

December 17, 2007

Ms. Sheila Birrell Town Clerk Town of Markham 101 Town Centre Boulevard Markham, ON L3R 9W3

Dear Ms. Birrell:

At Authority Meeting #9/07, of Toronto and Region Conservation Authority (TRCA), held on November 30, 2007, Resolution #A258/07, in regard to the TRCA Governance Structure was approved as follows:

THAT the Rules of Conduct for Toronto and Region Conservation Authority (TRCA) be amended to remove all references to the Business Excellence. Sustainable Communities and Watershed Management advisory boards from the governance structure, add the Budget/Audit Advisory Board, increase the membership and adjust the responsibilities of the Executive Committee and make such changes as required as set out in the report dated October 15, 2007;

THAT staff report back at Annual Authority Meeting #1/08, to be held on February 29, 2008, with the amended Rules of Conduct for final approval;

THAT the members of the Executive Committee that were elected for a 3-year term at Annual Authority Meeting #1/07, held on February 23, 2007, continue to sit on the Executive Committee until Annual Meeting #1/10, unless any member does not wish or is unable to continue to hold their position for the remainder of the term:

THAT elections be held at Annual Authority Meeting #1/08 for the remaining Executive Committee positions outlined in the report dated October 15, 2007 to sit until Annual Meeting #01/10, and the Chair and Vice Chair of the Authority, to sit until Annual Meeting #1/09 and the Rules of Conduct be amended to make further appointments to the members at large of the Executive Committee for two year terms;

THAT the Schedule of Meetings 2008-2009, dated October 15, 2007 be approved (Attachment 2) with the amendment that meetings begin at 9:30 a.m.;

THAT a review be conducted one year after implementation of the new governance structure;

THAT the Executive Committee be delegated the powers of the Authority during the month of August, 2008, as defined in Section 2.10 of the Rules of Conduct:

AND FURTHER THAT the Schedule of Meetings 2008-2009 be distributed at the oa opportunity to TRCA watershed municipalities and the Ministry of Natural Resources VED

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Enclosed for your information and any action deemed necessary is the meeting schedule as amended by the Authority. If you have any questions or require additional information, please contact the undersigned at 416-661-6600 extension 5264 (kstranks@trca.on.ca).

Sincerely
Kathy Sharks

Kathy Stranks

Manager, Chair and CAO's Office

/Encl.

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Chitra Jayakrishnan, Town of Markham

## TORONTO AND REGION CONSERVATION AUTHORITY MEETING SCHEDULE 2008-2009

FEBRUARY 2008	TIME	DESCRIPTION
Feb. 29	10:30 a.m.	ANNUAL Authority #1/08
MARCH 2008	TIME	DESCRIPTION
Mar. 7	9:30 a.m.	Executive #1/08
Mar. 28	9:30 a.m.	Authority #2/08
		7.tat./o.n.g // 2,00
APRIL 2008	TIME	DESCRIPTION
Apr. 11	9:30 a.m.	Executive #2/08
Apr. 25	9:30 a.m.	Authority #3/08
MAY 2008	TIME	DESCRIPTION
May 9	9:30 a.m.	Executive #3/08
May 23	9:30 a.m.	Authority #4/08
May 20	9.30 a.m.	Authority #4/00
JUNE 2008	TIME	DESCRIPTION
June 13	9:30 a.m.	Executive #4/08
June 27	9:30 a.m.	Authority #5/08
JULY 2008	TIME	DECODINE
Jul. 11	9:30 a.m.	DESCRIPTION (15/00)
Jul. 25	9:30 a.m.	Executive #5/08 Authority #6/08
0ui. 20	9.50 a.m.	Authority #6/06
AUGUST 2008	TIME	DESCRIPTION
Aug. 8	9:30 a.m.	Executive #6/08
SEPTEMBER 2008	TIME	DESCRIPTION
Sept. 5	9:30 a.m.	Executive #7/08
Sept. 19	9:30 a.m.	Authority #7/08
OCTOBER 2008	TIME	DESCRIPTION
Oct. 3	9:30 a.m.	Executive #8/08
Oct. 24	9:30 a.m.	Authority #8/08
NOVEMBER 2008	TIME	DESCRIPTION
Nov. 7	9:30 a.m.	Executive #9/08
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DECEMBER 2008	TIME	DESCRIPTION
Dec. 12	9:30 a.m.	Executive #10/08
	Humber Room	

JANUARY 2009	TIME	DESCRIPTION
Jan. 9	9:30 a.m.	Authority #10/08
Jan. 16	9:30 a.m.	Executive #11/08
Jan. 30	9:30 a.m.	Authority #11/08

FEBRUARY 2009	TIME	DESCRIPTION
Feb. 13	9:30 a.m.	Executive #12/08
Feb. 27	10:30 a.m.	ANNUAL Authority #1/09

- All meetings will be held in the South Theatre, Visitor's Centre, Black Creek Pioneer Village, 1000 Murray Ross Parkway, Downsview, Ontario, unless otherwise noted on the agenda.
- All meetings will be held from 9:30 a.m. to 1 p.m., unless otherwise noted on the agenda.

For further information, please contact Kathy Stranks at 416-661-6600, extension 5264 or Andrea Fennell at extension 5254.