

“BYLAW NOTICE ENFORCEMENT BYLAW 2012 NO. 7159”

Consolidated Version

2024-MAR-04

Includes Amendments: 7159.01, 7159.02, 7159.03, 7159.04, 7159.05, 7159.06, 7159.07, 7159.08, 7159.09, 7159.10, 7159.11, 7159.12, 7159.13, 7159.14, 7159.15, 7159.16, 7159.17, 7159.18, 7159.19

CITY OF NANAIMO

BYLAW NO. 7159

A BYLAW RESPECTING THE ENFORCEMENT OF BYLAW NOTICES

The Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as the "BYLAW NOTICE ENFORCEMENT BYLAW 2012 NO. 7159".

2. Definitions

"Act" means the *Local Government Bylaw Notice Enforcement Act*

"City" means the City of Nanaimo

"Registry" means the City of Nanaimo Bylaw Notice Adjudication Registry established by this bylaw

3. Terms

The terms in this bylaw have the same meaning as the terms defined in the *Act*.

4. Bylaw Contraventions

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

5. Offence and Penalty

The penalty for a contravention referred to in Section 4 is as follows:

- (1) Subject to Subsection 5(2) and 5(3), is the Penalty amount set out in Column A1 of Schedule "A".
- (2) If received by the City within 14 days of the person receiving or being presumed to have received the notice, is the Early Payment Penalty set out in Schedule "A".
- (3) If more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under Subsection 5(1), and is the Late Payment Penalty set out in Schedule "A".

6. Period for Paying a Disputed Notice

- (1) A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:
 - (a) pay the penalty, or
 - (b) request 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, by mail, or on-line at www.nanaimo.ca to the City of Nanaimo.
- (2) A person may pay the indicated penalty after 14 days of receiving the notice, subject to the applicable surcharge for late payment in accordance with Section 5(3), but no person may dispute the notice after 14 days of receiving the bylaw notice.
- (3) Where a person was not served personally with a bylaw notice and advises the City, in accordance with the requirements of Section 25 of the *Act*, that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Section 5 and Section 7 of this Bylaw do not begin to run until a copy of the bylaw notice delivered to them in accordance with the *Act*.

7. Bylaw Notice Dispute Adjudication Registry

- (1) The Registry, located at 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 and shall include the following local governments:
 - City of Nanaimo
 - City of Duncan
 - City of Parksville
 - City of Port Alberni (7159.15)
 - Corporation of the District of North Cowichan (7159.15)
 - District of Tofino (7159.01)
 - Regional District of Nanaimo (7159.15)
 - Regional District of Alberni-Clayoquot (7159.15)
 - Village of Port Clements (7159.15)
- (2) Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice under the dispute adjudication system established under this section must pay the City an additional fee of \$25 for the purpose of the City recovering the costs of the adjudication system.

8. Screening Officers

The position of screening officer is established. Officers and Employees of the City of Nanaimo may be appointed as screening officers and Council may appoint screening officers by name of office or otherwise.

9. Powers, Duties and Functions of Screening Officers

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 City's staff and records regarding the disputant's history of bylaw compliance.
- (3) To cancel bylaw notices in accordance with the Act or City policies and guidelines.

10. Form of Bylaw Notice

The City 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*.

11. Severability

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 with the severed section, subsection, paragraph, subparagraph, clause or phrase.

PASSED FIRST READING 2012-NOV-19
PASSED SECOND READING 2012-NOV-19
PASSED THIRD READING 2012-NOV-19
ADOPTED 2012-DEC-03

SCHEDULE "A"

DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

Animal Responsibility Bylaw 2020 No. 7316 *(Bylaw 7159.12)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6	Keep more than 12 animals	\$100.00	\$75.00	\$125.00
7(a)	Keep more than 12 small flock birds or small rodents	\$100.00	\$75.00	\$125.00
7(b)	Keep more than 4 hook bill birds, chinchillas, ferrets, hedgehogs, rabbits, or sugar gliders	\$100.00	\$75.00	\$125.00
7(c)	Keep more than 6 guinea pigs or reptiles	\$100.00	\$75.00	\$125.00
9.1(a)	Keep more than 4 dogs	\$100.00	\$75.00	\$125.00
9.1(b)	Keep more than 5 cats	\$100.00	\$75.00	\$125.00
9.1(c)	Keep more than 6 companion animals	\$100.00	\$75.00	\$125.00
9.2	Fail to notify Poundkeeper	\$150.00	\$112.50	\$187.50
9.3	Fail to meet requirements	\$150.00	\$112.50	\$187.50
10	Prohibited animal	\$200.00	\$150.00	\$250.00
11	Prohibited reptile	\$200.00	\$150.00	\$250.00
13	Sell or display dog, cat or rabbit	\$200.00	\$150.00	\$250.00
15	Fail to provide record of adoption	\$150.00	\$112.50	\$187.50
16	Unlicensed dog	\$125.00 (1 st Offence) \$175.00 (2 nd and subsequent Offences)	\$ 93.75 \$131.25	\$156.25 \$218.25
17	Fail to obtain dog licence	\$125.00	\$ 93.75	\$156.25
19	Fail to fix or display licence on dog	\$ 50.00	\$ 37.50	\$ 62.50
20	Fail to replace dog licence	\$125.00	\$93.75	\$156.25
21	Illegally remove dog licence	\$125.00	\$93.75	\$156.25
23	Fail to obtain licence within 14 days of new ownership	\$125.00	\$ 93.75	\$156.25
26	Fail to obtain aggressive dog licence with 14 days	\$250.00	\$187.50	\$312.50
27	Unlawfully keep aggressive dog	\$500.00.	\$375.00	\$500.00
29	Fail to provide documentation by Jan 30th	\$250.00	\$187.50	\$312.50
31(a)	Abandon an animal	\$300.00	\$225.00	\$375.00

31(b)	Use poison or restricted projectile	\$300.00	\$225.00	\$375.00
31 (c)	Torment or provoke an animal	\$300.00	\$225.00	\$375.00
31(d)	Cause animal to suffer	\$300.00	\$225.00	\$375.00
31(e)	Train or allow animal to fight	\$300.00	\$225.00	\$375.00
32(a)	Fail to supply clean water	\$150.00	\$112.50	\$187.50
32(b)	Fail to supply suitable food	\$150.00	\$112.50	\$187.50
32(c)	Fail to supply clean food and water receptacles	\$150.00	\$112.50	\$187.50
32(d)	Fail to supply regular exercise	\$150.00	\$112.50	\$187.50
32(e)	Fail to supply veterinary care	\$150.00	\$112.50	\$187.50
33	Fail to provide protection from elements	\$150.00	\$112.50	\$187.50
34(a)(b)(c) (d)	Fail to provide adequate shelter	\$150.00	\$112.50	\$187.50
35	Confine dog over 10 hrs in 24 hr period	\$200.00	\$150.00	\$250.00
36	Keep animal in unclean enclosure	\$150.00	\$112.50	\$187.50
37(a)(b)(c)(d)(e)	Tether animal contrary to regulations	\$150.00	\$112.50	\$187.50
38(a)	Fail to transport animal securely	\$200.00	\$150.00	\$250.00
38(b)	Confine animal without sufficient ventilation	\$500.00	\$375.00	\$500.00
39(a)	Unlawful exercising of a dog next to a motor vehicle	\$200.00	\$150.00	\$250.00
39(b)	Unlawful exercising of a dog next to a bicycle	\$100.00	\$ 75.00	\$125.00
41	Allow animal to trespass on private property	\$100.00	\$ 75.00	\$125.00
42	Fail to notify Poundkeeper and surrender animal	\$150.00	\$112.50	\$187.50
43	Unleashed dog	\$100.00	\$ 75.00	\$125.00
44	Insufficient care, custody or control of a dog	\$100.00	\$ 75.00	\$125.00
45	Insufficient care, custody or control of a dog in an off-leash park	\$100.00	\$ 75.00	\$125.00
46	Permit dog to obstruct user of a path or sidewalk	\$100.00	\$ 75.00	\$125.00
47	Insufficient care, custody or control of an animal in a public place	\$100.00	\$ 75.00	\$125.00
48	Permit animal on public beach or pool deck	\$150.00	\$112.50	\$187.50
49	Unlawful animal performances	\$500.00	\$375.00	\$500.00

