



2025 Master Rates Bylaw C-8609-2025

Electoral Division: All

File: N/A

Date:	February 18, 2025
Presenter:	Adrienne Wilson, Supervisor Taxation & Receivables
Department:	Financial Services

REPORT SUMMARY

The *Municipal Government Act* authorizes Council to establish bylaws regarding services provided by Rocky View County, including the fees charged for those services.

The *Master Rates Bylaw* consolidates the established list of fees assigned to certain County services and is reviewed annually as part of the County’s budgeting process. Review of County fees are in alignment with User Fee Policy C-224. Administration recommends the adoption of *Master Rates Bylaw* C-8609-2025, which would repeal Bylaw C-8515-2024.

Should Council adopt the proposed Bylaw C-8609-2025, it would become effective on March 1, 2025.

ADMINISTRATION’S RECOMMENDATION

THAT Bylaw C-8609-2025 be given first reading.

THAT Bylaw C-8609-2025 be given a second reading.

THAT Bylaw C-8609-2025 be considered for third reading.

THAT Bylaw C-8609-2025 be given third and final reading.

BACKGROUND

A municipality has limited revenue streams, with property tax and user fees being the primary sources that a Council can regulate. On November 28, 2024, Council approved the 2025 Operating and Capital Budget, which included user fee increases. The approved fee increases allow the County to recover the cost of providing services based, in part, on the inflation rate and ensure service levels are maintained at a minimum standard. Ideally, a fee increase will also enable service improvements and/or expansion.

Municipal user fees are standard in urban and rural areas. Local governments collect fees to cover the cost of services, such as waste collection, water supply, and maintenance of public spaces. Fees can vary depending on where constituents reside and the type of services required.

ANALYSIS

The County carefully considers how the approved budget is allocated, including conducting a thorough review of any changes needed to the fees. Most fees for 2025 were approved as part of the 2025 Operating and Capital Budget and are incorporated into the proposed bylaw to ensure clarity and transparency, except for the reduction of the boundary adjustment fee from \$510 to \$500. This reduction was made after the approval of the 2025 Operating and Capital Budget.

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Administration acknowledges that adjustments to the utility rates for 2025 are not included in the *Master Rates Bylaw*. The utility rates will be brought to Council on March 4, 2025, for further consideration.

The following departments have proposed changes to fees:

Cemeteries

- 3% fee increases in select categories per the Master Plan.

Pets & Animals

- Animal impound fees added due to a change in agreement with the Cochrane Humane Society.
- Includes the fee for replacement dog tags and vicious dog licenses, originally overlooked when dog licensing was reimplemented in 2023.

Enforcement

- Increase in rate for community peace office per hour due to increased cost of officers and fuel.

Finance

- Service fee increase for returned cheques, tax certificates, and registered tax notifications.

Planning & Development

- Changes in the rate for residential and commercial compliance stamps.
- Minor reduction of boundary adjustment fee per lot or title to align with the endorsement fee when adjusting two lots.

Recreation, Parks & Community Support

- An increase in the rate for commercial and filming permits due to industry market review.

Roads

- Removal of Rip Rap from gravel sales as the material is no longer available.
- Fee added for a single trip overweight or over-dimension permit to the bylaw.

Water & Sewer

- Removal of the Wintergreen water supply as it is now included in Bragg Creek water service rates.
- Increase in the flat fee and sewer rate of Bragg Creek sewer service costs for the drum screen rate recovery.

COMMUNICATIONS / ENGAGEMENT

The proposed bylaw would be published on the County's website to ensure it is accessible to the public.

IMPLICATIONS

Financial

The proposed fee changes align with the approved 2025 Operating and Capital Budget and direction provided by Council.

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STRATEGIC ALIGNMENT

Key Performance Indicators		Strategic Alignment	
Financial Prosperity	FP2: Ensuring County remains financially sustainable for future generations	Choose an item.	This annual exercise establishes the list of fees assigned to certain County services and is reviewed annually as part of the County’s budgeting process to ensure effective service delivery.

ALTERNATE DIRECTION

Administration does not have an alternate direction for Council's consideration.

ATTACHMENTS

- Attachment A: Summary of 2025 Proposed Changes to Master Rate Fees
- Attachment B: Proposed 2025 *Master Rates Bylaw C-8609-2025*

APPROVALS

Manager:	Isedua Agbonkhese, Acting Executive Director Financial Services
Executive Director/Director:	Isedua Agbonkhese, Acting Executive Director Financial Services
Chief Administrative Officer:	Reegan McCullough, Chief Administrative Officer