

# POLICY FOR FREEDOM OF INFORMATION ACT REQUESTS TO THE GFPID

Date Approved: August 02, 2023

Policy # 23-03

This policy is implemented by the elected Board of Trustees of the Gabriola Fire Protection Improvement District (GFPID) as a process to determine how to respond to requests made under the Freedom of Information and Privacy Act [RSBC 1996] CHAPTER 165 and its Regulations as amended from time to time.

The basic principle:

- a. The response must be consistent with the legislation governing the release of information as noted in the Freedom of Information and Privacy Act {RSBC1996} CHAPTER 165 and its Regulations.

PROCESS:

1. There will be a fee required for each application.
2. The fees associated to any request will be consistent with fees listed in the Freedom of Information and Privacy Act Regulations.
3. For the purposes of this policy the head of the public body shall be the Chair of the Gabriola Fire Protection Improvement District Board of Trustees.
  - a. The head of a public body may delegate to any person any duty, power or function of the head of the public body under this Act, except the power to delegate under this section.
  - b. The delegation must be in writing and may contain any conditions or restrictions the head of the public body considers appropriate.

Ref Section 77 & 66 Freedom of Information and Privacy Act.

I Hereby Certify that the foregoing is a true copy of Policy No. 23-03 as adopted by the District and sealed with the district seal on August 02, 2023.



Paul Giffin, Chair

**HISTORY:**

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