



2017 ANNUAL REPORT TO PARLIAMENT VIA RAIL CANADA

ADMINISTRATION OF THE
ACCESS TO INFORMATION ACT

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1. INTRODUCTION

According to the *Federal Accountability Act* effective September 1, 2007, VIA Rail Canada Inc. ("VIA Rail") 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 72 of the *ATIA* and covers the period from April 1, 2017 to March 31, 2018.

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. The Corporation operates close to 514 train departures weekly on a 12,500 kilometres network, connecting over 400 Canadian communities. With approximately 2,900 active employees, VIA Rail carried over 4,39 million passengers in 2017.

VIA Rail's Services

Inter-city 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 percent of the Corporation's total ridership.

Long-distance Travel and Tourism

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.

Mandatory Services

VIA Rail 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.

3. VIA RAIL'S ACCESS TO INFORMATION AND PRIVACY ("ATIP") UNIT

VIA Rail's ATIP unit was created in 2007. Since June 1, 2010, ATIP falls under the responsibility of VIA Rail's ATIP Coordinator, who is also the Corporation's Chief Legal & Risk Officer.

This person 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 Coordinator makes recommendations to the President & Chief Executive Officer on the disclosure of information. The 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. It is to be noted that significant parts of these responsibilities are likely to be exercised by or in collaboration with the Legal Counsel & Corporate Secretary.

The organizational structure of VIA Rail's ATIP unit as of March 31, 2018 was as follows:



4. DELEGATION ORDER

Pursuant to section 73 of the *ATIA*, VIA Rail's President & Chief Executive Officer has delegated the totality of his functions as they relate to the administration of the *ATIA* within VIA Rail to the Corporation's ATIP Coordinator and the Legal Counsel & Corporate Secretary.

The delegation order is attached as Appendix 1.

5. INTERPRETATION OF THE STATISTICAL REPORT

The complete statistical report for 2017 is attached as Appendix 2.

Requests:

VIA Rail received eighteen (18) access to information requests between April 1, 2017 and March 31, 2018. Of these eighteen (18) formal requests, three (3) requests are being carried forward into the next reporting period.

Fifteen (15) requests were carried over from the previous reporting period (April 1, 2016 to March 31, 2017). Said requests were closed during the reporting period.

In total, thirty (30) out of thirty-three (33) requests were closed at the end of the reporting period. The response percentage to these requests was therefore 91%.

Between April 1, 2017 and March 31, 2018, VIA Rail also received fifteen (15) consultation requests totalling 476 pages to process from the following federal institutions: Transport Canada, the National Capital Commission, the Department of National Defence, the Treasury Board of Canada Secretariat, the Transportation Safety Board, Infrastructure Canada, Environment Canada and the Office of the Superintendent of Financial Institutions. VIA Rail's average response time for these consultation requests was thirteen (13) days. Said consultation requests were closed during the reporting period.

Types of requests:

Of the eighteen (18) access to information requests received during the reporting period, 17% originated from the media, 11% from academia, 11% from businesses (private sector) and 61% from the public.

Completion time:

VIA Rail’s average completion time for requests closed during this reporting period is seventy-one (71) days, compared with the legislative requirement of 30 days. The median completion time is fifty (50) days.

		2015-2016	2016-2017	2017-2018
Number of requests by completion time	1 to 15 days	6	3	5
	16 to 30 days	18	11	2
	31 to 60 days	12	9	12
	61 to 120 days	2	2	4
	121 to 180 days	5	0	0
	181 to 365 days	2	0	7

Extensions

During this reporting period, an extension was taken for ten (10) requests as these requests required consultations according to section 9(1)b) or section 9(1)c) of the *ATIA*. The length of these extensions was of sixty (60) days or less.

Exemptions applied

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

- Section 18: Economic Interest of Canada;
- Section 18.1: Economic Interest of VIA Rail;
- Section 19: Personal information;
- Section 20: Third-party information; and
- Section 21: Advice, etc.

		2015-2016	2016-2017	2017-2018
Number of requests by exemption	s. 14a)	0	0	0
	s. 15a) A.S.	4	0	0
	s.16(1)a)(i)	4	0	0
	s. 16(1)a)(ii)	0	1	0
	s. 16(1)b)	4	0	0
	s. 16(1)c)	4	0	0
	s. 16(2)a)	2	0	0
	s. 16(2)b)	0	0	0
	s. 16(2)c)	0	2	6
	s. 17	4	1	5
	s. 18a)	0	3	8
	s. 18b)	7	3	11
	s. 18d)	0	1	4
	s. 18.1(1)d)	20	8	14
	s. 19(1)	12	9	11
	s. 20(1)a)	0	0	0
	s. 20(1)b)	11	2	7
	s. 20(1)b.1)	0	0	4
	s. 20(1)c)	3	3	9
	s. 20 (1)d)	3	3	6
	s. 21(1)a)	3	1	6
	s. 21(1)b)	4	2	6
	s. 21(1)c)	0	2	0
	s. 23	8	1	1
s.24(1)	4	0	0	

Informal requests:

Nine (9) informal requests were received during the reporting period.

Fees:

Net fees of \$125 were collected regarding requests closed during this reporting period.

Costs:

The total costs incurred by the ATIP unit regarding access to information were \$43,414. This amount includes \$34,000 in salary and \$9,414 in consultation fees. In 2016, the costs related to access to information were higher and totalled \$101,095. This may be partly

explained by the abundance of complex files handled in 2016 as well as by the fact that the analyst position remained vacant during part of the 2017-2018 fiscal year.

Human resources:

As for human resources, it has been estimated that 0.86 FTE (full time equivalent) was dedicated to access to information activities.

6. EDUCATIONAL AND TRAINING ACTIVITIES

VIA Rail did not provide any educational and training activities in 2017 due to a lack of resources. The ATIP unit is currently seeking to fill a position to provide better educational and training activities regarding access to information to its employees.

7. POLICIES, GUIDELINES AND PROCEDURES

VIA Rail did not implement or 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.

9. COMPLAINTS

Two (2) complaints were closed between April 1, 2017 and March 31, 2018.

OIC File 3212-01392

This complaint was filed with the Office of the Information Commissioner of Canada in January 2013 and was closed in March 2018. The complainant alleged that VIA Rail had improperly applied exemptions, so as to unjustifiably deny access to records, or portions thereof, requested under the *ATIA*. The complaint was deemed well-founded and resolved.

OIC File 3216-00287

This complaint was filed with the Office of the Information Commissioner of Canada in May 2016 and was closed in August 2017. The complainant alleged that VIA Rail had improperly applied exemptions, so as to unjustifiably deny access to records, or portions thereof, requested under the *ATIA*. The complaint was deemed well-founded and resolved.

On-going Files

There are currently ten (10) on-going complaints at the Office of the Information Commissioner of Canada. These complaints are being carried over into the next reporting period.

10. FOLLOW-UP ON APPLICATION OF PROCESSING TIME

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 analysts 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 Legal Counsel & Corporate Secretary.

APPENDIX 1 – DELEGATION OF AUTHORITY



DELEGATION OF AUTHORITY

DÉLÉGATION DE POUVOIRS

*ACCESS TO INFORMATION ACT
AND PRIVACY ACT*

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

I, the undersigned, President, pursuant to Section 73 of the *Access to Information Act* and Section 73 of the *Privacy Act*, hereby authorize officers and employees of VIA Rail occupying positions identified within the attached appendix to exercise signing authorities or perform any of the President's powers, duties or functions specified therein.

Je, soussigné, Président, conformément à l'article 73 de la *Loi sur l'accès à l'information* et à l'article 73 de la *Loi sur la protection des renseignements*, autorise par la présente les agents et les employés de VIA Rail occupant les postes identifiés dans l'annexe ci-jointe à assumer au nom du Président les pouvoirs de signature ainsi que les attributions, fonctions et pouvoirs qui y sont spécifiés.

