



## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. 4515

#### A Bylaw for the Administration of the Freedom of Information and Protection of Privacy Act

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**WHEREAS** the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165 as amended, requires that a local government designate the Head of the local public body for the purposes of the *Freedom of Information and Protection of Privacy Act* and set any fees for services;

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

#### 1. **CITATION**

This bylaw may be cited for all purposes as "**CVRD Bylaw No. 4515 – Cowichan Valley Regional District Freedom of Information and Protection of Privacy Bylaw, 2023**".

#### 2. **DEFINITIONS AND INTERPRETATIONS**

(a) The definitions contained in the *Freedom of Information and Protection of Privacy Act* apply to this Bylaw.

(b) In this Bylaw:

“*Act*” means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165, as amended.

“*Head*” means the person designated under section 3(a)(i-ii) of this Bylaw as the Head;

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

#### 3. **ADMINISTRATION**

(a) The Corporate Officer is designated as the Head for the purposes of the *Act*;

- i. In the absence of the Corporate Officer, the Deputy Corporate Officer is designated as the Head for the purposes of the *Act*; and
- ii. In the absence of the Deputy Corporate Officer, the General Manager, Corporate Services is designated the Head for the purposes of the *Act*.

(b) For the purposes of the *Act*, the Head shall act in their respective capacities for all Board, Commissions and Committees of the Regional District.

4. **FEES**

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

5. **REPEAL**

The “CVRD – Freedom of Information and Protection of Privacy Bylaw, 1994”, No. 1658 and all amendments thereto is hereby repealed.

READ A FIRST TIME this 13<sup>th</sup> day of September, 2023.

READ A SECOND TIME this 13<sup>th</sup> day of September, 2023.

READ A THIRD TIME this 13<sup>th</sup> day of September, 2023.

ADOPTED this 13<sup>th</sup> day of September, 2023.

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Chairperson

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Corporate Officer