

HIGHWAY 17 JOINT PENINSULA STEERING COMMITTEE (CENTRAL SAANICH / NORTH SAANICH / SIDNEY / TSAWOUT FIRST NATION)

Identification and Prioritization of Improvement / Upgrading Projects for Highway 17

TERMS OF REFERENCE

OBJECTIVE OF THE STEERING COMMITTEE

To identify and prioritize a package of recommended intersection and access / egress improvements for the portion of the Highway 17 (Pat Bay Highway) traffic corridor located north of the Saanich / Central Saanich boundary to the Swartz Bay Ferry Terminal.

PRINCIPAL DELIVERABLE

To present, on behalf of the three Peninsula Municipalities and the Tsawout First Nation, these recommended Highway 17 project priorities to the Ministry of Transportation by the end of December 2009, or sooner if feasible.

COMPOSITION OF THE STEERING COMMITTEE

- One member of each of the Councils of:
 - District of Central Saanich
 - District of North Saanich
 - Town of Sidney
 - Tsawout First Nation

In the case of the three Local Government jurisdictions, the Council member may be either the Mayor or a Councillor, and each of the four jurisdictions may also designate an alternate member who may attend the meetings of the Steering Committee.

- One representative from the Saanich Peninsula Chamber of Commerce
- Four “Community-at-Large” representatives from each of:
 - District of Central Saanich
 - District of North Saanich
 - Town of Sidney
 - Tsawout First Nation

The “Community-at-Large” representatives will be selected by the respective governing bodies in a manner as deemed appropriate by each body.

- Two members of the Municipal Council of the District of Saanich, who shall not be members of the Steering Committee but who may attend meetings of the Steering Committee in a liaison capacity

Resource / Pro Tem Only (Not Members of Task Force):

- Chief Administrative Officers and Municipal Engineering Staff from the Four Sponsoring Local Governments / First Nation
- Secretarial Staff to Arrange Meetings / Record Minutes
- Technical Staff from the Ministry of Transportation and Infrastructure to attend meetings of the Steering Committee on an as requested basis

FUNCTION AND MANDATE OF THE STEERING COMMITTEE

The role of the Steering Committee will encompass the following tasks:

- Review the March 2007 “Highway 17 Corridor Strategy” prepared for the Ministry of Transportation by Urban Systems, as well as other related background information and past studies as deemed necessary;
- Consult with the key transportation agencies and stakeholders who were involved in the process to develop the Highway 17 Corridor Strategy (BC Transit, BC Ferries, ICBC, Victoria Airport Authority);
- Meet and liaise with the local MLA and with his constituency office staff, and if considered warranted, meet with the Minister of Transportation and Infrastructure at the 2009 UBCM Convention in regards to the activities of the Steering Committee;
- Host at least one public open house, and/or other appropriate community consultation and public input opportunities as approved by the four sponsoring Local Governments / First Nations. The Steering Committee will also endeavour to consult, as deemed appropriate, with the Tsartlip, Tseycum and Pauquachin First Nations;
- Present a report to the four sponsoring Local Governments / First Nation focusing principally on the “Recommended Corridor Strategy” which is contained in the March 2007 Highway 17 Corridor Strategy. The report shall present commentary and prioritized recommendations in regards to what the Steering Committee considers should be the collective “Peninsula position” on the various alternative interchange concepts and locations, proposed cross-street closures, highway accesses, and interconnecting streets and supporting side-road networks which form the basis of the Recommended Corridor Strategy. The intent of the report is that it be endorsed by the four governing bodies and be submitted to the Ministry of Transportation for consideration by the Province in its “post-Olympics” capital planning for Highway 17.

FREQUENCY OF MEETINGS

Steering Committee meetings will typically take place during regular business hours. A total of up to six meetings of the Steering Committee are anticipated in order to meet the project completion date of December 2009. It is envisaged that the first meeting of the Steering Committee will take place in August 2009, and will allow discussion by the Steering Committee on the Terms of Reference, and establish parameters and timelines for future meetings and the process for soliciting technical, agency stakeholder and public input to the process.