

**CITY OF COLD LAKE  
BYLAW NO. 735-AD-22  
CRIMINAL RECORD CHECK FEE BYLAW  
Unofficial Consolidation as of January 27, 2026**

**Please note: in a bylaw that is “Unofficially Consolidated”, the original approved bylaw is updated to include all of the approved amendments to that bylaw.**

A BYLAW OF THE CITY OF COLD LAKE IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING FEES FOR CRIMINAL RECORD CHECKS ADMINISTERED THROUGH THE COLD LAKE RCMP DETACHMENT.

**PURSUANT** to Section 7 of the *Municipal Government Act*, Council may pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality,

**WHEREAS** Council wishes to provide a fee structure in order to charge fees for criminal records checks services administered through the Cold Lake RCMP Detachment;

**NOW THEREFORE** the Council of the City of Cold Lake in the Province of Alberta, in Council duly assembled, hereby enacts as follows:

**SECTION 1 - TITLE**

1. This Bylaw shall be cited as the “Bylaw 735-AD-22, Criminal Record Check Fee Bylaw.”

**SECTION 2 – CRIMINAL RECORD CHECK FEE**

2. Fees shall be established for criminal record check services administrated through the Cold Lake RCMP Detachment in accordance with Schedule “A” to this Bylaw.

**SECTION 3 - ENACTMENT**

3. This Bylaw shall come into full force and effect on March 1, 2022.
4. Schedule “A” shall form part of this Bylaw.

**FIRST READING** passed in open Council duly assembled in the City of Cold Lake, in the Province of Alberta this 25<sup>th</sup> day of January, 2022, A.D., on motion by Councillor Parker.

**CARRIED  
UNANIMOUSLY**

**SECOND READING** passed in open Council duly assembled in the City of Cold Lake, in the Province of Alberta this 8<sup>th</sup> day of February, A.D. 2022, on motion by Councillor Parker.

**CARRIED  
UNANIMOUSLY**

**THIRD AND FINAL READING** passed in open Council duly assembled in the City of Cold Lake, in the Province of Alberta this 8<sup>th</sup> day of February, A.D. 2022, on motion by Councillor Mattice.

**CARRIED  
UNANIMOUSLY**

**Executed this 8<sup>th</sup> day of February 2022.**

**CITY OF COLD LAKE**

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**

**Schedule “A” – Criminal Record Check Fees**

	<b>Standard Applicant</b>	<b>Student Applicant</b>	<b>Volunteer* Applicant</b>
Standard Name Based Criminal Record Check	\$27	\$27	\$10
Vulnerable Sector Check	\$27	\$27	\$10
Certified Criminal Record Check (Finger Print)	\$27	\$27	\$10

\*Volunteer rates would be accepted with confirmation letter from the volunteer organization advising that the criminal record check is required.

*Amended by Bylaw No. 855-AD-24*

*December 10, 2024*

*Amended by Bylaw No. 886-AD-26*

*January 27, 2026*