



## **2020 Schedule of Meetings**

Date: September 24, 2019  
To: TTC Board  
From: Head of Commission Services

### **Summary**

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The purpose of this report is to establish the 2020 meeting schedule for the TTC Board and the Audit & Risk Management Committee.

### **Recommendations**

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It is recommended that:

1. The TTC Board approve the 2020 meeting schedule dates for the TTC Board and the Audit & Risk Management Committee contained in Attachment 1 and as follows:

TTC Board:

January 27	July 16
February 25	September 24
April 14	October 21
May 13	November 16
June 17	December 10

Audit & Risk Management Committee:

February 11	September 18
June 3	December 15

2. That the published schedule serve as notice for these meetings.

### **Financial Summary**

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This report has no financial impact.

### **Equity/Accessibility Matters**

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TTC Board and Audit & Risk Management Committee meetings are held at Toronto City Hall or at the TTC Head Office (1900 Yonge Street). These facilities are accessible and attendant support services are on-hand to assist members of the public with personal care needs.

Board meetings held at Toronto City Hall are also live-streamed to the TTC's YouTube channel.

The 2020 meeting schedule avoids meetings on days of cultural or religious significance.

## **Decision History**

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The TTC Bylaw to Govern Board Proceedings Section 20, Regular meetings; annual schedule requires the Head of Commission Services to recommend an annual schedule of Board and Committee meetings to the Board each year.

City Council, at its meeting on July 16, 17 and 18, 2019 approved Item ST3.1 2020 Schedule of Meetings for City Council and its Committees. The proposed 2020 TTC meeting dates have been prepared in consideration of the foregoing and in recognition of City Council's direction that City agencies avoid scheduling meetings, wherever possible, that conflict with the approved City meeting schedule and respecting days of cultural or religious significance.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.ST3.1>

## **Comments**

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As in previous years, the 2020 Board meeting schedule has been developed based on a monthly meeting format. There are no meetings scheduled in March or August to allow for a winter and summer meeting break in keeping with the City Council schedule and past practice. TTC Board meetings have been scheduled ahead of City Executive Committee meetings where feasible in order to facilitate transmittal of key items.

In accordance with its Terms of Reference, there are four recommended meeting dates for the Audit & Risk Management Committee during the months of February, June, September and December. This schedule takes into consideration anticipated timing of items such as annual financial and external auditor reporting.

TTC Board meetings are held at City Hall, 100 Queen Street West and begin at 1 p.m. Audit & Risk Management Committee meetings are generally held at the TTC Head Office, 1900 Yonge Street beginning at 8:30 a.m.

Meetings of the TTC's two subsidiary companies, the Toronto Transit Commission Insurance Company Limited and the Toronto Coach Terminal Incorporated are scheduled in advance of the January and June Board meetings. These meetings are noted on the 2020 Schedule of Meetings (calendar view), included as Attachment 1 to this report.

## **Contact**

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## **Signature**

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Kevin Lee  
Head of Commission Services

## **Attachments**

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Attachment 1 – 2020 Schedule of Meetings (calendar view)

## Attachment 1 – Proposed 2020 Schedule of Meetings

### January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>New Year's Day</i>	2	3  <i>Meetings end by 3:30pm</i>	4
5	6 <b>General Government and Licensing Committee</b>	7 <i>Orthodox Christmas (Eastern)</i>	8 <b>Community Councils</b>	9 <b>Infrastructure and Environment Committee</b>	10 <b>Budget Committee (2020 Budget Launch)</b>  <i>Meetings end by 3:30pm</i>	11
12	13 <b>Board of Health</b>	14 <b>Economic and Community Development Committee</b>	15 <b>Budget Committee (2020 Budget review)</b>	16 <b>Budget Committee (2020 Budget review)</b>	17 <b>Budget Committee (2020 Budget review)</b>  <i>Meetings end by 3:30pm</i>	18
19	20 <b>Budget Committee (Public Presentations on the 2020 Budget)</b>	21 <b>Budget Committee (Public Presentations on the 2020 Budget)</b>	22 <b>Planning and Housing Committee</b>	23 <b>Executive Committee</b>	24  <i>Meetings end by 4:00pm</i>	25 <i>Lunar New Year</i>
26	27 <b>Subsidiary Companies &amp; TTC Board</b>	28 <b>Budget Committee (2020 Budget wrap up)</b>	29 <b>City Council</b>	30 <b>City Council</b>	31  <i>Meetings end by 4:00pm</i>	

