



# Agenda: February 5, 2026

## Toronto Local Appeal Body Business Meeting No. 51

Meeting Date: Thursday, February 5, 2026, 9:30 a.m.

Location: East York Civic Centre (850 Coxwell Avenue), Council Chambers (and Remote via WebEx)

Link to Join:

<https://toronto.webex.com/toronto/j.php?MTID=mbb3bafb98aa7bdb3fd4bf356acef39f1>

### TLAB Public Business Meeting

Hosted by Toronto Local Appeal Body

Date: **Thursday, February 05, 2026 9:30 AM | 7 hours | (UTC-05:00) Eastern Time (US & Canada)**

Meeting number: **2345 538 0503**

Password: **Toronto**

<https://toronto.webex.com/toronto/j.php?MTID=mbb3bafb98aa7bdb3fd4bf356acef39f1>

### Join by video system

Dial 23455380503@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: 234 553 80503**

**Chair:** Nazila Atarodi-West

**Contact:** Angelina Grkavac, Supervisor, Tribunal Operations

**Phone:** 416-392-4370

## Toronto Local Appeal Body Panel Members

Nazila Atarodi-West (Chair)

Ana Bassios (Vice-Chair)

John Tassiopoulos

Carissa Wong

Gerald Swinkin

Ron Kanter

Trevor Kezwer

Anthony Brown

Brian Gallaugher

Yeta Herscher

Bruce Mullock

**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](mailto: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](mailto: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](mailto: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](http://www.toronto.ca/tlab). Visit the web page for access to all agendas, decisions, and minutes of the Toronto Local Appeal Body.

### **Land Acknowledgement for Toronto**

"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** – Public Business Meeting, September 26, 2025.

### **Motion for Consideration:**

THAT the Toronto Local Appeal Body adopt minutes of the September 26, 2025, Public Business Meeting, and post the minutes on Toronto Local Appeal Body's website.

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

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## **51.01 – OPENING REMARKS**

### **Summary**

Toronto Local Appeal Body Chair's Opening Remarks

## **51.02 – ACTION**

### **Summary**

Election of the TLAB Vice- Chair

### **Motion for Consideration:**

That the Toronto Local Appeal Body elect a Vice-Chair, in accordance with its governing legislation and procedures.

## **51.03 – 2024 TLAB CHAIR ANNUAL REPORT**

### **Summary**

The Toronto Local Appeal Body (TLAB) Chair presented and submitted to City Council, through the Director of Court Services, a report of the operations of the TLAB on an annual basis which provides a summary of the activities of the Tribunal over the past year, 2024.

**Supporting Document(s):**

- 1) [Toronto Local Appeal Body Chair's 2024 Annual Report](#)

## 51.04 – CONSIDERATION OF 2024 TLAB CHAIR ANNUAL REPORT

**Summary**

Toronto Local Appeal Body Chair to provide key updates of City Council's November 12–13, 2025 meeting, and review of TLAB rules and practice directions on document disclosure and tribunal independence, including consideration of any necessary amendments to ensure fair hearings.

Toronto Local Appeal Body already has a practice direction in place, No. 7, which governs late filings and came into effect on 15 June 2022.

**Supporting Document(s):**

- 1) Motion (PH25.9), <https://secure.toronto.ca/council/agenda-item.do?item=2025.PH25.9>
- 2) [Toronto Local Appeal Body – Practice Directions and Announcements – City of Toronto](#)

## 51.05 – CONSIDERATION OF 2024 TLAB CHAIR ANNUAL REPORT

**Summary**

The Toronto Local Appeal Body Chair to review comments submitted on behalf of the Federation of North Toronto Residents' Association regarding the 2024 Annual Report, including constructive recommendations on expanded reporting of appeal participants and outcomes, resident access and operational matters, reconsideration of in-person hearings, and the timing of the Chair's Annual Report.

**Supporting Document(s):**

- 1) <https://www.toronto.ca/legdocs/mmis/2025/ph/comm/communicationfile-197452.pdf>

## 51.06 – PROPOSAL TO AMEND CITATIONS IN DECISION TEMPLATE

**Summary**

The Toronto Local Appeal Body to revisit the decision style template (citation) to explore the preferred or best approach.

**Supporting Document(s):**

1. Form 2 - Notice of Hearing Template
2. Decision Template

## 51.07 – INFORMATION

### SUPERVISOR'S AND MANAGER'S UPDATE

#### **Summary**

Tribunals, Local appeal Body Supervisor and Court Operations, Tribunals, Manager to provide administrative updates.

1. Public Appointments office follow up and other administrative matters
2. 2025 Statistics: Hearings scheduled and decisions issued.

## 51.08 – PROPOSED 2026 PUBLIC BUSINESS MEETING DATES

#### **Summary**

Toronto Local Appeal Body to approve the following Public Business Meeting dates for 2026:

- Tuesday, May 12, 2026, or  
Friday May 15, 2026
- Tuesday, September 15, 2026, or  
Friday, September 18, 2026
- Tuesday, December 08, 2026, or  
Friday, December 11, 2026

## 51.09 – EDUCATION OR TRAINING SESSION FOR TORONTO LOCAL APPEAL BODY MEMBERS (In-Camera)

#### **Summary**

The professional development of Toronto Local Appeal Body Members 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 TLAB Chair. Therefore, the Toronto Local Appeal Body 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 11(1)(f) of the Toronto Local Appeal Body's Procedure By-law 1-2017.

#### **Motion for Consideration:**

"THAT the Toronto Local Appeal Body move into a closed session to receive a presentation for Member education and training purposes as permitted by Section 11(1)(f) of the Toronto Local Appeal Body's Procedure By-law 1-2017."

## 51.10 – UPDATE ON RECENT LEGISLATIVE CHANGES FOR TORONTO LOCAL APPEAL BODY MEMBERS (In-Camera)

### **Summary**

The Toronto Local Appeal Body will maintain a recess of its Public Meeting and continue with a closed session to receive a presentation for Members regarding an update on recent legislative changes, as permitted by Section 11(1)(g) of the Toronto Local Appeal Body's Procedure By-law 1-2017.

## 51.11 – CLOSING BUSINESS AND REMARKS

### **Summary**

Toronto Local Appeal Body Chair's Closing Remarks

### **Motion to Adjourn Meeting**

This meeting is open to the public pursuant to the *Statutory Powers Procedure Act*, R.S.O. 1990, c. 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.