

GREATER VANCOUVER TRANSPORTATION AUTHORITY
BYLAW NUMBER 20, 2001

A Greater Vancouver Transportation Authority Bylaw to revise and consolidate bylaws
relating to the
Freedom of Information and Protection of Privacy Act

WHEREAS the *Freedom of Information and Protection of Privacy Act* (the “Act”) applies to local public bodies;

AND WHEREAS the Greater Vancouver Transportation Authority is a local public body for the purposes of the Act;

AND WHEREAS the Act requires a local public body to designate a person or group of persons as the head of the local public body for the purposes of the Act (the “Head”);

AND WHEREAS the Act enables a local public body to authorize any person to perform any duty or exercise any function under the Act of the person or group of persons designated as the Head of the local public body;

AND WHEREAS the Act enables a local public body to set any fees the local public body requires to be paid under section 75 of the Act;

NOW THEREFORE the Board of Directors of the Greater Vancouver Transportation Authority in open meeting assembled enacts as follows:

1. This Bylaw shall be cited as “Greater Vancouver Transportation Authority Freedom of Information and Protection of Privacy Bylaw Number 20, 2001”.
2. The Chief Executive Officer of the Greater Vancouver Transportation Authority is designated as the Head for the purposes of the Act.
3. The Secretary of the Greater Vancouver Transportation Authority is authorized to perform all the duties and exercise all of the functions of the Head for the purposes of the Act.
4. The President of Coast Mountain Bus Company Ltd. is authorized to perform all the duties and exercise all of the functions of the Head for the purposes of the Act in relation to Coast Mountain Bus Company Ltd. records in the custody of Coast Mountain Bus Company Ltd.
5. The Manager, Information and Privacy of the Greater Vancouver Transportation Authority is authorized to perform the duties and functions of the Head in accordance with Schedule 1 attached hereto.

6. Fees for services rendered in providing information to an applicant making a request for the purposes of the Act shall be in accordance with Schedule 2 attached hereto.

Greater Vancouver Transportation Authority Bylaws Number 6, 1999 and Number 11, 1999 are repealed.

This Bylaw comes into force and takes effect on September 14, 2001.

READ A FIRST, SECOND, AND THIRD TIME this 14th day of September 2001.

RECONSIDERED, PASSED AND FINALLY ADOPTED this 14th day of September, 2001.

Original Signed

George Puil, Chair

Gigi Chen-Kuo, Secretary

SCHEDULE 1

to Greater Vancouver Transportation Authority Freedom of Information and Protection of Privacy Bylaw Number 20, 2001

Delegation of Authority to Manager, Information and Privacy

Freedom of Information and Protection of Privacy Act

<u>Description</u>	<u>Sections</u>
Information rights and how to exercise them....	4, 6, 7, 8, 9,. 10, 11
Exceptions.....	12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22
Notice to third parties.....	23, 24
Collection, protection and retention of personal information by public bodies.....	26, 27, 28, 29, 30, 31
Use and disclosure of personal information by public bodies.....	32, 33, 34, 35
Reviews and complaints.....	56, 57, 59
Freedom of Information directory.....	69
Policy manuals and records.....	70, 71
Public record index.....	72
Fees.....	75

SCHEDULE 2

to Greater Vancouver Transportation Authority Freedom of Information and Protection of Privacy Bylaw 20, 2001

SCHEDULE OF MAXIMUM FEES

1. For applicants other than commercial applicants:
 - (a) for locating and retrieving a record..... \$7.50 per ¼ hour after the first 3 hours,
 - (b) for producing a record manually..... \$7.50 per ¼ hour,
 - (c) for producing a record from a machine readable record..... \$16.50 per minute for cost of use of central mainframe processor and all locally attached devices plus \$7.50 per ¼ hour for developing a computer program to produce the record,
 - (d) for preparing a record for disclosure and handling a record.... \$7.50 per ¼ hour,
 - (e) for shipping copies..... actual costs of shipping method chosen by applicant,
 - (f) for copying records
 - (i) photocopies of computer printouts..... \$0.25 per page (8.5" x 11" - 8.5" x 14")
\$0.30 per page (11" x 17"),
 - (ii) floppy disks..... \$10.00 per disk,
 - (iii) Computer tapes..... \$40.00 per tape, up to 2400 feet,
\$10.00 per fiche,
 - (iv) microfiche..... \$25.00 per roll,
 - (v) 16 mm microfilm duplication..... \$40.00 per roll,
 - (vi) 35 mm microfilm duplication..... \$0.50 per page,
 - (vii) microfilm to paper duplication..... \$5.00 to produce negative
 - (viii) photographs - (colour or black and white)..... \$12.00 each for 16" x 20"
\$9.00 each for 11" x 14"
\$4.00 each for 8" x 10"
\$3.00 each for 5" x 7",
 - (ix) photographic print of textual, graphic or cartographic record (8" x 10" black and white)..... \$12.50 each,
 - (x) hard copy laser print, B/W, 300 dots per inch..... \$0.25 each,
 - (xi) hard copy laser print, B/W, 1200 dots per inch..... \$0.40 each,
 - (xii) hard copy laser print, colour..... \$1.65 each,
 - (xiii) Photomechanical reproduction of 105 mm cartographic record/plan..... \$3.00 each,
 - (xiv) slide duplication..... \$0.95 each,
 - (xv) plans..... \$1.00 per square metre,
 - (xvi) audio cassette duplication..... \$10.00 plus \$7.00 per ¼ hour of recording
 - (xvii) video cassette (1/4" or 8mm) duplication..... \$11.00 per 60 minute cassette plus \$7.00 per ¼ hour of recording; \$20.00 per 120 minute cassette plus \$7.00 per ¼ hour of recording,
 - (xviii) video cassette (1/2") duplication..... \$15.00 per cassette plus \$11.00 per ¼ hour of recording, and
 - (xix) video cassette (3/4") duplication..... \$40.00 per cassette plus \$11.00 per ¼ hour of recording.
2. For commercial applicants
 - for each service listed in item 1..... actual cost of providing that service.