

**THE CORPORATION OF THE TOWNSHIP OF
NORTH KAWARTHA
BY-LAW #68/08**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF NORTH
KAWARTHA TO ADOPT A POLICY FOR ROUTINE DISCLOSURE AND ACTIVE
DISSEMINATION OF MUNICIPAL RECORDS.**

WHEREAS under Section 253 (1) of the Municipal Act, 2001, S.O. 2001, c.25, subject to the Municipal Freedom of Information and Protection of Privacy Act, any person may, at all reasonable times, inspect any of the records under the control of the clerk;

AND WHEREAS under Section 254 (1) of the Municipal Act, 2001, S.O. 2001, c.25, a municipality shall retain and preserve the records of the municipality and its local boards in a secure and accessible manner;

AND WHEREAS under Section 319 (1) (a) of the Municipal Act, 2001, S.O. 2001, c.25, a municipality is authorized to impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND FURTHER WHEREAS the Council of the Corporation of the Township of North Kawartha deems it expedient to establish a policy for routine disclosure and active dissemination of municipal records;

NOW THEREFORE the Council of the Corporation of the Township of North Kawartha adopts the Policy for Routine Disclosure and Active Dissemination and the Guidelines herein and sets the fees and charges for providing records to the public; and further enacts as follows:

1. That the Policy for Routine Disclosure and Active Dissemination identified as Schedule "A" shall be attached hereto and form part of this by-law;
2. That Fees and Charges Schedule identified as Schedule "B" shall be attached hereto and form part of this by-law;
3. That Routine Disclosure Guidelines - Municipal Freedom of Information and Protection of Privacy Act identified as Appendix 1 shall be attached hereto and form part of this by-law;
4. That Routine Disclosure Guidelines - Planning Applications identified as Appendix 2 shall be attached to hereto and form part of this by-law.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL
THIS 2ND DAY OF SEPTEMBER, 2008.**

Jim Whelan, Reeve

Connie Parent, Clerk