

TORONTO TRANSIT COMMISSION REPORT NO.

MEETING DATE: November 17, 2009

SUBJECT: TTC CORPORATE POLICY REVIEW – POLICY 9.1.3
ENGAGEMENT OF OUTSIDE COUNSEL

RECOMMENDATION

It is recommended that the Commission approve the following TTC Corporate Policy, as amended, which is attached hereto as Appendix 'A':

- Policy 9.1.3 Engagement of Outside Counsel

BACKGROUND

At its meeting on July 14, 2004, the Commission approved a motion by Chair Moscoe for Commissioner Giambrone to undertake a review of the TTC's Corporate Policy Manual with a request that he bring forward one policy per meeting for the review and consideration of the Commission.

DISCUSSION

The above process was commenced at the Commission meeting of February 9, 2005. In accordance with the review schedule adopted at the aforementioned meeting, policy 9.1.3 Engagement of Outside Counsel is submitted for Commission approval with the suggested changes (see Appendix 'B').

November 17, 2009
45-9-1
Attachments

Toronto Transit Commission

POLICY/INSTRUCTION

SUBJECT	CLASSIFICATION	DATE APPROVED	P/I NUMBER
Engagement Of Outside Counsel	Legal		9.1.3

1.0 RESPONSIBILITY

General Counsel

2.0 PURPOSE

To authorize the General Counsel to engage outside counsel when a matter requires the expertise or opinion of a specialist in a particular area of practice, or when, in the General Counsel's opinion, it would be prudent for the Commission to be represented by outside counsel.

3.0 PROCEDURE FOR ENGAGEMENT

Except in cases of an emergency, normal procurement practises shall be followed in the engagement of outside counsel. In case of emergency, the General Counsel may engage outside counsel up to the limit of General Counsel's expenditure authority. Commission authorization of the engagement of outside counsel shall be obtained at the next Commission meeting in the event that the cost of outside counsel is likely to exceed the General Counsel's expenditure authority.

4.0 MONITORING AND REPORTING

When outside counsel has been engaged in a matter of any significance the General Counsel shall monitor the proceedings and provide interim reports as to such proceedings to the Chief General Manager and the Commission.

5.0 REFERENCE SOURCES

- Authorization for Expenditures Corporate Policy
- Procurement Corporate Policy

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