

AGENDA ITEM NO: 7.5

MEETING DATE: March 11, 2025

**STAFF REPORT – COVER SHEET**

SUBJECT: Fraser Valley Regional District Sub-Regional  
Transit Service Area Amendment Bylaw DATE: March 5, 2025

DEPARTMENT: Legislative Services PREPARED BY: Jacqueline Morgan

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**1. SUMMARY OF ISSUE:**

The “Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1747, 2024” was given three readings by the Fraser Valley Regional District (FVRD) Board of Directors on February 27, 2025.

In accordance with Section 346 of the Local Government Act, the FVRD is requesting the City of Chilliwack Council give its consent, by way of formal resolution.

**2. RECOMMENDATION:**

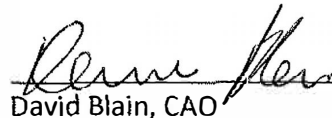
That Council provide statutory consent to the Fraser Valley Regional District for the adoption of the “Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024”.



\_\_\_\_\_  
Jacqueline Morgan, CMC  
Manager of Legislative Services/  
Corporate Officer

**3. CHIEF ADMINISTRATIVE OFFICER'S  
RECOMMENDATION/COMMENTS:**

Supports recommendation.

  
\_\_\_\_\_  
David Blain, CAO

February 28, 2025

**Jacqueline Morgan, Manager of Legislative Services/Corporate Officer**

**Via email: [morgan@chilliwack.com](mailto:morgan@chilliwack.com)**

**City of Chilliwack**

**8550 Young Rd**

**Chilliwack, BC V2P 8A4**

**Re: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024**

Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024 was given a new third reading by the Fraser Valley Regional District Board of Directors on February 27, 2025, a certified copy of which is enclosed for your reference. Also enclosed is a background memorandum which will provide your council with further information. We are seeking the necessary statutory consents from the participants in accordance with S. 346 of the *Local Government Act* prior to requesting approval by the Inspector of Municipalities.

In view of the foregoing, we are requesting that your Council give its consent, by way of formal resolution, to *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024* at your earliest convenience.

Your prompt attention to this matter is greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact me at (604)-702-5023.

Regards,

**Jaime  
Van Nes**

Digitally signed by  
Jaime Van Nes  
Date: 2025.02.27  
10:35:07 -08'00'

Jaime Van Nes,  
Corporate Officer  
Enc.

**To:** Fraser Valley Regional District Board

**Date:** 2024-12-12

**From:** Kinga Al-Mubarak, Accountant

**Subject: Sub-Regional Transit Service Area Establishment Bylaw Amendment - Requisition Increase 2024**

**Reviewed by:** Beth Klein, Controller/Deputy Financial Officer  
Kelly Lownsbrough, Director of Corporate Services / CFO  
Jaime Van Nes, Director of Legislative Services  
Jennifer Kinneman, Chief Administrative Officer

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## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board give three readings and adoption to the *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*.

## BACKGROUND

As part of the Financial Planning process, the FVRD will set tax requisition levels through the Financial Planning Bylaw for 5-year increments (confirmed and approved annually). As required by the *Local Government Act* (LGA), the FVRD is also required to adopt Service Area Establishing Bylaws, setting the maximum allowable requisition for each Service Area, with some exceptions. Periodically, Staff complete a review of the Financial Plan (the Plan), to ensure it does not exceed the maximum requisition stated in the Establishing Bylaw.

The Sub-Regional Transit Service Area was established in 2012 to provide transit services in a portion of the FVRD. This Service Area is partially funded by the Village of Harrison Hot Springs, District of Kent, City of Chilliwack, and Electoral Area D. During the 2024 Financial Planning process, the bylaw was updated using an exemption to increase the maximum requisition by an amount “less than or equal to 25% of the baseline value”. The requirement for the 2025 taxation year and the remainder of the financial plan requires an increase higher than 25% of the baseline.

## DISCUSSION

As part of the 2025 Financial Planning process, an administrative review of requisition levels has been conducted to ensure Service Area Establishment bylaws have adequate taxation limits. Staff propose revisions to the Sub-Regional Transit (Bylaw 1757, 2024) maximum taxation level based on the 5-year

Financial Plan adopted in 2024 to allow sufficient time for Inspector approval prior to taxation based on the 2025 Financial Plan.

