



Agenda: September 24, 2021

Toronto Local Appeal Body Business Meeting No. 32

Meeting Date: Friday, September 24, 2021, 9:30 a.m.

Location: Electronic via City of Toronto Web Conferencing

Link to Join:

Q3: Toronto Local Appeal Body - Public Business Meeting

Hosted by Toronto Local Appeal Body

Friday, Sep 24, 2021 9:30 am | 7 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2451 901 9404

Password: Toronto

<https://toronto.webex.com/toronto/j.php?MTID=md5a92ba5be5f84ba590b9290e38856e2>

Join by video system

Dial 24519019404@toronto.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-416-915-6530 Canada Toll

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Access code: 245 190 19404

Toronto Local Appeal Body - Public Business Meeting – September 24, 2021

Chair: Dino Lombardi

Contact: Tyra Dorsey, Acting Supervisor, Tribunal Operations

Phone: 416-392-4697

Toronto Local Appeal Body Panel Members

Dino Lombardi (Chair)

Ana Bassios

Sabnavis Gopikrishna

Sean Karmali

Christine Kilby

Justin Leung

Stanley Makuch

Shaheynoor Talukder (Vice Chair)

John Tassiopoulos

Ted Yao

This meeting of the Toronto Local Appeal Body will be held by electronic means and the proceedings of the Tribunal will be conducted publicly.

Members of the Toronto Local Appeal Body and Staff: Please keep this agenda and the accompanying material until the Panel Meeting dealing with these matters have ended.

Special assistance for members of the public: Toronto Local Appeal Body staff can arrange for special assistance with some advance notice. If you need special assistance, please call 416-392-7909, or email tribunalaccess@toronto.ca.

Closed Meeting Requirements: If the Toronto Local Appeal Body wants to meet in closed session (privately), a member of the panel must make a motion to do so and give the reason why the Toronto Local Appeal Body has to meet privately.

Public Deputations by Oral Presentation: A notice of intention to make a public deputation by oral presentation on a Business Meeting agenda item must be registered with the Secretary at least one (1) business day prior to the meeting by 12 p.m. (noon). Email requests can be submitted to tlab@toronto.ca. The date of the TLAB Business Meeting and the agenda item to be spoken to must be indicated in the subject line of the email. (Toronto Local Appeal Body By-law No.1-2017, Section 16(2))

Public Deputations by Written Submissions: Public deputations by written submission must be registered with the Toronto Local Appeal Body at least five (5) business days prior to the Business Meeting by 4:30 p.m. Written submissions can be submitted by email to tlab@toronto.ca. The date of the TLAB Business Meeting and the agenda item to be spoken to must be indicated in the subject line of the email. (Toronto Local Appeal Body By-law No.1-2017, Section 18(2))

Notice to People Writing to the Toronto Local Appeal Body: The City of Toronto Act, 2006 and the City of Toronto Municipal Code authorize the City of Toronto to collect any personal information in your communication or presentation to City Council or its committees.

The Toronto Local Appeal Body collects this information to enable it to make informed decisions on the relevant issue(s). If you are submitting letters, faxes, emails, presentations or other communications to the Toronto Local Appeal Body, you should be aware that your name and the fact that you communicated with the Toronto Local Appeal Body will become part of the public record and will appear on the Toronto Local Appeal Body's website. The Toronto Local Appeal Body will also make your communication and any

personal information in it – such as your postal address, telephone number or email address – available to the public, unless you expressly request the Toronto Local Appeal Body to remove it.

This agenda and any supplementary materials submitted to the Toronto Local Appeal Body can be found online at www.toronto.ca/tlab. Visit the web page for access to all agendas, decisions and minutes of the Toronto Local Appeal Body.

Aboriginal Land Acknowledgement

We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

Confirmation of Minutes – Business Meeting, May 07, 2021.