50	Allow animal to damage public property	\$250.00	\$187.50	\$312.50
52	Allow animal to chase or injure a person or animal	\$300.00	\$230.00	\$360.00
54	Fail to enclose dog in heat	\$100.00	\$ 75.00	\$125.00
56	Harbour bees over maximum permitted on land under .4 ha	\$150.00	\$112.50	\$187.50
57	Harbour bees over maximum permitted on land over .4 ha	\$150.00	\$112.50	\$187.50
58(a)(b)(c)(d)	Keep bees contrary to regulations	\$150.00	\$112.50	\$187.50
60	Cat without identification	\$100.00	\$ 75.00	\$125.00
61	Fail to provide evidence of cat identification	\$100.00	\$ 75.00	\$125.00
62	Unsterilized cat	\$150.00	\$112.50	\$187.50
63	Feed feral cat	\$150.00	\$112.50	\$187.50
64	Feed feral cat contrary to regulations	\$150.00	\$112.50	\$187.50
65	Harbour poultry on land less than .4 ha	\$150.00	\$112.50	\$187.50
66(a)(b)(c)(d)(e)(f)(g)(h)(i)	Keep ducks or chickens contrary to regulations	\$150.00	\$112.50	\$187.50
67(a)	Keep poultry in a dwelling unit or deck or balcony	\$150.00	\$112.50	\$187.50
67(b)	Keep poultry in a cage contrary to regulations	\$150.00	\$112.50	\$187.50
68(a)(b)(c)(d)	Keep poultry contrary to regulations	\$150.00	\$112.50	\$187.50
69	Livestock not permitted on property	\$150.00	\$112.50	\$187.50
70	Fail to have livestock tethered on unfenced land	\$150.00	\$112.50	\$187.50
71	Keep livestock within dwelling unit	\$150.00	\$112.50	\$187.50
72(a)(b)	Keep rabbits contrary to regulations	\$150.00	\$112.50	\$187.50
73	Unsterilized rabbit	\$200.00	\$150.00	\$250.00
78(a)	Fail to secure aggressive dog	\$500.00	\$375.00	\$500.00
78(b)	Fail to muzzle aggressive dog	\$500.00	\$375.00	\$500.00
78(c)	Fail to display aggressive dog signage	\$200.00	\$150.00	\$250.00
78(d)	Fail to confine aggressive dog	\$500.00	\$375.00	\$500.00
79(a)(b)(c)	Fail to keep secure an aggressive dog	\$500.00	\$375.00	\$500.00

80(a)(b)(c)(d)	Aggressive dog on school grounds, playgrounds, off-leash area or park	\$500.00	\$375.00	\$500.00
81(a)(b)(c)(d)(e)(f) (Bylaw 7159.17)	Fail to comply with aggressive dog regulations	\$500.00	\$375.00	\$500.00
86	Fail to remove and dispose of dog excrement	\$100.00	\$ 75.00	\$125.00
87	Improper disposal of dog excrement	\$150.00	\$112.50	\$187.50
88(a)(b)(c)	Noisy Dog	\$150.00 (1 st offence) \$200.00 (2 nd and subsequent offences)	\$112.50 \$150.00	\$187.50 \$250.00
89(a)(b)(c)(d)(e)	Feed wildlife	\$350.00	\$262.50	\$437.50
109	Fail to provide information to Animal Control Officer	\$150.00	\$112.50	\$187.50
110	Fail to provide information to Animal Control Officer	\$150.00	\$112.50	\$187.50
113(a)(b)(c)(d)	Obstruct Poundkeeper	\$500.00	\$375.00	\$500.00

Brechin Boat Ramp Facilities Regulation Bylaw 2010 No. 7110 (Bylaw 7159.15)

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6(1)	Launch personal craft exceeding weight	\$150.00	\$112.50	\$162.50
6(2)	Commercial or industrial use without permit	\$250.00	\$187.50	\$312.50
6(3)	Launch or moor seaplane	\$250.00	\$187.50	\$312.50
6(4)	Unlawful repairs or maintenance	\$150.00	\$112.50	\$162.50
6(5)	Unlawful cleaning of fish	\$150.00	\$112.50	\$162.50
6(6)	Use in excess of 15 minutes	\$150.00	\$112.50	\$162.50
6(7)	Launch commercial craft from unlawful ramp	\$150.00	\$112.50	\$162.50
6(7)(a)	Unlawful craft length	\$150.00	\$112.50	\$162.50
6(7)(b)	Unlawful barge or ferry	\$250.00	\$187.50	\$312.50

Building Bylaw 2016 No. 7224 (Bylaw No. 7159.07, 7159.09)

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6.1	Construct without permit	300.00	225.00	375.00
6.2	Occupy building without valid Certificate of Occupancy	300.00	225.00	375.00

6.3	Supply false information	300.00	225.00	375.00
6.4	Tamper with posted Notice	500.00	375.00	
6.5	Work in variance of plans	300.00	225.00	375.00
6.6	Obstruct Building Official	500.00	375.00	
6.7	Occupy when occupancy changed	300.00	225.00	375.00
6.9	Continue to construct when not permitted	500.00	375.00	
20.3	Fail to leave site clean and safe	300.00	225.00	375.00
21.2.2	Fail to leave the site in a safe, neat condition, free of debris and compatible with the neighbouring property	300.00	225.00	375.00
22.3	Cover or conceal plumbing	300.00	225.00	375.00
23.1	Install pool without a permit	300.00	225.00	375.00

Business Licence Bylaw 2021 No. 7318 *(Bylaw 7159.13)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3.1	Carry on a business with no licence	\$250	\$187.50	\$312.50
3.3	Fail to comply with licence terms and conditions	\$250	\$187.50	\$312.50
8.1	Change or use contrary to issued licence	\$250	\$187.50	\$312.50
10.2	Obstruct or prohibit entry of licence inspector or bylaw enforcement officer	\$500	\$500	\$625.00
11.4	Carry on business when licence suspended or cancelled	\$500	\$500	\$625.00
13.1	Fail to display business licence	\$100	\$75	\$125

Crossing Control Bylaw 1996 No. 5174

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3(1)	Construct/maintain crossing without permit	100.00	75.00	125.00
4(1)	Crossing not conform to permit	100.00	75.00	125.00
5(2)(j)	Fail to remove illegal crossing	100.00	75.00	125.00

Cross Connection Control Bylaw 2018 No. 7249
(Bylaw 7159.06)

Section	Description of Offence	Penalty	Early Payment Penalty	Late Payment Penalty

6.1	Allow Entry of Non-Potable Water or other Substances into the Waterworks System	\$200.00	\$150.00	\$250.00
7.3	Fail to Install Approved Backflow Preventer	\$500.00	\$375.00	-
8.1	Fail to Provide a Backflow Assembly Test Report	\$200.00	\$150.00	\$250.00
8.2	Fail to Inspect and Test Approved Backflow Preventer	\$200.00	\$150.00	\$250.00
8.4	Remove Backflow Preventer without Consent	\$200.00	\$150.00	\$250.00
8.5	Fail to Repair Non-Functioning Backflow Preventer	\$200.00	\$150.00	\$250.00
9.1.2	Fail to Install a Backflow Preventer on a Temporary Connection	\$200.00	\$150.00	\$250.00
9.1.3	Install Temporary Water Connection Without Permit	\$200.00	\$150.00	\$250.00
10.1	Fail to Provide Premises Isolation with Backflow Preventer	\$500.00	\$375.00	-
10.2	Connect Non-Potable and Potable Water Systems Without Approval	\$500.00	\$375.00	-
10.3	Fail to Permanently Mark Apparatus For Non-Potable Water System	\$500.00	\$375.00	-
11.1.3	Fail to Install or Use Approved Reduced Pressure Principal Backflow	\$500.00	\$375.00	-

Electric Vehicle Recharging Bylaw 2024 No. 7365 *(Bylaw 7159.19)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6.2	Unlawful parking in a designated electric vehicle area	35.00	22.50	37.50
6.3	Parked in a designated electric vehicle area but not connected to the Electric Vehicle Supply Equipment	35.00	22.50	37.50

