

**2020
Administration
of the *Access to
Information Act*
Annual Report
To Parliament**

VIA Rail Canada Inc.

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1. INTRODUCTION

According to the *Federal Accountability Act* effective September 1, 2007, VIA Rail Canada Inc. ("VIA Rail" or the "Corporation") is subject to the legal requirements of the *Access to Information Act* ("ATIA").

The *ATIA* provides a right of access to records under the control of VIA Rail in accordance with the following principles: 1) government information should be available to the public, 2) necessary exceptions to the right of access should be specific and limited, and 3) decisions on the disclosure of government information may be reviewed independently by the courts.

This annual report is tabled in Parliament according to section 94 of the *ATIA* and covers the period from April 1, 2020 to March 31, 2021.

2. INSTITUTION

VIA Rail operates Canada's national passenger rail service on behalf of the Government of Canada. An independent Crown corporation established in 1977, VIA Rail provides a safe, cost-effective and environmentally responsible service from coast to coast in both official languages. In normal, pre-pandemic times, the Corporation operates close to 514 train departures weekly on a 12,500-kilometre network, connecting over 400 Canadian communities. With 3,545 active employees, VIA Rail carried 1.1 million passengers in 2020.

VIA Rail's Services

Intercity Travel (The Corridor)

In the densely populated Corridor between Québec City, QC and Windsor, ON, VIA Rail's trains provide downtown-to-downtown travel between major urban centres, suburban centres and communities. These trains carry more than 90% of the Corporation's total ridership.

Long-distance Travel and Tourism

Typically, in Western and Eastern Canada, VIA Rail's trains attract travellers from around the world and support Canada's tourism industry. The *Canadian*, VIA Rail's Western transcontinental train, provides service between Vancouver and Toronto. In Eastern Canada,

The *Ocean* runs between Montreal and Halifax. Of course, VIA Rail’s long-distance routes have been hit hard by the pandemic in 2020. VIA Rail is hopeful that it will be able to resume regular service by the end of 2021.

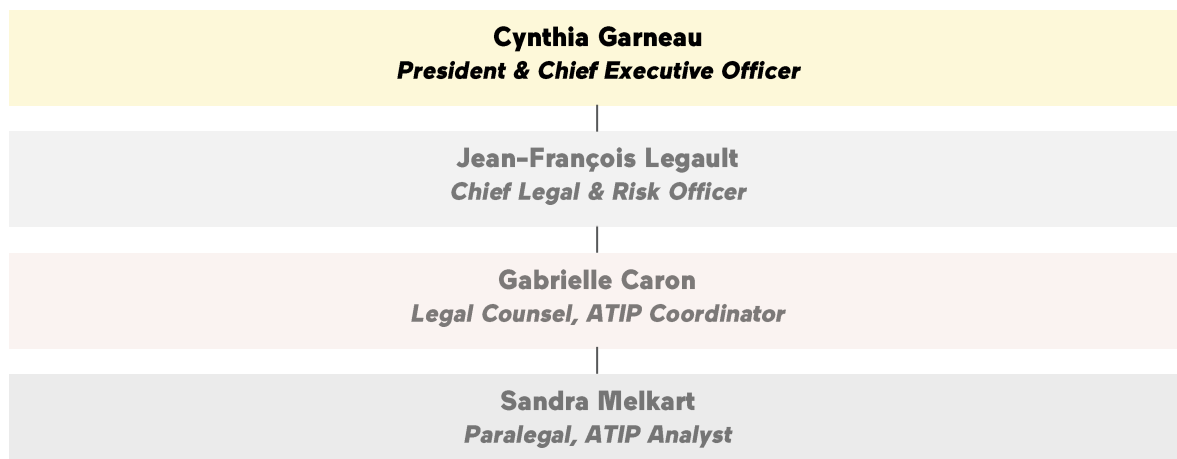
Mandatory Services

VIA Rail also provides a passenger service in several rural and remote regions of Canada. Mandated by the Government of Canada to meet essential transportation needs, these trains serve many communities where alternative, year-round transportation is limited or unavailable. Of course, VIA Rail had to reduce some of these services in 2020 in consideration of the pandemic. These services will resume in full once the pandemic situation has been stabilized.

3. ORGANIZATIONAL STRUCTURE

VIA Rail’s ATIP unit was created in 2007. ATIP falls under the responsibility of VIA Rail’s ATIP Coordinator, who also acts as Legal Counsel.