Signed at Montreal this June 1, 2018.

Signé à Montréal, ce 1 juin 2018.

A handwritten signature in black ink, appearing to read 'Gilles Duceppe'.

President and Chief Executive Officer
Président et chef de la direction

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

Subject	Access to Information Act Section	Position / Title	
		Jean-François Legault Chief Legal & Risk Officer (ATIP Coordinator)	Gabrielle Caron Legal Counsel & Corporate Secretary
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, defence	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)	●	●
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	●	●
Refuse access – Statutory prohibitions against disclosure	24(1)	●	●
Disclose information - Severability	25	●	●

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

Subject	Access to Information Act Section	Position / Title	
		Jean-François Legault Chief Legal & Risk Officer (ATIP Coordinator)	Gabrielle Caron Legal Counsel & Corporate Secretary
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: 2017-04-01 to 2018-03-31

Part 1: Requests Under the Access to Information Act

1.1 Number of requests

	Number of Requests
Received during reporting period	18
Outstanding from previous reporting period	15
Total	33
Closed during reporting period	30
Carried over to next reporting period	3

1.2 Sources of requests

Source	Number of Requests
Media	3
Academia	2
Business (private sector)	2
Organization	0
Public	11
Decline to Identify	0
Total	18

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	
7	1	1	0	0	0	0	9

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

Part 2: Requests Closed During the Reporting Period

2.1 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	0	4	1	0	0	0	7
Disclosed in part	0	1	7	1	0	7	0	16
All exempted	2	1	0	2	0	0	0	5
All excluded	0	0	0	0	0	0	0	0
No records exist	1	0	1	0	0	0	0	2
Request transferred	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0
Total	5	2	12	4	0	7	0	30

2.2 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)	8	20.1	0
13(1)(b)	0	16(2)(a)	0	18(b)	11	20.2	0
13(1)(c)	0	16(2)(b)	0	18(c)	0	20.4	0
13(1)(d)	0	16(2)(c)	6	18(d)	4	21(1)(a)	6
13(1)(e)	0	16(3)	0	18.1(1)(a)	0	21(1)(b)	6
14	0	16.1(1)(a)	0	18.1(1)(b)	0	21(1)(c)	0
14(a)	0	16.1(1)(b)	0	18.1(1)(c)	0	21(1)(d)	0
14(b)	0	16.1(1)(c)	0	18.1(1)(d)	14	22	0
15(1)	0	16.1(1)(d)	0	19(1)	11	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	24(1)	0
15(1) - S.A.*	0	16.4(1)(a)	0	20(1)(b.1)	4	26	0
16(1)(a)(i)	0	16.4(1)(b)	0	20(1)(c)	9		
16(1)(a)(ii)	0	16.5	0	20(1)(d)	6		
16(1)(a)(iii)	0	17	5				
16(1)(b)	0						
16(1)(c)	0						
16(1)(d)	0						

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

2.3 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

2.4 Format of information released

Disposition	Paper	Electronic	Other Formats
All disclosed	2	5	0
Disclosed in part	9	7	0
Total	11	12	0

2.5 Complexity

2.5.1 Relevant pages processed and disclosed

Disposition of Requests	Number of Pages Processed	Number of Pages Disclosed	Number of Requests
All disclosed	1497	1497	7
Disclosed in part	6155	5898	16
All exempted	37	0	5
All excluded	0	0	0
Request abandoned	0	0	0
Neither confirmed nor denied	0	0	0

2.5.2 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	4	29	2	346	0	0	1	1122	0	0
Disclosed in part	9	379	2	712	0	0	5	4807	0	0
All exempted	5	0	0	0	0	0	0	0	0	0
All excluded	0	0	0	0	0	0	0	0	0	0
Request abandoned	0	0	0	0	0	0	0	0	0	0
Neither confirmed nor denied	0	0	0	0	0	0	0	0	0	0
Total	18	408	4	1058	0	0	6	5929	0	0

