



REGIONAL DISTRICT
of Fraser-Fort George

**FREEDOM OF
INFORMATION AND
PROTECTION OF
PRIVACY BYLAW NO.
2944**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 3074	January 18, 2018
Bylaw No. 3104	July 19, 2018

For reference to original bylaws, please contact:

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**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 2944

**A BYLAW FOR THE ADMINISTRATION OF THE FREEDOM OF
INFORMATION AND PROTECTION OF PRIVACY ACT**

WHEREAS the *Freedom of Information and Protection of Privacy Act*, as amended, requires that a regional district must designate the Head and may set fees for services;

AND WHEREAS the Regional District has, by Bylaw No. 1964, previously designated the Head and set fees for services;

AND WHEREAS the Regional District desires to repeal Bylaw No. 1964 due to outdated provisions;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1.0 Definitions

1.1 The definitions contained in Part I of the *Act* shall apply to this Bylaw.

1.2 In this Bylaw:

1.2.1 “*Act*” means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165, as amended.

1.2.2 “Commercial Applicant” means a person who makes a request for access to a record to obtain information for use in connection with a trade, business profession or other venture for profit.

1.2.3 “Coordinator” means the person designed in section 2.2 of this Bylaw as the Information and Privacy Coordinator.

1.2.4 “Regional Board” means the Regional Board of the Regional District of Fraser-Fort George.

1.2.5 “Head” means the person designated under section 2.1 of this Bylaw as the Head.

1.2.6 “Regional District” means the Regional District of Fraser-Fort George.

1.2.7 “Request” means a request under section 5 of the *Act*.

2.0 Administration

AMENDED BY
SEC 1 BL 3074

2.1 The General Manager of Legislative and Corporate Services is designated as the Head for the purposes of the *Act*.

AMENDED BY
SEC 1 BL 3104

2.2 The following positions are designated as Information and Privacy Coordinators:

- a) Human Resources Coordinator; and
- b) Records Management Coordinator.

2.3 For the purposes of the *Act*, the Head and the Coordinator shall act in their respective capacities for all Boards and Committees of the Regional District of Fraser-Fort George.

3.0 Powers of the Coordinator

3.1 The Head may delegate any of the Head’s duties under the *Act* to the Coordinator.

4.0 Fees

4.1 An applicant making a request shall pay to the Regional District fees in accordance with Schedule 1 - Schedule of Maximum Fees of Freedom of Information and Protection of Privacy Regulation No. 155/2012 for the purposes of:

- 4.1.1 locating, retrieving and producing a record;
- 4.1.2 preparing a record for disclosure;
- 4.1.3 shipping and handling a record; and
- 4.1.4 providing a copy of a record.

4.2 If the total amount of fees to respond to a routine or non-routine request for information under the *Act* is less than \$5 as calculated under Schedule 1, excluding shipping costs, such fees may be waived.

5.0 Repeal

5.1 Regional District of Fraser-Fort George Freedom of Information and Protection of Privacy Bylaw No. 1964, 2001, and subsequent amendments, is hereby repealed.

6.0 Citation

6.1 This Bylaw may be cited as "Freedom of Information and Protection of Privacy Bylaw No. 2944, 2015.

THIS BYLAW is a copy of Bylaw No. 2944, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the Corporate Officer of the Regional District of Fraser-Fort George.

"K. Jensen"

Karla Jensen
General Manager of Legislative and
Corporate Services
Date: August 2, 2018