The ATIP Coordinator is responsible for interpreting and applying the statutory and policy requirements as they relate to the public’s right of access to VIA Rail’s records under the *ATIA* and to personal information under the *Privacy Act*. In more complex cases, the ATIP Coordinator makes recommendations to the President & Chief Executive Officer on the disclosure of information. The ATIP Coordinator’s area of responsibility includes administering the process by which access to information and personal information requests are received and responded to, in compliance with the applicable statutory and policy requirements. The organizational structure of VIA Rail’s ATIP unit as of March 31, 2021 is as follows:



4. DELEGATION ORDER

Pursuant to section 94 of the *ATIA*, VIA Rail's President & Chief Executive Officer has delegated the totality of her functions as they relate to the administration of the *ATIA* within VIA Rail to the Corporation's ATIP Coordinator.

The Delegation Order is attached as Appendix 1.

VIA Rail was not party to any service agreements under section 96 of the *ATIA* during the reporting period.

5. PERFORMANCE 2020-2021

The complete Statistical Report for 2020 is attached as Appendix 2.

The complete Supplemental Statistical Report for 2020-2021 is attached as Appendix 3.

Requests:

VIA Rail received thirty (30) Access to Information requests between April 1, 2020 and March 31, 2021. Of these thirty (30) formal requests, thirteen (13) requests are being carried forward into the next reporting period.

Twenty-four (24) requests were carried over from the previous reporting period (April 1, 2019 to March 31, 2020). Seventeen (17) of said requests were closed during the reporting period.

In total, forty-one (41) out of fifty-four (54) requests were closed at the end of the reporting period. The response percentage to these requests was therefore 75%.

Between April 1, 2020 and March 31, 2021, VIA Rail also received seven (7) consultation requests totaling forty (40) pages to process from the following federal, provincial and municipal institutions: Transport Canada, Treasury Board of Canada Secretariat, Infrastructure Canada, Royal Canadian Mounted Police and the Province of Ontario. VIA Rail's average response time for these consultation requests was twenty-four (24) days. All consultation requests were closed during the reporting period.

Types of Requests:

Of the thirty (30) Access to Information requests received during the reporting period, 7% originated from the media, 43% from businesses (private sector) and 50% from the public.

Completion Time:

VIA Rail's average completion time for requests closed during this reporting period is sixty-three (63) days, compared with the legislative requirement of thirty (30) days. The median completion time is forty (40) days. The percentage of requests responded to within the established timeline is 63.4%.

	2018-2019	2019-2020	2020-2021
Number of requests by completion time	1 to 15 days	1	7
	16 to 30 days	6	12
	31 to 60 days	5	7
	61 to 120 days	4	3
	121 to 180 days	0	1
	181 to 365 days	2	0
	More than 365 days	0	0
			2

Disposition of Requests

During this reporting period eighteen (18) requests were 'All Disclosed' and eleven (11) requests were 'Disclosed in part'.

Impact of COVID-19

Although those responsible for processing access to information requests were required to work remotely and some staff had reduced working hours, the COVID-19 pandemic did not significantly reduce VIA Rail's capacity to receive, process or respond to access to information requests. To make reasonable efforts to respond to requests in accordance with operational realities, VIA Rail encouraged requestors to submit their requests through its dedicated inbox as opposed to submitting their requests by mail.

Extensions

During this reporting period, an extension was taken for twenty-one (21) requests as they required consultations according to sections 9(1)a), 9(1)b) or 9(1)c) of the ATIA. Four (4) requests required an extension between one (1) and thirty (30) days and seventeen (17) requests required an extension between thirty-one (31) and sixty (60) days.

Exemptions Applied

The main exemptions applied by VIA Rail during this reporting period are the following:

- **Section 18: Economic interests of Canada;**
- **Section 18.1: Economic Interest of VIA Rail;**
- **Section 19: Personal information;**
- **Section 20: Third-party information;**
- **Section 21: Advice; and**
- **Section 23: Protected Information.**

		2018-2019	2019-2020	2020-2021
Number of requests by exemption	s. 16(1)a(ii)	0	0	0
	s. 16(2)a)	1	0	0
	s. 16(2)b)	1	0	0
	s. 16(2)c)	1	0	0
	s. 17	1	1	0
	s. 18a)	0	0	3
	s. 18b)	0	0	3
	s. 18d)	0	0	3
	s. 18.1(1)d)	3	3	7
	s. 19(1)	5	6	6
	s. 20(1)a)	1	0	0
	s. 20(1)b)	2	1	7
	s. 20(1)b.1)	4	0	0
	s. 20(1)c)	2	1	5
	s. 20 (1)d)	1	1	3
	s. 21(1)a)	0	0	1
	s. 21(1)b)	0	0	3
	s. 21(1)c)	0	0	2
	s. 23	0	0	1

Informal Requests:

One (1) informal request was received during the reporting period.

