



SERVE YOUR CITY

Boards • Committees • Tribunals

Sign Variance Committee
Roles and Expectations of Public Members

Robyn Cook, Public Appointments
November 2019

Terms of Appointment

- Term end December 8, 2021 (2 members) and June 20, 2023 (3 members)
- Continue to serve until a successor is appointed
- Term limit is two consecutive 4-year terms, total of 8 consecutive years

Conditions of your appointment

- 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;
- Cannot be former Members of Council who served in the immediately preceding term of City Council;

Conditions of your appointment

- Not an owner, employee, or agent of an advertising, communications, or media relations agency or a business which owns, controls, or has shares in a media outlet.

Hearings and Meetings

- Meetings are held at City Hall once a month, depending on volume
- Hearings are open to the public
- Regular attendance is expected
- Hearings must begin on time and cannot be interrupted by telephone calls or other business

Remuneration

- Chair: \$2,500 annually
- Members: \$1,500 annually
- Full-day per diem of \$460 and half-day (3.5 hours or less) of \$275 for hearings, business meetings or training sessions

Leave of Absence or Resignation

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

Leave of Absence or Resignation

- Required if you run, or seek appointment to, any elected office or eligibility changes
- 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 Tribunal Chair in writing as soon as possible and state the date your resignation will take effect

Notify the Clerk and Tribunal

- Notify City Clerk and Tribunal in writing if:
 - ✓ Contact information changes
 - ✓ Eligibility changes
 - ✓ Requesting a leave of absence
 - ✓ Resigning with effective date

City of Toronto Board Behaviours

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

Questions

Any questions about your appointment,
contact our office:

- appoint@toronto.ca
- 416-397-0088
- www.toronto.ca/serveyourcity