



**Corporate & Regulatory Affairs**

3W – 2025 Victoria Avenue  
Regina, SK  
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Phone (306) 566-2261  
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sferre@saskpower.com

December 4, 2019

Sent by email to: andrew.stevens@uregina.ca

Andrew Stevens  
University of Regina  
Faculty of Administration  
Education Building  
Regina, SK  
S4S 0A2

Dear Sir:

**RE: Access to Information Request SPC32/19G**

Thank you for your application for access under *The Freedom of Information and Protection of Privacy Act* (the “Act”), received on October 29, 2019 requesting the following information:

“Any and all reports and correspondence related to SaskPower's net metering AND the new net billing program (2015-present), within or between SaskPower and the Ministry of the Environment. Any economic assessments, cost benefit models, and economic impact assessments, and external reviews related to the programs leading up to their initial launch and wind-down, in the case of net metering. Any reports outlining how much the net metering program has or could inflate SaskPower rates. 2015 to the present..”

Section 7(1) of *The Freedom of Information and Protection of Privacy Regulations* states:

“7(a) For the purposes of subsection 9(2) of the Act, \$100 is prescribed as the amount of fees beyond which an estimate must be given by the head.”

Section 9(2) of *The Freedom of Information and Protection of Privacy Act* states:

“9(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.”

On the "Application for Access" form, you were made aware that payment of fees may be required to process your request. You were provided with an Estimate of Costs on November 5<sup>th</sup>, 2019. However, upon compilation of the requested records, SaskPower became aware of a significant number of additional records which are responsive to your request. Attached to this letter is a **revised** Estimate of Costs form which details the estimated expenses of processing your application. If you wish to proceed with your access request, our office will require an additional deposit of **\$7,925.04**.

To proceed, please forward your deposit cheque, made payable to Saskatchewan Power Corporation, and forward to me at 3W – 2025 Victoria Avenue, Regina, Saskatchewan, S4P 0S1. Please quote your

Andrew Stevens  
December 3, 2019  
Page 2

file number SPC32/19G when you forward your deposit cheque. The additional amount of \$8,293.18 will be required at the time the information is made available. We will continue to process your access request once this is received.

These fees have been calculated pursuant to section 6 of *The Freedom of Information and Protection of Privacy Regulations*, a copy of which has been enclosed for your information.

Please note that upon payment of the prescribed fee, access may not be given to all or portions of the information requested as some or all of the information may be exempted pursuant to the Act. Exemptions that may be applied, but are not limited to, include: 17(1)(a), 17(1)(b), 17(1)(c), 18(1)(a), 18(1)(b), 18(1)(c), 18(1)(d), 18(1)(d), 18(1)(f), 19(1)(a), 19(1)(b), 19(1)(c), 22(a), 22(b) and 22(c). A copy of those provisions has been enclosed for your information. Please note that this is an interim notice of the exemptions that may be applied, the final notice of exemptions that may be applied could change upon review of the actual records.

As an alternative, we would be happy to work with you to modify the request if that would help reduce or eliminate the fees outlined in the Estimate of Costs attached.

If you do not wish to proceed with your application, please notify our office as soon as possible.

If you would like to exercise your right to request a review of this decision, you may do so by completing a "Request for Review" form and forwarding it to the Saskatchewan Information and Privacy Commissioner within one year of this notice. Your completed form can be sent to #503 – 1801 Hamilton Street, Regina, Saskatchewan, S4P 4B4. This form is available at the same location which you applied for access or by contacting the Office of the Information and Privacy Commissioner at (306) 787-8350.

If you do not wish to proceed with your application, please notify our office as soon as possible.

Yours truly,



Sophie Ferré  
Access Officer  
Freedom of Information

Enclosure

**Fees**

6(1) Where access to a record or part of a record is given by providing the applicant with a copy of the record, the following fees are payable at the time when access is given:

(a) for a photocopy, \$0.25 per page;

(b) for a computer printout, \$0.25 per page;

(b.1) for electronic copies, the actual cost of the portable storage device provided to the applicant;

(c) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(d) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(e) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(f) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(g) **Repealed.** 15 Dec 2017 SR 124/2017 s3.;

(h) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(i) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(j) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(k) **Repealed.** 15 Dec 2017 SR 124/2017 s3.