Fees:

Net fees of \$35 were collected regarding requests closed during this reporting period.

Costs:

The total costs incurred by the ATIP unit regarding access to information was \$59,500. For the period covering 2019-2020, the costs related to access to information was \$65,646.

Human resources:

As for human resources, it has been estimated that 1.00 FTE (Full-Time Equivalent) was dedicated to access to information activities.

6. TRAINING AND AWARENESS

In order to raise awareness of the Corporation's obligations with respect to access to information requests, VIA Rail has developed a training program to remind employees of the importance of the ATIA and to highlight its value to the Corporation.

In November 2020, VIA Rail's ATIP unit held an awareness and training session for the VIA Rail Police. This training was also intended to foster a greater cohesion amongst the ATIP unit and the police department.

7. POLICIES, GUIDELINES, PROCEDURES AND INITIATIVES

VIA Rail did not implement or substantially review any policies, guidelines or procedures related to access to information during this reporting period.

8. PROACTIVE DISCLOSURE

VIA Rail periodically publishes access to information request summaries on its website as well as on the Open Government website.

9. COMPLAINTS

Three (3) complaints were closed between April 1, 2020 and March 31, 2021.

OIC File #5819-03946

This complaint was filed with the Office of the Information Commissioner of Canada in December 2019 and was closed in September 2020. The complainant alleged that VIA Rail failed to respond to the request within the time limits set out in the ATIA. The Information Commissioner of Canada determined that the delay was related to a lengthy consultation period with a third party and additional delays caused by the COVID-19 pandemic.

OIC File #5820-00825

This complaint was filed with the Office of the Information Commissioner of Canada in June 2020 and was closed in July 2020. The complainant alleged that VIA Rail failed to respond to the request within the time limits set out in the *ATIA*. The complaint was resolved.

OIC File #5820-00517

This complaint was filed with the Office of the Information Commissioner of Canada in June 2020 and was closed in March 2021. The complainant alleged that VIA Rail failed to conduct a reasonable search for records in response to the request made under the *ATIA*. The complaint was deemed well founded. VIA Rail provided additional records to the complainant.

Ongoing Files

There are currently six (6) ongoing complaints at the Office of the Information Commissioner of Canada. These complaints are being carried over into the next reporting period.

10. MONITORING COMPLIANCE

VIA Rail analyzes each request as soon as they are received in order to determine the time required to process such request, which is established based on discussions held with appropriate information holders, the necessity for consultations with third parties, etc.

Since 2017, requests are processed with the additional assistance of a computer software that allows the ATIP Analyst to more effectively process these requests. In addition, a file consolidates all relevant information regarding the status of each active request. This file is being monitored on a weekly basis by the ATIP Coordinator.

Appendix 1

Delegation of Authority

A large, stylized yellow 'V' logo with white diagonal stripes, positioned on the left side of the page.

DÉLÉGATION D'AUTORITÉ
*LOI SUR L'ACCÈS À L'INFORMATION ET LOI SUR LA
PROTECTION DES RENSEIGNEMENTS PERSONNELS*

DELEGATION OF AUTHORITY
ACCESS TO INFORMATION ACT AND PRIVACY ACT

Le 31 mars 2021

March 31, 2021

Je, soussignée, Présidente et chef de la direction, conformément à l'article 94 de la *Loi sur l'accès à l'information* et à l'article 72 de la *Loi sur la protection des renseignements personnels*, délègue par la présente les agents et les employés de VIA Rail occupant les postes identifiés dans l'annexe ci-jointe à assumer au nom de la Présidente et chef de la direction les pouvoirs de signature ainsi que les attributions, fonctions et pouvoirs qui y sont spécifiés.

I, the undersigned, President and Chief Executive Officer, pursuant to Section 94 of the *Access to Information Act* and Section 72 of the *Privacy Act*, hereby delegate officers and employees of VIA Rail occupying positions identified within the attached appendix to exercise signing authorities or perform any of the President and Chief Executive Officer's powers, duties or functions specified therein.

