Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Electoral Areas Committee

Wednesday, June 10, 2026 | **10:00 AM** | **6th Floor Boardroom, 625 Fisgard St., Victoria, BC V8W 1R7**

P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim, C. McNeil-Smith (Board Chair, ex-officio)

Guest: Director M. Little

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. 26-0709 Minutes of the Electoral Areas Committee Meeting of May 13, 2026

Recommendation: That the minutes of the Electoral Areas Committee meeting of May 13, 2026 be adopted as circulated.

Attachments: Minutes: May 13, 2026

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. Committee Business

6.1. 26-0576 Bylaw No. 4752 - Beddis Water Service Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certification of Results of Petition for Borrowing - Beddis Water Treatment Plant be received;
(NWA)
2. That Bylaw No. 4752, "Beddis Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
(WA)
3. That Bylaw No. 4752 be forwarded to the Inspector of Municipalities for approval.
(NWA)

Attachments: Staff Report: Bylaw No. 4752: Beddis Water Svc Loan Auth Bylaw

Appendix A: Certificate of Results - Beddis Petition for Borrowing

Appendix B: Bylaw No. 4752, "Beddis Water Svc Loan Auth Bylaw No. 1, 2026"

6.2. 26-0668 Appointment of Officers - Bylaw Enforcement

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
That for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681, Benjamin Bryson, Christian Audy, Emma Winder and Kyle Berard be appointed as a Bylaw Enforcement Officer.
(NWA)

Attachments: Staff Report: Appointment of Officers - Bylaw Enforcement

6.3. 26-0669 Bylaw No. 4763 - A Bylaw to Amend the Fire Services Operational, Fire Prevention and Administrative Bylaw

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4763, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No.1, 2026, Amendment Bylaw No. 1", be introduced and read a first, second, and a third time; and
(NWA)
2. That Bylaw No. 4763 be adopted.
(NWA, 2/3 on adoption)

Attachments: Staff Report: Bylaw No. 4763 - A Bylaw to Amend Fire Svcs Op Bylaw

Appendix A: Bylaw No. 4763

Appendix B: Bylaw No. 4677 (Redlined Consolidation)

6.4. 26-0670 Bylaw No. 4758 - A Bylaw to Amend Fire Regulation Bylaw (Bylaw No. 4489)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4758, "Fire Regulation Bylaw No. 2, 2022, Amendment Bylaw No. 1, 2026," be introduced and read a first, second, and third time; and
(NWA)
2. That Bylaw No. 4758 be adopted.
(NWA, 2/3 on adoption)

Attachments: Staff Report: Bylaw No. 4758 - A Bylaw to Amend Fire Regulation Bylaw

Appendix A: Bylaw No. 4758

Appendix B: Bylaw No. 4489 (Redlined Consolidation)

6.5. 26-0671 Bylaw Nos. 4755 and 4756 - Proposed Amendments to Bylaw No. 1857 “Capital Regional District Ticket Information Authorization Bylaw, 1990” and Bylaw No. 4683 “Bylaw Notice Enforcement Bylaw No. 1, 2025” - Fire Services

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4755, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026", be introduced and read a first, second, and third time;
(NWA)
2. That Bylaw No. 4755 be adopted;
(NWA, 2/3 on adoption)
3. That Bylaw No. 4756, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026", be introduced and read a first, second, and third time; and
(NWA)
4. That Bylaw No. 4756 be adopted.
(NWA, 2/3 on adoption)

Attachments: Staff Report: Bylaw No. 4755 & 4756 - Amendments to Bylaw No. 1857 & 4683

Appendix A: Bylaw No. 4755

Appendix B: Bylaw No. 1857 (Redlined Consolidation)

Appendix C: Bylaw No. 4756

Appendix D: Bylaw No. 4683 (Redlined Consolidation)

6.6. 26-0672 Bylaw Nos. 4759 and 4760 - Proposed Amendments to Bylaw No. 1857 “Capital Regional District Ticket Information Authorization Bylaw, 1990” and Bylaw No. 4683 “Bylaw Notice Enforcement Bylaw No. 1, 2025” - Fire Services

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4759, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 89, 2026", be introduced and read a first, second, and third time;
(NWA)
2. That Bylaw No. 4759 be adopted;
(NWA, 2/3 on adoption)
3. That Bylaw No. 4760, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 3, 2026", be introduced and read a first, second, and third time; and
(NWA)
4. That Bylaw No. 4760 be adopted.
(NWA, 2/3 on adoption)

Attachments:
- Staff Report: Bylaw No. 4759 & 4760 - Amend Bylaw No. 1857 & 4683
- Appendix A: Bylaw No. 4759
- Appendix B: Bylaw No. 1857 (Redlined Consolidation)
- Appendix C: Bylaw No. 4760
- Appendix D: Bylaw No. 4683 (Redlined Consolidation)

6.7. 26-0586 Electoral Areas Grants-In-Aid Guidelines Update

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the revised Electoral Areas Grants-In-Aid Program Guidelines be approved;
2. That staff be directed to implement the revised guidelines; and
3. That this report be referred to the Salt Spring Island Local Community Commission for information.
(NWA)

Attachments:
- Staff Report: EAs Grants-In-Aid Guidelines Update
- Appendix A: CRD Grants-In-Aid Application Guide - for EAs Only
- Appendix B: EAs Grants-In-Aid Program Guidelines - 2026
- Appendix C: Grants-In-Aid Application Form (Draft)
- Appendix D: CRD - EAs Grants-In-Aid - Final Report (Draft)

6.8. 26-0342 Wrap-Up Activities of the Wildlife Attractants Working Group

Recommendation: [At the April 15, 2026 Environmental Services Committee meeting, this report was received for information, with a recommendation for referral to the Electoral Areas Committee to provide their direction and comments. The CRD Board endorsed the referral at its May 13, 2026 meeting.]
There is no recommendation. This report is for information only.

Attachments:
- Staff Report: Wrap-up Activities of the Wildlife Attractants Working Group
- Appendix A: Wildlife Attractants Staff Report (Mar 19, 2025)

6.9. 26-0574 Previous Minutes of Other CRD Committees and Commissions for Information

Recommendation: There is no recommendation. The following minutes are for information only:
a) East Sooke Fire Protection and Emergency Response Service Commission minutes of January 28, 2026
b) East Sooke Fire Protection and Emergency Response Service Commission minutes of February 25, 2026
c) East Sooke Fire Protection and Emergency Response Service Commission minutes of March 25, 2026
d) Galiano Island Fire Protection and Emergency Response Service Commission minutes of January 22, 2026
e) Galiano Island Parks and Recreation Commission minutes of April 2, 2026
f) Mayne Island Parks and Recreation Commission minutes of April 9, 2026
g) Shirley Fire Protection and Emergency Response Commission minutes of February 23, 2026
h) Shirley Fire Protection and Emergency Response Commission minutes of March 30, 2026

Attachments:
Minutes: East Sooke Fire Prot'n & Emrg Resp Svc. Commiss - Jan 28, 2026
Minutes: East Sooke Fire Prot'n & Emrg Resp Svc. Commiss - Feb 25, 2026
Minutes: East Sooke Fire Prot'n & Emrg Resp Svc. Commiss - Mar 25, 2026
Minutes: Galiano Island Fire Prot'n & Emerg Resp Svc Commiss - Jan 22, 2026
Minutes: Galiano Island Parks & Rec Commiss - April 2, 2026
Minutes: Mayne Island Parks & Rec Commiss - April 9, 2026
Minutes: Shirley Fire Prot'n & Emerg Resp Svc Commiss - Feb 23, 2026
Minutes: Shirley Fire Prot'n & Emerg Resp Svc Commiss - Mar 30, 2026

7. Notice(s) of Motion

7.1. 26-0599 Motion with Notice: Governance and Services Study for Magic Lake Estates (Director Brent)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
That the CRD Board support a Governance and Services Study for the Magic Lake Estates on North Pender Island that would provide the technical and financial details of the current system and would inform consideration of structural changes in governance, which could include changing electoral area boundaries, or incorporation as a standalone municipality.
(NWA)

8. New Business

9. Adjournment

The next meeting is July 8, 2026.

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625 Fisgard St.,
Victoria, BC V8W 1R7

Capital Regional District

Meeting Minutes

Electoral Areas Committee

Wednesday, May 13, 2026 **10:00 AM** **6th Floor Boardroom**
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT
P. Brent (Chair), G. Holman (Vice Chair), A. Wickheim

STAFF: T. Robbins, Chief Administrative Officer; S. Carey, Acting Corporate Officer/General Manager, Corporate Services; S. Henderson, General Manager, Electoral Area Services; P. Klassen, Acting General Manager, Housing, Planning and Protective Services; V. Samosan, Deputy Chief Financial Officer/Senior Manager, Financial Services; S. Carby, Senior Manager, Protective Services; I. Lawrence, Senior Manager, Juan de Fuca Administration; D. Ovington, Senior Manager, Salt Spring Island Administration; J. Starke, Senior Manager, Southern Gulf Islands Administration; C. Vrabel, Manager, Fire Services; A. Chambers, Administrative Officer, Electoral Area Services; M. Miklea, Deputy Corporate Officer/Manager, Legislative Services; J. Ives, Committee Clerk (Recorder)

Regrets: Board Chair McNeil-Smith

EP - Electronic Participation

Guests: Director Little; Brodie Guy, Chief Executive Officer, Island Coastal Economic Trust

The meeting was called to order at 10:00 am.

1. Territorial Acknowledgement

Director Little provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Wickheim, SECONDED by Director Holman,
That the agenda for the Electoral Areas Committee meeting of May 13, 2026 be approved.
CARRIED

3. Adoption of Minutes

3.1. 26-0459 Minutes of the Electoral Areas Committee meeting of April 8, 2026

MOVED by Director Holman, SECONDED by Director Wickheim,
That the minutes of the Electoral Areas Committee meeting of April 8, 2026 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

5.1. 26-0476 Presentation: Brodie Guy, Chief Executive Officer, Island Coastal Economic Trust; Re: A New Vision for Sustainable Finance in Coastal BC

B. Guy presented Item 5.1. for information.

Discussion ensued regarding:
- First Nations governments and development corporations are eligible
- community-owned Indigenous businesses may be eligible
- how a sizeable endowment would generate an annual income stream to invest
- targeting a capital investment of 100 - 150 million, possibly over 3-5 years
- capital investment would be protected in a provincially legislated trust
- being the first-in funder helps de-risk projects so other funding will follow
- a wellbeing impact framework is part of the pre and post-assessment
- tracking economic, social, climate resiliency and cultural vitality metrics

6. Committee Business

6.1. 26-0456 Bylaw No. 4757 - Amendment to Expand Shirley Fire Protection Local Service Area to Include a Section of Highway 14

MOVED by Director Wickheim, SECONDED by Chair Brent,
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4757, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026", be introduced and read a first, second, and a third time;
CARRIED

MOVED by Director Wickheim, SECONDED by Chair Brent,
The Electoral Areas Committee recommends to the Capital Regional District Board:
2. That Bylaw No. 4757 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4757 be submitted to the Inspector of Municipalities for approval.
CARRIED

6.2. 26-0434 Bylaw No. 4749: Fulford Water Service Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades

MOVED by Director Holman, SECONDED by Chair Brent,
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certification of Results of Petition for Borrowing - Fulford Water Treatment Plant be received;
2. That Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
3. That Bylaw No. 4749 be forwarded to the Inspector of Municipalities for approval.
CARRIED

6.3. 26-0472 Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information only:
a) Galiano Island Parks & Recreation Commission minutes of March 5, 2026
b) Mayne Island Parks & Recreation Commission minutes of March 12, 2026
c) Otter Point Fire Protection and Emergency Response Service Commission minutes of April 8, 2026
d) Pender Island Parks & Recreation Commission minutes of March 9, 2026
e) Port Renfrew Fire Protection and Emergency Response Commission minutes of January 15, 2026
f) Saturna Island Parks & Recreation Commission minutes of February 23, 2026
g) Southern Gulf Islands Public Library Commission minutes of January 22, 2026
h) Sticks Allison Water Local Service Committee minutes of October 30, 2025

7. Notice(s) of Motion

26-0578 Notice of Motion: Island Coastal Economic Trust Advocacy (Brent)

MOVED by Chair Brent, SECONDED by Director Holman,
That same day consideration be applied to the Notice of Motion.
CARRIED

MOVED by Director Brent, SECONDED by Director Holman,
The Electoral Areas committee recommends to the Capital Regional District Board:
That the CRD Board Chair write to the Minister of Jobs and Economic Growth with a request that the BC Government formalizes the renewed governance structure of Island Coastal Economic Trust with new legislation and commit to endowment funding new investments in Island Coastal Economic Trust for 2027 and beyond.
CARRIED

26-0597 Notice of Motion: Governance and Services Study for Magic Lake Estates (Brent)

The Electoral Areas committee recommends to the Capital Regional District Board:
That the CRD Board support a Governance and Services Study for the Magic Lake Estates on North Pender Island that would provide the technical and financial details of the current system and would inform consideration of structural changes in governance, which could include changing electoral area boundaries, or incorporation as a standalone municipality.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Wickheim, SECONDED by Director Holman,
That the Electoral Areas Committee meeting of May 13, 2026 be adjourned at 10:35 am.
CARRIED

_____
Chair

_____
Recorder

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw No. 4752: Beddis Water Service Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades**

ISSUE SUMMARY

To consider Bylaw No. 4752, "Beddis Water Service Loan Authorization Bylaw No. 1, 2026", for the purpose of financing the renewal and upgrades to the Beddis Water System.

BACKGROUND

The Beddis Water Service was created in 1969 as the Beddis Waterworks District and became a Capital Regional District (CRD) service in 2004. The service provides drinking water for 128 of the 137 properties in the Beddis Service area. The water treatment plant (WTP) was built in 2010. The Beddis water system is primarily comprised of:

- WTP that draws water from Cusheon Lake. The water is treated using a rapid mix system, flocculation, dissolved air floatation and filters, then chlorination prior to being pumped, via the distribution system to reservoirs.
- Over 7,200 m of water distribution pipe
- 1 pump station/re-chlorination station
- 2 water reservoirs – one 45 m^3 (10,000 Igal) and one 76 m^3 (16,700 Igal)
- fire hydrants, standpipes, gate valves and other water service connections

Loan Authorization is required to fund the upgrades to the Beddis WTP to replace obsolete process and controls equipment as well as incorporate electrical safety upgrades to the panel.

Water Treatment Plant Supervisory Control and Data Acquisition (SCADA) Upgrades - $220,000

The main scope of work will focus on controls and automation hardware and software replacements and/or upgrades and reprogramming. The key components are defined here:

- SCADA: Hardware components (such as a server computer) to host data, a PLC (Programmable Logic Controller), a remote terminal unit and a human machine interface for operator interface.
- Programmable logic controller - hardware equipment that contains a logic program which accepts inputs and gives outputs to control equipment. Inputs can be from sensors and timers, and outputs can be to valves, switches and alarms.
- Human machine interface - allows the operator to monitor and interact with the process and equipment through the programmable logic controller. The human machine interface can be used for monitoring or can be for resetting or adjusting setpoints and operating parameters.
- Remote terminal unit – A unit that has minor control logic and output terminals to feed into a programmable logic controller.

A programmable logic controller upgrade is required to provide secure, reliable communications. The current programmable logic controller and output cards are obsolete with no available

replacements. The human machine interface will be replaced to allow more local and remote control. The upgrade will provide expansion capacity for communications to the Ganges server. The upgrade at Beddis WTP will provide improvements to control, communications and data acquisition, saving operator emergency call outs and emergency failures, resulting in a more reliable system with improved process oversight.

Electrical Upgrades - $100,000

Electrical upgrades are necessary to support the new SCADA equipment, maintain electrical code compliance and for identified occupational health and safety issues. The electrical upgrades were identified through an asset management plan review which highlighted electrical panel upgrades needed to ensure operational health and safety. In addition to safety concerns, the current system requires certain operator actions to be performed by an electrician at additional cost and time. The new design will ensure critical electrical resets will be safe for operations to action without the need for an electrician to facilitate. Efficiency will be gained from scheduling this work in parallel with the SCADA upgrades. An updated line drawing will be developed for an as-built record.

The WTP upgrade projects in total budget of $400,000 will be funded by grants ($80,000) and debt ($320,000). A borrowing bylaw authorizing up to $320,000 debt would enable the CRD to fully fund the projects and proceed with the work, including the SCADA upgrade to the water treatment plant ($220k) and electrical upgrades ($100k).

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certification of Results of Petition for Borrowing – Beddis Water Treatment Plant be received;
2. That Bylaw No. 4752, “Beddis Water Service Loan Authorization Bylaw No. 1, 2026” be introduced and read a first, second and third time; and
3. That Bylaw No. 4752 be forwarded to the Inspector of Municipalities for approval.

Alternative 2
That the proposed bylaw be referred back to staff for further information.

IMPLICATIONS

Legislative Implications

Participating area approval for borrowing (Bylaw No. 4752) was received through a successful petition of the property owners in the Beddis Water System in February to April 2026. The petition was certified as sufficient and valid with at least 50% of the property owners representing 50% of the net taxable value of all land and improvements in the service area having requested the borrowing of up to $320,000 (attached as Appendix A).

Following adoption of Bylaw No. 4752, borrowings up to $320,000 will be authorized and will support the planned five-year capital plan expenditures commencing in 2026. In accordance with the *Local Government Act*, long-term borrowing (i.e., loans with a term of more than five years) cannot be undertaken without approval of a security issuing bylaw once the loan authorization bylaw is approved. Section 24 of the *Municipal Finance Authority Act* states that a regional district security issuing bylaw may only be enacted and financed if the long-term borrowing is arranged through the Municipal Finance Authority of BC.

Financial Implications

The Beddis Water System Renewal and Upgrade projects with a total budget of $400,000, are funded through grants and debt. As a result, borrowing of up to $320,000 is required to complete the projects. The projects are included in the five-year financial plan (2026-2030).

For analytical purposes only, and with Municipal Finance Authority of BC's indicative interest rate of 4.02% at the time of analysis, the estimated annual debt servicing payments are approximately $40,331 with a 10-year amortization term. The total debt servicing payments over the debt term are estimated to be approximately $403,309. Debt servicing payments will be funded by taxation.

To ensure optimization of interest and timing of long-term debt, issuance of a temporary borrowing will be proposed if Ministerial approval is obtained. The timing of the debt issuance will be based on the timing of expenditures and cash flow requirement. The actual debt costs will be dependent on prevailing interest rates at the time of issuing.

Service Delivery Implications

Completing the approval process and borrowing funds sooner will minimize service disruptions. The likelihood of disruptions will increase until a solution is implemented.

Legal Implications

When a successful petition for borrowing has been received, participating area approval in an electoral area may be provided by the Electoral Area Director's consent, rather than undertaking another participating area approval process such as an Alternative Approval Process or referendum. Electoral Area Director consent will be obtained prior to submission of the borrowing bylaw to the Inspector of Municipalities.

CONCLUSION

Bylaw No. 4752, "Beddis Water Service Loan Authorization Bylaw No. 1, 2026", was drafted in preparation for future borrowing to enable the construction of the *Supervisory Control and Data Acquisition* upgrades project and construction of electrical safety upgrades in the service's five-year (2026-2030) capital plan. A successful petition process has been completed with the rate payers of Beddis water service to authorize the borrowing plan. The Bylaw will be forwarded to the Inspector of Municipalities for approval prior to adoption. If supported, staff will advance the loan authorization bylaw and complete the steps needed to secure the funding.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the attached Certification of Results of Petition for Borrowing – Beddis Water Treatment Plant be received;
2. That Bylaw No. 4752, "Beddis Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
3. That Bylaw No. 4752 be forwarded to the Inspector of Municipalities for approval.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Certificate of Results - Beddis Petition for Borrowing
Appendix B: Bylaw No. 4752, "Beddis Water Service Loan Authorization Bylaw No. 1, 2026"

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CORPORATE OFFICER'S CERTIFICATION

BEDDIS WATER SERVICE SYSTEM PETITION RESULTS

I, Marlene Lagoa, Deputy Corporate Officer for the Capital Regional District, do hereby declare that elector assent has been obtained via petition to authorize borrowing to upgrade the Beddis Water Service System in relation to the service established under the Capital Regional District Bylaw No. 3188, "Beddis Water Service Establishment Bylaw No. 1, 2004".

Parcels	
133	Total parcels
66.5	50% requirement
68	**Petitions submitted**

Value	
$150,256,253	Total net taxable value
$75,128,127	50% requirement
$76,911,700	**Total value of petitions**

The requirements for the petition as set out in section 408 of the *Local Government Act* and 212 of the *Community Charter* have been satisfied.

Dated at Victoria, BC
This 4th day of May, 2026.

Marlene Lagoa
Deputy Corporate Officer

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4752

****

A BYLAW TO AUTHORIZE THE BORROWING OF THREE HUNDRED AND TWENTY THOUSAND DOLLARS ($320,000) FOR THE INFRASTRUCURE UPGRADES IN THE BEDDIS WATER SERVICE AREA

****

WHEREAS:

A. Under Bylaw No. 3188, "Beddis Water Service Establishment Bylaw No. 1, 2004", the Capital Regional District established a local service for the operation of a service for the supply, treatment, conveyance, storage and distribution of water;

B. The Beddis Water Service system requires essential capital renewal and infrastructure upgrades involving planning, studies, project administration, communications, capital construction, and staff time required for design and construction of the infrastructure valued at approximately $220,000, as well as electrical panel upgrades valued at approximately $100,000;

C. The estimated cost of the works and equipment, including expenses incidental thereto to be funded from debt servicing, is the sum of Three Hundred and Twenty Thousand dollars ($320,000.00), which is the amount of debt intended to be authorized by this bylaw;

D. Pursuant to Section 347 and 407 of the *Local Government Act*, participating area approval is required for this borrowing and shall be obtained by a petition of the property owners in the Beddis Water Service area under section 408 of the *Local Government Act;*

E. The approval of the Inspector of Municipalities is required under Section 403 of the *Local Government Act*; and

F. Financing is proposed to be undertaken by the Municipal Finance Authority of British Columbia pursuant to agreements between that Authority and the Capital Regional District.

NOW THEREFORE the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the capital renewal and upgrade of the Beddis Water Service (the "Project") which will involve the planning, studies, project administration, communications, capital construction, and staff time required for design and construction of the infrastructure valued at approximately $220,000, as well as electrical panel upgrades valued at approximately $100,000, and to do all things necessary in connection with the Project and without limiting the generality of the foregoing:

    (a) to borrow upon the credit of the Regional District a sum not exceeding Three Hundred and Twenty Thousand dollars ($320,000.00);

    (b) to acquire all such real property, easements, rights-of-way, leases, licenses, rights or authorities as may be requisite or desirable for or in connection with the Project.

2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 10 years.

3. This Bylaw may be cited as the “Beddis Water Service Loan Authorization Bylaw No. 1, 2026”.

READ A FIRST TIME THIS	day of	202_
READ A SECOND TIME THIS	day of	202_
READ A THIRD TIME THIS	day of	202_
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	202_
ADOPTED THIS	day of	202_

CHAIR

CORPORATE OFFICER

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Appointment of Officers – Bylaw Enforcement**

ISSUE SUMMARY

This report is to update bylaw enforcement appointments to reflect staff changes in the Capital Regional District (CRD) Bylaw and Animal Care Services Division.

BACKGROUND

Pursuant to Section 233 of the *Local Government Act* and Section 28(3) of the *Offence Act* and in accordance with CRD Bylaw No. 2681, the Electoral Areas Committee must from time to time make resolutions for persons in new positions. The Bylaw Services division hires auxiliary staff to ensure consistent bylaw enforcement as well as seasonal Regional Park patrols that occur May to September.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
That for the purpose of Section 233 of the *Local Government Act* and Section 28(3) of the *Offence* Act, and in accordance with Capital Regional District Bylaw No. 2681, Benjamin Bryson, Christian Audy, Emma Winder and Kyle Berard be appointed as a Bylaw Enforcement Officer.

Alternative 2
That this report be referred back to staff for further information based on Electoral Areas Committee direction.

IMPLICATIONS

Service Delivery Implications

These appointments ensure consistent bylaw enforcement in the CRD Bylaw and Animal Care Services Division. These officers will be assisting with Regional Park patrols, as well as auxiliary coverage for regular staff leave.

CONCLUSION

The bylaw enforcement appointments reflect staff changes in, or additions to, the CRD Bylaw and Animal Care Services Division.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:
That for the purpose of Section 233 of the *Local Government Act* and Section 28(3) of the *Offence* Act, and in accordance with Capital Regional District Bylaw No. 2681, Benjamin Bryson, Christian Audy, Emma Winder and Kyle Berard be appointed as a Bylaw Enforcement Officer.

Submitted by:	Shawn Carby, C.D., BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw No. 4763 – A Bylaw to Amend the Fire Services Operational, Fire Prevention and Administrative Bylaw**

ISSUE SUMMARY

The purpose of this report is to seek Board approval of Bylaw No. 4763, which amends Bylaw No. 4677 in order to correct section reference numbering errors resulting from a prior clerical issue.

BACKGROUND

Bylaw No. 4677 establishes operational, fire prevention and administrative authorities for CRD Fire Services, including the designation of Fire Inspectors and Fire Investigators and the imposition of inspection and investigation charges.

During a post-adoption review, staff identified minor clerical errors related to internal section references.

Bylaw No. 4763 (Appendix A) addresses these matters. A redlined consolidation of Bylaw No. 4677 is attached as Appendix B.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4763, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No.1, 2026, Amendment Bylaw No. 1", be introduced and read a first, second, and a third time; and
2. That Bylaw No. 4763 be adopted.

Alternative 2
That this report be referred back to staff for additional information based on Electoral Areas Committee direction.

IMPLICATIONS

Financial Implications

There are no financial implications associated with the adoption of this amendment. The changes do not affect departmental budgets, fees or service levels.

CONCLUSION

Bylaw No. 4763 is a necessary administrative amendment that corrects clerical errors.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4763, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No.1, 2026, Amendment Bylaw No. 1", be introduced and read a first, second, and a third time; and
2. That Bylaw No. 4763 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4763 "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026, Amendment Bylaw No. 1, 2026"
Appendix B: Bylaw No. 4677 (Redlined Consolidation)

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4763

****

A BYLAW TO AMEND THE FIRE SERVICES OPERATIONAL, FIRE PREVENTION AND ADMINISTRATIVE BYLAW (BYLAW NO. 4677)

****

WHEREAS:

A. Under Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026", the Regional Board established the process for designating Fire Inspectors and Fire Investigators, and for establishing and imposing charges payable for Fire Inspection and Fire Investigation services;

B. The Board wishes to amend Bylaw No. 4677 to revise section references due to a previous clerical error;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026" is hereby amended as follows:

    (a) In section 66, by replacing the reference to section 66 with section 65;
    (b) In section 67, by replacing the reference to subsection 66(c) with subsection 65(c);
    (c) By renumbering section 70 as section 71, and inserting the following as section 70:

        70. Each day that a contravention of this Bylaw continues constitutes a separate offence.

2. This Bylaw may be cited for all purposes as "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026, Amendment Bylaw No. 1, 2026".

READ A FIRST TIME THIS th day of 20__

READ A SECOND TIME THIS th day of 20__

READ A THIRD TIME THIS th day of 20__

ADOPTED THIS th day of 20__

CHAIR

CORPORATE OFFICER

APPENDIX B

Making a difference...together

BYLAW NO. 4677

CRD Fire Services Operation, Fire Prevention and Administrative Bylaw No. 1, 2026

Consolidated for Public Convenience
(This bylaw is for reference purposes only)

ORIGINALLY ADOPTED FEBRUARY 11, 2026
(Consolidated with Amending Bylaw 4763)

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4677

****

A BYLAW TO ADDRESS THE OPERATIONAL POWERS AND CERTAIN ADMINISTRATIVE MATTERS RELATING TO FIRE DEPARTMENTS OPERATING UNDER THE AUSPICES OF THE CAPITAL REGIONAL DISTRICT, AND TO PROVIDE FOR CERTAIN FIRE PREVENTION MATTERS

****

WHEREAS:

A. The Capital Regional District has established a number of Fire Service Areas for the purpose of providing fire suppression, fire protection, fire prevention and emergency response services;

B. the Capital Regional District either provides such services through Commission Departments or through contracts with Society Departments or Service Departments;

C. the Capital Regional District is the Authority Having Jurisdiction for CRD fire services and is responsible for meeting all statutory obligations related to those services;

D. it is necessary to grant emergency and non-emergency powers to the Departments and their respective Members, and appropriate to regulate certain aspects of organization and administration of the Commission Departments and Society Departments;

E. the Regional District is committed to engagement and consultation with Commissions and Society departments on matters affecting the administration and operation of their fire services;

F. the Regional District wishes to establish and impose charges for the provision services provided under this Bylaw in certain circumstances;

G. the *Fire Safety Act*, SBC 2016, c. 19 requires the Regional District to designate fire inspectors to conduct safety inspections, and fire investigators to conduct fire investigations in accordance with that *Act*;

H. this Bylaw is intended to support effective, safe, and accountable fire service operations while maintaining clear and consistent roles and decision-making authorities;

I. an establishing bylaw is not required in order for the Regional District to provide a service for the purpose of Fire Inspections and Fire Investigations, as each are defined in section 1 of this Bylaw;

J. the Board of the Capital Regional District wishes to designate and set out the process for designation of Fire Inspectors and Fire Investigators, and to establish and impose charges payable in respect of Fire Inspection and Fire Investigation services; and

K. it is appropriate to address certain fire prevention matters;

NOW THEREFORE, the Board of the Capital Regional District in open meeting assembled, hereby enacts as follows:

Definitions and Interpretation

1. In this Bylaw, including in its recitals, the following capitalized terms shall have the following respective meanings:

   (a) **"Apparatus"** means any vehicle, equipment (including communications equipment), machinery, devices or materials used by a Department in connection with fire suppression or dealing with an Incident and any vehicle used to transport Members or supplies;

   (b) **"Authorized Services"** means the authorized services set for each Department in accordance with section 8 of this Bylaw;

   (c) **"BCWS"** means the British Columbia Wildfire Service;

   (d) **"Board"** means the Board of Directors of the Regional District;

   (e) **"Bylaw No. 3654"** means Bylaw No. 3654, "Fire Protection and Emergency Response Service Commissions Bylaw, 2010", as amended;

   (f) **"CAO"** means the Chief Administrative Officer of the Regional District or designate;

   (g) **"Commission"** means a commission established by the Regional District under Bylaw No. 3654, or another Bylaw of the Regional District;

   (h) **"Commission Department"** means any fire department operated by the Regional District under and in accordance with Bylaw No. 3654;

   (i) **"Departments"** means, collectively, the Commission Departments, the Society Departments and the Service Departments and "Department" means any one of them;

   (j) **"EMCR"** means the Ministry of Emergency Management and Climate Readiness or any successor thereto;

   (k) **"Fire Code"** means the most current version of the British Columbia Fire Code, adopted as regulation under the *Fire Safety Act*;

   (l) **"Fire Chief"** means the Member, appointed in accordance with this Bylaw or recognized under the relevant Service Agreement, in command of a Department;

   (m) **"Fire Commissioner"** means the fire commissioner appointed pursuant to the *Fire Safety Act*;

   (n) **"Fire Inspector"** means any individual or position designated as a fire inspector within the meaning of the Fire Safety *Act*:

      (i) by Board policy; or

      (ii) pursuant to this Bylaw;

   (o) **"Fire Investigation"** means a fire investigation contemplated by section 25 of the *Fire Safety Act*;

(p) **"Fire Investigator"** means any individual or position designated as a fire investigator within the meaning the *Fire Safety Act*:

(i) by Board policy; or

(ii) pursuant to this Bylaw;

(q) **"*Fire Safety Act*"** means the *Fire Safety Act*, SBC 2016, c. 19;

(r) **"Fire Safety Inspection"** means a fire safety inspection contemplated by section 9 of the *Fire Safety Act*;

(s) **"Fire Service Area"** means, in relation to a Department, the ordinary service jurisdiction within the Regional District of such Department, as referenced in the relevant service establishment bylaw listed in Schedule A to this Bylaw;

(t) **"General Manager"** means, the General Manager, Housing, Planning and Protective Services or such other position as may be designated from time to time by the CAO;

(u) **"Incident"** means an event or situation to which a Department has responded or would normally respond, whether alone, or in conjunction with other fire departments or emergency services;

(v) **"Incident Commander"** means the Member in charge of an Incident under the incident command system, as defined in the Regional Operational Guidelines or, in relation to a Service Department, as determined by the relevant Service Department in accordance with its incident command processes;

(w) **"Interface Fire"** means any fire in a wildland-urban interface region where residential, industrial, recreational and/or agricultural structures are located adjacent to or among combustible wildland fuels;

(x) **"Inspection and Investigation Policy for the CRD"** has the meaning given in section 19 of this Bylaw;

(y) **"Manager, Fire Services"** means the Manager, Fire Services or such other position as may be designated from time to time by the CAO;

(z) **"Members"** means a person employed, whether full-time, part-time, paid-on-call, or as a volunteer, and holding a position within a Department as an Officer or firefighter;

(aa) **"Mobile Food Vendor Premises"** has the meaning given in section 45 of this Bylaw;

(bb) **"Non-Volunteer Position"** means a position in a fire department where a person receives compensation for the performance of work on behalf of the fire department other than attendance to callouts or training;

(cc) **"OFC"** means the Office of the Fire Commissioner;

(dd) **"Officer"** means a Member who is recognized as an Officer within the relevant Department;

(ee) **"Pre-Incident Planning"** means advance planning for a Department's response to a potential Incident at a building or site in collaboration with the owner of the building including but not limited to identifying points of egress, water supplies, site- and building-specific risks, and other factors relevant to an emergency response at such location;

(ff) **"Provincial Training Standards"** means the most current training standards for fire services personnel established from time to time by the Fire Commissioner under the *Fire Safety Act*;

(gg) **"Public Building"** has the meaning ascribed thereto in the *Fire Safety Act*;

(hh) **"Regional District"** means the Capital Regional District;

(ii) **"Regional Operational Guidelines"** means operating guidelines for Commission Departments and Society Departments developed by the Manager, Fire Services in consultation with the relevant Fire Chiefs in accordance with this Bylaw;

(jj) **"Senior Manager"** means the Senior Manager, Protective Services or such other position as may be designated from time to time by the CAO;

(kk) **"Service Level"** means the Service Level set for each Department in accordance with section 8 of this Bylaw;

(ll) **"Service Agreement"** means, in relation to each Society Department and Service Department, the service agreement entered into between the relevant society or local government and the Regional District, pursuant to which the Regional District has contracted such society or local government to provide fire protection, fire prevention and other emergency response services in the relevant Fire Service Area;

(mm) **"Service Department"** means the fire department of another local government with which the Regional District has entered into a Service Agreement to provide fire protection, fire prevention and emergency response services in a Fire Service Area; and "Service Departments" means all such fire departments;

(nn) **"Society Department"** means a fire department operated by a society with which the Regional District has entered into a Service Agreement to provide fire protection, fire prevention and/or emergency response services in a Fire Service Area; and "Society Departments" means all such fire departments;

(oo) **"Staff"** means the Regional District employees assigned by the applicable General Manager to oversee and supervise the operational, maintenance, and regulatory functions of the applicable fire services, in accordance with applicable laws and Regional District policies and procedures.

2. References in this Bylaw to statutes, regulations, bylaws or policies, and to positions, titles or ministries, include the same as they may be amended, supplemented or replaced from time to time. A reference to a statute includes any regulations made thereunder.

3. This Bylaw does not contemplate or extend in its purpose, to any of the following:

(a) the protection of any person from economic loss;

(b) a guarantee or warranty by the Regional District or any of the service providers or agents, as to the service level expectations of any of the Departments operating pursuant to this Bylaw; or

(c) providing to any person a warranty with respect to the services authorized by this Bylaw or with respect to the certainty of timely responses to Incidents. Each of the Commission Departments and Society Departments is staffed principally by volunteers or paid-on-call Members, and the response to any given Incident may be affected by the availability, turnout and timing of response by Members. The Service Agreements with the Service

Departments contain or may contain limitations on the response obligations of the respective Departments covered by those agreements.

4. For certainty, each Member of a Commission Department is a "local public officer" of the Regional District within the meaning of section 738 of the *Local Government Act*.

5. The Fire Code is hereby adopted and made part of this Bylaw and may be enforced as part of this Bylaw within the Fire Service Areas.

6. The following schedules are incorporated into and form a part of this Bylaw:

   (a) Schedule A: List of Departments and Corresponding Fire Service Areas;

   (b) Schedule B: Fees and Charges for Fire Safety Inspections and Fire Investigations;

   (c) Schedule C: Fire Service Levels and Authorized Services.

Application

7. This Bylaw will apply to:

   (a) each Commission Department established and operated by the Regional District and to the Members of each such Department;

   (b) subject to the express terms of the relevant Service Agreements or any limitations set out herein, to the Society Departments and their Members;

   (c) only as expressly provided in this Bylaw, to the Service Departments and their respective Members;

   (d) if the Board has designated a member of an Improvement District Fire Department as a Fire Inspector or Fire Investigator, to the provision of Fire Inspections and Fire Investigations by that Department; and

   (e) persons and properties within the Fire Service Areas and, with respect to Fire Investigations and Fire Investigations only, within all of the electoral areas of the Capital Regional District.

Service Levels and Authorized Services

8. The Service Level and Authorized Services for each Commission Department and Society Department will be set from time to time by the Board by amending Schedule C of this Bylaw, based on the recommendation of the Manager, Fire Services. The Manager, Fire Services will make service level recommendations based on consultation with a Commission and the Fire Chief for a service area in accordance with Provincial Training Standards and will make recommendations for Authorized Services based off of the Regional Operational Guidelines. The Service Level and Authorized Services of each Service Department will be the level and authorized services set by the local government that has established, and which operates such Service Department. Notwithstanding any declared Service Level or Authorized Services, in relation to any particular Incident the relevant Department will only provide services at the level consistent, and the type or kind authorized with the qualifications and training of the Members responding to such Incident.

Manager, Fire Services

9. The CAO may, from time to time, appoint a Manager, Fire Services, subject to budgetary approval by the Board. Where no Manager, Fire Services has been appointed, a reference in this Bylaw to the "Manager, Fire Services" shall be read as "Senior Manager".

10. The responsibilities of the Manager, Fire Services include the following:

    (a) overseeing:

        (i) the development and implementation of Commission Department and Society Department training programs that meet or exceed the Provincial Training Standards,

        (ii) the training of the Members of Commission Departments and Society Departments for their various roles, including their role as Fire Inspectors and Fire Investigators,

        (iii) appropriate training record maintenance by the Commission Departments and Society Departments, and

        (iv) the Commission Departments' and Society Departments' implementation of required WorkSafe BC processes, including the regular operation of joint committees;

    (b) developing, revising and maintaining consistent Regional Operational Guidelines and policies for Commission Departments and Society Departments, which guidelines shall cover or address all required provincial standards relating to the operation of a fire department, including the requirements of this Bylaw, WorkSafe BC requirements and the Provincial Training Standards; and

    (c) exercising such other powers, or fulfilling such other responsibilities, as may be set out in this Bylaw, the job description applicable to the Manager, Fire Services, or any other relevant Regional District bylaw or Board policy.

11. The Manager, Fire Services may exercise the authorities of a Fire Chief as set out in section 33 of this Bylaw in the Fire Service Areas and may exercise the authority of the Board under section 14 of the *Fire Safety Act* within the electoral areas of the Regional District.

12. The Manager, Fire Services is hereby designated as a Fire Investigator and a Fire Inspector within the meaning of the *Fire Safety Act* subject to the individual fulfilling that role or position meeting the training and qualification requirements for a Fire Inspector and/or Fire Investigator under the *Fire Safety Act.*

13. The Manager, Fire Services will be responsible for conducting, or causing to be conducted, Fire Investigations within the Fire Service Areas, and in the other parts of the Regional District's electoral areas not included within a Fire Service Area, and reporting same to the OFC in accordance with the *Fire Safety Act*.

14. The Manager, Fire Services will be responsible for conducting, or causing to be conducted, Fire Safety Inspections, within the Fire Service Areas, and in the other parts of the Regional District's electoral areas not included within a Fire Service Area.

15. The Manager, Fire Services will consult with the Fire Chiefs in relation to the implementation or material revision of any policies affecting one or more Commission Departments or Society

Departments, including Apparatus procurement, qualifications and standards for Officers (including Fire Chiefs), budgets, training, and Regional Operational Guidelines.

16. The Manager, Fire Services is authorized to provide advice and make recommendations to other officers and employees of the Regional District, the Board and, subject to any applicable Regional District policies and procedures, to the public, in relation to:

    (a) improving or revising the operations, jurisdiction or services offered by all or any of the Departments;

    (b) the availability of adequate water supply and pressure;

    (c) the procurement and maintenance of fire protection equipment and Apparatus;

    (d) the enforcement of measures for the prevention or suppression of fire and the protection of life and property;

    (e) life safety or rescue equipment;

    (f) the development, implementation and operation of a fire inspection system in any part of the Regional District; and

    (g) fire prevention generally, including public education.

Staff

17. In relation to Commission Departments, Staff responsibilities are set out in Bylaw No. 3654.

Fire Inspectors and Fire Investigators

18. The Board will designate, by resolution of the Board, individuals or positions within a Commission Department, Society Department or a Service Department as a Fire Inspector and/or Fire Investigator for those Department's respective Fire Service Areas.

19. A Fire Inspector may only conduct a Fire Inspection in accordance with the Inspection and Investigation Policy for the CRD as may be set by the General Manager, Housing, Planning and Protective Services from time to time and may exercise the powers of a Fire Inspector as provided in, and subject to, the *Fire Safety Act*, and, in relation to Commission Departments and Society Departments, any Regional Operational Guidelines.

20. A Fire Investigator may only conduct a Fire Investigation in accordance with the Inspection and Investigation Policy for the CRD and may exercise the powers of a Fire Investigator as provided in, and subject to, the *Fire Safety Act*, and, in relation to Commission Departments and Society Departments, any Regional Operational Guidelines.

21. Where a Fire Inspector has conducted a Fire Safety Inspection, whether within or outside of an existing Fire Service Area, the Regional District may recover the full cost of undertaking such Fire Safety Inspection from the owner or occupier of the premises or the property, by levying a charge as set out in Schedule B.

22. Where a Fire Investigator has conducted a Fire Investigation in relation to premises, property or a vehicle, whether located within or outside of an existing Fire Service Area, the Regional District may recover the full cost of undertaking such Fire Investigation from the owner or occupier of the premises, the property or vehicle, by levying a charge as set out in Schedule B.

Fire Chiefs and Non-Volunteer positions – Commission Department and Society Department

23. Each of the existing Fire Chiefs of the Commission Departments, as at the date of this Bylaw, is hereby ratified and confirmed as a Fire Chief for the purposes of this Bylaw.

24. The Senior Manager and Manager, Fire Services will establish and update, from time to time, the minimum qualification and training requirements for the position of Fire Chief, and non-volunteer positions, for Commission Departments and, subject to the terms of the relevant Service Agreement, each Society Department. Such qualification and training requirements will be developed and updated in consultation with the Commission Departments and Society Departments.

25. In relation to Fire Chief and Non-Volunteer Position vacancies in Commission Departments, the Manager, Fire Services will, in consultation with the relevant Commission in accordance with the Capital Regional District Recruitment and Retention Policy, conduct assessments of applicants for any open position before making a recommendation to the CAO.

26. Fire Chiefs and Non-Volunteer Positions of the Commission Departments will be appointed by the CAO on the recommendation of the Manager, Fire Services. Such recommendation shall consider the advice of the relevant Commission, consistent with CRD recruitment and Human Resources policies. The final appointment decision remains the responsibility of the CRD.

27. The CAO, subject to any Regional District policies relating to personnel management, may remove any Fire Chief, Officer or Member of a Commission Department.

28. A Fire Chief of a Commission Department is responsible for the day-to-day operations of his or her Department, including:

    (a) all emergency operations;

    (b) preparing the annual budget for the Department in collaboration with the Manager, Fire Services;

    (c) advising the Commission through the Manager of Fire Services on matters relating to the operation, maintenance, and strategic development of the services provided by the Department and the Department; and

    (d) providing regular reports to the Manager, Fire Services on the operation of his or her Department.

29. A Fire Chief of a Commission Department or a Society Department, or his or her designate, shall forward requests for goods or services required by his or her Department, to the Manager, Fire Services for approval prior to ordering such goods or services; provided that the Fire Chief may authorize any single budgeted expenditure up to, but not exceeding, $10,000 for goods or services required by his or her Department.

30. A Fire Chief of a Commission Department and, subject to the relevant Service Agreement, a Fire Chief of a Society Department, is authorized:

    (a) to enforce Regional Operational Guidelines for the proper and efficient administration and operation of his or her Department and enforce such additional rules, policies and guidelines as are not inconsistent with the Regional Operational Guidelines; and

(b) to collect and disseminate information regarding fires and fire hazards in the Fire Service Area in which his or her Department is located and to promote fire prevention and fire safety.

31. A Fire Chief of a Commission Department or a Society Department will oversee the Members of the relevant Department and the training of those Members in accordance with the Provincial Training Standards so that they are able to fulfill their respective roles, including acting as Officers and for any roles to which they are assigned at or in relation to an Incident. A Fire Chief of a Commission Department or a Society Department is responsible for maintenance of training records for all Members under his or her command including the recording of the Members' training in the relevant Department's records management system or, where relevant, within any centralized records management system operated by the Regional District and made available to the Commission Departments and Society Departments.

32. The Fire Chief of a Commission Department may appoint or remove Officers and appoint or remove Members of the relevant Commission Department, subject to any standards, requirements or processes established by the Manager, Fire Services under this Bylaw, and any Regional District policies relating to the management of personnel.

Operational Powers

33. A Fire Chief and (except as provided) any Member, or other person authorized by the Fire Chief to act on behalf of the Fire Chief, may exercise one or more of the following powers:

(a) enter onto property and inspect premises for compliance with this Bylaw and for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;

(b) if property is endangered by debris caused by lumbering, land clearing or industrial operation, require the person who is carrying on or who has carried on the operation, or the owner or occupier of the land on which the debris exists, to dispose of the debris, and undertake any other actions for the purpose of removing or reducing the danger as is necessary or advisable in the circumstances;

(c) in relation to an Incident (including during any related overhaul, clean up or Fire Investigation):

(i) to take measures considered necessary to prevent and suppress fires or mitigate an Incident, including but not limited to the demolition or removal of buildings, structures and other materials to prevent the spread of fire, mitigate risk or protect persons or property in connection with an Incident;

(ii) to enter, at any time, premises, property, structures or things where the Incident is occurring or has been reported, and to cause any Member or Apparatus of a Department to enter as he or she deems necessary or advisable, in order to combat, control or deal with the Incident;

(iii) to enter, pass through or over, or station on, buildings or property proximate to the Incident, and to cause any Member or Apparatus of a Department to enter, pass through or over, or station on buildings or property proximate to the Incident, where he or she deems it necessary or advisable to gain access to the Incident or to protect any person or property;

(iv) to exercise control over access to, and to evacuate, areas proximate to or affected by an Incident (including public property, private property, buildings, streets and highways), including managing vehicular and pedestrian traffic, as he or she deems necessary or advisable to prevent interference with the Department's response, or the response of other emergency services, to the Incident and/or to reduce the risk to life or property; and

(v) to take such other actions as may be necessary to: suppress a fire or mitigate an Incident; ensure the safety of Members, other emergency responders and the public; and prevent or reduce damage to property;

(d) to enter a Public Building, or other property, structures, or storage areas, at any reasonable time, for the purposes of conducting Pre-Incident Planning;

(e) to enforce this Bylaw and any other Regional District bylaws, rules, orders and regulations relating to the prevention and suppression of fires and protection of life and property in emergency situations; and

(f) in relation to non-emergency matters, to enter onto property or premises in accordance with section 284 of the *Local Government Act* or, if exercising a power under the *Fire Safety Act*, enter onto property or premises as provided in the *Fire Safety Act*.

34. For certainty, the Fire Chief and/or Incident Commander may, in his or her sole discretion, restrict or terminate emergency response activities in any circumstances where the Incident is considered to exceed the training or capabilities of the responding Members, or Apparatus available to them.

Authorized Services

35. Each Commission Department, and, subject to the relevant Service Agreement, each Society Department, is only authorized to provide or undertake services set out within that Department's Authorized Services and Service Level as shown in Schedule C.

36. Notwithstanding section 35 of this Bylaw, a Commission Department or Society Department will only provide those services for which its Members are trained and equipped in accordance with Provincial Training Standards and the Regional Operational Guidelines.

37. Service Departments are authorized to provide the fire protection, fire prevention and emergency response services set out in the relevant Service Agreement.

Commission Department and Society Department Jurisdiction and Mutual Aid

38. The jurisdiction of each Commission Department and Society Department shall be the relevant Fire Service Area specified in the service establishment bylaw identified in Schedule A in relation to such Department. Each Service Department is authorized to respond into the relevant Fire Service Area set out in its Service Agreement and, for certainty, may respond into portions of the Regional District proximate to such Fire Service Area where an Incident threatens or affects the Fire Service Area.

39. A Commission Department or a Society Department may respond to an Incident outside of its ordinary Fire Service Area in the following circumstances:

(a) if authorized to respond by EMCR and given a task number for such response, or in accordance with an agreement with or procedures established by BCWS or any other provincial or federal emergency agency recognized by the Regional Operational Guidelines;

(b) to provide fire suppression where a wildfire or an Interface Fire imminently threatens any part of the relevant Commission Department's Fire Service Area, in accordance with any agreements or procedures of BCWS or EMCR;

(c) in accordance with the terms of a mutual aid or automatic aid agreement with a municipality within the Regional District, or a mutual aid agreement with another regional district, First Nation, municipality or the Province;

(d) in accordance with the terms of any service agreement with another local government, regional district, federal government, or First Nation;

(e) in connection with an order made pursuant to the *Emergency and Disaster Management Act*, SBC 2023, c.37 and the associated regulations and the respective declaration of a state of local emergency or Provincial emergency; and

(f) if authorized to respond by the CAO or designate.

40. A Fire Chief of a Commission Department or Society Department, or his or her designate, may, in his or her sole discretion, refuse to respond to calls to Incidents described in subsections 39(a) through (f) of this Bylaw inclusive; provided that any refusal of a mutual or automatic aid request shall be in accordance with the terms of the relevant aid agreement.

41. Where there is no mutual or automatic aid agreement between the relevant Departments, a Commission Department or a Society Department may respond outside of its ordinary Fire Service Area in support of another Commission Department or Society Department (the "**Requesting Department**"):

(a) at the request of the Fire Chief or designate of the Requesting Department; or

(b) at the direction of the Manager, Fire Services.

42. Where a Department (the "**Responding Department**") has received a request for assistance under section 41:

(a) the Fire Chief or designate of the Responding Department may, in his or her discretion, refuse the request for assistance, provided that this refusal is immediately communicated to the Requesting Department through the Regional District's dispatch provider;

(b) the Fire Chief or designate the Responding Department may, in his or her discretion, but subject to the Department's Service Level and Authorized Services, determine the nature and extent of any assistance that will be provided; and

(c) Incident responses will be managed in accordance with the Regional Operational Guidelines, including use of the incident command system described therein.

43. The Manager, Fire Services shall be advised as soon as possible of all responses by Departments described in section 39 or section 41 or of a decision to refuse such a call in accordance with either section 40 or subsection 43(a). Where required, the Manager, Fire

Services will communicate with other Departments or mutual aid partners with respect to either providing support or heightened coverage as a result of a mutual aid request or response by a Commission Department or Society Department outside of its Fire Service Area.

44. Where another local government's fire department (the "**Outside Responding Department**") provides emergency response services within a Fire Service Area or other part of the Regional District under a mutual aid or automatic aid agreement, the Outside Responding Department, in relation to any particular Incident:

    (a) is authorized to exercise the powers and authorities specified in the relevant mutual aid or automatic aid agreement, as the case may be; or

    (b) where the relevant mutual aid or automatic aid agreement does not expressly address the issue of powers and authority, is entitled to exercise the same powers and authority as the Outside Responding Department has within its own jurisdiction.

Inspections of Mobile Food Vendors Premises

45. For the purposes of this Bylaw, a "Mobile Food Vendor Premises" means a vehicle, trailer, cart, bicycle, or other conveyance used to prepare and sell food and beverages.

46. The Manager, Fire Services, as Fire Inspector, may conduct a Fire Safety Inspection of a Mobile Food Vendor Premises operating anywhere within the electoral areas of the Regional District.

47. A Fire Inspector within a Department may conduct a Fire Safety Inspection of a Mobile Food Vendor Premises operating within that Department's Fire Service Area.

48. A Mobile Food Vendor Premises shall meet the following requirements, as applicable:

    (a) there must be installed or available fire protection equipment, including fire extinguishers, appropriate to the type of cooking being undertaken;

    (b) all commercial cooking units must be installed, certified and maintained in accordance with the requirements of the Safety Standards Act and regulations;

    (c) any propane cylinders must be stored in a safe fashion, away from cooking and heat devices;

    (d) any tents or awnings in use must be kept clean and free from grease build-up or other flammable residues, and conform to the flame resistance requirements CAN/ULC S-109: Standard Method for Flame Tests of Flame-Resistant Fabrics and Films, which conformance shall be identified by a manufacturer's label on such tent or awning; and

    (e) the siting of the Mobile Food Vendor Premises, clearances, and other matters related to fire safety that may be set by a Fire Inspector must be met at all times.

49. Where a Fire Inspector has conducted a Fire Safety Inspection of a Mobile Food Vendor Premises, whether within or outside of an existing Fire Service Area, the Regional District may recover the full cost of undertaking such Fire Safety Inspection in accordance with section 21 of this Bylaw.

Fire Safety Plans

50. Where an owner of any building or property within a Fire Service Area is required by the Fire Code to develop and maintain a fire safety plan (a "Fire Safety Plan"), a copy of such Fire Safety Plan, and any updates thereto, shall be submitted to the relevant Department for review in accordance with the Fire Code. The Manager, Fire Services may prescribe the form in which any Fire Safety Plan is to be submitted, including that the Fire Safety Plan must be submitted in a specified electronic format.

51. The Fire Safety Plan will be reviewed not less than annually by the owner of the building or property and updated if required. The Fire Safety Plan must be updated and a new Fire Safety Plan submitted to the relevant Department for review at any time that there has been any change to a building or property, or any change to the use thereof, that makes the existing Fire Safety Plan inaccurate or obsolete.

52. Notwithstanding any review of Fire Safety Plan by a Department, the owner of the building or property in respect of which such Fire Safety Plan is submitted remains solely responsible and therefore the Regional District shall not be liable for any defect in any Fire Safety Plan, or for any loss, damage, costs or injuries arising in connection therewith.

53. The Regional District may recover the full cost of undertaking a review of a Fire Safety Plan from the owner of the building or property, by charging a fee as provided in Schedule B.

Vacant Premises

54. For the purposes of this Bylaw, "Vacant Premises" includes a lot, building or other structure in respect of which one or more utility services have been intentionally discontinued (other than temporarily in connection with maintenance, repair or upgrading), such that the condition of the premises is not suitable for regular human habitation or other occupancy, or which is uninhabited for a continuous period of more than 30 days.

55. The owner of Vacant Premises must ensure that at all times:

    (a) the Vacant Premises are free from litter and debris, or accumulations of combustible or flammable materials;

    (b) all openings in the Vacant Premises are securely closed and fastened in a manner to prevent the entry of unauthorized persons; and

    (c) any sprinkler systems or fire alarm systems required by the Fire Code, remain operational.

56. Where the owner of Vacant Premises fails to maintain such Vacant Premises as required by section 56:

    (a) the Fire Chief of the Fire Service Area in which such Vacant Premises are located may send a notice to the owner requiring that such Vacant Premises be brought into compliance with this Bylaw; or

(b) the Manager, Fire Services may send a notice to the owner of Vacant Premises, whether located within a Fire Service Area or not, requiring that such Vacant Premises be brought into compliance with this Bylaw.

57. Where the owner of Vacant Premises fails to bring such Vacant Premises into compliance with this Bylaw by the time specified in the notice under section 56, the Manager, Fire Services or relevant Fire Chief may cause such Vacant Premises to be brought into compliance with this Bylaw by Regional District employees, agents or contractors, at the cost and expense of the owner.

Damaged Buildings

58. The owner of a building or other structure that has been damaged due to fire, explosion or similar event must immediately act to ensure that the damaged building or structure is guarded, or that all openings and points of entry into the damaged building or structure are kept securely closed and fastened in a manner so as to prevent the entry of unauthorized persons. If the owner fails to provide the necessary security to the damaged building within two hours following an incident:

(a) in relation to a damaged building within a Fire Service Area, the relevant Fire Chief may cause the work to be carried out at the cost and expense of the owner; or

(b) whether the damaged building is located within a Fire Service Area or not, the Manager, Fire Services may cause the work to be carried out at the cost and expense of the owner.

Cost Recovery

59. In addition to any other provision of this bylaw that entitles the Regional District to charge for provision of services, the Regional District may charge for and recover its costs from the owner of any property or building, or the operator of a vehicle, in relation to the following:

(a) the cost of hiring any specialized equipment or personnel to manage an Incident, including post-Incident clean up;

(b) the provision by a Department or Manager, Fire Services of any services or responses outside of a Fire Service Area; and

(c) in connection with an Incident involving hazardous materials or dangerous goods, the cost of any decontamination, repair or replacement of a Department's apparatus or equipment.

60. In order to recover service costs, the Regional District may add an administrative fee equal to 15% of the costs being recovered, for any amount that is charged under section 59.

Orders

61. Where a Fire Inspector has conducted a Fire Safety Inspection of any premises or property, the Fire Inspector may issue an order in connection with any deficiencies discovered, as provided for in, and in the manner and form contemplated by, the *Fire Safety Act*. The Fire Inspector, if an individual other than the Manager, Fire Services, will confirm the contents of any such order with the Manager, Fire Services before the order is issued. The Manager, Fire

Services will file with the OFC a summary of all orders issued under this section 62 on a monthly basis, or such other time specified by the OFC, in the form required by the OFC.

62. Where the Manager, Fire Services, or person designated by the Manager, Fire Services, has conducted an inspection of premises or property exercising the special fire protection powers under the *Local Government Act*, or a Fire Chief or designate has undertaken such an inspection exercising the powers under subsection 33(a) of this Bylaw, the Manager, Fire Services or designate, or the Fire Chief or designate (as the case may be) may issue an order in connection with any deficiencies discovered. Any order issued under this section 63 will be in substantially the same form as the orders prescribed under *Fire Safety Act*.

63. Where a person to whom an order issued as contemplated by section 62 of this Bylaw fails to abide by such order, or fails to take the actions required by the order within the timeframe stipulated in the order, the Manager, Fire Services or person designated by the Manager, Fire Services:

    (a) may take such corrective actions as are required to bring the premises into compliance as required by the order, and to retain third parties, as required, to undertake the necessary work; and

    (b) may charge the cost of any such corrective action to the owner of the premises or property.

64. Without limiting the right of the Regional District to take such other enforcement actions as it deems appropriate or necessary:

    (a) any costs incurred by the Regional District under section 62 in relation to securing a premise pursuant to section 16 of the *Fire Safety Act* may be recovered in the manner provided by section 18 of the *Fire Safety Act*; and

    (b) any costs incurred by the Regional District under section 63 in relation to orders issued pursuant to the *Local Government Act*, or any other costs or charges that may be levied pursuant to this Bylaw, may be recovered, to the extent applicable, by the Regional District in the manner provided by section 399 of the *Local Government Act*.

Other

65. No person shall:

    (a) impede, hinder or obstruct any Member at an Incident and every person in the proximity of an Incident shall comply with orders or directions of a Member responding to the Incident;

    (b) during an Incident, obstruct or otherwise interfere with access roads or other approaches to the Incident, or with access to fire hydrants, reservoirs or bodies of water required for fire suppression purposes;

    (c) damage, destroy, obstruct, impede or hinder the operation of any Apparatus, or, unless authorized by the Fire Chief, Incident Commander or other Officer, travel across a fire hose;

    (d) refuse to permit any Member to enter into or upon premises or property in relation to which an alarm or other request for assistance has been received, or in or upon which

a Member has reasonable grounds to believe that an Incident has occurred or may occur;

(e) interfere with any Member or refuse to permit any Member to enter into or upon premises or a fire scene to determine the cause and origin of a fire or the cause of activation of a fire alarm system; and

(f) except as authorized by the Fire Chief, an Officer or an Incident Commander:

(i) enter any building, structure, vehicle or area involved in or threatened by an Incident; or
(ii) refuse to move from such a building, structure, vehicle or area when directed to do so by a peace officer or Member.

66. Any person who violates any provision of section 65 may, in addition to any other penalty, be removed from the scene of an Incident by a peace officer or the Fire Chief, an Officer or Incident Commander (or their designate).

(Bylaw No. 4763)

67. Any person who damages Apparatus in contravention of subsection 65(c), in addition to any other penalty, shall be liable for the cost of repairing or replacing the Apparatus.

(Bylaw No. 4763)

68. No person shall falsely represent himself or herself as a Member of a Department, or wear or display any Commission Department or Society Department uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.

69. Any person who violates any provision of this Bylaw, shall be guilty of an offence and shall be liable upon summary conviction therefor to a penalty of, at minimum, Five Thousand dollars ($5,000), for every such violation, which penalty and cost shall be recoverable and enforceable upon summary conviction in the manner provided by the Offence Act (B.C.).

70. Each day that a contravention of this Bylaw continues constitutes a separate offence.

(Bylaw No. 4763)

71. This Bylaw may be cited as the “Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026”.

READ A FIRST TIME THIS	11th	day of	February	2026
READ A SECOND TIME THIS	11th	day of	February	2026
READ A THIRD TIME THIS	11th	day of	February	2026
ADOPTED THIS	11th	day of	February	2026

CHAIR

CORPORATE OFFICER

Schedule A

Departments and Fire Service Areas

The following is a list of the Departments established by or contracted to the Regional District, the Fire Service Areas in which they respond and the relevant service establishment bylaws:

Department	**Fire Service Area and Establishment Bylaw**
East Sooke Volunteer Fire Department	**3390** - East Sooke Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 2006
Galiano Island Volunteer Fire Department	**1852** - North Galiano Island Fire Protection and Emergency Response Service Establishment By-law No. 1, 1990 **2148** - South Galiano Island Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1993
Malahat Volunteer Fire Department	**2731** - Malahat Fire Protection Local Service Establishment Bylaw No. 1, 1999
Otter Point Volunteer Fire Department	**2042 -** Otter Point Fire Protection and Emergency Response Local Service Establishment Bylaw No. 1, 1992
Pender Island Volunteer Fire Department	**2050** - Pender Islands Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1992
Port Renfrew Volunteer Fire Department	**1753** - Port Renfrew Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1989
Saanich Fire Department	**2506 -** Durrance Road Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1997
Saturna Island Volunteer Fire Department	**2165** -Saturna Island Fire Protection and Emergency Response Local Service Contribution Establishment Bylaw No. 1, 1993
Shirley Volunteer Fire Department	**1927** - Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991
Willis Point Volunteer Fire Department	**1951** -Willis Point Fire Protection, Emergency Response and Recreation Service Establishment Bylaw No. 1, 1991

Schedule B

Fees and Charges

Fire Safety Inspections and Fire Investigations

1. The following fees and charges may be levied against the owner or occupier of premises or property whether located within or outside of a Fire Service Area in connection with a Fire Safety Inspection undertaken as provided in this Bylaw and the *Fire Safety Act*:

   a. For Fire Safety Inspections that were requested by the owner or occupier of the premises or property:

Description	Amount
Fire Inspection – Minimum Fee	$95
Fire Inspection – Regular Working hours pro-rated in 15-minute intervals	$115
Fire Inspection – After hours pro-rated in 15-minute intervals	$165
Comfort Letter, per building, first hour	$120
Comfort Letter, per building, subsequent hours pro-rated in 15-minute intervals	$115

   b. For Fire Safety Inspections that were conducted based off a complaint by a member of the public:

Description	Amount
First hour (including travel time to and from the premises or property for one Inspector)	No Charge
Second and subsequent re-inspections per hour in a calendar year	$115

   c. For Fire Safety Inspections that were believed advisable by the Fire Inspector, without receiving a complaint:

Description	Amount
First hour (including travel time to and from the premises or property for one Inspector)	No Charge
Second and subsequent re-inspections per hour in a calendar year	$115

d. The following fees and charges may be levied against the owner of premises or property, or the owner of any vehicle or thing, whether located within or outside of a Fire Service Area in connection with a Fire Investigation undertaken as provided in this Bylaw and the *Fire Safety Act*:

Description	Amount
First hour (including travel time to and from the premises or property for one Department Vehicle)	No Charge
Each hour after the first hour	$160

Fire Safety Plans

Description	Amount
Initial Review (flat rate) per plan	$150
Subsequent review for compliance	$100 per hour

Damage, Destruction, or Demolition of a Building

Description	Amount
Damage, Destruction, or Demolition of a Building	Hourly rate of Equipment and staffing costs of each Member for actual time Member and Equipment attend at the site, plus any out-of-pocket expenses incurred by the Regional District to complete the work
Post-Incident Fire Watch	
Securing Fire Damaged or Vacant Building	

Schedule C

Service Levels and Authorized Services

1. The Service Level and Authorized Services in columns B and C of the table below, respectively, are the set Service Level and Authorized Services for the corresponding Department set out in column A of the table below.

A - Department	Declared Service Level	Authorized Services
East Sooke Volunteer Fire Department	Interior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Operations
Galiano Island Volunteer Fire Department	Interior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Operations
Otter Point Volunteer Fire Department	Interior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Operations
Pender Island Volunteer Fire Department	Full Service	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – High Angle – Operations Confined Space – Operations
Port Renfrew Volunteer Fire Department	Exterior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Awareness
Saturna Island Volunteer Fire Department	Exterior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Operations
Shirley Volunteer Fire Department	Interior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Operations
Willis Point Volunteer Fire Department	Exterior	Medical – Per BC EHS Operational Response Plan Vehicle and Machinery Extrication Rescue – Low Slope - Awareness

Making a difference...together

REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw No. 4758 – A Bylaw to Amend Fire Regulation Bylaw (Bylaw No. 4489)**

ISSUE SUMMARY

The purpose of this bylaw amendment is to remove provisions now addressed under another bylaw and to clarify setback measurement terminology related to open burning.

BACKGROUND

Bylaw No. 4489, "Fire Regulation Bylaw No. 2, 2022", was adopted by the Capital Regional District (CRD) Board to regulate fire prevention and forest protection activities within the Juan de Fuca and Southern Gulf Islands Electoral Areas where local fire services are operated.

Since adoption, related regulatory frameworks have evolved, resulting in some duplication between Bylaw No. 4489 and other CRD bylaws. In addition, operational review identified an opportunity to improve clarity within the bylaw by explicitly referencing 'property lines' when prescribing setback distances for open fires, ensuring consistent interpretation, and application by residents, enforcement officers, and fire service personnel.

Bylaw No. 4758 proposes the following amendments to CRD's Fire Regulation Bylaw:

- Removal of sections 4.1, 4.2, and 4.3, as these provisions are now regulated under Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026"; and
- Clarification of setback language in sections 5.2.2(a) and 5.2.4(a) by inserting the term "property line".

These changes are administrative and clarifying in nature, and do not introduce new fire restrictions or expand regulatory authority. Instead, they reduce duplication, improve consistency across bylaws, and provide clearer guidance to property owners regarding open fire requirements. The amendments support effective enforcement and compliance by reducing ambiguity and ensuring that setback measurements are clearly defined. The amended Bylaw No. 4758 is attached as Appendix A and the redlined consolidation of Bylaw No. 4489 is attached as Appendix B.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4758, "Fire Regulation Bylaw No. 2, 2022, Amendment Bylaw No. 1, 2026," be introduced and read a first, second, and third time; and
2. That Bylaw No. 4758 be adopted.

Alternative 2
That this report be referred back to staff for additional information based on Electoral Areas Committee direction.

IMPLICATIONS

Financial Implications

There are no financial implications associated with the adoption of this amendment. The changes do not affect departmental budgets, fees, or service levels.

Service Delivery Implications

There are no changes to fire service delivery or response operations as a result of this amendment. The updates support clearer enforcement and public understanding of existing regulations.

CONCLUSION

Bylaw No. 4758 is an administrative amendment that removes duplicative provisions and clarifies setback terminology within CRD's Fire Regulation Bylaw. Adoption of the amendment will improve clarity, support consistent enforcement, and ensure alignment with other CRD regulatory frameworks without impacting service levels or stakeholders.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4758, "Fire Regulation Bylaw No. 2, 2022, Amendment Bylaw No. 1, 2026," be introduced and read a first, second, and third time; and
2. That Bylaw No. 4758 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4758, "Fire Regulation Bylaw No. 2, 2022, Amendment Bylaw No. 1, 2026"
Appendix B: Bylaw No. 4489 (Redlined Consolidation)

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4758

****

A BYLAW TO AMEND FIRE REGULATION BYLAW NO. 2, 2022 (BYLAW NO. 4489)

****

WHEREAS:

A. Under Bylaw No. 4489, "Fire Regulation Bylaw No. 2, 2022", the Regional Board enacted a revised bylaw to regulate fire prevention and forest protection in the Juan de Fuca and Southern Gulf Islands Electoral Areas where local fire services are operated;

B. The Board wishes to amend Bylaw No. 4489 to remove a section now covered in another bylaw, and to add the term 'Property Line' when prescribing setback distances from an open fire;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 4489, "Fire Regulation Bylaw No. 2, 2022", is hereby amended as follows:

   (a) By deleting sections 4.1, 4.2, and 4.3 in their entirety, and renumbering the remaining sections.

   (b) In section 5.2.2(a), 'Category 2 Open Fires', by inserting the words "property line" preceding the word "building".

   (c) In section 5.2.4(a), 'Category 3 Open Fires – Exemption from the Open Burning Smoke Control Regulation', by inserting the words "property line" preceding the word "building".

2. This Bylaw may be cited for all purposes as "Fire Regulation Bylaw No. 2, 2022, Amendment Bylaw No. 1, 2026".

READ A FIRST TIME THIS	th	day of	20__
READ A SECOND TIME THIS	th	day of	20__
READ A THIRD TIME THIS	th	day of	20__
ADOPTED THIS	th	day of	20__

CHAIR

CORPORATE OFFICER

APPENDIX B

Making a difference...together

BYLAW NO. 4489

A BYLAW TO REGULATE OPEN BURNING WITHIN JUAN DE FUCA ELECTORAL AREA AND SOUTHERN GULF ISLANDS ELECTORAL AREA

Consolidated for Public Convenience
(This Bylaw is for reference purposes only)

ORIGINALLY ADOPTED

(Consolidated with Amending Bylaws 4758)

For reference to original bylaws or further details, please contact the Capital Regional District, Legislative Services Department, 625 Fisgard St., PO Box 1000, Victoria BC V8W 2S6
T: (250) 360-3127, F: (250) 360-3130, Email: legserv@crd.bc.ca, Web: www.crd.bc.ca

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4489

****

A BYLAW TO REGULATE OPEN BURNING WITHIN JUAN DE FUCA ELECTORAL AREA AND SOUTHERN GULF ISLANDS ELECTORAL AREA

****

WHEREAS:

A. By Bylaw No. 3452, "Fire Regulation Bylaw No. 1, 2007", the Capital Regional District continued a program of fire regulation in the district pursuant to its powers under the *Local Government Act*; and

B. The Capital Regional District Board wishes to enact a revised bylaw that relates to the lighting, fuelling and use of open fires for fire prevention and forest protection in the Juan de Fuca and Southern Gulf Islands Electoral Areas where local fire services are operated;

NOW THEREFORE the Regional Board of the Capital Regional District in open meeting assembled enacts as follows:

PART I – DEFINITIONS:

1. In this Bylaw:

   a. "*BC Wildfire Act*" or "*Wildfire Act*" refers to the *Wildfire Act*, SBC 2004, c 31 as amended.

   b. "BC Wildfire Regulation" refers to *Wildfire Regulation*, BC Reg 38/2005, as amended and enacted under the *Wildfire Act*, SBC 2004, c 31.

   c. "BC Wildfire Service" means that part of the government of British Columbia that is mandated to administer the *BC Wildfire Act* and BC Wildfire Regulation.

   d. "Campfire" is defined by the BC Wildfire Regulation as amended from time to time.

   e. "Category 2 Open Fire" is defined by the BC Wildfire Regulation as amended from time to time.

   f. "Category 3 Open Fire" is defined by the BC Wildfire Regulation as amended from time to time.

   g. "Coastal Fire Centre – South Island" means fire centre created by the BC Wildfire Service to administer the *BC Wildfire Act* and BC Wildfire Regulation within the Regional District.

   h. "Commercial Incinerator" means any device constructed or erected, designed and used for the destruction by fire of industrial, commercial or institutional waste materials, but does not include any crematorium operated in accordance with the *Cremation, Interment and Funeral Services Act*, SBC 2004, c.35.

i. “Demolition Waste” means any waste resulting from or produced by the complete or partial destruction or tearing down of any structure other than material prohibited in the *Open Burning Smoke Control Regulation*.

j. “Domestic Waste” means food waste and household materials targeted for disposal, other than paper or cardboard.

k. “Domestic Incinerator” means any metal or masonry container, including a burn barrel, fitted with a metal screen or grill of not more than 9.5 millimetres (3/8") mesh to restrict any sparks or flying debris and used to serve any dwelling unit occupied by a single family or any two-family dwelling.

l. “Fire Chief” means the Fire Chief for the applicable Service Area or the Fire Chief’s designate.

m. “Fire Chief’s Designate” means a member of the fire department designated by the Fire Chief and acting on the authority of the Fire Chief in the absence of, or as directed by, the Fire Chief.

n. “Fire Danger Rating” for a Service Area is as defined by the Coastal Fire Centre – South Island from time to time.

o. “Fire Department” means the volunteer fire department established for a Service Area by bylaw of the Regional District or by agreement between the Regional District and a duly incorporated society that by contract provides fire service within a Service Area.

p. “Fire Fighting Hand Tool” means a shovel, axe, Pulaski, hand tank pump or fire extinguisher.

q. “Fuel Break” means a barrier or a change in fuel type or condition, or a strip of land that has been modified or cleared to prevent fire spread.

r. “Incinerator” includes a Commercial Incinerator and a Domestic Incinerator.

s. “Industrial activity” is as defined by the *BC Wildfire Act* as amended from time to time.

t. "Mill waste" includes bark, chips, sawdust and any other discarded wood products piled for uses other than residential gardens, parks, trails and playgrounds.

u. “Open Burning” and “Open Fire” have the same meaning, referring to any outdoor burning, of any material that is not contained within a building or certified Incinerator, and without limitation includes a Category 2 Open Fire, a Category 3 Open Fire, and a Campfire.

v. “Open Burning Smoke Control Regulation” means the *Open Burning Smoke Control Regulation*, BC Reg 152/2019, as amended, under the *Environmental Management Act*.

w. “Regional District" means the Capital Regional District.

x. "Service Area" means a fire protection and suppression service area within the Regional District established under the *Local Government Act*.

y. "Solid Fuel Burning Appliance" means an appliance installed outside of a dwelling unit that burns solid fuel and is used for cooking or heating purposes. These appliances include, but are not limited to, barbecues, chimineas, pizza ovens, hot tubs, food smokers, or any other devices, that burn solid fuel in an outdoor environment.

z. "Utility" means the works or facilities for the provision of a service provided by a public authority, a public utility or a similar person, such as water, electricity, natural gas, septic, transportation or communication.

aa. "Waste" means as defined by the *Environmental Management Act* as amended from time to time.

1.2 Except as otherwise defined in this Bylaw, words and phrases herein are to be interpreted consistently with the *Community Charter*, the *Local Government Act*, the *Open Burning Smoke Control Regulation* and the *Fire Services Act* or *Fire Safety Act*, as the context and circumstances may require.

PART II - APPLICATION

2. This Bylaw applies within Service Areas of the Regional District.

PART III – SEVERABILITY

3. If any section, subsection, paragraph, clause, word or phrase in this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion is severed and the remainder of this Bylaw remains valid and effective.

PART IV - GENERAL REGULATIONS

(*Bylaw 4758)*

General Regulations on Open Fires

4.1 A person must not ignite, burn or continue to burn an Open Fire except in accordance with this Bylaw, the *Open Burning Smoke Control Regulation*, and the *Wildfire Act* and *Regulation*. Where a provision of any such enactments is stricter than that of another, the stricter provision applies.

4.2 a) No person shall ignite, burn or continue to burn an Open Fire of any kind while a prohibition on Open Fires or the category of Open Fire ordered by the Province or by the Fire Chief or other Officer of the Fire Department for the Service Area is in effect.

b) No person shall ignite, burn or continue to burn an Open Fire without a valid and continuing permit issued by the Fire Chief or the Fire Chief's Designate.

c) A person must comply with the terms of any permit and any direction by the Fire Chief written on or further to the permit, or any further restriction on the fire imposed under section 7 of this Bylaw.

d) If a permit is cancelled, expires, or is not complied with, a person must not ignite, burn, or continue to burn an Open Fire and must extinguish such Open Fire forthwith.

e) Prior to igniting an Open Fire, undertaking an Industrial Activity, using a Solid Fuel Appliance or igniting a fire in an Incinerator, the person must determine whether there are any restrictions or prohibitions issued under section 7 of this Bylaw.

Permit Requirements for the Categories of Open Fires

4.3 a) A Campfire does not require a permit, unless a Fire Chief or Fire Chief's designate invokes a permit requirement.

b) A Category 2 Open Fire requires a permit, unless a Fire Chief or Fire Chief's designate rescinds the permit requirement.

c) A Category 3 Open Fire requires a permit year round.

Fire Safety and Supervision

4.4 Every person who ignites, burns or uses an Open Fire must ensure all of the following requirements are met:

(a) the person must comply with any and all requirements of this Bylaw that pertain to the Open Fire;

(b) the person must comply with any and all requirements contained in any permit issued for the Open Fire under this Bylaw;

(c) the person must comply with any further restrictions on Open Fires and the relevant category of Open Fire issued by the Fire Chief;

(d) the person must ensure that the fire is authorized or permitted by the land owner, and if the person is not the owner of the land where the fire is to occur, the person must provide proof to the Fire Chief's satisfaction of the land owner's consent;

(e) the person must maintain an adequate Fuel Break around the burn area of sufficient size to ensure that the Open Fire originating in the burn area does not escape the burn area;

(f) the person must ensure that the fire is watched and patrolled by a competent person to prevent fire spread or escape;

(g) the person must ensure that the person watching the fire has a Fire Fighting Tool, ready access to water, and a container carrying at least 8 litres of water;

(h) the person must ensure that before leaving the area, the fire is completely extinguished; and

(i) if the fire spreads beyond the burn area or otherwise becomes out of control, the person must immediately report the fire to the Fire Department; attempt to control the spread and to extinguish the fire, and comply with all directions of the Fire Chief.

Prohibited Materials

4.5 No person shall ignite or burn, or cause, allow or suffer to be burned or used as fuel, any of the following material, whether in an Open Fire or in an Incinerator or other container:

(a) rubber, tires, plastic materials, or polystyrene foam;

(b) fiberglass or other fibre-reinforced materials;

(c) asphalt or asphalt products or tar paper;

(d) construction materials, drywall or demolition waste;

(e) carpets, furniture, appliances or domestic waste;

(f) railway ties;

(g) treated lumber or wood products;

(h) manure, animal carcasses or waste from animal slaughtering;

(i) paint, varnish, used oil, or fuel or lubricant containers;

(j) batteries or electrical wire; or

(k) biomedical or other hazardous waste.

Compliance with Orders

4.6 A person who has been ordered or directed by the Fire Chief or the Fire Chief's Designate to reduce, suspend or cease activity under this Bylaw must immediately do so, and in a safe manner carry out all measures and comply with all conditions and restrictions for ceasing or resuming the activity as directed by the Fire Chief or the Fire Chief's Designate.

PART V – ADDITIONAL REGULATIONS FOR CATEGORIES OF OPEN FIRES, SOLID FUEL APPLIANCES, INCINERATORS, INDUSTRIAL ACTIVITIES AND MILL WASTE

Campfires

5.1 In addition to complying with the general regulations on Open Fires contained in this Bylaw, a person who lights, ignites or maintains a Campfire must ensure the Campfire burns material in one pile no larger than 0.5 m in height and 0.5 m in width.

5.2 A person must not light, ignite or maintain a Campfire:

(a) within 7.5 metres of any building, structure, fence, property line;

(b) within 3 metres of any driftwood, dry vegetation, grass or any other combustible material;

(c) to dispose of Domestic Waste; or

(d) if a Campfire prohibition has been established by the Fire Chief or the Fire Chief's Designate.

Category 2 Open Fires

5.2.2 In addition to complying with the general regulations on Open Fires contained in this Bylaw, no person shall conduct a Category 2 Open Fire:

(a) within 10 metres of any property line, building, structure, fence, tree or hedge; *(Bylaw 4758)*

(b) that is fuelled by green debris or leaves;

(c) for more than 4 consecutive days; or

(d) by adding additional materials to a fire within two (2) hours of sunset of each day of the fire.

Category 3 Open Fires

5.2.3 For certainty before lighting, igniting or maintaining a Category 3 Open Fire, a person must comply with the general regulations on Open Fires contained in this Bylaw.

Category 3 Open Fires – Exemption from the Open Burning Smoke Control Regulation

5.2.4 Where a Category 3 Open Fire is for burning vegetative debris less than 10 cm in diameter as defined in section 5(a) of the *Open Burning Smoke Control Regulation*, no person shall conduct such open fire:

(a) within 15 metres of any property line, building, structure, fence, tree or hedge; *(Bylaw 4758)*

(b) that is fuelled by green debris or leaves;

(c) for more than 4 consecutive days; or

(d) by adding additional materials to a fire within two (2) hours of sunset of each day of the fire.

Solid Fuel Appliances

5.3 Before installing, erecting, or operating a Solid Fuel Burning Appliance, a person must first obtain a permit issued by the Fire Chief or Fire Chief's Designate, and must pay the applicable fees, if any.

5.4 A person shall only install, erect or operate a Solid Fuel Burning Appliance in accordance with any:

(a) permit requirements; or

(b) additional restrictions or prohibitions pertaining to the installation and operation of Solid Fuel Appliances issued by a Fire Chief or Fire Chief's Designate.

Incinerators

5.5 Before installing, erecting or operating an Incinerator, or lighting, igniting or maintaining any fire in an Incinerator, a person must first obtain a permit issued by the Fire Chief or Fire Chief's Designate, and must pay the applicable fees, if any.

5.6 A person shall only install, erect or operate a Commercial or Domestic Incinerator in accordance with any:

(a) permit requirements; or

(b) additional restrictions or prohibitions pertaining to the installation and operation of Incinerators.

5.7 The owner of an Incinerator shall ensure that:

(a) the Incinerator is maintained in a condition that provides for the proper combustion of any material burned;

(b) while it is in use a competent person continuously supervises any burning and ensures sufficient fire extinguishing equipment necessary for fire control is available;

(c) a Domestic Incinerator is located at least:
   i. 1.5 metres from any combustibles such as grass, shrubbery or wooden fencing; and
   ii. 7.6 metres from any building or fuel storage area;

(d) a Commercial Incinerator is located at least:
   i. 3 metres from any combustibles such as grass, shrubbery or wooden fencing; and
   ii. 10 metres from any building or fuel storage area.

Industrial Activities

5.8 Where the Fire Chief or Officer of the Fire Department has prohibited or restricted an Industrial Activity, no person shall initiate or continue such activity.

Mill Waste

5.9 Where any person deposits any mill waste, he or she shall ensure that:

(a) the Fire Chief is notified at least forty-eight (48) hours before the deposit;

(b) no deposit has a depth greater than 3 metres; and

(c) within one week, cover material at least 305 millimetres in thickness is applied to any deposit unless otherwise approved by the Fire Chief.

PART VI - EXEMPTION

6.1 This Bylaw does not apply to:

(a) a fire used for the training of firefighters;

(b) a burn carried out by or under the direction of the Wildfire Service (British Columbia) pursuant to the *Wildfire Act*; or

(c) a burn authorized by the Fire Chief to reduce fuel build-up or decrease a fire hazard.

6.2 As an exception to the permit requirements contained in sections 5.2.2 [*Category 2 Open Fires*], 5.3 [*Solid Fuel Burning Appliances*], 5.5 [*Incinerators*], and 5.8 [*Industrial Activities*], a Fire Chief or Fire Chief's Designate can institute, rescind, or re-institute a permit requirement for one or more of such fire types, within all or a portion of the service area that the Fire Chief or Fire Chief's Designate has responsibility for.

6.3 In relation to sections 4.6(a) and 5.1 [*Campfires*], a Fire Chief or Fire Chief's Designate may institute or rescind a permit requirement for campfires in all or part of a portion of the service area that the Fire Chief or Fire Chief's Designate has responsibility for, where, in their opinion, institution of permit requirements are necessary but a ban is not yet appropriate.

6.4 (a) When a permit requirement is rescinded, existing permits continue in force and the holder of such a permit is expected to comply with such existing permits and conditions on them, unless they receive written authorization from the Fire Chief or the Fire Chief's Designate cancelling their existing permit and confirming no permit is needed for their activity.

(b) When a permit requirement is required, existing activities conducted or currently in-progress without a permit require a permit to continue.

PART VII - POWERS OF THE FIRE CHIEF AND OFFICERS

7.1 The Fire Chief for each Service Area is authorized to administer and enforce this Bylaw within that Service Area.

7.2 The Fire Chief or Officer of the Fire Department may:

(a) enter on property and inspect premises to ascertain whether the provisions of this Bylaw are being met;

(b) take measures to prevent or suppress the spread of Open Fires;

(c) issue orders directing the owners or occupiers of premises to bring Open Fires into compliance with this Bylaw or with a permit under this Bylaw;

(d) issue permits for Open Fires, Solid Fuel Appliances and Incinerators under this Bylaw, and impose such conditions, restrictions and requirements as the Fire Chief or Fire Chief's Designate deems to be warranted to avoid the creation of a hazard or nuisance, due to weather, wind or other circumstance related to Fire Safety;

(e) In writing, refuse to issue a permit for an Open Fire, Solid Fuel Appliance or Incinerator if in the opinion of the Fire Chief or Fire Chief's Designate the proposed activity is likely to create a hazard or nuisance because of adverse weather, wind or other circumstance;

(f) suspend or cancel a permit, and impose conditions on resuming activity that was suspended, if:

i. the Fire Chief or Fire Chief's Designate believes the permitted activity cannot be carried out safely or without creating a nuisance due to changes in weather, wind or other circumstances related to fire safety changing since permit issuance, or is not being carried out safely or in accordance with permit conditions, an order under paragraph (c), a provision of this Bylaw, or another applicable enactment; or

ii. the Fire Chief or Fire Chief's Designate has received a complaint by a person in relation to the emission of smoke, sparks, ash, soot, cinders or fumes, and considers that fire extinction or control measures are warranted to address a nuisance or undue irritation or annoyance to other persons;

(g) impose additional conditions or restrictions on any permit or class of permits if in the opinion of the Fire Chief or Fire Chief's Designate weather, wind or other circumstances related to fire safety have changed since the issuance of the permit, and the conditions or restrictions are required to address the changed circumstances;

(h) authorize an Open Fire to reduce fuel build-up or decrease a fire hazard;

(i) restrict or prohibit any Open Fire, and impose a ban on all Open Fires for a period of time (including Open Fires for which permits have been issued), if the Fire Chief considers the Fire Danger Rating warrants the restriction, prohibition or ban;

(j) restrict or prohibit any Industrial Activity, if the Fire Chief considers the restriction or prohibition is necessary due to weather, wind or other circumstance related to fire safety;

(k) where, in the opinion of the Fire Chief, an Incinerator or Solid Fuel Appliance is likely to create or become a fire hazard due to damage, deterioration, lack of maintenance, construction or location, or due to adverse, weather, wind or other circumstance related to fire safety, the Fire Chief may order the owner of the Incinerator or Solid Fuel Appliance to:

i. alter, renovate, repair or relocate the Incinerator or Solid Fuel Appliance, or

ii. discontinue its use.

This section 7.2(k) applies regardless of whether a permit has been issued for the Incinerator or Solid Fuel Appliance.

7.3 A person must not obstruct, prevent or interfere with the Fire Chief or Fire Chief's Designate acting under the authority of the Fire Chief from conducting an inspection pursuant to this Bylaw.

PART VIII – OFFENCE AND PENALTY

8.1 A person who:

(a) contravenes this Bylaw;

(b) causes or allows any act or thing to be done in contravention of this Bylaw; or

(c) fails or neglects to do anything required under this Bylaw;

commits an offence, and where the offence is a continuing one, each day that the offence continues amounts to a separate offence.

8.2 Any person who violates any provision of this Bylaw shall be liable, upon summary conviction, to a fine of not less than $50.00 and not greater than $2,000.00, and such other amounts as may be ordered by the court for the costs of investigation and prosecution, and to compensate the District or another person for damages or loss sustained resulting from the commission of the offence.

8.3 The Fire Chief, a bylaw enforcement officer, a peace officer, and a police officer as an agent of the Regional District are authorized to enter onto and into property for the purposes established by sections 284 and 419 of the *Local Government Act* in accordance with the provisions of section 16 of the *Community Charter* or other conditions of entry, if any, set out in the *Local Government Act*, *Community Charter* or another enactment.

8.4 If a Fire Chief finds that any provision of this Bylaw has been contravened or has not been complied with, or has been complied with improperly or only in part, or that conditions exist in or upon a building or property to which the bylaw applies and which, in his opinion, constitutes a fire hazard or otherwise constitutes a hazard to life or property the Fire Chief may:

(a) make to the owner or occupier of the building or property such recommendations as deemed as necessary to correct the contravention or to ensure compliance with this Bylaw or to remove the hazards referred to in the Bylaw or,

(b) make orders with respect to any of the matters referred to in this Bylaw in accordance with the *Local Government Act* or, where applicable, the *Fire Services Act*.

8.5 An order made under this Bylaw shall be in writing and shall be directed to the owner, occupier or lessee of the building or property in respect of which the order is made or to both.

8.6 An order made under this Bylaw shall be served by:

(a) delivering it or causing it to be delivered to the person to whom it is directed, or

(b) sending the order by return registered mail to the last known property owner.

8.7 Where an owner or occupier is in default of an order made pursuant to this Bylaw, the Regional District, by its workers or others, may enter the property and effect such work as required in the order at the expense of the owner or occupier so defaulting in accordance with section 418 of the *Local Government Act*, and any charges so incurred and remaining unpaid on December 31 of that year shall be added to and form part of the taxes payable on the real property as taxes in arrears.

