

**Biggs, Jackie FIN:EX**

---

**From:** Hoskins, Chad FIN:EX  
**Sent:** Thursday, May 5, 2016 3:52 PM  
**To:** Ingram, Ben GCPE:EX  
**Cc:** Williams, Brad M FIN:EX  
**Subject:** FOI fees across Canada  
**Attachments:** Copy of Cross Canada Fees Scan.xlsx

Hi Ben,

This was put together by one of my colleagues in Nova Scotia, might be helpful to look at fees in comparison across the country.

Thanks, Chad

**Chad Hoskins** | Director, Access and Open Information | Information Access Operations | Ministry of Finance  
**d:** 250.356.7343 **m:** 250.516.5181 | **e:** [chad.hoskins@gov.bc.ca](mailto:chad.hoskins@gov.bc.ca) | **m:** PO Box 9569, Stn Prov Gov, Victoria BC V8V 1S2

<u>FEES</u>	<b>Federal s.11</b>	<b>Newfoundland s.8 &amp; regulations</b>	<b>Nova Scotia s.11 &amp; regulations</b>	<b>New Brunswick s.4 &amp; regulations</b>	<b>Quebec s.11 &amp; regulations</b>	<b>Ontario s.57 &amp; regulations</b>	<b>Manitoba s.7 &amp; regulations</b>	<b>Saskatchewan s.9 &amp; regulations</b>	<b>Alberta s.87 &amp; regulations</b>	<b>British Columbia s.75</b>
<u>a) Application Fees</u>	\$5.00 not required if requesting own personal information at the time the request is made.	In 2015 Newfoundland eliminated its \$5.00 Application Fee.  Previously a \$5.00 application fee was payable but only upon the granting of access to information.	An application fee prescribed by the regulations is payable at the time the request is made. \$5.00 not required if requesting own personal information	The current application form indicates there are no longer fees required for making an application  Previously an application fee was payable but only upon the granting of access to the information.	No application fee.	An application fee is payable when the request is made. . \$5.00 not required if requesting own personal information	No application fee.	No application fee.	If not requesting your own personal information, an application fee of \$25.00 for a "non-continuing" request and \$50.00 for "continuing" requests is payable at the time the request is made.	No application fee.
<u>b) Search Fees</u>	Search fees may be charged for every hour in excess of five hours that is reasonably required to search for the record or prepare any part of it for disclosure.	Search fees are charged for every hour in excess of two hours spent searching for a record and preparing it for disclosure.	Search fees are charged per half hour of time spent in excess of two hours for locating and retrieving a record. A charge is also levied for preparing a record for disclosure.	The Act does not provide for search fees.	The Act does not provide for search fees.	Search fees are charged for every quarter hour of manual search required to locate and prepare a record for disclosure.	Search fees are charged for every half hour in excess of two hours spent in searching for and preparing a record for disclosure. No search fees can be levied if the government institution denies access to the requested information.	Search fees are charged for every half hour of time spent in excess of two hours searching for a record and preparing it for disclosure. No search fees can be levied if the government institution denies access to the requested information.	Search fees are charged per quarter hour of time spent. Charges are also made for preparing a record for disclosure.	Search fees are charged for every quarter hour in excess of three hours spent locating and retrieving a record.
<u>c) Reproduction Fees If the requested</u>	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.	Reproduction fees payable.

d) Waiver of Fees	The head of a government institution may waive the requirement to pay any of the fees or may refund fees.	No provision for waiver of any of the fees.	Similar to British Columbia except that the application fee cannot be waived.	No provision for waiver of any of the fees.	Regulations may prescribe cases where persons are exempt from payment of fees.	Any of the fees shall be waived where, in the opinion of the head of the institution, it is fair and equitable to do so after considering certain factors set out in the Act and regulations, including whether the payment will cause a financial hardship for the person requesting the record and whether the dissemination of the record will benefit public health or safety.	No provision for waiver of any of the fees.	Where a prescribed circumstance exists, the head of an institution may waive payment of all or any part of the prescribed fee.	Similar to British Columbia except that, in addition to the head of a government institution, the Information and Privacy Commissioner may also excuse the applicant from paying all or part of a fee.	The head of a government institution may excuse an applicant from paying all or part of a fee if, in the head's opinion: a) the applicant cannot afford the payment or for any other reason it is fair to excuse payment; or b) the record relates to a matter of public interest, including the environment or public health or safety.
-------------------	---	---	---	---	--	--	---	--	--	--