Fire Protection and Life Safety Regulation Bylaw 2011 No. 7108

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
13(1)	Drive over fire hose	200.00	150.00	250.00
13(2)	Failure to assist	250.00	187.50	312.50
13(3)	Failure to obey evacuation order	250.00	187.50	312.50
13(5)	Failure to secure a premise after fire	200.00	150.00	250.00
13(8)	Failure to comply with direction	250.00	187.50	312.50
13(9)	Interfere with fire equipment	250.00	187.50	312.50
14(1)(a)	Building in state of disrepair	200.00	150.00	250.00
14(1)(b)	Endanger life or property	200.00	150.00	250.00
14(1)(c)	Allow flammable conditions	200.00	150.00	250.00
14(1)(d)	Allow a fire hazard to exist	200.00	150.00	250.00
14(2)(e)	Failure to repair	200.00	150.00	250.00
14(2)(f)	Failure to remove or destroy	200.00	150.00	250.00
14(2)(g)	Failure to alter the use or occupancy	200.00	150.00	250.00
14(2)(h)	Failure to remove materials	200.00	150.00	250.00
14(2)(i)	Failure to remove or take precautions	200.00	150.00	250.00
14(6)	Failure to secure premises where fire hazard	250.00	187.50	312.50
16(1)	Failure to practice fire drill	200.00	150.00	250.00
16(2)	Failure to practice fire drill	200.00	150.00	250.00
17(1)	Failure to submit fire safety plan	200.00	150.00	250.00
17(2)	Failure to resubmit fire safety plan	200.00	150.00	250.00
17(3)	Failure to notify fire safety plan location	200.00	150.00	250.00
18(1)	Failure to submit pre-incident plan	200.00	150.00	250.00
18(2)	Failure to resubmit pre-incident plan	200.00	150.00	250.00
19(1)	Failure to install smoke alarm(s)	200.00	150.00	250.00
19(1)	Failure to install sprinkler	200.00	150.00	250.00
19(1)	Failure to install fire alarm	200.00	150.00	250.00
20(1)	Failure to store combustible materials in proper container	200.00	150.00	250.00
20(2)	Container without lid	200.00	150.00	250.00
20(3)	Store within 10 feet of building or fuel tank	200.00	150.00	250.00
21(1)	Failure to supply proper container	200.00	150.00	250.00
21(2)	Failure to close lids on container	200.00	150.00	250.00
21(3)	Improper storage contrary to Fire Code	200.00	150.00	250.00
22(1)	Failure to obtain permit	250.00	187.50	312.50
23(1)	Failure to keep doors closed	200.00	150.00	250.00
23(2)	Alter exit door(s) without approval	200.00	150.00	250.00
24(1)	Install access gate without approval	200.00	150.00	250.00
24(2)	Secure without approval	200.00	150.00	250.00
24(3)	Failure to post exit signs	200.00	150.00	250.00
24(4)	Failure to post exit plan	200.00	150.00	250.00
24(5)	Failure to illuminate exit sign	200.00	150.00	250.00
24(6)	Interfere with egress or access	200.00	150.00	250.00
25(1)	Failure to obey an order	300.00	225.00	375.00
26(3)	Alter or deface notice posted	200.00	150.00	250.00

26(4)	Failure to evacuate	250.00	187.50	312.50
27(1)(a)	Failure to notify before servicing	200.00	150.00	250.00
27(1)(b)	Failure to tag life and fire safety equipment	200.00	150.00	250.00
28(1)	Failure to supply contact person information	200.00	150.00	250.00
28(2)	Failure to notify of changes to information	200.00	150.00	250.00
28(3)	Failure to ensure contact person is able	200.00	150.00	250.00
28(4)	Failure to notify of false alarm	200.00	150.00	250.00
28(6)	Failure to notify prior to servicing	200.00	150.00	250.00
28(7)	Failure to remedy false alarms	250.00	187.50	312.50
29(2)	Open burning fire without permit	200.00	150.00	250.00
29(3)	Burning contrary to general fire ban	200.00	150.00	250.00
29(4)	Cooking fires in City park	200.00	150.00	250.00
29(5)	Open burning fire in City park	200.00	150.00	250.00
30(3)	Open burning outside permitted times	200.00	150.00	250.00
30(4)	Emission of offensive smoke or ash	200.00	150.00	250.00
30(5)(a)	Fire too large	200.00	150.00	250.00
30(5)(b)	Fire too close to combustibles	200.00	150.00	250.00
30(5)(c)	Fire fuel not hand fed	200.00	150.00	250.00
30(6)	Burning prohibited materials	200.00	150.00	250.00
30(7)	Fire unattended	200.00	150.00	250.00
31(1)	Failure to mark ID on hydrant	200.00	150.00	250.00
31(3)	Failure to notify before servicing or repairing hydrant	200.00	150.00	250.00
31(4)	Failure to cover hydrants	200.00	150.00	250.00
31(5)	Failure to notify when hydrant non-operational	200.00	150.00	250.00
31(6)	Interfere with access to hydrant	200.00	150.00	250.00
32(1)	Failure to submit report	200.00	150.00	250.00
32(3)	Hydrant not correct colours	200.00	150.00	250.00
32(4)	Failure to keep hydrant unobstructed	200.00	150.00	250.00
33 (1)	Failure to follow service requirements	250.00	187.50	312.50
34(1)	Failure to conduct semi-annual inspection	250.00	187.50	312.50
35(1)	Failure to conduct annual inspection	250.00	187.50	312.50
36(1)	Failure to conduct three year service	250.00	187.50	312.50
37(1)	Failure to post civic address	200.00	150.00	250.00
37(2)	Failure to post unit number	200.00	150.00	250.00
37(3)	Failure to post site plan	200.00	150.00	250.00

Fireworks Regulation Bylaw 2007 No. 7049

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
4	Sell fireworks	200.00	150.00	250.00
5	Possess without permit	200.00	150.00	250.00
6	Discharge fireworks without permit	200.00	150.00	250.00
8(b)	Not in accordance with permit	100.00	75.00	125.00
8(c)	Not supervised	100.00	75.00	125.00

8(d)	Failure to present permit	100.00	75.00	125.00
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MANAGEMENT AND PROTECTION OF TREES BYLAW 2013 NO. 7126 (Bylaw 7159.08)

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
5(1)(a)	Cut any tree	500.00	-	625.00
5(1)(b)	Work contrary to tree removal permit conditions	250.00	-	312.50
5(1)(c)	Cut or damage roots	500.00	-	625.00
5(1)(d)	Place prohibited material inside the drip line	150.00	-	187.50
5(1)(e)	Operate equipment inside drop line	250.00	-	312.50
5(1)(f)	Damage trunk or branches	250.00	-	312.50
5(1)(g)	Remove bark	500.00	-	625.00
5(1)(h)	Place structure inside drip line	150.00	-	187.50
5(1)(i)	Remove soil from inside drop line	150.00	-	187.50
5(1)(j)	Blast inside drip line	500.00	-	625.00
5(1)(k)	Undermine roots inside drip line	500.00	-	625.00
5(1)(l)	Improper cable or brace	250.00	-	312.50
5(1)(m)	Improper pruning or topping	500.00	-	625.00
5(1)(n)	Attach sign to tree	150.00	-	187.50
7(1)(a)	Fail to notify within 48 hours	150.00	-	187.50
7(1)(b)	Fail to replace tree	150.00	-	187.50
10(1)	Illegal transfer of permit	150.00	-	187.50
10(2)	Failure to notify the Director	150.00	-	187.50
10(3)	Failure to notify the Director for work not carried out	150.00	-	187.50
10(4)	Failure to mark trees	150.00	-	187.50
10(5)	Failure to prune with proper practices	150.00	-	187.50
10(6)	Failure to clean up site	300.00	-	375.00
10(7)	Work after expiry of permit	500.00	-	625.00
13(1)	Fail to replace tree	150.00	-	187.50

Motorboat Exhaust Bylaw 1982 No. 2475

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3(1)(a)	Launch boat without adequate exhaust	100.00	75.00	125.00
3(1)(b)	Launch boat without a muffler	100.00	75.00	125.00
3(2)	Operate boat without adequate exhaust	100.00	75.00	125.00
3(3)	Disturb peace while operating a boat	100.00	75.00	125.00

