

BY LAW NO. 440-16
PROVINCE OF ALBERTA
SUMMER VILLAGE OF WEST COVE

Being a Bylaw of the Summer Village of West Cove to appoint a head for the purposes of Freedom of Information and Protection of Privacy (FOIP).

WHEREAS, pursuant to the *Freedom of Information and Protection of Privacy Act*, the Summer Village of West Cove in the Province of Alberta must designate a person or group of persons as the head of the Summer Village of West Cove for the purposes of the Act;

AND WHEREAS, pursuant to the *Freedom of Information and Protection of Privacy Act*, the Summer Village of West Cove may set any fees payable to the Summer Village of West Cove for services under the Act and Regulations;

NOW THEREFORE, The Municipal Council of the Summer Village of West Cove duly assembled, enacts as follows:

Part 1 - Purpose, Definitions and Interpretation:

Purpose:

1. The purpose of the Bylaw is to establish the administrative structure of the Summer Village of West Cove in relation to the Freedom of Information and Protection of Privacy Act, and to set fees thereunder.

Definitions:

2. In this Bylaw, unless the context otherwise requires:

"**Act**" means the *Freedom of Information and Protection of Privacy Act*,

"**Applicant**" means a person who makes a request for access to a record under section 7(1) of the Act;

"**Municipality**" means the Summer Village of West Cove and includes any board, committee, commission, panel, agency or corporation that is created or owned by the Summer Village of West Cove and all the members or officer of which are appointed or chosen by the Summer Village of West Cove;

"**Municipality Manager**" means the person appointed as the Chief Administrative Officer of the Summer Village of West Cove and includes any person who holds the position of Municipality Manager in an Acting capacity;

"**Province**" means the Province of Alberta.

Interpretation:

3. The marginal notes and headings in this Bylaw are for reference purposes only.

Part II - Designated Head

Designated Head:

4. For the purpose of the Act, the Municipality Manager is designated as the Head of the Municipality.

Part III - Fees

Fees:

5. 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*, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

Part IV - General

Effective Date:

6. This Bylaw takes effect on the final passing thereof and, on such final passing, Bylaw 218-99, is hereby repealed.

READ A FIRST TIME IN COUNCIL	THIS 15th DAY OF December 2016
READ A SECOND TIME IN COUNCIL	THIS 15th DAY OF December 2016
READ A THIRD TIME IN COUNCIL	THIS 15th DAY OF December 2016

SUMMER VILLAGE OF WEST COVE

Ren Giesbrecht
Mayor

Wendy Wildman
Chief Administrative Officer