ACCESS TO INFORMATION BYLAW

BEING A BYLAW OF THE TRI VILLAGE REGIONAL SEWER SERVICES COMMISSION, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSES OF THE ACCESS TO INFORMATION ACT AND TO SET FEES THEREUNDER

BYLAW NO. 19-2026

WHEREAS pursuant to section 98(a) of the *Access to Information Act*, SA 2024, c A-1.4, Tri Village Regional Sewage Services Commission (hereinafter called the "Commission") must designate a person or group of persons as the head of the Commission 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, the Commission may set any fees the Commission requires to be paid under section 96, which must not exceed the fees provided for in the Regulations;

NOW THEREFORE under the authority of the *Municipal Government Act*, RSA 2000, c M-26, the Board of the Commission enacts as a Bylaw as follows:

PART 1 TITLE

1.1 This Bylaw shall be known as the "Access to Information Bylaw."

PART 2 DEFINITIONS

2.1 "Act" means the *Access to Information Act* SA 2024, c A-1.4, as amended;

2.2 "Applicant" means a person who makes a request for access to information under the Act;

2.3 "Chief Administrative Officer" means the Chief Administrative Officer of the Tri Village Regional Sewer Services Commission'

2.4 "Commission" means the Tri Village Regional Sewer Services Commission;

2.5 "Regulations" means the Access to Information Act Regulation, Alta Reg 133/2025.

PART 3 INTERPRETATION

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

PART 4 DESIGNATED HEAD

4.1 For the purposes of the Act, the Chief Administrative Officer is designated as the head of the Commission.

4.2 The head of the Commission, or designate, will recommend policy guidelines in accordance with the Act and they may be implemented or amended from time to time by Board resolution.

PART 5 FEES

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

PART 6 SEVERABILITY

6.1 Should any provision of this Bylaw be invalid, then such provision shall be severed, and the remainder of the Bylaw shall remain in force.

PART 7 TRANSITION AND COMING INTO FORCE

7.1 This Bylaw takes effect on the final passing and signing thereof and, on such final passing, Bylaw #4 is hereby repealed.

READ A FIRST TIME THIS 11th DAY OF MARCH, 2026

READ A SECOND TIME THIS 11th DAY OF MARCH, 2026

UNANIMOUS CONSENT to proceeding to third reading this THIS 11th DAY OF MARCH, 2026

READ A THIRD TIME THIS 11th DAY OF MARCH, 2026

TRI VILLAGE REGIONAL SEWAGE SERVICES COMMISSION

(Original Signed)

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Chair, Gwen Jones

(Original Signed)

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Chief Administrative Officer, Angela Duncan