PART IX – NO LIABILITY

9.1 This Bylaw shall not create a duty of the Regional District, its officers, employees or persons acting on its behalf pursuant to this Bylaw, including Fire Chiefs and Fire Chief's Designates, concerning enforcement or failure to enforce any matter contained in this Bylaw.

9.2 No act, error, omission or other neglect of the Regional District in relation to any matter contained in this Bylaw shall give rise to a cause of action or liability to any person.

PART X REPEAL AND CITATION

10.1 Effective April 1, 2023, Bylaw No. 3452, "Fire Regulation Bylaw No. 1, 2007", is repealed.

10.2 Effective April 1, 2023, this Bylaw No. 4489 comes into force.

10.3 This Bylaw may be cited for all purposes as "Fire Regulation Bylaw No. 2, 2022".

READ A FIRST TIME THIS	14th	day of	December,	2022
READ A SECOND TIME THIS	14th	day of	December,	2022
READ A THIRD TIME THIS	14th	day of	December,	2022
ADOPTED THIS	14th	day of	December,	2022

CHAIR

CORPORATE OFFICER

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw Nos. 4755 and 4756 – Proposed Amendments to Bylaw No. 1857 "Capital Regional District Ticket Information Authorization Bylaw, 1990" and Bylaw No. 4683 "Bylaw Notice Enforcement Bylaw No. 1, 2025" – Fire Services**

ISSUE SUMMARY

The purpose of this report is to amend Capital Regional District (CRD) Bylaw Nos. 1857 and 4683 to authorize enforcement of CRD Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026", by means of Municipal Ticket Information and Bylaw Notice, and to establish applicable penalty amounts.

BACKGROUND

CRD Bylaw No. 4677 is a bylaw to address the operational powers and certain administrative matters relating to fire departments operating under the auspices of the CRD, and to provide for certain fire prevention matters.

The bylaw establishes the authority, structure and operational framework for CRD fire departments, including provisions respecting command authority, emergency response powers, training requirements, administration and general operational governance. It also sets out fire prevention measures intended to protect life, property and the environment within participating service areas.

The bylaw provides authority for fire officials to carry out inspections, issue orders, require compliance with fire safety requirements, and take necessary action to prevent or respond to fire hazards and emergencies. These provisions support the CRD's statutory mandate to provide fire protection services and ensure public safety within established fire protection service areas.

While Bylaw No. 4677 establishes regulatory requirements and enforcement authority, effective implementation requires the ability to address non-compliance in a timely, proportionate and efficient manner. Currently, certain contraventions of Bylaw No. 4677 are not designated for enforcement by Municipal Ticket Information or by Bylaw Notice. As a result, enforcement options are limited to voluntary compliance measures or more formal court proceedings.

To provide enforcement staff with graduated compliance tools, it is proposed that specified contraventions of Bylaw No. 4677 be designated as offences enforceable by Municipal Ticket Information under the *Offence Act* (Appendix A) and as contraventions enforceable by Bylaw Notice under the *Local Government Bylaw Notice Enforcement Act* (Appendix C). These mechanisms allow for the issuance of tickets with prescribed fine or penalty amounts, supporting consistent, fair and efficient enforcement while reducing reliance on court-based proceedings. A redlined consolidation of Bylaw No. 1857 is attached as Appendix B and a redlined consolidation of Bylaw No. 4683 is attached as Appendix D.

Providing both enforcement options will enable a proportionate response to fire prevention and operational violations and strengthen the CRD's ability to ensure compliance with fire safety requirements in the interest of public safety.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4755, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026", be introduced and read a first, second, and third time;
2. That Bylaw No. 4755 be adopted;
3. That Bylaw No. 4756, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026", be introduced and read a first, second, and third time; and
4. That Bylaw No. 4756 be adopted.

Alternative 2
That Bylaw No. 4755 and Bylaw No. 4756 not proceed.

IMPLICATIONS

Financial Implications
Enforcement costs are accommodated within the Fire Inspection and Investigation Service and the existing Bylaw Enforcement budget. Revenue from fines and penalties is expected to offset a portion of enforcement costs but is not intended to generate net revenue.

CONCLUSION

Amending Bylaw No. 1857 and 4683 will provide appropriate enforcement mechanisms to support compliance with Bylaw No. 4677 and align it with other enforceable CRD regulatory bylaws.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4755, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026", be introduced and read a first, second, and third time;
2. That Bylaw No. 4755 be adopted;
3. That Bylaw No. 4756, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026", be introduced and read a first, second, and third time; and
4. That Bylaw No. 4756 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4755, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026"
Appendix B: Bylaw No. 1857 (Redlined Consolidation)
Appendix C: Bylaw No. 4756, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026"
Appendix D: Bylaw No. 4683 (Redlined Consolidation)

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4755

****

A BYLAW TO AMEND CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990 (BYLAW NO. 1857)

****

WHEREAS:

A. Under Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026", the Regional Board designated and set out the process for designation of Fire Inspectors and Fire Investigators, and established and imposed charges payable in respect of Fire Inspection and Fire Investigation services;

B. The Board wishes to amend Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990", to designate bylaw enforcement officers and permit enforcement of certain contraventions of Bylaw No. 4677 by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter,* and to establish fine rates;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990" is hereby amended as follows:

    (a) In Schedule 1, by adding item 41 as follows:

41. Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer

    (b) By adding Schedule 41 attached as Appendix "1" to this Bylaw.

2. This Bylaw may be cited for all purposes as "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026".

READ A FIRST TIME THIS	day of	20__
READ A SECOND TIME THIS	day of	20__
READ A THIRD TIME THIS	day of	20__
ADOPTED THIS	day of	20__

CHAIR

CORPORATE OFFICER

APPENDIX "1"

SCHEDULE 41 TO BYLAW NO. 1857

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200
Failure to review or update/submit Fire Safety Plan	51	$200
Vacant premises not maintained as required	55(a)	$200
Failure to secure Vacant Premises	55(b)	$200
Sprinkler or fire alarm system not operational	55(c)	$200
Failure to comply with Vacant Premises notice	57	$200
Failure to secure fire-damaged building within required time	58	$200
Failure to comply with Order issued under this Bylaw	63	$200
Failure to comply with direction of a Member at an Incident	65(a)	$200
Obstruct access to hydrant, reservoir, or water source	65(b)	$200
Damage or obstruct fire apparatus or hose	65(c)	$200
Refuse entry to a Member responding to an Incident	65(d)	$500
Interfere with a fire scene investigation	65(e)	$500
Entered Incident scene without authorization	65(f)(i)	$200
Failure to leave Incident scene when directed	65(f)(ii)	$200
Damage apparatus	67	$200
Falsely represent oneself as Member	68	$500

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BYLAW NO. 1857

CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990

Consolidated for Public Convenience
(This bylaw is for reference purposes only)

ORIGINALLY ADOPTED February 27, 1991

(Consolidated with Amending Bylaws 1999, 2055, 2130, 2163, 2219, 2225, 2281, 2293, 2359, 2372, 2411, 2509, 2511, 2565, 2658, 2669, 2698, 2713, 2722, 2806, 2863, 2879, 2898, 2987, 3020, 3062, 3111, 3140, 3195, 3264, 3287, 3379, 3385, 3393, 3418, 3442, 3453, 3555, 3609, 3650, 3683, 3701, 3703, 3773, 3796, 3818, 3880, 3899, 3909, 4003, 4027, 4051, 4094, 4098, 4160, 4169, 4184, 4220, 4226, 4287, 4309, 4343, 4358, 4397, 4401, 4433, 4434, 4443, 4499, 4531, 4553, 4554, 4567, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, & 4755)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 1857

****

CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990

****

WHEREAS:

A. Pursuant to Section 266.1 of the *Local Government Act* and Section 264(1)(a) of the *Community Charter*, the Regional Board may, by bylaw, designate those bylaws for which the municipal ticket information may be used as a means of bylaw enforcement;
(Bylaws 2879, 3264)

B. Pursuant to Section 264(1)(b) of the *Community Charter*, the Regional Board may, by bylaw, designate a person who comes within a class of persons, as a bylaw enforcement officer;
(Bylaws 2879, 3264)

C. Pursuant to Section 264(1)(c) of the *Community Charter*, the Regional Board may, by bylaw, authorize the use of any word or expression on a municipal ticket information to designate an offence against a bylaw;
(Bylaws 2879, 3264)

D. The Regional Board deems it expedient to authorize the use of the municipal ticket information for the enforcement of certain bylaws, to designate persons as bylaw enforcement officers, to authorize the use of certain words or expressions to designate certain bylaw offences and to set certain fine amounts.
(Bylaw 3264)

NOW, THEREFORE, the Regional Board of the Capital Regional District, in open meeting assembled, ENACTS AS FOLLOWS:

1. The bylaws listed in Column 1 of Schedule 1 to this Bylaw as amended from time to time, may be enforced by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter*.
(Bylaws 2879, 3264, 4703)

2. The persons appointed to the job positions or titles listed in Column 2 of Schedule 1 to this bylaw are designated as bylaw enforcement officers pursuant to Section 264(1)(b) of the *Community Charter* for the purpose of enforcing the bylaws listed in the Column opposite the respective job positions.
(Bylaws 2879, 3264)

3. The words or expressions set forth in Column 1 of Schedules 2 to 40 to this Bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.
(Bylaws 1999, 2130, 2219, 2293, 2722, 2806, 3264, 3379, 3418, 3453, 3703, 4003, 4094, 4169, 4397, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, 4755)

4. The amounts appearing in Column 3 of Schedules 2 to 40 to this Bylaw are fines set pursuant to Section 265 of the *Community Charter* for the corresponding offences designated in Column 1.

(Bylaws 1999, 2130, 2219, 2293, 2722, 2806, 2879, 3264, 3379, 3418, 3453, 3703, 4003, 4094, 4169, 4397, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, 4755)

5. This Bylaw may be cited as "Capital Regional District Ticket Information Authorization Bylaw, 1990."

6. This Bylaw shall take effect upon the date of its adoption.

READ A FIRST TIME THIS	10th	day of	October	1990
READ A SECOND TIME THIS	10th	day of	October	1990
READ A THIRD TIME THIS	9th	day of	January	1991

FINES APPROVED BY THE CHIEF JUDGE OF THE PROVINCIAL COURT ON THE 5th day of February, 1991

His Hon. Chief Judge William J. Diebolt

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 27th day of February, 1991

F. Leonard
CHAIRPERSON

W. M Jordan
SECRETARY

SCHEDULE 1 TO BYLAW NO. 1857

	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
2.	Malahat Land Use Bylaw, 1981, Bylaw No. 980	Bylaw Enforcement Officer	***(Bylaws 4401, 4703)***
3.	Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040	Bylaw Enforcement Officer	***(Bylaws 2225, 4401, 4703)***
4.	Unsightly Premises Bylaw No.1, 1991	Bylaw Enforcement Officer	***(Bylaws 2055, 4703)***
5.	Building Regulation Bylaw No. 5, 2010	Bylaw Enforcement Officer Senior Building Inspector	***(Bylaws 3020, 4401, 4703)***
6.	Amusement Machine and Games Room Regulation Bylaw 1983	Bylaw Enforcement Officer RCMP Officer	
7.	Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025	Bylaw Enforcement Officer	***(Bylaws 4672, 4703)***
8.	Water Distribution Local Service Conditions, Fees and Charges Bylaw, No. 1, 2013	Bylaw Enforcement Officer Cross-Connection Control Officer Fire Chief Peace Officer Police Officer	***(Bylaws 4401, 4653, 4703)***
9.	Animal Regulation and Impounding Bylaw No. 1, 1986	Animal Control Officer Bylaw Enforcement Officer	***(Bylaw 4703)***
10.	Noise Suppression Bylaw (Southern Gulf Islands) No. 1, 2006	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3379, 4703)***
11.	Noise Suppression Bylaw (Juan de Fuca) No. 1, 2007	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3442, 4703)***
12.	Noise Suppression Bylaw (Salt Spring Island) No. 1, 2006	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3385, 4703)***
13.	Capital Regional District Idling Control Bylaw No.1, 2008	Bylaw Enforcement Officer Environmental Health Officer	***(Bylaws 3442, 3609, 4703)***
14.	Water Regulations Bylaw, No. 1, 1990	Bylaw Enforcement Officer Fire Chief Peace Officer Police Officer	***(Bylaws 3379, 4654, 4703)***
15.	Langford Sign Bylaw 1987	Bylaw Enforcement Officer	
16.	Capital Regional District Clean Air Bylaw No. 1, 2014	Bylaw Enforcement Officer Environmental Health Officer Public Health Educator Tobacco Enforcement Officer	***(Bylaws 1999, 2509, 2658, 2698, 4169, 4703)***

17.	Food Handler Bylaw No. 1, 1991	Director, Health Protection and Environmental Programs Environmental Health Officer Environmental Health Educator	***(Bylaw 1999)***
18.	Capital Regional District Parks Regulation Bylaw No. 1, 2018	Animal Control Officer Bylaw Enforcement Officer Park Officer Police Officer RCMP Officer Watershed Security Officer	***(Bylaws 2130, 2219, 2722, 3683, 4226, 4703)***
19.	Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013	Bylaw Enforcement Officer	***(Bylaws 2163, 2359, 3140, 3899, 4703)***
20.	Capital Regional District Electoral Area Water Conservation Bylaw No. 1, 2023	Bylaw Enforcement Officer Municipal Police Officer Peace Officer	***(Bylaws 2293, 4434, 4554, 4703)***
21.	Capital Regional District Sewer Use Bylaw No. 5, 2001	Bylaw Enforcement Officer Sewage Control Manager Sewage Control Officer	***(Bylaws 2669, 2863, 2987, 4703)***
22.	Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000	Bylaw Enforcement Officer Ports Manager RCMP Officer Wharfinger	***(Bylaws 2898, 3287,3650)***
23.	Community Parks Regulations (Juan de Fuca and Salt Spring Island Electoral Areas) Bylaw No. 1, 2012	Animal Control Officer Bylaw Enforcement Officer Park Officer RCMP Officer	***(Bylaws 2411, 3796, 4703)***
24.	Salt Spring Island Liquid Waste Sewer, and Water Fees and Charges Bylaw No. 1, 2012	Bylaw Enforcement Officer	***(Bylaw 2669, 4287, 4703)***
25.	Capital Regional District Septage Disposal Bylaw No. 2, 2000	Bylaw Enforcement Officer Sewage Control Officer Sewage Control Manager	***(Bylaws 2669, 2863, 4703)***
26.	Capital Regional District Water Conservation Bylaw No. 1, 2016	Bylaw Enforcement Officer	***(Bylaws 2669, 2683, 4703)***
27.	Water Supply Area Regulations Bylaw No. 1, 2000	Animal Control Officer Bylaw Enforcement Officer Conservation Officer Park Officer Peace Officer Watershed Security Officer	***(Bylaws 2806, 4703)***
28.	Civic Addressing Bylaw (Salt Spring Island Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaws 3195, 4160)***

29.	Civic Addressing Bylaw (Juan de Fuca Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaws 3195, 4160)***
30.	Intentionally deleted – reserved for future use		***(Bylaws 3195, 3796)***
31.	Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004	Bylaw Enforcement Officer	***(Bylaw 3418)***
32.	Salt Spring Island Transfer Station Regulation Bylaw No. 1, 2001	Bylaw Enforcement Officer	***(Bylaw 3418)***
33.	Fire Regulation Bylaw No. 2, 2022	Bylaw Enforcement Officer Fire Chief Peace Officer RCMP Officer	***(Bylaws 3453, 4499, 4703)***
34.	Onsite Sewage System Maintenance Bylaw, 2007	Bylaw Enforcement Officer	***(Bylaws 3703, 4703)***
35.	Capital Regional District Tanning Facility Regulation Bylaw No. 1, 2010	Bylaw Enforcement Officer Environmental Health Officer	***(Bylaw 3818)***
36.	Capital Regional District Cross Connection Control Bylaw No. 1, 2008	Bylaw Enforcement Officer Cross Connection Control Inspector Cross Connection Control Officer	***(Bylaws 4094, 4703)***
37.	Civic Addressing Bylaw (Southern Gulf Islands Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaw 4160)***
38.	Community Parks Regulations (Pender Islands) Bylaw No. 1, 1987	Animal Control Officer Bylaw Enforcement Officer Fire Chief Municipal Police Officer Park Officer Peace Officer RCMP Officer	***(Bylaws 4309, 4397)***
39.	Saanich Peninsula Stormwater Source Control Bylaw, No. 1, 2017	Bylaw Enforcement Officer Stormwater Control Manager Stormwater Control Officer	***(Bylaw 4397, 4703)***
40.	Electric Vehicle Charging and Fees Bylaw No. 1, 2024	Bylaw Enforcement Officer Park Officer	***(Bylaw 4611)***
41.	Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer	***(Bylaw 4755)***

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Contrary land, building or structure use	1.3.01	$200.00
Altering non-conforming building	1.3.02	$200.00
Principal/accessory building within setbacks	2.1.02(1)	$200.00
Swimming pool in front yard or contrary to setbacks	2.1.02(2)	$200.00
Building within flood control setback	2.1.05(1)(a)(i)-(v)	$200.00
Building within flood control setback	2.1.05(1)(b)(i)-(v)	$200.00
Accessory building without principal building	2.1.06(1)(a)	$200.00
Accessory building as dwelling	2.1.06(1)(c)	$250.00
Accessory building contrary to front yard setback	2.1.06(1)(d)	$200.00
Accessory building contrary setback to principal building	2.1.06(1)(e)	$200.00
Satellite dish contrary to height	2.1.06(1)(f)	$200.00
Accessory building exceed height	2.1.06(2)(a)	$200.00
Accessory building exceeds floor area	2.1.06(2)(b)	$200.00
Accessory building contrary side and rear setback	2.1.06(2)(c)	$200.00
Accessory building contrary to corner lot side setback	2.1.06(2)(d)(i)	$200.00
Accessory building contrary to corner lot rear setback	2.1.06(2)(d)(ii)	$200.00
Accessory building flanking street setback	2.1.06(3)(a)	$200.00
Accessory building setback rear lot line	2.1.06(3)(b)	$200.00
Home based business alters appearance	2.1.07(1)	$250.00
Home based business – Excess non-resident employee	2.1.07(2)	$250.00
Home based business – Excess Area	2.1.07(3)	$250.00
Home based business – non-conforming sign	2.1.07(4)	$250.00
Home based business – Not contained	2.1.07(5)	$250.00
Home based business creates nuisance	2.1.07(6)	$250.00
Dog kennel accessory building setback	2.1.07(8)	$250.00

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Contrary to permitted uses	2.1.09(1)	$250.00
Excess unenclosed unlicensed vehicle/RV	2.1.09(2)(a)	$250.00
Unenclosed vehicle parts	2.1.09(2)(b)	$250.00
Illegally sited vehicles	2.1.09(2)(c)	$250.00
Unlicensed vehicle/parts on vacant lot	2.1.09(2)(d)	$250.00
Obstruct visibility at intersections	2.1.12	$250.00
Temporary building exceed duration	2.1.13	$250.00
Secondary suite not permitted	2.1.16(1)	$200.00
Secondary suite not permitted	2.1.16(2)	$200.00
Secondary suite exceeds habitable area	2.1.16(3)	$200.00
Secondary suite exceeds floor area	2.1.16(4)	$200.00
Excess secondary suites	2.1.16(5)	$200.00
Not owner occupied	2.1.16(6)	$200.00
Boarders/lodgers not permitted	2.1.16(7)	$200.00
No building permit secondary suite	2.1.16(8)	$200.00
Secondary suite insufficient parking	2.1.16(9)	$200.00
Secondary suite not permitted	2.1.16(11)	$200.00
Detached suite not permitted	2.1.17(1)	$200.00
Excess detached or secondary suite	2.1.17(2)	$200.00
No building permit detached suite	2.1.17(4)	$200.00
Detached suite non-conforming floor area	2.1.17(6)	$200.00
Detached suite exceed maximum height	2.1.17(7)	$200.00
Detached suite does not meet setbacks	2.1.17(8)	$200.00
Detached suite insufficient parking	2.1.17(9)	$200.00

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Not owner occupied	2.1.17(12)	$200.00
Boarders/lodgers not permitted	2.1.17(13)	$200.00
Bed and breakfast not permitted	2.1.17(14)	$200.00
Secondary suite not permitted	2.1.17(15)	$200.00
Bed and breakfast alters appearance	2.1.18(1)	$200.00
Bed and breakfast exceeds regulations	2.1.18(2)	$200.00
Bed and breakfast insufficient parking	2.1.18(3)	$200.00
Bed and breakfast units (3)/person (10) exceeded	2.1.18(6)	$200.00
Bed and breakfast units (4)/person (12) exceeded	2.1.18(7)	$200.00
Bed and breakfast only allows breakfast meals	2.1.18(8)	$200.00
Bed and breakfast exceeds vehicular traffic allowance	2.1.18(9)	$200.00
Bed and breakfast unenclosed storage	2.1.18(10)	$200.00
Bed and breakfast accessory setbacks not met	2.1.18(11)	$200.00
Bed and breakfast floor area exceeded	2.1.18(12)	$200.00
Bed and breakfast unpermitted cooking facilities	2.1.18(13)	$200.00
Bed and breakfast not permitted	2.1.18(14)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unlawful accessory building	Part 1, 4.01(1)(a)	$200.00
Accessory building as dwelling	Part 1, 4.01(1)(c)	$250.00
Accessory building occupied no permits	Part 1, 4.01(2)(b)(i)	$200.00
Home based business alters appearance	Part 1, 4.06(1)(a)	$250.00
Home based business creates nuisance	Part 1, 4.06(1)(d)	$250.00
Home based business – insufficient parking	Part 1, 4.06(1)(f)	$200.00
Home based business – unlawful traffic/parking	Part 1, 4.06(1)(h)	$250.00
Home based business – not contained	Part 1, 4.06(2)(a)(ii)	$250.00
Home based business – excessive area	Part 1, 4.06(2)(c)	$200.00
Home based business – excess non-resident employee	Part 1, 4.06(2)(e)	$200.00
Home based business – unlawful storage	Part 1, 4.06(2)(f)	$250.00
Bed and breakfast – exceed 3 B&B units or 10 persons	Part 1, 4.06(3)(b)(i)	$200.00
Bed and breakfast – exceed 4 B&B units or 12 persons	Part 1, 4.06(3)(b)(ii)	$200.00
Bed and breakfast – excess meals served	Part 1, 4.06(3)(c)	$200.00
Bed and breakfast – unlawful traffic	Part 1, 4.06(3)(d)	$200.00
Bed and breakfast – unlawful storage	Part 1, 4.06(3)(e)	$250.00
Bed and breakfast – exceed setback requirements	Part 1, 4.06(3)(f)	$200.00
Bed and breakfast – exceed lawful floor area	Part 1, 4.06(3)(g)	$200.00
Unlawful home industry	Part 1, 4.06(4)(a)	$300.00
Home industry – excess non-resident employee	Part 1, 4.06(4)(b)	$200.00
Home industry in setback/not screened	Part 1, 4.06(4)(c)	$250.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)	$200.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(a)	$250.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(b)	$250.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(ii)	$250.00
Home industry – portable sawmill in setback	Part 1, 4.06(4)(d)(iii)	$200.00
Home industry – material storage in setback	Part 1, 4.06(4)(d)(iv)	$250.00
Home industry – unscreened material storage	Part 1, 4.06(4)(d)(iv)	$250.00
Home industry – exceeds authorized area	Part 1, 4.06(4)(e)	$200.00
Home industry – unscreened materials storage	Part 1, 4.06(4)(f)	$250.00
Home industry – parking prohibited commercial vehicle	Part 1, 4.06(4)(g)	$200.00
Garbage container in setback	Part 1, 4.07(3)	$200.00
Contrary to permitted uses	Part 1, 4.09(1)	$250.00
Excess unenclosed unlicensed vehicle/RV	Part 1, 4.09(2)(a)	$250.00
Unenclosed vehicle parts	Part 1, 4.09(2)(b)	$250.00
Illegally sited vehicles	Part 1, 4.09(2)(c)	$250.00
Unlicensed vehicle/parts on vacant lot	Part 1, 4.09(2)(d)	$250.00
Unenclosed unsightly material	Part 1, 4.09(2)(e)	$250.00
Recycle depot – unenclosed storage	Part 1, 4.11	$200.00
Obstructed visibility	Part 1, 4.16	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(a)	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(b)	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(c)	$200.00
Exceed allowed fence height	Part 1, 4.17(3)(a)	$200.00
Exceed allowed fence height	Part 1, 4.17(3)(b)	$200.00
Prohibited animals	Part 1, 4.18(1)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Excess rabbits	Part 1, 4.18(2)	$200.00
Secondary suite not permitted	Part 1, 4.19(1)(a)	$200.00
Excess secondary or detached suite	Part 1, 4.19(1)(e)	$200.00
Not owner occupied	Part 1, 4.19(1)(f)	$200.00
Boarders/lodgers not permitted	Part 1, 4.19(1)(g)	$200.00
No building permit secondary suite	Part 1, 4.19(2)	$200.00
Secondary suite insufficient parking	Part 1, 4.19(3)	$200.00
Secondary suite not permitted	Part 1, 4.19(4)	$200.00
Unpermitted detached suite	Part 1, 4.20(a)	$200.00
Excess detached or secondary suite	Part 1, 4.20(b)	$200.00
No building permit detached suite	Part 1, 4.20(d)	$200.00
Detached suite no parking	Part 1, 4.20(i)	$200.00
Not owner occupied	Part 1, 4.20(l)	$200.00
Boarders/lodgers not permitted	Part 1, 4.20(m)	$200.00
Illegal bed and breakfast	Part 1, 4.20(n)	$200.00
Detached suite not permitted	Part 1, 4.20(o)	$200.00
Zone A excess RVs	Part 2, 2.01(i)	$200.00
Zone A-1 excess RVs	Part 2, 2A.02(i)	$200.00
Zone AG excess RVs	Part 2, 4.01(g)	$200.00
Zone AG-1 excess RVs	Part 2, 4C.02(f)	$200.00
Zone RR-WI excess RVs	Part 2, 4D.02(d)	$200.00
Zone RR-2 excess RVs	Part 2, 6.01(i)	$200.00
Zone RR-2A excess RVs	Part 2, 6A.01(e)	$200.00
Zone WT-1 excess RVs	Part 2, 6B.01(e)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Zone WT-2 excess RVs	Part 2, 6C.01(e)	$200.00
Zone WT-3 excess RVs	Part 2, 6D.01(e)	$200.00
Zone RR-6 excess RVs	Part 2, 10.01(i)	$200.00
Parking not provided	Part 3, 1.0	$200.00
Visitor parking requirement	Part 3, 9.0	$200.00
Handicapped parking requirement	Part 3, 10.0(1)-(5)	$200.00
Non-permitted sign	Part 4, 1.01(1)	$200.00
Prohibited sign	Part 4, 1.02(a)-(e)	$200.00
No sign permit	Part 4, 1.05(1)	$200.00
Poorly maintained sign	Part 4, 1.09	$200.00
Sign affecting visibility	Part 4, 1.10	$200.00

SCHEDULE 4 TO BYLAW NO. 1857

(Bylaws 2055, 4027, 4703)

UNSIGHTLY PREMISES BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Accumulated debris	2(1)	$200.00
Littering	2(2)	$200.00
Unsightly property	2(3)	$200.00
Graffiti	2(4)	$200.00
Property not cleaned	3	$200.00

SCHEDULE 5 TO BYLAW NO. 1857

(Bylaw 3020, 4401, 4703)

BUILDING REGULATION BYLAW NO. 5, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain building permit	3.1.1	$250.00
Fail to obtain demolition/deconstruction permit	3.1.2	$250.00
Occupy without occupancy certificate	3.1.3	$250.00
Tamper with posted notice/permit/certificate	3.1.4	$250.00
Build contrary to approved plans	3.1.5	$250.00
Obstruct entry of authorized building official	3.1.6	$250.00
Continue work on structure after order	3.1.7	$400.00
Construct contrary to building regulations	3.1.8	$250.00

SCHEDULE 6 TO BYLAW NO. 1857

AMUSEMENT MACHINE AND GAMES ROOM REGULATION BYLAW, 1983

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Underage employee	3(a)	$100.00
Violate hours of operation	4(b)	$100.00
Excess amusement machines	5	$100.00
Minor on premises	6(a)	$100.00
Permit minor on premises	6(b)	$100.00
Child under 15 on premises during prohibited hours	6(d)	$100.00

SCHEDULE 7 TO BYLAW NO. 1857

(Bylaw 4401, 4672, 4703)

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, 2025

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Deposit or cause, permit or allow deposit of soil without permit	8 (a)	$750.00	$550.00
Deposit or cause, permit or allow deposit greater than 20,000 m^3 of soil	8 (b)	$1,000.00	$750.00
Deposit or cause, permit or allow deposit of unsuitable material	8 (c)	$1,000.00	$750.00
Remove/deposit soil in or around a watercourse	8 (d)	$1,000.00	$750.00
Unlawful removal/deposit of soil on ALR land	8 (e)	$1,000.00	$750.00
Deposit contrary to a permit	8 (f)	$1,000.00	$750.00
Remove soil on a holiday	11 (a)(i)	$500.00	
Remove soil outside permitted hours	11 (a)(ii) or 11(b)(i)	$500.00	
Removal of soil without development permit	11 (c)	$1,000.00	$750.00
Removal of soil not in compliance with development permit	11 (d)	$750.00	$550.00
Removal of soil without sediment control	11 (e)	$750.00	$550.00
Removal of soil without deposit permit	11 (f)	$500.00	
Removal of soil without Ministry of Transportation and Transit approval	11 (g)	$250.00	
Soil or other material on public highway right-of-way	11 (h)	$250.00	
Deposit soil on a holiday	12 (a)(i)	$250.00	
Deposit soil outside permitted hours	12 (a)(ii) or 12 (b)(i)	$250.00	
Deposit of soil without development permit	12 (c)	$500.00	
Deposit of soil not in compliance with development permit	12 (d)	$500.00	
Deposit of soil without sediment control	12 (e)	$500.00	
Deposit activity obstructs, impairs or impedes drainage	12 (f)	$1,000.00	$750.00

SCHEDULE 7 TO BYLAW NO. 1857

(Bylaw 4401, 4672, 4703)

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, 2025

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
facility or watercourse			
Deposit of soil on or to create an over-steepened fill slope	12 (g) or 12 (g)(i)	$500.00	
Insufficient drainage	12 (h)	$500.00	
Increased drainage over adjacent property	12 (i)	$500.00	
Soil deposited over well/water source/sewage disposal system	12 (j)	$750.00	$550.00
Deposit of soil without Ministry of Transportation and Transit approval	12 (k)	$250.00	
Soil or other material within public highway right-of-way	12 (l)	$250.00	
Soil deposited over statutory right-of-way	12 (m)	$500.00	
Deposit of Soil without Type ‘A’ Permit	21	$500.00	
Deposit of Soil without Type ‘B’ Permit	23	$750.00	$550.00
Deposit of Soil without Type ‘C’ Permit	24	$1,000.00	$750.00
Deposit of Soil without Type ‘D’ Permit	26	$1,250.00	$1,000.00
Failure to keep soil deposit logbook	31 (a)	$500.00	
Failure to produce soil deposit logbook upon request	31 (b)	$500.00	
Incomplete soil deposit logbook	31 (c)	$250.00	
Failure to post soil deposit permit/sign	31 (d)	$250.00	
Failure to clean road	31 (e)	$250.00	
Failure to comply with deposit cessation order	31 (h)	$1,000.00	$750.00
Failure to produce soil deposit records	39	$250.00	
Failure to identify and mark the soil deposit extents	39	$250.00	

Early Payment: Fine if Paid on or Before the 30th day from the date on which the ticket is served.

SCHEDULE 8 TO BYLAW NO. 1857

(Bylaw 4653, 4703)

WATER DISTRIBUTION LOCAL SERVICE CONDITIONS, FEES AND CHARGES BYLAW NO. 1, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Service connection without application/approval	6.4	$200.00
Connect to waterworks without authorization	6.5	$200.00
Install booster pump without approval	8.5	$200.00
Unauthorized use of fire connection	14.2	$500.00
Install shut off valve or outlet to service connection	29.2	$200.00
Interfere with water meters	31.1	$500.00
Failure to maintain access to water meter	32.1	$200.00
Failure to act as directed	34.2	$200.00
Use hydrant or standpipe without authorization	37.1	$500.00
Connect to or use water with authorization	69.4	$200.00
Connect multiple units without authorization	70.1	$200.00
Operate, maintain, repair without authorization	79.2	$200.00
Connect or alter without authorization	80.1	$500.00
Operation of valve or curb stop without authorization	80.2	$200.00
Connect apparatus, fitting or fixture causing damage or disturbance	90.1	$200.00
Damage waterworks or service connection	102.1	$500.00
Obstruction of an authorized agent	104.2	$500.00

SCHEDULE 9 TO BYLAW NO. 1857

(Bylaws 3111, 3195, 3909, 4703)

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
No kennel licence	2(1)(a)	$200.00
Harbouring dogs in excess of kennel licence	2(1)(b)	$200.00
Operating kennel contrary to zoning	2(2)(a)	$200.00
Failure of kennel to provide adequate fencing	2(2)(c)	$200.00
No licence	3	$200.00
No licence on dog	7	$200.00
Unauthorized removal of licence tag	10	$200.00
Failure to display dangerous dog sign	14(c)	$200.00
Animal at large	24(1)	$200.00
Uncontrolled dangerous dog	24(2)	$500.00
Obstructing Animal Control Officer	24(3)	$500.00
Bitch in heat unenclosed	25	$200.00
Noisy dog	26(1)	$200.00
Noisy animal	26(2)	$200.00
Animal on beach	29	$200.00
Fail to provide water or food	27(1)(a)	$200.00
Fail to provide sanitary receptable	27(1)(b)	$200.00
Fail to provide sufficient exercise	27(1)(c)	$200.00
Fail to provide veterinarian care	27(1)(d)	$200.00
Fail to provide adequate shelter	27(2)	$200.00
Animal tied to fixed object by neck	27(3)	$200.00
Animal tied to fixed object for extended period	27(4)	$200.00
Animal kept in confined space without ventilation	27(5)	$200.00
Fail to adequately confine animal in vehicle	27(6)	$200.00

SCHEDULE 10 TO BYLAW NO. 1857

(Bylaws 2565, 3379, 4703)

NOISE SUPPRESSION BYLAW (SOUTHERN GULF ISLANDS) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3(1)	$200.00
Construction noise	3(2)	$200.00
Amplified music – outdoors	3(3)	$200.00
Amplified music – indoors	3(4)	$200.00
Vehicle noise	3(5)	$200.00
Firearms noise	3(6)	$200.00

SCHEDULE 11 TO BYLAW NO. 1857

(Bylaws 2225, 3418, 3442, 3701, 4703)

NOISE SUPPRESSION BYLAW (JUAN DE FUCA) NO. 1, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3.1	$200.00
Construction noise	3.2	$200.00
Construction noise on Sundays or holidays	3.3	$200.00
Leaf blower noise	3.4	$200.00
Amplified music – outdoors	3.5	$200.00
Amplified music – indoors	3.6	$200.00
Noisy vehicle	3.7	$200.00
Noise from firearms	3.8	$200.00
Noise from electrical equipment	3.9	$200.00

SCHEDULE 12 TO BYLAW NO. 1857

(Bylaws 2225, 3385, 3418, 4703)

NOISE SUPPRESSION BYLAW (SALT SPRING ISLAND) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3(1)	$200.00
Construction noise	3(2)	$200.00
Amplified music – outdoors	3(3)	$200.00
Amplified music – indoors	3(4)	$200.00
Vehicle noise	3(5)	$200.00
Firearms noise	3(6)	$200.00

SCHEDULE 13 TO BYLAW NO. 1857

(Bylaws 2565, 3442, 3609, 4703)

CAPITAL REGIONAL DISTRICT IDLING CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Idle in excess of three minutes	2	$200.00

SCHEDULE 14 TO BYLAW NO. 1857

(Bylaw 4654, 4703)

WATER REGULATIONS BYLAW NO. 1, 1990

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized connection to waterworks	4	$200.00
Unauthorized use of water supplied by waterworks	5(a)	$200.00
Failure to follow board direction pertaining to water use	5(b)	$200.00
Tamper, operate, or remove Water connections or fixtures	6(a)	$500.00
Damage or alter water connections or fixtures	6(b)	$500.00
Unauthorized use of fire connections, hydrants or standpipes	7	$500.00
Waste of water	8	$200.00
Obstruction of fire connections, hydrants or standpipes	9(a)	$500.00
Failure to pay fees associated with removal of obstruction	9(b)	$500.00
Unauthorized connection of multiple units to a single service connection	16	$200.00
Unauthorized installation of Service Connection	19	$200.00
Failure to pay turn-on or turn-off fee	22(b)	$250.00
Unauthorized turn-on or turn-off of water supply	22(c)	$500.00
Connection of an independent water supply to CRD service connection	25	$500.00
Failure to comply with section 27	27	$500.00
Obstruct access	9	$250.00

SCHEDULE 15 TO BYLAW NO. 1857

LANGFORD SIGN BYLAW, 1987

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Non-conforming sign	3(2)(a)	$100.00
Abandoned sign	3(3)(a)	$100.00
Billboard sign	3(3)(b)	$100.00
Moving sign	3(3)(c)	$100.00
Roof sign	3(3)(d)	$100.00
No permit	3(6)(a)	$100.00
Obstructs view	3(12)	$100.00

SCHEDULE 16 TO BYLAW NO. 1857

(Bylaws 2509, 2658, 2698, 3555, 4169, 4703)

CAPITAL REGIONAL DISTRICT CLEAN AIR BYLAW NO. 1, 2014

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Smoking in a park	2(1)(a)	$200.00
Smoking in a designated public space	2(1)(b)	$200.00
Smoking in a school yard	2(1)(c)	$200.00
Smoking in a building	2(1)(d)	$200.00
Smoking in a business place (food or beverage)	2(1)(e)	$200.00
Smoking in a vehicle	2(1)(f)	$200.00
Smoking in 7m buffer zone of doorway, window or intake	2(1)(g)	$200.00
Smoking in 7m buffer zone of a bus stop	2(1)(h)	$200.00
Permitting smoking in a building	2(2)(a)	$500.00
Permitting smoking in a business place (food or beverage)	2(2)(b)	$500.00
Permitting smoking in a vehicle	2(2)(c)	$500.00
Failing to display sign in the prescribed form	3(1), 3(2), 4(1)	$300.00
Removing or defacing a sign	4(3)	$500.00

SCHEDULE 17 TO BYLAW NO. 1857

(Bylaw 1999)

FOOD HANDLERS BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Uncertified supervisor	2	$200.00
Certificate not posted	3	$100.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Obstruction of Park or Peace Officer	4(1)	$500.00
Failure to obey sign or posted notice	4(3)	$100.00
Possession or consumption of liquor	4(4)	$200.00
Urinate or defecate in public	4(5)	$200.00
Breach of curfew	4(6)	$200.00
Undue noise	4(8)	$200.00
Disruptive use of machinery or cycle – peace	4(9)(a)	$200.00
Disruptive use of machinery or cycle – wildlife	4(9)(b)	$200.00
Disruptive use of machinery or cycle	4(9)(c)	$200.00
Disturb the peace	4(11)	$200.00
Enter park within eviction period	4(12)	$300.00
Unauthorized use of aircraft	4(13)	$200.00
Cause disturbance between 10 pm and 7 am	6(1)(b)	$200.00
No camping	6(4)	$200.00
Fail to register	6(5)	$200.00
Damage or remove any natural park feature	7(1)(a)	$300.00
Build or alter any trail	7(1)(b)	$300.00
Destroy or damage park infrastructure	7(1)(c)	$200.00
Build, place, or install structure or facility	7(1)(d)	$300.00
Deposit plant or animal material	7(1)(e)	$200.00
Hunt or molest wildlife	7(1)(f)	$200.00
Feed wildlife or leave attractant	7(1)(g)	$200.00
Contaminate park or waterway	7(1)(h)	$300.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Littering	7(3)	$200.00
Illegal dumping	7(4)	$300.00
Illegal fire	7(5)	$300.00
Unattended fire	7(6)	$200.00
Smoke in park	7(8)	$200.00
Cut or remove tree	7(9)	$500.00
No cycling	7(10)	$200.00
Travel off designated trail	7(11)	$200.00
In the drinking water protection zone	7(12)	$200.00
Dog not under control	8(1)(a)	$200.00
Dog off leash	8(1)(b)	$200.00
Dog on beach or picnic area	8(1)(c)	$200.00
Dog faeces not removed	8(1)(d)	$200.00
Dog disturbing people or wildlife	8(1)(f)	$300.00
Domestic animal not under control	8(5)	$200.00
Horse in prohibited area	8(7)	$200.00
Possess or discharge firearm or explosive	9(1)	$200.00
Vehicle off road	10(1)	$300.00
Illegal parking	10(3)	$50.00
Off-road vehicle use in park	10(9)	$300.00
Commercial activity without permit	11(1)(b)	$400.00
Special use event without permit	12(1)(a)	$200.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Failure to produce permit	12(1)(b)	$200.00
Breach of park use permit	12(9)	$300.00

SCHEDULE 19 TO BYLAW NO. 1857

(Bylaws 2163, 2281, 2359, 3140, 3899, 4003, 4567, 4646, 4675, 4703)

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Disobey site regulations	2.1	$200.00	
Fail to follow site regulations	2.2	$500.00	
Non-district waste	2.3	$500.00	$375.00
Deposit prohibited waste	2.5	$500.00	
Deposit hazardous waste	2.8	$500.00	
Improper disposal asbestos	2.11	$1000.00	
Deposit controlled waste	2.12	$500.00	
Deposit recyclable material	2.14	$500.00	$375.00
Improper deposit mandatory recyclable	2.15	$200.00	
Improper deposit voluntary recyclable	2.16	$200.00	
Improper deposit weeds	2.18	$200.00	
Deposit EPR material	2.19	$500.00	
Improper deposit EPR material	2.20	$200.00	
Deposit HHW by commercial hauler	2.21	$200.00	
Deposit HHW	2.22	$200.00	
Improper deposit of HHW	2.23	$200.00	
Deposit contaminated demo waste	2.25	$300.00	
Improper deposit sorted demo waste	2.26	$200.00	
Improper deposit kitchen scraps	2.27	$200.00	
Fail to separate waste	2.28(a)	$500.00	$375.00
Fail to separate waste (walking floor trailer)	2.28(b)	$1000.00	$750.00
Fail to pay fee	3.1	$300.00	
Deposit while charge unpaid	3.2(b)	$200.00	

SCHEDULE 19 TO BYLAW NO. 1857

(Bylaws 2163, 2281, 2359, 3140, 3899, 4003, 4567, 4646, 4675, 4703)

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Uncovered/unsecured load	Sch. B, Reg. 2.1	$200.00	
Load not ready for disposal	Sch. B, Reg. 2.3	$200.00	
Drive off designated roads	Sch. B, Reg. 3.1	$200.00	
Fail to obey signs	Sch. B, Reg. 3.2	$200.00	
Fail to follow directions	Sch. B, Reg. 3.3	$200.00	
Scavenging	Sch. B, Reg. 3.5	$200.00	
Loitering on site	Sch. B, Reg. 3.6	$200.00	
Vehicle washing	Sch. B, Reg. 3.7	$200.00	
Disorderly conduct	Sch. B, Reg. 3.8	$300.00	
Overweight vehicle	Sch. B, Reg. 3.9	$200.00	
Children at site	Sch. B, Reg. 4.2	$100.00	
Pets at site	Sch. B, Reg. 4.3	$100.00	
Smoking at disposal site	Sch. B, Reg. 4.4	$200.00	
Use electronic device while driving	Sch. B, Reg. 4.7	$200.00	
No protective equipment	Sch. B, Reg. 4.8	$200.00	
Unauthorized videotaping or photography on site	Sch. B, Reg. 3.12	$200.00	

**Early Payment: Fine if Paid on or Before the 30th day from the date on which the ticket is served.*

SCHEDULE 20 TO BYLAW NO. 1857

(Bylaws 2293, 4434, 4554, 4673, 4703)

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Hinder/prevent inspection	3	$500.00
Wasting water	7(3)	$200.00
Wasting water during stage 2	7(3)	$300.00
Wasting water during stage 3	7(3)	$400.00
Use water contrary to bylaw	7(4)	$200.00
Stage 1 – water lawn contrary to days/times	Sch. A 1(1)(a)	$200.00
Stage 1 – water contrary to restrictions	Sch. A 1(1)(b)	$200.00
Stage 1 – operate public spray park contrary to restrictions	Sch. A 1(1)(c)	$200.00
Stage 1 – public authority watering contrary to days/times	Sch. A 1(2)(b)	$200.00
Stage 1 – watering golf courses contrary to restrictions	Sch. A 1(2)(c)	$200.00
Stage 2 – water lawn contrary to days/times	Sch. A 2(1)(a)	$250.00
Stage 2 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A 2(1)(b)(i)	$250.00
Stage 2 – use motion-activated sprinkler device	Sch. A 2(1)(b)(ii)	$250.00
Stage 2 – water cemetery lawn	Sch. A 2(1)(b)(iii)	$250.00
Stage 2 – operate public spray park contrary to restrictions	Sch. A 2(1)(c)	$250.00
Stage 2 – fill ornamental fountain	Sch. A 2(1)(d)(i)	$250.00
Stage 2 – operate ornamental fountain	Sch. A 2(1)(d)(ii)	$250.00
Stage 2 – water contrary to restrictions	Sch. A 2(1)(e)	$250.00
Stage 2 – public authority watering contrary to days/times	Sch. A 2(2)(b)	$250.00
Stage 2 – watering golf courses contrary to restrictions	Sch. A 2(2)(c)	$250.00
Stage 3 – water lawn, turf, or boulevard	Sch. A 3(1)(a)(i)	$400.00
Stage 3 – fill pool, hot tub, or garden pond	Sch. A 3(1)(a)(ii)	$400.00
Stage 3 – operate a public spray park	Sch. A 3(1)(a)(iii)	$400.00

SCHEDULE 20 TO BYLAW NO. 1857

(Bylaws 2293, 4434, 4554, 4673, 4703)

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Stage 3 – operate or fill ornamental fountain	Sch. A 3(1)(a)(iv)	$400.00
Stage 3 – wash vehicle or boat with water	Sch. A 3(1)(a)(v)	$400.00
Stage 3 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A 3(1)(a)(vi)	$400.00
Stage 3 – use motion-activated sprinkler device	Sch. A 3(1)(a)(vii)	$400.00
Stage 3 – leave water service turned on	Sch. A 3(1)(a)(viii)	$400.00
Stage 3 – water contrary to restrictions	Sch. A 3(1)(b)	$400.00
Stage 3 – watering golf courses contrary to days/times	Sch. A 3(2)(a)	$400.00
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A 3(2)(b)	$400.00
Stage 4 – use of water while prohibited (outdoor)	Sch. A 4(1)(a)	$500.00
Stage 4 – indoor use contrary to restrictions (residential)	Sch. A 4(1)(b)	$500.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge prohibited waste	2.1 (a)	$1,000.00
Discharge restricted waste	2.1(b)	$500.00
High volume discharge	2.1(c)	$200.00
Discharge without a permit and contrary to code of practice	2.1(d)	$200.00
Unauthorized discharge of excess uncontaminated water	2.1(e)	$200.00
Unauthorized discharge of septage	2.3	$500.00
Unauthorized discharge of trucked liquid waste	2.4	$500.00
Discharge to dilute non-domestic waste	2.5	$500.00
Fail to provide spill containment	2.8(a)	$200.00
Fail to post name and phone number as required	2.8(b)	$200.00
Unauthorized discharge of recreational vehicle waste	2.9	$750.00
Unauthorized discharge of carpet cleaner waste	2.10	$750.00
Unauthorized discharge of ship and boat waste	2.11	$750.00
Unauthorized discharge of kitchen equipment cleaning waste	2.12	$500.00
Fail to adjust Ph	2.13(a)	$500.00
Fail to maintain complete records	2.13(b)	$200.00
Fail to apply for permit	3.3	$250.00
Fail to comply with permit terms or conditions	3.6	$1,000.00
Fail to comply with authorization terms or conditions	3.7	$500.00
Bypass waste control works	5.2	$500.00
Fail to maintain complete records, monitoring	6.1(a)	$200.00
Fail to maintain complete records, administration	6.1(b)	$200.00
Fail to report unlawful discharge to a manager or officer	7.1(a)	$250.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to report unlawful discharge to owner	7.1(b)	$250.00
Fail to provide information to manager on premises	7.2(a)	$250.00
Fail to provide information to on location	7.2(b)	$250.00
Fail to provide information to on contact person	7.2(c)	$250.00
Fail to provide information to on time, date and duration	7.2(d)	$250.00
Fail to provide information to on type	7.2(e)	$250.00
Fail to provide information to on volume	7.2(f)	$250.00
Fail to provide information to on corrective action	7.2(g)	$250.00
Fail to confine unlawful discharge	7.3(a)	$500.00
Fail to dispose of substance properly	7.3(b)	$500.00
Fail to give 90 days notice of new activity	7.4(a)	$250.00
Fail to give 90 days notice of activity change	7.4(b)	$250.00
Inaccessible monitoring point	9.6	$250.00
Hinder/prevent inspection	13.1	$500.00
Discharge of restricted waste	Sch. I, 2.1(a)	$200.00
Discharge of prohibited waste	Sch. I, 2.1(b)	$200.00
Discharge of excess uncontaminated water	Sch. I, 2.1(c)	$200.00
Discharge of stormwater to sewer	Sch. I, 2.1(d)	$200.00
Fail to install grease interceptor	Sch. I, 2.2	$500.00
Fail to maintain grease interceptor	Sch. I, 2.3	$200.00
Installation of unapproved treatment works	Sch. I, 2.4	$250.00
Alternate treatment works non-compliant with permit or authorization	Sch. I, 2.5	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to clean out grease interceptor	Sch. I, 2.6	$200.00
Accumulation of excess grease or solids	Sch. I, 2.7	$200.00
Disposal of oil and grease to sewer	Sch. I, 2.8	$200.00
Use of agents facilitating bypass of grease	Sch. I, 2.9	$200.00
Fail to connect fixture to grease interceptor, sink	Sch. I, 2.10(a)	$200.00
Fail to connect fixture to grease interceptor, exhaust hood	Sch. I, 2.10(b)	$200.00
Fail to connect fixture to grease interceptor, drain	Sch. I, 2.10(c)	$200.00
Fail to connect fixture to grease interceptor, compactor	Sch. I, 2.10(d)	$200.00
Fail to connect fixture to grease interceptor, dishwasher	Sch. I, 2.10(e)	$200.00
Fail to connect fixture to grease interceptor, grease bearing fixture	Sch. I, 2.10(f)	$200.00
Fail to install works preventing discharge of rainwater to sewer	Sch. I, 2.11	$200.00
Connection of a toilet or urinal	Sch. I, 2.12(a)	$200.00
Connection of a hand sink	Sch. I, 2.12(b)	$200.00
Connection of a mop sink	Sch. I, 2.12(c)	$200.00
Connection of fixture discharging solids	Sch. I, 2.12(d)	$200.00
Connection of drain receiving uncontaminated water	Sch. I, 2.12(e)	$200.00
Unapproved grease interceptor rating greater than 100gpm	Sch. I, 2.13	$200.00
Unapproved grease interceptor rating less than 100gpm	Sch. I, 2.14	$200.00
Unapproved grease interceptor design and installation	Sch. I, 2.15	$200.00
Fail to install flow control device	Sch. I, 2.20	$200.00
Fail to properly size or install flow control device	Sch. I, 2.21(a)	$200.00
Flow control cannot be verified	Sch. I, 2.21(b)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to install correct flow control device	Sch. I, 2.21(c)	$200.00
Inaccessible grease interceptor	Sch. I, 2.22	$200.00
Grease interceptor installed in confined space	Sch. I, 2.23	$200.00
Fail to correctly install monitoring point, as required	Sch. I, 2.24(a)	$200.00
Improper monitoring point	Sch. I, 2.24(b)	$200.00
Inaccessible monitoring point	Sch. I, 2.24(c)	$200.00
Fail to remove cover of grease interceptor	Sch. I, 2.26	$200.00
Improper connection of food grinder	Sch. I, 2.27	$200.00
Fail to install solids interceptor	Sch. I, 2.28	$200.00
Fail to maintain solids separator	Sch. I, 2.29	$200.00
Fail to keep operation manual	Sch. I, 3.1	$200.00
Fail to keep records available for inspection	Sch. I, 3.2	$200.00
Fail to maintain complete records, date	Sch. I, 3.2(a)	$200.00
Fail to maintain complete records, maintenance	Sch. I, 3.2(b)	$200.00
Fail to maintain complete records, material removed	Sch. I, 3.2(c)	$200.00
Fail to maintain complete records, location of disposal	Sch. I, 3.2(d)	$200.00
Fail to retain records, maintenance and disposal	Sch. I, 3.3	$200.00
Fail to retain records, installed grease interceptor	Sch. I, 3.4	$200.00
Fail to maintain records, electronic records	Sch. I, 3.5	$200.00
Fail to maintain records, self-clean	Sch. I, 3.6	$200.00
Discharge prohibited waste	Sch. J, 2.1(a)	$200.00
Discharge restricted waste	Sch. J, 2.1(b)	$200.00
Discharge excessive tetrachloroethylene	Sch. J, 2.1(c)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge residue	Sch. J, 2.1(d)	$200.00
Discharge of excess uncontaminated water	Sch. J, 2.1(e)	$200.00
Unauthorized discharge of stormwater	Sch. J, 2.2	$200.00
Fail to manage wastewater off-site	Sch. J, 2.3	$250.00
Fail to install second separator	Sch. J, 2.4(a)	$500.00
Fail to install filter	Sch. J, 2.4(b)	$500.00
Fail to install alarm	Sch. J, 2.4(c)	$500.00
Fail to install second filter	Sch. J, 2.4(d)	$500.00
Fail to install works in correct order	Sch. J, 2.5	$200.00
Treatment works not accessible	Sch. J, 2.6	$200.00
Treatment works location, confined space	Sch. J, 2.7	$200.00
Fail to maintain machines	Sch. J, 2.8	$200.00
Fail to replace filter before expiry date	Sch. J, 2.9(a)	$200.00
Fail to replace filter after alarm	Sch. J, 2.9(b)	$200.00
Fail to replace filter after elevated concentration	Sch. J, 2.9(c)	$200.00
Fail to correctly install monitoring point	Sch. J, 2.10(a)	$200.00
Inaccessible monitoring point	Sch. J, 2.10(b)	$200.00
Fail to protect sewer against spills	Sch. J, 3.1	$200.00
Fail to install spill containment system	Sch. J, 3.2	$200.00
Undersized containment	Sch. J, 3.3	$200.00
Open drains in containment	Sch. J, 3.4	$200.00
Fail to block drains in contamination area	Sch. J, 3.5	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge untested stormwater from containment	Sch. J, 3.6	$200.00
Fail to prepare spill response plan	Sch. J, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. J, 4.2	$200.00
Fail to post spill response plan	Sch. J, 4.3	$200.00
Fail to stock spill response materials	Sch. J, 4.4	$200.00
Fail to include plugs	Sch. J, 4.5	$200.00
Fail to follow spill response plan	Sch. J, 4.6	$200.00
Fail to maintain complete records, date	Sch. J, 5.1(a)	$200.00
Fail to maintain complete records, inspection	Sch. J, 5.1(b)	$200.00
Fail to maintain complete records, carbon replaced	Sch. J, 5.1(c)	$200.00
Fail to maintain complete records, material removed	Sch. J, 5.1(d)	$200.00
Fail to maintain disposal records	Sch. J, 5.2	$200.00
Fail to retain records	Sch. J, 5.3	$200.00
Fail to retain operation manual	Sch. J, 5.4	$200.00
Discharge excess contaminants, silver	Sch. K, 2.1(a)	$200.00
Discharge of prohibited waste	Sch. K, 2.1(b)	$200.00
Fail to manage waste off-site	Sch. K, 2.2(a)	$200.00
Fail to treat wastes	Sch. K, 2.2(b)	$500.00
Fail to install and maintain equipment	Sch. K, 2.3	$200.00
Fail to use metering pump	Sch. K, 2.4	$200.00
Fail to calibrate metering pump	Sch. K, 2.5	$200.00
Fail to properly locate recovery system as required	Sch. K, 2.6	$200.00
Fail to install spill containment or cap drains	Sch. K, 2.7	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to test effluent	Sch. K, 2.8	$200.00
Fail to install flow meter	Sch. K, 2.9(a)	$200.00
Fail to test discharge	Sch. K, 2.9(b)	$200.00
Fail to replace silver recovery cartridge as recommended	Sch. K, 2.10(a)	$200.00
Fail to replace silver recovery cartridge at 80% capacity	Sch. K, 2.10(b)	$200.00
Fail to replace silver recovery cartridge over 1000 mg/L	Sch. K, 2.10(c)	$200.00
Fail to replace silver recovery cartridge for excess silver	Sch. K, 2.10(d)	$200.00
Fail to replace both silver recovery cartridges	Sch. K, 2.11	$200.00
Treatment works not accessible	Sch. K, 2.14	$200.00
Treatment works location, confined space	Sch. K, 2.15	$200.00
Improper outlet location	Sch. K, 2.16(a)	$200.00
Monitoring point not accessible	Sch. K, 2.16(b)	$200.00
Fail to keep maintenance manual	Sch. K, 3.1	$200.00
Fail to maintain complete records, serial number	Sch. K, 3.2(a)	$200.00
Fail to maintain complete records, date	Sch. K, 3.2(b)	$200.00
Fail to maintain complete records, expiry date	Sch. K, 3.2(c)	$200.00
Fail to maintain complete records, capacity	Sch. K, 3.2(d)	$200.00
Fail to maintain complete records, calibrator	Sch. K, 3.2(e)	$200.00
Fail to maintain complete records, tests	Sch. K, 3.2(f)	$200.00
Fail to maintain complete records, repair/replacement	Sch. K, 3.2(g)	$200.00
Fail to maintain complete records on electrolytic unit	Sch. K, 3.3(a)	$200.00
Fail to record date of silver removal	Sch. K, 3.3(b)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to record maintenance/repair information	Sch. K, 3.3(c)	$200.00
Fail to maintain disposal records, company name	Sch. K, 3.4(a)	$200.00
Fail to maintain disposal records, material type	Sch. K, 3.4(b)	$200.00
Fail to maintain disposal records, material quantity	Sch. K, 3.4(c)	$200.00
Fail to maintain disposal records, transfer date	Sch. K, 3.4(d)	$200.00
Fail to retain records	Sch. K, 3.5	$200.00
Discharge prohibited waste	Sch. L, 2.1(a)	$200.00
Discharge restricted waste	Sch. L, 2.1(b)	$200.00
Discharge of wastewater, elevated mercury concentration	Sch. L, 2.1(c)	$200.00
Fail to manage wastewater off-site	Sch. L, 2.3(a)	$250.00
Fail to treat wastewater prior to sewer discharge	Sch. L, 2.3(b)	$250.00
Amalgam separator not certified	Sch. L, 2.4	$200.00
Fail to correctly install and maintain amalgam separator	Sch. L, 2.5	$200.00
Fail to install proper flow control	Sch. L, 2.6(a)	$200.00
Fail to install flow control, water supply line	Sch. L, 2.6(b)	$200.00
Fail to install flow control, specified flow rate	Sch. L, 2.7	$200.00
Improper storage of collecting containers	Sch. L, 2.8	$200.00
Fail to install spill containment	Sch. L, 2.9	$200.00
Fail to replace collecting container, expiry date	Sch. L, 2.10(a)	$200.00
Fail to replace collecting container, warning level	Sch. L, 2.10(b)	$200.00
Fail to replace collecting container, elevated mercury	Sch. L, 2.10(c)	$200.00
Improper disposal to sewer	Sch. L, 2.11	$200.00
Inaccessible amalgam separator	Sch. L, 2.12	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Amalgam separator installed in confined space	Sch. L, 2.13	$200.00
Fait to correctly install monitoring point	Sch. L, 2.14(a)	$200.00
Fail to include total flow	Sch. L, 2.14(b)	$200.00
Inaccessible monitoring point	Sch. L, 2.14(c)	$200.00
Fail to keep maintenance manual	Sch. L, 3.1	$200.00
Fail to post ISO standard test report	Sch. L, 3.2	$200.00
Fail to maintain complete records, date of install	Sch. L, 3.3(a)	$200.00
Fail to maintain complete records, serial number	Sch. L, 3.3(b)	$200.00
Fail to maintain complete records, maximum flow rate	Sch. L, 3.3(c)	$200.00
Fail to maintain complete records, date of inspection	Sch. L, 3.3(d)	$200.00
Fail to maintain complete records, description of problems	Sch. L, 3.3(e)	$200.00
Fail to maintain complete records, service provider	Sch. L, 3.3(f)	$200.00
Fail to maintain complete records, dates of waste pick-up	Sch. L, 3.3(g)	$200.00
Fail to retain records, five years	Sch. L, 3.4	$200.00
Discharge prohibited waste	Sch. M, 2.1(a)	$200.00
Discharge restricted waste	Sch. M, 2.1(b)	$200.00
Discharge excess oil and grease	Sch. M, 2.1(c)	$200.00
Discharge excess uncontaminated water	Sch. M, 2.1(d)	$200.00
Discharge fuel-water	Sch. M, 2.1(e)	$200.00
Discharge from parts washer	Sch. M, 2.1(f)	$200.00
Discharge from oily rag washing	Sch. M, 2.1(g)	$200.00
Discharge from engine washing	Sch. M, 2.1(h)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized discharge of stormwater	Sch. M, 2.2	$200.00
Unauthorized discharge of groundwater	Sch. M, 2.3	$200.00
Fail to install treatment works	Sch. M, 2.4	$200.00
Fail to install properly sized separator	Sch. M, 2.6	$200.00
Fail to treat discharge	Sch. M, 2.7	$200.00
Unauthorized discharge to treatment works	Sch. M, 2.8	$200.00
Use of chemical agents	Sch. M, 2.9	$200.00
Fail to correctly install monitoring point	Sch. M, 2.10(a)	$200.00
Improper monitoring point	Sch. M, 2.10(b)	$200.00
Inaccessible treatment works	Sch. M, 2.11	$200.00
Accumulation of excessive oil and grease	Sch. M, 2.12	$200.00
Accumulation of excessive solids	Sch. M, 2.13	$200.00
Fail to inspect separator	Sch. M, 2.14	$200.00
Fail to clean separator	Sch. M, 2.15	$200.00
Fail to conduct annual cleaning	Sch. M, 2.16	$200.00
Fail to provide spill containment, used batteries	Sch. M, 3.1(a)	$200.00
Fail to provide spill containment, used solvents	Sch. M, 3.1(b)	$200.00
Fail to provide spill containment, fuel tanks	Sch. M, 3.1(c)	$200.00
Fail to provide spill containment, prohibited waste	Sch. M, 3.1(d)	$200.00
Fail to supervise discharge	Sch. M, 3.2	$200.00
Fail to prepare spill response plan	Sch. M, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. M, 4.2	$200.00
Fail to post spill response plan	Sch. M, 4.3	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to follow spill response plan	Sch. M, 4.4	$200.00
Fail to inspect following spill	Sch. M, 4.5	$200.00
Fail to remove spilled materials	Sch. M, 4.6	$200.00
Fail to stock spill response materials	Sch. M, 4.7	$200.00
Fail to maintain complete records, date of inspection	Sch. M, 5.1(a)	$200.00
Fail to maintain complete records, maintenance	Sch. M, 5.1(b)	$200.00
Fail to maintain complete records, material depth	Sch. M, 5.1(c)	$200.00
Fail to maintain complete records, quantity removed	Sch. M, 5.1(d)	$200.00
Fail to maintain complete records, service provider	Sch. M, 5.1(e)	$200.00
Fail to maintain design information	Sch. M, 5.2	$200.00
Fail to maintain record of waste disposal, name	Sch. M, 5.4(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. M, 5.4(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. M, 5.4(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. M, 5.4(d)	$200.00
Fail to retain records	Sch. M, 5.5	$200.00
Discharge prohibited waste	Sch. N, 2.1(a)	$200.00
Discharge restricted waste	Sch. N, 2.1(b)	$200.00
Discharge of excess uncontaminated water	Sch. N, 2.1(c)	$200.00
Discharge from engine washing	Sch. N, 2.1(d)	$200.00
Discharge of trucked liquid waste	Sch. N, 2.1(e)	$200.00
Discharge of carpet cleaning waste	Sch. N, 2.1(f)	$200.00
Discharge of recreational vehicle waste	Sch. N, 2.1(g)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge from oily rag washing	Sch. N, 2.1(h)	$200.00
Unauthorized discharge of stormwater	Sch. N, 2.2	$200.00
Unauthorized discharge of groundwater	Sch. N, 2.3	$200.00
Discharge untreated waste into sewer	Sch. N, 2.4	$500.00
Fail to install treatment works	Sch. N, 2.6	$500.00
Fail to install properly designed and sized interceptor	Sch. N, 2.7(a)	$200.00
Fail to install properly designed three chamber interceptor	Sch. N, 2.7(b)	$200.00
Fail to treat discharge	Sch. N, 2.8	$200.00
Unauthorized discharge to treatment works	Sch. N, 2.9	$200.00
Use of chemical agents	Sch. N, 2.10	$200.00
Fail to correctly install monitoring point	Sch. N, 2.11(a)	$200.00
Improper monitoring point	Sch. N, 2.11(b)	$200.00
Inaccessible treatment works	Sch. N, 2.12	$200.00
Accumulation of excessive oil and grease in treatment works	Sch. N, 2.13	$200.00
Accumulation of excessive solids in treatment works	Sch. N, 2.14	$200.00
Fail to inspect treatment works	Sch. N, 2.15	$200.00
Fail to clean treatment works	Sch. N, 2.16	$200.00
Fail to conduct required cleaning of treatment works	Sch. N, 2.17	$200.00
Fail to display signs	Sch. N, 2.18	$200.00
Engine washing	Sch. N, 2.19	$200.00
Fail to prepare spill response plan	Sch. N, 3.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. N, 3.2	$200.00
Fail to post spill response plan	Sch. N, 3.3	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to follow spill response plan	Sch. N, 3.4	$200.00
Fail to inspect treatment works following spill	Sch. N, 3.5	$200.00
Fail to remove spilled materials	Sch. N, 3.6	$200.00
Fail to stock materials	Sch. N, 3.7	$200.00
Fail to maintain complete records, date of inspections	Sch. N, 4.1(a)	$200.00
Fail to maintain complete records, maintenance	Sch. N, 4.1(b)	$200.00
Fail to maintain complete records, material depth	Sch. N, 4.1(c)	$200.00
Fail to maintain complete records, quantity removed	Sch. N, 4.1(d)	$200.00
Fail to maintain complete records, service provider	Sch. N, 4.1(e)	$200.00
Fail to maintain design information	Sch. N, 4.2	$200.00
Fail to maintain record of waste disposal, name	Sch. N, 4.4(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. N, 4.4(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. N, 4.4(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. N, 4.4(d)	$200.00
Fail to retain records	Sch. N, 4.5	$200.00
Discharge prohibited waste	Sch. O, 2.1(a)	$200.00
Discharge hazardous waste	Sch. O, 2.1(b)	$200.00
Discharge restricted waste	Sch. O, 2.1(c)	$200.00
Discharge stormwater	Sch. O, 2.1(d)	$200.00
Discharge of excess uncontaminated water	Sch. O, 2.1(e)	$200.00
Discharge excess total suspended solids	Sch. O, 2.1(f)	$200.00
Fail to treat waste	Sch. O, 2.2(b)	$500.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to visually inspect	Sch. O, 2.3(a)	$200.00
Fail to maintain screen	Sch. O, 2.3(b)	$200.00
Discharge unscreened waste	Sch. O, 2.4	$200.00
Fail to install spill containment	Sch. O, 2.5	$200.00
Fail to inspect equipment for leaks, hoses	Sch. O, 2.7(a)	$200.00
Fail to inspect filter gaskets	Sch. O, 2.7(b)	$200.00
Fail to inspect pumps	Sch. O, 2.7(c)	$200.00
Fail to inspect holding tanks	Sch. O, 2.7(d)	$200.00
Fail to prevent discharge to sewer	Sch. O, 2.8(a)	$200.00
Fail to repair leak within 72 hours	Sch. O, 2.8(b)	$200.00
Fail to keep records, inspection	Sch. O, 3.1(a)	$200.00
Fail to keep records, leaks	Sch. O, 3.1(b)	$200.00
Fail to keep records, screen replacement	Sch. O, 3.1(c)	$200.00
Fail to keep records, maintenance	Sch. O, 3.1(d)	$200.00
Fail to retain records	Sch. O, 3.2	$200.00
Discharge prohibited waste, excess contaminants, water	Sch. P, 2.1	$200.00
Fail to neutralize pH waste	Sch. P, 2.2	$200.00
Fail to remove solids	Sch. P, 2.3	$500.00
Fail to filter waste	Sch. P, 2.4(b)	$500.00
Fail to correctly install sampling tee	Sch. P, 2.7(a)	$200.00
Improper sampling tee	Sch. P, 2.7(b)	$200.00
Inaccessible sampling tee	Sch. P, 2.9	$200.00
Fail to keep records, mash tun	Sch. P, 3.1(a)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to keep records, kettle wash	Sch. P, 3.1(b)	$200.00
Fail to keep records, back flush	Sch. P, 3.1(c)	$200.00
Fail to keep records, yeast residue	Sch. P, 3.1(d)	$200.00
Fail to keep records, location of sampling tee	Sch. P, 3.1(e)	$200.00
Fail to keep records, pH adjustment	Sch. P, 3.1(f)	$200.00
Fail to keep records, date of testing	Sch. P, 3.1(g)	$200.00
Fail to retain records	Sch. P, 3.2	$200.00
Discharge prohibited waste	Sch. Q, 2.1(a)	$200.00
Discharge hazardous waste	Sch. Q, 2.1(b)	$200.00
Discharge restricted waste	Sch. Q, 2.1(c)	$200.00
Discharge solvent rinse	Sch. Q, 2.1(d)	$200.00
Discharge inks	Sch. Q, 2.1(e)	$200.00
Discharge etching solution	Sch. Q, 2.1(f)	$200.00
Discharge cleaning solvents	Sch. Q, 2.1(g)	$200.00
Discharge of excess uncontaminated water	Sch. Q, 2.1(h)	$200.00
Unauthorized discharge of stormwater	Sch. Q, 2.2	$200.00
Fail to install trade waste interceptor	Sch. Q, 2.3	$500.00
Fail to install works	Sch. Q, 2.4	$500.00
Fail to install and calibrate metering pump	Sch. Q, 2.6	$200.00
Fail to replace treatment works as recommended	Sch. Q, 2.8(a)	$200.00
Fail to replace treatment works at 80% capacity	Sch. Q, 2.8(b)	$200.00
Fail to replace treatment works total oil and grease at breakthrough	Sch. Q, 2.8(c)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to replace treatment works at breakthrough of oil and grease	Sch. Q, 2.8(d)	$200.00
Fail to properly size trade waste interceptor	Sch. Q, 2.11	$200.00
Bypass of treatment equipment	Sch. Q, 2.12	$200.00
Fail to divert domestic waste	Sch. Q, 2.13	$200.00
Use of chemical agents	Sch. Q, 2.15	$200.00
Fail to correctly install monitoring point	Sch. Q, 2.16(a)	$200.00
Inaccessible monitoring point	Sch. Q, 2.16(b)	$200.00
Inaccessible treatment works	Sch. Q, 2.17	$200.00
Accumulation of floating material	Sch. Q, 2.18	$200.00
Accumulation of excessive solids	Sch. Q, 2.19	$200.00
Fail to inspect trade waste interceptor	Sch. Q, 2.20	$200.00
Fail to maintain trade waste interceptor	Sch. Q, 2.21	$200.00
Fail to clean trade waste interceptor	Sch. Q, 2.22	$200.00
Fail to provide spill containment for solvents	Sch. Q, 3.1(a)	$200.00
Fail to provide spill containment for waste solvents	Sch. Q, 3.1(b)	$200.00
Fail to prepare spill response plan	Sch. Q, 4.1	$200.00
Fail to prepare spill response plan within 60 days	Sch. Q, 4.2	$200.00
Fail to follow spill response plan	Sch. Q, 4.3	$200.00
Fail to inspect following spill	Sch. Q, 4.4	$200.00
Fail to remove spilled materials	Sch. Q, 4.5	$200.00
Fail to stock materials	Sch. Q, 4.6	$200.00
Fail to maintain complete records, inspections	Sch. Q, 5.1(a)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to maintain complete records, maintenance	Sch. Q, 5.1(b)	$200.00
Fail to maintain complete records, material removed	Sch. Q, 5.1(c)	$200.00
Fail to maintain complete records, service provider	Sch. Q, 5.1(d)	$200.00
Fail to keep equipment records, installation date	Sch. Q, 5.2(a)	$200.00
Fail to keep equipment records, serial numbers	Sch. Q, 5.2(b)	$200.00
Fail to keep equipment records, expiry date	Sch. Q, 5.2(c)	$200.00
Fail to keep equipment records, capacity	Sch. Q, 5.2(d)	$200.00
Fail to keep equipment records, calibration dates	Sch. Q, 5.2(e)	$200.00
Fail to keep equipment records, problems	Sch. Q, 5.2(f)	$200.00
Fail to maintain design information	Sch. Q, 5.3	$200.00
Fail to maintain spill response plan	Sch. Q, 5.4	$200.00
Fail to maintain record of waste disposal, name	Sch. Q, 5.5(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. Q, 5.5(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. Q, 5.5(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. Q, 5.5(d)	$200.00
Fail to retain records	Sch. Q, 5.6	$200.00
Discharge prohibited waste	Sch. S, 2.1(a)	$200.00
Discharge restricted waste	Sch. S, 2.1(b)	$200.00
Discharge waste containing mercury	Sch. S, 2.1(c)	$200.00
Discharge waste containing PCBs	Sch. S, 2.1(d)	$200.00
Discharge waste containing dioxin TEQ	Sch. S, 2.1(e)	$200.00
Discharge waste containing halogenated solvents	Sch. S, 2.1(f)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge waste containing chlorinated phenols	Sch. S, 2.1(g)	$200.00
Discharge waste containing pesticides	Sch. S, 2.1(h)	$200.00
Discharge excess seawater	Sch. S, 2.1(i)	$200.00
Discharge of excess uncontaminated water	Sch. S, 2.1(j)	$200.00
Unauthorized discharge of stormwater	Sch. S, 2.2	$200.00
Fail to correctly install monitoring point	Sch. S, 2.4	$200.00
Fail to install monitoring point following improvement, lab	Sch. S, 2.5(a)	$200.00
Fail to install monitoring point following improvement, plumbing	Sch. S, 2.5(b)	$200.00
Fail to install monitoring point after exceeding criteria	Sch. S, 2.5(c)	$200.00
Fail to use proper methods	Sch. S, 2.6	$200.00
Fail to install spill containment	Sch. S, 3.1	$200.00
Discharge unauthorized waste	Sch. S, 3.2	$200.00
Fail to prepare spill response plan	Sch. S, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. S, 4.2	$200.00
Fail to post spill response plan	Sch. S, 4.3	$100.00
Fail to maintain spill response equipment	Sch. S, 4.4	$200.00
Fail to carry out spill response plan	Sch. S, 4.5	$200.00
Fail to remove spilled materials	Sch. S, 4.6	$200.00
Fail to keep records, name	Sch. S, 5.1(a)	$200.00
Fail to keep records, type of waste	Sch. S, 5.1(b)	$200.00
Fail to keep records, amount	Sch. S, 5.1(c)	$200.00
Fail to keep records, date of transfer	Sch. S, 5.1(d)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to list procedures	Sch. S, 5.2	$200.00
Fail to maintain inventory	Sch. S, 5.3	$200.00
Fail to maintain written procedures	Sch. S, 5.4	$200.00
Fail to maintain test records	Sch. S, 5.5	$200.00
Fail to retain records	Sch. S, 5.6	$200.00

SCHEDULE 22 TO BYLAW NO. 1857

(Bylaws 2372, 2863, 2898, 3650, 4703)

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obey order to leave dock	3	$200.00
Hinder authorized personnel	4	$200.00
Interfere with lawful use of dock	7	$200.00
Disorderly behaviour	8	$200.00
Noise which disturbs	9	$200.00
Possession of open liquor	10	$200.00
Unlawful sign	11	$200.00
Cause damage to dock	12	$200.00
Damage CRD sign	13	$200.00
Littering	14	$200.00
Unlawful storage	15	$200.00
Unattended vessel in loading zone	16	$200.00
Vessel in loading zone more than 15 minutes	17	$200.00
Unlawful mooring in airport zone	18	$200.00
Failure to vacate airport zone	19	$200.00
Unlawful driving on dock	20(1)	$200.00
Unattended vehicle on dock	21	$200.00
Unattended vehicle on dock	22	$200.00
Unauthorized business on dock	24	$200.00
Unauthorized structure on dock	25(4)	$200.00
Fail to pay moorage fees	25(6)	$200.00
Fail to obtain licence	26	$200.00
Lingering while unloading dangerous goods	27	$200.00

SCHEDULE 22 TO BYLAW NO. 1857

(Bylaws 2372, 2863, 2898, 3650, 4703)

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obey order to alter position	30	$200.00
Fail to obey order not to moor	31	$200.00
Abandon vessel at dock	33	$200.00
Obstruct movement of other vessels	36	$200.00
Crossing dock with moorage lines	37	$200.00
Use dock for major repairs	38(1)	$200.00
Impede use of dock	38(2)	$200.00
Disobey order of Ports Manager/Wharfinger	49(2)(a)	$200.00
Disobey posted sign	49(2)(b)	$200.00

SCHEDULE 23 TO BYLAW NO. 1857

(Bylaws 2411, 2511, 3796, 4703)

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Obstruction of Park or Peace Officer	4(1)	$500.00
Failure to obey sign or posted notice	4(3), 12(1)	$200.00
Possession or Consumption of alcohol	4(4)	$200.00
Urinate or defecate in public	4(5)	$200.00
In park when closed	4(6)	$200.00
Undue noise	4(8)(9)	$200.00
Disorderly or dangerous conduct	4(11)	$200.00
Illegal camping	6(1)	$200.00
Destroying or damaging park features or property	7(1)	$300.00
Littering	7(3)	$200.00
Illegal dumping	7(4)	$300.00
Illegal fire	7(5)	$200.00
Unattended fire or camp stove	7(6)	$200.00
Illegal deposit of burning substance	7(7)	$200.00
Illegal smoking	7(8)	$200.00
Cut or remove tree	7(9)	$500.00
Illegal cycling	7(10)	$200.00
Domestic animal not under control	8(1)(a)	$200.00
Dog faeces not removed	8(4)	$200.00
Possess or discharge firearm	9(1)	$200.00
Possess or discharge fireworks	9(2)	$200.00
Possess or discharge slingshot	9(3)	$200.00
Possess or discharge bow or crossbow	9(4)	$200.00

SCHEDULE 23 TO BYLAW NO. 1857

(Bylaws 2411, 2511, 3796, 4703)

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Vehicle off road	10(1)	$200.00
Illegal parking	10(3)	$50.00
Commercial activity without permit	11(1)	$400.00
Interference in lawful use of property	12(2)	$200.00
Special use event without a permit	14(1)	$200.00
Failure to comply with terms of a permit	14(9)	$300.00

SCHEDULE 24 TO BYLAW NO. 1857

(Bylaws 2372, 2669, 4287, 4703)

SALT SPRING ISLAND LIQUID WASTE, SEWER, AND WATER FEES AND CHARGES BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge at locations other than liquid waste facility	Sch. C, Sec 5(a)	$200.00
Fail to obtain access permit	Sch. C, Sec 6(a)	$200.00
Fail to use designated intake	Sch. C, Sec 6(c)	$200.00
Fail to deposit manifest or incorrect manifest	Sch. C, Sec 6(d)	$200.00
Unauthorized Parking	Sch. C, Sec 6(k)	$50.00
Fail to have compatible connection devices	Sch. C, Sec 6(f)	$200.00
Fail to contain load	Sch. C, Sec 6(g)	$200.00
Fail to discontinue discharge or spill	Sch. C, Sec 6(i)	$200.00
Fail to contain loads or spillage in transit	Sch. C, Sec 6(j)	$200.00
Misuse water supply	Sch. C, Sec 6(l)	$200.00
Fail to designate discharge on manifest	Sch. C, Sec 6(m)	$200.00
Fail to comply with all posted speed limits	Sch. C, Sec 6(n)	$200.00
Accessing facility after hours	Sch. C, Sec 6(o)	$200.00
Fail to record information/use flow meter	Sch. C, Sec 6(p)	$200.00

SCHEDULE 25 TO BYLAW NO. 1857

(Bylaws 2669, 2863, 4703)

CAPITAL REGIONAL DISTRICT SEPTAGE DISPOSAL BYLAW NO. 2, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge at other than disposal facility	2.1	$200.00
Fail to provide information	2.7(b)	$200.00
Fail to contain load	2.7(c)	$200.00
Fail to discontinue discharge	2.8	$200.00
Fail to provide information	2.9	$200.00
Fail to clean equipment	2.10	$200.00
Discharge without permit	3.1	$200.00
Unlisted vehicle	3.2	$200.00
Fail to display company name as required	3.4	$200.00
Fail to allow entry	4.1	$200.00
Fail to allow sampling	5.1	$200.00
Using unauthorized sampling and analysis methods	5.3	$200.00
Fail to use independent agency/authorized laboratory	5.4	$200.00
Hinder/prevent inspection	8.1	$200.00

SCHEDULE 26 TO BYLAW NO. 1857

(Bylaws 2669, 2713, 2879, 3062, 4098, 4358, 4553, 4703)

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Hinder/prevent inspection	3	$500.00
Wasting water during Stage 1	7(3)	$200.00
Wasting water during Stage 2	7(3)	$300.00
Wasting water during Stage 3	7(3)	$400.00
Water contrary to restriction	7(4)	$200.00
Use water for once-through cooling	7(5)	$400.00
Stage 1 – water lawn contrary to even-numbered address dates/times	Sch. A1(1)(a)(i)	$200.00
Stage 1 – water lawn contrary to odd-numbered address dates/times	Sch. A1(1)(a)(ii)	$200.00
Stage 1 – water play field contrary to dates/times	Sch. A1(1)(a)(iv)	$200.00
Stage 1 – operate public spray park contrary to restrictions	Sch. A1(1)(c)	$200.00
Stage 1 – public authority watering contrary to dates/times	Sch. A1(2)(b)	$200.00
Stage 1 – watering golf courses contrary to dates/times	Sch. A1(2)(c)	$200.00
Stage 2 – water lawn contrary to even-numbered address dates/times	Sch. A2(1)(a)(i)	$250.00
Stage 2 – water lawn contrary to odd-numbered address dates/times	Sch. A2(1)(a)(ii)	$250.00
Stage 2 – wash sidewalks/driveways /exterior surfaces	Sch. A2(1)(b)(i)	$250.00
Stage 2 – use motion-activated sprinkler device	Sch. A2(1)(b)(ii)	$250.00
Stage 2 – water cemetery lawn	Sch. A2(1)(b)(iii)	$250.00
Stage 2 – operate public spray park contrary to restrictions	Sch. A2(1)(c)	$250.00
Stage 2 – fill ornamental fountain	Sch. A2(1)(d)(i)	$250.00
Stage 2 – operate ornamental fountain	Sch. A2(1)(d)(ii)	$250.00
Stage 2 – water playing field contrary to dates/times	Sch. A2(1)(d)(iii)	$250.00

SCHEDULE 26 TO BYLAW NO. 1857

(Bylaws 2669, 2713, 2879, 3062, 4098, 4358, 4553, 4703)

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Stage 2 - Public authority watering contrary to dates/times	Sch. A2(2)(b)	$250.00
Stage 2 – watering golf courses contrary to dates/times	Sch. A2(2)(c)	$250.00
Stage 3 – water lawn or boulevard	Sch. A3(1)(a)(i)	$400.00
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3(1)(a)(ii)	$400.00
Stage 3 – operate a public spray park	Sch. A3(1)(a)(iii)	$400.00
Stage 3 – fill/operate ornamental fountain	Sch. A3(1)(a)(iv)	$400.00
Stage 3 – wash vehicle/boat	Sch. A3(1)(a)(v)	$400.00
Stage 3 – wash sidewalks/driveways /exterior surfaces	Sch. A3(1)(a)(vi)	$400.00
Stage 3 – use motion-activated sprinkler device	Sch. A3(1)(a)(vii)	$400.00
Stage 3 – public authority watering contrary to dates/times	Sch. A3(1)(b)	$400.00
Stage 3 – watering golf courses contrary to dates/times	Sch. A3(2)(a)	$400.00
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3(2)(b)	$400.00
Stage 4 – outdoor use of water while prohibited	Sch. A4(1)(a)	$500.00
Stage 4 – indoor use of water contrary to restrictions	Sch. A4(1)(b)	$500.00

SCHEDULE 27 TO BYLAW NO. 1857

(Bylaws 2806, 4051, 4703)

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized entry on water supply area lands	9	$300.00
Obstruct persons or traffic	10	$200.00
Disorderly behavior	11	$200.00
Unlawful use of liquor	12	$200.00
Fail to obey sign	14	$200.00
Damage to property/natural feature in water supply area	15	$300.00
Foul water supply area lands/water bodies	16	$200.00
Remove posted notices	17	$200.00
Interfere with wildlife	18	$200.00
Deposit garbage	19	$200.00
Introduce alien or weed species	20	$200.00
Introduce organic material without authorization	21	$200.00
Damage tree	24	$200.00
Cut down tree	24	$500.00
Unauthorized cycling	25	$200.00
Unauthorized camping	26	$200.00
Prohibited storage	27	$200.00
Prohibited animal	28	$200.00
Unauthorized hunting, carry or discharge of firearm, crossbow or bow	29	$200.00
Unauthorized operation of aircraft	30	$200.00
Unauthorized operation of vessel or watercraft	31	$200.00
Unauthorized fishing	32	$200.00
Driving off road	33(1)	$200.00

SCHEDULE 27 TO BYLAW NO. 1857

(Bylaws 2806, 4051, 4703)

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Driving contrary to posted signs or traffic control devices	35(2)	$200.00
Unlawful sign	36	$200.00
Prohibited public address system	37	$200.00
Prohibited temporary structure	38	$200.00
Prohibited permanent structure	39	$200.00
Entry into closed area	43	$200.00
Prohibited activity	44	$200.00

SCHEDULE 28 TO BYLAW NO. 1857

(Bylaws 3195, 4160)

CIVIC ADDRESSING BYLAW (SALT SPRING ISLAND ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 29 TO BYLAW NO. 1857

(Bylaws 3195, 4160)

CIVIC ADDRESSING BYLAW (JUAN DE FUCA ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 30 TO BYLAW NO. 1857

(Bylaws 3195, 3796)

Intentionally deleted.