Municipal Solid Waste Collection Bylaw 2011 No. 7128

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
10(1)	Disposal of prohibited material through the municipal solid waste collection system	100.00	75.00	125.00
11(1)(a)	Fail to properly dispose of solid waste	100.00	75.00	125.00
11(1)(b)	Fail to use garbage container	100.00	75.00	125.00
11(1)(c)	Fail to use food waste container	100.00	75.00	125.00
11(1)(e)	Container weighs more than 22 kilograms (50 pounds)	100.00	75.00	125.00
11(1)(i)	Fail to remove a container	100.00	75.00	125.00
11(1)(k)	Fail to secure plastic bags	100.00	75.00	125.00
11(1)(r)	Fail to clean up solid waste	100.00	75.00	125.00
12(1)	Improper use of recycling container	100.00	75.00	125.00
12(2)	Improper use of food waste container	100.00	75.00	125.00
12(3)	Damage food waste container	100.00	75.00	125.00
13(1)	Scavenge from a container	100.00	75.00	125.00
16	Interfere with municipal solid waste collection system	100.00	75.00	125.00

Noise Control Bylaw 1994 No. 4750

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3	Noise causing disturbance	100.00	75.00	125.00
4(2)	Objectionable noise	100.00	75.00	125.00

Parks, Recreation and Culture Regulation Bylaw 2022 No. 7340

(Bylaw 7159.04, 7159.12, 7159.16)

Section	Description of Offence	Penalty	Early Payment Penalty	Late Payment Penalty
4.1(a)	Obstruct free use and enjoyment of park.	\$150.00	\$112.50	\$187.50
4.1(b)	Disturb game, sport or activity.	\$150.00	\$112.50	\$187.50
4.1(c)	Interfere with City employee	\$500.00	\$375.00	\$625.00
4.1(d)	Activity contrary to signs	\$150.00	\$112.50	\$187.50
4.1(e)	Activity not designated	\$150.00	\$112.50	\$187.50
4.2(a)	Fail to obey person in charge of activity	\$150.00	\$112.50	\$187.50
4.2(b)	Use hazardous device in pool/beach	\$150.00	\$112.50	\$187.50
4.3(a)	Enter/Remain in park during restricted hours	\$500.00	\$375.00	\$625.00
4.3(b)	Occupy for lodging	\$150.00	\$112.50	\$187.50
4.3(c)	Cross area where sign prohibits.	\$150.00	\$112.50	\$187.50
4.3(d)	Remain when directed to leave	\$150.00	\$112.50	\$187.50
4.3(e)	Occupy vehicle for abode	\$150.00	\$112.50	\$187.50

4.4	Ride or permit riding of a cycle without approved helmet.	\$25.00	\$25.00	\$31.25
4.5	Cycling/skating/skateboarding in prohibited area	\$150.00	\$112.50	\$187.50
4.6	Damage park vegetation	\$150.00	\$112.50	\$187.50
4.7	Damage or cut down tree	\$500.00	\$375.00	\$625.00
4.8	Plant any tree or other vegetation	\$150.00	\$112.50	\$187.50
4.9	Damage park property or thing	\$500.00	\$375.00	\$625.00
4.10	Build any structure	\$150.00	\$112.50	\$187.50
4.11	Pollute fountain, lake, pool, pond or stream	\$150.00	\$112.50	\$187.50
5.12	Litter	\$150.00	\$112.50	\$187.50
4.13	Distribute/affix signs/posters/device	\$150.00	\$112.50	\$187.50
4.14	Discharge/ignite fireworks or other explosive material	\$500.00	\$375.00	\$625.00
4.15	Cause fire to be ignited	\$500.00	\$375.00	\$625.00
4.16	Discard any lighted match, cigar, cigarette, or other substance	\$500.00	\$375.00	\$625.00
4.17	Consume or possess liquor in park	\$150.00	\$112.50	\$187.50
4.18	Show or performance without license	\$150.00	\$112.50	\$187.50
4.19	Sell service or commodity	\$150.00	\$112.50	\$187.50
4.20	Activity contrary to Sign or Traffic Control Device	\$150.00	\$112.50	\$187.50
4.21	Use building/structure for contrary to purpose	\$150.00	\$112.50	\$187.50
4.22	Leave personal belongings	\$150.00	\$112.50	\$187.50
4.23	Drive/park vehicle where prohibited	\$150.00	\$112.50	\$187.50
4.24	Drive/park off road/all-terrain vehicle	\$150.00	\$112.50	\$187.50
4.25	Operate any motorboat	\$150.00	\$112.50	\$187.50
4.26	Operate chainsaw or equipment	\$150.00	\$112.50	\$187.50
4.27	Repair or wash vehicle	\$150.00	\$112.50	\$187.50
4.28	Urinate/defecate in park	\$150.00	\$112.50	\$187.50
4.29	Use electrical or utility service	\$150.00	\$112.50	\$187.50
4.30	Operate amplify system or loudspeaker	\$150.00	\$112.50	\$187.50
4.31	Deposit materials or waste	\$150.00	\$112.50	\$187.50
6.1	Erect shelter in prohibited park	\$150.00	\$112.50	\$187.50
6.1(a)	Shelter erected during prohibited hours	\$150.00	\$112.50	\$187.50
6.1(b)	Fail to remove shelter	\$150.00	\$112.50	\$187.50
6.1(c)	Erect shelter in prohibited area	\$150.00	\$112.50	\$187.50
6.3	Fail to remove belongings	\$150.00	\$112.50	\$187.50
8.1	Fail to obtain a Park License Agreement	\$500.00	\$375.00	\$625.00

Pesticide Use Bylaw 2010 No. 7102

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3	Apply pesticide contrary to bylaw	250.00	187.50	312.50

Political Signage Regulation Bylaw 2021 No. 7335

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3.2	No contact information	\$100.00	\$75.00	\$125.00
3.3	Exceed maximum size (public property)	\$100.00	\$75.00	\$125.00
3.4 (a)(b)(c)(d)	Unlawful placement on public property	\$100.00	\$75.00	\$125.00
4.1 (a)	Exceed maximum size (private property)	\$100.00	\$75.00	\$125.00
6.1(a)	Does not comply with regulations	\$100.00	\$75.00	\$125.00
6.1(c)	Unlawful illuminated sign	\$100.00	\$75.00	\$125.00
6.1(d)	Too close to other sign	\$100.00	\$75.00	\$125.00
6.1(e)	Unlawful display or removal of sign	\$100.00	\$75.00	\$125.00
6.1(f)	Interfere with traffic control device	\$150.00	\$112.50	\$187.50
6.1(g)	Sign creates a hazard	\$200.00	\$150.00	\$250.00
6.1(h)	Unsanitary/dilapidated sign	\$100.00	\$75.00	\$125.00
6.1(i)	Unlawful roof sign	\$100.00	\$75.00	\$125.00
6.1(j)	Unlawful placement within 100m	\$100.00	\$75.00	\$125.00
6.2	Prohibited billboard sign	\$100.00	\$75.00	\$125.00
8.1	Obstruct Bylaw Enforcement Officer	\$200.00	\$150.00	\$250.00

(Bylaw 7159.14)

Property Maintenance Bylaw 2017 No. 7242

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
4.1	Cause or permit rubbish to collect	150.00	112.50	187.50
4.2	Cause or permit water to accumulate	150.00	112.50	187.50
4.3	Cause or permit rubbish to overflow container	150.00	112.50	187.50
4.4	Cause or permit demolition or construction waste to accumulate	150.00	112.50	187.50
4.5	Cause or permit graffiti to accumulate	200.00	150.00	250.00
4.6	Interfere with Officer	200.00	150.00	250.00
5.1	Fail to clear noxious weeds, brush or overgrowth	150.00	112.50	187.50
6.1	Fail to remove infestation	150.00	112.50	187.50
7.1	Allow temporary shelter	150.00	112.50	187.50

Public Nuisance Bylaw 2019 No. 7267 *(Bylaw 7159.05)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3.1	Disturb peace, quiet and enjoyment of the community	\$250.00	\$187.50	\$312.50
3.2	Impede or obstruct a person	\$250.00	\$187.50	\$312.50
3.3	Impede or obstruct free movement of persons or vehicles	\$250.00	\$187.50	\$312.50
3.4	Participate in fight or similar physical confrontation	\$250.00	\$187.50	\$312.50
3.5	Deposit or throw bottles, broken glass or other rubbish	\$250.00	\$187.50	\$312.50
3.6	Place graffiti on walls, fences or other surfaces	\$500.00	\$375.00	\$625.00
3.7	Urinate, vomit, or defecate on Highway or in Public Place	\$250.00	\$187.50	\$312.50
3.8	Engage in Nudity or Indecent Act	\$250.00	\$187.50	\$312.50
3.9	Dress or Undress in Public Park, Swimming Pool, or Beach	\$250.00	\$187.00	\$312.50
3.10	Unlawfully Enter or Remain in a City Parkade	\$250.00	\$187.00	\$312.50
3.11	Chattel Obstruction	\$250.00	\$187.50	\$312.50
3.12	Unlawful Consumption of Liquor in Park or Public Place	\$250.00	\$187.50	\$312.50
3.13	Obstruct City Employee, Bylaw Enforcement Officer, or Peace Officer	\$250.00	\$187.50	\$312.50

