

**AGENDA**  
**Rail Issues Committee**  
**Tuesday, August 27, 2013**  
**3:00 o'clock p.m.**  
**Room 405, 400 City Hall Square East**

**1. CALL TO ORDER**

**2. ELECTION OF CHAIRPERSON**

**3. DECLARATIONS OF CONFLICT**

**4. BUSINESS ITEMS**

**4.1 Review the Terms of Reference/Mandate for the Rail Issues Committee**

The Report of the City Engineer dated July 29, 2013 entitled "Terms of Reference Approval" is *attached*.

**4.2 Top\_ics of Discussion**

The report of the City Engineer dated July 29, 2013 entitled "Items for Committee Future Discussions" is *attached*.

**5. DATE OF NEXT MEETING**

To be determined.

**6. ADJOURNMENT**

# RAIL ISSUES COMMITTEE

*Item No.*

## THE CORPORATION OF THE CITY OF WINDSOR PUBLIC WORKS - Office of the City Engineer

**MISSION STATEMENT:**

*"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"*

<b>LiveLink REPORT#: 16677</b>	<b>Report Date: July 29, 2013</b> (PW#3637-08/14/13:eb)
<b>Author's Name: Mario Sonego</b>	<b>Date to Committee: August 27, 2013</b>
<b>Author's Phone: 519-255-6247 x6356</b>	<b>Classification #:</b>
<b>Author's E-mail: msonego@city.windsor.on.ca</b>	

**TO: Rail Issues Committee**

**SUBJECT: TERMS OF REFERENCE APPROVAL**

**1. RECOMMENDATION: City Wide: X Ward(s): \_\_\_**

THAT the Committee **REVIEW** the attached Terms of Reference and **APPROVE** as recommended or amend as needed.

**EXECUTIVE SUMMARY: N/A**

**2. BACKGROUND:**

As the committee is newly reconstructed, one of the first order of business is to adopt a Terms of Reference, elect a Chair and set out the schedule for the remainder of 2013 and 2014.

**3. DISCUSSION:**

A draft Terms of Reference is attached for committee discussion and amendment, if needed, and approval.

The communication of business of the committee will be through minutes to the Environment, Transportation and Economic Development Committees then forwarded to City Council.

**4. FINANCIAL MATTERS:**

N/A

**5. RISK ANALYSIS:**

N/A

**6. CONSULTATIONS:**

City Clerks Office

**7. CONCLUSION:**

That the committee adopt or amend the Terms of Reference.

  
 \_\_\_\_\_  
**MARIO SONEGO**  
 City Engineer and Corporate Leader  
 Environmental Protection and Transportation

  
 \_\_\_\_\_  
**VALERIE CRITCHLEY**  
 City Clerk/Licence Commissioner and  
 Corporate Leader Public Engagement and  
 Human Services

  
 \_\_\_\_\_  
**HLGA REIDEL**  
 Chief Administrative Officer

MSonego:

**APPENDICES:**  
 ■ Attachment: Terms of Reference

**DEPARTMENTS/OTHERS CONSULTED:**  
 Name:  
 Phone#: 519 ext.

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX

## **RAIL ISSUES COMMITTEE**

### **TERMS OF REFERENCE AND MANDATE - AUGUST 2013**

#### **1. Introduction**

Over the last few years, there have been a number of Council Questions pertaining to Railways - (CQ33-2008, CQ10-2011, CQ28-2011, CQ56-2011, CQ67-2011 and CQ70-2011) and due to the various rail issues in the City of Windsor, the Striking Committee of City Council approved the resurgence of the Rail Issues Committee.

#### **2. Mandate**

The purpose of this committee is to engage the rail companies regarding issues that impact the City of Windsor, long-range rail use planning, maintenance and operating issues affecting neighbourhoods, and other issues which may arise regarding rail issues in the City of Windsor, and to provide comment and to advise Council on these issues.

