



North Cowichan

CONSOLIDATION

BYLAW OFFENCE NOTICE ENFORCEMENT BYLAW

Bylaw No. 3677

Current to August 19, 2021

Last amended on August 18, 2021

Consolidated and printed by authority of the Corporate Officer under The Corporation of the District of North Cowichan Consolidation and Revision Authority Bylaw 3514.

Amendments

Number	Amendment Bylaw Number	Effective Date dd mmm yyyy
1	Bylaw Offence Notice Enforcement Amendment Bylaw No. 3835	18 Aug 2021
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The Corporation of the District of North Cowichan

Bylaw Offence Notice Enforcement Bylaw

Bylaw 3677

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The Council of The Corporation of the District of North Cowichan in open meeting enacts as follows:

Citation

- 1 This Bylaw may be cited as "Bylaw Offence Notice Enforcement Bylaw No. 3677, 2021".

Definitions

- 2 In this Bylaw:

"Act" means the *Local Government Bylaw Notice Enforcement Act [SBC 2003] C. 60 as revised or replaced from time to time*;

"Bylaw Enforcement Officer" means a person in a class designated under section 4 of this Bylaw;

"CAO" means the Chief Administrative Officer for the District of North Cowichan;

"District" means the District of North Cowichan;

"Registry" means the Bylaw Notice Adjudication Registry established by this Bylaw;

"Screening Officer" means a person in a class designated under section 6 of this Bylaw.

Terms media

- 3 Unless otherwise defined, terms in this Bylaw have the same meaning as defined in the Act and Regulation.

Bylaw Enforcement Officers

- 4 Persons acting as any of the following are designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the Act:
 - (1) Peace Officer;
 - (2) Bylaw Compliance Officers;
 - (3) Animal Control Officers; and
 - (4) Municipal Forester.

Screening Officers

- 5 The position of Screening Officer is established.
- 6 The following are designated classes of persons appointed by the District as Screening Officers in accordance with the Act:
 - (1) Manager of Fire and Bylaw Services;
 - (2) Manager of Bylaw and Business Licensing Services;
 - (3) Corporate Officer;
 - (4) CAO; and
 - (5) Deputy CAO.

Powers, Duties and Functions of Screening Officers

- 7 The powers, duties and functions of screening officers are set out in the Act, and include the following:
 - (1) Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
 - (2) To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the Act:
 - (a) the person against whom a contravention is alleged or their representative;
 - (b) the officer issuing the notice;
 - (c) the complainant or their representative;
 - (d) the District's staff and record-keepers regarding the disputant's history of bylaw compliance;

- (3) To prepare and enter into compliance agreements under the Act with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw; and
 - (4) To cancel bylaw notices in accordance with the Act or District policies and guidelines.
- 8 The bylaw contraventions in relation to which a Screening Officer may enter into compliance agreement are indicated in column A4 of Schedule "A" attached to this Bylaw.
- 9 The maximum duration of a compliance agreement is one year.

Bylaw Contraventions

- 10 The bylaws and bylaw contraventions designated in Schedule "A", attached hereto and forming part of this Bylaw may be dealt with by bylaw notice.

Offence and Penalty

- 11 The penalty for a bylaw contravention referred to in section 10 is as follows:
- (1) Subject to subsection 11(2) and 11(3), is the penalty amount set out in Column A1 of Schedule "A".
 - (2) If payment is received by the District:
 - (a) within 14 days of the person receiving or being presumed to have received the bylaw notice, the applicable penalty is the Early Payment Penalty set out in Column A2 of Schedule "A";
 - (b) between 15 and 28 days of the person receiving or being presumed to have received the bylaw notice, the applicable penalty is the Penalty set out in Column A1 of Schedule "A"; or
 - (c) more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge of \$20 in addition to the penalty under subsection 11(2)(b), and is the Late Payment Penalty set out in Column A3 of Schedule "A".
 - (3) If a Compliance Agreement is entered into in accordance with section 9 of this Bylaw, the penalty shall be reduced by 35% of the penalty amount set out under subsection 11(2).

Period for Paying a Disputed Notice

- 12 A person who receives a bylaw notice must either:
- (1) within 14 days after the date on which the person received or is presumed to have received the bylaw notice:
 - (a) pay the Early Payment Penalty in the amount specified in subsection 11(2)(a); or
 - (b) request the dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail to the District; or

- (2) pay the indicated Penalty after 14 days of receiving the bylaw notice, subject to the applicable surcharge for late payment in accordance with subsection 11(2)(c), but no person may dispute the bylaw notice after 14 days of receiving it.

Bylaw Notice Dispute Adjudication Registry

- 13 The Registry, with an address of 411 Dunsmuir Street, Nanaimo, BC V9R 6B9, is established as a bylaw adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices issued under this Bylaw.
- 14 The Registry may serve more than one local government and for that purpose, the Mayor and the Corporate Officer are authorized to execute the Nanaimo Bylaw Notice Dispute Adjudication Registry Agreement, attached as Schedule "B" and forming part of this bylaw.
- 15 Every person who is unsuccessful in a dispute adjudication must pay the District the penalty set out in the bylaw notice and must pay the Registry an adjudication fee of \$25 for the purpose of the District recovering the costs of the adjudication system.

Form of Bylaw Notice

- 16 The District's Corporate Officer may from time to time provide for the form or forms of the bylaw notice, provided the notice complies with section 4 of the Act.

Severability

- 17 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Read a first, second and third time on May 5, 2021

Adopted on May 19, 2021

Schedule "A"

DESIGNATED BYLAWS CONTRAVENTIONS AND PENALTIES

The penalties may be reduced by 35%, where a compliance agreement is shown as "yes" in column A4.

Animal Responsibility Bylaw No. 3740, 2019					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3	Keep more than 6 companion animals	\$100	\$50	\$120	YES
3	Harbour more than 3 dogs	\$100	\$50	\$120	YES
3	Harbour more than 5 cats	\$100	\$50	\$120	YES
4	Keep rabbits in an unsecured outdoor pen	\$100	\$50	\$120	YES
5 (a)	Improper keeping of bees	\$100	\$50	\$120	YES
5 (b)	Fail to prevent swarming	\$100	\$50	\$120	YES
6	Cat running at-large without identification	\$100	\$50	\$120	YES
7	Fail to provide cat identification	\$100	\$50	\$120	YES
7.1	Cat not spayed or neutered	\$100	\$50	\$120	YES
8 (a)	Illegal breeding of exotic animal	\$200	\$100	\$220	YES
8 (b)	illegal possession of exotic animal	\$200	\$100	\$220	YES
8 (c)	illegal shipping of exotic animal	\$200	\$100	\$220	YES
8 (d)	illegal release of exotic animal	\$200	\$100	\$220	YES
8 (e)	illegal exhibit of exotic animal	\$200	\$100	\$220	YES
8 (f)	Display exotic animal in public	\$200	\$100	\$220	YES
9	Permit exotic animal to be at-large	\$200	\$100	\$220	
18 (a)	Abandon animal	\$300	\$150	\$320	
18 (b)	Injure an animal	\$300	\$150	\$320	
18 (c)	Tease or provoke an animal	\$300	\$150	\$320	
18 (d)	Cause pain to an animal	\$300	\$150	\$320	
18 (e)	Train an animal to fight	\$300	\$150	\$320	
19 (a)	Fail to provide animal with drinking water	\$200	\$100	\$220	
19 (b)	Fail to provide animal with drinking food	\$200	\$100	\$220	
19 (c)	Fail to provide basic animal care requirements	\$200	\$100	\$220	
19 (d)	Fail to provide animal with proper exercise	\$200	\$100	\$220	
19 (e)	Fail to provide veterinary care to animal	\$200	\$100	\$220	
20	Fail to meet outdoor shelter requirements	\$200	\$100	\$220	YES
21 (i)	Fail to provide animal shelter from the elements	\$200	\$100	\$220	YES
21 (ii)	Fail to provide animal space to move	\$200	\$100	\$220	YES
21 (iii)	Fail to provide animal shelter from the sun	\$200	\$100	\$220	YES
21 (iv)	Fail to provide animal shelter with bedding	\$200	\$100	\$220	YES
21 (a)	Excessive confinement of a dog	\$200	\$100	\$220	YES
22	Fail to meet sanitation requirements for animal shelter or enclosure	\$100	\$50	\$120	
23 (a) (i)	Unlawful tethering of animal with choke collar	\$200	\$100	\$220	YES
23 (a) (i)	Unlawful tethering of animal with rope	\$200	\$100	\$220	YES
23 (a) (iii)	Unlawful tethering of animal with improper collar or harness	\$200	\$100	\$220	YES
23 (b)	Fail to provide sufficient length of tether	\$200	\$100	\$220	YES
23 (c)	Tether animal for longer than 2 hours	\$200	\$100	\$220	YES
23 (d)	Tether animal to a traffic control device	\$200	\$100	\$220	YES
23 (e)	Tether animal within 3 metres of facility	\$200	\$100	\$220	YES

