



COUNCIL – AGENDA REPORT

Meeting Date: 15 April 2025

Subject: Bylaw No. B-12/2025 - User Fees and Charges Bylaw
Amendment - 2026 User Fees and Charges

Directorate: Corporate Services and CFO

Issue:

Council is being asked to give three readings to Bylaw No. B-12/2025, being a bylaw to replace Schedule “A” of Bylaw No. B-41/2023 which includes new user fees and charges effective September 1, 2025 and January 1, 2026.

Policy / Council Direction:

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

Background:

On March 4, 2025, Council approved an amendment to the User Fees and Charges Policy P-COM-65-C which states that user fees and charges will be brought forward to Council during budget development to ensure user fees and charges revenue can be built into the Budget for Council Deliberation. The Policy also states that a CPI factor will be applied in years two through four of a Council term. Given the City is in year four, CPI has been applied to the user fees and charges within Schedule “A” of the User Fees and Charges Bylaw.

The City of Airdrie utilizes the Calgary and Region Economic Outlook report for CPI projections; the Fall 2024 report projected CPI of 1.7% for 2026. 2025 user fees and charges have been inflated by 1.7% to get the 2026 proposed user fees and charges outlined in Attachment #1. A red-line comparison of the 2026 to 2025 user fees and charges is included in Attachment #2.

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. Municipalities have limited methods to collect revenue in order to pay for services, with 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.

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 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 through the procurement process, or utility service rates for sewer, waste, recycling or water services.

City provided programs, such as swimming lessons and day camps, see fees set by the City Manager or delegate in accordance with Council's 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 come into effect January 1, 2026 and recreation and transit fees to be in effect September 1, 2025. The amended Schedule "A" will also retain a column for 2025 fees which will remain in effect until either August 31, 2025 or December 31, 2025 as detailed in the Schedule.

Council Committee Routed Through:

As Administration is requesting that Council approve the 2026 User Fees and Charges Bylaw No. B-12/2025, this report has not been routed through a committee.

Administration Recommendation:

That Council gives three readings to Bylaw No. B-12/2025 as presented.

Alternatives/Implications:

1. Council could choose to approve all User Fees and Charges in Group A and Transit fees within Group C (Section 12) of Bylaw No. B-12/2025.
 - a. These fees are effective September 1, 2025. If approval is delayed Administration will not have sufficient time to inform user groups of the upcoming fee changes, requiring a change to the effective dates of these fees.
2. Council could choose to approve the User Fees and Charges for Inspire within Group A (Section 5) of Bylaw No. B-12/2025.
 - a. These fees require approval before Inspire opens to the public; without user fees and charges in place prior to the grand opening, user groups will not be able to book the facility.
3. Council could choose to amend Schedule "A" of Bylaw No. B-12/2025 before giving three readings to the Bylaw.

Budget Implications:

The user fees and charges as presented in Bylaw No. B-12/2025 will be captured in the 2026 Operating Budget for Council Deliberation.

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-12/2025, being a bylaw to amend User Fees and Charges Bylaw No. B-41/2023 by repealing Schedule "A" and replacing it with the attached Schedule "A" with fees effective September 1, 2025 and January 1, 2026.

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

Staff Presenter:	Stephanie Mitchell
External Presenter:	N/A
Department:	Corporate Services and CFO
Reviewed by:	Shannon Schindeler
Attachments:	#1: Bylaw No. B-12/2025 #2: Redline version of Schedule "A"