


Function: Corporate Services - 03
Department: Records Management-040
Policy No.:002



Routine Release & Active Dissemination of Information

Effective Date: April 25, 2019
Review Date: April 25, 2024
Cancel: Policy 243-2
Resolution #: 259-19
Reference: Routine Release & Active Dissemination of Information Procedure

CAO Signature: 

Purpose: This policy establishes Lac Ste. Anne County Council’s expectations to use the routine release of administrative and operational records to create an open and transparent government.

Council believes the active dissemination of records promotes efficient and cost-effective government and providing the public with greater access to information leads to a better informed and engaged electorate.

Guidelines:

Lac Ste. Anne County will continue to act in the “spirit” of the FOIP Act, by releasing any information not otherwise protected by FOIP or other legislation as requested or as part of the County’s active dissemination of records program.

Council directs Administration to maintain a list to specify records that will be available for routine disclosure to the public so that information can be readily available without requiring access by

means request under the Freedom of Information and Protection of Privacy (FOIP) Act.

Lac Ste. Anne County will continue an active dissemination of records program to periodically release information or records without any request. Information released as part of this program can be found on the County website.