



First Nations Tax Commission
Commission de la fiscalité des premières nations

2019-2020 Annual Report on the *Access to Information Act*

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1. Introduction

(i) Purpose of the *Access to Information Act*

The purpose of the *Access to Information Act* is to provide a legal and enforceable right of public access to records that are under the control of those government institutions that are listed in its Schedule 1. The First Nations Tax Commission (FNTC) was added to that Schedule as part of the process that led to the adoption of the *First Nations Fiscal Management Act* (FMA) on March 23, 2005. The *Access to Information Act* is intended to complement and not replace existing procedures for access to government information. It is not intended to limit in any way access to the type of government information that is normally available to the general public.

(ii) Preparation of the Annual Report

This annual report has been prepared in accordance with section 94 of the *Access to Information Act*, and outlines how FNTC has fulfilled its responsibilities under the *Access to Information Act* for the reporting period from April 1, 2019 to March 31, 2020.

(iii) Tabling of the Annual Report

The FNTC's 2019-2020 Annual Report on the *Access to Information Act* will be tabled in Parliament in accordance with section 94 of the *Access to Information Act*.

(iv) Mandate of the First Nations Tax Commission

The FNTC was established by federal legislation, the *First Nations Fiscal Management Act* (FMA), to provide for the regulation of First Nation property taxation. This Act, Bill C-20, was passed on March 23, 2005, and also created two other institutions: the First Nations Financial Management Board (FNFMB) and the First Nations Finance Authority (FNFA). At this time consequential amendments were made to the *Access to Information Act* to allow its application to the FNTC and the FNFMB. As such, the FNTC maintains openness, promotes transparency and assists any Canadian citizen in the exercise of the right to access FNTC's information.

In 1988, amendments to the *Indian Act* extended the taxing powers of First Nations to their interests in conditionally surrendered or "designated" lands. This First Nation-led change to the *Indian Act* gave First Nations broad new powers to tax the interests within the reserve, thereby establishing their jurisdiction, creating economic development opportunities and providing a basic tool for self-government. The FMA builds upon this work.

The FNTC's primary objective is to ensure that the First Nation property tax system is administratively efficient, harmonized with the various regions in the country, and considers the

interests of on-reserve taxpayers. The FMA establishes the FNTC as a statute-based service agency for First Nations exercising the approval of local revenue laws.

The FNTC represents the collective interests of First Nations and taxpayers and promotes economic development by enhancing the administrative efficiency and stability of the First Nation property tax system. The FNTC's chief aims are to expand First Nation taxation jurisdiction and increase investment on First Nations lands. It also ensures the effective administration of the tax system while protecting its integrity by reconciling the interests of First Nation tax authorities and taxpayers, thus creating benefits to all.

2. Administration/Structure

To fulfill the FNTC's responsibilities with respect to the *Access to Information Act*, the FNTC has developed an infrastructure (information management, security and Access to Information and Privacy policies and procedures) to support the FNTC's general operations and the administration of its Access to Information program.

The FNTC Access to Information and Privacy (ATIP) Office is part of the Corporate Services business line. There are three full-time employees who are dedicated part-time to Access to Information activities and one consultant who provides assistance and guidance when required.

3. Delegation Order

FNTC's Delegation Order for the *Access to Information Act* and *Privacy Act* authorizes certain officers and employees of the FNTC to exercise signing authorities or to perform certain of the Chief Commissioner's powers, duties or functions under the Acts. A copy of the FNTC's Delegation of Authority is included in this report as Appendix A.

4. Interpretation of the Statistical Report 2019-2020

The FNTC's Statistical Report on the *Access to Information Act* for 2019-2020 can be found in Appendix B.

During the reporting period, the FNTC received one formal request under the *Access to Information Act* and one informal request.

The key data for the past five reporting periods is presented in the summary table below (Figure 1).

Figure 1 – Summary of key data

| Details | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 |
|---|-----------|-----------|-----------|-----------|-----------|
| Formal requests received under the <i>Access to Information Act</i> | 0 | 0 | 0 | 3 | 1 |
| Requests completed during the reporting period | 1 | 0 | 0 | 3 | 1 |
| Number of pages processed | 0 | 0 | 0 | 591 | 0 |
| Informal requests | 0 | 4 | 0 | 2 | 1 |
| Consultations received from other Government of Canada institutions and organizations | 0 | 1 | 3 | 3 | 3 |
| Complaints and Investigations | 0 | 0 | 0 | 0 | 0 |

Further interpretation of the FNTC's 2019-2020 statistical report is as follows:

i) Requests under the *Access to Information Act*

One formal request was received during the reporting period under the *Access to Information Act*. The formal request was from business (private sector) which was abandoned and closed during the reporting period. One informal request was received and completed within 121 to 180 days during this reporting period.