Animal Responsibility Bylaw No. 3740, 2019					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
	access				
24 (a)	Unlawful transport of animals in motor vehicle	\$200	\$100	\$220	
24 (b)	Unlawful confinement of an animal without adequate ventilation	\$300	\$150	\$320	
25 (a)	Unlawful exercising of a dog next to a motor vehicle	\$200	\$100	\$220	
25 (b)	Unlawful exercising of a dog next to a bicycle	\$100	\$50	\$120	YES
27	Use, set, or maintain a trap	\$300	\$150	\$320	
28	Allow animals to trespass on private property <i>(first offence in a calendar year)</i>	\$100	\$50	\$120	YES
28	Allow animals to trespass on private property <i>(second offence in a calendar year)</i>	\$200	\$100	\$220	
28	Allow animals to trespass on private property <i>(third and subs offences in a calendar year)</i>	\$300	\$150	\$320	
29	Allow dog to be off-leash in public <i>(first offence in a calendar year)</i>	\$100	\$50	\$120	YES
29	Allow dog to be off-leash in public <i>(second offence in a calendar year)</i>	\$200	\$100	\$220	
29	Allow dog to be off-leash in public <i>(third and subs offences in a calendar year)</i>	\$300	\$150	\$320	
30	Insufficient care, custody or control of a dog	\$100	\$50	\$120	YES
32	Permit a dog to obstruct a pathway or municipal sidewalk	\$100	\$50	\$120	YES
33	Fail to securely confine a snake or other reptile in a public place	\$100	\$50	\$120	
34	Insufficient control of an animal in a public place	\$100	\$50	\$120	YES
35 (a)	Unlawful horse performances	\$300	\$150	\$320	YES
35 (b)	Unlawful dog performances	\$300	\$150	\$320	YES
35 (c)	Unlawful animal display or show at fair or pet show	\$300	\$150	\$320	YES

Blasting Bylaw No. 3255, 2006					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
1	No blasting permit	\$100	\$50	\$120	YES
3(4)(a)	Blast after 6:00 p.m. but before 7:00 a.m.	\$100	\$50	\$120	YES
3(4)(b)	Blasting on Sunday	\$100	\$50	\$120	YES
3(4)(c)	Fail to abide with conditions of blasting near school	\$100	\$50	\$120	YES
3(4)(d)	Blast when conditions prohibit blasting	\$100	\$50	\$120	YES
3(4)(e)	Fail to abide with conditions of blasting permit	\$100	\$50	\$120	YES
3(5)(a)	Fail to arrange pre-blast inspection	\$100	\$50	\$120	YES
3(5)(b)	Fail to provide inspection report when requested	\$100	\$50	\$120	YES
3(5)(c)	Fail to provide seismic monitoring	\$100	\$50	\$120	YES
3(5)(d)	Fail to give notice of exceeding maximum ground vibration	\$100	\$50	\$120	YES

Blasting Bylaw No. 3255, 2006					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3(5)(e)	Fail to keep accurate records	\$100	\$50	\$120	YES
3(5)(f)	Fail to make records available upon request	\$100	\$50	\$120	YES
3(6)	Exceed maximum ground vibration	\$100	\$50	\$120	YES
3(8)	Fail to return cancelled permit	\$100	\$50	\$120	YES
4(1)(a)	Fail to give notice of blast within 300 metres of house	\$100	\$50	\$120	YES
4(1)(b)	Fail to take necessary precautions to protect affected property	\$200	\$100	\$220	YES
4(2)	Fail to warn of blast near public thoroughfare	\$100	\$50	\$120	YES
4(3)	Blast within 300 metres of hospital without giving 24 hours' notice	\$200	\$100	\$220	YES
4(4)	Fail to give notice of blast adjacent to public utility	\$200	\$100	\$220	YES
4(5)	Interfere with Director of Engineering	\$300	\$150	\$320	

Building Bylaw No. 3172, 2003					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
6(a); 14(1)	No building permit	\$100	\$50	\$120	YES
6(b)	Fail to abide with work stop order	\$200	\$100	\$220	
6(c)	Submit false permit application information	\$100	\$50	\$120	YES
6(d)	Interfere with Building Inspector's duties	\$300	\$150	\$320	
6(e)	Work contrary to plans	\$100	\$50	\$120	YES
6(f)	Tamper with notice, permit or certificate	\$200	\$100	\$220	
6(g)(i); 16(1)	No occupancy permit	\$100	\$50	\$120	YES
6(g)(ii)	No occupancy permit after change	\$100	\$50	\$120	YES
6(g)(iii)	Occupancy contrary to permit or notice	\$100	\$50	\$120	YES
14 (2)	Fail to comply with BC Building Code	\$200	\$100	\$220	YES
14(4)(a)	Fail to post permit	\$100	\$50	\$120	YES
14(4)(b)	Fail to obtain occupancy certificate	\$100	\$50	\$120	YES
14(4)(c)	Fail to post address	\$100	\$50	\$120	YES
14(4)(d)(i)	Fail to provide sufficient sewer depth	\$100	\$50	\$120	YES
14(4)(d)(ii)	Improper sewer connection	\$100	\$50	\$120	YES
14(4)(e)	Fail to furnish sewer hookup information	\$100	\$50	\$120	YES
14(5)	Fail to obtain survey of non-encroachment	\$100	\$50	\$120	YES

Business Licence Bylaw No. 3153, 2002					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2 (1)(a)	Carry on business without a licence	\$200	\$100	\$220	YES
2 (1)(b)	Fail to obtain separate licence for location	\$200	\$100	\$220	YES
7.2 (2)(a)	Operate a mobile food service business without Island Health approval	\$200	\$100	\$220	YES

