

Authority: Infrastructure and Environment Committee Item IE10.1, as adopted by City of Toronto Council on February 6 and 7, 2024; Mayor Proposed Budget Item MPB15.1, as deemed adopted by City of Toronto Council on February 14, 2024; New Business Item CC15.1, adopted as amended by City of Toronto Council on February 14, 2024; Infrastructure and Environment Committee Item IE11.2, adopted as amended, by City of Toronto Council on April 17 and 18, 2024; Economic and Community Development Committee Item EC11.3, adopted as amended, by City of Toronto Council on April 17 and 18, 2024; Infrastructure and Environment Committee Item IE14.5, adopted as amended, by City of Toronto Council on June 26 and 27, 2024; Infrastructure and Environment Committee Item IE16.3, as adopted by City of Toronto Council on October 9 and 10, 2024; Infrastructure and Environment Committee Item IE16.4, adopted as amended by City of Toronto Council on October 9 and 10, 2024; MM23.29, by Councillor Dianne Saxe, seconded by Deputy Mayor Jennifer McKelvie, as adopted by City of Toronto Council on November 13 and 14, 2024; and Section 169-5.2.B of City of Toronto Municipal Code Chapter 169, Officials, City

## **CITY OF TORONTO**

**Bill 1325**

**BY-LAW -2024**

**To delete City of Toronto Municipal Code Chapter 610, Penalties, Administration of, and replace it with a new City of Toronto Municipal Code Chapter 610, Penalties, Administration of, effective January 20, 2025.**

Whereas subsection 81(1) of the City of Toronto Act, 2006, as amended, provides that sections 7 and 8 of the City of Toronto Act, 2006 authorize the City to require a person to pay an administrative penalty if the City is satisfied that the person has failed to comply with any by-laws respecting the parking, standing or stopping of vehicles; and

Whereas the Province adopted the "Administrative Penalties" regulation, O. Reg. 611/06, as amended, pursuant to the City of Toronto Act, 2006 which applies administrative penalties in respect of the parking, standing or stopping of vehicles; and

Whereas the City of Toronto Act, 2006 authorizes the City to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and for the use of its property including property under its control; and

Whereas section 240 of the City of Toronto Act, 2006 authorizes, if the City uses a registered collection agency in good standing to recover a debt payable to the City, including taxes imposed

under the City of Toronto Act, 2006, the collection agency to recover its reasonable costs of collecting the debt where those costs do not exceed an amount approved by the City; and Whereas the City of Toronto considers it desirable to have an administrative penalty system for all parking, standing or stopping by-laws, or portions thereof, to which administrative penalties may apply; and

Whereas the City of Toronto previously enacted By-law 799-2017, being a By-law "To adopt a new City of Toronto Municipal Code Chapter 610, Penalties, Administration of", which by-law had been amended; and

Whereas the City of Toronto is passing this by-law as it relates to the parking, standing, or stopping offences pursuant to clause 3 of Ontario Regulation 611/06 to City of Toronto Act, 2006; and

Whereas the City of Toronto considers it desirable to designate certain portions of City of Toronto Municipal Code Chapter 608, Parks, City of Toronto Municipal Code Chapter 743, Streets and Sidewalks, Use of, City of Toronto Municipal Code Chapter 880, Fire Routes, City of Toronto Municipal Code Chapter 886, Footpaths, Pedestrian Ways, Bicycle Paths, Bicycle Lanes and Cycle Tracks, City of Toronto Municipal Code Chapter 903, Parking for Persons with Disabilities, City of Toronto Municipal Code Chapter 910, Parking Machines, Parking Meters and Mobile Only Zones, City of Toronto Municipal Code Chapter 915, Parking on Private or Municipal Property, City of Toronto Municipal Code Chapter 918, Parking on Residential Front Yards and Boulevards, City of Toronto Municipal Code Chapter 925, Permit Parking, City of Toronto Municipal Code Chapter 950, Traffic and Parking, and former Metropolitan Toronto By-law 45-84, Respecting the Regulation of Traffic in Exhibition Place, that deal with parking, standing, or stopping of vehicles as the portions to which the City of Toronto's system of administrative penalties will apply; and

Whereas the purpose of the system of administrative penalties established by the City of Toronto shall be to assist the City of Toronto in regulating the flow of traffic and use of land, including highways, by promoting compliance with its by-laws respecting the parking, standing or stopping of motor vehicles; and

Whereas the City of Toronto considers it desirable to enforce and seek compliance with the designated by-laws, or portions of those by-laws, through the administrative penalty system; and Whereas the amount of the administrative penalties established are not punitive in nature nor do they exceed the amount reasonably required to promote compliance; and

Whereas subsection 21.1(1) of the Highway Traffic Act, as amended, provides that an administrative penalty may be imposed under section 21.1 in order to promote compliance with the Highway Traffic Act and the regulations; and

Whereas the Province adopted the "Administrative Penalties For Contraventions Detected Using Camera Systems" regulation, O. Reg. 355/22, pursuant to the Highway Traffic Act; and Whereas, as well as other sections, subsections 128(1) and 144(18) of the Highway Traffic Act are prescribed for the purposes of subsection 21.1(2) of the Highway Traffic Act; and

Whereas the City of Toronto considers it desirable to have an administrative penalty system for contraventions of subsection 128(1) of the Highway Traffic Act, where evidence is obtained in respect of the contravention through the use of an automated speed enforcement system under Part XIV.1 of the Highway Traffic Act, and for contraventions of subsection 144(18) of the Highway Traffic Act, where the evidence is obtained in respect of the contravention through the use of a red light camera system under Part XIV.2 of the Highway Traffic Act; and

Whereas the City of Toronto considers it desirable to enforce and seek compliance with subsection 128(1) of the Highway Traffic Act, where evidence is obtained in respect of the contravention through the use of an automated speed enforcement system under Part XIV.1 of the Highway Traffic Act, and with subsection 144(18) of the Highway Traffic Act, where the evidence is obtained in respect of the contravention through the use of a red light camera system under Part XIV.2 of the Highway Traffic Act, through the administrative penalty system; and Whereas it is desirable to adopt a Municipal Code Chapter to provide for and to consolidate the administrative penalty system for both parking, standing, and stopping violations (designated by-laws) and contraventions of subsection 128(1) of the Highway Traffic Act, where evidence is obtained in respect of the contravention through the use of an automated speed enforcement system under Part XIV.1 of the Highway Traffic Act, as well as contraventions of subsection 144(18) of the Highway Traffic Act, where the evidence is obtained in respect of the contravention through the use of a red light camera system under Part XIV.2 of the Highway Traffic Act (designated statute provisions);

The Council of the City of Toronto enacts:

1. **City of Toronto Municipal Code Chapter 610, Penalties, Administration of, is deleted and replaced with a new City of Toronto Municipal Code Chapter 610, Penalties, Administration of, as follows:**

### **"Chapter 610**

### **PENALTIES, ADMINISTRATION OF**

#### **ARTICLE 1**

#### **Definitions, etc.**

#### **§ 610-1.1. Definitions.**

#### **A. General definitions.**

As used in this chapter, the following terms mean:

**ADMINISTRATIVE PENALTY** - a monetary penalty amount set out in Column 3 of Schedule A or Schedule B for the violation of the corresponding designated by-law provision or designated statute provision set out in Column 1 of Schedule A or of Schedule B.

**AUTHORIZED REPRESENTATIVE** - a person who is authorized by a recipient to act for the recipient and is permitted to do so by applicable laws, by-laws, rules or any similar requirement.

CANCEL – includes "set aside" as used in Ontario Regulation 355/22.

CITY SOLICITOR - the City Solicitor for the City.

DESIGNATED BY-LAW PROVISION - a by-law provision creating a vehicle parking, stopping or standing violation listed in Column 1 of Schedule A.

DESIGNATED STATUTE PROVISION – the Highway Traffic Act provisions prescribed for the purposes of subsection 21.1(2) of the Highway Traffic Act, namely red light camera and automated speed enforcement violations as listed in Column 1 of Schedule B.

ENFORCEMENT OFFICER –

- (1) For a designated by-law provision:
  - (a) A municipal law enforcement officer appointed under Chapter 150, Municipal Law Enforcement Officers; or
  - (b) A police officer or police cadet employed by the Toronto Police Service.
- (2) For a designated statute provision, a prescribed authorized person under section 21.1(2) of the Highway Traffic Act, namely a person employed by the City and designated as provincial offences officer by the Minister of Transportation under subsection 1(3) of the Provincial Offences Act for the purposes of all or any class of offences set under Parts XIV.1 or XIV.2 of the Highway Traffic Act.

EXTENUATING CIRCUMSTANCES - grounds for an extension of time to request a screening review or hearing review resulting from a recipient's failure to act due to accident, illness, or other cause that through no fault of their own leads to their failure to meet a time limit. "Extenuating circumstances" includes "fair and appropriate in the circumstances" as used in Ontario Regulation 355/22.

FEE – a fee set out and described in Schedule C, referred to collectively as the "administrative fees" or individually by the name of the fee in Schedule C.

HEARING DECISION - a written hearing review decision that includes:

- the name of the recipient;
- the violation;
- the screening decision;
- the recipient's reasons for the request;

- the hearing decision, including:
- if the administrative penalty and/or any administrative fees have been varied, the specifics of the variance;
- if an extension of time to pay and/or a payment plan have been approved, the specifics of the extension of time to pay and/or the payment plan;
- the reasons for the decision.

HEARING OFFICER - a person from time to time appointed by City Council to review administrative penalties for designated by-law provisions and/or designated statute provisions.

HEARING REVIEW - a review of a screening decision by a hearing officer.

HOLIDAY - New Year's Day, Family Day, Good Friday, Easter Sunday, Easter Monday, Victoria Day, Canada Day, August Civic Holiday (Simcoe Day), Labour Day, Thanksgiving Day (Canada), Remembrance Day, Christmas Day, Boxing Day, and any day designated by City Council as a holiday.

MOTOR VEHICLE OR VEHICLE - any item defined as a motor vehicle or vehicle in a Municipal Code Chapter or By-law containing a designated by-law provision for the purposes of that provision or in a statute containing a designated statute provision for the purposes of that provision.