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Budget Committee (2020 Budget Final wrap up)	5 Community Councils	6	7  <i>Meetings end by 4:00pm</i>	8
9	10	11 <b>Audit &amp; Risk Management Committee</b>	12 Planning and Housing Committee	13 Special Executive Committee (2020 Budget)	14  <i>Meetings end by 4:30pm</i>	15
16	17 <i>Family Day</i>	18	19 Special City Council (2020 Budget)	20	21  <i>Meetings end by 4:30pm</i>	22
23	24	25 <b>TTC Board</b>	26	27 Special City Council (CCs, PH, New Business and Member Motions on main agenda)	28  <i>Meetings end by 4:30pm</i>	29

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Board of Health	3 <i>FCM Board of Directors (St-Hyacinthe, QC)</i>	4 <i>FCM Board of Directors (St-Hyacinthe, QC)</i>	5 <i>FCM Board of Directors (St-Hyacinthe, QC)</i>	6 <i>FCM Board of Directors (St-Hyacinthe, QC)</i>	7
8	9 General Government and Licensing Committee	10 Economic and Community Development Committee	11 Infrastructure and Environment Committee	12 Community Councils	13  <i>Meetings end by 6:00pm</i>	14
15	16 <i>March Break</i>	17 <i>March Break</i>	18 <i>March Break</i>	19 <i>March Break</i>	20 <i>March Break</i>	21
22	23 Planning and Housing Committee	24	25 Executive Committee	26	27  <i>Meetings end by 6:30pm</i>	28
29	30 Budget Committee	31				

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## Attachment 1 – Proposed 2020 Schedule of Meetings

### April 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 City Council	2 City Council	3  <i>Meetings end by 6:30pm</i>	4
5	6 Infrastructure and Environment Committee	7 Community Councils	8 Economic and Community Development Committee  <i>Passover at sundown</i>	9 <i>Passover</i>	10 <i>Good Friday</i>	11
12 <i>Easter</i>	13 <i>Easter Monday</i>	14 <b>TTC Board</b>	15 General Government and Licensing Committee	16 Planning and Housing Committee	17 <i>Holy Friday (Eastern)</i>	18
19 <i>Easter (Eastern)</i>	20 Board of Health	21 Executive Committee	22	23 Budget Committee	24  <i>Ramadan begins at sundown</i>	25
26	27	28	29 City Council	30 City Council		

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1  <i>Meetings end by 7:00pm</i>	2
3	4 <b>General Government and Licensing Committee</b>	5 <b>Infrastructure and Environment Committee</b>	6 <b>Economic and Community Development Committee</b>	7	8  <i>Meetings end by 7:00pm</i>	9
10	11 <b>Board of Health</b>	12 <b>Community Councils</b>	13 <b>TTC Board</b>	14 <b>Planning and Housing Committee</b>	15  <i>Meetings end by 7:30pm</i>	16
17	18 <i>Victoria Day</i>	19	20 <b>Executive Committee</b>	21 <b>Budget Committee</b>	22  <i>Meetings end by 7:30pm</i>	23
24 <i>Eid Al-Fitr</i>	25	26	27 <b>City Council</b>	28 <b>City Council</b>	29  <i>Meetings end by 7:30pm</i>	30
31						

Meetings of the TTC Board begin in public at 1 p.m.



## Attachment 1 – Proposed 2020 Schedule of Meetings

### June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 General Government and Licensing Committee	2 Infrastructure and Environment Committee	3 <b>Audit &amp; Risk Management Committee</b>	4 <i>FCM Annual Conference (Toronto, ON)</i>	5 <i>FCM Annual Conference (Toronto, ON)</i>	6 <i>FCM Annual Conference (Toronto, ON)</i>
7 <i>FCM Annual Conference (Toronto, ON)</i>	8	9 Community Councils	10 Economic and Community Development Committee	11 Planning and Housing Committee	12 <i>Meetings end by 7:30pm</i>	13
14	15 Board of Health	16 Executive Committee	17 <b>Subsidiary Companies &amp; TTC Board</b>	18	19 <i>Meetings end by 7:30pm</i>	20
21 <i>National Indigenous Peoples Day</i>	22	23	24 City Council	25 City Council	26 <i>Meetings end by 7:30pm</i>	27
28	29 Budget Committee	30				