(ii) Requests closed during the reporting period

One formal request was abandoned and closed during the reporting period.

Disposition and completion time

During this reporting period one request was closed within 16 to 30 days after being abandoned by the requester.

Exemptions

During this reporting period no exemptions were claimed.

Relevant pages processed and disclosed

During the reporting period one formal request was received with 0 pages processed prior to the abandonment of the request.

(iii) Extensions

No extensions were taken during the reporting period.

(iv) Fees

During the reporting period no fees were collected.

(v) Consultations received from other institutions and organizations

During the reporting period, the FNTC received three consultation requests from other Government of Canada institutions and organizations. 64 pages were reviewed and disclosed. Two consultation requests were completed within 1 to 15 days and disclosed entirely. One consultation request was completed from 16 to 30 days and disclosed in part.

(vi) Completion time of consultations on Cabinet confidences

There were no consultations on Cabinet confidences during the reporting period.

(vii) Complaints and investigations

FNTC received no complaints and no investigations during the reporting period.

(viii) Court action

There were no court actions during the reporting period.

(ix) Resources related to the *Access to Information Act*

During the reporting period, the costs related to the administration of the *Access to Information Act* incurred by the ATIP Office totalled \$43,520. \$21,863 was paid for salaries of three full-time

employees dedicated part-time to ATI activities, and \$ 21,657 for goods and services that included training and policy and procedures development.

(x) Impact of COVID-19

In March 2020, the FNTC took measures to mitigate the impact of COVID -19. During this period, the FNTC was operating with a significantly reduced on-site workforce. The majority of the workforce transitioned to remote work and all staff were setup with secure access to the FNTC's networks. As a result, there was no impact on the delivery of ATIP during the period where the majority of staff were working remotely.

5. Access to Information Training and Education

During the reporting period, two employees attended the Canadian Access and Privacy Association's Annual Conference in Ottawa on matters relating to both the *Access to Information Act* and *Privacy Act*.

6. Policies, Guidelines and Procedures

During the reporting period, the process of developing new institution-specific policies, procedures and guidelines was undertaken, with new policies, procedures and guidelines to be implemented in the next reporting period. No new or revised institution-specific policies, guidelines or procedures were implemented during the reporting period.

7. Key Issues Raised as a Result of Complaints and/or Investigations

No complaints were received, and no audits or investigations were concluded during the reporting period.

8. Monitoring of Time to Process Access to Information Requests

During the reporting period, the FNTC did not conduct any monitoring of time to process access to information requests.

Appendix A.
First Nations Tax Commission Delegation of Authority

FIRST NATIONS TAX COMMISSION

**COMMISSION DE LA FISCALITÉ
DES PREMIÈRES NATIONS**

December 8, 2014

DELEGATION OF AUTHORITY

**ACCESS TO INFORMATION ACT
AND PRIVACY ACT**

I, the undersigned, Chief Commissioner, pursuant to Section 73 of the *Access to Information Act* and Section 73 of the *Privacy Act*, hereby authorize those officers and employees of the First Nations Tax Commission occupying the positions identified within the attached schedule to exercise signing authorities or perform any of the Chief Commissioner's powers, duties or functions specified therein.

DÉLÉGATION DE POUVOIRS

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

Je, soussignée, Commissaire en Chef, 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 personnels*, autorise par la présente les agents et les employés de la Commission de la fiscalité des Premières nations occupant les postes identifiés dans l'annexe ci-jointe à assumer au nom du Commissaire en Chef les pouvoirs de signature et les attributions, fonctions et pouvoirs qui y sont spécifiés.

Dated at Ottawa this 9th day of Dec, 2014.

Fait à Ottawa ce jour de 2014.



Chief Commissioner

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

| Delegation of Authority Under the Access to Information Act | | | | | | | |
|--|----------------------------|--|--|--|-----------------------------------|--|--|
| Subject | ATI Act Section | Position / Title | | | | | |
| | | Chief Executive Officer | Deputy Chief Commis- sioner | Chief Operating Officer | ATIP Coordi- nator | | |
| Notice where access granted | 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 for EDP record | 11(3) | • | • | • | • | | |
| Deposit | 11(4) | • | • | • | • | | |
| Notice of fee payment | 11(5) | • | • | • | • | | |
| Waiver or refund of fees | 11(6) | • | • | • | • | | |
| Translation | 12(2) | • | • | • | • | | |
| Conversion to alternate format | 12(3) | • | • | • | • | | |
| Refuse access - Information obtained in confidence from another government | 13 (1) | • | • | • | • | | |
| Grant access – information obtained in confidence from another government | 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 | 18 | • | • | • | | | |
| Refuse access - another person's 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 | 20(5) | • | • | • | | | |
| Disclose in public interest | 20(6) | • | • | • | | | |
| Refuse access - advice etc. | 21 | • | • | • | | | |
| Refuse access - tests and audits | 22 | • | • | • | | | |

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

| | | | | | | | |
|---|----------|---|---|---|---|--|--|
| Refuse access - solicitor-client privilege | 23 | • | • | • | | | |
| Refuse access - prohibited information | 24(1) | • | • | • | | | |
| Disclose information not subject to exemption or exclusion | 25 | • | • | • | • | | |
| Refuse access - information to be published | 26 | • | • | • | | | |
| Notice to third parties | 27(1) | • | • | • | • | | |
| Extension of time limit | 27(4) | • | • | • | • | | |
| Notice of third party disclosure | 28(1) | • | • | • | | | |
| Waiving obligation for third party to make representations in writing | 28(2) | • | • | • | • | | |
| Disclosure of record | 28(4) | • | • | • | | | |
| Disclosure on Commissioner's recommendation | 29(1) | • | • | • | | | |
| 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 party 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 | 69 | • | • | • | | | |
| Exempt information severed from manuals made available to the public | 71(2) | • | • | • | | | |

**Delegation of Authority Under the
Access to Information Regulations**

| Subject | ATI Regulations Section | Position / Title | | | | | |
|------------------------|-------------------------|-------------------------|---------------------------|-------------------------|------------------|--|--|
| | | Chief Executive Officer | Deputy Chief Commissioner | Chief Operating Officer | ATIP Coordinator | | |
| Transfer of requests | 6 | • | • | • | • | | |
| Examination of records | 8 | • | • | • | • | | |

| Délégation de pouvoirs en vertu de la Loi sur l'accès à l'information | | | | | | | |
|--|----------------------|-------------------------|--------------------|-----------------------------|-----------------------------|--|--|
| Sujet | Article de la LAI | Poste / Titre | | | | | |
| | | Chef de la direction | Vice- président | Chef des opéra- tions | Coordon- nateur AIPRP | | |
| Notification de communication accordée | 7 | • | • | • | • | | |
| Transmission de la demande | 8(1) | • | • | • | • | | |
| Prorogation du délai | 9(1) | • | • | • | • | | |
| Avis au Commissaire concernant la prorogation | 9(2) | • | • | • | • | | |
| Refus de communication | 10(1) & (2) | • | • | • | | | |
| Versement de frais supplémentaires | 11(2) | • | • | • | • | | |
| Versement de frais pour document informatisé | 11(3) | • | • | • | • | | |
| Acompte | 11(4) | • | • | • | • | | |
| Avis de versement | 11(5) | • | • | • | • | | |
| Dispense/remboursement de frais | 11(6) | • | • | • | • | | |
| Traduction | 12(2) | • | • | • | • | | |
| Transfert sur un support de substitution | 12(3) | • | • | • | • | | |
| Refus de divulgation - Renseignements obtenus à titre confidentiel d'un autre gouvernement | 13(1) | • | • | • | • | | |
| Divulgation - Renseignements obtenus à titre confidentiel d'un autre gouvernement | 13(2) | • | • | • | | | |
| Refus de divulgation – affaires fédérales- provinciales | 14 | • | • | • | | | |
| Refus de divulgation – affaires internationales et défense | 15(1) | • | • | • | | | |
| Refus de divulgation – enquêtes, application de la Loi | 16(1) | • | • | • | | | |
| Refus de divulgation – renseignements sur la sécurité | 16(2) | • | • | • | | | |
| Refus de divulgation- fonctions de police provinciale ou municipale | 16(3) | • | • | • | | | |
| Refus de divulgation – sécurité des individus | 17 | • | • | • | | | |
| Refus de divulgation – intérêts économiques du Canada | 18 | • | • | • | | | |
| Refus de divulgation – renseignements personnels d'un tiers | 19(1) | • | • | • | | | |
| Divulgation de renseignements personnels | 19(2) | • | • | • | | | |
| Refus de divulgation – renseignements de tiers | 20(1) | • | • | • | | | |
| Divulgation des méthodes pour les essais | 20(2)&(3) | • | • | • | | | |

