

## Working Group Terms of Reference

### Name

Regional Public Transportation Service Exploration Working Group

### Members

One (1) elected official from the qathet Regional District

One (1) elected official from the Tla'amin Nation

One (1) elected official from the City of Powell River

### Term of Membership

The Working Group's term will commence immediately upon adoption of the Terms of Reference and expire August 31, 2021, unless otherwise extended.

### Formation Details

This is a multi-jurisdictional Working Group. The Working Group is being formed in response to a resolution adopted at the October 27, 2016 qathet Regional District Board Meeting and direction received at the preceding C3 Meeting held October 11, 2016.

THAT the Board concur with the recommendation of the Committee of the Whole to direct the Powell River Regional District Chief Administrative Officer to work with the City of Powell River and Tla'amin Nation Chief Administrative Officers to draft a terms of reference for a Regional Transportation Committee for consideration by the Committee of the Whole.

The reason is that two recent reports, one being "Community Social Plan – *Proposed for the Powell River Region*" and the other "Aging in Powell River – *Supporting Powell River Seniors to Age in Place*", both identify challenges regarding accessibility in public transportation.

### Purpose

The purpose of the Working Group is to explore the viability and feasibility of enhancing public transportation services within the region.

### Goals:

1. Review challenges identified in the aforementioned reports.
2. Examine how current public transportation systems fail to address these issues.
3. Identify potential solutions to overcoming roadblocks.
4. Research solutions implemented by other jurisdictions.
5. Determine costs associated with suitable solutions.
6. Develop business cases for feasibility of potential solutions.
7. Explore partnership opportunities and governance models.

**Deliverables**

Based on their research, the Working Group will provide a recommendation to the three governments for their consideration.

**Scope / Jurisdiction / Authority**

The Board is the governing body of the Regional District and all powers, duties and functions of the Regional District will be exercised and performed by the Board. This Working Group is an advisory committee. Each participating member reports to their respective government, and as such they have no direct authority over any Regional District services or a potential service.

**Resources and Budget**

The Working Group will be afforded Regional District administration staff resources to assist in research and facilitate meeting content and agendas. Working Group members will serve based on their respective government's meeting allowances policy and/or remuneration bylaw. Any meeting budgetary expenses will flow through general administration of the Regional District.

**Governance**

The Working Group will conduct meetings in accordance with the qathet Regional District Board Procedure Bylaw.

**Frequency of Meetings**

The Working Group will meet as frequently as necessary to meet the August 31, 2021 deadline.

**Reporting Mechanism**

The final report and recommendation is due by August 31, 2021. The Working Group may provide additional reports during its term if it so desires.