

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2421**

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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, states that a local public body, i) must designate by bylaw a person or group of persons as the head of the local public body for the purposes of the Act, and ii) may set by bylaw any fees the local public body requires to be paid under Section 75 of the Act;

The Council of the Corporation of the City of White Rock, in public meeting, enacts as follows:

1. This Bylaw may be cited as “White Rock Freedom of Information Bylaw, 2022, No. 2421”.

**Definitions**

2. (a) The definitions contained in the Act will apply to this Bylaw except where the context requires otherwise.

(b) In this Bylaw:

“Act” means the Freedom of Information and Protection of Privacy Act, RSBC 1996, Chapter 165, as amended, or any successor legislation to the same general intent and effect.

“City” means the Corporation of the City of White Rock.

“Head” means the person designated as the City’s head for the purposes of the Act in accordance with Section 77 of the Act.

“Regulation” means the Freedom of Information and Protection of Privacy Regulation, BC Reg 155/2012, OC 491/2012, as amended, or any successor legislation to the same general intent and effect.

**Administration**

3. The Director of Corporate Administration is designated as the Head.

4. The Head may delegate any of the Head’s duties under the Act to City staff within their office.

**Fees**

5. An applicant making an access request will pay to the City a non-refundable application fee at the prescribed rate described in the Regulation. The City will not begin processing an access request until payment is received in full.
6. An applicant making a request will pay to the City fees at the maximum rates described in the Regulation 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.
7. The fees described in Sections 5 and 6 do not apply to a request for an applicant’s own personal information.

**Repeal**

8. White Rock Freedom of Information Bylaw, 2010, No. 1922 and amendments is hereby repealed.

RECEIVED FIRST READING on the \_\_\_\_\_ day of \_\_\_\_\_  
RECEIVED SECOND READING on the \_\_\_\_\_ day of \_\_\_\_\_  
RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_  
ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK