

**CANADIAN PACIFIC RAILWAY
CITY OF LANGLEY
TOWNSHIP OF LANGLEY**

CP COMMUNITY ADVISORY PANEL - TERMS OF REFERENCE

1. Committee Purpose

To provide a forum for the exchange of information between the CPR, City of Langley and Township of Langley.

To provide recommendations to CPR, City of Langley and Township of Langley on specific issues as required.

To assist in the resolution of issues between CPR and both communities.

2. Duties

The Committee will discuss issues and activities relative to operations of CPR including, but not limited to, the following areas:

- CPR Train Operations on CPR Page Subdivision
- Any other matters referred to the Panel by either City or Township Council or by CPR

The Committee may hear and consider representations by any individual, organization or delegation of citizens on matters referred to it from each Council or by CPR.

3. Membership

The Committee will be comprised of the following appointed pursuant to the Council Committee system policy:

- Panel will be Co-Chaired by CPR and both Mayors or designates
- One (1) member from City of Langley Council
- One (1) member from Township of Langley Council
- Two (2) members representing CPR
- One (1) member from the Vancouver Port Authority (*amended by ToL May 16 & City of Langley Sept. 12, 2005*)
- One (1) member appointed by the Township of Langley Council to represent the Township of Langley community at large;
- One (1) member appointed by the City of Langley Council to represent the City of Langley community at large;
- Members at Large shall be appointed for two year terms.
- One (1) member representing Chamber of Commerce

4. Operations of the Committee

Meeting Schedule – The Committee will meet bi-annually, approximately six months apart, or at the call of the Chair as issues arise.

Rules of Procedure – Meetings shall be conducted in accordance with the rules of procedure governing other Council committees.

The City of Langley and Township of Langley will provide committee secretarial services alternating each year.

Meetings will normally be held at either Langley City Hall or Langley Township Hall.

The Committee does not have authority to commit either municipality to any contractual obligation or to make any expenditure.