



WHEATLAND COUNTY

Where There's Room to Grow

BYLAW 2018-25

BEING A BYLAW OF THE MUNICIPALITY OF WHEATLAND COUNTY IN THE PROVINCE OF ALBERTA RESPECTING FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY.

BEING a Bylaw of the Municipality of Wheatland County, in the Province of Alberta regarding freedom of information and protection of privacy (FOIP).

WHEREAS under the authority of and subject of the provisions the Freedom of Information and Protection of Privacy Act, RSA 2000, c.F-25, s.95(a) as amended (hereinafter referred to as ("FOIP")), the Council designates a person or group of persons as the head of the local public body for the purposes of this Act.

WHEREAS under the authority of and subject of the provisions the Freedom of Information and Protection of Privacy Act, RSA 2000, c.F-25, s.95(b) as amended (hereinafter referred to as "FOIP"), the Council may set fees the local public body requires to be paid for services rendered.

NOW THEREFORE the Municipality of Wheatland County, in Council duly assembled, hereby enacts as follows:

PART I – NAME OF THE BYLAW

This bylaw shall be cited as the "FOIP Bylaw".

PART II – PURPOSE

The purpose of the bylaw is to establish the administrative structure in relation to the Freedom of Information and Protection of Privacy Act and to set fees thereunder.

PART III – DEFINITIONS

- a. Applicant** – shall mean a person who makes a request for access to a record under section 7(1) of the FOIP Act.
- b. Council** - shall mean the Council of the Municipality of Wheatland County in the Province of Alberta.
- c. Employee** – Includes any person who is employed by Wheatland County, a volunteer, or a service provider.
- d. FOIP** – refers to the Freedom of Information and Protection of Privacy Act, RSA 2000, c.F-25 as amended.
- e. FOIP Coordinator** – Records Management Clerk appointed FOIP coordinator by the General Manager of Corporate and Financial Services.
- f. Head** - For the purposes of the Act, the General Manager of Corporate and Financial Services is designated the Head.

PART IV – GENERAL

The Municipality of Wheatland County takes the privacy of personal information seriously. The staff work to protect personal information that is collected, used and disclosed. Wheatland County's intent is to operate in an open and transparent environment to provide applicants with the information requested.

PART V – DESIGNATION

The General Manager of Corporate and Financial Services is designated “Head” of the County for the purposes of this Act.

The Records Management Clerk is designated FOIP Coordinator for the purpose of this Act.

PART VI – FEES

When an applicant is required to pay a fee for services, the fees are payable in accordance to the Freedom of Information Privacy Regulation AR 186/2008 as set out in Schedule 2 of the regulation.

PART VII – REPEAL

Bylaw 99-16 is repealed upon the third reading of Bylaw 2018-25.

PART VIII– EFFECTIVE DATE

This Bylaw comes into full force and effect upon receiving third reading.

ARMSTRONG MOVED first reading of Bylaw 2018-25, on October 2, 2018, this being a bylaw of Wheatland County in the Province of Alberta respecting Freedom of Information and Protection of Privacy.

Carried.

WILSON MOVED second reading of Bylaw 2018-25, on October 2, 2018, and it was

Carried.

LINK MOVED that permission be granted to hold third and final reading of Bylaw 2018-25.

Carried Unanimously.

BIGGAR MOVED third and final reading of Bylaw 2018-25, on October 2, 2018, and it was

Carried.



Reeve (Glenn Koester)

Chief Administrative Officer (Alan Parkin)