

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

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

January 16, 2024, 5:30 PM

The following Board members were present: Payman Berjis (Citizen Director), Igor Dragovic (Citizen Director), John Filion (Citizen Director / Chair), Aleem Punja (Citizen Director / Vice-Chair), Dennis Hastings (Trustee Director), Shelley Laskin (Trustee Director), Leola Pon (TDSB Staff Director)

The following Board members were absent: Liban Hassan (Trustee Director), Zakir Patel (Trustee Director), Stacey Zucker (TDSB Staff Director) with regrets.

The following TLC staff were present: Kevin Bolger (Manager, Real Estate & Leasing), Yvonne Choi (Director of Planning), Ryan Glenn (Interim Chief Executive Officer), George Kralidis (Head of People and Culture), Markus O'Brien Fehr (Communications & External Relations Liaison), Wilber Wong (Manager, Asset Management & Leasing)

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, John Filion, TLC Board Chair, called the meeting to order at 5:34 PM (EST).

2. Land Acknowledgement

John Filion, TLC Board Chair, read the following Land Acknowledgement:

We acknowledge we are hosted on the lands of the Mississauga 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 Agenda/Other Business

Trustee Shelley Laskin, seconded by John Filion, moved approval of the agenda with item #11, TLC Delegation Procedure, to be addressed as the first item following the CEO's Report.

The motion was carried.

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

Trustee Shelley Laskin, seconded by Igor Dragovic, moved that the minutes of the previous Board Meeting on December 5, 2024 be approved without amendment.

The motion was carried.

6. CEO Update

Ryan Glenn, Interim TLC CEO, provided an update to the Board. He discussed a communications strategy coming to the Board in February/March, a meeting with the Ontario Minister of Long-Term Care to advance work approved by the Board and scheduling another tour of sites following March Break.

Aleem Punja, seconded by Igor Dragovic, moved a motion to receive the report for information.

The motion was carried.

7. TLC Delegation Procedure (2024-01-65)

John Filion, TLC Board Chair, presented the proposed TLC Delegation Procedure.

Trustee Shelley Laskin, seconded by Aleem Punja, moved:

That the TLC Board adopt the draft Delegation Procedure (2024-01-65) with the following amendments:

- a. In section 6.2, replace the phrase "a committee" with "the TLC Policy and Planning Committee" and following the word submission, insert the words "to any Committee of the TLC" so that the section reads:
 - 6.2 Requests to address the TLC Policy and Planning Committee in person, through electronic means or through written submissions to any committee of the TLC must be provided to TLC's office one (1) day prior to the meeting.
- b. Amend the second subtitle under Delegations by adding the words "In Person" to read "Submitting a Request for In Person Delegation"

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- c. In section 6.9, following the word “municipality,” add the words “in which the delegate resides” and following the words “contact information,” add the words “including email address and/or phone number” so that the section reads:

- 6.9 A request for an in-person delegation must include the following information in writing:
- Name of the delegate and, if applicable, the name of the group or entity the speaker represents;
 - Municipality in which the delegate resides;
 - Delegate’s contact information including e-mail address and/or phone number;
 - Name of the Committee, date of meeting and the agenda item;
 - A short description of the purpose of the delegation.

- d. Under the ninth subtitle under Delegations (Written Submissions) add the following section:

6.25 In order to manage the delegations process, written delegations must be submitted via e-mail, through regular mail, or in person to TLC by 4:00 p.m. one (1) working day before the meeting.

- e. The previous section 6.25 would be re-numbered to 6.26 and:
- i. Add “TLC” before the word “Committee,” and phrase “or Board” after the word “Committee” and;
 - ii. Replace the final occurrence of the phrase “Board meeting” with “meeting of that body” so that the section reads as follows:

6.26 All written submissions received before a TLC Committee or Board meeting will be shared as part of the delegations package. Written submissions received after a TLC Committee or Board meeting will be shared prior to the next meeting of that body.

- f. That all references to delegations to “The Board” be removed throughout the document.

- g. That the procedure be re-evaluated in one (1) year.

The motion was carried.

8. Report from the Audit and Finance Committee

John Fillion, TLC Board Chair, provided a report on the January 9, 2024 Audit and Finance Committee meeting.