PENALTY NOTICE - a notice as described in § 610-2.1 issued to a recipient who has violated a designated by-law provision or a designated statute provision or, in the case of a violation of a designated by-law provision, issued to the person who, in the opinion of the enforcement officer, appears to have care or control of the vehicle at the time of violation. "Issued to" includes "imposed on" and a "penalty notice" includes a "penalty order", both as used in Ontario Regulation 355/22.

PENALTY NOTICE DATE - the date of service of a penalty notice.

RECIPIENT – the person responsible for the violation of a designated by-law provision or designated statute provision, who, in the case of a designated by-law provision or a designated statute provision, is the vehicle owner.

SCREENING DECISION - a written screening review decision that includes:

- the name of the recipient;
- the violation;
- the recipient's reasons for the request;
- any evidence provided by the recipient and reviewed by screening officer;

- any other evidence provided to and reviewed by the screening officer;
- the screening decision, including:
  - if the administrative penalty and/or any administrative fees have been varied, the specifics of the variance;
  - if an extension of time to pay and/or a payment plan have been approved, the specifics of the extension of time to pay and/or the payment plan;
  - the reasons for the decision.

**SCREENING OFFICER** - a person from time to time appointed by the City Solicitor for the purposes of this chapter to review administrative penalties for designated by-law provisions and/or designated statute provisions.

**SCREENING REVIEW** – a review of a penalty notice, including the administrative penalty and any administrative fees, by a screening officer.

**UNDUE HARDSHIP** - grounds for cancelling or varying or extending the time to pay an administrative penalty or administrative fees or both or for approving a payment plan resulting from a recipient's ability to pay being materially compromised by a significant reduction in income, an illness, unanticipated expenses, or other cause such that imposing the administrative penalty without relief would be unduly oppressive and not in the interests of justice. The recipient must demonstrate the reduction in income, illness or expense by providing supporting documentation including a Canada Revenue Agency Notice of Tax Assessment for the last full calendar year. "Undue hardship" includes "fair and appropriate in the circumstances" as used in Ontario Regulation 355/22.

**VEHICLE OWNER** –

- (1) the person whose name appears on the permit for the vehicle; and
- (2) if the vehicle permit consists of a vehicle portion and plate portion and different persons are named on each portion, the person whose name appears on the plate portion.

**VIOLATION** – includes a contravention of or failure to comply with a designated by-law provision or a designated statute provision.

**B. Applicable Highway Traffic Act and By-law definitions.**

- (1) A term not defined in this chapter but defined in the Highway Traffic Act shall have the same meaning as the term has in the Highway Traffic Act.

- (2) Despite § 610-1.1B(1), the use of "park", "parked", "parking", "stand", "standing", "stop" or "stopped" in this chapter shall have the same meaning as the term has in the applicable designated by-law provision.

### **§ 610-1.2. General.**

#### **A. Application.**

- (1) This chapter applies to the designated by-law provisions and designated statute provisions.
- (2) Despite anything in any City of Toronto Municipal Code Chapter or by-law to the contrary, the Provincial Offences Act does not apply to a violation of a designated by-law provision or to a violation of a designated statute provision.

#### **B. Time periods.**

Where a time period is prescribed in this chapter:

- (1) The time period shall be counted by excluding the first day and including the last day of the period. If the last day of the time period falls on a holiday, the time period ends on the next day that is not a holiday; and
- (2) If the time period would otherwise expire on a day on which the City's administrative buildings are not open for business, it is extended to the next day on which the City's administrative buildings are open for business.

#### **C. City Solicitor authority.**

- (1) The City Solicitor is authorized to establish forms, including penalty notices, for the purposes of this chapter, with the exception of forms for the proceedings of the administrative penalty tribunal.
- (2) The City Solicitor is authorized to establish policies and procedures for the purposes of this chapter. These policies and procedures, if any, can be found on the City's website dealing with Administrative Penalties.

#### **D. Screening officer/hearing officer jurisdiction.**

- (1) Neither a screening officer nor a hearing officer has jurisdiction to consider questions relating to the validity of a statute, regulation or by-law or the constitutional applicability or operability of any statute, regulation or by-law.
- (2) Despite anything in this chapter to the contrary, if a screening officer or a hearing officer becomes aware, before a final decision is made in respect of a screening review or a hearing review, as the case may be, that the recipient who is subject to the penalty notice is charged with an offence under the Highway Traffic Act in

respect of the same violation, the screening officer or hearing officer shall set aside the penalty notice.

- (3) If the Chair of the administrative penalty tribunal is satisfied that a substantial wrong or a miscarriage of justice occurred when an administrative penalty, including any administrative fees, has been:
  - (a) deemed to be affirmed or final; or
  - (b) affirmed or varied by a screening decision or a hearing decision, they may, no later than 120 days after the date of § 610-1.2D(3)(a) or (b), cancel the administrative penalty including any administrative fees.

**E. Public record and certified statements.**

- (1) All information collected by the City, or a party authorized for the purpose of issuing a penalty notice, or otherwise on the City's behalf in relation to any aspect of the administrative penalty system, including all information collected in the context of a screening review or a hearing review, is collected specifically for the purpose of creating and maintaining a record available to the general public.
- (2) A penalty notice, including any statements, constitutes a certified statement of an enforcement officer.
- (3) Any document indicating the manner of service of a penalty notice constitutes a certified statement of an enforcement officer.

**F. Offences.**

- (1) Every person is guilty of an offence who:
  - (a) Makes or participates in an assertion of fact in a statement, document or form under this chapter or before a screening officer or hearing officer knowing that the assertion is false or misleading;
  - (b) Hinders or obstructs or attempts to hinder or obstruct any person exercising a power or performing a duty under this chapter; or
  - (c) is a director or officer of a corporation and knowingly concurs with actions taken by or on behalf of the corporation in relation to an offence described in § 610-1.2F(1)(a) or (b).
- (2) No prosecution of an offence under this section shall be commenced more than one year after the date on which the offence was or is alleged to have been committed.

- (3) Every person who is guilty of an offence described in § 610-1.2F(1) is on conviction liable to:
  - (a) a minimum fine of not less than \$500 and a maximum fine of no more than \$100,000; and
  - (b) a special fine designed to eliminate or reduce any economic advantage or gain from committing the offence.

## **ARTICLE 2**

### **Administrative Penalty System**

#### **§ 610-2.1. Penalty notice.**

##### **A. Issuance of Penalty Notice.**

- (1) An enforcement officer who has reason to believe that there has been a violation of a designated by-law provision or a designated statute provision may issue a penalty notice within 23 days after the day on which the violation occurred.
- (2) Upon issuance of a penalty notice, the recipient shall be liable to pay to the City an administrative penalty by the applicable due date.

##### **B. Content of penalty notice.**

- (1) A penalty notice shall be in a specified form and include the following information:
  - (a) the date of issuance of the penalty notice;
  - (b) the penalty notice number;
  - (c) the vehicle licence plate number;
  - (d) particulars of the violation, including the date and location of the violation;
  - (e) the amount of the administrative penalty;
  - (f) information respecting the process by which the recipient may pay the administrative penalty or request a screening review and hearing review;
  - (g) a statement advising that an administrative penalty will constitute a debt of the recipient to the City; and
  - (h) the name and identification number of the enforcement officer issuing the penalty notice.

- (2) In addition to the information in § 610-2.1B(1), a penalty notice issued for a designated statute provision:
- (a) shall include:
    - [1] a statement that the recipient must, no later than 30 days after the day the penalty notice is served on them, pay the administrative penalty unless the recipient commences an appeal in accordance with this chapter; and
    - [2] a statement that the recipient may, no later than 30 days after the day the penalty notice is served on the recipient, commence an appeal in accordance with this chapter.
  - (b) may include:
    - [1] a copy of a photograph or image of the motor vehicle involved in the violation; and
    - [2] statements by the enforcement officer that are certified to be true in respect of the violation or in respect of the service of the penalty notice.

**C. Enforcement officer may not accept payment.**

An enforcement officer is not permitted to accept payment in respect of the administrative penalty.

**D. Payment of penalty notice.**

- (1) General
- (a) Where an administrative penalty is either partially or fully paid, any right under this chapter to request a screening review or hearing review, an extension of time to request a screening review or hearing review, an extension of time to pay or a payment plan is automatically waived.
  - (b) Where an administrative penalty is either partially or fully paid in error with respect to the penalty notice intended to be paid, the payment may be allocated to another penalty notice.
  - (c) Where a re-allocation occurs in accordance with § 610-2.1D(1)(b), any timelines in this chapter shall then run from the date of reallocation and not from the original penalty notice date.
- (2) Designated by-law provisions

- (a) An administrative penalty for a designated by-law provision is payable upon effective service of the penalty notice in accordance with § 610-4.1A(2), unless otherwise indicated by the screening decision, the hearing decision, and/or any decision regarding a request for an extension of time to pay or a payment plan.
  - (b) Where any decision is issued varying the date or amount which is payable in relation to an administrative penalty for a designated by-law provision, the administrative penalty and any administrative fees will be deemed to be payable in accordance with that decision.
- (3) Designated statute provisions
- (a) An administrative penalty for a designated statute provision is payable within 30 days after the date of effective service of the penalty notice in accordance with § 610-4.1A(2), unless an appeal has been commenced.
  - (b) Subject to a payment plan being approved in accordance with § 610-3.1A, if an appeal of a penalty notice does not result in the penalty notice being cancelled, the recipient shall pay the administrative penalty for a designated statute provision within 30 days after:
    - [1] the date of the screening decision, if no request for a hearing review has been made;
    - [2] the date of the hearing decision, if a request for a hearing review was made.

**§ 610-2.2. Screening review.**

**A. Screening review request.**

(1) Submitting a screening review request

The recipient or their authorized representative may request a screening review or request an extension of time to make this request with respect to a penalty notice by:

- (a) submitting a fully completed request form electronically.
  - (b) attending in person or by an authorized representative at a location listed on the City's website dealing with Administrative Penalties and submitting a fully completed request form.
- (2) Designated by-law provisions
- (a) A recipient may request a screening review within 15 calendar days after the penalty notice date for a designated by-law provision.