(l) for a form of record not mentioned in clauses (a) to (b.1), the actual cost of copying the record.

(2) Where time in excess of two hours is spent in searching for a record requested by an applicant or in preparing it for disclosure, a fee of \$15 for each half-hour or portion of a half-hour of that excess time is payable at the time when access is given.

(3) Where a search and retrieval of electronic data is required to give access to a record requested by an applicant, a fee equal to the actual cost of the search and retrieval, including machinery and operator costs, is payable at the time when access is given.

**Response required**

7(1) Where an application is made pursuant to this Act for access to a record, the head of the government institution to which the application is made shall:

- (a) consider the application and give written notice to the applicant of the head's decision with respect to the application in accordance with subsection; or
- (b) transfer the application to another government institution in accordance with section 11.

(2) The head shall give written notice to the applicant within 30 days after the application is made:

- (a) stating that access to the record or part of it will be given on payment of the prescribed fee and setting out the place where, or manner in which, access will be available;
- (b) if the record requested is published, referring the applicant to the publication;
- (c) if the record is to be published within 90 days, informing the applicant of that fact and of the approximate date of publication;
- (d) stating that access is refused, setting out the reason for the refusal and identifying the specific provision of this Act on which the refusal is based;
- (e) stating that access is refused for the reason that the record does not exist; or
- (f) stating that confirmation or denial of the existence of the record is refused pursuant to subsection (4).

(3) A notice given pursuant to subsection (2) is to state that the applicant may request a review by the commissioner within one year after the notice is given.

(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.

**Estimate of Costs**  
**Access to Information Request SPC32/19G**

Customer Strategy & Programs - TIME:

Search Time Electronic/Physical Records/Preparing  
3 staff members for various numbers of hours  
Total of 12.23 hours  
minus 2 free hours = 10.23 @ \$30/hr. \$ 306.90

Severing documents (based on 1/2)  
15,500 pages @ 2 minutes/page =  
31,000 minutes or 516 hours  
= 516/2 = 258 @ \$30/hr. \$ 7,750.00

Finance - TIME:

Search Time – Electronic/Physical Records  
1 staff member – 3.5 hours  
3.5 hours @ \$30/hr. \$ 105.00

Severing documents (based on 1/4)  
210 pages @ 2 minutes/page =  
420 minutes or 7 hours  
= 7/4 = 1.75 @ \$30/hr. \$ 52.50

Government Relations & Media Issues- TIME:

Search Time – Electronic/Physical Records  
8 staff member – 1 hour  
8 hours @ \$30/hr. \$ 240.00

Severing documents (based on 1/2)  
3680 pages @ 2 minutes/page =  
7360 minutes or 122 hours/2  
= 61 @ \$30/hr. \$ 1840.00

Law, Regulatory Affairs- TIME:

Search Time- Electronic/Physical Records  
1 staff member – 1 hour  
1 hour @ \$30/hr. \$ 30.00

Serving documents (based on 1/2)  
12,521 pages @ 2 minutes/page=  
25,042 minutes or 417 hours/2  
=208.5 @ \$30/hr. \$6255.00

Cost of 16GB USB Stick \$ 6.97

**TOTAL \$ 16586.37**

Deposit Required to Process	\$ 8293.18
Deposit Provided	\$ - 368.14
Additional Deposit Required	\$ 7925.04
Additional Amount Required for Records	\$ 8293.18

In accordance with guidelines established by the Privacy Commissioner for Saskatchewan, this Estimate of Costs does not include the following:

- Considering whether or not a particular exemption should apply to a record;
- Identifying and preparing records requiring third party notice;
- Consulting with other staff, for example, about context and application of exemptions;
- Copying and packaging of records (fees for actual copies are covered in s. 6(1));
- Routine activities that would be necessary for responding to any inquiry regardless of whether or not an access request is received (e.g. packaging the records for shipment, calling a courier, shipping costs, correspondence with the applicant and third parties, etc.).

To indicate your willingness to proceed (*or not*) on the above basis, please sign and return a copy of the Estimate of Costs along with a cheque or money order for one-half of the estimated costs, to my attention:

Sophie Ferré  
3W – 2025 Victoria Avenue  
Regina, SK S4P 0S1

I would (*would not*) like you to proceed with search and preparation. I have (*have not*) enclosed payment for \$\_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_