

Administrative Penalty Tribunal - Chair's 2025 Annual Report

Date: April 27, 2026
To: General Government Committee
From: Executive Director, Court Services Division
Wards: All

SUMMARY

The Administrative Penalty Tribunal is an independent adjudicative body consisting of 25 public panel members referred to as Hearing Officers. Hearing Officers are appointed by City Council and provide a second, independent review and decision in a parking violation dispute, after a screening review has been completed. Hearing Officers have the authority to affirm, vary or cancel the decision of a Screening Officer and extend time for payment. In carrying out this mandate, the Tribunal is authorized to conduct hearings and hearing reviews. Decisions of the Hearing Officers are final - there is no further appeal.

Under S. 6.7, Toronto Municipal Code Chapter 610, Penalties, Administration of, the Chair of the Administrative Penalty Tribunal is responsible for preparing the Annual Report to City Council on the Tribunal's activities.

RECOMMENDATIONS

The Executive Director, Court Services recommends that:

1. City Council receive the 2025 Annual Report from the Chair of the Administrative Penalty Tribunal, contained in Attachment 1 to the report for information.

FINANCIAL IMPACT

There are no financial implications arising from the recommendation included in this report in the current budget year or in future years.

Any financial implication resulting from the recommendation included in the Administrative Penalty Tribunal's 2025 Chair's Annual Report or review of APT member remuneration would be identified and submitted for consideration through a future staff report or through future budget processes.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact Section.

DECISION HISTORY

This is the ninth annual report submitted by the Chair of the Administrative Penalty Tribunal.

The 2024 annual report from the Chair of the Administrative Penalty Tribunal was adopted by Council on October 8, 2024. <https://secure.toronto.ca/council/agenda-item.do?item=2025.GG24.3>

The 2023 annual report from the Chair of the Administrative Penalty Tribunal was adopted by Council on October 9, 2024. <https://secure.toronto.ca/council/agenda-item.do?item=2024.GG16.14>

The 2022 annual report from the Chair of the Administrative Penalty Tribunal was adopted by Council on June 14, 2023. <https://secure.toronto.ca/council/agenda-item.do?item=2023.GG4.2>

The 2021 Annual report from the Chair of the Administrative Penalty Tribunal was adopted by Council on May 11, 2022. <https://secure.toronto.ca/council/agenda-item.do?item=2022.GL30.15>

The 2020 Annual Report from the Chair of the Administrative Penalty Tribunal was adopted by Council on May 5, 2021. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.GL22.5>

The 2019 Annual Report from the Chair of the Administrative Penalty Tribunal was adopted by Council on July 28, 2020. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2020.GL14.8>

The 2018 Annual Report from the Chair of the Administrative Penalty Tribunal was adopted by Council on June 18 and 19, 2019. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.GL5.16>

The 2017 Annual Report from the Chair of the Administrative Penalty Tribunal was adopted by Council on April 24, 2018. <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.GM26.8>

COMMENTS

The Administrative Penalty Tribunal Chair's Annual Report, contained in Attachment 1 to the report, covers APT activities from January 1, 2025 to December 31, 2025.

The 2025 Annual Report includes the following sections:

- Background
- Chair's Opening Remarks
- Members
- Business Meetings and Agendas
- Training
- Chapter 610 - New Bylaw Implementation
- Technical Training
- Virtual and Hybrid Hearings
- Mentoring
- The Administrative Penalty Hearing Process
- Hearings
- Hearing Dispositions
- Court Services Staff
- Challenges
- Practice Directions
- Strategic Plan for 2026
- Chair Recommendations

CONTACT

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SIGNATURE

Dianne Kasias
Executive Director, Court Services

ATTACHMENTS

Attachment 1 – Administrative Penalty Tribunal Chair's 2025 Annual Report