- (b) If a recipient has not requested a screening review within 15 calendar days after the penalty notice date for a designated by-law provision, the recipient may, within 30 calendar days after the penalty notice date, submit a request that the screening officer extend the time to request a screening review in accordance with § 610-2.2A(1).
- (c) Where no request for an extension of time to request a screening review is filed within 30 calendar days after the penalty notice date for a designated by-law provision, the right to request an extension of time expires and:
  - [1] the right to request a screening review shall be deemed to have been waived by the recipient;
  - [2] the administrative penalty, including any administrative fees, shall be deemed to be affirmed on the 16th calendar day after the penalty notice date and there shall be no further review or appeal; and
  - [3] no request for a screening review or an extension of time can be accepted.
- (d) Despite any other provision of this chapter or of Chapter 1, General Provisions, if a penalty notice for a violation of a designated by-law provision pre-dates the date this chapter comes into effect and:
  - [1] the penalty notice has not been deemed to be affirmed or final; and
  - [2] no screening decision has been made with respect to the penalty notice,

then the recipient may, within 15 days of the date this chapter comes into effect, request the screening officer extend the time to request a screening review in accordance with § 610-2.2A(1).

(3) Designated statute provisions

- (a) A recipient may request a screening review within 30 calendar days after the penalty notice date for a designated statute provision.
- (b) If a recipient has not requested a screening review within 30 calendar days after the penalty notice date for a designated statute provision the recipient may, within 60 calendar days after the penalty notice date, submit a request that the screening officer extend the time to request a screening review in accordance with § 610-2.2A(1).
- (c) Where no request for an extension of time to request a screening review is filed within 60 calendar days after the penalty notice date for a designated statute provision, the right to request an extension of time expires and:

- [1] the right to request a screening review shall be deemed to have been waived by the recipient;
- [2] the administrative penalty, including any administrative fees, shall be deemed to be affirmed on the 31st calendar day after the penalty notice date and there shall be no further review or appeal; and
- [3] no request for a screening review or an extension of time can be accepted.

- (d) Where a penalty notice for a designated statute provision has been sent to plate denial and a request for a screening review is subsequently received, the vehicle owner shall pay the late payment fee.
- (e) Despite any other provision of this chapter or of Chapter 1, General Provisions, if a penalty notice for a violation of a designated statute provision pre-dates the date this chapter comes into effect and:

- [1] the penalty notice has not been deemed to be affirmed or final; and
- [2] no screening decision has been made with respect to the penalty notice,

then the recipient may, within 30 days of the date this chapter comes into effect, request the screening officer extend the time to request a screening review in accordance with § 610-2.2A(1).

- (4) Extenuating circumstances for extending the time to request a screening review
  - (a) A screening officer may extend the time to request a screening review only where a recipient demonstrates, on a balance of probabilities, the existence of extenuating circumstances that warrant the extension of time.
  - (b) Where an extension of time to request a screening review is:
    - [1] refused or approved, no further request for an extension of time can be made by a recipient;
    - [2] refused, the administrative penalty is deemed to be affirmed and there shall be no further review or appeal.

**B. Screening review – general.**

- (1) General

A screening review shall be conducted electronically by submitting a fully completed request form and making further electronic submissions as requested,

unless the screening officer determines, on receiving a request for accommodation from the recipient, that the screening review should be conducted orally, either in person or electronically, or in writing other than electronically.

(2) Information considered during screening review

A screening officer may:

- (a) In relation to a screening review of a penalty notice with respect to a violation of a designated by-law provision:
  - [1] request such information from a recipient or other individual as the screening officer considers relevant and may rely upon the information from the recipient or other individual without the need for the attendance of the recipient or other individual; and
  - [2] request, consider and rely on information from an enforcement officer, other City/Agency staff, or staff of the Toronto Police Service as the screening officer deems relevant, without the need for the attendance of the individual, including but not limited to: a certified statement of an enforcement officer, other documents respecting a violation created by an enforcement officer including but not limited to a photograph taken by an enforcement officer, and any other written document prepared by an enforcement officer, other City/Agency staff, or staff of the Toronto Police Service.
- (b) In relation to a screening review of a penalty notice with respect to a violation of a designated statute provision:
  - [1] consider photographs or images taken by the camera system or enforcement system, as applicable;
  - [2] consider statements, including certified statements, made by the enforcement officer;
  - [3] consider documents, including certified documents, setting out the name and address of the recipient, a description of the permit, and the number plate of the motor vehicle;
  - [4] consider statements by the recipient, made either in writing or in the manner in which the screening review is conducted;
  - [5] consider statements by or on behalf of the City, made either in writing or in the manner which the screening review is conducted;

- [6] consider any other information, materials or submissions that the screening officer considers to be credible or trustworthy in the circumstances;
  - [7] not call any witnesses.
- (3) Adjournment of, cancellation of or failure to attend a screening review
- (a) If, on receiving a request for accommodation, a screening review is being conducted orally, either in person or electronically, the recipient:
    - [1] shall attend at the date and time set for the screening review;
    - [2] may, once only, request an adjournment of the screening review by filing with the City a request for adjournment no later than 4 pm on the day two business days in advance of the date set for screening review;
    - [3] may cancel the screening review by paying to the City the administrative penalty amount in full no later than 4 pm on the date scheduled for their screening review.
  - (b) If, on receiving a request for accommodation, a screening review is being conducted orally, either in person or electronically, and the recipient fails to attend at the time and place scheduled for a screening review:
    - [1] the recipient shall be deemed to have abandoned their request for a screening review;
    - [2] the administrative penalty as set out in the penalty notice shall be deemed to be affirmed:
      - [a] on the 16th day after the penalty notice date for a designated by-law provision and is not subject to any further review or appeal; and
      - [b] on the 31<sup>st</sup> day after the penalty notice date for a designated statute provision and is not subject to any further review or appeal; and
    - [3] the recipient shall pay the screening non-appearance fee:
      - [a] as found in Schedule C, Part 1 if the screening review is related to a designated by-law provision; and
      - [b] as found in Schedule C, Part 2, if the screening review is related to a designated statute provision.

- (4) Conduct of the screening review
- (a) When conducting a screening review, a screening officer shall determine whether it was reasonable for the enforcement officer to impose the penalty notice and may:
- [1] affirm the administrative penalty, any administrative fees, or both;
  - [2] cancel the administrative penalty, including any administrative fees, for a penalty notice if the recipient establishes on the balance of probabilities that the violation was not committed as set out in the penalty notice;
  - [3] cancel the administrative penalty, any administrative fees, or both:
    - [a] if the recipient establishes on the balance of probabilities the existence of undue hardship that materially compromises their ability to pay an administrative penalty or administrative fees or both; and
    - [b] if cancelling the administrative penalty or administrative fees or both is necessary to relieve the undue hardship established;
  - [4] subject to the rules in § 610-2.2B(4)(c), vary the administrative penalty and any administrative fees, or both and/or extend the time for payment of the administrative penalty, administrative fees, or both:
    - [a] if the recipient establishes on the balance of probabilities the existence of undue hardship that materially compromises their ability to pay an administrative penalty or administrative fees or both; and
    - [b] if varying and/or extending the time for payment of the administrative penalty or administrative fees or both is necessary to relieve the undue hardship established.
- (b) A screening officer shall not decide whether to confirm, vary or cancel a penalty notice for a violation of a designated statute provision unless:
- [1] the recipient has been given an opportunity to make submissions in the same manner in which the screening review is conducted; and
  - [2] a representative of the City has been given an opportunity to make submissions in the same manner in which the screening review is conducted.

- (c) If a screening officer decides to vary the amount of an administrative penalty determined under Schedule B, the screening officer shall vary the amount in accordance with the following rules:
  - [1] if the total amount of the administrative penalty is decreased, the amount to be credited to the victims' justice fund account is to be reduced proportionally to the decrease in the total administrative penalty amount;
  - [2] if the total amount of the administrative penalty is decreased to zero, the amount in Column 4 of Schedule B is zero;
  - [3] if the screening review was conducted orally, either in person or electronically, and the recipient failed to attend the screening review for a designated statute provision, the amount of the administrative penalty shall be increased by the screening non-appearance fee as found in Schedule C, Part 2, which increase does not affect the amount in Column 4 of Schedule B.
- (d) Despite § 610-2.2B(4)(a), (b) and (c), the amount of an administrative penalty cannot be varied for a speeding violation by reducing the rate of speed.
- (e) After a screening review, the screening officer shall make the screening decision as soon as practical after the review is complete and serve it on the recipient by mail, courier or electronic means as soon as practical after the decision is made.

### **§ 610-2.3. Hearing review.**

#### **A. Hearing review request.**

- (1) The right to request a hearing review or to request an extension of time to make this request may be exercised by the recipient or their authorized representative:
  - (a) electronically submitting a fully completed request form; or
  - (b) attending in person or by an authorized representative at a location listed on the City's website dealing with Administrative Penalties and submitting a fully completed request form.
- (2) Designated By-law provisions
  - (a) A recipient may request a hearing review of a screening decision for a violation of a designated by-law provision within 15 calendar days after the screening decision.

- (b) If a recipient has not requested a hearing review within 15 calendar days after the screening decision for a violation of a designated by-law provision, the recipient may, within 30 calendar days after the screening decision date, submit a request that the hearing officer extend the time to request a hearing review in accordance with § 610-2.3A(1).
- (c) Where no request for an extension of time to request a hearing review is filed within 30 calendar days after the screening decision for a designated by-law provision, the right to request an extension of time expires and:
  - [1] the right to request a hearing review shall be deemed to have been waived by the recipient;
  - [2] the screening decision and the administrative penalty included in the screening decision, including any administrative fees, shall be deemed to be affirmed on the screening decision issuance date;
  - [3] the screening decision and the administrative penalty, including any administrative fees, are final and shall not be subject to any further review or appeal; and
  - [4] no request for a hearing review or an extension of time can be accepted.
- (d) Despite any other provision of this chapter or of Chapter 1, General Provisions, if a screening decision for a violation of a designated by-law provision pre-dates the date this chapter comes into effect and:
  - [1] the penalty notice has not been deemed to be affirmed or final; and
  - [2] no hearing decision has been made with respect to the penalty notice,

then the recipient may, within 15 days of the date this chapter comes into effect, request the hearing officer extend the time to request a hearing review in accordance with § 610-2.3A(1).

