



Date: 12/03/2026

To: Chair and Directors, Policy Committee

And To: Murray Daly, Chief Administrative Officer

From: Alice Johnston, Corporate Officer/Deputy CAO

Date of Meeting: Policy Committee_Mar19_2026

File: 0340-50

Short Summary:

CRD Privacy Management Program Policy - Amendment

Voting:

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Memorandum:

The *Freedom of Information and Protection of Privacy Act* requires public bodies to designate a Head responsible for carrying out duties related to access to information and the protection of privacy.

The Cariboo Regional District has established a Privacy Management Program Policy to support compliance with the requirements of FOIPPA and to provide a framework for how the organization collects, uses, discloses, and protects personal information. The policy also outlines roles and responsibilities related to privacy management within the organization.

The proposed amendment updates the policy to reflect the Regional District's current operational structure by designating the Information Privacy and Records Management Lead as the Privacy Officer responsible for administering the Privacy Management Program and overseeing privacy-related matters. The amendment removes references to the previous structure where these responsibilities were assigned to the Corporate Officer/Deputy CAO and a Privacy Coordinator. Changes are highlighted for ease of reference.

This update clarifies accountability for privacy governance within the organization and ensures that the policy accurately reflects the role responsible for overseeing compliance with FOIPPA and the CRD's privacy management practices.

Attachments:

Privacy Management Program Policy - Amendment

Financial Implications:

N/A

Policy Implications:

This item proposes an amendment to the Cariboo Regional District Privacy Management Program Policy to update the designation of the Head responsible for privacy matters and align the policy with the current organizational structure.

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

Strengthens transparency and accountability in the Regional District's handling of personal information by clarifying governance and responsibilities for privacy matters, supporting public trust in CRD operations.

Options:

1. Endorse the recommendation;
2. Other action.

Recommendation:

That the amendment to the Privacy Management Program Policy be approved.