Business Licence Bylaw No. 3153, 2002					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
7.2 (2)(b)	Operate a mobile food service business without BC Safety Authority approval	\$200	\$100	\$220	YES
7.2 (2)(c)	Operate a mobile food service business without motor vehicle insurance	\$200	\$100	\$220	YES
7.2 (2)(d)	Operate a mobile food service business without liability insurance	\$200	\$100	\$220	YES
7.2 (2)(e)	Operate a mobile food service business without a discharge management plan	\$200	\$100	\$220	YES
7.2 (3)	Sell unpermitted goods from mobile food service	\$200	\$100	\$220	YES
7.2 (4)	Operate in area not zoned for mobile food service	\$200	\$100	\$220	YES
7.2 (5)	Fail to provide permission letter to operate mobile food service	\$200	\$100	\$220	YES
7.2 (6)(a)	Operate mobile food service outside of designated location	\$200	\$100	\$220	YES
7.2 (6)(b)	Operate mobile food service on public property without permission from CAO	\$200	\$100	\$220	YES

Campground Bylaw No. 2140, 1984					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
4 (a)	Fail to obtain campground permit	\$100	\$50	\$120	YES
8 (a)	Fail to comply with conditions for a campground plot	\$200	\$100	\$220	YES
16	Improper disposal of garbage or refuse	\$100	\$50	\$120	YES
17 (a)	Fail to maintain campground equipment	\$200	\$100	\$220	YES
17 (b)	Fail to remove flammable debris	\$100	\$50	\$120	YES
17 (c)	Unlawful fire	\$200	\$100	\$220	YES
17 (d)	Fail to post sewage disposal instructions	\$100	\$50	\$120	YES
17 (e)	Fail to display bylaw	\$100	\$50	\$120	YES
18 (a)	Allow unlawful tent or trailer to remain	\$100	\$50	\$120	YES
18 (b)	Place tent or trailer other than on a plot	\$100	\$50	\$120	YES
18 (c)	Improper connection to water system	\$100	\$50	\$120	YES
19	Unlawful extension or alteration of campground	\$100	\$50	\$120	YES
19	Obstruction of duties	\$300	\$150	\$320	

Cemeteries Bylaw No. 2933, 1977					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
4	Use a grave space without permission	\$200	\$100	\$220	YES
20 (1)	Place unpermitted items on, above or around a grave	\$100	\$50	\$120	YES
21 (1)	Plant, remove or cut down a tree, shrub or plant	\$200	\$100	\$220	YES

Cemeteries Bylaw No. 2933, 1977					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
22	Remove, damage or deface memorial or monument	\$300	\$150	\$320	YES
22	Remove, damage or deface a fence, gate, structure, or improvement	\$300	\$150	\$320	YES
23	Cause a disturbance	\$100	\$50	\$120	YES

Controlled Substance Property Bylaw No. 3803, 2020					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
4.1 (a)	Disconnect meter	\$100	\$50	\$120	
4.1 (b)	Unlawful use of exhaust vent	\$100	\$50	\$120	YES
4.1 (c)	Obstruct access	\$200	\$100	\$220	
4.1 (d)	Alter electrical system	\$200	\$100	\$220	YES
4.1 (e)	Accumulation of hazardous substance	\$200	\$100	\$220	YES
4.1 (f)	Unauthorized building alteration	\$100	\$50	\$120	YES
4.1 (g)	Use water for unauthorized drug production facility	\$100	\$50	\$120	YES
4.1 (h)	Accumulation of mould	\$100	\$50	\$120	YES
4.1 (i)	Obstruct Inspector	\$300	\$150	\$320	
4.1 (j)	Remove or alter notice	\$200	\$100	\$220	
4.1 (k)	Occupy prior to authorization	\$100	\$50	\$120	YES

False Alarm Bylaw No. 3610, 2016					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2	Fail to maintain alarm system	\$100	\$50	\$120	YES

Fire Protection Bylaw No. 3340, 2008					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2(1)	Allow fire hazard	\$200	\$100	\$220	YES
2(2)	Fail to clean chimney when required	\$100	\$50	\$120	YES
2(3)	Accumulate combustible waste	\$200	\$100	\$220	YES
2(4)	Block Aisle, Passage or Stairway	\$200	\$100	\$220	YES
2(5)(a)	Flammable substances in vacant building	\$200	\$100	\$220	YES
2(5)(b)	Unsecured vacant building	\$100	\$50	\$120	YES
2(6)(b)	Unsecured fire damaged building	\$100	\$50	\$120	YES
2(7)	Fail to clean-up debris when required	\$100	\$50	\$120	YES
2(8)	Refuse to allow inspection	\$300	\$150	\$320	YES
2(9)	Fail to eliminate fire hazard	\$200	\$100	\$220	YES
3(2)	Fail to obey order to assist	\$200	\$100	\$220	YES
3(7)	Fail to comply with evacuation order	\$200	\$100	\$220	YES
3(10)	Obstruct fire services personnel	\$300	\$150	\$320	

Fire Protection Bylaw No. 3340, 2008					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3(12)	Obstruct access to fire hydrant	\$200	\$100	\$220	YES
3(8)	Enter restricted area	\$200	\$100	\$220	
3(11)	Open fire hydrant	\$200	\$100	\$220	YES
7(1)	Unlawful incineration	\$100	\$50	\$120	YES
9	Unsupervised outdoor fire	\$200	\$100	\$220	YES
11(1), 12	Unlawful burning (<i>first offence in a calendar year</i>)	\$100	\$50	\$120	YES
11(1), 12	Unlawful burning (<i>second offence in a calendar year</i>)	\$200	\$100	\$220	YES
11(1), 12	Unlawful burning (<i>third and subsequent offence in a calendar year</i>)	\$300	\$150	\$320	YES
11(2)	Fail to meet open burning requirements	\$300	\$150	\$320	YES
11(3)	Fail to use an air curtain burner	\$300	\$150	\$320	YES
12	Non-compliant recreational fire pit	\$100	\$50	\$120	YES

Fireworks Bylaw No. 1579, 1974					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2(a)	Sell fireworks	\$100	\$50	\$120	YES
2(b)	Unlawfully possess fireworks	\$100	\$50	\$120	YES
2(b)	Unlawfully discharge fireworks	\$200	\$100	\$120	YES

Float Home Standards Bylaw No. 3015, 1999					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
5	No building permit	\$100	\$50	\$120	YES
6	Fail to post building permit	\$100	\$50	\$120	YES
8	Flotation system design not certified	\$100	\$50	\$120	YES
9	Pumps not in working order	\$100	\$50	\$120	YES
9	Fail to provide sounding pipes or access to sounding pipes	\$100	\$50	\$120	YES
10	Fail to equip with a bilge alarm system	\$100	\$50	\$120	YES
11	Inadequate design for local conditions	\$100	\$50	\$120	YES
12	Insufficient buoyancy for flotation system	\$100	\$50	\$120	YES
13	Insufficient stability for flotation system	\$100	\$50	\$120	YES
15	Superstructure not compliant with BC Building Code	\$100	\$50	\$120	YES
16	Electrical work not compliant with BC Electrical Safety Act	\$100	\$50	\$120	YES
17	Gas work not compliant with BC Gas Safety Act	\$100	\$50	\$120	YES
18	Unlawful gas-powered lighting, heating or cooking systems	\$100	\$50	\$120	YES
19	No gas detector, audio-visual alarm, or shut-off valve	\$100	\$50	\$120	YES
20	Unapproved water source	\$100	\$50	\$120	YES