There has been no change to the allocations each Municipality or Electoral Area contribute to the maximum value; however, the method of calculating the maximum requisition was updated to add a property tax value rate of 0.0600/\$1,000, allowing for growth within the service area.

The amended bylaw is attached to this report for review and includes the amended maximum. Bylaw No. 1757 will further require municipal consent and Inspector approval prior to final adoption.

### **COST**

These bylaw changes are administrative in nature and set the maximum limit to taxation, as per the requirements in legislation. Annual taxation is based upon the annually approved Financial Plan.

### **CONCLUSION**

As a step in the financial planning process, the bylaw is proposed to be amended, increasing the maximum requisition based on the Financial Plan adopted in 2024.

**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1757, 2024**

**A Bylaw to increase the requisition limit of the Sub-Regional Transit Service Area**

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**WHEREAS** *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* was adopted by the Fraser Valley Regional District Board of Directors ("the Board") on November 27, 2012;

**AND WHEREAS** the maximum annual requisition for the Sub-Regional Transit Service Area ("the Service Area") is currently \$312,500;

**AND WHEREAS** the Board wishes to add a property value tax rate to the maximum requisition clause;

**AND WHEREAS** the Board wishes to increase the maximum amount that may be requisitioned under Bylaw 1178, 2012 by an amount greater than 25% of the baseline value and such an increase requires approval of the inspector;

**AND WHEREAS** consent on behalf of electoral and municipal participating areas has been obtained;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This Bylaw may be cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*.

**2) ENACTMENTS**

That *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* is amended by deleting Section 2.e) in its entirety and substituting the following:

"e) The maximum amount that may be requisitioned annually for the Sub-Regional Transit Service Area shall be \$560,327 or an amount equal to that which could be raised by a property value tax rate of \$0.0600/\$1,000 applied to the net taxable value of the land and improvements within the Service Area, whichever is greater."

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS                      day of

READ A SECOND TIME THIS                      day of

READ A THIRD TIME THIS                      day of

APPROVED BY THE INSPECTOR  
OF MUNICIPALITIES this                      day of

ADOPTED THIS                                      day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. XXXX, YYYY* as read a third time by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

\_\_\_\_\_  
Corporate Officer/Deputy

**To:** Regional and Corporate Services Committee

**Date:** 2025-02-13

**From:** Beth Klein, Controller/Deputy CFO

**Subject: Sub-Regional Transit Service Area Establishment Bylaw Amendment - Requisition Increase 2025**

**Reviewed by:** Kelly Lownsbrough, Director of Corporate Services / CFO

Jaime Van Nes, Director of Legislative Services

Jennifer Kinneman, Chief Administrative Officer

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## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board rescind third reading given to the bylaw cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*;

**AND THAT** the Fraser Valley Regional District Board give a new third reading and adoption to the bylaw cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*, as amended.

## BACKGROUND

As part of the Financial Planning process, the FVRD will set tax requisition levels through the Financial Planning Bylaw for 5-year increments (confirmed and approved annually). As required by the Local Government Act (LGA), the FVRD is also required to adopt Service Area Establishing Bylaws, setting the maximum allowable requisition for each Service Area, with some exceptions. Periodically, Staff complete a review of the Financial Plan (the Plan), to ensure it does not exceed the maximum requisition stated in the Establishing Bylaw.

The Sub-Regional Transit Service Area was established in 2012 to provide transit services in a portion of the FVRD. This Service Area is partially funded by the Village of Harrison, District of Kent, City of Chilliwack, and Electoral Area D. The bylaw currently in place allows for a maximum annual tax requisition of \$312,500.

Most recently in 2024, the Establishing bylaw was amended to increase the maximum annual tax requisition due to the increased cost in the annual operating agreement and to update the maximum calculation method to use a property value tax rate. However, this was not yet adopted because of an administrative error and is now being revised using the most up to date assessment data (2025 Completed Roll).

## **DISCUSSION**

Staff are proposing revisions to the previously presented bylaw, updating the maximum taxation levels based on the 2025 – 2029 Financial Plan and using the 2025 Completed Assessment Roll data.

There has been no change to the allocations that each Municipality or Electoral Area contribute to the maximum value; however, the previous maximum value has been updated to a property tax value rate of 0.02000/\$1,000 or \$754,120 whichever is greater, allowing for growth within the service area.

The Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2025 is attached to this report for review and includes the amended maximum. This bylaw will require municipal consent and Inspector approval prior to final adoption.

## **COST**

This bylaw change is administrative in nature and sets the maximum limit to taxation, as per the requirements in legislation. Annual taxation is based upon the annually approved Financial Plan.

The 2025 – 2029 Financial Plan for this service area requires an increase of approximately \$48k total requisition compared to 2024 which is approximately \$22k above the current maximum requisition amount.

## **CONCLUSION**

As a step in the financial planning process, the Sub-Regional Transit Service Area bylaw is proposed to be amended, increasing the maximum requisition and updating the calculation to include a property value tax rate.



**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1757, 2024**

**A Bylaw to increase the requisition limit of the Sub-Regional Transit Service Area**

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**WHEREAS** *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* was adopted by the Fraser Valley Regional District Board of Directors (“the Board”) on November 27, 2012;

**AND WHEREAS** the maximum annual requisition for the Sub-Regional Transit Service Area (“the Service Area”) is currently \$312,500;

**AND WHEREAS** the Board wishes to add a property value tax rate to the maximum requisition clause;

**AND WHEREAS** the Board wishes to increase the maximum amount that may be requisitioned under Bylaw 1178, 2012 by an amount greater than 25% of the baseline value and such an increase requires approval of the inspector;

**AND WHEREAS** consent on behalf of electoral and municipal participating areas has been obtained;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This Bylaw may be cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*.

**2) ENACTMENTS**

That *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* is amended by deleting Section 2.e) in its entirety and substituting the following:

“e) The maximum amount that may be requisitioned annually for the Sub-Regional Transit Service Area shall be \$754,120 or an amount equal to that which could be raised by a property value tax rate of \$0.0200/\$1,000 applied to the net taxable value of the land and improvements within the Service Area, whichever is greater.”

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS 12<sup>th</sup> day of December, 2024

READ A SECOND TIME THIS 12<sup>th</sup> day of December, 2024

READ A THIRD TIME THIS 12<sup>th</sup> day of December, 2024

THIRD READING RESCINDED THIS day of

REREAD A THIRD TIME THIS day of

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of

ADOPTED THIS day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2025* as re-read a third time by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1757, 2024**

**A Bylaw to increase the requisition limit of the Sub-Regional Transit Service Area**

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**WHEREAS** *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* was adopted by the Fraser Valley Regional District Board of Directors ("the Board") on November 27, 2012;

**AND WHEREAS** the maximum annual requisition for the Sub-Regional Transit Service Area ("the Service Area") is currently \$312,500;

**AND WHEREAS** the Board wishes to add a property value tax rate to the maximum requisition clause;

**AND WHEREAS** the Board wishes to increase the maximum amount that may be requisitioned under Bylaw 1178, 2012 by an amount greater than 25% of the baseline value and such an increase requires approval of the inspector;

**AND WHEREAS** consent on behalf of electoral and municipal participating areas has been obtained;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This Bylaw may be cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2024*.

**2) ENACTMENTS**

That *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* is amended by deleting Section 2.e) in its entirety and substituting the following:

"e) The maximum amount that may be requisitioned annually for the Sub-Regional Transit Service Area shall be \$754,120 or an amount equal to that which could be raised by a property value tax rate of \$0.0200/\$1,000 applied to the net taxable value of the land and improvements within the Service Area, whichever is greater."

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS	12 <sup>th</sup>	day of December, 2024
READ A SECOND TIME THIS	12 <sup>th</sup>	day of December, 2024
READ A THIRD TIME THIS	12 <sup>th</sup>	day of December, 2024
THIRD READING RESCINDED THIS	27 <sup>th</sup>	day of February, 2025
REREAD A THIRD TIME THIS	27 <sup>th</sup>	day of February, 2025
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this		day of
ADOPTED THIS		day of

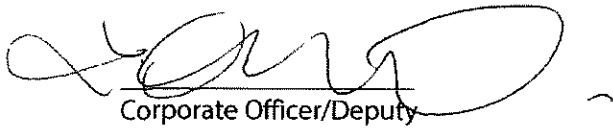
\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1757, 2025* as re-read a third time by the Board of Directors of the Fraser Valley Regional District on February 27, 2025

Dated at Chilliwack, BC on February 28, 2025

  
\_\_\_\_\_  
Corporate Officer/Deputy