



Organizational & Board Meeting of the Toronto Lands Corporation (TLC) Board of Directors

Board of Directors: John Filion (Chair), Payman Berjis, Igor Dragovic, Dennis Hastings, Shelley Laskin, Zakir Patel, Leola Pon, Aleem Punja, Manna Wong and Stacey Zucker.

16 November 2023

In-Person: TLC Office, Virtual: Microsoft Teams

60 St Clair Ave E

Suite 201

Toronto, ON, M4T 1N5



Meeting Book - Organizational & Board Meeting of the Toronto Lands Corporation (TLC) Board of Directors

PUBLIC AGENDA

Call to Order & Confirmation of Quorum

[Chair](#)

Land Acknowledgement

[Chair](#)

We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and the Inuit peoples.

Declaration of Conflict of Interest under the Municipal Conflict of Interest Act and the Ontario Business Corporation Act

[Chair](#)

Approval of the Agenda/Other Business

[Chair](#)

For Approval

Approval of Board of Directors Meeting Minutes of October 19, 2023

[Chair](#)

For Approval

CEO Update

[Interim CEO / For information](#)

Election of Vice Chair of the Board

[Chair](#)

Call for Nominations & Approval

Appointment of Board Members to Committees of the Board

[Chair](#)

For Approval

Report of the Committee on Public Involvement & Deputations

[Chair](#)

For Discussion & Approval

Proposed Schedule of Board & Committee Meetings for 2024

Chair / For Information & Approval

Termination of Meeting

[Chair](#)

**TORONTO LANDS CORPORATION
60 ST. CLAIR AVENUE EAST
TORONTO, ONTARIO**

**MINUTES OF REGULAR BOARD OF DIRECTORS MEETING (PUBLIC)
HELD IN-PERSON AT TORONTO LANDS CORPORATION OFFICE
AND VIRTUALLY VIA MICROSOFT TEAMS
TORONTO, ONTARIO**

OCTOBER 19, 2023, 5:30 PM

BOARD MEMBERS

Dennis Hastings	Trustee Director (Regrets)
Shelley Laskin	Trustee Director
Zakir Patel	Trustee Director
Manna Wong	Trustee Director (Regrets)
Payman Berjis	Citizen Director
Igor Dragovic	Citizen Director
John Fillion	Citizen Director
Aleem Punja	Citizen Director
Stacey Zucker	Interim TDSB Staff Director
Leola Pon	Interim TDSB Staff Director

TLC STAFF

Ryan Glenn	Interim Chief Executive Officer
George Kralidis	Head of People and Culture
Ernesto Soliman	Policy Advisor

1. Call to Order & Confirmation of Quorum

There being a quorum present, and the Directors having been given adequate and proper notice of the meeting, Chair of the TLC Board John Fillion called the meeting to order at 5:39 PM (EST).

2. Land Acknowledgement

John Fillion read the following Land Acknowledgement:

We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis, and the Inuit peoples.

3. Declaration of Conflict of Interest under the Municipal Conflict of Interest Act and the Ontario Business Corporation Act

No conflicts of interest were declared.

4. Approval of the Minutes of the Board of Directors Meeting

- (a) The minutes of the Regular Board Meeting on May 25, 2023 [Confidential Attachment] was approved.

MEETING MINUTES

Moved by: Shelley Laskin
Seconded by: Leola Pon

The motion was carried.

- (b) The minutes of the Special Organizational Board Meeting on August 2, 2023 was approved.

Moved by: Shelley Laskin
Seconded by: Aleem Punja

The motion was carried.

- (c) The minutes of the Special Board Meeting on September 14, 2023 was approved.

Moved by: Payman Berjis
Seconded by: Igor Dragovic

The motion was carried.