- a. **2024-25 Operating & Capital Budgets (2024-01-61)**
 - i. **2024-25 Proposed Operating Budget**
 - ii. **2024-25 Draft Capital Budget**

Payman Berjjs, seconded by Igor Dragovic, moved:

That the TLC Board adopt the recommendations from the Audit & Finance committee, replacing recommendation (iii) with the following:

"That the CEO be requested to provide actual expenditures for each line of the 2022-2023 Operating and Capital Budgets to the February TLC Audit and Finance Committee meeting and quarterly actuals for 2023-2024 to the Committee as they become available. "

So that it reads:

- i. That the 2024-25 TLC proposed Operating Budget be approved and in accordance with the Shareholder's Direction be referred to TDSB Finance Staff and then to TDSB Board for approval (Report Appendix C) and,
- ii. That the 2024-25 TLC draft Capital Budget be received for information and that staff will bring forward proposed capital by March 2024 (Report Appendix B) and,
- iii. That the CEO be requested to provide actual expenditures for each line of the 2022-2023 Operating and Capital budgets to the February TLC Audit & Finance Committee meeting and quarterly actuals for 2023-2024 actuals to the Committee as they become available.

The motion was carried.

9. Report from the Human Resources, Nominating and Governance Committee

Aleem Punja, Chair of the Human Resources, Nominating and Governance Committee, provided a report on the January 9, 2024 Committee meeting.

a. TLC Organizational Chart (2024-01-64)

b. Bill 98 Update (2024-01-60)

Aleem Punja, seconded by Payman Berjjs, moved that the report be received for information.

The motion was carried.

10. Report from the Policy and Planning Committee

Igor Dragovic, Chair of the Policy and Planning Committee, provided a report on the January 10, 2024 Committee meeting.

- a. 2023-24 Q2 Leases & Licenses for TDSB (2024-01-062)**
- b. Process for Declaring Properties Surplus for the Purposes of Sale or Lease (2024-01-063)**
- c. Proposed Property Disposal, Fee Simple (2024-01-59)**

Payman Berjjs, seconded by Trustee Shelley Laskin, moved:

- i. That in accordance with section 194(3) of the Education Act, the following spaces highlighted in Appendix A which are not required for the purposes of the board be declared surplus for the term outlined below:
 - A. Burnett PS, 21 Eddifield Avenue, July 1, 2024 – June 30, 2029
 - B. CB Parsons JHS, 2999 Dufferin Street, September 1, 2024 – August 31, 2032
 - C. Queens Court PS, 35 Ourland Avenue, July 1, 2024 – June 30, 2032
 - D. Earls court JPS, 21 Ascot Avenue, July 1, 2024 – June 30, 2032
- ii. That the Toronto Lands Corporation (TLC) be authorized to enter into agreements thereof in favour of the following tenants and licensees outlined below for the indicated term upon satisfactory completion of Ontario Regulation 374/23, if required, on terms and conditions satisfactory to TLC in its reasonable discretion in form and content satisfactory to TLC's legal counsel:
 - A. Burnett PS - Prestige School – Lease – 18,589sf, July 1, 2024 – June 30, 2029
 - B. CB Parsons - JHS Fieldstone School – Lease – 47,189sf, September 1, 2024 – August 31, 2029 + 1x3Year Option to Renew
 - C. Queens Court PS - Mildenhall Montessori – Lease – 20,017sf, July 1, 2024 – June 30, 2029 + 1x3Year Option to Renew
 - D. Earls court JPS - Hudson College or New Tenant – Lease – 43,149sf, July 1, 2024 – June 30, 2029 + 1x3Year Option to Renew
 - E. Cedarbrae CI - Wigwamen – License – 14 Parking Spaces, 18 Month term beginning in 2024 during construction
- iii. That the TLC report "2023-24 Q2 Leases & Licenses for TDSB" be forwarded to TDSB (Board) for approval.

And:

- i. That the Committee receive the report for information.
- ii. That the (Interim) CEO bring forward recommendations to the Policy and Planning Committee outlining steps within a formal policy governing TLC approval (and recommendation to TDSB) of property dispositions, including lease agreements.

The motion was carried.

11. Revised TLC 2024 Meeting Schedule

An updated schedule of Board and Committee meetings for 2024 was presented to the Board.

Trustee Shelley Laskin, seconded by Payman Berjis, moved to adopt the Revised Schedule of Board and Committee Meetings for 2024 as presented.

The motion was carried.

12. Termination of the Meeting

On a motion duly made by Igor Dragovic and seconded by Payman Berjis, the meeting terminated at 6:25 PM (EST).