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

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32.1 – TORONTO LOCAL APPEAL BODY PANEL ORIENTATION

Summary

An orientation by way of presentations to the newly appointed members of the Toronto Local Appeal Body on:

- a. **Chair Introduction**
 - i. 9:30 a.m. – 9:45 a.m.
- b. **Integrity Commissioner**
 - i. Presenter: Jonathan Batty, Integrity Commissioner
 - ii. 9:45 a.m. – 10:25 a.m.
- c. **Public Meetings**
 - i. Presenter: Kelly McCarthy, Deputy City Clerk Secretariat
 - ii. 10:30 a.m. – 10:50 a.m.
- d. **Governance Orientation**
 - i. Presenter: Karen Jones and David Lee, Senior Corporate Mgmt Policy Consultant
 - ii. 11:10 a.m. – 11:30 a.m.
- e. **Public Appointments Office**
 - i. Presenter: Robyn Cook, Manager Community Councils & Committees, and Kate Trotscha, Committee/Council Administrator
 - ii. 11:35 a.m. – 11:50 a.m.
- f. **Court Services**
 - i. Presenter: Gary Clarke, Manager Court Operations
 - ii. 11:55 a.m. – 12:15 p.m.

Supporting Documents

Presentations

32.2 REFRESHER BUSINESS MEETING PROTOCOL

Summary

The Toronto Local Appeal Body Chair will provide a refresher on the Business Meeting Protocol.

Supporting Documents

Procedural Protocol for TLAB Quarterly Business Meetings

Deferred Items:

32.3 – WEBEX HEARING RECORDINGS

Summary

The Toronto Local Appeal Body Supervisor will update the Tribunal on obtaining separate audio from the WebEx Conference System. The Toronto Local Appeal Body will decide how to fulfill Digital Audio Recording Request in the future.

Supporting Documents

N/A

32.4 – SUB-RULE ADOPTION

Summary

The Toronto Local Appeal Body to consider new Sub-Rule 2.6 to the TLAB's Rules of Practice and Procedure regarding a protocol on communications by a Parties or others directly with Toronto Local Appeal Body Members. The amended Rules of Practice and Procedure with the added Sub-Rule to be adopted in its entirety.

Supporting Documents

Proposed Rules of Practice and Procedure with added Sub-Rule 2.6.

32.5 – CHAIR'S UPDATE

The TLAB Chair will provide an update on:

- a. Joint Health & Safety
- b. Reopening
- c. Upcoming Business Meeting
- d. SOARS Training – Effective Decision Writing Session

32.6 – SUPERVISOR AND MANAGER'S UPDATE

Toronto Local Appeal Body – Supervisor's and Manager's Update.

Summary

Court Services Supervisor and Manager to provide an update on administrative matters pertaining to the following items:

- a. Status of electronic & in-person hearings
- b. Updates on Covid-19 and impact on services
- c. Annual Calendar of business meetings via Public Meeting webpage
- d. Introduction to new staff

32.7 – SUBCOMMITTEE UPDATE

Toronto Local Appeal Body – Subcommittee to report on progress.

Summary

The Toronto Local Appeal Body will receive an update and presentation from the Subcommittee Chair regarding the status of this evaluation initiative and draft Recommendations from the sub-committee. The TLAB may further defer the item to a future business meeting.

Supporting Documents

N/A

32.8 – PREHEARING CONFERENCE PILOT PROJECT

Vice-Chair to provide update on Prehearing Conference Pilot Project.

Summary

The TLAB initiated a Prehearing Conference Pilot Project in consultation with the Chair and Vice-Chair. It is a selected prehearing to be heard on a fixed day and attended by the Vice-Chair. The following are the discussion elements: parties are encouraged to settle or resolve the issues raised, and limitations are set on

the number of hearing days allowed for presentations. The Vice-Chair will provide an update and memorandum on the progress of the pilot project.

Supporting Documents

Memorandum on Prehearing Conference (PHC) Pilot Project

32.9 - CLOSING BUSINESS AND REMARKS

Chair Lombardi to confirm the next Public Business Meeting dates.

Adjournment