



**Municipality of Middlesex Centre
By-Law 2024-017**

**Being a by-law of the Corporation of the Municipality of Middlesex Centre to
authorize the Routine Disclosure Policy**

WHEREAS under Section 253(1) of the Municipal Act, 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 in control of the Regional Clerk;

AND WHEREAS under Section 254(1) of the Municipal Act, 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) of the Municipal Act, 2001 c. 25 authorizes a municipality to impose fees or charges on persons, for services or activities provided or done by or on behalf of it;

AND WHEREAS the Council of The Municipality of Middlesex Centre deems it expedient to establish a policy for the routine disclosure and active dissemination of municipal records;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Middlesex Centre hereby enacts as follows:

- 1) THAT the council of the Municipality of Middlesex Centre adopt the Routine Disclosure Policy in accordance with Schedule "A" attached hereto and forming part of this By-law.
- 2) THAT a condition to Paragraph 1 of this By-law be that the fees and charges under section Fees of the Routine Disclosure Policy come into force upon being added to the Fees and Charges By-law 2023-117 with the corresponding amendments and adopted by Municipal Council.
- 3) AND THAT this By-law comes into force and effect on the date of passing.

PASSED AND ENACTED this 6 day of March, 2024.

Aina DeViet, Mayor

James Hutson, Municipal Clerk