

Email: [REDACTED]

May 26, 2021

CONFIDENTIAL



Dear [REDACTED]:

Re: Access to Information Request #2021-035 2021 Revaluation

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This is further to your access to information request received by the City on April 9, 2021, quoted as follows:

“Assessment Department  
Time period January 1, 2019 to March 30, 2021  
Verbatim copies of correspondence, meeting minutes [notes, agendas, action items, dates], draft reports, final reports, etc. relating to any all third party(ies) engaged by the municipality for the review of any element of the 2021 revaluation.”

We have processed your access request and records relevant to the request are attached. Pursuant to section 8 of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) and *Regulations*, some of the information contained in the attached has been redacted. The redaction is pursuant to:

- Act - 3(1)(a): Published material that is available for purchase by the public.
- Act - 16(1)(a): Advice, proposals, recommendations, consultations and deliberations involving officers or employees of the local authority.
- Regulations: 8.1(a): The City of Regina, Administrative Bylaw No. 2003-69, Schedule B, provides an individual the opportunity to purchase information. The fees and charges for this information are pursuant to section 264 of *The Cities Act*. If you are interested in purchasing this information or require further information regarding the purchasing of the information, please contact Steve Ward, City Assessor at 306-552-9543 or by email at [sward@regina.ca](mailto:sward@regina.ca).

I have included a copy of all above-noted sections of the Act.

If you wish to exercise your right to request a review of this decision, you may complete a Request for Review form and forward it to the Saskatchewan Information and Privacy Commissioner within one year of this notice. You may contact the Saskatchewan Information and Privacy Commissioner at 306-787-8350.

Responses to requests may be published on the Regina Open Data website at the City's discretion. All information/data is handled in accordance with LA FOIP. Your identity as the applicant is protected. Published requests will be available on the Open Data website at <http://open.regina.ca/> a minimum of three business days following release to you.

If you have any questions, please contact Cindy Howden at 306-777-7263 or by email at [lafoip@regina.ca](mailto:lafoip@regina.ca).

Yours truly,



Jim Nicol  
City Clerk

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Enclosure(s)

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(4) Where an application is made with respect to a record that is exempt from access pursuant to this Act, the head may refuse to confirm or deny that the record exists or ever did exist.

(5) A head who fails to give notice pursuant to subsection (2) is deemed to have given notice, on the last day of the period set out in that subsection, of a decision to refuse to give access to the record.

1990-91, c.L-27.1, s.7.

**Severability**

8 Where a record contains information to which an applicant is refused access, the head shall give access to as much of the record as can reasonably be severed without disclosing the information to which the applicant is refused access.

1990-91, c.L-27.1, s.8.

**Fee**

9(1) An applicant who is given notice pursuant to clause 7(2)(a) is entitled to obtain access to the record on payment of the prescribed fee.

(2) Where the amount of fees to be paid by an applicant for access to records is greater than a prescribed amount, the head shall give the applicant a reasonable estimate of the amount, and the applicant shall not be required to pay an amount greater than the estimated amount.

(3) Where an estimate is provided pursuant to subsection (2), the time within which the head is required to give written notice to the applicant pursuant to subsection 7(2) is suspended until the applicant notifies the head that the applicant wishes to proceed with the application.

(4) Where an estimate is provided pursuant to subsection (2), the head may require the applicant to pay a deposit of an amount that does not exceed one-half of the estimated amount before a search is commenced for the records for which access is sought.

(5) Where a prescribed circumstance exists, the head may waive payment of all or any part of the prescribed fee.

1990-91, c.L-27.1, s.9.

**Manner of access**

10(1) Where an applicant is entitled to access pursuant to subsection 9(1), the head shall provide the applicant with access to the record in accordance with this section.

(2) A head may give access to a record:

- (a) by providing the applicant with a copy of the record; or
- (b) where it is not reasonable to reproduce the record, by giving the applicant an opportunity to examine the record.

(3) A head may give access to a record that is a microfilm, film, sound recording, machine-readable record or other record of information stored by electronic means:

- (a) by permitting the applicant to examine a transcript of the record;

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- (xv) **Repealed.** 2002, c.R-8.2, s.120.
- (xvi) **Repealed.** 2002, c.R-8.2, s.83.
- (xvii) any board, commission or other body that:
  - (A) receives more than 50% of its annual budget from the Government of Saskatchewan or a government institution; and
  - (B) is prescribed;
- (g) "minister" means the member of the Executive Council to whom for the time being the administration of this Act is assigned;
- (h) "personal information" means personal information within the meaning of section 23;
- (i) "prescribed" means prescribed in the regulations;
- (j) "record" means a record of information in any form and includes information that is written, photographed, recorded or stored in any manner, but does not include computer programs or other mechanisms that produce records;
- (k) "third party" means a person, including an unincorporated entity, other than an applicant or a local authority.

1990-91, c.L-27.1, s.2; 1993, c.55, s.180; 2002, c.R-8.2, s.83 and s.120; 2002, c.C-11.1, s.389; 2005, c.M-36.1, s.435; 2010, c.N-5.2, s.449; 2014, c.S-32.21, s.34; 2015, c.21, s.64; 2017, c.P-30.3, s.11-1; 2017, c.17, s.3.

**Application**

3(1) This Act does not apply to:

- (a) published material or material that is available for purchase by the public;
  - (b) material that is a matter of public record; or
  - (c) material that is placed in the custody of a local authority by or on behalf of persons or organizations other than the local authority for archival purposes.
- (2) This Act binds the Crown.

1990-91, c.L-27.1, s.3.

**Existing rights preserved**

4 This Act:

- (a) complements and does not replace existing procedures for access to information or records in the possession or under the control of a local authority;
- (b) does not in any way limit access to the type of information or records that is normally available to the public;
- (c) does not limit the information otherwise available by law to a party to litigation;

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- (l) reveal technical information relating to weapons or potential weapons; or
  - (m) reveal the security arrangements of particular vehicles, buildings or other structures or systems, including computer or communication systems, or methods employed to protect those vehicles, buildings, structures or systems.
- (2) Subsection (1) does not apply to a record that:
- (a) provides a general outline of the structure or programs of a law enforcement agency; or
  - (b) reports, by means of statistical analysis or otherwise, on the degree of success achieved in a law enforcement program.

1990-91, c.L-27.1, s.14; 2003, c.29, s.33 2017,  
c.17, s.8.

Documents of a local authority

15(1) A head may refuse to give access to a record that:

- (a) contains a draft of a resolution or bylaw; or
- (b) discloses agendas or the substance of deliberations of meetings of a local authority if:
  - (i) an Act authorizes holding the meetings in the absence of the public; or
  - (ii) the matters discussed at the meetings are of such a nature that access to the records could be refused pursuant to this Part or Part IV.

(2) Subject to section 29, a head shall not refuse to give access pursuant to subsection (1) to a record where the record has been in existence for more than 25 years.

1990-91, c.L-27.1, s.15.

Advice from officials

16(1) Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:

- (a) advice, proposals, recommendations, analyses or policy options developed by or for the local authority;
- (b) consultations or deliberations involving officers or employees of the local authority;
- (c) positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the local authority, or considerations that relate to those negotiations;
- (d) plans that relate to the management of personnel or the administration of the local authority and that have not yet been implemented; or
- (e) information, including the proposed plans, policies or projects of the local authority, the disclosure of which could reasonably be expected to result in disclosure of a pending policy or budgetary decision.

15 DEC 2017 SR 125/2017 s7.

**Confidentiality provisions in other enactments**

8.1 For the purposes of clause 22(3)(a.1) of the Act, the following are prescribed as provisions to which subsection 22(1) of the Act does not apply:

- (a) subsections 171(5) and (6) and sections 201 and 202 of *The Cities Act*;
- (b) section 30.5 of *The Mental Health Services Regulations*
- (c) subsections 201(5) and (6) and sections 231 and 232 of *The Municipalities Act*;
- (d) subsections 196(5) and (6) and sections 205.2 and 205.22 of *The Northern Municipalities Act*;
- (e) subsections 39(5) and (6) and subsection 56(9.2) of *The Police Act, 1990*;
- (f) Part IV of *The Police Act, 1990* as it relates to a complaint concerning the actions of a member.

27 Oct 2006 SR 98/2006 s2; 15 Dec 2017 SR  
125/2017 s7.