

1.0 MANDATE AND ROLE

The **Transportation Committee** advises Council on strategic priorities related to the planning and implementation of multi-modal transportation initiatives and projects. This includes long-range road and active transportation network development, policies supporting these measures, active transportation improvement projects, traffic management upgrades, and road safety improvements, all of which are not directly linked to development applications. Specifically, the Advisory Body is responsible for:

- 1.1** Providing feedback on non-development-related transportation projects and initiatives as they are developed and updated for Council.
- 1.2** Receiving reports and referrals from Council when additional information is requested.

2.0 MEMBERSHIP

The Advisory Body will consist of up to seven (7) voting members, as follows:

- 2.1** Two (2) members of Council, with one (1) member to serve as Chair, and another member to serve as Vice Chair of the Advisory Body.
- 2.2** Three (3) Resident Appointees selected by Council.
- 2.3** One (1) representative from the Burnaby Board of Education; and
- 2.4** One (1) representative from the Burnaby Board of Trade.

Resident Appointees will be appointed or re-appointed to the Advisory Body for a three (3) year term, unless otherwise determined by Council. They may serve a maximum of two (2) terms on the same Advisory Body, unless otherwise determined by the Council.

Non-voting representatives include one (1) representative from HUB Cycling, one (1) representative from the Insurance Corporation of BC (ICBC), one (1) representative from the Burnaby RCMP, and one (1) representative from the School District 41 Parent Advisory Council (DPAC).

3.0 CODE OF CONDUCT

The four (4) foundational principles prescribed in the Burnaby Code of Conduct Bylaw (Bylaw No. 14557) set the standards of conduct applicable to all Appointed members. In addition to the foundational principles, all Appointed members must comply with the Advisory Bodies Code of Conduct Policy and Burnaby Procedure Bylaw (Bylaw No. 14610).

4.0 MEETINGS, QUORUM AND PROCEDURES

Meetings are scheduled and conducted in accordance with the Burnaby Procedure Bylaw. Quorum, conduct, and debate will all be governed by this bylaw.

A member who is absent from three (3) consecutive meetings of the Advisory Body without leave or without reason satisfactory to the Advisory Body shall forthwith cease to be a member.

5.0 GOVERNANCE MODEL

Advisory Bodies function in an advisory capacity and are not decision-makers. Council is the approving body for making decisions. The authority to approve and adopt the terms of reference shall be in accordance with the *Community Charter* and the Burnaby Procedure Bylaw.

6.0 TERMINATION

The Advisory Body may be terminated at any time by a resolution of Council.

7.0 RESOURCES

- [Advisory Bodies Code of Conduct Policy](#)
- [Burnaby Procedure Bylaw](#)
- [Burnaby Code of Conduct Bylaw](#)

Last date approved by Council: April. 22, 2025

Last date revised by the Corporate Officer: April. 30, 2024
