

**TOWN OF OLDS  
BYLAW NO. 2026-18**

***BEING A BYLAW OF THE TOWN OF OLDS IN THE PROVINCE OF ALBERTA TO  
APPOINT A HEAD AND ESTABLISH FEES IN ACCORDANCE WITH THE ACCESS TO  
INFORMATION ACT***

**WHEREAS** Section 98(a) of the *Access to Information Act* requires that the Town of Olds designate a person or group of people as the Head of the Town for the purposes of the Act and;

**WHEREAS** Section 98 (b) of the *Access to Information Act* allows the Town to set any fees payable to the Town for services provided under the Act and Regulations.

**NOW THEREFORE** the Council of the Town of Olds in the Province of Alberta, duly assembled, enacts as follows:

**BYLAW TITLE:**

This Bylaw may be cited as the **Appoint Head and Establish Fees for ATIA.**

**DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

- a. "Act" means the *Access to Information Act*.
- b. "Applicant" means a person who makes a request for access to a record under Section 7 of the Act.
- c. "Town" means the Town of Olds.
- d. "Province" means the Province of Alberta.

**STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES**

The purpose of this bylaw is to establish the administrative structure for the Town of Olds in relation to the *Access to Information Act*, and to set fees thereunder.

**GENERAL RULES AND SPECIAL PROVISIONS**

**Designated Head:**

For the purposes of the Act, the Chief Administrative Officer or designate is designated as the Head.

**Fees:**

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

**EFFECTIVE DATE**

This Bylaw shall come into effect at such time as it has received third (3rd) reading and has

been signed in accordance with the *Municipal Government Act*.


Read for the first time on the 25<sup>th</sup> day of May 2026.

Read a second time on t the 25<sup>th</sup> day of May 2026.

\*\*Unanimous consent given for third reading given on t the 25<sup>th</sup> day of May 2026.

Read a third and final time on the 25<sup>th</sup> day of May 2026.

**SIGNATURE LINE**



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Dan Daley,  
Mayor



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Brent Williams,  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this 26<sup>th</sup> day of May 2026.