

**REPORT NO. 177 of the
ENVIRONMENT, TRANSPORTATION & PUBLIC SAFETY
STANDING COMMITTEE**
of its meeting held November 20, 2013

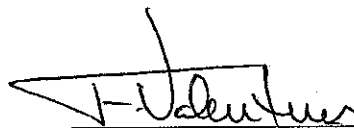
Present: Councillor J. Gignac
Councillor A. Halberstadt
Councillor R. Jones
Councillor H. Payne
Councillor F. Valentinis, Chair

Reference: Rail Issues Committee Report No. 1 (Terms of Reference)

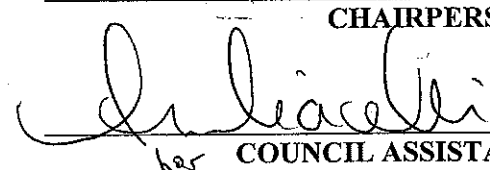
That the following recommendations of the Environment, Transportation and Public Safety Standing Committee **BE APPROVED:**

Moved by Councillor Gignac, seconded by Councillor Jones,
THAT Report No. 1 of the Rail Issues Committee (Terms of Reference Approval) **BE RECEIVED** for information.
Carried.

Clerk's Note: Report No. 1 of the Rail Issues Committee (Terms of Reference) is attached as background information.

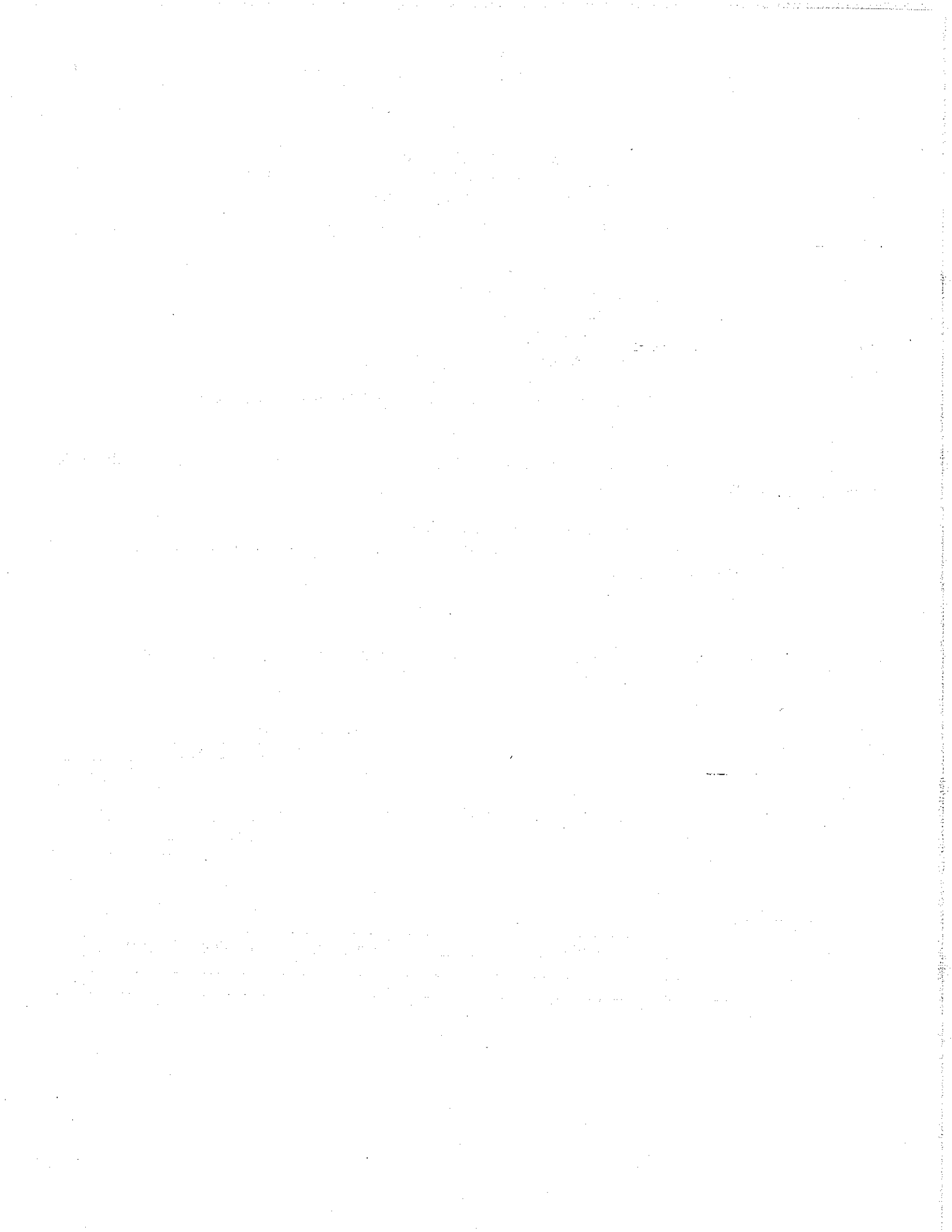


CHAIRPERSON



for COUNCIL ASSISTANT

NOTIFICATION:				
Name	Address	Email Address	Phone	FAX
Rail Issues Committee				



KK
Windsor, Ontario October 23, 2013

REPORT NO. 1
of the
Rail Issues Committee
of its meeting held
August 27, 2013
at 3:00 o'clock p.m.
Room 405, 400 City Hall Square East

Members Present at the August 27, 2013 meeting:

Councillor Jo-Anne Gignac, Chairperson
Councillor Alan Halberstadt
Councillor Ron Jones
Councillor Fulvio Valentinis

Your Committee submits the following recommendation:

Moved by Councillor Halberstadt, seconded by Councillor Jones,
That the Rail Issues Committee Terms of Reference and Mandate **BE**
APPROVED AS AMENDED to include the phrase "*constituents are welcome to attend*
meetings of the Rail Issues Committee".
Carried.

Livelihood #16677

Note: The report of the City Engineer dated July 29, 2013 entitled "Terms of Reference
Approval" – attached.

COUNCILLOR JO-ANNE GIGNAC

COMMITTEE COORDINATOR

NOTIFICATION	
Rail Issues Committee	On File

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"

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

TO: Rail Issues Committee

SUBJECT: TERMS OF REFERENCE APPROVAL

1. **RECOMMENDATION:** City Wide: 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:**

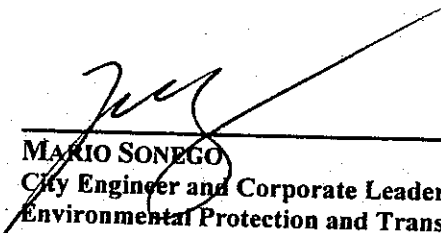
N/A


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


HELGA 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. Composition

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 Responsibilities

- 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. Appointment and Term

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 Chairperson

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

8. Rules of Order

Elections and meetings will be conducted according to Bourino'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.