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

| | | | | | | | |
|---|---------|---|---|---|---|--|--|
| Divulgence des renseignements de tiers | 20(5) | • | • | • | | | |
| Divulgence dans l'intérêt public | 20(6) | • | • | • | | | |
| Refus de divulgation – avis etc. | 21 | • | • | • | | | |
| Refus de divulgation – examens et vérifications | 22 | • | • | • | | | |
| Refus de divulgation – secret professionnel des avocats | 23 | • | • | • | | | |
| Refus de divulgation – renseignements interdits | 24(1) | • | • | • | | | |
| Divulgence de renseignements prélevés | 25 | • | • | • | • | | |
| Refus de divulgation – pour publication | 26 | • | • | • | | | |
| Avis aux tiers | 27(1) | • | • | • | • | | |
| Prorogation de délai | 27(4) | • | • | • | • | | |
| Avis concernant la divulgation des renseignements de tiers | 28(1) | • | • | • | | | |
| Observations écrites | 28(2) | • | • | • | • | | |
| Divulgence du document | 28(4) | • | • | • | | | |
| Divulgence suite à la recommandation du Commissaire | 29(1) | • | • | • | | | |
| Avis d'enquête | 32 | • | • | • | | | |
| Avis au tiers | 33 | • | • | • | | | |
| Secret des enquêtes / Droit de présenter des observations | 35(2) | • | • | • | • | | |
| Conclusions et recommandations du Commissaire à l'Information | 37(1)b) | • | • | • | | | |
| Divulgence accordée | 37(4) | • | • | • | | | |
| Avis aux tiers concernant le recours à la Cour | 43(1) | • | • | • | | | |
| Avis à la personne qui a fait la demande | 44(2) | • | • | • | • | | |
| Règles spéciales pour l'audition | 52(2) | • | • | • | | | |
| Présentation d'arguments en l'absence d'une partie | 52(3) | • | • | • | | | |
| Renseignements exclus | 69 | • | • | • | | | |
| Exclusion des renseignements protégés | 71(2) | • | • | • | | | |

| Délégation de pouvoirs en vertu du Règlement sur l'accès à l'information | | | | | | | |
|---|-------------------------|-------------------------|--------------------|-----------------------------|-----------------------------|--|--|
| Sujet | Article du Règlement | Poste / Titre | | | | | |
| | | Chef de la direction | Vice- président | Chef des opéra- tions | Coordon- nateur AIPRP | | |
| Transmission de la demande | 6 | • | • | • | • | | |
| Consultation des documents | 8 | • | • | • | • | | |

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

**Delegation of Authority
Under the *Privacy Act***

| Subject | Privacy Act Section | Position / Title | | | | | |
|---|---------------------|-------------------------|---------------------------|-------------------------|------------------|--|--|
| | | Chief Executive Officer | Deputy Chief Commissioner | Chief Operating Officer | ATIP Coordinator | | |
| Disclosure to investigative bodies | 8(2)(e) | • | • | • | • | | |
| Disclosure for research and statistics | 8(2)(j) | • | • | • | • | | |
| Disclosure in public interest, benefit of individual | 8(2)(m) | • | • | | | | |
| Record of disclosure for investigations | 8(4) | • | • | • | • | | |
| Notify Privacy Commissioner of 8(2)(m) | 8(5) | • | • | | | | |
| Record of consistent uses | 9(1) | • | • | • | | | |
| Notify Privacy Commissioner of consistent uses | 9(4) | • | • | • | • | | |
| Personal information in banks | 10(1) | • | • | • | • | | |
| Notice where access is granted | 14 | • | • | • | • | | |
| Extension of time limits | 15 | • | • | • | • | | |
| Notice where access is refused | 16 | • | • | • | | | |
| Decision regarding translation | 17(2)(b) | • | • | • | • | | |
| Conversion to alternate format | 17(3)(b) | • | • | • | • | | |
| Refuse access - exempt bank | 18(2) | • | • | • | | | |
| Refuse access - confidential information obtained from another government | 19(1) | • | • | • | | | |
| Disclose confidential information obtained from another government | 19(2) | • | • | • | | | |
| Refuse access - federal-provincial affairs | 20 | • | • | • | | | |
| Refuse access - international affairs, defence | 21 | • | • | • | | | |
| Refuse access - law enforcement and investigation | 22 | • | • | • | | | |
| Refuse access - security clearance | 23 | • | • | • | | | |
| Refuse access - person under sentence | 24 | • | • | • | | | |
| Refuse access - safety of individuals | 25 | • | • | • | | | |
| Refuse access - another person's information | 26 | • | • | • | • | | |
| Refuse access - solicitor-client privilege | 27 | • | • | • | | | |
| Refuse access - medical record | 28 | • | • | • | | | |
| Receive notice of investigation | 31 | • | • | | | | |
| Representation to Privacy Commissioner | 33(2) | • | • | • | • | | |
| Information previously exempted | 35(1)(b) | • | • | • | | | |
| Access given to complainant | 35(4) | • | • | • | • | | |
| Response to review of exempt banks | 36(3)(b) | • | • | • | | | |
| Response to review of compliance | 37(3) | • | • | • | • | | |

