

Privacy notice check: City of Pembroke

Website www.pembroke.ca

Read on October 13, 2026. Public pages only; we did not submit any form, log in or contact anyone.

What we read 4 public online forms, each read in full.

All four forms we read leave out part of the notice of collection the Act already requires.

Notice of collection on each form

Yes means the item is on the form or in a collection notice linked from it. A general website footer does not count as the contact.

FORM	LEGAL AUTHORITY	PURPOSE	CONTACT TITLE	BUSINESS ADDRESS	BUSINESS PHONE
Contact Us / Report a Concern request form	No	No	No	No	No
Parking Ticket Complaint Form	No	No	No	No	No
Pet Licence Order Form	No	Yes	Yes	Yes	No
Private Property Tree Planting Incentive Program application	No	No	No	No	No

What the Act already requires

When personal information is collected, MFIPPA s. 29(2) says the institution must tell the person (a) the legal authority for the collection, (b) the principal purpose or purposes, and (c) the title, business address and business telephone number of an officer or employee who can answer questions. This is in force today. A bare mention of MFIPPA does not give the legal authority, because MFIPPA sets the rules for collection rather than authorizing a program.

A notice you can reuse on each form:

Personal information on this form is collected under the authority of [by-law or statute] and will be used to [purpose].
Questions about this collection can be directed to the [title], City of Pembroke, [business address], [business phone].

Website checks

Privacy policy or statement	Found	pembroke.ca/city-government/freedom-of-information/
Breach protocol, or a way to report a breach	Not found	We searched the public site and could not find one. It may exist internally.
Any mention of privacy impact assessments	Not found	We searched the public site and could not find one. It may exist internally.

What starts January 1, 2027

Bill 97 amended MFIPPA. From January 1, 2027: a written privacy impact assessment before collecting personal information (s. 28(3)), reasonable safeguards (s. 30(5)), breach reports to the Information and Privacy Commissioner and notice to the people affected when there is a real risk of significant harm (s. 30.1), and a record of every reported breach for the annual report, the first due March 31, 2028.

This check covers public web pages only. A notice can also be given on paper, at a counter or in a confirmation email, which we could not see, and some collections are exempt (s. 29(3)). Websites change after the date above. This is practical guidance, not an audit and not legal advice.

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