

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Bylaw No. 2960

A Bylaw for the administration of the Freedom of Information and Protection of Privacy Act.

WHEREAS the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165 as amended, requires that a regional district to designate the Head and set any fees for service.

NOW THEREFORE the Board of the Regional District of Central Kootenay, in open meeting assembled, HEREBY ENACTS as follows:

DEFINITIONS

1 In this bylaw:

Act means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165, as Amended;

Board means the Board of Directors of the Regional District of Central Kootenay;

Commissions means the various Commissions of the Regional District of Central Kootenay;

Committees means the various Committees of the Regional District of Central Kootenay;

Coordinator means the person designated in section 2(2) of this Bylaw as the Coordinator;

Head means the person designated under section 2(1) of this Bylaw as the Head;

Regional District means the Regional District of Central Kootenay; and

Request means a request under section 5 of the Act.

ADMINISTRATION

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- (1) The Corporate Officer is designated as the Head for the purposes of the Act;
 - (2) The Records and Information Management Coordinator is designated as the Coordinator; and
 - (3) For the purposes of the Act, the Head and the Coordinator shall act in their respective capacities for all Boards, Commissions, Committees of the Regional District.

POWERS OF THE COORDINATOR

3 The Head may delegate any of the Head’s duties under the Act to the Coordinator.

FEES

4 An applicant making a request shall pay to the Regional District the fees set out in Schedule “A” to this Bylaw for the purposes of:

- (a) locating, retrieving, and producing a record;
- (b) preparing a record for disclosure;
- (c) shipping and handling a record; and
- (d) providing a copy of a record.

REPEAL

“Freedom of Information Bylaw No. 2525, 2016”, and amendments hereto, are hereby repealed.

CITATION

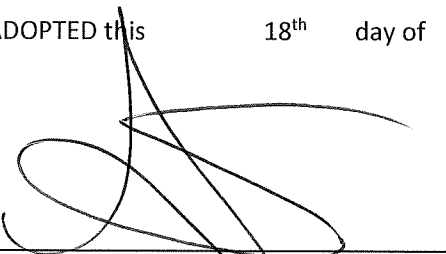
This Bylaw may be cited as “Freedom of Information Repeal Bylaw No. 2960, 2024.”

READ A FIRST TIME this 18th day of April, 2024.

READ A SECOND TIME this 18th day of April, 2024.

READ A THIRD TIME this 18th day of April, 2024.

ADOPTED this 18th day of April, 2024.


Aimee Watson, Board Chair


Mike Morrison, Corporate Officer

SCHEDULE "A" TO BYLAW No. 2960

SCHEDULE OF FEES:

(a)	for locating and retrieving a record	\$7.50 per ¼ hour after the first 3 hours
(b)	for producing a record manually	\$7.50 per ¼ hour
(c)	for producing a record from a machine readable record from a server or computer	\$7.50 per ¼ hour for developing a computer program to produce the record
(d)	for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour
(e)	for shipping copies	actual costs of shipping method chosen by applicant
(f)	for copying records:	
(i)	floppy disks	\$2 per disk
(ii)	CDs and DVDs, recordable or rewritable	\$4 per disk
(iii)	computer tapes	\$40.00 per tape up to 2400 feet
(iv)	microfiche	\$3 per fiche
(v)	microfilm duplication	\$25 per roll for 16 mm microfilm \$40 per roll for 35 mm microfilm
(vi)	microfiche or microfilm to paper duplication	\$0.50 per page
(vii)	photographs (colour or black and white)	\$5.00 to produce a negative \$12.00 each for 16"x 20" \$9.00 each for 11"x 14" \$4.00 each for 8"x 10" \$3.00 each for 5"x 7"
(viii)	photographic print of textual, graphic or cartographic record, black and white	\$12.50 each (8" x 10")
(ix)	dot matrix, ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
x)	dot matrix, ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
xi)	scanned electronic copy of a paper record	\$0.10 per page
xii)	photomechanical reproduction of 105 mm cartographic record/plan	\$3 each

xiii) slide duplication	\$0.95 each
xiv) audio cassette tape (90 minutes or fewer)	\$5 per cassette plus \$7 per ¼ hour of recording
xv) video cassette recorder (VHS) tape (120 minutes or fewer) duplication	\$5 per cassette plus \$7 per ¼ hour of recording