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

| | | | | | | | |
|--|----------|---|---|---|--|--|--|
| Request court hearing in the National Capital Region | 51(2)(b) | • | • | • | | | |
| Ex-parte representation to court | 51(3) | • | • | • | | | |

**Delegation of Authority
Under the Privacy Regulations**

| Subject | Privacy Regulations Section | Position / Title | | | | | |
|---|-----------------------------|-------------------------|---------------------------|-------------------------|------------------|--|--|
| | | Chief Executive Officer | Deputy Chief Commissioner | Chief Operating Officer | ATIP Coordinator | | |
| Examination of records | 9 | • | • | • | • | | |
| Correction of personal information | 11(2) | • | • | • | • | | |
| Notification of refusal to correct personal information | 11(4) | • | • | • | | | |
| Disclosure - medical information | 13(1) | • | • | • | | | |
| Disclosure - medical information | 14 | • | • | • | | | |

**Délégation de pouvoirs en vertu de la
*Loi sur la protection des renseignements personnels***

| Sujet | Article <i>LPRP</i> | Poste / Titre | | | | | |
|---|------------------------|-------------------------|--------------------|------------------------|-----------------------------|--|--|
| | | Chef de la direction | Vice- président | Chef des opérations | Coordon- nateur AIPRP | | |
| Divulgence aux organismes d'enquête | 8(2)(e) | • | • | • | • | | |
| Communication pour travaux de recherches ou statistiques | 8(2)(j) | • | • | • | • | | |
| Communication dans l'intérêt public, avantage de l'individu | 8(2)(m) | • | • | | | | |
| Copie des renseignements communiqués pour enquête | 8(4) | • | • | • | • | | |
| Préavis au Commissaire à la protection de la vie privée - 8(2)m) | 8(5) | • | • | | | | |
| Relevé d'usages compatibles | 9(1) | • | • | • | | | |
| Avis au Commissaire à la protection de la vie privée des usages compatibles | 9(4) | • | • | • | • | | |
| Renseignements personnels dans les fichiers | 10(1) | • | • | • | • | | |
| Notification de communication accordée | 14 | • | • | • | • | | |
| Prorogation de délai | 15 | • | • | • | • | | |
| Notification de communication refusée | 16 | • | • | • | | | |
| Décision concernant la traduction | 17(2)(b) | • | • | • | • | | |
| Transfert sur un support de substitution | 17(3)(b) | • | • | • | • | | |
| Refus de communication – fichiers inconsultables | 18(2) | • | • | • | | | |
| Refus de communication – renseignements confidentiels | 19(1) | • | • | • | | | |
| Notification des renseignements confidentiels | 19(2) | • | • | • | | | |
| Refus de communication – affaires fédérales-provinciales | 20 | • | • | • | | | |
| Refus de communication – affaires internationales et défense | 21 | • | • | • | | | |
| Refus de communication – enquêtes et respect des lois | 22 | • | • | • | | | |
| Refus de communication – enquête de sécurité | 23 | • | • | • | | | |
| Refus de communication – individus condamnés | 24 | • | • | • | | | |
| Refus de communication – sécurité des individus | 25 | • | • | • | | | |
| Refus de communication – renseignements personnels d'un autre individu | 26 | • | • | • | • | | |

First Nations Tax Commission - Commission de la fiscalité des Premières nations
Delegation Instrument / Document officiel de délégation

| | | | | | | | |
|--|----------|---|---|---|---|--|--|
| Refus de communication – secret professionnel des avocats | 27 | • | • | • | | | |
| Refus de communication – dossiers médicaux | 28 | • | • | • | | | |
| Avis d'enquête | 31 | • | • | | | | |
| Présentation au Commissaire à la protection de la vie privée | 33(2) | • | • | • | • | | |
| Réponse à la demande du Commissaire à la protection de la vie privée de communiquer des renseignements désignés inconsultables | 35(1)(b) | • | • | • | | | |
| Communication accordée au plaignant | 35(4) | • | • | • | • | | |
| Mesure relative à l'examen de fichiers inconsultables | 36(3)(b) | • | • | • | | | |
| Mesure relative au contrôle d'application | 37(3) | • | • | • | • | | |
| Demande d'audition de la Cour dans la Région de la capitale nationale | 51(2)(b) | • | • | • | | | |
| Présentation d'arguments en l'absence d'une partie | 51(3) | • | • | • | | | |

