



Deputation Policy for Stakeholders Update

Item 11

March 21, 2025

Governance, Communications and Human Resources Committee

Report: GCHRC:2025-13

To: Governance, Communications and Human Resources Committee (“GCHRC”)

From: General Counsel and Corporate Secretary

Date: March 4, 2025

PURPOSE:

This report provides an update regarding the review of Toronto Community Housing Corporation’s Deputation Policy for Stakeholders.

RECOMMENDATION:

It is recommended that the Governance Communications and Human Resources Committee receive this report for its information.

REASONS FOR RECOMMENDATION:

Report History:

At its meeting of November 12, 2024, the GCHRC received, for its information, Report [GCHRC:2024-31](#).

At its July 3, 2024 meeting, the GCHRC considered [Report GCHRC:2024-20](#) and directed staff to:

1. Create educational resources for tenants, including updates to the Deputation page on Toronto Community Housing Corporation’s website, to provide advice to tenants and members of the public regarding the way they can make deputations;
2. Develop and implement an email distribution list advising interested parties of matters that are going to be considered at future Board and Committee meetings; and

3. Undertake a review of Toronto Community Housing Corporation's Deputation Policy for Stakeholders to simplify the language used in the Policy

At its January 30, 2023 meeting, the GCHRC considered [Report GCHRC:2023-03](#) regarding the 2023 GCHRC Public Work Plan, and directed management to review the Deputation Policy as part of the annual policy review process.

At its April 11, 2023 meeting, the GCHRC considered [Report GCHRC:2023-16](#) regarding the 2023 Policy Review Schedule, which noted that management had identified one policy requiring Board approval for review in 2023, the Deputation Policy for Stakeholders.

At its July 14, 2023 meeting, the GCHRC considered [Report GCHRC:2023-23](#), which provided an update on the plan for the review of the Deputation Policy for Stakeholders. In its discussion of the report, the GCHRC stressed the importance of providing education related to the deputation process as part of consultations.

Preparation of a Simplified Deputation Policy for Stakeholders

Following the November 12, 2024 GCHRC meeting, management received comments in response to its request to provide comments on its proposed revisions to the Deputation Policy for Stakeholders. Management has requested the addition of this topic to the Agenda for an upcoming meeting of the Tenant Advisory Committee in order to gather further input on the revised document. Thereafter, management will request the addition of this matter to the Agenda for an upcoming GCHRC meeting, so that the Committee can consider the revised document.

Creation of Educational Resources for Tenants

Following the November 12, 2024 GCHRC meeting, management have created a [page](#) on TCHC's website dedicated to providing educational material for deputants. This [webpage](#) provides resources regarding the deputation process and including information regarding:

- The process through which individuals depute;
- Why members of the public should consider deputing;
- How members of the public can depute;
- Timelines and submission deadlines; and
- The process through which members of the public can register to depute.

The [webpage](#) provides response to Frequently Asked Questions; Important Links to Important documents related to the deputation process and links to materials for upcoming meetings.

Email Distribution Lists

TCHC has incorporated into the resource [webpage](#), a link that members of the public can utilize in order to [sign up to learn more about deputations, the Board, and Committees](#).

NEXT STEPS:

Prior to the next GCHRC meeting, management will consult the Tenant Advisory Committee about the revisions to the Deputation Policy and will present the revised policy to the GCHRC, for its approval, at its next meeting.

IMPLICATIONS AND RISKS:

Through the Board's existing Meeting Procedures, members of the public are provided with the opportunity to make deputations to the Board, as part of its public meeting process. The proposed changes to the Deputation Policy are intended to enhance the process that governs deputations, improving the input that the Board receives from deputants through that process.

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