

Bylaw No. 175

The Summer Village of Sundance Beach

A BY-LAW OF THE SUMMER VILLAGE OF SUNDANCE BEACH TO LEVY FEES FOR INFORMATION AND COPIES THEREOF AS PROVIDED BY THE MUNICIPAL GOVERNMENT ACT AND FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT FEES & CHARGES BY-LAW

WHEREAS, in accordance with the Municipal Government Act, Chapter M-261, S.A. 1994 as amended and the Freedom of Information and Privacy Protection Act, S.A. 1994, F-18.5, the Summer Village must make certain information available to the public; and

WHEREAS, in accordance with Section 217 of the Municipal Government Act, and section 89 of the Freedom of Information and Privacy Protection Act, Council may pass a by-law establishing fees to charge for providing information.

NOW THEREFORE, the Council of the Summer Village of Sundance Beach, duly assembled, enacts as follows:

PART I: BYLAW TITLE

1. THAT by-law shall be known as the "Fees & Charges" By-law.

PART II: DEFINITIONS

Council: the Council of the Summer Village.

Formal Request: Request for information which is not routinely provided and require the completion of a form in accordance with the Access to Information By-law of the Summer Village.

Summer Village: the Municipal Corporation of the Summer Village of Sundance Beach.

PART III: APPLICATION

1. The Summer Village shall charge fees as established in Schedule A and Schedule B, attached hereto.

PART V: ENACTMENT

THIS By-law shall come into force and effect upon the date of the passing of the Third and Final Reading and signing thereof.

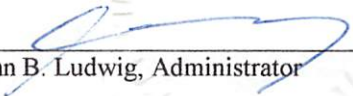
READ a first time this 21st day of October A.D., 1999

READ a second time this 21st day of October A.D., 1999

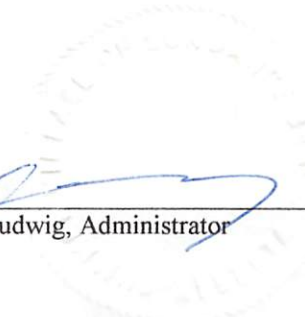
READ a third time this 21st day of October A.D., 1999



Doug Boswell, Mayor



John B. Ludwig, Administrator



The Summer Village of Sandance Beach

A BY-LAW OF THE SUMMER VILLAGE OF SANDANCE BEACH TO LEVY FEES FOR INFORMATION AND COPIES THEREON AS PROVIDED BY THE MUNICIPAL GOVERNMENT ACT AND FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT WITH CHARGES BY-LAW

WHEREAS in accordance with the Municipal Government Act Chapter M-26.1, S.A. 1994 as amended and the Freedom of Information and Privacy Act, R.S.A. 1994, the Summer Village must make certain information available to the public and

WHEREAS in accordance with section 217 of the Municipal Government Act and section 69 of the Freedom of Information and Privacy Protection Act, Council may pass a by-law establishing fees to charge for providing information

NOW THEREFORE, the Council of the Summer Village of Sandance Beach, duly assembled, enacts as follows:

PART I: BY-LAW TITLE

1. THAT by-law shall be known as the "Fees & Charges, By-Law"

PART II: DEFINITIONS

Council: the Council of the Summer Village
Request: Request for information which is not routinely provided and requires the completion of a form in accordance with the Access to Information By-Law of the Summer Village
Summer Village: the Municipal Corporation of the Summer Village of Sandance Beach

PART III: APPLICATION

1. The Summer Village shall charge fees as established in Schedule A and Schedule B, attached hereto

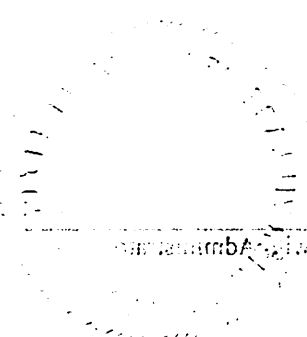
PART IV: REVOCATION

1. This By-law shall come into force and effect upon the date of the passing of this Third and Final Reading and signing thereof

READ a first time this 21st day of October A.D. 1999

READ a second time this 21st day of October A.D. 1999

READ a third time this 21st day of October A.D. 1999



John B. Ludwig, Administrator

Doug B. Smith, Mayor

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**Schedule A
"Formal Requests"**