**Délégation de pouvoirs en vertu du
Règlement sur la protection des renseignements personnels**

| Sujet | Article du Règlement | Poste / Titre | | | | | |
|--|----------------------|----------------------|----------------|---------------------|---------------------|--|--|
| | | Chef de la direction | Vice-président | Chef des opérations | Coordonnateur AIPRP | | |
| Consultation sur place des renseignements personnels | 9 | • | • | • | • | | |
| Corrections aux fichiers de renseignements personnels | 11(2) | • | • | • | • | | |
| Refus – correction aux fichiers de renseignements personnels | 11(4) | • | • | • | | | |
| Communication des renseignements médicaux | 13(1) | • | • | • | | | |
| Communication des renseignements médicaux | 14 | • | • | • | | | |

Appendix B.
Statistical Report on the *Access to Information Act*



Statistical Report on the *Access to Information Act*

Name of institution: First Nations Tax Commission

Reporting period: 2019-04-01 to 2020-03-31

Section 1: Requests Under the *Access to Information Act*

1.1 Number of requests

| | Number of Requests |
|--|--------------------|
| Received during reporting period | 1 |
| Outstanding from previous reporting period | 0 |
| Total | 1 |
| Closed during reporting period | 1 |
| Carried over to next reporting period | 0 |

1.2 Sources of requests

| Source | Number of Requests |
|---------------------------|--------------------|
| Media | 0 |
| Academia | 0 |
| Business (private sector) | 1 |
| Organization | 0 |
| Public | 0 |
| Decline to Identify | 0 |
| Total | 1 |

1.3 Informal requests

| Completion Time | | | | | | | |
|-----------------|---------------|---------------|----------------|-----------------|-----------------|--------------------|-------|
| 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 | Total |
| 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |

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

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Section 2: Decline to act on vexatious, made in bad faith or abuse of right requests

| | Number of Requests |
|--|--------------------|
| Outstanding from previous reporting period | 0 |
| Sent during reporting period | 0 |
| Total | 0 |
| Approved by the Information Commissioner during reporting period | 0 |
| Declined by the Information Commissioner during reporting period | 0 |
| Carried over to next reporting period | 0 |

Section 3: Requests Closed During the Reporting Period

3.1 Disposition and completion time

| | Completion Time |
|--|-----------------|
|--|-----------------|

| Disposition of Requests | 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 | Total |
|--|---------------------|----------------------|----------------------|-----------------------|------------------------|------------------------|---------------------------|--------------|
| All disclosed | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| No records exist | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Request transferred | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Request abandoned | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| Neither confirmed nor denied | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Decline to act with the approval of the Information Commissioner | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |

3.2 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) | 0 | 20.1 | 0 |
| 13(1)(b) | 0 | 16(2)(a) | 0 | 18(b) | 0 | 20.2 | 0 |
| 13(1)(c) | 0 | 16(2)(b) | 0 | 18(c) | 0 | 20.4 | 0 |
| 13(1)(d) | 0 | 16(2)(c) | 0 | 18(d) | 0 | 21(1)(a) | 0 |

| | | | | | | | |
|---------------|---|------------|---|------------|---|----------|---|
| 13(1)(e) | 0 | 16(3) | 0 | 18.1(1)(a) | 0 | 21(1)(b) | 0 |
| 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) | 0 | 22 | 0 |
| 15(1) | 0 | 16.1(1)(d) | 0 | 19(1) | 0 | 22.1(1) | 0 |
| 15(1) - I.A.* | 0 | 16.2(1) | 0 | 20(1)(a) | 0 | 23 | 0 |
| 15(1) - Def.* | 0 | 16.3 | 0 | 20(1)(b) | 0 | 23.1 | 0 |
| 15(1) - S.A.* | 0 | 16.31 | 0 | 20(1)(b.1) | 0 | 24(1) | 0 |
| 16(1)(a)(i) | 0 | 16.4(1)(a) | 0 | 20(1)(c) | 0 | 26 | 0 |
| 16(1)(a)(ii) | 0 | 16.4(1)(b) | 0 | 20(1)(d) | 0 | | |
| 16(1)(a)(iii) | 0 | 16.5 | 0 | | | | |
| 16(1)(b) | 0 | 16.6 | 0 | | | | |
| 16(1)(c) | 0 | 17 | 0 | | | | |
| 16(1)(d) | 0 | | | | | | |

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

3.3 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 |

3.4 Format of information released

| Paper | Electronic | Other |
|-------|------------|-------|
| 0 | 0 | 0 |

3.5 Complexity

3.5.1 Relevant pages processed and disclosed

| Number of Pages Processed | Number of Pages Disclosed | Number of Requests |
|---------------------------|---------------------------|--------------------|
| 0 | 0 | 1 |

3.5.2 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Request abandoned | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Neither confirmed nor denied | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

