



## Memorandum

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**TO:** Krista Power, Director – Legislative Services & City Clerk      **FILE:**

**FROM:** Keri Greaves, CPA, Commissioner – Corporate Services & City Treasurer

**DATE:** 01/15/2026 (mm/dd/yyyy)

**SUBJECT:** 2026 User Fees Adjustment

**MEETING & DATE:** Special Committee of the Whole (Annual Operating Budget) - 01/26/2026 (mm/dd/yyyy)

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This memo is to advise City Council of clerical errors found in Schedule E and Schedule P, as well as an omission in Schedule I of the proposed User Fees included in the Proposed 2026 Operating Budget.

### Clerical Errors

In Schedule E, the NSF charge had been increased to \$45 in 2025 – there was no intent to increase this fee in 2026 – the fee is proposed to remain at \$45. This change should also be removed from the Summary of Notable Changes.

In Schedule P, the Volumetric Rate – Other Accounts should reflect a 3% increase per the Financial Plan; the proposed fee is 1.3091/m<sup>3</sup>. The Fire Service Charge should also reflect a 3% increase; the fee is proposed to be 6.037 divided by 365 for a daily rate.

### Omission

In Schedule I, the proposed rental fees for the Tbaytel Multiplex were excluded from the initial budget draft. As they are new, these fees should also be highlighted in the Summary of Notable Changes. The new fees proposed in preparation for the opening in fall of 2026 are as follows:

User Fee Description	2025 Approved User Fee (\$)	2026 Proposed User Fee (\$)	Change (\$)	Change (%)
<b>Tbaytel Multiplex - Turf Rental - Hourly</b>				
1/4 Field - Prime Time	-	155.00	155.00	100%
1/2 Field - Prime Time	-	310.00	310.00	100%
Full Field - Prime Time	-	620.00	620.00	100%
1/4 Field - Non-Prime	-	125.00	125.00	100%
1/2 Field - Non-Prime	-	250.00	250.00	100%
Full Field - Non-Prime	-	500.00	500.00	100%
1/4 Field - Summer	-	100.00	100.00	100%
1/2 Field - Summer	-	200.00	200.00	100%
Full Field - Summer	-	400.00	400.00	100%
Meeting Room	-	30.00	30.00	100%

These amendments have no financial impact on the municipal tax levy, as they relate solely to the presentation in the user fee schedules.

As a result, the following resolution is proposed:

WITH RESPECT to the Memorandum from Keri Greaves, Commissioner – Corporate Services & City Treasurer, dated January 15, 2026, we recommend that the updated proposed user fees be approved as provided in Revised Schedule E, Revised Schedule I, and Revised Schedule P;

AND THAT any necessary By-laws be presented to City Council for ratification.

Attached:  
Revised Schedule E  
Revised Schedule I  
Revised Schedule P