

WHEREAS, pursuant to Section 89 of the Freedom of Information and Protection of Privacy Act, S.A. 1994, c.F-18.5, the Town of Cardston must designate a person or group of persons as the head of the Municipality 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 Town of Cardston may set any fees payable to the Municipality for services under the Act and Regulations;

The Mayor and Council of the Town of Cardston, duly assembled enacts the following:

**PART 1 - PURPOSE, DEFINITIONS AND INTERPRETATION**

- Purpose** 1. The purpose of the Bylaw is to establish the administrative structure of the Town of Cardston 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:
- a) “**Act**” means the Freedom of Information and Protection of Privacy Act, S.A. 1994, c.F-18.5;
  - b) “**Applicant**” means a person who makes a request for access to a record under section 7(1) of the Act;
  - c) “**Municipality**” means the Town of Cardston and includes any board, committee, commission, panel, agency or corporation that is created or owned by the Town of Cardston and all the members or officers of which are appointed or chosen by the Town of Cardston;
  - d) “**Municipal Administrator**” means the person appointed as the Chief Administrative Officer of the Town of Cardston, and includes any person who hold the position of Municipal Administrator in an Acting capacity;
  - e) “**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 Municipal Administrator 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

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Freedom of Information and Protection of Privacy  
Regulation, AR 200/95, as amended from time to time  
or any successor Regulation that sets fees for requests  
for information from the Province.

**PART IV - GENERAL**

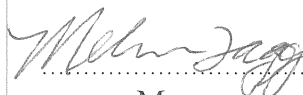
**Effective Date 6.** The Bylaw comes into effect on October 1, 1999

Received First Reading this 28th day of September, 1999.

Received Second Reading this 28th day of September, 1999.

Third Reading Allowed this 28th day of September, 1999.

Received Third & Final Reading this 28th day of September, 1999.

  
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Mayor

  
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Municipal Administrator