**Biggs, Jackie FIN:EX**

---

**From:** Hoskins, Chad FIN:EX  
**Sent:** Monday, March 16, 2015 8:26 AM  
**To:** Williams, Brad M FIN:EX  
**Subject:** Fwd: Graph - Application fee  
**Attachments:** Application fee and Processing Graphs.xlsx; ATT00001.htm

In case you haven't seen this. I am not sure what the severing comment refers to.

Sent from my iPhone

Begin forwarded message:

**From:** "Boyd, Wes MTIC:EX" <[Wes.Boyd@gov.bc.ca](mailto:Wes.Boyd@gov.bc.ca)>  
**Date:** March 16, 2015 at 7:24:39 AM PDT  
**To:** "Ahmed, Sarf MTIC:EX" <[Sarf.Ahmed@gov.bc.ca](mailto:Sarf.Ahmed@gov.bc.ca)>  
**Cc:** "Hoskins, Chad MTIC:EX" <[Chad.Hoskins@gov.bc.ca](mailto:Chad.Hoskins@gov.bc.ca)>  
**Subject:** Re: Graph - Application fee

Sarf, see attached two graphs.

The second graph shows the processing fee of \$30/hr (i.e. \$7.50 per 1/4 hour) compared to other provinces (based on an hourly rate). there are nuances that need to be explained across jurisdictions..... s.12,s.13  
s.12,s.13

Wes

---

**From:** Ahmed, Sarf MTIC:EX  
**Sent:** Sunday, March 15, 2015 11:58 PM  
**To:** Boyd, Wes MTIC:EX  
**Subject:** RE: Graph - Application fee

Thanks. BC could be in another color. For other fees too in the morning please.