SCHEDULE 31 TO BYLAW NO. 1857

(Bylaw 3418)

CAPITAL REGIONAL DISTRICT COMPOSTING FACILITIES REGULATION BYLAW NO. 1, 2004

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain recycler licence	3.1	$500.00
Operating without recycler licence	3.2	$500.00
Store materials improperly	5.1	$500.00
Fail to operate according to regulations	5.2	$500.00
Fail to operate to control nuisances	6.1	$500.00
Creating or discharging leachate	6.2	$500.00
Fail to operate in accordance with licence	6.5	$200.00
Hinder inspection	11.1	$250.00
Exceed storage limits	Sch. B1	$200.00
Fail to pay licence application fee	Sch. C1.1(a)	$200.00
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00
Fail to pay provisional licence fee	Sch. C1.5(a)	$200.00
Handle restricted organic matter improperly	Sch. D1.1	$200.00
Cure restricted organic matter improperly	Sch. D1.2	$200.00
Fail to use impermeable surface	Sch. D1.3	$500.00
Receive unauthorized material	Sch. D1.4	$500.00
Exceed combined storage limits	Sch. D2.2	$200.00
Fail to report beginning of operation	Sch. D3.1	$200.00

SCHEDULE 32 TO BYLAW NO. 1857

(Bylaw 3418)

SALT SPRING ISLAND TRANSFER STATION REGULATION BYLAW NO. 1, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain operator licence	2(a)	$500.00
Hinder inspection	10(a)	$250.00
Fail to pay licence fee	Sch. C1.1(a)	$200.00
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00
Fail to use impermeable surface	Sch. D(a)(i)	$500.00
Store waste improperly/class 1 station	Sch. D(a)(ii)	$200.00
Store fibre improperly/class 1 station	Sch. D(a)(iii)	$200.00
Store waste improperly/class 2 station	Sch. D(b)(i)	$200.00
Store fibre improperly/class 2 station	Sch. D(b)(ii)	$200.00
Fail to prohibit public access	Sch. D(b)(iii)	$200.00
Fail to maintain facility	Sch. D(c)	$200.00
Receive unauthorized materials	Sch. D(d)	$500.00
Detectable odour beyond site boundary	Sch. D(e)	$500.00
Fail to submit odour management plan	Sch. D(f)	$200.00
Discharge leachate	Sch. D(g)	$500.00
Deposit garbage	Sch. D(h)	$200.00
Exceed storage limit	Sch. D(i)	$200.00

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Hinder officer	4.1(a)	$300.00
Cross fire line	4.1(b)	$200.00
Drive over hose or equipment	4.1(c)	$500.00
Obstruct hydrant	4.1(d)	$200.00
Damage fire department property	4.1(e)	$300.00
Fail to remove fire hazard	4.2	$200.00
Fail to properly secure unoccupied building	4.3	$200.00
Open fire while prohibited	4.5(a)	$200.00
Open fire without permit	4.5(b)	$200.00
Breach permit conditions	4.5(c)	$200.00
Cat 3 fire without permit	4.6(c)	$300.00
Fail to maintain fuel break	4.7(e)	$200.00
Fail to monitor fire	4.7(f)	$200.00
Inadequate equipment	4.7(g)	$200.00
Failure to extinguish an open fire	4.7(h)	$300.00
Failure to notify fire department	4.7(i)	$300.00
Burn prohibited material	4.8	$500.00
Non-compliance order	4.9	$300.00
Improper campfire – size	5.1	$200.00
Improper campfire – structure	5.2(a)	$200.00
Improper campfire – combustible material	5.2(b)	$200.00
Improper campfire – domestic waste	5.2(c)	$200.00
Improper Cat 2 fire – location	5.2.2(a)	$250.00
Improper Cat 2 fire – green debris	5.2.2(b)	$250.00

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Improper Cat 2 fire – duration	5.2.2(c)	$250.00
Improper Cat 2 fire – materials	5.2.2(d)	$250.00
Improper Cat 3 fire – location	5.2.4(a)	$300.00
Improper Cat 3 fire – green debris	5.2.4(b)	$300.00
Improper Cat 3 fire – duration	5.2.4(c)	$300.00
Improper Cat 3 fire – materials	5.2.4(d)	$300.00
Appliance without permit	5.3	$200.00
Appliance contrary to permit	5.4	$200.00
Incinerator without a permit	5.5	$200.00
Incinerator contrary to permit	5.6	$200.00
Incinerator – unmaintained	5.7(a)	$200.00
Incinerator – supervision	5.7(b)	$200.00
Incinerator – location	5.7(c)	$200.00
Commercial incinerator – location	5.7(d)	$200.00
Industrial activity contrary to notice	5.8	$300.00
Mill waste – failure to notify	5.9(a)	$200.00
Mill waste – depth	5.9(b)	$200.00
Mill waste – cover	5.9(c)	$200.00

SCHEDULE 34 TO BYLAW NO. 1857

(Bylaw 3703, 4703)

ONSITE SEWAGE SYSTEM MAINTENANCE BYLAW, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to pump out type 1 system before December 31, 2010	3.1(a)	$200.00
Fail to pump out type 1	3.1(b)	$200.00
Fail to maintain type 2 or type 3 system	3.2	$300.00
Fail to retain and provide records	3.3	$200.00

SCHEDULE 35 TO BYLAW NO. 1857

(Bylaw 3818)

CAPITAL REGIONAL DISTRICT TANNING FACILITY REGULATION BYLAW NO. 1, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to comply with bylaw regulations	2.(2)(a)	$500.00
Non-compliant tanning equipment	2.(2)(b)	$500.00
Fail to allow entry for inspection	3.(1)	$500.00
Fail to provide adequate washing water	4.(1)	$500.00
Fail to maintain clean premises	4.(2)	$500.00
Fail to display warning signs	5.(1)(a)	$500.00
Fail to display proper sign	5.(1)(b)	$500.00
Fail to provide protective eye wear	5.(2)(a)	$500.00
Allowing customer to not wear protective eye wear	5.(2)(b)	$500.00
Improperly designed tanning equipment	5.(3)(a)	$500.00
Allowing self-service tanning equipment	5.(3)(b)	$500.00
Fail to maintain tanning equipment	5.(3)(c)	$500.00
Fail to sanitize eye wear	5.(4)(a)	$500.00
Fail to sanitize tanning equipment	5.(4)(b)	$500.00
Allowing customer to sanitize equipment	5.(4)(c)	$500.00
Fail to provide information to customers	5.(5)(a)	$500.00
Allow minor to use tanning equipment	6.(1)	$500.00
Fail to check age identification	6.(2)	$500.00

SCHEDULE 36 TO BYLAW NO. 1857

(Bylaws 4094, 4343, 4703)

CAPITAL REGIONAL DISTRICT CROSS CONNECTION CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to report discovered cross connection	6.1	$250.00
Fail to report backflow preventer test results	7.2	$250.00
Fail to notify customer of test failure	7.3	$250.00
Fail to notify of repair or replacement	7.4	$500.00
Fail to display proof of testing	7.5	$200.00
Fail to maintain file of test results	7.6	$200.00
Fail to provide premises isolation for new moderate hazard	12.3	$500.00
Fail to provide premises isolation for new minor hazard	12.4	$500.00
Fail to provide premises isolation for existing moderate hazard	13.2(a) or (b)	$500.00
Fail to provide premises isolation for existing minor hazard	13.3(a) or (b)	$500.00
Inadequate or expired credentials	26.1(a), (b) or (c)	$250.00
Fail to register as certified tester	26.2	$250.00
Fail to maintain testing equipment	26.3	$250.00
Fail to calibrate testing equipment	26.4 or 26.5	$250.00
Fail to register as survey specialist	27.1	$250.00

SCHEDULE 37 TO BYLAW NO. 1857

(Bylaw 4160)

CIVIC ADDRESSING BYLAW (SOUTHERN GULF ISLANDS ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 38 TO BYLAW NO. 1857

(Bylaw 4309)

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Damage or remove tree or plant	2(1)(a)	$500.00
Destroying or damaging park property	2(1)(b)	$300.00
Foul or pollute water	2(1)(c)	$300.00
Failure to obey sign or posted notice	2(2)	$200.00
Illegal dumping	2(2)	$300.00
Commercial activity without permit	2(3)	$400.00
Illegal fire	2(5)	$500.00
Unlawful BBQ/stove	2(6)	$500.00
Deposit burning substance	2(7)	$500.00
Playing game contrary to rules or in unsafe manner	2(8)	$50.00
Domestic animal not under control	2(9)	$200.00
Disorderly or offensive conduct	2(10)	$200.00
No camping	2(11)	$200.00
Unlawful parking	2(12)	$50.00
Advertising without approval	2(14)	$200.00
Vehicle off road	2(15)	$200.00
Speeding animal or vehicle	2(16)(a)	$200.00
Vehicle nuisance	2(16)(b)	$200.00
Failure to obey traffic direction	2(16)(c)	$200.00
Horse or vehicle use contrary to sign or notice	2(16)(d)	$200.00
Advertising without approval	2(16)(e)	$200.00
Vehicle without reflectors (11 pm to 6 am)	2(16)(f)	$50.00
In park when closed	2(17)	$200.00
Event without permit or failure to comply with terms of permit	2(18)	$200.00

SCHEDULE 38 TO BYLAW NO. 1857

(Bylaw 4309)

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Consumption of alcohol	2(19)	$200.00
Irresponsible minor	2(20)	$200.00
Use of court or field improperly	3(1)	$200.00
Damage to park grounds	3(2)	$200.00
Tournament or series without permission	3(3)	$200.00
Failure to obey officer directions	3(7)	$200.00
Obstruction	9	$500.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge of domestic waste	2.1(a)	$1000.00
Discharge of business waste	2.1(b)	$1000.00
Discharge of prohibited waste	2.1(c)	$1000.00
Fail to operate in accordance with applicable code of practice	3.1	$750.00
Fail to prepare spill response plan within 180 days	4.1	$500.00
Fail to prepare spill response plan within 90 days	4.2	$500.00
Fail to specify response for containment and cleanup	4.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	4.3(b)	$250.00
Fail to include contact names and telephone numbers	4.3(c)	$250.00
Fail to provide checklist of spill response equipment and supplies	4.3(d)	$250.00
Fail to stock and maintain spill response equipment and supplies	4.4	$250.00
Spill response plan not readily accessible for inspection	4.5	$250.00
Fail to implement provisions of spill response plan	4.6	$250.00
Fail to prevent or discontinue spill to municipal drainage system	4.7	$750.00
Fail to inspect treatment works for spilled material within four hours	4.8	$250.00
Fail to clean out treatment works within 24 hours after spill	4.9	$500.00
Fail to record date of spill	5.1(a)	$150.00
Fail to record type of material spilled	5.1(b)	$150.00
Fail to record quantity of material spilled	5.1(c)	$150.00
Fail to record spill response action	5.1(d)	$150.00
Fail to maintain complete records, date of inspection or maintenance	5.2(a)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to maintain complete records, maintenance conducted	5.2(b)	$250.00
Fail to maintain complete records, material removed	5.2(c)	$250.00
Fail to maintain complete records, name and address of disposal company	5.2(d)	$250.00
Fail to maintain complete records, names of personnel	5.2(e)	$250.00
Fail to retain records for inspection by manager or officer	5.3	$250.00
Hinder/prevent inspection	9.1	$500.00
Fail to take immediate steps to cease discharge of prohibited waste	Sch. C, 2.2	$250.00
Accumulation of excessive oil and grease	Sch. C, 2.3(a)	$250.00
Accumulation of excessive solids	Sch. C, 2.3(b)	$250.00
Fail to measure accumulated solids and oils works	Sch. C, 2.3(c)	$250.00
Fails to maintain storm rehabilitation unit	Sch. C, 2.3(d)	$250.00
Discharge of accumulated materials to municipal drainage system	Sch. C, 2.4	$250.00
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. C, 2.5	$250.00
Fail to correctly install sampling point	Sch. C, 2.6(a)	$250.00
Inaccessible sampling point	Sch. C, 2.6(b)	$250.00
Fail to maintain design information of treatment works	Sch. C, 2.7	$250.00
Fail to indicate sampling point, point of connection	Sch. C, 2.8	$250.00
Fail to prepare spill response plan within 180 days	Sch. C, 3.1	$250.00
Fail to prepare spill response plan within 90 days	Sch. C, 3.2	$250.00
Fail to specify response for containment and cleanup	Sch. C, 3.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	Sch. C, 3.3(b)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to include contact names and telephone numbers	Sch. C, 3.3(c)	$250.00
Fail to provide checklist of spill response equipment and supplies	Sch. C, 3.3(d)	$250.00
Fail to stock and maintain spill response equipment and supplies	Sch. C, 3.4	$250.00
Spill response plan not accessible for inspection	Sch. C, 3.5	$250.00
Fail to implement provisions of spill response plan	Sch. C, 3.6	$250.00
Fail to prevent or discontinue spill to municipal drainage system	Sch. C, 3.7	$250.00
Fail to inspect treatment works for spilled material within four hours	Sch. C, 3.8	$250.00
Fail to clean out treatment works after spill within 24 hours	Sch. C, 3.9	$250.00
Fail to record date of spill	Sch. C, 4.1(a)	$150.00
Fail to record type of material spilled	Sch. C, 4.1(b)	$150.00
Fail to record quantity of material spilled	Sch. C, 4.1(c)	$150.00
Fail to record spill response action	Sch. C, 4.1(d)	$150.00
Fail to maintain complete records, date of inspection or maintenance	Sch. C, 4.2(a)	$150.00
Fail to maintain complete records, maintenance conducted	Sch. C, 4.2(b)	$150.00
Fail to maintain complete records, material removed	Sch. C, 4.2(c)	$150.00
Fail to maintain complete records, name and address of disposal company	Sch. C, 4.2(d)	$150.00
Fail to maintain complete records, names of personnel	Sch. C, 4.2(e)	$150.00
Fail to retain records for inspection by manager or officer	Sch. C, 4.3	$250.00
Discharge of water from spill containment	Sch. D, 2.2(a)	$250.00
Discharge of untreated wash and rinse water	Sch. D, 2.2(b)	$250.00
Discharge of fluids and fuels from vehicles, machinery, or	Sch. D, 2.2(c)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
equipment		
Discharge of water from fuel storage tank	Sch. D, 2.2(d)	$250.00
Discharge of rinse water, solvent wash	Sch. D, 2.2(e)	$250.00
Fail to take immediate steps to cease discharge of prohibited waste	Sch. D, 2.3	$250.00
Accumulation of excessive oil and grease	Sch. D, 2.4(a)	$250.00
Accumulation of excessive solids	Sch. D, 2.4(b)	$250.00
Fail to measure accumulated solids and oils works	Sch. D, 2.4(c)	$250.00
Fail to maintain stormwater rehabilitation unit at prescribed intervals	Sch. D, 2.4(d)	$250.00
Discharge of accumulated materials to municipal drainage system	Sch. D, 2.5	$250.00
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. D, 2.6	$250.00
Fail to correctly install sampling point	Sch. D, 2.7(a)	$250.00
Inaccessible sampling point	Sch. D, 2.7(b)	$250.00
Fail to maintain design information of treatment works	Sch. D, 2.8	$250.00
Fail to indicate sampling point, point of connection	Sch. D, 2.9	$250.00
Fail to install spill containment, hazardous materials	Sch. D, 3.1	$250.00
Fail to prepare spill response plan within 180 days	Sch. D, 4.1	$250.00
Fail to prepare spill response plan within 90 days	Sch. D, 4.2	$250.00
Fail to specify response for containment and cleanup	Sch. D, 4.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	Sch. D, 4.3(b)	$250.00
Fail to include contact names and telephone numbers	Sch. D, 4.3(b)	$250.00
Fail to provide checklist of spill response equipment and supplies	Sch. D, 4.3(c)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to stock and maintain spill response equipment and supplies	Sch. D, 4.3(d)	$250.00
Spill response plan not accessible for inspection	Sch. D, 4.4	$250.00
Fail to implement provisions of spill response plan	Sch. D, 4.5	$250.00
Fail to prevent or discontinue spill to municipal drainage system	Sch. D, 4.6	$250.00
Fail to inspect treatment works for spilled material within four hours	Sch. D, 4.7	$250.00
Fail to clean out treatment works after spill within 24 hours	Sch. D, 4.8	$250.00
Fail to record date of spill	Sch. D, 4.9	$250.00
Fail to record type of material spilled	Sch. D, 5.1(a)	$150.00
Fail to record quantity of material spilled	Sch. D, 5.1(b)	$150.00
Fail to record spill response action	Sch. D, 5.1(c)	$150.00
Fail to maintain complete records, date of inspection or maintenance	Sch. D, 5.1(d)	$150.00
Fail to maintain complete records, maintenance conducted	Sch. D, 5.2(a)	$150.00
Fail to maintain complete records, material removed	Sch. D, 5.2(b)	$150.00
Fail to maintain complete records, name and address of disposal company	Sch. D, 5.2(c)	$150.00
Fail to maintain complete records, names of personnel	Sch. D, 5.2(d)	$150.00
Fail to retain records for inspection by manager or officer	Sch. D, 5.3	$250.00

SCHEDULE 40 TO BYLAW NO. 1857

(Bylaw 4611, 4611)

ELECTRIC VEHICLE CHARGING AND FEES BYLAW NO. 1, 2024

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Non-electric vehicle	2(a)	$100.00
Not actively charging	2(a)	$100.00
Disobey sign	2(b)	$100.00
Fail to pay charging fee	2(c)	$100.00

SCHEDULE 41 TO BYLAW NO. 1857

(Bylaw 4755)

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200
Failure to review or update/submit Fire Safety Plan	51	$200
Vacant premises not maintained as required	55(a)	$200
Failure to secure Vacant Premises	55(b)	$200
Sprinkler or fire alarm system not operational	55(c)	$200
Failure to comply with Vacant Premises notice	57	$200
Failure to secure fire-damaged building within required time	58	$200
Failure to comply with Order issued under this Bylaw	63	$200
Failure to comply with direction of a Member at an Incident	65(a)	$200
Obstruct access to hydrant, reservoir, or water source	65(b)	$200
Damage or obstruct fire apparatus or hose	65(c)	$200
Refuse entry to a Member responding to an Incident	65(d)	$500
Interfere with a fire scene investigation	65(e)	$500
Entered Incident scene without authorization	65(f)(i)	$200
Failure to leave Incident scene when directed	65(f)(ii)	$200
Damage apparatus	67	$200
Falsely represent oneself as Member	68	$500

APPENDIX C

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4756

****

A BYLAW TO AMEND BYLAW NOTICE ENFORCEMENT BYLAW NO. 1, 2025 (BYLAW NO. 4683)

****

WHEREAS:

A. Under Bylaw No. 4677, "Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026", the Regional Board designated and set out the process for designation of Fire Inspectors and Fire Investigators, and established and imposed charges payable in respect of Fire Inspection and Fire Investigation services;

B. The Board wishes to amend Bylaw No. 4683, "Bylaw Notice Enforcement Bylaw No. 1, 2025", to permit enforcement of certain contraventions of Bylaw No. 4677 by means of a bylaw notice in accordance with the *Local Government Bylaw Notice Enforcement Act* (Sections 4 and 6), and to establish penalty amounts in respect of such contraventions;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 4683, "Bylaw Notice Enforcement Bylaw No. 1, 2025" is hereby amended as follows:

   (a) In Appendix 1, by adding item 41 as follows:

"41. Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer

   (b) By adding Appendix 41 to Schedule A, attached as Appendix "1" to this Bylaw.

2. This Bylaw may be cited for all purposes as "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026".

READ A FIRST TIME THIS	day of	20_
READ A SECOND TIME THIS	day of	20_
READ A THIRD TIME THIS	day of	20_
ADOPTED THIS	day of	20_

CHAIR

CORPORATE OFFICER

APPENDIX "1"

APPENDIX 41 TO BYLAW NO. 4683

DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200.00	$150.00	$250.00	No
Failure to review or update/submit Fire Safety Plan	51	$200.00	$150.00	$250.00	No
Vacant premises not maintained as required	55(a)	$200.00	$150.00	$250.00	No
Failure to secure Vacant Premises	55(b)	$200.00	$150.00	$250.00	No
Sprinkler or fire alarm system not operational	55(c)	$200.00	$150.00	$250.00	No
Failure to comply with Vacant Premises notice	57	$200.00	$150.00	$250.00	No
Failure to secure fire-damaged building within required time	58	$200.00	$150.00	$250.00	No
Failure to comply with Order issued under this Bylaw	63	$200.00	$150.00	$250.00	No
Failure to comply with direction of a Member at an Incident	65(a)	$200.00	$150.00	$250.00	No
Obstruct access to hydrant, reservoir, or water source	65(b)	$200.00	$150.00	$250.00	No
Damage or obstruct fire apparatus or hose	65(c)	$200.00	$150.00	$250.00	No
Refuse entry to a Member responding to an Incident	65(d)	$500.00	$375.00	$500.00	No
Interfere with a fire scene investigation	65(e)	$500.00	$375.00	$500.00	No
Entered Incident scene without authorization	65(f)(i)	$200.00	$150.00	$250.00	No
Failure to leave Incident scene when directed	65(f)(ii)	$200.00	$150.00	$250.00	No
Damage apparatus	67	$200.00	$150.00	$250.00	No
Falsely represent oneself as Member	68	$500.00	$375.00	$500.00	No

Making a difference...together

BYLAW NO. 4683

BYLAW NOTICE ENFORCEMENT BYLAW NO. 1, 2025

Consolidated for Public Convenience
(This bylaw is for reference purposes only)

ORIGINALLY ADOPTED February 12, 2025

(Consolidated with Amending Bylaw 4756)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4683

****

A BYLAW RESPECTING THE ENFORCEMENT OF BYLAW NOTICES

****

WHEREAS pursuant to the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c 60 and regulations thereto, a local government may, by bylaw;

A. Designate bylaw contraventions that may be dealt with by Bylaw Notice;

B. Establish the amount of penalty for a contravention referred to in paragraph A;

C. Establish the period for paying or disputing a Bylaw Notice; and

D. Establish a Bylaw Notice dispute adjudication system to resolve disputes in relation to Bylaw Notices.

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. DEFINITIONS AND INTERPRETATION

In this Bylaw,

a) **"*Act*"** means the *Local Government Bylaw Notice Enforcement Act*;

b) **"CRD"** means the Capital Regional District;

c) **"Registry"** means the Bylaw Notice Dispute Adjudication Registry;

d) a reference to a person designated as a screening officer or bylaw enforcement officer by virtue of their appointed position includes a person appointed to a similar position with substantially the same duties and functions.

2. TERMS

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

3. 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.

4. PENALTY

The penalty for a contravention referred to in Section 3 is as follows:

a) subject to paragraphs 4 (b) and (c), is the Penalty amount set out in the "Fine Amount" column of the *Appendices* of Schedule "A"; ***(4756)***

b) if received by the CRD within 14 days after the person received or is presumed to have received the Bylaw Notice, is the Early Payment Penalty set out in the "Early Payment" column of the *Appendices* of Schedule "A"; ***(4756)***

c) if received by the CRD more than 28 days after the person received or is presumed to have received the Bylaw Notice, is subject to the late payment surcharge set out in the "Late Payment" column of the *Appendices* of Schedule "A", in addition to the Penalty amount under paragraph 4 (a). ***(4756)***

5. PERIOD FOR PAYING OR DISPUTING NOTICE

a) 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:

i. pay the penalty; or
ii. request dispute adjudication;

by filling in the appropriate portion of the Bylaw Notice indicating either a payment or a dispute and delivering it by the methods detailed on the Bylaw Notice.

b) A person may pay the indicated penalty after 14 days of receiving or being presumed to have received the Bylaw Notice, subject to the applicable late payment surcharge for late payment in accordance with Section 4 (c) of this Bylaw, but no person may dispute the Bylaw Notice after fourteen (14) days of receiving or being presumed to have received the Bylaw Notice.

c) Where a Bylaw Notice was delivered other than in person, and the person to whom a notice under section 24(1) of the *Act* is sent advises the CRD in accordance with the 21 day time limit in section 25 of the *Act* that they did not receive a copy of the Bylaw Notice, the time limits for responding to a Bylaw Notice under Sections 4, 5, and 6 of this Bylaw do not begin to run until the Bylaw Notice is re-issued and delivered to them in accordance with the *Act*.

6. BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY

a) The Registry is established as a bylaw notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to bylaw notices.

b) The civic address of the Registry is unit 212-2780 Veterans Memorial Parkway, Langford, BC V9B 3S6.

c) Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this Bylaw, must pay the CRD an additional administration fee of twenty-five (25) dollars for the purpose of the CRD recovering the costs of the adjudication system.

7. SCREENING OFFICERS

a) The position of Screening Officer is established.

b) The persons holding the following positions are designated classes of persons that are appointed as Screening Officers:

i. Senior Manager, Protective Services
ii. Manager, Bylaw Enforcement and Animal Care
iii. Senior Bylaw Enforcement Officer
iv. Senior Administrative Officer (Bylaw)

8. POWERS, DUTIES AND FUNCTIONS OF SCREENING OFFICERS

a) The powers, duties and functions of Screening Officers are as set out in the *Act*, and include the following:

i. 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 adjudication system and the fee or fees payable in relation to the bylaw notice dispute adjudication process.

ii. To communicate with any or all the following for the purposes of performing their functions under the *Act*:

1) the person against whom a contravention is alleged or their representative;
2) the bylaw enforcement officer issuing the bylaw notice;
3) the complainant or their representative;
4) CRD staff and records regarding the disputant's history of bylaw compliance.

iii. To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw notices, including the establishment of terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with this Bylaw.

iv. To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in each of the Schedules to this Bylaw; and

v. To cancel bylaw notices in accordance with the *Act* or CRD policies and guidelines.

b) The maximum duration of a compliance agreement is one year.

c) The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are listed in the “Compliance Agreement Available” column in Schedule “A”.

d) Where a compliance agreement is entered into, the penalty payable for the offence shall be reduced to one half of the “Fine Amount” for the offence as listed in each of the Schedules to this Bylaw.

9. BYLAW ENFORCEMENT OFFICERS

Designated bylaw enforcement officers for the purposes of this Bylaw and the *Act* are those persons listed under “Designated Bylaw Enforcement Officer” in Schedule “A”.

10. FORM OF BYLAW NOTICE

The CRD may, from time to time, provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the *Act*.

11. SCHEDULES

a) Schedule A, Designated Bylaws and Bylaw Enforcement Officers; and Designated Bylaw Contraventions and Penalties;

are attached and form part of the bylaw.

12. SEVERABILITY

If any provision of this Bylaw is held to be invalid by a court of competent jurisdiction, the provision may be severed from the Bylaw and such invalidity shall not affect the validity of the remaining portions of this Bylaw. This Bylaw shall take effect upon the date of its adoption.

13. CITATION

This Bylaw may be cited for all purposes as “Bylaw Enforcement Notice Bylaw No. 1, 2025”.

READ A FIRST TIME THIS	th	day of	20__
READ A SECOND TIME THIS	th	day of	20__
READ A THIRD TIME THIS	th	day of	20__
ADOPTED THIS	th	day of	20__

CHAIR

CORPORATE OFFICER

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaws and Bylaw Enforcement Officers

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
2.	**Malahat Land Use Bylaw, 1981, Bylaw No. 980**	Bylaw Enforcement Officer	
3.	**Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040**	Bylaw Enforcement Officer	
4.	**Unsightly Premises By-law No. 1, 1991**	Bylaw Enforcement Officer	
5.	**Building Regulation Bylaw No. 5, 2010**	Bylaw Enforcement Officer Building Inspector	
6.	**Amusement Machine and Games Room Regulation By-law, 1983**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
7.	**Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025**	Bylaw Enforcement Officer	
8.	**Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013**	Bylaw Enforcement Officer Fire Chief Police Officer Cross-Connection Control Officer Peace Officer	
9.	**Animal Regulation and Impounding By-law No. 1, 1986**	Bylaw Enforcement Officer Animal Control Officer Assistant Animal Control Officer	
10.	**Noise Suppression Bylaw (Southern Gulf Islands) No. 1, 2006**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
11.	**Noise Suppression Bylaw (Juan de Fuca) No. 1, 2007**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
12.	**Noise Suppression Bylaw (Salt Spring Island) No. 1, 2006**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
13.	**Capital Regional District Idling Control Bylaw No. 1, 2008**	Bylaw Enforcement Officer Environmental Health Officer	
14.	**Water Regulations Bylaw No. 1, 1990**	Bylaw Enforcement Officer Fire Chief Police Officer Peace Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
15.	**Langford Sign Bylaw 1987**	Bylaw Enforcement Officer	
16.	**Capital Regional District Clean Air Bylaw No. 1, 2014**	Environmental Health Officer Public Health Educator Tobacco Enforcement Officer Bylaw Enforcement Officer	
17.	**Food Handler Bylaw No. 1, 1991**	Director, Health Protection and Environmental Programs Environmental Health Officer Environmental Health Educator	
18.	**Capital Regional District Parks Regulation Bylaw No. 1, 2018**	Park Officer Members of Municipal Police Forces Members of the RCMP Animal Control Officer Bylaw Enforcement Officer Watershed Security Officer	
19.	**Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013**	Bylaw Enforcement Officer	
20.	**Capital Regional District Electoral Areas Water Conservation Bylaw No. 1, 2023**	Bylaw Enforcement Officer Police Officer Peace Officer	
21.	**Capital Regional District Sewer Use Bylaw No. 5, 2001**	Bylaw Enforcement Officer Municipal Sewage Control Officer Sewage Control Manager	
22.	**Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000**	Bylaw Enforcement Officer Ports Manager Wharfinger RCMP Officer	
23.	**Community Parks Regulations (Juan de Fuca and Salt Spring Island Electoral Areas) Bylaw No. 1, 2012**	Park Officer RCMP Officer Bylaw Enforcement Officer Animal Control Officer	
24.	**Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012**	Bylaw Enforcement Officer	
25.	**Capital Regional District Septage Disposal Bylaw No. 2, 2000**	Bylaw Enforcement Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
		Municipal Sewage Control Officer Deputy Sewage Control Manager	
26.	**Capital Regional District Water Conservation Bylaw No. 1, 2016**	Bylaw Enforcement Officer Municipal Bylaw Enforcement Officer	
27.	**Capital Regional District Water Supply Area Regulations Bylaw No. 1, 2000**	Animal Control Officer Bylaw Enforcement Officer Conservation Officer Parks Officer Peace Officer Watershed Security Officer	
28.	**Civic Addressing Bylaw (Salt Spring Island Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	
29.	**Civic Addressing Bylaw (Juan de Fuca Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	
30.	**Intentionally deleted – reserved for future use**		
31.	**Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004**	Bylaw Enforcement Officer	
32.	**Salt Spring Island Transfer Station Regulation Bylaw No. 1, 2001**	Bylaw Enforcement Officer	
33.	**Fire Regulation Bylaw No. 2, 2022**	Fire Chief Bylaw Enforcement Officer Royal Canadian Mounted Police Officer Peace Officer	
34.	**Onsite Sewage System Maintenance Bylaw, 2007**	Bylaw Enforcement Officer	
35.	**Capital Regional District Tanning Facility Regulation Bylaw No. 1, 2010**	Bylaw Enforcement Officer Environmental Health Officer	
36.	**Capital Regional District Cross Connection Control Bylaw No. 1, 2008**	Bylaw Enforcement Officer Cross Connection Control Officer Cross Connection Control Inspector	
37.	**Civic Addressing Bylaw (Southern Gulf Islands Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
38.	**Community Parks Regulations (Pender Islands) Bylaw No. 1, 1987**	Park Officer Peace Officer Members of the RCMP Members of Municipal Police Forces Animal Control Officer Bylaw Enforcement Officer Fire Chief	
39.	**Saanich Peninsula Stormwater Source Control Bylaw No. 1, 2017**	Bylaw Enforcement Officer Municipal Stormwater Control Officer Stormwater Control Manager	
40.	**Electric Vehicle Charging and Fees Bylaw No. 1, 2024**	Bylaw Enforcement Officer Park Officer	
41.	Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer	

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Contrary land, building or structure use	1.3.01	$200.00	$150.00	$250.00	No
Altering non-conforming building	1.3.02	$200.00	$150.00	$250.00	No
Principal/accessory building within setbacks	2.1.02(1)	$200.00	$150.00	$250.00	No
Swimming pool in front yard or contrary to setbacks	2.1.02(2)	$200.00	$150.00	$250.00	No
Building within flood control setback	2.1.05(1)(a)(i)-(v)	$200.00	$150.00	$250.00	No
Building within flood control setback	2.1.05(1)(b)(i)-(v)	$200.00	$150.00	$250.00	No
Accessory building without principal building	2.1.06(1)(a)	$200.00	$150.00	$250.00	No
Accessory building as dwelling	2.1.06(1)(c)	$200.00	$150.00	$250.00	No
Accessory building contrary to front yard setback	2.1.06(1)(d)	$200.00	$150.00	$250.00	No
Accessory building contrary setback to principal building	2.1.06(1)(e)	$200.00	$150.00	$250.00	No
Satellite dish contrary to height	2.1.06(1)(f)	$200.00	$150.00	$250.00	No
Accessory building exceed height	2.1.06(2)(a)	$200.00	$150.00	$250.00	No
Accessory building exceeds floor area	2.1.06(2)(b)	$200.00	$150.00	$250.00	No
Accessory building contrary side and rear setback	2.1.06(2)(c)	$200.00	$150.00	$250.00	No
Accessory building contrary to corner lot side setback	2.1.06(2)(d)(i)	$200.00	$150.00	$250.00	No
Accessory building contrary to corner lot rear setback	2.1.06(2)(d)(ii)	$200.00	$150.00	$250.00	No
Accessory building flanking street setback	2.1.06(3)(a)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Accessory building setback rear lot line	2.1.06(3)(b)	$200.00	$150.00	$250.00	No
Home based business alters appearance	2.1.07(1)	$200.00	$150.00	$250.00	No
Home based business – Excess non-resident employee	2.1.07(2)	$200.00	$150.00	$250.00	No
Home based business – Excess Area	2.1.07(3)	$200.00	$150.00	$250.00	No
Home based business – non-conforming sign	2.1.07(4)	$200.00	$150.00	$250.00	No
Home based business – Not contained	2.1.07(5)	$200.00	$150.00	$250.00	No
Home based business creates nuisance	2.1.07(6)	$200.00	$150.00	$250.00	No
Dog kennel accessory building setback	2.1.07(8)	$200.00	$150.00	$250.00	No
Contrary to permitted uses	2.1.09(1)	$200.00	$150.00	$250.00	No
Excess unenclosed unlicensed vehicle/RV	2.1.09(2)(a)	$200.00	$150.00	$250.00	No
Unenclosed vehicle parts	2.1.09(2)(b)	$200.00	$150.00	$250.00	No
Illegally sited vehicles	2.1.09(2)(c)	$200.00	$150.00	$250.00	No
Unlicensed vehicle/parts on vacant lot	2.1.09(2)(d)	$200.00	$150.00	$250.00	No
Obstruct visibility at intersections	2.1.12	$200.00	$150.00	$250.00	No
Temporary building exceed duration	2.1.13	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(1)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(2)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Secondary suite exceeds habitable area	2.1.16(3)	$200.00	$150.00	$250.00	No
Secondary suite exceeds floor area	2.1.16(4)	$200.00	$150.00	$250.00	No
Excess secondary suites	2.1.16(5)	$200.00	$150.00	$250.00	No
Not owner occupied	2.1.16(6)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	2.1.16(7)	$200.00	$150.00	$250.00	No
No building permit secondary suite	2.1.16(8)	$200.00	$150.00	$250.00	No
Secondary suite insufficient parking	2.1.16(9)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(11)	$200.00	$150.00	$250.00	No
Detached suite not permitted	2.1.17(1)	$200.00	$150.00	$250.00	No
Excess detached or secondary suite	2.1.17(2)	$200.00	$150.00	$250.00	No
No building permit detached suite	2.1.17(4)	$200.00	$150.00	$250.00	No
Detached suite non-conforming floor area	2.1.17(6)	$200.00	$150.00	$250.00	No
Detached suite exceed maximum height	2.1.17(7)	$200.00	$150.00	$250.00	No
Detached suite does not meet setbacks	2.1.17(8)	$200.00	$150.00	$250.00	No
Detached suite insufficient parking	2.1.17(9)	$200.00	$150.00	$250.00	No
Not owner occupied	2.1.17(12)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	2.1.17(13)	$200.00	$150.00	$250.00	No
Bed and breakfast not permitted	2.1.17(14)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.17(15)	$200.00	$150.00	$250.00	No
Bed and breakfast alters appearance	2.1.18(1)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Bed and breakfast exceeds regulations	2.1.18(2)	$200.00	$150.00	$250.00	No
Bed and breakfast insufficient parking	2.1.18(3)	$200.00	$150.00	$250.00	No
Bed and breakfast units (3)/person (10) exceeded	2.1.18(6)	$200.00	$150.00	$250.00	No
Bed and breakfast units (4)/person (12) exceeded	2.1.18(7)	$200.00	$150.00	$250.00	No
Bed and breakfast only allows breakfast meals	2.1.18(8)	$200.00	$150.00	$250.00	No
Bed and breakfast exceeds vehicular traffic allowance	2.1.18(9)	$200.00	$150.00	$250.00	No
Bed and breakfast unenclosed storage	2.1.18(10)	$200.00	$150.00	$250.00	No
Bed and breakfast accessory setbacks not met	2.1.18(11)	$200.00	$150.00	$250.00	No
Bed and breakfast floor area exceeded	2.1.18(12)	$200.00	$150.00	$250.00	No
Bed and breakfast unpermitted cooking facilities	2.1.18(13)	$200.00	$150.00	$250.00	No
Bed and breakfast not permitted	2.1.18(14)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unlawful accessory building	Part 1, 4.01(1)(a)	$200.00	$150.00	$250.00	No
Accessory building as dwelling	Part 1, 4.01(1)(c)	$200.00	$150.00	$250.00	No
Accessory building occupied no permits	Part 1, 4.01(2)(b)(i)	$200.00	$150.00	$250.00	No
Home based business alters appearance	Part 1, 4.06(1)(a)	$200.00	$150.00	$250.00	No
Home based business creates nuisance	Part 1, 4.06(1)(d)	$200.00	$150.00	$250.00	No
Home based business – insufficient parking	Part 1, 4.06(1)(f)	$200.00	$150.00	$250.00	No
Home based business – unlawful traffic/parking	Part 1, 4.06(1)(h)	$200.00	$150.00	$250.00	No
Home based business – not contained	Part 1, 4.06(2)(a)(ii)	$200.00	$150.00	$250.00	No
Home based business – excessive area	Part 1, 4.06(2)(c)	$200.00	$150.00	$250.00	No
Home based business – excess non-resident employee	Part 1, 4.06(2)(e)	$200.00	$150.00	$250.00	No
Home based business – unlawful storage	Part 1, 4.06(2)(f)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed 3 B&B units or 10 persons	Part 1, 4.06(3)(b)(i)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed 4 B&B units or 12 persons	Part 1, 4.06(3)(b)(ii)	$200.00	$150.00	$250.00	No
Bed and breakfast – excess meals served	Part 1, 4.06(3)(c)	$200.00	$150.00	$250.00	No
Bed and breakfast – unlawful traffic	Part 1, 4.06(3)(d)	$200.00	$150.00	$250.00	No
Bed and breakfast – unlawful storage	Part 1, 4.06(3)(e)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed setback requirements	Part 1, 4.06(3)(f)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Bed and breakfast – exceed lawful floor area	Part 1, 4.06(3)(g)	$200.00	$150.00	$250.00	No
Unlawful home industry	Part 1, 4.06(4)(a)	$200.00	$150.00	$250.00	No
Home industry – excess non-resident employee	Part 1, 4.06(4)(b)	$200.00	$150.00	$250.00	No
Home industry in setback/not screened	Part 1, 4.06(4)(c)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(a)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(b)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(ii)	$200.00	$150.00	$250.00	No
Home industry – portable sawmill in setback	Part 1, 4.06(4)(d)(iii)	$200.00	$150.00	$250.00	No
Home industry – material storage in setback	Part 1, 4.06(4)(d)(iv)	$200.00	$150.00	$250.00	No
Home industry – unscreened material storage	Part 1, 4.06(4)(d)(iv)	$200.00	$150.00	$250.00	No
Home industry – exceeds authorized area	Part 1, 4.06(4)(e)	$200.00	$150.00	$250.00	No
Home industry – unscreened materials storage	Part 1, 4.06(4)(f)	$200.00	$150.00	$250.00	No
Home industry – parking prohibited commercial vehicle	Part 1, 4.06(4)(g)	$200.00	$150.00	$250.00	No
Garbage container in setback	Part 1, 4.07(3)	$200.00	$150.00	$250.00	No
Contrary to permitted uses	Part 1, 4.09(1)	$200.00	$150.00	$250.00	No
Excess unenclosed unlicensed vehicle/RV	Part 1, 4.09(2)(a)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unenclosed vehicle parts	Part 1, 4.09(2)(b)	$200.00	$150.00	$250.00	No
Illegally sited vehicles	Part 1, 4.09(2)(c)	$200.00	$150.00	$250.00	No
Unlicensed vehicle/parts on vacant lot	Part 1, 4.09(2)(d)	$200.00	$150.00	$250.00	No
Unenclosed unsightly material	Part 1, 4.09(2)(e)	$200.00	$150.00	$250.00	No
Recycle depot – unenclosed storage	Part 1, 4.11	$200.00	$150.00	$250.00	No
Obstructed visibility	Part 1, 4.16	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(a)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(b)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(c)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(3)(a)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(3)(b)	$200.00	$150.00	$250.00	No
Prohibited animals	Part 1, 4.18(1)	$200.00	$150.00	$250.00	No
Excess rabbits	Part 1, 4.18(2)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	Part 1, 4.19(1)(a)	$200.00	$150.00	$250.00	No
Excess secondary or detached suite	Part 1, 4.19(1)(e)	$200.00	$150.00	$250.00	No
Not owner occupied	Part 1, 4.19(1)(f)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	Part 1, 4.19(1)(g)	$200.00	$150.00	$250.00	No
No building permit secondary suite	Part 1, 4.19(2)	$200.00	$150.00	$250.00	No
Secondary suite insufficient parking	Part 1, 4.19(3)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	Part 1, 4.19(4)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unpermitted detached suite	Part 1, 4.20(a)	$200.00	$150.00	$250.00	No
Excess detached or secondary suite	Part 1, 4.20(b)	$200.00	$150.00	$250.00	No
No building permit detached suite	Part 1, 4.20(d)	$200.00	$150.00	$250.00	No
Detached suite no parking	Part 1, 4.20(i)	$200.00	$150.00	$250.00	No
Not owner occupied	Part 1, 4.20(l)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	Part 1, 4.20(m)	$200.00	$150.00	$250.00	No
Illegal bed and breakfast	Part 1, 4.20(n)	$200.00	$150.00	$250.00	No
Detached suite not permitted	Part 1, 4.20(o)	$200.00	$150.00	$250.00	No
Zone A excess RVs	Part 2, 2.01(i)	$200.00	$150.00	$250.00	No
Zone A-1 excess RVs	Part 2, 2A.02(i)	$200.00	$150.00	$250.00	No
Zone AG excess RVs	Part 2, 4.01(g)	$200.00	$150.00	$250.00	No
Zone AG-1 excess RVs	Part 2, 4C.02(f)	$200.00	$150.00	$250.00	No
Zone RR-WI excess RVs	Part 2, 4D.02(d)	$200.00	$150.00	$250.00	No
Zone RR-2 excess RVs	Part 2, 6.01(i)	$200.00	$150.00	$250.00	No
Zone RR-2A excess RVs	Part 2, 6A.01(e)	$200.00	$150.00	$250.00	No
Zone WT-1 excess RVs	Part 2, 6B.01(e)	$200.00	$150.00	$250.00	No
Zone WT-2 excess RVs	Part 2, 6C.01(e)	$200.00	$150.00	$250.00	No
Zone WT-3 excess RVs	Part 2, 6D.01(e)	$200.00	$150.00	$250.00	No
Zone RR-6 excess RVs	Part 2, 10.01(i)	$200.00	$150.00	$250.00	No
Parking not provided	Part 3, 1.0	$200.00	$150.00	$250.00	No
Visitor parking requirement	Part 3, 9.0	$200.00	$150.00	$250.00	No
Handicapped parking requirement	Part 3, 10.0(1)-(5)	$200.00	$150.00	$250.00	No
Non-permitted sign	Part 4, 1.01(1)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Prohibited sign	Part 4, 1.02(a)-(e)	$200.00	$150.00	$250.00	No
No sign permit	Part 4, 1.05(1)	$200.00	$150.00	$250.00	No
Poorly maintained sign	Part 4, 1.09	$200.00	$150.00	$250.00	No
Sign affecting visibility	Part 4, 1.10	$200.00	$150.00	$250.00	No

APPENDIX 4 TO BYLAW NO. 4683

UNSIGHTLY PREMISES BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Accumulated debris	2(1)	$250.00	$187.50	$312.50	Yes
Littering	2(2)	$250.00	$187.50	$312.50	Yes
Unsightly property	2(3)	$250.00	$187.50	$312.50	Yes
Graffiti	2(4)	$250.00	$187.50	$312.50	Yes
Property not cleaned	3	$250.00	$187.50	$312.50	Yes

APPENDIX 5 TO BYLAW NO. 4683

BUILDING REGULATION BYLAW NO. 5, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain building permit	3.1.1	$250.00	$187.50	$312.50	No
Fail to obtain demolition/deconstruction permit	3.1.2	$250.00	$187.50	$312.50	No
Occupy without occupancy certificate	3.1.3	$250.00	$187.50	$312.50	No
Tamper with posted notice/permit/certificate	3.1.4	$250.00	$187.50	$312.50	No
Build contrary to approved plans	3.1.5	$250.00	$187.50	$312.50	No
Obstruct entry of authorized building official	3.1.6	$250.00	$187.50	$312.50	No
Continue work on structure after order	3.1.7	$400.00	$300.00	$500.00	No
Construct contrary to building regulations	3.1.8	$250.00	$187.50	$312.50	No

APPENDIX 6 TO BYLAW NO. 4683

AMUSEMENT MACHINE AND GAMES ROOM REGULATION BYLAW, 1983

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Underage employee	3(a)	$100.00	$75.00	$125.00	No
Violate hours of operation	4(b)	$100.00	$75.00	$125.00	No
Excess amusement machines	5	$100.00	$75.00	$125.00	No
Minor on premises	6(a)	$100.00	$75.00	$125.00	No
Permit minor on premises	6(b)	$100.00	$75.00	$125.00	No
Child under 15 on premises during prohibited hours	6(d)	$100.00	$75.00	$125.00	No

APPENDIX 7 TO BYLAW NO. 4683

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 1, 2015, BYLAW NO. 3941

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Removal of soil without permit	7(a)	$400.00	$300.00	$500.00	No
Deposit soil without permit	7(b)	$400.00	$300.00	$500.00	No
Remove/deposit soil in or about a watercourse	7(d)	$500.00	$375.00	$500.00	No
Unlawful removal/deposit of soil ALR land	7(e)	$500.00	$375.00	$500.00	No
Failure to provide site profile/waiver	8.3	$200.00	$150.00	$250.00	No
Remove or deposit soil on Sunday or holiday	12.2(a)	$200.00	$150.00	$250.00	No
Remove/deposit soil outside permitted hours	12.2(b)	$200.00	$150.00	$250.00	No
Remove/deposit soil in contravention of permit	12.3	$400.00	$300.00	$500.00	No
Failure to post permit/sign	12.5	$200.00	$150.00	$250.00	No
Failure to maintain road	12.6	$200.00	$150.00	$250.00	No

APPENDIX 8 TO BYLAW NO. 4683

WATER DISTRIBUTION LOCAL SERVICE CONDITIONS, FEES AND CHARGES BYLAW NO. 1, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Service connection without application/approval	6.4	$200.00	$150.00	$250.00	No
Connect to waterworks without authorization	6.5	$200.00	$150.00	$250.00	No
Install booster pump without approval	8.5	$200.00	$150.00	$250.00	No
Unauthorized use of fire connection	14.2	$500.00	$375.00	$500.00	No
Install shut off valve or outlet to service connection	29.2	$200.00	$150.00	$250.00	No
Interfere with water meters	31.1	$500.00	$375.00	$500.00	No
Failure to maintain access to water meter	32.1	$200.00	$150.00	$250.00	No
Failure to act as directed	34.2	$200.00	$150.00	$250.00	No
Use hydrant or standpipe without authorization	37.1	$500.00	$375.00	$500.00	No
Connect to or use water with authorization	69.4	$200.00	$150.00	$250.00	No
Connect multiple units without authorization	70.1	$200.00	$150.00	$250.00	No
Operate, maintain, repair without authorization	79.2	$200.00	$150.00	$250.00	No
Connect or alter without authorization	80.1	$500.00	$375.00	$500.00	No
Operation of valve or curb stop without authorization	80.2	$200.00	$150.00	$250.00	No
Connect apparatus, fitting or fixture causing damage or disturbance	90.1	$200.00	$150.00	$250.00	No
Damage waterworks or service connection	102.1	$500.00	$375.00	$500.00	No
Obstruction of an authorized agent	104.2	$400.00	$300.00	$500.00	No

APPENDIX 9 TO BYLAW NO. 4683

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
No kennel licence	2(1)(a)	$200.00	$150.00	$250.00	No
Harbouring dogs in excess of kennel licence	2(1)(b)	$200.00	$150.00	$250.00	No
Operating kennel contrary to zoning	2(2)(a)	$200.00	$150.00	$250.00	No
Failure of kennel to provide adequate fencing	2(2)(c)	$200.00	$150.00	$250.00	No
No licence	3	$200.00	$150.00	$250.00	No
No licence on dog	7	$200.00	$150.00	$250.00	No
Unauthorized removal of licence tag	10	$200.00	$150.00	$250.00	No
Failure to display dangerous dog sign	14(c)	$200.00	$150.00	$250.00	No
Animal at large	24(1)	$200.00	$150.00	$250.00	No
Uncontrolled dangerous dog	24(2)	$500.00	$375.00	$500.00	No
Obstructing Animal Control Officer	24(3)	$500.00	$375.00	$500.00	No
Bitch in heat unenclosed	25	$200.00	$150.00	$250.00	No
Noisy dog	26(1)	$200.00	$150.00	$250.00	No
Noisy animal	26(2)	$200.00	$150.00	$250.00	No
Animal on beach	29	$200.00	$150.00	$250.00	No
Fail to provide water or food	27(1)(a)	$200.00	$150.00	$250.00	No
Fail to provide sanitary receptable	27(1)(b)	$200.00	$150.00	$250.00	No
Fail to provide sufficient exercise	27(1)(c)	$200.00	$150.00	$250.00	No
Fail to provide veterinarian care	27(1)(d)	$200.00	$150.00	$250.00	No
Fail to provide adequate shelter	27(2)	$200.00	$150.00	$250.00	No
Animal tied to fixed object by neck	27(3)	$200.00	$150.00	$250.00	No
Animal tied to fixed object for extended period	27(4)	$200.00	$150.00	$250.00	No

APPENDIX 9 TO BYLAW NO. 4683

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Animal kept in confined space without ventilation	27(5)	$200.00	$150.00	$250.00	No
Fail to adequately confine animal in vehicle	27(6)	$200.00	$150.00	$250.00	No

APPENDIX 10 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (SOUTHERN GULF ISLANDS) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3(1)	$200.00	$150.00	$250.00	No
Construction noise	3(2)	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3(3)	$200.00	$150.00	$250.00	No
Amplified music – indoors	3(4)	$200.00	$150.00	$250.00	No
Vehicle noise	3(5)	$200.00	$150.00	$250.00	No
Firearms noise	3(6)	$200.00	$150.00	$250.00	No

APPENDIX 11 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (JUAN DE FUCA) NO. 1, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3.1	$200.00	$150.00	$250.00	No
Construction noise	3.2	$200.00	$150.00	$250.00	No
Construction noise on Sundays or holidays	3.3	$200.00	$150.00	$250.00	No
Leaf blower noise	3.4	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3.5	$200.00	$150.00	$250.00	No
Amplified music – indoors	3.6	$200.00	$150.00	$250.00	No
Noisy vehicle	3.7	$200.00	$150.00	$250.00	No
Noise from firearms	3.8	$200.00	$150.00	$250.00	No
Noise from electrical equipment	3.9	$200.00	$150.00	$250.00	No

APPENDIX 12 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (SALT SPRING ISLAND) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3(1)	$200.00	$150.00	$250.00	No
Construction noise	3(2)	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3(3)	$200.00	$150.00	$250.00	No
Amplified music – indoors	3(4)	$200.00	$150.00	$250.00	No
Vehicle noise	3(5)	$200.00	$150.00	$250.00	No
Firearms noise	3(6)	$200.00	$150.00	$250.00	No

APPENDIX 13 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT IDLING CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Idle in excess of three minutes	2	$200.00	$150.00	$250.00	No

APPENDIX 14 TO BYLAW NO. 4683

WATER REGULATIONS BYLAW NO. 1, 1990

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unauthorized connection to waterworks	4	$200.00	$150.00	$250.00	No
Unauthorized use of water supplied by waterworks	5(a)	$200.00	$150.00	$250.00	No
Failure to follow board direction pertaining to water use	5(b)	$200.00	$150.00	$250.00	No
Tamper, operate, or remove Water connections or fixtures	6(a)	$500.00	$375.00	$500.00	No
Damage or alter water connections or fixtures	6(b)	$500.00	$375.00	$500.00	No
Unauthorized use of fire connections, hydrants or standpipes	7	$500.00	$375.00	$500.00	
Waste of water	8	$200.00	$150.00	$250.00	No
Failure to pay fees associated with removal of obstruction	9(b)	$500.00	$375.00	$500.00	No
Unauthorized connection of multiple units to a single service connection	16	$200.00	$150.00	$250.00	No
Unauthorized installation of Service Connection	19	$200.00	$150.00	$250.00	No
Failure to pay turn-on or turn-off fee	22(b)	$250.00	$187.50	$312.50	No
Unauthorized turn-on or turn-off of water supply	22(c)	$500.00	$375.00	$500.00	No
Connection of an independent water supply to CRD service connection	25	$500.00	$375.00	$500.00	No
Failure to comply with section 27	27	$500.00	$375.00	$500.00	No
Obstruction of access to personnel in the performance of their duties	9	$250.00	$187.50	$312.50	No

APPENDIX 15 TO BYLAW NO. 4683

LANGFORD SIGN BYLAW, 1987

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Non-conforming sign	3(2)(a)	$100.00	$75.00	$125.00	No
Abandoned sign	3(3)(a)	$100.00	$75.00	$125.00	No
Billboard sign	3(3)(b)	$100.00	$75.00	$125.00	No
Moving sign	3(3)(c)	$100.00	$75.00	$125.00	No
Roof sign	3(3)(d)	$100.00	$75.00	$125.00	No
No permit	3(6)(a)	$100.00	$75.00	$125.00	No
Obstructs view	3(12)	$100.00	$75.00	$125.00	No

APPENDIX 16 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT CLEAN AIR BYLAW NO. 1, 2014

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Smoking in a park	2(1)(a)	$200.00	$150.00	$250.00	No
Smoking in a designated public space	2(1)(b)	$200.00	$150.00	$250.00	No
Smoking in a school yard	2(1)(c)	$200.00	$150.00	$250.00	No
Smoking in a building	2(1)(d)	$200.00	$150.00	$250.00	No
Smoking in a business place (food or beverage)	2(1)(e)	$200.00	$150.00	$250.00	No
Smoking in a vehicle	2(1)(f)	$200.00	$150.00	$250.00	No
Smoking in 7m buffer zone of doorway, window or intake	2(1)(g)	$200.00	$150.00	$250.00	No
Smoking in 7m buffer zone of a bus stop	2(1)(h)	$200.00	$150.00	$250.00	No
Permitting smoking in a building	2(2)(a)	$500.00	$375.00	$500.00	No
Permitting smoking in a business place (food or beverage)	2(2)(b)	$500.00	$375.00	$500.00	No
Permitting smoking in a vehicle	2(2)(c)	$500.00	$375.00	$500.00	No
Failing to display sign in the prescribed form	3(1), 3(2), 4(1)	$300.00	$225.00	$375.00	No
Removing or defacing a sign	4(3)	$500.00	$375.00	$500.00	No

APPENDIX 17 TO BYLAW NO. 4683

FOOD HANDLERS BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Uncertified supervisor	2	$200.00	$150.00	$250.00	No
Certificate not posted	3	$100.00	$75.00	$125.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Obstruction of Park or Peace Officer	4(1)	$500.00	$375.00	$500.00	No
Failure to obey sign or posted notice	4(3)	$100.00	$75.00	$125.00	No
Possession or consumption of liquor	4(4)	$200.00	$150.00	$250.00	No
Urinate or defecate in public	4(5)	$200.00	$150.00	$250.00	No
Breach of curfew	4(6)	$200.00	$150.00	$250.00	No
Undue noise	4(8)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle – peace	4(9)(a)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle – wildlife	4(9)(b)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle	4(9)(c)	$200.00	$150.00	$250.00	No
Disturb the peace	4(11)	$200.00	$150.00	$250.00	No
Enter park within eviction period	4(12)	$300.00	$225.00	$375.00	No
Unauthorized use of aircraft	4(13)	$200.00	$150.00	$250.00	No
Cause disturbance between 10 pm and 7 am	6(1)(b)	$200.00	$150.00	$250.00	No
No camping	6(4)	$200.00	$150.00	$250.00	No
Fail to register	6(5)	$200.00	$150.00	$250.00	No
Damage or remove any natural park feature	7(1)(a)	$300.00	$225.00	$375.00	No
Build or alter any trail	7(1)(b)	$300.00	$225.00	$375.00	No
Destroy or damage park infrastructure	7(1)(c)	$200.00	$150.00	$250.00	No
Build, place, or install structure or facility	7(1)(d)	$300.00	$225.00	$375.00	No
Deposit plant or animal material	7(1)(e)	$200.00	$150.00	$250.00	No
Hunt or molest wildlife	7(1)(f)	$200.00	$150.00	$250.00	No
Feed wildlife or leave attractant	7(1)(g)	$200.00	$150.00	$250.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Contaminate park or waterway	7(1)(h)	$300.00	$225.00	$375.00	No
Littering	7(3)	$200.00	$150.00	$250.00	No
Illegal dumping	7(4)	$300.00	$225.00	$375.00	No
Illegal fire	7(5)	$300.00	$225.00	$375.00	No
Unattended fire	7(6)	$200.00	$150.00	$250.00	No
Smoke in park	7(8)	$200.00	$150.00	$250.00	No
Cut or remove tree	7(9)	$500.00	$375.00	$500.00	No
No cycling	7(10)	$200.00	$150.00	$250.00	No
Travel off designated trail	7(11)	$200.00	$150.00	$250.00	No
In the drinking water protection zone	7(12)	$200.00	$150.00	$250.00	No
Dog not under control	8(1)(a)	$200.00	$150.00	$250.00	No
Dog off leash	8(1)(b)	$200.00	$150.00	$250.00	No
Dog on beach or picnic area	8(1)(c)	$200.00	$150.00	$250.00	No
Dog faeces not removed	8(1)(d)	$200.00	$150.00	$250.00	No
Dog disturbing people or wildlife	8(1)(f)	$300.00	$225.00	$375.00	No
Domestic animal not under control	8(5)	$200.00	$150.00	$250.00	No
Horse in prohibited area	8(7)	$200.00	$150.00	$250.00	No
Possess or discharge firearm or explosive	9(1)	$200.00	$150.00	$250.00	No
Vehicle off road	10(1)	$300.00	$225.00	$375.00	No
Illegal parking	10(3)	$50.00	$37.50	$62.50	No
Off-road vehicle use in park	10(9)	$300.00	$225.00	$375.00	No
Commercial activity without permit	11(1)(b)	$400.00	$300.00	$500.00	No
Special use event without permit	12(1)(a)	$200.00	$150.00	$250.00	No
Failure to produce permit	12(1)(b)	$200.00	$150.00	$250.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Breach of park use permit	12(9)	$300.00	$225.00	$375.00	No

APPENDIX 19 TO BYLAW NO. 4683

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Disobey site regulations	2.1	$100.00	$75.00	$125.00	No
Fail to follow site regulations	2.2	$500.00	$375.00	$500.00	No
Non-district waste	2.3	$500.00	$375.00	$500.00	No
Deposit prohibited waste	2.5	$500.00	$375.00	$500.00	No
Deposit hazardous waste	2.8	$500.00	$375.00	$500.00	No
Deposit controlled waste	2.12	$500.00	$375.00	$500.00	No
Deposit recyclable material	2.14	$500.00	$375.00	$500.00	No
Improper deposit mandatory recyclable	2.15	$200.00	$150.00	$250.00	No
Improper deposit voluntary recyclable	2.16	$200.00	$150.00	$250.00	No
Improper deposit weeds	2.18	$50.00	$37.50	$62.50	No
Deposit EPR material	2.19	$500.00	$375.00	$500.00	No
Improper deposit EPR material	2.20	$200.00	$150.00	$250.00	No
Deposit HHW by commercial hauler	2.21	$200.00	$150.00	$250.00	No
Deposit HHW	2.22	$100.00	$75.00	$125.00	No
Improper deposit of HHW	2.23	$50.00	$37.50	$62.50	No
Deposit contaminated demo waste	2.25	$300.00	$225.00	$375.00	No
Improper deposit sorted demo waste	2.26	$200.00	$150.00	$250.00	No
Improper deposit kitchen scraps	2.27	$200.00	$150.00	$250.00	No
Fail to source separate solid waste	2.28	$500.00	$375.00	$500.00	No
Fail to pay fee	3.1	$300.00	$225.00	$375.00	No
Deposit while charge unpaid	3.2(b)	$100.00	$75.00	$125.00	No
Uncovered/unsecured load	Sch. B, Reg. 2.1	$100.00	$75.00	$125.00	No
Load not ready for disposal	Sch. B, Reg. 2.3	$100.00	$75.00	$125.00	No
Drive off designated roads	Sch. B, Reg. 3.1	$100.00	$75.00	$125.00	No
Fail to obey signs	Sch. B, Reg. 3.2	$100.00	$75.00	$125.00	No

APPENDIX 19 TO BYLAW NO. 4683

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to follow directions	Sch. B, Reg. 3.3	$100.00	$75.00	$125.00	No
Scavenging	Sch. B, Reg. 3.5	$100.00	$75.00	$125.00	No
Loitering on site	Sch. B, Reg. 3.6	$100.00	$75.00	$125.00	No
Vehicle washing	Sch. B, Reg. 3.7	$100.00	$75.00	$125.00	No
Disorderly conduct	Sch. B, Reg. 3.8	$100.00	$75.00	$125.00	No
Overweight vehicle	Sch. B, Reg. 3.9	$100.00	$75.00	$125.00	No
Children on site	Sch. B, Reg. 4.2	$50.00	$37.50	$62.50	No
Pets at site	Sch. B, Reg. 4.3	$50.00	$37.50	$62.50	No
Smoking at disposal site	Sch. B, Reg. 4.4	$100.00	$75.00	$125.00	No
Use electronic device while driving	Sch. B, Reg. 4.7	$100.00	$75.00	$125.00	No
No protective equipment	Sch. B, Reg. 4.8	$50.00	$37.50	$62.50	No
Unauthorized videotaping or photography on site	Sch. B, Reg. 3.12	$100.00	$75.00	$125.00	No

APPENDIX 20 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Hinder/prevent inspection	3	$500.00	$375.00	$500.00	No
Wasting water	7(3)	$200.00	$150.00	$250.00	No
Wasting water during stage 2	7(3)	$300.00	$225.00	$375.00	No
Wasting water during stage 3	7(3)	$400.00	$300.00	$500.00	No
Use water contrary to bylaw	7(4)	$200.00	$150.00	$250.00	No
Stage 1 – water lawn contrary to days/times	Sch. A1.(1)(a)	$200.00	$150.00	$250.00	$200.00
Stage 1 – water contrary to restrictions	Sch. A1.(1)(b)	$200.00	$150.00	$250.00	No
Stage 1 – operate public spray park contrary to restrictions	Sch. A1.(1)(c)	$200.00	$150.00	$250.00	No
Stage 1 – public authority watering contrary to days/times	Sch. A1.(2)(b)	$200.00	$150.00	$250.00	No
Stage 1 – watering golf courses contrary to restrictions	Sch. A1.(2)(c)	$200.00	$150.00	$250.00	No
Stage 2 – water lawn contrary to days/times	Sch. A2.(1)(a)	$250.00	$187.50	$312.50	No
Stage 2 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A2.(1)(b)(i)	$250.00	$187.50	$312.50	No
Stage 2 – use motion-activated sprinkler device	Sch. A2.(1)(b)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water cemetery lawn	Sch. A2.(1)(b)(iii)	$250.00	$187.50	$312.50	No
Stage 2 – operate public spray park contrary to restrictions	Sch. A2.(1)(c)	$250.00	$187.50	$312.50	No
Stage 2 – fill ornamental fountain	Sch. A2.(1)(d)(i)	$250.00	$187.50	$312.50	No
Stage 2 – operate ornamental fountain	Sch. A2.(1)(d)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water contrary to restrictions	Sch. A2.(1)(e)	$250.00	$187.50	$312.50	No
Stage 2 – public authority watering contrary to days/times	Sch. A2.(2)(b)	$250.00	$187.50	$312.50	No

APPENDIX 20 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Stage 2 – watering golf courses contrary to restrictions	Sch. A2.(2)(c)	$250.00	$187.50	$312.50	No
Stage 3 – water lawn, turf, or boulevard	Sch. A3.(1)(a)(i)	$400.00	$300.00	$500.00	No
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3.(1)(a)(ii)	$400.00	$300.00	$500.00	No
Stage 3 – operate a public spray park	Sch. A3.(1)(a)(iii)	$400.00	$300.00	$500.00	No
Stage 3 – operate or fill ornamental fountain	Sch. A3.(1)(a)(iv)	$400.00	$300.00	$500.00	No
Stage 3 –wash vehicle or boat with water	Sch. A3.(1)(a)(v)	$400.00	$300.00	$500.00	No
Stage 3 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A3.(1)(a)(vi)	$400.00	$300.00	$500.00	No
Stage 3 – use motion-activated sprinkler device	Sch. A3.(1)(a)(vii)	$400.00	$300.00	$500.00	No
Stage 3 – leave water service turned on	Sch. A3.(1)(a)(viii)	$400.00	$300.00	$500.00	No
Stage 3 – water contrary to restrictions	Sch. A3.(1)(b)	$400.00	$300.00	$500.00	No
Stage 3 – watering golf courses contrary to days/times	Sch. A3.(2)(a)	$400.00	$300.00	$500.00	No
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3.(2)(b)	$400.00	$300.00	$500.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge restricted waste	2.1(b)	$500.00	$375.00	$500.00	No
High volume discharge	2.1(c)	$200.00	$150.00	$250.00	No
Discharge without a permit and contrary to code of practice	2.1(d)	$200.00	$150.00	$250.00	No
Unauthorized discharge of excess uncontaminated water	2.1(e)	$200.00	$150.00	$250.00	No
Unauthorized discharge of septage	2.3	$500.00	$375.00	$500.00	No
Unauthorized discharge of trucked liquid waste	2.4	$500.00	$375.00	$500.00	No
Discharge to dilute non-domestic waste	2.5	$500.00	$375.00	$500.00	No
Fail to provide spill containment	2.8(a)	$150.00	$112.50	$187.50	No
Fail to post name and phone number as required	2.8(b)	$100.00	$75.00	$125.00	No
Unauthorized discharge of kitchen equipment cleaning waste	2.12	$500.00	$375.00	$500.00	No
Fail to adjust Ph	2.13(a)	$500.00	$375.00	$500.00	No
Fail to maintain complete records	2.13(b)	$200.00	$150.00	$250.00	No
Fail to apply for permit	3.3	$250.00	$187.50	$312.50	No
Fail to comply with authorization terms or conditions	3.7	$500.00	$375.00	$500.00	No
Bypass waste control works	5.2	$500.00	$375.00	$500.00	No
Fail to maintain complete records, monitoring	6.1(a)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, administration	6.1(b)	$200.00	$150.00	$250.00	No
Fail to report unlawful discharge to a manager or officer	7.1(a)	$250.00	$187.50	$312.50	No
Fail to report unlawful discharge to owner	7.1(b)	$250.00	$187.50	$312.50	No
Fail to provide information to manager	7.2(a)	$250.00	$187.50	$312.50	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
on premises					
Fail to provide information to on location	7.2(b)	$250.00	$187.50	$312.50	No
Fail to provide information to on contact person	7.2(c)	$250.00	$187.50	$312.50	No
Fail to provide information to on time, date and duration	7.2(d)	$250.00	$187.50	$312.50	No
Fail to provide information to on type	7.2(e)	$250.00	$187.50	$312.50	No
Fail to provide information to on volume	7.2(f)	$250.00	$187.50	$312.50	No
Fail to provide information to on corrective action	7.2(g)	$250.00	$187.50	$312.50	No
Fail to confine unlawful discharge	7.3(a)	$500.00	$375.00	$500.00	No
Fail to dispose of substance properly	7.3(b)	$500.00	$375.00	$500.00	No
Fail to give 90 days notice of new activity	7.4(a)	$250.00	$187.50	$312.50	No
Fail to give 90 days notice of activity change	7.4(b)	$250.00	$187.50	$312.50	No
Inaccessible monitoring point	9.6	$250.00	$187.50	$312.50	No
Hinder/prevent inspection	13.1	$500.00	$375.00	$312.50	No
Discharge of restricted waste	Sch. I, 2.1(a)	$200.00	$150.00	$500.00	No
Discharge of prohibited waste	Sch. I, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. I, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge of stormwater to sewer	Sch. I, 2.1(d)	$200.00	$150.00	$500.00	No
Fail to install grease interceptor	Sch. I, 2.2	$500.00	$375.00	$250.00	No
Fail to maintain grease interceptor	Sch. I, 2.3	$150.00	$112.50	$500.00	No
Installation of unapproved treatment works	Sch. I, 2.4	$250.00	$187.50	$187.50	No
Alternate treatment works non-compliant with permit or authorization	Sch. I, 2.5	$200.00	$150.00	$500.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to clean out grease interceptor	Sch. I, 2.6	$200.00	$150.00	$500.00	No
Accumulation of excess grease or solids	Sch. I, 2.7	$200.00	$150.00	$500.00	No
Disposal of oil and grease to sewer	Sch. I, 2.8	$200.00	$150.00	$500.00	No
Use of agents facilitating bypass of grease	Sch. I, 2.9	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, sink	Sch. I, 2.10(a)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, exhaust hood	Sch. I, 2.10(b)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, drain	Sch. I, 2.10(c)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, compactor	Sch. I, 2.10(d)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, dishwasher	Sch. I, 2.10(e)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, grease bearing fixture	Sch. I, 2.10(f)	$200.00	$150.00	$500.00	No
Fail to install works preventing discharge of rainwater to sewer	Sch. I, 2.11	$200.00	$150.00	$500.00	No
Connection of a toilet or urinal	Sch. I, 2.12(a)	$100.00	$75.00	$187.50	No
Connection of a hand sink	Sch. I, 2.12(b)	$100.00	$75.00	$125.00	No
Connection of a mop sink	Sch. I, 2.12(c)	$100.00	$75.00	$125.00	No
Connection of fixture discharging solids	Sch. I, 2.12(d)	$100.00	$75.00	$125.00	No
Connection of drain receiving uncontaminated water	Sch. I, 2.12(e)	$100.00	$75.00	$125.00	No
Unapproved grease interceptor rating greater than 100gpm	Sch. I, 2.13	$150.00	$112.50	$125.00	No
Unapproved grease interceptor rating less than 100gpm	Sch. I, 2.14	$150.00	$112.50	$187.50	No

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unapproved grease interceptor design and installation	Sch. I, 2.15	$200.00	$150.00	$250.00	No
Fail to install flow control device	Sch. I, 2.20	$200.00	$150.00	$250.00	No
Fail to properly size or install flow control device	Sch. I, 2.21(a)	$200.00	$150.00	$250.00	No
Flow control cannot be verified	Sch. I, 2.21(b)	$200.00	$150.00	$250.00	No
Fail to install correct flow control device	Sch. I, 2.21(c)	$200.00	$150.00	$250.00	No
Inaccessible grease interceptor	Sch. I, 2.22	$200.00	$150.00	$250.00	No
Grease interceptor installed in confined space	Sch. I, 2.23	$200.00	$150.00	$250.00	No
Fail to correctly install monitoring point, as required	Sch. I, 2.24(a)	$200.00	$150.00	$250.00	No
Improper monitoring point	Sch. I, 2.24(b)	$200.00	$150.00	$250.00	No
Inaccessible monitoring point	Sch. I, 2.24(c)	$200.00	$150.00	$250.00	No
Fail to remove cover of grease interceptor	Sch. I, 2.26	$200.00	$150.00	$250.00	No
Improper connection of food grinder	Sch. I, 2.27	$200.00	$150.00	$250.00	No
Fail to install solids interceptor	Sch. I, 2.28	$200.00	$150.00	$250.00	No
Fail to maintain solids separator	Sch. I, 2.29	$200.00	$150.00	$250.00	No
Fail to keep operation manual	Sch. I, 3.1	$200.00	$150.00	$250.00	No
Fail to keep records available for inspection	Sch. I, 3.2	$200.00	$150.00	$250.00	No
Fail to maintain complete records, date	Sch. I, 3.2(a)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, maintenance	Sch. I, 3.2(b)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, material removed	Sch. I, 3.2(c)	$200.00	$150.00	$250.00	No
Fail to maintain complete records,	Sch. I, 3.2(d)	$200.00	$150.00	$250.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
location of disposal					
Fail to retain records, maintenance and disposal	Sch. I, 3.3	$200.00	$150.00	$250.00	No
Fail to retain records, installed grease interceptor	Sch. I, 3.4	$200.00	$150.00	$250.00	No
Fail to maintain records, electronic records	Sch. I, 3.5	$200.00	$150.00	$250.00	No
Fail to maintain records, self-clean	Sch. I, 3.6	$200.00	$150.00	$250.00	No
Discharge prohibited waste	Sch. J, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. J, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge excessive tetrachloroethylene	Sch. J, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge residue	Sch. J, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. J, 2.1(e)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. J, 2.2	$200.00	$150.00	$250.00	No
Fail to manage wastewater off-site	Sch. J, 2.3	$250.00	$187.50	$312.50	No
Fail to install second separator	Sch. J, 2.4(a)	$500.00	$375.00	$500.00	No
Fail to install filter	Sch. J, 2.4(b)	$500.00	$375.00	$500.00	No
Fail to install alarm	Sch. J, 2.4(c)	$500.00	$375.00	$500.00	No
Fail to install second filter	Sch. J, 2.4(d)	$500.00	$375.00	$500.00	No
Fail to install works in correct order	Sch. J, 2.5	$200.00	$150.00	$250.00	No
Treatment works not accessible	Sch. J, 2.6	$200.00	$150.00	$250.00	No
Treatment works location, confined space	Sch. J, 2.7	$200.00	$150.00	$250.00	No
Fail to maintain machines	Sch. J, 2.8	$200.00	$150.00	$250.00	No
Fail to replace filter before expiry date	Sch. J, 2.9(a)	$200.00	$150.00	$250.00	No
Fail to replace filter after alarm	Sch. J, 2.9(b)	$200.00	$150.00	$250.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to replace filter after elevated concentration	Sch. J, 2.9(c)	$200.00	$150.00	$250.00	No
Fail to correctly install monitoring point	Sch. J, 2.10(a)	$200.00	$150.00	$250.00	No
Inaccessible monitoring point	Sch. J, 2.10(b)	$200.00	$150.00	$250.00	No
Fail to protect sewer against spills	Sch. J, 3.1	$200.00	$150.00	$250.00	No
Fail to install spill containment system	Sch. J, 3.2	$200.00	$150.00	$250.00	No
Undersized containment	Sch. J, 3.3	$200.00	$150.00	$250.00	No
Open drains in containment	Sch. J, 3.4	$200.00	$150.00	$250.00	No
Fail to block drains in contamination area	Sch. J, 3.5	$200.00	$150.00	$250.00	No
Discharge untested stormwater from containment	Sch. J, 3.6	$200.00	$150.00	$250.00	No
Fail to prepare spill response plan	Sch. J, 4.1	$200.00	$150.00	$250.00	No
Fail to prepare spill response plan within 30 days	Sch. J, 4.2	$200.00	$150.00	$250.00	No
Fail to post spill response plan	Sch. J, 4.3	$100.00	$75.00	$125.00	No
Fail to stock spill response materials	Sch. J, 4.4	$100.00	$75.00	$125.00	No
Fail to include plugs	Sch. J, 4.5	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. J, 4.6	$200.00	$150.00	$250.00	No
Fail to maintain complete records, date	Sch. J, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, inspection	Sch. J, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, carbon replaced	Sch. J, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material removed	Sch. J, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records	Sch. J, 5.2	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. J, 5.3	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to retain operation manual	Sch. J, 5.4	$100.00	$75.00	$125.00	No
Discharge excess contaminants, silver	Sch. K, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge of prohibited waste	Sch. K, 2.1(b)	$200.00	$150.00	$250.00	No
Fail to manage waste off-site	Sch. K, 2.2(a)	$200.00	$150.00	$250.00	No
Fail to treat wastes	Sch. K, 2.2(b)	$500.00	$375.00	$500.00	No
Fail to install and maintain equipment	Sch. K, 2.3	$100.00	$75.00	$125.00	No
Fail to use metering pump	Sch. K, 2.4	$100.00	$75.00	$125.00	No
Fail to calibrate metering pump	Sch. K, 2.5	$100.00	$75.00	$125.00	No
Fail to properly locate recovery system as required	Sch. K, 2.6	$100.00	$75.00	$125.00	No
Fail to install spill containment or cap drains	Sch. K, 2.7	$150.00	$112.50	$187.50	No
Fail to test effluent	Sch. K, 2.8	$100.00	$75.00	$125.00	No
Fail to install flow meter	Sch. K, 2.9(a)	$100.00	$75.00	$125.00	No
Fail to test discharge	Sch. K, 2.9(b)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge as recommended	Sch. K, 2.10(a)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge at 80% capacity	Sch. K, 2.10(b)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge over 1000 mg/L	Sch. K, 2.10(c)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge for excess silver	Sch. K, 2.10(d)	$100.00	$75.00	$125.00	No
Fail to replace both silver recovery cartridges	Sch. K, 2.11	$100.00	$75.00	$125.00	No
Treatment works not accessible	Sch. K, 2.14	$100.00	$75.00	$125.00	No
Treatment works location, confined space	Sch. K, 2.15	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Improper outlet location	Sch. K, 2.16(a)	$100.00	$75.00	$125.00	No
Monitoring point not accessible	Sch. K, 2.16(b)	$100.00	$75.00	$125.00	No
Fail to keep maintenance manual	Sch. K, 3.1	$100.00	$75.00	$125.00	No
Fail to maintain complete records, serial number	Sch. K, 3.2(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date	Sch. K, 3.2(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, expiry date	Sch. K, 3.2(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, capacity	Sch. K, 3.2(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, calibrator	Sch. K, 3.2(e)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, tests	Sch. K, 3.2(f)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, repair/replacement	Sch. K, 3.2(g)	$100.00	$75.00	$125.00	No
Fail to maintain complete records on electrolytic unit	Sch. K, 3.3(a)	$100.00	$75.00	$125.00	No
Fail to record date of silver removal	Sch. K, 3.3(b)	$100.00	$75.00	$125.00	No
Fail to record maintenance/repair information	Sch. K, 3.3(c)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, company name	Sch. K, 3.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, material type	Sch. K, 3.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, material quantity	Sch. K, 3.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, transfer date	Sch. K, 3.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. K, 3.5	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. L, 2.1(a)	$200.00	$150.00	$250.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge restricted waste	Sch. L, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of wastewater, elevated mercury concentration	Sch. L, 2.1(c)	$200.00	$150.00	$250.00	No
Fail to manage wastewater off-site	Sch. L, 2.3(a)	$250.00	$187.50	$312.50	No
Fail to treat wastewater prior to sewer discharge	Sch. L, 2.3(b)	$250.00	$187.50	$312.50	No
Amalgam separator not certified	Sch. L, 2.4	$150.00	$112.50	$187.50	No
Fail to correctly install and maintain amalgam separator	Sch. L, 2.5	$150.00	$112.50	$187.50	No
Fail to install proper flow control	Sch. L, 2.6(a)	$150.00	$112.50	$187.50	No
Fail to install flow control, water supply line	Sch. L, 2.6(b)	$150.00	$112.50	$187.50	No
Fail to install flow control, specified flow rate	Sch. L, 2.7	$150.00	$112.50	$187.50	No
Improper storage of collecting containers	Sch. L, 2.8	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. L, 2.9	$150.00	$112.50	$187.50	No
Fail to replace collecting container, expiry date	Sch. L, 2.10(a)	$150.00	$112.50	$187.50	No
Fail to replace collecting container, warning level	Sch. L, 2.10(b)	$150.00	$112.50	$187.50	No
Fail to replace collecting container, elevated mercury	Sch. L, 2.10(c)	$150.00	$112.50	$187.50	No
Improper disposal to sewer	Sch. L, 2.11	$150.00	$112.50	$187.50	No
Inaccessible amalgam separator	Sch. L, 2.12	$150.00	$112.50	$187.50	No
Amalgam separator installed in confined space	Sch. L, 2.13	$150.00	$112.50	$187.50	No
Fait to correctly install monitoring point	Sch. L, 2.14(a)	$100.00	$75.00	$125.00	No
Fail to include total flow	Sch. L, 2.14(b)	$100.00	$75.00	$125.00	No

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Inaccessible monitoring point	Sch. L, 2.14(c)	$150.00	$112.50	$187.50	No
Fail to keep maintenance manual	Sch. L, 3.1	$100.00	$75.00	$125.00	No
Fail to post ISO standard test report	Sch. L, 3.2	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of install	Sch. L, 3.3(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, serial number	Sch. L, 3.3(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maximum flow rate	Sch. L, 3.3(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspection	Sch. L, 3.3(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, description of problems	Sch. L, 3.3(e)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. L, 3.3(f)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, dates of waste pick-up	Sch. L, 3.3(g)	$100.00	$75.00	$125.00	No
Fail to retain records, five years	Sch. L, 3.4	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. M, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. M, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge excess oil and grease	Sch. M, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge excess uncontaminated water	Sch. M, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge fuel-water	Sch. M, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge from parts washer	Sch. M, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge from oily rag washing	Sch. M, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge from engine washing	Sch. M, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. M, 2.2	$100.00	$75.00	$125.00	No
Unauthorized discharge of groundwater	Sch. M, 2.3	$150.00	$112.50	$187.50	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install treatment works	Sch. M, 2.4	$500.00	$375.00	$500.00	No
Fail to install properly sized separator	Sch. M, 2.6	$150.00	$112.50	$187.50	No
Fail to treat discharge	Sch. M, 2.7	$150.00	$112.50	$187.50	No
Unauthorized discharge to treatment works	Sch. M, 2.8	$100.00	$75.00	$125.00	No
Use of chemical agents	Sch. M, 2.9	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. M, 2.10(a)	$100.00	$75.00	$125.00	No
Improper monitoring point	Sch. M, 2.10(b)	$100.00	$75.00	$125.00	No
Inaccessible treatment works	Sch. M, 2.11	$100.00	$75.00	$125.00	No
Accumulation of excessive oil and grease	Sch. M, 2.12	$100.00	$75.00	$125.00	No
Accumulation of excessive solids	Sch. M, 2.13	$100.00	$75.00	$125.00	No
Fail to inspect separator	Sch. M, 2.14	$100.00	$75.00	$125.00	No
Fail to clean separator	Sch. M, 2.15	$150.00	$112.50	$187.50	No
Fail to conduct annual cleaning	Sch. M, 2.16	$150.00	$112.50	$187.50	No
Fail to provide spill containment, used batteries	Sch. M, 3.1(a)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, used solvents	Sch. M, 3.1(b)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, fuel tanks	Sch. M, 3.1(c)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, prohibited waste	Sch. M, 3.1(d)	$150.00	$112.50	$187.50	No
Fail to supervise discharge	Sch. M, 3.2	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. M, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. M, 4.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. M, 4.3	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to follow spill response plan	Sch. M, 4.4	$200.00	$150.00	$250.00	No
Fail to inspect following spill	Sch. M, 4.5	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. M, 4.6	$150.00	$112.50	$187.50	No
Fail to stock spill response materials	Sch. M, 4.7	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspection	Sch. M, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. M, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material depth	Sch. M, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, quantity removed	Sch. M, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. M, 5.1(e)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. M, 5.2	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, name	Sch. M, 5.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. M, 5.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. M, 5.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. M, 5.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. M, 5.5	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. N, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. N, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. N, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge from engine washing	Sch. N, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of trucked liquid waste	Sch. N, 2.1(e)	$200.00	$150.00	$250.00	No

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Discharge of carpet cleaning waste	Sch. N, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge of recreational vehicle waste	Sch. N, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge from oily rag washing	Sch. N, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. N, 2.2	$100.00	$75.00	$125.00	No
Unauthorized discharge of groundwater	Sch. N, 2.3	$150.00	$112.50	$187.50	No
Discharge untreated waste into sewer	Sch. N, 2.4	$500.00	$375.00	$500.00	No
Fail to install treatment works	Sch. N, 2.6	$500.00	$375.00	$500.00	No
Fail to install properly designed and sized interceptor	Sch. N, 2.7(a)	$150.00	$112.50	$187.50	No
Fail to install properly designed three chamber interceptor	Sch. N, 2.7(b)	$150.00	$112.50	$187.50	No
Fail to treat discharge	Sch. N, 2.8	$150.00	$112.50	$187.50	No
Unauthorized discharge to treatment works	Sch. N, 2.9	$100.00	$75.00	$125.00	No
Use of chemical agents	Sch. N, 2.10	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. N, 2.11(a)	$100.00	$75.00	$125.00	No
Improper monitoring point	Sch. N, 2.11(b)	$100.00	$75.00	$125.00	No
Inaccessible treatment works	Sch. N, 2.12	$100.00	$75.00	$125.00	No
Accumulation of excessive oil and grease in treatment works	Sch. N, 2.13	$100.00	$75.00	$125.00	No
Accumulation of excessive solids in treatment works	Sch. N, 2.14	$100.00	$75.00	$125.00	No
Fail to inspect treatment works	Sch. N, 2.15	$100.00	$75.00	$125.00	No
Fail to clean treatment works	Sch. N, 2.16	$150.00	$112.50	$187.50	No
Fail to conduct required cleaning of treatment works	Sch. N, 2.17	$150.00	$112.50	$187.50	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to display signs	Sch. N, 2.18	$100.00	$75.00	$125.00	No
Engine washing	Sch. N, 2.19	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. N, 3.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. N, 3.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. N, 3.3	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. N, 3.4	$200.00	$150.00	$250.00	No
Fail to inspect treatment works following spill	Sch. N, 3.5	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. N, 3.6	$150.00	$112.50	$187.50	No
Fail to stock materials	Sch. N, 3.7	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspections	Sch. N, 4.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. N, 4.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material depth	Sch. N, 4.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, quantity removed	Sch. N, 4.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. N, 4.1(e)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. N, 4.2	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, name	Sch. N, 4.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. N, 4.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. N, 4.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. N, 4.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. N, 4.5	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge prohibited waste	Sch. O, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge hazardous waste	Sch. O, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. O, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge stormwater	Sch. O, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. O, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge excess total suspended solids	Sch. O, 2.1(f)	$200.00	$150.00	$250.00	No
Fail to treat waste	Sch. O, 2.2(b)	$500.00	$375.00	$500.00	No
Fail to visually inspect	Sch. O, 2.3(a)	$150.00	$112.50	$187.50	No
Fail to maintain screen	Sch. O, 2.3(b)	$150.00	$112.50	$187.50	No
Discharge unscreened waste	Sch. O, 2.4	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. O, 2.5	$150.00	$112.50	$187.50	No
Fail to inspect equipment for leaks, hoses	Sch. O, 2.7(a)	$100.00	$75.00	$125.00	No
Fail to inspect filter gaskets	Sch. O, 2.7(b)	$100.00	$75.00	$125.00	No
Fail to inspect pumps	Sch. O, 2.7(c)	$100.00	$75.00	$125.00	No
Fail to inspect holding tanks	Sch. O, 2.7(d)	$100.00	$75.00	$125.00	No
Fail to prevent discharge to sewer	Sch. O, 2.8(a)	$100.00	$75.00	$125.00	No
Fail to repair leak within 72 hours	Sch. O, 2.8(b)	$100.00	$75.00	$125.00	No
Fail to keep records, inspection	Sch. O, 3.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, leaks	Sch. O, 3.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, screen replacement	Sch. O, 3.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, maintenance	Sch. O, 3.1(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. O, 3.2	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge prohibited waste, excess contaminants, water	Sch. P, 2.1	$200.00	$150.00	$250.00	No
Fail to neutralize pH waste	Sch. P, 2.2	$150.00	$112.50	$187.50	No
Fail to remove solids	Sch. P, 2.3	$500.00	$375.00	$500.00	No
Fail to filter waste	Sch. P, 2.4(b)	$500.00	$375.00	$500.00	No
Fail to correctly install sampling tee	Sch. P, 2.7(a)	$100.00	$75.00	$125.00	No
Improper sampling tee	Sch. P, 2.7(b)	$100.00	$75.00	$125.00	No
Inaccessible sampling tee	Sch. P, 2.9	$150.00	$112.50	$187.50	No
Fail to keep records, mash tun	Sch. P, 3.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, kettle wash	Sch. P, 3.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, back flush	Sch. P, 3.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, yeast residue	Sch. P, 3.1(d)	$100.00	$75.00	$125.00	No
Fail to keep records, location of sampling tee	Sch. P, 3.1(e)	$100.00	$75.00	$125.00	No
Fail to keep records, pH adjustment	Sch. P, 3.1(f)	$100.00	$75.00	$125.00	No
Fail to keep records, date of testing	Sch. P, 3.1(g)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. P, 3.2	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. Q, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge hazardous waste	Sch. Q, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. Q, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge solvent rinse	Sch. Q, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge inks	Sch. Q, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge etching solution	Sch. Q, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge cleaning solvents	Sch. Q, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. Q, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. Q, 2.2	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install trade waste interceptor	Sch. Q, 2.3	$500.00	$375.00	$625.00	No
Fail to install works	Sch. Q, 2.4	$500.00	$375.00	$625.00	No
Fail to install and calibrate metering pump	Sch. Q, 2.6	$150.00	$112.50	$187.50	No
Fail to replace treatment works as recommended	Sch. Q, 2.8(a)	$150.00	$112.50	$187.50	No
Fail to replace treatment works at 80% capacity	Sch. Q, 2.8(b)	$150.00	$112.50	$187.50	No
Fail to replace treatment works total oil and grease at breakthrough	Sch. Q, 2.8(c)	$150.00	$112.50	$187.50	No
Fail to replace treatment works at breakthrough of oil and grease	Sch. Q, 2.8(d)	$150.00	$112.50	$187.50	No
Fail to properly size trade waste interceptor	Sch. Q, 2.11	$150.00	$112.50	$187.50	No
Bypass of treatment equipment	Sch. Q, 2.12	$150.00	$112.50	$187.50	No
Fail to divert domestic waste	Sch. Q, 2.13	$150.00	$112.50	$187.50	No
Use of chemical agents	Sch. Q, 2.15	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. Q, 2.16(a)	$100.00	$75.00	$125.00	No
Inaccessible monitoring point	Sch. Q, 2.16(b)	$150.00	$112.50	$187.50	No
Inaccessible treatment works	Sch. Q, 2.17	$150.00	$112.50	$187.50	No
Accumulation of floating material	Sch. Q, 2.18	$150.00	$112.50	$187.50	No
Accumulation of excessive solids	Sch. Q, 2.19	$150.00	$112.50	$187.50	No
Fail to inspect trade waste interceptor	Sch. Q, 2.20	$100.00	$75.00	$125.00	No
Fail to maintain trade waste interceptor	Sch. Q, 2.21	$150.00	$112.50	$187.50	No
Fail to clean trade waste interceptor	Sch. Q, 2.22	$150.00	$112.50	$187.50	No
Fail to provide spill containment for solvents	Sch. Q, 3.1(a)	$150.00	$112.50	$187.50	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to provide spill containment for waste solvents	Sch. Q, 3.1(b)	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. Q, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 60 days	Sch. Q, 4.2	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. Q, 4.3	$200.00	$150.00	$250.00	No
Fail to inspect following spill	Sch. Q, 4.4	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. Q, 4.5	$150.00	$112.50	$187.50	No
Fail to stock materials	Sch. Q, 4.6	$100.00	$75.00	$125.00	No
Fail to maintain complete records, inspections	Sch. Q, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. Q, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material removed	Sch. Q, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. Q, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, installation date	Sch. Q, 5.2(a)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, serial numbers	Sch. Q, 5.2(b)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, expiry date	Sch. Q, 5.2(c)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, capacity	Sch. Q, 5.2(d)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, calibration dates	Sch. Q, 5.2(e)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, problems	Sch. Q, 5.2(f)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. Q, 5.3	$100.00	$75.00	$125.00	No
Fail to maintain spill response plan	Sch. Q, 5.4	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain record of waste disposal, name	Sch. Q, 5.5(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. Q, 5.5(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. Q, 5.5(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. Q, 5.5(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. Q, 5.6	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. S, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. S, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge waste containing mercury	Sch. S, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge waste containing PCBs	Sch. S, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge waste containing dioxin TEQ	Sch. S, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge waste containing halogenated solvents	Sch. S, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge waste containing chlorinated phenols	Sch. S, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge waste containing pesticides	Sch. S, 2.1(h)	$200.00	$150.00	$250.00	No
Discharge excess seawater	Sch. S, 2.1(i)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. S, 2.1(j)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. S, 2.2	$100.00	$75.00	$125.00	No
Fail to correctly install monitoring point	Sch. S, 2.4	$100.00	$75.00	$125.00	No
Fail to install monitoring point following improvement, lab	Sch. S, 2.5(a)	$100.00	$75.00	$125.00	No
Fail to install monitoring point following improvement, plumbing	Sch. S, 2.5(b)	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install monitoring point after exceeding criteria	Sch. S, 2.5(c)	$100.00	$75.00	$125.00	No
Fail to use proper methods	Sch. S, 2.6	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. S, 3.1	$150.00	$112.50	$187.50	No
Discharge unauthorized waste	Sch. S, 3.2	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. S, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. S, 4.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. S, 4.3	$50.00	$37.50	$62.50	No
Fail to maintain spill response equipment	Sch. S, 4.4	$100.00	$75.00	$125.00	No
Fail to carry out spill response plan	Sch. S, 4.5	$200.00	$150.00	$250.00	No
Fail to remove spilled materials	Sch. S, 4.6	$150.00	$112.50	$187.50	No
Fail to keep records, name	Sch. S, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, type of waste	Sch. S, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, amount	Sch. S, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, date of transfer	Sch. S, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to list procedures	Sch. S, 5.2	$100.00	$75.00	$125.00	No
Fail to maintain inventory	Sch. S, 5.3	$100.00	$75.00	$125.00	No
Fail to maintain written procedures	Sch. S, 5.4	$100.00	$75.00	$125.00	No
Fail to maintain test records	Sch. S, 5.5	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. S, 5.6	$100.00	$75.00	$125.00	No

APPENDIX 22 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obey order to leave dock	3	$150.00	$112.50	$187.50	No
Hinder authorized personnel	4	$200.00	$150.00	$250.00	No
Interfere with lawful use of dock	7	$100.00	$75.00	$125.00	No
Disorderly behaviour	8	$100.00	$75.00	$125.00	No
Noise which disturbs	9	$100.00	$75.00	$125.00	No
Possession of open liquor	10	$100.00	$75.00	$125.00	No
Unlawful sign	11	$100.00	$75.00	$125.00	No
Cause damage to dock	12	$100.00	$75.00	$125.00	No
Damage CRD sign	13	$100.00	$75.00	$125.00	No
Littering	14	$100.00	$75.00	$125.00	No
Unlawful storage	15	$100.00	$75.00	$125.00	No
Unattended vessel in loading zone	16	$100.00	$75.00	$125.00	No
Vessel in loading zone more than 15 minutes	17	$100.00	$75.00	$125.00	No
Unlawful mooring in airport zone	18	$100.00	$75.00	$125.00	No
Failure to vacate airport zone	19	$100.00	$75.00	$125.00	No
Unlawful driving on dock	20(1)	$100.00	$75.00	$125.00	No
Unattended vehicle on dock	21	$100.00	$75.00	$125.00	No
Unattended vehicle on dock	22	$100.00	$75.00	$125.00	No
Unauthorized business on dock	24	$100.00	$75.00	$125.00	No
Unauthorized structure on dock	25(4)	$100.00	$75.00	$125.00	No
Fail to pay moorage fees	25(6)	$100.00	$75.00	$125.00	No
Fail to obtain licence	26	$150.00	$112.50	$187.50	No
Lingering while unloading dangerous goods	27	$200.00	$150.00	$250.00	No
Fail to obey order to alter position	30	$100.00	$75.00	$125.00	No

APPENDIX 22 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obey order not to moor	31	$100.00	$75.00	$125.00	No
Abandon vessel at dock	33	$100.00	$75.00	$125.00	No
Obstruct movement of other vessels	36	$100.00	$75.00	$125.00	No
Crossing dock with moorage lines	37	$100.00	$75.00	$125.00	No
Use dock for major repairs	38(1)	$100.00	$75.00	$125.00	No
Impede use of dock	38(2)	$100.00	$75.00	$125.00	No
Disobey order of Ports Manager/Wharfinger	49(2)(a)	$200.00	$150.00	$250.00	No
Disobey posted sign	49(2)(b)	$100.00	$75.00	$125.00	No

APPENDIX 23 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Obstruction of Park or Peace Officer	4(1)	$150.00	$112.50	$500.00	No
Failure to obey sign or posted notice	4(3), 12(1)	$200.00	$150.00	$250.00	No
Possession or Consumption of alcohol	4(4)	$200.00	$150.00	$250.00	No
Urinate or defecate in public	4(5)	$200.00	$150.00	$250.00	No
In park when closed	4(6)	$200.00	$150.00	$250.00	No
Undue noise	4(8)(9)	$200.00	$150.00	$250.00	No
Disorderly or dangerous conduct	4(11)	$200.00	$150.00	$250.00	No
Illegal camping	6(1)	$200.00	$150.00	$250.00	No
Destroying or damaging park features or property	7(1)	$300.00	$225.00	$375.00	No
Littering	7(3)	$200.00	$150.00	$250.00	No
Illegal dumping	7(4)	$300.00	$225.00	$375.00	No
Illegal fire	7(5)	$200.00	$150.00	$250.00	No
Unattended fire or camp stove	7(6)	$200.00	$150.00	$250.00	No
Illegal deposit of burning substance	7(7)	$200.00	$150.00	$250.00	No
Illegal smoking	7(8)	$200.00	$150.00	$250.00	No
Cut or remove tree	7(9)	$500.00	$375.00	$500.00	No
Illegal cycling	7(10)	$200.00	$150.00	$250.00	No
Domestic animal not under control	8(1)(a)	$200.00	$150.00	$250.00	No
Dog faeces not removed	8(4)	$200.00	$150.00	$250.00	No
Possess or discharge firearm	9(1)	$200.00	$150.00	$250.00	No
Possess or discharge fireworks	9(2)	$200.00	$150.00	$250.00	No
Possess or discharge slingshot	9(3)	$200.00	$150.00	$250.00	No
Possess or discharge bow or crossbow	9(4)	$200.00	$150.00	$250.00	No

APPENDIX 23 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Vehicle off road	10(1)	$200.00	$150.00	$250.00	No
Illegal parking	10(3)	$50.00	$37.50	$62.50	No
Commercial activity without permit	11(1)	$400.00	$300.00	$500.00	No
Interference in lawful use of property	12(2)	$200.00	$150.00	$250.00	No
Special use event without a permit	14(1)	$200.00	$150.00	$250.00	No
Failure to comply with terms of a permit	14(9)	$200.00	$150.00	$250.00	No

APPENDIX 24 TO BYLAW NO. 4683

SALT SPRING ISLAND LIQUID WASTE, SEWER, AND WATER FEES AND CHARGES BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge at locations other than liquid waste facility	Sch. C, Sec 5(a)	$200.00	$150.00	$250.00	No
Fail to obtain access permit	Sch. C, Sec 6(a)	$150.00	$112.50	$187.50	No
Fail to use designated intake	Sch. C, Sec 6(c)	$200.00	$150.00	$250.00	No
Fail to deposit manifest or incorrect manifest	Sch. C, Sec 6(d)	$150.00	$112.50	$187.50	No
Fail to contain load	Sch. C, Sec 6(e)	$200.00	$150.00	$250.00	No
Deposit during alarm	Sch. C, Sec 6(f)				
Fail to have compatible connection devices	Sch. C, Sec 6(g)	$100.00	$75.00	$125.00	No
Fail to discontinue discharge or spill	Sch. C, Sec 6(i)	$200.00	$150.00	$250.00	No
Fail to contain loads or spillage in transit	Sch. C, Sec 6(j)	$100.00	$75.00	$125.00	No
Unauthorized parking	Sch. C, Sec 6(k)	$50.00	$37.50	$62.50	No
Misuse water supply	Sch. C, Sec 6(l)	$100.00	$75.00	$125.00	No
Fail to designate discharge on manifest	Sch. C, Sec 6(m)	$100.00	$75.00	$125.00	No
Fail to comply with all posted speed limits	Sch. C, Sec 6(n)	$100.00	$75.00	$125.00	No
Accessing facility after hours	Sch. C, Sec 6(o)	$100.00	$75.00	$125.00	No
Fail to record information/use flow meter	Sch. C, Sec 6(p)	$100.00	$75.00	$125.00	No

APPENDIX 25 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEPTAGE DISPOSAL BYLAW NO. 2, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge at other than disposal facility	2.1	$200.00	$150.00	$250.00	No
Fail to provide information	2.7(b)	$100.00	$75.00	$125.00	No
Fail to contain load	2.7(c)	$150.00	$112.50	$187.50	No
Fail to discontinue discharge	2.8	$200.00	$150.00	$250.00	No
Fail to provide information	2.9	$100.00	$75.00	$125.00	No
Fail to clean equipment	2.10	$100.00	$75.00	$125.00	No
Discharge without permit	3.1	$100.00	$75.00	$125.00	No
Unlisted vehicle	3.2	$100.00	$75.00	$125.00	No
Fail to display company name as required	3.4	$100.00	$75.00	$125.00	No
Fail to allow entry	4.1	$200.00	$150.00	$250.00	No
Fail to allow sampling	5.1	$200.00	$150.00	$250.00	No
Using unauthorized sampling and analysis methods	5.3	$100.00	$75.00	$125.00	No
Fail to use independent agency/authorized laboratory	5.4	$100.00	$75.00	$125.00	No
Hinder/prevent inspection	8.1	$200.00	$150.00	$250.00	No

APPENDIX 26 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Hinder/prevent inspection	3	$500.00	$375.00	$500.00	No
Wasting water during Stage 1	7(3)	$200.00	$150.00	$250.00	No
Wasting water during Stage 2	7(3)	$300.00	$225.00	$375.00	No
Wasting water during Stage 3	7(3)	$400.00	$300.00	$500.00	No
Water contrary to restriction	7(4)	$200.00	$150.00	$250.00	No
Use water for once-through cooling	7(5)	$400.00	$300.00	$500.00	No
Stage 1 – water lawn contrary to even-numbered address dates/times	Sch. A1(1)(a)(i)	$200.00	$150.00	$250.00	No
Stage 1 – water lawn contrary to odd-numbered address dates/times	Sch. A1(1)(a)(ii)	$200.00	$150.00	$250.00	No
Stage 1 – water play field contrary to dates/times	Sch. A1(1)(a)(iv)	$100.00	$75.00	$125.00	No
Stage 1 – operate public spray park contrary to restrictions	Sch. A1(1)(c)	$100.00	$75.00	$125.00	No
Stage 1 – public authority watering contrary to dates/times	Sch. A1(2)(b)	$100.00	$75.00	$125.00	No
Stage 1 – watering golf courses contrary to dates/times	Sch. A1(2)(c)	$200.00	$150.00	$250.00	No
Stage 2 – water lawn contrary to even-numbered address dates/times	Sch. A2(1)(a)(i)	$250.00	$187.50	$312.50	No
Stage 2 – water lawn contrary to odd-numbered address dates/times	Sch. A2(1)(a)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – wash sidewalks/driveways /exterior surfaces	Sch. A2(1)(b)(i)	$250.00	$187.50	$312.50	No
Stage 2 – use motion-activated sprinkler device	Sch. A2(1)(b)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water cemetery lawn	Sch. A2(1)(b)(iii)	$250.00	$187.50	$312.50	No
Stage 2 – operate public spray park contrary to restrictions	Sch. A2(1)(c)	$250.00	$187.50	$312.50	No
Stage 2 – fill ornamental fountain	Sch. A2(1)(d)(i)	$250.00	$187.50	$312.50	No

APPENDIX 26 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Stage 2 – operate ornamental fountain	Sch. A2(1)(d)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water playing field contrary to dates/times	Sch. A2(1)(d)(iii)	$250.00	$187.50	$312.50	No
Public authority watering contrary to dates/times	Sch. A2(2)(b)	$200.00	$150.00	$250.00	No
Stage 2 – watering golf courses contrary to dates/times	Sch. A2(2)(c)	$250.00	$187.50	$312.50	No
Stage 3 – water lawn or boulevard	Sch. A3(1)(a)(i)	$400.00	$300.00	$500.00	No
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3(1)(a)(ii)	$400.00	$300.00	$500.00	No
Stage 3 – operate a public spray park	Sch. A3(1)(a)(iii)	$400.00	$300.00	$500.00	No
Stage 3 – fill/operate ornamental fountain	Sch. A3(1)(a)(iv)	$400.00	$300.00	$500.00	No
Stage 3 – wash vehicle/boat	Sch. A3(1)(a)(v)	$400.00	$300.00	$500.00	No
Stage 3 – wash sidewalks/driveways /exterior surfaces	Sch. A3(1)(a)(vi)	$400.00	$300.00	$500.00	No
Stage 3 – use motion-activated sprinkler device	Sch. A3(1)(a)(vii)	$400.00	$300.00	$500.00	No
Stage 3 – Public authority watering contrary to dates/times	Sch. A3(1)(b)	$400.00	$300.00	$500.00	No
Stage 3 – watering golf courses contrary to dates/times	Sch. A3(2)(a)	$400.00	$300.00	$500.00	No
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3(2)(b)	$400.00	$300.00	$500.00	No

APPENDIX 27 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unauthorized entry on water supply area lands	9	$300.00	$225.00	$375.00	No
Obstruct persons or traffic	10	$100.00	$75.00	$125.00	No
Disorderly behavior	11	$100.00	$75.00	$125.00	No
Unlawful use of liquor	12	$100.00	$75.00	$125.00	No
Fail to obey sign	14	$100.00	$75.00	$125.00	No
Damage to property/natural feature in water supply area	15	$300.00	$225.00	$375.00	No
Foul water supply area lands/water bodies	16	$200.00	$150.00	$250.00	No
Remove posted notices	17	$100.00	$75.00	$125.00	No
Interfere with wildlife	18	$200.00	$150.00	$250.00	No
Deposit garbage	19	$200.00	$150.00	$250.00	No
Introduce alien or weed species	20	$200.00	$150.00	$250.00	No
Introduce organic material without authorization	21	$200.00	$150.00	$250.00	No
Damage tree	24	$200.00	$150.00	$250.00	No
Cut down tree	24	$500.00	$375.00	$500.00	No
Unauthorized cycling	25	$100.00	$75.00	$125.00	No
Unauthorized camping	26	$200.00	$150.00	$250.00	No
Prohibited storage	27	$100.00	$75.00	$125.00	No
Prohibited animal	28	$200.00	$150.00	$250.00	No
Unauthorized hunting, carry or discharge of firearm, crossbow or bow	29	$200.00	$150.00	$250.00	No
Unauthorized operation of aircraft	30	$200.00	$150.00	$250.00	No
Unauthorized operation of vessel or watercraft	31	$200.00	$150.00	$250.00	No
Unauthorized fishing	32	$200.00	$150.00	$250.00	No

APPENDIX 27 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Driving off road	33(1)	$200.00	$150.00	$250.00	No
Driving contrary to posted signs or traffic control devices	35(2)	$200.00	$150.00	$250.00	No
Unlawful sign	36	$100.00	$75.00	$125.00	No
Prohibited public address system	37	$100.00	$75.00	$125.00	No
Prohibited temporary structure	38	$100.00	$75.00	$125.00	No
Prohibited permanent structure	39	$200.00	$150.00	$250.00	No
Entry into closed area	43	$200.00	$150.00	$250.00	No
Prohibited activity	44	$200.00	$150.00	$250.00	No

APPENDIX 28 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (SALT SPRING ISLAND ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 29 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (JUAN DE FUCA ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 30TO BYLAW NO. 4683

Intentionally deleted.

APPENDIX 31 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT COMPOSTING FACILITIES REGULATION BYLAW NO. 1, 2004

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain recycler licence	3.1	$500.00	$375.00	$500.00	No
Operating without recycler licence	3.2	$500.00	$375.00	$500.00	No
Store materials improperly	5.1	$500.00	$375.00	$500.00	No
Fail to operate according to regulations	5.2	$500.00	$375.00	$500.00	No
Fail to operate to control nuisances	6.1	$500.00	$375.00	$500.00	No
Creating or discharging leachate	6.2	$500.00	$375.00	$500.00	No
Fail to operate in accordance with licence	6.5	$200.00	$150.00	$250.00	No
Hinder inspection	11.1	$250.00	$187.50	$312.50	No
Exceed storage limits	Sch. B1	$200.00	$150.00	$250.00	No
Fail to pay licence application fee	Sch. C1.1(a)	$200.00	$150.00	$250.00	No
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00	$150.00	$250.00	No
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00	$150.00	$250.00	No
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00	$150.00	$250.00	No
Fail to pay provisional licence fee	Sch. C1.5(a)	$200.00	$150.00	$250.00	No
Handle restricted organic matter improperly	Sch. D1.1	$200.00	$150.00	$250.00	No
Cure restricted organic matter improperly	Sch. D1.2	$200.00	$150.00	$250.00	No
Fail to use impermeable surface	Sch. D1.3	$500.00	$375.00	$500.00	No
Receive unauthorized material	Sch. D1.4	$500.00	$375.00	$500.00	No
Exceed combined storage limits	Sch. D2.2	$200.00	$150.00	$250.00	No
Fail to report beginning of operation	Sch. D3.1	$200.00	$150.00	$250.00	No

APPENDIX 32 TO BYLAW NO. 4683

SALT SPRING ISLAND TRANSFER STATION REGULATION BYLAW NO. 1, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain operator licence	2(a)	$500.00	$375.00	$500.00	No
Hinder inspection	10(a)	$250.00	$187.50	$312.50	No
Fail to pay licence fee	Sch. C1.1(a)	$200.00	$150.00	$250.00	No
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00	$150.00	$250.00	No
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00	$150.00	$250.00	No
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00	$150.00	$250.00	No
Fail to use impermeable surface	Sch. D(a)(i)	$500.00	$375.00	$500.00	No
Store waste improperly/class 1 station	Sch. D(a)(ii)	$200.00	$150.00	$250.00	No
Store fibre improperly/class 1 station	Sch. D(a)(iii)	$200.00	$150.00	$250.00	No
Store waste improperly/class 2 station	Sch. D(b)(i)	$200.00	$150.00	$250.00	No
Store fibre improperly/class 2 station	Sch. D(b)(ii)	$200.00	$150.00	$250.00	No
Fail to prohibit public access	Sch. D(b)(iii)	$200.00	$150.00	$250.00	No
Fail to maintain facility	Sch. D(c)	$200.00	$150.00	$250.00	No
Receive unauthorized materials	Sch. D(d)	$500.00	$375.00	$500.00	No
Detectable odour beyond site boundary	Sch. D(e)	$500.00	$375.00	$500.00	No
Fail to submit odour management plan	Sch. D(f)	$200.00	$150.00	$250.00	No
Discharge leachate	Sch. D(g)	$500.00	$375.00	$500.00	No
Deposit garbage	Sch. D(h)	$200.00	$150.00	$250.00	No
Exceed storage limit	Sch. D(i)	$200.00	$150.00	$250.00	No

APPENDIX 33 TO BYLAW NO. 4683

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Hinder officer	4.1(a)	$300.00	$225.00	$375.00	No
Cross fire line	4.1(b)	$200.00	$150.00	$250.00	No
Drive over hose or equipment	4.1(c)	$500.00	$375.00	$500.00	No
Obstruct hydrant	4.1(d)	$200.00	$150.00	$250.00	No
Damage fire department property	4.1(e)	$300.00	$225.00	$375.00	No
Fail to remove fire hazard	4.2	$150.00	$112.50	$187.50	No
Fail to properly secure unoccupied building	4.3	$150.00	$112.50	$187.50	No
Open fire while prohibited	4.5(a)	$200.00	$150.00	$250.00	No
Open fire without permit	4.5(b)	$200.00	$150.00	$250.00	No
Breach permit conditions	4.5(c)	$200.00	$150.00	$250.00	No
Cat 3 fire without permit	4.6(c)	$300.00	$225.00	$375.00	No
Fail to maintain fuel break	4.7(e)	$200.00	$150.00	$250.00	No
Fail to monitor fire	4.7(f)	$200.00	$150.00	$250.00	No
Inadequate equipment	4.7(g)	$200.00	$150.00	$250.00	No
Failure to extinguish an open fire	4.7(h)	$300.00	$225.00	$375.00	No
Failure to notify fire department	4.7(i)	$300.00	$225.00	$375.00	No
Burn prohibited material	4.8	$500.00	$375.00	$500.00	No
Non-compliance order	4.9	$300.00	$225.00	$375.00	No
Improper campfire – size	5.1	$200.00	$150.00	$250.00	No
Improper campfire – structure	5.2(a)	$200.00	$150.00	$250.00	No
Improper campfire – combustible material	5.2(b)	$200.00	$150.00	$250.00	No
Improper campfire – domestic waste	5.2(c)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – location	5.2.2(a)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – green debris	5.2.2(b)	$200.00	$150.00	$250.00	No

APPENDIX 33 TO BYLAW NO. 4683

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Improper Cat 2 fire – duration	5.2.2(c)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – materials	5.2.2(d)	$200.00	$150.00	$250.00	No
Improper Cat 3 fire – location	5.2.4(a)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – green debris	5.2.4(b)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – duration	5.2.4(c)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – materials	5.2.4(d)	$250.00	$187.50	$312.50	No
Appliance without permit	5.3	$200.00	$150.00	$250.00	No
Appliance contrary to permit	5.4	$200.00	$150.00	$250.00	No
Incinerator without a permit	5.5	$200.00	$150.00	$250.00	No
Incinerator contrary to permit	5.6	$200.00	$150.00	$250.00	No
Incinerator – unmaintained	5.7(a)	$200.00	$150.00	$250.00	No
Incinerator – supervision	5.7(b)	$200.00	$150.00	$250.00	No
Incinerator – location	5.7(c)	$200.00	$150.00	$250.00	No
Commercial incinerator – location	5.7(d)	$200.00	$150.00	$250.00	No
Industrial activity contrary to notice	5.8	$300.00	$225.00	$375.00	No
Mill waste – failure to notify	5.9(a)	$200.00	$150.00	$250.00	No
Mill waste – depth	5.9(b)	$200.00	$150.00	$250.00	No
Mill waste – cover	5.9(c)	$200.00	$150.00	$250.00	No

APPENDIX 34 TO BYLAW NO. 4683

ONSITE SEWAGE SYSTEM MAINTENANCE BYLAW, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to pump out type 1 system before December 31, 2010	3.1(a)	$200.00	$150.00	$250.00	No
Fail to pump out type 1	3.1(b)	$200.00	$150.00	$250.00	No
Fail to maintain type 2 or type 3 system	3.2	$200.00	$150.00	$250.00	No
Fail to retain and provide records	3.3	$150.00	$112.50	$187.50	No

APPENDIX 35 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT TANNING FACILITY REGULATION BYLAW NO. 1, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to comply with bylaw regulations	2.(2)(a)	$500.00	$375.00	$500.00	No
Non-compliant tanning equipment	2.(2)(b)	$500.00	$375.00	$500.00	No
Fail to allow entry for inspection	3.(1)	$500.00	$375.00	$500.00	No
Fail to provide adequate washing water	4.(1)	$500.00	$375.00	$500.00	No
Fail to maintain clean premises	4.(2)	$500.00	$375.00	$500.00	No
Fail to display warning signs	5.(1)(a)	$500.00	$375.00	$500.00	No
Fail to display proper sign	5.(1)(b)	$500.00	$375.00	$500.00	No
Fail to provide protective eye wear	5.(2)(a)	$500.00	$375.00	$500.00	No
Allowing customer to not wear protective eye wear	5.(2)(b)	$500.00	$375.00	$500.00	No
Improperly designed tanning equipment	5.(3)(a)	$500.00	$375.00	$500.00	No
Allowing self-service tanning equipment	5.(3)(b)	$500.00	$375.00	$500.00	No
Fail to maintain tanning equipment	5.(3)(c)	$500.00	$375.00	$500.00	No
Fail to sanitize eye wear	5.(4)(a)	$500.00	$375.00	$500.00	No
Fail to sanitize tanning equipment	5.(4)(b)	$500.00	$375.00	$500.00	No
Allowing customer to sanitize equipment	5.(4)(c)	$500.00	$375.00	$500.00	No
Fail to provide information to customers	5.(5)(a)	$500.00	$375.00	$500.00	No
Allow minor to use tanning equipment	6.(1)	$500.00	$375.00	$500.00	No
Fail to check age identification	6.(2)	$500.00	$375.00	$500.00	No

APPENDIX 36 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT CROSS CONNECTION CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to report discovered cross connection	6.1	$250.00	$187.50	$312.50	No
Fail to report backflow preventer test results	7.2	$250.00	$187.50	$312.50	No
Fail to notify customer of test failure	7.3	$250.00	$187.50	$312.50	No
Fail to notify of repair or replacement	7.4	$500.00	$375.00	$500.00	No
Fail to display proof of testing	7.5	$200.00	$150.00	$250.00	No
Fail to maintain file of test results	7.6	$200.00	$150.00	$250.00	No
Fail to provide premises isolation for new moderate hazard	12.3	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for new minor hazard	12.4	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for existing moderate hazard	13.2(a) or (b)	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for existing minor hazard	13.3(a) or (b)	$500.00	$375.00	$500.00	No
Inadequate or expired credentials	26.1(a), (b) or (c)	$250.00	$187.50	$312.50	No
Fail to register as certified tester	26.2	$200.00	$150.00	$250.00	No
Fail to maintain testing equipment	26.3	$250.00	$187.50	$312.50	No
Fail to calibrate testing equipment	26.4 or 26.5	$250.00	$187.50	$312.50	No
Fail to register as survey specialist	27.1	$250.00	$187.50	$312.50	No

APPENDIX 37 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (SOUTHERN GULF ISLANDS ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 38 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Damage or remove tree or plant	2(1)(a)	$500.00	$375.00	$500.00	No
Destroying or damaging park property	2(1)(b)	$300.00	$225.00	$375.00	No
Foul or pollute water	2(1)(c)	$300.00	$225.00	$375.00	No
Failure to obey sign or posted notice	2(2)	$200.00	$150.00	$250.00	No
Illegal dumping	2(2)	$300.00	$225.00	$375.00	No
Commercial activity without permit	2(3)	$400.00	$300.00	$500.00	No
Illegal fire	2(5)	$500.00	$375.00	$500.00	No
Unlawful BBQ/stove	2(6)	$500.00	$375.00	$500.00	No
Deposit burning substance	2(7)	$500.00	$375.00	$500.00	No
Playing game contrary to rules or in unsafe manner	2(8)	$50.00	$37.50	$62.50	No
Domestic animal not under control	2(9)	$200.00	$150.00	$250.00	No
Disorderly or offensive conduct	2(10)	$200.00	$150.00	$250.00	No
No camping	2(11)	$200.00	$150.00	$250.00	No
Unlawful parking	2(12)	$50.00	$37.50	$62.50	No
Advertising without approval	2(14)	$200.00	$150.00	$250.00	No
Vehicle off road	2(15)	$200.00	$150.00	$250.00	No
Speeding animal or vehicle	2(16)(a)	$200.00	$150.00	$250.00	No
Vehicle nuisance	2(16)(b)	$200.00	$150.00	$250.00	No
Failure to obey traffic direction	2(16)(c)	$200.00	$150.00	$250.00	No
Horse or vehicle use contrary to sign or notice	2(16)(d)	$200.00	$150.00	$250.00	No
Advertising without approval	2(16)(e)	$200.00	$150.00	$250.00	No
Vehicle without reflectors (11 pm to 6 am)	2(16)(f)	$50.00	$37.50	$62.50	No
In park when closed	2(17)	$200.00	$150.00	$250.00	No

APPENDIX 38 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Event without permit or failure to comply with terms of permit	2(18)	$200.00	$150.00	$250.00	No
Consumption of alcohol	2(19)	$200.00	$150.00	$250.00	No
Irresponsible minor	2(20)	$200.00	$150.00	$250.00	No
Use of court or field improperly	3(1)	$200.00	$150.00	$250.00	No
Damage to park grounds	3(2)	$200.00	$150.00	$250.00	No
Tournament or series without permission	3(3)	$200.00	$150.00	$250.00	No
Failure to obey officer directions	3(7)	$200.00	$150.00	$250.00	No
Obstruction	9	$500.00	$375.00	$500.00	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to prepare spill response plan within 180 days	4.1	$500.00	$375.00	$500.00	No
Fail to prepare spill response plan within 90 days	4.2	$500.00	$375.00	$500.00	No
Fail to specify response for containment and cleanup	4.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	4.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	4.3(c)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	4.3(d)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	4.4	$250.00	$187.50	$312.50	No
Spill response plan not readily accessible for inspection	4.5	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	4.6	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	4.8	$250.00	$187.50	$312.50	No
Fail to clean out treatment works within 24 hours after spill	4.9	$500.00	$375.00	$500.00	No
Fail to record date of spill	5.1(a)	$150.00	$112.50	$187.50	No
Fail to record type of material spilled	5.1(b)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	5.1(c)	$150.00	$112.50	$187.50	No
Fail to record spill response action	5.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	5.2(a)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, maintenance conducted	5.2(b)	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain complete records, material removed	5.2(c)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, name and address of disposal company	5.2(d)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, names of personnel	5.2(e)	$250.00	$187.50	$312.50	No
Fail to retain records for inspection by manager or officer	5.3	$250.00	$187.50	$312.50	No
Hinder/prevent inspection	9.1	$500.00	$375.00	$500.00	No
Fail to take immediate steps to cease discharge of prohibited waste	Sch. C, 2.2	$250.00	$187.50	$312.50	No
Accumulation of excessive oil and grease	Sch. C, 2.3(a)	$250.00	$187.50	$312.50	No
Accumulation of excessive solids	Sch. C, 2.3(b)	$250.00	$187.50	$312.50	No
Fail to measure accumulated solids and oils works	Sch. C, 2.3(c)	$250.00	$187.50	$312.50	No
Fails to maintain storm rehabilitation unit	Sch. C, 2.3(d)	$250.00	$187.50	$312.50	No
Discharge of accumulated materials to municipal drainage system	Sch. C, 2.4	$250.00	$187.50	$312.50	No
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. C, 2.5	$250.00	$187.50	$312.50	No
Fail to correctly install sampling point	Sch. C, 2.6(a)	$250.00	$187.50	$312.50	No
Inaccessible sampling point	Sch. C, 2.6(b)	$250.00	$187.50	$312.50	No
Fail to maintain design information of treatment works	Sch. C, 2.7	$250.00	$187.50	$312.50	No
Fail to indicate sampling point, point of connection	Sch. C, 2.8	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 180 days	Sch. C, 3.1	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to prepare spill response plan within 90 days	Sch. C, 3.2	$250.00	$187.50	$312.50	No
Fail to specify response for containment and cleanup	Sch. C, 3.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	Sch. C, 3.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	Sch. C, 3.3(c)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	Sch. C, 3.3(d)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	Sch. C, 3.4	$250.00	$187.50	$312.50	No
Spill response plan not accessible for inspection	Sch. C, 3.5	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	Sch. C, 3.6	$250.00	$187.50	$312.50	No
Fail to prevent or discontinue spill to municipal drainage system	Sch. C, 3.7	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	Sch. C, 3.8	$250.00	$187.50	$312.50	No
Fail to clean out treatment works after spill within 24 hours	Sch. C, 3.9	$250.00	$187.50	$312.50	No
Fail to record date of spill	Sch. C, 4.1(a)	$150.00	$112.50	$187.50	No
Fail to record type of material spilled	Sch. C, 4.1(b)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	Sch. C, 4.1(c)	$150.00	$112.50	$187.50	No
Fail to record spill response action	Sch. C, 4.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	Sch. C, 4.2(a)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, maintenance conducted	Sch. C, 4.2(b)	$150.00	$112.50	$187.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain complete records, material removed	Sch. C, 4.2(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, name and address of disposal company	Sch. C, 4.2(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, names of personnel	Sch. C, 4.2(e)	$150.00	$112.50	$187.50	No
Fail to retain records for inspection by manager or officer	Sch. C, 4.3	$250.00	$187.50	$312.50	No
Discharge of water from spill containment	Sch. D, 2.2(a)	$250.00	$187.50	$312.50	No
Discharge of untreated wash and rinse water	Sch. D, 2.2(b)	$250.00	$187.50	$312.50	No
Discharge of fluids and fuels from vehicles, machinery, or equipment	Sch. D, 2.2(c)	$250.00	$187.50	$312.50	No
Discharge of water from fuel storage tank	Sch. D, 2.2(d)	$250.00	$187.50	$312.50	No
Discharge of rinse water, solvent wash	Sch. D, 2.2(e)	$250.00	$187.50	$312.50	No
Fail to take immediate steps to cease discharge of prohibited waste	Sch. D, 2.3	$250.00	$187.50	$312.50	No
Accumulation of excessive oil and grease	Sch. D, 2.4(a)	$250.00	$187.50	$312.50	No
Accumulation of excessive solids	Sch. D, 2.4(b)	$250.00	$187.50	$312.50	No
Fail to measure accumulated solids and oils works	Sch. D, 2.4(c)	$250.00	$187.50	$312.50	No
Fail to maintain stormwater rehabilitation unit at prescribed intervals	Sch. D, 2.4(d)	$250.00	$187.50	$312.50	No
Discharge of accumulated materials to municipal drainage system	Sch. D, 2.5	$250.00	$187.50	$312.50	No
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. D, 2.6	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to correctly install sampling point	Sch. D, 2.7(a)	$250.00	$187.50	$312.50	No
Inaccessible sampling point	Sch. D, 2.7(b)	$250.00	$187.50	$312.50	No
Fail to maintain design information of treatment works	Sch. D, 2.8	$250.00	$187.50	$312.50	No
Fail to indicate sampling point, point of connection	Sch. D, 2.9	$250.00	$187.50	$312.50	No
Fail to install spill containment, hazardous materials	Sch. D, 3.1	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 180 days	Sch. D, 4.1	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 90 days	Sch. D, 4.2	$250.00	$187.50	$312.50	No
Fail to specify response for containment and cleanup	Sch. D, 4.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	Sch. D, 4.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	Sch. D, 4.3(b)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	Sch. D, 4.3(c)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	Sch. D, 4.3(d)	$250.00	$187.50	$312.50	No
Spill response plan not accessible for inspection	Sch. D, 4.4	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	Sch. D, 4.5	$250.00	$187.50	$312.50	No
Fail to prevent or discontinue spill to municipal drainage system	Sch. D, 4.6	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	Sch. D, 4.7	$250.00	$187.50	$312.50	No
Fail to clean out treatment works after spill within 24 hours	Sch. D, 4.8	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to record date of spill	Sch. D, 4.9	$250.00	$187.50	$312.50	No
Fail to record type of material spilled	Sch. D, 5.1(a)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	Sch. D, 5.1(b)	$150.00	$112.50	$187.50	No
Fail to record spill response action	Sch. D, 5.1(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	Sch. D, 5.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, maintenance conducted	Sch. D, 5.2(a)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, material removed	Sch. D, 5.2(b)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, name and address of disposal company	Sch. D, 5.2(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, names of personnel	Sch. D, 5.2(d)	$150.00	$112.50	$187.50	No
Fail to retain records for inspection by manager or officer	Sch. D, 5.3	$250.00	$187.50	$312.50	No

APPENDIX 40 TO BYLAW NO. 4683

ELECTRIC VEHICLE CHARGING AND FEES BYLAW NO. 1, 2024

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Non-electric vehicle	2(a)	$100.00	$75.00	$125.00	No
Not actively charging	2(a)	$100.00	$75.00	$125.00	No
Disobey sign	2(b)	$100.00	$75.00	$125.00	No
Fail to pay charging fee	2(c)	$100.00	$75.00	$125.00	No

APPENDIX 41 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200.00	$150.00	$250.00	No
Failure to review or update/submit Fire Safety Plan	51	$200.00	$150.00	$250.00	No
Vacant premises not maintained as required	55(a)	$200.00	$150.00	$250.00	No
Failure to secure Vacant Premises	55(b)	$200.00	$150.00	$250.00	No
Sprinkler or fire alarm system not operational	55(c)	$200.00	$150.00	$250.00	No
Failure to comply with Vacant Premises notice	57	$200.00	$150.00	$250.00	No
Failure to secure fire-damaged building within required time	58	$200.00	$150.00	$250.00	No
Failure to comply with Order issued under this Bylaw	63	$200.00	$150.00	$250.00	No
Failure to comply with direction of a Member at an Incident	65(a)	$200.00	$150.00	$250.00	No
Obstruct access to hydrant, reservoir, or water source	65(b)	$200.00	$150.00	$250.00	No
Damage or obstruct fire apparatus or hose	65(c)	$200.00	$150.00	$250.00	No
Refuse entry to a Member responding to an Incident	65(d)	$500.00	$375.00	$500.00	No
Interfere with a fire scene investigation	65(e)	$500.00	$375.00	$500.00	No
Entered Incident scene without authorization	65(f)(i)	$200.00	$150.00	$250.00	No
Failure to leave Incident scene when directed	65(f)(ii)	$200.00	$150.00	$250.00	No
Damage apparatus	67	$200.00	$150.00	$250.00	No
Falsely represent oneself as Member	68	$500.00	$375.00	$500.00	No

Making a difference...together

REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw Nos. 4759 and 4760 – Proposed Amendments to Bylaw No. 1857 "Capital Regional District Ticket Information Authorization Bylaw, 1990" and Bylaw No. 4683 "Bylaw Notice Enforcement Bylaw No. 1, 2025" – Fire Services**

ISSUE SUMMARY

The purpose of this report is to amend CRD Bylaw No. 1857 and CRD Bylaw No. 4683 to authorize enforcement of CRD Bylaw No. 4489, "Fire Regulation Bylaw No. 2, 2022", by means of Municipal Ticket Information (MTI) and Bylaw Notice, and to establish applicable penalty amounts.

BACKGROUND

CRD Bylaw No. 4489 is a bylaw to regulate fire prevention and forest protection activities within the Juan de Fuca and Southern Gulf Islands Electoral Areas where local fire services are operated.

This bylaw establishes a comprehensive regulatory framework governing open burning within the Capital Regional District's Juan de Fuca and Southern Gulf Islands Electoral Areas. It defines different types of fires (campfires, Category 2 and 3 open fires, and fires in incinerators or solid fuel appliances) and sets out when permits are required, when burning is prohibited, and what materials may not be burned. The bylaw also imposes safety requirements for all permitted fires, including supervision, fuel breaks, firefighting equipment and ensuring fires are fully extinguished. It aligns local rules with provincial legislation (such as the *BC Wildfire Act* and Open Burning Smoke Control Regulation) and states that the strictest applicable rules prevail. Additional provisions regulate specific fire types, incinerators and industrial activities, while also establishing offences and penalties for non-compliance.

The bylaw grants significant authority to Fire Chiefs and their designates to administer and enforce fire regulations within their service areas. This includes the power to issue, refuse, suspend or cancel permits; impose conditions or restrictions based on weather, fire danger or safety concerns; and order individuals to reduce or stop burning activities. Fire officials may also enter properties to inspect for compliance, take action to prevent or suppress fires, and require property owners to remove fire hazards. They can impose fire bans, restrict industrial activities, regulate appliances and incinerators, and issue written orders to correct unsafe conditions. Enforcement authority extends to directing compliance, addressing nuisances like smoke, and initiating penalties or cost recovery when violations occur.

While Bylaw No. 4489 establishes regulatory requirements and enforcement authority, effective implementation requires the ability to address non-compliance in a timely, proportionate and efficient manner. Currently, certain contraventions of Bylaw No. 4489 are not up to date in Municipal Ticket Information or by Bylaw Notice. As a result, enforcement options are limited to voluntary compliance measures or more formal court proceedings.

To provide enforcement staff with graduated compliance tools, it is proposed that specified contraventions of Bylaw No. 4489 be designated as offences enforceable by Municipal Ticket Information under the *Offence Act* (Appendix A) and as contraventions enforceable by Bylaw Notice under the *Local Government Bylaw Notice Enforcement Act* (Appendix C). These mechanisms allow for the issuance of tickets with prescribed fine or penalty amounts, supporting consistent, fair and efficient enforcement while reducing reliance on court-based proceedings. A redlined consolidation of Bylaw No. 1857 is attached as Appendix B and a redlined consolidation of Bylaw No. 4683 is attached as Appendix D.

Providing both enforcement options will enable a proportionate response to fire prevention and operational violations and strengthen the CRD's ability to ensure compliance with fire safety requirements in the interest of public safety.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4759, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 89, 2026", be introduced and read a first, second, and third time;
2. That Bylaw No. 4759 be adopted;
3. That Bylaw No. 4760, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 3, 2026", be introduced and read a first, second, and third time; and
4. That Bylaw No. 4760 be adopted.

Alternative 2
That Bylaw No. 4759 and Bylaw No. 4760 not proceed.

IMPLICATIONS

Financial Implications
Enforcement costs are accommodated within the Electoral Fire Service areas and the existing bylaw enforcement budget. Revenue from fines and penalties is expected to offset a portion of enforcement costs but is not intended to generate net revenue.

CONCLUSION

Amending Bylaw No. 1857 and 4683 will provide appropriate enforcement mechanisms to support compliance with Bylaw No. 4489 and align it with other enforceable CRD regulatory bylaws.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4759, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 89, 2026", be introduced and read a first, second, and third time;
2. That Bylaw No. 4759 be adopted;
3. That Bylaw No. 4760, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 3, 2026", be introduced and read a first, second, and third time; and
4. That Bylaw No. 4760 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4759, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 89, 2026"
Appendix B: Bylaw No. 1857 (Redlined Consolidation)
Appendix C: Bylaw No. 4760, "Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 3, 2026"
Appendix D: Bylaw No. 4683 (Redlined Consolidation)

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4759

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A BYLAW TO AMEND CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990 (BYLAW NO. 1857)

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WHEREAS:

A. The Regional Board amended Bylaw No. 4489, "Fire Regulation Bylaw No. 2, 2022", to remove a section now covered in another bylaw and to add the term 'property line'; when prescribing setback distances from an open fire;

B. The Board wishes to amend Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990", to designate bylaw enforcement officers and update enforcement of certain contraventions of Bylaw No. 4489 by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter*;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990" is hereby amended as follows:

    (a) In Schedule 1, item 33, by adding "Fire Inspector" to the list of designated Bylaw Enforcement Officers, after "Fire Chief".

    (b) By replacing Schedule 33 in its entirety with Schedule "A" attached to this Bylaw.

2. This Bylaw may be cited for all purposes as "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 89, 2026".

READ A FIRST TIME THIS	day of	2026
READ A SECOND TIME THIS	day of	2026
READ A THIRD TIME THIS	day of	2026
ADOPTED THIS	day of	2026

CHAIR

CORPORATE OFFICER

SCHEDULE "A"

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703, 4759)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Open fire while prohibited	4.2(a)	$200.00
Open fire without permit	4.2(b)	$200.00
Breach permit conditions	4.2(c)	$200.00
Cat 3 fire without permit	4.2(d)	$300.00
Fail to maintain fuel break	4.4(e)	$200.00
Fail to monitor fire	4.4(f)	$200.00
Inadequate equipment	4.4(g)	$200.00
Failure to extinguish an open fire	4.4(h)	$300.00
Failure to notify fire department	4.4(i)	$300.00
Burn prohibited material	4.5	$500.00
Non-compliance order	4.6	$300.00
Improper campfire – size	5.1	$200.00
Improper campfire – structure	5.2(a)	$200.00
Improper campfire – combustible material	5.2(b)	$200.00
Improper campfire – domestic waste	5.2(c)	$200.00
Improper Cat 2 fire – location	5.2.2(a)	$250.00
Improper Cat 2 fire – green debris	5.2.2(b)	$250.00
Improper Cat 2 fire – duration	5.2.2(c)	$250.00
Improper Cat 2 fire – materials	5.2.2(d)	$250.00
Improper Cat 3 fire – location	5.2.4(a)	$300.00
Improper Cat 3 fire – green debris	5.2.4(b)	$300.00
Improper Cat 3 fire – duration	5.2.4(c)	$300.00
Improper Cat 3 fire – materials	5.2.4(d)	$300.00

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703, 4759)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Appliance without permit	5.3	$200.00
Appliance contrary to permit	5.4	$200.00
Incinerator without a permit	5.5	$200.00
Incinerator contrary to permit	5.6	$200.00
Incinerator – unmaintained	5.7(a)	$200.00
Incinerator – supervision	5.7(b)	$200.00
Incinerator – location	5.7(c)	$200.00
Commercial incinerator – location	5.7(d)	$200.00
Industrial activity contrary to notice	5.8	$300.00
Mill waste – failure to notify	5.9(a)	$200.00
Mill waste – depth	5.9(b)	$200.00
Mill waste – cover	5.9(c)	$200.00

Making a difference...together

BYLAW NO. 1857

CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990

Consolidated for Public Convenience
(This bylaw is for reference purposes only)

ORIGINALLY ADOPTED February 27, 1991

(Consolidated with Amending Bylaws 1999, 2055, 2130, 2163, 2219, 2225, 2281, 2293, 2359, 2372, 2411, 2509, 2511, 2565, 2658, 2669, 2698, 2713, 2722, 2806, 2863, 2879, 2898, 2987, 3020, 3062, 3111, 3140, 3195, 3264, 3287, 3379, 3385, 3393, 3418, 3442, 3453, 3555, 3609, 3650, 3683, 3701, 3703, 3773, 3796, 3818, 3880, 3899, 3909, 4003, 4027, 4051, 4094, 4098, 4160, 4169, 4184, 4220, 4226, 4287, 4309, 4343, 4358, 4397, 4401, 4433, 4434, 4443, 4499, 4531, 4553, 4554, 4567, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, 4755, & 4759)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 1857

****

CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990

****

WHEREAS:

A. Pursuant to Section 266.1 of the *Local Government Act* and Section 264(1)(a) of the *Community Charter*, the Regional Board may, by bylaw, designate those bylaws for which the municipal ticket information may be used as a means of bylaw enforcement;
(Bylaws 2879, 3264)

B. Pursuant to Section 264(1)(b) of the *Community Charter*, the Regional Board may, by bylaw, designate a person who comes within a class of persons, as a bylaw enforcement officer;
(Bylaws 2879, 3264)

C. Pursuant to Section 264(1)(c) of the *Community Charter*, the Regional Board may, by bylaw, authorize the use of any word or expression on a municipal ticket information to designate an offence against a bylaw;
(Bylaws 2879, 3264)

D. The Regional Board deems it expedient to authorize the use of the municipal ticket information for the enforcement of certain bylaws, to designate persons as bylaw enforcement officers, to authorize the use of certain words or expressions to designate certain bylaw offences and to set certain fine amounts.
(Bylaw 3264)

NOW, THEREFORE, the Regional Board of the Capital Regional District, in open meeting assembled, ENACTS AS FOLLOWS:

1. The bylaws listed in Column 1 of Schedule 1 to this Bylaw as amended from time to time, may be enforced by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter*.
(Bylaws 2879, 3264, 4703, 4759)

2. The persons appointed to the job positions or titles listed in Column 2 of Schedule 1 to this bylaw are designated as bylaw enforcement officers pursuant to Section 264(1)(b) of the *Community Charter* for the purpose of enforcing the bylaws listed in the Column opposite the respective job positions.
(Bylaws 2879, 3264)

3. The words or expressions set forth in Column 1 of Schedules 2 to 40 to this Bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.
(Bylaws 1999, 2130, 2219, 2293, 2722, 2806, 3264, 3379, 3418, 3453, 3703, 4003, 4094, 4169, 4397, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, 4755, 4759)

4. The amounts appearing in Column 3 of Schedules 2 to 40 to this Bylaw are fines set pursuant to Section 265 of the *Community Charter* for the corresponding offences designated in Column 1.

(Bylaws 1999, 2130, 2219, 2293, 2722, 2806, 2879, 3264, 3379, 3418, 3453, 3703, 4003, 4094, 4169, 4397, 4611, 4646, 4653, 4654, 4672, 4673, 4675, 4703, 4755, 4759)

5. This Bylaw may be cited as "Capital Regional District Ticket Information Authorization Bylaw, 1990."

6. This Bylaw shall take effect upon the date of its adoption.

READ A FIRST TIME THIS	10th	day of	October	1990
READ A SECOND TIME THIS	10th	day of	October	1990
READ A THIRD TIME THIS	9th	day of	January	1991

FINES APPROVED BY THE CHIEF JUDGE OF THE PROVINCIAL COURT ON THE 5th day of February, 1991

His Hon. Chief Judge William J. Diebolt

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 27th day of February, 1991

F. Leonard
CHAIRPERSON

W. M Jordan
SECRETARY

SCHEDULE 1 TO BYLAW NO. 1857

	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
2.	Malahat Land Use Bylaw, 1981, Bylaw No. 980	Bylaw Enforcement Officer	***(Bylaws 4401, 4703)***
3.	Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040	Bylaw Enforcement Officer	***(Bylaws 2225, 4401, 4703)***
4.	Unsightly Premises Bylaw No.1, 1991	Bylaw Enforcement Officer	***(Bylaws 2055, 4703)***
5.	Building Regulation Bylaw No. 5, 2010	Bylaw Enforcement Officer Senior Building Inspector	***(Bylaws 3020, 4401, 4703)***
6.	Amusement Machine and Games Room Regulation Bylaw 1983	Bylaw Enforcement Officer RCMP Officer	
7.	Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025	Bylaw Enforcement Officer	***(Bylaws 4672, 4703)***
8.	Water Distribution Local Service Conditions, Fees and Charges Bylaw, No. 1, 2013	Bylaw Enforcement Officer Cross-Connection Control Officer Fire Chief Peace Officer Police Officer	***(Bylaws 4401, 4653, 4703)***
9.	Animal Regulation and Impounding Bylaw No. 1, 1986	Animal Control Officer Bylaw Enforcement Officer	***(Bylaw 4703)***
10.	Noise Suppression Bylaw (Southern Gulf Islands) No. 1, 2006	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3379, 4703)***
11.	Noise Suppression Bylaw (Juan de Fuca) No. 1, 2007	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3442, 4703)***
12.	Noise Suppression Bylaw (Salt Spring Island) No. 1, 2006	Bylaw Enforcement Officer RCMP Officer	***(Bylaws 3385, 4703)***
13.	Capital Regional District Idling Control Bylaw No.1, 2008	Bylaw Enforcement Officer Environmental Health Officer	***(Bylaws 3442, 3609, 4703)***
14.	Water Regulations Bylaw, No. 1, 1990	Bylaw Enforcement Officer Fire Chief Peace Officer Police Officer	***(Bylaws 3379, 4654, 4703)***
15.	Langford Sign Bylaw 1987	Bylaw Enforcement Officer	
16.	Capital Regional District Clean Air Bylaw No. 1, 2014	Bylaw Enforcement Officer Environmental Health Officer Public Health Educator Tobacco Enforcement Officer	***(Bylaws 1999, 2509, 2658, 2698, 4169, 4703)***

17.	Food Handler Bylaw No. 1, 1991	Director, Health Protection and Environmental Programs Environmental Health Officer Environmental Health Educator	***(Bylaw 1999)***
18.	Capital Regional District Parks Regulation Bylaw No. 1, 2018	Animal Control Officer Bylaw Enforcement Officer Park Officer Police Officer RCMP Officer Watershed Security Officer	***(Bylaws 2130, 2219, 2722, 3683, 4226, 4703)***
19.	Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013	Bylaw Enforcement Officer	***(Bylaws 2163, 2359, 3140, 3899, 4703)***
20.	Capital Regional District Electoral Area Water Conservation Bylaw No. 1, 2023	Bylaw Enforcement Officer Municipal Police Officer Peace Officer	***(Bylaws 2293, 4434, 4554, 4703)***
21.	Capital Regional District Sewer Use Bylaw No. 5, 2001	Bylaw Enforcement Officer Sewage Control Manager Sewage Control Officer	***(Bylaws 2669, 2863, 2987, 4703)***
22.	Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000	Bylaw Enforcement Officer Ports Manager RCMP Officer Wharfinger	***(Bylaws 2898, 3287,3650)***
23.	Community Parks Regulations (Juan de Fuca and Salt Spring Island Electoral Areas) Bylaw No. 1, 2012	Animal Control Officer Bylaw Enforcement Officer Park Officer RCMP Officer	***(Bylaws 2411, 3796, 4703)***
24.	Salt Spring Island Liquid Waste Sewer, and Water Fees and Charges Bylaw No. 1, 2012	Bylaw Enforcement Officer	***(Bylaw 2669, 4287, 4703)***
25.	Capital Regional District Septage Disposal Bylaw No. 2, 2000	Bylaw Enforcement Officer Sewage Control Officer Sewage Control Manager	***(Bylaws 2669, 2863, 4703)***
26.	Capital Regional District Water Conservation Bylaw No. 1, 2016	Bylaw Enforcement Officer	***(Bylaws 2669, 2683, 4703)***
27.	Water Supply Area Regulations Bylaw No. 1, 2000	Animal Control Officer Bylaw Enforcement Officer Conservation Officer Park Officer Peace Officer Watershed Security Officer	***(Bylaws 2806, 4703)***
28.	Civic Addressing Bylaw (Salt Spring Island Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaws 3195, 4160)***

29.	Civic Addressing Bylaw (Juan de Fuca Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaws 3195, 4160)***
30.	Intentionally deleted – reserved for future use		***(Bylaws 3195, 3796)***
31.	Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004	Bylaw Enforcement Officer	***(Bylaw 3418)***
32.	Salt Spring Island Transfer Station Regulation Bylaw No. 1, 2001	Bylaw Enforcement Officer	***(Bylaw 3418)***
33.	Fire Regulation Bylaw No. 2, 2022	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer	***(Bylaws 3453, 4499, 4703, 4759)***
34.	Onsite Sewage System Maintenance Bylaw, 2007	Bylaw Enforcement Officer	***(Bylaws 3703, 4703)***
35.	Capital Regional District Tanning Facility Regulation Bylaw No. 1, 2010	Bylaw Enforcement Officer Environmental Health Officer	***(Bylaw 3818)***
36.	Capital Regional District Cross Connection Control Bylaw No. 1, 2008	Bylaw Enforcement Officer Cross Connection Control Inspector Cross Connection Control Officer	***(Bylaws 4094, 4703)***
37.	Civic Addressing Bylaw (Southern Gulf Islands Electoral Area) No. 1, 2017	Bylaw Enforcement Officer	***(Bylaw 4160)***
38.	Community Parks Regulations (Pender Islands) Bylaw No. 1, 1987	Animal Control Officer Bylaw Enforcement Officer Fire Chief Municipal Police Officer Park Officer Peace Officer RCMP Officer	***(Bylaws 4309, 4397)***
39.	Saanich Peninsula Stormwater Source Control Bylaw, No. 1, 2017	Bylaw Enforcement Officer Stormwater Control Manager Stormwater Control Officer	***(Bylaw 4397, 4703)***
40.	Electric Vehicle Charging and Fees Bylaw No. 1, 2024	Bylaw Enforcement Officer Park Officer	***(Bylaw 4611)***
41.	Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer	***(Bylaw 4755)***

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Contrary land, building or structure use	1.3.01	$200.00
Altering non-conforming building	1.3.02	$200.00
Principal/accessory building within setbacks	2.1.02(1)	$200.00
Swimming pool in front yard or contrary to setbacks	2.1.02(2)	$200.00
Building within flood control setback	2.1.05(1)(a)(i)-(v)	$200.00
Building within flood control setback	2.1.05(1)(b)(i)-(v)	$200.00
Accessory building without principal building	2.1.06(1)(a)	$200.00
Accessory building as dwelling	2.1.06(1)(c)	$250.00
Accessory building contrary to front yard setback	2.1.06(1)(d)	$200.00
Accessory building contrary setback to principal building	2.1.06(1)(e)	$200.00
Satellite dish contrary to height	2.1.06(1)(f)	$200.00
Accessory building exceed height	2.1.06(2)(a)	$200.00
Accessory building exceeds floor area	2.1.06(2)(b)	$200.00
Accessory building contrary side and rear setback	2.1.06(2)(c)	$200.00
Accessory building contrary to corner lot side setback	2.1.06(2)(d)(i)	$200.00
Accessory building contrary to corner lot rear setback	2.1.06(2)(d)(ii)	$200.00
Accessory building flanking street setback	2.1.06(3)(a)	$200.00
Accessory building setback rear lot line	2.1.06(3)(b)	$200.00
Home based business alters appearance	2.1.07(1)	$250.00
Home based business – Excess non-resident employee	2.1.07(2)	$250.00
Home based business – Excess Area	2.1.07(3)	$250.00
Home based business – non-conforming sign	2.1.07(4)	$250.00
Home based business – Not contained	2.1.07(5)	$250.00
Home based business creates nuisance	2.1.07(6)	$250.00
Dog kennel accessory building setback	2.1.07(8)	$250.00

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Contrary to permitted uses	2.1.09(1)	$250.00
Excess unenclosed unlicensed vehicle/RV	2.1.09(2)(a)	$250.00
Unenclosed vehicle parts	2.1.09(2)(b)	$250.00
Illegally sited vehicles	2.1.09(2)(c)	$250.00
Unlicensed vehicle/parts on vacant lot	2.1.09(2)(d)	$250.00
Obstruct visibility at intersections	2.1.12	$250.00
Temporary building exceed duration	2.1.13	$250.00
Secondary suite not permitted	2.1.16(1)	$200.00
Secondary suite not permitted	2.1.16(2)	$200.00
Secondary suite exceeds habitable area	2.1.16(3)	$200.00
Secondary suite exceeds floor area	2.1.16(4)	$200.00
Excess secondary suites	2.1.16(5)	$200.00
Not owner occupied	2.1.16(6)	$200.00
Boarders/lodgers not permitted	2.1.16(7)	$200.00
No building permit secondary suite	2.1.16(8)	$200.00
Secondary suite insufficient parking	2.1.16(9)	$200.00
Secondary suite not permitted	2.1.16(11)	$200.00
Detached suite not permitted	2.1.17(1)	$200.00
Excess detached or secondary suite	2.1.17(2)	$200.00
No building permit detached suite	2.1.17(4)	$200.00
Detached suite non-conforming floor area	2.1.17(6)	$200.00
Detached suite exceed maximum height	2.1.17(7)	$200.00
Detached suite does not meet setbacks	2.1.17(8)	$200.00
Detached suite insufficient parking	2.1.17(9)	$200.00

SCHEDULE 2 TO BYLAW NO. 1857

(Bylaw 4401, 4703)

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Not owner occupied	2.1.17(12)	$200.00
Boarders/lodgers not permitted	2.1.17(13)	$200.00
Bed and breakfast not permitted	2.1.17(14)	$200.00
Secondary suite not permitted	2.1.17(15)	$200.00
Bed and breakfast alters appearance	2.1.18(1)	$200.00
Bed and breakfast exceeds regulations	2.1.18(2)	$200.00
Bed and breakfast insufficient parking	2.1.18(3)	$200.00
Bed and breakfast units (3)/person (10) exceeded	2.1.18(6)	$200.00
Bed and breakfast units (4)/person (12) exceeded	2.1.18(7)	$200.00
Bed and breakfast only allows breakfast meals	2.1.18(8)	$200.00
Bed and breakfast exceeds vehicular traffic allowance	2.1.18(9)	$200.00
Bed and breakfast unenclosed storage	2.1.18(10)	$200.00
Bed and breakfast accessory setbacks not met	2.1.18(11)	$200.00
Bed and breakfast floor area exceeded	2.1.18(12)	$200.00
Bed and breakfast unpermitted cooking facilities	2.1.18(13)	$200.00
Bed and breakfast not permitted	2.1.18(14)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unlawful accessory building	Part 1, 4.01(1)(a)	$200.00
Accessory building as dwelling	Part 1, 4.01(1)(c)	$250.00
Accessory building occupied no permits	Part 1, 4.01(2)(b)(i)	$200.00
Home based business alters appearance	Part 1, 4.06(1)(a)	$250.00
Home based business creates nuisance	Part 1, 4.06(1)(d)	$250.00
Home based business – insufficient parking	Part 1, 4.06(1)(f)	$200.00
Home based business – unlawful traffic/parking	Part 1, 4.06(1)(h)	$250.00
Home based business – not contained	Part 1, 4.06(2)(a)(ii)	$250.00
Home based business – excessive area	Part 1, 4.06(2)(c)	$200.00
Home based business – excess non-resident employee	Part 1, 4.06(2)(e)	$200.00
Home based business – unlawful storage	Part 1, 4.06(2)(f)	$250.00
Bed and breakfast – exceed 3 B&B units or 10 persons	Part 1, 4.06(3)(b)(i)	$200.00
Bed and breakfast – exceed 4 B&B units or 12 persons	Part 1, 4.06(3)(b)(ii)	$200.00
Bed and breakfast – excess meals served	Part 1, 4.06(3)(c)	$200.00
Bed and breakfast – unlawful traffic	Part 1, 4.06(3)(d)	$200.00
Bed and breakfast – unlawful storage	Part 1, 4.06(3)(e)	$250.00
Bed and breakfast – exceed setback requirements	Part 1, 4.06(3)(f)	$200.00
Bed and breakfast – exceed lawful floor area	Part 1, 4.06(3)(g)	$200.00
Unlawful home industry	Part 1, 4.06(4)(a)	$300.00
Home industry – excess non-resident employee	Part 1, 4.06(4)(b)	$200.00
Home industry in setback/not screened	Part 1, 4.06(4)(c)	$250.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)	$200.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(a)	$250.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(b)	$250.00
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(ii)	$250.00
Home industry – portable sawmill in setback	Part 1, 4.06(4)(d)(iii)	$200.00
Home industry – material storage in setback	Part 1, 4.06(4)(d)(iv)	$250.00
Home industry – unscreened material storage	Part 1, 4.06(4)(d)(iv)	$250.00
Home industry – exceeds authorized area	Part 1, 4.06(4)(e)	$200.00
Home industry – unscreened materials storage	Part 1, 4.06(4)(f)	$250.00
Home industry – parking prohibited commercial vehicle	Part 1, 4.06(4)(g)	$200.00
Garbage container in setback	Part 1, 4.07(3)	$200.00
Contrary to permitted uses	Part 1, 4.09(1)	$250.00
Excess unenclosed unlicensed vehicle/RV	Part 1, 4.09(2)(a)	$250.00
Unenclosed vehicle parts	Part 1, 4.09(2)(b)	$250.00
Illegally sited vehicles	Part 1, 4.09(2)(c)	$250.00
Unlicensed vehicle/parts on vacant lot	Part 1, 4.09(2)(d)	$250.00
Unenclosed unsightly material	Part 1, 4.09(2)(e)	$250.00
Recycle depot – unenclosed storage	Part 1, 4.11	$200.00
Obstructed visibility	Part 1, 4.16	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(a)	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(b)	$200.00
Exceed allowed fence height	Part 1, 4.17(2)(c)	$200.00
Exceed allowed fence height	Part 1, 4.17(3)(a)	$200.00
Exceed allowed fence height	Part 1, 4.17(3)(b)	$200.00
Prohibited animals	Part 1, 4.18(1)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Excess rabbits	Part 1, 4.18(2)	$200.00
Secondary suite not permitted	Part 1, 4.19(1)(a)	$200.00
Excess secondary or detached suite	Part 1, 4.19(1)(e)	$200.00
Not owner occupied	Part 1, 4.19(1)(f)	$200.00
Boarders/lodgers not permitted	Part 1, 4.19(1)(g)	$200.00
No building permit secondary suite	Part 1, 4.19(2)	$200.00
Secondary suite insufficient parking	Part 1, 4.19(3)	$200.00
Secondary suite not permitted	Part 1, 4.19(4)	$200.00
Unpermitted detached suite	Part 1, 4.20(a)	$200.00
Excess detached or secondary suite	Part 1, 4.20(b)	$200.00
No building permit detached suite	Part 1, 4.20(d)	$200.00
Detached suite no parking	Part 1, 4.20(i)	$200.00
Not owner occupied	Part 1, 4.20(l)	$200.00
Boarders/lodgers not permitted	Part 1, 4.20(m)	$200.00
Illegal bed and breakfast	Part 1, 4.20(n)	$200.00
Detached suite not permitted	Part 1, 4.20(o)	$200.00
Zone A excess RVs	Part 2, 2.01(i)	$200.00
Zone A-1 excess RVs	Part 2, 2A.02(i)	$200.00
Zone AG excess RVs	Part 2, 4.01(g)	$200.00
Zone AG-1 excess RVs	Part 2, 4C.02(f)	$200.00
Zone RR-WI excess RVs	Part 2, 4D.02(d)	$200.00
Zone RR-2 excess RVs	Part 2, 6.01(i)	$200.00
Zone RR-2A excess RVs	Part 2, 6A.01(e)	$200.00
Zone WT-1 excess RVs	Part 2, 6B.01(e)	$200.00

SCHEDULE 3 TO BYLAW NO. 1857

(Bylaws 2225, 4401, 4703)

JUAN DE FUCA LAND USE BYLAW NO. 2, 2025, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Zone WT-2 excess RVs	Part 2, 6C.01(e)	$200.00
Zone WT-3 excess RVs	Part 2, 6D.01(e)	$200.00
Zone RR-6 excess RVs	Part 2, 10.01(i)	$200.00
Parking not provided	Part 3, 1.0	$200.00
Visitor parking requirement	Part 3, 9.0	$200.00
Handicapped parking requirement	Part 3, 10.0(1)-(5)	$200.00
Non-permitted sign	Part 4, 1.01(1)	$200.00
Prohibited sign	Part 4, 1.02(a)-(e)	$200.00
No sign permit	Part 4, 1.05(1)	$200.00
Poorly maintained sign	Part 4, 1.09	$200.00
Sign affecting visibility	Part 4, 1.10	$200.00

SCHEDULE 4 TO BYLAW NO. 1857

(Bylaws 2055, 4027, 4703)

UNSIGHTLY PREMISES BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Accumulated debris	2(1)	$200.00
Littering	2(2)	$200.00
Unsightly property	2(3)	$200.00
Graffiti	2(4)	$200.00
Property not cleaned	3	$200.00

SCHEDULE 5 TO BYLAW NO. 1857

(Bylaw 3020, 4401, 4703)

BUILDING REGULATION BYLAW NO. 5, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain building permit	3.1.1	$250.00
Fail to obtain demolition/deconstruction permit	3.1.2	$250.00
Occupy without occupancy certificate	3.1.3	$250.00
Tamper with posted notice/permit/certificate	3.1.4	$250.00
Build contrary to approved plans	3.1.5	$250.00
Obstruct entry of authorized building official	3.1.6	$250.00
Continue work on structure after order	3.1.7	$400.00
Construct contrary to building regulations	3.1.8	$250.00

SCHEDULE 6 TO BYLAW NO. 1857

AMUSEMENT MACHINE AND GAMES ROOM REGULATION BYLAW, 1983

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Underage employee	3(a)	$100.00
Violate hours of operation	4(b)	$100.00
Excess amusement machines	5	$100.00
Minor on premises	6(a)	$100.00
Permit minor on premises	6(b)	$100.00
Child under 15 on premises during prohibited hours	6(d)	$100.00

SCHEDULE 7 TO BYLAW NO. 1857

(Bylaw 4401, 4672, 4703)

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, 2025

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Deposit or cause, permit or allow deposit of soil without permit	8 (a)	$750.00	$550.00
Deposit or cause, permit or allow deposit greater than 20,000 m^3 of soil	8 (b)	$1,000.00	$750.00
Deposit or cause, permit or allow deposit of unsuitable material	8 (c)	$1,000.00	$750.00
Remove/deposit soil in or around a watercourse	8 (d)	$1,000.00	$750.00
Unlawful removal/deposit of soil on ALR land	8 (e)	$1,000.00	$750.00
Deposit contrary to a permit	8 (f)	$1,000.00	$750.00
Remove soil on a holiday	11 (a)(i)	$500.00	
Remove soil outside permitted hours	11 (a)(ii) or 11(b)(i)	$500.00	
Removal of soil without development permit	11 (c)	$1,000.00	$750.00
Removal of soil not in compliance with development permit	11 (d)	$750.00	$550.00
Removal of soil without sediment control	11 (e)	$750.00	$550.00
Removal of soil without deposit permit	11 (f)	$500.00	
Removal of soil without Ministry of Transportation and Transit approval	11 (g)	$250.00	
Soil or other material on public highway right-of-way	11 (h)	$250.00	
Deposit soil on a holiday	12 (a)(i)	$250.00	
Deposit soil outside permitted hours	12 (a)(ii) or 12 (b)(i)	$250.00	
Deposit of soil without development permit	12 (c)	$500.00	
Deposit of soil not in compliance with development permit	12 (d)	$500.00	
Deposit of soil without sediment control	12 (e)	$500.00	
Deposit activity obstructs, impairs or impedes drainage	12 (f)	$1,000.00	$750.00

SCHEDULE 7 TO BYLAW NO. 1857

(Bylaw 4401, 4672, 4703)

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, 2025

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
facility or watercourse			
Deposit of soil on or to create an over-steepened fill slope	12 (g) or 12 (g)(i)	$500.00	
Insufficient drainage	12 (h)	$500.00	
Increased drainage over adjacent property	12 (i)	$500.00	
Soil deposited over well/water source/sewage disposal system	12 (j)	$750.00	$550.00
Deposit of soil without Ministry of Transportation and Transit approval	12 (k)	$250.00	
Soil or other material within public highway right-of-way	12 (l)	$250.00	
Soil deposited over statutory right-of-way	12 (m)	$500.00	
Deposit of Soil without Type ‘A’ Permit	21	$500.00	
Deposit of Soil without Type ‘B’ Permit	23	$750.00	$550.00
Deposit of Soil without Type ‘C’ Permit	24	$1,000.00	$750.00
Deposit of Soil without Type ‘D’ Permit	26	$1,250.00	$1,000.00
Failure to keep soil deposit logbook	31 (a)	$500.00	
Failure to produce soil deposit logbook upon request	31 (b)	$500.00	
Incomplete soil deposit logbook	31 (c)	$250.00	
Failure to post soil deposit permit/sign	31 (d)	$250.00	
Failure to clean road	31 (e)	$250.00	
Failure to comply with deposit cessation order	31 (h)	$1,000.00	$750.00
Failure to produce soil deposit records	39	$250.00	
Failure to identify and mark the soil deposit extents	39	$250.00	

Early Payment: Fine if Paid on or Before the 30th day from the date on which the ticket is served.

SCHEDULE 8 TO BYLAW NO. 1857

(Bylaw 4653, 4703)

WATER DISTRIBUTION LOCAL SERVICE CONDITIONS, FEES AND CHARGES BYLAW NO. 1, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Service connection without application/approval	6.4	$200.00
Connect to waterworks without authorization	6.5	$200.00
Install booster pump without approval	8.5	$200.00
Unauthorized use of fire connection	14.2	$500.00
Install shut off valve or outlet to service connection	29.2	$200.00
Interfere with water meters	31.1	$500.00
Failure to maintain access to water meter	32.1	$200.00
Failure to act as directed	34.2	$200.00
Use hydrant or standpipe without authorization	37.1	$500.00
Connect to or use water with authorization	69.4	$200.00
Connect multiple units without authorization	70.1	$200.00
Operate, maintain, repair without authorization	79.2	$200.00
Connect or alter without authorization	80.1	$500.00
Operation of valve or curb stop without authorization	80.2	$200.00
Connect apparatus, fitting or fixture causing damage or disturbance	90.1	$200.00
Damage waterworks or service connection	102.1	$500.00
Obstruction of an authorized agent	104.2	$500.00

SCHEDULE 9 TO BYLAW NO. 1857

(Bylaws 3111, 3195, 3909, 4703)

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
No kennel licence	2(1)(a)	$200.00
Harbouring dogs in excess of kennel licence	2(1)(b)	$200.00
Operating kennel contrary to zoning	2(2)(a)	$200.00
Failure of kennel to provide adequate fencing	2(2)(c)	$200.00
No licence	3	$200.00
No licence on dog	7	$200.00
Unauthorized removal of licence tag	10	$200.00
Failure to display dangerous dog sign	14(c)	$200.00
Animal at large	24(1)	$200.00
Uncontrolled dangerous dog	24(2)	$500.00
Obstructing Animal Control Officer	24(3)	$500.00
Bitch in heat unenclosed	25	$200.00
Noisy dog	26(1)	$200.00
Noisy animal	26(2)	$200.00
Animal on beach	29	$200.00
Fail to provide water or food	27(1)(a)	$200.00
Fail to provide sanitary receptable	27(1)(b)	$200.00
Fail to provide sufficient exercise	27(1)(c)	$200.00
Fail to provide veterinarian care	27(1)(d)	$200.00
Fail to provide adequate shelter	27(2)	$200.00
Animal tied to fixed object by neck	27(3)	$200.00
Animal tied to fixed object for extended period	27(4)	$200.00
Animal kept in confined space without ventilation	27(5)	$200.00
Fail to adequately confine animal in vehicle	27(6)	$200.00

SCHEDULE 10 TO BYLAW NO. 1857

(Bylaws 2565, 3379, 4703)

NOISE SUPPRESSION BYLAW (SOUTHERN GULF ISLANDS) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3(1)	$200.00
Construction noise	3(2)	$200.00
Amplified music – outdoors	3(3)	$200.00
Amplified music – indoors	3(4)	$200.00
Vehicle noise	3(5)	$200.00
Firearms noise	3(6)	$200.00

SCHEDULE 11 TO BYLAW NO. 1857

(Bylaws 2225, 3418, 3442, 3701, 4703)

NOISE SUPPRESSION BYLAW (JUAN DE FUCA) NO. 1, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3.1	$200.00
Construction noise	3.2	$200.00
Construction noise on Sundays or holidays	3.3	$200.00
Leaf blower noise	3.4	$200.00
Amplified music – outdoors	3.5	$200.00
Amplified music – indoors	3.6	$200.00
Noisy vehicle	3.7	$200.00
Noise from firearms	3.8	$200.00
Noise from electrical equipment	3.9	$200.00

SCHEDULE 12 TO BYLAW NO. 1857

(Bylaws 2225, 3385, 3418, 4703)

NOISE SUPPRESSION BYLAW (SALT SPRING ISLAND) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Noise which disturbs	2	$200.00
Loading/unloading noise	3(1)	$200.00
Construction noise	3(2)	$200.00
Amplified music – outdoors	3(3)	$200.00
Amplified music – indoors	3(4)	$200.00
Vehicle noise	3(5)	$200.00
Firearms noise	3(6)	$200.00

SCHEDULE 13 TO BYLAW NO. 1857

(Bylaws 2565, 3442, 3609, 4703)

CAPITAL REGIONAL DISTRICT IDLING CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Idle in excess of three minutes	2	$200.00

SCHEDULE 14 TO BYLAW NO. 1857

(Bylaw 4654, 4703)

WATER REGULATIONS BYLAW NO. 1, 1990

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized connection to waterworks	4	$200.00
Unauthorized use of water supplied by waterworks	5(a)	$200.00
Failure to follow board direction pertaining to water use	5(b)	$200.00
Tamper, operate, or remove Water connections or fixtures	6(a)	$500.00
Damage or alter water connections or fixtures	6(b)	$500.00
Unauthorized use of fire connections, hydrants or standpipes	7	$500.00
Waste of water	8	$200.00
Obstruction of fire connections, hydrants or standpipes	9(a)	$500.00
Failure to pay fees associated with removal of obstruction	9(b)	$500.00
Unauthorized connection of multiple units to a single service connection	16	$200.00
Unauthorized installation of Service Connection	19	$200.00
Failure to pay turn-on or turn-off fee	22(b)	$250.00
Unauthorized turn-on or turn-off of water supply	22(c)	$500.00
Connection of an independent water supply to CRD service connection	25	$500.00
Failure to comply with section 27	27	$500.00
Obstruct access	9	$250.00

SCHEDULE 15 TO BYLAW NO. 1857

LANGFORD SIGN BYLAW, 1987

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Non-conforming sign	3(2)(a)	$100.00
Abandoned sign	3(3)(a)	$100.00
Billboard sign	3(3)(b)	$100.00
Moving sign	3(3)(c)	$100.00
Roof sign	3(3)(d)	$100.00
No permit	3(6)(a)	$100.00
Obstructs view	3(12)	$100.00

SCHEDULE 16 TO BYLAW NO. 1857

(Bylaws 2509, 2658, 2698, 3555, 4169, 4703)

CAPITAL REGIONAL DISTRICT CLEAN AIR BYLAW NO. 1, 2014

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Smoking in a park	2(1)(a)	$200.00
Smoking in a designated public space	2(1)(b)	$200.00
Smoking in a school yard	2(1)(c)	$200.00
Smoking in a building	2(1)(d)	$200.00
Smoking in a business place (food or beverage)	2(1)(e)	$200.00
Smoking in a vehicle	2(1)(f)	$200.00
Smoking in 7m buffer zone of doorway, window or intake	2(1)(g)	$200.00
Smoking in 7m buffer zone of a bus stop	2(1)(h)	$200.00
Permitting smoking in a building	2(2)(a)	$500.00
Permitting smoking in a business place (food or beverage)	2(2)(b)	$500.00
Permitting smoking in a vehicle	2(2)(c)	$500.00
Failing to display sign in the prescribed form	3(1), 3(2), 4(1)	$300.00
Removing or defacing a sign	4(3)	$500.00

SCHEDULE 17 TO BYLAW NO. 1857

(Bylaw 1999)

FOOD HANDLERS BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Uncertified supervisor	2	$200.00
Certificate not posted	3	$100.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Obstruction of Park or Peace Officer	4(1)	$500.00
Failure to obey sign or posted notice	4(3)	$100.00
Possession or consumption of liquor	4(4)	$200.00
Urinate or defecate in public	4(5)	$200.00
Breach of curfew	4(6)	$200.00
Undue noise	4(8)	$200.00
Disruptive use of machinery or cycle – peace	4(9)(a)	$200.00
Disruptive use of machinery or cycle – wildlife	4(9)(b)	$200.00
Disruptive use of machinery or cycle	4(9)(c)	$200.00
Disturb the peace	4(11)	$200.00
Enter park within eviction period	4(12)	$300.00
Unauthorized use of aircraft	4(13)	$200.00
Cause disturbance between 10 pm and 7 am	6(1)(b)	$200.00
No camping	6(4)	$200.00
Fail to register	6(5)	$200.00
Damage or remove any natural park feature	7(1)(a)	$300.00
Build or alter any trail	7(1)(b)	$300.00
Destroy or damage park infrastructure	7(1)(c)	$200.00
Build, place, or install structure or facility	7(1)(d)	$300.00
Deposit plant or animal material	7(1)(e)	$200.00
Hunt or molest wildlife	7(1)(f)	$200.00
Feed wildlife or leave attractant	7(1)(g)	$200.00
Contaminate park or waterway	7(1)(h)	$300.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Littering	7(3)	$200.00
Illegal dumping	7(4)	$300.00
Illegal fire	7(5)	$300.00
Unattended fire	7(6)	$200.00
Smoke in park	7(8)	$200.00
Cut or remove tree	7(9)	$500.00
No cycling	7(10)	$200.00
Travel off designated trail	7(11)	$200.00
In the drinking water protection zone	7(12)	$200.00
Dog not under control	8(1)(a)	$200.00
Dog off leash	8(1)(b)	$200.00
Dog on beach or picnic area	8(1)(c)	$200.00
Dog faeces not removed	8(1)(d)	$200.00
Dog disturbing people or wildlife	8(1)(f)	$300.00
Domestic animal not under control	8(5)	$200.00
Horse in prohibited area	8(7)	$200.00
Possess or discharge firearm or explosive	9(1)	$200.00
Vehicle off road	10(1)	$300.00
Illegal parking	10(3)	$50.00
Off-road vehicle use in park	10(9)	$300.00
Commercial activity without permit	11(1)(b)	$400.00
Special use event without permit	12(1)(a)	$200.00

SCHEDULE 18 TO BYLAW NO. 1857

(Bylaws 2130, 2722, 3683, 3773, 3880, 4184, 4226, 4433, 4443, 4703)

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Failure to produce permit	12(1)(b)	$200.00
Breach of park use permit	12(9)	$300.00

SCHEDULE 19 TO BYLAW NO. 1857

(Bylaws 2163, 2281, 2359, 3140, 3899, 4003, 4567, 4646, 4675, 4703)

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Disobey site regulations	2.1	$200.00	
Fail to follow site regulations	2.2	$500.00	
Non-district waste	2.3	$500.00	$375.00
Deposit prohibited waste	2.5	$500.00	
Deposit hazardous waste	2.8	$500.00	
Improper disposal asbestos	2.11	$1000.00	
Deposit controlled waste	2.12	$500.00	
Deposit recyclable material	2.14	$500.00	$375.00
Improper deposit mandatory recyclable	2.15	$200.00	
Improper deposit voluntary recyclable	2.16	$200.00	
Improper deposit weeds	2.18	$200.00	
Deposit EPR material	2.19	$500.00	
Improper deposit EPR material	2.20	$200.00	
Deposit HHW by commercial hauler	2.21	$200.00	
Deposit HHW	2.22	$200.00	
Improper deposit of HHW	2.23	$200.00	
Deposit contaminated demo waste	2.25	$300.00	
Improper deposit sorted demo waste	2.26	$200.00	
Improper deposit kitchen scraps	2.27	$200.00	
Fail to separate waste	2.28(a)	$500.00	$375.00
Fail to separate waste (walking floor trailer)	2.28(b)	$1000.00	$750.00
Fail to pay fee	3.1	$300.00	
Deposit while charge unpaid	3.2(b)	$200.00	

SCHEDULE 19 TO BYLAW NO. 1857

(Bylaws 2163, 2281, 2359, 3140, 3899, 4003, 4567, 4646, 4675, 4703)

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT*
Uncovered/unsecured load	Sch. B, Reg. 2.1	$200.00	
Load not ready for disposal	Sch. B, Reg. 2.3	$200.00	
Drive off designated roads	Sch. B, Reg. 3.1	$200.00	
Fail to obey signs	Sch. B, Reg. 3.2	$200.00	
Fail to follow directions	Sch. B, Reg. 3.3	$200.00	
Scavenging	Sch. B, Reg. 3.5	$200.00	
Loitering on site	Sch. B, Reg. 3.6	$200.00	
Vehicle washing	Sch. B, Reg. 3.7	$200.00	
Disorderly conduct	Sch. B, Reg. 3.8	$300.00	
Overweight vehicle	Sch. B, Reg. 3.9	$200.00	
Children at site	Sch. B, Reg. 4.2	$100.00	
Pets at site	Sch. B, Reg. 4.3	$100.00	
Smoking at disposal site	Sch. B, Reg. 4.4	$200.00	
Use electronic device while driving	Sch. B, Reg. 4.7	$200.00	
No protective equipment	Sch. B, Reg. 4.8	$200.00	
Unauthorized videotaping or photography on site	Sch. B, Reg. 3.12	$200.00	

**Early Payment: Fine if Paid on or Before the 30th day from the date on which the ticket is served.*

SCHEDULE 20 TO BYLAW NO. 1857

(Bylaws 2293, 4434, 4554, 4673, 4703)

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Hinder/prevent inspection	3	$500.00
Wasting water	7(3)	$200.00
Wasting water during stage 2	7(3)	$300.00
Wasting water during stage 3	7(3)	$400.00
Use water contrary to bylaw	7(4)	$200.00
Stage 1 – water lawn contrary to days/times	Sch. A 1(1)(a)	$200.00
Stage 1 – water contrary to restrictions	Sch. A 1(1)(b)	$200.00
Stage 1 – operate public spray park contrary to restrictions	Sch. A 1(1)(c)	$200.00
Stage 1 – public authority watering contrary to days/times	Sch. A 1(2)(b)	$200.00
Stage 1 – watering golf courses contrary to restrictions	Sch. A 1(2)(c)	$200.00
Stage 2 – water lawn contrary to days/times	Sch. A 2(1)(a)	$250.00
Stage 2 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A 2(1)(b)(i)	$250.00
Stage 2 – use motion-activated sprinkler device	Sch. A 2(1)(b)(ii)	$250.00
Stage 2 – water cemetery lawn	Sch. A 2(1)(b)(iii)	$250.00
Stage 2 – operate public spray park contrary to restrictions	Sch. A 2(1)(c)	$250.00
Stage 2 – fill ornamental fountain	Sch. A 2(1)(d)(i)	$250.00
Stage 2 – operate ornamental fountain	Sch. A 2(1)(d)(ii)	$250.00
Stage 2 – water contrary to restrictions	Sch. A 2(1)(e)	$250.00
Stage 2 – public authority watering contrary to days/times	Sch. A 2(2)(b)	$250.00
Stage 2 – watering golf courses contrary to restrictions	Sch. A 2(2)(c)	$250.00
Stage 3 – water lawn, turf, or boulevard	Sch. A 3(1)(a)(i)	$400.00
Stage 3 – fill pool, hot tub, or garden pond	Sch. A 3(1)(a)(ii)	$400.00
Stage 3 – operate a public spray park	Sch. A 3(1)(a)(iii)	$400.00

SCHEDULE 20 TO BYLAW NO. 1857

(Bylaws 2293, 4434, 4554, 4673, 4703)

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Stage 3 – operate or fill ornamental fountain	Sch. A 3(1)(a)(iv)	$400.00
Stage 3 – wash vehicle or boat with water	Sch. A 3(1)(a)(v)	$400.00
Stage 3 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A 3(1)(a)(vi)	$400.00
Stage 3 – use motion-activated sprinkler device	Sch. A 3(1)(a)(vii)	$400.00
Stage 3 – leave water service turned on	Sch. A 3(1)(a)(viii)	$400.00
Stage 3 – water contrary to restrictions	Sch. A 3(1)(b)	$400.00
Stage 3 – watering golf courses contrary to days/times	Sch. A 3(2)(a)	$400.00
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A 3(2)(b)	$400.00
Stage 4 – use of water while prohibited (outdoor)	Sch. A 4(1)(a)	$500.00
Stage 4 – indoor use contrary to restrictions (residential)	Sch. A 4(1)(b)	$500.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge prohibited waste	2.1 (a)	$1,000.00
Discharge restricted waste	2.1(b)	$500.00
High volume discharge	2.1(c)	$200.00
Discharge without a permit and contrary to code of practice	2.1(d)	$200.00
Unauthorized discharge of excess uncontaminated water	2.1(e)	$200.00
Unauthorized discharge of septage	2.3	$500.00
Unauthorized discharge of trucked liquid waste	2.4	$500.00
Discharge to dilute non-domestic waste	2.5	$500.00
Fail to provide spill containment	2.8(a)	$200.00
Fail to post name and phone number as required	2.8(b)	$200.00
Unauthorized discharge of recreational vehicle waste	2.9	$750.00
Unauthorized discharge of carpet cleaner waste	2.10	$750.00
Unauthorized discharge of ship and boat waste	2.11	$750.00
Unauthorized discharge of kitchen equipment cleaning waste	2.12	$500.00
Fail to adjust Ph	2.13(a)	$500.00
Fail to maintain complete records	2.13(b)	$200.00
Fail to apply for permit	3.3	$250.00
Fail to comply with permit terms or conditions	3.6	$1,000.00
Fail to comply with authorization terms or conditions	3.7	$500.00
Bypass waste control works	5.2	$500.00
Fail to maintain complete records, monitoring	6.1(a)	$200.00
Fail to maintain complete records, administration	6.1(b)	$200.00
Fail to report unlawful discharge to a manager or officer	7.1(a)	$250.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to report unlawful discharge to owner	7.1(b)	$250.00
Fail to provide information to manager on premises	7.2(a)	$250.00
Fail to provide information to on location	7.2(b)	$250.00
Fail to provide information to on contact person	7.2(c)	$250.00
Fail to provide information to on time, date and duration	7.2(d)	$250.00
Fail to provide information to on type	7.2(e)	$250.00
Fail to provide information to on volume	7.2(f)	$250.00
Fail to provide information to on corrective action	7.2(g)	$250.00
Fail to confine unlawful discharge	7.3(a)	$500.00
Fail to dispose of substance properly	7.3(b)	$500.00
Fail to give 90 days notice of new activity	7.4(a)	$250.00
Fail to give 90 days notice of activity change	7.4(b)	$250.00
Inaccessible monitoring point	9.6	$250.00
Hinder/prevent inspection	13.1	$500.00
Discharge of restricted waste	Sch. I, 2.1(a)	$200.00
Discharge of prohibited waste	Sch. I, 2.1(b)	$200.00
Discharge of excess uncontaminated water	Sch. I, 2.1(c)	$200.00
Discharge of stormwater to sewer	Sch. I, 2.1(d)	$200.00
Fail to install grease interceptor	Sch. I, 2.2	$500.00
Fail to maintain grease interceptor	Sch. I, 2.3	$200.00
Installation of unapproved treatment works	Sch. I, 2.4	$250.00
Alternate treatment works non-compliant with permit or authorization	Sch. I, 2.5	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to clean out grease interceptor	Sch. I, 2.6	$200.00
Accumulation of excess grease or solids	Sch. I, 2.7	$200.00
Disposal of oil and grease to sewer	Sch. I, 2.8	$200.00
Use of agents facilitating bypass of grease	Sch. I, 2.9	$200.00
Fail to connect fixture to grease interceptor, sink	Sch. I, 2.10(a)	$200.00
Fail to connect fixture to grease interceptor, exhaust hood	Sch. I, 2.10(b)	$200.00
Fail to connect fixture to grease interceptor, drain	Sch. I, 2.10(c)	$200.00
Fail to connect fixture to grease interceptor, compactor	Sch. I, 2.10(d)	$200.00
Fail to connect fixture to grease interceptor, dishwasher	Sch. I, 2.10(e)	$200.00
Fail to connect fixture to grease interceptor, grease bearing fixture	Sch. I, 2.10(f)	$200.00
Fail to install works preventing discharge of rainwater to sewer	Sch. I, 2.11	$200.00
Connection of a toilet or urinal	Sch. I, 2.12(a)	$200.00
Connection of a hand sink	Sch. I, 2.12(b)	$200.00
Connection of a mop sink	Sch. I, 2.12(c)	$200.00
Connection of fixture discharging solids	Sch. I, 2.12(d)	$200.00
Connection of drain receiving uncontaminated water	Sch. I, 2.12(e)	$200.00
Unapproved grease interceptor rating greater than 100gpm	Sch. I, 2.13	$200.00
Unapproved grease interceptor rating less than 100gpm	Sch. I, 2.14	$200.00
Unapproved grease interceptor design and installation	Sch. I, 2.15	$200.00
Fail to install flow control device	Sch. I, 2.20	$200.00
Fail to properly size or install flow control device	Sch. I, 2.21(a)	$200.00
Flow control cannot be verified	Sch. I, 2.21(b)	$200.00