Signée à Montréal, ce 31 mars 2021

Signed in Montreal this March 31, 2021

A handwritten signature in black ink that reads 'Cynthia Garneau'.

Cynthia Garneau
Présidente et chef de la direction
President and Chief Executive Officer

VIA Rail Canada Inc.
Delegation of Authority
Under the *Access to Information Act*

Subject	Access to Information Act Section	Position / Title		
		ATIP Coordinator	Vice-President, Legal Services	ATIP Analyst

Notice where access requested	7	●	●	●
Transfer of request	8(1)	●	●	●
Extension of Time Limits	9(1)	●	●	●
Notice of extension to Commissioner	9(2)	●	●	●
Notice where access refused	10(1) & (2)	●	●	●
Payment of additional fees	11(2)	●	●	●
Payment of fees from a machine readable record	11(3)	●	●	●
Deposit	11(4)	●	●	●
Notice of fee payment	11(5)	●	●	●
Waiver or refund of fees	11(6)	●	●	●
Translation	12(2)	●	●	●
Access to record in alternate format	12(3)	●	●	●
Refuse access - Information obtained in confidence from another government	13(1)	●	●	●
Grant access – information obtained in confidence from another government when disclosure authorized	13(2)	●	●	●
Refuse access - federal-provincial affairs	14	●	●	●
Refuse access - international affairs, defense	15(1)	●	●	●
Refuse access - law enforcement and investigation	16(1)	●	●	●
Refuse access - security information	16(2)	●	●	●
Refuse access - policing services for provinces or municipalities	16(3)	●	●	●
National Security and Intelligence Committee	16.6	●	●	●
Investigation under the Elections Act	16.31	●	●	●
Refuse access – safety of individuals	17	●	●	●
Refuse access - economic interests of Canada and of VIA Rail	18 / 18.1	●	●	●
Refuse access – personal information	19(1)	●	●	●
Disclose personal information	19(2)	●	●	●

Refuse access - third party information	20(1)	●	●	●
Disclose testing methods	20(2) & (3)	●	●	●
Disclose third party information – if supplier consents	20(5)	●	●	●
Disclose in public interest	20(6)	●	●	●
Refuse access - advice etc.	21	●	●	●
Testing procedure - tests and audits	22	●	●	●
Refuse access - solicitor-client privilege	23	●	●	●
Patent or Trademark privilege	23.1	●	●	●
Refuse access – Statutory prohibitions against disclosure	24(1)	●	●	●
Disclose information - Severability	25	●	●	●
Refuse access - information to be published	26	●	●	●
Notice to third parties	27(1)	●	●	●
Extension of time limit	27(4)	●	●	●
Representation of third party and decision	28(1)	●	●	●
Representation to be made in writing	28(2)	●	●	●
Disclosure of record	28(4)	●	●	●
Disclosure on Commissioner's recommendation	29(1)	●	●	●
Action to take in response to the notice of intention to investigate	32	●	●	●
Notice to third party	33	●	●	●
Right to make representations	35(2)	●	●	●
Findings and recommendations of the Information Commissioner	37(1)(b)	●	●	●
Access given to complainant	37(4)	●	●	●
Notice to third parties of court action	43(1)	●	●	●
Notice to person who requested record	44(2)	●	●	●
Special rules for hearings	52(2)	●	●	●
Ex parte representations	52(3)	●	●	●
Excluded information – Confidences of the Queen's Privacy Council for Canada	69	●	●	●
Manuals may be inspected by public	71(2)	●	●	●

Appendix 2

Statistical Report



Statistical Report on the Access to Information Act

Name of institution: VIA Rail Canada Inc.

Reporting period: 2020-04-01 to 2021-03-31

Section 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	30
Outstanding from previous reporting period	24
Total	54
Closed during reporting period	41
Carried over to next reporting period	13

1.2 Sources of requests

Source	Number of Requests
Media	2
Academia	0
Business (private sector)	4
Organization	9
Public	15
Decline to Identify	0
Total	30

1.3 Informal requests

Completion Time							Total
1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
0	1	0	0	0	0	0	1

Note: All requests previously recorded as “treated informally” will now be accounted for in this section only.

