

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 25th 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 8th 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 8th day of February, A.D. 2022, on motion by Councillor Mattice.

**CARRIED
UNANIMOUSLY**

Executed this 8th day of February 2022.

CITY OF COLD LAKE

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Schedule “A” – Criminal Record Check Fees

	Standard Applicant	Student Applicant	Volunteer* Applicant
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*