

Toronto Community
Housing Corporation
931 Yonge Street
Toronto, ON M4W 2H2



Darragh Meagher
T: (416) 981-4241
E: Darragh.Meagher@torontohousing.ca

November 18, 2025

Nancy Martins
Committee Coordinator
Economic and Community Development Committee
Office of the City Clerk
Toronto City Hall 13th fl. W.
100 Queen St. W.
Toronto ON M5H 2N2

Dear Ms. Martins:

Re: EC18.5 - Toronto Community Housing Tenant Engagement System and Implementation Plan

At its meeting of March 26 and 27, 2025, City Council adopted the following:

1. City Council request the Toronto Community Housing Corporation board to work with the Executive Director, Housing Secretariat to establish a Youth Tenant Advisory Committee in the similar manner that Tenant Advisory Committee members were recruited through Tenants First, and report back to the Economic and Community Development Committee once completed.

In accordance with Council's direction, the Board of Directors of Toronto Community Housing Corporation (the "Board") considered a report at its meeting of October 17, 2025, entitled, "Implementation of the Youth Tenant Advisory Committee" (TCHC Report TCHC:2025-70).

The Board adopted the following recommendation made in the report:

1. The Board of Directors receive this report for information and forward it to the City of Toronto Economic and Community Development Committee."

The Report through which TCHC's Board of Directors adopted the above-noted resolution is attached to this transmittal letter.

Toronto Community
Housing Corporation
931 Yonge Street
Toronto, ON M4W 2H2



Toronto
Community
Housing

Yours truly,

A handwritten signature in black ink, appearing to read 'Darragh Meagher', written over the typed name.

Darragh Meagher
General Counsel and Corporate Secretary

Attachment:

1. TCHC Report TCHC: 2025-70 - Implementation of the Youth Tenant Advisory Committee
- c. Adele Imrie, Board Chair, TCHC Board of Directors
Sean Baird, President and CEO, TCHC matter



Implementation of the Youth Tenant Advisory Committee

Item 9C

October 17, 2025

Board of Directors

Report: TCHC:2025-70

To: Board of Directors (the “Board”)

From: Tenant Services Committee (“TSC”)

Date: October 3, 2025

PURPOSE:

The purpose of this report is to provide information to the Board of Directors (the “Board”) on the establishment of the new Youth Tenant Advisory Committee (“YTAC”).

RECOMMENDATIONS

It is recommended that the Board of Directors receive this report for information and forward it to the City of Toronto Economic and Community Development Committee.

TSC

The Tenant Services Committee received this report for information at its meeting of October 3, 2025 and forwarded it to the Board of Directors for its information.

This matter was not held for discussion at the October 3, 2025 TSC meeting.

FINANCIAL IMPACT STATEMENT:

There are no net new financial impacts resulting from the recommendation in this report.

To support the implementation of the YTAC, a temporary position has been added in 2025 which is funded within the approved operating budget for the Operations Division. Minimal incremental costs related to meeting logistics,

COR-1020

accommodation and engagement supports will be absorbed within the existing Tenant Engagement departmental budget.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications as presented in the Financial Impact Statement.

BACKGROUND

At its meeting on March 26, 2025, City Council adopted the following recommendation (City Report 2025.EC18.5) "City Council requests the Toronto Community Housing Corporation board to work with the Executive Director, Housing Secretariat to establish a Youth Tenant Advisory Committee in the similar manner that Tenant Advisory Committee members were recruited through Tenants First, and report back to the Economic and Community Development Committee once completed."

In response to the recommendation, TCHC staff, in collaboration with City of Toronto staff, have established the YTAC. Building on the success of the Tenant Advisory Committee, the YTAC followed a similar approach in the recruitment of youth members from across all three regions.

Youth Tenant Advisory Committee: Recruitment, Membership and Onboarding

In partnership with the City of Toronto's Housing Secretariat and TCHC's Tenant Marketing and Communications staff, the centralized Tenant Engagement team led a city-wide recruitment and onboarding process throughout the spring and summer of 2025 to establish TCHC's first YTAC, aligned with the organization's commitment to meaningful youth engagement and leadership development.

Recruitment and Membership

YTAC members were selected through a comprehensive and inclusive recruitment process that prioritized equity, regional representation and lived experience. The application was available both online and in paper format, and the outreach campaign was delivered through multiple channels, including social media, digital communications, and in-person promotion by staff from Engagement, Active Living, and Community Economic Development.

An online information session was held on June 9, 2025 to formally introduce prospective youth tenants to the committee's purpose and application process. The recruitment period, which extended from May 21 to June 13,

2025, yielded a total of 71 applications, reflecting strong engagement and interest from the target demographic.

All applications underwent a thorough review and scoring process. Shortlisted candidates were invited to participate in interviews conducted by a panel comprising staff from TCHC and the Housing Secretariat. The selection process emphasized both interest and passion and aimed to reflect the diverse lived experience of TCHC youth tenants.

Final membership includes 14 youth aged 14–29. While the selection committee strove for equal representation across TCHC’s three regions, the final selection includes four members from the East Region, four members from the West Region, and six members from the Central Region, and includes participants from 14 different communities. Based on self-identification data, the final cohort represents as follows:

	Women	BIPOC	Black	Indigenous	Disability	2SLGBTQ+
No.	10	14	9	0	5	1
%	71	100	64	0	36	7

Purpose and Use of the Onboarding Survey

To tailor the YTAC experience and align committee activities with youth members’ aspirations and needs, all selected members will be invited to complete an onboarding survey prior to their first official meeting. The survey is designed to gather insights into members’ goals, areas of interest within TCHC, and preferred areas of skill development.

The survey information will be used to inform capacity-building sessions, mentorship opportunities, and the overall design of the YTAC’s term work plan. It also supports the committee’s mandate to build leadership among youth while enabling members to act as ambassadors within and beyond TCHC.

Orientation and Team Building

YTAC members will participate in an in-person Team Building Day on August 23, 2025, providing an informal setting for members to connect before transitioning into formal business meetings. This initial gathering will establish a strong foundation for collaboration and peer learning, two key principles embedded in the YTAC’s Terms of Reference.

First Business Meeting

The first official YTAC meeting will take place on September 13, 2025. The meeting will include a review of the Terms of Reference and the development of a preliminary list of agenda topics for future meetings scheduled in January and April 2026. Members will also begin discussions around early youth-prioritized issues to inform the development of a youth-centered work plan.

In alignment with the Terms of Reference, meetings will be held quarterly with opportunities for additional engagements through consultations, working groups, and events. In-person participation is encouraged, though hybrid access is supported to minimize participation barriers.

Co-Chair Structure

Each YTAC meeting will be co-chaired by a rotating youth member and a staff co-chair from either the City of Toronto's Housing Secretariat or TCHC. This structure fosters shared leadership and enhances youth capacity to facilitate discussions and actively engage in collaborative decision-making processes.

Next Steps

Over the coming months, staff will continue to support the operations of the YTAC, building momentum through the following:

- Finalize 2025-2026 YTAC Work Plan based on member input.
- Targeted capacity building for YTAC members.
- Enhancing youth input in tenant engagement and corporate initiatives.

SIGNATURE:

"Nadia Gouveia"

Nadia Gouveia
Chief Operating Officer

STAFF CONTACT:

Pablo Vivanco, Director, Tenant Engagement and Community Development
437-925-5230
Pablo.Vivanco@torontohousing.ca

ATTACHMENT:

1. YTAC Terms of Reference

Item 9C – Implementation of the Youth Tenant Advisory Committee
Public Board of Directors Meeting – October 17, 2025
Report: TCHC:2025-70
Attachment 1

Youth Tenant Advisory Committee (“YTAC”) Terms of Reference

YTAC serves as a platform for young TCHC tenants to engage, contribute lived expertise and influence decisions that shape the present and future of youth within TCHC communities.

Mandate

The mandate of the Youth Tenant Advisory Committee is to bring youth voices and ideas to the table, specifically to:

- Inform TCHC’s youth strategy and other relevant initiatives from a youth perspective.
- Help co-create more inclusive spaces for youth voices.

Key Functions

Build leadership skills among youth

- Members engage in learning that builds their leadership, governance, and advocacy skills, with opportunities to grow into visionary community leaders who exceed even their own expectations.

Share youth insights and give advice to decision-makers

- YTAC members collaborators that draw on their lived experiences and peer insights, they provide strategic, evidence-based advice to TCHC’s Board of Directors and senior leadership, ensuring the Youth Strategy reflects the realities and aspirations of youth across the city.

Membership

Composition: Up to 12 youth, aged 14-29, living in TCHC communities. Eligibility roster will be maintained to fill vacancies.

Selection: Members will be selected annually through a transparent, inclusive application process that recognizes passion, potential, and diverse lived experiences.

Term: Two-year commitment, renewable based on continued engagement, interest, and age.

Support: Members will receive orientation, ongoing support, a small honorarium and other incentives to encourage participation.

Roles and Responsibilities

YTAC Members will:

- Participate in quarterly meetings, skill-building sessions and strategy development activities.
- Engage dialogue with peers, TCHC staff, and external experts (as required).
- Provide insights and recommendations grounded in personal and collective experiences.
- Act as youth ambassadors within and beyond TCHC communities.

Staff will:

- Provide coordination, facilitation, and mentorship support.
- Offer meaningful opportunities for youth to shape policy and strategy.
- Create spaces for learning and development through workshops, guest speakers, and reflection.
- Ensure youth input is reflected in tangible outcomes, including the final Youth Strategy.

Meetings

The committee will meet quarterly, with additional engagement opportunities as needed (e.g., consultations, events, working groups).

In-person participation is preferred but hybrid participation will be available, to reduce barriers and enhance accessibility.

Reporting and Recognition

Staff will report YTAC insights and recommendations to TCHC's Board of Directors and Executive Leadership Team.

Impact will be shared through quarterly briefs, youth-led presentations, and contributions to the final Youth Strategy.

A modest honorarium will be provided as a token of appreciation.

Review and Renewal

These Terms of Reference will be reviewed annually to ensure they remain relevant, youth-informed, and aligned with the evolving needs of TCHC youth.