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(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to install correct flow control device	Sch. I, 2.21(c)	$200.00
Inaccessible grease interceptor	Sch. I, 2.22	$200.00
Grease interceptor installed in confined space	Sch. I, 2.23	$200.00
Fail to correctly install monitoring point, as required	Sch. I, 2.24(a)	$200.00
Improper monitoring point	Sch. I, 2.24(b)	$200.00
Inaccessible monitoring point	Sch. I, 2.24(c)	$200.00
Fail to remove cover of grease interceptor	Sch. I, 2.26	$200.00
Improper connection of food grinder	Sch. I, 2.27	$200.00
Fail to install solids interceptor	Sch. I, 2.28	$200.00
Fail to maintain solids separator	Sch. I, 2.29	$200.00
Fail to keep operation manual	Sch. I, 3.1	$200.00
Fail to keep records available for inspection	Sch. I, 3.2	$200.00
Fail to maintain complete records, date	Sch. I, 3.2(a)	$200.00
Fail to maintain complete records, maintenance	Sch. I, 3.2(b)	$200.00
Fail to maintain complete records, material removed	Sch. I, 3.2(c)	$200.00
Fail to maintain complete records, location of disposal	Sch. I, 3.2(d)	$200.00
Fail to retain records, maintenance and disposal	Sch. I, 3.3	$200.00
Fail to retain records, installed grease interceptor	Sch. I, 3.4	$200.00
Fail to maintain records, electronic records	Sch. I, 3.5	$200.00
Fail to maintain records, self-clean	Sch. I, 3.6	$200.00
Discharge prohibited waste	Sch. J, 2.1(a)	$200.00
Discharge restricted waste	Sch. J, 2.1(b)	$200.00
Discharge excessive tetrachloroethylene	Sch. J, 2.1(c)	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge residue	Sch. J, 2.1(d)	$200.00
Discharge of excess uncontaminated water	Sch. J, 2.1(e)	$200.00
Unauthorized discharge of stormwater	Sch. J, 2.2	$200.00
Fail to manage wastewater off-site	Sch. J, 2.3	$250.00
Fail to install second separator	Sch. J, 2.4(a)	$500.00
Fail to install filter	Sch. J, 2.4(b)	$500.00
Fail to install alarm	Sch. J, 2.4(c)	$500.00
Fail to install second filter	Sch. J, 2.4(d)	$500.00
Fail to install works in correct order	Sch. J, 2.5	$200.00
Treatment works not accessible	Sch. J, 2.6	$200.00
Treatment works location, confined space	Sch. J, 2.7	$200.00
Fail to maintain machines	Sch. J, 2.8	$200.00
Fail to replace filter before expiry date	Sch. J, 2.9(a)	$200.00
Fail to replace filter after alarm	Sch. J, 2.9(b)	$200.00
Fail to replace filter after elevated concentration	Sch. J, 2.9(c)	$200.00
Fail to correctly install monitoring point	Sch. J, 2.10(a)	$200.00
Inaccessible monitoring point	Sch. J, 2.10(b)	$200.00
Fail to protect sewer against spills	Sch. J, 3.1	$200.00
Fail to install spill containment system	Sch. J, 3.2	$200.00
Undersized containment	Sch. J, 3.3	$200.00
Open drains in containment	Sch. J, 3.4	$200.00
Fail to block drains in contamination area	Sch. J, 3.5	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge untested stormwater from containment	Sch. J, 3.6	$200.00
Fail to prepare spill response plan	Sch. J, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. J, 4.2	$200.00
Fail to post spill response plan	Sch. J, 4.3	$200.00
Fail to stock spill response materials	Sch. J, 4.4	$200.00
Fail to include plugs	Sch. J, 4.5	$200.00
Fail to follow spill response plan	Sch. J, 4.6	$200.00
Fail to maintain complete records, date	Sch. J, 5.1(a)	$200.00
Fail to maintain complete records, inspection	Sch. J, 5.1(b)	$200.00
Fail to maintain complete records, carbon replaced	Sch. J, 5.1(c)	$200.00
Fail to maintain complete records, material removed	Sch. J, 5.1(d)	$200.00
Fail to maintain disposal records	Sch. J, 5.2	$200.00
Fail to retain records	Sch. J, 5.3	$200.00
Fail to retain operation manual	Sch. J, 5.4	$200.00
Discharge excess contaminants, silver	Sch. K, 2.1(a)	$200.00
Discharge of prohibited waste	Sch. K, 2.1(b)	$200.00
Fail to manage waste off-site	Sch. K, 2.2(a)	$200.00
Fail to treat wastes	Sch. K, 2.2(b)	$500.00
Fail to install and maintain equipment	Sch. K, 2.3	$200.00
Fail to use metering pump	Sch. K, 2.4	$200.00
Fail to calibrate metering pump	Sch. K, 2.5	$200.00
Fail to properly locate recovery system as required	Sch. K, 2.6	$200.00
Fail to install spill containment or cap drains	Sch. K, 2.7	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to test effluent	Sch. K, 2.8	$200.00
Fail to install flow meter	Sch. K, 2.9(a)	$200.00
Fail to test discharge	Sch. K, 2.9(b)	$200.00
Fail to replace silver recovery cartridge as recommended	Sch. K, 2.10(a)	$200.00
Fail to replace silver recovery cartridge at 80% capacity	Sch. K, 2.10(b)	$200.00
Fail to replace silver recovery cartridge over 1000 mg/L	Sch. K, 2.10(c)	$200.00
Fail to replace silver recovery cartridge for excess silver	Sch. K, 2.10(d)	$200.00
Fail to replace both silver recovery cartridges	Sch. K, 2.11	$200.00
Treatment works not accessible	Sch. K, 2.14	$200.00
Treatment works location, confined space	Sch. K, 2.15	$200.00
Improper outlet location	Sch. K, 2.16(a)	$200.00
Monitoring point not accessible	Sch. K, 2.16(b)	$200.00
Fail to keep maintenance manual	Sch. K, 3.1	$200.00
Fail to maintain complete records, serial number	Sch. K, 3.2(a)	$200.00
Fail to maintain complete records, date	Sch. K, 3.2(b)	$200.00
Fail to maintain complete records, expiry date	Sch. K, 3.2(c)	$200.00
Fail to maintain complete records, capacity	Sch. K, 3.2(d)	$200.00
Fail to maintain complete records, calibrator	Sch. K, 3.2(e)	$200.00
Fail to maintain complete records, tests	Sch. K, 3.2(f)	$200.00
Fail to maintain complete records, repair/replacement	Sch. K, 3.2(g)	$200.00
Fail to maintain complete records on electrolytic unit	Sch. K, 3.3(a)	$200.00
Fail to record date of silver removal	Sch. K, 3.3(b)	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to record maintenance/repair information	Sch. K, 3.3(c)	$200.00
Fail to maintain disposal records, company name	Sch. K, 3.4(a)	$200.00
Fail to maintain disposal records, material type	Sch. K, 3.4(b)	$200.00
Fail to maintain disposal records, material quantity	Sch. K, 3.4(c)	$200.00
Fail to maintain disposal records, transfer date	Sch. K, 3.4(d)	$200.00
Fail to retain records	Sch. K, 3.5	$200.00
Discharge prohibited waste	Sch. L, 2.1(a)	$200.00
Discharge restricted waste	Sch. L, 2.1(b)	$200.00
Discharge of wastewater, elevated mercury concentration	Sch. L, 2.1(c)	$200.00
Fail to manage wastewater off-site	Sch. L, 2.3(a)	$250.00
Fail to treat wastewater prior to sewer discharge	Sch. L, 2.3(b)	$250.00
Amalgam separator not certified	Sch. L, 2.4	$200.00
Fail to correctly install and maintain amalgam separator	Sch. L, 2.5	$200.00
Fail to install proper flow control	Sch. L, 2.6(a)	$200.00
Fail to install flow control, water supply line	Sch. L, 2.6(b)	$200.00
Fail to install flow control, specified flow rate	Sch. L, 2.7	$200.00
Improper storage of collecting containers	Sch. L, 2.8	$200.00
Fail to install spill containment	Sch. L, 2.9	$200.00
Fail to replace collecting container, expiry date	Sch. L, 2.10(a)	$200.00
Fail to replace collecting container, warning level	Sch. L, 2.10(b)	$200.00
Fail to replace collecting container, elevated mercury	Sch. L, 2.10(c)	$200.00
Improper disposal to sewer	Sch. L, 2.11	$200.00
Inaccessible amalgam separator	Sch. L, 2.12	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Amalgam separator installed in confined space	Sch. L, 2.13	$200.00
Fait to correctly install monitoring point	Sch. L, 2.14(a)	$200.00
Fail to include total flow	Sch. L, 2.14(b)	$200.00
Inaccessible monitoring point	Sch. L, 2.14(c)	$200.00
Fail to keep maintenance manual	Sch. L, 3.1	$200.00
Fail to post ISO standard test report	Sch. L, 3.2	$200.00
Fail to maintain complete records, date of install	Sch. L, 3.3(a)	$200.00
Fail to maintain complete records, serial number	Sch. L, 3.3(b)	$200.00
Fail to maintain complete records, maximum flow rate	Sch. L, 3.3(c)	$200.00
Fail to maintain complete records, date of inspection	Sch. L, 3.3(d)	$200.00
Fail to maintain complete records, description of problems	Sch. L, 3.3(e)	$200.00
Fail to maintain complete records, service provider	Sch. L, 3.3(f)	$200.00
Fail to maintain complete records, dates of waste pick-up	Sch. L, 3.3(g)	$200.00
Fail to retain records, five years	Sch. L, 3.4	$200.00
Discharge prohibited waste	Sch. M, 2.1(a)	$200.00
Discharge restricted waste	Sch. M, 2.1(b)	$200.00
Discharge excess oil and grease	Sch. M, 2.1(c)	$200.00
Discharge excess uncontaminated water	Sch. M, 2.1(d)	$200.00
Discharge fuel-water	Sch. M, 2.1(e)	$200.00
Discharge from parts washer	Sch. M, 2.1(f)	$200.00
Discharge from oily rag washing	Sch. M, 2.1(g)	$200.00
Discharge from engine washing	Sch. M, 2.1(h)	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized discharge of stormwater	Sch. M, 2.2	$200.00
Unauthorized discharge of groundwater	Sch. M, 2.3	$200.00
Fail to install treatment works	Sch. M, 2.4	$200.00
Fail to install properly sized separator	Sch. M, 2.6	$200.00
Fail to treat discharge	Sch. M, 2.7	$200.00
Unauthorized discharge to treatment works	Sch. M, 2.8	$200.00
Use of chemical agents	Sch. M, 2.9	$200.00
Fail to correctly install monitoring point	Sch. M, 2.10(a)	$200.00
Improper monitoring point	Sch. M, 2.10(b)	$200.00
Inaccessible treatment works	Sch. M, 2.11	$200.00
Accumulation of excessive oil and grease	Sch. M, 2.12	$200.00
Accumulation of excessive solids	Sch. M, 2.13	$200.00
Fail to inspect separator	Sch. M, 2.14	$200.00
Fail to clean separator	Sch. M, 2.15	$200.00
Fail to conduct annual cleaning	Sch. M, 2.16	$200.00
Fail to provide spill containment, used batteries	Sch. M, 3.1(a)	$200.00
Fail to provide spill containment, used solvents	Sch. M, 3.1(b)	$200.00
Fail to provide spill containment, fuel tanks	Sch. M, 3.1(c)	$200.00
Fail to provide spill containment, prohibited waste	Sch. M, 3.1(d)	$200.00
Fail to supervise discharge	Sch. M, 3.2	$200.00
Fail to prepare spill response plan	Sch. M, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. M, 4.2	$200.00
Fail to post spill response plan	Sch. M, 4.3	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to follow spill response plan	Sch. M, 4.4	$200.00
Fail to inspect following spill	Sch. M, 4.5	$200.00
Fail to remove spilled materials	Sch. M, 4.6	$200.00
Fail to stock spill response materials	Sch. M, 4.7	$200.00
Fail to maintain complete records, date of inspection	Sch. M, 5.1(a)	$200.00
Fail to maintain complete records, maintenance	Sch. M, 5.1(b)	$200.00
Fail to maintain complete records, material depth	Sch. M, 5.1(c)	$200.00
Fail to maintain complete records, quantity removed	Sch. M, 5.1(d)	$200.00
Fail to maintain complete records, service provider	Sch. M, 5.1(e)	$200.00
Fail to maintain design information	Sch. M, 5.2	$200.00
Fail to maintain record of waste disposal, name	Sch. M, 5.4(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. M, 5.4(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. M, 5.4(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. M, 5.4(d)	$200.00
Fail to retain records	Sch. M, 5.5	$200.00
Discharge prohibited waste	Sch. N, 2.1(a)	$200.00
Discharge restricted waste	Sch. N, 2.1(b)	$200.00
Discharge of excess uncontaminated water	Sch. N, 2.1(c)	$200.00
Discharge from engine washing	Sch. N, 2.1(d)	$200.00
Discharge of trucked liquid waste	Sch. N, 2.1(e)	$200.00
Discharge of carpet cleaning waste	Sch. N, 2.1(f)	$200.00
Discharge of recreational vehicle waste	Sch. N, 2.1(g)	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge from oily rag washing	Sch. N, 2.1(h)	$200.00
Unauthorized discharge of stormwater	Sch. N, 2.2	$200.00
Unauthorized discharge of groundwater	Sch. N, 2.3	$200.00
Discharge untreated waste into sewer	Sch. N, 2.4	$500.00
Fail to install treatment works	Sch. N, 2.6	$500.00
Fail to install properly designed and sized interceptor	Sch. N, 2.7(a)	$200.00
Fail to install properly designed three chamber interceptor	Sch. N, 2.7(b)	$200.00
Fail to treat discharge	Sch. N, 2.8	$200.00
Unauthorized discharge to treatment works	Sch. N, 2.9	$200.00
Use of chemical agents	Sch. N, 2.10	$200.00
Fail to correctly install monitoring point	Sch. N, 2.11(a)	$200.00
Improper monitoring point	Sch. N, 2.11(b)	$200.00
Inaccessible treatment works	Sch. N, 2.12	$200.00
Accumulation of excessive oil and grease in treatment works	Sch. N, 2.13	$200.00
Accumulation of excessive solids in treatment works	Sch. N, 2.14	$200.00
Fail to inspect treatment works	Sch. N, 2.15	$200.00
Fail to clean treatment works	Sch. N, 2.16	$200.00
Fail to conduct required cleaning of treatment works	Sch. N, 2.17	$200.00
Fail to display signs	Sch. N, 2.18	$200.00
Engine washing	Sch. N, 2.19	$200.00
Fail to prepare spill response plan	Sch. N, 3.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. N, 3.2	$200.00
Fail to post spill response plan	Sch. N, 3.3	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to follow spill response plan	Sch. N, 3.4	$200.00
Fail to inspect treatment works following spill	Sch. N, 3.5	$200.00
Fail to remove spilled materials	Sch. N, 3.6	$200.00
Fail to stock materials	Sch. N, 3.7	$200.00
Fail to maintain complete records, date of inspections	Sch. N, 4.1(a)	$200.00
Fail to maintain complete records, maintenance	Sch. N, 4.1(b)	$200.00
Fail to maintain complete records, material depth	Sch. N, 4.1(c)	$200.00
Fail to maintain complete records, quantity removed	Sch. N, 4.1(d)	$200.00
Fail to maintain complete records, service provider	Sch. N, 4.1(e)	$200.00
Fail to maintain design information	Sch. N, 4.2	$200.00
Fail to maintain record of waste disposal, name	Sch. N, 4.4(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. N, 4.4(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. N, 4.4(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. N, 4.4(d)	$200.00
Fail to retain records	Sch. N, 4.5	$200.00
Discharge prohibited waste	Sch. O, 2.1(a)	$200.00
Discharge hazardous waste	Sch. O, 2.1(b)	$200.00
Discharge restricted waste	Sch. O, 2.1(c)	$200.00
Discharge stormwater	Sch. O, 2.1(d)	$200.00
Discharge of excess uncontaminated water	Sch. O, 2.1(e)	$200.00
Discharge excess total suspended solids	Sch. O, 2.1(f)	$200.00
Fail to treat waste	Sch. O, 2.2(b)	$500.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to visually inspect	Sch. O, 2.3(a)	$200.00
Fail to maintain screen	Sch. O, 2.3(b)	$200.00
Discharge unscreened waste	Sch. O, 2.4	$200.00
Fail to install spill containment	Sch. O, 2.5	$200.00
Fail to inspect equipment for leaks, hoses	Sch. O, 2.7(a)	$200.00
Fail to inspect filter gaskets	Sch. O, 2.7(b)	$200.00
Fail to inspect pumps	Sch. O, 2.7(c)	$200.00
Fail to inspect holding tanks	Sch. O, 2.7(d)	$200.00
Fail to prevent discharge to sewer	Sch. O, 2.8(a)	$200.00
Fail to repair leak within 72 hours	Sch. O, 2.8(b)	$200.00
Fail to keep records, inspection	Sch. O, 3.1(a)	$200.00
Fail to keep records, leaks	Sch. O, 3.1(b)	$200.00
Fail to keep records, screen replacement	Sch. O, 3.1(c)	$200.00
Fail to keep records, maintenance	Sch. O, 3.1(d)	$200.00
Fail to retain records	Sch. O, 3.2	$200.00
Discharge prohibited waste, excess contaminants, water	Sch. P, 2.1	$200.00
Fail to neutralize pH waste	Sch. P, 2.2	$200.00
Fail to remove solids	Sch. P, 2.3	$500.00
Fail to filter waste	Sch. P, 2.4(b)	$500.00
Fail to correctly install sampling tee	Sch. P, 2.7(a)	$200.00
Improper sampling tee	Sch. P, 2.7(b)	$200.00
Inaccessible sampling tee	Sch. P, 2.9	$200.00
Fail to keep records, mash tun	Sch. P, 3.1(a)	$200.00

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to keep records, kettle wash	Sch. P, 3.1(b)	$200.00
Fail to keep records, back flush	Sch. P, 3.1(c)	$200.00
Fail to keep records, yeast residue	Sch. P, 3.1(d)	$200.00
Fail to keep records, location of sampling tee	Sch. P, 3.1(e)	$200.00
Fail to keep records, pH adjustment	Sch. P, 3.1(f)	$200.00
Fail to keep records, date of testing	Sch. P, 3.1(g)	$200.00
Fail to retain records	Sch. P, 3.2	$200.00
Discharge prohibited waste	Sch. Q, 2.1(a)	$200.00
Discharge hazardous waste	Sch. Q, 2.1(b)	$200.00
Discharge restricted waste	Sch. Q, 2.1(c)	$200.00
Discharge solvent rinse	Sch. Q, 2.1(d)	$200.00
Discharge inks	Sch. Q, 2.1(e)	$200.00
Discharge etching solution	Sch. Q, 2.1(f)	$200.00
Discharge cleaning solvents	Sch. Q, 2.1(g)	$200.00
Discharge of excess uncontaminated water	Sch. Q, 2.1(h)	$200.00
Unauthorized discharge of stormwater	Sch. Q, 2.2	$200.00
Fail to install trade waste interceptor	Sch. Q, 2.3	$500.00
Fail to install works	Sch. Q, 2.4	$500.00
Fail to install and calibrate metering pump	Sch. Q, 2.6	$200.00
Fail to replace treatment works as recommended	Sch. Q, 2.8(a)	$200.00
Fail to replace treatment works at 80% capacity	Sch. Q, 2.8(b)	$200.00
Fail to replace treatment works total oil and grease at breakthrough	Sch. Q, 2.8(c)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to replace treatment works at breakthrough of oil and grease	Sch. Q, 2.8(d)	$200.00
Fail to properly size trade waste interceptor	Sch. Q, 2.11	$200.00
Bypass of treatment equipment	Sch. Q, 2.12	$200.00
Fail to divert domestic waste	Sch. Q, 2.13	$200.00
Use of chemical agents	Sch. Q, 2.15	$200.00
Fail to correctly install monitoring point	Sch. Q, 2.16(a)	$200.00
Inaccessible monitoring point	Sch. Q, 2.16(b)	$200.00
Inaccessible treatment works	Sch. Q, 2.17	$200.00
Accumulation of floating material	Sch. Q, 2.18	$200.00
Accumulation of excessive solids	Sch. Q, 2.19	$200.00
Fail to inspect trade waste interceptor	Sch. Q, 2.20	$200.00
Fail to maintain trade waste interceptor	Sch. Q, 2.21	$200.00
Fail to clean trade waste interceptor	Sch. Q, 2.22	$200.00
Fail to provide spill containment for solvents	Sch. Q, 3.1(a)	$200.00
Fail to provide spill containment for waste solvents	Sch. Q, 3.1(b)	$200.00
Fail to prepare spill response plan	Sch. Q, 4.1	$200.00
Fail to prepare spill response plan within 60 days	Sch. Q, 4.2	$200.00
Fail to follow spill response plan	Sch. Q, 4.3	$200.00
Fail to inspect following spill	Sch. Q, 4.4	$200.00
Fail to remove spilled materials	Sch. Q, 4.5	$200.00
Fail to stock materials	Sch. Q, 4.6	$200.00
Fail to maintain complete records, inspections	Sch. Q, 5.1(a)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to maintain complete records, maintenance	Sch. Q, 5.1(b)	$200.00
Fail to maintain complete records, material removed	Sch. Q, 5.1(c)	$200.00
Fail to maintain complete records, service provider	Sch. Q, 5.1(d)	$200.00
Fail to keep equipment records, installation date	Sch. Q, 5.2(a)	$200.00
Fail to keep equipment records, serial numbers	Sch. Q, 5.2(b)	$200.00
Fail to keep equipment records, expiry date	Sch. Q, 5.2(c)	$200.00
Fail to keep equipment records, capacity	Sch. Q, 5.2(d)	$200.00
Fail to keep equipment records, calibration dates	Sch. Q, 5.2(e)	$200.00
Fail to keep equipment records, problems	Sch. Q, 5.2(f)	$200.00
Fail to maintain design information	Sch. Q, 5.3	$200.00
Fail to maintain spill response plan	Sch. Q, 5.4	$200.00
Fail to maintain record of waste disposal, name	Sch. Q, 5.5(a)	$200.00
Fail to maintain record of waste disposal, type of waste	Sch. Q, 5.5(b)	$200.00
Fail to maintain record of waste disposal, amount	Sch. Q, 5.5(c)	$200.00
Fail to maintain record of waste disposal, date of transfer	Sch. Q, 5.5(d)	$200.00
Fail to retain records	Sch. Q, 5.6	$200.00
Discharge prohibited waste	Sch. S, 2.1(a)	$200.00
Discharge restricted waste	Sch. S, 2.1(b)	$200.00
Discharge waste containing mercury	Sch. S, 2.1(c)	$200.00
Discharge waste containing PCBs	Sch. S, 2.1(d)	$200.00
Discharge waste containing dioxin TEQ	Sch. S, 2.1(e)	$200.00
Discharge waste containing halogenated solvents	Sch. S, 2.1(f)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge waste containing chlorinated phenols	Sch. S, 2.1(g)	$200.00
Discharge waste containing pesticides	Sch. S, 2.1(h)	$200.00
Discharge excess seawater	Sch. S, 2.1(i)	$200.00
Discharge of excess uncontaminated water	Sch. S, 2.1(j)	$200.00
Unauthorized discharge of stormwater	Sch. S, 2.2	$200.00
Fail to correctly install monitoring point	Sch. S, 2.4	$200.00
Fail to install monitoring point following improvement, lab	Sch. S, 2.5(a)	$200.00
Fail to install monitoring point following improvement, plumbing	Sch. S, 2.5(b)	$200.00
Fail to install monitoring point after exceeding criteria	Sch. S, 2.5(c)	$200.00
Fail to use proper methods	Sch. S, 2.6	$200.00
Fail to install spill containment	Sch. S, 3.1	$200.00
Discharge unauthorized waste	Sch. S, 3.2	$200.00
Fail to prepare spill response plan	Sch. S, 4.1	$200.00
Fail to prepare spill response plan within 30 days	Sch. S, 4.2	$200.00
Fail to post spill response plan	Sch. S, 4.3	$100.00
Fail to maintain spill response equipment	Sch. S, 4.4	$200.00
Fail to carry out spill response plan	Sch. S, 4.5	$200.00
Fail to remove spilled materials	Sch. S, 4.6	$200.00
Fail to keep records, name	Sch. S, 5.1(a)	$200.00
Fail to keep records, type of waste	Sch. S, 5.1(b)	$200.00
Fail to keep records, amount	Sch. S, 5.1(c)	$200.00
Fail to keep records, date of transfer	Sch. S, 5.1(d)	$200.00

SCHEDULE 21 TO BYLAW NO. 1857

(Bylaws 2372, 2565, 2669, 2863, 2987, 3264, 3393, 4220, 4531, 4703)

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to list procedures	Sch. S, 5.2	$200.00
Fail to maintain inventory	Sch. S, 5.3	$200.00
Fail to maintain written procedures	Sch. S, 5.4	$200.00
Fail to maintain test records	Sch. S, 5.5	$200.00
Fail to retain records	Sch. S, 5.6	$200.00

SCHEDULE 22 TO BYLAW NO. 1857

(Bylaws 2372, 2863, 2898, 3650, 4703)

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obey order to leave dock	3	$200.00
Hinder authorized personnel	4	$200.00
Interfere with lawful use of dock	7	$200.00
Disorderly behaviour	8	$200.00
Noise which disturbs	9	$200.00
Possession of open liquor	10	$200.00
Unlawful sign	11	$200.00
Cause damage to dock	12	$200.00
Damage CRD sign	13	$200.00
Littering	14	$200.00
Unlawful storage	15	$200.00
Unattended vessel in loading zone	16	$200.00
Vessel in loading zone more than 15 minutes	17	$200.00
Unlawful mooring in airport zone	18	$200.00
Failure to vacate airport zone	19	$200.00
Unlawful driving on dock	20(1)	$200.00
Unattended vehicle on dock	21	$200.00
Unattended vehicle on dock	22	$200.00
Unauthorized business on dock	24	$200.00
Unauthorized structure on dock	25(4)	$200.00
Fail to pay moorage fees	25(6)	$200.00
Fail to obtain licence	26	$200.00
Lingering while unloading dangerous goods	27	$200.00

SCHEDULE 22 TO BYLAW NO. 1857

(Bylaws 2372, 2863, 2898, 3650, 4703)

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obey order to alter position	30	$200.00
Fail to obey order not to moor	31	$200.00
Abandon vessel at dock	33	$200.00
Obstruct movement of other vessels	36	$200.00
Crossing dock with moorage lines	37	$200.00
Use dock for major repairs	38(1)	$200.00
Impede use of dock	38(2)	$200.00
Disobey order of Ports Manager/Wharfinger	49(2)(a)	$200.00
Disobey posted sign	49(2)(b)	$200.00

SCHEDULE 23 TO BYLAW NO. 1857

(Bylaws 2411, 2511, 3796, 4703)

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Obstruction of Park or Peace Officer	4(1)	$500.00
Failure to obey sign or posted notice	4(3), 12(1)	$200.00
Possession or Consumption of alcohol	4(4)	$200.00
Urinate or defecate in public	4(5)	$200.00
In park when closed	4(6)	$200.00
Undue noise	4(8)(9)	$200.00
Disorderly or dangerous conduct	4(11)	$200.00
Illegal camping	6(1)	$200.00
Destroying or damaging park features or property	7(1)	$300.00
Littering	7(3)	$200.00
Illegal dumping	7(4)	$300.00
Illegal fire	7(5)	$200.00
Unattended fire or camp stove	7(6)	$200.00
Illegal deposit of burning substance	7(7)	$200.00
Illegal smoking	7(8)	$200.00
Cut or remove tree	7(9)	$500.00
Illegal cycling	7(10)	$200.00
Domestic animal not under control	8(1)(a)	$200.00
Dog faeces not removed	8(4)	$200.00
Possess or discharge firearm	9(1)	$200.00
Possess or discharge fireworks	9(2)	$200.00
Possess or discharge slingshot	9(3)	$200.00
Possess or discharge bow or crossbow	9(4)	$200.00

SCHEDULE 23 TO BYLAW NO. 1857

(Bylaws 2411, 2511, 3796, 4703)

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Vehicle off road	10(1)	$200.00
Illegal parking	10(3)	$50.00
Commercial activity without permit	11(1)	$400.00
Interference in lawful use of property	12(2)	$200.00
Special use event without a permit	14(1)	$200.00
Failure to comply with terms of a permit	14(9)	$300.00

SCHEDULE 24 TO BYLAW NO. 1857

(Bylaws 2372, 2669, 4287, 4703)

SALT SPRING ISLAND LIQUID WASTE, SEWER, AND WATER FEES AND CHARGES BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge at locations other than liquid waste facility	Sch. C, Sec 5(a)	$200.00
Fail to obtain access permit	Sch. C, Sec 6(a)	$200.00
Fail to use designated intake	Sch. C, Sec 6(c)	$200.00
Fail to deposit manifest or incorrect manifest	Sch. C, Sec 6(d)	$200.00
Unauthorized Parking	Sch. C, Sec 6(k)	$50.00
Fail to have compatible connection devices	Sch. C, Sec 6(f)	$200.00
Fail to contain load	Sch. C, Sec 6(g)	$200.00
Fail to discontinue discharge or spill	Sch. C, Sec 6(i)	$200.00
Fail to contain loads or spillage in transit	Sch. C, Sec 6(j)	$200.00
Misuse water supply	Sch. C, Sec 6(l)	$200.00
Fail to designate discharge on manifest	Sch. C, Sec 6(m)	$200.00
Fail to comply with all posted speed limits	Sch. C, Sec 6(n)	$200.00
Accessing facility after hours	Sch. C, Sec 6(o)	$200.00
Fail to record information/use flow meter	Sch. C, Sec 6(p)	$200.00

SCHEDULE 25 TO BYLAW NO. 1857

(Bylaws 2669, 2863, 4703)

CAPITAL REGIONAL DISTRICT SEPTAGE DISPOSAL BYLAW NO. 2, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge at other than disposal facility	2.1	$200.00
Fail to provide information	2.7(b)	$200.00
Fail to contain load	2.7(c)	$200.00
Fail to discontinue discharge	2.8	$200.00
Fail to provide information	2.9	$200.00
Fail to clean equipment	2.10	$200.00
Discharge without permit	3.1	$200.00
Unlisted vehicle	3.2	$200.00
Fail to display company name as required	3.4	$200.00
Fail to allow entry	4.1	$200.00
Fail to allow sampling	5.1	$200.00
Using unauthorized sampling and analysis methods	5.3	$200.00
Fail to use independent agency/authorized laboratory	5.4	$200.00
Hinder/prevent inspection	8.1	$200.00

SCHEDULE 26 TO BYLAW NO. 1857

(Bylaws 2669, 2713, 2879, 3062, 4098, 4358, 4553, 4703)

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Hinder/prevent inspection	3	$500.00
Wasting water during Stage 1	7(3)	$200.00
Wasting water during Stage 2	7(3)	$300.00
Wasting water during Stage 3	7(3)	$400.00
Water contrary to restriction	7(4)	$200.00
Use water for once-through cooling	7(5)	$400.00
Stage 1 – water lawn contrary to even-numbered address dates/times	Sch. A1(1)(a)(i)	$200.00
Stage 1 – water lawn contrary to odd-numbered address dates/times	Sch. A1(1)(a)(ii)	$200.00
Stage 1 – water play field contrary to dates/times	Sch. A1(1)(a)(iv)	$200.00
Stage 1 – operate public spray park contrary to restrictions	Sch. A1(1)(c)	$200.00
Stage 1 – public authority watering contrary to dates/times	Sch. A1(2)(b)	$200.00
Stage 1 – watering golf courses contrary to dates/times	Sch. A1(2)(c)	$200.00
Stage 2 – water lawn contrary to even-numbered address dates/times	Sch. A2(1)(a)(i)	$250.00
Stage 2 – water lawn contrary to odd-numbered address dates/times	Sch. A2(1)(a)(ii)	$250.00
Stage 2 – wash sidewalks/driveways /exterior surfaces	Sch. A2(1)(b)(i)	$250.00
Stage 2 – use motion-activated sprinkler device	Sch. A2(1)(b)(ii)	$250.00
Stage 2 – water cemetery lawn	Sch. A2(1)(b)(iii)	$250.00
Stage 2 – operate public spray park contrary to restrictions	Sch. A2(1)(c)	$250.00
Stage 2 – fill ornamental fountain	Sch. A2(1)(d)(i)	$250.00
Stage 2 – operate ornamental fountain	Sch. A2(1)(d)(ii)	$250.00
Stage 2 – water playing field contrary to dates/times	Sch. A2(1)(d)(iii)	$250.00

SCHEDULE 26 TO BYLAW NO. 1857

(Bylaws 2669, 2713, 2879, 3062, 4098, 4358, 4553, 4703)

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Stage 2 - Public authority watering contrary to dates/times	Sch. A2(2)(b)	$250.00
Stage 2 – watering golf courses contrary to dates/times	Sch. A2(2)(c)	$250.00
Stage 3 – water lawn or boulevard	Sch. A3(1)(a)(i)	$400.00
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3(1)(a)(ii)	$400.00
Stage 3 – operate a public spray park	Sch. A3(1)(a)(iii)	$400.00
Stage 3 – fill/operate ornamental fountain	Sch. A3(1)(a)(iv)	$400.00
Stage 3 – wash vehicle/boat	Sch. A3(1)(a)(v)	$400.00
Stage 3 – wash sidewalks/driveways /exterior surfaces	Sch. A3(1)(a)(vi)	$400.00
Stage 3 – use motion-activated sprinkler device	Sch. A3(1)(a)(vii)	$400.00
Stage 3 – public authority watering contrary to dates/times	Sch. A3(1)(b)	$400.00
Stage 3 – watering golf courses contrary to dates/times	Sch. A3(2)(a)	$400.00
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3(2)(b)	$400.00
Stage 4 – outdoor use of water while prohibited	Sch. A4(1)(a)	$500.00
Stage 4 – indoor use of water contrary to restrictions	Sch. A4(1)(b)	$500.00

SCHEDULE 27 TO BYLAW NO. 1857

(Bylaws 2806, 4051, 4703)

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Unauthorized entry on water supply area lands	9	$300.00
Obstruct persons or traffic	10	$200.00
Disorderly behavior	11	$200.00
Unlawful use of liquor	12	$200.00
Fail to obey sign	14	$200.00
Damage to property/natural feature in water supply area	15	$300.00
Foul water supply area lands/water bodies	16	$200.00
Remove posted notices	17	$200.00
Interfere with wildlife	18	$200.00
Deposit garbage	19	$200.00
Introduce alien or weed species	20	$200.00
Introduce organic material without authorization	21	$200.00
Damage tree	24	$200.00
Cut down tree	24	$500.00
Unauthorized cycling	25	$200.00
Unauthorized camping	26	$200.00
Prohibited storage	27	$200.00
Prohibited animal	28	$200.00
Unauthorized hunting, carry or discharge of firearm, crossbow or bow	29	$200.00
Unauthorized operation of aircraft	30	$200.00
Unauthorized operation of vessel or watercraft	31	$200.00
Unauthorized fishing	32	$200.00
Driving off road	33(1)	$200.00

SCHEDULE 27 TO BYLAW NO. 1857

(Bylaws 2806, 4051, 4703)

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Driving contrary to posted signs or traffic control devices	35(2)	$200.00
Unlawful sign	36	$200.00
Prohibited public address system	37	$200.00
Prohibited temporary structure	38	$200.00
Prohibited permanent structure	39	$200.00
Entry into closed area	43	$200.00
Prohibited activity	44	$200.00

SCHEDULE 28 TO BYLAW NO. 1857

(Bylaws 3195, 4160)

CIVIC ADDRESSING BYLAW (SALT SPRING ISLAND ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 29 TO BYLAW NO. 1857

(Bylaws 3195, 4160)

CIVIC ADDRESSING BYLAW (JUAN DE FUCA ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 30 TO BYLAW NO. 1857

(Bylaws 3195, 3796)

Intentionally deleted.

SCHEDULE 31 TO BYLAW NO. 1857

(Bylaw 3418)

CAPITAL REGIONAL DISTRICT COMPOSTING FACILITIES REGULATION BYLAW NO. 1, 2004

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain recycler licence	3.1	$500.00
Operating without recycler licence	3.2	$500.00
Store materials improperly	5.1	$500.00
Fail to operate according to regulations	5.2	$500.00
Fail to operate to control nuisances	6.1	$500.00
Creating or discharging leachate	6.2	$500.00
Fail to operate in accordance with licence	6.5	$200.00
Hinder inspection	11.1	$250.00
Exceed storage limits	Sch. B1	$200.00
Fail to pay licence application fee	Sch. C1.1(a)	$200.00
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00
Fail to pay provisional licence fee	Sch. C1.5(a)	$200.00
Handle restricted organic matter improperly	Sch. D1.1	$200.00
Cure restricted organic matter improperly	Sch. D1.2	$200.00
Fail to use impermeable surface	Sch. D1.3	$500.00
Receive unauthorized material	Sch. D1.4	$500.00
Exceed combined storage limits	Sch. D2.2	$200.00
Fail to report beginning of operation	Sch. D3.1	$200.00

SCHEDULE 32 TO BYLAW NO. 1857

(Bylaw 3418)

SALT SPRING ISLAND TRANSFER STATION REGULATION BYLAW NO. 1, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain operator licence	2(a)	$500.00
Hinder inspection	10(a)	$250.00
Fail to pay licence fee	Sch. C1.1(a)	$200.00
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00
Fail to use impermeable surface	Sch. D(a)(i)	$500.00
Store waste improperly/class 1 station	Sch. D(a)(ii)	$200.00
Store fibre improperly/class 1 station	Sch. D(a)(iii)	$200.00
Store waste improperly/class 2 station	Sch. D(b)(i)	$200.00
Store fibre improperly/class 2 station	Sch. D(b)(ii)	$200.00
Fail to prohibit public access	Sch. D(b)(iii)	$200.00
Fail to maintain facility	Sch. D(c)	$200.00
Receive unauthorized materials	Sch. D(d)	$500.00
Detectable odour beyond site boundary	Sch. D(e)	$500.00
Fail to submit odour management plan	Sch. D(f)	$200.00
Discharge leachate	Sch. D(g)	$500.00
Deposit garbage	Sch. D(h)	$200.00
Exceed storage limit	Sch. D(i)	$200.00

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703, 4759)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Open fire while prohibited	4.2(a)	$200.00
Open fire without permit	4.2(b)	$200.00
Breach permit conditions	4.2(c)	$200.00
Cat 3 fire without permit	4.2(d)	$300.00
Fail to maintain fuel break	4.4(e)	$200.00
Fail to monitor fire	4.4(f)	$200.00
Inadequate equipment	4.4(g)	$200.00
Failure to extinguish an open fire	4.4(h)	$300.00
Failure to notify fire department	4.4(i)	$300.00
Burn prohibited material	4.5	$500.00
Non-compliance order	4.6	$300.00
Improper campfire – size	5.1	$200.00
Improper campfire – structure	5.2(a)	$200.00
Improper campfire – combustible material	5.2(b)	$200.00
Improper campfire – domestic waste	5.2(c)	$200.00
Improper Cat 2 fire – location	5.2.2(a)	$250.00
Improper Cat 2 fire – green debris	5.2.2(b)	$250.00
Improper Cat 2 fire – duration	5.2.2(c)	$250.00
Improper Cat 2 fire – materials	5.2.2(d)	$250.00
Improper Cat 3 fire – location	5.2.4(a)	$300.00
Improper Cat 3 fire – green debris	5.2.4(b)	$300.00
Improper Cat 3 fire – duration	5.2.4(c)	$300.00
Improper Cat 3 fire – materials	5.2.4(d)	$300.00
Appliance without permit	5.3	$200.00

SCHEDULE 33 TO BYLAW NO. 1857

(Bylaws 3453, 4499, 4703, 4759)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Appliance contrary to permit	5.4	$200.00
Incinerator without a permit	5.5	$200.00
Incinerator contrary to permit	5.6	$200.00
Incinerator – unmaintained	5.7(a)	$200.00
Incinerator – supervision	5.7(b)	$200.00
Incinerator – location	5.7(c)	$200.00
Commercial incinerator – location	5.7(d)	$200.00
Industrial activity contrary to notice	5.8	$300.00
Mill waste – failure to notify	5.9(a)	$200.00
Mill waste – depth	5.9(b)	$200.00
Mill waste – cover	5.9(c)	$200.00

SCHEDULE 34 TO BYLAW NO. 1857

(Bylaw 3703, 4703)

ONSITE SEWAGE SYSTEM MAINTENANCE BYLAW, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to pump out type 1 system before December 31, 2010	3.1(a)	$200.00
Fail to pump out type 1	3.1(b)	$200.00
Fail to maintain type 2 or type 3 system	3.2	$300.00
Fail to retain and provide records	3.3	$200.00

SCHEDULE 35 TO BYLAW NO. 1857

(Bylaw 3818)

CAPITAL REGIONAL DISTRICT TANNING FACILITY REGULATION BYLAW NO. 1, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to comply with bylaw regulations	2.(2)(a)	$500.00
Non-compliant tanning equipment	2.(2)(b)	$500.00
Fail to allow entry for inspection	3.(1)	$500.00
Fail to provide adequate washing water	4.(1)	$500.00
Fail to maintain clean premises	4.(2)	$500.00
Fail to display warning signs	5.(1)(a)	$500.00
Fail to display proper sign	5.(1)(b)	$500.00
Fail to provide protective eye wear	5.(2)(a)	$500.00
Allowing customer to not wear protective eye wear	5.(2)(b)	$500.00
Improperly designed tanning equipment	5.(3)(a)	$500.00
Allowing self-service tanning equipment	5.(3)(b)	$500.00
Fail to maintain tanning equipment	5.(3)(c)	$500.00
Fail to sanitize eye wear	5.(4)(a)	$500.00
Fail to sanitize tanning equipment	5.(4)(b)	$500.00
Allowing customer to sanitize equipment	5.(4)(c)	$500.00
Fail to provide information to customers	5.(5)(a)	$500.00
Allow minor to use tanning equipment	6.(1)	$500.00
Fail to check age identification	6.(2)	$500.00

SCHEDULE 36 TO BYLAW NO. 1857

(Bylaws 4094, 4343, 4703)

CAPITAL REGIONAL DISTRICT CROSS CONNECTION CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to report discovered cross connection	6.1	$250.00
Fail to report backflow preventer test results	7.2	$250.00
Fail to notify customer of test failure	7.3	$250.00
Fail to notify of repair or replacement	7.4	$500.00
Fail to display proof of testing	7.5	$200.00
Fail to maintain file of test results	7.6	$200.00
Fail to provide premises isolation for new moderate hazard	12.3	$500.00
Fail to provide premises isolation for new minor hazard	12.4	$500.00
Fail to provide premises isolation for existing moderate hazard	13.2(a) or (b)	$500.00
Fail to provide premises isolation for existing minor hazard	13.3(a) or (b)	$500.00
Inadequate or expired credentials	26.1(a), (b) or (c)	$250.00
Fail to register as certified tester	26.2	$250.00
Fail to maintain testing equipment	26.3	$250.00
Fail to calibrate testing equipment	26.4 or 26.5	$250.00
Fail to register as survey specialist	27.1	$250.00

SCHEDULE 37 TO BYLAW NO. 1857

(Bylaw 4160)

CIVIC ADDRESSING BYLAW (SOUTHERN GULF ISLANDS ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to obtain or display civic address for a new building	4.2	$100.00
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00
Alter or change civic address without permission	7.2	$50.00

SCHEDULE 38 TO BYLAW NO. 1857

(Bylaw 4309)

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Damage or remove tree or plant	2(1)(a)	$500.00
Destroying or damaging park property	2(1)(b)	$300.00
Foul or pollute water	2(1)(c)	$300.00
Failure to obey sign or posted notice	2(2)	$200.00
Illegal dumping	2(2)	$300.00
Commercial activity without permit	2(3)	$400.00
Illegal fire	2(5)	$500.00
Unlawful BBQ/stove	2(6)	$500.00
Deposit burning substance	2(7)	$500.00
Playing game contrary to rules or in unsafe manner	2(8)	$50.00
Domestic animal not under control	2(9)	$200.00
Disorderly or offensive conduct	2(10)	$200.00
No camping	2(11)	$200.00
Unlawful parking	2(12)	$50.00
Advertising without approval	2(14)	$200.00
Vehicle off road	2(15)	$200.00
Speeding animal or vehicle	2(16)(a)	$200.00
Vehicle nuisance	2(16)(b)	$200.00
Failure to obey traffic direction	2(16)(c)	$200.00
Horse or vehicle use contrary to sign or notice	2(16)(d)	$200.00
Advertising without approval	2(16)(e)	$200.00
Vehicle without reflectors (11 pm to 6 am)	2(16)(f)	$50.00
In park when closed	2(17)	$200.00
Event without permit or failure to comply with terms of permit	2(18)	$200.00

SCHEDULE 38 TO BYLAW NO. 1857

(Bylaw 4309)

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Consumption of alcohol	2(19)	$200.00
Irresponsible minor	2(20)	$200.00
Use of court or field improperly	3(1)	$200.00
Damage to park grounds	3(2)	$200.00
Tournament or series without permission	3(3)	$200.00
Failure to obey officer directions	3(7)	$200.00
Obstruction	9	$500.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Discharge of domestic waste	2.1(a)	$1000.00
Discharge of business waste	2.1(b)	$1000.00
Discharge of prohibited waste	2.1(c)	$1000.00
Fail to operate in accordance with applicable code of practice	3.1	$750.00
Fail to prepare spill response plan within 180 days	4.1	$500.00
Fail to prepare spill response plan within 90 days	4.2	$500.00
Fail to specify response for containment and cleanup	4.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	4.3(b)	$250.00
Fail to include contact names and telephone numbers	4.3(c)	$250.00
Fail to provide checklist of spill response equipment and supplies	4.3(d)	$250.00
Fail to stock and maintain spill response equipment and supplies	4.4	$250.00
Spill response plan not readily accessible for inspection	4.5	$250.00
Fail to implement provisions of spill response plan	4.6	$250.00
Fail to prevent or discontinue spill to municipal drainage system	4.7	$750.00
Fail to inspect treatment works for spilled material within four hours	4.8	$250.00
Fail to clean out treatment works within 24 hours after spill	4.9	$500.00
Fail to record date of spill	5.1(a)	$150.00
Fail to record type of material spilled	5.1(b)	$150.00
Fail to record quantity of material spilled	5.1(c)	$150.00
Fail to record spill response action	5.1(d)	$150.00
Fail to maintain complete records, date of inspection or maintenance	5.2(a)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to maintain complete records, maintenance conducted	5.2(b)	$250.00
Fail to maintain complete records, material removed	5.2(c)	$250.00
Fail to maintain complete records, name and address of disposal company	5.2(d)	$250.00
Fail to maintain complete records, names of personnel	5.2(e)	$250.00
Fail to retain records for inspection by manager or officer	5.3	$250.00
Hinder/prevent inspection	9.1	$500.00
Fail to take immediate steps to cease discharge of prohibited waste	Sch. C, 2.2	$250.00
Accumulation of excessive oil and grease	Sch. C, 2.3(a)	$250.00
Accumulation of excessive solids	Sch. C, 2.3(b)	$250.00
Fail to measure accumulated solids and oils works	Sch. C, 2.3(c)	$250.00
Fails to maintain storm rehabilitation unit	Sch. C, 2.3(d)	$250.00
Discharge of accumulated materials to municipal drainage system	Sch. C, 2.4	$250.00
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. C, 2.5	$250.00
Fail to correctly install sampling point	Sch. C, 2.6(a)	$250.00
Inaccessible sampling point	Sch. C, 2.6(b)	$250.00
Fail to maintain design information of treatment works	Sch. C, 2.7	$250.00
Fail to indicate sampling point, point of connection	Sch. C, 2.8	$250.00
Fail to prepare spill response plan within 180 days	Sch. C, 3.1	$250.00
Fail to prepare spill response plan within 90 days	Sch. C, 3.2	$250.00
Fail to specify response for containment and cleanup	Sch. C, 3.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	Sch. C, 3.3(b)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to include contact names and telephone numbers	Sch. C, 3.3(c)	$250.00
Fail to provide checklist of spill response equipment and supplies	Sch. C, 3.3(d)	$250.00
Fail to stock and maintain spill response equipment and supplies	Sch. C, 3.4	$250.00
Spill response plan not accessible for inspection	Sch. C, 3.5	$250.00
Fail to implement provisions of spill response plan	Sch. C, 3.6	$250.00
Fail to prevent or discontinue spill to municipal drainage system	Sch. C, 3.7	$250.00
Fail to inspect treatment works for spilled material within four hours	Sch. C, 3.8	$250.00
Fail to clean out treatment works after spill within 24 hours	Sch. C, 3.9	$250.00
Fail to record date of spill	Sch. C, 4.1(a)	$150.00
Fail to record type of material spilled	Sch. C, 4.1(b)	$150.00
Fail to record quantity of material spilled	Sch. C, 4.1(c)	$150.00
Fail to record spill response action	Sch. C, 4.1(d)	$150.00
Fail to maintain complete records, date of inspection or maintenance	Sch. C, 4.2(a)	$150.00
Fail to maintain complete records, maintenance conducted	Sch. C, 4.2(b)	$150.00
Fail to maintain complete records, material removed	Sch. C, 4.2(c)	$150.00
Fail to maintain complete records, name and address of disposal company	Sch. C, 4.2(d)	$150.00
Fail to maintain complete records, names of personnel	Sch. C, 4.2(e)	$150.00
Fail to retain records for inspection by manager or officer	Sch. C, 4.3	$250.00
Discharge of water from spill containment	Sch. D, 2.2(a)	$250.00
Discharge of untreated wash and rinse water	Sch. D, 2.2(b)	$250.00
Discharge of fluids and fuels from vehicles, machinery, or	Sch. D, 2.2(c)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
equipment		
Discharge of water from fuel storage tank	Sch. D, 2.2(d)	$250.00
Discharge of rinse water, solvent wash	Sch. D, 2.2(e)	$250.00
Fail to take immediate steps to cease discharge of prohibited waste	Sch. D, 2.3	$250.00
Accumulation of excessive oil and grease	Sch. D, 2.4(a)	$250.00
Accumulation of excessive solids	Sch. D, 2.4(b)	$250.00
Fail to measure accumulated solids and oils works	Sch. D, 2.4(c)	$250.00
Fail to maintain stormwater rehabilitation unit at prescribed intervals	Sch. D, 2.4(d)	$250.00
Discharge of accumulated materials to municipal drainage system	Sch. D, 2.5	$250.00
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. D, 2.6	$250.00
Fail to correctly install sampling point	Sch. D, 2.7(a)	$250.00
Inaccessible sampling point	Sch. D, 2.7(b)	$250.00
Fail to maintain design information of treatment works	Sch. D, 2.8	$250.00
Fail to indicate sampling point, point of connection	Sch. D, 2.9	$250.00
Fail to install spill containment, hazardous materials	Sch. D, 3.1	$250.00
Fail to prepare spill response plan within 180 days	Sch. D, 4.1	$250.00
Fail to prepare spill response plan within 90 days	Sch. D, 4.2	$250.00
Fail to specify response for containment and cleanup	Sch. D, 4.3(a)	$250.00
Fail to define roles and responsibilities of operations personnel	Sch. D, 4.3(b)	$250.00
Fail to include contact names and telephone numbers	Sch. D, 4.3(b)	$250.00
Fail to provide checklist of spill response equipment and supplies	Sch. D, 4.3(c)	$250.00

SCHEDULE 39 TO BYLAW NO. 1857

(Bylaw 4397)

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Fail to stock and maintain spill response equipment and supplies	Sch. D, 4.3(d)	$250.00
Spill response plan not accessible for inspection	Sch. D, 4.4	$250.00
Fail to implement provisions of spill response plan	Sch. D, 4.5	$250.00
Fail to prevent or discontinue spill to municipal drainage system	Sch. D, 4.6	$250.00
Fail to inspect treatment works for spilled material within four hours	Sch. D, 4.7	$250.00
Fail to clean out treatment works after spill within 24 hours	Sch. D, 4.8	$250.00
Fail to record date of spill	Sch. D, 4.9	$250.00
Fail to record type of material spilled	Sch. D, 5.1(a)	$150.00
Fail to record quantity of material spilled	Sch. D, 5.1(b)	$150.00
Fail to record spill response action	Sch. D, 5.1(c)	$150.00
Fail to maintain complete records, date of inspection or maintenance	Sch. D, 5.1(d)	$150.00
Fail to maintain complete records, maintenance conducted	Sch. D, 5.2(a)	$150.00
Fail to maintain complete records, material removed	Sch. D, 5.2(b)	$150.00
Fail to maintain complete records, name and address of disposal company	Sch. D, 5.2(c)	$150.00
Fail to maintain complete records, names of personnel	Sch. D, 5.2(d)	$150.00
Fail to retain records for inspection by manager or officer	Sch. D, 5.3	$250.00

SCHEDULE 40 TO BYLAW NO. 1857

(Bylaw 4611, 4611)

ELECTRIC VEHICLE CHARGING AND FEES BYLAW NO. 1, 2024

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Non-electric vehicle	2(a)	$100.00
Not actively charging	2(a)	$100.00
Disobey sign	2(b)	$100.00
Fail to pay charging fee	2(c)	$100.00

SCHEDULE 41 TO BYLAW NO. 1857

(Bylaw 4755)

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200
Failure to review or update/submit Fire Safety Plan	51	$200
Vacant premises not maintained as required	55(a)	$200
Failure to secure Vacant Premises	55(b)	$200
Sprinkler or fire alarm system not operational	55(c)	$200
Failure to comply with Vacant Premises notice	57	$200
Failure to secure fire-damaged building within required time	58	$200
Failure to comply with Order issued under this Bylaw	63	$200
Failure to comply with direction of a Member at an Incident	65(a)	$200
Obstruct access to hydrant, reservoir, or water source	65(b)	$200
Damage or obstruct fire apparatus or hose	65(c)	$200
Refuse entry to a Member responding to an Incident	65(d)	$500
Interfere with a fire scene investigation	65(e)	$500
Entered Incident scene without authorization	65(f)(i)	$200
Failure to leave Incident scene when directed	65(f)(ii)	$200
Damage apparatus	67	$200
Falsely represent oneself as Member	68	$500

APPENDIX C

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4760

****

A BYLAW TO AMEND BYLAW NOTICE ENFORCEMENT BYLAW NO. 1, 2025
(BYLAW NO. 4683)

****

WHEREAS:

A. The Regional Board amended Bylaw No. 4489, “Fire Regulation Bylaw No. 2, 2022”, to remove a section now covered in another bylaw and to add the term ‘property line’ when prescribing setback distances from an open fire;

B. The Board wishes to amend Bylaw No. 4683, “Bylaw Notice Enforcement Bylaw No. 1, 2025”, to update the fine rates for certain bylaw contraventions that are enforceable by means of a bylaw notice in accordance with section 2(2) of the *Local Government Bylaw Notice Enforcement Act*;

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. Bylaw No. 4683, “Bylaw Notice Enforcement Bylaw No. 1, 2025” is hereby amended as follows:

   (a) In Appendix 1, item 33, by adding “Fire Inspector” to the list of designated Bylaw Enforcement Officers, after “Fire Chief”.

   (b) By replacing Appendix 33 in its entirety, with Appendix “A” attached to this Bylaw.

2. This Bylaw may be cited for all purposes as “Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 3, 2026".

READ A FIRST TIME THIS	day of	2026
READ A SECOND TIME THIS	day of	2026
READ A THIRD TIME THIS	day of	2026
ADOPTED THIS	day of	2026

CHAIR

CORPORATE OFFICER

APPENDIX A

APPENDIX 33 TO BYLAW NO. 4683

(Bylaws 4760)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Open fire while prohibited	4.2(a)	$200.00	$150.00	$250.00	No
Open fire without permit	4.2(b)	$200.00	$150.00	$250.00	No
Breach permit conditions	4.2(c)	$200.00	$150.00	$250.00	No
Cat 3 fire without permit	4.2(d)	$300.00	$225.00	$375.00	No
Fail to maintain fuel break	4.4(e)	$200.00	$150.00	$250.00	No
Fail to monitor fire	4.4(f)	$200.00	$150.00	$250.00	No
Inadequate equipment	4.4(g)	$200.00	$150.00	$250.00	No
Failure to extinguish an open fire	4.4(h)	$300.00	$225.00	$375.00	No
Failure to notify fire department	4.4(i)	$300.00	$225.00	$375.00	No
Burn prohibited material	4.5	$500.00	$375.00	$500.00	No
Non-compliance order	4.6	$300.00	$225.00	$375.00	No
Improper campfire – size	5.1	$200.00	$150.00	$250.00	No
Improper campfire – structure	5.2(a)	$200.00	$150.00	$250.00	No
Improper campfire – combustible material	5.2(b)	$200.00	$150.00	$250.00	No
Improper campfire – domestic waste	5.2(c)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – location	5.2.2(a)	$250.00	$187.50	$312.50	No
Improper Cat 2 fire – green debris	5.2.2(b)	$250.00	$187.50	$312.50	No
Improper Cat 2 fire – duration	5.2.2(c)	$250.00	$187.50	$312.50	No
Improper Cat 2 fire – materials	5.2.2(d)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – location	5.2.4(a)	$300.00	$225.00	$375.00	No
Improper Cat 3 fire – green debris	5.2.4(b)	$300.00	$225.00	$375.00	No

APPENDIX A

APPENDIX 33 TO BYLAW NO. 4683

(Bylaws 4760)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Improper Cat 3 fire – duration	5.2.4(c)	$300.00	$225.00	$375.00	No
Improper Cat 3 fire – materials	5.2.4(d)	$300.00	$225.00	$375.00	No
Appliance without permit	5.3	$200.00	$150.00	$250.00	No
Appliance contrary to permit	5.4	$200.00	$150.00	$250.00	No
Incinerator without a permit	5.5	$200.00	$150.00	$250.00	No
Incinerator contrary to permit	5.6	$200.00	$150.00	$250.00	No
Incinerator – unmaintained	5.7(a)	$200.00	$150.00	$250.00	No
Incinerator – supervision	5.7(b)	$200.00	$150.00	$250.00	No
Incinerator – location	5.7(c)	$200.00	$150.00	$250.00	No
Commercial incinerator – location	5.7(d)	$200.00	$150.00	$250.00	No
Industrial activity contrary to notice	5.8	$300.00	$225.00	$375.00	No
Mill waste – failure to notify	5.9(a)	$200.00	$150.00	$250.00	No
Mill waste – depth	5.9(b)	$200.00	$150.00	$250.00	No
Mill waste – cover	5.9(c)	$200.00	$150.00	$250.00	No

APPENDIX D

Making a difference...together

BYLAW NO. 4683

BYLAW NOTICE ENFORCEMENT BYLAW NO. 1, 2025

Consolidated for Public Convenience
(This Bylaw is for reference purposes only)

ORIGINALLY ADOPTED February 12, 2025

(Consolidated with Amending Bylaw 4756, 4760)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4683

****

A BYLAW RESPECTING THE ENFORCEMENT OF BYLAW NOTICES

****

WHEREAS pursuant to the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c 60 and regulations thereto, a local government may, by bylaw;

A. Designate bylaw contraventions that may be dealt with by Bylaw Notice;

B. Establish the amount of penalty for a contravention referred to in paragraph A;

C. Establish the period for paying or disputing a Bylaw Notice; and

D. Establish a Bylaw Notice dispute adjudication system to resolve disputes in relation to Bylaw Notices.

NOW THEREFORE, the Capital Regional District Board in open meeting assembled hereby enacts as follows:

1. DEFINITIONS AND INTERPRETATION

In this Bylaw,

a) **"*Act*"** means the *Local Government Bylaw Notice Enforcement Act*;

b) **"CRD"** means the Capital Regional District;

c) **"Registry"** means the Bylaw Notice Dispute Adjudication Registry;

d) a reference to a person designated as a screening officer or bylaw enforcement officer by virtue of their appointed position includes a person appointed to a similar position with substantially the same duties and functions.

2. TERMS

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

3. 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.

4. PENALTY

The penalty for a contravention referred to in Section 3 is as follows:

a) subject to paragraphs 4 (b) and (c), is the Penalty amount set out in the "Fine Amount" column of the *Appendices* of Schedule "A"; ***(4756, 4760)***

b) if received by the CRD within 14 days after the person received or is presumed to have received the Bylaw Notice, is the Early Payment Penalty set out in the "Early Payment" column of the *Appendices* of Schedule "A"; ***(4756, 4760)***

c) if received by the CRD more than 28 days after the person received or is presumed to have received the Bylaw Notice, is subject to the late payment surcharge set out in the "Late Payment" column of the *Appendices* of Schedule "A", in addition to the Penalty amount under paragraph 4 (a). ***(4756, 4760)***

5. PERIOD FOR PAYING OR DISPUTING NOTICE

a) 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:

i. pay the penalty; or
ii. request dispute adjudication;

by filling in the appropriate portion of the Bylaw Notice indicating either a payment or a dispute and delivering it by the methods detailed on the Bylaw Notice.

b) A person may pay the indicated penalty after 14 days of receiving or being presumed to have received the Bylaw Notice, subject to the applicable late payment surcharge for late payment in accordance with Section 4 (c) of this Bylaw, but no person may dispute the Bylaw Notice after fourteen (14) days of receiving or being presumed to have received the Bylaw Notice.

c) Where a Bylaw Notice was delivered other than in person, and the person to whom a notice under section 24(1) of the *Act* is sent advises the CRD in accordance with the 21 day time limit in section 25 of the *Act* that they did not receive a copy of the Bylaw Notice, the time limits for responding to a Bylaw Notice under Sections 4, 5, and 6 of this Bylaw do not begin to run until the Bylaw Notice is re-issued and delivered to them in accordance with the *Act*.

6. BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY

a) The Registry is established as a bylaw notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to bylaw notices.

b) The civic address of the Registry is unit 212-2780 Veterans Memorial Parkway, Langford, BC V9B 3S6.

c) Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this Bylaw, must pay the CRD an additional administration fee of twenty-five (25) dollars for the purpose of the CRD recovering the costs of the adjudication system.

7. SCREENING OFFICERS

a) The position of Screening Officer is established.

b) The persons holding the following positions are designated classes of persons that are appointed as Screening Officers:

i. Senior Manager, Protective Services
ii. Manager, Bylaw Enforcement and Animal Care
iii. Senior Bylaw Enforcement Officer
iv. Senior Administrative Officer (Bylaw)

8. POWERS, DUTIES AND FUNCTIONS OF SCREENING OFFICERS

a) The powers, duties and functions of Screening Officers are as set out in the *Act*, and include the following:

   i. 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 adjudication system and the fee or fees payable in relation to the bylaw notice dispute adjudication process.

   ii. To communicate with any or all the following for the purposes of performing their functions under the *Act*:

      1) the person against whom a contravention is alleged or their representative;
      2) the bylaw enforcement officer issuing the bylaw notice;
      3) the complainant or their representative;
      4) CRD staff and records regarding the disputant's history of bylaw compliance.

   iii. To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw notices, including the establishment of terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with this Bylaw.

   iv. To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in each of the Schedules to this Bylaw; and

   v. To cancel bylaw notices in accordance with the *Act* or CRD policies and guidelines.

b) The maximum duration of a compliance agreement is one year.

c) The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are listed in the “Compliance Agreement Available” column in Schedule “A”.

d) Where a compliance agreement is entered into, the penalty payable for the offence shall be reduced to one half of the “Fine Amount” for the offence as listed in each of the Schedules to this Bylaw.

9. BYLAW ENFORCEMENT OFFICERS

Designated bylaw enforcement officers for the purposes of this Bylaw and the *Act* are those persons listed under “Designated Bylaw Enforcement Officer” in Schedule “A”.

10. FORM OF BYLAW NOTICE

The CRD may, from time to time, provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the *Act*.

11. SCHEDULES

a) Schedule A, Designated Bylaws and Bylaw Enforcement Officers; and Designated Bylaw Contraventions and Penalties;

are attached and form part of the bylaw.

12. SEVERABILITY

If any provision of this Bylaw is held to be invalid by a court of competent jurisdiction, the provision may be severed from the Bylaw and such invalidity shall not affect the validity of the remaining portions of this Bylaw. This Bylaw shall take effect upon the date of its adoption.

13. CITATION

This Bylaw may be cited for all purposes as “Bylaw Enforcement Notice Bylaw No. 1, 2025”.

READ A FIRST TIME THIS	th	day of	20__
READ A SECOND TIME THIS	th	day of	20__
READ A THIRD TIME THIS	th	day of	20__
ADOPTED THIS	th	day of	20__

CHAIR

CORPORATE OFFICER

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaws and Bylaw Enforcement Officers

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
2.	**Malahat Land Use Bylaw, 1981, Bylaw No. 980**	Bylaw Enforcement Officer	
3.	**Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040**	Bylaw Enforcement Officer	
4.	**Unsightly Premises By-law No. 1, 1991**	Bylaw Enforcement Officer	
5.	**Building Regulation Bylaw No. 5, 2010**	Bylaw Enforcement Officer Building Inspector	
6.	**Amusement Machine and Games Room Regulation By-law, 1983**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
7.	**Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025**	Bylaw Enforcement Officer	
8.	**Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013**	Bylaw Enforcement Officer Fire Chief Police Officer Cross-Connection Control Officer Peace Officer	
9.	**Animal Regulation and Impounding By-law No. 1, 1986**	Bylaw Enforcement Officer Animal Control Officer Assistant Animal Control Officer	
10.	**Noise Suppression Bylaw (Southern Gulf Islands) No. 1, 2006**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
11.	**Noise Suppression Bylaw (Juan de Fuca) No. 1, 2007**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
12.	**Noise Suppression Bylaw (Salt Spring Island) No. 1, 2006**	Bylaw Enforcement Officer Royal Canadian Mounted Police Officer	
13.	**Capital Regional District Idling Control Bylaw No. 1, 2008**	Bylaw Enforcement Officer Environmental Health Officer	
14.	**Water Regulations Bylaw No. 1, 1990**	Bylaw Enforcement Officer Fire Chief Police Officer Peace Officer	
15.	**Langford Sign Bylaw 1987**	Bylaw Enforcement Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
16.	**Capital Regional District Clean Air Bylaw No. 1, 2014**	Environmental Health Officer Public Health Educator Tobacco Enforcement Officer Bylaw Enforcement Officer	
17.	**Food Handler Bylaw No. 1, 1991**	Director, Health Protection and Environmental Programs Environmental Health Officer Environmental Health Educator	
18.	**Capital Regional District Parks Regulation Bylaw No. 1, 2018**	Park Officer Members of Municipal Police Forces Members of the RCMP Animal Control Officer Bylaw Enforcement Officer Watershed Security Officer	
19.	**Hartland Landfill Tipping Fee and Regulation Bylaw No. 6, 2013**	Bylaw Enforcement Officer	
20.	**Capital Regional District Electoral Areas Water Conservation Bylaw No. 1, 2023**	Bylaw Enforcement Officer Police Officer Peace Officer	
21.	**Capital Regional District Sewer Use Bylaw No. 5, 2001**	Bylaw Enforcement Officer Municipal Sewage Control Officer Sewage Control Manager	
22.	**Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000**	Bylaw Enforcement Officer Ports Manager Wharfinger RCMP Officer	
23.	**Community Parks Regulations (Juan de Fuca and Salt Spring Island Electoral Areas) Bylaw No. 1, 2012**	Park Officer RCMP Officer Bylaw Enforcement Officer Animal Control Officer	
24.	**Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012**	Bylaw Enforcement Officer	
25.	**Capital Regional District Septage Disposal Bylaw No. 2, 2000**	Bylaw Enforcement Officer Municipal Sewage Control Officer Deputy Sewage Control Manager	
26.	**Capital Regional District Water Conservation Bylaw No. 1, 2016**	Bylaw Enforcement Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
		Municipal Bylaw Enforcement Officer	
27.	**Capital Regional District Water Supply Area Regulations Bylaw No. 1, 2000**	Animal Control Officer Bylaw Enforcement Officer Conservation Officer Parks Officer Peace Officer Watershed Security Officer	
28.	**Civic Addressing Bylaw (Salt Spring Island Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	
29.	**Civic Addressing Bylaw (Juan de Fuca Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	
30.	**Intentionally deleted – reserved for future use**		
31.	**Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004**	Bylaw Enforcement Officer	
32.	**Salt Spring Island Transfer Station Regulation Bylaw No. 1, 2001**	Bylaw Enforcement Officer	
33.	**Fire Regulation Bylaw No. 2, 2022**	Fire Chief Fire Inspector Bylaw Enforcement Officer Royal Canadian Mounted Police Officer Peace Officer	***(4760)***
34.	**Onsite Sewage System Maintenance Bylaw, 2007**	Bylaw Enforcement Officer	
35.	**Capital Regional District Tanning Facility Regulation Bylaw No. 1, 2010**	Bylaw Enforcement Officer Environmental Health Officer	
36.	**Capital Regional District Cross Connection Control Bylaw No. 1, 2008**	Bylaw Enforcement Officer Cross Connection Control Officer Cross Connection Control Inspector	
37.	**Civic Addressing Bylaw (Southern Gulf Islands Electoral Area) No. 1, 2016**	Bylaw Enforcement Officer	
38.	**Community Parks Regulations (Pender Islands) Bylaw No. 1, 1987**	Park Officer Peace Officer Members of the RCMP Members of Municipal Police Forces Animal Control Officer Bylaw Enforcement Officer	

APPENDIX 1 TO BYLAW NO. 4683

APPENDIX	DESIGNATED BYLAW	DESIGNATED BYLAW ENFORCEMENT OFFICER	*(Amending Bylaw No.)*
		Fire Chief	
39.	**Saanich Peninsula Stormwater Source Control Bylaw No. 1, 2017**	Bylaw Enforcement Officer Municipal Stormwater Control Officer Stormwater Control Manager	
40.	**Electric Vehicle Charging and Fees Bylaw No. 1, 2024**	Bylaw Enforcement Officer Park Officer	
41.	**Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026**	Bylaw Enforcement Officer Fire Chief Fire Inspector Peace Officer RCMP Officer	***(4756)***

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Contrary land, building or structure use	1.3.01	$200.00	$150.00	$250.00	No
Altering non-conforming building	1.3.02	$200.00	$150.00	$250.00	No
Principal/accessory building within setbacks	2.1.02(1)	$200.00	$150.00	$250.00	No
Swimming pool in front yard or contrary to setbacks	2.1.02(2)	$200.00	$150.00	$250.00	No
Building within flood control setback	2.1.05(1)(a)(i)-(v)	$200.00	$150.00	$250.00	No
Building within flood control setback	2.1.05(1)(b)(i)-(v)	$200.00	$150.00	$250.00	No
Accessory building without principal building	2.1.06(1)(a)	$200.00	$150.00	$250.00	No
Accessory building as dwelling	2.1.06(1)(c)	$200.00	$150.00	$250.00	No
Accessory building contrary to front yard setback	2.1.06(1)(d)	$200.00	$150.00	$250.00	No
Accessory building contrary setback to principal building	2.1.06(1)(e)	$200.00	$150.00	$250.00	No
Satellite dish contrary to height	2.1.06(1)(f)	$200.00	$150.00	$250.00	No
Accessory building exceed height	2.1.06(2)(a)	$200.00	$150.00	$250.00	No
Accessory building exceeds floor area	2.1.06(2)(b)	$200.00	$150.00	$250.00	No
Accessory building contrary side and rear setback	2.1.06(2)(c)	$200.00	$150.00	$250.00	No
Accessory building contrary to corner lot side setback	2.1.06(2)(d)(i)	$200.00	$150.00	$250.00	No
Accessory building contrary to corner lot rear setback	2.1.06(2)(d)(ii)	$200.00	$150.00	$250.00	No
Accessory building flanking street setback	2.1.06(3)(a)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Accessory building setback rear lot line	2.1.06(3)(b)	$200.00	$150.00	$250.00	No
Home based business alters appearance	2.1.07(1)	$200.00	$150.00	$250.00	No
Home based business – Excess non-resident employee	2.1.07(2)	$200.00	$150.00	$250.00	No
Home based business – Excess Area	2.1.07(3)	$200.00	$150.00	$250.00	No
Home based business – non-conforming sign	2.1.07(4)	$200.00	$150.00	$250.00	No
Home based business – Not contained	2.1.07(5)	$200.00	$150.00	$250.00	No
Home based business creates nuisance	2.1.07(6)	$200.00	$150.00	$250.00	No
Dog kennel accessory building setback	2.1.07(8)	$200.00	$150.00	$250.00	No
Contrary to permitted uses	2.1.09(1)	$200.00	$150.00	$250.00	No
Excess unenclosed unlicensed vehicle/RV	2.1.09(2)(a)	$200.00	$150.00	$250.00	No
Unenclosed vehicle parts	2.1.09(2)(b)	$200.00	$150.00	$250.00	No
Illegally sited vehicles	2.1.09(2)(c)	$200.00	$150.00	$250.00	No
Unlicensed vehicle/parts on vacant lot	2.1.09(2)(d)	$200.00	$150.00	$250.00	No
Obstruct visibility at intersections	2.1.12	$200.00	$150.00	$250.00	No
Temporary building exceed duration	2.1.13	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(1)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(2)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Secondary suite exceeds habitable area	2.1.16(3)	$200.00	$150.00	$250.00	No
Secondary suite exceeds floor area	2.1.16(4)	$200.00	$150.00	$250.00	No
Excess secondary suites	2.1.16(5)	$200.00	$150.00	$250.00	No
Not owner occupied	2.1.16(6)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	2.1.16(7)	$200.00	$150.00	$250.00	No
No building permit secondary suite	2.1.16(8)	$200.00	$150.00	$250.00	No
Secondary suite insufficient parking	2.1.16(9)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.16(11)	$200.00	$150.00	$250.00	No
Detached suite not permitted	2.1.17(1)	$200.00	$150.00	$250.00	No
Excess detached or secondary suite	2.1.17(2)	$200.00	$150.00	$250.00	No
No building permit detached suite	2.1.17(4)	$200.00	$150.00	$250.00	No
Detached suite non-conforming floor area	2.1.17(6)	$200.00	$150.00	$250.00	No
Detached suite exceed maximum height	2.1.17(7)	$200.00	$150.00	$250.00	No
Detached suite does not meet setbacks	2.1.17(8)	$200.00	$150.00	$250.00	No
Detached suite insufficient parking	2.1.17(9)	$200.00	$150.00	$250.00	No
Not owner occupied	2.1.17(12)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	2.1.17(13)	$200.00	$150.00	$250.00	No
Bed and breakfast not permitted	2.1.17(14)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	2.1.17(15)	$200.00	$150.00	$250.00	No
Bed and breakfast alters appearance	2.1.18(1)	$200.00	$150.00	$250.00	No

Schedule "A" attached to and forming part of Bylaw Notice Enforcement Bylaw No. 1, 2025
Designated Bylaw Contraventions and Penalties

APPENDIX 2 TO BYLAW NO. 4683

MALAHAT LAND USE BYLAW, 1981, BYLAW NO. 980

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Bed and breakfast exceeds regulations	2.1.18(2)	$200.00	$150.00	$250.00	No
Bed and breakfast insufficient parking	2.1.18(3)	$200.00	$150.00	$250.00	No
Bed and breakfast units (3)/person (10) exceeded	2.1.18(6)	$200.00	$150.00	$250.00	No
Bed and breakfast units (4)/person (12) exceeded	2.1.18(7)	$200.00	$150.00	$250.00	No
Bed and breakfast only allows breakfast meals	2.1.18(8)	$200.00	$150.00	$250.00	No
Bed and breakfast exceeds vehicular traffic allowance	2.1.18(9)	$200.00	$150.00	$250.00	No
Bed and breakfast unenclosed storage	2.1.18(10)	$200.00	$150.00	$250.00	No
Bed and breakfast accessory setbacks not met	2.1.18(11)	$200.00	$150.00	$250.00	No
Bed and breakfast floor area exceeded	2.1.18(12)	$200.00	$150.00	$250.00	No
Bed and breakfast unpermitted cooking facilities	2.1.18(13)	$200.00	$150.00	$250.00	No
Bed and breakfast not permitted	2.1.18(14)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unlawful accessory building	Part 1, 4.01(1)(a)	$200.00	$150.00	$250.00	No
Accessory building as dwelling	Part 1, 4.01(1)(c)	$200.00	$150.00	$250.00	No
Accessory building occupied no permits	Part 1, 4.01(2)(b)(i)	$200.00	$150.00	$250.00	No
Home based business alters appearance	Part 1, 4.06(1)(a)	$200.00	$150.00	$250.00	No
Home based business creates nuisance	Part 1, 4.06(1)(d)	$200.00	$150.00	$250.00	No
Home based business – insufficient parking	Part 1, 4.06(1)(f)	$200.00	$150.00	$250.00	No
Home based business – unlawful traffic/parking	Part 1, 4.06(1)(h)	$200.00	$150.00	$250.00	No
Home based business – not contained	Part 1, 4.06(2)(a)(ii)	$200.00	$150.00	$250.00	No
Home based business – excessive area	Part 1, 4.06(2)(c)	$200.00	$150.00	$250.00	No
Home based business – excess non-resident employee	Part 1, 4.06(2)(e)	$200.00	$150.00	$250.00	No
Home based business – unlawful storage	Part 1, 4.06(2)(f)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed 3 B&B units or 10 persons	Part 1, 4.06(3)(b)(i)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed 4 B&B units or 12 persons	Part 1, 4.06(3)(b)(ii)	$200.00	$150.00	$250.00	No
Bed and breakfast – excess meals served	Part 1, 4.06(3)(c)	$200.00	$150.00	$250.00	No
Bed and breakfast – unlawful traffic	Part 1, 4.06(3)(d)	$200.00	$150.00	$250.00	No
Bed and breakfast – unlawful storage	Part 1, 4.06(3)(e)	$200.00	$150.00	$250.00	No
Bed and breakfast – exceed setback requirements	Part 1, 4.06(3)(f)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Bed and breakfast – exceed lawful floor area	Part 1, 4.06(3)(g)	$200.00	$150.00	$250.00	No
Unlawful home industry	Part 1, 4.06(4)(a)	$200.00	$150.00	$250.00	No
Home industry – excess non-resident employee	Part 1, 4.06(4)(b)	$200.00	$150.00	$250.00	No
Home industry in setback/not screened	Part 1, 4.06(4)(c)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(a)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(i)(b)	$200.00	$150.00	$250.00	No
Home industry – unlawful portable sawmill	Part 1, 4.06(4)(d)(ii)	$200.00	$150.00	$250.00	No
Home industry – portable sawmill in setback	Part 1, 4.06(4)(d)(iii)	$200.00	$150.00	$250.00	No
Home industry – material storage in setback	Part 1, 4.06(4)(d)(iv)	$200.00	$150.00	$250.00	No
Home industry – unscreened material storage	Part 1, 4.06(4)(d)(iv)	$200.00	$150.00	$250.00	No
Home industry – exceeds authorized area	Part 1, 4.06(4)(e)	$200.00	$150.00	$250.00	No
Home industry – unscreened materials storage	Part 1, 4.06(4)(f)	$200.00	$150.00	$250.00	No
Home industry – parking prohibited commercial vehicle	Part 1, 4.06(4)(g)	$200.00	$150.00	$250.00	No
Garbage container in setback	Part 1, 4.07(3)	$200.00	$150.00	$250.00	No
Contrary to permitted uses	Part 1, 4.09(1)	$200.00	$150.00	$250.00	No
Excess unenclosed unlicensed vehicle/RV	Part 1, 4.09(2)(a)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unenclosed vehicle parts	Part 1, 4.09(2)(b)	$200.00	$150.00	$250.00	No
Illegally sited vehicles	Part 1, 4.09(2)(c)	$200.00	$150.00	$250.00	No
Unlicensed vehicle/parts on vacant lot	Part 1, 4.09(2)(d)	$200.00	$150.00	$250.00	No
Unenclosed unsightly material	Part 1, 4.09(2)(e)	$200.00	$150.00	$250.00	No
Recycle depot – unenclosed storage	Part 1, 4.11	$200.00	$150.00	$250.00	No
Obstructed visibility	Part 1, 4.16	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(a)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(b)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(2)(c)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(3)(a)	$200.00	$150.00	$250.00	No
Exceed allowed fence height	Part 1, 4.17(3)(b)	$200.00	$150.00	$250.00	No
Prohibited animals	Part 1, 4.18(1)	$200.00	$150.00	$250.00	No
Excess rabbits	Part 1, 4.18(2)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	Part 1, 4.19(1)(a)	$200.00	$150.00	$250.00	No
Excess secondary or detached suite	Part 1, 4.19(1)(e)	$200.00	$150.00	$250.00	No
Not owner occupied	Part 1, 4.19(1)(f)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	Part 1, 4.19(1)(g)	$200.00	$150.00	$250.00	No
No building permit secondary suite	Part 1, 4.19(2)	$200.00	$150.00	$250.00	No
Secondary suite insufficient parking	Part 1, 4.19(3)	$200.00	$150.00	$250.00	No
Secondary suite not permitted	Part 1, 4.19(4)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unpermitted detached suite	Part 1, 4.20(a)	$200.00	$150.00	$250.00	No
Excess detached or secondary suite	Part 1, 4.20(b)	$200.00	$150.00	$250.00	No
No building permit detached suite	Part 1, 4.20(d)	$200.00	$150.00	$250.00	No
Detached suite no parking	Part 1, 4.20(i)	$200.00	$150.00	$250.00	No
Not owner occupied	Part 1, 4.20(l)	$200.00	$150.00	$250.00	No
Boarders/lodgers not permitted	Part 1, 4.20(m)	$200.00	$150.00	$250.00	No
Illegal bed and breakfast	Part 1, 4.20(n)	$200.00	$150.00	$250.00	No
Detached suite not permitted	Part 1, 4.20(o)	$200.00	$150.00	$250.00	No
Zone A excess RVs	Part 2, 2.01(i)	$200.00	$150.00	$250.00	No
Zone A-1 excess RVs	Part 2, 2A.02(i)	$200.00	$150.00	$250.00	No
Zone AG excess RVs	Part 2, 4.01(g)	$200.00	$150.00	$250.00	No
Zone AG-1 excess RVs	Part 2, 4C.02(f)	$200.00	$150.00	$250.00	No
Zone RR-WI excess RVs	Part 2, 4D.02(d)	$200.00	$150.00	$250.00	No
Zone RR-2 excess RVs	Part 2, 6.01(i)	$200.00	$150.00	$250.00	No
Zone RR-2A excess RVs	Part 2, 6A.01(e)	$200.00	$150.00	$250.00	No
Zone WT-1 excess RVs	Part 2, 6B.01(e)	$200.00	$150.00	$250.00	No
Zone WT-2 excess RVs	Part 2, 6C.01(e)	$200.00	$150.00	$250.00	No
Zone WT-3 excess RVs	Part 2, 6D.01(e)	$200.00	$150.00	$250.00	No
Zone RR-6 excess RVs	Part 2, 10.01(i)	$200.00	$150.00	$250.00	No
Parking not provided	Part 3, 1.0	$200.00	$150.00	$250.00	No
Visitor parking requirement	Part 3, 9.0	$200.00	$150.00	$250.00	No
Handicapped parking requirement	Part 3, 10.0(1)-(5)	$200.00	$150.00	$250.00	No
Non-permitted sign	Part 4, 1.01(1)	$200.00	$150.00	$250.00	No

APPENDIX 3 TO BYLAW NO. 4683

JUAN DE FUCA LAND USE BYLAW, 1992, BYLAW NO. 2040

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Prohibited sign	Part 4, 1.02(a)-(e)	$200.00	$150.00	$250.00	No
No sign permit	Part 4, 1.05(1)	$200.00	$150.00	$250.00	No
Poorly maintained sign	Part 4, 1.09	$200.00	$150.00	$250.00	No
Sign affecting visibility	Part 4, 1.10	$200.00	$150.00	$250.00	No

APPENDIX 4 TO BYLAW NO. 4683

UNSIGHTLY PREMISES BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Accumulated debris	2(1)	$250.00	$187.50	$312.50	Yes
Littering	2(2)	$250.00	$187.50	$312.50	Yes
Unsightly property	2(3)	$250.00	$187.50	$312.50	Yes
Graffiti	2(4)	$250.00	$187.50	$312.50	Yes
Property not cleaned	3	$250.00	$187.50	$312.50	Yes

APPENDIX 5 TO BYLAW NO. 4683

BUILDING REGULATION BYLAW NO. 5, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain building permit	3.1.1	$250.00	$187.50	$312.50	No
Fail to obtain demolition/deconstruction permit	3.1.2	$250.00	$187.50	$312.50	No
Occupy without occupancy certificate	3.1.3	$250.00	$187.50	$312.50	No
Tamper with posted notice/permit/certificate	3.1.4	$250.00	$187.50	$312.50	No
Build contrary to approved plans	3.1.5	$250.00	$187.50	$312.50	No
Obstruct entry of authorized building official	3.1.6	$250.00	$187.50	$312.50	No
Continue work on structure after order	3.1.7	$400.00	$300.00	$500.00	No
Construct contrary to building regulations	3.1.8	$250.00	$187.50	$312.50	No

APPENDIX 6 TO BYLAW NO. 4683

AMUSEMENT MACHINE AND GAMES ROOM REGULATION BYLAW, 1983

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Underage employee	3(a)	$100.00	$75.00	$125.00	No
Violate hours of operation	4(b)	$100.00	$75.00	$125.00	No
Excess amusement machines	5	$100.00	$75.00	$125.00	No
Minor on premises	6(a)	$100.00	$75.00	$125.00	No
Permit minor on premises	6(b)	$100.00	$75.00	$125.00	No
Child under 15 on premises during prohibited hours	6(d)	$100.00	$75.00	$125.00	No

APPENDIX 7 TO BYLAW NO. 4683

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 1, 2015, BYLAW NO. 3941

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Removal of soil without permit	7(a)	$400.00	$300.00	$500.00	No
Deposit soil without permit	7(b)	$400.00	$300.00	$500.00	No
Remove/deposit soil in or about a watercourse	7(d)	$500.00	$375.00	$500.00	No
Unlawful removal/deposit of soil ALR land	7(e)	$500.00	$375.00	$500.00	No
Failure to provide site profile/waiver	8.3	$200.00	$150.00	$250.00	No
Remove or deposit soil on Sunday or holiday	12.2(a)	$200.00	$150.00	$250.00	No
Remove/deposit soil outside permitted hours	12.2(b)	$200.00	$150.00	$250.00	No
Remove/deposit soil in contravention of permit	12.3	$400.00	$300.00	$500.00	No
Failure to post permit/sign	12.5	$200.00	$150.00	$250.00	No
Failure to maintain road	12.6	$200.00	$150.00	$250.00	No

APPENDIX 8 TO BYLAW NO. 4683

WATER DISTRIBUTION LOCAL SERVICE CONDITIONS, FEES AND CHARGES BYLAW NO. 1, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Service connection without application/approval	6.4	$200.00	$150.00	$250.00	No
Connect to waterworks without authorization	6.5	$200.00	$150.00	$250.00	No
Install booster pump without approval	8.5	$200.00	$150.00	$250.00	No
Unauthorized use of fire connection	14.2	$500.00	$375.00	$500.00	No
Install shut off valve or outlet to service connection	29.2	$200.00	$150.00	$250.00	No
Interfere with water meters	31.1	$500.00	$375.00	$500.00	No
Failure to maintain access to water meter	32.1	$200.00	$150.00	$250.00	No
Failure to act as directed	34.2	$200.00	$150.00	$250.00	No
Use hydrant or standpipe without authorization	37.1	$500.00	$375.00	$500.00	No
Connect to or use water with authorization	69.4	$200.00	$150.00	$250.00	No
Connect multiple units without authorization	70.1	$200.00	$150.00	$250.00	No
Operate, maintain, repair without authorization	79.2	$200.00	$150.00	$250.00	No
Connect or alter without authorization	80.1	$500.00	$375.00	$500.00	No
Operation of valve or curb stop without authorization	80.2	$200.00	$150.00	$250.00	No
Connect apparatus, fitting or fixture causing damage or disturbance	90.1	$200.00	$150.00	$250.00	No
Damage waterworks or service connection	102.1	$500.00	$375.00	$500.00	No
Obstruction of an authorized agent	104.2	$400.00	$300.00	$500.00	No

APPENDIX 9 TO BYLAW NO. 4683

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
No kennel licence	2(1)(a)	$200.00	$150.00	$250.00	No
Harbouring dogs in excess of kennel licence	2(1)(b)	$200.00	$150.00	$250.00	No
Operating kennel contrary to zoning	2(2)(a)	$200.00	$150.00	$250.00	No
Failure of kennel to provide adequate fencing	2(2)(c)	$200.00	$150.00	$250.00	No
No licence	3	$200.00	$150.00	$250.00	No
No licence on dog	7	$200.00	$150.00	$250.00	No
Unauthorized removal of licence tag	10	$200.00	$150.00	$250.00	No
Failure to display dangerous dog sign	14(c)	$200.00	$150.00	$250.00	No
Animal at large	24(1)	$200.00	$150.00	$250.00	No
Uncontrolled dangerous dog	24(2)	$500.00	$375.00	$500.00	No
Obstructing Animal Control Officer	24(3)	$500.00	$375.00	$500.00	No
Bitch in heat unenclosed	25	$200.00	$150.00	$250.00	No
Noisy dog	26(1)	$200.00	$150.00	$250.00	No
Noisy animal	26(2)	$200.00	$150.00	$250.00	No
Animal on beach	29	$200.00	$150.00	$250.00	No
Fail to provide water or food	27(1)(a)	$200.00	$150.00	$250.00	No
Fail to provide sanitary receptable	27(1)(b)	$200.00	$150.00	$250.00	No
Fail to provide sufficient exercise	27(1)(c)	$200.00	$150.00	$250.00	No
Fail to provide veterinarian care	27(1)(d)	$200.00	$150.00	$250.00	No
Fail to provide adequate shelter	27(2)	$200.00	$150.00	$250.00	No
Animal tied to fixed object by neck	27(3)	$200.00	$150.00	$250.00	No
Animal tied to fixed object for extended period	27(4)	$200.00	$150.00	$250.00	No

APPENDIX 9 TO BYLAW NO. 4683

ANIMAL REGULATION AND IMPOUNDING BYLAW NO. 1, 1986

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Animal kept in confined space without ventilation	27(5)	$200.00	$150.00	$250.00	No
Fail to adequately confine animal in vehicle	27(6)	$200.00	$150.00	$250.00	No

APPENDIX 10 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (SOUTHERN GULF ISLANDS) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3(1)	$200.00	$150.00	$250.00	No
Construction noise	3(2)	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3(3)	$200.00	$150.00	$250.00	No
Amplified music – indoors	3(4)	$200.00	$150.00	$250.00	No
Vehicle noise	3(5)	$200.00	$150.00	$250.00	No
Firearms noise	3(6)	$200.00	$150.00	$250.00	No

APPENDIX 11 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (JUAN DE FUCA) NO. 1, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3.1	$200.00	$150.00	$250.00	No
Construction noise	3.2	$200.00	$150.00	$250.00	No
Construction noise on Sundays or holidays	3.3	$200.00	$150.00	$250.00	No
Leaf blower noise	3.4	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3.5	$200.00	$150.00	$250.00	No
Amplified music – indoors	3.6	$200.00	$150.00	$250.00	No
Noisy vehicle	3.7	$200.00	$150.00	$250.00	No
Noise from firearms	3.8	$200.00	$150.00	$250.00	No
Noise from electrical equipment	3.9	$200.00	$150.00	$250.00	No

