



FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT BYLAW

THE CORPORATION OF THE TOWN OF FOX CREEK, ALBERTA

BYLAW 878-2024

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT BYLAW

Being a revision of the bylaw to designate a person as the head of the Town of Fox Creek and to set fees and charges for the Freedom of Information and Protection of Privacy Act (FOIP)

WHEREAS, the Municipal Government Act (MGA), Revised Statutes of Alberta 2000, Chapter M-26 AND amendments thereto, provides that a Council of a Municipality may pass Bylaws for Municipal purposes respecting services by or on behalf of the municipality, as well as to enforce those bylaws in the Town of Fox Creek; and

WHEREAS, pursuant to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP), R.S.A. 2000, the town must designate a person or group of persons as the head of the municipality for the purpose of the Act; and

WHEREAS, pursuant to the provisions of the Freedom of Information and Protection of Privacy Act, the municipality may set fees payable in accordance with services provided under the Act, and associated regulations; and

NOW THEREFORE, the Council of the Town of Fox Creek duly assembled enacts as follows:

SECTION 1- SHORT TITLE

- 1.1 This by-law may be cited as "FOIP Bylaw".

SECTION 2- DEFINITIONS

- 2.1 **ACT** - shall mean the Freedom of Information and Protection of Privacy Act" RSA 2000.
- 2.2 **APPLICANT** - shall mean a person who makes a request to the Town to access a record under FOIP.
- 2.3 **CAO** – shall mean the Chief Administrative Officer for the Town of Fox Creek or their designate.
- 2.4 **COUNCIL** – shall mean the duly elected Council of the Town of Fox Creek.
- 2.5 **FOIP** – shall mean Freedom of Information and Protection of Privacy Act.
- 2.6 **REGULATIONS** - - shall mean regulations pertaining to the FOIP Act.
- 2.7 **TOWN** - shall mean the municipality of the Town of Fox Creek.

SECTION 3 - DESIGNATIONS

- 3.1 For the purpose of this bylaw the Chief Administrative Officer is designated as the Head of the Public Body of the Town of Fox Creek and may delegate any duties or responsibilities as deemed appropriate pertaining to the FOIP act in the municipality of Town of Fox Creek.

SECTION 4 - FEES

- 4.1 Where an Applicant is required to pay a fee for services, the fee payable is in accordance with the Freedom of Information and Protection of Privacy Regulation AR 186/2008, as



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amended from time-to-time or any successor regulation that sets fees for requests for information from the Province.

- 4.2 The Town will request that the initial fee must be paid before continuing with filling the FOIP request.

SECTION 5 - REPEAL AND EFFECTIVE DATE

- 5.1 The FOIP Appointments Bylaw 632-2004 is hereby repealed
- 5.2 This bylaw shall come into force and effect upon third and final reading.

READ A FIRST TIME THIS 22nd DAY OF JULY, 2024

READ A SECOND TIME THIS 22nd DAY OF JULY, 2024

READ A THIRD AND FINAL TIME THIS 22nd DAY OF JULY, 2024

Sheila Gilmour

Mayor

Kristen Milne

Chief Administrative Officer