

## **Attachment 1: Terms of Reference for the French Language Advisory Committee**

### **A. Purpose**

1. The City of Toronto recognizes the importance of providing French language services to meet the needs of Toronto's Francophone community. The City of Toronto is a member of the Francophone Association of Municipalities of Ontario (AFMO), and through its membership gains insights into Ontario and Toronto's Francophone community.
2. The mandate of the Toronto French Language Advisory Committee (hereafter "the Committee") is to:
  - Monitor and review decisions and projects of AFMO;
  - Analyze emerging trends and information from Toronto's Francophone community that have potential relevance to the City of Toronto; and
  - Take advantage of the full range of benefits provided as a member of the Francophone Association of Municipalities of Ontario (AFMO).
3. Toronto French Language Advisory Committee is a Council Advisory Body. It may not direct City staff or make binding decisions on the Toronto government. Any advice or recommendations that require formal action or implementation by City of Toronto staff must be considered and approved by City Council.

### **B. Membership and Term**

1. The Committee's term will be composed of up to seven (7) members consisting of one (1) City Council Member and up to six (6) representatives of Toronto's Francophone organizations.
2. Members are appointed by City Council on recommendation of the Civic Appointments Committee for members of the public and Striking Committee for members of City Council.
3. The Chair will be a Member of City Council, appointed by City Council and, at its first meeting or as soon as possible after, the Committee will elect a member of the public as Co-Chair.
4. Citizen members are appointed for a four-year term, coinciding with the term of City Council and City Council Members are appointed for a two-year term. The Committee will meet until the completion of its mandate or the end of the current Council term whichever comes first.
5. The working language of the Committee is French. Appointed members must have a

working knowledge of the French Language.

6. The City Manager's Office, Strategic & Corporate Policy Division will canvass and recruit Members through nomination by external interest group, invitation of individual experts, and election by membership-based organizations in accordance with the Public Appointments Policy.
7. Membership is voluntary and a public service. Members will not be remunerated or receive an honoraria. Expenses may be reimbursed pursuant to the Remuneration Policy.

**C. Governance**

1. The Committee will provide its advice to City Council through the Government Management Committee and report annually to the Government Management Committee on its progress including key achievements, challenges and activities.
2. The Committee will operate in accordance with Council's Simplified Procedures for Advisory Bodies.
3. All meetings of the Committee will be open to the public and comply with the Open Meeting Requirements of the City of Toronto Act, 2006.
4. The Committee will meet twice a year at the call of the Chair.
5. The City Manager's Office will provide policy-related staff support to the Committee.
6. The City Clerk's Office will provide meeting management support to the Committee.