



Agenda: December 28, 2023

Administrative Penalty Tribunal Meeting No. 13 (In Camera) –

Meeting Date: Thursday December 28, 2023, 9:30 a.m.

Location: Electronic via City of Toronto Web Conferencing

Link to Join: <https://toronto.webex.com/toronto/j.php?MTID=m383dccd19a6e60b75932d22bd509d837>

Q4: Administrative Penalty Tribunal Public Business Meeting

Hosted by Administrative Penalty Tribunal (APT)

Thursday December 28, 2023, 9:30 a.m. | **7.0 hours** |

Meeting number: 2634 125 9955

Password: MRgjiZr6F44

Join by phone.

+1-416-915-6530 Canada Toll

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

Access code: 2634 125 9955

Administrative Penalty Tribunal - Public Business Meeting – Thursday December 28, 2023, 9:30 a.m.
(In Camera session)

Chair: Sancia Pinto

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	Joanne Foot
Suzanne Graves	Cheryl Gaster	Jenny Gumbs
Christina Gural	Diane Hall	Mumtaz Jiwan
Randal Montgomery	Shirley Nguyen	Sancia Pinto - Chair
Andy Radhakant	Emile Ramlochan	Leslie Ross
Kayla Stephenson	Helen Walsh	Harold Tan
Shelley Timms		

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 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.

African Ancestral Acknowledgement

Though I am not a person of African descent, I am committed to continually acting in support of and in solidarity with Black communities seeking freedom and reparative justice in light of the history and ongoing legacy of slavery that continues to impact Black communities in Canada. As part of this commitment, I would also like to acknowledge that not all people came to these lands as migrants and settlers. Specifically, I wish to acknowledge those of us who came here involuntarily, particularly those brought to these lands as a result of the Trans-Atlantic Slave Trade and Slavery. In support of the City of Toronto's ongoing efforts to confront anti-Black racism, I pay tribute to those ancestors of African origin and descent.

Declaration of Interest under the Municipal Conflict of Interest Act

Confirmation of Minutes of Meeting – Business Meeting October 11, 2023

Motion to adopt minutes of Business meeting held on October 11, 2023 – Members to vote.

13.1 – CHAIR REMARKS

Summary

The Chair will open the meeting with current operational updates.

The Chair will discuss the Chairs Annual Report for 2023 and member contributions.

Supporting Documents

2023 Chair Annual Report Template

13.2 – INFORMATION

Summary

The Administrative Penalty Tribunal Business Meeting is intended to be a closed 'In-camera' APT Member Training/Education Session as permitted by Subsection 9(1) of the Statutory Powers Procedure Act and Chapter 27 of the Toronto Municipal Code, Subsection 27-38 which permits the Administrative Penalty Tribunal to close a Business Meeting to the public to undertake the education or training of the Members. Motion to close the meeting to be passed by a majority vote of the Administrative Penalty Tribunal Members.

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

13.2.1 – ADMINISTRATIVE PENALTY TRIBUNAL PANEL TRAINING (IN-CAMERA)

Summary

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

Motion THAT the December 28, Business Meeting of the Administrative Penalty Tribunal move into a closed session to allow for an education and training session of the panel Members.

- **To be passed by members**

Motion THAT the Administrative Penalty Tribunal move into public session.

- **To be passed by members**

13.3 – SUPERVISOR UPDATES

Administrative Penalty Tribunals Supervisor's and Manager's Update.

Summary

The Supervisor of the Administrative Penalty Tribunal to provide an update on Court Services, Administration.

13.4 - CLOSING BUSINESS AND REMARKS

Summary

Chair Pinto to confirm the next Public Business Meeting dates for 2024.

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.