

**BY-LAW 1451-99  
OF THE  
CITY OF WETASKIWIN  
IN THE PROVINCE OF ALBERTA**

This By-law may be cited as the “**FOIP BY-LAW**”

**WHEREAS**, Pursuant to Section 89 of the Freedom of Information and Protection of Privacy Act, S.A. 1994, c.F-18.5, and amendments thereto, a municipality must pass a bylaw for the purpose of the designation of a person or group of persons as the head of the municipality for the purposes of the Act;

**AND WHEREAS**, Pursuant to Section 87 and 89 of the Freedom of Information and Protection of Privacy Act, a municipality may enact a fee schedule in accordance with a Freedom of Information and Protection of Privacy Act for provision of services under the Act and Regulations;

**AND WHEREAS**, the Council of the City of Wetaskiwin deems it proper and expedient to establish the administrative structure and to enact a fee schedule.

**100. DEFINITIONS AND INTERPRETATIONS:**

101. In this By-law all definitions contained in the Freedom of Information and Protection of Privacy Act shall apply.
102. Interpretations of this By-law shall be consistent with the requirements of the Freedom of Information and Protection of Privacy Act.
103. In this By-law:
  - (a) “Act” means the Freedom of Information and Protection of Privacy Act;
  - (b) “Applicant” means a person who makes a request for access to a record under Section 7(1) of the Act; and,
  - (c) “Head” is the person designated for compliance with the administration and implementation of the Act.

**200. DESIGNATION:**

200. For the purpose of the Act, the Director of Corporate Services is designated as the “Head” of the municipality of the City of Wetaskiwin;
201. For the purpose of the Act, the Director of Corporate Services may delegate any duties or responsibilities as deemed appropriate.

**300. FEE SCHEDULE:**

301. Where an Applicant is required to pay a fee for services provided under the Freedom of Information and Protection of Privacy Act, the fees payable as established and enacted in the FOIP Fee Schedule and in accordance with the Freedom of Information and Protection of Privacy Regulation, AR 200/95, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

**400. GENERAL:**

401. Where a request for information was submitted and not disposed of before the coming into force of this By-law, the request is deemed to be a request made October 1, 1999, under the provisions of the Act.

This By-Law shall come into force on October 1, 1999.

Read a first time this \_27<sup>th</sup>\_ day of \_\_September\_\_ 1999.

Read a second time this \_27<sup>th</sup>\_ day of \_\_September\_\_ 1999.

Read a third time this \_27<sup>th</sup>\_ day of \_\_September\_\_ 1999.

\_\_\_\_\_  
Original Signed  
Mayor

\_\_\_\_\_  
Original Signed  
City Clerk

## FEE SCHEDULE

1.	For locating and retrieving a record.	\$6.75 per ¼ hour.
2.	For producing a record from an electronic record: a) computer processing and related charges b) computer programming	Actual cost to public body. \$ 10.00 per ¼ hour.
3.	For preparing and handling a record for disclosure.	\$ 06.75 per ¼ hour.
4.	For supervising the examination of a record.	\$ 06.75 per ¼ hour.
5.	For shipping a record or copy.	Actual cost to public body.
6.	For copying a record: a) photocopies, hard copy laser prints and computer printout b) floppy disks c) computer tapes d) microfiche (diaz film) e) duplication of 16mm microfilm f) duplication of 35mm microfilm g) duplication of microfilm or microfiche to paper h) photographs (color and black & white from negative) ◆ 4" X 5" ◆ 5" X 7" ◆ 8" X 10" ◆ 11" X 14" ◆ 16" X 20" i) plans and blueprints j) duplication of slide k) duplication of audio cassette l) duplication of video cassette (1/4", 1/2" or 8mm – 1 hr) m) duplication of video cassette (1/4", 1/2" or 8mm – 2 hr) n) duplication of video cassette (3/4" – 1/2 hr) o) duplication of video cassette (3/4" – 3/4 - 1 hr) p) ANY other media not listed above	<b>(** please see note)</b> \$ 00.25 per page.  \$ 10.00 per disk. \$ 55.00 per tape. \$ 00.50 per fiche. \$ 25.00 per roll. \$ 32.00 per roll. \$ 02.00 per page.  \$ 10.00 per each. \$ 13.00 per each. \$ 19.00 per each. \$ 26.00 per each. \$ 40.00 per each. \$ 00.50 per sq. ft. \$ 02.00 per slide. \$ 05.00 per tape. \$ 20.00 per tape. \$ 25.00 per tape. \$ 18.00 per tape. \$ 23.00 per tape. Actual cost to public body.

**\*\* Note:** Prices quoted above are in **addition** to the cost of actual materials used.