



Agenda: July 15, 2022

Administrative Penalty Tribunal Meeting No. 10 (In Camera)

Meeting Date: Friday July 15, 2022, 9:30 a.m.

Location: Electronic via City of Toronto Web Conferencing

Link to Join:

Q2: Administrative Penalty Tribunal Public Business Meeting

Hosted by Administrative Penalty Tribunal (APT)

Friday July 15, 2022 9:30 am | 6 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: **2450 805 7900**

Password: **tdQXVA9Yp76**

<https://toronto.webex.com/toronto/j.php?MTID=m1226a14c7c98c5572f4499c8294a4174>

Join by video system

Dial: 24508057900@toronto.webex.com

Join by phone

+1-416-915-6530 Canada Toll

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

Access code: 24508057900##

Administrative Penalty Tribunal - Public Business Meeting – July 15, 2022, 9:30 a.m.

(In Camera session)

Chair: Paul Sommerville

Contact: Pauline Chandarpaul, Supervisor Tribunal Operations

Phone: 416-392-3072

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 Tribunal 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 make arrangements for special assistance with some advance notice. If you require special assistance, please call 416-338-3412, or email 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. 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. 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 Persons 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 Administrative Penalty Tribunals 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. 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.

Declaration of Interest under the Municipal Conflict of Interest Act

Confirmation of Minutes of Meeting – Business Meeting March 17, 2022

10.1 – CHAIR UPDATES

Summary

The Chair will conduct a member check in and discuss the mitigation plan put in place during the July 8, 2022 Rogers network outage.

Supporting Documents

N/A

10.2 – MEMBER ACCOUNTABILITY (IN-CAMERA)

Summary

The APT will go into a closed session to discuss Member training and development as permitted by Subsection 9(1) of the Statutory Powers Procedure Act and Chapter 27 of the Toronto Municipal Code, Subsection 27-38.

10.2 – ADMINISTRATIVE PENALTY TRIBUNAL PANEL TRAINING

Summary

Training and Development by way of interactive discussions between the Chair, Administrative Penalty Tribunal and the appointed members of the Administrative Penalty Tribunal on:

1. Hearing Tradecraft – Hearing Protocols
2. Use of evidence and documentation

3. Practice Directions - Practice directions (PDs) and Practice Notes issued.

Supporting Documents

[Ontario Regulation 610/06](#) applies to administrative penalties that are required by the City.

10.4 - CLOSING BUSINESS AND REMARKS

Summary

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.