



COUNCIL – AGENDA REPORT

Meeting Date: 15 November 2024

Subject: User Fees and Charges Bylaw Amendment –
2025 User Fees and Charges

Directorate: Corporate Services and CFO

Issue:

Council is being asked to give three readings to Bylaw No. B-35/2024, being a bylaw to amend Schedule “A” of Bylaw No. B-41/2023 which includes new user fees and charges effective January 1, 2025 and May 1, 2025.

Policy / Council Direction:

User Fees and Charges have been reviewed and compiled as per Council’s approved Policy P-COM-65-C.

Background:

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. At the April 16, 2024 Council meeting, Council directed Administration to distribute the User Fees and Charges Policy to Council to discuss in further detail during a strategy session. Council also directed Administration to return to a future public Council meeting with a red-line comparison of the 2024 to 2025 user fees and charges as well as to publicize the results of the strategy session.

The proposed bylaw can be found in Attachment #1. A red-line comparison of the 2024 to 2025 user fees is included in Attachment #2. Lastly, the results arising from Council’s strategy session can be found in both Attachments #3 and #4.

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. The additional revenue these fees generate represent an \$829K increase in the 2025 budget.

The User Fees and Charges Bylaw No. B-41/2023 includes a list of fees and charges assigned to City services. 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 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.

Administration is proposing an amendment to Schedule “A” of the bylaw to include new fees and charges to be in effect January 1, 2025, and some recreation and transit fees to be in effect May 1, 2025. The amended Schedule “A” will also retain a column for 2024 fees which will remain in effect until either December 31, 2024 or April 30, 2025 as detailed in the Schedule.

Council Committee Routed Through:

This report has not been routed through a Standing Committee; however, it has been reviewed by Council during strategy sessions. The results of the strategy sessions in relation to the amending bylaw are summarized in Attachments #3 and #4.

Administration Recommendation:

That Council gives three readings to Bylaw No. B-35/2024 as presented.

Alternatives/Implications:

1. Council could choose to amend Schedule “A” of Bylaw No. B-35/2024 before giving three readings to the Bylaw.

Changes to the user fees and charges contained within may have an impact on the tax adjustment that Council is deliberating.

2. Council could choose to defeat the proposed Bylaw No. B-35/2024.

User fees and charges would remain status quo and the tax adjustment that Council is deliberating would be impacted.

Budget Implications:

The user fees and charges as presented in Bylaw No. B-35/2024 are captured in the 2025 Operating Budget for Council Deliberations.

Communications and Engagement:

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-35/2024, being a bylaw to amend User Fees and Charges Bylaw No. B-41/2023 by replacing Schedule “A” with the attached Schedule “A” which includes new user fees and charges effective January 1, 2025 and May 1, 2025.

Holly Arruda
Acting Team Leader, Budget and Financial Planning

Staff Presenter:	Holly Arruda
External Presenter:	There is no external presenter
Department:	Budget and Financial Planning
Reviewed by:	Shannon Schindeler
Attachments:	#1: Bylaw B-35/2024 #2: Redline of Schedule “A” #3: Changes Resulting from Council Strategy Session #3: Summary of What We Heard