

TORONTO LICENCING TRIBUNAL**BUSINESS MEETING NO. 22**Date of Meeting: Monday April 18thEnquiry: Pauline Chandarpaul
Supervisor, Toronto Licensing Tribunal
416-392-3072
tlt@toronto.ca

Time: 9:30 a.m.

Location: Council Chamber 2nd Floor
850 Coxwell Avenue
East York Civic Centre

If the Tribunal wishes to meet in closed session (privately) during its Business Meeting, a Member must make a motion to do so and the reason given (in accordance with the *City of Toronto Act, 2006*).

Declarations of Interest under the *Municipal Conflict of Interest Act*

Confirmation of Minutes – January 13, 2016

Communications/Reports:

- (1) Toronto Licencing Tribunal Strategic Plan
- (2) Operational plan
- (3) Agenda Items brought forward from January 13, 2016
 - (a) Decision Writing
 - (b) Templates
 - (c) Toronto Licencing Tribunal Business Process Review
 - (a) Service Fees of TLT
- (4) Google Docs and Signature software – review/editing tools
- (5) Quality Assurance
- (6) External Independent Legal Counsel
- (7) Trends in TLT decisions
- (8) By-law amendments
- (9) Internal Draft Review Policy
- (10) Other business