



Minutes: September 26, 2025

Toronto Local Appeal Body Business Meeting No. 50

Meeting Date: Friday, September 26, 2025, 10:00 a.m.

Location: East York Civic Centre (850 Coxwell Avenue), Council Chambers

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 - Virtual

Carissa Wong

Gerald Swinkin - Virtual

Ron Kanter

Trevor Kezwer - Virtual

Anthony Brown

Brian Gallagher

Yeta Herscher

Bruce Mullock

Attendees:

Brian Halloran, Manager, Court Operations, Court Services

Scott Nowoselski, Solicitor, Legal Services

Allyson Amster, Solicitor, Legal Services

Meeting begins: 10:05 a.m.

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 – Business Meeting, March 28, 2025.

MOTION: THAT the Toronto Local Appeal Body adopt minutes of the March 28, 2025, Business Meeting, and post the minutes on Toronto Local Appeal Body’s website.

Moved by: Member Gallagher, Seconded by: Member Mullock (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

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

No declarations of conflict.

50.1 – CHAIR’S UPDATE**INTRODUCTION OF NEW CHAIR****Summary****Welcome message for incoming Chair**

Chair Atarodi-West welcomed attendees, expressed appreciation for members’ contributions, offered special thanks to Vice Chair Bassios for her support, and acknowledged staff for their ongoing assistance. Chair Atarodi-West provided background information on her appointment and previous experience.

Chair Atarodi-West reminded members about TLAB’s decision-making rules: final decisions must be issued within 30 calendar days (21 business days), as timely decisions are essential to maintaining public confidence and avoiding reputational risk. Chair Atarodi-West reiterated her commitment to enforcing these timelines and referenced prior guidance from December 10, 2021.

Member Kanter requested clarification on how the 30-day deadline aligns with the internal review process, specifically, whether the timeline includes or excludes the chair/vice-chair review period. Vice-Chair Bassios explained that the longstanding practice is to treat 30 days as the target for submitting the draft decision,

with internal review typically requiring one to two days, and that the entire process should reasonably be completed within a month.

Questions were also raised about how the review function will be assigned under the new leadership. Chair Atarodi-West confirmed that she and Vice-Chair Bassios will determine who conducts each review.

Member Wong noted that, due to full-time employment outside the Tribunal, the 30-day requirement is challenging; Member Wong typically informs parties of a two-month decision timeline, which has generally been accepted. Member Wong remains committed to avoiding extended delays. Chair Atarodi-West emphasized the importance of adhering to the 21-business-day standard, acknowledging past complaints but allowing flexibility if parties agree to a longer timeline. Vice-Chair Bassios added that while best efforts toward the 30-day target are expected, illness or competing priorities may affect timelines, though extreme delays (e.g., 18 months) are unacceptable. Chair Atarodi-West agreed to continue the discussion with Member Wong offline.

50.2 – INFORMATION ON CURRENT OR ONGOING MATTERS (In Camera)

MOTION: THAT the Toronto Local Appeal Body adjust the agenda order, deferring Agenda Item 50.2 to later in the meeting.

Moved by: Member Gallagher, Seconded by: Member Mullock (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

50.3 – INFORMATION

SUPERVISOR'S AND MANAGER'S UPDATE

Summary

Tribunals, Local Appeal body Supervisor and Court Operations, Tribunals Manager, to provide administrative updates.

1. Member Compliment

Congratulations and a warm welcome were extended to Chair Atarodi-West expressing enthusiasm for continuing the Tribunal's strong work.

The April 17th, 2025, report to City Council was shared, noting that the TLAB complement has been reduced from 14 to 10 members due to lower case volumes after Bill 23.

The tribunal complement has been formally reduced to 10 members, including the Chair, with the reduction to occur through natural attrition rather than removing current members. Questions were raised about member terms ending in March; Public Appointments confirmed that only one reappointment slot is available under the reduced complement. It was noted that this approach differs from past practice. Manager of Tribunal Operations clarified that members with ongoing hearings will remain in their roles until those hearings conclude, after which their positions will be eliminated and the standard appointment process will resume.

