

REGIONAL DISTRICT OF NANAIMO

TRANSIT SELECT COMMITTEE TERMS OF REFERENCE

February 2015

PURPOSE:

The Transit Select Committee is a committee of the Regional District of Nanaimo (RDN) Board that provides advice and recommendations to the Board regarding Nanaimo Regional Transit service. This includes items related to transit planning, financial performance and overall service delivery within the Region.

The Transit Select Committee was established as a result of the 2003 Nanaimo Regional Transit Business Plan (TBP). The TBP was established as a guide for transit service planning and delivery within the RDN. The TBP was subsequently updated in 2008 and again in 2014. The TBP was also retitled in 2014 to the *RDN Transit Future Plan*, the primary goals of which are to:

- connect the Region's urban and rural communities with their downtowns and neighbourhood centres with transit routes and schedules that are frequent, direct, safe and convenient;
- support sustainable land use patterns and mobility networks that encourage a reduced automobile dependency and provide access to services and employment;
- reduce the Region's impact on the environment by providing RDN residents a transportation choice that will lower their GHG emissions and energy consumption; and,
- operate in a fiscally responsible manner by providing efficient cost effective services.

MEMBERSHIP:

- The Committee is comprised of 14 RDN Directors, including four Directors from the City of Nanaimo and one Director from each of the other participating Municipalities and Electoral Areas.
- The Committee Chairperson is appointed annually by the RDN Board Chairperson.

MEETINGS:

- The Committee meets approximately every other month.
- A quorum of seven Committee members is required to conduct Committee business.
- The General Manager of Transportation and Solid Waste 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 Transit Select Committee is to identify problems, issues and opportunities that will allow for the system to effectively respond to market and 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 expeditiously; and,
- be responsible for financial performance, development of the transit system within the region, fleet and facility requirements.