

**CITY OF LACOMBE
BYLAW 402**

A Bylaw of the City of Lacombe to establish the administrative structure and fees in relation to the
Freedom of Information and Protection of Privacy Act.

WHEREAS, pursuant to the section 95 of the *Freedom of Information and Protection of Privacy Act*, S.A. 2000, C. F-25, the City of Lacombe must designate a person or group of persons as the Head of the City for the purposes of the Act;

AND WHEREAS, pursuant to section 93 of the *Freedom of Information and Protection of Privacy Act*, the City of Lacombe may set any fees payable to the City for services provided under the Act and Regulations;

SECTION I - SHORT TITLE

1. The bylaw shall be referred to as the "FOIP Bylaw".

SECTION II - DEFINITIONS

2. In this bylaw:
 - a. "Act" means the *Freedom of Information and Protection of Privacy Act*, S.A. 2000, c.F-25;
 - b. "Applicant" means a person who makes a request for access to a record under section 7(1) of the Act;
 - c. "City" means the City of Lacombe;
 - d. "CAO" means the person appointed as the Chief Administrative Officer of the City of Lacombe, and includes any person who holds the position of CAO in an Acting capacity;
 - e. "Province" means the Province of Alberta.

PART III - DESIGNATED HEAD

3. For the purposes of the Act, the CAO is designated as the head of the public body.
4. The head of the public body is hereby authorized to delegate to any person any duty, power or function of the Head except the power to delegate.
5. Delegation is according to the *Delegation and Assignment of Responsibility* procedure and is amended as per the head of the public body's discretion.

PART V - FEES

6. Where an Applicant is required to pay a fee for services, the fee payable is in accordance with the *Freedom of Information and Protection of Privacy Regulation*, AR 186/2008, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

PART VI - GENERAL

7. This bylaw comes into effect on the date of final passing thereof.

INTRODUCED AND GIVEN FIRST READING THIS 23rd day of February, 2015.

GIVEN SECOND READING THIS 2nd day of March, 2015.

GIVEN THIRD AND FINAL READING THIS 2nd day of March, 2015.

_____(Original Signed)_____
Mayor

_____(Original Signed)_____
Chief Administrative Officer

UNCERTIFIED COPY