5. Motion to Reconsider

- (a) Part A: *That the TLC Board of Directors reconsider the following previous Board decision of September 14, 2023, as it relates to the timing of the appointment of Chair:*

Item No. 5 – Implementation of the Toronto Lands Corporation Board of Directors Procedural Bylaw Review and Development (Report #2023-09-042)

[3] That the TLC Organizational Meeting and Strategic Planning Session scheduled for December 5, 2023 be rescheduled as an Organizational Meeting to Thursday, November 16 at 5:00 PM to:

ii. Appoint a Chair, Vice-Chair and Committee members

This motion requires 2/3 votes of members of the Board who were present at the meeting. The motion to approve Part A was approved by votes from the following Board members:

- Shelley Laskin
- John Filion
- Igor Dragovic
- Payman Berjis
- Stacey Zucker
- Leola Pon
- Aleem Punja

The motion was carried.

- (b) *and (if the motion to reconsider of Part A is approved),*

Part B:

Ryan Glenn, Interim CEO, called for nominations for the Chair of the Toronto Lands Corporation, Board of Directors.

MEETING MINUTES

Following a call for nominations for the position of Chair for the Board of Directors at the Toronto Lands Corporation, Payman Berjis, seconded by Igor Dragovic, nominated John Filion as chair, for the term commencing on November 15, 2023, and concluding on November 14, 2024. Ryan Glenn called for further nominations, seeing that there were no other nominations, John Filion was declared Chair.

The motion was carried and the following recommendation was to be forwarded to the TDSB Board for ratification at its November 15, 2023 Organizational Meeting:

- That John Filion, (Citizen) Director, be appointed to the position of Chair of the Toronto Lands Corporation for a term, from November 15, 2023 to November 14, 2024.

6. Approval of the Agenda/Other Business

John Filion requested the following motion be added to the agenda:

- A motion to approve the creation of a sub-committee consisting of the Chair, the Vice-Chair and a Trustee Director to develop a process for facilitating public involvement and deputations at TLC, and report back to the board at its meeting of November 16, 2023.

On a motion duly made by Shelley Laskin, seconded by Payman Berjis, it was resolved to approve the motion be added to the agenda.

The motion was carried.

On a motion duly made by Shelley Laskin, seconded by Igor Dragovic, it was resolved to approve the agenda as amended.

The motion was carried.

7. Reports from the Committees

On a motion duly made by Shelley Laskin, seconded by Payman Berjis, it was resolved to approve the recommendation:

That the Reports from the Committees related to the Terms of Reference and Bylaw Review be referred to the CEO to seek expert advice to ensure they are aligned with the TDSB Board Bylaws, the Shareholder's Direction, and leading governance practices, and report back to the Board as soon as possible.

The motion was carried.

(a) Report from the Audit and Finance Committee [No. 3]

On a motion duly made by Payman Berjis, seconded by Igor Dragovic, it was resolved to receive the following reports for information:

- i. Toronto District School Board 2024-25 Budget Schedule Update (Rpt #2023-09-046)
- ii. Toronto Lands Corporation 2022-23 and 2023-24 Operating Budgets (Rpt #2023-09-047)

The motion was carried.

(b) Report from the Human Resources and Nominating Committee [No. 4]

i. Developing a Performance Review Process for the CEO

Recommendation:

The Human Resources Committee of TLC establish a process to evaluate the performance of the CEO in relation to a set of measurable objectives, in line with the Shareholder's Direction, that it present a recommended process to the TLC Board at its meeting of November 16, and that it identify any external resources TLC might need in undertaking such a process.

On a motion duly made by Aleem Punja, seconded by Igor Dragovic, it was resolved to approve the recommendation as presented.

The motion was carried.

(c) Report from the Policy and Planning Committee [No. 5]

i. Toronto Lands Corporation Modernization Opportunities: Capital Priority Sites (Rpt #2023-10-052)

Recommendations:

- 1) That the following Toronto District School Board (TDSB) sites be prioritized by the Toronto Lands Corporation in support of TDSB capital priority submission to the Ministry of Education of and that the Preliminary Work Plan, as outlined in the supporting appendices continued to be explored, with a report back to the TLC board in the second quarter of 2024 on that work.
 - a. 155 Mill Street (Block 9-Future School at West Donlands)- explore options for a new school in a mixed-use development.
 - b. 50 Ethennonnhawahstihnen' Lane- (Block 20-Future School at Bessarion)- explore options for delivering a new school as part of a mixed-use development.
 - c. 120 & 140 Borough Drive – (Future School at East Education Office Site)- explore options for delivering a school including opportunities for colocation
- 2) That the follow-up report includes the outcome of staff's due diligence including:
 - a. High level financial pro-forma.
 - b. Refined site massing and potential built form
 - c. Staging options
 - d. Heritage, Title and Environmental summary
 - e. Other public sector partnership opportunities
 - f. Planning requirements and studies required to advance the site
 - g. Risks

MEETING MINUTES

- 3) That the TLC explore opportunities for additional city and community building with a focus on truth and reconciliation and equity, and wherever possible, include these opportunities as a part of due diligence.
- 4) That the Interim CEO, TLC, in consultation with the TDSB, report back on guiding principles intended to inform the approach to modernization opportunities and how the Shareholder's Direction informs these guiding principles.
- 5) That the Interim CEO of the TLC report back to a future meeting of the Board through Policy and Planning Committee prior to any Official Plan amendments or re-zoning submissions for any of the sites contained in this report.
- 6) That this report be forwarded to TDSB to be received for information.

The following items arose from the Board discussion:

- A director asked who the partners are in this project. Ryan Glenn indicated that the focus is primarily on other public sector partners, specifically the Government of Ontario and the City of Toronto.
- As this work is only in a preliminary stage, other types of uses or options for the sites are being explored such as long-term care facility, affordable housing, etc.

On a motion duly made by Zakir Patel, seconded by Igor Dragovic, it was resolved to approve the recommendations as presented.

The motion was carried.

- ii. Toronto Lands Corporation Modernization Opportunities: Community Partnership Sites (Rpt #2023-10-053)

Recommendations:

- 1) That the Interim CEO of the Toronto Lands Corporation prioritize the Preliminary Work Plan, outlined in the supporting appendices for the following Toronto District School Board sites and report back to the TLC Board in the second quarter of 2024 on that work;
 - a. 34 & 42 Brock Crescent – Joint Venture with Safehaven Community Living
 - b. 301 Lanor Avenue – Disposal to New Haven Learning Centre
 - c. 200 Poplar Road – Potential partnership with Not-for-Profit Consortium
- 2) That the follow-up report includes the outcome of staff's due diligence including:
 - a. Current appraisal report
 - b. Refined site massing and potential built form
 - c. Heritage, Title and Environmental summary
 - d. Community benefit and partnership opportunities

MEETING MINUTES

e. Risks

- 3) That staff work on a Term Sheet with Safehaven Community Living which will inform a future Agreement of Purchase and Sale for the two TDSB owned parking lots located at 34 & 42 Brock Crescent and report back to the Board in the first quarter of 2024 with proposed draft terms.
- 4) That staff work on a Term Sheet with New Haven Learning Centre which will inform a future Agreement of Purchase and Sale for the TDSB owned property at 301 Lanor Avenue and report back to the Board in the first quarter of 2024 with proposed draft terms.
- 5) That staff work on a Memorandum of Understanding with the not-for-profit consortium outlined in the Expression of Interest contained in Appendix "D" for the TDSB owned property at 200 Poplar Road and to report back to the Board in the first quarter of 2024 with a draft.
- 6) That this report be forwarded to TDSB to be received for information.

The following items arose from the Board discussion:

- A director asked if the not-for-profit organizations identified are the only partners in this project. Ryan Glenn indicated that the consortium is not exclusive in any way and other not-for-profit organizations who are interested in this project could be potential partners.
- The not-for-profit consortium is known as The Gathering Place. They have the expertise in working with not-for-profit groups and TLC could potentially partner with them to explore expressions of interest from other not-for-profit groups in the next phase of the project.

On a motion duly made by Payman Berjis, seconded by Igor Dragovic, it was resolved to amend recommendation #5 to read as follows:

"That staff work on a non-binding Memorandum of Understanding to enter into a non-exclusive ideation exercise, initially, with the not-for-profit consortium outlined in the Expression of Interest contained in Appendix "D" for the TDSB owned property at 200 Poplar Road and to report back to the Board in the first quarter of 2024 with a draft.

