

P12 - Bylaw No. 175

The Summer Village of Sundance Beach

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 per hour 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.