

TORONTO LICENSING TRIBUNAL**BUSINESS MEETING NO. 21**

Date of Meeting: Tuesday September 6th, 2016 Enquiry: Pauline Chandarpaul
Supervisor, Toronto Licensing Tribunal
416-392-3072
tlit@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) Introduction to Business Meeting
 - (a) Process Review of Business Meetings
- (2) Toronto Licensing Tribunal Strategic Plan
- (3) Operational plan
- (4) Agenda Items brought forward from January 13, 2016
 - (a) Service Fees of TLT
 - (b) Decision Writing
 - (c) Toronto Licensing Tribunal Business Process Review
- (5) Google Docs and Signature software – review/editing tools
- (6) Quality Assurance
- (7) External Independent Legal Counsel
- (8) By-law amendments
- (9) Municipal Licensing Presentation
- (10) Internal Draft Review Policy
- (11) Other business