

Attachment # 4
Railway Technical Committee
Terms of Reference

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Purpose

The City of New Westminster Railway Technical Committee (RTC) will provide a forum for the exchange of information between the Canadian Pacific (CP), Canadian National (CN), Burlington Northern (BNSF) and Southern Railway of BC (SRY), Transport Canada, Technical Safety BC, and the City of New Westminster (CNW).

The committee will meet, discuss and provide updates of plans, concerns or issues and assist one another on resolutions.

Items for Discussion may include, but are not limited to, the following areas:

- Rail and Public Safety (ex: Operation Lifesaver initiatives)
- Rail Crossing Upgrades to be Compliant with the Transport Canada Grade Crossing Regulations
- Whistle Cessation Initiatives
- Railway Train and Yard Operations (ex: shunting, noise and emissions)
- Road Authority and Railway Infrastructure Improvement Projects
- Planned Development Projects or other area restructure plans adjacent to railway right-of-way
- Railway and City Emergency Preparedness and Planning
- Railway Maintenance Programs (ex: fencing, brush clearing and crossing surfaces)
- Grant Opportunities Related to Railway Projects
- Rail Crossing Monitoring Programs (ex: compliance and trespass)

Composition

The RTC will be chaired by Lisa Leblanc, Director of Engineering, City of New Westminster, and the membership will be comprised of the following:

- CN Representative
- CP Representative
- BNSF Representative
- SRY Representative
- Transport Canada Representative
- Technical Safety BC Representative

Staff Support

The RTC will be supported by staff from the Engineering Dept., New Westminster Fire, Integrated Services and other departments as required. The committee will be documented with meeting minutes circulated after each meeting.

- Megan Jones; Engineering Clerk
- Garey Carlson; Engineering Technologist
- Christy Mereigh; Manager, Strategic Projects
- Jeff Gill; Assistant Deputy Chief
- Kanny Chow; Transportation Engineer

Schedule of Meetings

It is anticipated that the Railway Technical Committee will meet on a quarterly basis; however, this may be modified dependent on individual project planning and scheduling needs.