



Subject: Bylaw F-300-1, an Amendment to Council Bylaw F-300 Respecting the Maintenance and Improvement of Private Roads

To: Corporate and Residential Services Committee

Date Prepared: June 8, 2026

Prepared By: Wade Tattrie, CPA, CA, Director of Finance

Approved By: Kim Ramsay, CPA, CMA, Chief Administrative Officer

Summary

In December 2024 Council passed the following motion C24(422):

Moved that Council instruct the CAO to reduce the annual administration fee charged to road associations from 5% to 3%, starting in the 25/26 budget year.

Fees were reduced, but the related Bylaw F-300 was not updated at that time. Attached is a draft of the revised Bylaw wording.

Financial Impact Statement

None.

Recommendation

Staff recommend that the Corporate and Residential Services Committee recommend to Council, that Council Bylaw F-300 “Respecting the Maintenance and Improvement of Private Roads” be amended to reflect a 3% administration fee.

Recommended Motion

Move that the Corporate and Residential Services Committee recommend that Council give first reading to Bylaw F-300-1, an amendment to Bylaw F-300, a Bylaw Respecting the Maintenance and Improvement of Private Roads as attached to the Executive Committee Agenda dated June 16th, 2026.

Attachments

A draft of the revised Bylaw F300 is attached.