

## PARKS DEVELOPMENT PERSONAL INFORMATION BANKS

TITLE	LOCATION	LEGAL AUTHORITY	INFORMATION MAINTAINED	USES	USERS	INDIVIDUALS IDENTIFIED IN PIB	RETENTION
<b>Call Tracking System (CTS)</b>	Parks Development	Municipal Act 2001, SO 2001, c25	Name, address, phone number, e-mail address	Tracking inquiries, concerns and issues	Parks Development staff	Residents making inquiries or reporting issues	Current +10 years
<b>Community Meeting Comment and Sign-in Sheets</b>	Parks Development	Municipal Act 2001, SO 2001, c25	Name, address, phone number, e-mail address	Documenting attendance and sending/receiving feedback from residents to support dialogue on updates and modifications related to design and construction projects	Parks Development staff	Residents attending community meetings or sending in comments related to design and construction projects	Permanent