



STAFF REPORT ACTION REQUIRED

2018 TTC Board and Committee Meeting Schedule

Date:	November 13, 2017
To:	TTC Board
From:	Chief Executive Officer

Summary

The purpose of this report is to establish the 2018 schedule for regular meetings of the TTC Board, as well as the Audit & Risk Management Committee and the Human Resources and Labour Relations Committee.

Meetings of the TTC Budget Committee will be subject to special meeting calls, as required.

Recommendations

It is recommended that the Board approve:

1. the 2018 meeting schedule dates for the TTC Board, as well as the Audit & Risk Management Committee and the Human Resources and Labour Relations Committee as set out below (see Attachment 1 for calendar view); and
2. that the published schedule serve as notice for these meetings.

TTC Board

Thursday, January 18, 2018	Tuesday, May 8, 2018
Thursday, January 25, 2018 (Strategy)	Tuesday, June 12, 2018
Thursday, February 15, 2018	Tuesday, July 10, 2018
Tuesday, March 20, 2018	Wednesday, December 12, 2018
Wednesday, April 11, 2018	

Audit & Risk Management

Thursday, February 8, 2018	Thursday, July 19, 2018
Tuesday, May 29, 2018	Wednesday, December 19, 2018

Human Resources and Labour Relations

Tuesday, January 30, 2018
Thursday, April 19, 2018

Monday, June 11, 2018

Financial Summary

This report has no financial impact.

Accessibility/Equity Matters

Meetings are held at Toronto City Hall or the TTC Head office location (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.

http://www.ttc.ca/Social_Media/index.jsp

The 2018 TTC meeting schedule avoids meetings on days of cultural or religious significance.

Decision History

City Council at its meeting on October 2, 3, and 4 approved Item ST13.4 2018 Schedule of Meetings for City Council and its Committees. The proposed 2018 TTC meeting dates have been prepared in consideration of the foregoing to avoid, as much as possible, conflicts with meetings of Council and Standing Committees.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.ST13.4>

Comments

As in previous years, the 2018 Board meeting schedule has been developed based on a monthly meeting format. There are no meetings scheduled for the months of August, September, October and November for consistency with the City of Toronto meeting schedule during the 2018 Municipal election period.

Key considerations of the recommended 2018 regular Board meeting schedule are:

- TTC Board meetings have been scheduled ahead of City Executive Committee meetings whenever possible in order to facilitate transmittal of key items.

- A separate Board meeting for strategy purposes is included in the schedule as per the decision of the TTC Board at its meeting on May 28, 2014.

[http://www.ttc.ca/About the TTC/Commission reports and information/Commission meetings/2014/May 28/Reports/Decisions/Annual TTC Board Meeting Schedule.pdf](http://www.ttc.ca/About%20the%20TTC/Commission%20reports%20and%20information/Commission%20meetings/2014/May%2028/Reports/Decisions/Annual%20TTC%20Board%20Meeting%20Schedule.pdf)

There are four recommended meeting dates for the Audit & Risk Management Committee during the months of February, May, July and December. This schedule takes into consideration anticipated timing of items such as financial reporting and external auditor reporting within a condensed calendar.

There are three recommended meeting dates for the Human Resources and Labour Relations Committee during the months of January, April and June for regular business matters and management of the collective bargaining process. Any additional meeting requirements will be subject to a special meeting call.

In the past, regular scheduled meetings of the TTC Budget Committee have been subject to frequent rescheduling occurrences. As such, meetings of this committee will be managed as special meeting calls throughout the year in order to ensure meeting dates more accurately reflect the timing of business items being brought forward for consideration.

