



Board and Committee Meeting Rules of Procedures

Item 5

November 18, 2021

Tenant Services Committee

Report: TSC:2021-75

To: Tenant Services Committee ("TSC")

From: General Counsel and Corporate Secretary

Date: November 8, 2021

PURPOSE:

The purpose of this report is to provide the TSC with update in connection with the creation of Toronto Community Housing's ("TCHC") By-law #4 to establish the rules of procedure with respect to the calling, place and proceedings of meetings of TCHC's Board of Directors (the "Board") and its Committees.

RECOMMENDATIONS:

It is recommended that the TSC receive this report for information.

REASONS FOR RECOMMENDATIONS:

Decision History

At its meeting of July 14, 2021, City Council approved a revised shareholder direction to the Toronto Community Housing Corporation. In part, the Shareholder Direction approved by Council, at that time, provided that:

- 5.2.2 The Board shall pass a by-law that includes procedures for governing the calling, place and proceedings of meetings of the Board and its committees. The Board shall seek approval from Council for the by-law.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.EX25.12>

At its meeting of May 25, 2021, the Governance, Communications and Human Resources Committee approved the principles set out in Report GCHRC:2021-22, as the basis for Rules of Procedure for the meetings of the Toronto Community Housing Corporation's Board of Directors.

[GCHRC Report - Board and Committee Meetings – Rules of Procedure
May 25, 2021](#)

Those overarching principles are that:

- The majority of Directors have the right to decide;
- The minority of Directors have the right to be heard;
- All Directors have the right to information to help make decisions, unless otherwise prevented by law;
- Directors have a right to an efficient Meeting;
- All Directors have the right to be treated with respect and courtesy; and
- All Directors have equal rights, privileges, and obligations.

At its meeting of September 10, 2021, the Governance, Communications and Human Resources Committee directed management to consult with former deputants who have deputed at Board/Committee meetings on the proposed deputation procedure and bring forward the draft document to the next TSC meeting and thereafter return to GCHRC for its further consideration.

[GCHRC Report - Board and Committee Meetings – Rules of Procedure
September 10, 2021](#)

Further to the direction of the GCHRC, management have identified those individuals who have made deputations to the Board or its Committees since 2018 and who have provided an email address at which they might be contacted. Management has prepared a communication to those deputants, inviting them to participate in a consultation process regarding the changes that are proposed to the Board's Procedural Rules, in so far as those changes would impact the deputation process. The consultation process that is contemplated in this regard is a series of three (3) virtual Focus Group discussions. Deputants who are unable to participate in the virtual consultation process, using their available technology will be provided support to join the consultation process through a phone-in option. Focus

Group discussions are planned to occur over a three week period and at various times of day in order to provide options to those wishing to participate in that process.

The results of the consultation process will be reported back to the TSC in order to inform the Board's further consideration of the changes that are proposed to its Rules of Procedure.

NEXT STEPS:

Management will implement the consultation process described in this report and report back to TSC on the outcome of that process in the first quarter of 2022.

SIGNATURE:

"Darragh Meagher"

Darragh Meagher
General Counsel and Corporate Secretary

STAFF CONTACT:

Darragh Meagher, General Counsel and Corporate Secretary
416-981-4241
Darragh.Meagher@torontohousing.ca