



(Disponible en français)

NOTICE OF ADJOURNED VIDEO HEARING

Under section 174 of the *Residential Tenancies Act, 2006*

The hearing to consider the Tenant's application was not completed and the hearing was adjourned. Another date has been scheduled to continue the hearing at the time and date set out below. Please refer to the information below and log into the Tribunals Ontario Portal at www.tribunalsontario.ca/en/tribunals-ontario-portal/ to access your file.

File Number: LTB-T-012831-22

Parties to the Application:

Applicant (**Tenant**) Parties

Chris Bourdages, Marjorie Alvarado and Kenneth Wakely

Respondent (**Landlord**) Parties:

Seung Huian Lee and Kyang Sook Chae

Respondent (**Former Landlord**) Parties:

Jonathan Kauffman, Yan Kauffman,

Concerning Rental Unit Address: BASEMENT, 258 CONLEY ST, THORNHILL, ON, L4J2Z5

Hearing Type: Review

Hearing Date: June 18, 2024 **Hearing Time:** 01:00 PM EST

Hearing Location: Virtual

Join the video hearing by clicking on this link:

<https://bit.ly/ZLTBVideo103>

If the link does not open, you can also type it into your internet browser. If you do not have access to the internet, you can join the hearing by phone. Call toll free 855-703-8985 or local 647-374-4685. When you call, you will be asked for a Meeting ID. Enter the following number: 927-9580-4323#

Hearing Day Instructions:

1. Join the video hearing **15 minutes** before the hearing time noted above to confirm your attendance.

- 2. Be ready to stay the whole day. There are many other hearings scheduled at the same time as your hearing, and your hearing may be later in the day.**

TECHNICAL ASSISTANCE:

Before your hearing: To learn more about how to join and what to expect in your video hearing, watch our online Zoom video guides and review the information on our Videoconferencing webpage at www.tribunalsontario.ca/en/videoconferencing/ . You should also review the Zoom information sheet sent with your Notice of Video Hearing.

During your hearing: If you have technical issues joining your hearing on Zoom, you can email LTBHearingSupport@ontario.ca, or call 416-212-9064 (toll-free 866-769-7865). Staff will help you join your hearing. When you call for support, you will be asked to leave a voice message explaining the issue you are experiencing and provide your contact phone number. Staff will call you back promptly.

The support line will be monitored between 8:30 a.m. and 4:30 p.m., Monday to Thursday, and from 8:30 a.m. to 2 p.m. on Friday.

It is important for you to join this hearing on time. If you are late, or do not attend, the hearing may take place without you.

The best way to communicate with the LTB is by email at ltb@ontario.ca. Be sure to check your email account, including your "Junk Email" folder, regularly. You can view the documents, evidence and submissions for this file on the Tribunals Ontario Portal at www.tribunalsontario.ca/en/tribunals-ontario-portal/

If you are the Applicant and you would like to try to resolve this matter faster, you can invite the Respondent to the Tribunals Ontario Portal to participate in online negotiation and get the assistance of a Dispute Resolution Officer for mediation. You can use the portal to check the details and/or add any extra evidence that may help resolve the situation and reach an agreement.

WHAT MAY HAPPEN IF YOU DO NOT ATTEND THE HEARING:

If you cannot attend the hearing, you should give someone written permission to represent you and to participate on your behalf. Be sure to inform the LTB by email in advance.

If you are the Tenant and you do not attend the hearing or send a representative, your application may be dismissed without any further notice.

If you are the Landlord and you do not attend the hearing or send a representative, the LTB may hold the hearing without you and make a decision based on only the Tenant's evidence.

WHAT YOU SHOULD DO IF YOU HAVE EVIDENCE TO PRESENT:

1. All parties must give each other a complete copy of all the evidence they want to use during the hearing as soon as possible but **at least 7 days** before the hearing.
2. All parties must also upload their evidence to the Tribunals Ontario Portal at www.tribunalsontario.ca/en/tribunals-ontario-portal/ **at least 7 days** before the hearing. To upload your evidence, log into Tribunals Ontario Portal, choose the file number and select 'Documents, Evidence & Requests'. From this page, click '+ Add file documents' then select 'Evidence and Submissions' from the dropdown menu.
3. If you are unable to access Tribunals Ontario Portal, you can email your evidence to the LTB. Send the email **at least 7 days** before the hearing to ltb.evidence@ontario.ca. Emails CANNOT exceed 35 MBs in size. In the subject line of your email include: the word "EVIDENCE"; your FILE Number; and hearing date.
4. If after you receive the other party's evidence you decide that you want to submit more evidence in response, you must provide a copy of your reply evidence to the other party and to the LTB. Do this as soon as possible, but **at least 5 days** before the hearing. You can upload your reply evidence to the Tribunals Ontario Portal or email it to the LTB.
5. If you do not provide the other party and the LTB with a copy of your evidence **at least 7 days** before the hearing (or 5 days for reply evidence) you may not be allowed to use that evidence during the hearing.

REPRESENTATIVES or LEGAL ASSISTANCE:

If you are a tenant and need legal advice, contact your local community legal clinic. To find a legal clinic in your area, contact Legal Aid Ontario at 1-800-668- 8258. Please seek legal advice before your hearing.

Tenant Duty Counsel has created an online registration system to request legal assistance if you have a scheduled hearing. You can access it at www.tdc.acto.ca. Tenant Duty Counsel is a service provided by Legal Aid Ontario and is not affiliated with the LTB.

If you are a small-scale landlord, you may be able to get assistance from the Landlord's Self-Help Centre. Call 416-504-5190/1-800-730-3218 or visit www.landlordselfhelp.com/. The Landlord's Self-Help Centre is funded by Legal Aid Ontario and is not affiliated with the LTB.

You may be represented by a lawyer or paralegal licensed by the Law Society of Ontario or by an unlicensed person where permitted by the *Law Society Act* and its regulations and by-laws. For more information refer to the Practice Direction on Representation on the LTB

website at www.tribunalsontario.ca/ltb/rules-practice-directions-guidelines/.

IF YOU BELIEVE THAT A VIDEO HEARING WILL CAUSE YOU SIGNIFICANT PREJUDICE:

You may email and/or contact the LTB in writing and explain why you believe that having the hearing by video will cause you significant prejudice. You must send your written explanation to the LTB within 7 days of receiving this notice of hearing.

If the LTB finds that having the hearing by video will cause you significant prejudice, the LTB may change the hearing format. If you do not receive a notice informing you that the hearing has been rescheduled to a different format, the video hearing will take place at the date and time noted in this notice.

Be sure to include your file number on any correspondence with the LTB.

FOR MORE INFORMATION:

If you have any questions about the application or the hearing, you may:

- visit Navigate Tribunals Ontario website at www.navigatetribunalsontario.ca
- visit the LTB website at www.tribunalsontario.ca
- call the LTB contact centre at: 416-645-8080 or toll free at 1-888-332-3234
- email the LTB at: ltb@ontario.ca

Be sure to include your file number on any correspondence to the LTB Office:

Landlord and Tenant Board
15 Grosvenor Street, Ground Floor
Toronto, Ontario M7A 2G6

Ce document est disponible en français. Pour obtenir la version française, et obtenir une audience en français, veuillez soumettre la demande de service en français dûment complétée (www.tribunalsontario.ca/cli/formulaires/), ou communiquer avec nous au 416-645-8080 ou sans frais au 1-888-332-3234.