.

The RTP will continue the work of the TDM Strategy to develop a regional approach to TDM programs and services. The RTP must evaluate and prioritize different strategies for urban settlement and rural areas, and coordinate TDM policies with those of the other functional areas.

4.4. Phase 4 – Review of Governance Options

Key issues likely to arise in Phase 1 of the RTP are the CRD's lack of authority and resources to define, fund and implement regional transportation priorities, and the current fragmentation of responsibility for aspects of the regional transportation system amongst various local and provincial jurisdictions. Building on Phases 1 to 3, Phase 4 will examine governance options available to the region to optimally achieve the Vision, goals, objectives and policies of a sustainable regional transportation system. Phase 4 will reference previous work done on regional transportation governance options including:

- *The Transportation Corridor Plan (Phase I)* which assessed options for greater regional authority in the planning, managing and funding of the network of principle transportation corridors (now RMN). These options ranged from a voluntary agreement amongst municipalities to comply with corridor standards and priorities to a regional commission which would have the authority to mandate compliance. The *Transportation Corridor Plan* was focussed mainly on the corridor network and did not develop any recommendations on the regional role for cycling, public transit or incentive and educational programs.
- The staff report on the development of regional transportation service presented to the June 15th, 2011 Board meeting. This report outlined current transportation roles and responsibilities for all jurisdictions in the CRD and made recommendations on changes to these to enhance the regional role in the planning, managing and funding of all facets of regional transportation.
- The Regional Transportation Service Feasibility Study initiated from a Board motion at the June 15th, 2011 meeting and due to begin shortly. The Feasibility Study will determine which powers and authorities the CRD requires to successfully implement regional transportation initiatives and manage the overall regional transportation system in an effective manner, and the required CRD by-laws and provincial legislation needed to make this happen.

The Review of Governance Options will build on the conclusions and recommendations of these documents to develop the appropriate authorities and responsibilities for the Board regarding the priorities identified for the five RTP function areas. The recommended governance structure should build on Appendices 4 thru 7 of the June 15th, 2011 CRD Board Report and describe a desired end state for regional transportation governance including funding.

4.5. Phase 5 – Funding Strategy

Currently regional transportation planning and investment decisions are made by various jurisdictions, often in isolation from each other, and with funding coming from many different Federal, provincial and local sources. The Funding Strategy will follow from the recommended governance option identified in Phase 4 to assess how these sources can be consolidated to more effectively direct them toward the regional transportation priorities identified in Phase 3.

The Funding Strategy will consider current sources of transportation funding in the CRD:

- Local sources including property tax, fuel tax, development charges and various user fees (including transit fares)
- Provincial contributions and grant programs
- Federal infrastructure and transportation grant programs
- Federal Gas Tax funds and allocations (Community Works Fund, General Strategic Priorities Fund and Regional Significant Projects Fund).

The Funding Strategy will also consider current work being done in the CRD on funding regional transportation:

- The Transportation Governance Feasibility Study which will examine the required provincial legislation and local government by-laws for the CRD to assume more responsibility for regional transportation, and to access sources of funding to implement regional transportation priorities.
- The BC Transit/CRD Task Force to review and recommend sources to fund the local share for the Victoria Regional Rapid Transit Project (VRRTTP). The findings and recommendations of the Final Report will provide useful information for the Funding Strategy.
- The June 15th, 2011 Board report on establishing a regional transportation service.

Based on a review of funding sources in the CRD, and in consideration of regional transportation systems in other jurisdictions, the end result will be a funding strategy that identifies sources and uses of funding tools, partnership opportunities, financial relationships with other levels of government and other considerations that will best implement identified regional transportation priorities through a regional transportation service.

4.6. Phase 6 – Implementation and Investment Plan

Once a governance structure and funding strategy have been established, a RTP Implementation and Investment plan can be developed. Building on the regional policies and priorities established in Phase 3 and the governance and funding models established in Phases 4 and 5, Phase 6 will identify key actions, roles and responsibilities over a 10 year planning horizon. The Implementation and Investment Plan will establish an order of magnitude costing for carrying out priorities for each of the five function areas for the short term (3 year) and long term (10 year) horizons. The Implementation and Investment Strategy will provide a list of priority projects with costs and duration for these planning periods and distinguish between ongoing commitments and specific capital projects.

