

**DISTRICT OF LANTZVILLE
BYLAW NO. 109**

**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, RSBC 1996, Chapter 165*, as amended, requires that a municipality designate the Head and set any fees for services;

NOW, THEREFORE, the Municipal Council of the District of Lantzville, in open meeting assembled, hereby enacts as follows:

Citation

1. This Bylaw may be cited for all purposes as "District of Lantzville Freedom of Information and Protection of Privacy Bylaw No. 108, 2014".

Interpretation

2. (1) The definitions contained in Schedule 1 of the *Act*, shall apply to this bylaw except where the context requires otherwise.

- (2) In this Bylaw,

"*Act*" means the *Freedom of Information and Protection of Privacy Act, RSBC, 1996 Chapter 165*, as amended from time to time;

"*Coordinator*" means the person designated as the Information and Privacy Coordinator of the municipality under Section 3 of this Bylaw;

"*Head*" means the persons designated as the Head of the municipality under Section 3 of this Bylaw; and

"*Request*" means a request under section 5 of the *Act*.

Administration

3. (1) The Chief Administrative Officer and the Director of Corporate Administration are designated as the Head for the purposes of the *Act*.
- (2) The Director of Corporate Administration is designated as the Information and Privacy Coordinator for the purposes of the *Act*.
- (3) For the purposes of the *Act*, the Head and the Coordinator shall act in their respective capacities for all Council, Boards, Commissions and Committees of the District of Lantzville.

Powers of the Head

4. (1) The Head shall perform the duties of the Head specified in the *Act*.
- (2) The Head may require an applicant who makes a request under Section 5 of the *Act* to pay the fees applicable.

Powers of the Coordinator

5. In accordance with the *Act*, the Head may delegate any of the Head's duties under the *Act* to the Coordinator.

Fees

6. The Schedule of Maximum Fees as established by Freedom of Information and Protection of Privacy British Columbia Regulation 155/2012, as amended from time to time, shall be the maximum fees charged by the District as permitted under the *Act*.

Amendment


7. Council hereby amends "District of Lantzville Miscellaneous Fees and Charges Bylaw No. 26 - 2004" by deleting Schedule `B`.

READ A FIRST TIME this 28th day of April, 2014.

READ A SECOND TIME this 28th day of April, 2014.

READ A THIRD TIME this 28th day of April, 2014.

ADOPTED this 12th day of May, 2014.



Jack de Jong,
Mayor



Trudy Coates,
Director of Corporate Administration

