

PARKLAND COUNTY
PROVINCE OF ALBERTA
BYLAW 2025-28

A BYLAW TO DESIGNATE A PERSON AS THE HEAD FOR PARKLAND COUNTY FOR THE PURPOSES OF THE ACCESS TO INFORMATION ACT AND TO SET FEES THEREUNDER

WHEREAS pursuant to section 98 (a) of the *Access to Information Act*, SA 2024, c A-1.4, Parkland County must designate a person or group of persons as the head of Parkland County for the purpose of the Act; and

WHEREAS pursuant to section 98 (b) of the *Access to Information Act*, SA 2024, c A-1.4, Parkland County may set any fees the municipality requires to be paid under section 96, which must not exceed the fees provided for in the Regulation;

NOW THEREFORE the Council of Parkland County, duly assembled and under the authority of the *Municipal Government Act*, RSA 2000 c M-26, as amended, hereby enacts the following:

TITLE

1. This Bylaw shall be known as the “Access to Information Bylaw.”

DEFINITIONS

2. The following definitions will apply to the corresponding words in this Bylaw:
- (1) “Act” means the *Access to Information Act*, SA 2024, c A-1.4;
 - (2) “Applicant” means a person who makes a request for access to a record under section 7 of the Act;
 - (3) “Chief Administrative Officer” means the individual who holds the position of Chief Administrative Officer of the County or authorized delegate;
 - (4) “County” means the municipality of Parkland County in the Province of Alberta; and
 - (5) “Regulations” means the *Access to Information Act Regulation*, Alta Reg 133/2025.

INTERPRETATION

3. The headings in this Bylaw are for reference purposes only.

DESIGNATED HEAD

4. For the purposes of the Act, the Chief Administrative Officer is designated as the head of Parkland County.

FEES

5. Where an Applicant is required to pay a fee for services, the fee payable is in accordance with the Access to Information Act and the Regulation, as amended from time to time, or any successor regulation that sets fees for requests to access information.

ENACTMENT/TRANSITION

6. Should any provision of this Bylaw be deemed invalid then such invalid provision will be severed from this Bylaw and such severance will not affect the validity of the remaining portions of this bylaw, except to the extent necessary to give effect to such severance.
7. Bylaw 2015-32 is hereby repealed.
8. This Bylaw shall come into force and take effect on the day of third reading and signing thereof.

READ A FIRST TIME this _____ day of _____, 2025.

READ A SECOND TIME this _____ day of _____, 2025.

READ A THIRD TIME and finally passed this _____ day of _____, 2025.

SIGNED AND PASSED this _____ day of _____, 2025.

Mayor

Chief Administrative Officer