

MB2015



THE CORPORATION OF THE CITY OF WINDSOR



MISSION STATEMENT:

"Our City is built on relationships – between citizens and their government, business and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."

CITY OF WINDSOR
COUNCIL SERVICES

NOV 6 4 2015

OFFICE OF THE CITY SOLICITOR

RECEIVED

DATE: October 30, 2015

TO: Mayor Dilkens and Members of Council

FROM: Susan Hirota
Legal Counsel

RE: M330-2015 Review of proposed new Active Transportation Committee Mandate

COUNCIL AGENDA
COMMUNICATIONS
NOV 16 2015
NO. 9

At the August 24, 2015 meeting of Council the following motion was passed:

M330-2105 Moved by Councillor Bortolin, seconded by Councillor Marra,

That Report No. 286 of the Environment, Transportation & Public Safety Standing Committee of its meeting held July 22, 2015 regarding "Report No. 59 of the Windsor Bicycling Committee" BE ADOPTED IN PRINCIPLE, subject to a review of the proposed new Committee Mandate by the City Solicitor, and that the results of the review BE REPORTED BACK to Council for final determination of the issue.

Report No. 286 is attached as Schedule A.

The Mandate and Terms of Reference of the proposed new Active Transportation Committee was reviewed and found to be substantially similar to the Mandate and Terms of Reference of the existing Windsor Bicycling Committee other than the substitution of the words "active transportation" for "bicycling". A few amendments, however, are suggested.

Number of Members

It is recommended that the number of voting members be fixed at nine rather than a "maximum of nine" because the number of voting members required to make a quorum has been set at five. As currently worded, it is possible that the Active Transportation Committee could be comprised of five voting members and in order to achieve a quorum all five voting

members would have to be present at a meeting. Additionally some wording changes have been suggested to better describe the non-voting resource members.

The suggested rewording of the Composition/Membership section of the Mandate and Terms of Reference is:

The Active Transportation Committee shall consist of 9 (nine) voting members and administrative staff from the City of Windsor, the Windsor-Essex County Health Unit and Windsor Police Service as required who will act as non-voting resource members.

Consistency

To maintain consistency throughout the document it is recommended that the following amendments be made:

Appointment and Term – The term of Committee membership shall be established by Windsor City Council and is currently approved to be the same as the term of Windsor City Council (4 four years).

Appointment and Term – Any member who is absent from 30% (thirty percent) of the meetings during any one calendar year without the express approval of the Committee given at a scheduled meeting will be deemed to have resigned from the Committee.

Rules of Order – 6. A person or persons may be invited to 1 (one) or more Committee meetings as additional resource to discuss and provide guidance, input or information relevant to a specific subject matter under discussion by the ~~Windsor~~ Active Transportation Committee provided the invitation is approved by a majority vote of the members present.

Quorum – The quorum of the ~~Windsor~~ Active Transportation Committee is 5 (five) voting members.

Other

The current composition of the Windsor Bicycling Committee presumably consists of voting members who have a particular interest in promoting bicycling in the City of Windsor. The current composition may not be reflective of those who have an interest in other forms of active transportation.



Susan Hirota, Legal Counsel