APPENDIX 12 TO BYLAW NO. 4683

NOISE SUPPRESSION BYLAW (SALT SPRING ISLAND) NO. 1, 2006

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Noise which disturbs	2	$200.00	$150.00	$250.00	No
Loading/unloading noise	3(1)	$200.00	$150.00	$250.00	No
Construction noise	3(2)	$200.00	$150.00	$250.00	No
Amplified music – outdoors	3(3)	$200.00	$150.00	$250.00	No
Amplified music – indoors	3(4)	$200.00	$150.00	$250.00	No
Vehicle noise	3(5)	$200.00	$150.00	$250.00	No
Firearms noise	3(6)	$200.00	$150.00	$250.00	No

APPENDIX 13 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT IDLING CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Idle in excess of three minutes	2	$200.00	$150.00	$250.00	No

APPENDIX 14 TO BYLAW NO. 4683

WATER REGULATIONS BYLAW NO. 1, 1990

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unauthorized connection to waterworks	4	$200.00	$150.00	$250.00	No
Unauthorized use of water supplied by waterworks	5(a)	$200.00	$150.00	$250.00	No
Failure to follow board direction pertaining to water use	5(b)	$200.00	$150.00	$250.00	No
Tamper, operate, or remove Water connections or fixtures	6(a)	$500.00	$375.00	$500.00	No
Damage or alter water connections or fixtures	6(b)	$500.00	$375.00	$500.00	No
Unauthorized use of fire connections, hydrants or standpipes	7	$500.00	$375.00	$500.00	
Waste of water	8	$200.00	$150.00	$250.00	No
Failure to pay fees associated with removal of obstruction	9(b)	$500.00	$375.00	$500.00	No
Unauthorized connection of multiple units to a single service connection	16	$200.00	$150.00	$250.00	No
Unauthorized installation of Service Connection	19	$200.00	$150.00	$250.00	No
Failure to pay turn-on or turn-off fee	22(b)	$250.00	$187.50	$312.50	No
Unauthorized turn-on or turn-off of water supply	22(c)	$500.00	$375.00	$500.00	No
Connection of an independent water supply to CRD service connection	25	$500.00	$375.00	$500.00	No
Failure to comply with section 27	27	$500.00	$375.00	$500.00	No
Obstruction of access to personnel in the performance of their duties	9	$250.00	$187.50	$312.50	No

APPENDIX 15 TO BYLAW NO. 4683

LANGFORD SIGN BYLAW, 1987

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Non-conforming sign	3(2)(a)	$100.00	$75.00	$125.00	No
Abandoned sign	3(3)(a)	$100.00	$75.00	$125.00	No
Billboard sign	3(3)(b)	$100.00	$75.00	$125.00	No
Moving sign	3(3)(c)	$100.00	$75.00	$125.00	No
Roof sign	3(3)(d)	$100.00	$75.00	$125.00	No
No permit	3(6)(a)	$100.00	$75.00	$125.00	No
Obstructs view	3(12)	$100.00	$75.00	$125.00	No

APPENDIX 16 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT CLEAN AIR BYLAW NO. 1, 2014

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Smoking in a park	2(1)(a)	$200.00	$150.00	$250.00	No
Smoking in a designated public space	2(1)(b)	$200.00	$150.00	$250.00	No
Smoking in a school yard	2(1)(c)	$200.00	$150.00	$250.00	No
Smoking in a building	2(1)(d)	$200.00	$150.00	$250.00	No
Smoking in a business place (food or beverage)	2(1)(e)	$200.00	$150.00	$250.00	No
Smoking in a vehicle	2(1)(f)	$200.00	$150.00	$250.00	No
Smoking in 7m buffer zone of doorway, window or intake	2(1)(g)	$200.00	$150.00	$250.00	No
Smoking in 7m buffer zone of a bus stop	2(1)(h)	$200.00	$150.00	$250.00	No
Permitting smoking in a building	2(2)(a)	$500.00	$375.00	$500.00	No
Permitting smoking in a business place (food or beverage)	2(2)(b)	$500.00	$375.00	$500.00	No
Permitting smoking in a vehicle	2(2)(c)	$500.00	$375.00	$500.00	No
Failing to display sign in the prescribed form	3(1), 3(2), 4(1)	$300.00	$225.00	$375.00	No
Removing or defacing a sign	4(3)	$500.00	$375.00	$500.00	No

APPENDIX 17 TO BYLAW NO. 4683

FOOD HANDLERS BYLAW NO. 1, 1991

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Uncertified supervisor	2	$200.00	$150.00	$250.00	No
Certificate not posted	3	$100.00	$75.00	$125.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Obstruction of Park or Peace Officer	4(1)	$500.00	$375.00	$500.00	No
Failure to obey sign or posted notice	4(3)	$100.00	$75.00	$125.00	No
Possession or consumption of liquor	4(4)	$200.00	$150.00	$250.00	No
Urinate or defecate in public	4(5)	$200.00	$150.00	$250.00	No
Breach of curfew	4(6)	$200.00	$150.00	$250.00	No
Undue noise	4(8)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle – peace	4(9)(a)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle – wildlife	4(9)(b)	$200.00	$150.00	$250.00	No
Disruptive use of machinery or cycle	4(9)(c)	$200.00	$150.00	$250.00	No
Disturb the peace	4(11)	$200.00	$150.00	$250.00	No
Enter park within eviction period	4(12)	$300.00	$225.00	$375.00	No
Unauthorized use of aircraft	4(13)	$200.00	$150.00	$250.00	No
Cause disturbance between 10 pm and 7 am	6(1)(b)	$200.00	$150.00	$250.00	No
No camping	6(4)	$200.00	$150.00	$250.00	No
Fail to register	6(5)	$200.00	$150.00	$250.00	No
Damage or remove any natural park feature	7(1)(a)	$300.00	$225.00	$375.00	No
Build or alter any trail	7(1)(b)	$300.00	$225.00	$375.00	No
Destroy or damage park infrastructure	7(1)(c)	$200.00	$150.00	$250.00	No
Build, place, or install structure or facility	7(1)(d)	$300.00	$225.00	$375.00	No
Deposit plant or animal material	7(1)(e)	$200.00	$150.00	$250.00	No
Hunt or molest wildlife	7(1)(f)	$200.00	$150.00	$250.00	No
Feed wildlife or leave attractant	7(1)(g)	$200.00	$150.00	$250.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Contaminate park or waterway	7(1)(h)	$300.00	$225.00	$375.00	No
Littering	7(3)	$200.00	$150.00	$250.00	No
Illegal dumping	7(4)	$300.00	$225.00	$375.00	No
Illegal fire	7(5)	$300.00	$225.00	$375.00	No
Unattended fire	7(6)	$200.00	$150.00	$250.00	No
Smoke in park	7(8)	$200.00	$150.00	$250.00	No
Cut or remove tree	7(9)	$500.00	$375.00	$500.00	No
No cycling	7(10)	$200.00	$150.00	$250.00	No
Travel off designated trail	7(11)	$200.00	$150.00	$250.00	No
In the drinking water protection zone	7(12)	$200.00	$150.00	$250.00	No
Dog not under control	8(1)(a)	$200.00	$150.00	$250.00	No
Dog off leash	8(1)(b)	$200.00	$150.00	$250.00	No
Dog on beach or picnic area	8(1)(c)	$200.00	$150.00	$250.00	No
Dog faeces not removed	8(1)(d)	$200.00	$150.00	$250.00	No
Dog disturbing people or wildlife	8(1)(f)	$300.00	$225.00	$375.00	No
Domestic animal not under control	8(5)	$200.00	$150.00	$250.00	No
Horse in prohibited area	8(7)	$200.00	$150.00	$250.00	No
Possess or discharge firearm or explosive	9(1)	$200.00	$150.00	$250.00	No
Vehicle off road	10(1)	$300.00	$225.00	$375.00	No
Illegal parking	10(3)	$50.00	$37.50	$62.50	No
Off-road vehicle use in park	10(9)	$300.00	$225.00	$375.00	No
Commercial activity without permit	11(1)(b)	$400.00	$300.00	$500.00	No
Special use event without permit	12(1)(a)	$200.00	$150.00	$250.00	No
Failure to produce permit	12(1)(b)	$200.00	$150.00	$250.00	No

APPENDIX 18 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT PARKS REGULATION BYLAW NO. 1, 2018

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Breach of park use permit	12(9)	$300.00	$225.00	$375.00	No

APPENDIX 19 TO BYLAW NO. 4683

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Disobey site regulations	2.1	$100.00	$75.00	$125.00	No
Fail to follow site regulations	2.2	$500.00	$375.00	$500.00	No
Non-district waste	2.3	$500.00	$375.00	$500.00	No
Deposit prohibited waste	2.5	$500.00	$375.00	$500.00	No
Deposit hazardous waste	2.8	$500.00	$375.00	$500.00	No
Deposit controlled waste	2.12	$500.00	$375.00	$500.00	No
Deposit recyclable material	2.14	$500.00	$375.00	$500.00	No
Improper deposit mandatory recyclable	2.15	$200.00	$150.00	$250.00	No
Improper deposit voluntary recyclable	2.16	$200.00	$150.00	$250.00	No
Improper deposit weeds	2.18	$50.00	$37.50	$62.50	No
Deposit EPR material	2.19	$500.00	$375.00	$500.00	No
Improper deposit EPR material	2.20	$200.00	$150.00	$250.00	No
Deposit HHW by commercial hauler	2.21	$200.00	$150.00	$250.00	No
Deposit HHW	2.22	$100.00	$75.00	$125.00	No
Improper deposit of HHW	2.23	$50.00	$37.50	$62.50	No
Deposit contaminated demo waste	2.25	$300.00	$225.00	$375.00	No
Improper deposit sorted demo waste	2.26	$200.00	$150.00	$250.00	No
Improper deposit kitchen scraps	2.27	$200.00	$150.00	$250.00	No
Fail to source separate solid waste	2.28	$500.00	$375.00	$500.00	No
Fail to pay fee	3.1	$300.00	$225.00	$375.00	No
Deposit while charge unpaid	3.2(b)	$100.00	$75.00	$125.00	No
Uncovered/unsecured load	Sch. B, Reg. 2.1	$100.00	$75.00	$125.00	No
Load not ready for disposal	Sch. B, Reg. 2.3	$100.00	$75.00	$125.00	No
Drive off designated roads	Sch. B, Reg. 3.1	$100.00	$75.00	$125.00	No
Fail to obey signs	Sch. B, Reg. 3.2	$100.00	$75.00	$125.00	No

APPENDIX 19 TO BYLAW NO. 4683

HARTLAND LANDFILL TIPPING FEE AND REGULATION BYLAW NO. 6, 2013

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to follow directions	Sch. B, Reg. 3.3	$100.00	$75.00	$125.00	No
Scavenging	Sch. B, Reg. 3.5	$100.00	$75.00	$125.00	No
Loitering on site	Sch. B, Reg. 3.6	$100.00	$75.00	$125.00	No
Vehicle washing	Sch. B, Reg. 3.7	$100.00	$75.00	$125.00	No
Disorderly conduct	Sch. B, Reg. 3.8	$100.00	$75.00	$125.00	No
Overweight vehicle	Sch. B, Reg. 3.9	$100.00	$75.00	$125.00	No
Children on site	Sch. B, Reg. 4.2	$50.00	$37.50	$62.50	No
Pets at site	Sch. B, Reg. 4.3	$50.00	$37.50	$62.50	No
Smoking at disposal site	Sch. B, Reg. 4.4	$100.00	$75.00	$125.00	No
Use electronic device while driving	Sch. B, Reg. 4.7	$100.00	$75.00	$125.00	No
No protective equipment	Sch. B, Reg. 4.8	$50.00	$37.50	$62.50	No
Unauthorized videotaping or photography on site	Sch. B, Reg. 3.12	$100.00	$75.00	$125.00	No

APPENDIX 20 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Hinder/prevent inspection	3	$500.00	$375.00	$500.00	No
Wasting water	7(3)	$200.00	$150.00	$250.00	No
Wasting water during stage 2	7(3)	$300.00	$225.00	$375.00	No
Wasting water during stage 3	7(3)	$400.00	$300.00	$500.00	No
Use water contrary to bylaw	7(4)	$200.00	$150.00	$250.00	No
Stage 1 – water lawn contrary to days/times	Sch. A1.(1)(a)	$200.00	$150.00	$250.00	$200.00
Stage 1 – water contrary to restrictions	Sch. A1.(1)(b)	$200.00	$150.00	$250.00	No
Stage 1 – operate public spray park contrary to restrictions	Sch. A1.(1)(c)	$200.00	$150.00	$250.00	No
Stage 1 – public authority watering contrary to days/times	Sch. A1.(2)(b)	$200.00	$150.00	$250.00	No
Stage 1 – watering golf courses contrary to restrictions	Sch. A1.(2)(c)	$200.00	$150.00	$250.00	No
Stage 2 – water lawn contrary to days/times	Sch. A2.(1)(a)	$250.00	$187.50	$312.50	No
Stage 2 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A2.(1)(b)(i)	$250.00	$187.50	$312.50	No
Stage 2 – use motion-activated sprinkler device	Sch. A2.(1)(b)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water cemetery lawn	Sch. A2.(1)(b)(iii)	$250.00	$187.50	$312.50	No
Stage 2 – operate public spray park contrary to restrictions	Sch. A2.(1)(c)	$250.00	$187.50	$312.50	No
Stage 2 – fill ornamental fountain	Sch. A2.(1)(d)(i)	$250.00	$187.50	$312.50	No
Stage 2 – operate ornamental fountain	Sch. A2.(1)(d)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water contrary to restrictions	Sch. A2.(1)(e)	$250.00	$187.50	$312.50	No
Stage 2 – public authority watering contrary to days/times	Sch. A2.(2)(b)	$250.00	$187.50	$312.50	No

APPENDIX 20 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT ELECTORAL AREAS WATER CONSERVATION BYLAW NO. 1, 2023

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Stage 2 – watering golf courses contrary to restrictions	Sch. A2.(2)(c)	$250.00	$187.50	$312.50	No
Stage 3 – water lawn, turf, or boulevard	Sch. A3.(1)(a)(i)	$400.00	$300.00	$500.00	No
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3.(1)(a)(ii)	$400.00	$300.00	$500.00	No
Stage 3 – operate a public spray park	Sch. A3.(1)(a)(iii)	$400.00	$300.00	$500.00	No
Stage 3 – operate or fill ornamental fountain	Sch. A3.(1)(a)(iv)	$400.00	$300.00	$500.00	No
Stage 3 –wash vehicle or boat with water	Sch. A3.(1)(a)(v)	$400.00	$300.00	$500.00	No
Stage 3 – wash sidewalks, driveways, parking lots, or exterior surfaces	Sch. A3.(1)(a)(vi)	$400.00	$300.00	$500.00	No
Stage 3 – use motion-activated sprinkler device	Sch. A3.(1)(a)(vii)	$400.00	$300.00	$500.00	No
Stage 3 – leave water service turned on	Sch. A3.(1)(a)(viii)	$400.00	$300.00	$500.00	No
Stage 3 – water contrary to restrictions	Sch. A3.(1)(b)	$400.00	$300.00	$500.00	No
Stage 3 – watering golf courses contrary to days/times	Sch. A3.(2)(a)	$400.00	$300.00	$500.00	No
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3.(2)(b)	$400.00	$300.00	$500.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge restricted waste	2.1(b)	$500.00	$375.00	$500.00	No
High volume discharge	2.1(c)	$200.00	$150.00	$250.00	No
Discharge without a permit and contrary to code of practice	2.1(d)	$200.00	$150.00	$250.00	No
Unauthorized discharge of excess uncontaminated water	2.1(e)	$200.00	$150.00	$250.00	No
Unauthorized discharge of septage	2.3	$500.00	$375.00	$500.00	No
Unauthorized discharge of trucked liquid waste	2.4	$500.00	$375.00	$500.00	No
Discharge to dilute non-domestic waste	2.5	$500.00	$375.00	$500.00	No
Fail to provide spill containment	2.8(a)	$150.00	$112.50	$187.50	No
Fail to post name and phone number as required	2.8(b)	$100.00	$75.00	$125.00	No
Unauthorized discharge of kitchen equipment cleaning waste	2.12	$500.00	$375.00	$500.00	No
Fail to adjust Ph	2.13(a)	$500.00	$375.00	$500.00	No
Fail to maintain complete records	2.13(b)	$200.00	$150.00	$250.00	No
Fail to apply for permit	3.3	$250.00	$187.50	$312.50	No
Fail to comply with authorization terms or conditions	3.7	$500.00	$375.00	$500.00	No
Bypass waste control works	5.2	$500.00	$375.00	$500.00	No
Fail to maintain complete records, monitoring	6.1(a)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, administration	6.1(b)	$200.00	$150.00	$250.00	No
Fail to report unlawful discharge to a manager or officer	7.1(a)	$250.00	$187.50	$312.50	No
Fail to report unlawful discharge to owner	7.1(b)	$250.00	$187.50	$312.50	No
Fail to provide information to manager	7.2(a)	$250.00	$187.50	$312.50	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
on premises					
Fail to provide information to on location	7.2(b)	$250.00	$187.50	$312.50	No
Fail to provide information to on contact person	7.2(c)	$250.00	$187.50	$312.50	No
Fail to provide information to on time, date and duration	7.2(d)	$250.00	$187.50	$312.50	No
Fail to provide information to on type	7.2(e)	$250.00	$187.50	$312.50	No
Fail to provide information to on volume	7.2(f)	$250.00	$187.50	$312.50	No
Fail to provide information to on corrective action	7.2(g)	$250.00	$187.50	$312.50	No
Fail to confine unlawful discharge	7.3(a)	$500.00	$375.00	$500.00	No
Fail to dispose of substance properly	7.3(b)	$500.00	$375.00	$500.00	No
Fail to give 90 days notice of new activity	7.4(a)	$250.00	$187.50	$312.50	No
Fail to give 90 days notice of activity change	7.4(b)	$250.00	$187.50	$312.50	No
Inaccessible monitoring point	9.6	$250.00	$187.50	$312.50	No
Hinder/prevent inspection	13.1	$500.00	$375.00	$312.50	No
Discharge of restricted waste	Sch. I, 2.1(a)	$200.00	$150.00	$500.00	No
Discharge of prohibited waste	Sch. I, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. I, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge of stormwater to sewer	Sch. I, 2.1(d)	$200.00	$150.00	$500.00	No
Fail to install grease interceptor	Sch. I, 2.2	$500.00	$375.00	$250.00	No
Fail to maintain grease interceptor	Sch. I, 2.3	$150.00	$112.50	$500.00	No
Installation of unapproved treatment works	Sch. I, 2.4	$250.00	$187.50	$187.50	No
Alternate treatment works non-compliant with permit or authorization	Sch. I, 2.5	$200.00	$150.00	$500.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to clean out grease interceptor	Sch. I, 2.6	$200.00	$150.00	$500.00	No
Accumulation of excess grease or solids	Sch. I, 2.7	$200.00	$150.00	$500.00	No
Disposal of oil and grease to sewer	Sch. I, 2.8	$200.00	$150.00	$500.00	No
Use of agents facilitating bypass of grease	Sch. I, 2.9	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, sink	Sch. I, 2.10(a)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, exhaust hood	Sch. I, 2.10(b)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, drain	Sch. I, 2.10(c)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, compactor	Sch. I, 2.10(d)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, dishwasher	Sch. I, 2.10(e)	$200.00	$150.00	$500.00	No
Fail to connect fixture to grease interceptor, grease bearing fixture	Sch. I, 2.10(f)	$200.00	$150.00	$500.00	No
Fail to install works preventing discharge of rainwater to sewer	Sch. I, 2.11	$200.00	$150.00	$500.00	No
Connection of a toilet or urinal	Sch. I, 2.12(a)	$100.00	$75.00	$187.50	No
Connection of a hand sink	Sch. I, 2.12(b)	$100.00	$75.00	$125.00	No
Connection of a mop sink	Sch. I, 2.12(c)	$100.00	$75.00	$125.00	No
Connection of fixture discharging solids	Sch. I, 2.12(d)	$100.00	$75.00	$125.00	No
Connection of drain receiving uncontaminated water	Sch. I, 2.12(e)	$100.00	$75.00	$125.00	No
Unapproved grease interceptor rating greater than 100gpm	Sch. I, 2.13	$150.00	$112.50	$125.00	No
Unapproved grease interceptor rating less than 100gpm	Sch. I, 2.14	$150.00	$112.50	$187.50	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unapproved grease interceptor design and installation	Sch. I, 2.15	$200.00	$150.00	$250.00	No
Fail to install flow control device	Sch. I, 2.20	$200.00	$150.00	$250.00	No
Fail to properly size or install flow control device	Sch. I, 2.21(a)	$200.00	$150.00	$250.00	No
Flow control cannot be verified	Sch. I, 2.21(b)	$200.00	$150.00	$250.00	No
Fail to install correct flow control device	Sch. I, 2.21(c)	$200.00	$150.00	$250.00	No
Inaccessible grease interceptor	Sch. I, 2.22	$200.00	$150.00	$250.00	No
Grease interceptor installed in confined space	Sch. I, 2.23	$200.00	$150.00	$250.00	No
Fail to correctly install monitoring point, as required	Sch. I, 2.24(a)	$200.00	$150.00	$250.00	No
Improper monitoring point	Sch. I, 2.24(b)	$200.00	$150.00	$250.00	No
Inaccessible monitoring point	Sch. I, 2.24(c)	$200.00	$150.00	$250.00	No
Fail to remove cover of grease interceptor	Sch. I, 2.26	$200.00	$150.00	$250.00	No
Improper connection of food grinder	Sch. I, 2.27	$200.00	$150.00	$250.00	No
Fail to install solids interceptor	Sch. I, 2.28	$200.00	$150.00	$250.00	No
Fail to maintain solids separator	Sch. I, 2.29	$200.00	$150.00	$250.00	No
Fail to keep operation manual	Sch. I, 3.1	$200.00	$150.00	$250.00	No
Fail to keep records available for inspection	Sch. I, 3.2	$200.00	$150.00	$250.00	No
Fail to maintain complete records, date	Sch. I, 3.2(a)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, maintenance	Sch. I, 3.2(b)	$200.00	$150.00	$250.00	No
Fail to maintain complete records, material removed	Sch. I, 3.2(c)	$200.00	$150.00	$250.00	No
Fail to maintain complete records,	Sch. I, 3.2(d)	$200.00	$150.00	$250.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
location of disposal					
Fail to retain records, maintenance and disposal	Sch. I, 3.3	$200.00	$150.00	$250.00	No
Fail to retain records, installed grease interceptor	Sch. I, 3.4	$200.00	$150.00	$250.00	No
Fail to maintain records, electronic records	Sch. I, 3.5	$200.00	$150.00	$250.00	No
Fail to maintain records, self-clean	Sch. I, 3.6	$200.00	$150.00	$250.00	No
Discharge prohibited waste	Sch. J, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. J, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge excessive tetrachloroethylene	Sch. J, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge residue	Sch. J, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. J, 2.1(e)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. J, 2.2	$200.00	$150.00	$250.00	No
Fail to manage wastewater off-site	Sch. J, 2.3	$250.00	$187.50	$312.50	No
Fail to install second separator	Sch. J, 2.4(a)	$500.00	$375.00	$500.00	No
Fail to install filter	Sch. J, 2.4(b)	$500.00	$375.00	$500.00	No
Fail to install alarm	Sch. J, 2.4(c)	$500.00	$375.00	$500.00	No
Fail to install second filter	Sch. J, 2.4(d)	$500.00	$375.00	$500.00	No
Fail to install works in correct order	Sch. J, 2.5	$200.00	$150.00	$250.00	No
Treatment works not accessible	Sch. J, 2.6	$200.00	$150.00	$250.00	No
Treatment works location, confined space	Sch. J, 2.7	$200.00	$150.00	$250.00	No
Fail to maintain machines	Sch. J, 2.8	$200.00	$150.00	$250.00	No
Fail to replace filter before expiry date	Sch. J, 2.9(a)	$200.00	$150.00	$250.00	No
Fail to replace filter after alarm	Sch. J, 2.9(b)	$200.00	$150.00	$250.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to replace filter after elevated concentration	Sch. J, 2.9(c)	$200.00	$150.00	$250.00	No
Fail to correctly install monitoring point	Sch. J, 2.10(a)	$200.00	$150.00	$250.00	No
Inaccessible monitoring point	Sch. J, 2.10(b)	$200.00	$150.00	$250.00	No
Fail to protect sewer against spills	Sch. J, 3.1	$200.00	$150.00	$250.00	No
Fail to install spill containment system	Sch. J, 3.2	$200.00	$150.00	$250.00	No
Undersized containment	Sch. J, 3.3	$200.00	$150.00	$250.00	No
Open drains in containment	Sch. J, 3.4	$200.00	$150.00	$250.00	No
Fail to block drains in contamination area	Sch. J, 3.5	$200.00	$150.00	$250.00	No
Discharge untested stormwater from containment	Sch. J, 3.6	$200.00	$150.00	$250.00	No
Fail to prepare spill response plan	Sch. J, 4.1	$200.00	$150.00	$250.00	No
Fail to prepare spill response plan within 30 days	Sch. J, 4.2	$200.00	$150.00	$250.00	No
Fail to post spill response plan	Sch. J, 4.3	$100.00	$75.00	$125.00	No
Fail to stock spill response materials	Sch. J, 4.4	$100.00	$75.00	$125.00	No
Fail to include plugs	Sch. J, 4.5	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. J, 4.6	$200.00	$150.00	$250.00	No
Fail to maintain complete records, date	Sch. J, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, inspection	Sch. J, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, carbon replaced	Sch. J, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material removed	Sch. J, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records	Sch. J, 5.2	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. J, 5.3	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to retain operation manual	Sch. J, 5.4	$100.00	$75.00	$125.00	No
Discharge excess contaminants, silver	Sch. K, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge of prohibited waste	Sch. K, 2.1(b)	$200.00	$150.00	$250.00	No
Fail to manage waste off-site	Sch. K, 2.2(a)	$200.00	$150.00	$250.00	No
Fail to treat wastes	Sch. K, 2.2(b)	$500.00	$375.00	$500.00	No
Fail to install and maintain equipment	Sch. K, 2.3	$100.00	$75.00	$125.00	No
Fail to use metering pump	Sch. K, 2.4	$100.00	$75.00	$125.00	No
Fail to calibrate metering pump	Sch. K, 2.5	$100.00	$75.00	$125.00	No
Fail to properly locate recovery system as required	Sch. K, 2.6	$100.00	$75.00	$125.00	No
Fail to install spill containment or cap drains	Sch. K, 2.7	$150.00	$112.50	$187.50	No
Fail to test effluent	Sch. K, 2.8	$100.00	$75.00	$125.00	No
Fail to install flow meter	Sch. K, 2.9(a)	$100.00	$75.00	$125.00	No
Fail to test discharge	Sch. K, 2.9(b)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge as recommended	Sch. K, 2.10(a)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge at 80% capacity	Sch. K, 2.10(b)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge over 1000 mg/L	Sch. K, 2.10(c)	$100.00	$75.00	$125.00	No
Fail to replace silver recovery cartridge for excess silver	Sch. K, 2.10(d)	$100.00	$75.00	$125.00	No
Fail to replace both silver recovery cartridges	Sch. K, 2.11	$100.00	$75.00	$125.00	No
Treatment works not accessible	Sch. K, 2.14	$100.00	$75.00	$125.00	No
Treatment works location, confined space	Sch. K, 2.15	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Improper outlet location	Sch. K, 2.16(a)	$100.00	$75.00	$125.00	No
Monitoring point not accessible	Sch. K, 2.16(b)	$100.00	$75.00	$125.00	No
Fail to keep maintenance manual	Sch. K, 3.1	$100.00	$75.00	$125.00	No
Fail to maintain complete records, serial number	Sch. K, 3.2(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date	Sch. K, 3.2(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, expiry date	Sch. K, 3.2(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, capacity	Sch. K, 3.2(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, calibrator	Sch. K, 3.2(e)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, tests	Sch. K, 3.2(f)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, repair/replacement	Sch. K, 3.2(g)	$100.00	$75.00	$125.00	No
Fail to maintain complete records on electrolytic unit	Sch. K, 3.3(a)	$100.00	$75.00	$125.00	No
Fail to record date of silver removal	Sch. K, 3.3(b)	$100.00	$75.00	$125.00	No
Fail to record maintenance/repair information	Sch. K, 3.3(c)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, company name	Sch. K, 3.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, material type	Sch. K, 3.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, material quantity	Sch. K, 3.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain disposal records, transfer date	Sch. K, 3.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. K, 3.5	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. L, 2.1(a)	$200.00	$150.00	$250.00	No

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CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge restricted waste	Sch. L, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of wastewater, elevated mercury concentration	Sch. L, 2.1(c)	$200.00	$150.00	$250.00	No
Fail to manage wastewater off-site	Sch. L, 2.3(a)	$250.00	$187.50	$312.50	No
Fail to treat wastewater prior to sewer discharge	Sch. L, 2.3(b)	$250.00	$187.50	$312.50	No
Amalgam separator not certified	Sch. L, 2.4	$150.00	$112.50	$187.50	No
Fail to correctly install and maintain amalgam separator	Sch. L, 2.5	$150.00	$112.50	$187.50	No
Fail to install proper flow control	Sch. L, 2.6(a)	$150.00	$112.50	$187.50	No
Fail to install flow control, water supply line	Sch. L, 2.6(b)	$150.00	$112.50	$187.50	No
Fail to install flow control, specified flow rate	Sch. L, 2.7	$150.00	$112.50	$187.50	No
Improper storage of collecting containers	Sch. L, 2.8	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. L, 2.9	$150.00	$112.50	$187.50	No
Fail to replace collecting container, expiry date	Sch. L, 2.10(a)	$150.00	$112.50	$187.50	No
Fail to replace collecting container, warning level	Sch. L, 2.10(b)	$150.00	$112.50	$187.50	No
Fail to replace collecting container, elevated mercury	Sch. L, 2.10(c)	$150.00	$112.50	$187.50	No
Improper disposal to sewer	Sch. L, 2.11	$150.00	$112.50	$187.50	No
Inaccessible amalgam separator	Sch. L, 2.12	$150.00	$112.50	$187.50	No
Amalgam separator installed in confined space	Sch. L, 2.13	$150.00	$112.50	$187.50	No
Fait to correctly install monitoring point	Sch. L, 2.14(a)	$100.00	$75.00	$125.00	No
Fail to include total flow	Sch. L, 2.14(b)	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Inaccessible monitoring point	Sch. L, 2.14(c)	$150.00	$112.50	$187.50	No
Fail to keep maintenance manual	Sch. L, 3.1	$100.00	$75.00	$125.00	No
Fail to post ISO standard test report	Sch. L, 3.2	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of install	Sch. L, 3.3(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, serial number	Sch. L, 3.3(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maximum flow rate	Sch. L, 3.3(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspection	Sch. L, 3.3(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, description of problems	Sch. L, 3.3(e)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. L, 3.3(f)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, dates of waste pick-up	Sch. L, 3.3(g)	$100.00	$75.00	$125.00	No
Fail to retain records, five years	Sch. L, 3.4	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. M, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. M, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge excess oil and grease	Sch. M, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge excess uncontaminated water	Sch. M, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge fuel-water	Sch. M, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge from parts washer	Sch. M, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge from oily rag washing	Sch. M, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge from engine washing	Sch. M, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. M, 2.2	$100.00	$75.00	$125.00	No
Unauthorized discharge of groundwater	Sch. M, 2.3	$150.00	$112.50	$187.50	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install treatment works	Sch. M, 2.4	$500.00	$375.00	$500.00	No
Fail to install properly sized separator	Sch. M, 2.6	$150.00	$112.50	$187.50	No
Fail to treat discharge	Sch. M, 2.7	$150.00	$112.50	$187.50	No
Unauthorized discharge to treatment works	Sch. M, 2.8	$100.00	$75.00	$125.00	No
Use of chemical agents	Sch. M, 2.9	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. M, 2.10(a)	$100.00	$75.00	$125.00	No
Improper monitoring point	Sch. M, 2.10(b)	$100.00	$75.00	$125.00	No
Inaccessible treatment works	Sch. M, 2.11	$100.00	$75.00	$125.00	No
Accumulation of excessive oil and grease	Sch. M, 2.12	$100.00	$75.00	$125.00	No
Accumulation of excessive solids	Sch. M, 2.13	$100.00	$75.00	$125.00	No
Fail to inspect separator	Sch. M, 2.14	$100.00	$75.00	$125.00	No
Fail to clean separator	Sch. M, 2.15	$150.00	$112.50	$187.50	No
Fail to conduct annual cleaning	Sch. M, 2.16	$150.00	$112.50	$187.50	No
Fail to provide spill containment, used batteries	Sch. M, 3.1(a)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, used solvents	Sch. M, 3.1(b)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, fuel tanks	Sch. M, 3.1(c)	$150.00	$112.50	$187.50	No
Fail to provide spill containment, prohibited waste	Sch. M, 3.1(d)	$150.00	$112.50	$187.50	No
Fail to supervise discharge	Sch. M, 3.2	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. M, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. M, 4.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. M, 4.3	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to follow spill response plan	Sch. M, 4.4	$200.00	$150.00	$250.00	No
Fail to inspect following spill	Sch. M, 4.5	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. M, 4.6	$150.00	$112.50	$187.50	No
Fail to stock spill response materials	Sch. M, 4.7	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspection	Sch. M, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. M, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material depth	Sch. M, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, quantity removed	Sch. M, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. M, 5.1(e)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. M, 5.2	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, name	Sch. M, 5.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. M, 5.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. M, 5.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. M, 5.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. M, 5.5	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. N, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. N, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. N, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge from engine washing	Sch. N, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of trucked liquid waste	Sch. N, 2.1(e)	$200.00	$150.00	$250.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge of carpet cleaning waste	Sch. N, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge of recreational vehicle waste	Sch. N, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge from oily rag washing	Sch. N, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. N, 2.2	$100.00	$75.00	$125.00	No
Unauthorized discharge of groundwater	Sch. N, 2.3	$150.00	$112.50	$187.50	No
Discharge untreated waste into sewer	Sch. N, 2.4	$500.00	$375.00	$500.00	No
Fail to install treatment works	Sch. N, 2.6	$500.00	$375.00	$500.00	No
Fail to install properly designed and sized interceptor	Sch. N, 2.7(a)	$150.00	$112.50	$187.50	No
Fail to install properly designed three chamber interceptor	Sch. N, 2.7(b)	$150.00	$112.50	$187.50	No
Fail to treat discharge	Sch. N, 2.8	$150.00	$112.50	$187.50	No
Unauthorized discharge to treatment works	Sch. N, 2.9	$100.00	$75.00	$125.00	No
Use of chemical agents	Sch. N, 2.10	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. N, 2.11(a)	$100.00	$75.00	$125.00	No
Improper monitoring point	Sch. N, 2.11(b)	$100.00	$75.00	$125.00	No
Inaccessible treatment works	Sch. N, 2.12	$100.00	$75.00	$125.00	No
Accumulation of excessive oil and grease in treatment works	Sch. N, 2.13	$100.00	$75.00	$125.00	No
Accumulation of excessive solids in treatment works	Sch. N, 2.14	$100.00	$75.00	$125.00	No
Fail to inspect treatment works	Sch. N, 2.15	$100.00	$75.00	$125.00	No
Fail to clean treatment works	Sch. N, 2.16	$150.00	$112.50	$187.50	No
Fail to conduct required cleaning of treatment works	Sch. N, 2.17	$150.00	$112.50	$187.50	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to display signs	Sch. N, 2.18	$100.00	$75.00	$125.00	No
Engine washing	Sch. N, 2.19	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. N, 3.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. N, 3.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. N, 3.3	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. N, 3.4	$200.00	$150.00	$250.00	No
Fail to inspect treatment works following spill	Sch. N, 3.5	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. N, 3.6	$150.00	$112.50	$187.50	No
Fail to stock materials	Sch. N, 3.7	$100.00	$75.00	$125.00	No
Fail to maintain complete records, date of inspections	Sch. N, 4.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. N, 4.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material depth	Sch. N, 4.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, quantity removed	Sch. N, 4.1(d)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. N, 4.1(e)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. N, 4.2	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, name	Sch. N, 4.4(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. N, 4.4(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. N, 4.4(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. N, 4.4(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. N, 4.5	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge prohibited waste	Sch. O, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge hazardous waste	Sch. O, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. O, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge stormwater	Sch. O, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. O, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge excess total suspended solids	Sch. O, 2.1(f)	$200.00	$150.00	$250.00	No
Fail to treat waste	Sch. O, 2.2(b)	$500.00	$375.00	$500.00	No
Fail to visually inspect	Sch. O, 2.3(a)	$150.00	$112.50	$187.50	No
Fail to maintain screen	Sch. O, 2.3(b)	$150.00	$112.50	$187.50	No
Discharge unscreened waste	Sch. O, 2.4	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. O, 2.5	$150.00	$112.50	$187.50	No
Fail to inspect equipment for leaks, hoses	Sch. O, 2.7(a)	$100.00	$75.00	$125.00	No
Fail to inspect filter gaskets	Sch. O, 2.7(b)	$100.00	$75.00	$125.00	No
Fail to inspect pumps	Sch. O, 2.7(c)	$100.00	$75.00	$125.00	No
Fail to inspect holding tanks	Sch. O, 2.7(d)	$100.00	$75.00	$125.00	No
Fail to prevent discharge to sewer	Sch. O, 2.8(a)	$100.00	$75.00	$125.00	No
Fail to repair leak within 72 hours	Sch. O, 2.8(b)	$100.00	$75.00	$125.00	No
Fail to keep records, inspection	Sch. O, 3.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, leaks	Sch. O, 3.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, screen replacement	Sch. O, 3.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, maintenance	Sch. O, 3.1(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. O, 3.2	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge prohibited waste, excess contaminants, water	Sch. P, 2.1	$200.00	$150.00	$250.00	No
Fail to neutralize pH waste	Sch. P, 2.2	$150.00	$112.50	$187.50	No
Fail to remove solids	Sch. P, 2.3	$500.00	$375.00	$500.00	No
Fail to filter waste	Sch. P, 2.4(b)	$500.00	$375.00	$500.00	No
Fail to correctly install sampling tee	Sch. P, 2.7(a)	$100.00	$75.00	$125.00	No
Improper sampling tee	Sch. P, 2.7(b)	$100.00	$75.00	$125.00	No
Inaccessible sampling tee	Sch. P, 2.9	$150.00	$112.50	$187.50	No
Fail to keep records, mash tun	Sch. P, 3.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, kettle wash	Sch. P, 3.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, back flush	Sch. P, 3.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, yeast residue	Sch. P, 3.1(d)	$100.00	$75.00	$125.00	No
Fail to keep records, location of sampling tee	Sch. P, 3.1(e)	$100.00	$75.00	$125.00	No
Fail to keep records, pH adjustment	Sch. P, 3.1(f)	$100.00	$75.00	$125.00	No
Fail to keep records, date of testing	Sch. P, 3.1(g)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. P, 3.2	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. Q, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge hazardous waste	Sch. Q, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. Q, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge solvent rinse	Sch. Q, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge inks	Sch. Q, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge etching solution	Sch. Q, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge cleaning solvents	Sch. Q, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. Q, 2.1(h)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. Q, 2.2	$100.00	$75.00	$125.00	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install trade waste interceptor	Sch. Q, 2.3	$500.00	$375.00	$625.00	No
Fail to install works	Sch. Q, 2.4	$500.00	$375.00	$625.00	No
Fail to install and calibrate metering pump	Sch. Q, 2.6	$150.00	$112.50	$187.50	No
Fail to replace treatment works as recommended	Sch. Q, 2.8(a)	$150.00	$112.50	$187.50	No
Fail to replace treatment works at 80% capacity	Sch. Q, 2.8(b)	$150.00	$112.50	$187.50	No
Fail to replace treatment works total oil and grease at breakthrough	Sch. Q, 2.8(c)	$150.00	$112.50	$187.50	No
Fail to replace treatment works at breakthrough of oil and grease	Sch. Q, 2.8(d)	$150.00	$112.50	$187.50	No
Fail to properly size trade waste interceptor	Sch. Q, 2.11	$150.00	$112.50	$187.50	No
Bypass of treatment equipment	Sch. Q, 2.12	$150.00	$112.50	$187.50	No
Fail to divert domestic waste	Sch. Q, 2.13	$150.00	$112.50	$187.50	No
Use of chemical agents	Sch. Q, 2.15	$150.00	$112.50	$187.50	No
Fail to correctly install monitoring point	Sch. Q, 2.16(a)	$100.00	$75.00	$125.00	No
Inaccessible monitoring point	Sch. Q, 2.16(b)	$150.00	$112.50	$187.50	No
Inaccessible treatment works	Sch. Q, 2.17	$150.00	$112.50	$187.50	No
Accumulation of floating material	Sch. Q, 2.18	$150.00	$112.50	$187.50	No
Accumulation of excessive solids	Sch. Q, 2.19	$150.00	$112.50	$187.50	No
Fail to inspect trade waste interceptor	Sch. Q, 2.20	$100.00	$75.00	$125.00	No
Fail to maintain trade waste interceptor	Sch. Q, 2.21	$150.00	$112.50	$187.50	No
Fail to clean trade waste interceptor	Sch. Q, 2.22	$150.00	$112.50	$187.50	No
Fail to provide spill containment for solvents	Sch. Q, 3.1(a)	$150.00	$112.50	$187.50	No

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WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to provide spill containment for waste solvents	Sch. Q, 3.1(b)	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. Q, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 60 days	Sch. Q, 4.2	$100.00	$75.00	$125.00	No
Fail to follow spill response plan	Sch. Q, 4.3	$200.00	$150.00	$250.00	No
Fail to inspect following spill	Sch. Q, 4.4	$150.00	$112.50	$187.50	No
Fail to remove spilled materials	Sch. Q, 4.5	$150.00	$112.50	$187.50	No
Fail to stock materials	Sch. Q, 4.6	$100.00	$75.00	$125.00	No
Fail to maintain complete records, inspections	Sch. Q, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, maintenance	Sch. Q, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, material removed	Sch. Q, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to maintain complete records, service provider	Sch. Q, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, installation date	Sch. Q, 5.2(a)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, serial numbers	Sch. Q, 5.2(b)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, expiry date	Sch. Q, 5.2(c)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, capacity	Sch. Q, 5.2(d)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, calibration dates	Sch. Q, 5.2(e)	$100.00	$75.00	$125.00	No
Fail to keep equipment records, problems	Sch. Q, 5.2(f)	$100.00	$75.00	$125.00	No
Fail to maintain design information	Sch. Q, 5.3	$100.00	$75.00	$125.00	No
Fail to maintain spill response plan	Sch. Q, 5.4	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain record of waste disposal, name	Sch. Q, 5.5(a)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, type of waste	Sch. Q, 5.5(b)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, amount	Sch. Q, 5.5(c)	$100.00	$75.00	$125.00	No
Fail to maintain record of waste disposal, date of transfer	Sch. Q, 5.5(d)	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. Q, 5.6	$100.00	$75.00	$125.00	No
Discharge prohibited waste	Sch. S, 2.1(a)	$200.00	$150.00	$250.00	No
Discharge restricted waste	Sch. S, 2.1(b)	$200.00	$150.00	$250.00	No
Discharge waste containing mercury	Sch. S, 2.1(c)	$200.00	$150.00	$250.00	No
Discharge waste containing PCBs	Sch. S, 2.1(d)	$200.00	$150.00	$250.00	No
Discharge waste containing dioxin TEQ	Sch. S, 2.1(e)	$200.00	$150.00	$250.00	No
Discharge waste containing halogenated solvents	Sch. S, 2.1(f)	$200.00	$150.00	$250.00	No
Discharge waste containing chlorinated phenols	Sch. S, 2.1(g)	$200.00	$150.00	$250.00	No
Discharge waste containing pesticides	Sch. S, 2.1(h)	$200.00	$150.00	$250.00	No
Discharge excess seawater	Sch. S, 2.1(i)	$200.00	$150.00	$250.00	No
Discharge of excess uncontaminated water	Sch. S, 2.1(j)	$200.00	$150.00	$250.00	No
Unauthorized discharge of stormwater	Sch. S, 2.2	$100.00	$75.00	$125.00	No
Fail to correctly install monitoring point	Sch. S, 2.4	$100.00	$75.00	$125.00	No
Fail to install monitoring point following improvement, lab	Sch. S, 2.5(a)	$100.00	$75.00	$125.00	No
Fail to install monitoring point following improvement, plumbing	Sch. S, 2.5(b)	$100.00	$75.00	$125.00	No

APPENDIX 21 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEWER USE BYLAW NO. 5, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to install monitoring point after exceeding criteria	Sch. S, 2.5(c)	$100.00	$75.00	$125.00	No
Fail to use proper methods	Sch. S, 2.6	$150.00	$112.50	$187.50	No
Fail to install spill containment	Sch. S, 3.1	$150.00	$112.50	$187.50	No
Discharge unauthorized waste	Sch. S, 3.2	$150.00	$112.50	$187.50	No
Fail to prepare spill response plan	Sch. S, 4.1	$100.00	$75.00	$125.00	No
Fail to prepare spill response plan within 30 days	Sch. S, 4.2	$100.00	$75.00	$125.00	No
Fail to post spill response plan	Sch. S, 4.3	$50.00	$37.50	$62.50	No
Fail to maintain spill response equipment	Sch. S, 4.4	$100.00	$75.00	$125.00	No
Fail to carry out spill response plan	Sch. S, 4.5	$200.00	$150.00	$250.00	No
Fail to remove spilled materials	Sch. S, 4.6	$150.00	$112.50	$187.50	No
Fail to keep records, name	Sch. S, 5.1(a)	$100.00	$75.00	$125.00	No
Fail to keep records, type of waste	Sch. S, 5.1(b)	$100.00	$75.00	$125.00	No
Fail to keep records, amount	Sch. S, 5.1(c)	$100.00	$75.00	$125.00	No
Fail to keep records, date of transfer	Sch. S, 5.1(d)	$100.00	$75.00	$125.00	No
Fail to list procedures	Sch. S, 5.2	$100.00	$75.00	$125.00	No
Fail to maintain inventory	Sch. S, 5.3	$100.00	$75.00	$125.00	No
Fail to maintain written procedures	Sch. S, 5.4	$100.00	$75.00	$125.00	No
Fail to maintain test records	Sch. S, 5.5	$100.00	$75.00	$125.00	No
Fail to retain records	Sch. S, 5.6	$100.00	$75.00	$125.00	No

APPENDIX 22 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obey order to leave dock	3	$150.00	$112.50	$187.50	No
Hinder authorized personnel	4	$200.00	$150.00	$250.00	No
Interfere with lawful use of dock	7	$100.00	$75.00	$125.00	No
Disorderly behaviour	8	$100.00	$75.00	$125.00	No
Noise which disturbs	9	$100.00	$75.00	$125.00	No
Possession of open liquor	10	$100.00	$75.00	$125.00	No
Unlawful sign	11	$100.00	$75.00	$125.00	No
Cause damage to dock	12	$100.00	$75.00	$125.00	No
Damage CRD sign	13	$100.00	$75.00	$125.00	No
Littering	14	$100.00	$75.00	$125.00	No
Unlawful storage	15	$100.00	$75.00	$125.00	No
Unattended vessel in loading zone	16	$100.00	$75.00	$125.00	No
Vessel in loading zone more than 15 minutes	17	$100.00	$75.00	$125.00	No
Unlawful mooring in airport zone	18	$100.00	$75.00	$125.00	No
Failure to vacate airport zone	19	$100.00	$75.00	$125.00	No
Unlawful driving on dock	20(1)	$100.00	$75.00	$125.00	No
Unattended vehicle on dock	21	$100.00	$75.00	$125.00	No
Unattended vehicle on dock	22	$100.00	$75.00	$125.00	No
Unauthorized business on dock	24	$100.00	$75.00	$125.00	No
Unauthorized structure on dock	25(4)	$100.00	$75.00	$125.00	No
Fail to pay moorage fees	25(6)	$100.00	$75.00	$125.00	No
Fail to obtain licence	26	$150.00	$112.50	$187.50	No
Lingering while unloading dangerous goods	27	$200.00	$150.00	$250.00	No
Fail to obey order to alter position	30	$100.00	$75.00	$125.00	No

APPENDIX 22 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SOUTHERN GULF ISLANDS SMALL CRAFT HARBOURS REGULATION BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obey order not to moor	31	$100.00	$75.00	$125.00	No
Abandon vessel at dock	33	$100.00	$75.00	$125.00	No
Obstruct movement of other vessels	36	$100.00	$75.00	$125.00	No
Crossing dock with moorage lines	37	$100.00	$75.00	$125.00	No
Use dock for major repairs	38(1)	$100.00	$75.00	$125.00	No
Impede use of dock	38(2)	$100.00	$75.00	$125.00	No
Disobey order of Ports Manager/Wharfinger	49(2)(a)	$200.00	$150.00	$250.00	No
Disobey posted sign	49(2)(b)	$100.00	$75.00	$125.00	No

APPENDIX 23 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Obstruction of Park or Peace Officer	4(1)	$150.00	$112.50	$500.00	No
Failure to obey sign or posted notice	4(3), 12(1)	$200.00	$150.00	$250.00	No
Possession or Consumption of alcohol	4(4)	$200.00	$150.00	$250.00	No
Urinate or defecate in public	4(5)	$200.00	$150.00	$250.00	No
In park when closed	4(6)	$200.00	$150.00	$250.00	No
Undue noise	4(8)(9)	$200.00	$150.00	$250.00	No
Disorderly or dangerous conduct	4(11)	$200.00	$150.00	$250.00	No
Illegal camping	6(1)	$200.00	$150.00	$250.00	No
Destroying or damaging park features or property	7(1)	$300.00	$225.00	$375.00	No
Littering	7(3)	$200.00	$150.00	$250.00	No
Illegal dumping	7(4)	$300.00	$225.00	$375.00	No
Illegal fire	7(5)	$200.00	$150.00	$250.00	No
Unattended fire or camp stove	7(6)	$200.00	$150.00	$250.00	No
Illegal deposit of burning substance	7(7)	$200.00	$150.00	$250.00	No
Illegal smoking	7(8)	$200.00	$150.00	$250.00	No
Cut or remove tree	7(9)	$500.00	$375.00	$500.00	No
Illegal cycling	7(10)	$200.00	$150.00	$250.00	No
Domestic animal not under control	8(1)(a)	$200.00	$150.00	$250.00	No
Dog faeces not removed	8(4)	$200.00	$150.00	$250.00	No
Possess or discharge firearm	9(1)	$200.00	$150.00	$250.00	No
Possess or discharge fireworks	9(2)	$200.00	$150.00	$250.00	No
Possess or discharge slingshot	9(3)	$200.00	$150.00	$250.00	No
Possess or discharge bow or crossbow	9(4)	$200.00	$150.00	$250.00	No

APPENDIX 23 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (JUAN DE FUCA AND SALT SPRING ISLAND ELECTORAL AREAS) BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Vehicle off road	10(1)	$200.00	$150.00	$250.00	No
Illegal parking	10(3)	$50.00	$37.50	$62.50	No
Commercial activity without permit	11(1)	$400.00	$300.00	$500.00	No
Interference in lawful use of property	12(2)	$200.00	$150.00	$250.00	No
Special use event without a permit	14(1)	$200.00	$150.00	$250.00	No
Failure to comply with terms of a permit	14(9)	$200.00	$150.00	$250.00	No

APPENDIX 24 TO BYLAW NO. 4683

SALT SPRING ISLAND LIQUID WASTE, SEWER, AND WATER FEES AND CHARGES BYLAW NO. 1, 2012

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge at locations other than liquid waste facility	Sch. C, Sec 5(a)	$200.00	$150.00	$250.00	No
Fail to obtain access permit	Sch. C, Sec 6(a)	$150.00	$112.50	$187.50	No
Fail to use designated intake	Sch. C, Sec 6(c)	$200.00	$150.00	$250.00	No
Fail to deposit manifest or incorrect manifest	Sch. C, Sec 6(d)	$150.00	$112.50	$187.50	No
Fail to contain load	Sch. C, Sec 6(e)	$200.00	$150.00	$250.00	No
Deposit during alarm	Sch. C, Sec 6(f)				
Fail to have compatible connection devices	Sch. C, Sec 6(g)	$100.00	$75.00	$125.00	No
Fail to discontinue discharge or spill	Sch. C, Sec 6(i)	$200.00	$150.00	$250.00	No
Fail to contain loads or spillage in transit	Sch. C, Sec 6(j)	$100.00	$75.00	$125.00	No
Unauthorized parking	Sch. C, Sec 6(k)	$50.00	$37.50	$62.50	No
Misuse water supply	Sch. C, Sec 6(l)	$100.00	$75.00	$125.00	No
Fail to designate discharge on manifest	Sch. C, Sec 6(m)	$100.00	$75.00	$125.00	No
Fail to comply with all posted speed limits	Sch. C, Sec 6(n)	$100.00	$75.00	$125.00	No
Accessing facility after hours	Sch. C, Sec 6(o)	$100.00	$75.00	$125.00	No
Fail to record information/use flow meter	Sch. C, Sec 6(p)	$100.00	$75.00	$125.00	No

APPENDIX 25 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT SEPTAGE DISPOSAL BYLAW NO. 2, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Discharge at other than disposal facility	2.1	$200.00	$150.00	$250.00	No
Fail to provide information	2.7(b)	$100.00	$75.00	$125.00	No
Fail to contain load	2.7(c)	$150.00	$112.50	$187.50	No
Fail to discontinue discharge	2.8	$200.00	$150.00	$250.00	No
Fail to provide information	2.9	$100.00	$75.00	$125.00	No
Fail to clean equipment	2.10	$100.00	$75.00	$125.00	No
Discharge without permit	3.1	$100.00	$75.00	$125.00	No
Unlisted vehicle	3.2	$100.00	$75.00	$125.00	No
Fail to display company name as required	3.4	$100.00	$75.00	$125.00	No
Fail to allow entry	4.1	$200.00	$150.00	$250.00	No
Fail to allow sampling	5.1	$200.00	$150.00	$250.00	No
Using unauthorized sampling and analysis methods	5.3	$100.00	$75.00	$125.00	No
Fail to use independent agency/authorized laboratory	5.4	$100.00	$75.00	$125.00	No
Hinder/prevent inspection	8.1	$200.00	$150.00	$250.00	No

APPENDIX 26 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Hinder/prevent inspection	3	$500.00	$375.00	$500.00	No
Wasting water during Stage 1	7(3)	$200.00	$150.00	$250.00	No
Wasting water during Stage 2	7(3)	$300.00	$225.00	$375.00	No
Wasting water during Stage 3	7(3)	$400.00	$300.00	$500.00	No
Water contrary to restriction	7(4)	$200.00	$150.00	$250.00	No
Use water for once-through cooling	7(5)	$400.00	$300.00	$500.00	No
Stage 1 – water lawn contrary to even-numbered address dates/times	Sch. A1(1)(a)(i)	$200.00	$150.00	$250.00	No
Stage 1 – water lawn contrary to odd-numbered address dates/times	Sch. A1(1)(a)(ii)	$200.00	$150.00	$250.00	No
Stage 1 – water play field contrary to dates/times	Sch. A1(1)(a)(iv)	$100.00	$75.00	$125.00	No
Stage 1 – operate public spray park contrary to restrictions	Sch. A1(1)(c)	$100.00	$75.00	$125.00	No
Stage 1 – public authority watering contrary to dates/times	Sch. A1(2)(b)	$100.00	$75.00	$125.00	No
Stage 1 – watering golf courses contrary to dates/times	Sch. A1(2)(c)	$200.00	$150.00	$250.00	No
Stage 2 – water lawn contrary to even-numbered address dates/times	Sch. A2(1)(a)(i)	$250.00	$187.50	$312.50	No
Stage 2 – water lawn contrary to odd-numbered address dates/times	Sch. A2(1)(a)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – wash sidewalks/driveways /exterior surfaces	Sch. A2(1)(b)(i)	$250.00	$187.50	$312.50	No
Stage 2 – use motion-activated sprinkler device	Sch. A2(1)(b)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water cemetery lawn	Sch. A2(1)(b)(iii)	$250.00	$187.50	$312.50	No
Stage 2 – operate public spray park contrary to restrictions	Sch. A2(1)(c)	$250.00	$187.50	$312.50	No
Stage 2 – fill ornamental fountain	Sch. A2(1)(d)(i)	$250.00	$187.50	$312.50	No

APPENDIX 26 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER CONSERVATION BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Stage 2 – operate ornamental fountain	Sch. A2(1)(d)(ii)	$250.00	$187.50	$312.50	No
Stage 2 – water playing field contrary to dates/times	Sch. A2(1)(d)(iii)	$250.00	$187.50	$312.50	No
Public authority watering contrary to dates/times	Sch. A2(2)(b)	$200.00	$150.00	$250.00	No
Stage 2 – watering golf courses contrary to dates/times	Sch. A2(2)(c)	$250.00	$187.50	$312.50	No
Stage 3 – water lawn or boulevard	Sch. A3(1)(a)(i)	$400.00	$300.00	$500.00	No
Stage 3 – fill pool, hot tub, or garden pond	Sch. A3(1)(a)(ii)	$400.00	$300.00	$500.00	No
Stage 3 – operate a public spray park	Sch. A3(1)(a)(iii)	$400.00	$300.00	$500.00	No
Stage 3 – fill/operate ornamental fountain	Sch. A3(1)(a)(iv)	$400.00	$300.00	$500.00	No
Stage 3 – wash vehicle/boat	Sch. A3(1)(a)(v)	$400.00	$300.00	$500.00	No
Stage 3 – wash sidewalks/driveways /exterior surfaces	Sch. A3(1)(a)(vi)	$400.00	$300.00	$500.00	No
Stage 3 – use motion-activated sprinkler device	Sch. A3(1)(a)(vii)	$400.00	$300.00	$500.00	No
Stage 3 – Public authority watering contrary to dates/times	Sch. A3(1)(b)	$400.00	$300.00	$500.00	No
Stage 3 – watering golf courses contrary to dates/times	Sch. A3(2)(a)	$400.00	$300.00	$500.00	No
Stage 3 – washing vehicle or boat contrary to restrictions	Sch. A3(2)(b)	$400.00	$300.00	$500.00	No

APPENDIX 27 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Unauthorized entry on water supply area lands	9	$300.00	$225.00	$375.00	No
Obstruct persons or traffic	10	$100.00	$75.00	$125.00	No
Disorderly behavior	11	$100.00	$75.00	$125.00	No
Unlawful use of liquor	12	$100.00	$75.00	$125.00	No
Fail to obey sign	14	$100.00	$75.00	$125.00	No
Damage to property/natural feature in water supply area	15	$300.00	$225.00	$375.00	No
Foul water supply area lands/water bodies	16	$200.00	$150.00	$250.00	No
Remove posted notices	17	$100.00	$75.00	$125.00	No
Interfere with wildlife	18	$200.00	$150.00	$250.00	No
Deposit garbage	19	$200.00	$150.00	$250.00	No
Introduce alien or weed species	20	$200.00	$150.00	$250.00	No
Introduce organic material without authorization	21	$200.00	$150.00	$250.00	No
Damage tree	24	$200.00	$150.00	$250.00	No
Cut down tree	24	$500.00	$375.00	$500.00	No
Unauthorized cycling	25	$100.00	$75.00	$125.00	No
Unauthorized camping	26	$200.00	$150.00	$250.00	No
Prohibited storage	27	$100.00	$75.00	$125.00	No
Prohibited animal	28	$200.00	$150.00	$250.00	No
Unauthorized hunting, carry or discharge of firearm, crossbow or bow	29	$200.00	$150.00	$250.00	No
Unauthorized operation of aircraft	30	$200.00	$150.00	$250.00	No
Unauthorized operation of vessel or watercraft	31	$200.00	$150.00	$250.00	No
Unauthorized fishing	32	$200.00	$150.00	$250.00	No

APPENDIX 27 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT WATER SUPPLY AREA REGULATIONS BYLAW NO. 1, 2000

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Driving off road	33(1)	$200.00	$150.00	$250.00	No
Driving contrary to posted signs or traffic control devices	35(2)	$200.00	$150.00	$250.00	No
Unlawful sign	36	$100.00	$75.00	$125.00	No
Prohibited public address system	37	$100.00	$75.00	$125.00	No
Prohibited temporary structure	38	$100.00	$75.00	$125.00	No
Prohibited permanent structure	39	$200.00	$150.00	$250.00	No
Entry into closed area	43	$200.00	$150.00	$250.00	No
Prohibited activity	44	$200.00	$150.00	$250.00	No

APPENDIX 28 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (SALT SPRING ISLAND ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 29 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (JUAN DE FUCA ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 30TO BYLAW NO. 4683

Intentionally deleted.

APPENDIX 31 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT COMPOSTING FACILITIES REGULATION BYLAW NO. 1, 2004

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain recycler licence	3.1	$500.00	$375.00	$500.00	No
Operating without recycler licence	3.2	$500.00	$375.00	$500.00	No
Store materials improperly	5.1	$500.00	$375.00	$500.00	No
Fail to operate according to regulations	5.2	$500.00	$375.00	$500.00	No
Fail to operate to control nuisances	6.1	$500.00	$375.00	$500.00	No
Creating or discharging leachate	6.2	$500.00	$375.00	$500.00	No
Fail to operate in accordance with licence	6.5	$200.00	$150.00	$250.00	No
Hinder inspection	11.1	$250.00	$187.50	$312.50	No
Exceed storage limits	Sch. B1	$200.00	$150.00	$250.00	No
Fail to pay licence application fee	Sch. C1.1(a)	$200.00	$150.00	$250.00	No
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00	$150.00	$250.00	No
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00	$150.00	$250.00	No
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00	$150.00	$250.00	No
Fail to pay provisional licence fee	Sch. C1.5(a)	$200.00	$150.00	$250.00	No
Handle restricted organic matter improperly	Sch. D1.1	$200.00	$150.00	$250.00	No
Cure restricted organic matter improperly	Sch. D1.2	$200.00	$150.00	$250.00	No
Fail to use impermeable surface	Sch. D1.3	$500.00	$375.00	$500.00	No
Receive unauthorized material	Sch. D1.4	$500.00	$375.00	$500.00	No
Exceed combined storage limits	Sch. D2.2	$200.00	$150.00	$250.00	No
Fail to report beginning of operation	Sch. D3.1	$200.00	$150.00	$250.00	No

APPENDIX 32 TO BYLAW NO. 4683

SALT SPRING ISLAND TRANSFER STATION REGULATION BYLAW NO. 1, 2001

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain operator licence	2(a)	$500.00	$375.00	$500.00	No
Hinder inspection	10(a)	$250.00	$187.50	$312.50	No
Fail to pay licence fee	Sch. C1.1(a)	$200.00	$150.00	$250.00	No
Fail to pay licence renewal fee	Sch. C1.2(a)	$200.00	$150.00	$250.00	No
Fail to pay licence amendment fee	Sch. C1.3(a)	$200.00	$150.00	$250.00	No
Fail to pay licence administration fee	Sch. C1.4(a)	$200.00	$150.00	$250.00	No
Fail to use impermeable surface	Sch. D(a)(i)	$500.00	$375.00	$500.00	No
Store waste improperly/class 1 station	Sch. D(a)(ii)	$200.00	$150.00	$250.00	No
Store fibre improperly/class 1 station	Sch. D(a)(iii)	$200.00	$150.00	$250.00	No
Store waste improperly/class 2 station	Sch. D(b)(i)	$200.00	$150.00	$250.00	No
Store fibre improperly/class 2 station	Sch. D(b)(ii)	$200.00	$150.00	$250.00	No
Fail to prohibit public access	Sch. D(b)(iii)	$200.00	$150.00	$250.00	No
Fail to maintain facility	Sch. D(c)	$200.00	$150.00	$250.00	No
Receive unauthorized materials	Sch. D(d)	$500.00	$375.00	$500.00	No
Detectable odour beyond site boundary	Sch. D(e)	$500.00	$375.00	$500.00	No
Fail to submit odour management plan	Sch. D(f)	$200.00	$150.00	$250.00	No
Discharge leachate	Sch. D(g)	$500.00	$375.00	$500.00	No
Deposit garbage	Sch. D(h)	$200.00	$150.00	$250.00	No
Exceed storage limit	Sch. D(i)	$200.00	$150.00	$250.00	No

APPENDIX 33 TO BYLAW NO. 4683

(4760)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Open fire while prohibited	4.2(a)	$200.00	$150.00	$250.00	No
Open fire without permit	4.2(b)	$200.00	$150.00	$250.00	No
Breach permit conditions	4.2(c)	$200.00	$150.00	$250.00	No
Cat 3 fire without permit	4.2(d)	$300.00	$225.00	$375.00	No
Fail to maintain fuel break	4.4(e)	$200.00	$150.00	$250.00	No
Fail to monitor fire	4.4(f)	$200.00	$150.00	$250.00	No
Inadequate equipment	4.4(g)	$200.00	$150.00	$250.00	No
Failure to extinguish an open fire	4.4(h)	$300.00	$225.00	$375.00	No
Failure to notify fire department	4.4(i)	$300.00	$225.00	$375.00	No
Burn prohibited material	4.5	$500.00	$375.00	$500.00	No
Non-compliance order	4.6	$300.00	$225.00	$375.00	No
Improper campfire – size	5.1	$200.00	$150.00	$250.00	No
Improper campfire – structure	5.2(a)	$200.00	$150.00	$250.00	No
Improper campfire – combustible material	5.2(b)	$200.00	$150.00	$250.00	No
Improper campfire – domestic waste	5.2(c)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – location	5.2.2(a)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – green debris	5.2.2(b)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – duration	5.2.2(c)	$200.00	$150.00	$250.00	No
Improper Cat 2 fire – materials	5.2.2(d)	$200.00	$150.00	$250.00	No
Improper Cat 3 fire – location	5.2.4(a)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – green debris	5.2.4(b)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – duration	5.2.4(c)	$250.00	$187.50	$312.50	No
Improper Cat 3 fire – materials	5.2.4(d)	$250.00	$187.50	$312.50	No
Appliance without permit	5.3	$200.00	$150.00	$250.00	No

APPENDIX 33 TO BYLAW NO. 4683

(4760)

FIRE REGULATION BYLAW NO. 2, 2022

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Appliance contrary to permit	5.4	$200.00	$150.00	$250.00	No
Incinerator without a permit	5.5	$200.00	$150.00	$250.00	No
Incinerator contrary to permit	5.6	$200.00	$150.00	$250.00	No
Incinerator – unmaintained	5.7(a)	$200.00	$150.00	$250.00	No
Incinerator – supervision	5.7(b)	$200.00	$150.00	$250.00	No
Incinerator – location	5.7(c)	$200.00	$150.00	$250.00	No
Commercial incinerator – location	5.7(d)	$200.00	$150.00	$250.00	No
Industrial activity contrary to notice	5.8	$300.00	$225.00	$375.00	No
Mill waste – failure to notify	5.9(a)	$200.00	$150.00	$250.00	No
Mill waste – depth	5.9(b)	$200.00	$150.00	$250.00	No
Mill waste – cover	5.9(c)	$200.00	$150.00	$250.00	No

APPENDIX 34 TO BYLAW NO. 4683

ONSITE SEWAGE SYSTEM MAINTENANCE BYLAW, 2007

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to pump out type 1 system before December 31, 2010	3.1(a)	$200.00	$150.00	$250.00	No
Fail to pump out type 1	3.1(b)	$200.00	$150.00	$250.00	No
Fail to maintain type 2 or type 3 system	3.2	$200.00	$150.00	$250.00	No
Fail to retain and provide records	3.3	$150.00	$112.50	$187.50	No

APPENDIX 35 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT TANNING FACILITY REGULATION BYLAW NO. 1, 2010

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to comply with bylaw regulations	2.(2)(a)	$500.00	$375.00	$500.00	No
Non-compliant tanning equipment	2.(2)(b)	$500.00	$375.00	$500.00	No
Fail to allow entry for inspection	3.(1)	$500.00	$375.00	$500.00	No
Fail to provide adequate washing water	4.(1)	$500.00	$375.00	$500.00	No
Fail to maintain clean premises	4.(2)	$500.00	$375.00	$500.00	No
Fail to display warning signs	5.(1)(a)	$500.00	$375.00	$500.00	No
Fail to display proper sign	5.(1)(b)	$500.00	$375.00	$500.00	No
Fail to provide protective eye wear	5.(2)(a)	$500.00	$375.00	$500.00	No
Allowing customer to not wear protective eye wear	5.(2)(b)	$500.00	$375.00	$500.00	No
Improperly designed tanning equipment	5.(3)(a)	$500.00	$375.00	$500.00	No
Allowing self-service tanning equipment	5.(3)(b)	$500.00	$375.00	$500.00	No
Fail to maintain tanning equipment	5.(3)(c)	$500.00	$375.00	$500.00	No
Fail to sanitize eye wear	5.(4)(a)	$500.00	$375.00	$500.00	No
Fail to sanitize tanning equipment	5.(4)(b)	$500.00	$375.00	$500.00	No
Allowing customer to sanitize equipment	5.(4)(c)	$500.00	$375.00	$500.00	No
Fail to provide information to customers	5.(5)(a)	$500.00	$375.00	$500.00	No
Allow minor to use tanning equipment	6.(1)	$500.00	$375.00	$500.00	No
Fail to check age identification	6.(2)	$500.00	$375.00	$500.00	No

APPENDIX 36 TO BYLAW NO. 4683

CAPITAL REGIONAL DISTRICT CROSS CONNECTION CONTROL BYLAW NO. 1, 2008

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to report discovered cross connection	6.1	$250.00	$187.50	$312.50	No
Fail to report backflow preventer test results	7.2	$250.00	$187.50	$312.50	No
Fail to notify customer of test failure	7.3	$250.00	$187.50	$312.50	No
Fail to notify of repair or replacement	7.4	$500.00	$375.00	$500.00	No
Fail to display proof of testing	7.5	$200.00	$150.00	$250.00	No
Fail to maintain file of test results	7.6	$200.00	$150.00	$250.00	No
Fail to provide premises isolation for new moderate hazard	12.3	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for new minor hazard	12.4	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for existing moderate hazard	13.2(a) or (b)	$500.00	$375.00	$500.00	No
Fail to provide premises isolation for existing minor hazard	13.3(a) or (b)	$500.00	$375.00	$500.00	No
Inadequate or expired credentials	26.1(a), (b) or (c)	$250.00	$187.50	$312.50	No
Fail to register as certified tester	26.2	$200.00	$150.00	$250.00	No
Fail to maintain testing equipment	26.3	$250.00	$187.50	$312.50	No
Fail to calibrate testing equipment	26.4 or 26.5	$250.00	$187.50	$312.50	No
Fail to register as survey specialist	27.1	$250.00	$187.50	$312.50	No

APPENDIX 37 TO BYLAW NO. 4683

CIVIC ADDRESSING BYLAW (SOUTHERN GULF ISLANDS ELECTORAL AREA) NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to obtain or display civic address for a new building	4.2	$100.00	$75.00	$125.00	No
Fail to display civic address in a proper manner	6.1, 6.2(a), (b), (c), (d), 6.3, 6.4, 7.1	$50.00	$37.50	$62.50	No
Alter or change civic address without permission	7.2	$50.00	$37.50	$62.50	No

APPENDIX 38 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Damage or remove tree or plant	2(1)(a)	$500.00	$375.00	$500.00	No
Destroying or damaging park property	2(1)(b)	$300.00	$225.00	$375.00	No
Foul or pollute water	2(1)(c)	$300.00	$225.00	$375.00	No
Failure to obey sign or posted notice	2(2)	$200.00	$150.00	$250.00	No
Illegal dumping	2(2)	$300.00	$225.00	$375.00	No
Commercial activity without permit	2(3)	$400.00	$300.00	$500.00	No
Illegal fire	2(5)	$500.00	$375.00	$500.00	No
Unlawful BBQ/stove	2(6)	$500.00	$375.00	$500.00	No
Deposit burning substance	2(7)	$500.00	$375.00	$500.00	No
Playing game contrary to rules or in unsafe manner	2(8)	$50.00	$37.50	$62.50	No
Domestic animal not under control	2(9)	$200.00	$150.00	$250.00	No
Disorderly or offensive conduct	2(10)	$200.00	$150.00	$250.00	No
No camping	2(11)	$200.00	$150.00	$250.00	No
Unlawful parking	2(12)	$50.00	$37.50	$62.50	No
Advertising without approval	2(14)	$200.00	$150.00	$250.00	No
Vehicle off road	2(15)	$200.00	$150.00	$250.00	No
Speeding animal or vehicle	2(16)(a)	$200.00	$150.00	$250.00	No
Vehicle nuisance	2(16)(b)	$200.00	$150.00	$250.00	No
Failure to obey traffic direction	2(16)(c)	$200.00	$150.00	$250.00	No
Horse or vehicle use contrary to sign or notice	2(16)(d)	$200.00	$150.00	$250.00	No
Advertising without approval	2(16)(e)	$200.00	$150.00	$250.00	No
Vehicle without reflectors (11 pm to 6 am)	2(16)(f)	$50.00	$37.50	$62.50	No
In park when closed	2(17)	$200.00	$150.00	$250.00	No

APPENDIX 38 TO BYLAW NO. 4683

COMMUNITY PARKS REGULATIONS (PENDER ISLANDS) BYLAW NO. 1, 2016

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Event without permit or failure to comply with terms of permit	2(18)	$200.00	$150.00	$250.00	No
Consumption of alcohol	2(19)	$200.00	$150.00	$250.00	No
Irresponsible minor	2(20)	$200.00	$150.00	$250.00	No
Use of court or field improperly	3(1)	$200.00	$150.00	$250.00	No
Damage to park grounds	3(2)	$200.00	$150.00	$250.00	No
Tournament or series without permission	3(3)	$200.00	$150.00	$250.00	No
Failure to obey officer directions	3(7)	$200.00	$150.00	$250.00	No
Obstruction	9	$500.00	$375.00	$500.00	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to prepare spill response plan within 180 days	4.1	$500.00	$375.00	$500.00	No
Fail to prepare spill response plan within 90 days	4.2	$500.00	$375.00	$500.00	No
Fail to specify response for containment and cleanup	4.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	4.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	4.3(c)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	4.3(d)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	4.4	$250.00	$187.50	$312.50	No
Spill response plan not readily accessible for inspection	4.5	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	4.6	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	4.8	$250.00	$187.50	$312.50	No
Fail to clean out treatment works within 24 hours after spill	4.9	$500.00	$375.00	$500.00	No
Fail to record date of spill	5.1(a)	$150.00	$112.50	$187.50	No
Fail to record type of material spilled	5.1(b)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	5.1(c)	$150.00	$112.50	$187.50	No
Fail to record spill response action	5.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	5.2(a)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, maintenance conducted	5.2(b)	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain complete records, material removed	5.2(c)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, name and address of disposal company	5.2(d)	$250.00	$187.50	$312.50	No
Fail to maintain complete records, names of personnel	5.2(e)	$250.00	$187.50	$312.50	No
Fail to retain records for inspection by manager or officer	5.3	$250.00	$187.50	$312.50	No
Hinder/prevent inspection	9.1	$500.00	$375.00	$500.00	No
Fail to take immediate steps to cease discharge of prohibited waste	Sch. C, 2.2	$250.00	$187.50	$312.50	No
Accumulation of excessive oil and grease	Sch. C, 2.3(a)	$250.00	$187.50	$312.50	No
Accumulation of excessive solids	Sch. C, 2.3(b)	$250.00	$187.50	$312.50	No
Fail to measure accumulated solids and oils works	Sch. C, 2.3(c)	$250.00	$187.50	$312.50	No
Fails to maintain storm rehabilitation unit	Sch. C, 2.3(d)	$250.00	$187.50	$312.50	No
Discharge of accumulated materials to municipal drainage system	Sch. C, 2.4	$250.00	$187.50	$312.50	No
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. C, 2.5	$250.00	$187.50	$312.50	No
Fail to correctly install sampling point	Sch. C, 2.6(a)	$250.00	$187.50	$312.50	No
Inaccessible sampling point	Sch. C, 2.6(b)	$250.00	$187.50	$312.50	No
Fail to maintain design information of treatment works	Sch. C, 2.7	$250.00	$187.50	$312.50	No
Fail to indicate sampling point, point of connection	Sch. C, 2.8	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 180 days	Sch. C, 3.1	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to prepare spill response plan within 90 days	Sch. C, 3.2	$250.00	$187.50	$312.50	No
Fail to specify response for containment and cleanup	Sch. C, 3.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	Sch. C, 3.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	Sch. C, 3.3(c)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	Sch. C, 3.3(d)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	Sch. C, 3.4	$250.00	$187.50	$312.50	No
Spill response plan not accessible for inspection	Sch. C, 3.5	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	Sch. C, 3.6	$250.00	$187.50	$312.50	No
Fail to prevent or discontinue spill to municipal drainage system	Sch. C, 3.7	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	Sch. C, 3.8	$250.00	$187.50	$312.50	No
Fail to clean out treatment works after spill within 24 hours	Sch. C, 3.9	$250.00	$187.50	$312.50	No
Fail to record date of spill	Sch. C, 4.1(a)	$150.00	$112.50	$187.50	No
Fail to record type of material spilled	Sch. C, 4.1(b)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	Sch. C, 4.1(c)	$150.00	$112.50	$187.50	No
Fail to record spill response action	Sch. C, 4.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	Sch. C, 4.2(a)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, maintenance conducted	Sch. C, 4.2(b)	$150.00	$112.50	$187.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to maintain complete records, material removed	Sch. C, 4.2(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, name and address of disposal company	Sch. C, 4.2(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, names of personnel	Sch. C, 4.2(e)	$150.00	$112.50	$187.50	No
Fail to retain records for inspection by manager or officer	Sch. C, 4.3	$250.00	$187.50	$312.50	No
Discharge of water from spill containment	Sch. D, 2.2(a)	$250.00	$187.50	$312.50	No
Discharge of untreated wash and rinse water	Sch. D, 2.2(b)	$250.00	$187.50	$312.50	No
Discharge of fluids and fuels from vehicles, machinery, or equipment	Sch. D, 2.2(c)	$250.00	$187.50	$312.50	No
Discharge of water from fuel storage tank	Sch. D, 2.2(d)	$250.00	$187.50	$312.50	No
Discharge of rinse water, solvent wash	Sch. D, 2.2(e)	$250.00	$187.50	$312.50	No
Fail to take immediate steps to cease discharge of prohibited waste	Sch. D, 2.3	$250.00	$187.50	$312.50	No
Accumulation of excessive oil and grease	Sch. D, 2.4(a)	$250.00	$187.50	$312.50	No
Accumulation of excessive solids	Sch. D, 2.4(b)	$250.00	$187.50	$312.50	No
Fail to measure accumulated solids and oils works	Sch. D, 2.4(c)	$250.00	$187.50	$312.50	No
Fail to maintain stormwater rehabilitation unit at prescribed intervals	Sch. D, 2.4(d)	$250.00	$187.50	$312.50	No
Discharge of accumulated materials to municipal drainage system	Sch. D, 2.5	$250.00	$187.50	$312.50	No
Facilitate passage of oil and grease, solids, or materials through treatment works	Sch. D, 2.6	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to correctly install sampling point	Sch. D, 2.7(a)	$250.00	$187.50	$312.50	No
Inaccessible sampling point	Sch. D, 2.7(b)	$250.00	$187.50	$312.50	No
Fail to maintain design information of treatment works	Sch. D, 2.8	$250.00	$187.50	$312.50	No
Fail to indicate sampling point, point of connection	Sch. D, 2.9	$250.00	$187.50	$312.50	No
Fail to install spill containment, hazardous materials	Sch. D, 3.1	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 180 days	Sch. D, 4.1	$250.00	$187.50	$312.50	No
Fail to prepare spill response plan within 90 days	Sch. D, 4.2	$250.00	$187.50	$312.50	No
Fail to specify response for containment and cleanup	Sch. D, 4.3(a)	$250.00	$187.50	$312.50	No
Fail to define roles and responsibilities of operations personnel	Sch. D, 4.3(b)	$250.00	$187.50	$312.50	No
Fail to include contact names and telephone numbers	Sch. D, 4.3(b)	$250.00	$187.50	$312.50	No
Fail to provide checklist of spill response equipment and supplies	Sch. D, 4.3(c)	$250.00	$187.50	$312.50	No
Fail to stock and maintain spill response equipment and supplies	Sch. D, 4.3(d)	$250.00	$187.50	$312.50	No
Spill response plan not accessible for inspection	Sch. D, 4.4	$250.00	$187.50	$312.50	No
Fail to implement provisions of spill response plan	Sch. D, 4.5	$250.00	$187.50	$312.50	No
Fail to prevent or discontinue spill to municipal drainage system	Sch. D, 4.6	$250.00	$187.50	$312.50	No
Fail to inspect treatment works for spilled material within four hours	Sch. D, 4.7	$250.00	$187.50	$312.50	No
Fail to clean out treatment works after spill within 24 hours	Sch. D, 4.8	$250.00	$187.50	$312.50	No

APPENDIX 39 TO BYLAW NO. 4683

SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 1, 2017

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Fail to record date of spill	Sch. D, 4.9	$250.00	$187.50	$312.50	No
Fail to record type of material spilled	Sch. D, 5.1(a)	$150.00	$112.50	$187.50	No
Fail to record quantity of material spilled	Sch. D, 5.1(b)	$150.00	$112.50	$187.50	No
Fail to record spill response action	Sch. D, 5.1(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, date of inspection or maintenance	Sch. D, 5.1(d)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, maintenance conducted	Sch. D, 5.2(a)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, material removed	Sch. D, 5.2(b)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, name and address of disposal company	Sch. D, 5.2(c)	$150.00	$112.50	$187.50	No
Fail to maintain complete records, names of personnel	Sch. D, 5.2(d)	$150.00	$112.50	$187.50	No
Fail to retain records for inspection by manager or officer	Sch. D, 5.3	$250.00	$187.50	$312.50	No

APPENDIX 40 TO BYLAW NO. 4683

ELECTRIC VEHICLE CHARGING AND FEES BYLAW NO. 1, 2024

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Non-electric vehicle	2(a)	$100.00	$75.00	$125.00	No
Not actively charging	2(a)	$100.00	$75.00	$125.00	No
Disobey sign	2(b)	$100.00	$75.00	$125.00	No
Fail to pay charging fee	2(c)	$100.00	$75.00	$125.00	No

APPENDIX 41 TO BYLAW NO. 4683

(Bylaw 4756)

CAPITAL REGIONAL DISTRICT FIRE SERVICES OPERATION, FIRE PREVENTION AND ADMINISTRATIVE BYLAW NO. 1, 2026

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	SECTION	FINE AMOUNT	EARLY PAYMENT (if paid within 14 days)	LATE PAYMENT (paid after 28 days)	COMPLIANCE AGREEMENT AVAILABLE
Failure to comply with Mobile Food Vendor fire safety requirements	48(a)	$200.00	$150.00	$250.00	No
Failure to review or update/submit Fire Safety Plan	51	$200.00	$150.00	$250.00	No
Vacant premises not maintained as required	55(a)	$200.00	$150.00	$250.00	No
Failure to secure Vacant Premises	55(b)	$200.00	$150.00	$250.00	No
Sprinkler or fire alarm system not operational	55(c)	$200.00	$150.00	$250.00	No
Failure to comply with Vacant Premises notice	57	$200.00	$150.00	$250.00	No
Failure to secure fire-damaged building within required time	58	$200.00	$150.00	$250.00	No
Failure to comply with Order issued under this Bylaw	63	$200.00	$150.00	$250.00	No
Failure to comply with direction of a Member at an Incident	65(a)	$200.00	$150.00	$250.00	No
Obstruct access to hydrant, reservoir, or water source	65(b)	$200.00	$150.00	$250.00	No
Damage or obstruct fire apparatus or hose	65(c)	$200.00	$150.00	$250.00	No
Refuse entry to a Member responding to an Incident	65(d)	$500.00	$375.00	$500.00	No
Interfere with a fire scene investigation	65(e)	$500.00	$375.00	$500.00	No
Entered Incident scene without authorization	65(f)(i)	$200.00	$150.00	$250.00	No
Failure to leave Incident scene when directed	65(f)(ii)	$200.00	$150.00	$250.00	No
Damage apparatus	67	$200.00	$150.00	$250.00	No
Falsely represent oneself as Member	68	$500.00	$375.00	$500.00	No

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Electoral Areas Grants-In-Aid Guidelines Update**

ISSUE SUMMARY

To update the Capital Regional District's (CRD) Electoral Areas (EA) Grants-In-Aid (GIA) program guidelines to current administrative standards and best practices.

BACKGROUND

In 1977, the CRD was originally granted authority through Supplementary Letters Patent (SLP) to provide GIA to organizations deemed by the Board to contribute to the general interest and benefit of the EAs. The service authority granted from SLP was converted to service establishment bylaws for each EA in 2025.

The EA GIA guidelines and application form were last updated in 2012 (Appendix A). Since 2015, staff have periodically reviewed the program and identified updates to improve administrative efficiency and the applicant experience. Proposed changes included revisions to the approval process, eligibility criteria, a community needs assessment, application form updates, setting funding maximums, improved reporting, and other administrative needs.

Consultations with EA staff and directors from 2018 to 2020 did not identify these broader updates as an implementation priority, apart from changes to the approval process. As a result, the delegation bylaw was amended in 2019 to authorize EA Directors to approve EA GIAs. Previously, the Board approved GIA awards in batches, which caused additional delays for recipients. In 2025, the bylaw was further amended to delegate SSI GIA approval to the SSI Local Community Commission (LCC), consistent with its service authority.

Staff continually make efforts to identify opportunities to update the program guidelines and administrative processes to reflect current standards and best practices. Discussion with EA department staff and the SSI LCC in recent years have indicated a desire and opportunity to improve the program's reporting framework and simplify the application form. Engagement was conducted internally with EA staff to better understand the needs of local societies and community groups, as well as administrative considerations. Feedback from EA staff has been incorporated into the revised guidelines and supporting documentation included in this report.

In fall 2025, through a motion with notice, the SSI LCC has directed staff to consider implementing outcome reporting within one year of approval as a requirement for SSI GIA recipients.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the revised Electoral Areas Grants-In-Aid Program Guidelines be approved;
2. That staff be directed to implement the revised guidelines; and
3. That this report be referred to the Salt Spring Island Local Community Commission for information.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Each EA would continue to have separate GIA budgets and the proposed program updates would not affect the decision-making process for establishing annual GIA funding.

Service Delivery Implications

The main changes of the revised guidelines (Appendix B) include the introduction of standardized reporting and a requirement that approved projects be completed within one year of approval.

A standardized report will simplify the reporting process for recipients while improving the CRD's ability to identify program benefits, evaluate project outcomes and inform future funding decisions. Recipients will benefit from a centralized and straightforward reporting process that supports consistent financial reporting practices and helps communicate project successes and community impacts. The CRD will gain valuable information on project outcomes to support program analysis, reporting and community engagement.

The second proposed revision would require approved projects to be completed within one year of approval. Establishing a maximum project duration is expected to help ensure projects are completed within a reasonable timeframe and improve the CRD's ability to recover funds in the event of stalled or cancelled projects. As GIA funded projects are typically small-scale and completed within short timelines, this requirement is not expected to create a barrier for applicants.

Numerous administrative updates are also implemented for the program documentation, including the program guidelines (Appendix B), application form (Appendix C) and final reporting template (Appendix D) to reflect current best practices and improve the applicant's experience. Language has been simplified where possible to improve clarity and reduce ambiguity. The application has also been revised to better collect information. These changes are intended to make it easier for applicants to provide complete and accurate information while improving the quality and consistency of submissions received. More concise and complete applications will also support the adjudication process. Staff will periodically review program documentation and implement administrative updates as needed to maintain the GIA program and respond to emergent needs.

CONCLUSION

Staff have identified opportunities to revise the GIA program documentation to current best practices and administrative standards. The proposed revisions were completed with the input of EA department staff and seek to improve the program by increasing fiscal transparency and accountability while also simplifying the application process for applicants.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the revised Electoral Areas Grants-In-Aid Program Guidelines be approved;
2. That staff be directed to implement the revised guidelines; and
3. That this report be referred to the Salt Spring Island Local Community Commission for information.

Submitted by:	Lia Xu, MSc., CPA, CGA, Manager, Local Services and Corporate Grants
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Capital Regional District Grants-In-Aid Application Guide – for Electoral Areas Only
Appendix B: Electoral Areas Grants-In-Aid Program Guidelines - 2026
Appendix C: Grants-In-Aid Application Form (Draft)
Appendix D: CRD – Electoral Areas Grants-In-Aid – Final Report (Draft)

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Capital Regional District

Grant-In-Aid Application Guide

FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

Amended: September, 2010

CRD GRANT-IN-AID APPLICATION COMPLETION GUIDE

Application Completion Guide Instructions

Submit Applications to:

_____ Regional Director for

_____ Electoral Area

Address _____

_____

_____

Phone: _____ Fax: _____

Email: _____

If you have any questions or require assistance, please contact your CRD Director as indicated above.

Applications should be submitted on the form provided which is enclosed at the end of this Grants-in-Aid section.

Note to Applicants:

- Grants-in-Aid are intended for non-profit agencies or societies for projects of benefit to the Electoral Area.
- Grants-in-Aid are intended for special one-time projects, not ongoing operational funding, although applications for recurring projects can be made.
- Organizations already being funded directly on an ongoing basis by taxation, or industrial, commercial or business undertaking or private individuals ARE NOT eligible for assistance under this program.
- Grants-in-Aid are *NOT* intended for the personal benefit of any individual, proprietor, member or shareholder.
- Please familiarize yourself with the attached Board policies and Application Completion Instructions.
- Please make sure that your application is clearly legible and will photocopy with good results. Your application should either be typed or completed in black ink.
- If you have any questions or require assistance, please contact your CRD Director.

Application Process

The CRD has authority under *Supplementary Letters Patent* (*SLP*) which provide that Grants-in-Aid may be paid to an organization deemed by the Electoral Area Director and the Board to be contributing to the general interests and advantage of the electoral area.

Applications for assistance in accordance with the *SLP* must be received by a CRD Electoral Area Director.

Applications should be submitted on the form provided by the CRD with all supporting documentation attached. Applicants must;

- clearly indicate the amount and type of assistance requested,
- provide evidence of how the applicant benefits the community generally and how the assistance being requested from the CRD would benefit the community specifically and,
- provide financial information sufficient to identify all other funding sources and to justify the need for financial assistance.

Applications must be submitted on the required form.

