



Toronto Accessibility Advisory Committee

Roles and Expectations of Public Members

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Public Appointments Secretariat
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Welcome and Congratulations

- You have been appointed by City Council as a member of the Toronto Accessibility Advisory Committee.
- The committee is one of seven current Council Advisory Bodies. Each Council Advisory Body plays an important part in how the City engages with the public.
- The committee's mandate, composition, and structure are set out in its Terms of Reference.

Your Role as Committee Members

- You are supporting Council decision-making and City programs and services, while also providing a voice for community members from across Toronto.
- You are providing advice based on lived experience, community work, professional experience, feedback from stakeholders, and more.
- Your work on the committee is supported by staff from the People and Equity Division, the City Clerk's Office, and more.

Terms of Appointment

- All members of the committee have a term of office ending on November 14, 2026, which is the end of the current term of City Council.
- Members continue to serve until successors are appointed, so your work on the committee may continue after November 2026.
- Members can only be appointed by Council to serve on one City board, committee, or tribunal at a time.



Conditions of your appointment

Public Members of the Toronto Accessibility Advisory Committee must:

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

Meetings of the Committee

- Meets up to 6 times per year, or at the call of the Chair
- Meetings are public and are held on weekdays
- Regular attendance is expected. Please notify staff in advance if you cannot attend.
- Members should come prepared to discuss the items on the agenda

Honoraria for Attending Meetings

- Public members can choose to receive an honorarium of \$125 per meeting attended, for up to six meetings (the number of regular meetings in the committee's Terms of Reference).
- Honoraria are not intended for members who serve as representatives of organizations or businesses where they are employed.
- Reasonable expenses incurred while tending to authorized committee business can be reimbursed.

Leave of Absence or Resignation

- You may submit a request to the committee to take a leave for a period of time, for any reason
- A leave is required if you run, or seek appointment to any elected office
- Depending on the duration of the leave and the committee's requirements, City Council may fill the vacancy while you are absent
- Contact the City Clerk's Office with any questions

Principles for Public Appointees

Serve the
public well

Foster equity,
diversity and
inclusion

Act with
integrity and
impartiality

Champion the
standards of
public service

When to Contact the City Clerk's Office

- Please notify the Committee Secretary and Public Appointments staff by email immediately if:
 - ✓ Your contact information changes
 - ✓ Your eligibility changes
 - ✓ You are requesting a leave of absence for any reason, with effective dates
 - ✓ You are resigning, with effective dates

Questions



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