

**P12 - Bylaw No. 175**

**The Summer Village of Sundance Beach**

**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 the 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 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.