Approval Process

The Electoral Area Director and Board wishes to provide assistance under the provisions of the *SLP* to those applicants who provide a demonstrated benefit to the community and have a demonstrated need for assistance. To that end, it has adopted the following guiding principles:

- The Electoral Area Director and Board do not intend to utilize Grants-in-Aids to provide ongoing financing, but rather to assist with special projects. Special projects may reoccur but must be applied for each year.
- The Electoral Area Director and Board do not intend Grants-in-Aid to replace the financial responsibilities of senior levels of government, other government agencies and affiliates.
- The Electoral Area Director and Board do not intend Grants-in-Aid to be available for the personal benefit of any individual, proprietor, member or shareholder.
- The Electoral Area Director and Board have both statutory and budgetary limitations on Grants-in-Aids and wish to ensure that these funds are disbursed as fairly and equitably as possible to deserving applicants with due regard to the degree of benefit that will result to the residents within the community.
- The Electoral Area Director and Board have an obligation to all of its citizenry to protect the regional district from exposure to liability that could arise as a result of its funding relationships.
- THEREFORE the Electoral Area Director and Board adopt the following procedure for the consideration of applications for assistance.
- The Electoral Area Director will review, evaluate and prioritize all applications and will forward them to CRD Finance and then the Board. The Board will take the Electoral Area Director's recommendations into consideration and will make the final decisions with respect to the approval of the applications.
- Where requested by the Electoral Area Director, the Electoral Area Services committee may review applications. Reasonable efforts shall be made to ensure that unnecessary duplication with the grant for assistance program of any of the member municipalities or CRD entities is avoided.

The following factors shall be used by the Electoral Area Director in evaluating and prioritizing the Applications for Assistance under the *SLP*;

- Purpose for which the funding is required,
- Indication of whether or not the project is recurring
  - Most grant in aid requests are for one-time projects. On rare occasions, projects have been of a recurring nature (e.g. JdF Parent Advisory Councils requesting funding for a crossing guard to assist children in crossing a high traffic road). If a project is recurring, it is important to ensure that it isn't something that would be more appropriately addressed by establishing a service.
- Whether or not all other funding opportunities, i.e., fundraising, grants from senior levels of government, etc. have been exhausted,
- Degree of benefit that the community will derive from this project,
- Amount of grant requested in relation to scale of project,
- Whether or not the applicant has previously received assistance from the CRD and,
- Whether or not there is an opportunity for individuals to make direct contributions.
- Applications for assistance under the *SLP* will NOT normally be approved for;
- Purposes for which the Board identifies as potentially exposing the CRD to risk of unacceptable liability,
- Groups, projects or services which fall under the funding jurisdiction of other levels of government, government agencies, affiliates and crown corporations,
- Purposes disallowed by the *Local Government Act* or *SLP* and,
- Purposes which, in the Board's opinion, would be more appropriately addressed by establishing a regional district service.

Application Completion Instructions

General

- clearly indicate the amount and type of assistance requested,
- provide evidence of how the applicant benefits the community generally and how the assistance being requested from the CRD would benefit the community specifically and,
- provide financial information sufficient to identify all other funding sources and to justify the need for financial assistance.

Inside Front Cover

The *"Application Submitted By"* box requests information about the applicant. We need to know who you are and how to contact you. The *'applicant'* is the non-profit agency or society that is applying for the assistance. The *'contact(s)'* is the individual(s) within your organization who are familiar with the application and whom we may contact should we require further information or clarification.

The *"Application Summary"* box requests the name of the project or purpose for which you are applying for assistance. You will be required to provide more information regarding your proposal on page 3 of the application, so don't go into detail here. You need to check the type of project for which you are applying, and the amount of the grant requested.

The application form must be signed by a duly authorized individual on behalf of the organization. In signing the application, the authorized signatory is personally certifying that to the best of his/her knowledge, the information being submitted is true and correct and the application for assistance is not being made on behalf of an individual, industrial, commercial, or business undertaking or an organization already receiving ongoing tax support.

Applicant Profile

We also need to know what services and / or benefits you provide to the community. The "Applicant Profile" asks a series of questions about the applicant's community service, including the size of the community served, and your organizational structure.

Project / Proposal Profile

We also need a description of the proposal / project for which you are seeking assistance. Please check (Y) adjacent to the appropriate category in question #1. If your funding request falls under the "other purpose" category, please indicate the "other purpose" on the line provided. You should provide sufficient detail in response to questions #2 and #3 to enable the CRD Director and Board to evaluate the merits of your proposal and the resulting benefits to the community.

Funding and Financial Information

Pages 4 and 5 of the application form, request information about the funding for the proposal as well as financial information about the applicant.

Question #1 requires that you attach supporting financial information in order to identify all other funding sources and to justify the need for financial assistance. This supporting documentation should be as concise and clear as possible. Make sure that your financial report clearly itemizes all of the information requested.
Question #2 requests specific information about grants / funding from other sources to which you have applied with respect to this proposal.

Question #3 requests information about assistance that you may have received from the CRD in the past. If you have received assistance on more than four occasions, just list the four most recent ones. If the assistance that you previously received from the CRD was an exemption from fees / charges or some type of consideration other than monetary, please indicate "N/A" in the "$ amount" column — do not attempt to estimate a value.

Please check the appropriate responses (Yes/No) to parts (a), (b), (c), and (d) of question #4.

Acknowledgement and Reporting

Acknowledgement

Any published materials must acknowledge the contribution made by the Capital Regional District Grant in Aid Program by inserting the CRD name and logo to the list of funding participants.

Reporting

Subsequent to the event, a financial reporting on the actual final cost and source of funding of the project must be submitted to the CRD Electoral Area Director. Please mail or email your report to your Electoral Area Director as follows:

Juan de Fuca Electoral Area	Director, JdF Electoral Area P.O. Box 1000 Victoria, B.C. V8W 2S6 Email: directorjdf@crd.bc.ca
Salt Spring Island Electoral Area	Director, SSI Electoral Area P.O. Box 1000 Victoria, B.C. V8W 2S6 Email: directorssi@crd.bc.ca
Southern Gulf Islands Electoral Area	Director, SSI Electoral Area P.O. Box 1000 Victoria, B.C. V8W 2S6 Email: directorsgi@crd.bc.ca

Amended: October 7, 2009

Making a difference...together

Capital Regional District

Grant-In-Aid Application Form

FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: _____

_____

_____

Contact(s): _____ _____ _____
(name) (phone) (fax)

_____
Email address

Contact(s): _____ _____ _____
(name) (phone) (fax)

_____
Email address

Application Summary

Project or purpose for which you require assistance:

Amount of grant requested $_____

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- ***NOT* being made on behalf of an industrial, commercial, or business undertaking**
- ***NOT* available for the personal benefit of any individual, proprietor, member or shareholder**

_____ _____
(signature of authorized signatory) **(title)**

_____
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

2. Describe the geographic area that receives services or benefits from your organization.

3. Is your organization voluntary and non-profit? ◯ NO ◯ YES

   Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

   Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Project / Proposal Profile

1. Assistance is being requested for:

   capital project and / or equipment

   special event

   other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

3. Please describe how this proposal will benefit the community.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
   - o project budget,
   - o grants / funding from other sources,
   - o funding contributed by applicant through fund raising activities or other sources of revenue and,
   - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ◯NO ◯YES

   If yes, complete the following chart. ***If no***, please explain _____

   _____

Name of Grant or Funding Agency	$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		◯	◯	◯
		◯	◯	◯
		◯	◯	◯
		◯	◯	◯

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

   ◯NO ◯YES..... ***If yes***, please complete the following chart.

Year	$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families?	◯ Yes	◯ No
Provide services that fall within the mandate of either a senior government or a local service agency?	◯ Yes	◯ No
Provide an opportunity for individuals to make direct Contributions to the project (e.g., fundraising for the project?	◯ Yes	◯ No

Or, is your organization:

part of a Provincial or National fund raising campaign?	◯ Yes	◯ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. **Acknowledgement**

2. **Reporting**

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Electoral Areas Grants-in-Aid (GIA)

Making a difference...together

Program Guidelines - 2026

Capital Regional District - Financial Services

Purpose

To establish criteria for the Electoral Areas Grants-in-Aid (GIA) program and provide information about application requirements and reporting processes. Please review this guide before completing an application.

What is GIA?

Grants-in-Aid are one-time grants to fund special projects and activities, awarded to community non-profit organizations that deliver projects benefiting electoral areas that are not already funded by tax requisition through other Capital Regional District (CRD) services. Funding decisions for the Juan de Fuca (JdF) and Southern Gulf Islands (SGI) Electoral Areas are made by their respective electoral area director. Salt Spring Island (SSI) Electoral Area funding decisions are made by the Salt Spring Island Local Community Commission.

Applicant Eligibility

Who can apply?

- Not-for-profit/non-profit organizations.
- Community groups.

Who cannot apply?

- For-profit businesses.
- Private individuals.
- Governments and their subsidiaries.
- Organizations funded by tax requisition through other CRD services.
- Previous recipients with overdue reporting or unreturned funds (if applicable).

Project Eligibility

What is eligible?

- Projects must provide a direct benefit to the Electoral Area to which the application pertains.
- Special one-time projects and initiatives; including recurring events or programs with a defined scope and timeline, and with identifiable project-specific expenditures.

What is not eligible?

- Ongoing operational and administrative costs (E.g. taxes, office lease, annual bookkeeping etc.)
- Activities that are the responsibility of other levels of government.
- Requests that benefit specific individuals or entities.

Application Process

Pre-submission

Please review the eligibility criteria and post approval requirements contained in these guidelines. Only projects that meet the eligibility requirements will be considered.

Intake & Submission

The intake and submission process differs for each Electoral Area. Please refer to the CRD Grants-in-Aid website for up-to-date information and instructions. Please note some Electoral Areas may only accept applications during limited portions of the year.

Applications should be completed electronically (preferred), or alternatively they must be legibly printed in black ink that will photocopy easily. Incomplete or illegible applications will not be accepted and will be returned to the applicant.

Approval Process

Approvals are subject to available funding, eligibility and are at the discretion of the applicable Electoral Area Director/Local Community Commission. Applicants will be informed of the outcome of their application via email.

After Project Approval

Successful applicants have **12 months** to complete their project from the date of project approval.

Project Reporting

Upon project completion, applicants must fill out and submit the final report using the template included in the application package. Reporting requirements are as follows:

1. Final reports must be submitted to the CRD **within 60 days** of the completion of the project.
   Failure to provide a complete and accurate final report will render the applicant **ineligible** for future Grants-In-Aid until the final report has been accepted by the CRD.

2. Provide an itemized list of project expenses.
   Project-related invoices and receipts are not required with the final report submission; however, they must be retained and may be requested by the CRD for up to two years following project completion for audit purposes. The CRD reserves the right, at its sole discretion, to determine whether Grants-in-Aid (GIA) funding has been properly used and may require repayment of any ineligible or misspent funds.
   Failure to repay ineligible or misspent funds will render the applicant **ineligible** for future Grants-In-Aid until repayment has been made in full.

3. Unspent funds must be returned to the CRD when the applicant submits their final report.
   Failure to repay unspent funds will render the applicant **ineligible** for future Grants-In-Aid until repayment has been made in full.

4. **2 to 5 photos** of the completed project must be submitted with the final report.

Acknowledgement

Any published materials for the project or initiative must acknowledge the contribution made by the Capital Regional District Electoral Areas Grant in Aid Program by inserting the CRD name and logo into the list of funding participants.

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GRANTS-IN-AID APPLICATION FORM

Instructions: please download a copy of the application to your computer, save, and complete. To make changes, you always need to open the document from Adobe or equivalent PDF Viewer. Please refer to the CRD Grants-in-Aid website for intake information. Applications should be submitted to: ssiadmin@crd.bc.ca (SSI) OR jdfinfo@crd.bc.ca (JdF) OR mpender@crd.bc.ca (SGI)

SECTION 1. APPLICANT INFORMATION

1. Organization Legal Name:
2. Mailing Address:
3. Electoral Area:
   Select EA
4. Primary Contact:
   Must be an Authorized Signatory
5. Title:
6. Email:
7. Phone Number:
8. Organization is a Registered Society:
   Yes/No
9. Organization is Voluntary and Nonprofit:
   Yes/No
10. Business Number:
11. Organization Description:
    Benefits/services offered, geographic area served, size of organization, etc.

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GRANTS-IN-AID APPLICATION FORM

SECTION 2. PROJECT INFORMATION

1. Project Title:

2. Project Category:

   Select Category

3. Alignment with Community Needs (If multiple, pick best option):

   Select Category

4. Project Description:
   (Attach additional information if available)

5. Benefits to the Community:

6. Estimated Project Start/End Date: :
   (Projects must be completed within 12 months of approval)

SECTION 3. PROJECT FINANCIALS

a. Basic Project Budget:

Optional: Attach a separate full budget to your application.

Expenses:	
Equipment Purchase	$
Honorarium	$
Food	$
Travel	$
Equipment Rental	$
Venue Rental	$
Other Rental (Please specify):	$
Professional Fees	$
Administrative Fees	$
Staff Costs	$
Construction Costs:	$
Other (Please specify):	$
Other (Please specify):	$
Other (Please specify):	$
Other (Please specify):	$
Other (Please specify):	$
Total Project Cost:	$ 0.00

b. Grants-in-Aid Funding Request & Other Sources of Funding:

Place your funding request in the highlighted box, this is the amount of funding being requested in this application.

Grants-in-Aid Request	$
Other Funding Sources (E.g. Other Grants, Debt, Donations, Reserves):	
	$
	$
	$
	$
	$
Total Project Funding:	$ 0.00

c. Previous CRD Financial Assistance:

Please disclose if your organization has received assistance (Grants-In-Aid, Arts Grants, Waiving of fees, ect.) from the CRD in the past 5 years.

Source	Purpose	Year	Amount ($)
		Total:	0.00

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GRANTS-IN-AID APPLICATION FORM

SECTION 4. DOCUMENTATION CHECKLIST

Please ensure the following documents have been completed and attached:

- Financial Statements ☐
  For new organizations that lack statements, an annual budget is acceptable.
- Associated Project Documents (As Applicable) ☐

SECTION 6. ATTESTATIONS

1. I confirm that I am a Signing Authority for the applicant organization and have the authority to enter into binding agreements on its behalf. I further confirm that I have reviewed this application, that the information provided is true and accurate, and that the application complies with all of the following requirements:
   a. This application is not being made on behalf of an industrial, commercial or business undertaking.
   b. This proposed project is not for the direct personal benefit of any individual, proprietor, member or shareholder.
   c. The applicant organization is voluntary and non-profit.
2. If this project is approved for funding in any amount, the applicant organization agrees to the following terms:
   a. The organization will complete the project as described in this application.
   b. The organization will acknowledge the CRD's financial support in all project-related materials, activities and events.
   c. If the project cannot be completed as described in this application, the organization agrees to return all funds immediately.
   d. The organization will submit a final report within 60 days of project completion.
   e. The organization will immediately return any unspent funds or funds for any expenses deemed ineligible by the CRD.
   f. The organization will comply and adhere with all applicable laws, licensing, required permits and approval of funding does not constitute approval under any other program or legislation.
   g. The organization acknowledges that funding does not imply endorsement by the CRD of the project, the application organization, or its views or activities.

Name	Signature*	Title	Date

*Electronic or physical signature is acceptable.

APPENDIX D

CRD Electoral Areas Grants in Aid Final Report

Recipient:		**Project Name:**	

Total Project Cost:	
Total GIA Award:	
Project Completion Date:	

Instructions:

Please submit this project report within 60 calendar days of your project completion, as per your approved application . This report should be sent via email to **corporategrants@crd.bc.ca**

The CRD may request to review any payment/invoice documentation in order to verify expenses**. You must retain all invoices for at least two years for auditing purposes.**

Any awarded funds not spent on eligible expenses must be **immediately returned to the CRD.** If you have any questions please contact us at **corporategrants@crd.bc.ca**

Expense Reporting

Vendor Name	Invoice #	Invoice Description	Invoice Date	Invoice Amount ($)	Payment Date	Payment Method
Example: Generic Contractors	10001	Construction of XXXX	5-Jan-24	$ 35,000.00	14-Jun-24	(Chq, Cash, Bank Transfer, credit)
			Total:	$ -		

Project Outcome Reporting

1. Project Summary - Provide a brief overview of what the project set out to achieve and what was accomplished. If you did not achieve your intended results, why?	
2. Outcomes and Benefits - Describe how the project benefited the community.	
3. Partnerships and Collaborations (if applicable) - List any organizations, partners, or community groups involved.	
4. Attendance/Participation (if applicable) - Describe how many residents were served by your project or program in the reporting period and how many non-residents may have been served.	
6. Acknowledgement of Funding - Describe how you publicly acknowledged the grant (e.g., press releases, social media, signage, promotional materials).	
7. Reflections - What went well? What challenges were faced? Lessons learned?	
10. Visual Documentation - Attach 2-5 photos of the completed project with this document.	

By submitting this report I confirm I am a legal representative of the recipient organization listed above, and that all information contained in this report is true and correct. I acknowledge that any information contained in this report may be audited and that any requested information will be provided.

Date	
Name	
Signature	

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ERM 26-12

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Wrap-Up Activities of the Wildlife Attractants Working Group**

ISSUE SUMMARY

To report on recent work with municipalities to develop consistent policies and bylaws that limit bear attractants and initiate an awareness campaign to reduce bear-human interactions across the region.

BACKGROUND

On May 8, 2024, the Capital Regional District (CRD) Board directed staff, through a Motion with Notice, to work with municipalities to develop consistent policies and bylaws that limit wildlife attractants and prevent bear-human interactions.

In a staff report presented to the Environmental Services Committee in March 2025 titled 'Wildlife Attractants in the Capital Region' (Appendix A), staff provided an update on addressing the Board motion. The update included progress on establishing a working group focused on limiting wildlife attractants and identified key resource documents that could be used for guidance.

These resources included the *Wildlife Attractant Bylaw Toolkit* produced by the Get Bear Smart Society which outlines a stand-alone model bylaw and options for incorporating wildlife attractant considerations into existing bylaws, including solid waste bylaws. Staff also highlighted the "Bear Smart" Community Program Background Report, which describes steps and procedures local governments can take to reduce the frequency of human-bear conflicts. The first Wildlife Attractants Working Group was scheduled for April 2025.

During the presentation of the March 2025 staff report, a subsequent motion arose recommending that "staff be directed to explore creating a public awareness campaign regarding reducing wildlife attractant and interaction in the Capital Region. And that this work be done in coordination with other organizations involved in this work." Staff incorporated this direction into 2025 work plans.

Wildlife Attractants Working Group

Eight municipalities and one electoral area responded to the invitation seeking working group members and participated in meetings. The CRD hosted five Wildlife Attractants Working Group meetings between April and October 2025. An average of four municipalities attended each meeting.

Meetings involved sharing knowledge and resources, identifying potential solutions and exploring bylaw options for reducing human-bear interactions due to improper management of waste. Subject matter experts, including representatives from the BC Conservation Officer Service and Wild Wise Society, were asked to present to the working group to provide information and recommendations based on their work and experience.

Key takeaways from working group meetings included:

- The primary concern for working group members was limiting bear attractants in residential solid waste, rather than wildlife attractants as a whole (e.g., fruit trees, backyard apiaries).
- There are existing model bylaws and active bylaws in place for interested municipalities to adopt.
- Education and awareness should be a primary focus.
- Local governments have limited resources and capacity to implement and enforce additional bylaws.
- Local governments have a range of options for education and outreach supports from no-cost volunteer organizations such as Wild Wise Society to paid positions such as WildSafeBC Community Coordinators.
- A regional bylaw would not be appropriate as the CRD does not have authority over municipal garbage and organics collection.

Given that model bylaws already exist and have been shared with the working group, staff will transition the bear attractant topic from the Wildlife Attractants Working Group to the Local Government Waste Reduction Working Group (LGWRWG) as a seasonal agenda item for meetings.

The LGWRWG is made up of representatives from all thirteen municipalities and meets monthly. To ensure the continuation of knowledge sharing and coordination related to limiting bear attractants, CRD staff will include the topic on meeting agendas at least three times a year. Additionally, staff will regularly encourage municipal representatives to bring forward any related programs or initiatives to the meetings to share with the broader group.

Awareness Campaign

In accordance with the Board motion to create a public awareness campaign, the CRD implemented a social media campaign from July to September 2025 to amplify messaging from expert organizations whose primary focus is educating the public about limiting bear attractants. The CRD shared and reposted content that highlighted how improper management of household curbside garbage can lead to human–bear conflicts, including tips for securing and storing household waste bins.

Staff will continue to monitor, share and repost wildlife attractant-related content from local expert organizations on a seasonal basis through a variety of CRD communications channels.

CONCLUSION

Capital Regional District staff were directed to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants and to implement a public awareness campaign. Through the working group process, several tools and resources were shared with interested municipalities—including existing model bylaws and education-focused approaches. A social media campaign encouraging proper management of curbside garbage was also implemented. Moving forward, staff will conclude the dedicated Wildlife Attractants Working Group and integrate the bear attractants topic as a seasonal agenda item for the Local Government Waste Reduction Working Group meetings.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Andy Orr, Senior Manager, Corporate Communications and Engagement
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Staff Report: Wildlife Attractants in the Capital Region (March 19, 2025)

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APPENDIX A

ERM 25-09

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, MARCH 19, 2025

SUBJECT **Wildlife Attractants in the Capital Region**

ISSUE SUMMARY

To report on activities related to working with municipalities to develop consistent policies and bylaws to limit wildlife attractants.

BACKGROUND

On May 8, 2024, the Capital Regional District (CRD) Board directed staff, through a Motion with Notice, to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants and prevent bear-human interactions.

CRD staff are in the process of reaching out to municipalities and electoral areas in the region to gauge interest in and create a participant list for the establishment of a wildlife attractants working group. The working group will provide opportunities for local governments to collaborate, share knowledge and develop policies for limiting wildlife attractants due to improperly managed waste. Working group goals would include identifying current issues, outlining potential steps to resolve issues, identifying and promoting policy development and exploring bylaw options in relation to waste management practices causing human-wildlife conflicts.

The creation of a proposed working group, focused on discussing limiting bear attractants, was brought to the Local Government Waste Reduction Working Group (LGWRWG). The LGWRWG membership includes representatives from 12 municipalities. Limiting wildlife attractants has been a topic of regular discussion at subsequent LGWRWG meetings where discussions focused on challenges faced by different municipalities, sharing of resources and updates on initiatives. Two municipalities have already expressed interest in participating in a wildlife attractants working group, namely District of Saanich and the Town of View Royal. The Town of View Royal has been a key contributor and has provided valuable insights into their process for implementing initiatives focused on limiting wildlife attractants in their municipality.

The Wildlife Attractant Bylaw Toolkit produced for Get Bear Smart Society (Appendix A) will be proposed as one of the main guidance documents brought forward to the working group for consideration. The toolkit provides insights into creating a stand-alone wildlife bylaw as well as options for incorporating wildlife attractant considerations into existing bylaws such as solid waste bylaws. Further guidance will come from the Ministry of Environment and Parks' "Bear Smart" Community Program. The program outlines a series of criteria for communities to follow to address root causes of human-bear interactions. The "Bear Smart" Community Program Background Report (Appendix B) outlines a series of steps and procedures to reduce the frequency of human-bear conflicts and requires a shift from reactive management of bears to a proactive management of attractants, such as solid waste.

CONCLUSION

Capital Regional District (CRD) staff were directed to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants across the region. Staff will invite municipalities and electoral areas to participate in a wildlife attractants working group. The working group will consider tools, including the Wildlife Attractant Bylaw Toolkit and the Bear Smart Community Program to identify and address root causes of human-bear interactions and consider corresponding policy or bylaw development. If established, staff will share updates on wildlife attractants working group findings with the Local Government Waste Reduction Working Group, Environmental Services Committee and the CRD Board.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Get Bear Smart Society - Wildlife Attractant Bylaw Toolkit (2022)
Appendix B: “Bear Smart” Community Program: Background Report (March 2002)

2022

WILDLIFE ATTRACTANT BYLAW TOOLKIT

Prepared for:
Get Bear Smart Society

Prepared by:
Serratus Wildlife Services

This *Sample* Bylaw and guideline is for reference purposes only. It is recommended that prior to using the *Sample* Bylaw, or any portions, that legal review and advice is obtained.

Acknowledgment: The main template for this *Sample* Bylaw is from the District of Squamish Wildlife Attractant Bylaw No. 2781, 2020.

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Background

Bylaws reflect a community's overall principles and values and are meant to evolve as the community's standards and norms shift.

Local government councils, or boards, create policy through bylaw adoption and can provide direction to enforcement staff in relation to enforcement priorities. Bylaw enforcement actions can range between compliance-focused (gaining voluntary compliance through education, warnings, mediation) and enforcement-focused (by issuing bylaw offense notices/tickets, seeking injunctions). Bylaws must have a degree of fairness and reasonableness and be designed with the unique needs of the community in mind and updated as these needs change (Office of the Ombudsperson, Province of British Columbia, 2021).

This toolkit provides insights into the process for creating a stand-alone wildlife attractant bylaw as well as the option for incorporating wildlife attractant considerations into an existing bylaw. In addition to the Wildlife Attractant *Sample* Bylaw is a guide with a step-by-step approach to understanding the various sections of the *Sample* Bylaw.

Why wildlife attractant bylaws are necessary

While the management of wildlife is a provincial responsibility, the regulation and management of refuse and other wildlife attractants that bring wildlife into communities is the responsibility of local government. This can be accomplished by (1) educating residents and visitors; and (2) by adopting bylaws that assist with minimizing, to the greatest extent possible, the availability of anthropogenic (human) foods and other substances.

Local government, whether a municipality or regional district, is responsible for providing a comprehensive range of services that enhance many aspects of life for its citizens and play a key role in ensuring the overall health, safety and well-being of their community. Creating a wildlife attractant bylaw is inherently within the scope of this local government responsibility as it improves public health and safety.

It is worth noting that local government elected officials/councils can direct enforcement staff to prioritize specific bylaws and can also provide direction on the enforcement process, such as when to provide more warnings than tickets and vice versa. Currently, wildlife is being killed in direct relation to being fed, whether intentionally or unintentionally. Local governments must place a higher priority on the creation and enforcement of these wildlife attractant bylaws to reduce the potential for human injury, injury to pets/livestock, agricultural losses, or property damage; and to reduce, and potentially eliminate, the needless and preventable human-caused loss of local wildlife.

Methods for reducing human-bear interactions

In British Columbia, the Ministry of Environment and Climate Change Strategy administers the official Bear Smart Community Program and supports those communities that choose to participate. This program is a proactive, conservation strategy that outlines the necessary steps a local government can take to reduce the potential for human interactions with wildlife. Other provinces or states can use this program as a foundation or framework for their own program.

The BC Bear Smart Community Program contains six criteria for a community to pursue in order to reduce the potential for human-bear interactions, including: (1) an assessment of the current situation and identifying potential issues; (2) a management plan outlining the necessary steps to resolve any issues identified; (3) revision of the community's planning and decision-making documents; (4) implementing continuing education and outreach; (5) developing and maintaining a bear-resistant waste management system; and lastly, but very importantly, (6) creating and enforcing bylaws that prohibit providing bears with anthropogenic food sources due to careless storage and management of wildlife attractants, whether intentional or unintentional. This also requires implementing an enforcement strategy to ensure full compliance.

A community doesn't need to be pursuing Bear Smart Community status to implement any or all of the Bear Smart criteria, including implementing a wildlife attractant bylaw or inserting wildlife attractant management criteria into an existing bylaw. Having said that, encouraging local government to pursue Bear Smart Community status can be an effective way to reduce interactions with bears, increase awareness in the community and reduce access to anthropogenic sources of food. This will lead to increased public safety and the reduction in the needless injury and loss of bears. These best practices will also benefit other wildlife species. Some communities may choose to start the process of managing wildlife attractants by way of implementing a bylaw along with a communication plan and/or educational outreach program.

A thorough review of all existing pertinent bylaws is recommended as there may be an opportunity to amend an existing bylaw, such as a solid waste bylaw, by adding wildlife attractant management criteria. Amending an existing bylaw is less time consumptive for staff and may be a more manageable first step for local government. However, creating a stand-alone wildlife attractant bylaw is preferred as it is easier for the public to reference and becomes more relevant when incorporated into wildlife conflict reduction messaging and communication.

The Wildlife Attractant *Sample* Bylaw contains sections that can be cut and pasted into existing bylaws, or it can be used as a stand-alone document including all or just the applicable sections.

First Nation bylaw considerations

First Nation communities can create a stand-alone wildlife attractant bylaw or insert wildlife attractant management criteria into an existing bylaw. Similar to the process taken by a municipality or regional district, any bylaw would require approval from the appointed officials; in this case, a First Nation council. The bylaw would then apply to all persons on the reserve irrespective of whether they are residents of the reserve or are band members (Government of Canada, 2022).

The Indian Act Amendment and Replacement Act (2014), which amended and repealed various sections of the Indian Act, provides the regulations necessary for enacting and enforcing band bylaws.

To be enforceable, a bylaw must comply with the Indian Act and any provisions set out within the Act. Two sections within the act that relate to bylaws are Section 73 which provides parameters on what type of regulations can be included within a bylaw, e.g., Section 73(1) (a) for the protection and preservation of fur-bearing animals, fish and other game on reserves; and Section 81 which outlines the powers of council.

Similar to a municipal or regional bylaw, the Indian Act provides the ability of a First Nation council to enact bylaws specific to the concerns of a reserve. As each municipality or regional district has its own unique challenges, which can be addressed through the creation of a specific bylaw, First Nation reserves can also address their own unique challenges through the creation of a specific bylaw, such as a wildlife attractant bylaw.

Wildlife utilizes the landscape irrespective of jurisdictions. A collective community and jurisdiction-wide approach to minimizing human-wildlife interactions, through the adoption and enforcement of wildlife attractant bylaws, will result in increased public safety and conservation of local wildlife.

Considerations for presenting a bylaw to council/board:

- Ensure council/board is aware that creating a bylaw, or amending one, can typically be accommodated within the existing operational budget.
- Ensure council/board is aware of other communities that have already implemented wildlife attractant bylaws or have included wildlife attractant management criteria within existing bylaws. Refer to the list of Bear Smart community bylaws on pg. 31. Please note that this list is not exhaustive, and communities update their bylaws on an ongoing basis.
- Address the organizational impacts: who will be affected by this bylaw, e.g., the Bylaw Enforcement Office, Communications Department (getting the message out/awareness/educational outreach campaign), Animal Control, Building Department (inspecting wildlife-proof enclosures), Parks [and Protected Areas] Department, and Solid Waste Department. Outside organizational impacts could

include the Conservation Officer Service, police force, and independent waste management contractors.

- List additional bylaws that parallel the wildlife attractant bylaw and look for opportunities to make connections. A good place to start is by reviewing the Official Community Plan (OCP) which is a community's over-arching guiding policy document, to gauge whether there are any references to wildlife, protection of the environment, zero waste strategies, waste management, climate change impacts, public safety, etc. New bylaws should align with the vision and spirit of the OCP.
- List policies or environmental protection initiatives that might support this bylaw such as regional growth strategy priorities.
- Connect to any council goals for climate change, environment, community safety, green spaces, and solid waste management. Find out what the council priorities are and make connections between the bylaw and how it supports council's priorities. Research a community's Business Plan, Regional Growth Strategy, Official Community Plan, Climate Action Report/Plan, and Solid Waste Management Plan. These documents can be found throughout various departments, and local governments are required to post them on their websites.
- Solicit support from outside agencies such as the Conservation Officer Service and police force. Collaborating with these enforcement agencies (which can be delegated by council to issue bylaw tickets) and having agency members attend a presentation showcases the importance of implementing the bylaw and highlights the partnerships and shared responsibilities that are required to reduce the potential for human-wildlife interactions.
- To aid in the enforcement process, ensure the bylaw has consequences, such as fines for contravention. While enforcement staff typically seek voluntary compliance through education or warnings, fines are a necessary tool for gaining compliance.

Please note: For information on the differences between municipal councils and regional district boards, their responsibilities and procedures and the implications for the bylaw process, please refer to this link.

Wildlife Attractant *Sample* Bylaw

[DISTRICT, CITY, TOWN OR VILLAGE OF NAME]
WILDLIFE ATTRACTANT BYLAW NO. XXXX, 20XX

WHEREAS Council for the [District, City, Town or Village of NAME] deems it advisable to enact a bylaw to store and secure wildlife attractants securely to discourage and prevent wildlife from accessing food sources generated or controlled by human activity in order to minimize human-wildlife interactions, to the greatest extent possible, and help wildlife populations thrive in the wild.

NOW THEREFORE Council for the [District, City, Town or Village of NAME] enacts as follows:

CITATION

1. This bylaw may be cited as the "[District, City, Town or Village of NAME] Wildlife Attractant Bylaw No. XXXX, 20XX".

INTERPRETATION

2. In this bylaw:

"Bear-Resistant Container" means a fully enclosed plastic, wheeled Refuse container meant for individual household or business use, that is sufficient to accommodate normal uses of the property, is designed to discourage and prevent access by bears, has a sturdy cover capable of being completely closed and secured with a locking device, and is Interagency Grizzly Bear Committee certified;

"**Bear-Resistant Enclosure**" means a fully enclosed structure having four enclosed sides, a roof, doors and a locking device, designed to discourage and prevent access by bears, and for clarity, includes a garage, shed, or other structure that is inaccessible to bears and that is designed and constructed in accordance with the specifications set out in Schedules B & C;

"Bear-Resistant Pedestrian Container" means a fully enclosed metal Refuse container that is sufficient to accommodate normal uses of the property, is designed to discourage and prevent access by bears, has a sturdy lid capable of being completely closed and locked with a self-latching locking device, and is Interagency Grizzly Bear Committee certified;

"**Bees**" mean any insect of the species Apis mellifera;

"**Beehive**" means a structure which houses a colony of worker bees with a queen and drones;

"Bylaw Enforcement Officer" means a person appointed by the Council to enforce the bylaws of the [District, City, Town or Village];

"**Commercial Refuse Container**" means a metal receptacle that is designed or intended to dispose of waste by automated means, is bear-resistant, and meets the criteria established in Schedule A;

"**Coop**" means a covered enclosed structure to shelter Hens or other fowl (pigeons, peacocks etc.);

"Feed" means providing, leaving or placing in, on or about land or premises, food, food waste or any other substance that could be considered a Wildlife Attractant;

"**Hen**" means a domesticated female chicken that is at least four months old;

"Large Carnivore" means a bear, cougar, coyote, or wolf;

"Pen" means a fully or partially enclosed outdoor space for the keeping of hens or animals;

"**Refuse**" means any discarded or abandoned food, substance, recycling, material, or object, whether from domestic, commercial, industrial, institutional, or other use;

"**Remedial Action"** may include, but is not limited to, removal of any Wildlife Attractant, Refuse, bird feeder, fruit, nuts, pet food, cooking grills or any other real or potential Wildlife Attractant;

"**Special Event**" means a temporary, outdoor gathering; a sporting event; a wedding; or a convention, parade, public display, festival or similar gathering;

"Waste Contractor" means the Person who collects and disposes of Municipal Solid Waste as part of the Residential Curbside Collection Service (as defined within the *[District, City, Town or Village of NAME] Solid Waste Utility and Regulation Bylaw No. XXXX, 20XX* as amended from time to time);

"Wildlife" means all birds (*Aves*), mammals and without limitation, Large Carnivores;

"**Wildlife Attractant**" means any substance, material or animal, with or without an odour, which attracts or is likely to attract Wildlife; and without limitation includes Refuse, recycling, food or other edible products, whether intended for humans**,** animals, or birds, grease, oil, antifreeze, paint, petroleum products, and compost other than grass clippings, leaves or branches.

TREATMENT OF REFUSE

3. Except as permitted in this bylaw, a person must not cause or allow any Refuse that is a Wildlife Attractant to be stored, deposited or placed on any parcel or highway within the [District, City, Town or Village] in such a manner that it is accessible to Wildlife.

4. Without limiting Section 3, a person must not store, deposit or place outdoors any Refuse that is a Wildlife Attractant except:

(a) in a Bear-Resistant Container;
(b) in a Bear-Resistant Pedestrian Container;
(c) in a Commercial Refuse Container; or
(d) in a container enclosed within a Bear-Resistant Enclosure.

4.2 Without limiting any other provisions of this bylaw, any person responsible for a site that is used for a Special Event, filming, a catered event, or a construction site must ensure that any Wildlife Attractant is disposed of in a designated Bear-Resistant Container, Bear-Resistant Pedestrian Container, Commercial Refuse Container or Bear-Resistant Enclosure.

5. Every owner or occupier of real property must ensure that a Bear-Resistant Container be:

(a) set out for collection only on the designated day of collection between 5:00 am and 7:00 pm;
(b) unlocked only on the designated day of collection between 5:00 am and 7:00 pm;
(c) removed from the collection location by 7:00 pm on the designated day of collection; and
(d) kept locked at all times, except as described in paragraph (b).

5.2 Every owner or occupier of real property must ensure that any non bear-resistant Refuse container be:

(a) set out for collection only on the designated day of collection between 5:00 am and 7:00 pm;
(b) removed from the collection location by 7:00 pm on the designated day of collection; and
(c) stored within a Bear-Resistant Enclosure in between collection days.

5.3 Every owner or occupier of real property must ensure that any Refuse container not emptied or collected on a scheduled collection day be:

(a) removed from the collection area by 7:00 pm, on the same day; and
(b) stored in a manner inaccessible to bears until the next collection day or as otherwise directed.

6. Every owner or occupier of real property must ensure that any non bear-resistant Refuse container, Bear-Resistant Container, Bear-Resistant Pedestrian Container, Commercial Refuse Container, or Bear-Resistant Enclosure located on the property is of a size that is suitable for the amount of Refuse generated and is kept and maintained:

(a) in a closed and locked manner when Refuse is not being deposited or emptied; and
(b) in a good, workable condition and in good repair.

7. If a Bear-Resistant Container is damaged or defective, the owner or occupier of the real property on which it is located must immediately, upon noticing any damage or defects, arrange for a repair.

8. If a Commercial Refuse Container or Bear-Resistant Enclosure is damaged, the owner or occupier of the real property on which it is located must ensure that it is repaired within 24 hours of the damage occurring or within one business day of being notified.

9. Every commercial, industrial, institutional and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall be required to store all Refuse within a Bear-Resistant Enclosure of a size that is suitable for amount of Refuse reasonably expected to be generated.

GENERAL REQUIREMENTS

10. A person must not:

(a) feed Wildlife; or
(b) feed, attempt to feed, or permit to feed animals in a manner that is likely to attract Large Carnivores.

11. Every owner or occupier of real property must ensure that:

(a) any fruit or nuts from a tree, bush or shrub on a parcel is maintained and stored in such a manner so as not to attract Wildlife;

(b) any food production on a parcel is maintained and stored in such a manner so as to not attract Wildlife;

(c) any bird feeder containing bird feed, seeds, suet, or nectar is suspended on a cable or other device in such a manner that it is inaccessible to Wildlife, other than birds; and the area below any bird feeding devices or activity is kept free of accumulations of seeds and similar other Wildlife Attractants;

(d) notwithstanding Section (c) the placement of outdoor bird feeders containing bird feed, seeds, suet, nectar, or similar other Wildlife Attractants is not permitted between March 1st and November 30th of each year.

(e) any composting activity is carried out and any composting device or equipment is maintained in such a manner so as not to attract Wildlife;

(f) barbecue equipment and tools that remain out of doors must be clean and free of residual food or grease;

(g) any refrigerator, freezer, storage container or similar appliance, device or apparatus that contains Wildlife Attractants of any type, if placed or located outdoors, is located and equipped in such a manner that it is inaccessible to Wildlife;

(h) any grease, antifreeze, paint, or petroleum product is stored in such a manner that it is inaccessible to Wildlife;

(i) Bees and Beehives are kept in such a manner so as not to attract Wildlife;

(j) Bees and Beehives are kept in such a manner so that they are reasonably inaccessible to Wildlife;

(k) Beehives are enclosed by electric fencing in accordance with the criteria established in Schedule D;

(l) Hens are kept in such a manner so as not to attract Wildlife;

(m) Hens, Coops, and Pens are kept in such a manner so that they are reasonably inaccessible to Wildlife;

(n) Coops and Pens are enclosed by electric fencing in accordance with the criteria established in Schedule D;

(o) any animals kept on a property are kept in such a manner as to not attract Wildlife;

(p) any animals kept on a property are kept in such a manner so they are reasonably inaccessible to Wildlife;

(q) any home food delivery items that are left outdoors are stored in such a manner that they are inaccessible to Wildlife; and

(r) any camping activity is carried out or any Wildlife Attractant generated by camping activity is managed in such a manner as to not attract Wildlife.

ENTRY & INSPECTION

12. A Bylaw Enforcement Officer for the [District, City, Town or Village] may enter onto any property in accordance with section 16 of the *Community Charter*, S.B.C. c. 26.

    Where a Bylaw Enforcement Officer believes that, as a result of a breach of this bylaw, a Large Carnivore is located on or near the property and has endangered or harmed a person or presents an imminent threat to the safety of any person, the officer may take steps to prevent, avert, reduce or mitigate the harm or threat or provide assistance. In so doing, the officer may seek the assistance of a conservation officer appointed under the *Wildlife Act*, R.S.B.C. 1996, c. 488, a police officer or RCMP, as may be reasonable or necessary in the circumstances.

13. A person must not obstruct or interfere with a Bylaw Enforcement Officer or other person assisting the officer.

OFFENCE, PENALTY & ENFORCEMENT

14. Any person who contravenes or violates any provision of this bylaw, who fails or omits to do anything required under this bylaw, or who permits, suffers or allows any act or thing to be done or omitted to be done in contravention or violation of this bylaw, commits an offence; and where the offence is a continuing one, each day that the violation is continued shall constitute a separate and distinct offence against this bylaw.

15. No person shall fail to take immediate or Remedial Action to avoid contact or conflict with Wildlife after being advised that such action is necessary.

16. Upon being convicted of an offence under this bylaw, a person shall be liable to pay a fine of not less than $5,000 and not more than $50,000.

17. This bylaw may be enforced by means of a ticket issued under the "[District, City, Town or Village of NAME] Notice Enforcement Bylaw No. xxxx, 20xx or Municipal Ticket Information Bylaw No. xxxx, 20xx", as amended or replaced from time to time.

SCHEDULES

18. Schedules A, B, C, D and E are attached hereto and form part of this bylaw.

SEVERABILITY

19. If any provision of this bylaw is held to be invalid by a court of competent jurisdiction, the invalid provision may be severed, and such invalidity shall not affect the validity of the remaining provisions of this bylaw.

REPEAL

20. This bylaw repeals and replaces the "[District, City, Town or Village of NAME] Wildlife Attractant Bylaw No. XXXX 20XX".

READ A FIRST TIME this day of , 20XX.

READ A SECOND TIME this day of , 20XX.

READ A THIRD TIME this day of , 20XX.

ADOPTED this day of 20XX.

Schedule A

Commercial Refuse Container

The following criteria applies to a Commercial Refuse Container:

1. The lid or lids, and any man doors, must close tightly to prevent access by bears.

2. The lid or lids, and any man doors, must be:

    a) self-closing; or
    b) self-latching; or
    c) capable of being completely closed and secured with a latching device.

3. The latches for the lid or lids and bag removal must be such that an adult bear using its claws will be unlikely to reach the latch trigger mechanism.

4. Hinges and latches for lids must be sufficiently strong, and sufficiently affixed to the container, that they cannot be pried open by an adult bear using its claws. As a guideline, a lid that can be dismantled using a crowbar is not sufficient.

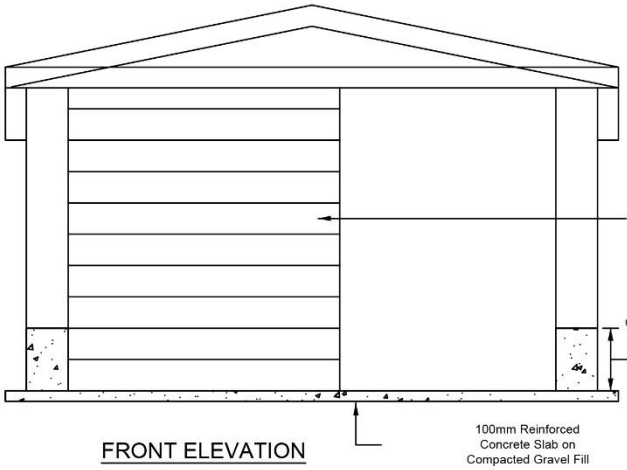
5. The container must be sufficiently stable or capable of being so anchored as to prevent tipping or being dragged away by an adult bear.

6. Container and lid material must be metal and of sufficient strength to prevent bears from chewing, battering or crushing the container.

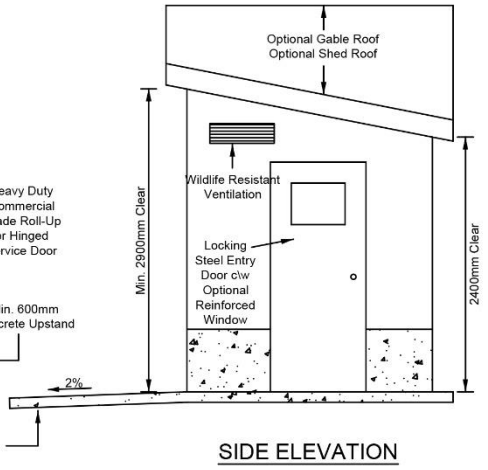
7. Container must meet the standards developed by the Interagency Grizzly Bear Committee for Technical Evaluations of Metal Products IGBC Testing.

Schedule B

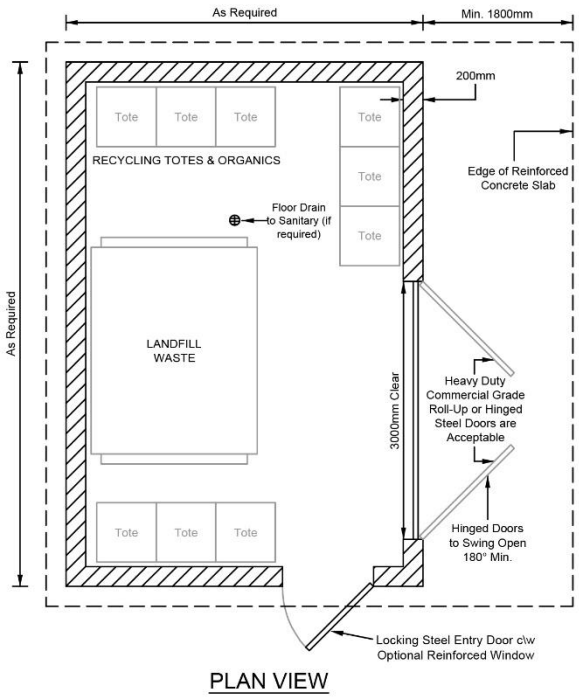
Bear-Resistant Enclosure Specifications



FRONT ELEVATION



SIDE ELEVATION



PLAN VIEW

All structures must comply with applicable Municipal Bylaws

NOTES:

1. Enclosure architecture (materials, etc) is to conform to Municipal Building and Development Permit requirements (as required).

2. Design concept only. Alternative designs meeting the intent of these requirements are invited.

3. Structures are to be constructed in accordance with the BC Building Code. Enclosures are to be designed to withstand snow loading, vehicular damage, operational damage, and bears.

4. Roofs should be designed to avoid snow shed in front of service and entry doors.

5. Service door(s) are to have dual locking mechanisms. Hinged doors require a heavy-duty cane bolt at the bottom and a slide bolt at the top of the stationary door. Roll-up doors require slide bolt locking mechanisms on the bottom of the door, each side. All locking mechanisms to be located on the interior; no hardware should be located on the service door(s) exterior.

6. Steel entry door is to be 36" wide (915mm) and be equipped with a self-closing mechanism. Door may have a round turning knob complete with a covered keyed knob guard on the exterior for access and panic hardware on interior for egress. Alternatively a push button lock with a turning knob is acceptable.

7. Adequate motion activated interior and exterior lighting is to be provided (if required).

8. Bear-resistant vent and steel entry door window openings should be sized such that a bear could not gain access in the case of breakage.

9. Units in mm unless otherwise noted.

10. Roll-up doors are preferable in areas that may have ice and snow build up but hinged doors are acceptable.

11. Separate enclosures for Commercial & Residential uses on the same property are strongly recommended.

Dimensions shown serve as a guideline only, the ultimate size and configuration of the garbage enclosure will be dependant on the owners preference and services being provided.

[Insert Municipal or District Logo here]	SOLID WASTE BEAR-RESISTANT ENCLOSURE	
	District, City, Town or Village of NAME	
	DRAWN BY: BL	DATE: Month, 20XX
	SCALE: N.T.S.	DWG. NO.: G11

Schedule C
Bear-Resistant Enclosure Criteria

The following criteria apply to a Bear-Resistant Enclosure:

1. The structure must be of sufficient size to allow for placement of containers for refuse, composting and recycling and for removal and emptying of those containers.

2. The foundation must be a concrete up stand of at least 600 mm with a 100 mm reinforced concrete slab on compacted gravel fill.

3. The structure must contain a floor drain to sanitary in accordance with the British Columbia Building Code.

4. The exterior of the structure must be made of split face block or hardy plank nailed to 3 ¼ inch plywood backing with 3 ¼ inch nails with a minimum gap between door and foundation.

5. The structure must include two separate entrances, one for personnel to enter and exit, and one service door.

6. Both doors must be installed with a minimum gap on tracks and latches on both side and must close tightly to prevent access by bears.

7. The service door must be constructed of heavy-duty commercial grade steel.

8. Personnel doors must be constructed of 18-gauge steel, open outwards and the exterior doorknob must be of such design that is accessible to persons with disabilities, in accordance with the British Columbia Building Code, and resistant to interference by bears.

9. Enclosure must have bear-resistant venting located either on the roof or in the top of the wall near the roof.

10. Bumpers may be placed on door opening to prevent damage to the building when the doors are opened.

A structure that is of substantially similar design and being of equivalent or superior strength, and whose design plans have been pre-approved and receive final inspection approval from the building inspector/official, may be used as an alternative to the criteria set out above.

Schedule D
Electric Fencing Requirements

The following criteria apply for electric fences:

1. Electric fencing must be designed and maintained in accordance with the electric fencing guidelines of the WildSafeBC Electric Fencing Program.

2. Must display unobstructed warning signage that clearly indicates the risk of electric shock.

3. May not involve the electrification of barbed or razor wire.

4. Must only use fence energizers that meet the requirements of any applicable Canadian [or other] Standards Association standard.

5. Regular inspections, maintenance and voltage meter testing will be required to ensure proper functioning.

Schedule E
Designated Bylaw Contraventions and Penalties

Section	Description	Penalty
3	Refuse accessible	$300
4 (a)	Failure to store refuse in required container	$300
4 (b)	Failure to store refuse in required container (pedestrian)	$300
4 (c)	Failure to store refuse in required container – Schedule A	$300
4 (d)	Failure to store refuse in required enclosure – Schedule B	$300
4.2	Failure to store refuse in required container or enclosure- Special Event, filming, catered event, construction site	$300
5 (a)	Container set out for collection outside designated times	$300
5 (b)	Container unlocked outside designated times	$300
5 (c)	Failure to remove container	$300
5 (d)	Failure to lock container	$300
5.2 (a)	Container set out for collection outside designated times	$300
5.2 (b)	Failure to remove container	$300
5.2 (c)	Container not stored in a bear-resistant enclosure	$300
5.3 (a)	Failure to remove container	$300
5.3 (b)	Container accessible	$300
6 (a)	Failure to close and lock container or enclosure	$300
6 (b)	Failure to maintain container or enclosure	$300
7	Failure to repair container after damage	$300
8	Failure to repair commercial container or enclosure after damage	$300

9	Failure to store refuse in required enclosure – Schedule B	$300
10 (a)	Feeding wildlife	$300
10 (b)	Attracting large carnivores	$300
11 (a)	Fruit/nuts attracting wildlife	$300
11 (b)	Food production attracting wildlife	$300
11 (c)	Birdfeeder or bird feed accessible	$300
11 (d)	Birdfeeder in use outside designated times	$300
11 (e)	Composting activity attracting wildlife	$300
11 (f)	Improperly maintained barbeque equipment	$300
11 (g)	Outdoor food container accessible	$300
11 (h)	Grease, antifreeze, paint or petroleum product accessible	$300
11 (i)	Bees or beehives attracting wildlife	$300
11 (j)	Bees or beehives accessible	$300
11 (k)	Beehives not enclosed by electric fencing	$300
11 (l)	Hens attracting wildlife	$300
11 (m)	Hens, coops or pens accessible	$300
11 (n)	Coops and pens not enclosed by electric fencing	$300
11 (o)	Animals attracting wildlife	$300
11 (p)	Animals accessible to wildlife	$300
11 (q)	Home food delivery items accessible	$300
11 (r)	Camping activity attracting wildlife	$300

The following is a guide to reading and interpreting the Wildlife Attractant *Sample* Bylaw. The guide provides explanations for each section of the *Sample* Bylaw and provides information on the key elements required for a comprehensive bylaw.

Guide to: Wildlife Attractant Sample Bylaw

Title

Title and number of the bylaw, using official corporate title of the district, city, town or village along with the year the bylaw was adopted.

Whereas (Purpose)

Provides the reasoning behind the bylaw. A few sentences to describe what the bylaw is regulating and why this regulation is needed. This provides clarity for the requirements set out in the content of the bylaw; should the reader not understand the reasoning for a particular criterion, this section should provide clarity on the intent of the requirement(s).

Citation

Provides the name of the bylaw and how it can be referenced

Interpretation (Definitions)

Bylaws are educational tools and should be written with the general public in mind. The intent of the bylaw should be apparent and the content readable and understandable. Definitions remove uncertainty and subjectivity and leave the bylaw less vulnerable to legal challenges which assists enforcement staff with the enforcement process.

"Bear-Resistant Container": provides clarity on what is considered bear-resistant for plastic, wheeled containers for use in individual household or business purposes.

Note: The Wildlife Attractant *Sample* Bylaw refers to bear-resistant containers as an option for the storage of wildlife attractants. Best practices are to use *certified* bear-resistant products, and a requirement or wording to this effect can be included within a bylaw. The Interagency Grizzly Bear Committee (IGBC), provides testing and certification for various models of bear-resistant refuse containers and other products.

"Bear-Resistant Enclosure": provides clarity on what is considered bear-resistant. Schedules B & C contain the requirements for these types of buildings.

Please note: In 2019, the BC Ministry of Municipal Affairs and Housing (Building and Safety Standards Branch) revised the Building Act to allow municipalities the ability to build waste storage structures that may supersede the requirements of the BC Building Code. Section 2.3 of the Building Act Regulation, Collection of municipal solid waste and recyclable states: 2) The following matters are unrestricted as they relate to the storage and collection of specified waste: (e) any matter as it relates to the prevention of animals being attracted to or accessing specified waste. A key element to writing a

bylaw is ensuring any requirements are in line with existing provincial or state bylaws/ordinances.

"Bear-Resistant Pedestrian Containers": refers to metal, self-latching containers that are installed at trailheads, within retail and business parking lots and in community fields and recreational areas. These too need to be IGBC certified.

"Bees" & "Beehives": many communities/districts are supportive of local food security activities and allow bee keeping in urban areas. Including bees and beehives within the interpretations identifies bee keeping as a potential wildlife attractant that requires regulation.

"Bylaw Enforcement Officer": identifies who will be enforcing this bylaw as referenced in Section 12 Entry and Inspection. Any other enforcement staff should be identified.

"Commercial Refuse Container": identifies the type of container required for larger volumes of waste generated by the industrial/commercial/institutional (ICI) sector or multi-unit residential dwellings. Schedule A of the *Sample* Bylaw addresses the requirements for commercial containers. If adopted, this would then require all collection contractors to provide bear-resistant commercial containers and would assist with eliminating dumpsters that are easily accessed by bears and other wildlife, such as plastic lid dumpsters/containers. Once a local government adopts the bylaw, waste contractors would be required to provide the necessary waste infrastructure to comply with the bylaw.

"Coop", "Hen" & "Pen": the local food sustainability and security movement that many communities are supporting has increased the prevalence of backyard hens which in turn has contributed to increases in rodent issues and interactions with wildlife in relation to depredation. Including these terms within the interpretation section identifies how the keeping of hens is a wildlife attractant concern and as such, must be regulated and managed.

Please note: It is possible to include additional animal species within the bylaw interpretations or to define 'livestock'. Sections 11 (p) & (q) of the *Sample* bylaw address 'animals' being attracted or being accessible to wildlife without providing an actual interpretation for what constitutes an 'animal'. This allows for more enforcement staff discretion versus listing the different species and limiting the enforcement to just those species listed. Care must be taken to ensure the bylaw isn't too prescriptive and limiting; at the same time, it should address all potential species that may attract wildlife and large carnivores. Some enforcement staff have been challenged with residents who keep chickens as pets and not necessarily for eggs/food, blurring the line between domestic animal or livestock. While not as prevalent as urban hens, the keeping of teacup pigs, pygmy goats, pigeons and ducks is becoming popular; it would be difficult to list all potential species within the bylaw. The *Sample* Bylaw uses 'animal' to encompass any species being kept on a property as well as providing requirements for the keeping of hens.

"Feed": provides clarity for instances where people are free-feeding wildlife, e.g., leaving birdseed or nuts on a deck, or leaving pet/livestock food accessible.

"Large Carnivore": encompasses the four species (bear, cougar, coyote and wolf) as defined in the Ministry of Environment's Wildlife Management Procedure: Preventing and Responding to Conflicts with Large Carnivores.

"Refuse": in broad terms, provides clarity on what refuse is, providing opportunity for enforcement staff discretion. Refuse is also included within the interpretation for wildlife attractant, making it abundantly clear that refuse is an attractant.

"Remedial Action": in keeping with Sections 72 & 73 of the Community Charter where council may impose remedial action requirements. Section 14 of the *Sample* Bylaw requires immediate action or remedial action to remove the attractant to avoid contact or conflict with wildlife, which is deemed as a potentially hazardous situation. This provides enforcement staff the ability and discretion to have the attractant removed either through immediate action or by way of remedial action.

"Special Event": ensures special event organizers are aware of local regulations which must be adhered to. These events can generate substantial refuse and including requirements for special events provides local government the ability to oversee the management and regulation of the waste generated. It also allows local government the opportunity to include compliance wording within the application form event organizers must complete and a requirement for organizers to provide a waste management plan that complies with the bylaw.

"Waste Contractor": identifies the person/party responsible for removing waste. Each community will have its own system of waste removal whether through an internal municipal service for residential waste removal, a municipal contract with a waste contractor for a residential waste removal service, or a private contract between residents and a collection contractor. A Waste Contractor would also remove waste for the ICI sectors and multi-unit residential dwellings through a contract service.

Please note: In the *Sample* Bylaw, the solid waste and utility regulation bylaw is referenced within the definition for Waste Contractor because this is typically where the regulations related to refuse removal for the community are contained (and this is the type of bylaw that is typically amended to include wildlife attractant considerations if a stand-alone wildlife attractant bylaw isn't an option). When writing a bylaw, it is recommended to research and connect any other pertinent bylaws that may impact the management of refuse or wildlife attractants. Adding "as amended from time to time" provides acknowledgment that the bylaw being referred to may be amended and updated from time to time resulting in a different bylaw number and date than what is being referenced.

"Wildlife": defines the multitude of species potentially impacted by this bylaw; notably, Large Carnivores, but also including other mammals and birds, as often people who feed birds inadvertently attract other wildlife, e.g., raccoons or rodents (who then attract predators).

Note: For further clarity, communities can include specific conflict species relevant to their area in addition to a more general classification of birds and mammals. For example, communities experiencing high urban deer interactions may want to specify this by adding ungulates within the general definition for wildlife.

"Wildlife Attractant": provides a broad definition of what an attractant is which enables enforcement staff to use discretion. Animals are included as attractants in relation to Section 11 (p). No animal can be kept in a manner that might attract wildlife which could include the keeping of livestock or domestic pets, such as rabbits or guinea pigs.

Treatment of Refuse

(3) Provides a fundamental requirement to not allow refuse to be accessible to wildlife within the district/city/town/village boundaries. This broad requirement allows for enforcement staff discretion.

(4) Provides provisions for four options for storing wildlife attractants outdoors: only in a bear-resistant container, a bear-resistant pedestrian container, a commercial refuse container (Schedule A) or a bear-resistant enclosure (Schedules B & C). No other options are allowed. All refuse containers stored outdoors must be inaccessible to wildlife using one or more of these four options.

(4.2) Addresses special events, filming, catering and construction sites and the need for these activities to comply with the bylaw by ensuring all wildlife attractants are stored using one or more of the four methods outlined in Section (4).

(5) Provides direction and clarity on when refuse containers that are bear-resistant can be set curbside and unlocked for collection, when containers must be removed from curbside and when containers must be locked. Oftentimes, these bear-resistant containers are placed curbside the night prior to collection and are left locked – Section 5 provides clear direction that even if these containers are locked, they cannot be placed curbside prior to 5:00 am.

5(2) Provides direction and clarity on when refuse containers that are *not* bear-resistant can be placed curbside for collection, when they must be removed and where they must be stored in-between collection times.

5(3) Provides direction on what to do with any refuse container if for some reason it was not emptied on collection day (waste contractors can run into mechanical or weather issues which impact collection schedules). This section accounts for missed pick-ups and the need for refuse containers to be removed from curbside and stored such that they are inaccessible to wildlife until directed to re-situate containers for curbside collection. Most likely, the waste contractor will determine when the containers should be placed for servicing after a missed pick-up occurs.

(6) Addresses the requirement that containers and enclosures are kept closed and locked in-between being used or emptied and are in good working condition.

(7) Immediately upon noticing any damage or defects to a bear-resistant refuse container, arrangements must be made for repair. Depending on the system utilized within the community, the owner of the container may be a waste contractor, an in-house solid waste department, or the resident. The word "immediately" denotes the importance of getting the damage repaired promptly and allows enforcement staff discretion on whether the owner or occupier of the property on which the container is kept, has taken reasonable action and within a reasonable amount of time.

8. This provides 24 hours to get a commercial refuse container or bear-resistant enclosure repaired. The time frame for repairs could potentially be impacted by the need to order parts, supply labour, etc. Each community will likely determine a reasonable time frame based on these factors. Providing a 24-hour time frame within the *Sample* Bylaw denotes the time-sensitive nature and importance of getting repairs addressed in a timely manner. Enforcement discretion can then be applied depending on the circumstances.

9. This addresses ICI, tourist accommodations and multi-unit residential complexes containing three or more units and the need for these types of facilities to have bear-resistant enclosures versus commercial refuse containers or bear-resistant containers for the storage of refuse. The size of the bear-resistant enclosure must be sufficient to house the refuse generated by the facility. This assists with eliminating separate individual recycling, kitchen organics and garbage containers for commercial or townhouse complexes. A growing concern is that individual locking containers/totes (even those that have been certified) if left outdoors 24/7 are subject to wear and tear and environmental degradation resulting in a weakened product. Additionally, the locking containers are typically left outdoors and unattended because many residents are not aware that these containers are only bear-resistant, and not bear-proof; this allows bears ample opportunity to troubleshoot and learn how to gain access. Best practices are to store refuse containers, specifically plastic residential containers, indoors within a bear-resistant enclosure. If there is no option for indoor storage, the containers should be anchored such that they can't be tipped or dragged away. Specific wording to this effect could be included within a bylaw.

General Requirements

The following general requirements are less prescriptive than the requirements listed in the section "Treatment of Refuse". This allows enforcement staff the ability to use discretion and apply a level of reasonableness to the enforcement process. When something becomes too prescriptive or too detailed it is often not followed or supported by the public, and it becomes a challenge to enforce. Ensuring a wildlife attractant, such as fruit, is 'inaccessible' can be accomplished using various methods, and careful wording allows for flexibility and a degree of reasonableness, e.g., installing an electric fence, picking the fruit, removing select blossoms so the harvest is more manageable. Education is key to supporting bylaws, and the more

information and support the public has increases the likelihood of their success in managing and securing attractants.

Most enforcement staff first seek to gain voluntary compliance through education and awareness measures, giving priority consideration to the immediate impact non-compliance has on public safety, pets, livestock and property; and on the welfare and lives of wildlife involved. If voluntary compliance is not gained, having a comprehensive and well-worded bylaw provides a solid enforcement tool for staff to then gain compliance through enforcement measures such as warnings or tickets/fines.

(10) Addresses the fundamental requirement that a person cannot feed wildlife and cannot feed animals in a way that may attract large carnivores.

(11) A person must ensure that:

> (a) fruit or nuts from a tree, bush or shrub are managed and stored in a manner that doesn't attract wildlife. Some bylaws provide a timeline for removing fruit, e.g., fruit must be removed within three days, but this can be difficult for enforcement staff to determine and enforce. An overall requirement to manage the attractant and ensure the attractants are stored in an inaccessible manner assists with enforcement ability and discretion.
>
> (b) any food production is maintained in such a manner as to not attract wildlife and ensure that all food is stored in such a manner as to not attract wildlife. This addresses vegetable gardens, grapevines and any other crop that might be considered an attractant. Again, this provides enforcement staff discretion.
>
> (c) bird feeders are inaccessible and that bird seed, or other wildlife attractant, is not accumulating underneath the feeder.
>
> (d) bird feeding is restricted during specified months. For example, some communities opt to ban bird feeding during bear activity months, typically March-November.
>
> (e) any composting activity and any tools/equipment used for composting, are inaccessible to wildlife.
>
> (f) barbeques and tools used for the barbeque are kept clean and inaccessible to wildlife.
>
> (g) outdoor food storage containers, specifically fridges and freezers, are inaccessible to wildlife. Enforcement staff can apply discretion on what is considered reasonably inaccessible. Since bears are strongly attracted to the contents in freezers and refrigerators, requirements for the indoor storage of these containers may be needed in communities that experience a high number of human-bear interactions.
>
> (h) outdoor storage containers of grease, antifreeze, paint, and petroleum products such that they are all inaccessible to wildlife.

(i) bees and beehives do not attract wildlife. If wildlife is being attracted to the bees and beehive(s), e.g., a report or complaint was received related to wildlife on the property where the beehives are kept, the person is potentially non-compliant. This broad requirement provides enforcement staff discretion as to whether the keeping of bees and beehives is contributing to the attracting of wildlife.

(j) in addition to (i), bees and beehives are kept in such a manner that they are reasonably inaccessible to wildlife. Let's look at a situation where a resident has a functional electric fence enclosing their bees and beehives but has situated the beehives next to a tree or fence. Because the beehives are near a climbable structure, allowing a bear the ability to climb the tree or fence and enter the enclosure without receiving a shock from the electric fence, this could be viewed as being kept in such a manner that the bees/beehives are not reasonably inaccessible and are instead, reasonably accessible. This broad requirement provides enforcement staff the ability to apply discretion and a level of fairness and reasonableness as to whether the way the bees are being kept is in fact inaccessible to wildlife incursions.

(k) in addition to (i) and (j), bees and beehives must be enclosed by electric fencing as outlined in Schedule D. This is a more prescriptive and detailed requirement because specific steps must be taken to comply with Schedule D. This option removes subjectivity and requires less discretion from an enforcement standpoint.

Note: sections (i), (j), (k) & (l), (m), (n) may appear to be very similar requirements, but each criteria allows enforcement staff flexibility in determining whether the keeping of bees/beehives and hens is attracting wildlife, whether the bees/beehives or hens/coops/pens are accessible, and whether electric fencing is being effectively used. This offers three separate requirements with three separate ticketable offences providing a broad spectrum of enforcement abilities.

(l) keeping hens must not attract wildlife. For example, if a resident provides kitchen scraps to their hens, scattering the food and not cleaning up any un-consumed portions, then this type of activity could be determined as potentially attracting wildlife. Or in a situation where hens are allowed to roam the yard and forage freely, with the electric fence turned off, potentially attracting wildlife. This broad requirement provides enforcement staff discretion as to whether the keeping or management of the hens is contributing to the attracting of wildlife.

(m) in addition to (l), hens, pens and coops are managed so that they are reasonably inaccessible to wildlife. This broad requirement provides enforcement staff the ability to apply discretion as to whether the way the hens, pens and coops are kept or managed is sufficient to prevent access. An example of an accessible pen or coop is one that is located next to a tree or fence allowing wildlife the opportunity to climb into the enclosure without encountering the electric fence.

(n) in addition to (l) and (m), the coops and pens are enclosed by electric fencing as outlined in Schedule D. Again, this is a more prescriptive and detailed requirement

because specific steps must be taken to comply with Schedule D. This option removes subjectivity and requires less discretion from an enforcement standpoint.

(o) any animals kept on the property are kept in such a manner to not attract wildlife. As mentioned on pg. 22 (within the interpretation for coop/hens/pen), animals could include livestock, domestic animals, pigeons, fowl, rabbits, etc.

(p) in addition to (o) any animals that are kept on the property are reasonably inaccessible to wildlife. How this is achieved is determined by enforcement staff discretion and could involve requiring that all animals are kept within a bear-resistant enclosure or electric-fenced area.

(q) with the upswing in popularity of home food delivery items left outdoors, such as grocery/food boxes, they must be stored in such a manner that they are inaccessible to wildlife.

(r) with the increase in outdoor recreation and camping, any camping activity and any wildlife attractant generated by camping activity is managed such that it does not attract wildlife.

Entry and Inspection

The BC Community Charter is an over-arching document that provides comprehensive information on the statutory abilities of municipalities to enforce bylaws. It is the legal framework that outlines what authority local government has in relation to accessing private property, issuing tickets, etc.

12. This section addresses the ability of bylaw enforcement officers to enter onto a private property or enter a private property without prior consent from the owner or occupier as per Section 16 of the BC Community Charter.

Some communities list who can assist a bylaw enforcement officer, e.g., the District of Squamish Wildlife Attractant Bylaw No. 2781, 2020 lists both the Conservation Officer Service and police force while the City of Castlegar Wildlife Attractant Control Bylaw No. 1198 (consolidated) doesn't list any assisting agencies. It is not only beneficial and safer to have additional partners assisting in the overall effort to reduce and secure wildlife attractants, but it also demonstrates the importance of the bylaw and the collaboration required to effect change.

13. Identifies that it is an offence for any person to interfere or obstruct an officer or anyone assisting the officer.

Offence, Penalty & Enforcement

14. Outlines how an offence is committed in respect to violating any provisions or portions of the bylaw and that if the offense is continuous, that each day of the contravention is considered as a separate offense which could then result in multiple fines.

15. Addresses the need for immediate or remedial action as directed to do so to reduce the risk of contact or conflict with wildlife. Implies the need for action to fix the problem.

16. If an offender is convicted of an offense, they can be subject to a fine of not less than $5,000 and no more than $50,000 as decided by the courts. Including this section provides incentive for people to comply with the bylaw and manage their wildlife attractants and can be used as an educational tool for enforcement staff should they have issues with gaining compliance.

17. The Community Charter outlines the Municipal Ticketing Information System (MTI). Many communities have MTI bylaws that contain contravention and penalty schedules for each of their bylaws. The MTI system allows local governments to enforce minor to medium contraventions of local government bylaws by way of a bylaw ticket. Should an offender not pay the fine or should they dispute the ticket, they may be subject to conviction in a provincial court where the justice determines the fine. This process can be costly for municipalities, i.e., time consumptive and requiring substantial staff resources.

Alternatively, through the Local Government Bylaw Notice Enforcement Act, local government can avoid the provincial court system by using the bylaw notice adjudication system. If a notice of contravention is disputed by an offender, this more cost-effective and streamlined approach employs a neutral, non-judicial adjudicator to oversee the dispute process eliminating the more formal process of going to provincial court. Municipalities utilizing this system will have a Notice of Enforcement (NOE) Bylaw containing the contravention and penalty schedule for each community bylaw (Province of British Columbia, 2021).

In Section 17 of the *Sample* Bylaw, both the MTI and the NOE are included in keeping with the system used by the District of Squamish. It is advised that each community be researched to determine the best location for the designated bylaw contraventions and subsequent fines. For example, Lions Bay has a Bylaw Notice Enforcement Bylaw No. 385, 2006 (consolidated) whereas the City of Coquitlam has a Municipal Ticket Information Bylaw No. 4320, 2012, as does the City of Castlegar.

For the purposes of this *Sample* Bylaw, the contraventions and fines are included within Schedule E, which forms a part of this bylaw. Typically, the fines are contained within the municipality's MTI bylaw or NOE bylaw, whichever the community uses. However, there are some communities that have the fines form a part of the bylaw such as the City of Castlegar's Wildlife Attractant Control Bylaw No. 1198, Appendix 1. This is in addition to their MTI Bylaw.

A consideration with having the bylaw fines form a part of a bylaw is that any adjustments or amendments to the fine amounts need to be made not only to the bylaw itself but also to the bylaw (MTI or NOE) that contains all the community's bylaw contravention and fee schedules.

To ensure consistency, more than one bylaw requires amending which can have implications for staff resourcing and can oftentimes result in a bylaw being overlooked and not updated.

Please note: Schedule E provides the contraventions and fine schedule. It is possible to include, within the fine schedule, an option for rebates for early payment, penalties for late payment, or increased fines for repeat offenders. Fines may be higher than the amounts listed depending on what would best serve compliance in your community.

Schedules

18. Schedules contain additional information that support the content of the bylaw. In the Sample Bylaw:

Schedule A contains the criteria for a commercial refuse

Schedules B & C contain the specifications and criteria for a wildlife-resistant enclosure

Schedule D contains criteria for electric fencing

Schedule E is the designated bylaw contraventions and penalties.

Severability

19. This section provides clarity that if for any reason a provision/section of the bylaw is held to be invalid or flawed by the court, that only the flawed portion is considered severed or defective, and the remaining provisions of the bylaw are not affected. This would require the severed portion of the bylaw to be amended.

Repeal

20. If this bylaw is replacing an existing bylaw, then the existing bylaw must be repealed and replaced by the new one. If this bylaw is new, then the repeal section can be removed.

Signatures and dates of first three readings and adoption

The Community Charter and Local Government Act provide the legislative requirements for the bylaw adoption process. Three readings must be given to a bylaw prior to adoption. Some bylaws require additional provincial or other approvals.

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"Bear Smart" Community Program: Background Report

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BC Ministry of Water, Land and Air Protection
Victoria, BC

March 2002

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Executive Summary

Conflicts between humans and bears within British Columbia communities have occurred frequently in the past. Management of human-bear conflicts was largely reactive: problems were managed after they had developed. This usually involved the destruction of the bears involved. However, this reactive management approach is very expensive and ineffective at decreasing both the frequency and intensity of future conflicts. This deficiency, in combination with shifts in the public's attitudes towards the destruction of wildlife, has resulted in changes to the ways in which human-bear conflicts are managed.

This document details the steps and procedures by which communities can reduce the frequency and intensity of human-bear conflicts. The process involves a shift from the reactive management of "problem" bears to the proactive management of the attractants that draw bears into the communities. The Province of British Columbia has chosen to facilitate this change by accrediting communities with "Bear Smart" status, which will be granted to those communities that reach a benchmark level of proactive management of human-bear conflicts.

It is recommended that achieving "Bear Smart" status should be a two-stage process. In Phase I, the sources of potential human-bear conflicts within the community are identified. This typically involves identifying non-natural and natural attractants. In Phase II, a human-bear management plan is developed and implemented. This management plan includes components on monitoring human-bear conflicts, education, managing waste, implementing and enforcing bylaws, managing green space, and community planning. The "Bear Smart" process is designed to be adaptive, so that new management options or improvements can be incorporated into each phase. Criteria for each step in the process are provided so that communities have clearly defined and achievable targets.

Acknowledgements

Without hesitation, we would like to give much of the credit for the material and ideas in this report to many highly dedicated and motivated individuals in Canada and the U.S.A. who have been working to minimize human-bear conflicts and increase awareness and understanding of bears. These people all freely shared their expertise and time to assist us. Most of these people we acknowledge have been involved in the initiation and evolution of the "Bear Smart" Community Program (in various aspects, stages and under various program names) for numerous years. We are merely the people contracted to pull together the ideas and experience of others in a report with the "Bear Smart" Community Program name. We would like to give special thanks to the following British Columbians:

- bear education coordinators and supervisors: Sylvia Dolson, Debra Haas, Blair Hammond, Darcey Lutz, Fancis Maltby, Debby Robinson, and Carla Wainwright,
- current or former British Columbia Ministry of Water, Land and Air Protection Conservation Officers: Tony Boschmann, Steve Dowling, Chris Doyle, Steve Jacobi, Josh Lockwood, Rod Olsen, Terry Peck, and Bill Stalker,
- BC Ministry of Water, Land and Air Protection staff: Matt Austin, Mike Badry, Tony Hamilton, Beverly Taylor, and Frazer McKenzie.
- others with expertise used in this report: Brian Barnett, Andreas Comeau, Arthur De Jong, Mia Gardner, Reinhart Troutmann, Ben Hendrickson, Reg Kienast, Jeff Marley, Adrian McCluskey.

Human-bear conflict is not only a problem in British Columbian communities but also in communities in Alberta, the southern U.S.A. and Alaska. We would like to extend thanks and appreciation across borders to bear specialists, bear educators, and/or human-bear conflict managers: Steve Herrero, Jon Jorgenson, and Glen Peers in Alberta; Alasdair Veitch in the Northwest Territories; Mike Madel and Tim Manley in Montana; and John Hechtel, Boyd Porter, Dick Shideler, Rick Sinnott, and Tom Smith in Alaska; and Chris Morgan in Washington State.

We are also very grateful to those that reviewed the draft portions of the report: Brian Barnett, Andreas Comeau, Arthur De Jong, Sylvia Dolson, Steve Dowling, Frances Maltby, Jeff Marley, Loni Parker and Debby Robinson.

Many thanks to those who reviewed an earlier draft of the report: Mike Badry, Richard Daloise, Tony Hamilton, Frazer McKenzie, and Beverly Taylor. Frazer McKenzie deserves special acknowledgement for spending considerable time and effort to share his expertise, experience, and ideas. Richard Weir provided

many volunteer hours of editing and deserves our heartfelt thanks for his invaluable contributions to this project.

The proactive citizens of many communities deserve appreciation and recognition. Furthermore, the dedicated efforts of the citizens of Canmore, Revelstoke, and Whistler should serve as an inspiration to other communities.

In closing, we hope that all of your efforts to reduce human-bear conflicts are generously rewarded with success. Our communications with others while researching this report has been a major reaffirmation that many people have chosen to work for bears because they care....a lot!

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Mission Statement

"To accept personal and community responsibility for reducing human-bear conflict in and around our communities"

1 Program Introduction

With the expansion of human development, an extensive history of conflict between humans and bears (*Ursus* spp.) has developed. A primary contributing factor to this conflict is that many of the habitats that bears prefer are also desirable to humans. For example, communities are occasionally situated near abundant food sources for bears, such as salmon spawning streams, or in valley bottoms that also serve as major travel corridors for bears.

Conflict ensues when this overlap of habitats is combined with people providing bears with easy access to non-natural food and garbage. Once bears learn they can obtain food from humans, they become persistent in their attempts to access this resource. This tenacity often escalates in frequency and intensity and can pose a threat to human life and property. As a result, these bears are frequently destroyed.

The effects of human settlement on bears are then twofold: bears are displaced from their natural habitats by community expansion and development, and they are also drawn into communities by attractants. Since it is not feasible to relocate towns and communities, we can reduce the source of this conflict by managing attractants within the communities of British Columbia.

In the past, human-bear conflict was widely perceived to be the result of "problem" bears. However, these conflicts typically arose because bears were simply looking for food. Many people were not aware that their own behaviour contributed greatly to the creation of these conflicts. The natural ecology of the bear plays only a small role in the development of these problems.

Because of this perception, management of human-bear conflicts in British Columbia has been primarily reactive: that is, "problem" bears were translocated (moved to another area) or destroyed. In British Columbia, the Conservation Officer Service receives an average of 9000 complaints per year and destroys over 1000 bears per year. The cost of having the Conservation Officer Service respond to human-bear conflicts in this manner is estimated at more than one million dollars annually.

Ultimately, people need to understand that poor management of attractants within communities often results in the destruction of bears. Unfortunately, this

reactive approach to human-bear conflicts is ineffective, as it focuses on managing the bears, not managing the problem. In many cases the bear that is removed from a non-natural food source is soon replaced by a new bear that, if allowed access to the attractant, will also become a "problem" bear and will be removed from the system. Treating the symptom and not the cause perpetuates the cycle.

In recent years, several communities have taken proactive steps towards reducing human-bear conflicts in their communities. By using proactive measures, including education and eliminating sources of non-natural foods, many of these communities have been able to decrease the number of bears destroyed each year in their communities. The BC Ministry of Water, Land and Air Protection (MWLAP) is now taking further action to reduce the number of bears that are destroyed in British Columbia each year. By spearheading the delivery of the "Bear Smart" Community Program, the province is encouraging individuals and communities to take responsibility for reducing human-bear conflicts within their community.

The primary goal of the program is to diminish the rate and intensity of human-bear conflicts, which will thereby increase public safety and reduce the number of bears that are killed. Using proactive management, communities can reduce conflicts between humans and bears by identifying and eliminating the root causes of the conflicts. The "Bear Smart" Community Program provides communities with options for addressing their own unique situation and helps them reach the objectives of the program.

It is recommended that "Bear Smart" status be achieved through a two-stage process. In Phase I, the sources of potential human-bear conflicts within the community are identified. This typically involves identifying non-natural and natural attractants. In Phase II, a human-bear management plan is developed and implemented. This management plan includes components on monitoring human-bear conflicts, education, managing waste, implementing and enforcing bylaws, managing green space, and community planning. The "Bear Smart" process is designed to be adaptive, so that new management options or improvements can be incorporated into each phase.

This document is designed to guide communities through the process of becoming "Bear Smart." It focuses on proactive changes that can be made within the community and is limited to those changes that are within the community's jurisdiction. Criteria for each step in the process are provided so that communities have clearly defined and achievable targets. This document does

not address activities such as hunting or backcountry recreation or reactive techniques such as aversive conditioning[1].

This report follows a report released in 1997: "Reducing human-bear conflicts: solutions through better management of non-natural foods" (Ciarniello 1997).

[1]Various aversive conditioning techniques and translocations are available but should be used *only* after non-natural attractants are eliminated and *only* if bears have little or no history of food conditioning and/or human habituation.

2 Understanding Natural Bear Behaviour

To fully understand the development of "problem" bears, it is necessary to examine the biological requirements of bears and the process by which they learn specific behaviours. The following sections outline how bears behave in natural settings without non-natural foods and attractants. Using this as a framework in which we can predict how bears function, we are better able to manage conflicts with bears based on their biology. Although grizzly bears (*U. arctos*) and black bears (*U. americanus*) share many similarities, they are different species that have learned to exploit different niches. These differences need to be understood and applied properly for management decisions to be effective.

2.1 General Biology

Although classified as carnivores, grizzly and black bears are opportunistic omnivores that mainly feed on graminoids (i.e., grasses and sedges), emergent forbs (e.g., the leaves or stems of herbaceous plants), roots, and berries) but prefer richer, fatty foods when available (e.g., fish, ungulates). Bears will switch foods according to their digestibility, distribution, and abundance. Unlike ungulates, bears lack digestive organs such as a caecum and a rumen that are specialised for digesting vegetative materials; therefore they pass food quickly through their digestive system. Because of this, fewer nutrients are extracted and only the most digestible components of the food are utilized. As a result, bears must obtain vegetation when it is in a tender and easily digestible stage and will select habitats that contain plant foods high in soluble nutrients and relatively low in fibre (Bunnell and Hamilton 1983, Hamer and Herrero 1987, Pritchard and Robbins 1990).

Bears need to accumulate a large reserve of fat to survive up to six months of winter hibernation. Their physiological imperative is to consume enormous amounts of food, so dramatic that biologists label the process "hyperphagia," literally "excessive eating," They are attracted to nutrient rich foods that are easily digested and absorbed. For example, bears gorge themselves when eating fat-rich salmon during their hyperphagic period; they have been recorded to consume over 10 to 15 salmon per hour or approximately 100,000 calories per day (Olson 1993, B.K. Gilbert, Utah State University, personal communication).

2.1.1 Reproduction

A special reproductive characteristic of grizzly bears and black bears is delayed implantation. Mating occurs from mid-May to early July, but implantation of the embryo will not occur until November or December while the bear is hibernating (Barber and Lindzey 1986). Successful implantation of the embryo is dependent upon the female's fat reserves; the embryo will implant if she has

enough reserves to successfully sustain herself and her offspring (Samson and Huot 1995).

2.1.2 Home Range, Movements and Dispersal

The home range of a grizzly bear is generally larger than the home range of a black bear. Home range sizes are affected by sex, age, population density, and habitat quality. In both black and grizzly bears, adult males have the largest home ranges, which usually overlap other male ranges and often contain part or all of a number of adult female home ranges. Adult females have more restricted and well-defined home ranges than males. Females accompanied by cubs of the year (COY) generally have the smallest home ranges. The home range of a family group increases as the cubs mature. Females may allow partial use of their home range by their female offspring (Rogers 1987). However, subadult males are usually forced to disperse and establish a new home range.

The forced dispersal of subadult males by their mothers, the need to find and establish their own home range in areas dominated by larger, more aggressive males, and their curious nature are keys to understanding why this cohort dominates wildlife complaint records. Subadults are more likely to accept risk and feed in closer proximity to humans when natural food is limited, or when bears perceive the benefits to be greater than the costs. Less dominant bears, including subadults, females with cubs, and black bears, may use humans to avoid more dominant bears (Mattson 1990). In general, females with cubs of the year will avoid both adult males and humans.

Home range size depends on the distribution, abundance, and quality of food available within an area. Study areas with high densities of bears normally report smaller home ranges and a richer food base than those with low population densities of bears (Gilbert and Lanner 1995). The major determinants of habitat quality are the relative and average abundance of bear foods (i.e., quantity, productivity, and distribution). In areas with poor habitat quality, bears must search more widely for food, thus increasing the size of their home ranges. For example, bears habituated to humans and conditioned to human foods will alter their natural movements between habitat types to utilize areas with lax garbage management (Ciarniello 1996). This affects bear density in the area and places bears and humans in closer proximity than would otherwise be the case. Furthermore, concentrations of non-natural foods provide a high-quality food source, which has the potential to increase the bear population artificially beyond that which is possible in the natural environment (e.g., British Columbia's South Okanagan, Tony Hamilton, MWLAP, personal communication).

2.2 Grizzly Bears

The grizzly bear is wide-ranging and generally secretive in nature. The grizzly bear is listed as a vulnerable species by the Committee on the Status of Endangered Wildlife in Canada (McLellan and Banci 1999), as a blue-listed species (species at risk) in British Columbia (BC Conservation Data Centre), and as a threatened species in the United States (listed in 1975 by the U.S. Fish and Wildlife Service).

Grizzly bears are extinct from approximately 24% of their original range in Canada, and some local populations in British Columbia are known or are believed to be declining. The BC Ministry of Water, Land and Air Protection estimates the population of grizzly bears in the province to be 13,800 individuals (M. Austin, MWLAP, personal communication). The "Bear Smart" program is less applicable to grizzly bears in specific locations in south and central British Columbia because grizzly bears have largely been extirpated in these areas (e.g., Kamloops, William's Lake, Kelowna; Tony Hamilton, MWLAP, personal communication).

2.2.1 Reproduction

Female grizzly bears average between five and seven years of age before they reach reproductive maturity in the wild (Russell et al. 1979, Nagy et al. 1989). Cubs are born every two to five years, with one to two cubs per litter being most common. As mentioned, implantation of the embryo is correlated with nutrient availability; larger females tend to be more successful in producing more offspring and reducing the intervals between breeding events (Eiler et al. 1989). Because reproduction begins at a late age, is dependent upon nutrient availability, and occurs at lengthy intervals, the majority of females reproduce only a few times during their life. For example, in an optimum scenario, if a female grizzly bear begins successful reproduction at the age of five, reproduces at every minimum interval (two years), averages two cubs per litter, and reproduces until age 20, she will produce 12 cubs during her life time. Because cub mortality ranges from 15% to 44% (McLellan 1994), seven to ten of these cubs will survive, of which half will have the chance of being female and thus able to contribute to the future population. This scenario does not factor in mortality from "problem" bear management; hunting; poaching; vehicles; habitat loss, alienation, alteration, and fragmentation; and those years in which the female is unable to obtain a weight sufficient for reproduction. The low reproductive rate of grizzly bears makes them sensitive to overharvest (Dueck 1990).

2.2.2 Habitat Use

In interior mountainous areas, from early May to late June, grizzly bears tend to follow the receding snow-line, using higher-elevation habitats as they become available (Hamer and Herrero 1987, Ciarniello and Paczkowski 2001). Grizzly

bear movements tend to be characterized by shifts from avalanche slopes and low-elevation riparian habitats (e.g., stream valleys, wet meadows) in the spring to high-elevation forests and alpine zones in the summer, and back to low elevations in autumn (Mundy and Flook 1973). In coastal British Columbia, grizzly bears tend to use forested and non-forested habitats on lower slopes and valley bottoms through all seasons (MacHutchon et al. 1993). In both coastal and interior areas, grizzly bears prefer habitats with high ecosystem productivity, such as avalanche slopes and riparian and seepage areas, especially in spring when vegetation is protein-rich and easily digestible. Adult males often occupy the habitats with the greatest productivity.

2.3 Black Bears

Black bears are more adaptable to humans and human settlement than grizzly bears and continue to occupy 85% of their historic range. As a result, the black bear is not listed by COSEWIC and is not a species at risk (yellow-listed) in British Columbia (BC Conservation Data Centre). Black bears have been extirpated in areas of heavy human settlement but remain in all of British Columbia's major forested areas, including those adjacent to towns and cities. Throughout British Columbia, black bears have been known to enter towns or development sites in search of human food and garbage. The population of black bears in British Columbia is estimated to range between 120,000 and 160,000 individuals (M. Badry, MWLAP, personal communication).

2.3.1 Reproduction

In British Columbia, black bears normally become sexually mature between four and five years of age. Adult female black bears are able to breed every other year and produce an average of two cubs per litter. However, this level of breeding will occur only if the food supply is adequate. In environments with limited food, black bears may average three to four years between successful litters (Samson and Huot 1995). Although black bears are able to breed at shorter intervals than grizzly bears, they are still considered to have low reproductive rates; a severe reduction in their local population may seriously affect population viability.

2.3.2 Habitat Use

The most important factor affecting the use of habitats by black bears is the distribution, availability, and abundance of preferred foods (Hatler 1967, MacHutchon 1989), combined with security cover (Kansas et al. 1989, Ciarniello 1996). Avoidance of grizzly bears also affects the black bear's selection of habitat. Females, and especially those with cubs, may avoid areas occupied by adult male black bears and grizzly bears (Chi and Gilbert 1999). Because of these factors, black bears display distinct seasonal variations in their habitat use.

