



STAFF REPORT ACTION REQUIRED

Holiday Closures 2023 and January 2024

Date: October 25, 2022

To: Toronto Public Library Board

From: City Librarian

SUMMARY

The purpose of this report is to recommend and receive approval for the schedule of holiday closures for 2023 and January 2024.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approves the schedule of holiday closures for 2023 and January 2024 as provided in Attachment 1.

FINANCIAL IMPACT

There is no financial impact to the 2023 operating budget arising from the recommendation in this report. The recommended closures are included in the proposed 2023 operating budget.

The Director, Finance & Treasurer has reviewed this financial impact statement and agrees with it.

DECISION HISTORY

Where Library Board approval is required to establish holiday closures, the matter comes before the Board in the preceding year to ensure adequate notice to the public and staff

COMMENTS

At its meeting on October 25, 2021, the Library Board approved the Library closure for New Year's Day on Monday, January 2, 2023.

The Library is open for regular service on the National Day for Truth and Reconciliation, September 30, 2023.

The Library is open for regular service on Remembrance Day, Saturday, November 11, 2023.

There is no Sunday service on Christmas Eve, December 24, 2023, and New Years Eve, December 31, 2023.

The Library will be closed on Monday, December 25, 2023 for Christmas Day and Tuesday, December 26, 2023 for Boxing Day.

In 2024, New Year's Day falls on a Monday and the Library will be closed.

All full-time employees whose scheduled day off falls on a holiday closure are compensated with a day in lieu to be taken at another agreed upon time.

It is the practice of the Library to close on many of the Sundays adjacent to public holidays.

The schedule of holiday closures for 2023 and January 2024 is provided in Attachment 1.

CONTACT

Brian Daly; Director, Human Resources; Tel: 416-395-5852; Email: bdaly@tpl.ca

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Toronto Public Library Holiday Closures, 2023 and January 2024

Sunday, January 1, 2023*	New Year's Day	Closed
Monday, January 2, 2023*	For New Year's Day	Closed
Monday, February 20, 2023	Family Day	Closed
Friday, April 7, 2023	Good Friday	Closed
Sunday, April 9, 2023	Easter Sunday	Closed
Monday, April 10, 2023	Easter Monday	Closed
Monday, May 22, 2023	Victoria Day	Closed
Saturday, July 1, 2023	Canada Day	Closed
Monday, August 7, 2023	Civic Holiday (Simcoe Day)	Closed
Monday, September 4, 2023	Labour Day	Closed
Monday, October 9, 2023	Thanksgiving Day	Closed
Sunday, December 24, 2023	Christmas Eve	Closed
Monday, December 25, 2023	Christmas Day	Closed
Tuesday, December 26, 2023	Boxing Day	Closed
Sunday, December 31, 2023	New Year's Eve	Closed
Monday, January 1, 2024	New Year's Day	Closed

*New Year's Day 2023 and January 2, 2023 for New Year's Day approved by the Library Board on October 25, 2021.