



# City of Port Moody

## Bylaw No. 3534

A Bylaw to designate the Head of the City for the purposes of administering and to set fees for fulfilling requests for records pursuant to the *Freedom of Information and Protection of Privacy Act, RSBC 1996, Chapter 165*, as amended.

The Council of the City of Port Moody enacts as follows:

### 1. Citation

- 1.1 This Bylaw may be cited as “City of Port Moody Freedom of Information and Protection of Privacy Bylaw, 2026, No. 3534”.

### 2. Repeal

- 2.1 City of Port Moody Freedom of Information and Protection of Privacy Bylaw, 2016, No. 3052 is repealed.

### 3. Amendments

- 3.1 In this Bylaw, unless the context otherwise requires,

“Act” means the *Freedom of Information and Protection of Privacy Act, RSBC 1996, Chapter 165*, as amended;

“Head” means the person designated in section 4.1 as the Information and Privacy Head;

“Legislative Services Advisor” means the person designated by the Head to carry out the work as described under section 4.2;

“Legislative Services Coordinator” means the person designated by the Head to carry out the work as describe under section 4.3; and

“Request” means a request under section 5 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996, Chapter 165*, as amended.

### 4. Designation of Authority

- 4.1 The Information and Privacy Head shall be the Corporate Officer and their designate.

- 4.2 The Legislative Services Advisors (“Advisors”), as delegated by the Head, are hereby authorized to oversee and manage the City of Port Moody’s Freedom of Information and Protection of Privacy program on behalf of the Head.
- 4.3 The Legislative Services Coordinator(s) (“Coordinators”), as designated by the Head, are hereby authorized to carry out the processes of the City of Port Moody’s Freedom of Information and Protection of Privacy program as delegated by the Advisors.

## 5. Fees

- 5.1 An applicant who makes a request under section 5 of the Act shall pay to the City the fees set out in the Schedule of Maximum Fees contained in the *Freedom of Information and Protection of Privacy Regulation 323/93 (“Regulation”)*, as amended, and as set out in the City’s Fees Bylaw, which is amended from time to time.
- 5.2 If any discrepancies exist between the fees set out in the *Regulation* and the City’s Fees Bylaw, the fees set out in the *Regulation* shall supersede the fees set out in the City’s Fees Bylaw.

## 6. Severability

- 6.1 If a portion of this Bylaw is found invalid by a court, it will be severed, and the remainder of the Bylaw will remain in effect.

**Read a first time this 13<sup>th</sup> day of January, 2026.**

**Read a second time this 13<sup>th</sup> day of January, 2026.**

**Read a third time this 13<sup>th</sup> day of January, 2026**

**Adopted this 27<sup>th</sup> day of January, 2026**



M. Lahti  
Mayor



S. Lam  
City Clerk