

## COUNCIL – AGENDA REPORT

**Meeting Date:** 16 April 2024

**Subject:** Bylaw B-06/2024 – New User Fees and Charges Bylaw

**Boards Routed Through:** N/A

**Date:** N/A

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### Issue:

Council is being asked to give three readings to Bylaw No. B-06/2024, being a new User Fees and Charges Bylaw which includes new user fees and charges effective September 1, 2024 and January 1, 2025 as outlined in the Bylaw and the attached Schedule “A”.

### Background:

User Fees and Charges have been reviewed and compiled as per Council approved Policy P-COM-65-C. Finance (in conjunction with all City departments) completed a market review of all Users fees listed in the consolidated *User Fees and Charges Bylaw B-41/2023*. The results and recommended rate changes can be found in Attachment #1.

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). Municipalities have limited methods to collect revenue in order to pay for services. The main two methods being property taxes and user fees. User fees allow for a means to recover the cost from those individuals receiving a direct benefit for the service.

The User Fees and Charges provide revenue to the City and allow for a more equitable user pay system, rather than flowing all costs through the tax and utility rates. To give an idea of the revenue change these fees represent, based on 2024 volumes, the additional revenue generated is estimated at **\$1.2MM**. These rates will be used in the creation of the 2025 budget, along with updated volumes as projections are calculated.

The *User Fees and Charges Bylaw B-41/2023* includes a list of fees and charges assigned to City services, currently communicated in multiple bylaws. This bylaw does not apply to taxes, levies, fines, penalties, fees established in contracts or a procurement process and utility service rates for sewer, waste, recycling, or water services.

Programming fees for programs provided by the City, such as swimming lessons and day

campus, are set by the City Manager or delegate in accordance with Council *User Fees and Charges Policy* and are not set in this Bylaw.

Administration is proposing the new Bylaw No. B-06/2024. This Bylaw includes new fees and charges detailed in Schedule "A" to be in effect January 1, 2025, and some recreation and transit fees which are effective September 1, 2024.

The current *User Fees and Charges Bylaw* B-41/2023 must stay in effect until December 31, 2024 because it includes fees and charges that will remain in place until that date. As of January 1, 2025, the new User Fees and Charges Bylaw B-06/2024 will repeal the current Bylaw B-41/2023.

### **Alignment with South Saskatchewan Regional Plan and AirdrieONE:**

N/A

### **Boards Routed Through:**

N/A

### **Administration Recommendation:**

That Council gives three readings to Bylaw No. B-06/2024, being a new User Fees and Charges Bylaw which includes new user fees and charges effective September 1, 2024 and January 1, 2025 as outlined in the Bylaw and the attached Schedule "A".

### **Alternatives/Implications:**

1. Council could choose to amend Bylaw No. B-06/2024 before giving three readings to the Bylaw.
2. Council could choose to table Bylaw B-06/2024 and request further information before approval.
3. Council could choose to defeat the proposed Bylaw B-06/2024. User fees and charges would remain status quo and the 2025 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-06/2024, being a new User Fees and Charges Bylaw which includes new user fees and charges effective September 1, 2024 and January 1, 2025 as outlined in the Bylaw and the attached Schedule "A".

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

Presenter:	Meghan Bigney
Department:	Budget and Financial Planning
Reviewed by:	Shannon Schindeler, Director of Corporate Services
Attachments:	#1: Outline of Fee Changes from 2024 to 2025 final #2: B-06/2024 – New User Fees and Charges Bylaw
Appointment:	N/A