Float Home Standards Bylaw No. 3015, 1999

Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
21	Plumbing not compliant with BC Plumbing Code	\$100	\$50	\$120	YES
22	Unapproved sewage disposal system	\$100	\$50	\$120	YES
23	No safety equipment	\$100	\$50	\$120	YES
24	No portable fire extinguisher at entrance	\$100	\$50	\$120	YES
25	Improperly placed fire extinguisher	\$100	\$50	\$120	YES
26	Insufficient fire protection	\$100	\$50	\$120	YES
27	Smoke detectors or alarms not compliant with BC Building Code	\$100	\$50	\$120	YES
28	Insufficient moorage lines	\$100	\$50	\$120	YES
30	Obstructed access to shore	\$200	\$100	\$220	YES
31	Pier or walkway less than 1.5 m in width	\$100	\$50	\$120	YES
32	Walkway not equipped with non-slip surface	\$100	\$50	\$120	YES
33	No handrails on inclined walkways or ramps	\$100	\$50	\$120	YES
34	No construction permit	\$100	\$50	\$120	YES
35	No site plan or development permit	\$100	\$50	\$120	YES
37	Fail to submit site plans for approval	\$100	\$50	\$120	YES
38	Changes in site plan not authorized	\$100	\$50	\$120	YES
39	Inaccurate or insufficient record keeping	\$100	\$50	\$120	YES
40	Register not available during office hours	\$100	\$50	\$120	YES
43	Insufficient distance between float homes	\$200	\$100	\$220	YES
45	Insufficient open water access	\$100	\$50	\$120	YES
47	Insufficient access to float home	\$100	\$50	\$120	YES
49	Fail to connect to sewage disposal system	\$200	\$100	\$220	YES
51	Sewage or oil discharged into water	\$200	\$100	\$220	YES
51	Notice of sewage discharge prohibition not posted	\$100	\$50	\$120	YES
52	Fail to install sewer pump-out system	\$100	\$50	\$120	YES
53	Fail to provide access to sewer pump-out system	\$100	\$50	\$120	YES
54	Improper placement of sewer laterals	\$100	\$50	\$120	YES
56	No fire safety plan	\$200	\$100	\$220	YES
59	Fail to keep marina clean	\$100	\$50	\$120	YES
60	Fail to test fire fighting equipment	\$100	\$50	\$120	YES
61	Fail to inspect fire fighting equipment	\$100	\$50	\$120	YES
62	Fail to empty fire extinguisher	\$100	\$50	\$120	YES
63	Fail to inspect fire hose	\$100	\$50	\$120	YES
64	Fail to keep marina free of obstructions	\$200	\$100	\$220	YES
65	Insufficient lighting	\$100	\$50	\$120	YES
66	Refuse to assist in pre-fire planning	\$200	\$100	\$220	YES
68	No fire extinguishers at designated areas	\$100	\$50	\$120	YES
69	Improperly installed standpipe system	\$100	\$50	\$120	YES
70	No fire standpipe systems in required areas	\$100	\$50	\$120	YES
71	Improper standpipe for pier in excess of 61 m in length	\$100	\$50	\$120	YES
72	Improper standpipe for pier in excess of 6157.4 m in length	\$100	\$50	\$120	YES
73	Improperly installed hydrant or water supply	\$100	\$50	\$120	YES
75	Fail to provide emergency notification means	\$100	\$50	\$120	YES

Forest Use Bylaw No. 3265, 2007					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2(1)(a)	Enter forest when closed	\$500	\$500	\$500	YES
2(1)(b)	Discard organic litter in forest	\$100	\$100	\$120	YES
2(1)(b)	Discard large waste or refuse in forest	\$500	\$500	\$500	YES
2(1)(c)	Remove large forest products without permit	\$500	\$500	\$500	YES
2(1)(c)	Remove forest material without permit	\$100	\$100	\$120	YES
2(1)(d)	Operate vehicle off road	\$300	\$300	\$320	YES
2(1)(e)(i)	Open fire when restricted	\$500	\$500	\$500	YES
2(1)(e)(ii)	Open fire creating fire hazard	\$500	\$500	\$500	YES
2(1)(f)	Enter active logging area	\$300	\$300	\$320	YES
2(1)(g)	Damage trees or streams	\$300	\$300	\$320	YES
2(1)(h)	Build unauthorized trails or structures	\$300	\$300	\$320	YES
2(1)(i)	Remove, destroy, or deface signs	\$500	\$500	\$500	YES
2(1)(j)	Camp when prohibited	\$300	\$300	\$320	YES

[BL3835]

Highway Use Bylaw No. 2261, 1988					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3(1)	Obstruct or foul highway	\$200	\$100	\$220	YES
3(2), (3)	Fail to remove material from highway	\$200	\$100	\$220	YES
3(4)	Park vehicle for upkeep on highway	\$100	\$50	\$120	YES
3(5)	Damage highway through release of effluent	\$100	\$50	\$120	YES
3(6)	Drag logs or timber over highway	\$200	\$100	\$220	YES
3(7)	Drive on highway or boulevard with spiked tires	\$200	\$100	\$220	YES
4 (a)	Unlawful excavation	\$100	\$50	\$120	YES
4 (b)	Cause highway damage	\$200	\$100	\$220	YES
4 (c)	No construction permit	\$100	\$50	\$120	YES
4 (d)	Plant tree or shrub in boulevard	\$100	\$50	\$120	YES
4 (e)	Remove or interfere with curb or sidewalk	\$200	\$100	\$220	YES
4 (f)	Remove tree from highway	\$200	\$100	\$220	YES
4 (g)	Change level of highway	\$300	\$150	\$320	YES
4 (h)	Stop or obstruct flow of water	\$200	\$100	\$220	YES
5(1)(b)	Fail to comply with construction permit	\$200	\$100	\$220	YES
6(1)	No highway access permit	\$100	\$50	\$120	YES
7	Open unimproved highway	\$200	\$100	\$220	YES
9	Unauthorized interference with traffic	\$100	\$50	\$120	YES
10	Place merchandise on highway without permit	\$100	\$50	\$120	YES
11(1)	Animal at large on highway	\$100	\$50	\$120	YES
11(2)	Un-permitted animal on sidewalk	\$100	\$50	\$120	YES
11(3)	Animal tethered on highway	\$100	\$50	\$120	YES
13(1)	Fail to obey no heavy truck route restriction	\$200	\$100	\$220	
14(1)	Fail to remove snow or ice from sidewalk	\$200	\$100	\$220	YES
14(2)	Fail to maintain boulevard	\$200	\$100	\$220	YES
16	Fail to comply with order of Traffic Control Officer	\$200	\$100	\$220	

Mobile Home Parks Bylaw No. 1775, 1984					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
1.03	Unlawful construction of a mobile home park	\$100	\$50	\$120	YES
1.06	Operate mobile home park unlawfully	\$200	\$100	\$220	YES
3.05	No permit	\$100	\$50	\$120	YES
2.02 a.	Improper location of mobile home	\$100	\$50	\$120	YES
3.01 a.	Fail to properly dispose of garbage	\$100	\$50	\$120	YES

Noise Bylaw No. 2857, 1995					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2	Allow noise to cause disturbance	\$100	\$50	\$120	YES
3(1)	Permit animal to cause a disturbance	\$100	\$50	\$120	YES
3(2)	Use of stereo equipment outside permitted hours	\$100	\$50	\$120	YES
3(2)	Use of musical instrument outside permitted hours	\$100	\$50	\$120	YES
3(3)	Permit engine/motor vehicle noise to cause disturbance	\$100	\$50	\$120	YES
3(4)	Construction outside of permitted hours	\$100	\$50	\$120	YES
3(4)	Demolition outside of permitted hours	\$100	\$50	\$120	YES
3(5)	Use of loudspeaker, device or instrument which causes a disturbance	\$100	\$50	\$120	YES

Nuisance Abatement and Cost Recovery Bylaw No. 3804, 2020					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
4.1	Cause a nuisance	\$100	\$50	\$120	YES
4.2	Permit nuisance to occur on property	\$200	\$100	\$220	YES
4.3	Fail to comply with Clean-Up Order	\$300	\$150	\$320	

Parks and Public Places Regulation Bylaw No. 3626, 2017					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2 (a)	Destroy, damage, remove a tree or plant	\$200	\$100	\$220	YES
2 (b)	Plant a tree, sapling or flower without authorization	\$100	\$50	\$120	YES
2 (c)	Deface a wall, fence or other structure	\$300	\$150	\$320	YES
2 (d)	Build a structure or shelter without authorization	\$100	\$50	\$120	YES
2 (e)	Remain overnight without authorization	\$200	\$100	\$220	YES
2 (f)	Loiter	\$100	\$50	\$120	YES
2 (g)	Foul or pollute a body of water or beach	\$200	\$100	\$220	YES
2 (h)	Obstruct use of park	\$200	\$100	\$220	YES
2 (i)	Discharge fireworks	\$100	\$50	\$120	YES
2 (j)	Set or cause a fire	\$300	\$150	\$320	
2 (k)	Enter or remain in park after hours	\$100	\$50	\$120	YES

Parks and Public Places Regulation Bylaw No. 3626, 2017					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2 (l)	Park vehicle in prohibited area	\$100	\$50	\$120	YES
2 (m)	Obstruct municipal employee	\$300	\$150	\$320	
2 (n)	Cause disturbance with a device, motor or instrument	\$100	\$50	\$120	YES
2 (o)	Possess liquor	\$100	\$50	\$120	YES
2 (p)	Disorderly, dangerous or offensive conduct	\$100	\$50	\$120	YES
2 (q)	Littering	\$100	\$50	\$120	YES
2 (r)	Unauthorized food truck	\$100	\$50	\$120	YES
2 (s)	Unauthorized performance	\$100	\$50	\$120	YES
4	Unauthorized sale of goods or services	\$100	\$50	\$120	YES
5 (1)	Fail to obtain a park or facility use permit	\$100	\$50	\$120	YES

Respectful Spaces Bylaw No. 3796, 2020					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
6(2)	Commit or engage in inappropriate behaviour in a municipal facility	\$300	\$150	\$320	YES
6(3)	Commit or engage in inappropriate behaviour in a public space	\$300	\$150	\$320	YES

Sewer Services Bylaw No. 2964, 1998					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
4	Discharge substance into sanitary sewer system	\$200	\$100	\$220	YES
5	Interfere with sanitary sewer system	\$200	\$100	\$220	
7	Cause sludge from septic tank to enter sanitary sewer system	\$200	\$100	\$220	YES
9	Obstruct official entry onto property	\$300	\$150	\$320	
13	No plumbing permit	\$100	\$50	\$120	YES
23 (1)	Discharge a prohibited fuel into sanitary sewer system	\$200	\$100	\$220	YES
23 (2)	Discharge a pesticides, insecticide, herbicide or fungicide into sanitary sewer system	\$100	\$50	\$120	YES
23 (3)	Discharge toxic substance into sanitary sewer system	\$200	\$100	\$220	YES
23 (4)	Discharge radioactive material into sanitary sewer system	\$200	\$100	\$220	YES
23 (5)	Discharge material from a cesspool sanitary sewer system	\$100	\$50	\$120	YES
23 (6)	Discharge substance which interferes with operation of sanitary sewer system	\$200	\$100	\$220	YES
23 (7)	Discharge storm water into sanitary sewer system	\$100	\$50	\$120	YES
23 (8)	Discharge special waste into sanitary sewer system	\$100	\$50	\$120	YES
23 (9)	Discharge high temperature waste into sanitary	\$100	\$50	\$120	YES

Sewer Services Bylaw No. 2964, 1998					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
	sewer system				
23 (10)	Discharge human or animal waste into sanitary sewer system	\$100	\$50	\$120	YES
23 (11)	Discharge waste into sanitary sewer system causing health or safety hazard	\$200	\$100	\$220	YES
24 (1)	Discharge wastewater with B.O.D. in excess of 300 mg per L	\$100	\$50	\$120	YES
24 (2)	Discharge wastewater with C.O.D. in excess of 600 mg per L	\$100	\$50	\$120	YES
24 (3)	Discharge wastewater with suspended solids	\$100	\$50	\$120	YES
24 (4)	Discharge garbage into sanitary sewer system	\$100	\$50	\$120	YES
24 (5)	Discharge concentrated industrial wastewater into sanitary sewer system	\$100	\$50	\$120	YES
24 (6)	Discharge petroleum industrial wastewater into sanitary sewer system	\$200	\$100	\$220	YES
24 (7)	Discharge substance which will solidify into sanitary sewer system	\$100	\$50	\$120	YES
24 (8)	Discharge industrial wastewater into sanitary sewer system	\$100	\$50	\$120	YES
24 (9)	Discharge noxious gas into sanitary sewer system	\$200	\$100	\$220	YES
24 (10)	Discharge dyes into sanitary sewer system	\$100	\$50	\$120	YES
24 (11)	Discharge inert suspended or dissolved solids into sanitary sewer system	\$100	\$50	\$120	YES
24 (12)	Discharge diluted prohibited substances into sanitary sewer system	\$100	\$50	\$120	YES
24 (13)	Discharge substance not amenable to treatment into sanitary sewer system	\$100	\$50	\$120	YES
24 (14)	Discharge substance that alters the structure of waste in sanitary sewer system	\$100	\$50	\$120	YES
24 (15)	Discharge containing a prohibited substance into sanitary sewer system	\$200	\$100	\$220	YES
42	Fail to obtain a plumbing permit	\$100	\$50	\$120	YES

Sign Bylaw No. 3479, 2012					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2(1)	No sign permit	\$100	\$50	\$120	YES
8	Posting political poster or bill without paying deposit	\$100	\$50	\$120	YES
11	Sign in poor repair	\$100	\$50	\$120	YES

Soil Removal and Deposit Bylaw No. 3311, 2009					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3 (1)	Remove soil or deposit fill without a permit	\$100	\$50	\$120	YES