---

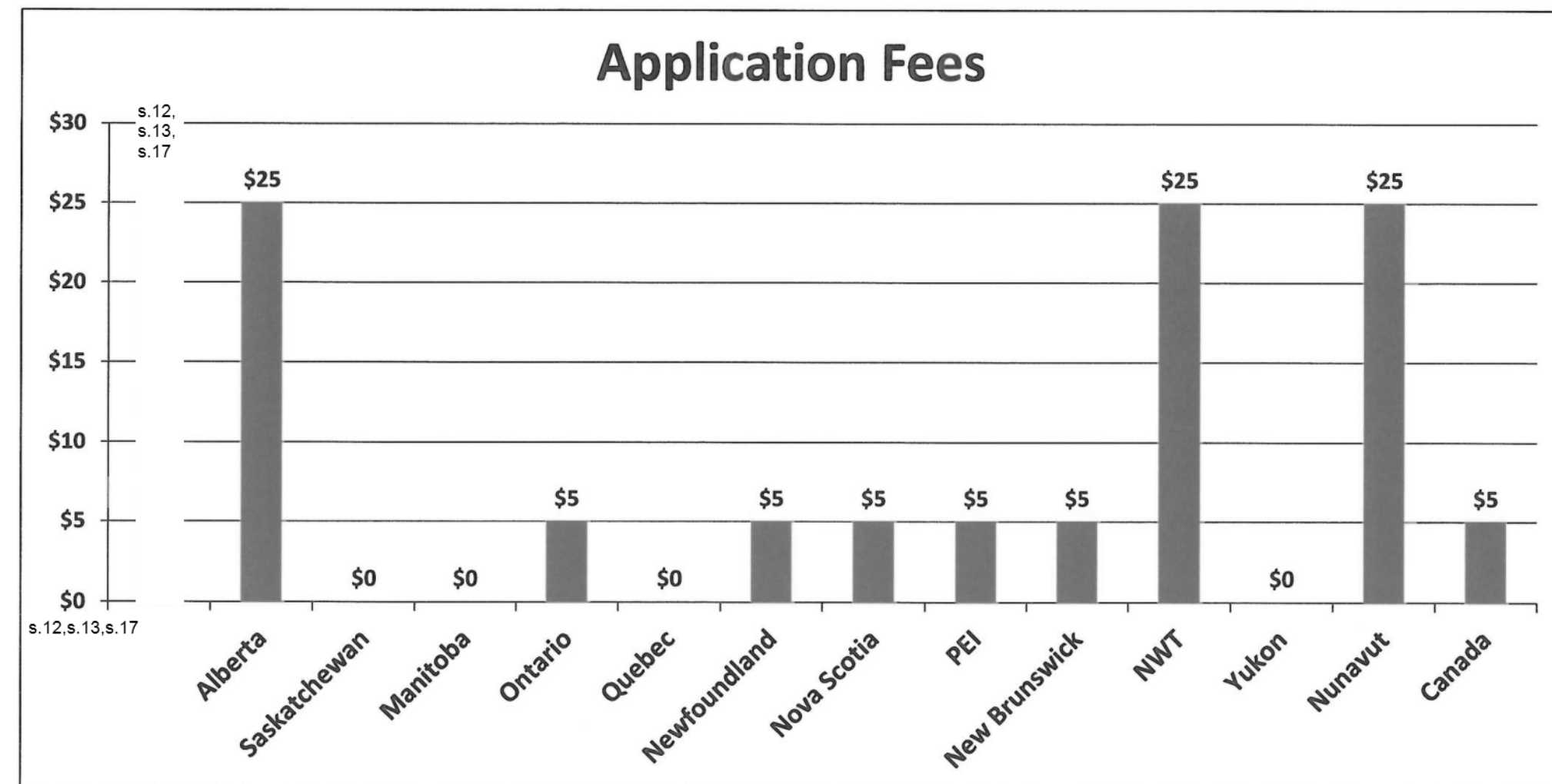
**From:** Boyd, Wes MTIC:EX  
**Sent:** Sunday, March 15, 2015 4:10 PM  
**To:** Ahmed, Sarf MTIC:EX  
**Cc:** Hoskins, Chad MTIC:EX  
**Subject:** Graph - Application fee

Sarf, is this something that would be useful?

Wes

s.12,s.13,s.17

2 Alberta	\$25
3 Saskatchewan	\$0
4 Manitoba	\$0
5 Ontario	\$5 includes personals
6 Quebec	\$0
7 Newfoundland	\$5
8 Nova Scotia	\$5
9 PEI	\$5
10 New Brunswick	\$5
11 NWT	\$25
12 Yukon	\$0
13 Nunavut	\$25
14 Canada	\$5

