**Opening Guidelines:**

Welcome to the meeting of the Residents’ Council. Today’s date is . This meeting is special. This is our Council, in our home and we have the right and opportunity at this meeting, to speak about whatever we wish. Speaking one person at a time, following our agenda, and limiting the number of distractions allows us to make the most of our time together. Please share your opinions, ideas and suggestions. Let us be courteous and respectful with each other. Even if we disagree with someone, we can speak up freely. Healthy respectful debate is welcome.

Consider acknowledging the importance of peer connection and sharing during outbreaks. Explain your adapted meeting format (virtual, small meeting, dining room etc.) ask for patience during this period of transition, and allow for flexibility as you loosely follow an agenda while letting resident needs/interests guide your meeting.

Together, we represent the collective voice of residents living at .

[Consider including a region-specific Territorial or Land Acknowledgement here:

Ex. Our home is situated on the traditional territory of many nations including\_\_\_\_...]\*

We are part of the Continuous Quality Improvement program here at

and as such, our opinion and suggestions make a difference. Let’s come together now to celebrate what is working well and to identify challenges we would like to work through with Management so that is the best place to live. We will now introduce ourselves.

Introductions will begin with members of the Leadership Team, followed by everyone present

**Closing Remarks**:

Thank you for coming to our Residents’ Council meeting. By attending, you assist us in representing the collective voice of all residents at . Together we support each other, we celebrate our home and we work together with Management to make this home the best it can be. Thank you for sharing your opinions and suggestions. Once the minutes have been approved they will be posted for our reference. Our next meeting is scheduled for . Please consider inviting a neighbour or friend who lives in our home. Goodbye for now.

\*Information about Territory/Land Acknowledgement:

<https://ofl.ca/wp-content/uploads/2017.05.31-Traditional-Territory-Acknowledgement-in-Ont.pdf>

<https://www.toronto.ca/city-government/accessibility-human-rights/indigenous-affairs-office/land-acknowledgement/>