Secondhand Dealers and Pawnbrokers Bylaw 1997 No. 5230

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
4.1	Fail to maintain register	200.00	150.00	250.00
4.2	Fail to make register entry	200.00	150.00	250.00
4.3	Register not legible or complete	200.00	150.00	250.00
4.4	Fail to maintain register of unmarked goods	200.00	150.00	250.00
4.5	Fail to make register entry of unmarked goods	200.00	150.00	250.00
4.6	Register of unmarked goods not legible or complete	200.00	150.00	250.00
4.7	Fail to keep register of unmarked goods (auction)	200.00	150.00	250.00
4.7	Fail to make register of unmarked goods (auction)	200.00	150.00	250.00
4.7	Register of unmarked goods not legible or complete	200.00	150.00	250.00
4.8	Articles not tagged	200.00	150.00	250.00
4.9	Failure to produce register	200.00	150.00	250.00
4.10	Failure to retain register	200.00	150.00	250.00
4.11	Failure to submit register	200.00	150.00	250.00
5.1(a)	Receive other than place of business	200.00	150.00	250.00
5.1(b)	Store other than place of business	200.00	150.00	250.00
5.1(c)	Receive article during prohibited time	200.00	150.00	250.00
5.1(d)	Receive article from person under 18 years	200.00	150.00	250.00
5.1(e)	Receive article with defaced/erased serial number	200.00	150.00	250.00
5.1(f)	Receive article without identification	200.00	150.00	250.00
5.1(g)	Fail to obtain documentation	200.00	150.00	250.00
5.1(h)	Fail to hold 30 days	200.00	150.00	250.00
5.1(i)	Fail to hold for longer duration or obtain written consent	200.00	150.00	250.00
5.1(j)	Fail to make registry entry	200.00	150.00	250.00
5.1(k)	Deface or alter register	200.00	150.00	250.00
5.1 (l)	Refuse entry	200.00	150.00	250.00
6.3(a)	Carry on business for auctioneer purposes	200.00	150.00	250.00
6.3(b)	Purchase without licence	200.00	150.00	250.00
6.3(c)	Conduct business from auctioneer premises	200.00	150.00	250.00

Sewer Regulation and Charge Bylaw 1982 No. 2496

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6(1)	Tamper with public sewer system	100.00	75.00	125.00
6(2)	Discharge prohibited substance in sewer system	200.00	150.00	250.00
6(3)	Damage public sewer system	150.00	112.50	187.50
8(1)	Discharge storm water to sewer system	100.00	75.00	125.00
8(2)	Discharge industrial cooling water	100.00	75.00	125.00
8(3)	Discharge from cooling and condensing systems	100.00	75.00	125.00
8(6)	Discharge of vapour or gaseous substance	100.00	75.00	125.00
8(7)	Discharge of fats, oils, grease	100.00	75.00	125.00
8(9)	Discharge noxious or malodorous substance	100.00	75.00	125.00
8(11)	Discharge gasoline or explosive liquids	200.00	150.00	250.00
8(13)	Discharge garbage	100.00	75.00	125.00
8(14)	Discharge solid which obstructs sewage system	100.00	75.00	125.00
8(18)	Discharge deposits from septic tank	100.00	75.00	125.00
8(19)	Discharge at receiving station	100.00	75.00	125.00
11(i)	Discharge without permit	100.00	75.00	125.00
11(v)	Discharge contrary to permit	100.00	75.00	125.00
12	Illegal connection to sewer system	100.00	75.00	125.00

Sign Bylaw 1987 No. 2850

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
7(1)	Erect sign without permit	100.00	75.00	125.00
8(a)	Fail to remove abandoned sign	50.00	37.50	62.50
9(a)	Erect sign contrary to provisions	50.00	37.50	62.50

Smoking Regulation Bylaw 2018 No. 7268 *(Bylaw 7159.03)*

Section	Description of Offence	Penalty	Early Payment Penalty	Late Payment Penalty
3.1	Smoking where prohibited	\$150.00	\$112.50	\$187.50
3.2	Permit Smoking where prohibited	\$150.00	\$112.50	\$187.50
4.1	Failure to post signs	\$150.00	\$112.50	\$187.50

Soil Removal and Depositing Regulation Bylaw 1976 No. 1747

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3(1)	Remove or add fill without permit	50.00	37.50	62.50
5(1)(a)	Remove or add fill causing hazard	200.00	150.00	250.00
5(1)(b)	Remove or add fill making development impractical	200.00	150.00	250.00
5(1)(c)	Remove or add fill obstructing or fouling water	200.00	150.00	250.00
7	Soil removed not replaced by fill	150.00	112.50	187.50

Storm Sewer Regulation and Fee Bylaw 2022, No. 7351 *(Bylaw 7159.18)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
4(1)	Unlawful drain/runoff connection	250.00	187.50	312.50
4(2)	Unlawful discharge of storm water	250.00	187.50	312.50
5(1)	Illegal connection/attempt to connect	250.00	187.50	312.50
5(2)	Connect without approval	250.00	187.50	312.50
5(3)	Fail to apply within 30 days	250.00	187.50	312.50
6(1)	Extend without permit	250.00	187.50	312.50
7(4)	Install contrary to Plumbing Code	250.00	187.50	312.50
7(5)(a)	Fail to notify for discontinued service	250.00	187.50	312.50
7(5)(b)	Fail to provide discontinued service plan	250.00	187.50	312.50
7(5)(c)	Fail to comply with approved plan	250.00	187.50	312.50
8(1)	Work without permit/permission	250.00	187.50	312.50
8(2)	Tamper with/damage Storm Sewer System	500.00	375.00	625.00
8(3)(a)	Interfere with Storm Sewer System	500.00	375.00	625.00
9(1)	Unlawful discharge into Storm Sewer System	250.00	187.50	312.50
9(2)(a)(i)	Discharge substance creating nuisance	500.00	375.00	625.00
9(2)(a)(ii)	Discharge substance creating hazard to life	500.00	375.00	625.00
9(2)(b)	Discharge sanitary sewage	500.00	375.00	625.00
9(2)(c)	Discharge toxic substance	500.00	375.00	635.00
9(2)(d)	Discharge flammable liquid	500.00	375.00	625.00

9(2)(e)	Discharge solid substance	500.00	375.00	625.00
9(2)(f)	Discharge suspended solids	500.00	375.00	625.00
9(2)(g)	Discharge septic sludge	500.00	375.00	625.00
9(2)(h)	Discharge from pool	500.00	375.00	625.00
9(2)(i)	Discolour storm system	500.00	375.00	625.00
9(2)(j)	Discharge construction waste	500.00	375.00	625.00
9(2)(k)	Discharge cement or concrete	500.00	375.00	625.00
9(3)(a)(b)(c)(d)	Fail to notify General Manager/Authority	500.00	375.00	625.00
9(5)	Fail to undertake remedial action	500.00	375.00	625.00
10(1)	Obstruct access to Storm Sewer System	500.00	375.00	625.00
10(2)	Obstruct access to Storm Sewer System	500.00	375.00	625.00
11(1)	Fail to maintain system	250.00	187.50	312.50
11(2)	Fail to contain discharge	250.00	187.50	312.50
11(3)	Fail to notify or malfunction or defect	250.00	187.50	312.50
11(4)(a)	Fail to locate blockage	250.00	187.50	312.50
11(4)(b)	Fail to notify General Manager of blockage	250.00	187.50	312.50
11(6)	Fail to expose service connection	250.00	187.50	312.50
12(1)(a)	Fail to obtain permit for work on highway/ROW/Easement	250.00	187.50	312.50
12(1)(b)	Fail to complete work according to Specifications	250.00	187.50	312.50
14(1)	Commence work without approved ESC Plan	250.00	187.50	312.50
14(3)	Fail to complete ESC Plan requirements	250.00	187.50	312.50

