



CITY OF PRINCE GEORGE

City of Prince George Freedom of Information and
Protection of Privacy Bylaw

Bylaw No. 8689, 2015

CONSOLIDATED VERSION

CONSOLIDATED FOR CONVENIENCE

Revised: June 24, 2024

CONSOLIDATED VERSION

“CITY OF PRINCE GEORGE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

BYLAW NO. 8689, 2015”

This is a consolidation of the bylaws listed below and includes amendments up to the date noted on the cover page. This document is for convenience only and is not the legal or official version. Certified copies of the original bylaws should be consulted for all interpretations and applications of the subject Bylaw. Copies can be obtained through the Legislative Services Division at City Hall by contacting (250) 561-7792 or cityclerk@princegeorge.ca.

<u>AMENDING BYLAW</u>	<u>EFFECTIVE DATE</u>	<u>AMENDMENT(S)</u>
Bylaw No. 9481, 2024	June 24, 2024	Section 2.1; Section 2.2; and Section 2.3
Bylaw No. 9391, 2023	March 27, 2023	Section 1.2; Section 2.1; and Section 2.2

CITY OF PRINCE GEORGE
BYLAW NO. 8689, 2015

Amending Bylaws	
	<p>A Bylaw for the administration of the <i>Freedom of Information and Protection of Privacy Act</i>.</p> <p>WHEREAS, the <i>Freedom of Information and Protection of Privacy Act</i>, RSBC 1996, c. 165, as amended, requires a municipality to designate the Head and set any fees for services;</p> <p>NOW, THEREFORE, the Council of the City of Prince George, in open meeting assembled, ENACTS AS FOLLOWS:</p> <p>1.0 Definitions and Interpretation</p> <p>1.1 The definitions contained in either Schedule 1 of the Act or in the Regulation shall apply to this Bylaw except where the context requires otherwise.</p> <p>1.2 In this Bylaw:</p> <p style="padding-left: 40px;">a. “Act” means the <i>Freedom of Information and Protection of Privacy Act</i>, R.S.B.C. 1996, c. 165, as amended;</p> <p style="padding-left: 40px;">b. “City” means the municipal corporation of the City of Prince George;</p>
BL9391	<p style="padding-left: 40px;">c. “Coordinator” means the person or persons designated under section 2.2 of this Bylaw as the Information and Privacy Coordinator;</p>
BL9391	<p style="padding-left: 40px;">d. “Head” means the person designated under section 2.1 of this Bylaw as the Head in accordance with the Act;</p>
	<p style="padding-left: 40px;">e. “Regulation” means the Freedom of Information and Protection of Privacy Regulation 155/2012 (B.C. Reg. 155/2012), as amended; and</p> <p style="padding-left: 40px;">f. “request” means a request under section 5 of the Act.</p> <p>2.0 Administration</p>
BL9481	<p>2.1 The Manager of Legislative Services (Corporate Officer) is designated as the Head of the City for the purposes of the Act.</p>

Amending Bylaws	
BL9481	2.2 The Supervisor of Information and Privacy be designated a Coordinator of the City for the purposes of the Act.
BL9481	2.3 For the purposes of the Act, the Head and the Coordinator shall act in their respective capacities for Council, Boards, Commissions, and Committees established by the City.
	<p>3.0 Powers of Coordinator</p> <p>3.1 The Head may delegate any of the Head’s duties under the Act to the Coordinator.</p> <p>4.0 Fees</p> <p>4.1 An applicant or a commercial applicant making a request under the Act shall pay to the City the applicable fees for services set out in Schedule 1 of the Regulation for the purposes of:</p> <ul style="list-style-type: none"> 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. <p>4.2 An applicant or a commercial applicant wanting a copy of a record that is routinely available to the public without making a request under the Act, shall pay to the City the applicable fees for services set out in Schedule C-3(a) of the “City of Prince George Comprehensive Fees and Charges Bylaw No. 7557, 2004”, as amended.</p> <p>5.0 Repeal</p> <p>5.1 Records Administration Bylaw No. 6277, 1994, as amended, is hereby repealed.</p> <p>6.0 Citation</p> <p>6.1 This Bylaw may be cited for all purposes as the “City of Prince George Freedom of Information and Protection of Privacy Bylaw No. 8689, 2015.”</p>

READ A FIRST TIME THIS **14TH** DAY OF **SEPTEMBER**, 2015.

READ A SECOND TIME THIS **14TH** DAY OF **SEPTEMBER**, 2015.

READ A THIRD TIME THIS **14TH** DAY OF **SEPTEMBER**, 2015.

All three readings passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

ADOPTED THIS **28th** DAY OF **SEPTEMBER**, **2015**.

BY A **UNANIMOUS** DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO VOTE.

LYN HALL

MAYOR

WALTER BABICZ

CORPORATE OFFICER