



STAFF REPORT INFORMATION ONLY

Annual Statistical Report to the Information and Privacy Commissioner of Ontario

Date: March 23, 2026
To: Toronto Public Library Board
From: City Librarian

SUMMARY

This report provides a summary of Toronto Public Library's 2025 submission to the Information and Privacy Commissioner of Ontario ("IPC") in compliance with the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA").

FINANCIAL IMPACT

There is no financial impact arising from the information in this report.

The Director, Finance & Chief Financial Officer has reviewed this financial impact statement and agrees with it.

ALIGNMENT WITH STRATEGIC PLAN

TPL provides its annual report to the IPC in compliance with MFIPPA. The freedom of information (FOI) process itself is designed to provide residents of Toronto, and other members of the public, with increased transparency and accountability by responding to FOI requests. Disclosure of information to the public is in alignment

with TPL's 2025-2029 Strategic Plan, namely it provides the vital ingredients for a democratic society.

EQUITY IMPACT STATEMENT

To meet the obligations under MFIPPA, the Library has a robust procedure for processing freedom of information requests and tracking these to enable internal oversight and annual reporting to the IPC. The procedure is designed to provide equitable access to Library records to all members of the public.

DECISION HISTORY

At its [meeting on March 26, 2007](#), the Library Board requested that staff report on the annual report submitted to the IPC.

ISSUE BACKGROUND

TPL is governed by MFIPPA, which requires that the Library submit an annual report to the IPC on the statistics specified by the IPC. The IPC has jurisdiction and interest in gathering and analyzing annual statistics from institutions that are subject to laws over which the IPC has oversight. This report enables the collection and comparison of data across the province.

COMMENTS

Overview of Requests

Toronto Public Library received five (5) new, complete requests for access to records in 2025 that met the criteria for a request under MFIPPA. Four (4) requests were completed in 2025, and one was carried over into 2026.

Of the requests completed, three (3) were closed within the statutory timeframe of 30 days and one (1) required a notice of extension and a notice to affected persons, as permitted under MFIPPA, due to the requirement to review records and to consult with third parties before issuing a final decision about access to the requested records.

No fees were charged if records were not found or if access was refused. In 2025, fees were only charged for three (3) requests, as access was refused in part in one (1) instance, and in one (1) instance the request was abandoned.

Information and Privacy Commissioner Activity

Under MFIPPA, each requestor has the right to appeal the Library's decision about releasing records to the IPC. Only one (1) appeal was filed in 2025, which was subsequently withdrawn by the individual after successful resolution with TPL without IPC involvement.

Proactive Disclosure

The spirit of MFIPPA is to provide mechanisms for greater transparency in government, while protecting personal information. MFIPPA does not restrict an institution's ability to proactively disclose information that is not confidential and in which the public is likely to have an interest. Proactive disclosure is strongly supported by the current privacy commissioner. The Library routinely discloses information to the public and continues to make a wide range of information available to the public, from Board documents and minutes to aggregate statistics.

Finally, many informal requests for information from the Library were addressed by referring requestors to the Library website, as well as through assistance provided by branch staff and the TPL Privacy team in responding to customer inquiries.

CONTACT

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SIGNATURE

Moe Hosseini-Ara
City Librarian

ATTACHMENTS

Attachment 1: Summary of Formal FOI Requests Received by TPL in 2025

Summary of Formal FOI Requests Received by TPL in 2025

For Reference Only - Not Submitted to the IPC

1. Three (3) formal requests were made directly to the Toronto Public Library in 2025:


Request Number	Type of Records Requested	Type of Requestor	Short Description of Request	TPL Response & Outcome
2025-001	Personal Information	Individual (customer)	Account summary and video surveillance	Provide account activity summary; refuse all video surveillance.
2024-007	General Information	Individual (general public)	Vendor contract and payment breakdown.	Full access granted.
2024-009	General Information	Individual (customer)	Information on Yiddish and other language collections removal.	Full access granted.

2. Two (2) formal requests were made to an external organization which were transferred to TPL in 2025:

Reference Number	Type of Information Requested	Type of Requestor	Description	Outcome
2025-003	General Information	Individual (general public)	Borrowing statistics from 2020-2024	Abandoned by requester after requesting clarification.
2025-008	General Information	Business	TPL tote bag contract and financial information	Time extension & fee estimate issued. Carried over into 2026.