2.5.3 Other complexities

Disposition	Consultation Required	Assessment of Fees	Legal Advice Sought	Other	Total
All disclosed	1	0	0	0	1
Disclosed in part	7	0	0	0	7
All exempted	0	0	0	0	0
All excluded	0	0	0	0	0
Request abandoned	0	0	0	0	0
Neither confirmed nor	0	0	0	0	0
Total	8	0	0	0	8

2.6 Deemed refusals

2.6.1 Reasons for not meeting statutory deadline

Number of Requests Closed Past the Statutory Deadline	Principal Reason			
	Workload	External Consultation	Internal Consultation	Other
23	2	8	13	0

2.6.2 Number of days past deadline

Number of Days Past Deadline	Number of Requests Past Deadline Where No Extension Was Taken	Number of Requests Past Deadline Where An Extension Was Taken	Total
1 to 15 days	5	0	5
16 to 30 days	6	1	7
31 to 60 days	1	3	4
61 to 120 days	0	0	0
121 to 180 days	0	1	1
181 to 365 days	1	5	6
More than 365 days	0	0	0
Total	13	10	23

2.7 Requests for translation

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

Part 3: Extensions

3.1 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	0	0	1	0
Disclosed in part	0	0	2	6
All exempted	0	0	1	0
All excluded	0	0	0	0
No records exist	0	0	0	0
Request abandoned	0	0	0	0
Total	0	0	4	6

3.2 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	4	1
31 to 60 days	0	0	0	5
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	0	0	4	6

Part 4: Fees

Fee Type	Fee Collected		Fee Waived or Refunded	
	Number of Requests	Amount	Number of Requests	Amount
Application	25	\$125	5	\$15
Search	0	\$0	0	\$0
Production	0	\$0	0	\$0
Programming	0	\$0	0	\$0
Preparation	0	\$0	0	\$0
Alternative format	0	\$0	0	\$0
Reproduction	0	\$0	0	\$0
Total	25	\$125	5	\$15

Part 5: Consultations Received From Other Institutions and Organizations

5.1 Consultations received from other Government of Canada institutions and organizations

Consultations	Other Government of Canada Institutions	Number of Pages to Review	Other Organizations	Number of Pages to Review
Received during reporting period	15	476	1	6
Outstanding from the previous reporting period	0	0	0	0
Total	15	476	1	6
Closed during the reporting period	15	476	1	6
Pending at the end of the reporting period	0	0	0	0

5.2 Recommendations and completion time for consultations received from other Government of Canada institutions

Recommendation	Number of Days Required to Complete Consultation Requests							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	
Disclose entirely	7	1	0	0	0	0	0	8
Disclose in part	2	1	2	0	0	0	0	5
Exempt entirely	2	0	0	0	0	0	0	2
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	11	2	2	0	0	0	0	15

5.3 Recommendations and completion time for consultations received from other organizations

Recommendation	Number of Days Required to Complete Consultation Requests							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	
Disclose entirely	1	0	0	0	0	0	0	1
Disclose in part	0	0	0	0	0	0	0	0
Exempt entirely	0	0	0	0	0	0	0	0
Exclude entirely	0	0	0	0	0	0	0	0
Consult other institution	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total	1	0	0	0	0	0	0	1

Part 6: Completion Time of Consultations on Cabinet Confidences

6.1 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 Requests	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

6.2 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 Requests	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

Part 7: Complaints and Investigations

Section 32	Section 35	Section 37	Total
4	5	2	11

Part 8: Court Action

Section 41	Section 42	Section 44	Total
0	0	0	0

Part 9: Resources Related to the Access to Information Act

9.1 Costs

Expenditures		Amount
Salaries		\$34,000
Overtime		\$0
Goods and Services		\$9,414
• Professional services contracts	\$9,414	
• Other	\$0	
Total		\$43,414

9.2 Human Resources

Resources	Person Years Dedicated to Access to Information Activities
Full-time employees	0.25
Part-time and casual employees	0.00
Regional staff	0.00
Consultants and agency personnel	0.00
Students	0.60
Total	0.86

Note: Enter values to two decimal places.