

To: Fraser Valley Regional District Board

Date: 2020-07-28

From: Jaime Reilly, Manager of Corporate Administration/Corporate Officer      File No: 0560-20

**Subject: Appointment of Head of Freedom of Information and Protection of Privacy and Privacy Officer**

---

## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board appoint and designate Suzanne Gresham as Head of Freedom of Information and Protection of Privacy and Privacy Officer, in accordance with the *Freedom of Information and Protection of Privacy Act*,

**AND THAT** all other previous statutory designations with respect to the *Freedom of Information and Protection of Privacy Act* be rescinded.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

Section 77 of the *Freedom of Information and Protection of Privacy Act* (the "Act") requires that a Board designate a person to act as the "head" for the purpose of the Act:

- 77 A local public body, by bylaw or other legal instrument by which the local public body acts,
- (a) must designate a person or group of persons as the head of the local public body for the purposes of this Act, and
  - (b) [Repealed 2011-17-30.]
  - (c) may set any fees the local public body requires to be paid under section 75.

Section 66 of the Act notes that the Board may delegate the powers, duties and functions:

- 66      (1) 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.

(2)A delegation under subsection (1) must be in writing and may contain any conditions or restrictions the head of the public body considers appropriate.

At the November 22, 2016 meeting, the Board appointed and designated a number of individuals in the capacity of Head of Freedom of Information and Protection of Privacy in accordance with the Act.

## **DISCUSSION**

Since the November 2016 Board meeting, staffing changes have taken place within the organization, requiring a Board resolution to update the appointments and designations to reflect current staffing. In order to remove previous appointments and designations, a resolution is also required from the Board to rescind the previous appointments and designations under the Act.

It should be noted that Suzanne Gresham was previously appointed as Head of Freedom of Information and Protection of Privacy and Privacy Officer as part of the November 2016 meeting, and this resolution is reaffirming her previous appointment and designation.

## **COST**

There are no costs associated with this report.

## **CONCLUSION**

Staffing changes have taken place which require the Board to update the appointments and designations of staff acting in the capacity of Head of Freedom of Information and Protection of Privacy and Privacy Officer.

## **COMMENTS BY:**

**Kelly Lownsbrough, Chief Financial Officer/ Director of Financial Services:**

Reviewed and supported.

**Jennifer Kinneman, Chief Administrative Officer:** Reviewed and supported.