

THE CITY OF SPRUCE GROVE

**BYLAW C-1017-17**

**RECORDS AND INFORMATION MANAGEMENT BYLAW AMENDMENT**

Being a bylaw of the City of Spruce Grove, in the Province of Alberta to provide for the protection of personal information as well as the transfer, storage or destruction of any City record.

WHEREAS, pursuant to the *Municipal Government Act*, as amended, the Chief Administrative Officer must ensure that all records and documents of the municipality are kept safe, and

WHEREAS, the pursuant to the *Freedom of Information and Protection of Privacy Act* RSA 2000, Chapter F-25, as amended, the head of a public body must protect personal information from unauthorized access, collection, use disclosure or destruction, and

WHEREAS the City of Spruce Grove wishes to amend Bylaw C-639-07.

NOW THEREFORE, The Municipal Council of the City of Spruce Grove duly assembled, hereby enacts as follows:

1. Bylaw 639-07 is amended as follows:

1.1. Section 1.6 is repealed and replaced with the following:

1.6 **“Head of a Public Body”** means the City Manager as indicated in the City Manager Bylaw C-539-04 as amended and for all purposes of the *Freedom of Information and Protection of Privacy Act* except in circumstances where there are reasonable grounds to believe that the disclosure of personal information will avert or minimize a risk of harm to the health or safety of a minor, or an imminent danger to the health or safety of any person, in which case the Head of the Public Body is the Director Emergency Management of the City as indicated in the Emergency Management Bylaw C-957-16 as amended.

2. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 11 September 2017

Second Reading Carried 11 September 2017

Third Reading Carried 25 September 2017

Date Signed 03 October 2017

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Mayor

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City Clerk

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