

Membership Rights and Responsibilities

The Canadian Urban Transit Research & Innovation Consortium (“CUTRIC”) is incorporated under the laws of Canada and is governed by the [Canadian Not-for-Profit Corporations Act](#).

CUTRIC is also governed by its [ByLaws](#) which outline the specific composition of CUTRIC's Board of Directors, additional Membership rights, and overall Membership governance mechanisms. The ByLaws may be updated by Members of CUTRIC at a Special Meeting of the Members.

Member Rights

Members of CUTRIC are institutions and not individuals. As such, Members have the legal right to the following:

1. Appoint one (1) Member Designate as the authorized representative to represent the Member.
2. Receive adequate notice of, attend and vote at all meetings of the Members of CUTRIC through the appointed Member Designate or approved Proxy Holder.
3. Retain the right to change the institutional Member Designate at any point by providing a formal request and approval documentation to CUTRIC.
4. Publish corporate and Member Designate contact information about the Member in CUTRIC's Annual Membership Directory.
5. Attend regular Members' meetings (held at least four times per year, and often more frequently) to raise general or specific membership concerns and/or to propose new activities of relevance to the Member which CUTRIC could investigate as a new potential business or research opportunity.
6. Seek the nomination of the Member Designate to CUTRIC's Board of Directors in advance of CUTRIC's Annual General Meeting (AGM) and/or seek election by the Board of Directors or Members to Chair or Co-Chair a CUTRIC Member or Board Committee, e.g. the CUTRIC National Electric Bus Committee (which is commencing operations in 2020).
7. Gain access to all CUTRIC Member events (e.g. technical sessions, conferences, etc) for free or at a discounted Member rate, *excepting specific project planning meetings that are governed by supplementary Memorandum of Understandings (MOUs) by a subset of Members.*
8. Gain access to all CUTRIC Sponsorship opportunities (e.g. conference sponsorships or annual sponsorship programs (starting in 2020-2021), etc).
9. Gain access to all CUTRIC *Knowledge Series* publications for free or at a discounted Member rate.



10. Provide input into CUTRIC's government lobbying activities and gain access to all government lobbying updates at regular Members meetings.
11. Request an introduction or facilitation of an introduction by CUTRIC staff to any other CUTRIC Member organization in good standing.
12. Appoint and remove CUTRIC's auditors.
13. Appoint and remove members of CUTRIC's Board of Directors.

Member (and Member Designate) Responsibilities

Membership in CUTRIC is a two-way street. Members carry the following **responsibilities** to ensure the efficient and transparent operation of CUTRIC and to ensure CUTRIC is on path to achieving its goals of making Canada a global leader in low-carbon smart mobility technology:

1. The Member Designate is responsible for receiving and distributing CUTRIC updates and relevant informational emails and/or opportunities with institutional colleagues, as appropriate.
2. Provide corporate contact information for CUTRIC's Annual Membership Directory to ensure that other Member Designates and employees of institutional Members have a contact point at the Member corporation.
3. Abide by CUTRIC's [Gender Parity Policy](#) (2016), which requires gender parity of at least 50 per cent women and people who identify as women at the CUTRIC governance levels. This may include appointing a Member Designate who identifies as a women when asked to do so to achieve Gender Parity across CUTRIC's Member Designate base, or supporting CUTRIC's advancement efforts by identifying corporate speakers or technical experts who identify as women for CUTRIC events such as conferences or technical planning sessions.

