

# Memorandum

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Date: November 28, 2023  
Submitted by: Legislative Services Division  
Subject: Video Surveillance Corporate Policy

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The City of Port Moody is subject to the *Freedom of Information and Protection of Privacy Act (FIPPA)* and, as such, is committed to ensuring the protection of privacy through responsible personal information management practices including the use of video surveillance technology in the City of Port Moody.

The City currently employs video surveillance equipment at some of its facilities and at specific locations in public spaces (such as for traffic and wildlife monitoring). In addition, some new City initiatives and programs in the future may also require the use of video surveillance. In both cases, the Office of the Information and Privacy Commissioner (OIPC) recommends that the City enact a comprehensive policy for video surveillance to ensure compliance with *FIPPA*.

Presented for Council's approval is the draft Video Surveillance Corporate Policy, which outlines the parameters and responsibilities for the collection, access to, use, and disclosure of personal information recorded by video surveillance equipment.

The recommended resolution is:

**THAT Corporate Policy – 01-0580-2023-01 – Video Surveillance be approved as attached to the memo dated November 28, 2023, from the Legislative Services Division regarding Video Surveillance Corporate Policy.**

Attachment(s)

1. Draft Corporate Policy – 01-0550-2023-01 – Video Surveillance

## Report Approval Details

Document Title:	Video Surveillance Corporate Policy.docx
Attachments:	- Attachment 1 - Draft Corporate Policy – 01-0550-2023-01 – Video Surveillance.pdf
Final Approval Date:	Nov 21, 2023

This report and all of its attachments were approved and signed as outlined below:

Stephanie Lam, City Clerk and Manager of Legislative Services - Nov 21, 2023

Angie Parnell, General Manager of Corporate Services - Nov 21, 2023

Tim Savoie, City Manager - Nov 21, 2023