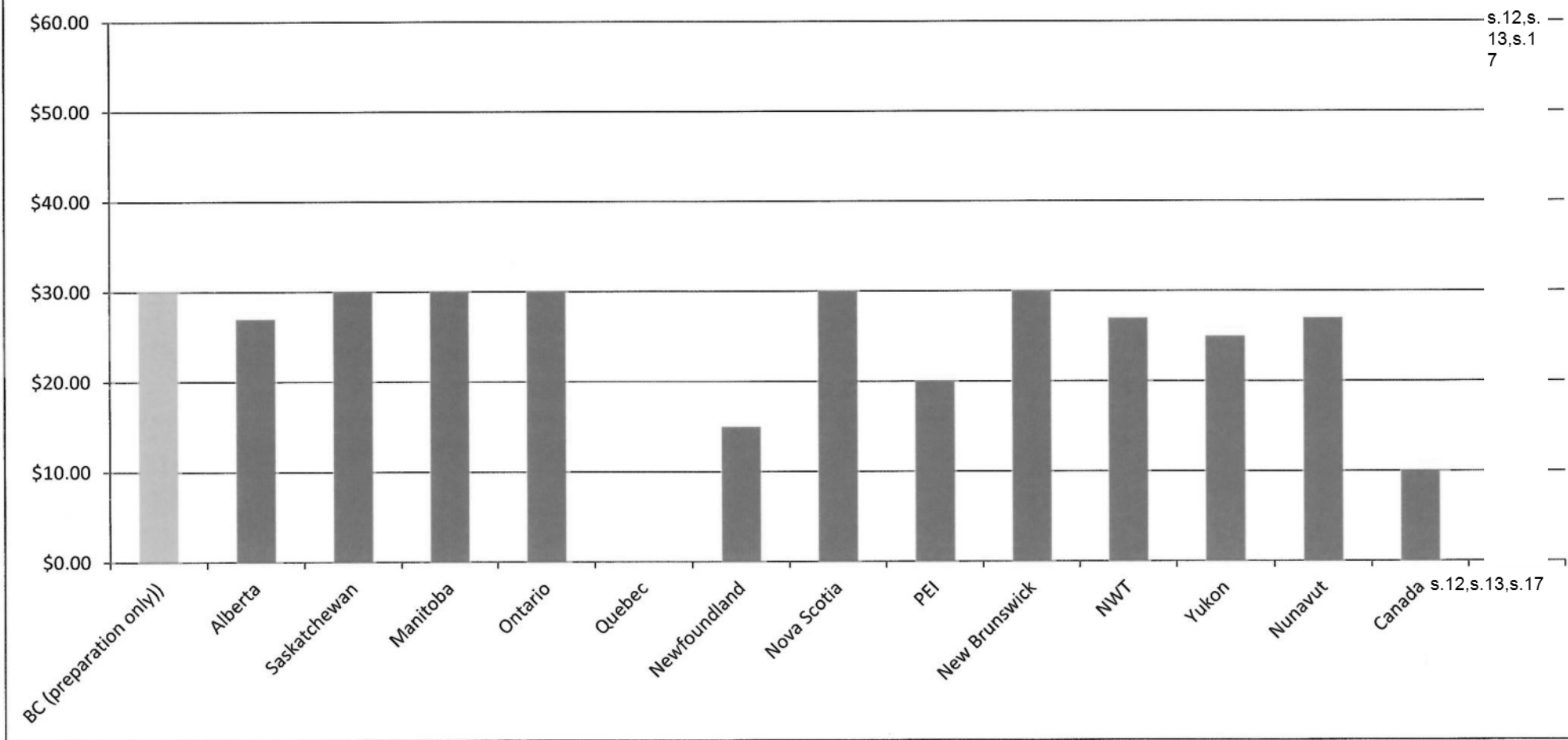


#### Cummulative Search and Preparation Fees

1 BC (preparation only))	\$30.00 per hour for preparation (\$7.50 per 1/4 hour); first 3 hours search free
2 Alberta	\$27.00 per hour (\$6.75 per 1/4 hour) if total is greater than \$150
3 Saskatchewan	\$30.00 per hour (\$15 per 1/2 hour) after first 2 hour free
4 Manitoba	\$30.00 per hour (\$15 per 1/2 hour) after first 2 hour free
5 Ontario	\$30.00 per hour (\$7.50 per 1/4 hour)
6 Quebec	\$0.00 ?
7 Newfoundland	\$15.00 per hour after first 2 hour free
8 Nova Scotia	\$30.00 per hour (\$15 per 1/2 hour) after first 2 hour free
9 PEI	\$20.00 per hour (\$10 per 1/2 hour) after first 2 hour free
10 New Brunswick	\$30.00 per hour (\$15 per 1/2 hour) after first 2 hour free
11 NWT	\$27.00 per hour (\$6.75 per 1/4 hour) if total is greater than \$150
12 Yukon	\$25.00 per hour
13 Nunavut	\$27.00 per hour (\$6.75 per 1/4 hour) if total is greater than \$150
14 Canada	\$10.00

