

Policy Number: Bylaw II

Policy Title: Strathcona County Library Bylaw II
Freedom of Information and Protection of Privacy

Policy Status: Required by the Freedom of Information and Protection of Privacy Act as amended from time to time.

Date Approved: September 13, 1999

Date Amended: April 8, 2002

Date Ratified: December 17, 2007

Date for Review: 2011

**Strathcona County Library Board Bylaw II
Respecting the Freedom of Information and Protection of Privacy Act**

Whereas, pursuant to the Freedom of Information and Protection of Privacy Act, as amended from time to time, the Strathcona County Library Board must designate a person or group of persons as the Head of the Library for the purposes of the Act: and

Whereas, pursuant to the Freedom of Information and Protection of Privacy Act, the Strathcona County Library Board may set any fees payable to the Board for services under the Act and Regulations:

The Strathcona County Library Board enacts:

PART 1 - PURPOSES, DEFINITIONS AND INTERPRETATION

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| Purpose | 1. The purpose of the Bylaw is to establish the administrative structure of the Strathcona County Library in relation to the Freedom of Information and Protection of Privacy Act, and to set fees there under. |
| Definitions | 2. In this Bylaw, unless the context otherwise requires:

"Act" means the Freedom of Information and Protection of Privacy Act as amended from time to time.

"Applicant" means a person who makes a request for access to a record under the Act;

"Library Board" means the Strathcona County Library Board and all of its members or the officers of which are appointed or chosen by Strathcona County Council;

"Director" means the person appointed as the Chief Administrative Officer of the Strathcona County Library, and includes any person who holds the position of Director in an Acting capacity;

"Province" means the Province of Alberta. |
| Interpretation | 3. The notes in the margin and headings in this Bylaw are for reference only. |

PART II - DESIGNATED HEAD

**Designated
Head**

4. For the purpose of the Act, the Director is designated as the Head of the Strathcona County Library. The Library Board authorized the Head to delegate to any person any duty, power, or function of the Head except the power to delegate.

PART 111 - FEES

Fees

5. Where an Applicant is required to pay a fee for service, 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 1V - GENERAL

Effective Date

6. This revised Bylaw comes into effect on April 8, 2002.

Read a first time this 8th day of April, 2002

Chairman

Library Director

Read a second time this 8th day of April, 2002

Chairman

Library Director

Read a third time this 8th day of April, 2002

Chairman

Library Director