



COUNCIL – AGENDA REPORT

Meeting Date: 21 April 2026

Subject: Bylaw B-10/2026 - User Fees and Charges Bylaw Amendment
– 2027 User Fees and Charges

Directorate: Corporate Services and CFO

Issue:

Council is being asked to give three readings to Bylaw B-10/2026, being a bylaw to amend Schedule “A” of Bylaw B-41/2023, with updated and new user fees and charges effective September 1, 2026 and January 1, 2027.

Policy / Council Direction:

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

Background:

On March 4, 2025, Council approved amendments to the User Fees and Charges Policy P-COM-65-C, which requires user fees and charges to be brought forward during budget development so that related revenues can be incorporated into the Operating Budget for Council Deliberation. The policy also establishes a four-year review cycle, with a full review of all user fees and charges completed in year one of the budget cycle, followed by CPI-based adjustments in years two through four for fees not tied to cost recovery.

As 2027 represents year one of the current budget cycle, Administration has completed a full review of user fees and charges included in Schedule A of the User Fees and Charges Bylaw. The proposed amendments are included in Attachment #1, with a red-line comparison of 2026 to 2027 fees provided in Attachment #2.

Under the *Municipal Government Act* (MGA), Council may establish fees, rates, and charges for goods and services provided by the municipality. User fees are an important revenue source that supports a user-pay approach, helping to recover costs from those who directly benefit from a service rather than relying solely on property taxes or utility rates. If user fees are reduced the cost of providing that service would be spread amongst all residents through either increased tax or utility rates.

Bylaw B-41/2023 establishes the City's schedule of user fees and charges and does not apply to taxes, levies, fines, penalties, or fees established through contracts or procurement processes. Programming fees for activities such as swimming lessons and day camps are set by the City Manager or delegate in accordance with Council policy and are not included in this bylaw.

Administration is proposing amendments to Schedule A to introduce new and updated user fees, with recreation and transit fees proposed to take effect September 1, 2026, and all other fees and charges effective January 1, 2027.

Recreation Fees Methodology

Genesis Place user fees are classified as Group A fees, which under the User Fees and Charges Bylaw are to be established using the median rate of comparable facilities within a 30-minute drive radius.

Administration notes that the proposed Genesis Place fees do not fully align with this prescribed methodology. While comparator facilities meet bylaw criteria, an average rate was applied rather than the required median. Applying the median methodology would have resulted in a significantly higher fee increase.

Given that two fee increases were implemented in 2025 and that the facility is currently experiencing a decline in passholder numbers, Administration is concerned that a larger increase could negatively impact participation levels. For transparency, Attachment #3 illustrates the difference between average-based and median-based fee calculations for Council's consideration.

User Fee Review Approach and Considerations

Administration completed the year one full review in accordance with Policy P-COM-65-C. In some cases, standard methodologies did not fully account for service context or the availability of appropriate market comparators. In these cases, professional judgment was applied. Administration is satisfied the proposed Schedule A is appropriate for Council's consideration and approval. Subject matter experts will be in attendance at the April 21 meeting to provide additional information as requested during Council deliberations and voting on the bylaw.

Council Committee Routed Through:

As Administration is requesting that Council approve the 2027 User Fees and Charges Bylaw No. B-10/2026, this report has not been routed through a committee.

Administration Recommendation:

That Council gives three readings to Bylaw B-10/2026, as presented.

Alternatives/Implications:

Alternative 1: Approve all Group A and Transit (Group C) fees as proposed

Council may approve all Group A user fees and Transit fees within Group C (Section 12) as presented in Bylaw B-10/2026, with an effective date of September 1, 2026. Timely approval is required of these fees to allow sufficient notice to user groups. Delayed approval may require revised effective dates.

Alternative 2: Amend Schedule A prior to approval

Council may amend Schedule A of Bylaw B-10/2026 prior to giving three readings, which may result in changes to projected revenues and corresponding impacts to the 2027 Operating Budget.

Budget Implications:

The user fees and charges proposed in Bylaw No. B- 10/2026 will be incorporated into the 2027 Operating Budget for Council Deliberation. Based on current volumes, adoption of all proposed fees is projected to generate approximately \$720,000 in additional tax- supported revenues and \$283,000 in utility- supported revenues.

If Council does not adopt the proposed fee changes, an equivalent increase in property taxes and utility revenues would be required to fund these services and maintain approved service levels.

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 B-10/2026, as presented.

Etinah Murumbi, CPA, BComm.
Team Leader, Budget and Financial Planning

Staff Presenter:	Etinah Murumbi
External Presenter:	N/A
Department:	Corporate Services and CFO
Reviewed by:	ELT
Attachments:	#1: Bylaw No. B-10/2026 #2: Redline of Schedule "A" #3: Recreation Fees Methodology Comparison