(3) Designated Statute Provisions

- (a) A recipient may request a hearing review of a screening decision for a violation of a designated statute provision within 30 calendar days after the screening decision.
- (b) If a recipient has not requested a hearing review within 30 calendar days after the screening decision for a violation of a designated statute provision, the recipient may, within 60 calendar days after the screening decision date, submit a request that the hearing officer extend the time to request a hearing review in accordance with § 610-2.3A(1).

- (c) Where no request for an extension of time to request a hearing review is filed within 60 calendar days after the screening decision for a designated statute provision, the right to request an extension of time expires and:
- [1] the right to request a hearing review shall be deemed to have been waived by the recipient;
  - [2] the screening decision and the administrative penalty included in the screening decision, including any administrative fees, shall be deemed to be affirmed on the screening decision issuance date;
  - [3] the screening decision and the administrative penalty, including any administrative fees, are final and shall not be subject to any further review or appeal; and
  - [4] no request for a hearing review or an extension of time can be accepted.
- (d) Despite any other provision of this chapter or of Chapter 1, General Provisions, if a screening decision for a violation of a designated statute provision pre-dates the date this chapter comes into effect and:
- [1] the penalty notice has not been deemed to be affirmed or final; and
  - [2] no hearing decision has been made with respect to the penalty notice,
- then the recipient may, within 30 days of the date this chapter comes into effect, request the hearing officer extend the time to request a hearing review in accordance with § 610-2.3A(1).
- (4) Extenuating circumstances for extending the time to request a hearing review
- (a) A hearing officer may extend the time to request a hearing review only where a recipient demonstrates, on a balance of probabilities, the existence of extenuating circumstances that warrant the extension of time.
  - (b) Where an extension of time to request a hearing review is:
    - [1] refused or approved, no further request for an extension of time can be made by a recipient;
    - [2] refused, the administrative penalty is deemed to be affirmed and there shall be no further review or appeal.

**B. Hearing review – general.**

- (1) General
  - (a) Hearing review procedures are set out in the Rules of Procedure of the administrative penalty tribunal.
  - (b) A hearing review shall be conducted electronically unless the hearing officer determines, on receiving a request for accommodation from the recipient or on their own initiative, that the hearing review should be conducted in person or in writing or otherwise.
  - (c) All hearing reviews shall be in accordance with the Statutory Powers Procedure Act.
- (2) Information considered during hearing review
  - (a) A hearing officer shall consider only the information provided at the screening review in accordance with § 610-2.2B.
  - (b) A hearing officer shall not adjourn the hearing review for the purpose of having an individual attend to give evidence unless the hearing officer is satisfied that the oral evidence of the individual is necessary to ensure a fair hearing.
  - (c) A hearing officer shall not make any decision respecting a hearing review unless the hearing officer has given the recipient and the City an opportunity to be heard at the time and place scheduled for the hearing review or, having given this opportunity to be heard, the parties have consented to a disposition of some or all issues respecting a screening decision without a hearing.
- (3) Adjournment of, cancellation of or failure to attend a hearing review
  - (a) The recipient:
    - [1] shall attend at the date and time set for the hearing review;
    - [2] may, once only, request an adjournment of the hearing review by filing with the City a request for adjournment no later than 4 pm on the day five business days in advance of the date set for hearing review;
    - [3] may cancel the hearing review by paying to the City the administrative penalty amount in full no later than 4 pm on the date scheduled for their hearing review.
  - (b) If the recipient fails to attend at the time and place scheduled for a hearing review:

- [1] the recipient shall be deemed to have abandoned their request for a hearing review;
  - [2] the administrative penalty as set out in the penalty notice shall be deemed to be affirmed:
    - [a] on the 16th day after the screening decision for a designated by-law provision and is not subject to any further review or appeal; and
    - [b] on the 31<sup>st</sup> day after the screening for a designated statute provision and is not subject to any further review or appeal; and
  - [3] the recipient shall pay the hearing non-appearance fee:
    - [a] as found in Schedule C, Part 1 if the hearing review is related to a designated by-law provision; and
    - [b] as found in Schedule C, Part 2, if the hearing review is related to a designated statute provision.
- (4) Conduct of the hearing review
- (a) When conducting a hearing review, a hearing officer shall determine whether the screening officer's decision was reasonable and may:
    - [1] affirm the screening decision;
    - [2] cancel the screening decision if the recipient establishes on the balance of probabilities that the violation was not committed as set out in the penalty notice;
    - [3] cancel the screening decision:
      - [a] if the recipient establishes on the balance of probabilities the existence of undue hardship that materially compromises their ability to pay an administrative penalty or administrative fees or both; and
      - [b] if cancelling the administrative penalty or administrative fees or both is necessary to relieve the undue hardship established;
    - [4] subject to the rules in § 610-2.3B(4)(c), vary the administrative penalty and any administrative fees, or both and/or extend the time for payment of the administrative penalty, administrative fees, or both;

- [a] if the recipient establishes on the balance of probabilities the existence of undue hardship that materially compromise their ability to pay an administrative penalty or administrative fees or both; and
  - [b] if varying and/or extending the time for payment of the administrative penalty or administrative fees or both is necessary to relieve the undue hardship established.
- (b) A hearing officer shall not decide whether to confirm, vary or cancel a penalty notice for a violation of a designated statute provision unless:
  - [1] the recipient has been given an opportunity to make submissions in the same manner in which the hearing review is conducted; and
  - [2] a representative of the City has been given an opportunity to make submissions in the same manner in which the hearing review is conducted.
- (c) If a hearing officer decides to vary the amount of an administrative penalty determined under Schedule B, the hearing officer shall vary the amount in accordance with the following rules:
  - [1] if the total amount of the administrative penalty is decreased, the amount to be credited to the victims' justice fund account is to be reduced proportionally to the decrease in the total administrative penalty amount;
  - [2] despite anything to the contrary, if the total amount of the administrative penalty is decreased to zero, the amount in Column 4 of Schedule B is zero;
  - [3] if the recipient failed to attend the hearing review for a designated statute provision, the amount of the administrative penalty shall be increased by the hearing non-appearance fee as found in Schedule C, Part 2, which increase does not affect the amount in Column 4 of Schedule B.
- (d) Despite § 610-2.3B(4)(a), (b) and (c), the amount of an administrative penalty cannot be varied for a speeding violation by reducing the rate of speed.
- (e) After a hearing review, the hearing officer shall make the hearing decision as soon as practical after the review is complete and serve it on the recipient by mail, courier or electronic means as soon as practical after the decision is made.

- (f) The decision of the hearing officer as to the administrative penalty, including any administrative fees, is final and shall not be subject to any further review or appeal.

#### **§ 610-2.4. Transition.**

- A. Any screening review or hearing review for which a complete request for a screening review or hearing review has been submitted prior to January 20, 2025 but which screening review or hearing review has not been completed prior to January 20, 2025 shall be completed in accordance with Chapter 610 as it read on January 19, 2025, with the exception of § 610-2.2A and § 610-2.3A of this chapter, which shall apply as of January 20, 2025 to those appeals.
- B. For clarity, where a request for a hearing review has not been filed prior to January 20, 2025, despite a screening request having been filed prior to January 20, 2025, any request for hearing review will be processed and completed under this chapter.
- C. Despite anything in this chapter to the contrary, a payment plan shall not be available in a screening review of a designated by-law provision or in a hearing review of a designated by-law provision.

### **ARTICLE 3 Payment**

#### **§ 610-3.1. Extension of time to pay and payment plan.**

- A. Extension of Time to Pay and Payment plan.**
  - (1) A recipient may only request an extension of time to pay the administrative penalty and any administrative fees or a payment plan to pay the administrative penalty and any administrative fees by submitting a fully completed request form:
    - (a) to the screening office at the same time as submitting a request for a screening review or a request for an extension of time to request a screening review;
    - (b) to the administrative penalty tribunal at the same time as submitting a request for a hearing review or request for an extension of time to request a hearing review; or
    - (c) at a screening office within 6 months of the date of the screening decision where no request for a hearing review is filed; or
    - (d) to the administrative penalty tribunal within 6 months of the date of the hearing decision.

- (2) The extension of time to pay or payment plan request form shall be submitted in the same manner as a request for a screening review or hearing review, as applicable.
- (3) A screening officer or hearing officer considering a request for an extension of time or a payment plan to pay an administrative penalty and any administrative fees can only approve an extension of time or payment plan:
  - (a) if the recipient establishes on the balance of probabilities the existence of undue hardship that materially compromise their ability to pay an administrative penalty or administrative fees or both; and
  - (b) if approving the extension of time or payment plan is necessary to relieve the undue hardship established.
- (4) The approval of an extension of time or payment plan may be conditional on:
  - (a) other amounts owing under this chapter being paid; or
  - (b) an initial payment in an amount considered by the screening officer or hearing officer, as the case may be, to be reasonable, being made on or before a specified date.
- (5) When an extension of time or payment plan has been approved, no further request with respect to that extension of time or payment plan can be made by a recipient.
- (6) An extension of time or payment plan may extend beyond any deadlines set out in this chapter but shall not be more than 24 months in duration.
- (7) When the deadline for final payment under an extension of time or two consecutive payments of a payment plan have been missed for a penalty notice for:
  - (a) a designated by-law provision, the City may notify the Registrar of Motor Vehicles in the jurisdiction where the permit is registered of the default, and the recipient shall then pay the plate denial enforcement fee and the late payment fee listed in Schedule C, Part 1.
  - (b) a designated statute provision, the City may notify the Ontario Ministry of the Attorney General of the default, and the recipient shall then pay the late payment fee listed in Schedule C, Part 2.

### **§ 610-3.2. Enforcement of payment.**

#### **A. Suspension of enforcement mechanisms.**

- (1) Where a screening review or a hearing review, an extension of time for such a review, a request for an extension of time to pay or a payment plan, has been

filed, the timelines for payment are suspended until the decision is issued and served.

- (2) Despite § 610-3.2A(1):
- (a) where an extension of time to request a review is approved, enforcement mechanisms will be suspended until the extension of time to request a review has expired.
  - (b) where an extension of time to pay the administrative penalty or a payment plan is approved under this chapter, enforcement mechanisms will be suspended until after the extension of time, until the payment plan is deemed to be in default, or until the payment plan has expired.