3.5.3 Other complexities

| Disposition | Consultation Required | Assessment of Fees | Legal Advice Sought | Other | Total |
|-------------------|-----------------------|--------------------|---------------------|-------|-------|
| All disclosed | 0 | 0 | 0 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 | 0 | 0 |

| | | | | | |
|------------------------------|----------|----------|----------|----------|----------|
| Request abandoned | 0 | 0 | 0 | 0 | 0 |
| Neither confirmed nor denied | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |

3.6 Closed requests

3.6.1 Number of requests closed within legislated timelines

| | Requests closed within legislated timelines |
|---|---|
| Number of requests closed within legislated timelines | 1 |
| Percentage of requests closed within legislated timelines (%) | 100 |

3.7 Deemed refusals

3.7.1 Reasons for not meeting legislated timelines

| Number of Requests Closed Past the Legislated Timelines | Principal Reason | | | |
|---|---|-----------------------|-----------------------|-------|
| | Interference with Operations / Workload | External Consultation | Internal Consultation | Other |
| 0 | 0 | 0 | 0 | 0 |

3.7.2 Requests closed beyond legislated timelines (including any extension taken)

| Number of Days Past Legislated Timelines | Number of Requests Past Legislated Timeline Where No Extension Was Taken | Number of Requests Past Legislated Timeline Where an Extension Was Taken | Total |
|--|--|--|-------|
| 1 to 15 days | 0 | 0 | 0 |

| | | | |
|--------------------|---|---|---|
| 16 to 30 days | 0 | 0 | 0 |
| 31 to 60 days | 0 | 0 | 0 |
| 61 to 120 days | 0 | 0 | 0 |
| 121 to 180 days | 0 | 0 | 0 |
| 181 to 365 days | 0 | 0 | 0 |
| More than 365 days | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

3.8 Requests for translation

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

Section 4: Extensions

4.1 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 | 0 | 0 |
| Disclosed in part | 0 | 0 | 0 | 0 |
| All exempted | 0 | 0 | 0 | 0 |
| All excluded | 0 | 0 | 0 | 0 |
| No records exist | 0 | 0 | 0 | 0 |
| Request abandoned | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 |

4.2 Length of extensions

| | 9(1)(a) | 9(1)(b) Consultation | 9(1)(c) |
|--|---------|----------------------|---------|
|--|---------|----------------------|---------|

| Length of Extensions | Interference With Operations | Section 69 | Other | Third-Party Notice |
|----------------------|---------------------------------|------------|-------|-----------------------|
| 30 days or less | 0 | 0 | 0 | 0 |
| 31 to 60 days | 0 | 0 | 0 | 0 |
| 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 | 0 | 0 |

Section 5: Fees

| Fee Type | Fee Collected | | Fee Waived or Refunded | |
|--------------|---------------|--------|------------------------|--------|
| | Requests | Amount | Requests | Amount |
| Application | 0 | \$0 | 0 | \$0 |
| Other fees | 0 | \$0 | 0 | \$0 |
| Total | 0 | \$0 | 0 | \$0 |

Section 6: Consultations Received From Other Institutions and Organizations

6.1 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 | 3 | 64 | 0 | 0 |
| Outstanding from the previous reporting period | 0 | 0 | 0 | 0 |
| Total | 3 | 64 | 0 | 0 |
| Closed during the reporting period | 3 | 64 | 0 | 0 |

| | | | | |
|---------------------------------------|---|---|---|---|
| Carried over to next reporting period | 0 | 0 | 0 | 0 |
|---------------------------------------|---|---|---|---|

6.2 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 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Disclose in part | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| 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 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 3 |

6.3 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 | |
| | | | | | | | | |

| | | | | | | | | | | |
|--------------|---|---|---|---|---|---|---|---|---|---|
| 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 |
| 365 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Section 8: Complaints and investigations

| Section 32 Notice of intention to investigate | Subsection 30(5) Ceased to investigate | Section 35 Formal representations | Section 37 Reports of finding received | Section 37 Reports of finding containing recommendations issued by the Information Commissioner | Section 37 Reports of finding containing orders issued by the Information Commissioner |
|--|--|---|---|---|--|
| 0 | 0 | 0 | 0 | 0 | 0 |

Section 9: Court Action

9.1 Court actions on complaints received before June 21, 2019 and on-going

| Section 41 (before June 21, 2019) | Section 42 | Section 44 |
|--------------------------------------|------------|------------|
| 0 | 0 | 0 |

9.2 Court actions on complaints received after June 21, 2019

| Section 41 (after June 21, 2019) | | | | |
|----------------------------------|-----------------|-----------------|--------------------------|-------|
| Complainant (1) | Institution (2) | Third Party (3) | Privacy Commissioner (4) | Total |
| 0 | 0 | 0 | 0 | 0 |

Section 10: Resources Related to the *Access to Information Act*

10.1 Costs

| Expenditures | | Amount |
|-----------------------------------|----------|-----------------|
| Salaries | | \$21,863 |
| Overtime | | \$0 |
| Goods and Services | | \$21,657 |
| • Professional services contracts | \$2,737 | |
| • Other | \$18,920 | |
| Total | | \$43,520 |

10.2 Human Resources

| Resources | Person Years Dedicated to Access to Information Activities |
|----------------------------------|--|
| Full-time employees | 0.18 |
| Part-time and casual employees | 0.00 |
| Regional staff | 0.00 |
| Consultants and agency personnel | 0.25 |
| Students | 0.00 |
| Total | 0.43 |

Note: Enter values to two decimal places.

