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**Toronto Preservation Board—
Roles and Expectations of Public Members**

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Public Appointments Secretariat, City Clerk's Office
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Terms of Appointment

- Appointed to serve at pleasure of Council
- Term of office ends in 2023
- 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

Composition

- The board consists of 12 members and is composed of:
 - 1 member of City Council
 - 7 public members
 - 4 Chairs of the Toronto Community Preservation Panels or their designates
- Board will elect a member of the public as Chair and Vice-Chair

Board Meetings

- Meets approximately 10 times a year, or at the call of the Chair or majority of the Board
- 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

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

Leave of Absence

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

Leave of Absence

- 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 Board Chair in writing as soon as possible and state the date your leave/resignation will take effect.

Resignation

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

Expectation of Board Members

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

When to Contact Us

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

Questions

Any questions about your appointment, contact:

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