

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 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.