Attachment 1

3. No (0) formal requests from an external organization, for consultation by TPL as an affected third party, were received in 2025.
4. No (0) formal requests from 2024 were carried over to 2025 and closed in 2025.



Annual Report to the Privacy Commissioner: Brief MFIPPA Overview

Shawn Mitchell

Director, Policy, Planning and Performance Management

March 23, 2026

the law: MFIPPA

Under the ***Municipal Freedom of Information & Protection of Privacy Act (“MFIPPA”)***:

- **Any individual** can request copies of **any records** in the custody and control of TPL.
- Information contained in records is **subject to exemptions and exclusions**.
- Requestors, and affected third parties, have the right to appeal TPL’s decisions about releasing records.
- The Information & Privacy Commissioner of Ontario (“IPC”) oversees MFIPPA compliance and processes appeals.

IPC appeals

Appeals to the IPC are an anticipated part of the MFIPPA process.

The majority of appeals are from third parties seeking to protect their information from disclosure or from requestors who disagree with our decisions.

In the last 5 years, TPL responded to the following appeals:

- **2025:** 1 appeal, closed by IPC after appellant withdrew appeal
- **2024:** 1 appeal, closed by IPC in favour of TPL's decision
- **2023:** 0 appeals
- **2022:** 1 appeal, closed by IPC in favour of TPL's decision
- **2021:** 0 appeals

annual report to the IPC

MFIPPA requires all institutions that are subject to the law to submit an **annual report to the IPC by April 1st**, on the statistics specified by the IPC, including:

- # of requests received, completed and transferred
- type of requestor
- length of time to complete requests
- compliance rate when issuing notices of time extension & consultation
- list of which exclusions and exemptions were applied
- fees collected and waived

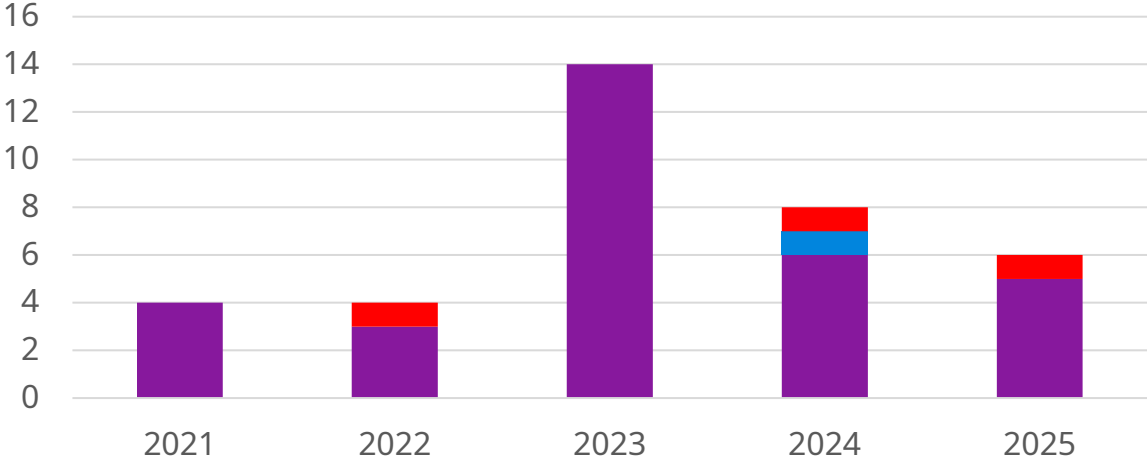
The IPC gathers, analyzes and **publishes** institutional and aggregate statistics for comparison across the province.

TPL FOI request stats for IPC

	2024 Statistics (reported to IPC March 2025)	2025 Statistics (to be reported to IPC by April 1 st)
# requests received in the last calendar year	6	5
# requests completed in the last calendar year	7	4
Type of requestor	4 from individuals, 3 from media	4 from individuals, 1 from business
Length of time to complete requests	57% in 30 days	75% in 30 days
compliance rate when issuing notices of time extension & consultation	100% within time extension taken	100% within time extension taken
Fees collected	\$202.50	\$50.00
Fees waived	\$15.00	\$5.00

Volume of TPL FOI requests

of FOI Requests & Appeals Received



- Appeals to IPC
- Consults on TPL data in the custody of another institution
- Requests Received



Thank you

tpl: