

**BYLAW NUMBER 03-01  
OF THE BRANTFORD POLICE SERVICES BOARD**

Being a Bylaw to repeal By-law Number 4-90 and to provide for the delegation of powers and duties pursuant to Section 49, Subsection 1 of the *Municipal Freedom of Information and Protection of Privacy Act, 1989*.

**DEFINITIONS:**

**CHIEF** Includes the Chief of Police of the Brantford Police Service, and any officer appointed in an acting capacity as Chief of Police from time to time.

**CO-ORDINATOR** Includes the person designated as the Freedom of Information Co-ordinator for the Brantford Police Service and the Brantford Police Services Board.

**DELEGATION AUTHORITY**

**SECTION DESCRIPTION OF DUTY DELEGATION**

4 (2) Severability of record	Chief Co-ordinator
5 Obligation to disclose any record in the public interest to reveal grave environmental health or safety hazard	Chief
6 Draft Bylaws	Chief
7 Advice or recommendation	Chief
8 Law Enforcement	Chief
9 Relations with Other Governments	Chief
10 Third Party Information	Chief
11 Economic Interest of Ontario	Chief
12 Solicitor-Client Privilege	Chief
13 Health/Safety of an Individual	Chief Co-ordinator
14 Personal Privacy	Chief Co-ordinator
15 Information Soon to be Published	Chief Co-ordinator
18 Transfer of Request to Another Institution	Chief Co-ordinator
19 Access Decision Within 30-Days	Chief Co-ordinator
20 Extension of 30-Days Time Period	Chief Co-ordinator

21	Third party notice	Chief Co-ordinator
22	Notice of refusal of access	Chief Co-ordinator
23	Access to original record	Chief Co-ordinator
25	Information available for inspection	Chief Co-ordinator
26	Annual report to the Commissioner	Co-ordinator
29(2)	Purpose and legal authority for collecting personal information	Co-ordinator
30	Retention of personal information	Co-ordinator
34	Compilation of personal information bank index	Co-ordinator
35	Records of inconsistent disclosure and use of personal information banks	Co-ordinator
36(2)	Correction of personal information	Chief Co-ordinator
37	Manner of access to personal information	Chief Co-ordinator
38	Refusal to disclose personal information	Chief Co-ordinator
41(6)	Require Commissioner to examine original record on site	Chief
45	Estimate of costs and waiver of payment	Chief
50	Oral request	Co-ordinator Chief Co-ordinator

THAT this bylaw shall come into force and take effect immediately upon final passing hereof.

READ a first time October 16, 2003  
 READ a second time October 16, 2003  
 PASSED October 16, 2003

Chair Assistant Executive