



Board Meeting – October 25, 2016
Item 3b – Partnership Committee Mandate
Helen Burstyn

The Partnership Committee of the Board met for the first time on September 12, 2016 where a Committee Mandate was tabled, discussed and approved by the Committee.

The Mandate is now before the Board for approval.

TORONTO WATERFRONT REVITALIZATION CORPORATION**Partnership Committee Mandate**

As part of Waterfront Toronto's core mandate to engage the private and not-for-profit sectors interested in the designated waterfront area and to create new jobs, diverse and dynamic new mixed use communities, cultural institutions, parks and public realm, Waterfront Toronto requires an expansion of its partnerships beyond its traditional government stakeholders and waterfront constituency. To do this Waterfront Toronto must bring together the most innovative approaches to sustainable development, excellence in urban design, real estate development and advanced technology infrastructure which will showcase the best of Canada.

1. Role and Responsibilities

The role of the Partnership Committee (the "**Committee**") is to assist the Board of Directors (the "**Board**") of the Toronto Waterfront Revitalization Corporation (the "**Corporation**") in broadening its understanding of potential partnerships and deepen the connections to the community, private sector and not-for-profits that align with the mission and goals of Waterfront Toronto. The Committee will:

- a) Focus on identifying partnerships with the building industry, pension funds, small business, technology/innovation sector, financial institutions, labour, academia, philanthropic organizations, and not-for-profits, among others.
- b) Provide advice and engage with Waterfront Toronto staff in partnership outreach including identifying key pilot project opportunities and create engagement strategies for external partners.
- c) Examine and engage on innovative funding mechanisms, including joint public/private partnership models for sustained funding and programming, operation and maintenance of parks and public realm in the designated waterfront area including the potential for a conservancy model.

2. Authority

The Board authorizes the Committee to:

- (i) Require management and employees of the Corporation, and invite any others it deems to have relevant experience and expertise, to attend, or participate in, its meetings and proceedings; and
- (ii) Communicate expectations and the nature, timing and extent of the Committee's informational needs to management.

- (iii) The Committee may, in cooperation with the Board's Finance, Audit and Risk Management Committee, direct the external or internal auditors to examine or consider a specific matter or area or to perform a supplemental review or audit.
- (iv) Have access to all records and information of the Corporation that it determines to be required in order to perform its duties.
- (v) The Corporation will directly pay or reimburse the Committee and its members for expenses incurred in carrying out this Mandate.

3. **Composition and Procedures**

- (a) The Committee will be appointed by the Board and will be composed of no fewer than three Board Directors. The Committee will be chaired by a person appointed by the Board (the "**Committee Chair**"). The Corporate Secretary of the Board will be the Secretary of the Committee.
- (b) Each member will serve at the pleasure of the Board and will cease to be a member upon the termination of Board service.
- (c) The Board may fill vacancies in the Committee. If a vacancy exists on the Committee, the remaining members may exercise all Committee powers so long as a quorum remains.
- (d) The Committee will meet as frequently as may be required.
- (e) The Committee Chair or any two members of the Committee may call meetings.
- (f) Unless waived by all members, notice of each meeting of the Committee confirming the date, time, place and agenda of the meeting, together with any supporting materials, must be given to each member at least two (2) business days before the date of the meeting.
- (g) The Committee Chair, in consultation with the Chair, and after consultation, where appropriate, with the officers and employees of the Corporation, other Committee members and other Directors of the Corporation, is responsible for establishing the agenda of each meeting of the Committee.
- (h) A quorum for a meeting of the Committee is a majority of members. Members may attend any meeting in person or by any electronic means. In the absence of the Committee Chair, the other members of the Committee may appoint one of their members to chair the meeting. The Committee Chair or the substitute Chair may vote on any matter, but will not have a second or casting vote.

- (i) The powers of the Committee may be exercised at a meeting where a quorum is present or, by resolution in writing signed by all members of the Committee entitled to vote on that resolution at a meeting of the Committee, provided that matters addressed in a written resolution could be properly addressed in an in-camera session or have been considered and decided as required in the open portion of a Committee meeting.
- (j) The Chair of the Board, if not a member, may attend any meeting of the Committee in an ex-officio capacity and will not vote.
- (k) A Board member, if not a member of the Committee, may attend any meeting of the Committee but will not vote.
- (l) The Chief Executive Officer will be invited to all meetings of the Committee.
- (m) The Secretary of the Committee will prepare and keep minutes of each Committee meeting. Minutes will be available to each Committee member and to any other Director who may properly request them.
- (n) The Committee Chair will report to the Board following each meeting of the Committee.