Soil Removal and Deposit Bylaw No. 3311, 2009					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3 (4) (a)	Remove soil without completing a hydrological report	\$100	\$50	\$120	YES
3 (4) (b)	Remove soil to change drainage	\$200	\$100	\$220	YES
3 (4) (c)	Remove soil which affects adjacent property	\$200	\$100	\$220	YES
3 (4) (d)	Remove soil which causes damage	\$200	\$100	\$220	YES
3 (4) (e)	Remove soil which causes a health or safety risk	\$200	\$100	\$220	YES
3 (4) (f)	Cause dust or noise to become a nuisance	\$100	\$50	\$120	YES
3 (4) (g)	Reduce viability of agricultural land	\$100	\$50	\$120	YES
15 (a)	Removes soil without a permit	\$100	\$50	\$120	YES
15(c)	Fail to comply with a permit term or condition	\$200	\$100	\$220	YES
15(d)	Fail to comply with an order or notice given	\$200	\$100	\$220	
15(e)	Refuse or hinder an inspection	\$200	\$100	\$220	

Temporary Mobile Home Bylaw No. 1685, 1976					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
15	Occupy mobile home after permit expires	\$100	\$50	\$120	YES
19	Fail to pay permit fees, water or sewer rates	\$100	\$50	\$120	YES

Traffic Bylaw No. 2276, 1988					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
7(1)(a)	Stop or park over-length vehicle in lane	\$100	\$50	\$120	YES
7(1)(b)	Stop or park over-length vehicle in angle parking zone	\$100	\$50	\$120	YES
7(2)	Park over-weight vehicle on highway	\$100	\$50	\$120	YES
7(3)	Park trailer on highway more than 2 hours	\$100	\$50	\$120	YES
8(a)	Park within 6 m of intersection	\$100	\$50	\$120	YES
8(b)	Park within 2 m of intersecting lane	\$100	\$50	\$120	YES
8(c)	Park obstructing roadway	\$100	\$50	\$120	YES
8(d)	Unauthorized angle parking on highway	\$100	\$50	\$120	YES
8(e)	Park on highway more than 24 hours	\$100	\$50	\$120	YES
8(f)	Park obstructing exit of parked vehicle	\$100	\$50	\$120	YES
9(a)	Stop or park on boulevard or boulevard crossing	\$100	\$50	\$120	YES
9(b)	Stop or park within 2 m of private road	\$100	\$50	\$120	YES
9(b)	Stop or park within 2 m of driveway	\$100	\$50	\$120	YES
9(b)	Stop or park within 2 m of sidewalk crossing	\$100	\$50	\$120	YES
9(c)	Park next to curb painted yellow or red	\$100	\$50	\$120	YES
9(c)	Park in bus stop zone	\$100	\$50	\$120	YES
9(c)	Park next to line on road with no curb	\$100	\$50	\$120	YES
9(c)	Park next to white walking lane line	\$100	\$50	\$120	YES
9(d)	Park in fire zone	\$100	\$50	\$120	YES
9(e)	Park in restricted zone longer than permitted	\$100	\$50	\$120	YES
12	Fail to reduce speed to avoid splashing pedestrian	\$100	\$50	\$120	YES

Traffic Bylaw No. 2276, 1988					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
11(a)	Jaywalking	\$100	\$50	\$120	YES
11(b)	Fail to step out of roadway for emergency vehicle	\$100	\$50	\$120	YES
13(1)	Leave bicycle on highway, sidewalk, or walkway	\$100	\$50	\$120	YES
13(2)	Fail to park bicycle in designated area	\$100	\$50	\$120	YES
14(1)	Place traffic sign on highway	\$100	\$50	\$120	YES
14(1)	Place traffic sign in view of highway	\$100	\$50	\$120	YES
14(2)	Interfere with traffic control device	\$100	\$50	\$120	
14(2)	Damage traffic control device	\$200	\$100	\$220	
14(2)	Remove traffic control device	\$200	\$100	\$220	

Waste Collection Bylaw No. 3466, 2012					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
3(1)	Unlawful garbage container	\$100	\$50	\$120	YES
3(2)	Unlawful kitchen organics container	\$100	\$50	\$120	YES
3(6)	Fail to use a compostable liner	\$100	\$50	\$120	YES
3(7)	Unlawful disposal of syringes, sharp objects, dusty materials or liquids	\$200	\$100	\$220	YES
3(8)	Unlawful disposal of explosive substances	\$300	\$150	\$320	YES
4(a)	Fail to drain or bag wet garbage	\$100	\$50	\$120	YES

Waterworks Bylaw No. 3620, 2016					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
2	Unauthorized water service connection	\$100	\$50	\$120	
13 (1)	Tamper with meter	\$200	\$100	\$220	
17 (3) (a) (i)	Violate water conservation measures: stage one (even numbered addresses)	\$100	\$50	\$120	YES
17(3) (a) (ii)	Violate water conservation measures: stage two (even numbered addresses only on Wed & Sat)	\$200	\$100	\$220	YES
17 (3) (b) (i)	Violate water conservation measures: stage one (odd numbered addresses)	\$100	\$50	\$120	YES
17 (3) (b) (ii)	Violate water conservation measures: stage two (odd numbered addresses only on Thur & Sun)	\$200	\$100	\$220	YES
17 (4)	Violate water conservation measures: stage three	\$300	\$150	\$320	YES
17 (5)	Exceed maximums for watering trees and shrubs	\$100	\$50	\$120	YES
17 (6)	Operate irrigation system in excess of 4 hours	\$100	\$50	\$120	YES
17 (7) (a)	Fill swimming pool during stage three	\$100	\$50	\$120	YES
17 (7) (b)	Wash a vehicle during stage three	\$100	\$50	\$120	YES
17 (7) (c)	Wash a house, fence or deck during stages two or three	\$100	\$50	\$120	YES
17 (7) (c)	Wash a driveway or sidewalk during stages two or three	\$100	\$50	\$120	YES
22(1) (a)	Use excessive quantity of water	\$100	\$50	\$120	YES
22(1) (b)	Improper disposal of water	\$100	\$50	\$120	YES

Waterworks Bylaw No. 3620, 2016					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
22(1) (d)	Increase amount of water entitlement	\$100	\$50	\$120	YES
22(1) (e)	Use water from service which bypasses meter	\$200	\$100	\$220	YES
22(1) (f)	Use water before meter is installed	\$100	\$50	\$120	YES
22(1) (c); 22(1) (g)	Supply water to other premises	\$100	\$50	\$120	YES
22(1) (h)	Use water to wash street	\$100	\$50	\$120	YES
24(1)	Unlawful entry to watershed	\$100	\$50	\$120	YES
29(5)	Fail to provide backflow prevention	\$100	\$50	\$120	YES
25(1)	Use hydrant, valve or hose connection without permit	\$100	\$50	\$120	YES
26(1)	Obstruct access to hydrant	\$200	\$100	\$220	YES
26(1)	Obstruct access to fixture other than hydrant	\$200	\$100	\$220	YES
27(1)	Interfere with waterworks system	\$200	\$100	\$220	YES
28(2)	Turn on service unlawfully	\$100	\$50	\$120	YES
28(2)	Turn off service unlawfully	\$100	\$50	\$120	YES
29(1)	Fail to maintain apparatus connected to waterworks system	\$100	\$50	\$120	YES
29 (4)	Fail to maintain private hydrant	\$200	\$100	\$220	YES
31(1)	Cross-connection to waterworks system	\$200	\$100	\$220	YES
31(3); 32	Fail to install backflow preventer	\$200	\$100	\$220	YES
33	Fail to provide backflow tester report	\$100	\$50	\$120	YES
34 (a)	Fail to maintain backflow prevention device	\$200	\$100	\$220	YES
34(b), 39	Fail to inspect and test backflow prevention device	\$100	\$50	\$120	YES
37(a)	Fail to provide notification of malfunction	\$100	\$50	\$120	YES
37(b)	Use broken water service	\$200	\$100	\$220	YES
38	Use of unapproved water service	\$100	\$50	\$120	YES
40	Unapproved auxiliary water connection	\$100	\$50	\$120	YES
41	Use of unapproved apparatus	\$100	\$50	\$120	YES
51	Obstruct inspection	\$300	\$150	\$320	