The motion was carried.

iii. Case Study: New Podium School at Lower Yonge Sugar Wharf (2023-10-055)

Recommendation:

It is recommended that the Interim CEO of the TLC report back to the Policy and Planning Committee at its next meeting on the current status of negotiations for the new urban format school at Lower Yonge.

8. Motion to Consider

John Filion, Chair, brought forward a motion for the Board to consider:

MEETING MINUTES

To approve the creation of a sub-committee consisting of the Chair, the Vice-Chair and a Trustee Director to develop a process for facilitating public involvement and deputations at TLC Board meetings, and report back to the board at its meeting of November 16, 2023.

Moved by Shelley Laskin, seconded by Payman Berjis, it was resolved to approve the motion as presented.

The motion was carried.

9. Resolution going into an In Camera Session

At 6:50 PM, on a motion by Payman Berjis, seconded by Igor Dragovic, the regular meeting resolved into an In Camera session to consider matters on the private agenda of the TLC Board of Directors.

The motion was carried.

10. Reconvene into a Public Session

At 7:19 PM, on a motion to rise and report, moved by Shelley Laskin and seconded by Payman Berjis, it was resolved to terminate the In Camera session.

The motion was carried.

11. Termination of Meeting

On a motion duly made by Aleem Punja and seconded by Shelley Laskin, the meeting terminated at 7:20 PM.

The motion was carried.

DECISION ITEM**Appointments to TLC Committees****To: TLC Board****Date:** November 16, 2023**Background:**

Staff of the TLC canvassed members of the Board regarding which committees they would like to participate on. Of the 8 members of the Board, 7 members had responded as of the date of this report. Based on this feedback, their preferences are outlined below.

1. The Audit & Finance Committee be constituted in accordance with the Shareholder's Direction and that the following membership and extension of terms be approved:

- i. Payman Berjis, Citizen Director, be appointed for a term ending November 14, 2024;
- ii. John Filion, Citizen Director, be appointed for a term ending November 14, 2024;
- iii. TBD, Trustee Director, be appointed for a term ending November 14, 2024;
- iv. Zakir Patel, Trustee Director, be appointed for a term ending November 14, 2024;
- v. Stacey Zucker, TDSB Staff Director, be appointed for a term ending November 14, 2024;

2. The Human Resources & Nominating Committee be constituted in accordance with the Shareholder's Direction and that the following membership and extension of terms be approved:

- i. John Filion, Citizen Director, be appointed for a term ending November 14, 2024;
- ii. Aleem Punja, Citizen Director, be appointed for a term ending November 14, 2024;
- iii. TBD, Trustee Director, be appointed for a term ending November 14, 2024;
- iv. Stacey Zucker, TDSB Staff Director, be appointed for a term ending November 14, 2024;
- v. Leola Pon, TDSB Staff Director, be appointed for a term ending November 14, 2024;

3. The Policy and Planning Committee be constituted in accordance with the Shareholder's Direction and that the following membership and extension of terms be approved:

- i. John Filion, Citizen Director, be appointed for a term ending November 14, 2024;
- ii. Igor Dragovic, Citizen Director, be appointed for a term ending November 14, 2024;
- iii. Payman Berjis, Citizen Director, be appointed for a term ending November 14, 2024;
- iv. Aleem Punja, Citizen Director, be appointed for a term ending November 14, 2024;
- v. TBD, Trustee Director, be appointed for a term ending November 14, 2024;
- vi. Dennis Hastings, Trustee Director, be appointed for a term ending November 14, 2024;
- vii. Leola Pon, TDSB Staff Director, be appointed for a term ending November 14, 2024;

EXECUTIVE SUMMARY

Annually, the TDSB Board sets an Organizational Meeting in November to appoint Trustees to its various committees and similarly to appoint Trustee Directors to the TLC Board. In the same way, TLC also sets an Organizational Board meeting to set committee membership and terms.