**B. Penalty or fee constitute a debt.**

An administrative penalty, including any administrative fees, that is affirmed or reduced in respect of which the time for payment has been extended is payable and constitutes a debt to the City owed by the recipient.

**C. Notification of registrar of motor vehicles or Ministry of the Attorney General.**

- (1) Designated by-law provisions

Where an administrative penalty for a designated by-law provision is not paid within 60 calendar days after it becomes payable to the City for a parking violation, the City Solicitor may notify the Registrar of Motor Vehicles or the Ontario Ministry of the Attorney General.

- (2) Designated statute provisions

- (a) Where an administrative penalty for a designated statute provision is not paid within the 30 day period set out in Section 610-2.1D(3) or in accordance with a plan of periodic payments approved under Section 610-3.1A(3), the City may notify the Ontario Ministry of the Attorney General of the default.

- (b) Where the City notifies the Ontario Ministry of the Attorney General under Section 610-3.2C(2)(a) in respect of a penalty notice:

[1] the City shall not collect payment of the administrative penalty but rather the Province of Ontario shall collect payment;

[2] the recipient shall pay a late payment fee as listed in Schedule C, Part 2;

[3] the Province of Ontario may refuse issuance and validation of a permit to the recipient of a motor vehicle who is subject to the penalty notice until the administrative penalty, including the late payment fee, is paid.

**D. Enforcement of payment mechanisms.**

- (1) Where any amount owed to the City for a penalty notice for a designated by-law provision has not been paid within 15 days after the date that it becomes payable to the City, the City Solicitor may:
  - (a) have a certificate of default filed with a court of competent jurisdiction, in accordance with section 9 of O.Reg. 611/06, pursue civil enforcement of any certificate of default so filed, initiate any other court action to collect the outstanding amount, may appeal any decision where warranted, may discontinue or settle such claim or action where it is concluded by the City Solicitor that it is reasonable to do so and may execute any documents as required to discontinue or settle the claim or action; and
  - (b) pursue any other enforcement measures permitted for the penalty notice for a designated by-law provision, including, without limiting the generality of the foregoing, the placement of debts with collection agencies in good standing under the Collection and Debt Settlement Services Act; and where the City Solicitor places a debt with collection agencies in good standing under the Collection and Debt Settlement Services Act, the collection agency may also recover its reasonable costs of collecting the debt, as approved by the City.

**ARTICLE 4  
Service****§ 610-4.1. Service.****A. Service of penalty notice with respect to a violation of a designated by-law provision.**

- (1) Service of a penalty notice with respect to a violation of a designated by-law provision may be made:
  - (a) personally to the recipient;
  - (b) by e-mail to the recipient at the recipient's last known e-mail address which includes the e-mail address provided by the recipient to the City in the course of any transaction with the City; or
  - (c) by registered or regular mail addressed to the recipient at the recipient's last known address which includes the address provided by the recipient to the City in the course of any transaction with the City and the address provided to the City by the Ontario Ministry of Transportation or other Province/State indicated on the vehicle licence plate where an agreement to share this information is in place.

- (2) Service in accordance with § 610-4.1A(1) shall be deemed to be effective:
  - (a) on the date it is personally delivered;
  - (b) on the date that the e-mail is sent; or
  - (c) on the fifth day after the date of mailing either by registered or regular mail.
- (3) (a) In addition to service methods provided for in § 610-4.1A(1) and (2), an enforcement officer may serve the penalty notice on the recipient with respect to a violation of a designated by-law provision by:
  - [1] affixing the penalty notice to the vehicle in a conspicuous place; or
  - [2] giving it personally to the person who, in the opinion of the enforcement officer, appears to have care or control of the vehicle at the time of the violation.
- (b) Service in accordance with § 610-4.1A(3)(a) shall be deemed to be effective at the time the penalty notice was affixed to the vehicle or given to the person.

**B. Service of a penalty notice with respect to a violation of a designated statute provision.**

- (1) Service of a penalty notice with respect to a violation of a designated statute provision may be made:
  - (a) by mail or by courier to the most recent address that appears on the Ontario Ministry of Transportation's records in respect of the holder of the plate portion of the permit for the motor vehicle involved in the violation; or
  - (b) if the enforcement officer who imposed the penalty notice believes that the person who is subject to the penalty notice resides outside Ontario or, in the case of a corporation, has its principal place of business outside Ontario, the penalty notice may be served on the person by sending the order by mail or by courier to the address outside Ontario at which the enforcement officer believes the person resides or has its principal place of business.
- (2) The address in § 610-4.1B(1)(b) may be determined from a document obtained from the government of any province or territory of Canada or from the government of a state of the United States of America, or from a person or entity authorized by any such government to keep records of vehicle permits, number plates or other evidence of vehicle ownership in that jurisdiction.

- (3) Service in accordance with § 610-4.1B(1) shall be deemed to be effective on the seventh day following the day on which it was mailed or couriered.
- C. Other service.**
- (1) Service of any other document or notice may be made:
- (a) personally to the recipient;
  - (b) by e-mail to the recipient at the recipient's last known e-mail address which includes the e-mail address provided by the recipient to the City in the course of any transaction with the City; or
  - (c) by registered or regular mail addressed to the recipient at the recipient's last known address which includes the address provided by the recipient to the City in the course of any transaction with the City and the address provided to the City by the Ontario Ministry of Transportation or other Province/State indicated on the vehicle licence plate where an agreement to share this information is in place.
- (2) Service in accordance with § 610-4.1C(1) shall be deemed to be effective:
- (a) on the date it is personally delivered;
  - (b) on the date that the e-mail is sent; or
  - (c) on the fifth day after the date of mailing either by registered or regular mail.
- (3) Service on an authorized representative to whom a screening decision or a hearing decision is handed shall be deemed to be service on the recipient.

## **ARTICLE 5**

### **Administrative fees**

#### **§ 610-5.1 Administrative fees.**

##### **A. Chapter 441, Fees and Charges.**

Where the amount of an administrative fee set out in Schedule C differs from the amount set out for the same administrative fee in Chapter 441, Fees and Charges, the amount that came into effect on the later date applies.

##### **B. Failure to pay a penalty or fee on time.**

- (1) Where an administrative penalty and all administrative fees are not paid within 30 calendar days after the date that an administrative penalty and any administrative

fees for a designated by-law provision become payable to the City, the recipient shall pay the late payment fee.

- (2) Where an administrative penalty for a designated by-law provision is not paid within 15 calendar days after it becomes payable to the City, the recipient shall pay the vehicle owner/address search fee.
- (3) Where an administrative penalty and all administrative fees are not paid within 60 calendar days for a designated by-law provision after an administrative penalty and any administrative fees become payable to the City and the City notifies the Registrar of Motor Vehicles in the jurisdiction where the permit is registered or the Ministry of the default, the recipient shall pay the plate denial enforcement fee.

**C. NSF cheque or credit charge reversal.**

- (1) Where a recipient provides a cheque or other demand for payment to the City for payment of any administrative penalty or administrative fees and there are insufficient funds available in the account on which the instrument was drawn the recipient shall pay the non-sufficient fund (NSF) fee.
- (2) Where a recipient provides a cheque or other demand for payment to the City for payment of any administrative penalty or administrative fees and there are insufficient funds available in the account on which the instrument was drawn or where a recipient provides payment to the City via credit card for payment of any administrative penalty or administrative fees and a fee reversal of the credit charge has taken place, the administrative penalty and any administrative fees are deemed to not have been paid and any applicable additional administrative fees will be payable in accordance with this chapter.

**D. Cancellation of penalty or fee.**

- (1) Where an administrative penalty is cancelled by a screening officer or a hearing officer, any associated administrative fees are also cancelled.
- (2) If a person has paid any administrative fees in respect of an administrative penalty and the administrative penalty is subsequently cancelled by a screening officer or a hearing officer, the City shall refund the administrative fees paid in full to the person who paid the administrative fees.

**E. Refund of penalty or fee.**

Where a refund of a payment is made under this chapter for any reason, the refunded amount shall be paid to the person who initially made that payment.

## **ARTICLE 6**

### **Administrative Penalty Tribunal**

#### **§ 610-6.1. Creation of tribunal.**

- A. An administrative penalty tribunal is constituted for the City.
- B. Each hearing shall be conducted by a tribunal panel comprised of one member.
- C. Business meetings shall be conducted by the tribunal panel comprised of a quorum of all members.

#### **§ 610-6.2. Composition.**

- A. The administrative penalty tribunal shall consist of 25 members appointed by Council.
- B. Members shall be at least 18 years old and residents of the City.
- C. Any person who served as a member of Council in the term of Council immediately preceding the appointment of members to the administrative penalty tribunal is ineligible for appointment.
- D. Council shall appoint the Chair of the administrative penalty tribunal from among its members.
- E. Members shall not act as agents for any person for any proceeding before the administrative penalty tribunal or a City administrative tribunal.

#### **§ 610-6.3. Quorum.**

The majority of members constitute a quorum for the administrative penalty tribunal.

#### **§ 610-6.4. Term of appointment.**

The members of the administrative penalty tribunal shall be appointed for a term specified by Council and serve at pleasure of Council until their successors are appointed.

#### **§ 610-6.5. Authority to review.**

On a hearing review, a tribunal panel member may exercise their authority as provided in § 610-2.3.

#### **§ 610-6.6. Responsibilities.**

The responsibilities of the administrative penalty tribunal include:

- A. Reviewing materials filed with each application;
- B. Presiding over hearings and rendering a written decision based on the information presented;
- C. Attending business meetings of the administrative penalty tribunal;
- D. Attending training sessions, as required; and
- E. Conducting hearings in an impartial manner and in accordance with this chapter.

**§ 610-6.7. Chair responsibilities.**

In addition to the member responsibilities identified in § 610-6.6, the Chair of the administrative penalty tribunal is responsible for:

- A. Ensuring that hearing practices of the administrative penalty tribunal are fair and effective;
- B. Ensuring quality and consistency of administrative penalty tribunal decisions;
- C. Acting as the lead representative and spokesperson for the administrative penalty tribunal;
- D. Obtaining external legal advice as needed;
- E. Preparing the Annual Report to City Council on the administrative penalty tribunal activities;
- F. Chairing the business meetings of the administrative penalty tribunal;
- G. Liaising with City staff on administrative support matters;
- H. Coordinating member training and professional development; and
- I. Responding to information and privacy related matters respecting the administrative penalty tribunal.

