VILLAGE OF SPRING LAKE

BYLAW #423

BEING A BYLAW 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, The Village of Spring Lake (hereinafter called the "Municipality") must designate a person or group of persons as the head of the Municipality 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 Municipality may set any fees the Municipality 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 Council of the Village of Spring Lake 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 Village of Spring Lake;
2.4 "Municipality" means the Village of Spring Lake;
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 Municipality.
4.2 The head of the Municipality, or designate, will recommend policy guidelines in accordance with the Act and they may be implemented or amended from time to time by Council 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.

Read a first time this 9th day of June 2026.

Read a second time this 9th day of June 2026.

Unanimous consent to proceeding to third reading this the 9th day of June, 2026

Read a third time this 9th day of June 2026.

VILLAGE OF SPRING LAKE

Mayor

Chief Administrative Officer