TLC has three (3) established standing committees: Audit & Finance, Human Resources and Nominating, and Policy and Planning. At a Special Meeting of the TLC Board on February 2, 2022, Trustee and Staff Directors were appointed to committees, as outlined in Appendix B. Subsequently, following TDSB Board approval of the appointment of four (4) Citizen Directors to the TLC Board on June 14, 2023, the newly appointed Citizen Directors were appointed to committees at a Special Organizational Meeting of the TLC Board on August 2, 2023, also outlined in Appendix B.

Presently, under the existing Terms of Reference, committee composition is outlined below.

Audit & Finance Committee

- The Committee shall consist of three to five members of the Board.
- Members of the Committee shall be appointed by the Board from the members of the Board, to include at least one Trustee Director.
- Members of the Committee shall serve until their successors are duly appointed or until the member resigns, is removed or ceases to be a member of the Board.
- The Committee will select its Chair (the "Chair"), from among the Citizen Directors serving on the Committee.
- Where a vacancy occurs at any time in the membership of the Committee, it may be filled by the Board

Human Resources & Nominating Committee:

- The committee shall consist of three to five members of the Board
- Members of the Committee shall be appointed by the Board from the members of the board and are to include at least one Trustee Director.
- Members of the Committee shall serve until their successors are duly appointed or until the member resigns, is removed or ceases to be a member of the Board
- The Committee will select its Chair (the "Chair"), from among the Citizen Directors serving on the Committee.
- Where a vacancy occurs at any time in the membership of the Committee, it may be filled by the Board

Policy & Planning Committee:

- The Committee shall consist of three to eight members of the Board
- members of the Committee shall be appointed by the Board from the members of the board and are to include at least one Trustee Director.
- Members of the committee shall serve until their successors are duly appointed or until the member resigns, is removed or ceases to be a member of the Board
- The Committee will select its Chair (the "Chair"), from among the Citizen Directors serving on the Committee.

- Where a vacancy occurs at any time in the membership of the Committee, it may be filled by the Board.

AUTHORITY OR DIRECTION FOR UNDERTAKING PROJECT

Authority or Direction: Shareholders Direction

Excerpt from the December 1, 2022 Shareholder's Direction

- Section 4.2 Composition of the TLC Board:
 - Subject to Section 4.3(c), the TLC Board will be composed of ten (10) Directors. Of these, four (4) will be Trustees, four (4) will be individuals who are not Trustees ("Citizens") and two (2) will be TDSB staff.
- Section 4.3 Appointment of TLC Board Members:
 - (a) The four (4) TLC Board positions to be occupied by Trustees will be appointed by the TDSB.
 - (b) The four (4) TLC Board positions to be occupied by Citizens will be nominated by an approved TLC committee, approved by the TLC Board, and ratified by the TDSB. In selecting nominees to fill these positions, the TLC Committee will consider expertise of candidates in areas related to the TLC Services to be provided.
 - (c) The two (2) TLC Board positions to be occupied by TDSB staff will be appointed by the Director of Education. These appointments will take effect immediately following the expiry of the terms of two TLC Board members on March 1, 2023, or upon vacancy of the positions, whichever is earlier.
 - (d) The Chair of the TLC Board will be appointed by the TDSB from the Citizen Directors of the TLC Board

STRATEGIC GOAL AND ANNUAL PLAN DIRECTIONS

N/A

DUE DILIGENCE *(Select all that apply)*

- Finance & Audit Committee**
- HR & Nominating Committee**
- Policy & Planning Committee**

FINANCIAL IMPLICATIONS

N/A

RISK LEVEL

Risk: N/A [Click or tap here to enter text.](#)

ACTION PLAN AND ASSOCIATED TIMELINES

Committee appointments will enable Board to begin business at its next cycle of meetings.