Street Entertainers Regulation Bylaw 2011 No. 7109

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
4.1	Perform without a Street Entertainer Permit	75.00	56.25	93.75
4.2	Perform without endorsement on permit	50.00	37.50	62.50
4.3	Perform as individual from Street Entertainer Group	50.00	37.50	62.50
4.4	Perform without displaying badge	50.00	37.50	62.50
4.5	Perform when permit is suspended	75.00	56.25	93.75
4.6	Perform in unauthorized location	50.00	37.50	62.50
4.7	Noise audible beyond 75 meters from a restricted location	50.00	37.50	62.50
4.8	Perform during prohibited time	50.00	37.50	62.50

4.9	Perform exceeding two hours	50.00	37.50	62.50
4.10	Perform in same location when prohibited	50.00	37.50	62.50
4.11	Perform in more than one location on same day	50.00	37.50	62.50
4.12	Amplify an acoustical instrument	50.00	37.50	62.50
4.13	Perform with more than one amplifier	50.00	37.50	62.50
4.14	Use amplifier that is not battery operated or is more than 15 watts	50.00	37.50	62.50
4.15	Amplify more than one speaker	50.00	37.50	62.50
4.16	Amplify voice during a performance	50.00	37.50	62.50
4.17	Amplification audible 75 meters from a restricted location	50.00	37.50	62.50
4.18	Fail to comply with bylaw	50.00	37.50	62.50
4.19	Fail to remove litter or garbage	50.00	37.50	62.50
4.20	Obstruct pedestrian or bicycle traffic	50.00	37.50	62.50
4.21	Solicit for money	50.00	37.50	62.50
4.22	Sell recordings other than at performance	50.00	37.50	62.50
4.23	Perform when directed to vacate	50.00	37.50	62.50
4.24	Perform during event when prohibited	50.00	37.50	62.50
4.25	Perform using profanity	50.00	37.50	62.50
4.26	Perform while using or under the influence	50.00	37.50	62.50
4.27	Perform in a dangerous manner	50.00	37.50	62.50
4.28	Perform with dangerous props	50.00	37.50	62.50

Traffic and Highways Regulation Bylaw 1993 No. 5000

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
3(1)	Drive on sidewalk or boulevard	75.00	56.25	93.75
3(2)	Skate/skateboard on sidewalk/highway	75.00	56.25	93.75
3(3)	Debris on highway	75.00	56.25	93.75
3(4)	Open excavation or obstruction	100.00	75.00	125.00
3(5)	Drive between procession or parade	75.00	56.25	93.75
3(6)	Obstruct traffic	100.00	75.00	125.00
3(6)(1)	Solicit so as to cause an obstruction	150.00	112.50	187.50
3(7)	Tracked vehicle on highway	100.00	75.00	125.00
3(10)	Merchandise on highway	75.00	56.25	93.75
3(11)	Drag or skid object on highway	100.00	75.00	125.00
3(12)	Earth, mud, or rocks on highway	100.00	75.00	125.00
3(13)(a)	Highway corner lot obstruct visibility	75.00	56.25	93.75
3(13)(b)	Lane corner lot obstruct visibility	75.00	56.25	93.75
3(14)	Remove notice or ticket	75.00	56.25	93.75
3(15)	Garbage on highway	75.00	56.25	93.75
3(16)	Drive within park	75.00	56.25	93.75
3(17)	Construct ditch which damages highway	100.00	75.00	125.00
3(18)	Distribute leaflet on vehicle	75.00	56.25	93.75
3(19)(a)	Truck exceed maximum GVW	100.00	75.00	125.00
3(19)(b)	Truck fail to use direct route	100.00	75.00	125.00

3(20)	Jay walking	50.00	37.50	62.50
3(21)	Trees over highway	75.00	56.25	93.75
3(22)	Water flow on highway	75.00	56.25	93.75
3(23)	Littering	100.00	75.00	125.00
3(24)	Work in streets without permit	100.00	75.00	125.00
3(25)	Work contrary to streets permit	100.00	75.00	125.00
3(28)	Disobey traffic control device	100.00	75.00	125.00
3(29)(1) (a)(ii)	Fail to yield to pedestrian – intersection	100.00	75.00	125.00
3(29)(1) (a)(iii)	Fail to yield to vehicle	100.00	75.00	125.00
3(29)(2) (a)(ii)	Fail to yield to pedestrian – no intersection	100.00	75.00	125.00
3(29)(2) (c)	Pedestrian disobey signal	100.00	75.00	125.00
3(30)	Fail to stop at yellow light	100.00	75.00	125.00
3(31)(1)	Fail to stop at red light	100.00	75.00	125.00
3(31)(2)	Fail to yield right turn at red light	100.00	75.00	125.00
3(31)(3) (a)	Pedestrian fail to obey red light	100.00	75.00	125.00
3(31)(3) (b)	Fail to yield left turn at red light	100.00	75.00	125.00
3(31)(4) (a)	Fail to stop at red light – no intersection	100.00	75.00	125.00
3(32)(1) (a)	Fail to yield/disobey green arrow	100.00	75.00	125.00
3(32)(1) (b)	Pedestrian fail to obey green arrow	100.00	75.00	125.00
3(32)(2) (a)	Fail to stop yellow arrow at intersection	100.00	75.00	125.00
3(32)(2) (b)	Fail to yield yellow arrow	100.00	75.00	125.00
3(32)(2) (c)	Pedestrian fail to obey yellow arrow	100.00	75.00	125.00
3(33)(1) (a)	Fail to stop at red flashing light at intersection	100.00	75.00	125.00
3(33)(2) (a)	Fail to stop at red flashing light – no intersection	100.00	75.00	125.00
3(33)(3) (a)	Fail to yield yellow flashing light – at intersection	100.00	75.00	125.00
3(33)(4) (a)	Fail to yield yellow flashing light – no intersection	100.00	75.00	125.00
3(33)(5) (a)	Fail to yield at green flashing light	100.00	75.00	125.00
3(34)	Drive over newly painted lines	100.00	75.00	125.00
3(38)a)	Drive over highway divider	100.00	75.00	125.00
3(38)(b)	Drive on left side of highway divider	100.00	75.00	125.00
3(39)(a)	Unsafe U-turn	85.00	63.75	106.25
3(39)(b) (iii)	Prohibited U-turn	85.00	63.75	106.25

3(39)(b) (iv)	U-turn at intersection	100.00	75.00	125.00
3(39)(b) (v)	U-turn in business district	85.00	63.75	106.25
3(40)	Disobey yield sign	100.00	75.00	125.00
3(41)(1)	Fail to yield after stop	100.00	75.00	125.00
3(41)(2)	Fail to yield vehicle leaving stop	100.00	75.00	125.00
3(42)	Disobey school guard	125.00	93.75	156.25
3(43)	Disobey stop sign	100.00	75.00	125.00
3(44)	Drive over fire hose	100.00	75.00	125.00
3(45)	Person in cargo compartment	100.00	75.00	125.00
3(45)	Person not properly seated	100.00	75.00	125.00
3(47)	Unlawfully enter/remain in City parkade	100.00	75.00	125.00
3.1	Disobey direction of peace officer	100.00	75.00	125.00
3.2	Fail to stop for peace officer	150.00	112.50	187.50
3.3	Unnecessary noise	100.00	75.00	125.00
3.4	No slow moving vehicle warning device	100.00	75.00	125.00
3.4.1	Slow moving vehicle warning device improperly mounted	75.00	56.25	93.75
3.4.2	Improper use of slow moving vehicle warning device	75.00	56.25	93.75
4(1)	Park on boulevard or sidewalk	35.00	26.25	43.75
4(2)	Park within 2 metres of driveway	35.00	26.25	43.75
4(3)	Park in lane	35.00	26.25	43.75
4(4)	Park in intersection	35.00	26.25	43.75
4(5)	Park within 5 m of a fire hydrant	35.00	26.25	43.75
4(6)	Park within 6 m of crosswalk	35.00	26.25	43.75
4(7)	Park within 6 m of a stop sign	35.00	26.25	43.75
4(8)	Park within 6 m of an exit	35.00	26.25	43.75
4(9)	Park within 15 m of railway	35.00	26.25	43.75
4(10)(a)	Park vehicle on highway for sale	35.00	26.25	43.75
4(10)(b)	Store vehicle on highway	35.00	26.25	43.75
4(10)(c)	Park vehicle displaying signs	35.00	26.25	43.75
4(10)(d)	Sell products from parked vehicles	35.00	26.25	43.75
4(11)	Park obstructing traffic	35.00	26.25	43.75
4(12)	Double parked	35.00	26.25	43.75
4(13)	Park upon bridge	35.00	26.25	43.75
4(14)	Park where prohibited by sign	35.00	26.25	43.75
4(15)	Park in violation of traffic control device	35.00	26.25	43.75
4(16)	Park near excavation obstructing visibility	35.00	26.25	43.75
4(17)	Parked wrong side facing wrong direction	35.00	26.25	43.75
4(18)	Parked more than 30 cm from curb	35.00	26.25	43.75
4(19)	Vehicle over 5 M in angle parking	35.00	26.25	43.75
4(20)	Parking in reserved area	35.00	26.25	43.75
4(21)	Parked over 24 hours	35.00	26.25	43.75
4(22)	Park truck over 8500 kg on street	35.00	26.25	43.75
4(23)	Park within 6 m of a lane	35.00	26.25	43.75
4(24)	Park obstructing traffic/pedestrians	35.00	26.25	43.75
4(25)	Park other than designated parking area	35.00	26.25	43.75
4(26)	Park in designated motorcycle parking area	35.00	26.25	43.75