Contact

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Attachments

Attachment 1 – 2018 Meeting Calendar

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <i>New Year's Day</i>	2	3	4	5 <i>Meetings end by 3:30pm</i>	6
7 <i>Orthodox Christmas</i>	8 Budget Committee <i>(Public presentations on 2018 Capital and Operating Budgets)</i>	9 Budget Committee <i>(Public presentations on 2018 Capital and Operating Budgets)</i>	10 Budget Committee <i>(Public presentations on 2018 Capital and Operating Budgets)</i>	11 Government Management Committee	12 Budget Committee <i>(2018 Capital and Operating Budgets wrap up)</i> <i>Meetings end by 3:30pm</i>	13
14	15 Planning and Growth Management Committee	16 Community Councils	17 Community Development and Recreation Committee	18 TTC Board Economic Development Committee Parks and Environment Committee	19 Public Works and Infrastructure Committee <i>Meetings end by 3:30pm</i>	20
21	22 Licensing and Standards Committee Board of Health	23 Budget Committee <i>(2018 Capital and Operating Budgets final wrap up)</i>	24 Executive Committee	25 TTC Board (Strategy)	26 <i>Meetings end by 4:00pm</i>	27
28	29	30 TTC Human Resources & Labour Relations Committee	31 City Council			

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 City Council	2 City Council <i>Meetings end by 4:00pm</i>	3
4	5	6 Special Executive Committee 2018 Capital and Operating Budgets	7 Toronto Music Industry Advisory Council	8 TTC Audit & Risk Management Committee	9 <i>Meetings end by 4:30pm</i>	10
11	12 Special City Council 2018 Capital and Operating Budgets	13 Special City Council 2018 Capital and Operating Budgets	14	15 TTC Board	16 <i>Lunar New Year</i>	17
18	19 <i>Family Day</i>	20 Government Management Committee	21 Community Councils	22 Planning and Growth Management Committee	23 Parks and Environment Committee <i>Meetings end by 4:30pm</i>	24
25	26 Licensing and Standards Committee	27 Public Works and Infrastructure Committee	28 Community Development and Recreation Committee			

March 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Economic Development Committee	2 <i>Meetings end by 5:00pm</i>	3
4	5 Board of Health	6 <i>FCM Board of Directors (Laval, QC)</i>	7 <i>FCM Board of Directors (Laval, QC)</i>	8 <i>FCM Board of Directors (Laval, QC)</i>	9 <i>FCM Board of Directors (Laval, QC)</i>	10
11	12 <i>March Break</i>	13 <i>March Break</i>	14 <i>March Break</i>	15 <i>March Break</i>	16 <i>March Break</i>	17
18	19 Executive Committee	20 TTC Board	21	22	23 <i>Meetings end by 6:30pm</i>	24
25	26 City Council	27 City Council	28 City Council	29	30 <i>Good Friday</i>	31 <i>Passover</i>

April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <i>Easter</i>	2 <i>Easter Monday</i>	3 Government Management Committee	4 Community Councils	5 Planning and Growth Management Committee	6 <i>Holy Friday</i>	7
8 <i>Easter (Eastern)</i>	9 Parks and Environment Committee	10 Licensing and Standards Committee	11 TTC Board Public Works and Infrastructure Committee	12 Community Development and Recreation Committee	13 Economic Development Committee <i>Meetings end by 6:30pm</i>	14
15	16 Board of Health	17 Executive Committee	18	19 TTC Human Resources & Labour Relations Committee	20 <i>Meetings end by 6:30pm</i>	21
22	23 Toronto Music Industry Advisory Council	24 City Council	25 City Council	26 City Council	27 <i>Meetings end by 7:00pm</i>	28
29	30 Government Management Committee				 <i>Meetings end by 7:00pm</i>	

May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Planning and Growth Management Committee	2 Community Councils	3 Parks and Environment Committee	4 Licensing and Standards Committee <i>Meetings end by 7:00pm</i>	5
6	7 Board of Health	8 TTC Board Public Works and Infrastructure Committee	9 Community Development and Recreation Committee	10 Economic Development Committee	11 <i>Meetings end by 7:00pm</i>	12
13	14 Executive Committee	15 <i>Ramadan begins at sundown</i>	16	17	18 <i>Meetings end by 7:30pm</i>	19
20	21 <i>Victoria Day</i>	22 City Council	23 City Council	24 City Council	25 <i>Meetings end by 7:30pm</i>	26
27	28	29 TTC Audit & Risk Management Committee	30	31		

