

REGIONAL DISTRICT OF NANAIMO
TRANSPORTATION SELECT COMMITTEE
TERMS OF REFERENCE

November 2019

PURPOSE:

The Transportation Select Committee is a committee of the Regional District of Nanaimo (RDN) Board that provides advice and recommendations to the Board regarding all forms of transportation. This mandate includes providing oversight and guidance related to transportation planning including active transportation; regional transportation plans, Vancouver Island transportation plans, as well as RDN transit financial performance and overall transit service delivery.

MEMBERSHIP:

- The Committee is comprised of fourteen RDN Directors with a minimum of: four Board members from the City of Nanaimo, one from the City of Parksville, one from the Town of Qualicum Beach, one from the District of Lantzville and one from each of the other electoral areas participating in the service.
- The Committee Chairperson is appointed annually by the RDN Board Chairperson.
- The Area B and F members shall not be permitted to participate in the discussion or vote on any matter directly involving the RDN Transit System.

MEETINGS:

- The Committee meets approximately every other month.
- A quorum of nine Committee members is required to conduct Committee business.
- The General Manager of Transportation and Emergency Services is responsible for assigning staff to support the Committee, including the coordination of agendas, minutes and staff contacts for Committee members.

COMMITTEE ROLES AND RESPONSIBILITIES

The mandate of the Transportation Select Committee is to identify transportation solutions, and opportunities that will allow for the transportation and active transportation network to effectively respond to community needs.

The responsibilities of the Committee are to:

- make recommendations to the RDN Board of Directors;
- pursue matters referred to the Committee by the RDN Board and report back to the Board; and,
- be responsible for financial performance, development of the transportation system both within the region and connecting to areas outside of the region, and the RDN's transit fleet and facility requirements.