Office of the City Clerk
Office of the City Manager

City of Edmonton
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Tel.: 780-496-5222
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edmonton.ca

Reference: 2026-G-0597
Your Reference: 672930628-001

September 10, 2026

[redacted]
Sent by email only: [redacted]

Dear [redacted]

Re: *Access to Information Act* (ATIA)
Acknowledgement Letter

On September 8, 2026, the City of Edmonton received your access to information request and $25 initial fee under ATIA for the following:

> *Preamble: The City maintains a web page entitled "Snow Clearing Service Levels"*
>
> *During the period between 17 September and 9 October 2025, in the table indicating Snow Clearing Priority Hierarchy, the entry for Local/Residential Roads (Priority 4) - Parking Ban Phase was edited to change "the ban will shift to residential and industrial area roads" to "the ban may shift to residential and industrial area roads".*
>
> *During the period between 25 September and 29 November 2025, the entry for Local/Residential Roads (Priority 4) – Service Level was edited to change "completed within 10 days" to "completed within 14 days" [emphasis mine], and the entry for Local/Residential Roads (Priority 4) - Parking Ban Phase was edited to change "Lasts uo [sic] to 10 days" to "Lasts up to 14 days".*
>
> *Request: Please provide any documents or communications related to these web site changes, including requests or directives from Mayor, Council, or the Administration. Additionally, please provide the precise dates of these web page changes, and the names of any persons responsible for those changes.*
>
> *Timeframe: Aug 01, 2025 to Feb 28, 2026*

If the above is not correct, please contact me immediately as we continue processing this request.

The due date for your request is **October 21, 2026**. We will respond to your request under ATIA as quickly as possible. You will be advised in writing should an extension be required under section 16 of ATIA.

Section 96 of ATIA provides that fees may be charged for records you requested. If the fees incurred exceeds $150 you will be issued an estimate of the total costs before we continue processing your request.

Cited sections of ATIA can be found at:
https://kings-printer.alberta.ca/documents/Acts/a01p4.pdf

If you have any questions or concerns, please contact me at richelle.brazil@edmonton.ca.

Sincerely,

RBrazil

Richelle Brazil
Senior Corporate Access and Privacy Analyst
Corporate Access and Privacy