Appendix C.
*2019-2020 Supplemental Statistical Report – Requests
affected by COVID-19 measures*

2019-2020 Supplemental Statistical Report – Requests affected by COVID-19 measures

In addition to completing the forms for the Statistical Reports on the ATIA and Privacy Act for 2019-20, institutions are asked to complete this Supplemental Report to help identify the impact of COVID-19 measures on institutional performance for 2019-20 and going forward. The data requirements are set out in the tables below.

Supplemental Statistical Report on the *Access to Information Act*

The following table reports the total number of formal requests received during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 1 – Requests Received

| | | Column (Col.) 1 |
|-------|--|--------------------|
| | | Number of requests |
| Row 1 | Received from 2019-04-01 to 2020-03-13 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 |
| Row 3 | Total¹ | 0 |

¹ – Total for Row 3 should equal the total in the ATI Statistical Report section 1.1 Row 1

The following table reports the total number of requests closed within the legislated timelines and the number of closed requests that were deemed refusals during two periods 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 2 – Requests Closed

| | | Col. 1 | Col. 2 |
|-------|--|---|---|
| | | Number of requests closed within the legislated timelines | Number of requests closed past the legislated timelines |
| Row 1 | Received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting periods | 0 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 | 0 |
| Row 3 | Total² | 0 | 0 |

² – Total for Row 3 Col. 1 should equal the total in the ATI Statistical Report section 3.6.1 Row 1 -- Total for Row 3 Col. 2 should equal the total in the ATI Statistical Report section 3.7.1. Col. 1 Row 1

The following table reports the total number of requests carried over during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 3 – Requests Carried Over

| | | Col. 1 |
|-------|---|--------------------|
| | | Number of requests |
| Row 1 | Requests received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting period that were carried over to the 2020-2021 reporting period | 0 |
| Row 2 | Requests received from 2020-03-14 to 2020-03-31 that were carried over to the 2020-2021 reporting period | 0 |
| Row 3 | Total³ | 0 |

³ – Total for Row 3 should equal the total in the ATI Statistical Report section 1.1 Row 5

Supplemental Statistical Report on the *Privacy Act*

The following table reports the total number of formal requests received during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 4 – Requests Received

| | | Column (Col.) 1 |
|-------|--|--------------------|
| | | Number of requests |
| Row 1 | Received from 2019-04-01 to 2020-03-13 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 |
| Row 3 | Total¹ | 0 |

¹ – Total for Row 3 should equal the total in the Privacy Statistical Report Section 1.1 Row 1

The following table reports the total number of requests closed within the legislated timelines and the number of closed requests that were deemed refusals during two periods 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 5 – Requests Closed

| | | Col. 1 | Col. 2 |
|-------|--|---|---|
| | | Number of requests closed within the legislated timelines | Number of requests closed past the legislated timelines |
| Row 1 | Received from 2019-04-01 to 2020-03-13 and outstanding from previous reporting periods | 0 | 0 |
| Row 2 | Received from 2020-03-14 to 2020-03-31 | 0 | 0 |
| Row 3 | Total² | 0 | 0 |

² – Total for Row 3 Col. 1 should equal the total in the Privacy Statistical Report Section 2.6.1 Row 1 -- Total for Row 3 Col. 2 should equal the total in the Privacy Statistical Report Section 2.7.1. Col. 1 Row 1

The following table reports the total number of requests carried over during two periods; 2019-04-01 to 2020-03-13 and 2020-03-14 to 2020-03-31.

Table 6– Requests Carried Over

| | | Col. 1 |
|-------|--|--------------------|
| | | Number of requests |
| Row 1 | Requests from 2019-04-01 to 2020-03-13 and outstanding from previous reporting period that were carried over to the 2020-2021 reporting period | 0 |
| Row 2 | Requests from 2020-03-14 to 2020-03-31 that were carried over to the 2020-2021 reporting period | 0 |
| Row 3 | Total³ | 0 |

³ – Total for Row 3 should equal the total in the Privacy Statistical Report Section 1.1 Row 5