TLC AND TDSB BOARD POLICY AND PROCEDURE REFERENCE(S)

N/A

APPENDIX

- **Appendix A:** TLC Board of Directors
- **Appendix B:** Committee Membership and Terms, as resolved on August 2, 2023

FROM:

Ryan Glenn, Interim Chief Executive Officer, Toronto Lands Corporation, at rglenn.tlc@tdsb.on.ca

Appendix A

Toronto Lands Corporation Board of Directors

Name	Director	Term of Office
Payman Berjis	Citizen Director	➤ June 14, 2023 to June 13, 2026 (3-year Term)
Igor Dragovic	Citizen Director	➤ June 14, 2023 to June 13, 2026 (3-year Term)
John Fillion	Citizen Director	➤ June 14, 2023 to June 13, 2026 (3-year Term)
Aleem Punja	Citizen Director	➤ June 14, 2023 to June 13, 2026 (3-year Term)
Stacey Zucker	TDSB Staff Director (Interim)	➤ January 27, 2023 to March 1, 2024 (13-month Term) *
Leola Pon	TDSB Staff Director (Interim)	➤ January 27, 2023, to March 1, 2024 (13-month Term) *
Dennis Hastings	Trustee Director	➤ November 15, 2022, to November 14, 2024 (2-year Term)
Shelley Laskin	Trustee Director	➤ November 15, 2022, to November 14, 2023 (1-year Term) **
Zakir Patel	Trustee Director	➤ November 15, 2022, to November 14, 2024 (2-year Term)
Manna Wong	Trustee Director	➤ November 15, 2022, to November 14, 2023 (1-year Term) **

* Term of Office of the TDSB Staff Director is subject to change until the TLC Board receives the final version of the revised Shareholder's Direction from TDSB Board.

** Term of Office of the Trustee Director is subject to change until the TLC Board receives the Trustee appointments for TLC from the TDSB Board at it's November 15, 2023 organizational meeting.

Terms of the Chair of the Board and the Vice Chair of the Board:

Name	Position	Term
John Fillion	Chair of the Board	<ul style="list-style-type: none"> ➤ From August 30, 2023 to November 14, 2023 ➤ During the Regular Board of Directors Meeting on October 19, 2023, John Fillion was appointed as Chair of the Board from November 15, 2023 to November 14, 2024 ➤ The TLC decision has been forwarded to the TDSB Board at its November 15, 2023 organizational meeting for ratification.
Aleem Punja	Vice Chair of the Board	<ul style="list-style-type: none"> ➤ From August 30, 2023 to November 14, 2023 ➤ Election of Vice Chair of the Board is in the agenda of the Organizational Board Meeting scheduled on November 16, 2023.

Appendix B

Committee Membership and Terms, as resolved on August 2, 2023

POLICY AND PLANNING COMMITTEE	
Committee Membership	Three (3) to eight (8) members of the Board of Directors
Requirements:	
<i>John Fillion, Citizen Director (Current Chair)</i>	<i>Term to November 14, 2023</i>
<i>Igor Dragovic, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Payman Berjis, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Shelley Laskin, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Dennis Hastings, Trustee Director</i>	<i>Term to November 14, 2023</i>
<i>Manna Wong, Trustee Director</i>	<i>Term to November 14, 2023</i>
<i>Leola Pon, TDSB Staff Director</i>	<i>Term to November 14, 2023</i>
HUMAN RESOURCES AND NOMINATING COMMITTEE	
Committee Membership	Three (3) to five (5) members of the Board of Directors
Requirements:	
<i>Aleem Punja, Citizen Director (Current Chair)</i>	<i>Term to November 14, 2023</i>
<i>John Fillion, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Shelley Laskin, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Leola Pon, TDSB Staff Director</i>	<i>Term to November 14, 2023</i>
<i>Stacey Zucker, TDSB Staff Director</i>	<i>Term to November 14, 2023</i>
AUDIT AND FINANCE COMMITTEE	
Committee Membership	Three (3) to five (5) members of the Board of Directors
Requirements:	
<i>Payman Berjis, Citizen Director (Current Chair)</i>	<i>Term to November 14, 2023</i>
<i>John Fillion, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Shelley Laskin, Citizen Director</i>	<i>Term to November 14, 2023</i>
<i>Zakir Patel, Trustee Director</i>	<i>Term to November 14, 2023</i>
<i>Stacey Zucker, TDSB Staff Director</i>	<i>Term to November 14, 2023</i>

