

March 15, 2018

Ms. Cathy Saunders, City Clerk  
City of London – City Clerk’s Office  
P.O. Box 5035  
London, ON N6A 4L9

**RE: London & Middlesex Housing Corporation (LMHC) Annual Shareholder Meeting and Board Appointments**

Dear Ms. Saunders:

At its meeting of January 26, 2017, the LMHC Board of Directors unanimously passed the following resolution:

“That the Board Chair BE AUTHORIZED to correspond on behalf of the LMHC Board to the City of London City Clerk for consideration by Municipal Council as Shareholder to: (1) RECOMMEND the Shareholder renew and reappoint Marcie Allen-Easton, Sean Quigley and Mark Rosehart for a second term at the annual meeting of the Shareholder in accordance with the LMHC Shareholder Declaration; (2) ADVISE the Municipal Council give consideration to The Canadian Board Diversity Council definition of board diversity <sup>1</sup>which includes industry experience, management experience, education, functional area of expertise, geography, age, gender, ethnicity, Aboriginal status, disability and sexual orientation when considering future applicants for the resulting two (2) vacancies on the Board; the Municipal Council of desired competencies of applicants for any resulting vacancies on the Board; and (3) REQUEST a meeting of the Shareholder, preferably at the June 25, 2018 meeting of the Strategic Priorities and Policy Committee (SPPC).

**Regarding the Appointment of LMHC Board Members:**

LMHC requests that the following qualifications, skills and abilities be considered by City Council when appointing a new Directors to the Board:

- 1) APEGGA or ASET, P. Eng., or C.E.T designation with experience in/knowledge of facility building systems, facility asset management industry practices, building construction design and construction industry practices and standards including operating a facility lifecycle / asset management program and knowledge of various construction delivery methodologies including “design, bid, built”, “design build” and “construction management”.
- 2) Licensed Legal Professional (J.D., LL.B) with knowledge and experience associated with growing a dynamic and sustainable business and organization operating in the public domain with demonstrated solid skills pertaining to labour relations, Human Resources, real estate transactions, corporate-commercial matters and/or commercial litigation.

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<sup>1</sup> <http://www.boarddiversity.ca/sites/default/files/CBDC-Annual-Report-Card-2016.pdf>

- 3) Registered social worker (RSW or RSSW) or social service worker (TSI or TTSI) with the Ontario College of Social Workers and Social Service Workers with experience in the field of Community Development and understanding of the power dynamics and social relations that govern the relationships between various structures and diverse communities and working to achieve social justice through structural change.

As Board member recruitment and selection is the key to getting a great team of effective people around the board table, LMHC also respectfully requests that all potential applicants be interviewed as part of the process. The appointment of the right board members is critical in assisting LMHC to achieve our new vision, strategic objectives and determining the right culture and effectiveness of the organization.

**Regarding Annual Shareholder Meeting Request:**

The Board request that the 2018 Annual Shareholder Meeting be held on June 25, 2018 as part of the Strategic Priorities and Policy Committee (SPPC) meeting. This date provides for greater opportunity to conduct the audit and prepare the necessary reports and updates.

This letter is provided in advance of the shareholder meeting notification recognizing that Council appointments and related public notifications may precede our annual meeting. We look forward to our meeting with the Shareholder in the spring and will be in communication with the City's Clerk Office in the near future regarding the requited notification.

Thank you in advance for this consideration.

Kinds Regards,



Michael Buzzelli  
Chair, Board of Directors

Cc: Josh Browne, CEO  
Marci Allen-Easton, Vice Chair  
S.Datars Bere, City of London Shareholder and Service Manager Liaison