



## **Memorandum**

**Corporate By-law Number:** 042-2026-Corporate Services-Finance

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**TO:** Office of the City Clerk **FILE:**

**FROM:** Andrea Morrison, CPA, CA, Director – Finance - Corporate Services

**DATE PREPARED:** January 15, 2026

**SUBJECT:** By-law 42-2026 – Amendment to User Fee By-law

**MEETING DATE:** City Council - February 17, 2026

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**By-law Description:** A By-law to amend By-law Number 24-2025, being a By-law to set fees and charges imposed for various municipal services, to be known as the “User Fee By-law”

**Authorization:** Corporate Report 1-2026-Corporate Services-Finance – Committee of the Whole – Budget – January 26, 2026

**By-law Explanation:** The purpose of this by-law is to amend By-law Number 24-2025, the User Fee By-law, by replacing Schedules A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T and U as passed by Committee of the Whole on January 28, 2026.

### **Schedules and Attachments:**

Schedule A: City Manager’s Department – City Solicitor

Schedule B: City Manager’s Department – Office of the City Clerk

Schedule C: Corporate Services Department – Licensing & Enforcement (Municipal Enforcement Services)

Schedule D: Corporate Services Department – Licensing & Enforcement (Municipal Parking Services) – Rate Supported

Schedule E: Corporate Services Department – Revenue

Schedule F: Corporate Services Department – Supply Management

Schedule G: Community Services Department – Child Care Centres

Schedule H: Community Services Department – Long Term Care (LTC) & Senior Services

Schedule I: Community Services Department – Recreation & Culture  
Schedule J: Community Services Department – Superior North Emergency Medical Services (SNEMS)  
Schedule K: Community Services Department – Transit Services  
Schedule L: Growth – Development Services  
Schedule M: Infrastructure & Operations Department – Engineering  
Schedule N: Infrastructure & Operations Department – Environment (Solid Waste & Recycling)  
Schedule O: Infrastructure & Operations Department – Environment (Landfill) – Rate Supported  
Schedule P: Infrastructure & Operations Department – Environment (Waterworks) – Rate Supported  
Schedule Q: Infrastructure & Operations Department – Environment (Wastewater) – Rate Supported  
Schedule R: Infrastructure & Operations Department – Parks & Open Spaces  
Schedule S: Infrastructure & Operations Department – Parks & Open Spaces (Boater Services) – Rate Supported  
Schedule T: Infrastructure & Operations Department – Roads  
Schedule U: Infrastructure & Operations Department – Thunder Bay Fire Rescue

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 042-2026

A By-law to amend By-law Number 24-2025,  
being a By-law to set fees and charges imposed for  
various municipal services, to be known as the  
“User Fee By-law”

Recitals

1. It is deemed necessary and expedient to amend By-law Number 24-2025 of The Corporation of the City of Thunder Bay, by resolution of Committee of the Whole on January 26, 2026.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. By-law Number 24-2025 is amended by deleting the following schedules:

Schedule A: City Manager’s Department – City Solicitor  
Schedule B: City Manager’s Department – Office of the City Clerk  
Schedule C: Corporate Services Department – Licensing & Enforcement (Municipal Enforcement Services)  
Schedule D: Corporate Services Department – Licensing & Enforcement (Municipal Parking Services) – Rate Supported  
Schedule E: Corporate Services Department – Revenue  
Schedule F: Corporate Services Department – Supply Management  
Schedule G: Community Services Department – Child Care Centres  
Schedule H: Community Services Department – Long Term Care (LTC) & Senior Services  
Schedule I: Community Services Department – Recreation & Culture  
Schedule J: Community Services Department – Superior North Emergency Medical Services (SNEMS)  
Schedule K: Community Services Department – Transit Services  
Schedule L: Growth – Development Services  
Schedule M: Infrastructure & Operations Department – Engineering  
Schedule N: Infrastructure & Operations Department – Environment (Solid Waste & Recycling)  
Schedule O: Infrastructure & Operations Department – Environment (Landfill) – Rate Supported  
Schedule P: Infrastructure & Operations Department – Environment (Waterworks) – Rate Supported  
Schedule Q: Infrastructure & Operations Department – Environment (Wastewater) – Rate Supported  
Schedule R: Infrastructure & Operations Department – Parks & Open Spaces  
Schedule S: Infrastructure & Operations Department – Parks & Open Spaces (Boater Services) – Rate Supported

Schedule T: Infrastructure & Operations Department – Roads  
Schedule U: Infrastructure & Operations Department – Thunder Bay Fire Rescue

2. By-law Number 24-2025 is further amended by inserting the following schedules:

Schedule A: City Manager's Department – City Solicitor  
Schedule B: City Manager's Department – Office of the City Clerk  
Schedule C: Corporate Services Department – Licensing & Enforcement (Municipal Enforcement Services)  
Schedule D: Corporate Services Department – Licensing & Enforcement (Municipal Parking Services) – Rate Supported  
Schedule E: Corporate Services Department – Revenue  
Schedule F: Corporate Services Department – Supply Management  
Schedule G: Community Services Department – Child Care Centres  
Schedule H: Community Services Department – Long Term Care (LTC) & Senior Services  
Schedule I: Community Services Department – Recreation & Culture  
Schedule J: Community Services Department – Superior North Emergency Medical Services (SNEMS)  
Schedule K: Community Services Department – Transit Services  
Schedule L: Growth – Development Services  
Schedule M: Infrastructure & Operations Department – Engineering  
Schedule N: Infrastructure & Operations Department – Environment (Solid Waste & Recycling)  
Schedule O: Infrastructure & Operations Department – Environment (Landfill) – Rate Supported  
Schedule P: Infrastructure & Operations Department – Environment (Waterworks) – Rate Supported  
Schedule Q: Infrastructure & Operations Department – Environment (Wastewater) – Rate Supported  
Schedule R: Infrastructure & Operations Department – Parks & Open Spaces  
Schedule S: Infrastructure & Operations Department – Parks & Open Spaces (Boater Services) – Rate Supported  
Schedule T: Infrastructure & Operations Department – Roads  
Schedule U: Infrastructure & Operations Department – Thunder Bay Fire Rescue

3. This By-law shall come into force and take effect on April 1, 2026.

Enacted and passed this 17th day of February, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk