



Board of Directors of TO Live

Roles and Expectations of Public Members

Public Appointments Secretariat, City Clerk's Office

April 2024

Today's presentation

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4. Conditions of your appointment
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Welcome and Congratulations

- You have been appointed by City Council as a member of the Board of Directors of TO Live.
- Thank you for volunteering your time and expertise to support an important service for the city.

Your appointment

- Public members of the Board of Directors of TO Live are volunteers. No remuneration is paid to board members.
- You have been appointed at pleasure of City Council, which means that City Council ultimately makes decisions on board membership and may rescind your appointment at any point.

Term of Office

- Members of the board are appointed to four-year terms. Appointments to the Board of Directors of TO Live are staggered to help with continuity.
- The most recent appointments are for terms ending February 10, 2028, however, members continue to serve until successors are appointed.
- The term limit for public appointments is two consecutive 4-year terms, for a total of 8 consecutive years (this does not include extra time after your official end of term).
- Members can only be appointed by Council to serve on one City board, committee, or tribunal at a time.

Conditions of Your Appointment

- Must be a 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

Conditions of Your Appointment – TO Live

- Public members are ineligible and may not continue to serve as a member of the board, if any of the following apply to them or their immediate family members:
- the person is a supplier of goods or services to the City's theatre facilities
- the person has an employment relationship with another performing arts theatre
- the person has an employment, directorship, ownership or controllership interest in an organization that has an interest in performing or producing live performing arts at the City's theatre facilities

Leave of Absence

- Submit a letter to the City Clerk and board 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 board's requirements, City Council may fill the vacancy while you are absent

Resignation

- A resignation is required if your eligibility changes, for example if:
 - You move outside of Toronto
 - You become an employee of the City of Toronto
 - You or a close relative become(s) a Member of City Council
- Please notify the Board and City Clerk staff by email if you need to resign.
- Indicate effective date.

When to Contact the City Clerk's Office and Board

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

City of Toronto Board Principles

Act with
integrity

Foster equity,
diversity and
inclusion

Serve the
public well

Champion the
standards of
public service

SHAPE YOUR CITY



[toronto.ca/
ShapeYourCity](https://toronto.ca/ShapeYourCity)

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