Performance indicators, monitoring and tracking systems, and regular reporting procedures will need to be developed to measure the progress of priority projects, programs and initiatives identified in the Implementation and Investment Plan, and in terms of the goals and objectives of the five RTP function areas. Data to support performance, monitoring and reporting systems will, as much as possible, include data already available to or collected by the CRD and other agencies.

An implementation component which should be considered includes ongoing oversight of implementation of both the 3 year and 10 year Implementation and Investment plans by RTP-TAC. It is anticipated to evolve into a permanent CRD Advisory Committee for regional transportation once the RTP has been completed. The RTP-TAC will perform a similar function to Translink's MR-TAC (Major Roads and Transportation Advisory

Committee) in Metro Vancouver, but with a broader mandate to include all identified regional transportation facilities, programs and initiatives.

4.7. Phase 7 – Summary of Engagement Processes

This Phase will consist of a written summary of the engagement processes described in the Appendix. The summary will first be written as a memo for distribution to RTP-TAC review and comment. The final version will then become a chapter in the RTP Draft and Final Reports.

5. Project Management

The CRD-RTP work will be conducted by a consultant with the assistance and oversight of a CRD employee hired specifically for the term of the project, with specialized expertise and extensive experience in the development of regional transportation plans. Key staff from Regional Planning will work closely with the consultant and term employee as part of a Project Management Team and share in the decision making process regarding project direction, processes and outcomes. The Project Management Team will advance the RTP according to the schedule in Figure 2. PTPSC will be kept apprised on RTP progress at each phase of the project.

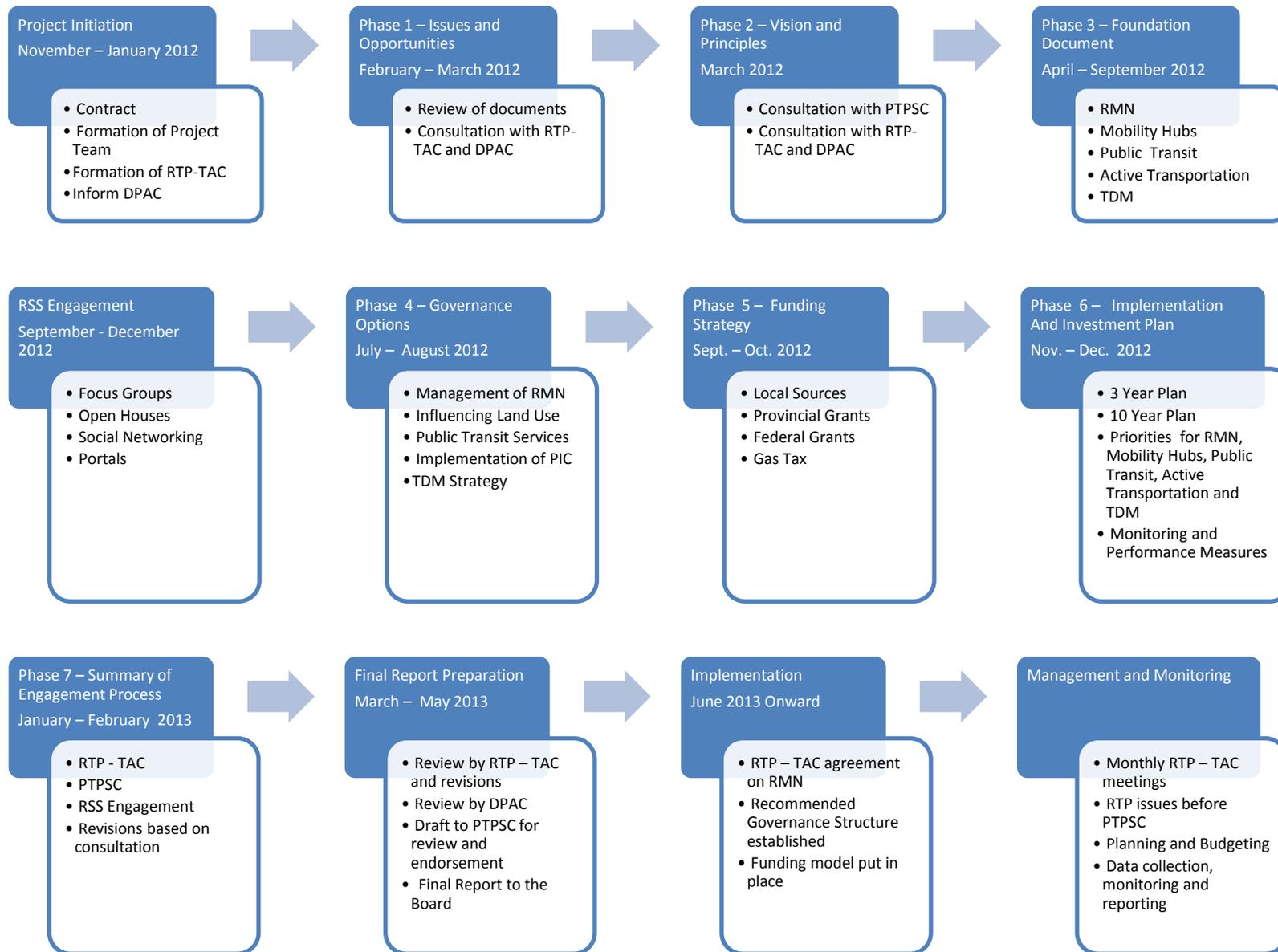
The Regional Transportation Plan Technical Advisory Committee (RTP-TAC) which will meet regularly for the duration of the project will act as the project Steering Committee. The RTP-TAC will review and discuss work done to date, and comment on project direction and outcomes.

