

## Board of Directors Meeting Agenda

**Date:** Monday, February 23, 2026

**Time:** 2:30 pm to 2:50 pm

**Location:** WebEx and Livestream

Item	Time	Description	Action	Type of Item	Presenter
1.	2:30 pm 1 min	Chair's Remarks	Information	N/A	Chair
2.	2:31 pm 2 min	Land and African Ancestral Acknowledgements	N/A	N/A	Chair
3.	2:33 pm 1 min	Approval of Public Meeting Agenda	Approval	Agenda	Chair
4.	2:34 pm 1 min	Chair's Poll re: Conflict of Interest	Declaration	N/A	Chair
5.	2:35 pm 5 min	TSHC Committee Membership and Chairs	Approval	N/A	Chair
6.	2:40 pm 10 min	Procurement Change Order	Approval	N/A	Vince Truong
7.	2:50 pm	Motion to Approve Adjournment of the Board Meeting	Approval	N/A	Chair

**Toronto Seniors Housing Corporation**  
Board of Directors Meeting

**Meeting Date:** February 23, 2026

**Topic:** TSHC Board Committee Membership and Committee Chairs

**Item Number:** 5

**To:** Board of Directors

**From:** Fareed Amin, Board Chair

**Date of Report:** February 18, 2026

**Purpose:** For Approval

**Recommendation:**

It is recommended that the Board of Directors approve and authorize the 2026 TSHC Board Committee Membership and Committee Chairs as contained in Attachment 1.

**Reason for Recommendation:**

As part of a commitment to transparent and effective governance, a new Selection and Appointment Process for Committee Membership and Committee Chairs was approved by the Board of Directors on August 3, 2023. In accordance with the new process, the Board Chair is responsible for making recommendations as to Board Committee membership and Committee Chairs.

All Board Directors were canvassed in order to determine their preferences for Committee appointments and their interests in

pursuing the Committee Chair position for the Committee(s) they were interested in being members of. The proposed Board Committee Membership and Committee Chairs outlined in Attachment 1 reflect those preferences and interests. In the proposed Committee composition, all Board members are accommodated in their first-choice Committee.

The structured process of appointing Board members to Committees aligned with their interests, coupled with the expanded membership of the three Committees, will enhance the efficacy of discussions at both the Committee and Board levels. With this enhancement, Committee level discussions will offer more specialized and in-depth insights and recommendations within their designated areas, while Board level discussions will primarily focus on high-level strategic matters that concern the overall direction and goals of the organization.

Fareed Amin  
Board Chair

**List of Attachments:**

Attachment 1: TSHC Committee Membership and Committee Chairs

# 2026 TSHC Board Committee Composition

## ***Audit, Finance and Risk Committee***

### ***(AFRC): Kosta Kostouros, Chair***

Members: Kosta Kostouros (Chair)  
Lawrence D'Souza (Vice Chair)  
Jesse Cohoon  
Brenda Parris  
Fareed Amin (Ex-Officio)

## ***Corporate Governance and Human Resources Committee***

### ***(CGHRC): Brenda Parris, Chair***

Members: Brenda Parris (Chair)  
Councillor Crisanti (Vice Chair)  
Kosta Kostouros  
Fareed Amin (Ex-Officio)

## ***Quality and Tenant Engagement Committee***

### ***(QTEC): Linda Jackson, Chair***

Members: Linda Jackson (Chair)  
Councillor Crisanti (Vice-Chair)  
Jesse Cohoon  
Jim Meeks  
Fareed Amin (Ex-Officio)

**Toronto Seniors Housing Corporation**  
Board of Directors Meeting

**Meeting Date:** February 23, 2026

**Item Number:** 6

**Report Name:** Procurement Change Order

**To:** Board of Directors

**From:** Vince Truong, Finance Lead (I)

**Date of Report:** February 17, 2026

**Purpose:**

The purpose of this report is to provide a recommendation regarding the approval of the Procurement Change Order.

**Recommendation:**

It is recommended that the Board of Directors adopt the following resolution:

Approve and award the following change order in which the cumulative change order value exceeds 20% of the original commitment value of the contract to:

- a) Toronto Community Housing Corporation (TCHC) - Service Delivery Agreement fee extension to February 2027 in the amount of \$13,147,813;

- b) Hearty Catering Inc. – Holiday Meals for Community Partnerships and Programming to December 31, 2025 in the amount of \$39,591.64.

**Reason for Recommendation:**

Subject to the Procurement Method Delegation of Authority that applies to all standard and non-standard contracts, the Board or Board Committee as appropriate shall approve all open competitive processes, where the cumulative change order value exceeds the greater of \$250K or 20% of the original commitment value, or to extend the term of the contract.

The Service Delivery Agreement (SDA) and Transition Agreement with TCHC were established under the City-mandated shared-services model, using a cost-sharing framework implemented since TSHC's inception. The Transition Agreement was recently replaced by the Relationship Agreement (as of January 1, 2026) and expires on December 31, 2030, and the SDA expires on December 31, 2027, and will likely be extended beyond that timeframe. The existing purchase order is projected to be depleted by February 2026, requiring a change order of \$13,147,813 to extend payment to February 2027.

Hearty Catering Inc. provided holiday meals to tenants at TSHC buildings as part of the Community Activity Funds (CAF) offered by the Community Partnerships and Programming team. The original estimate was based on 2024 data, and the contract was awarded through a request for proposal (RFP) through the vendor community. The success of the events through additional participation by tenants with the support of the Tenant Circles and Volunteers, and additional events for regional meetings and STAC, resulted in an increase in demand for

holiday meals and services by 44% from the original awarded purchase order. A change order was required for staff to release and pay the vendor for the additional costs.

Please see the attached file for further information.

Name: Vince Truong

Title: Finance Lead (I)

**List of Attachments:**

**Attachment 1: Procurement Change Order**

Attachment 1									
Item	Vendor	Goods/Services Description	Business Unit	Original Commitment Value	Individual Amount of Change Order	Cumulative Total of Change Order	Cumulative Change Order % of Original Commitment Value	Contract Term	Reasons for Change Order
1.	TCHC	Service Delivery Agreement (SDA) Fee	Finance	\$4,674,000.00	\$13,147,813.00	\$47,853,210.00	1023.82%	Feb/2026 to Feb/2027	This project is directed by the City of Toronto, in its capacity as TCHC's sole shareholder which has transferred its seniors' portfolio, therefore, the associated shared services which is unique to the portfolio is contracted to Toronto Community Housing Corp. (TCHC) and the continuation of shared services can only be delivered by TCHC.
2.	Hearty Catering Inc.	Holiday Meals - As Required	Community Partnerships and Programming	\$90,000.00	\$39,591.64	\$39,591.64	43.99%	October/2025 to December/2025	An RFP 25-008 was issued to the vendor community for holiday meals as required and Hearty Catering Inc. was awarded a contract on October 31, 2025. However, there were additional meals and services required, because estimates for number and size of holiday meals was scoped based on 2024 data. As part of the priorities and planning activities undertaken with Tenant Circles and Volunteers, demand for holiday meals increased significantly from when the RFP was initially developed and issued to the vendor community.