



Annual Review of TSC, BIFAC and PAC Charters

Item 7

June 28, 2022

Board of Directors

Report: TCHC:2022-30

To: Board of Directors (the “Board”)

From: Tenant Services Committee (“TSC”) and Building Investment, Finance and Audit Committee (“BIFAC”)

Date: June 17, 2022

PURPOSE:

The purpose of this report is to seek the Board’s approval of the Tenant Services Committee (“TSC”), Building Investment, Finance and Audit Committee (“BIFAC”), and Procurement Award Committee (“PAC”) Charters.

RECOMMENDATIONS:

It is recommended that the Board approve the Tenant Services Committee Charter (Attachment 1), the Building Investment, Finance and Audit Committee Charter (Attachment 2), and the Procurement Award Committee Charter (Attachment 3).

TSC AND BIFAC:

The TSC Charter was approved by the TSC on June 9, 2022, and the BIFAC and PAC Charters were approved by the BIFAC on June 17, 2022.

REASONS FOR RECOMMENDATIONS:

At its April 20, 2022 meeting, the Governance, Communications and Human Resources Committee (“GCHRC”) approved the TSC Charter and forwarded it to the TSC for its approval. The TSC approved the TSC Charter, subject to

a proposed amendment, at its June 9, 2022 meeting and forwarded it to the Board for its approval.

At its April 20, 2022 meeting, the GCHRC also approved the BIFAC Charter and forwarded it to the BIFAC for its approval, and the PAC Charter was approved and forwarded to the PAC for approval. The PAC approved its Charter at its June 9, 2022 meeting and forwarded the PAC Charter to the BIFAC for its approval. The BIFAC approved the BIFAC and PAC Charters at its June 17, 2022 meeting and forwarded them to the Board for its approval.

Under their Charters, TSC, BIFAC and PAC are tasked with reviewing their respective Charters on an annual basis.

At its June 9, 2022 meeting, the TSC resolved to recommend to the Board that it amend the TSC Charter to provide that the Tenant Services Committee would have oversight of TCHC programs governing the distribution of Tenant Funds. Subject to this amendment, it recommends that the Board approve its Charter. No amendments have been identified to the BIFAC and PAC Charters, at this time, as requiring the Board's approval, however, this does not restrict the Board from identifying amendments that it wishes to consider.

IMPLICATIONS AND RISKS:

It is good governance practice and in compliance with the TSC, BIFAC and PAC Charters to review and recommend changes to the charters annually.

The TSC and BIFAC Charters were last amended in June 15, 2021 in order to provide for the Board's appointment of a Committee Vice Chair upon recommendation from the Committees. The PAC Charter was last amended on June 15, 2021 to be more reflective of the language used by the City of Toronto in relation to commitment approvals and to provide greater clarity with regard to awarding change orders.

SIGNATURE:

"Darragh Meagher"

Darragh Meagher
General Counsel and Corporate Secretary

ATTACHMENTS:

1. Tenant Services Committee Charter
2. Building Investment, Finance and Audit Committee Charter
3. Procurement Award Committee Charter

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