6. Deliverables

The results of the processes to develop a CRD Regional Transportation Plan will consist, at a minimum, of the following key components:

- The establishment of a CRD Regional Transportation Plan Technical Advisory Committee (RTP-TAC) to act as the project Steering Committee and to continue to meet regularly after Board approval of the RTP Final Report to direct and monitor RTP implementation.
- Regular presentations to the CRD Planning, Transportation and Protective Services Committee (PTPSC) of work in progress, and presentation of the Final Report to the CRD Board.
- A Stakeholder engagement process which will be part of the overall Regional Sustainability Strategy's engagement process to be carried out between September and December 2012, as well as other engagement processes that RTP-TAC felt was necessary to successfully complete the Plan.
- Presentations upon request to the CRD Development and Planning Advisory Committee (DPAC), municipal councils and other Boards or Commissions which may have stake in RTP outcomes.
- Memos to be presented to PTPSC at the end of each of the seven stages of the RTP. These memos with revisions due to Committee comment and will eventually become the major sections of the Final Report.
- A Final Report with an overview and key recommendations and more detailed sections with the results of the seven RTP phases. The Final Report must be in MS Word 7 and PDF formats. Three printed copies of the Final Report must be delivered at the end of the project.

FIGURE 2: RTP PROCESS OVERVIEW



GLOSSARY

CWF - Community Works Fund. A Gas Tax delivery mechanism consisting of 50% per capita entitlement for each municipality and electoral area under the Gas Tax Agreement for BC.

Gas Tax Funds. Funds made available from Federal gas tax rebates to local governments in Canada. In BC these are distributed according to an agreement between the Federal Government, Provincial Government and the Union of BC Municipalities.

GSPF - General Strategic Priorities Fund. A Gas Tax delivery mechanism consisting of 25% per capita allocation from regional districts for large scale regional transportation projects. All local governments in BC can apply for these funds.

Mobility Hubs. Compact mixed use centres in urban areas, with facilities supporting the use of and transitions between transit and active transportation, integrated with local transit services and active transportation networks, and connected to each other with frequent and rapid transit services.

PCMP – CRD Pedestrian and Cycling Master Plan. Completed in Early 2011. Consists of recommended design guidelines, and education and incentive programs to be adopted region wide and to encourage the greater use of walking and cycling.

PIC – Primary Intercommunity Cycling Network. A network of existing and proposed Class 1 cycling facilities developed as part of the PCMP which most cyclists of all abilities will safe on.

