

LRT Governance Board 2013 - 2014 Annual Meeting Schedule

Recommendation:

1. That the following LRT Governance Board schedule of meetings be approved:
 - October 8, 2013
 - December 17, 2013
 - February 4, 2014
 - April 17, 2014
 - June 19, 2014
 - December 16, 2014
2. That the meetings begin at 10:30 a.m. and end by 4 p.m., and be held in the River Valley Room.

Report Summary

This report proposes meeting dates for the LRT Governance Board for the remainder of 2013 and January to December 2014.

Previous Council/Committee Action

At the May 21, 2013, LRT Governance Board meeting, the following motion was passed:

3. That Administration prepare a draft 2014 annual meeting schedule for the LRT Governance Board.

Report

According to Bylaw 15659 LRT Governance Bylaw, the LRT Governance Board must approve its schedule for the upcoming year and hold a minimum of four meetings in a calendar year.

Dates were chosen based upon existing

City Council and Committee meetings and key decision points for the South East to West LRT. Additionally, a special meeting is required in October 2013, to enable consideration and approval of a Request for Qualification. Appropriate breaks between meetings were also taken into consideration. However, the following dates are provided as options to the recommended dates at the discretion of the LRT Governance Board:

January 30, 2014
April 24, 2014
June 26, 2014

Bylaw 15659, LRT Governance Board Bylaw stipulates that the Chair may call additional meetings on 24 hours' notice; however, efforts will be made to provide Board Members with approximately two weeks notice of any additional meetings.

Policy

This report is consistent with the *Municipal Government Act*, Bylaw 12300, Procedures and Committees Bylaw, and Bylaw 15659 LRT Governance Board Bylaw.

Corporate Outcomes

This report is consistent with City Council's Strategic Plan with respect to its conditions of success, particularly organizational capacity and sound management practices and processes.

Justification of Recommendation

The LRT Governance Board Bylaw requires that the Board will establish an annual meeting schedule that provides for at least four Board meetings each calendar year.