



Agenda

Multi-Tenant House Licensing Tribunal Public Business Meeting No.3

Meeting No.: 3

Meeting Date: October 8, 2025

Start Time: 9:30 AM

Location: Virtual Meeting - WebEx

Link: <https://toronto.webex.com/toronto/j.php?MTID=m7530aa8db9d299c0391de0d8edb91f44>

Contact: Secretary

Phone: 416-338-7606

Email: MTHLT@toronto.ca

Chair: Lionel Miskin

MTHLT Public Business Meeting - October 8, 2025

Hosted by Multi-Tenant House Licensing Tribunal

Date: Wednesday, October 8, 2025 9:30 AM | 7 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2335 716 1630

Password: Toronto

<https://toronto.webex.com/toronto/j.php?MTID=m7530aa8db9d299c0391de0d8edb91f44>

Join by video system

Dial 23357161630@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: 233 571 61630

Multi-Tenant House Licensing Tribunal Panel Members

Lionel Miskin

Adam Wheeler

Moirá Daly

Emily McKernan

Owen Chambers

This meeting of the Multi-Tenant House Licensing Tribunal will be conducted by electronic means and the proceedings of the Tribunal will be conducted publicly.

Special assistance for members of the public: Tribunal staff can arrange for special assistance with some advance notice. If you need special assistance, please call 416-338-7606, or email tribunalaccess@toronto.ca.

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 MTHLT@toronto.ca. The date of the Tribunal 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 Tribunal at least one (1) business day prior to the meeting by 12 p.m. (noon). Written submissions can be submitted by email to MTHLT@toronto.ca. The date of the Tribunal 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 Multi-Tenant House Licensing 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 Multi-Tenant House Licensing 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 Multi-Tenant House Licensing Tribunal, you should be aware that your name and the fact that you communicated with the Multi-Tenant House Licensing Tribunal will become part of the public record and will appear on the Multi-Tenant House Licensing Tribunal's website. The Multi-Tenant House Licensing 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 Multi-Tenant House Licensing Tribunal to remove it.

Many Committee, Board, and Advisory Body meetings are broadcast live over the internet for the public to view. If you speak at the meeting, you will appear in the video broadcast. Video broadcasts are archived and continue to be publicly available.

This agenda and any supplementary materials submitted to the Multi-Tenant House Licensing Tribunal can be found online at www.toronto.ca/mthlt. Visit the web page for access to all agendas, decisions and minutes of the Multi-Tenant House Licensing Tribunal.

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 Conflict of Interest

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Confirmation of Minutes – May 23, 2024, Business Meeting

MTHLT 3.1 – Chair's Update

MTHLT 3.2 – Supervisor/Manager Update

Multi-Tenant Housing Licencing Tribunals' Supervisor and/or Court and Tribunal Operations Manager to provide administrative updates.

1. Process for MTHLT Tribunal-Issued Laptops.

MTHLT 3.3 – MTHLT Panel Member Availability

Summary

As stated on the Public Appointments page, [Toronto Public Appointments - Agency Profile](#), under **Meeting and Time Commitment: Meeting and Time Commitment:** Hearings and business meetings take place on weekdays and may be conducted virtually, in person or combination of both. Each hearing is conducted by one member. Members will be expected to sit on approximately 1-2 public hearings per month and hearings typically last for 4-6 hours. Hearings may be scheduled more often when volumes are high. A minimum time commitment of 2-3 business days per month is required (equivalent to 20 hours). In addition to hearings, members will also need to spend time reading reports, preparing for meetings (such as by conducting site visits as necessary), and writing detailed written decisions on the applications which come before them at hearings. The tribunal operates in an electronic environment which involves tribunal members using computer software to review documents, conduct hearings and issue decisions therefore a high level of computer competence is an asset.

MTHLT 3.4 – ACTION - Section 2.14 – Service of the MTHLT's Rules of Procedure

Summary

The Multi-Tenant House Licensing Tribunal (MTHLT) is governed by the Toronto Municipal Code Chapter 575. An excerpt under § 575-1.2. (B), titled Interpretation, indicates: "The giving of notice by email shall be deemed to occur on the first business day after the date of mailing and giving of notice by registered mail shall be deemed to occur five business days after the date of mailing."

Whereas According to MTHLT's Rules of Procedure, Section 2.14, Service is deemed to be effective: (a) On the date it is personally delivered;

(b) By mail, on the fifth day after the document is mailed; or

(c) By email, on the day it was sent.

Consideration to change wording to the MTHLT Rules of Procedure to ensure consistency with the language in Chapter 575-1(2)(B).

Motion for Consideration:

TBA

MTHLT 3.5 – EDUCATION AND TRAINING SESSION FOR MULTI-TENANT HOUSING LICENCING TRIBUNAL MEMBERS (In-Camera)

Summary

The professional development of Multi-Tenant Housing Licensing Tribunal, (MTHLT), is an integral part of the Tribunal's operations and for its Members, ensuring ongoing knowledge and support to meet mandated responsibilities. The education/training of its Members occurs from time to time at its business meetings but typically once each year or when deemed necessary by the MTHLT Chair.

Therefore, the MTHLT will recess its Public Meeting and move into a closed session to receive a presentation for Member education and training purposes as permitted by Section 3.7(3)(a) of the Multi-Tenant House Licensing Tribunal By-law 2024.

Motion for Consideration:

"THAT the Multi-Tenant Housing Licensing Tribunal move into a closed session to receive a presentation for Member education and training purposes as permitted by Section 3.7(3)(a) of the Multi-Tenant House Licensing Tribunal By-law 2024.

MTHLT 3.6 – CLOSING BUSINESS AND REMARKS

Summary

Multi-Tenant Housing Licensing Tribunal Chair's Closing Remarks

ADJOURNMENT