

# Memorandum to the Council of Corporation of the Municipality of Temagami

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**Subject:** User Fee By-law Review

**Memo No:** 2025-M-184

**Date:** August 14, 2025

**Prepared By:** Sabrina Pandolfo – Clerk / Deputy CAO

## Recommendation

BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Temagami receive this report regarding the 2025 User Fee By-law;

AND THAT Council consider a by-law later in the meeting to execute By-law No. 25-1847 to set fees and charges for services, activities, and use of municipal property for the year 2025.

## Executive Summary

The purpose of this report is to present the updated 2025 User Fee By-law for Council's consideration. This by-law establishes the fees and charges for municipal services, activities, and the use of municipal property, replacing By-law 24-1760. Updates reflect operational needs, legislative compliance, and Council-approved changes.

## Background

The Municipality reviews and updates its User Fee By-law annually to ensure fees and charges reflect the cost of service delivery, remain competitive with comparable municipalities, and align with Council's fiscal and operational objectives.

By-law 25-1847 will replace By-law 24-1760 (2024 User Fee By-law) and incorporates changes adopted by Council throughout 2025, including:

- Fire Department – New fees for inspections and false alarms to recover service costs and discourage repeated incidents.
- Mapping Services – Introduction of fees for map printing and laminating to offset materials and labour expenses.
- Building Department – Updated fee structure implemented in March 2025 to align with legislative requirements and industry practices.

These changes are authorized under Section 391 of the Municipal Act, 2001, which permits municipalities to impose fees and charges for services, activities, and use of municipal property.

## Conclusion

The 2025 User Fee By-law reflects Council direction, operational needs, and statutory authority. Adoption of this by-law will ensure the Municipality's fee structure remains current, fair, and transparent, supporting cost recovery and consistent service delivery.

During the late 2025 budget deliberations, staff are recommending a thorough review of all fees and charges to ensure they accurately reflect the true cost of providing municipal services.

Staff recommend that Council receive this report and consider passing By-law No. 25-1847 later in the meeting.