



# **SERVE YOUR CITY**

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**Toronto Francophone Affairs Advisory Committee**

**- Roles and Expectations of Public Members -**

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**Aretha Phillip, Public Appointments Secretariat**

**November 29, 2019**

# Terms of Appointment

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- Term ends November 14, 2022
- Appointed at pleasure of Council
- Term limit is two consecutive 4-year terms, total of 8 consecutive years

# Conditions of your appointment

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- Resident of the City of Toronto;
- Not an employee of the City of Toronto or any of its agencies or corporations;
- Not a spouse, partner, child, or parent of a Member of City Council.

# Composition

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The Committee consists of 9 members, composed of:

- 1 member of City Council, who will be Chair
- 4 representatives of Francophone organizations
- 4 public members from Francophone cultural, business, community development or other sectors

Committee will elect a member of the public as Co-chair

# Advisory Committee Meetings

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- Meets up to 3 times per year at the call of the Chair or Co-Chairs
- The working language of the Committee is French
- Meetings are public and are held on weekdays at City Hall
- Regular attendance is expected
- Members should come prepared to discuss the items on the agenda

# Remuneration & Expenses

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- No remuneration is paid to committee members
- All reasonable expenses incurred while tending to authorized committee business will be reimbursed
- Any expenses must be for business activities authorized by the committee

# Leave of Absence or Resignation

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- Members may submit a request to the Committee to take a leave for an extended period of time, for any reason.
- Depending on the duration and the Committee's requirements, City Council may fill the vacancy on a temporary basis.

# Leave of Absence or Resignation

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- Required if you run or seek appointment to any elected office
- Must begin on, or before, the date of application to, or the date of nomination for, the elected office.
- Notify both the City Clerk's Office and Committee Chair in writing as soon as possible and state the date your leave or resignation will take effect.



# Leave of Absence or Resignation

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- If your eligibility changes (e.g. if you move, take a job with the City of Toronto or a City agency, etc.) you are required to resign from the Committee
- Notify both the City Clerk's Office and Committee Chair in writing as soon as possible and state the date your resignation will take effect

# Expectations of Committee Members

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- Serve the public well
- Champion the standards of public service
- Foster equity, diversity, and inclusion
- Act with integrity and impartiality

# When to Contact Us

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- ✓ Contact information changes
- ✓ Eligibility changes
- ✓ Requesting a leave of absence
- ✓ Resigning from the Committee
- ✓ Questions about your Committee appointment or term of office

# Questions

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appoint@toronto.ca

416-397-0088

[www.toronto.ca/serveyourcity](http://www.toronto.ca/serveyourcity)