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## MEMORANDUM

To: Chair and Members of the Board of Directors

From: Hugh Sloan, Director of Planning & Siri Bertelsen, Manager of Regional Planning

Subject: Terms of Reference for “Strategic Review of Transit in the Fraser Valley” Strategy

Date: July 21, 2008

File No.: 8330-02-001

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### RECOMMENDATION:

**THAT** the Fraser Valley Regional District Board support in principle the draft Terms of Reference for “Strategic Review of Transit in the Fraser Valley” Strategy and direct staff to pursue the issuance of a Request for Proposal to retain a consultant assuming there are no major changes to the Terms of Reference.

### ISSUE:

The draft Terms of Reference (ToR) for a strategy entitled “Strategic Review of Transit in the Fraser Valley” has been prepared by the Ministry of Transportation, TransLink, BC Transit, and the FVRD. This document was approved by the Executive Committee on July 8, 2008 and now being brought before the FVRD Transportation and Transit Technical Working Group for review and support.

### BACKGROUND:

In February of this year, the FVRD Transportation and Transit Technical Working Group established a Steering Committee to prepare the Terms of Reference for a strategic review of transit in the FVRD. The Steering Committee includes representatives from the Ministry of Transportation, TransLink, BC Transit, and local government throughout the FVRD.

For several months the Steering Committee has been working on drafting the ToR and we have now come to a consensus on the scope of the project. There is a feeling amongst the Steering Committee that the ToR must set the stage for a comprehensive review and

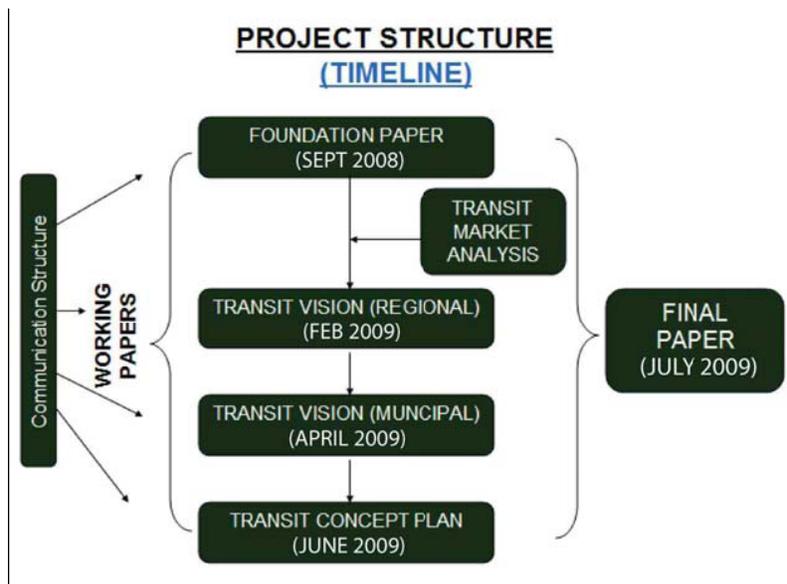
analysis of the current transit situation in the Fraser Valley as well as a critical look at the future needs. It clearly reflects the collaborate efforts and desire among the partners to develop a comprehensive, long-range transit strategy for the Fraser Valley that supports both local community plans and the FVRD's Regional Growth Strategy. This strategy will also create a broad outline of transit and other transportation services in the Fraser Valley in 2030, as well as for the interim horizon years of 2013 and 2020. The agreed upon Terms of Reference is attached to this memorandum for your information.

More specifically, the intent of this study is to provide a series of working papers<sup>1</sup> that form a logical transition in developing a foundation, vision (both regional and local) and concept network plan for transit in the Fraser Valley. These documents will focus on the following:

- **Foundation Paper** - summarizing local, regional and governmental initiatives and objectives;
- **Vision Documents (Regional)** - providing a vision that meets those objectives both in terms of transit ridership and greenhouse gas emission reductions at the regional level;
- **Vision Document (Municipal)** - translating the regional vision to the local level to identify transit demand, growth potential, and key transit trip generators; and
- **Concept Plan** - providing a concept plan identifying key service routes, corridors, and regional networks where the partners should concentrate investment to promote transit growth within the Fraser Valley.

On July 8, 2008 the Executive Committee supported the draft ToR provided that the concept plan clearly identifies options on various models of governance.

Once the Terms of Reference is supported by the FVRD Transportation and Transit Technical Working Group, the Steering Committee will then issue a Request for Proposal to potential consultants. Assuming that the Request for Proposal goes out later this month, the timeline for this exercise is outlined in the adjacent graphic.



<sup>1</sup> The Strategic Review of Transit in the Fraser Valley will consist of five working papers as a Communications/Consultations Plan. They are as follows: 1. Foundation Paper; 2. Transit Vision (Regional Level); 3. Transit Vision (Municipal Level); 4. Transit Concept Plan; 5. Final Report; and 6. Communications/Consultation Plan

Although it has taken longer than anticipated, we believe that the delay in developing the ToR reflects the complexity of this initiative more than the willingness of each partner to move this project forward. We believe that the Terms of Reference are inclusive and create the right environment for all parties to be working towards a comprehensive transit plan for the Fraser Valley. Also, the in-kind contribution from all partners as well as the partner's financial commitment makes this a unique opportunity for the Valley to move towards meeting the transportation challenges ahead.

**COST:**

FVRD's contribution towards this initiative has been addressed in the 2008 budget.

**COMMENT BY DEPARTMENT HEAD:**

Reviewed and concurred.

**COMMENT BY DIRECTOR OF FINANCE:**

No requirement for comment.

**COMMENT BY CHIEF ADMINISTRATIVE OFFICER:**

Reviewed and concurred.