



Memo

TO: Chair, Finance and Administration Committee
FROM: Chief Administrative Officer
DATE: January 8, 2021
SUBJECT: Freedom of Information Request

A Freedom of Information request was issued by a resident for all emails which are "for the period of 2018-03-01 to 2018-07-31, held by the Town of Lake Cowichan which include Joseph Fernandez and Roger Grosskleg as recipients (e.g. correspondence between, joint correspondence including)". I did provide the requestor with emails that transpired between him and I. It is apparent I did not understand the request because the latest request is for all emails from recipients that he has had communication with, and which must reference key words provided by him.

I have received an estimate of \$450 before taxes for the emails to be retrieved by our IT contractor. As this is an expenditure not normally expended, it is only appropriate that the committee be made aware of it.

Note: There was an expenditure to RBS Services for email searches relating to the water treatment plant that totalled \$968, before taxes.



Joseph A. Fernandez