Section 2: Decline to act vexatious, made in bad faith or abuse of right requests

	Number of Requests
Outstanding from previous reporting period	0
Sent during reporting period	0
Total	0
Approved by the Information Commissioner during reporting period	0
Declined by the Information Commissioner during reporting period	0
Carried over to next reporting period	0

Section 3: Requests Closed During the Reporting Period

3.1 Disposition and completion time

Disposition of Requests	Completion Time							Total
	1 to 15 Days	16 to 30 Days	31 to 60 Days	61 to 120 Days	121 to 180 Days	181 to 365 Days	More Than 365 Days	
All disclosed	2	4	3	9	0	0	0	18
Disclosed in part	0	1	3	4	1	0	2	11
All exempted	0	2	0	1	0	0	0	3
All excluded	0	0	0	0	0	0	0	0
No records exist	1	1	1	2	0	0	0	5
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	4	0	0	0	0	0	0	4
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0
Total	7	8	7	16	1	0	2	41

3.2 Exemptions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
13(1)(a)	0	16(2)	0	18(a)	3	20,1	0
13(1)(b)	0	16(2)(a)	0	18(b)	3	20,2	0
13(1)(c)	0	16(2)(b)	0	18(c)	1	20,4	0
13(1)(d)	0	16(2)(c)	0	18(d)	3	21(1)(a)	1
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	3
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	2
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	2
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	7	22	0
15(1)	0	16.1(1)(d)	0	19(1)	6	22.1(1)	0
15(1) - I.A.*	0	16.2(1)	0	20(1)(a)	0	23	1
15(1) - Def.*	0	16,3	0	20(1)(b)	7	23,1	1
15(1) - S.A.*	0	16,31	0	20(1)(b.1)	0	24(1)	0
16(1)(a)(i)	0	16.4(1)(a)	0	20(1)(c)	5	26	0
16(1)(a)(ii)	0	16.4(1)(b)	0	20(1)(d)	3		
16(1)(a)(iii)	0	16,5	0				
16(1)(b)	0	16,6	0				
16(1)(c)	0	17	0				
16(1)(d)	0						

* I.A.: International Affairs Def.: Defence of Canada S.A.: Subversive Activities

3.3 Exclusions

Section	Number of Requests	Section	Number of Requests	Section	Number of Requests
68(a)	0	69(1)	0	69(1)(g) re (a)	0
68(b)	0	69(1)(a)	0	69(1)(g) re (b)	0
68(c)	0	69(1)(b)	0	69(1)(g) re (c)	0
68,1	0	69(1)(c)	0	69(1)(g) re (d)	0
68.2(a)	0	69(1)(d)	0	69(1)(g) re (e)	0
68.2(b)	0	69(1)(e)	0	69(1)(g) re (f)	0
		69(1)(f)	0	69.1(1)	0

3.4 Format of information released

Paper	Electronic	Other
4	25	0

3.5 Complexity

3.5.1 Relevant pages processed and disclosed

Number of Pages Processed	Number of Pages Disclosed	Number of Requests
5592	5592	36

3.5.2 Relevant pages processed and disclosed by size of requests

Disposition	Less Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
All disclosed	17	149	0	0	0	0	1	4247	0	0
Disclosed in part	7	126	4	1070	0	0	0	0	0	0
All exempted	3	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	4	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0	0	0	0	0	0
Total	31	275	4	1070	0	0	1	4247	0	0

3.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	4	0	0	0	4
Disclosed in part	8	0	0	0	8
All exempted	1	0	0	0	1
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0
Declined to act with the approval of the Information Commissioner	0	0	0	0	0
Total	13	0	0	0	13

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

	Requests closed within legislated timelines
Number of requests closed within legislated timelines	26
Percentage of requests closed within legislated timelines (%)	63,4

3.7 Deemed refusals

3.7.1 Reasons for not meeting legislated timelines

Number of Requests Closed Past the Legislated Timelines	Principal Reason			
	Interference with Operations / Workload	External Consultation	Internal Consultation	Other
15		6		9

3.7.2 Requests closed beyond legislated timelines (including any extension taken)

Number of Days Past Legislated Timelines	Number of Requests Past Legislated Timeline Where No Extension Was Taken	Number of Requests Past Legislated Timeline Where an Extension Was Taken	Total
1 to 15 days	9	2	11
16 to 30 days	0	0	0
31 to 60 days	0	1	1
61 to 120 days	0	1	1
121 to 180 days	0	0	0
181 to 365 days	0	2	2
More than 365 days	0	0	0
Total	9	6	15