November 10, 2023

Report of the Committee on Public Involvement and Deputations

Background and Summary:

The Shareholder's Direction from the Toronto District School Board to the Toronto Lands Corporation states in Section 4.11 that the TLC shall "conduct all meetings of the TLC Board and its committees in a manner that is open and accessible to the public" except where meetings are in camera in accordance with Section 207 of the *Education Act*. Accordingly, at its meeting of October 19, 2023 the TLC Board established a committee composed of the John Fillion as Chair and Aleem Punja as Vice Chair of the Board and Trustee Director Shelley Laskin to recommend to the TLC Board some policies for its consideration.

The Committee met on November 6.

Location of Meetings:

Given the size, accessibility and technological limitations of our current meeting room at 60 St. Clair East, the committee sought a location where the public could attend meetings in person or virtually. Interim CEO Ryan Glenn indicated that staff had researched some locations and suggested the Toronto Metropolitan Reference Library ("Reference Library") at 789 Yonge St. The committee endorsed that suggestion. Because the library's computer booking system was down last week, it was not possible to immediately determine whether all our requested dates were available but staff will follow up on that as soon as possible.

Deputations:

It was felt that, at the present time, there would likely be limited public interest in either of the Audit & Finance or Human Resources, Nominating and Governance committees but that there would likely be issues of community interest at the Policy and Planning Committee. As a practical matter, therefore, it was decided that the board should establish a process to hear deputations at Policy and Planning Committee and that both this committee and the TLC Board should hold meetings at the Reference Library.

Meetings of the Audit & Finance or Human Resources committees would remain at 60 St. Clair E. for the present time, and interested parties may make written deputations at these bodies. The TLC Board would not hear deputations but interested parties would be welcome to send correspondence.

It was noted that that deputations are heard at the TDSB Policy and Priorities Committee, through which we report to the TDSB Board.

The cost of renting meeting space, complete with requisite electronic infrastructure and Toronto Public Library staff support is approximately \$800 per meeting.

Below the committee has drafted a set of recommendations which, if approved, would form the basis of a public delegations policy in the TLC Board bylaws.

Recommendations:

- 1) Deputations of up to five minutes can be made at the Policy and Planning Committee of Toronto Lands Corporation for the purpose of addressing the committee on matters before it. Written deputations may be made at other committees of the Board. Correspondence sent to members of the TLC Board will be brought to the attention of its members by the Board secretary.
- 2) Requests to address the Policy and Planning Committee must be made by email at least one business day prior to a scheduled meeting.
- 3) The Board bylaws will allow exceptions to the foregoing at the judgement of the Chair, with the approval of the committee or Board.
- 4) Information on how to make a deputation in writing, in person or by video conference will be available on the TLC website.
- 5) All public agenda material will be posted on the TLC website within one business day of it being distributed to the committee or board members.
- 6) Public decisions of the Board will be posted within one business day of the conclusion of the Board meeting at which they are made.
- 7) The public minutes of all committee and Board meetings will be posted on the TLC website within one business day of their approval.

DRAFT 2024 Meeting Schedule



Month	Committees	TLC Board	PPC of TDSB
January	Jan. 9 A&F 5:30 HR 7:30	Jan. 11 P&P 5:30	Jan. 18 5:30
February	Feb. 1 A&F 5:30 HR 7:30	Feb. 8 P&P 5:30	Feb. 15 5:30
March	Mar. 7 A&F 5:30 HR 7:30	Mar. 21 P&P 5:30	Mar. 28 5:30
May	9-May A&F 5:30 HR 7:30	16-May P&P 5:30	30-May 5:30
September	Sept. 5 A&F 5:30 HR 7:30	Sept. 12 P&P 5:30	Sept. 19 5:30
October	Sept. 26 A&F 5:30 HR: 5:30	Oct. 10 P&P Oct. 10	Oct. 17 5:30
November			Nov. 21 5:30



TDSB Board

Jan. 31

Mar. 6

Apr. 17

19-Jun

Oct. 9

Nov. 6