

# COLWOOD CYCLING ADVISORY COMMITTEE

## TERMS OF REFERENCE

APPROVED BY COMMITTEE THIS 6<sup>th</sup> DAY OF APRIL, 2009

### 1. Cycling Advisory Committee Membership

The Cycling Advisory Committee will be comprised of the following members appointed by Council:

- 1 Councillor
- 1 Planning representative
- 1 Engineering representative
- 1 Transportation and Public Infrastructure Committee representative
- 4 Citizens active in different areas of cycling
- 1 Greater Victoria Cycling Coalition representative

The following representatives may sit as ex-officio members:

- 1 Police (West Shore RCMP) representative
- 1 Representative from School District #62 (Sooke) or Parents Association
- 1 Representative from Royal Roads University
- 1 Youth representative (e.g. a Belmont High School cyclist)

### 2. Meeting Procedure

The Cycling Advisory Committee will be governed by the rules of order set out in the Council/Committee Procedure Bylaw, with the exception that only four members be required to attend in order to achieve a quorum. The Committee will meet as required, at the call of the Chair.

### 3. Purpose

In 2009 Colwood remains largely auto-dependent. It will be necessary to maximize the transportation objectives and policies of the 2008 Official Community Plan (OCP), to provide effective multimodal streets, with independent active transportation networks, to ensure a sustainable transportation system is achieved.

The Cycling Advisory Committee's role is to advise Colwood Council directly, or through its Standing Committees, on policy issues that promote the safe and efficient use of bicycles as a valued means of transportation. The committee will work toward achieving the attached 2008 OCP Objectives & Policies.

The Cycling Advisory Committee shall recommend policies and programs that:

- raise awareness of cycling as a healthy and environmentally sound activity,
- create a safe cycling environment on dedicated routes and within the shared road network,
- facilitate commuter cycling as a personal transportation choice,
- encourage recreational cycling among residents and as a desirable form of tourism, and
- integrate Colwood Official Community Plan bicycle policies with those adopted in adjacent municipalities.

#### 4. Policy Framework

a) Planning for the increase use of bicycles. Policy framework requires study of:

- user groups (defined by common interest or practice),
- routes,
- infrastructure (facilities for parking, shower/ change, other),
- integration with transportation system, including regional features,
- compatibility with park systems,
- liaison with other municipalities and the CRD,
- cycling issues as they affect the Official Community Plan, Local Area Plans and other plans, and
- safe routes to schools.

b) Engineering standards that reflect increasing use of bicycles, including:

- facility standards,
- classification system(s),
- hazard rating,
- traffic control devices,
- priority improvements,
- coordination with major road program(s)
- maintenance of cycle routes, and
- safe routes to schools.

c) The Support of Education and Safety Programs that build rider/driver awareness and encourage a sense of personal responsibility.

d) Legislation that governs the use of all vehicles; amendments may be desirable in certain areas including:

- Traffic Bylaw,
- Motor Vehicle Act, and
- Highway Act.

e) Funding sources for priority projects, including:

- city capital budget,
- provincial cost sharing,
- grants (e.g. safe routes to school, federal, provincial, other), and
- private sources.

5. Modus Operandi

The Committee will address policy development giving recommendations to Council that reflect a majority consensus of members on issues. These will involve concise discussion of the issue and make recommendations for policy and action to Council.