4(27)	Park in designated cycle/pedestrian area	35.00	26.25	43.75
4(28)(a)	Park on street exceeding time limits	30.00	22.50	37.50
4(28)(b)	Park on street exceeding time limits "in the same block during the succeeding two hours	30.00	22.50	37.50
4(29)	Park off street exceeding time limits	30.00	22.50	37.50
4(30)(a)	Park in commercial loading zone	35.00	26.25	43.75
4(30)(b)	Park over 15 minutes in loading zone	35.00	26.25	43.75
4(31)	Park in school zone where no fence	35.00	26.25	43.75
4(32)	Park in bus stop	35.00	26.25	43.75
4(33)	Park in fire lane	35.00	26.25	43.75
4(34)	Park in taxi zone	35.00	26.25	43.75
4(35)	Park at yellow curb	35.00	26.25	43.75
4(36)	Park in hotel loading zone	35.00	26.25	43.75
4(37)	Park taking up overnight abode	35.00	26.25	43.75
4(38)	Park vehicle without valid plates	35.00	26.25	43.75
4(39)	Park trailer without power unit attached	35.00	26.25	43.75
4(40)	Angle parked in area not designated	35.00	26.25	43.75
4(41)	Park more than 2 hours in restricted zone	35.00	26.25	43.75
5(1)	Occupy more than single metered space	30.00	22.50	37.50
5(2)	Meter violation	30.00	22.50	37.50
5(3)	Park exceeding maximum time shown on meter	30.00	22.50	37.50
5(6)(a)	Tamper with parking meter	30.00	22.50	37.50
5(6)(b)	Deposit other than coins in meter	30.00	22.50	37.50
5(6)(c)	Damage parking meter	200.00	150.00	250.00
6(5)(a)	Fail to display permit	30.00	22.50	37.50
6(5)(b)	Exceed time	30.00	22.50	37.50
6(6)(a)	Fail to display permit	30.00	22.50	37.50
6(6)(b)	Exceed time	30.00	22.50	37.50
6(6)(c)	Unlawful parking	30.00	22.50	37.50
6(6)(d)	Park for commuting	30.00	22.50	37.50
6(6)(e)	Store vehicle and/or trailer	35.00	26.25	43.75
6(6)(f)	Exceed one vehicle per pleasure craft	35.00	26.25	43.75
7(1)	Fail to display commercial vehicle decal on street	35.00	26.25	43.75
7(2)	Fail to display commercial vehicle decal in loading zone	35.00	26.25	43.75
7(3)	Commercial vehicle in metered area without parking permit	30.00	22.50	37.50
7(4)	Commercial vehicle in loading zone more than 15 minutes	35.00	26.25	43.75
7(5)	Commercial vehicle in metered space longer than 15 minutes	30.00	22.50	37.50
7(8)	Fail to mark commercial vehicle	75.00	56.25	93.75
7(10)	Fail to mark farm vehicle	75.00	56.25	93.75
22(1)	Fail to remove snow, ice, rubbish from sidewalk	75.00	56.25	93.75
22(2)	Fail to remove snow, ice, rubbish from structure	75.00	56.25	93.75

28	Use highway after extraordinary traffic order prohibits	100.00	75.00	125.00
29	Broadcast from vehicle	100.00	75.00	125.00
33(1)	Remove part of highway or tree	100.00	75.00	125.00
33(2)	Damage boulevard	100.00	75.00	125.00
33(3)	Change level of highway or stop water flow	100.00	75.00	125.00
33(4)	Place structure on highway	100.00	75.00	125.00
33(5)	Effluent from drain damage highway	100.00	75.00	125.00
33(6)	Deface highway or structure	100.00	75.00	125.00
33(7)	Erect sign on highway	100.00	75.00	125.00
33(8)	Tracked vehicle on highway	100.00	75.00	125.00
33(9)	Drive vehicle or animal over curb, sidewalk or ditch	100.00	75.00	125.00
33(10)	Construct crossing without permit	100.00	75.00	125.00
42	Fail to erect safety devices	100.00	75.00	125.00
50(2)	Illegal sign purports to regulate highway	100.00	75.00	125.00
51(2)	Enter upon closed highway	100.00	75.00	125.00
55(1)	Load overwidth for vehicle	100.00	75.00	125.00
55(2)	Load overlength	100.00	75.00	125.00
55(3)	Vehicle not equipped with pneumatic tires	100.00	75.00	125.00
55(4)	Inadequate solid tires	100.00	75.00	125.00
55(6)	Operate vehicle with cleats/studs	100.00	75.00	125.00
55(8)	Load dropping or swaying	100.00	75.00	125.00
55.2(1)(a)	Load not secure	100.00	75.00	125.00
55.2(1)(b)	Insufficient tiedowns	100.00	75.00	125.00
55.2(1)(c)	Tiedowns not distributed evenly	100.00	75.00	125.00
55.2(3)	Tiedown requirements not sufficient	100.00	75.00	125.00
55.4	Logs or poles without binders	100.00	75.00	125.00
55.5	Insufficient tiered load securement	100.00	75.00	125.00
55.6(1)	Drums or barrels not secure	100.00	75.00	125.00
55.7(1)	Aggregate material not secure	100.00	75.00	125.00
55.7(2)	Wood waste not covered	100.00	75.00	125.00
55.7(3)	Cover not secure	100.00	75.00	125.00
55.8	Roller not locked	100.00	75.00	125.00
55.9	Refuse container not secure	100.00	75.00	125.00
55.10	No bulkhead or cab protector	100.00	75.00	125.00
56(1)	Overwidth vehicle	100.00	75.00	125.00
56(2)	Overheight vehicle	100.00	75.00	125.00
56(3)	Overlength vehicle	100.00	75.00	125.00
56(4)	Load obstructs driver's view	75.00	56.25	93.75
56.1(1)	Pilot car exceed 5500 kg GVW	75.00	56.25	93.75
56.1(2)	No proper oversize sign	75.00	56.25	93.75
56.1(3)	No proper cautionary sign	75.00	56.25	93.75
56.2	Pilot car – no proper warning device	75.00	56.25	93.75
56.3	No proper flags	75.00	56.25	93.75
56.4	Improper use of sign	75.00	56.25	93.75
56.5	Precede/follow improper distance	75.00	56.25	93.75

61	Operate contrary to permit	100.00	75.00	125.00
61.3	Obstruct peace officer	150.00	112.50	187.50
61.4	Operate unsafe vehicle (load)	200.00	150.00	250.00

