

**TOWN OF HIGH RIVER
ALBERTA
BY-LAW #3961/99**

Being a By-law of the Town of High River, in the Province of Alberta, Canada, to designate the Head and set Fees and Charges for the purposes of the Freedom of Information and Protection of Privacy Act.

WHEREAS The Freedom of Information and Protection of Privacy Act, Statutes of Alberta 1994, Chapter F-18.5 and amendments thereto, Section 89(a) requires that the governing body of the municipality designate a Head for the purposes of the Act;

AND WHEREAS Pursuant to Sections 87 and 89 of the Freedom of Information and Protection of Privacy Act, the Municipality may set any fees payable to the Municipality for services under the Act and Regulations;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF HIGH RIVER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATIONS:

1.1 “**Act**” means the Freedom of Information and Protection of Privacy Act, S.A. 1994, c. F-18.5;

1.2 “**Applicant**” means a person who makes a request for access to a record under section 7(1) of the Act.

1.3 “**Town of High River**” includes any board, committee or commission, panel agency or corporation that is created or owned by the Town of High River and all members or officers of which are appointed or chosen by the Town of High River.

2. DESIGNATED HEAD:

2.1 The Director of Corporate Services for the Town of High River is appointed as Head for the purposes of the Act. In the event of the absence of the Director of Corporate Services, the Town Manager shall act as Head.

3 FEES AND CHARGES:

3.1 Where an Applicant is required to pay a fee for services, the fee payable shall be in accordance with Schedule “A” of By-law #3754/93, which may, from time to time, be amended by resolution of Council.

4 AMENDING BY-LAWS:

4.1 By-law #3839/96, being the Director of Corporate Services By-law, is hereby amended by removing the period at the end of Section 9 and adding the following:

“and also include acting as the Head of the Local Public Body for the purposes of the Freedom of Information and Protection of Privacy Act, Statutes of Alberta 1994, Chapter F-18.5 and amendments thereto as required in Section 89(a) of the Act.”.

- 4.2 By-law #3837/96, being the Town Manager's By-law, is hereby amended by the addition of the following:

"section 7(L) act of the Head of the Local Public Body for the purposes of the Freedom of Information and Protection of Privacy Act, Statutes of Alberta 1994, Chapter F-18.5 and amendments thereto in the absence of the Director of Corporate Services."

5. GENERAL

- 5.1 This By-law comes into force and effect on the date of final reading.

READ A FIRST, SECOND AND WITH UNANIMOUS CONSENT OF ALL COUNCIL PRESENT A THIRD AND FINAL TIME THIS 13TH DAY OF **SEPTEMBER** AD 1999.

MAYOR/DEPUTY MAYOR

TOWN MANAGER/
MUNICIPAL SECRETARY