



# (Building/Townhouse Committee Model) Community Representative Information Sheet

## What you need to know if you are considering becoming a Community Representative

1. Candidates must meet the eligibility criteria (see nomination form)
2. The role of the Community Representatives is to:
  - Monitor the implementation of their local Community Action Plan
  - Engage and encourage the participation of tenants in their community
  - Connect with Toronto Community Housing staff, other Community Representatives, key stakeholders and partners
  - Actively participate in the Tenant and Community Action Table
  - Keep tenants informed
  - Represent their community
  - Advocate for their community
3. To nominate a candidate:
  - You must be a committee member and live in the same building or townhouse community
  - Get permission from the candidate you want to nominate
  - Complete the nomination form, including all signatures
  - Ensure the nomination is seconded by another committee member who lives in the same building/townhouse community where you would like to become a Community Representative
  - Submit a nomination form no later than 11:59 p.m. on Sunday, March 28, 2021 to:
    - your local Community Services Coordinator; or
    - your local Tenant Participation Coordinator; or
    - your building superintendent; or
    - [nominations@torontohousing.ca](mailto:nominations@torontohousing.ca)



# (Building/Townhouse Committee Model)

## Community Representative Nomination Form

### 1. Candidate for Community Representative

Candidate's name: \_\_\_\_\_

Address and apartment number: \_\_\_\_\_

Email: \_\_\_\_\_ Phone number: \_\_\_\_\_

### 2. Nomination seconded

All nominations must be seconded. A candidate cannot second their nomination.

Secunder's name: \_\_\_\_\_

Secunder's address and apartment number: \_\_\_\_\_

Secunder's signature: \_\_\_\_\_

Email: \_\_\_\_\_ Phone number: \_\_\_\_\_

### 3. Select the local engagement model voted by in your community:

Community Representative  Building/townhouse Committee

### 4. I accept this nomination and agree to: [please initial the spaces below]

- accept the Terms of Reference of Community Representatives. \_\_\_\_\_
- conduct myself in a fair and reasonable manner throughout the election in accordance with the Campaign Guidelines. \_\_\_\_\_
- stop all election campaigning at 11:59 p.m. before Election Day. \_\_\_\_\_
- no election campaigning on Election Day. \_\_\_\_\_
- give permission to Toronto Community Housing to take and use my photograph for the purpose of the Tenant Engagement System. \_\_\_\_\_
- give consent to Toronto Community Housing to disclose my name and contact information to third parties (such as elected or government officials), for general tenant engagement purposes or to enhance community engagement and communications. \_\_\_\_\_

**I hereby confirm that I have read and understood the above terms and agree to comply with these terms:**

Candidate's signature: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_



### Eligibility Criteria

- 1) A candidate for Community Representative must be a tenant, co-tenant or dependent of tenant(s), in the building or complex where they are running. The candidate must be registered on the TCHC household lease.
- 2) The candidate must be seconded by another tenant committee member in the complex where they are running. You cannot nominate yourself.
- 3) The tenant must be 16 years of age or over by March 28, 2021 to nominate a candidate or to be nominated
- 4) The tenancy of the candidate must be in good standing. A tenancy in good standing means:
  - a) The tenant/household has no arrears on their lease with Toronto Community Housing or, if there are arrears, they have a signed agreement with Toronto Community Housing to repay the arrears and are in compliance with that agreement;
  - b) Toronto Community Housing is not taking any legal action against the tenancy (for example, it has not filed an application against the tenancy at the Landlord and Tenant Board);
  - c) There have been no reported acts by the tenant, their household or guests, on or in relation to TCHC property, that constitute a serious violation of a federal, provincial or municipal law; and
  - d) There have been no reported anti-social behaviors, which constitute an ongoing disturbance caused by the tenant, their household or guests that interferes with the reasonable enjoyment of the unit or complex for its reasonable uses by the landlord or tenants and which has not been resolved through tenancy management.
- 5) Permanent full-time staff of Toronto Community Housing, Resident Key Persons, Rooming House Representatives and any of their family members living within the same household cannot participate as a candidate.

- The Terms of References of *Community Representatives and the Community Representative Guide* will be available at all information meetings. They are also available from your Community Services Coordinator, at the Building Superintendent's office and on our website at [torontohousing.ca/tenantelections](https://torontohousing.ca/tenantelections).
- The personal information requested in this form is collected under the authority of s. 28(2) of the *Municipal Freedom of Information and Protect of Privacy Act*. The information will be used for election and tenant engagement purposes. If you have any questions about the collection of this information, please contact



the Client Care Centre at **416-981-5500**.

- **CANDIDATE PHOTOGRAPHS:** All candidates are asked to give permission to Toronto Community Housing to take and use their photograph for the purpose of the Tenant Engagement System: i.e., posting their photograph and name in the building to identify themselves as Community Representative and/or for use in Toronto Community Housing publications.

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### Nomination receipt



Toronto  
Community  
Housing

This is to confirm the receipt of TCHC Election Nomination Form as per following information:

Name of candidate: \_\_\_\_\_

Building/townhouse community: \_\_\_\_\_

Nomination Form received on: \_\_\_\_\_ Time: \_\_\_\_\_

Received by: \_\_\_\_\_ Signature: \_\_\_\_\_

Staff name, please print

Candidate copy