**§ 610-6.8. Procedures.**

The administrative penalty tribunal is a local board that shall conduct itself in accordance with its Rules of Procedure.

**§ 610-6.9. Staff support.**

The Court Services Division shall provide hearing and business meeting management support to the administrative penalty tribunal and a tribunal panel.

**Schedule A  
Designated By-law Provisions (Parking Violations)**

**Table 1: Chapter 608, Parks**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 608-27A	Park vehicle in area of park not designated for parking	\$100.00
§ 608-27B	Park vehicle in park between 12:01 a.m. and 5:30 a.m. without permit	\$100.00
§ 608-27C	Park vehicle in park (not in designated space/contrary to posted conditions)	\$100.00
§ 608-27D	(Stop/Park) in accessible parking space in park without displaying permit	\$300.00
§ 608-27E.1	Park vehicle in park while not using park	\$100.00
§ 608-27F	Park vehicle in park for longer than 24 hours	\$100.00
§ 608-30.1	Park motorized recreational vehicle in non-designated area of park	\$175.00

**Table 2: Chapter 743, Streets and Sidewalks, Use of**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 743-29I(5)	Park Private Vehicle on Site – Not Engaged in (Work/Temporary Occupation)	\$500.00
§ 743-8D(4)	Street Promotion Activity – (Stop/Park/Stand) Vehicle on Street	\$500.00

**Table 3: Chapter 880, Fire Routes**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 880-14A	Park in a Fire Route	\$250.00
§ 880-14A	Leave a Vehicle in a Fire Route	\$250.00

**Table 4: Chapter 886, Footpaths, Pedestrian Ways, Bicycle Paths, Bicycle Lanes and Cycle Tracks**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 886-3A.1	Park Prohibited Vehicle on Footpath	\$200.00
§ 886-5A.1	Park Prohibited Vehicle on Pedestrian Way	\$200.00
§ 886-6D	Park Prohibited Vehicle on Bicycle Path	\$200.00
§ 886-10C	Stop Vehicle other than a (Bicycle/Power-Assisted Bicycle) in Bicycle Lane	\$200.00
§ 886-15B	Stop Vehicle other than Bicycle in Cycle Track	\$200.00
§ 886-15C	Stop Micro-utility Device in Cycle Track	\$200.00

**Table 5: Chapter 903, Parking for Persons with Disabilities**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 903-4A	(Park/Stand) vehicle in accessible parking space without proper display of valid permit	\$450.00
§ 903-4B	(Park/Stand) vehicle in accessible parking space while not transporting, picking up or dropping off current valid accessible parking permit holder	\$450.00
§ 903-7A	(Park/Stand) vehicle in loading zone for persons with disability without proper display of valid permit	\$450.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 903-7A	(Park/Stand) vehicle in loading zone for persons with disability while not boarding or discharging valid accessible parking permit holder	\$450.00
§ 903-8A	(Park/Stand/Stop) vehicle in on-street accessible parking space without proper display of valid permit	\$450.00
§ 903-9	(Park/Stand) vehicle in on-street loading zone for persons with a disability without proper display of valid permit	\$450.00
§ 903-9	(Park/Stand) vehicle in on-street loading zone for persons with a disability while not boarding or discharging valid accessible parking permit holder	\$450.00

**Table 6: Chapter 910, Parking Machines, Parking Meters and Mobile Only Zones**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 910-4A(1)	Park Bus – Designated Bus Parking Space – Parking Machine – Required Fee Not Paid	\$300.00
§ 910-4A(1)	Park Bus – Designated Bus Parking Space – Fail to Activate Parking Machine	\$300.00
§ 910-4A(2)	Park Bus – Designated Bus Parking Space – Parking Machine – Prohibited Time	\$300.00
§ 910-4A(1)	Parking Machine – Required Fee Not Paid	\$50.00
§ 910-4A(1)	Park – Fail to Activate Parking Machine	\$50.00
§ 910-4A(2)	Park – Parking Machine Space – Not Within Permitted Time	\$50.00
§ 910-4C	Park – Parking Machine Space – Fail to Display Receipt in Windshield	\$50.00
§ 910-5	Park – Other Than Parking Machine Parking Space	\$50.00
§ 910-5.1	Park Motorcycle – Parking Machine Space – At Angle less than 45 Degrees to Curb	\$30.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 910-5.1	Park Motorcycle – Parking Machine Space – At Angle greater than 60 Degrees to Curb	\$30.00
§ 910-6	Parking – Parking Machine Space – Exceeds Maximum Time	\$50.00
§ 910-6.1	Park Non-bus Vehicle – Designated Bus Parking Space – Parking Machine	\$50.00
§ 910-6.2	Park Non-electric Vehicle – Designated Electric Vehicle Parking Space	\$75.00
§ 910-6.2	Park Electric Vehicle – Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00
§ 910-6.2	Park Electric Vehicle – Designated Electric Vehicle Parking Space – Exceeds Maximum Time	\$75.00
§ 910-6.3B	Park vehicle other than Motorcycle in Designated Motorcycle Parking Space	\$50.00
§ 910-9.4A	Mobile Only Zone - Required Fee Not Paid	\$50.00
§ 910-9.4B	Park - Mobile Only Zone Parking Space - Not Within Permitted Time	\$50.00
§ 910-9.5	Park - Other Than Mobile Only Zone Parking Space	\$50.00
§ 910-9.5.1	Park Motorcycle - Mobile Only Zone Parking Space - At Angle less than 45 Degrees to Curb	\$50.00
§ 910-9.5.1	Park Motorcycle - Mobile Only Zone Parking Space - At Angle greater than 60 Degrees to Curb	\$50.00
§ 910-9.6	Parking - Mobile Only Zone Parking Space - Exceeds Maximum Time	\$50.00
§ 910-13A(1)	Park Bus – Designated Bus Parking Space – Parking Meter – No Fee Deposited	\$300.00
§ 910-13A(1)	Park Bus – Designated Bus Parking Space – Fail to Activate Parking Meter	\$300.00
§ 910-13A(2)	Park Bus – Designated Bus Parking Space – Parking Meter – Prohibited Time	\$300.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 910-13A(1)	Park – Fail to Deposit Fee in Parking Meter	\$30.00
§ 910-13A(1)	Park – Fail to Activate Parking Meter	\$30.00
§ 910-13A(2)	Park – Parking Meter Space – Not Within Permitted Time	\$30.00
§ 910-14	Park – Other Than Parking Meter Parking Space	\$30.00
§ 910-15	Park Motorcycle – Parking Meter Space – At Angle less than 45 Degrees to Curb	\$30.00
§ 910-15	Park Motorcycle – Parking Meter Space – At Angle greater than 60 Degrees to Curb	\$30.00
§ 910-16	Park – Parking Meter Space – Exceeds Maximum Time	\$30.00
§ 910-17	Park Non-bus Vehicle – Designated Bus Parking Space – Parking Meter	\$30.00
§ 910-17.1B	Park vehicle other than Motorcycle in Designated Motorcycle Parking Space	\$40.00

**Table 7: Chapter 915, Parking on Private or Municipal Property**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 915-2A	Park Vehicle on Municipal Property Without Consent	\$75.00
§ 915-2A	Leave Vehicle on Municipal Property Without Consent	\$75.00
§ 915-2B	Park Vehicle on Private Property Without Consent	\$75.00
§ 915-2B	Leave Vehicle on Private Property Without Consent	\$75.00
§ 915-2D	Park Non-Electric Vehicle on Municipal Property – Designated Electric Vehicle Parking Space	\$75.00
§ 915-2D	Leave Non-Electric Vehicle on Municipal Property – Designated Electric Vehicle Parking Space	\$75.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 915-2D	Park Electric Vehicle on Municipal Property - Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00
§ 915-2D	Leave Electric Vehicle on Municipal Property – Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00
§ 915-2E	Park Non-Electric vehicle on Private Property – Designated Electric Vehicle Parking Space	\$75.00
§ 915-2E	Leave Non-Electric vehicle on Private Property – Designated Electric Vehicle Parking Space	\$75.00
§ 915-2E	Park Electric Vehicle on Private Property – Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00
§ 915-2E	Leave Electric Vehicle on Private Property – Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00

**Table 8: Chapter 918, Parking on Residential Front Yards and Boulevards**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 918-2B	Unauthorized Parking on Boulevard	\$70.00
§ 918-2C	Park on Boulevard Between Roadway and Sidewalk	\$70.00
§ 918-2E	Park on Boulevard Without Currently Valid Numbered Plates	\$70.00
§ 918-3A	Unauthorized Front Yard Parking	\$70.00
§ 918-3B	Park in Front Yard Without Currently Valid Numbered Plates	\$70.00
§ 918-10F(1)	Park less than 0.3 metres from Public Sidewalk	\$70.00
§ 918-10F(2)	Park less than 0.3 metres from Residential Building Door	\$70.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 918-10F(3)	Park less than 0.3 metres from Bottom Step	\$70.00
§ 918-10F(4)	Park less than 0.3 metres from Window	\$70.00
§ 918-10F(5)	Park less than 0.3 metres from Wall	\$70.00

**Table 9: Chapter 925, Permit Parking**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 925-5N(1)	Park in Permit Parking Location Without a Valid Permit	\$45.00
§ 925-5N(3)	Continuously Park More Than 7 Consecutive Days in Permit Parking Area	\$45.00
§ 925-5N(4)	Park and Fail to Properly Display Parking Permit	\$45.00
§ 925-5N(5)(a)	Park Motorcycle and Fail to Properly Affix Parking Permit	\$40.00
§ 925-5N(5)(b)	Park Motorcycle – At Angle Less than 45 Degrees to Curb	\$30.00
§ 925-5N(5)(b)	Park Motorcycle – At Angle Greater than 60 Degrees to Curb	\$30.00
§ 925-5N(1.1)	Park - Free-Floating Car-Share Vehicle in Free-Floating Car-Share Waitlisted Area	\$35.00
§ 925-5N(1.1)	Park - Free-Floating Car-Share Vehicle on Free-Floating Car-Share Waitlisted Street	\$35.00
§ 925-5.1F(1)	Park – Free-Floating Car-Share Vehicle Longer than 72 Hours	\$35.00
§ 925-5.1F(2)	Park - Fail to Properly Display Free-Floating Car-Share Parking Permit	\$35.00

**Table 10: Chapter 950, Traffic and Parking**

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-201B	Leave (bicycle/cargo power-assisted bicycle/similar vehicle) on highway	\$150.00
§ 950-203B	Park – Micro-utility Device on (Highway/Sidewalk)	\$150.00
§ 950-203B	Store – Micro-utility Device on (Highway/Sidewalk)	\$150.00
§ 950-203B	Leave – Micro-utility Device on (Highway/Sidewalk)	\$150.00
§ 950-204B	Park Large Quadricycle on sidewalk	\$150.00
§ 950-204B	Store Large Quadricycle on sidewalk	\$150.00
§ 950-204B	Leave Large Quadricycle on sidewalk	\$150.00
§ 950-400A(1)(a)	(Park/Stop) with right front and right rear wheels more than 30 centimetres from right curb	\$40.00
§ 950-400A(1)(b)	Fail to (Park/Stop) Parallel to Curb	\$40.00
§ 950-400A(1)(b)	Fail to (Park/Stop) Parallel – Right-Hand Limit of Highway	\$40.00
§ 950-400A(1)(b)	Fail to (Park/Stop) as Near as Practicable Right-Hand Limit of Highway	\$40.00
§ 950-400A(3)(a)	(Park/Stop) with left front and left rear wheels more than 30 centimetres from left-side Curb of One-Way Highway	\$30.00
§ 950-400A(3)(b)	Fail to (Park/Stop) with left front and left rear wheels Parallel to left limit of One-Way Highway	\$30.00
§ 950-400A(3)(b)	Fail to (Park/Stop) with left front and left rear wheels as Close as practicable to Left Limit of One-Way Highway	\$30.00
§ 950-400B(1)	Stop – (on/over) (Sidewalk/Footpath)	\$200.00
§ 950-400B(1.1)	Stop – (on/over)(Boulevard)	\$200.00
§ 950-400B.1(1)(a)	Stop - Unauthorized Vehicle in Designated Vending Area	\$75.00
§ 950-400B(2)	Stop – within (Intersection/Pedestrian Crossover)	\$200.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-400B.2	Stop – Signed Highway – Within 7.5 Metres of Fire Hall – Same Side	\$75.00
§ 950-400B.2	Stop – Signed Highway – Within 30.5 Metres of Fire Hall – Opposite Side	\$75.00
§ 950-400B(3)(a)	Stop – Within 15 metres of Pedestrian Crossover – approach side	\$75.00
§ 950-400B(3)(b)	Stop – Within 9 metres of Pedestrian Crossover – beyond crossover	\$75.00
§ 950-400B(4)	Stop – Beside Safety Zone	\$75.00
§ 950-400B(4)	Stop – Within 15 metres of Safety Zone	\$75.00
§ 950-400B(5)	Stop – Alongside (Excavation/Obstruction) in Roadway – Impede Traffic	\$75.00
§ 950-400B(5)	Stop – Across from (Excavation/Obstruction) in Roadway – Impede Traffic	\$75.00
§ 950-400B(6)	Stop – Road Side – (Stopped/Parked) Vehicle	\$150.00
§ 950-400B(7)	Stop – On Bridge	\$75.00
§ 950-400B(7)	Stop – On Elevated Structure	\$75.00
§ 950-400B(7)	Stop – In Tunnel	\$75.00
§ 950-400B(7)	Stop – In Underpass	\$75.00
§ 950-400B(9)	Stop – On Middle Boulevard	\$75.00
§ 950-400B(9)	Stop – On Centre Strip	\$75.00
§ 950-400B(9)	Stop – Adjacent to Side of Middle Boulevard	\$75.00
§ 950-400B(9)	Stop – Adjacent to End of Middle Boulevard	\$75.00
§ 950-400B(9)	Stop – Adjacent to Side of Centre Strip	\$75.00
§ 950-400B(9)	Stop – Adjacent to End of Centre Strip	\$75.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-400B(10)	Stop – Non-School Bus in School Bus Loading Zone	\$120.00
§ 950-400B(11)	Stop – Within 9 metres of School Crossing	\$125.00
§ 950-400C(1)	Stop – more than 3 hours on any one highway while (offering for sale/taking orders) for (goods/wares/merchandise/produce/refreshments/beverages/other food)	\$75.00
§ 950-400C(1)	Stop – more than 1 hour at any one location during 3-hour period while (offering for sale/taking orders) for (goods/wares/merchandise/produce/refreshments/beverages/other food)	\$75.00
§ 950-400D(1)	Park – Obstruct (Driveway/Laneway)	\$65.00
§ 950-400D(1)	Park – (In front/within 60 centimetres) of (Driveway/Laneway)	\$75.00
§ 950-400D(2)	Park - Within 3 metres of Fire Hydrant	\$125.00
§ 950-400D(3)	Park – Within 9 metres of Intersecting Roadway	\$75.00
§ 950-400D(4)	Park – Within 15 metres of (Railway Tracks/Level Railway Crossing)	\$75.00
§ 950-400D(4)	Park – Alongside (Railway Tracks/Level Railway Crossing)	\$75.00
§ 950-400D(5)	Park – Longer than 3 Hours	\$40.00
§ 950-400D(6)	Park Vehicle – For Sale	\$25.00
§ 950-400D(7)	Park Vehicle – To (Wash/Grease/Repair)	\$25.00
§ 950-400D(8)	Park – Prevent Removal of Vehicle	\$50.00
§ 950-400D(9)	Park – former City of North York highway – 2:00 a.m. to 6:00 a.m. Dec.1 to Mar. 31	\$50.00
§ 950-400D(10)(a)	Park – Vehicle Without Valid Ontario Number Plate Properly Displayed	\$50.00
§ 950-400D(10)(b)	Park – Vehicle Without Valid Non-Ontario Number Plate Properly Displayed	\$50.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-400E(1)	Park – Signed Highway – Within 15 metres of Intersection	\$75.00
§ 950-400E(3)	Park – Signed Highway – Within 30.5 metres of Signalized Intersection	\$75.00
§ 950-400E(5)	Park – Signed Highway – In front of (Entrance to/Exit from) (Building/Enclosed Space)	\$50.00
§ 950-400E(7)(a)	Park – Signed Highway – Within 15 metres of far side of Signalized Crosswalk	\$75.00
§ 950-400E(7)(b)	Park – Signed Highway – Within 30.5 metres of approach to Signalized Crosswalk	\$75.00
§ 950-400E(8)	Park – Signed Highway - Within Turning Basin	\$50.00
§ 950-400E(9)	Park – Signed Highway – Interfere with Formation of Funeral Procession	\$50.00
§ 950-400E(10)	Park – Signed Highway – Within 15 metres of Termination of Dead End Street	\$50.00
§ 950-400E(11)	Park – Signed Highway – Within "T-type" Intersection	\$75.00
§ 950-400E(12)	Park - Signed Highway - Public Lane	\$50.00
§ 950-400E(12)	Park - Signed Highway – Less than 6 metres Wide	\$50.00
§ 950-400E(13)	Park Signed Highway – Within 15 metres of Canada Post Mailbox – same side	\$40.00
§ 950-400F(1)	Stand Vehicle – Signed Highway – Transit Stop Zone	\$190.00
§ 950-400H	Stand Unauthorized Vehicle in Car-Share Vehicle Parking Area	\$75.00
§ 950-400H	Stand Car-Share Vehicle - Parking Permit not properly affixed	\$75.00
§ 950-400I	Park Unauthorized Vehicle in Electric Vehicle Charging Station Parking Space	\$75.00
§ 950-400I	Park Electric Vehicle in Electric Vehicle Charging Station Parking Space – not actively connected to charging station	\$75.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-400I	Park Electric Vehicle in Electric Vehicle Charging Station Parking Space – in excess of permitted time	\$75.00
§ 950-400L	Park Vehicle – On-Street Logistics Mini-Hub Parking Area	\$75.00
§ 950-400L	Stand Vehicle – On-Street Logistics Mini-Hub Parking Area	\$75.00
§ 950-400L	Stop Vehicle – On-Street Logistics Mini-Hub Parking Area	\$75.00
§ 950-400M	Park Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Stand Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Stop Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Leave Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Permit the Parking - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Permit the Standing - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Permit the Stopping - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Permit the Leaving - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without Valid Permit	\$75.00
§ 950-400M	Park Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Stand Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-400M	Stop Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Leave Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Permit the Parking - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Permit the Standing - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Permit the Stopping - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-400M	Permit the Leaving - Logistics Mini-Hub in an On-Street Logistics Mini-Hub Parking Area Without On-Street Logistics Mini-Hub Permit Affixed Where Visible	\$75.00
§ 950-401A(1)	Park Taxicab for Hire – Unauthorized Location	\$50.00
§ 950-401A(2)(a)	Stand Non-Taxicab Vehicle – Signed Taxicab Stand not within 3 metres of Fire Hydrant	\$75.00
§ 950-401A(2)(a)	Stand Taxicab Vehicle – Signed Taxicab Stand not within 3 metres of Fire Hydrant – not waiting for hire	\$60.00
§ 950-401A(2)(b)	Stand Non-Taxicab Vehicle – Signed Taxicab Stand within 3 metres of Fire Hydrant	\$100.00
§ 950-401A(2)(b)	Stand Taxicab Vehicle – Signed Taxicab Stand within 3 metres of Fire Hydrant – not waiting for hire	\$100.00
§ 950-401A(3)(a)	Park or stand Taxicab Vehicle – Signed Taxicab Stand within 3 metres of Fire Hydrant – not waiting for hire or sufficiently close to taxicab	\$100.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-401A(3)(b)	Park or stand Taxicab Vehicle – Signed Taxicab Stand within 3 metres of Fire Hydrant – driver does not move taxicab on request	\$100.00
§ 950-402A(1)	Park Vehicle – Commercial Loading Zone - Contrary to Permitted (Day/Time)	\$50.00
§ 950-402A(1)	Park Vehicle – Commercial Loading Zone – not actively engaged in loading/unloading passengers/merchandise	\$50.00
§ 950-402A(3)	Stand Vehicle – Passenger Loading Zone – Contrary to Permitted (Day/Time)	\$120.00
§ 950-402A(3)	Stand Vehicle – Passenger Loading Zone – Not Actively Engaged in Loading/Unloading Passengers	\$120.00
§ 950-402B(1)	Park Non-Bus vehicle – Bus Parking Zone – Prohibited (Day/Time)	\$190.00
§ 950-402B(2)	Park Non-Delivery vehicle – Delivery Vehicle Parking Zone – Prohibited (Day/Time)	\$50.00
§ 950-402B(3)	Park Bus – Bus Parking Zone – In excess of Permitted Time	\$300.00
§ 950-402B(3)	Park Delivery Vehicle – Delivery Vehicle Parking Zone – In excess of Permitted Time	\$300.00
§ 950-402C(1)	Stop Non-Bus Vehicle – Bus Loading Zone	\$300.00
§ 950-402C(2)	Park Bus – Bus Loading Zone	\$300.00
§ 950-404B(1)	Fail to Angle (Park/Stop) at 45 Degrees Angle from (Curb/Roadway Boundary) with front end of vehicle at curb	\$30.00
§ 950-404B(2)	Park Motorcycle in Angle Space at Angle less than 45 Degrees to Curb	\$15.00
§ 950-404B(2)	Park Motorcycle in Angle Space at Angle more than 60 Degrees to curb	\$15.00
§ 950-404C	Fail to (Park/Stop) Within Designated Angle Space	\$40.00
§ 950-405A	Park – Signed Highway – During Prohibited (Day/Time)	\$65.00