1. There shall be no charge for the receipt of personal information, except where the materials exceed \$10.00. Then the fee charged shall be for the cost of providing the materials in accordance with Schedule B, attached hereto.
2. The Summer Village shall charge the following fees:
 - a) a minimum of \$25.00 for each formal request received pursuant to the Access to Information By-law. This cost includes a maximum of 2 hours employee labour and \$10.00 for materials. Any costs in excess of these stipulated, will be calculated and charged prior to the release of the information at a rate of \$25.00/hr for labour and as listed for materials.
 - b) \$25.00 for an appeal filed pursuant to the Access to Information By-law of the Summer Village.
3. Actual costs for any costs incurred by the Summer Village to access or produce third party information.

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**Schedule B
"Informal Requests"**

1. The Summer Village shall charge the following fees:
 - a) a photocopying charge of \$0.25 per page of information (\$0.50 per double-sided page) to a maximum photocopying charge of \$150.00 (except where information is considered to be personal information and is under \$10.00 in copying charges). Information will be copied double-sided whenever possible.
 - b) for tax information:
 - i) \$15.00 for a tax certificate
 - c) for assessment information
 - i) \$10.00 for information regarding the description of a parcel of land and the latest assessed value of the land and improvements thereon, as set out in the assessment roll.
 - ii) \$10.00 for information regarding the yearly assessments of a parcel of land, as set out in the assessment roll.
 - d) for copies of information in other formats:
 - i) \$1.00 per page for computer printer sheets, unless otherwise stipulated in this by-law;
 - ii) \$5.00 per computer floppy diskette;
 - iii) \$10.00 per computer compact diskette;
 - iv) \$20.00 per microfiche;
 - v) \$20.00 per roll of microfilm;
 - vi) \$2.00 per photograph, plus
 - a) \$3.00 per 5x7
 - b) \$4.00 per 8x10
 - c) \$10.00 per 11x14
 - d) \$15.00 per 16x20
 - vii) \$2.00 per slide;
 - viii) \$5.00 per audio cassette
 - ix) \$20.00 per video cassette
 - e) \$25.00 per hour to extract data from an electronic data base.
 - f) actual costs incurred by the Summer Village to create information. Actual costs shall include staff time and material used.
 - g) all other charges shall be as listed in the fee schedule adopted by resolution from time to time.
2. Information in media other than that listed will be available at a reasonable cost based on actual costs incurred by the Summer Village.

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Schedule B
"Informal Requests"

The Summer Village shall charge the following fees:

- a) Photocopying charge of \$0.25 per page of information (50.70 per double-sided page) to a maximum photocopying charge of \$120.00 (except where information is considered to be personal information and is under \$10.00 in copying charges). Information will be copied double-sided whenever possible.
 - b) for tax information:
 - i) \$12.00 for a tax certificate
 - ii) for assessment information:
 - i) \$10.00 for information regarding the description of a parcel of land and the assessed value of the land and improvements thereon, as set out in the assessment roll.
 - ii) \$10.00 for information regarding the yearly assessments of a parcel of land, as set out in the assessment roll.
 - iii) for copies of information in other formats:
 - i) \$1.00 per page for computer printouts unless otherwise stated in the by-law.
 - ii) \$2.00 per computer floppy diskette
 - iii) \$10.00 per computer compact diskette
 - iv) \$20.00 per microfiche
 - v) \$20.00 per roll of microfilm
 - vi) \$2.00 per photograph, plus
 - a) \$2.00 per 3x5"
 - b) \$4.00 per 5x7"
 - c) \$7.00 per 8x10"
 - d) \$12.00 per 11x14"
 - e) \$12.00 per 12x30"
 - vii) \$3.00 per slide
 - viii) \$2.00 per audio cassette
 - ix) \$20.00 per video cassette
 - c) \$25.00 per hour to extract data from an electronic data base.
 - d) actual costs incurred by the Summer Village to create information. Actual costs shall include staff time and material used.
 - e) All other charges shall be as listed in the fee schedule adopted by resolution from time to time.
- Information in media other than that listed will be available at a reasonable cost based on actual costs incurred by the Summer Village.