s.12,s.13,s.17

Cummulative Search and Preparation Fees



## Biggs, Jackie FIN:EX

---

**From:** Hoskins, Chad FIN:EX  
**Sent:** Friday, January 30, 2015 4:26 PM  
**To:** Ghag, Kris FIN:EX  
**Subject:** FW: Item 8 Cabinet Submission  
**Attachments:** s.12

**Importance:** High

Here is the latest draft cab sub<sup>s.12</sup>

---

**From:** Boyd, Wes MTIC:EX  
**Sent:** Wednesday, January 28, 2015 9:13 AM  
**To:** Lowe, Charmaine MTIC:EX; Plater, Sharon MTIC:EX; Williams, Brad M MTIC:EX; Hoskins, Chad MTIC:EX; Wright, Alexander M MTIC:EX; Hume, David GCPE:EX; MacLennan, Alex GCPE:EX  
**Cc:** Abanto, Elaine MTIC:EX; McDonald, Seanna MTIC:EX  
**Subject:** Item 8 Cabinet Submission  
**Importance:** High

Hi all, please find attached a revised Item 8 Cab Sub (both CLEAN and red-lined) incorporating your input. I have saved copies to the sharepoint site.

First, thanks again for your input into the Sub. I believe it provides much more detail than was in the previous Sub.....but is now much too long and will have to be adjusted to move some info to Appendices.

I would appreciate any comments you may have.

A Steering Committee is likely to occur this week or early next so would appreciate any comments you may have by end of day today or early tomorrow morning.

Thanks again, Wes

**Wes Boyd** | Assistant Deputy Minister, Logistics and Business Services Division  
Ministry of Technology, Innovation and Citizens' Services

**ph:** 250 952-7983 **C:** 250 508-5791 | **e:** [Wes.Boyd@gov.bc.ca](mailto:Wes.Boyd@gov.bc.ca) | **m:** PO Box 9452, Stn Prov Gov, Victoria BC V8W 9V7

## Biggs, Jackie FIN:EX

---

**From:** Hoskins, Chad FIN:EX  
**Sent:** Wednesday, January 28, 2015 2:36 PM  
**To:** Kukucska, Cindy L FIN:EX  
**Subject:** FW: Item 8 Cabinet Submission  
**Attachments:** s.12

**Importance:** High

As discussed.

---

**From:** Boyd, Wes MTIC:EX  
**Sent:** Wednesday, January 28, 2015 9:13 AM  
**To:** Lowe, Charmaine MTIC:EX; Plater, Sharon MTIC:EX; Williams, Brad M MTIC:EX; Hoskins, Chad MTIC:EX; Wright, Alexander M MTIC:EX; Hume, David GCPE:EX; MacLennan, Alex GCPE:EX  
**Cc:** Abanto, Elaine MTIC:EX; McDonald, Seanna MTIC:EX  
**Subject:** Item 8 Cabinet Submission  
**Importance:** High

Hi all, please find attached a revised Item 8 Cab Sub (both CLEAN and red-lined) incorporating your input. I have saved copies to the sharepoint site.

First, thanks again for your input into the Sub. I believe it provides much more detail than was in the previous Sub.....but is now much too long and will have to be adjusted to move some info to Appendices.

I would appreciate any comments you may have.

A Steering Committee is likely to occur this week or early next so would appreciate any comments you may have by end of day today or early tomorrow morning.