Zoning Bylaw No. 2950, 1997					
Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
5	Contrary to permitted use of lands, building or structure	\$100	\$50	\$120	YES
6	Building or structure constructed contrary to provisions	\$100	\$50	\$120	YES
13(1)(a)	Unlawful construction within 7.5 metres of natural boundary of the sea	\$100	\$50	\$120	YES
13(1)(b)	Unlawful construction within riparian assessment area	\$100	\$50	\$120	YES
13(1)(c)	Unlawful construction within 15 metres of watercourse boundary	\$100	\$50	\$120	YES
16	Unlawful siting of accessory building within 1.22 metres of principal building	\$200	\$100	\$220	YES
17(3)	Fail to meeting off street parking facility requirements for a Mobile Home Park	\$100	\$50	\$120	YES

Zoning Bylaw No. 2950, 1997

Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
18(2)(a)	Unlawful off-street parking in R7 zone	\$100	\$50	\$120	YES
18(2)(b)	Unlawful off-street parking in R7-A zone	\$100	\$50	\$120	YES
18(2)(c)	Unlawful off-street parking in R8 zone	\$100	\$50	\$120	YES
19	Fail to meet minimum setback for off-street parking	\$100	\$50	\$120	YES
20	Visitor Parking Sign not Posted	\$100	\$50	\$120	YES
20.1	Insufficient small car parking	\$100	\$50	\$120	YES
21(1)	Insufficient residential off-street parking	\$100	\$50	\$120	YES
21(2)	Insufficient institutional off-street parking	\$100	\$50	\$120	YES
21(3)	Insufficient recreational off-street parking	\$100	\$50	\$120	YES
21(4)	Insufficient commercial off-street parking	\$100	\$50	\$120	YES
21(5)	Insufficient industrial off-street parking	\$100	\$50	\$120	YES
21(6)	Insufficient marine off-street parking	\$100	\$50	\$120	YES
21(7)	Insufficient multi-family off-street parking	\$100	\$50	\$120	YES
21(8)	Insufficient disabled parking	\$200	\$100	\$220	YES
24	Undersize parking space	\$100	\$50	\$120	YES
25	Unlawful off-street loading space	\$100	\$50	\$120	YES
29	No garbage container on site	\$100	\$50	\$120	YES
30	Fail to Comply with Home Based Business Regulations	\$100	\$50	\$120	YES
31	Unlawful discharge from Home Based Business	\$100	\$50	\$120	YES
32	Unlawful automobile repair	\$100	\$50	\$120	YES
32.1	Unlawful adult novelty business within 1 km of school	\$100	\$50	\$120	YES
32.1	Unlawful drug paraphernalia business within 1 km of school	\$100	\$50	\$120	YES
33(1)	Projection into setback	\$100	\$50	\$120	YES
34	Unlawful location of swimming pool	\$300	\$150	\$320	YES
35(1)	Projection in excess of 0.6 metres	\$100	\$50	\$120	YES
35(2)	Projection of step, canopy or balcony in excess of 1.2 metres	\$100	\$50	\$120	YES
35(3)	Unlawful placement of generator, heat pump or air conditioner within 4.5 metres	\$100	\$50	\$120	YES
36	Unlawful visual obstruction of intersection	\$300	\$150	\$320	YES
38	Fail to Enclose Swimming Pool	\$200	\$100	\$220	YES
39(1)	Fail to provide required landscaped screen in residential zone	\$100	\$50	\$120	YES
39(2)	Fail to provide required landscaped screen in commercial zone	\$100	\$50	\$120	YES
39(3)	Fail to provide required landscaped screen in industrial zone	\$100	\$50	\$120	YES
40	Unlawful auto wrecking	\$100	\$50	\$120	YES
40.1	Unlawful shipping container use	\$300	\$150	\$320	YES
40.4	Unlawful secondary suite	\$300	\$150	\$320	YES
40.5	Unlawful cannabis sales	\$300	\$150	\$320	YES
41	Unlawful aircraft landing strip	\$300	\$150	\$320	YES
42	Unlawful accessory use	\$300	\$150	\$320	YES
58(8)(d)	More than 3 Sleeping Units in a Bed & Breakfast	\$100	\$50	\$120	YES
58(9)	Exceed Driveway Width	\$100	\$50	\$120	YES
60(5)	No Buffer Between Mobile Home Pads	\$200	\$100	\$220	YES

Zoning Bylaw No. 2950, 1997

Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
60(7)	Insufficient Yard Size	\$200	\$100	\$220	YES

Schedule "B"

**NANAIMO BYLAW NOTICE DISPUTE ADJUDICATION
REGISTRY AGREEMENT**

This Agreement dated _____ day of _____, 2020 (the "Agreement").

BETWEEN:

CITY OF NANAIMO, 455 Wallace Street, Nanaimo, BC V9R 5J6
("Nanaimo")

AND:

CITY OF DUNCAN, 200 Craig Street, Duncan, BC V9L 1W3
("Duncan")

AND:

CITY OF PARKSVILLE, Box 1390, 100 Jensen Avenue East, Parksville, BC V9P 2H3
("Parksville")

AND:

DISTRICT OF TOFINO, PO Box 9, 121 – 3rd Street, Tofino, BC V0R 2Z0
("Tofino")

AND:

THE VILLAGE OF PORT CLEMENTS, PO Box 198, 36 Cedar Ave. W, Port Clements, BC V0T 1R0
("Port Clements")

AND:

THE REGIONAL DISTRICT OF NANAIMO, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
("Regional District of Nanaimo")

AND:

THE REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT, 3008 Fifth Ave., Port Alberni, BC V9Y 2E3
("Regional District of Alberni-Clayoquot")

AND:

THE CITY OF PORT ALBERNI, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
("Port Alberni")

AND:

THE CORPORATION OF THE DISTRICT OF NORTH COWICHAN, 7030 Trans Canada Highway,
Box 278, Duncan, BC V9L 3X4
("North Cowichan")

AND:

ADDITIONAL LOCAL GOVERNMENTS (to be included in Schedule A, without further modification of this Agreement)

(the "Parties")

WHEREAS:

1. The *Local Government Bylaw Notice Enforcement Act* (the "Act") provides that a local government may, by bylaw, deal with a bylaw contravention by Bylaw Notice in accordance with the Act;
2. The Act also provides that two or more local governments may enter into an agreement adopted, by bylaw, by each local government that is party to it;
3. The Parties wish to:
 - (a) Share the costs of a bylaw notice Dispute Adjudication Registry System ("DARS"); and
 - (b) Enter an agreement to establish DARS, and to provide for the sharing of costs.

NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:

INTRODUCTORY PROVISIONS

1. Definitions

1.1. In this Agreement, the following definitions apply:

"Act"	Means the <i>Local Government Bylaw Enforcement Act</i> .
"Adjudication Fee"	Means the sum of \$25.00 payable to the applicable Party should the disputant be unsuccessful in the dispute adjudication.
"Agreement"	Means this Agreement.
"Authorizing Bylaw"	Means a bylaw adopted by each Party for the purposes of section 2 of the Act (application of the Act).
"Bylaw Adjudication Clerk"	Means a person who facilitates a hearing and assists the adjudicator.
"Bylaw Notice"	Has the same meaning as in the Act.
"Consult"	Means to contact the Screening Officer via telephone, email, regular mail, or in-person for the purpose of obtaining information.
"Disputant"	Has the same meaning as in the Regulation.
"Dispute Adjudication Registry System" or "DARS"	Means a system established in accordance with the Act that provides for the hearing and determination of disputes in respect of whether: <ol style="list-style-type: none">a) a contravention in a Bylaw Notice occurred as alleged; orb) the terms and conditions of a compliance agreement were observed or performed.
"Host Municipality"	Means the City of Nanaimo.
"Parties"	Means all of Nanaimo, Duncan, Parksville, Tofino, Port Clements or any additional local governments that may be added later in Schedule A

"Party"	Means any one of Nanaimo, Duncan, Parksville, Tofino, , Port Clements or any additional local governments that may be added later in Schedule A
"Regulation"	Means the Bylaw Notice Enforcement Regulation.
"Roster Organization"	Has the same meaning as the Regulation.
"Screening Officer"	Has the same meaning as in the <i>Act</i> .
"Terms"	Means the terms of this Agreement as set out herein.

2. Establishment of DARS

- 2.1. Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that DARS is hereby established.

ADJUDICATION

3. Screening Officer

- 3.1. The Parties agree that where a Screening Officer position has been established by a Party in accordance with the Act, a Bylaw Notice must be reviewed by that Screening Officer in that local government before a dispute adjudication may be scheduled. If a Disputant Consults a Screening Officer of the Host Municipality, a fee will be assessed under Schedule B.

4. Dispute Adjudication Registry System

- 4.1. The Parties agree that a DARS will be established as a function to manage disputes heard by an adjudicator who is selected by a Roster Organization in accordance with the Regulation.
- 4.2. The Parties agree that Nanaimo will enter into a contract with a designated Roster Organization for the purpose of providing dispute adjudication services to DARS.

DARS OPERATIONS

5. Location

- 5.1. DARS will be located in the Service and Resource Center, City of Nanaimo, 411 Dunsmuir Street, Nanaimo, BC V9R 5J6.

6. Services Provided

- 6.1. Nanaimo will provide all administrative services required by DARS, including:
- (a) providing the venue and facilities to hear dispute adjudications in accordance with the Act;
 - (b) submitting requests to the Roster Organization for the assignment of an adjudicator;
 - (c) providing a Bylaw Adjudication Clerk on each hearing date to facilitate and support the hearing and the adjudicator;
 - (d) providing venue security;

- (e) providing for the collection of Adjudication Fees and any penalties payable to a Party for a bylaw contravention;
- (f) obtaining legal advice and services to ensure this DARS is operating pursuant to the Act;
- (g) Issuing cheques to the applicable Party for penalty amounts collected with the Bylaw Notice number(s); and
- (h) Issuing invoices to the applicable Party in accordance with Schedule B.

6.2. Despite section 6.1(e), the collection of penalties will be the responsibility of the applicable Party if not collected by DARS immediately following the adjudication.

7. Payments and Disbursements

- 7.1. The Parties agree to pay the City of Nanaimo proportionate costs of the fees charged by the Roster Organization. Amounts owing are to be calculated based on the Fee Schedule at Schedule B and in accordance with the Municipality Rate Schedule at Schedule C.
- 7.2. Nanaimo will issue an invoice to the applicable Party within 30 days of the service being rendered. Amounts owing are due and payable within 30 days of receipt of the invoice.
- 7.3. For certainty, the Parties agree that hearing costs relating to witnesses, screening officers, bylaw enforcement officers or prosecuting lawyers will be borne by the Party that issued the Bylaw Notice and not by DARS.

GENERAL PROVISIONS

8. Amendments

- 8.1. The Parties may, in good faith, negotiate amendments to this Agreement upon request of any Party. All amendments will be in writing, approved by a two-thirds majority of the Parties by response letter only and listed as an itemized Amendment at Schedule D.

9. Dispute Resolution

- 9.1. If a dispute arises under this Agreement and is not resolved by the Parties within 60 days, it will be settled by final and binding arbitration conducted under the *Commercial Arbitration Act of British Columbia*.

10. Term

- 10.1. This Agreement comes into effect upon adoption of the authorizing bylaws and continues in effect until December 31, 2025. With the consent of a two-thirds majority of the Parties, the effect of this agreement can be extended until a new agreement is in place or until December 31st, 2026, whichever comes first. Any Party may withdraw from this Agreement upon 30 days' written notice to the other Parties.

11. Execution of Agreement

11.1. This Agreement may be executed in counterparts through original copies, facsimile copies, or by email PDF copies. Each counterpart will be deemed to be an original that, together with the other counterparts, constitutes one agreement having the same effect as if the Parties had signed the same document.

IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

THE CITY OF Nanaimo

Mayor

Corporate Officer

THE City of Duncan

Mayor

Corporate Officer

THE CITY OF Parksville

Mayor

Corporate Officer

THE DISTRICT OF Tofino

Mayor

Corporate Officer

THE REGIONAL DISTRICT OF Nanaimo

Chair

Corporate Officer

THE VILLAGE OF Port Clements

Mayor

Corporate Officer

THE CITY OF Port Alberni

THE REGIONAL DISTRICT OF Alberni

Clayoquot

Mayor

Chair

Corporate Officer

Corporate Officer

THE DISTRICT OF North Cowichan

Mayor

Corporate Officer

SCHEDULE A (ADDITIONAL LOCAL GOVERNMENTS)

The following local governments have been added as parties to this Agreement as additional local governments:

Local Government	Date Joined	Fee Level

SCHEDULE B (FEES)

DARS will operate under the following cost recovery fees:

SUBJECT	FEE
Hearing	\$25.00 per bylaw notice dispute resulting in a hearing
Screening Officer from Host Municipality	\$25.00 per bylaw notice Consult if Disputant contacts Screening Officer from Host Municipality
Adjudicator Cost	Apportioned amongst attending Parties at scheduled hearing proportionate to use as determined by the A Officer
Security	\$25.00 per bylaw notice hearing per attending Party
Maintenance and Hospitality	\$15.00 per bylaw notice hearing per attending Party
½ Day Hearings	\$400.00 charged in addition to Adjudicator Cost where a single dispute on a bylaw notice hearing ranges between 1-3 hours
Full Day Hearings	\$800.00 charged in addition to Adjudicator Cost where a single dispute on a bylaw notice hearing exceeds 3 hours
Annual Membership Fee—Fee Level 1	\$100.00
Annual Membership Fee—Fee Level 2	\$200.00
Annual Membership Fee—Fee Level 3	\$300.00

SCHEDULE C (MUNICIPALITY RATES)

This is the rate schedule for the following parties:

LEVEL	MUNICIPALITIES
Level 1	Village of Port Clements
Level 2	City of Duncan City of Parksville District of Tofino City of Port Alberni Regional District of Alberni Clayoquot
Level 3	Corporation of the District of North Cowichan City of Nanaimo Regional District of Nanaimo