



REPORT

To: Chair and Directors

Report Number: DS-BRD-497

From: Development Services

Date: August 14, 2025

Subject: Bylaw Notice Enforcement Bylaw No. 2573, 2025.

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board give Peace River Regional District Bylaw Notice Enforcement Bylaw No. 2573, 2025, which designates contraventions that may be enforced pursuant to the Province of British Columbia *Local Government Bylaw Notice Enforcement Act* first, second and third readings.

RECOMMENDATION #2: [Corporate Unweighted – 2/3 Majority]

That the Regional Board adopt Peace River Regional District Bylaw Notice Enforcement Bylaw No. 2573, 2025.

BACKGROUND/RATIONALE:

When bylaws are amended or repealed and when new bylaws are adopted, it is important to update the Bylaw Notice Enforcement Bylaw. This is the bylaw that designates the application of the *Local Government Bylaw Notice Enforcement Act*.

Rather than making several changes and then consolidating Bylaw Notice Enforcement Bylaw 2042, 2012, Bylaw Notice Enforcement Bylaw 2573, 2025 provides for the required updates and changes while repealing the old bylaw at the same time. Some of the notable changes to this bylaw are:

SCREENING OFFICERS - The position of Bylaw Enforcement Officer was removed from the list of potential Screening Officers as it would be a conflict of interest to have the officer who issued the bylaw notice screen the same bylaw notice.

BYLAW ENFORCEMENT OFFICERS - The categories of special constables, provincial police force, municipal police force and RCMP were removed. Within its boundaries, the Peace River Regional District (PRRD) only has an RCMP force who has never issued bylaw notices on behalf of the PRRD. RCMP members do not generally enforce local government bylaws and have other legislation and regulations to enforce specific to their mandate.

SCHEDULE 'A' - Designated Bylaw Contraventions and Penalties

- Reference to the Noise Bylaw was removed as this bylaw was repealed by the Regional Board on February 20, 2025.
- The penalty for contraventions to Zoning Bylaw 1343, 2001 increased to \$500.00 (the maximum allowable). The possibility of a higher penalty may discourage zoning contraventions. This is the only Zoning Bylaw that had the penalty increased as it regulates land closest to the PRRD member

municipalities which is where most of the Zoning Bylaw complaints received by the PRRD originate from (fringe areas).

- The penalty for contraventions of the Solid Waste Bylaw was increased to \$500.00 (the maximum allowable). The possibility of a higher penalty may discourage illegal dumping at PRRD transfer stations and landfills.
- The opportunity for a Compliance Agreement regarding contraventions of the Invasive Plants Bylaw was removed. A 2022 amendment to this bylaw stated that only bylaw notice warnings will be issued and the file will be forwarded to the Provincial Ministry responsible for enforcing the *Weed Control Act*.
- Construction without a Building Permit as per the PRRD's Building Bylaw was changed to a 'Yes' for Compliance Agreement.

Compliance is best achieved before the warning ticket stage or by issuing a warning ticket. However, penalties can and do serve as encouragement to achieve compliance with bylaws and may avoid future legal action.

The PRRD's annual revenue from Bylaw Notices is minimal and the overall cost to the public is low. For example, in 2024, 3 warning tickets were issued, having no associated penalty; 1 Bylaw Notice was issued with a \$200.00 penalty, and 1 Bylaw Notice was issued with a \$500.00 penalty. Both Bylaw Notices were paid early and received a \$50.00 Early Pay Discount. Two Bylaw Notices were cancelled by the PRRD Screening Officer. The final Bylaw Notice of 2024 was disputed; the Adjudicator found in the PRRD's favour at arbitration and the penalty was subject to a \$50.00 Late Payment Fee and a \$25.00 Adjudication Fee. The outstanding amount owing (\$275.00) was registered on the land title and a collections agency will attempt to recover the amounts owing. In 2024, a total of \$600.00 in penalties was collected by the PRRD and an additional \$275.00 is outstanding.

SCHEDULE 'B' Compliance Agreement - This schedule was removed from the bylaw to allow for changes to the form as operationally required.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The PRRD website will be updated to replace Bylaw Notice Enforcement Bylaw No 2042, 2012 with Bylaw Notice Enforcement Bylaw No. 2573, 2025.

OTHER CONSIDERATION(S):

None at this time.

Attachment:

1. Bylaw Notice Enforcement Bylaw No. 2573, 2025