

## BY-LAWS OF THE VILNA & DISTRICT MUNICIPAL LIBRARY

### **Freedom of Information and Protection of Privacy (FOIPP)**

**Whereas**, pursuant to Section 89 of *the Freedom of Information and Protection of Privacy Act*, S.A. 1994, cF-18.5, the Vilna & District Municipal Library Board must designate a person or group of persons as the head of the Board 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 Vilna & District Municipal Library Board may set any fees payable to the Board for services under the Act and Regulations.

The Vilna & District Municipal Library Boards enacts:

**Purpose**                      The purpose of the Bylaw is to establish the administrative structure of the Vilna & District Municipal Library Board in relation to *the Freedom of Information and Protection of Privacy Act (FOIPP)* and set fees thereunder.

**Definitions**                In this Bylaw, unless the context otherwise requires:

**Act** means the *Freedom of Information and Protection of Privacy Act*, S.A. 1994, cF-18.5.

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

**Board** means the Vilna & District Municipal Library Board and includes any committee, commission, panel, agency, or corporation that is created or represented by the Vilna & District Municipal Library Board and all the members or officers of which are appointed or chosen by the Vilna & District Municipal Library Board.

**Library Manager** means the person charged by the board is responsible for the operation of the Vilna & District Municipal Library.

**Province** means the Province of Alberta.

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

**Date Approved: January 2, 2021**

**Date to be Reviewed: January 2024**

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**Designated Head** For the purpose of the *Act*, the Library Manager is designated as the Head of the Board.

**Fees** 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 200/95, as amended from time to time, or any successor Regulation the sets fees for information from the province.

**Effective Date** This Bylaw originally came into effect on April 12, 2011. Where a request for information is made and not disposed of prior to the coming into force of the Bylaw, the request is deemed to be a request made on April 12, 2011, under the provision of the *Act*.

Moved by \_\_\_\_\_ that the Bylaws of the Vilna & District Municipal Library be given first reading.

Moved by \_\_\_\_\_ that the Bylaws of the Vilna & District Municipal Library be given second reading.

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Chairperson: Marion Vinette

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Treasurer: Ron Farmer

Moved by \_\_\_\_\_ that the Bylaws of the Vilna & District Municipal Library be given third and final reading.

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Chairperson: Marion Vinette

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Treasurer: Ron Farmer

**Date Approved: January 2, 2021**

**Date to be Reviewed: January 2024**