

Attachment 1 - City of Toronto Long-Term Care Committee of Management

Governance Structure

A. Purpose

1. The City of Toronto Long-Term Care Committee of Management (hereafter "the Committee of Management") is a requirement under the Fixing Long-Term Care Act, 2021 (FLTCA). The FLTCA is a provincial law that regulates Ontario's long-term care sector.
2. Under the FLTCA and Ontario Regulation 246/22, the purpose of the Committee of Management is to ensure that municipal operators of LTC homes, including City of Toronto Seniors Services and Long-Term Care (SSLTC), comply with all requirements under the FLTCA.
3. The Committee of Management fulfills its legislated mandate by reviewing and approving an annual declaration of compliance from SSLTC.
4. In accordance with the definition of Local Board in Section 3(1) of the City of Toronto Act, 2006, the Committee of Management is a local board of the City of Toronto.

B. Composition and Term

1. The Committee of Management is composed of 3 Members of Council, appointed by City Council on recommendation of the Striking Committee.
2. The Chair is a Member of City Council, appointed by City Council. Should the Chair vacate the position, the Vice-Chair will fill the duties of the Chair until a new Chair is appointed by Council.
3. The Vice-Chair of the Committee is elected from among its Members. At its first meeting or as soon as possible after, or upon vacancy of the office of Vice-Chair, the Committee will elect a Vice-Chair.
4. Membership on the Committee of Management is one Council term (lasting four years). Members may be reappointed by Council for subsequent terms.
5. Members of the Committee of Management, will also:
 - a. Attend all meetings of the Committee of Management.
 - b. Avoid any action that discourages, is aimed at discouraging, or has the effect of discouraging a person from engaging in whistleblowing activities, under [s.30\(6\)](#) of the FLTCA.
 - c. Refrain from seeking membership on the Family Council at any City-operated long-term care home, under [s.65\(6\)](#) of the FLTCA.
 - d. Become and remain informed about issues affecting the long-term care sector in Ontario.
 - e. Commit to achieving and sustaining the vision, mission, and values of City of Toronto SSLTC.
 - f. Engage and communicate positively with the public about City of Toronto SSLTC.

- g. Have their contact details, including City of Toronto telephone number and email address, posted on each of the LTC homes' websites, under [s.271](#) of Ontario Regulation 246/22.

C. Eligibility

1. As a condition of membership, members of the Committee of Management are required to provide a police record check and signed declaration disclosing certain criminal charges, convictions, and misconduct, in accordance with FLTCA and Ontario Regulation 246/22.

D. Governance

1. The Committee of Management will meet once a year, or at the call of the Chair, to receive and review an annual compliance declaration from SSLTC.
2. The Committee of Management reports to City Council on matters concerning SSLTC's compliance with the FLTCA.
3. The Committee of Management is subject to open meeting rules under the City of Toronto Act, 2006, the City of Toronto's Municipal Code Chapter 27: Council Procedures, Code of Conduct for Members of Council, the FLTCA, 2021 and Ontario Regulation 246/22, and City policies as applicable to the Committee of Management.
4. Secretariat support for this committee will be provided by the City Clerk's Office.
5. Policy support, program information including the annual compliance declaration, and education on the FLTCA will be provided by SSLTC.