June 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <i>FCM Annual Conference – (Halifax, NS)</i>	2 <i>FCM Annual Conference – (Halifax, NS)</i>
3 <i>FCM Annual Conference – (Halifax, NS)</i>	4	5 Government Management Committee	6 Community Councils	7 Planning and Growth Management Committee	8 Parks and Environment Committee <i>Meetings end by 7:30pm</i>	9
10	11 TTC Human Resources & Labour Relations Committee Economic Development Committee	12 TTC Board Public Works and Infrastructure Committee	13 Community Development and Recreation Committee	14 Licensing and Standards Committee <i>Eid Al Fitr at sundown</i>	15 <i>Eid Al Fitr</i>	16
17	18 Board of Health	19 Executive Committee	20 Toronto Music Industry Advisory Council	21 <i>National Aboriginal Day</i>	22 <i>Meetings end by 7:30pm</i>	23
24	25	26 City Council	27 City Council	28 City Council	29 <i>Meetings end by 7:30pm</i>	30

July 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <i>Canada Day</i>	2 <i>Holiday</i>	3 Government Management Committee	4 Community Councils	5 Planning and Growth Management Committee	6 Licensing and Standards Committee <i>Meetings end by 7:30pm</i>	7
8	9 Economic Development Committee	10 TTC Board Public Works and Infrastructure Committee	11 Community Development and Recreation Committee	12 Parks and Environment Committee	13 <i>Meetings end by 7:30pm</i>	14
15	16 Board of Health	17 Executive Committee	18	19 TTC Audit & Risk	20 <i>Meetings end by 7:30pm</i>	21
22	23 City Council	24 City Council	25 City Council	26	27 Nomination Day <i>Meetings end by 7:30pm</i>	28
29	30	31				

August 2018

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

September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <i>Labour Day</i>	4	5	6	7 <i>Meetings end by 6:30pm</i>	8
9	10 <i>Rosh Hashanah</i>	11 <i>Rosh Hashanah</i> <i>FCM Board of Directors</i> <i>(Annapolis County, NS)</i>	12 <i>FCM Board of Directors</i> <i>(Annapolis County, NS)</i>	13 <i>FCM Board of Directors</i> <i>(Annapolis County, NS)</i>	14 <i>FCM Board of Directors</i> <i>(Annapolis County, NS)</i>	15
16	17	18 <i>Yom Kippur at sundown</i>	19 <i>Yom Kippur</i>	20	21 <i>Meetings end by 6:00pm</i>	22
23	24	25	26	27	28 <i>Meetings end by 5:30pm</i>	29
30						

October 2018

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

November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 <i>Meetings end by 4:30pm</i>	3
4	5	6	7 <i>Diwali</i>	8	9 <i>Meetings end by 3:30pm</i>	10
11 <i>Remembrance Day</i>	12	13	14	15	16 <i>Meetings end by 3:30pm</i>	17
18	19	20 <i>FCM Board of Directors</i> <i>Mawlid al Naby at sundown</i>	21 <i>Mawlid al Naby</i>	22 <i>FCM Board of Directors</i>	23 <i>FCM Board of Directors</i>	24
25	26	27	28	29	30 <i>Meetings end by 3:30pm</i>	

December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 <i>Hanukah</i>	4 City Council First Meeting of 2018- 2022 Term	5 Striking Committee City Council First Meeting of 2018- 2022 Term	6 Community Councils (urgent business only)	7 Executive Committee (urgent business only) <i>Meetings end by 3:30pm</i>	8
9	10	11	12 TTC Board	13 City Council (Executive, Community Council Items and urgent business)	14 <i>Meetings end by 3:30pm</i>	15
16	17	18 TTC Human Resources & Labour Relations Committee	19 TTC Audit & Risk Management Committee	20	21 <i>Meetings end by 3:30pm</i>	22
23	24	25 <i>Christmas Day</i>	26 <i>Boxing Day Kwanzaa</i>	27	28 <i>Meetings end by 3:30pm</i>	29
30	31					