PTPSC – CRD Planning, Transportation and Protective Services Committee. A CRD Board standing committee to make decisions on regional planning, transportation and protective services reports, presentations and by-laws, and send recommendations to the Board.

RMN – Regional Multimodal Network. Initially defined in the CRD Transportation Corridor Plan as the network of principle transportation corridor for the region. The RMN consists of all transportation corridors which perform regional functions by facilitating travel between municipalities and linking regional and village centres with each other.

RSS - Regional Sustainability Strategy. The current CRD regional growth strategy as defined in the BC Local Government Act.

RSPF - Regionally Significant Projects Fund. A Gas Tax delivery mechanism for large scale regional transportation projects in the CRD under the Gas Tax Agreement for BC. Consists of 25% per capita allocation of funds specifically for projects within the CRD.

RTP-TAC - Regional Transportation Plan Technical Advisory Committee. Consisting of CRD staff from Regional Planning and Juan de Fuca Planning, and transportation planners representing municipalities and BC Transit and the Ministry of Transportation and Infrastructure. RTP-TAC will continue after the completion of the Regional Transportation Plan and meet on a regular basis to provide support and direction for implementing the Plan recommendations

Appendix – Summary of Engagement Processes

The development of the RTP will go from November 2011 to May 2013. Because the anticipated results will be far reaching changes to intergovernmental relations and the management of the overall regional transportation system, it is important that the general public, community associations, stakeholder groups, staff from municipalities and provincial agencies, and local government councils and boards are involved in the process at every step. Throughout the phases of this project, guidance and direction will be sought from politicians, municipal staff and the public. At times, some decisions will be required to help move the project forward at key milestones. A written summary of the engagement will consist of Phase 7 of the RTP.

The project schedule includes the following components of the RTP engagement process:

Regional Transportation Plan – Technical Advisory Committee (RTP- TAC). This will be a formal Technical Advisory Committee consisting of senior transportation planning staff from the CRD, municipalities and relevant provincial agencies. RTP – TAC will act as the project steering committee and will meet regularly to review progress and discuss work done to date. Drafts of the memos done after each phase of the project as well as the Draft Final Report will be distributed to RTP-TAC members for review and comment. The Terms of Reference will be developed using Translink’s Major Roads and Transportation Advisory Committee (MR-TAC) as a model.

Since land use and development planning are closely linked with transportation, members of the CRD Development and Planning Advisory Committee (DPAC) will be informed of RTP development and consulted through presentations at its own meetings and invitations to RTP-TAC meetings

Planning, Transportation and Protective Services Committee (PTPSC). PTPSC will be instrumental in setting the vision and principles of the RTP. Regular reports by CRD to Committee at the end of each phase of the RTP will be provided for review, comment and input.

RSS Engagement Process. The public consultation process for the Regional Sustainability Strategy (RSS) will be carried out during the Fall of 2012. Transportation is one of the key strategic policy areas of the RSS. It is proposed that provisions will be made for RTP visibility and input during the engagement and consultation process.

The types of engagement anticipated for the RSS will be articulated through a consultative and engagement plan to be completed in the first quarter of 2012. Primary components of the plan will include:

- Communications through the CRD website, RSS portal and social media. A new CRD transportation portal is planned for 2012.
- First Nations engagement.
- Municipal engagement.
- Community and Stakeholder engagement.
- Major Events in each sub-area of the region.

Additional RTP specific consultation. After the RSS engagement process has been completed, RTP engagement will continue in the following forms:

- Regular meetings of the RTP-TAC

- Occasional meetings with DPAC
- Memos to PTPSC at the end of each phase of the RTP

Opportunities for other types of engagement specific to the RTP are:

- Presentations to municipal councils as requested or if directed to do so by PTPSC
- More in-depth consultations with key stakeholder groups such as Chambers of Commerce, Downtown Victoria Business Association and the Greater Victoria Cycling Association.
- Early and ongoing consultation and engagement with key partner agencies whose operations or capital plans could be affected by the RTP, including the Ministry of Transportation and Infrastructure (MoTI) and BC Transit.