Thanks again, Wes

**Wes Boyd** | Assistant Deputy Minister, Logistics and Business Services Division  
Ministry of Technology, Innovation and Citizens' Services

**ph:** 250 952-7983 **C:** 250 508-5791 | **e:** [Wes.Boyd@gov.bc.ca](mailto:Wes.Boyd@gov.bc.ca) | **m:** PO Box 9452, Stn Prov Gov, Victoria BC V8W 9V7



Page 09 to/à Page 40

Withheld pursuant to/removed as

s.12

## Biggs, Jackie FIN:EX

---

**From:** Hoskins, Chad FIN:EX  
**Sent:** Wednesday, February 18, 2015 8:56 AM  
**To:** Lowe, Charmaine JTST:EX  
**Subject:** RE: FOI Fees  
**Attachments:** Application of Fees.docx

Hi Charmaine,

I think this is the most up to date version.

Chad

---

**From:** Lowe, Charmaine MTIC:EX  
**Sent:** Tuesday, February 17, 2015 4:29 PM  
**To:** Hoskins, Chad MTIC:EX  
**Subject:** RE: FOI Fees

Also Chad is it possible to to get a copy of the Loukidelis report that everyone was talking about.

---

**From:** Lowe, Charmaine MTIC:EX  
**Sent:** Tuesday, February 17, 2015 4:13 PM  
**To:** Hoskins, Chad MTIC:EX  
**Subject:** Re: FOI Fees

For sure.

On Feb 17, 2015, at 4:06 PM, Hoskins, Chad MTIC:EX <[Chad.Hoskins@gov.bc.ca](mailto:Chad.Hoskins@gov.bc.ca)> wrote:

Hi Charmaine, I am <sup>s.22</sup>  
tomorrow am okay?

this afternoon and having a hard time finding it here. Is

Chad

---

**From:** Lowe, Charmaine MTIC:EX  
**Sent:** February-17-15 2:40 PM  
**To:** Hoskins, Chad MTIC:EX  
**Subject:** FOI Fees

Chad,

Further to the meeting yesterday, can you send me the attachment which lists what can be done through policy, reg and legislation. s.12,s.13

s.12,s.13

Thanks.

## **Legislative/Policy Considerations for the Application of Fees under the Freedom of Information and Protection of Privacy Act (FOIPPA)**

### **1. FEES**

Under the current legislative environment, fees cannot be charged for the first three hours of time locating and retrieving a record or for time spent severing information from a record. The public body also has the latitude to waive fees under certain circumstances.

The maximum fee schedule is set out in the FOIPP Regulation, s. 7. The fee schedule has not been amended since 1993 and it reflects the state of technology at that time.

In fiscal 2013/14, fee estimates were provided to applicants on approximately 10 per cent of all general FOI requests and fees were paid on approximately 3 per cent of all general FOI requests. The total amount of fees collected in fiscal 2013/14 was approximately \$78,000.

The following are some potential changes for consideration.

#### **1. Legislative amendments:**

s.12,s.13,s.17

#### **2. Regulation changes:**

s.12,s.13,s.17

#### **3. Policy and practice changes:**

s.12,s.13,s.17

## Biggs, Jackie FIN:EX

---

**From:** Boyd, Wes CSNR:EX  
**Sent:** Tuesday, March 31, 2015 8:46 AM  
**To:** Lowe, Charmaine JTST:EX; Plater, Sharon FIN:EX; Williams, Brad M FIN:EX; Hoskins, Chad FIN:EX  
**Subject:** FOR DISCUSSION  
**Attachments:** s.12

Good morning, attached is the Cabinet Submission that went forward last week to CCST. At this morning's meeting lets' begin discussion about s.12,s.13  
s.12,s.13

Thanks, Wes

**Wes Boyd** | Assistant Deputy Minister, Logistics and Business Services Division  
Ministry of Technology, Innovation and Citizens' Services

*ph:* 250 952-7983 *C:* 250 508-5791 | *e:* [Wes.Boyd@gov.bc.ca](mailto:Wes.Boyd@gov.bc.ca) | *m:* PO Box 9452, Stn Prov Gov, Victoria BC V8W 9V7

Page 45 to/à Page 61

Withheld pursuant to/removed as

s.12