

April 12, 2023

To: Toronto Parking Authority Board of Directors

**Notice of Proposal to Amend the Procedures By-law 1-2021 - To Govern the Proceedings of the Toronto Parking Authority Board of Directors**

Summary:

In accordance with Section 46(2) of By-law 1-2021 the Procedures By-law of the Toronto Parking Authority Board of Directors, this letter serves as notice that the Board will consider amendments to the Procedures By-law at the next meeting of the Toronto Parking Authority Board of Directors. The amendments are related to permitting the continuation of electronic participation at meetings and the time required to achieve quorum increased from 15 minutes to 30 minutes.

City Council at its meeting on March 29, 30 and 31, 2023 considered Item [EX3.7](#) Making Electronic Participation for Council and its Local Boards Permanent and, among other things, has authorized local boards to also amend their rules of procedure with respect to these matters without having to seek further Council approval.

Respectfully submitted,

Hartley Lefton  
Chair  
Toronto Parking Authority Board