



Staff Report to Council

Administrative Service

FILE: 09-3900-02/25

REPORT DATE: March 03, 2025 **MEETING DATE:** April 01, 2025

TO: Mayor and Council

FROM: Kate Barchard, Corporate Officer

SUBJECT: 1960 – 1970 Financial Bylaws Repeal Bylaw No. 3008, 2025

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:

RECOMMENDATION(S):

THAT Council:

- A. Grant first, second and third readings to the “1960 - 1970 Financial Bylaws Repeal Bylaw No. 3008, 2025” to repeal expired or otherwise obsolete financial bylaws as presented at the April 1, 2025 Council Meeting; OR
- B. Other.

PURPOSE

The purpose of this report is to provide Council a repeal bylaw to repeal 41 expired financial bylaws that are no longer in force as they indicate an expiry date or specified length of term which has now ended.

Information Report Decision Report Direction Report

DISCUSSION

Background:

In 2024, Administrative Services began an audit of all City bylaws adopted since the incorporation of Pitt Meadows in 1914. The purpose of this review was to ensure a complete and accurate inventory of all bylaws and to coordinate the repeal of any bylaws that were no longer required. To date, Staff have brought forward more than 258 bylaws for repeal [not

including those identified on this report], and anticipate another 385 bylaws to be presented to Council for repeal by year end.

This staff report presents a repeal bylaw (**Attachment A**) that, when adopted, will repeal 41 expired financial bylaws from 1960 - 1970 inclusive. These historical bylaws have been compiled and included as **Attachment B**.

Relevant Policy, Bylaw or Legislation:

Section 137 of the *Community Charter* requires that a bylaw must be repealed through the enactment of another bylaw.

Analysis:

The following bylaws have been reviewed by Staff and deemed expired, superseded, or otherwise obsolete. They will be repealed through the adoption of '1960 - 1970 Financial Bylaws Repeal Bylaw No. 3008, 2025' (**Attachment A**).

- (1) Bylaw No. 357, 1960 – Temporary Loan Bylaw
- (2) Bylaw No. 359, 1960 – Pitt Meadows Annual Budget Bylaw
- (3) Bylaw No. 360, 1960 – Pitt Meadows Revenue Tax Bylaw
- (4) Bylaw No. 365, 1961 - Temporary Loan Bylaw
- (5) Bylaw No. 367, 1961 – Pitt Meadows Annual Budget Bylaw
- (6) Bylaw No. 368, 1961 – Pitt Meadows Revenue Tax Bylaw
- (7) Bylaw No. 372, 1961 - Short Term Capital Loan Bylaw
- (8) Bylaw No. 378, 1962 - Temporary Loan Bylaw
- (9) Bylaw No. 380, 1962 – Pitt Meadows Annual Budget Bylaw
- (10) Bylaw No. 381, 1962 - Pitt Meadows Revenue Tax Bylaw
- (11) Bylaw No. 390, 1963 - Temporary Loan Bylaw
- (12) Bylaw No. 392, 1963 - Pitt Meadows Annual Budget Bylaw
- (13) Bylaw No. 393, 1963 - Pitt Meadows Revenue Tax Bylaw
- (14) Bylaw No. 395, 1963 - Tax Sale Properties Reserve Expenditure Bylaw
- (15) Bylaw No. 399, 1963 - Sale of Real Property Reserve Expenditure Bylaw