Members requested clarification on whether reapplication is required or terms would continue automatically, and asked for clearer communication regarding their status. Manager of Tribunal Operations advised that all reappointments require a formal application, and a commitment was made to consult Public Appointments for definitive guidance. Members will receive direct communication from Public Appointments outlining their status and next steps. Another member echoed concerns about potential elimination due to complement limits. It was noted that Public Appointments has already been involved in council discussions on this issue. A commitment was made to follow up with Public Appointments and report back at the next meeting.

2. Process for TLAB Tribunal-Issued Laptops

Members were reminded to log into the City network every few weeks to receive essential security updates, as devices may become unusable otherwise. All technical support services are now centralized at 92 Front Street, St. Lawrence Market North, and require in-person attendance. Members were informed that laptop logins and email accounts automatically deactivate after 90 days of inactivity and may require Corporate IT reactivation.

Operational concerns raised included that not all members received City-issued laptops, access to email, shared drives, access cards, as well as printing limitations to personal printers and Adobe licence needs. An email will be sent to all members to gather details on equipment and access needs, and members were encouraged to report any missing equipment or access issues. Commitments were made to address access cards, coordinate with Court Services' tech support for City issued laptops, access restoration for email and shared drive, Adobe licences. Members were advised that personal or non-City-issued laptops and desktops cannot be serviced or have applications installed, in accordance with City policy.

Recess: 10:48 a.m. - 11:07 a.m.

50.2 – INFORMATION ON CURRENT OR ONGOING MATTERS (In-Camera)

Summary

For information purposes only, to keep Toronto Local Appeal Body Members informed of ongoing confidential matters and organizational developments.

Therefore, the Toronto Local Appeal Body will recess its Public Meeting and move into closed session for the purpose of keeping Members informed on confidential developments, decisions, or ongoing issues relating to litigation or pending litigation, including matters before administrative tribunals, as permitted under Section 11(1)(e) of the Toronto Local Appeal Body Procedure By-law No. 1-2017.

MOTION: THAT the Toronto Local Appeal Body move into closed session to keep Members informed of confidential developments, decisions, or ongoing issues.

Moved by: Member Kanter, Seconded by: Member Wong (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

All attendees were removed for the closed session, with the exception of the TLAB Secretary and TLAB Members remaining in the meeting.

MOTION: THAT the Toronto Local Appeal Body return to public session.

Moved by: Vice Chair Bassios, Seconded by: Member Kanter (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

Recess: 12:20 p.m. - 1:38 p.m.

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

Moved by: Member Gallagher, Seconded by: Member Kanter (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

All attendees were removed for the in-camera session, with only the TLAB Secretary, TLAB Members, and TLAB support staff remaining in the meeting.

MOTION: THAT the Toronto Local Appeal Body return to public session.

Moved by: Member Wong, Seconded by: Member Brown (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y

<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

50.5 – CLOSING BUSINESS AND REMARKS

Summary

Toronto Local Appeal Body Chair's Closing Remarks

The next public business meeting will be held on Friday, December 5, 2025. Chair Atarodi-West asked members whether they prefer a 9:30 a.m. or 10:00 a.m. start time. Members provided their preferences, and the Chair will confirm the final time.

MOTION: THAT the Toronto Local Appeal Body adjourn the Public Business Meeting No. 50.

Moved by: Member Kanter, Seconded by: Member Mullock (Carried)

<i>Nazila Atarodi-West (Chair)</i>	Y
<i>Ana Bassios (Vice-Chair)</i>	Y
<i>John Tassiopoulos</i>	Y
<i>Carissa Wong</i>	Y
<i>Gerald Swinkin</i>	Y
<i>Ron Kanter</i>	Y
<i>Trevor Kezwer</i>	Y
<i>Bruce Mullock</i>	Y
<i>Yeta Herscher</i>	Y
<i>Anthony Brown</i>	Y
<i>Brian Gallagher</i>	Y

Meeting concluded at 3:19 p.m.

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.