

COUNCIL – AGENDA REPORT

Meeting Date: 20 November 2023

Subject: Bylaw No. B-41/2023 – New User Fees and Charges Bylaw

Boards Routed Through: Council Budget Committee

Date: 7 November 2023

Issue:

Council is being asked to give three readings to Bylaw No. B-41/2023, being a bylaw to establish fees for goods and services provided by the City of Airdrie.

Background:

The *Municipal Government Act* allows Council to pass bylaws to establish fees, rates and charges for goods and services provided by the City of Airdrie (City).

The *User Fees and Charges Bylaw* consolidates a list of fees and charges assigned to City services, currently communicated in multiple bylaws and fee schedules. This bylaw does not apply to taxes, levies, fines, penalties, fees established in contracts or a procurement process, or utility service rates for sewer, waste, recycling, or water services.

Programming fees for programs provided by the City, such as swimming lessons and day camps, are set by the City Manager or delegate in accordance with Council *User Fees and Charges Policy* and are not set in this bylaw.

The *User Fees and Charges Bylaw* is reviewed as part of the City's budgeting process. Following the approval of the 2024 Operating and Capital Base Budget, Administration is proposing fee amendments as detailed in Schedule "A" to be in effect January 1, 2024.

Alignment with South Saskatchewan Regional Plan and AirdrieONE:

Annual budget and planning cycles align with the AirdrieONE governance principle aimed to promote effective decision making and fiscal sustainability.

Boards Routed Through:

Council Budget Committee on November 7, 2023.

Administration Recommendation:

That Council gives three readings to Bylaw No. B-41/2023 as presented.

Alternatives/Implications:

1. Council could choose to amend Schedule “A” of Bylaw No. B-41/2023 before giving three readings.
2. Council could choose to table the bylaw and request further information.
3. Council could choose to defeat the proposed *User Fees and Charges Bylaw*. User fees and charges will remain status quo and the 2024 Operating Budget will be impacted.

Communications Plan:

All user fees and charges for the City will be communicated on the City’s website.

Recommendation:

That Council gives three readings to Bylaw No. B-41/2023, being a bylaw to establish fees for goods and services provided by the City of Airdrie, effective January 1, 2024.

Stephanie Mitchell, CPA, HBCom
Team Leader, Budget and Financial Planning

Presenter:	Stephanie Mitchell
Department:	Corporate Services
Reviewed by:	Shannon Schindeler, Director of Corporate Services
Attachments:	#1 Bylaw B-41/2023 User Fees and Charges Bylaw
Appointment:	N/A