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <i>Canada Day</i>	2	3  <i>Meetings end by 7:30pm</i>	4
5	6 <b>General Government and Licensing Committee</b>	7 <b>Community Councils</b>	8 <b>Economic and Community Development Committee</b>	9 <b>Planning and Housing Committee</b>	10  <i>Meetings end by 7:30pm</i>	11
12	13 <b>Board of Health</b>	14 <b>Infrastructure and Environment Committee</b>	15 <b>Executive Committee</b>	16 <b>TTC Board</b>	17  <i>Meetings end by 7:30pm</i>	18
19	20	21	22 <b>City Council</b>	23 <b>City Council</b>	24  <i>Meetings end by 7:30pm</i>	25
26	27	28	29	30  <i>Eid Al-Adha at sundown</i>	31 <i>Eid Al-Adha</i>	

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <i>Civic Holiday</i>	4	5	6	7 <i>Meetings end by 7:00pm</i>	8
9	10	11	12	13	14 <i>Meetings end by 7:00pm</i>	15
16	17	18	19	20	21 <i>Meetings end by 7:00pm</i>	22
23	24	25	26	27	28 <i>Meetings end by 6:30pm</i>	29
30	31					

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 <b>Budget Committee</b>  <i>Meetings end by 6:30pm</i>	5
6	7 <i>Labour Day</i>	8 <i>FCM Board of Directors (Yellowknife, NWT)</i>	9 <i>FCM Board of Directors (Yellowknife, NWT)</i>	10 <i>FCM Board of Directors (Yellowknife, NWT)</i>	11 <i>FCM Board of Directors (Yellowknife, NWT)</i>	12
13	14 <b>General Government and Licensing Committee</b>	15 <b>Community Councils</b>	16 <b>Economic and Community Development Committee</b>	17 <b>Planning and Housing Committee</b>	18 <b>Audit &amp; Risk Management Committee</b>  <i>Meetings end by 6:00pm</i>	19 <i>Rosh Hashanah</i>
20 <i>Rosh Hashanah</i>	21 <b>Board of Health</b>	22 <b>Infrastructure and Environment Committee</b>	23 <b>Executive Committee</b>	24 <b>TTC Board</b>	25  <i>Meetings end by 5:30pm</i>	26
27	28 <i>Yom Kippur</i>	29	30 <b>City Council</b>			

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 City Council	2  <i>Meetings end by 5:30pm</i>	3
4	5 General Government and Licensing Committee	6 Infrastructure and Environment Committee	7 Community Councils	8 Budget Committee	9  <i>Meetings end by 5:30pm</i>	10
11	12 <i>Thanksgiving Day</i>	13	14 Planning and Housing Committee	15 Economic and Community Development Committee	16  <i>Meetings end by 5:00pm</i>	17
18	19 Board of Health	20 Executive Committee	21 <b>TTC Board</b>	22	23  <i>Meetings end by 5:00pm</i>	24
25	26	27 City Council	28 City Council  <i>Mawlid al Nabi at sundown</i>	29 <i>Mawlid al Nabi</i>	30  <i>Meetings end by 5:00pm</i>	31

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 General Government and Licensing Committee	3 Community Councils	4 Economic and Community Development Committee	5 Infrastructure and Environment Committee	6 <i>Meetings end by 3:30pm</i>	7
8	9 Board of Health	10 Planning and Housing Committee	11 <i>Remembrance Day</i>	12 Executive Committee	13 <i>Meetings end by 3:30pm</i>	14 <i>Diwali</i>
15	16 <b>TTC Board</b>	17 Budget Committee	18 City Council	19 City Council	20 <i>Meetings end by 3:30pm</i>	21
22	23 <i>FCM Board of Directors (Ottawa)</i>	24 <i>FCM Board of Directors (Ottawa)</i>	25 <i>FCM Board of Directors (Ottawa)</i>	26 <i>FCM Board of Directors (Ottawa)</i>	27 <i>FCM Board of Directors (Ottawa)</i>	28
29	30 General Government and Licensing Committee					

Meetings of the TTC Board begin in public at 1 p.m.

## Attachment 1 – Proposed 2020 Schedule of Meetings

### December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Infrastructure and Environment Committee	2 Community Councils	3 Economic and Community Development Committee	4 Budget Committee  <i>Meetings end by 3:30pm</i>	5
6	7 Board of Health	8 Planning and Housing Committee	9 Executive Committee (includes 2021 Rate Budgets)	10 <b>TTC Board</b>	11 <i>Hanukkah</i>	12
13	14	15 <b>Audit &amp; Risk Management Committee</b>	16 City Council (includes 2021 Rate Budgets)	17 City Council (includes 2021 Rate Budgets)	18  <i>Meetings end by 3:30pm</i>	19
20	21	22	23	24	25 <i>Christmas Day</i>	26 <i>Boxing Day Kwanzaa</i>
27	28 <i>Holiday</i>	29	30	31		

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