- (16) Bylaw No. 400, 1963 - Temporary Loan Bylaw [Referenced as Bylaw No. 401, 1963]¹
- (17) Bylaw No. 402, 1964 - Tax Sale Properties Reserve Expenditure Bylaw
- (18) Bylaw No. 404, 1964 - Pitt Meadows Annual Budget Bylaw
- (19) Bylaw No. 405, 1964 - Pitt Meadows Revenue Tax Bylaw
- (20) Bylaw No. 412, 1964 - Temporary Loan Bylaw
- (21) Bylaw No. 413, 1965 - Hospital Construction Loan***
- (22) Bylaw No. 414, 1965 - Pitt Meadows Annual Budget Bylaw
- (23) Bylaw No. 415, 1965 - Pitt Meadows Revenue Tax Bylaw
- (24) Bylaw No. 421, 1966 - Temporary Loan Bylaw
- (25) Bylaw No. 422, 1966 - Pitt Meadows Annual Budget Bylaw
- (26) Bylaw No. 423, 1966 - Pitt Meadows Revenue Tax Bylaw
- (27) Bylaw No. 427, 1966 - Short-Term Capital Loan Bylaw
- (28) Bylaw No. 429, 1967 - Temporary Loan Bylaw
- (29) Bylaw No. 431, 1967 - Pitt Meadows Annual Budget Bylaw
- (30) Bylaw No. 432, 1967 - Pitt Meadows Revenue Tax Bylaw
- (31) Bylaw No. 433, 1968 - Temporary Loan Bylaw
- (32) Bylaw No. 437, 1968 - Pitt Meadows Annual Budget Bylaw
- (33) Bylaw No. 438, 1968 - Pitt Meadows Revenue Tax Bylaw
- (34) Bylaw No. 453, 1969 - Temporary Loan Bylaw
- (35) Bylaw No. 458, 1969 - Pitt Meadows Annual Budget Bylaw
- (36) Bylaw No. 459, 1969 - Pitt Meadows Revenue Tax Bylaw
- (37) Bylaw No. 460, 1969 - Capital Budget***
- (38) Bylaw No. 470, 1970 - Temporary Loan Bylaw
- (39) Bylaw No. 476, 1970 - Pitt Meadows Annual Budget Bylaw
- (40) Bylaw No. 477, 1970 - Pitt Meadows Revenue Tax Bylaw
- (41) Bylaw No. 478, 1970 - Capital Budget***

¹ Bylaw No. 401, 1963 contains a genuine typo on page 2 of the bylaw that specifically cites the bylaw as Bylaw No. 400, 1963. Bylaw No. 400, 1963 was a Pool Amendment Bylaw that has already been repealed. The Temporary Loan Bylaw No. 400, 1963 [referenced as No.401, 1963] is now recommended for repeal.

* A copy of the bylaws noted in 'bold' cannot be located. With certainty, they are not being enforced; therefore, repeal is recommended.

The purpose of the bylaw ‘types’ referenced above, are summarized below for convenience:

1. Revenue Tax Bylaws – set the taxation rate on all land and improvements as assessed. In current practices, this bylaw is now called the Annual Tax Rate Bylaw which sets the taxation mill rates and provides staff with the authority to collect the property tax revenue. These bylaws are effective only for the current fiscal year.
2. Annual Budget Bylaw – a bylaw that established the municipality’s annual budget. In today’s practice, this process is initiated during the annual business planning and budget deliberation activity and formalized through the annual adoption of the City’s Five-Year Financial Plan Bylaw.
3. Temporary Loan Bylaws - permitted Council to ‘borrow’ funds to meet current expenditures of the corporation to offset delinquent taxes in the current fiscal year. The readings of these bylaws were typically held in the first quarter of the year, and in the event that additional funding was required, a ‘Further Temporary Loan Bylaw’ was considered. All funds were to be paid off by the end of the fiscal year.
4. Short Term Capital Loan – permitted Council to borrow funds for capital expenditures, payable no later than five years from the date of which it was drawn, and for levying rates for the payment of the debt created.
5. Tax Sale Properties Reserve Expenditure Bylaw - permitted the proceeds from Tax Sale properties to be set aside for certain capital expenditures.
6. Capital Budget & Hospital Construction Loan – permitted Council to borrow funds to set aside for capital expenditures and for levying rates for the payment of the debt created.

COUNCIL STRATEGIC PLAN ALIGNMENT

- Principled Governance Balanced Economic Prosperity Infrastructure
 Community Spirit & Wellbeing Corporate Pride Public Safety
 Not Applicable

WORKPLAN IMPLICATIONS

- Already accounted for in department workplan / no adjustments required
 Emergent issue / will require deferral of other priority(ies)
 Other
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FINANCIAL IMPLICATIONS

- None Budget Previously Approved Referral to Business Planning
 Other

There are no financial implications associated with this report.

PUBLIC PARTICIPATION

- Inform Consult Involve Collaborate Empower
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KATZIE FIRST NATION CONSIDERATIONS

- Referral Yes No Other
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SIGN-OFFS

Written by:

Tanya Barr
Deputy Corporate Officer

Reviewed by:

Kate Barchard,
Corporate Officer

Laura Barroetavena,
Director of Financial Services

ATTACHMENT(S):

- A. 1960 - 1970 Financial Bylaws Repeal Bylaw No. 3008, 2025
- B. 1960 - 1970 Expired Financial Bylaws [combined]