

**Subject: Light Rail Sub-committee Terms of Reference**

**File Number: ACS2023-OCC-CCS-0011**

**Report to Light Rail Sub-Committee on 16 February 2023**

**and Council 22 February 2023**

**Submitted on February 7, 2023 by Caitlin Salter MacDonald, Manager, Council and  
Committee Services, Office of the City Clerk**

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**Ward: Citywide**

**Objet : Mandat du Sous-comité du train léger**

**Dossier : ACS2023-OCC-CCS-0011**

**Rapport au Sous-comité du train léger**

**le 16 février 2023**

**et au Conseil le 22 février 2023**

**Soumis le 7 février 2023 par Caitlin Salter MacDonald, Gestionnaire des Services  
au Conseil municipal et aux comités, Bureau du Greffier municipal**

**Personne ressource : Eric Pelot, coordonnateur de comité**

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**Quartier : À l'échelle de la ville**

## **REPORT RECOMMENDATION**

**That the Light Rail Sub-Committee recommend Council approve its Terms of Reference, as outlined in this report and attached as Document 1.**

## **RECOMMANDATION DU RAPPORT**

**Que le Sous-comité du train léger recommande au Conseil d'approuver son mandat, tel qu'il est énoncé dans le présent rapport et dans le document 1 ci-joint.**

## **BACKGROUND**

At its meeting of December 7, 2022, Ottawa City Council considered the [2022-2026 Council Governance Review Report](#) (ACS2022-OCC-GEN-0030). In approving this report, Council approved the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2023 for consideration and recommendation to Council for approval. Accordingly, this report is presented to the Light Rail Sub-Committee for its consideration and approval.

## **DISCUSSION**

As part of the 2022-2026 Council Governance Review report, Council approved the following Motion 2022 - 03/06 moved by Councillor Desroches and seconded by Mayor Sutcliffe:

**WHEREAS the City of Ottawa's Light Rail Transit projects are the largest infrastructure projects in the history of the City, and it is critically important that these projects receive specific, focused attention by Council to enhance public accountability and transparency on the Confederation Line and Trillium Light Rail projects; and**

**WHEREAS the Mayor and Council believe that Ottawa's Light Rail Transit projects should receive more focused attention by City Council in order to ensure that they are built, operated and maintained in accordance with the Project Agreements and the public's expectations for safe, reliable transit service; and**

**WHEREAS the Confederation Line Light Rail project falls under the mandate of the Finance and Economic Development Committee with respect to having "oversight and report[ing] to Council on all matters related to the Stage 1 and 2 LRT projects, excluding those assigned by Council to other Standing Committees and the Transit Commission, including procurement, contract award, and construction progress" and the Transit Commission has the mandate to "provide direction on, and ensure the implementation of, policies and programs with respect to the operation of Transit Services"; and**

**WHEREAS** sub-committees have been used to address specific, high-priority on-going mandates of the Standing Committees they report to, and allow for regular monitoring and progress on those areas; and

**WHEREAS** sub-committees allow for increased and focused review and public input at critical stages throughout the duration of a project or initiative; and

**WHEREAS** the Ottawa Light Rail Transit Public Inquiry had recommendations specifically related to governance and Council oversight with respect to Light Rail, as well as lessons learned, which will be further explored in the companion report to be prepared by staff; and

**WHEREAS** other third-party reviews of the City's light rail transit system are expected, and these would also benefit from a focused review;

**THEREFORE BE IT RESOLVED** that City Council establish a Light Rail Sub-committee of Council to provide oversight over non-operational matters related to the Confederation Line 1 and the construction of Confederation Stage 2 and Trillium Lines; and

**BE IT FURTHER RESOLVED** that the membership of this sub-committee be comprised of five Members of Council including the Chair of Transportation Committee and the Chair of the Transit Commission, with the remaining membership composed of elected representatives who have expressed a specific interest or expertise in the mandate of the sub-committee; and

**BE IT FURTHER RESOLVED** that the City Clerk be directed to develop Terms of Reference for the Light Rail Sub-committee that includes staff reporting regularly on the exercise of their delegated authority related to all light rail projects and the reporting of the independent safety commissioner, on issues related to the Ottawa Light Rail Public Inquiry, identify a routing from the Sub-committee to Transit Commission and FEDCO where appropriate and also make recommendations on items directly related to decisions regarding strategic and governance matters for Council consideration, and present those draft Terms of Reference in the normal course.

On December 14, 2022, Council expanded the Membership to six Members of Council, and appointed the following Members for the 2022-2026 Term: Councillor Steve Desroches (Chair), Councillor Cathy Curry (Vice-Chair), and Councillors Glen Gower,

Theresa Kavanagh, Jeff Leiper and Tim Tierney. The Mayor is an *ex officio* member of the Sub-Committee, as with all committees of Council.

The draft Terms of Reference for the Light Rail Sub-Committee are attached as Document 1.

The draft Terms of Reference have been prepared by the Office of the City Clerk, in consultation with the Office of the City Manager and the Transit Services Department to reflect the scope of the mandate approved by Council through the above motion.

The Draft Terms of Reference also reflect feedback solicited by the Chair and Vice-Chair from Members of the LRT Sub-Committee.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

### **LEGAL IMPLICATIONS**

There are no legal impediments to the adoption of the recommendations in this report.

### **COMMENTS BY THE WARD COUNCILLOR**

This is not a ward-specific report.

### **CONSULTATION**

As part of the preparation for the 2022-2026 Council Governance Review report and associated recommendations on committee mandates, the City Clerk consulted with Members of the 2018-2022 and 2022-2026 Terms of Council, the Senior Leadership Team, as well as staff that work most closely with the legislative process.

The public was notified of this report through the weekly meeting advertisements and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

### **ACCESSIBILITY IMPACTS**

There are no specific accessibility impacts associated with this report.

### **DELEGATION OF AUTHORITY IMPLICATIONS**

No additional delegated authority is being sought by staff as part of this report.

## **RISK MANAGEMENT IMPLICATIONS**

No risk management implications have been identified in relation to this report.

## **RURAL IMPLICATIONS**

No rural implications have been identified in relation to this report.

## **TERM OF COUNCIL PRIORITIES**

This report implements the Committee mandate approved by Council as part of the 2022-2026 Council Governance Review.

## **SUPPORTING DOCUMENTATION**

Document 1 – Draft Light Rail Sub- Committee Terms of Reference.

## **DISPOSITION**

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Light Rail Sub-Committee and will be published to Ottawa.ca by the Office of the City Clerk.