**2008 OCP Objectives & Policies**

*Objective 3.11 - Improve road, cycle and pedestrian connections.*

*3.11.1 - Retrofit cycle, pedestrian and road networks into existing neighbourhoods.*

*3.11.2 - Secure easements or public right of way (ROW) dedications through rezoning and subdivisions to improve road, cycle or pedestrian network connectivity.*

*4.4.2 - Exploit opportunities for cross-jurisdictional greenways, habitat corridors, recreational, and cycling and pedestrian network connections.*

*5.3.2 - Ensure new centres are planned and developed to be defined by finely grained and connected road and/or cycle/pedestrian networks to the extent that landscape conditions will allow.*

*5.3.3 - Promote walking and cycling in existing areas by developing long term strategies for increasing road, cycle and pedestrian network connectivity.*

*5.3.4 - Seek access easements or rights of way dedications at time of rezoning and/or subdivision for creating more finely grained street, pedestrian and/or cycle network connectivity.*

*5.4.2 - Make extensive use of regulatory and non-regulatory tools to ensure that all streets in the community are designed to include public and design amenities such as:*

*... vi Street furniture such as seating areas, planters, garbage receptacles, bicycle racks and kiosk stands (for posters).*

*5.5.4 - Ensure cycling infrastructure is accommodated in development projects and street design near transit stops that serve to facilitate multi-modal connections with transit by installing amenities such as shelters, accessibility features, pedestrian lighting and bike lockers at high activity stops.*

s.8 – Our Multi-Modal Transportation System  
Challenges & Opportunities

- Many major and arterial roads are congested at peak travel times and this congestion will get exponentially worse as the population grows unless more and wider roads are constructed or people are enticed out of their cars and onto a transit system, bicycle or walking paths.
- Increasing population within the West Shore will increase travel demand. Demand for automobile travel will increase despite the congestion and the economic and environmental challenges of supporting single occupancy vehicles. Effective transportation planning will reduce (not eliminate) automobile travel growth. The challenge is to create a balance where transit, bicycle and pedestrian modes thrive without the choking effect of major congestion. Some congestion is here to stay and will remain an effective tool that limits automobile travel demand over time.

The transportation strategies are closely bound with the growth management and land use strategies. The transportation system needs will be closely allied with the achievement of: ...

- Climate-friendly active transportation (i.e. walking, cycling) will be a priority by developing safe and viable multi-modal transportation networks that link compact and mixed centres

Specific multi-modal transportation strategies include:

- Compact Complete Centres: Dense mixed use (residential, office, light industrial, retail, recreation, entertainment) nodes which promote the use of transit (bus, commuter rail, light rail), cycling and walking (See Section 3.0 & 5.0)

8.1.1 - The following modal hierarchy will guide decisions about transportation infrastructure improvements and spending (in this order):

- i. Walking (Includes facilities for people with disabilities)
- ii. Cycling
- iii. Transit
- iv. High Occupancy Vehicles (HOVs)
- v. Single Occupant Vehicles (SOVs)

8.1.2 - Develop a “Complete Streets” strategy that increases the multi-modality of planned and current streets, and which:

... vii - Implements traffic diversion strategies that allow for pedestrian and cycle passage but not vehicles where required.

8.1.3 - Where appropriate encourage and provide for separate corridors for specific transportation purposes such as the E&N Rail Corridor and the Galloping Goose Trail for cycling, walking and potential future light rail transit or commuter rail.

*Objective 8.2 - Support the use of alternative transportation modes such as walking or cycling.*

*8.2.2 - Support the implementation of the Victoria Rail Trail along the E&N Railway corridor by integrating it into the bicycle and pedestrian network plans.*

*8.2.3 - Improve connections between the Galloping Goose Trail and Victoria Rail Trail and our community's pedestrian and cycle networks.*

*8.2.4 - Incorporate new pedestrian and cycle connections in existing areas, and ensure their connection to new and existing centres.*

*The City's Regional Context Statement within the OCP supports active transportation choices.*

*OCP Glossary:*

**Active Transportation:** *Also known as Non-motorized Transportation includes walking, bicycling, small-wheeled transport such as strollers, skates, skateboards, and push scooters.*

APPROVED BY COMMITTEE THIS 6<sup>th</sup> DAY OF APRIL, 2009.

*Original signed by*

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**MAYOR DAVID SAUNDERS**

THIS 15<sup>th</sup> DAY OF APRIL, 2009