3.8 Requests for translation

Translation Requests	Accepted	Refused	Total
English to French	0	0	0
French to English	0	0	0
Total	0	0	0

Section 4: Extensions

4.1 Reasons for extensions and disposition of requests

Disposition of Requests Where an Extension Was Taken	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
All disclosed	5		0	4
Disclosed in part	1	0	0	7
All exempted	0	0	0	1
All excluded	0	0	0	0
No records exist	2	0	0	1
Request abandoned	0	0	0	0
Decline to act with the approval of the Information Commissioner	0	0	0	0
Total	8	0	0	13

4.2 Length of extensions

Length of Extensions	9(1)(a) Interference With Operations	9(1)(b) Consultation		9(1)(c) Third-Party Notice
		Section 69	Other	
30 days or less	0	0	0	4
31 to 60 days	8	0	0	9
61 to 120 days	0	0	0	0
121 to 180 days	0	0	0	0
181 to 365 days	0	0	0	0
365 days or more	0	0	0	0
Total	8	0	0	13

Section 5: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Requests	Amount	Requests	Amount
Application	7	\$35	30	\$150
Other fees	0	\$0	0	\$0
Total	7	\$35	30	\$150

Section 7: Completion Time of Consultations on Cabinet Confidences

7.1 Requests with Legal Services

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Request	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

7.2 Requests with Privy Council Office

Number of Days	Fewer Than 100 Pages Processed		101-500 Pages Processed		501-1000 Pages Processed		1001-5000 Pages Processed		More Than 5000 Pages Processed	
	Number of Requests	Pages Disclosed	Number of Request	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed	Number of Requests	Pages Disclosed
1 to 15	0	0	0	0	0	0	0	0	0	0
16 to 30	0	0	0	0	0	0	0	0	0	0
31 to 60	0	0	0	0	0	0	0	0	0	0
61 to 120	0	0	0	0	0	0	0	0	0	0
121 to 180	0	0	0	0	0	0	0	0	0	0
181 to 365	0	0	0	0	0	0	0	0	0	0
More than 365	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0

Section 8: Complaints and investigations

Section 32 Notice of intention to investigate	Subsection 30(5) Ceased to investigate	Section 35 Formal representations	Section 37 Reports of finding received	Section 37 Reports of finding containing recommendations issued by the Information Commissioner	Section 37 Reports of finding containing orders issued by the Information Commissioner
0	0	2	1	3	0

Section 9: Court Action

9.1 Court actions on complaints received before June 21, 2019 and on-going

Section 41 (before June 21, 2019)	Section 42	Section 44
0	0	0

9.2 Court actions on complaints received after June 21, 2019

Section 41 (after June 21, 2019)				
Complainant (1)	Institution (2)	Third Party (3)	Privacy Commissioner (4)	Total
0	0	0	0	0

Section 10: Resources Related to the Access to Information Act

10.1 Costs

Expenditures		Amount
Salaries		\$59 500
Overtime		\$0
Goods and Services		\$0
• Professional services contracts	\$0	
• Other	\$0	
Total		\$59 500

10.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	1,000
Part-time and casual employees	0,000
Regional staff	0,000
Consultants and agency personnel	0,000
Students	0,000
Total	1,000

Note: Enter values to three decimal places.

Appendix 3

Supplemental Statistical Report

**Supplemental Statistical Report on the *Access to Information Act* and
*Privacy Act***

Name of institution: VIA Rail Canada Inc.

Reporting period: 2020-04-01 to 2021-03-31

Section 1: Capacity to Receive Requests

Enter the number of weeks your institution was able to receive ATIP requests through the different channels.

	Number of Weeks
Able to receive requests by mail	52
Able to receive requests by email	52
Able to receive requests through the digital request service	52

Section 2: Capacity to Process Records

2.1 Enter the number of weeks your institution was able to process paper records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Paper Records	0	0	52	52
Protected B Paper Records	0	0	52	52
Secret and Top Secret Paper Records	0	0	52	52

2.2 Enter the number of weeks your institution was able to process electronic records in different classification levels.

	No Capacity	Partial Capacity	Full Capacity	Total
Unclassified Electronic Records	0	0	52	52
Protected B Electronic Records	0	0	52	52
Secret and Top Secret Electronic Records	0	0	52	52