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<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-405B	Park Bus – Signed Highway – During Prohibited (Days/Times)	\$300.00
§ 950-405D	Stop – Signed Highway – During Prohibited (Time/Day)	\$120.00
§ 950-405D.1	Stop – Signed Highway – During Rush Hour Period	\$300.00
§ 950-405E	Stop Bus – Signed Highway – Prohibited (Days/Times)	\$300.00
§ 950-405F(1)	Park – Signed Highway – in Excess of Permitted Time	\$50.00
§ 950-405G	Stand Vehicle – Signed Highway During Prohibited (Times/Days)	\$120.00
§ 950-405G.1	Stand Vehicle – Signed Highway – During Rush Hour Period	\$190.00
§ 950-405H	Stand Bus – Signed Highway -Prohibited (Days/Times)	\$300.00
§ 950-406A	Park Vehicle - Snow Route	\$100.00
§ 950-406A	Stand Vehicle - Snow Route	\$100.00
§ 950-406B	Park Vehicle - Streetcar Track on Snow Route	\$200.00
§ 950-406B	Stand Vehicle - Streetcar Track on Snow Route	\$200.00
§ 950-406B	Park Vehicle - so as to Block Passage of Streetcar on Snow Route	\$200.00
§ 950-406B	Stand Vehicle - so as to Block Passage of Streetcar on Snow Route	\$200.00
§ 950-407A	Park Vehicle - Prohibited Area During Snow Removal Operations	\$100.00
§ 950-503D(2)	Stop Vehicle – Reserved/Designated Lane – Prohibited (Time/Day)	\$170.00
§ 950-503D(2.1)	Stop Vehicle – Reserved/Designated Lane – Prohibited (Time/Day)	\$170.00
§ 950-508A.1	Park Heavy (Truck/Vehicle) – Signed Highway –Prohibited (Time/Day)	\$90.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-601C(1)	Car-Park - Parallel Park – Metered Space - Front Wheels Not Opposite Meter	\$75.00
§ 950-601C(1)	Car-Park - Parallel Park – Metered Space - Rear of Forward Vehicle Not Opposite Forward Meter – Two Meters on same standard	\$75.00
§ 950-601C(1)	Car Park – Parallel Park – Metered Space - Rear of Forward Vehicle Not as Close as Practicable to forward meter – Two Meters on Same Standard	\$75.00
§ 950-601C(1)	Car- Park - Parallel Park – Metered Space – Front of Rear Vehicle Not Opposite Rear Meter – Two Meters on Same Standard	\$75.00
§ 950-601C(1)	Car-Park – Parallel Park – Metered Space - front of rear vehicle not as close as practicable to rear meter – Two Meters on Same Standard	\$75.00
§ 950-601C(2)	Car-Park - Angle Park – Metered Space - Front of Vehicle Not as Close as Practicable to Meter	\$75.00
§ 950-601C(3)	Car-Park –Park – Part of Vehicle Outside Designated Metered Space	\$75.00
§ 950-601C(3)	Car-Park - Park – Two Parking Spaces – Fees Not Paid for Both Spaces	\$75.00
§ 950-601C(3)	Car-Park - Park – Two Parking Spaces – Fees Not Paid for (Meter/Machine) for Both Spaces	\$75.00
§ 950-601F(1)	Car-Park - Park – Meter Not Used/Fee Not Paid	\$75.00
§ 950-601G(1)	Car-Park - Park – Parking Machine (Not Used/Required Fee Not Paid)	\$75.00
§ 950-601G(1)	Car-Park – Park - Fail to Activate Parking Machine	\$75.00
§ 950-601G(1)	Car Park – Parking Machine – Park – Not Within Permitted Period	\$75.00
§ 950-601G(2)	Car-Park – Parking Machine – Park – Issued Card Not Properly Displayed	\$75.00

<b>Column 1 Designated Part of Chapter</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
§ 950-601O	Car-Park – (Park/Leave ) Vehicle – Contrary to Posted Sign	\$75.00
§ 950-601P	Car-Park – (Park/Leave) Bus – Contrary to Posted Sign	\$150.00
§ 950-601S	Park Non-Electric Vehicle – Designated Electric Vehicle Parking Space	\$75.00
§ 950-601S	Park Electric Vehicle – Designated Electric Vehicle Parking Space – Not Actively Connected	\$75.00

**Table 11: Former Municipality of Metropolitan Toronto By-law 45-84, as amended, being a By-law respecting the regulation of Traffic in Exhibition Place**

<b>Column 1 Designated Part of By-law</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>
Section 3(1)	Stand vehicle where prohibited	\$70.00
Section 4(1)	Park – Signed Roadway – longer than 20 minutes – at prohibited time	\$70.00
Section 4(2)	Stand – Signed Roadway – during prohibited time	\$70.00
Section 4(3)	Stop – Signed Roadway – during prohibited time	\$70.00

### Schedule B

#### Designated Statute Provisions (Red Light Camera and Automated Speed Enforcement Violations)

**Table 1: Highway Traffic Act**

<b>Column 1 Designated Part of Statute</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Penalty Amount</b>	<b>Column 4 Victim Fine Surcharge (the portion of the penalty amount credited to the Province of Ontario Victims' Justice Fund Account)</b>		
128(1)	Automated Speed Enforcement	Column A × Column B <table border="1" style="margin-left: 20px;"> <tr> <td>Column A</td> <td>Column B</td> </tr> </table>	Column A	Column B	
Column A	Column B				

Column 1 Designated Part of Statute	Column 2 Short Form Wording	Column 3 Penalty Amount		Column 4 Victim Fine Surcharge (the portion of the penalty amount credited to the Province of Ontario Victims' Justice Fund Account)	
		kilometre /hour over the maximum speed limit	penalty rate in community safety zone or school zone	Penalty Amount	Victim Fine Surcharge
		1 to 19 kilometre /hour	\$5.00/kilometre	\$0 - \$50	\$10
		20 to 29 kilometre /hour	\$7.50/kilometre	\$51 - \$75	\$15
		30 to 49 kilometre /hour	\$12.00/kilometre	\$76 - \$100	\$20
		50 kilometre /hour or more	\$19.50/kilometre	\$101 - \$150	\$25
				\$151 - \$200	\$35
				\$201 - \$250	\$50
				\$251 - \$300	\$60
				\$301 - \$350	\$75
				\$351 - \$400	\$85
				\$401 - \$450	\$95
				\$451 - \$500	\$110
				\$501 - \$1000	\$125
				\$1001 and above	25 percent of penalty amount in Column 3
144(18)	Red light – fail to stop	\$260	\$60	144(18)	Red light – fail to stop – community safety zone
144(18)	Red light – fail to stop – community safety zone	\$400	\$85		

**Schedule C**  
**Administrative Fees**

\*\*Please refer to City of Toronto Municipal Code Chapter 441, Fees and Charges, for any additional fees that may be charged by the City.

Part 1: Designated By-law Provisions

<b>Description</b>	<b>Fee</b>
<b>Late payment fee:</b>	\$31.01
failure to pay an administrative penalty within the time prescribed by this chapter.	
<b>Vehicle owner/address search fee:</b>	\$14.87
search of the records of the Ontario Ministry of Transportation.	
<b>Plate denial enforcement fee:</b>	\$31.01
notification of the Registrar of Motor Vehicles in the jurisdiction where the permit (vehicle licence plate) is registered of the default in payment.	
<b>Screening non-appearance fee:</b>	\$62.01
failure to appear at the time and place scheduled for a hearing review.	
<b>Hearing non-appearance fee:</b>	\$93.02
failure to appear at the time and place scheduled for a hearing review.	

Part 2: Designated Statute Provisions

\*\*The following fees are prescribed by Ontario Regulation 355/22

<b>Description:</b>	<b>Fee:</b>
<b>Late Payment Fee:</b>	
Failure to pay an administrative penalty within the time prescribed by this chapter.	\$20.00

**Hearing non-appearance fee:**

failure to appear at the time and place  
scheduled for a hearing review. \$60.00

**Screening non-appearance fee:**

Failure to appear at the time and place  
scheduled for a hearing review \$60.00

**Vehicle Owner/Address Search Fee:**

Search of the records of the Ontario  
Ministry of Transportation " \$8.25

2. Section 1 of this By-law takes effect on January 20, 2025.

Enacted and passed on December , 2024.

Frances Nunziata,  
Speaker

John D. Elvidge,  
City Clerk

(Seal of the City)