

November 24, 2022

Terry Becker  
Pitt Meadows Community Foundation  
Sent via email: pmcommunityfoundation@gmail.com

File#: 2022-017

Dear Ms. Becker:

**Re: *Freedom of Information and Protection of Privacy Act* (the "Act")  
Request for Access to Records - Reference No. 2021-014 and 2021-015**

I am writing further to your request dated November 9, 2022, for the following:  
"correspondence referenced in the Maple Ridge News Articles and the Committee's  
press release, posted on the City Website, that was sent to the Province or CRA"  
regarding the Pitt Meadows Community Foundation.

We have located one or more records that may be responsive to your request. They contain information that may affect the interests of a third party. To assist us in determining whether we may disclose these records, we are giving that third party an opportunity to make representation concerning disclosure. This notification is required pursuant to section 23 of the Act which states:

- (1) If the head of a public body intends to give access to a record that the head has reason to believe contains information that might be excepted from disclosure under section 21 or 22, the head must give the third party a written notice under subsection (3).
- (2) If the head of a public body does not intend to give access to a record that contains information excepted from disclosure under section 21 or 22, the head may give the third party a written notice under subsection (3).
- (3) The notice must:
  - (a) state that a request has been made by an applicant for access to a record containing information the disclosure of which may affect the interests or invade the personal privacy of the third party,
  - (b) describe the contents of the record, and

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- (c) state that, within 20 days after the notice is given, the third party may, in writing, consent to the disclosure or may make written representations to the public body explaining why the information should not be disclosed.
- (4) When notice is given under subsection (1), the head of the public body must also give the applicant a notice stating that
  - (a) the record requested by the applicant contains information the disclosure of which may affect the interests or invade the personal privacy of a third party,
  - (b) the third party is being given an opportunity to make representations concerning disclosure, and
  - (c) a decision will be made within 30 days about whether or not to give the applicant access to the record.

In order to accommodate this third party consultation, we will be extending the time for responding to your access request as per section 10(1)(c) of the Act. We will notify you of our decision with respect to the disclosure of records by January 4, 2023, as per the legislated timeframe referenced in section 23(4)(c) above.

Please contact me at 604.465.2472 or by email at [tbarr@pittmeadows.ca](mailto:tbarr@pittmeadows.ca), if you have any questions in this regard.

Yours truly,



Tanya Barr  
Deputy Corporate Officer | FOI Coordinator