#### **3. Comp\_osition**

The Rail Issues Committee shall consist of voting members comprised of Councillors of the City of Windsor as appointed by City Council sitting as Striking Committee and administrative staff from the City of Windsor as required and who will act as non-voting resource members.

#### **4. Duties and Resp\_onsibilities**

- To provide comment and advise City Council regarding rail issues in the City of Windsor
- Engage the rail companies regarding issues that impact the City of Windsor, long-range rail use planning, maintenance and operating issues affecting neighbourhoods

#### **5. Ap\_p\_ointment and Tenn**

Coincides with the term of Council and to be reviewed with every new Council to determine if the committee should remain in place.

#### **6. Agenda and Minutes**

The Committee Coordinator is a designated representative of Council Services (City of Windsor) who will prepare agendas and minutes.

#### **7. Election of Chairp\_erson**

The Chairperson of the committee shall be appointed at the inaugural meeting.

## **Rail Issues Committee Mandate and Terms of Reference**

### **8. Rules of Order**

Elections and meetings will be conducted according to Bourinot's Rules of Order and the City of Windsor Procedural By-law.

### **9. Reporting Structure**

The Rail Issues Committee will report to the Environment and Transportation & Public Safety Standing Committee, and to City Council.

### **10. Remuneration**

No remuneration will be provided for committee members.

### **11. Quorum**

Fifty percent plus one of the general voting membership must be present at a meeting to constitute a quorum.

# RAIL ISSUES COMMITTEE

*Item No.*

## THE CORPORATION OF THE CITY OF WINDSOR PUBLIC WORKS - Office of the City Engineer

**MISSION STATEMENT:**

*"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"*



<b>LiveLink REPORT#: 16676</b>	<b>Report Date: July 29, 2013</b> <PW#3636-08/14/13:eb)
<b>Author's Name: Mario Sonego</b>	<b>Date to Committee: August 27, 2013</b>
<b>Author's Phone: 519-255-6247 x6356</b>	<b>Classification #:</b>
<b>Author's E-mail: msonego@city.windsor.on.ca</b>	

**TO: Rail Issues Committee**

**SUBJECT: ITEMS FOR COMMITTEE**

**1. RECOMMENDATION: City Wide: X Ward(s): \_\_\_**

THAT the Committee list the issues that they wish Administration to report back on to the committee.

**EXECUTIVE SUMMARY: N/A**

### **2&3. BACKGROUND/DISCUSSION:**

The Committee needs to direct administration on issues they wish to be replied on or action to be taken.

Possible issues that have come to the attention of administration are:

- Rail Rationalization Study
- Double Stack Rail Tunnel
- Maintenance of VIA Rail Line
- Issues for CN or CP
- Drainage Issues
- Fencing Issues
- Responsibility for Various Rail Crossings (who is responsible?)

**4. FINANCIAL MATIERS: N/A**

**5. RISK ANALYSIS:**

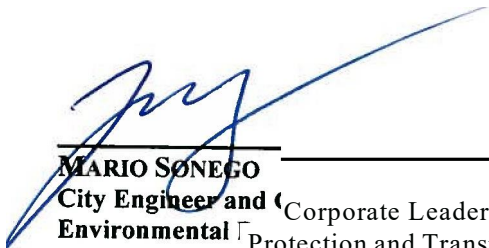
N/A

**6. CONSULTATIONS:**

Public Works Staff

**7. CONCLUSION:**

The Committee will direct administration on issues of interest.



**MARIO SONEGO**  
 City Engineer and Corporate Leader  
 Environmental Protection and Transportation



**VALERIE CRITCHLEY**  
 City Clerk/Licence Commissioner and  
 Corporate Leader Public Engagement and  
 Human Services



**HEGA REIDEL**  
 Chief Administrative Officer

MSonego:

**I** APPENDICES: **I**

DEPARTMENTS/OTHERS CONSULTED: Name: Phone#: 519          ext.
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