



DISTRICT OF LANTZVILLE

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY BYLAW NO. 109, 2014

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of Bylaw No. 109 with the bylaws listed below. The amending bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. The Corporation does not warrant that the information contained in this consolidation is current. Certified copies of the original bylaws should be consulted to ensure accurate, current bylaw provisions.

Date of Adoption:	Amending Bylaw:	Bylaw Citation:
March 23, 2022	Bylaw No. 304	Freedom of Information and Protection of Privacy Bylaw No. 109, 2014, Amendment Bylaw No. 304, 2022
December 7, 2022	Bylaw No. 334	Freedom of Information and Protection of Privacy Bylaw No. 109, 2014, Amendment Bylaw No. 334, 2022

The bylaw numbers bolded in brackets to the right of an item in this consolidation refer to the last bylaw that amended the item of the principal bylaw: District of Lantzville Freedom of Information and Protection of Privacy Bylaw No. 109, 2014.

**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. 109, 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 Director of Corporate Administration is designated as the Head for the purposes of the *Act*. [Bylaw 304]
- (2) The Deputy Director of Corporate Administration is designated as the Information and Privacy Coordinator for the purposes of the *Act*. [Bylaw 304]
- (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 [Bylaw 304]

6. (1) DELETED [Bylaw 334]
- (2) 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* for:
- (a) locating, retrieving, and producing a record;
 - (b) preparing a record for disclosure;
 - (c) shipping and handling a record; and
 - (d) providing a copy of a record.

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.

ORIGINAL SIGNED

Jack de Jong,
Mayor

ORIGINAL SIGNED

Trudy Coates,
Director of Corporate Administration