Waterworks Rate and Regulation Bylaw 2006 No. 7004 *(Bylaw 7159.17)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
22	Water used by other than occupant	50.00	37.50	62.50
23	Use water contrary to restrictions	100.00	75.00	125.00
24	Waste water	100.00	75.00	125.00
27	Unauthorized connection	100.00	75.00	125.00
28.1	Connected to other water supply	100.00	75.00	125.00
29	Tamper with water system	200.00 plus cost to repair or reinstate	150.00	250.00
30	Unauthorized use of fire hydrant, valve or stop cock	200.00	150.00	250.00
31.1	Fail to maintain access to water meter	100.00 plus cost to access or repair	75.00	125.00
32	Hinder inspection	500.00	375.00	625.00
42.1(a)	Sell water without permit	100.00	75.00	125.00
42.1(b)	Give water without permit	100.00	75.00	125.00
43(a)	Water at time not permitted	100.00	75.00	125.00
43(b)	Wash vehicle or house except by hand held container or hose.	100.00	75.00	125.00
44(a)	Water on day or time not permitted or exceed permitted watering time.	100.00	75.00	125.00
44(b)	Wash vehicle or house except by hand held container or hose.	100.00	75.00	125.00
46(a)	Water lawns or boulevards during Stage 4 Watering Ban	100.00	75.00	125.00
46(b)	Water flowers, shrubs, or ornamental trees between 10:00 am and 7:00 pm and 10:00 pm to 7:00 am	100.00	75.00	125.00
46(c)	Wash vehicles or house when prohibited	50.00	37.50	62.50
46(d)	Wash sidewalk or driveway	50.00	37.50	62.50
46(e)	Fill fountain, pool or hot tub when prohibited	50.00	37.50	62.50

Zoning Bylaw 2011 No. 4500 *(Bylaw 7159.08)*

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6.1.2	Exceed Allowable Storage of Combustibles	200.00	150.00	250.00

6.1.3	Not in Compliance with Urban Food Garden Use	200.00	150.00	250.00
6.2.1.2	Unlawful Shipping Container	200.00	150.00	250.00
6.2.1.4	Container in Setback	200.00	150.00	250.00
6.2.1.5	Fail to Remove Container within 14 days	200.00	150.00	250.00
6.2.1.6	Exceed Permitted Number of Containers	200.00	150.00	250.00
6.3.2	Impermeable Surface Within a Leave Strip	500.00	375.00	625.00
6.3.5	Unlawful Watercourse Leave Strip Use	500.00	375.00	625.00
6.5.1	Unlawful Projection Into Yard	200.00	150.00	250.00
6.5.2	Unlawful Location of Heat Pump or Central Air Conditioning Unit	200.00	150.00	250.00
6.5.3	Unlawful Projection from Accessory Building	200.00	150.00	250.00
6.6.1	Use, Building, or Structure Not Permitted	200.00	150.00	250.00
6.6.2	Accessory Building too close to Residential or Principal Building	200.00	150.00	250.00
6.6.3	Accessory Building in Rear Yard Setback	200.00	150.00	250.00
6.6.4	Accessory Building in Setback Area	200.00	150.00	250.00
6.6.5	Accessory Building Exceeds Maximum Height	200.00	150.00	250.00
6.6.6	Accessory Building Exceeds Maximum Floor Area	200.00	150.00	250.00
6.7.1	Unlawful Temporary Use, Building or Structure	200.00	150.00	250.00
6.7.6	Fabric Covered Structure Exceeding 120 Days	200.00	150.00	250.00
6.7.7	Unlawful Occupation of Recreational Vehicle	200.00	150.00	250.00
6.7.8	Occupy Recreational Vehicle Exceeding 42 Days	200.00	150.00	250.00
6.8.2	Exceed Two Times Allowable Height	200.00	150.00	250.00
6.9.1	Obstruct Line of Vision	200.00	150.00	250.00
6.10.2	Exceed Maximum Fence Height	200.00	150.00	250.00
6.10.5	Exceed Fence Height Outside of Setback	200.00	150.00	250.00
6.11.1	Location of Pool or Hot Tub Not Permitted	200.00	150.00	250.00
6.11.2	Swimming Pool Not Enclosed	200.00	150.00	250.00
6.12.1	Derelict Vehicles on Property	200.00	150.00	250.00
6.12.1	Exceed Two Unlicensed Vehicles	200.00	150.00	250.00
6.12.2	Prohibited Vehicle on Residential Lot	200.00	150.00	250.00
6.12.3	Exceed Number of Vehicles Permitted on Lot	200.00	150.00	250.00

6.12.4	Commercial Boat Not Permitted	200.00	150.00	250.00
6.12.5	Commercial Vehicle Not Permitted	200.00	150.00	250.00
6.12.5.1	Exceed Identifiable Vehicles	200.00	150.00	250.00
6.12.5.1	Marshalling or Staging of Vehicles	200.00	150.00	250.00
6.12.6	Storage of Vehicle Over 8,600kg	200.00	150.00	250.00
6.12.6	Repair of Vehicle Over 8,600kg	200.00	150.00	250.00
6.19.1.7	Daycare Storage Not Contained Within Building	200.00	150.00	250.00
6.20.1	Home Based Business Does Not Meet Requirements	200.00	150.00	250.00
6.20.2	Resident Failed to Have Business Licence	200.00	150.00	250.00
6.20.3	Home Based Business Exceeds Maximum Floor Area	200.00	150.00	250.00
6.20.3	Home Based Business Exceeds Number of Vehicle Trips	200.00	150.00	250.00
6.20.3	Home Based Business Exceeds Maximum Number of Non-Resident Employees	200.00	150.00	250.00
6.20.3	Use Not Permitted	200.00	150.00	250.00
6.20.5	Prohibited Home Based Business	200.00	150.00	250.00
6.20.6	Unlawful Vehicle Trip Hours	200.00	150.00	250.00
6.20.7	Vehicle and Equipment Not Contained In Building	200.00	150.00	250.00
6.20.8	Discharge or Emission Not Permitted	200.00	150.00	250.00
6.20.9	Fail To Meet Requirements in Accessory Building	200.00	150.00	250.00
6.20.10	Home Based Business Storage Not Contained	200.00	150.00	250.00
7.2.1	Use Not Permitted in Residential Zone	300.00	225.00	375.00
8.2.1	Use Not Permitted in Agriculture Rural Residential Zone	300.00	225.00	375.00
9.2.1	Use Not Permitted in Corridor Zone	300.00	225.00	375.00
10.2.1	Use Not Permitted in Commercial Centre Zone	300.00	225.00	375.00
11.2.1	Use Not Permitted in Downtown Zone	300.00	225.00	375.00
12.2.1	Use Not Permitted in Parks, Recreation and Culture Zone	300.00	225.00	375.00
13.2.1	Use Not Permitted in Industrial Zone	300.00	225.00	375.00
14.2.1	Use Not Permitted in Community Service Zone	300.00	225.00	375.00
15.2.1	Use Not Permitted in Waterfront Zone	300.00	225.00	375.00
16.1.2	Use Not Permitted in CD1 Zone	300.00	225.00	375.00
16.2.1	Use Not Permitted in CD2 Zone	300.00	225.00	375.00

16.4.1	Use Not Permitted in CD4 Zone	300.00	225.00	375.00
16.5.1	Use Not Permitted in CD5 Zone	300.00	225.00	375.00
16.6.1	Use Not Permitted in CD6 Zone	300.00	225.00	375.00
16.7.1	Use Not Permitted in CD7 Zone	300.00	225.00	375.00
16.8.1	Use Not Permitted in CD8 Zone	300.00	225.00	375.00
16.9.1	Use Not Permitted in CD9 Zone	300.00	225.00	375.00
16.10.1	Use Not Permitted in CD10 Zone	300.00	225.00	375.00

(Bylaw 7159.01, 7159.08, 7159.10)

SCHEDULE “B”

NANAIMO BYLAW NOTICE DISPUTE ADJUDICATION

REGISTRY AGREEMENT

This Agreement dated _____ day of _____, 2021 (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 Avenue West, 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 Avenue, 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 <i>Act</i> (application of the <i>Act</i>).
“Bylaw Adjudication Clerk”	Means a person who facilitates a hearing and assists the adjudicator.
“Bylaw Notice”	Has the same meaning as in the <i>Act</i> .
“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 <i>Act</i> that provides for the hearing and determination of disputes in respect of whether: a) a contravention in a Bylaw Notice occurred as alleged; or b) 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

THE City of Duncan

Mayor

Mayor

Corporate Officer

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

Chair

Corporate Officer

**THE REGIONAL DISTRICT OF ALBERNI
CLAYOQUOT**

Chair

Corporate Officer

THE DISTRICT OF North Cowichan

Mayor

Corporate Officer

THE VILLAGE OF GOLD RIVER

Mayor

Corporate Officer

(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 Screening 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

(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
Village of Gold River	February 22, 2022	1

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