

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



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. The fee described in Section 5 does not apply to an applicant’s first request within a calendar year. Any disagreement about the application of this section will be resolved at the discretion of the Head.
7. 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.
8. The fees described in Sections 5 and 7 do not apply to a request for an applicant’s own personal information.

Repeal

9. “*White Rock Freedom of Information Bylaw, 2010, No. 1922*” and amendments is hereby repealed.

RECEIVED FIRST READING on the _____th day of April, 2022
RECEIVED SECOND READING on the _____th day of April, 2022
RECEIVED THIRD READING on the _____th day of April, 2022
ADOPTED on the _____ day of _____, 2022

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION