



## Agenda: October 19, 2021

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### Administrative Penalty Tribunal Meeting No. 8

Meeting Date: Tuesday, October 19, 2021, 9:30 a.m.

Location: Electronic via City of Toronto Web Conferencing

Link to Join:

**Q3: APT Public Business Meeting**

Hosted by Administrative Penalty Tribunal APT

**Tuesday, Oct 19, 2021 9:30 am | 6 hours | (UTC-04:00) Eastern Time (US & Canada)**

Meeting number: **177 828 9419**

Password: **Toronto**

<https://toronto.webex.com/toronto/j.php?MTID=m37f3cc48ecd0cb5a473ceead25e46471>

**Join by video system**

Dial [1778289419@toronto.webex.com](mailto:1778289419@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

+1-613-714-9906 Canada Toll (Ottawa)

Access code: 177 828 9419

Administrative Penalty Tribunal - Public Business Meeting – October 19, 2021

**Chair:** Paul Sommerville

**Contact:** Tyra Dorsey, Acting Supervisor, Tribunal Operations

**Phone:** 416-338-3412

## Administrative Penalty Tribunal Panel Members

Ayderus Alawi	Jennifer Ansell	Deborah Boudreau
Natasha Bronfman	Barbara Cappell	Ben Drory
Joanne Foot	Cheryl Gaster	Suzanne Graves
Jenny Gumbs	Christina Gural	Diane Hall
Mumtaz Jiwan	Randal Montgomery	Shirley Nguyen
Sancia Pinto	Andy Radhakant	Emile Ramlochan
Leslie Ross	Paul Sommerville (Chair)	Kayla Stephenson
Larry Swartz	Harold Tan	Shelley Timms
Helen Walsh		

**This meeting of the Administrative Penalty Tri will be held by electronic means and the proceedings of the Tribunal will be conducted publicly.**

**Members of the Administrative Penalty Tribunal 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:** Administrative Penalty Tribunal 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](mailto:tribunalaccess@toronto.ca).

**Closed Meeting Requirements:** If the Administrative Penalty Tribunal 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 Administrative Penalty Tribunal 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 [apt@toronto.ca](mailto:apt@toronto.ca). The date of the APT Business Meeting and the agenda item to be spoken to must be indicated in the subject line of the email.

**Public Deputations by Written Submissions:** Public deputations by written submission must be registered with the Administrative Penalty Tribunal at least five (5) business days prior to the Business Meeting by 4:30 p.m. Written submissions can be submitted by email to [apt@toronto.ca](mailto:apt@toronto.ca). The date of the APT Business Meeting and the agenda item to be spoken to must be indicated in the subject line of the email.

**Notice to People Writing to the Administrative Penalty Tribunal:** 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 Administrative Penalty Tribunal 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 Administrative Penalty Tribunal, you should be aware that your name and the fact that you communicated with the Administrative Penalty Tribunal will become part of the public record and will appear on the Toronto Local Appeal Body's website. The Administrative Penalty Tribunal 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 Administrative Penalty Tribunal to remove it.

This agenda and any supplementary materials submitted to the Administrative Penalty Tribunal can be found online at [www.toronto.ca/apt](http://www.toronto.ca/apt). Visit the web page for access to all agendas, decisions and minutes of the Administrative Penalty Tribunal.

### **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 04, 2021.

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

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## **8.1 – ADMINISTRATIVE PENALTY TRIBUNAL PANEL ORIENTATION**

### **Summary**

An orientation by way of presentations to the newly appointed members of the Administrative Penalty Tribunal 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. – 10:30 a.m.
- c. **Committee Payroll**
  - i. Presenter: Selina Truong, Supervisor Payroll & Benefits Processing
  - ii. 10:35 a.m. – 11:00 a.m.
- d. **Governance Orientation**
  - i. Presenter: Karen Jones and David Lee, Senior Corporate Mgmt Policy Consultant
  - ii. 11:15 a.m. – 11:55 a.m.
- e. **Public Appointments Office**
  - i. Presenter: Matthew Cowley, Committee/Council Administrator
  - ii. 1:00 p.m. – 1:40 p.m.
- f. **Court Services**
  - i. Presenter: Gary Clarke, Manager Court Operations
  - ii. 1:40 p.m. – 2:05 p.m.
- g. **APT – Google Maps**
  - i. Presenter: Paul Sommerville, APT Chair
  - ii. 2:10 p.m. – 2:30 p.m.

## **Supporting Documents**

Presentations

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## **8.2 – CHAIR'S UPDATE**

The APT Chair will provide an update on any necessary APT matters.

## **8.3 – SUPERVISOR AND MANAGER'S UPDATE**

Administrative Penalty Tribunal – 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

## **8.4 – IN-CAMERA SESSION**

The Administrative Penalty Tribunal will go into closed session to discuss the handling of complex cases.

## **Supporting Documents**

N/A

## **32.9 - CLOSING BUSINESS AND REMARKS**

Chair Sommerville to confirm the next Public Business Meeting date.

## **Adjournment**

This meeting is open to the public pursuant to the Statutory Powers Procedure Act, R.S.O. 1990, Chap. S.22, s.9 (1) and in accordance with The City of Toronto Act, 2006, as amended, Toronto Municipal Code, Chapter 545, 545-3 and Chapter 546.