In general, black bears prefer moderate to heavily forested areas with a dense shrub understory and high availability of foods (graminoids, forbs, and berries), often in small openings. These vegetation characteristics are typical of unlogged valley bottoms. Since transportation corridors and communities are also commonly developed in valley bottoms, human settlement often conflicts with the preferred habitat of black bears. Black bears will utilize clearcuts and the subalpine when it does not compromise their safety (i.e., no grizzly bears or other threats present). Females with cubs usually avoid such openings. Black bears normally use trees for cover or climbing when they feel threatened (Davis and Harestad 1996).

A reduction of forest cover, or insufficient food supply, may cause black bears to retreat into less preferred habitats. In Banff National Park, Kansas et al. (1989:5.70) found that "in some instances cover was the overriding factor determining black bear ecosite importance."

2.4 Learning and Development

Understanding how bears learn is critical to the implementation of effective strategies to reduce human-bear conflicts. Thorpe (1963:56) comments on the processes of learning in the following manner:

> Many workers have considered that the more or less frequent repetition of a stimulus or of a changed situation is necessary for learning; but, while it is true that most learning comes about as a result of repeated application of a stimulus or combination of stimuli, such repetition can be no necessary part of the concept because we all know that learning can, on occasion, result from one experience only.

An initial learning environment imprints heavily on the future behaviours displayed by cubs. Grizzly and black bear cubs learn skills fundamental for their survival from their mother in the one to three years they remain with her, and once weaned, they must fend for themselves. For example, if a mother spends her time foraging at a landfill, the cubs will learn this behaviour. As a result, these bears will likely become highly reliant on the landfill as a food source and in some cases may not be able to survive in the natural environment.

Throughout their life, bears remain curious and continue to learn through trial and error. Curiosity is an adaptive characteristic that helps bears discover the most productive and nutritious foods, which are fundamental to their survival (Graf et al. 1992, Herrero 1985, Heuer 1993). Bears also possess the ability to learn through observing other bears; they may even be able to follow information communicated by the marking behaviours of other bears (Tony Hamilton, MWLAP, personal communication). Because bears are very effective learners, any high-energy food that they feed on may be included in their search image.

Bears have an excellent sense of smell (Graf et al. 1992) and are able to associate smells with food types. In the spring, bears may travel long distances to locate carrion. Garbage, fruit tree windfall, and carcasses of animals are all extremely pungent attractants that have the ability to draw bears in from long distances.

3 Creating "Problem" Bears

This section focuses on those aspects of the learning process of bears that contribute to the creation of "problem" bear behaviour. The intent is to gain a better understanding of the connection between human-bear conflicts and the biological requirements of bears so that people recognize the pressures that bears face in relation to humans and their activities. The reader should keep in mind that THE CREATION OF "PROBLEM" BEHAVIOUR DISCUSSED IN THIS DOCUMENT IS THE RESULT OF THE AVAILABILITY OF NON-NATURAL ATTRACTANTS; THE AVAILABILITY OF NON-NATURAL ATTRACTANTS IS THE DIRECT RESULT OF HUMAN ACTIONS AND MISMANAGEMENT.

3.1 Causes of Bears' Attraction to Human Food

Many factors affect bears' attraction to human food. Each of these factors operates on bears in a fairly predictable manner. Understanding how these factors affect the frequency and intensity of human-bear conflicts is crucial to the implementation of a proactive management strategy.

3.1.1 Community Development and Habitat Loss

Many cities and towns in British Columbia are situated in areas of good to excellent bear habitat (Fuhr and Demarchi 1990). When humans move into areas inhabited by bears, they often introduce new feeding opportunities that the bears are quick to discover and exploit. In addition, an expanding human population requires developments that decrease the suitability of the natural landscape to sustain bear populations.

British Columbia's rapidly expanding human population continues to encroach upon the natural habitat of grizzly and black bears. As a result, habitat loss, alteration, alienation, and fragmentation can disrupt bears' use of natural habitat and ultimately result in negative impacts to individual bears and bear populations through displacement or mortality.

Grizzly bears and black bears that are wary of humans will be displaced to other, generally less productive, habitat. Displaced bears may then have to compete with bears already established in the area. Displaced bears may experience stress associated with adapting to the new habitat, and there is an increased chance of mortality inflicted by more dominant bears in their quest for, or defence of, habitat. Black bears appear to have a wider variety of habitat selection patterns, making them more resilient to human change, whereas grizzly bears may have a narrower pattern, which accounts for their lack of resiliency when landfills are closed. Given that existing towns in British Columbia cannot be moved or closed means we must make them as bear resistant and bear friendly (e.g., accommodation of movement corridors) as possible. In addition, most communities are

expanding, and this expansion should also be done in a bear-friendly way. Currently, the majority of bears that adapt to living adjacent to communities are drawn into the community by the availability of non-natural attractants.

3.1.2 Natural Food Shortages

Bears in North America commonly experience food shortages. The failure of critical natural food crops, such as salmon and berries, and the resultant increase in competition among bears, forces them to search for alternate foods (Tompa 1987, Mattson et al. 1992, Ciarniello and Paczkowski 2001). As opportunistic feeders, bears are naturally attracted to scents that suggest food. During years of natural food scarcity, the hunger of some bears may lead them to overcome their fear of humans in order to acquire accessible foods. The effects of natural food shortages and an increase in negative human-bear interactions have been well documented (Hatler 1967, Knight et al. 1988).

Natural food shortages can be local or sub-regional in extent, both affect "problem" bear generation: in years of low food availability, bears move more and encounter human situations more (local shortages). When food shortages are on the sub-regional scale, it can be catastrophic to bear populations. In British Columbia we get both kinds of failures. Failure of food crops tend to have more consequence in areas with limited food choices or availability (e.g.., interior habitats tend to have lower diversity in berry species than coastal habitats), making any failure that much more disastrous.

3.1.3 Concentration of Food Resources

The poor digestive ability of bears and their constant struggle to attain the thickest layer of fat possible (to survive winter denning and increase reproductive success), are keys to understanding their attraction to non-natural foods. Probably the greatest reason that bears are attracted to communities is the concentration of food resources that are found there. Landfills and other non-natural foods that humans create are attractive to bears because they contain highly concentrated sources of calorie-rich foods that require little energy expenditure to acquire (Graf et al. 1992, Herrero 1989). The amount of nutrition attained influences reproductive success and social status, and is vital to survival. Clearly, bears are simply maximizing their energetic balance sheet when they select these concentrated food sources.

Another element affecting bears' attraction to non-natural foods is their use of habitats. Natural bear foods vary widely in their abundance, quality, and distribution. Thus, bears must move widely in response to this variable supply of foods. Doing so increases their chances of finding non-natural foods in their travels. Unlike seasonal fluctuations of natural food sources, landfills are not seasonal, and when bears find them, they do not have to use energy to search for new food sources.

3.2 Habituation of Bears to Humans

Another issue that contributes to the development of human-bear conflict is habituation of bears to humans. Thorpe (1963:60-61) provided the following definition of habituation:

> Used in its widest sense, habituation is a simple learning not to respond to stimuli which tend to be without significance in the life of the animal .... Habituation can, therefore, be defined as the relatively permanent waning of a response as a result of repeated stimulation which is not followed by any kind of reinforcement. It is specific to the stimulus.

Human-habituated bears are those that tolerate human presence, reducing their fleeing response in the presence of humans (McCullough 1982, Herrero 1985, Gilbert 1989, Aumiller and Matt 1994). An example of habituation by bears to humans (without food conditioning) is best illustrated at McNeil River Falls in Alaska. At this site, grizzly bears have become habituated to the presence of people, whose activities are strictly monitored to ensure no food or garbage is accessible (Aumiller and Matt 1994).

Food-conditioning and human habituation are considered separate behaviours because a food reward is not a necessary condition for human habituation (Herrero 1985, Gilbert 1989, Aumiller and Matt 1994,). Thus, used in a behavioural sense, the term "garbage-habituated" is incorrect because bears are not known to "respond" to garbage. and garbage provides reinforcement of bear behaviour through reward.

3.3 Effects of Non-Natural Attractants

The availability of non-natural attractants within a community can have several profound effects on bears that pass nearby the community. Each of these effects directly influences the likelihood of human-bear conflicts.

By providing artificial foods we may accelerate the natural reproductive cycle of the bear. Bears may respond with a decreased interval between breeding, larger litter size and earlier reproduction (Rogers 1983). However, non-natural mortality rates of bears that feed on unnatural food sources are greater than those of wild bears (Cole 1974, Rogers 1983, Ciarniello 1996). Bears that feed on garbage at landfills often suffer from burns, cuts from broken glass and can starve from having containers stuck on their tongues/mouths (Smith and Lindsey 1989) or heads (Huber 1998).

3.3.1 Human Food Conditioning or Garbage Conditioning

Operant conditioning is the form of learning most often related to the process of bears feeding on garbage (Herrero 1989). Bears that are attracted to human food

and are subsequently rewarded develop behaviour patterns that enable them to exploit their conditioning. For example, if a bear is attracted to the smell of garbage in a can, it may push the can over, exposing the contents for consumption. The animal's action of pushing over the can was instrumental in obtaining a reward (i.e., food). Bears have the ability to learn from a single experience, and this process may be all that is necessary for the animal to become conditioned to pushing over garbage cans to obtain food. As a result of learning, whenever the animal encounters garbage cans in the future, with or without any food odours, it will likely investigate them (i.e., associative learning). In addition to this conditioning, the association between the smell and a reward has also been made. In this situation, the bear would likely be attracted to smells similar to the can (e.g., garbage on a porch).

Generally, bears attracted to non-natural foods other than garbage (e.g., fruit trees, grains) will behave differently towards humans than "garbage" bears. Regardless of the type of attractant, once bears have been successful in obtaining human foods, they begin to develop behaviour patterns and continue to seek food at sites used by humans (i.e., they become human-food conditioned). The bear then repeatedly returns to the source of the conditioning (Ciarniello 1996).

Bears are very effective learners. Cubs remain with their mother for one to three years and in that time learn the requirements necessary for survival. If the mother is a "garbage" bear, then the cubs will learn to forage on garbage. Similarly, if the mother does not display an avoidance of humans and/or if the cubs acquire food from humans, then they may learn a lack of fear of humans and an association between humans and food.

3.3.2 Habituation in Combination with Human Food Conditioning

The majority of "problem" bears display a combination of human food conditioning and human habituation. Herrero (1989:12) comments on the relationship between food conditioning and human habituation in grizzly bears in the following manner:

> ...when human-related foods are first sensed by a grizzly bear, an approach-avoidance conflict exists. A bear is attracted by the odour of food or garbage, and repelled by human presence or even the odour of people. Such food-seeking behaviour has thus far only been mildly rewarded by food odour (a secondary, not a primary reinforcer). At first the perceived risk may be too great for a bear to approach the food source. However, upon repeated exposure to similar situations, and if no harassment or harm occurs, then habituation develops. The bear comes to accept the smell of, or even the presence of, people nearby, and finally it feeds on the food or garbage. It is then food-conditioned ...It has learned to accept the risks associated with eating human-related foods. It has also become habituated to some extent... to

the presence of people. It is less likely to flee from people, more likely to approach them.

Ciarniello (1996:26) identified two behavioural traits displayed by bears that were human habituated and garbage conditioned:

1. The bear loiters around humans and appears tame; or
2. The bear searches out human food and garbage with little or no fear of humans.

With both of these behavioural traits, bears have made the association between humans and food. In the first case, the bear appears tame to humans, who in turn try to approach the bear. These bears may beg and will accept handouts from humans (Mundy and Flook 1973, Herrero 1985, Ciarniello 1996). This type of behaviour increases the risk of injury to humans from bears.

Bears displaying the second trait pose the greatest threat to human safety by boldly approaching people (Herrero 1985, Ciarniello 1996). Kunelius and Browne (1990: 1) cite the availability of unnatural food sources as a "major cause of bear management problems and related public safety hazards" in Banff National Park. Holroyd and Van Tighem (1983:338) state that "the first documented human death due to a bear attack was caused by a black bear which had become habituated [sic; conditioned] to handouts in Jasper." The combination of human habituation and garbage conditioning poses a threat to human safety and is the most difficult trait to discourage (Herrero 1985).

The level of habituation to humans varies with individual bears and their past experiences with people (Herrero 1985). Generally, food-conditioned and human-habituated bears have a higher probability of being involved in a negative human-bear encounter than wild bears because their attraction to human foods brings them into more frequent contact with people (Ciarniello 1996).

4 Moving Towards Becoming "Bear Smart"

4.1 Overview of "Bear Smart"

The goal of the "Bear Smart" Communities Background Report is to assist communities in understanding and achieving "Bear Smart" status. The information in this report is based on a thorough literature review of human-bear conflict management. In many ways, the "Bear Smart" Community Program applies the same strategies that have been implemented in many national and provincial parks in Canada and the U.S. The report is also based on interviews with government personnel and biologists in British Columbia, Alberta, Yukon, Northwest Territories, Alaska, Washington, and Montana that have been involved in various aspects of the management strategies that make up the "Bear Smart" Community Program.

This report presents the criteria that must be met to achieve "Bear Smart" status and strategies for fulfilling them. Firstly, the criteria by which communities will be assessed are outlined, and the logic behind each criterion is provided. Secondly, several methodologies are provided by which communities can fulfil the criteria. Because each community is unique, the methods that should be used will likely be community-dependent, so options have been developed, as necessary, for the fulfilment of criteria. Thirdly, quantitative measures are provided by which external reviewers can assess the success of a community's attempt to become a "Bear Smart" Community. Finally, the report concludes with a number of case histories as examples of the process of becoming "Bear Smart." An overview of the process of preparing for, implementing, and monitoring the program is provided in Figure 1. The background report is divided into several sections, with a rationale provided for each step in the process.

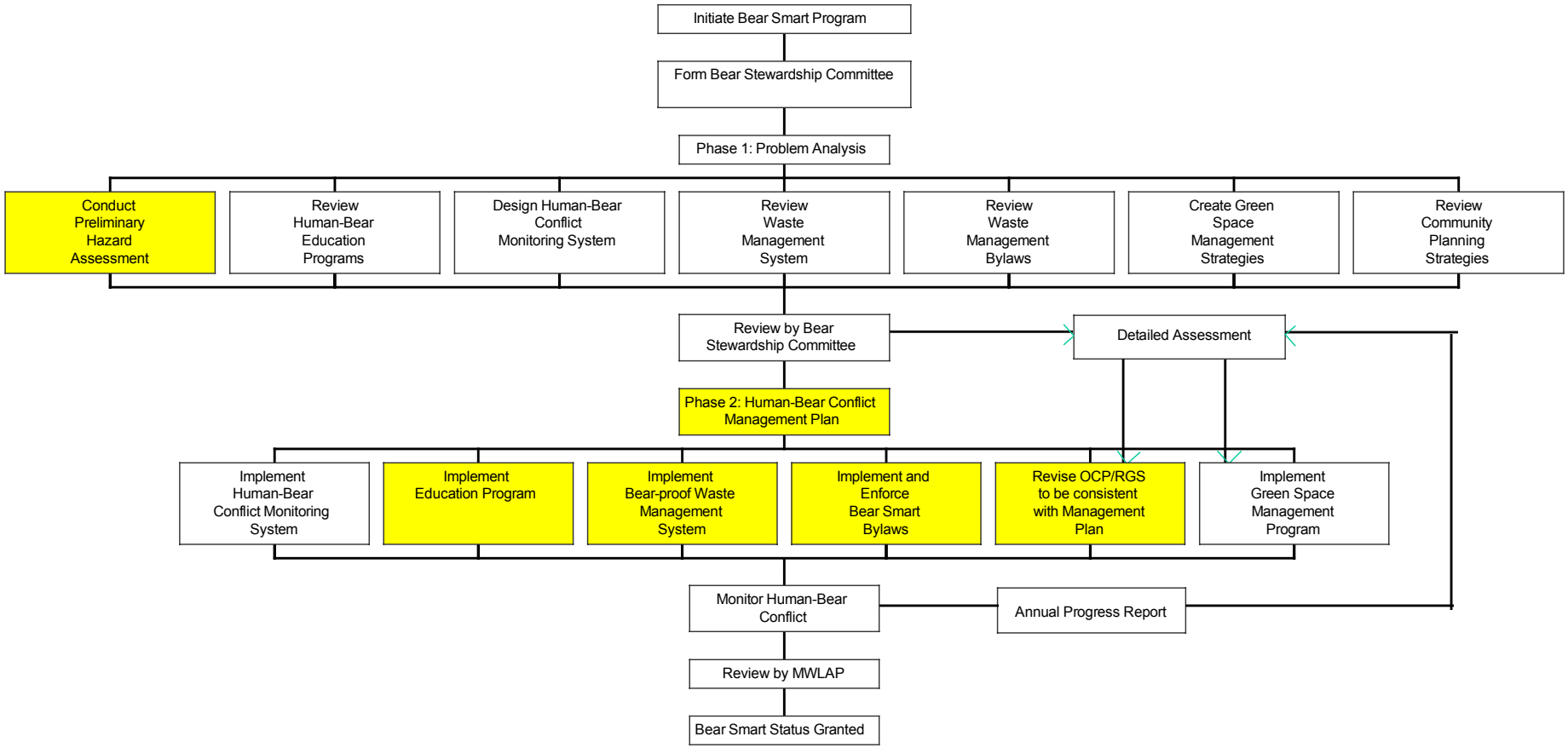


Figure 1. Flow chart of recommended steps in the process of becoming a "Bear Smart" Community. Highlighted boxes are required criteria.

4.1.1 Changing Attitudes

In the early 1900s, the attitudes of the public and management agencies towards bear management throughout North America was generally reactive, in that "problem" bears were simply removed from the system. These attitudes have been well documented in Canadian National Parks (Ralf 1995) and U.S. National Parks (Gniadek and Kendall 1998). During this period of reactive management, injuries inflicted on humans by bears and the subsequent destruction of bears became common and eventually were considered a serious management issue. In more recent years, many parks have managed to reduce human-bear conflicts through proactive management. However, in community settings the process of change towards proactive management has only just begun.

In 1960, the U.S. National Park Service implemented a bear management program that aimed to reduce property damage and injuries to humans and also enable bears that used National Parks to return to their natural behaviours. The following management strategies were identified to achieve these objectives:

- educate the public about bears, bear behaviour, and methods for reducing human-bear conflict,
- control garbage to reduce the dependence of bears on garbage,
- enforce regulations restricting the feeding of bears,
- develop bear-proof garbage cans,
- remove potentially dangerous food-conditioned bears.

In 1968, Glacier National Park in Montana wrote its first bear management plan. Gniadek and Kendall (1998) concluded that this park management plan reduced the amount of property damage done by bears, the number of injuries to humans by black bears, and the number of bears removed from the park system (either through culling or translocation).

Similarly, Denali National Park in Alaska implemented a human-bear conflict management plan in 1982 in response to a dramatic increase in the number of visitors and problems with grizzly and black bears during the 1970s. Denali's human-bear conflict plan focussed on visitor education, food-storage regulations, backcountry closures, and experimental aversive conditioning (Schirokauer and Boyd 1998). Evidence indicates that Denali's program also effectively reduced human-bear conflicts, even as visitation levels rose (Schirokauer and Boyd 1998).

In Yellowstone National Park in Wyoming, injuries to humans from bears also decreased because of increases in public education and removal of food-conditioned bears following the implementation of a bear management plan in 1970. As a result of this plan, bears' access to human foods was almost entirely eliminated by 1979; bears conditioned to human food inflicted the most injuries prior to 1980. Data from elsewhere strongly suggests that food-conditioned bears that had access to human food and garbage were the primary cause of injuries

inflicted by bears on humans in developed areas. In Canada, bear removals in Jasper National Park also declined as a result of garbage becoming inaccessible to bears because of bear-proofing during the 1970s and 1980s (Ralf 1995).

4.1.2 Adaptive Management

Adaptive management is a formal process for continually improving management polices and practices by learning from their outcomes (BC Ministry of Forests). The "Bear Smart" Community Program should be flexible enough to allow for new research and professional expertise to further develop the program. This will enhance the efficacy of proactive management in reducing human-bear conflicts within the community. The development of new, cost-effective methods under the guidance of a biologist experienced in the ecology and behaviour of bears, as well as human-bear conflicts, is strongly encouraged.

5 Initiating the "Bear Smart" Community Program

5.1 Formation of a Bear Stewardship Committee

The most effective way to implement the "Bear Smart" Program is to create a Bear Stewardship Committee. Decisions on the process, delivery, and implementation of the "Bear Smart" Community Program must come from a community that takes ownership of the program. Several communities currently have a committee for addressing human-bear conflict issues (Black Bear Task Team 1998, Maltby 2000, Stroh 1999, Nahornoff 2000). Community ownership implies that the community values the lives of bears. It also suggests that these communities have a desire to reduce preventable destruction of bears and foster an attitude that will ensure the health of bear populations over the long term.

Communities need to decide if and how they will co-exist with bears. Without public and community support for proactive management, human-bear conflicts will continue to increase, and bears will continue to pay the price. Change in public attitudes and commitment can change decades of reactive management into a co-operative effort of which a community can be proud. Several communities provide evidence of this change. With time and measured success from communities at the forefront, other communities are sure to follow.

5.1.1 Objectives of Bear Stewardship Committee

The primary objectives of the Bear Stewardship Committee are to:

- Initiate and support the development of the "Bear Smart" Community Program.
- Review management strategies and options for attaining "Bear Smart" Community status.
- Initiate and review the Problem Analysis.
- Establish a Human-Bear Conflict Management Plan that will implement the recommendations from the Problem Analysis.
- Monitor the progress of the program.
- Provide annual reports that identify the progress of the program, evaluate the success or failure of management strategies, and provide direction for the program for the following year.

5.1.2 Recommended Composition of "Bear Smart" Stewardship Committee

The Bear Stewardship Committee will need a strong leader that is committed and prepared to spend the time necessary to develop and direct the implementation of "Bear Smart" criteria. Ideally this position would be a paid part-time or full-time position for as long as is required to implement the program successfully. In many communities, the person that takes the lead in the "Bear Smart"

Community Program may also coordinate the education program. The rest of the committee should have members that represent:

- the community, including:
    - local governments (regional district and/or city, municipality),
    - First Nations governments,
    - waste management contractor,
    - local RCMP,
    - community stakeholders (e.g., ranchers, orchardists, bee-keepers),
    - university or college representative if wildlife management or other relevant subjects are part of the curriculum,
    - other community interest groups (e.g., naturalist club, rod and gun club), and
    - local tourism representatives (local tourist booths).
- Regional MWLAP, including staff from:
    - Conservation Officer Service
    - Wildlife Sciences and Allocation
    - Environmental Management

The committee also needs a committed public relations person and fund-raiser.

5.1.3 Importance of the Bear Stewardship Committee

The objectives of the "Bear Smart" Community Program will be achieved through the guidance of a Bear Stewardship Committee. This committee should meet on a regular basis to follow the process from program initiation through to completion. The committee should begin the process by establishing a meeting schedule and process that suits the particular needs of the community. When "Bear Smart" status has been achieved, the committee could then downsize to a core group that will be focused primarily on maintaining and monitoring "Bear Smart" status for the community.

6 Phase I: Problem Analysis

The Problem Analysis has the broad goal of identifying the current and potential agents of human-bear conflict that occur within the community. There are several components to the Problem Analysis, each of which will need to be implemented in a step-wise fashion.

6.1 Preliminary Hazard Assessment

The first step of the Problem Analysis is to conduct a Preliminary Hazard Assessment. The basic objective of the Preliminary Hazard Assessment is to establish a general but community-specific overview of human-bear conflict in and adjacent to the community. It will include the identification of community-specific natural or non-natural features or practices that increase the potential for conflict. The hazard assessment will provide the initial direction for the community to become "Bear Smart." The Preliminary Hazard Assessment may also identify areas that will need more Detailed Hazard Assessments (section 7.0).

Hazard assessments of varying levels of detail have been conducted to qualitatively and/or quantitatively identify existing and potential hazards in and around communities (Simpson and Jaward 1997, Diggon 1999, Maltby 2000, Wellwood 2001a). The purpose of these assessments is to identify existing and potential hazards and provide recommendations for reducing human-bear conflicts that may arise from these hazards.

The results and recommendations from the Preliminary Hazard Assessment will be used by the Bear Stewardship Committee to establish community-specific priorities and direction for implementing the "Bear Smart" Community Program. Results are to be presented in the Human-Bear Conflict Management Plan.

6.1.1 Objectives

The specific objectives of the Preliminary Hazard Assessment are to: 1) identify sites, areas, trails, and practices that have historic, existing, and potential human-bear conflict, 2) identify gaps in the existing knowledge of bear use and human-bear conflict in the area and provide recommendations for further investigation and additional hazard assessment phases, and 3) produce management recommendations to reduce existing and potential conflict within the community.

The Preliminary Hazard Assessment is the first step in an in-depth process that will be required to reduce human-bear conflicts. The Preliminary Hazard Assessment should distinguish the major and most readily identifiable issues that influence existing or potential human-bear conflict. Generally, these will be issues that are related to the availability of non-natural foods within the community. However, natural features that influence the existing or potential conflicts should

also be identified where appropriate. The assessment should identify areas in the community where bear proofing is needed (based on existing or potential human-bear conflict) and should be implemented. The Preliminary Hazard Assessment report should be used as a reference tool to set priorities for the implementation of bear-proofing measures within the community.

6.1.2 Recommended Components and Steps

Preliminary hazard assessments will be comprised of several key components and should be approved by a Registered Professional Biologist with expertise in bear ecology and behaviour and human-bear conflicts. The assessment should include the following:

1. A review of patterns of historic human-bear conflicts based on Problem Wildlife Occurrence Reports for bears and/or Conservation Officer experience.
2. Interviews with personnel from the Conservation Officer Service, local wildlife biologists and other biologists that have worked in the area, the Bear Stewardship Steering Committee, and other agencies responsible for the community to identify:
   - sites, areas, and trails that are considered high risk for human-bear conflict, and
   - practices that are considered high risk for human-bear conflict.
3. Identification of non-natural foods and attractants that are available within the community and surrounding area. This process should assess the following issues:
   - residential and commercial garbage containment,
   - garbage transfer and disposal at landfills and transfer stations,
   - park and highway pull-out litter barrels, and
   - orchards, honeybee colonies, and ranching and agricultural attractants.
4. Identification of major non-natural features that may influence the travel patterns of bears, including major roads, edges of the community, and security cover/green space within the community.
5. Identification of general bear habitat suitability within and adjacent to the community, potential natural movement patterns of bears in the area (including travel corridors), and visibility and other sensory issues (see below).
6. Identification of human-use areas that have high risk for conflict with bears, such as schools, playgrounds, community campgrounds, and residential areas located adjacent to bear habitat, and walking/hiking/bike trails that pass through higher-quality bear habitats, including berry patches, etc.
7. Identification of regional, inter-provincial and/or international issues in areas outside the community that may affect the effectiveness of the "Bear Smart" Community Program. For example, non-natural foods that are outside the community but within the home range of a bear that uses the

community can increase the potential for food-conditioned bears within the community. Bears do not adhere to or respect political boundaries (see Canmore Case History section 12.2).

8. Identification of potential data limitations.

An example of a Preliminary Hazard Assessment outline is provided in Appendix D.

6.1.3 Assessment Approaches

Three major factors affect the methodology that should be used for the Preliminary Hazard Assessment. Each of these factors play an important role in determining the strategies that will be implemented and identifying available techniques that may be used to achieve "Bear Smart" status.

Natural and non-natural features influence the potential for human-bear conflict, and these features differ among communities. Therefore, communities will vary in the time and effort required to complete comparable hazard assessments. For example, a community that is adjacent to high-quality bear habitats and is confined by terrain features that concentrate the movements of bears into the community may need to commit considerable effort to identifying and mitigating problems. Communities that have a higher overall rating for potential human-bear conflict may be required to conduct a Detailed Hazard Assessment, whereas other communities that are rated lower may need to do very little in addition to the Preliminary Hazard Assessment.

Hazard assessments are largely based on informed, but subjective, professional opinions of biologists. It is important to identify the limitations of the data that can be collected in a community. The process of completing hazard assessments should remain adaptive until a standardized methodology has been established and the methodology has been tested. This will allow new and more effective methodologies to be implemented as they become available.

Finally, the amount of work required should not discourage communities from beginning to pursue "Bear Smart" Community status. Therefore, the process of conducting a Preliminary Hazard Assessment and additional Detailed Hazard Assessments should proceed by stages so that communities can receive some acknowledgement for their progress even though they are aware that additional work is required.

6.1.4 Potential Data Sources

The process of completing the Preliminary Hazard Assessment should use several sources of data to examine risks to the community. Communities need to identify the habitat's potential for attracting bears with natural food sources as well as

habitat features that affect the likelihood of conflicts, evidence of past bear activity, and sources of non-natural food or attractants within the community. Potential sources of data regarding human-bear conflict include Conservation Officers, RCMP, and provincial or national parks records. Other sources of information include terrain maps, ecosystem maps, vegetation maps, bear-suitability maps, and drainage system maps.

6.1.5 Qualitative Assessments

Qualitative assessments can be conducted through brief investigations of specific hazards and representative habitat types while walking through and/or driving around the community. Time constraints may not allow entire sites, areas, or trails to be assessed. Therefore, effort should be focused on investigating features identified as high risk during interviews or on obtaining information from the number of reports in areas over the years and investigating other potentially high-risk features as they are encountered. Photographs should be taken of sites, areas, trails, and other hazards. Record all sites, areas, and trails on air photos, on 1:50,000 National Topographic System (NTS) map sheets, and/or on a detailed map of the community.

To assess the potential for bear–human conflicts at sites, areas, and trails, investigators need to evaluate habitat potential, travel issues, and visibility and other sensory issues. Record bear sign as it is encountered. Document the availability of security cover and non-natural foods. Describe and/or rate the following conditions during assessments and/or interviews.

Habitat Potential

Understanding the natural habitat potential of an area is important to understanding the likelihood of a bear using an area once non-natural attractants have been eliminated from the community. A community that has abundant high-quality habitats in close proximity to the town is more likely to have bears nearby. High-quality bear habitat adjacent to the community will continue to influence the potential for conflict even after access to non-natural foods has been eliminated. If a detailed inventory of vegetation habitats and a study of bear food habits have been conducted for areas adjacent to the community, this information should be used to evaluate habitat potential at sites, areas, or trails.

Many communities will not have detailed habitat inventories or information on the specific food habits of bears in their area. In these cases, it would be beneficial to begin by referring to the food habits of bears that have been documented by researchers in ecologically similar areas. Understanding the habitat potential of an area will enable a community to relocate or restrict human activity or development from high-quality habitats. Assumptions about habitat potential can be supported by opportunistically recording vegetation descriptions, as well as by

having investigators record their observations of bears when they are consuming natural foods and their observations of the contents of scats.

Travel Issues

Travel issues are geographic features such as creek and river corridors and steep mountains that influence the likelihood of bears travelling through specific sites or along trails. In some communities, travel issues may have a major influence on the potential for a human-bear conflict but less so in another community. For example, travel routes may contribute to the likelihood of human-bear conflicts on the edge of a community that is located in a narrow, steep-sided valley bottom, but not for a community that is located in a wide, gently sloped valley. The location and proximity of wildlife trails and/or potential travel routes should also be documented and included in this category.

Visibility and Other Sensory Issues

Sensory issues are environmental features that reduce the ability of bears and humans to detect each other. Visibility issues occur because of features such as vegetation and topography that limit visibility and thus increase the potential for surprise encounters. Other sensory issues result from the noise made by creeks or from persistent, strong valley winds that affect the ability of bears and humans to hear each other.

Bear Sign

Bear sign such as trails, mark trees, beds, and scats should be opportunistically recorded when encountered.

Security Cover Issues

Security cover issues arise when vegetation provides cover for bears, thus lowering the likelihood of detection by humans. Investigators will need to identify high hazard areas for security cover.

Non-natural Food Issues

Document sources of non-natural food and practices that enabled bears to access non-natural food. These include, but are not limited to, landfills, residential and commercial garbage, fruit trees, composts, and apiaries. The assessment should provide an overview of the types and spatial distribution of major non-natural food issues that is detailed enough for the Bear Stewardship Committee to establish preliminary direction in tackling non-natural food issues as well as direction for ongoing data collection to identify additional non-natural food issues.

Identify Hazards for Human-Bear Conflict

Following ground investigations, an overall rating of the potential for bear–human conflict should be estimated based on habitat potential, travel issues, visibility and other sensory issues, security cover issues, and non-natural food issues. Generally at this stage, ratings will be based on overall potential for conflict. However, any preliminary information that can be gathered and discussed on the seasonal habitat potential and the seasonal potential for conflict will be valuable to the program. Sites, areas, and trails that are assessed as higher risk should be identified and management recommendations provided. Locations that do not appear to be higher risk should not be given a rating until more detailed investigations can be conducted because preliminary investigations may have missed potential hazards.

Provide Recommendations for Reducing the Potential for Conflict

Recommendations for reducing the potential for human-bear conflict within the community should be identified for the Bear Stewardship Committee. This section should include general management recommendations that are specific to the community, but that also go beyond site-specific hazards:

- Observations and recommendations with respect to ensuring that bears do not have access to non-natural foods, including background on observed handling of residential, commercial and industrial garbage, garbage transfer, and landfill disposal. The assessment should identify any observed weak links in the waste management system and provide recommendations for addressing these problems.
- Recommendations for brushing specific sites, areas, or trails where potential for conflict was observed.
- Recommendations for establishing a Human-Bear Conflict Monitoring System.
- Recommendations for interagency exchange of bear incident reports
- Recommendations for improving the management of "problem" bears and "problem" people.
- Identify gaps in knowledge and provide general recommendations for subsequent phases of a Detailed Hazard Assessment.
- Identify other issues that were observed but not addressed in the results and discussion.

6.2 Education Program

The Phase I: Problem Analysis should identify what, if any, education programs exist within the community and whether multiple agencies are delivering such programs (e.g., MWLAP, BCCF, BC Parks, commercial businesses). The Problem Analysis should then be followed up with a coordinated and thorough education program implemented under the Human-Bear Management Plan.

Several communities are already taking action to reduce the number of bears that are destroyed by delivering a Bear Aware Education Program. In 1995, Whistler began a bear-awareness education program. The BC Conservation Foundation (BCCF), a non-profit society and registered charity, has delivered similar Bear Aware programs in many communities in British Columbia, including Castlegar, Kamloops, Nelson, Rossland, Revelstoke, Trail, and the Alberni Clayoquot Regional District (Bennett 1996, Stroh 1999, Haas 2000, Paquet 2000, Maltby 2000, Robinson 1997, 1998, 2000; Quarterman 2000). Interest groups in other communities such as Prince George (Narhornoff 2000), Kitimat and Terrace (Wellwood 2001b), and Kimberly have also delivered the education program with partial or joint support from BCCF.

6.3 Bear-Proof Waste Management System

To achieve "Bear Smart" status, a community must develop and maintain an entirely bear-proof municipal solid waste management system, from generation to disposal. Bear-proofing the waste disposal within a community and implementing an education program are the first steps in bear-proofing a community. It is absolutely critical that these steps be taken *before* landfill closure. While the initial capital costs of implementing a waste management system that is bear-proof may seem large, in the longer term it is often more cost-effective to have a bear-proof collection system (Philipp 2000) and landfill (R. Trouttmann, Central Kootenay Regional District, personal communication).

There are also additional benefits to bear-proofing waste management within a community. Bear-proof waste management systems often reduce human-bear conflicts, but garbage is also no longer available to other animals. For example, Norman Wells, NWT, has been bear-proof since 1991, and because of the bear-proof dumpsters, birds or dogs no longer scatter garbage. As a result, the community is cleaner as a whole (A. Veitch, Wildlife Management Supervisor, Government of the NWT, personal communication).

The handling of residential waste needs to be bear-proof from "cradle to grave" to ensure the success of the system as a whole. The responsibility for each of these steps falls on several different parties. The first step is for residents to ensure that garbage is stored in a bear-proof manner at each residence. Garbage cans must be kept in a bear-proof location at all times except during the day of pick-up or transfer to a disposal container/site. This can be achieved by keeping garbage inside, in the basement or in a bear-proof out-building. The second step in this process is bear-proofing the transfer of garbage to the municipally operated system. If curb-side garbage collection is retained, garbage should not be placed on the streets before a specified hour on the morning of pick-up. After transfer to the municipal system, the responsibility for bear-proofing shifts to the

municipality. The transfer of garbage, temporary storage, transfer stations, and end disposal must all be bear-proof.

There must be high rates of compliance with the following waste management recommendations in order to produce any appreciable reduction in human-bear conflicts within a community. In most instances, bylaws must be in place and enforced to ensure compliance.

6.3.1 Recommended Actions

- Ensure that all municipally owned and operated components of putrescent waste management system collection, transfer, disposal, recycling, and composting are bear-proof in areas that are accessible to or are frequented by bears.
- Implement bylaws to ensure that the same is true of all private sector components of putrescent MSW collection, transfer, disposal, recycling, and composting.
- Implement a compliance strategy for the municipal solid waste management bylaws.

6.3.2 Recommended Techniques

The Bear Stewardship Committee will have to examine the extent of the problems with the community's current waste disposal system (in Phase I: Problem Analysis) and judge which are the best options for bear-proofing the disposal system. Differences in community layout and environment can greatly affect the feasibility of each of the different options for dealing with residential and commercial garbage.

Here are some examples of "how to" approaches for bear-proofing MSW systems.

Handling Residential Garbage

There are several basic options for acceptable residential waste management systems in a "Bear Smart" community:

1. RESIDENTIAL DUMPSTERS (see Canmore Case History, section 12.2). In this option, bear-proof dumpsters are located throughout residential areas (one per 20-35 homes). Residents take their household garbage to their nearest bear-proof container. To reduce odours, containers are emptied regularly and taken to a bear-proof landfill. There are significant savings in using this system over curb-side pick-up, even after factoring in the capital costs of purchasing and implementing new containers (Philipp 2000). Replacing curb-side collection with dumpsters that are emptied with a self-loading truck (a one-operator system) is the main cost saving in switching to a bear-proof container system (Philipp 2000; A. Veitch, Wildlife Management

Supervisor, Government of the NWT, personal communication). This system takes away the potential problem of residents storing garbage on their property.

2. LARGE COMMUNITY DUMPSTERS (see Whistler Case History section 12.1). With this system, the entire community uses several large bear-proof compactors. The compactors are emptied regularly, and the contents are taken to a bear-proof landfill. Similar, but not as effective, is the use of transfer stations. There are often problems with lids being left open at transfer stations. In this instance, there has to be a plan in place to ensure that bins are not allowed to overflow and that the lids are kept closed. Education on the proper use of transfer stations is essential: "This container is only bear-proof if the lid is closed" stickers seem to work well. It may be necessary to put an electric fence around transfer stations.
3. CURBSIDE COLLECTION. If curb-side collection is to continue in a "Bear Smart" community, garbage cans must be kept in a bear-proof location at all times except on the day of pick-up. Garbage cans may not be placed on the streets before a specified hour on the morning of pick-up. Both of these requirements will likely need to be reinforced with bylaws and their enforcement. This option may work in areas with relatively few human-bear conflicts, but it is not likely to work in areas with chronic problems.
4. DISPOSAL DIRECTLY AT THE LANDFILL. Disposal directly at an electrified landfill is an option for smaller communities. Problems that can occur with this method include leaving the electrified gates open, which can be remedied by having a staffed landfill. Additionally, people occasionally dump garbage at the gates of the landfill when it is closed. This problem may be reduced by having a bear-proof dumpster at the gates to the landfill, although this solution has many problems of its own. "Bear Smart" status will not be granted to communities with a landfill that is continuously open to the public unless it is staffed continuously as well.

Selecting a Residential Garbage Handling Option - Considerations

Although single-family dwellings may not have difficulty storing garbage away from bears, smaller dwellings such as mobile homes and condominiums often have space constraints that restrict the ability to store garbage effectively. The odour from stored garbage may also be offensive to many homeowners. Solutions to this problem include freezing odourous refuse until garbage pick-up day or the use of communal bear-proof garbage dumpsters in locations with these problems (e.g., mobile home parks, condominium complexes, apartment buildings).

Communities that experience heavy snowfalls may have greater difficulty with some waste management systems. The placement of bear-proof containers needs to consider access during the winter months, as well as their effect on snow removal activities. Additionally, any waste that is left on the streets may be plowed into snow banks in winter months and end up being revealed in the

spring. Adequate spring clean-up should be addressed in communities that have experienced these problems.

It is also important that maintenance of waste receptacles occurs on a regular basis and that all waste that may have fallen out is collected. This will reduce odours and the risk of bears investigating and possibly damaging garbage containers and dumpsters.

Handling Commercial Garbage

Several aspects of commercial garbage storage and collection need to be considered and addressed in a "Bear Smart" community.

- Bear-proof garbage containers need to be implemented at:
    - downtown streets that bears may be attracted to,
    - all municipal park facilities (campsites, ball parks, soccer fields, etc.), and
    - school grounds.

  These may be phased in, starting with high-risk areas identified in the Preliminary Hazard Assessment and followed by lower risk areas.
- Commercial/industrial collection routes should use bear-proof dumpsters. Dumpsters should be emptied often enough to prevent waste from overflowing or waste being placed next to dumpsters. If dumpsters are not bear-proof, then dumpsters must be housed within a bear-proof building (i.e., on a concrete slab and with four solid walls and a roof). A phase-in process for existing businesses is appropriate, but all new business should be required to be bear-proof upon opening.
- Any attractants, especially grease barrels, must be housed in a bear-proof building.
- Construction sites must have either 1) a bear-proof garbage receptacle for items that may be attractive to wildlife, 2) a receptacle that is kept within a bear-proof building outside of working hours, or 3) removal of food wastes to a bear-proof location at the end of every working day.

Disposal of End Waste (Landfills)

Once garbage has been collected from commercial and residential locations, the disposal of this end waste may be completed in the following bear-proof ways.

1. Residential and commercial garbage may be taken to a bear-proof transfer station that ships the refuse to a bear-proof disposal facility.
2. Complete-combustion incineration may be a possibility for smaller communities or remote camps. The incinerator must be appropriately sized for the amount of waste produced by the community.
3. Disposal in a landfill located inside a properly designed, constructed, and operated electric fence (see Appendix B). Aggressive maintenance must be undertaken to ensure that the fence is operating at full capacity and is not

breachable. Note that the community needs to be bear-proof before the landfill is fenced. Bear-proofing of landfills should *not* be done in years with shortages of natural bear foods. This will substantially exacerbate human-bear conflicts. Bear-proofing dates may have to be modified to help reduce potential human-bear conflicts.

In addition, a bear-proof landfill must be covered with fill or heavy duty tarps after every day that it receives refuse to reduce odours, insect and rodent problems, and the amount of refuse scattered by wind and birds. Tarps may be used once a landfill is bear-proof, otherwise bears will rip them, but once in use, tarps can significantly reduce the costs of buying, trucking, and covering landfills with fill. Use of tarps also significantly extends the life of a landfill by decreasing the amount of non-refuse fill (R. Troutmann, Central Kootenay Regional District, personal communication). There are also sprayable biodegradable foams that serve the same purpose.

6.4 Bylaws

Bylaws to ensure compliance with the goals of the "Bear Smart" program may need to be implemented. "Bear Smart" bylaws should be implemented to prohibit the supply of food to bears as a result of intent, neglect, or irresponsible management of attractants. A compliance strategy needs to be created to ensure compliance with these bylaws.

Recent changes to the *Wildlife Act* can help supplement bylaws and thereby reduce the likelihood of human-bear conflicts and provide public safety. Under the new amendments to the *Wildlife Act*, it is an offence for people in British Columbia to feed dangerous wildlife (i.e., bears, cougars, coyotes, and wolves) or to disobey orders to remove and clean up food, food waste, or other substances that can attract dangerous wildlife to their premises. Conservation Officers may issue a written dangerous wildlife protection order, which requires "the removal or containment of compost, food, food waste or domestic garbage." If people fail to comply with the order, they could face a heavy court-ordered penalty of up to $50,000 and/or six months in jail. However, this new legislation is only applicable to residences, not farms or apiaries, commercial establishments, or landfills, all of which are strong attractants for bears.

The Phase I: Problem Analysis should identify whether any bylaws currently exist for the community and determine whether any will be necessary given the bear-proof waste management system that is selected and the problems that were identified in the Preliminary Hazard Assessment.

6.5 Green Space Management

Green space within and adjacent to a community can provide security cover for bears to access non-natural foods within and adjacent to the community. Green space can also provide natural feeding habitats and travel corridors for bears and other wildlife to by-pass the community. Green space includes vacant properties that are over-grown with vegetation, parks and alleyways, trail networks, and undeveloped areas adjacent to the community. Other species using green spaces should be documented and the potential impacts on these species assessed if brushing occurs. Mitigation measures to reduce the impacts to other species should be taken. In some cases there will be a trade off between the benefits of clearing or modifying green space in terms of increasing human safety versus the cost of eliminating natural bear or other wildlife habitats. The risk of human-bear conflict relative to the cost to other species and the priorities of the community should be evaluated when establishing plans to remove vegetation.

6.5.1 Green Space Objectives

In some communities, bears may use vegetation cover within and adjacent to the community for security cover while feeding on garbage and other non-natural attractants. As long as bears have access to non-natural foods, removing brush that provides security cover for bears may reduce the likelihood that some bears will travel through the community. However, eliminating access to non-natural foods in the community will likely have a greater influence on decreasing the probability that bears will use the inner areas of the community. If non-natural foods are no longer available to bears, brushing can then be focused on achieving the following objectives:

- reduce the habitat potential in natural feeding areas that are commonly used by humans by removing natural bear foods, and
- increase visibility where people are most likely to surprise bears, such as along trails, and in areas with user groups that may be at higher risk such as schools, playgrounds, and campgrounds, particularly those in areas that are on the outer edges of the community.

6.5.2 Recommended Actions

1. Formally identify and map problem areas that will require continual removal of brush, such as parks, schools, playgrounds, and campgrounds as well as alleys that bears are using for cover.
2. Direct the removal or modification of green space by brushing vegetation to reduce security cover and habitat potential in areas of high human use (e.g., removing brush around portions of parks, schools, playgrounds, golf courses, and campsites and in areas adjacent to residences in high-risk attraction areas).
3. Develop a community landscaping plan that avoids the use of fruit trees and other plants the may act as attractants to bears. Adjustments to the

landscape plan may include removing existing fruit trees that have been identified as sources of human-bear conflict.

6.5.3 Recommended Techniques

1. Consult recommendations provided in the Preliminary Hazard Assessment for removing or modifying brush to increase visibility or reduce habitat potential and security cover at specific sites, areas, or trails.
2. Regularly review the human-bear conflict monitoring system to assess whether brushing or modifying green space may alleviate some of the human-bear conflict in specific problem areas.
3. Consult with Conservation Officers annually to determine whether additional sites, areas, or trails should be added to the list of locations identified for brushing.
4. Consult with the appropriate agencies to ensure that clearing is permitted. For example, the Department of Fisheries and Oceans restricts the clearing of vegetation within varying distances of fish-bearing streams.
5. Consult with the public and other agencies to evaluate the cost of brush removal to other species and the aesthetic qualities of the community versus the potential for reducing human-bear conflict. Consult with a biologist with experience in bear ecology and behaviour and human-bear conflicts to determine an effective strategy for removing vegetation (i.e., how, where, and what to remove) to reduce potential human-bear conflict while protecting habitat for other species where appropriate/possible. This may also require consulting an additional biologist with broader wildlife expertise, particularly regarding Red-listed (endangered or threatened) and Blue-listed (vulnerable) species. Conservation Officers should also be consulted to determine areas that are high priority for brushing.
6. Formally inventory all of the brush removal as it is conducted. Ideally the documentation would be in a digital format as a layer in the Human-Bear Conflicts Monitoring System Database (see section 9.0). However, in the short term, it may be feasible for small communities to document the information on a plasticized paper map. Complete a new map for brushing conducted each year. This information will be useful for documenting annual progress and will assist new employees or council members with directing the continuation of brushing.
7. Ensure that green space is inspected annually in order to schedule removal efforts. Note that some vegetation that grows quickly will likely have to be removed each year to be effective. Removing bear foods before the major season of use is strongly recommended. In addition, removing vegetation, particularly tall shrubs and trees, opens up the canopy and will increase berry production for many berry-producing plant species. If brushing is

started, there must be a commitment to removing all the brush and to continuing to remove it in subsequent years as necessary.

8. Consult with Conservation Officers annually to determine whether additional areas require brushing and to assess the general effectiveness of brushing.

6.6 Community Planning Documents

It may be appropriate in some communities to have a higher-level plan, such as an Official Community Plan (OCP) and/or Regional Growth Strategy (RGS) that is consistent with the Human-Bear Conflict Management Plan. As a minimum, the Regional Solid Waste Management Plan should be modified to be compatible. The Province of British Columbia addresses land use planning, mostly of Crown Lands, through Land and Resource Management Plans (LRMP) while municipalities and regional districts prepare Official Community Plans and Regional Growth Strategies, which focus mainly on private land.

> A Regional Growth Strategy is a strategic plan that enables regional districts and municipalities to plan for economically and environmentally healthy human settlements, and for efficient use of public facilities, services, land and other resources. The RGS is initiated and adopted by a regional district and referred to all affected local governments for acceptance. An Official Community Plan establishes policies and objectives for the form and character of land use and servicing and is implemented by zoning, subdivision, and servicing by-laws. The effectiveness of land use planning and management improves if local and provincial plans are compatible ("Links" brochure, BC Ministry of Municipal Affairs).

Whether it is necessary to change these plans to reflect the Management Plan depends on the community. Changes to the OCP and RGS would be useful in terms of long-term planning and ensuring that the goals of the Management Plan are carried out indefinitely, regardless of changes in local government.

As part of Phase I: Problem Analysis, the Bear Stewardship Committee should identify the schedule for updating the OCP or RGS to determine how quickly their input may be needed on such changes. The primary objective of this process is to ensure that the community planning process recognizes that some community developments may increase the potential for human-bear conflict and/or the displacement of bears from important habitats (e.g., feeding habitats and travel corridors). Thus, the community planning process needs to address the effect of the presence and locations of new facilities on the rate of human-bear conflict. For example, new landfills, campgrounds, or schools should be situated in areas of low-quality bear habitat and away from travel corridors. It is up to the

Bear Stewardship Committee to decide if changing these plans is appropriate, and possible, for their community.

7 Detailed Human-Bear Conflict Hazard Assessments

Detailed Hazard Assessments may be conducted to focus more specifically on identifying, assessing, and mitigating the potential for conflict as a result of natural issues (e.g., high-quality bear habitats with high human presence). Detailed Hazard Assessments may also be conducted to reduce the potential for displacement of bears from important habitats (e.g., well-used travel corridors, feeding areas). Detailed Hazard Assessments may be conducted at sites that received a Preliminary Hazard Assessment to provide more detailed information and further investigate the potential for additional mitigation measures. They may also be conducted at locations that are recommended for Detailed Hazard Assessments by the Bear Stewardship Committee or the Regional MWLAP office but were not specifically identified for further assessment during the Preliminary Hazard Assessment.

Detailed Hazard Assessments have been conducted in numerous provincial and national parks (Herrero et al. 1986, McCrory and Mallam 1990, MacDougall et al. 1999, Wellwood and MacHutchon 1999). These assessments include detailed quantitative and/or qualitative assessments of natural features that influence the potential for human-bear conflicts, as well as assessments of other issues such as bears' access to non-natural foods.

To date, no communities in British Columbia have conducted a hazard assessment of specific hazards within and immediately adjacent to the community such as those completed in some provincial and national parks. In general, the primary objectives of many national and provincial parks are to reduce impacts to bears and increase the safety of humans by reducing the potential for human-bear conflicts (McCrory and Mallam 1990, Katmai National Park and Preserve 1990, Environment Canada 1992, BC Parks 1995). Communities will also have to decide what their primary objectives are with respect to stewardship of bear populations and their habitat and human-bear conflict and how to achieve a balance between these objectives.

In some areas where use by humans is concentrated, it may be beneficial or necessary to initiate research to determine the cumulative effects of human activity, including road access, urban development, logging, and mining, on the ecology and viability of bears in and adjacent to the community.

The Detailed Hazard Assessment should expand upon the information gathered in the Preliminary Hazard Assessment. Detailed Hazard Assessments should be conducted in the growing season so that bear food plant quantity and quality can be rated. The assessment should include hazard ratings (i.e., low, moderate, and high) and maps of known and potential bear hazards.

The methods that are used for additional hazard assessments will depend on the information available from bear studies in the area or other ecologically similar areas and the priorities of the community with respect to reducing human-bear conflict. If detailed information on the food habits, habitat use, and movements of bears using the area is not available, investigators may need to conduct studies in addition to the Detailed Hazard Assessments. These studies should focus on the following objectives.

1. Identify preferred wildlife movement corridors around the community and recommend restoration of natural corridors that may have been interrupted by human activity/development (this may require moving existing facilities to other, less intrusive areas).
2. Conduct a study to determine the seasonal food habits of bears near the community. Use detailed information about food habits and plant phenology to identify seasonal use and better understand the bears' spatial and temporal movements.
3. Identify the vegetation cover of the area in and adjacent to the community, using research conducted in the area or other areas that are as ecologically similar as possible. Ideally the area covered would incorporate the home ranges of most bears using the area.
4. Identify and rate seasonally important bear habitats. As a minimum, green spaces within and immediately adjacent to the community should be classified, rated, and mapped for bear habitat quality, including identification of well-used travel corridors and other areas of concentrated use.
5. Conduct more detailed investigations to identify, verify, and assess the potential movements of bears, including major travel corridors.
6. Where applicable, document and monitor the timing and abundance of salmon runs. For example, a bear activity monitoring system that is conducted by fisheries personnel may assist in anticipating activity by bears related to salmon spawning.
7. Identify denning areas.

7.1 Detailed Hazard Assessment Techniques

Additional sites, areas, and practices that result in human-bear conflicts should be identified so that issues at these locations can be addressed. If necessary, these issues may need to be further assessed in subsequent phases of the hazard assessment. The Preliminary Hazard Assessment, data collected by the Bear–Human Conflict Monitoring System, and annual interviews with Conservation Officers will be beneficial for identifying other hazard locations that may require a Detailed Hazard Assessment.

Methodology should be approved by a Registered Professional Biologist with expertise in the assessment of bear habitat. Specific methodology will depend on the information and time available, specific characteristics of the community, and the priority the community, region and/or province has assigned to obtaining more detailed information regarding human-bear conflicts.

8 Phase II: Human-Bear Conflict Management Plan

Proponents will need to prepare a Human-Bear Conflict Management Plan that is designed to address the human-bear conflict issues identified in the Phase I: Problem Analysis.

The goals of the Human-Bear Conflict Management Plan are to:

- provide a general summary of the human-bear conflict issues in the community based on the Phase I: Problem Analysis,
- identify the community's level of commitment to the program,
- identify the level of tolerance of the community towards maintaining or restoring natural bear habitats (e.g., travel corridors and feeding areas) adjacent to the community,
- clearly establish goalposts for the success of the program,
- identify the agencies, groups, or individuals responsible for addressing problems,
- determine what is necessary to address each problem successfully,
- set priorities for specific actions to be taken,
- develop a timetable for addressing each problem, and
- conduct a cost estimate of proposed management actions and provide a budget break-down for each of the criteria in the program.

Preparation for the management plan should include a brainstorming stage for generating ideas and concepts for developing the plan. The contents of the management plan should be developed using a consensus-based approach for identifying and assessing preferred solutions.

8.1 Education Program

8.1.1 Objectives

A mission statement that succinctly summarizes the message of the program can be a powerful tool for delivering the program.

Example Mission Statement

"To help people reduce human-bear conflict through education, innovation and cooperation (BCCF draft)*."*

The primary objectives of the education program are to:

1. develop a greater understanding of bear ecology and behaviour,

2. facilitate support from local residents for bear-proofing the community. This can include identifying methods and options for eliminating bears' access to non-natural foods and attractants.
3. develop guidelines for human activities in bear habitat to reduce the likelihood of human-bear conflict,
4. recommend actions to take during a bear encounter, and
5. encourage tolerance towards the presence and natural behaviours of bears in reasonable numbers in or near the community.

8.1.2 Recommended Actions

Program Structure

The education program should be implemented in three stages: 1) a program development stage, 2) a program delivery stage, and 3) annual progress reports.

Program Development

Ideally, the development of the Bear Aware Education Program will be completed between January and April of the year it is to be delivered. The goals of the development stage are to:

- secure financial, logistical, and volunteer support for the delivery of the education program,
- establish a Bear Stewardship Committee, and
- establish working relationships with local media to help raise the profile of the program.

Program Delivery

Delivery of the program should be initiated at least two weeks prior to the anticipated arrival of bears in and around the community. The program should continue to be delivered until bears have left the area for the season. The goals of the delivery phase are to:

- help individuals/communities reduce the frequency of human-bear conflict within and around their communities,
- eliminate the bears' access to sources of non-natural foods by providing support, solutions, and encouragement for individual/community bear-proofing, and
- increase individual/community awareness and understanding of bears and human-bear conflict.

Annual Progress Report

A program progress report should be completed at the end of each year. The goals of the progress report are to:

- document the success or failure of various components of the program,

- provide a program history for new coordinators and other parties that enter the program at later stages of the process, and
- facilitate the sharing of information among communities on the success or failure of the various methodologies used to deliver the program so that other communities can learn from and utilize the experience of others.

See Appendix D for an example of an outline for progress reports.

8.1.3 Recommended Techniques

Program Development

Proponents will need to hire a Bear Education Program coordinator for each community. In the past, considerable controversy has been created over bears and human-bear conflict. Therefore, the coordinator must be capable of promoting and conveying program information that is based on defendable scientific research and expert opinion. It is imperative that the coordinator does not have a personal bias or agenda that undermines the goals of the program. The coordinator must have strong interpersonal skills: this is considered critical to the success of the program. To minimize misinformation, the program should be developed with the support of experts (e.g., bear biologists, Conservation Officers). Expertise may be provided to community coordinators by a regional coordinator with expertise in bear ecology and behaviour and human-bear conflicts. Ideally, community coordinators should live in the community and be respected members of the community.

Suggested Skills for Program Coordinators

The community coordinator and regional coordinator should have strong interpersonal skills, including:

- oral communications skills for conducting presentations to groups of various sizes, age groups, backgrounds, and interests,
- conflict resolution skills, including the ability to motivate individuals to modify their behaviours to reduce human-bear conflict. The Stewardship Continuum, as identified by the Nature Conservancy and adapted by BCCF, identifies three stages that the public and individuals go through as the "Bear Aware" program is delivered: an initial stage of denial/ignorance that the problem exists, a gradual transition to admission, and finally motivation to change (BCCF draft).
- ability to communicate well with individuals of various ages and interest groups,
- ability and willingness to learn from and openly share with other community coordinators, and
- considerable patience, needed to accept progress through the stages identified in the Stewardship Continuum.

At least one person involved in the program should have the following professional skills:

- experience related to bear ecology and behaviour,
- an understanding of the process of habituation and food-conditioning,
- an understanding of human-bear conflict,
- air photo and map interpretation (beneficial to ongoing data collection using the Human-Bear Conflict Monitoring System),
- vegetation and habitat classification (beneficial to ongoing data collection using the Human-Bear Conflict Monitoring System),
- data collection, summary, and analysis skills, and
- report-writing ability.

The coordinator will be responsible for:

1. becoming familiar with education programs being conducted in other communities.
2. writing a work plan and time schedule for completion of the delivery phase of the program.
3. developing an education program prospectus for delivery to potential volunteers, funding groups, and local media. The goal of the prospectus is to introduce the program and delivery team in a professional manner that will maximize the potential for attracting contributors. BCCF has developed a brochure and slide show prospectus for introducing their education program (Wellwood 2001b). The prospectus could include the following:
    - a mission statement for the program,
    - an introduction to the program,
    - program development goals,
    - program delivery goals,
    - education program deliverables and expected benefits of the program,
    - description of the individual/community/agency support that the education program is asking for, and
    - brief introduction to the project coordinator(s) and the skills that they will bring to the program.
4. encouraging, supporting, and participating in the Bear Stewardship Committee.
5. reviewing and selecting existing bear information and education resource materials for relevance and usefulness to the community.
6. developing and producing bear information and education resource materials specific to the community. Schirokauer and Boyd (1998) suggest "it is important to provide multiple sources and formats of information" to reach the audience.
7. working with the media to profile the education program.

8. developing a delivery plan for disseminating the education program throughout the community, including schools, residents, businesses, industrial and resource companies, tourists, and agencies.
9. developing a delivery plan for providing neighbourhoods and businesses with support and strategies for "bear-proofing" their communities.
10. preparing contact and event lists, including the following:
    - individuals, agencies, and stakeholders that might be willing to supply financial, logistical, or volunteer support for program delivery,
    - committee members who might be willing to become involved in a Bear Stewardship Steering Committee, and
    - public events and community groups that might be willing to host the Education Program.
11. initiating the following:
    - a campaign to establish financial, logistical, and volunteer support for program delivery,
    - formation of a Bear Stewardship Steering Committee for the community.
    - meetings with local media to establish a plan for conveying the education program messages,
    - development of a plan (including a budget and timetable) for the delivery of the program.

Many of the following components of the education program have been successfully delivered to British Columbia communities and are available for adaptation for other community education programs (Bennett 1996, Black Bear Task Team 1998, Stroh 1999, Haas 2000, Paquet 2000, Maltby 2000, Robinson 1997, 1998, 2000; Narhornoff 2000, Quarterman 2000). The delivery plan should include the following:

- a door-to-door education campaign such as the "We are bear aware" window sticker campaign conducted by BCCF,
- education efforts targeted to reducing human-bear conflicts that result from site-, area-, or practice-specific activities. For example, moving a summer concert away from areas where bears are known to be attracted to a natural food source (e.g., berries or salmon). Local conservation officers and others knowledgeable in bear use of the area should be consulted when developing timetables of seasonally affected human activities so that potential problems can be anticipated and efforts can be focused on specific sites, areas, or practices,
- events and groups that will receive the education program through slide presentations or public displays,
- fruit tree management campaign,
- school education program presentations,
- surveys to determine the success of the education program, and
- delivery of the final annual report.

Depending on the priorities of the community, the timetable will document the timing of some or all of the following:

- program start and anticipated end date,
- staff and volunteer training dates,
- bear stewardship steering committee meetings,
- visits to private campground operators and local businesses,
- presentations to industrial and resource companies,
- presentations to tourist information and food-related businesses,
- presentations to community groups,
- contests such as BCCF's colouring contest for children,
- compost workshops, and
- schedule for media updates.

Program Delivery

Delivery of the program should be initiated at least two weeks before the end of the hibernation period, regardless of when bear problems are evident in the community. Begin with newspaper ads stating that "Spring is in the air and it will soon be time for bears to wake up. This means you need to put your garbage away." The message should provide a general overview of major human-bear conflict issues. In association with general messages, special messages should target specific human-bear conflict-related activities that are season specific. For example, concentrate on information about dealing with fruit in fruit-bearing season or salmon in the spawning season. The program will be ongoing throughout all active seasons for bears and should continue to be delivered until bears have denned for the winter. The start and end dates for the program can be identified by consulting the Conservation Officer Problem Wildlife Occurrence Reports for bears. These dates should be modified, if necessary, in subsequent years based on data from Conservation Officers and education program experience.

The delivery stage should focus on the following:

- working with the Bear Stewardship Committee to identify options for eliminating sources of non-natural foods to bears.
- educating the public about options for eliminating sources of non-natural foods for bears (section 8.3). This can include educating residents about the management of garbage, fruit trees, compost, and other attractants (e.g., bird seed, pet food, and barbecues). Options should be reasonable with respect to cost and ease of implementation. If reasonable options are not available, the steering committee is strongly encouraged to work with the BC Union of Municipalities and local, regional, and provincial governments to find solutions for problematic bear-proofing issues.
- assisting Conservation Officers in educating residents as problem sites, areas, or practices arise.

- increasing awareness of the program's activities in local and regional governments so that they can help support the delivery of the program.
- working with the media on a regular basis to convey the messages of the program.
- increasing public understanding and tolerance of bears in general. This can best be achieved by illustrating to people the actions that they can take to reduce human-bear conflicts. This does not mean tolerating specific bears that are considered a threat to human safety.
- continuing to collect data for the Problem Analysis. This can include mapping attractants such as fruit trees, agricultural attractants (i.e., beehives, livestock, and crops), and non-bear-proof commercial and residential dumpsters.
- considering establishing a method for communicating current bear activity to residents and visitors. For example, Whistler has proposed a "Bear Activity" rating sign (like a fire index sign), with high/medium/low bear activity (S. Dolson, JJWBF, personal communication).

Recommended Educational Messages

The program messages are an important component of the education strategy. The education program should deliver to residents the strategies that have been developed to eliminate specific non-natural food and attractant problems. Within acceptable limits, the program should also foster awareness, understanding, appreciation, respect, and tolerance for bears. Specific messages that should be delivered in the program include a history of human-bear conflict and solutions to eliminate sources of conflict.

History of Human-Bear Conflict

When displayed visually, the history of human-bear conflict within and around the community will be effective for illustrating to residents where troublesome areas have been in the past. Educators may wish to use a map of documented Problem Wildlife Occurrence Reports for bears for several years to provide a powerful message for the public. The map can be produced as part of the Human-Bear Monitoring Program (section 9.0).

Delivery of Program Messages

To maximize the effectiveness of the education program, messages should be delivered using multiple methods (Schirokauer and Boyd 1998). In-person delivery of the program by a person knowledgeable in human-bear conflict, is considered an highly effective method of communication (M. Madel, Montana Department of Fish, Wildlife and Parks, personal communication; H. Davis personal observation; D. Wellwood, personal observation).

While in-person (e.g., door-to-door, event displays, public presentations) delivery of the education component of the program is critical to the success of the program, educational materials are also an important method for delivering the program. "If urban homeowners are educated by use of a bear brochure on why urban bear problems occur, and how to prevent them, a substantial number will change their behavior" (A. L. LeCount, bear biologist Hocking College, personal communication). They can serve as a reminder and as reference material for review at a later date. The following is a list of materials that have been produced and typical distribution locations.

Signs

A variety of permanent signs can be developed to provide general, community-specific, residential, and tourist information and to identify seasonally high-use areas. Temporary signs can also be used to identify hot spots for bear activity. Signs can be posted at rest stops, bus stops, and/or tourist information booths.

Brochures

Different brochures can be developed to provide general, community-specific, residential, and tourist information. These can be distributed at mailboxes, hotels, and offices of the BC Ministry of Water, Land and Air Protection, as well as through Conservation Officers and BC Parks offices, tourist information booths, campgrounds, and public events.

Window Stickers

These can be similar to the "We are Bear Aware" stickers currently used in several communities to identify "Bear Aware" households and businesses.

Other Stickers

Other stickers can be used to promote the program or as a reminder of a specific program message. Display locations include store windows, car bumpers, garbage cans, and dumpsters.

Annual Progress Report for the Education Program

An annual progress report for the education program should be completed at the end of each year and included in the education program section of the "Bear Smart" Community Program Progress Report. Annual reports from education programs have been an invaluable reference tool for other communities to develop their own program. Details such as delivery budget, level of success of various methods, and recommendations for future delivery of the program are not only valuable to the community but to many others as well. Sharing of information is critical to maximizing the efforts of all involved. See Appendix D for an example of an annual progress report outline.

8.2 Bear-proof Waste Management System

Once the Bear Stewardship Committee has reviewed the options for bear-proofing its waste management system, it should begin to implement the chosen techniques. A program to phase in new systems and containers may be inappropriate due to the high implementation costs and the program's dependence on the fiscal calendar. For instance, if new garbage trucks are necessary to empty a new container system, but a new truck has been purchased recently, it may be more appropriate to develop a temporary system of restrictions until new capital purchases can be afforded.

If the community has a landfill, it must ensure that the electric fence around the landfill is appropriately constructed and maintained. The town or municipality must regularly monitor maintenance if an independent contractor operates the landfill. The Pollution Prevention Branch should inspect landfills for compliance at least yearly, preferably in the spring before bears become a problem and in late August or early September before the fall season of increased bear activity at landfills. If landfills do not comply with regulations, there should be immediate action, with escalating enforcement until problems are resolved. The town or municipality should ensure that its landfill, or landfill maintenance contractor, complies with provincial regulations.

If the local landfill is to be closed because of the community's conversion to a waste transfer system, then the proper closure of the landfill is important. Landfills need to be capped by a minimum of 60 cm of fill, preferably 1 m, although this may not guarantee that persistent bears will not attempt to access buried wastes. Because of this, it should be a requirement of the closure contract that the contractor must do whatever maintenance is necessary to repair any failures of the capping (e.g., damage by digging). If there is an existing electric fence, it should remain functional until the capped landfill no longer appears to be attracting bears.

8.3 Control of Attractants within the Community

The Preliminary Hazard Assessment will identify many non-natural attractants within the community. Many of these attractants are the responsibility of individual residents and companies. Thus, the onus for controlling these attractants to reduce human-bear conflict lies with these parties. The most effective method of facilitating proper storage and management of these attractants will likely be through education programs.

Bird Feeders

The public must be made aware that bird feeders need to be inaccessible to bears during the non-denning period. To make them inaccessible, feeders must be suspended from a cable or other device. Bringing feeders indoors at night may be

another option in summer months. The area below the feeder should be kept free of accumulations of seed. Feeders should not be overfilled. Bylaws may be necessary for restricting the use of bird feeders to structures that are inaccessible to bears in summer months, or restricting feeding to winter months only (see section 12.2 Canmore Case History).

Honeybee Colonies

Honeybee colonies are a non-natural attractant that are commonly targeted by bears. Two options are available for making apiaries bear-proof:

1. the preferred option is to surround colonies with a properly constructed bear-proof electric fence (see Appendix B: usually only four strands are necessary).
2. placing colonies on raised platforms (at least 2 m) supported with posts that bears can't climb.

Electric fencing has been used effectively to keep bears out of honeybee colonies. For example, in Revelstoke, one bee-keeper had 100+ hives but no bear problems because all colonies were electric fenced (Bennett 1996). Under the British Columbia *Bee Act*, the location of permanent bee colonies must be approved and registered by the BC Ministry of Agriculture, Fisheries and Food. Names of local bee-keepers can be requested from the Ministry in order to target education efforts.

Fruit trees

In some locations, fruit trees can be a significant attractant to bears. Landowners should pick fruit daily before it is ripe and also pick up any windfalls. Mapping fruit trees was completed in Revelstoke (Bennett 1996), and it proved effective at targeting trees for removal by volunteers and harvesting by neighbours. There are two ways community volunteers can help manage this particular attractant:

1. by picking fruit and donating it to local food banks if the landowner doesn't want it. Establishing a Fruit Tree Registry (as per Revelstoke, Robinson 2000) can help pair up owners of unwanted fruit trees with people who want the fruit and are willing to pick it. Neglected fruit trees do not always produce attractive fruit, but the fruit is still acceptable for use in processing (canning, jams etc.), or it can be given to agricultural operations to feed livestock. The best model for fruit sharing is the "Earth Matters" program in Nelson, BC. Earth Matters is a community-based organization that establishes links between social and environmental issues, including community food security. Nelson residents with fruit trees can call the program and volunteers will come and pick fruit and clean the area beneath the trees in exchange for a portion of the fruit harvested. One-third of the fruit goes to the pickers, one-third to the

property owner, and one-third to various non-profit community organizations such as Meals on Wheels (Haas 2000). For information on the Earth Matters program, call (250) 352-2140 or e-mail at: info@earthmatters.ca.

2. by cutting down unwanted trees for landowners (and if possible, replacing them with non-fruit-bearing native varieties).

It should be noted that removing non-cared-for fruit trees or removing blossoms will remove attractants from bears, but it may also meet the requirements of the Sterile Insect Release (SIR) program in the interior of British Columbia. In the Similkameen, South Okanagan, and Creston valleys (Zone 1 of the SIR program), Central Okanagan Valley (Zone 2), and North Okanagan and Shuswap valleys (Zone 3), homeowners must maintain their trees free of codling moth to comply with SIR policies (Okanagan-Kootenay Sterile Insect Release Program brochure, 2000). Host trees for codling moth include apples, pears, crabapples and quince. There are other methods of controlling codling moth, but stripping the fruit or removing trees removes attractants for bears. SIR offers incentives to anyone in the three zones who strips or removes host trees (contact SIR program for more information, 1-800-363-6684).

Commercial orchards

Commercial orchards should consider putting electric fencing around the perimeter of the orchard, which would also lessen damage by ungulates. In addition, the use of specially trained dogs could be considered as an additional deterrent.

Composting

If composting is conducted properly (i.e., covering with soil or lime, frequent aerating), it should not be an attractant to bears. However, if bears are attracted by other sources of food in the area, compost can become a problem. Meats, fish, oils, and milk products should never be composted. Sweet smelling attractants, such as rotting fruit, should also be avoided.

The following rules regarding composting may need to be implemented.

- Backyard composting may need to be restricted in residential areas adjacent to high-use bear habitat or otherwise required by bylaw to be conducted in a bear-proof manner (e.g., use of electric fencing in backyards). Community composting of putrescent matter shall be conducted inside an electric fence.
- Composting of lawn clippings and leaves may continue in backyards. However, the composting of organic kitchen material may have to be restricted to indoor worm composters (see section 12.2 Canmore Case History).

Barbeques

The odours on barbeque grills are very attractive to bears. Grills should be burned at a high temperature following use to burn off residues and should be cleaned regularly. Barbeques should be stored in a bear-proof location such as a garage. If they must be left outside, barbecues should be covered to reduce odours.

Hanging carcasses and smokehouses

Structures for these types of activities should be located away from forest and shrub cover or natural movement corridors. Commercial coolers may be utilized in some communities for hanging carcasses during the hunting season (e.g., coolers used by forestry companies for keeping seedlings cool). These areas should be kept as clean as possible to reduce odours. Community planning may need to consider the central placement of structures for smoking fish, away from the periphery of town. Motion sensitive lights may help scare away bears investigating these attractant for their first time. Electric fencing around buildings used for these activities could be attempted. If problems occur, it is best not to conduct these activities when bears are active.

Pet Food

Pet foods must be kept indoors or in other bear-proof locations. If fed outside, animals should be fed only enough so that they can finish the entire meal, and bowls should be stored inside.

Livestock operations

Bears are attracted to livestock feed, carcasses, and birthing areas. Removing cover and locating attractants (such as grain) away from natural cover and movement corridors can be helpful. Electric fencing can be used to deter bears from birthing areas (e.g., calving, lambing) or chicken coops. Use of lights hooked up to motion sensors, or scare guns, can be attempted.

Grain and other feed should be housed in a bear-proof structure or container. Seed mixes containing low-quality bear foods should be used for areas being seeded for ground cover.

Dead livestock should be disposed of in one of three ways: 1) carcasses should be sent to a rendering (by-products) plant (see Appendix C for local companies); 2) carcass piles should be electric fenced; or 3) if only black bears are present in the area, carcasses should be buried deeply (this approach should not be used in areas with grizzly bears).

Campgrounds

All campgrounds must be bear-proof. Therefore, the education program must also focus on reaching tourists. Bear-proof lockers for food storage should be

provided. Campgrounds should use bear-proof receptacles and bear-proof dumpsters for garbage disposal.

8.4 "Bear Smart" Bylaw Implementation and Enforcement

Bylaws in a "Bear Smart" community may include the following prohibitions:

- No person shall leave garbage of any kind accessible, either intentionally or unintentionally, to wildlife or domestic animals. This includes, but is not limited to, household garbage, compost, fruit, livestock feed, apiaries, barbeques, and the hanging of carcasses.

This bylaw wording covers all aspects of non-natural attractants. However, it may be easier to target specific activities through other bylaws:

- Make it an offence for commercial establishments to discard edible waste in a non-bear-proof manner.
- If curb-side collection is retained: garbage may be placed curb-side only on the morning of pick-up (not before 6 am), and the garbage container must be returned a bear-proof location by 7 pm. The bylaw should also require that attractants be stored in a bear-proof container and/or location (i.e., house or garage, not garden shed, carport or wooden box). A number of communities in British Columbia have enacted bylaws to restrict curb-side placement of garbage between certain hours. Kamloops has experimented with the use of restriction in one small area (R. Olsen, District Conservation Officer, personal communication). Kimberly prohibits placement of garbage before 5 a.m., and requires removal of the container within eight hours of pick-up. This strategy must be accompanied by a strict commitment by the public works employees or contractor employees to be expeditious in picking up and removing the refuse put out for collection. Lengthy or lackadaisical pick up contributes to the non-natural attractants being available. See Canmore and Revelstoke Case Histories (sections 12.2 and 12.3) for bylaws with respect to garbage collection.
- Include community composting requirements in high-risk areas of the community or prohibit composting of organic kitchen refuse. See Canmore Case History (section 12.2),
- Bird feeders may be allowed with certain restrictions during the non-denning period: feeders must be suspended from a cable or other device so that they are inaccessible to bears. The area below the feeder should be kept free of accumulations of seed. There are no restrictions during winter months (when bears are denned). See Canmore Case History (section 12.2), and
- Garbage at special community events (festivals, ball tournaments, concerts, etc.) must be removed at the end of each day's activities. See Whistler Case History (section 12.1).

Enforcing by-laws must be the responsibility of an agreed-upon service, such as a by-law enforcement officer, the C.O.S., or police. Money generated from bylaw enforcement should go towards a special fund set aside to address human-bear conflicts, such as the purchase of additional bear-proof waste containers. Alternately, people who violate bylaws could do community service work on a human-bear conflict issue in the municipality, such as garbage clean-up in areas with problems.

8.5 Community Planning Documents

The Bear Stewardship Committee should work closely with local government and other agencies to ensure that planning and decision-making processes are both consistent with and compatible with the objectives of the Human-Bear Conflict Management Plan. This will reduce the potential for new community developments or practices to increase the risk of human-bear conflict and/or potential displacement of bears. Possible changes to community planning documents include the following:

1. Revise components of the Regional Solid Waste Management Plan (which Regional Districts are mandated to prepare) pertaining to the community (in cooperation with the regional district) to make them consistent with the Human-Bear Conflict Management Plan.
2. If the "Bear Smart" program is implemented at the regional district level, the Regional Growth Strategy may need to reflect the program, which will then be reflected within each Official Community Plan (OCPs have to be revised to make them consistent with RGSs).
3. Include consideration of important bear habitat and travel corridors in all documents related to land-use decisions. Avoid development in areas with prime bear habitat in order to minimize the potential for human-bear conflicts.
4. Revise land zoning consistent with any revisions of the Official Community Plan.
5. Landowners may implement restrictive covenants that are consistent with the revised Official Community Plan.

Most communities in British Columbia that have moved towards becoming "Bear Smart" (such as Whistler and Revelstoke) have not changed their OCP or RGS to be consistent with their bear management plans. In the future, changing these plans may prove to be helpful for providing the impetus to keep the programs running. However, in the case of land-use planning , "higher-level plans" can be very important for reducing the long-term impact of developments on surrounding bear habitats and movement corridors.

9 Monitoring Human-Bear Conflict

Several data sources are available for monitoring the level of human-bear conflict within a community. The Conservation Officer Service currently collects data on human-bear conflict complaints and actions that were taken by its members. The Northern Region Bear Aware Program, with support from the University of Northern British Columbia, created a GIS database to map human-bear conflicts between 1994 and 1999 (Nahornoff 2000). This map provides a powerful visual method for monitoring human-bear conflict complaints so that problem areas can be investigated and management strategies can be focused where they are needed most. A human-bear conflict map will also be a valuable visual aid for showing the public the spatial aspects of the problem and the changes over time. Data collection and subsequent mapping of other information would also be useful for monitoring and analysing issues that influence human-bear conflict (e.g., non-bear-proof dumpster locations, fruit trees, and green space used by bears).

Input from the community will be crucial to the successful collection of data on human-bear conflicts. Thus, it will be necessary to sustain enthusiasm for the project as time proceeds. The general public can help by continuing to identify, document, and address all sources of non-natural foods and green spaces that provide security cover in areas of high human use until the problems associated non-natural foods and green space are effectively eliminated.

Data regarding non-natural food and other issues should be collected, reviewed, and summarized annually. Continuing to add to the information obtained during the Preliminary Hazard Assessment will be important for increasing knowledge of human-bear conflicts and the way bears and humans use a community. The Human-Bear Conflict Monitoring System will be the primary tool the community will use to continue to collect information that can help reduce the potential for human-bear conflict. The Bear Stewardship Committee, or annual reports, should recommend one or more Detailed Hazard Assessments as problem areas are identified (see Section 7.0), using the data collected by the Human-Bear Conflict Monitoring System.

9.1 Objectives

The objective of the Human-Bear Conflict Monitoring System is to establish and maintain a data collection system, including all Problem Wildlife Occurrence Reports for bears on an annual basis, that can be used to identify and map sites that continue to have human-bear conflict. This will focus future effort on eliminating sources of non-natural foods. Additionally, more detailed assessments can be conducted to determine the source of the human-bear conflicts.

9.2 Recommended Actions

The ongoing identification of hazards for the Human-Bear Conflicts Monitoring System could be carried out by the bear education program coordinator with the guidance of local Conservation Officers and a Registered Professional Biologist with experience in bear ecology and behaviour and human-bear conflicts. A map display of the ongoing data collection on Human-Bear Conflicts should be a major component of the system. A year-end report summarizing progress and work required should be completed annually.

9.3 Recommended Techniques

A spatial database is an integral component of the successful implementation of the "Bear Smart" community program. GIS databases will provide the most valuable tool for documenting human-bear conflicts and progress made by the community. Some communities are already digitally mapped. In some cases, small communities that do not have a digital map base and compatible software may need to start by recording information on a large hard-copy map of the community. At least one community has used GIS students at a local college or university to develop the GIS database (Narhornoff 2000). If production of a GIS database is feasible through the joint efforts of the school and the community, the database provides a valuable learning process for the students and a valuable product for the community.

The following spatial information should be included in the ongoing data collection for the Human-Bear Conflict Monitoring System and entered as layers in the GIS database or hard-copy maps.

1. Document and map sources of non-natural foods so that management efforts to eliminate non-natural foods can be focused on problem areas.
2. Document and map green space that provides security cover and/or foods in areas of high human use so that management efforts can be focused on clearing, brushing, or modifying green spaces to reduce the potential for conflict.
3. Document and map human-bear conflict reports so that the temporal and spatial patterns of human-bear conflict can be investigated and problem areas and practices can be identified and investigated.
4. Document natural factors that appear to increase the potential for conflict, including habitat potential, terrain features, visibility and security cover issues, and other sensory issues, and conduct a Detailed Hazard Assessment of specific sites or areas where human-bear conflicts are occurring.

The spatial database will also be a valuable tool for new participants in the program (e.g., new bear education coordinators).

10 Annual Progress Reports

Annual progress reports are necessary for monitoring the success and failures of the "Bear Smart" Community Program. They are also important for establishing direction for the upcoming year. These reports are a vital tool to help other communities just starting the program decide which strategies or options may be most successful in their own community. As a result, details such as delivery budget, level of success of various methods, and recommendations for future delivery of the program are not only valuable to the community in question but to many others as well. Sharing of information is critical to maximizing the efforts of all involved. See Appendix D for a recommended outline.

11 Measures of Success

The ultimate measure of success of the "Bear Smart" program is to its ability to reduce or eliminate the instances of "problem" bears being killed in communities and injuries to humans or their property from encounters with garbage-conditioned or habituated bears. Despite major efforts on the part of the community to reduce human-bear conflicts, incidents are still likely to occur, although they should occur at a much lower frequency. Evidence from Denali National Park indicates that some level of reactive management will continue to be required in response to bear incidents (Schirokauer and Boyd 1998).

Success will be gauged by:

- a trend toward a decrease in the presence of non-natural foods available to bears,
- a decrease in the number of human-bear conflicts reported to the C.O.S.,
- a decrease in the number of bears destroyed by the C.O.S., RCMP, and individuals,
- a decrease in the number of bears translocated,
- a decrease in property damage, and
- a decrease in resources expended in dealing with human-bear conflicts.

12 Case Histories

While massive positive changes have been occurring in public attitudes and actions towards responsible community-based stewardship of bears, at the time of this report, no community in British Columbia has yet qualified for "Bear Smart" status. However, two communities, Whistler and Revelstoke, stand out as exemplary, and these two communities are in the unique position of leading the world by example in applying responsible-based stewardship of bears.

We have identified four case histories that serve as examples of bear-proofing communities. Each of the communities has used a slightly different approach, with varying degrees of success. None of these communities implemented the "Bear Smart" Communities Program *per se*, but each community attempted to develop bear-proofing systems to reduce the number and extent of human-bear conflicts within their jurisdictions.

The following case histories examine three communities in British Columbia and one in Alberta that have implemented programs to reduce the occurrence of "problem" bear behaviour. The three British Columbia communities were originally profiled in Ciarniello (1997). Each of the towns profiled in the case histories had slightly different human-bear conflict issues to deal with because different bear species used their landfills and towns. Whistler had problems with black bears, Mackenzie had mainly grizzly bear problems, Revelstoke experienced both black bear and grizzly bear problems. These case studies were chosen based on their applicability to management problems experienced in other areas of the province. Canmore was included as an example of how human-bear conflicts have been addressed in other jurisdictions. The first step that each community took was to install an electric fence around their respective landfills. The successes and failures of these communities in their efforts to reduce human-bear conflicts can serve as examples for other communities that are working towards becoming "Bear Smart."

The data regarding the number of reported human-bear conflicts does not necessarily reflect upon the effectiveness of a particular strategy that a community has implemented. The number of bear problems varies a great deal from year to year because of climate changes from year to year, which in turn affect the food supply for bears. In years when the berry crop fails, the number of "problem" bears increases substantially because they must search farther for potential food sources. If many bears are destroyed in these years, the number of complaints will decrease in the following year, usually regardless of the food supply, because the bears killed the year before have not all been replaced yet. Therefore, the numbers tend to be high in certain years, management actions are

taken, and the next year the numbers go down, not necessarily due to an improvement in management of attractants, but because the population has been negatively impacted.

12.1 Whistler

The Resort Municipality of Whistler, BC is located within the Coastal Mountain Ranges and is adjacent to Garibaldi Provincial Park. Being situated in a valley bottom in the Coast Mountain Ranges, Whistler is surrounded by quality bear habitat. Black bears are the only bear species of concern in the municipality because grizzly bears do not tend to frequent the community (Black Bear Task Team 1998).

Whistler has faced many challenges in its quest to reduce human-bear conflicts. There is a high density of black bears in the Whistler area. Prime bear habitat surrounds the resort community, due in part to the development of ski runs that help promote an abundance of natural foods. In addition, the availability of non-natural food within the resort community has attracted bears to developed areas in Whistler for several years. Finally, the large number of seasonal workers and tourists makes education and awareness a difficult challenge.

Whistler has been one of the most progressive and active communities in British Columbia in becoming bear-proof. A Black Bear Task Team involving key community stakeholders was established in 1997. The Task Team reviewed the entire waste management system, from collection of garbage to disposal at the landfill. The Task Team recommended a number of changes to the solid waste-handling program, including mandatory bear-proofing of waste containers throughout the municipality. Completely bear-proofing the system took a number of years and was completed in 1999/2000. In addition, an aversive conditioning program was implemented in 1999, and a comprehensive education program was launched to target residents, employees, and visitors.

Because of the short time that the community has been bear-proof, Whistler's efforts are just starting to yield positive results. However, despite this short time period, the number of bears killed by the Conservation Office Service decreased substantially in 2000 and 2001 when compared to previous years (Fig. 2).

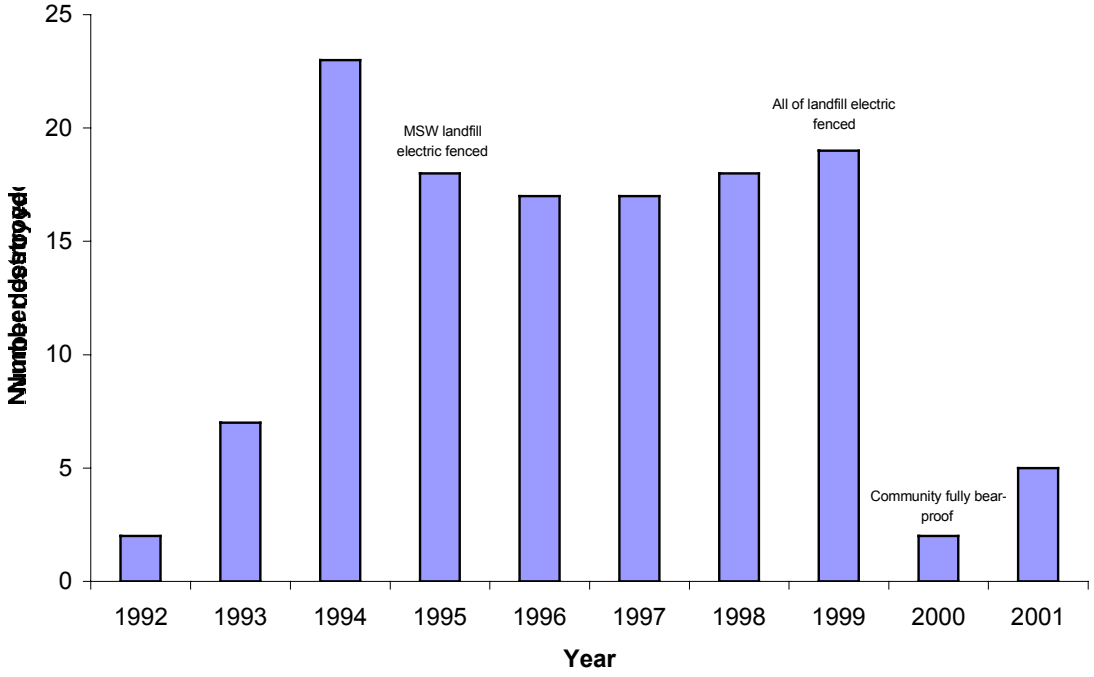


Figure 2. Number of black bears destroyed in Whistler, BC 1992-2001. Note: graph shows bears destroyed for the entire Whistler area, not just the town site of Whistler.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

In 1997, the Black Bear Task Team was created to establish and implement a Black Bear Management Plan (Black Bear Task Team 1998). The team consists of key stakeholders from the community, including members from the Jennifer Jones Whistler Bear Foundation (JJWBF), the Resort Municipality of Whistler staff, the local waste management company (Carney's Waste System), the Conservation Officer Service, Blackcomb-Whistler mountain staff, and the Association of Whistler Area Residents for the Environment (AWARE).

Phase I: Problem Analysis

Whistler has the most extensive Black Bear Management Plan of any community in British Columbia. The plan was "developed to minimize human-bear conflicts through effective waste management practices, extensive public education, a rigorous bylaw enforcement program, and non-lethal bear management practices" (S. Dolson, JJWBF, personal communication). Copies of the Black Bear Management Plan can be obtained from Brian Barnett, General Manager of Engineering and Public Works (phone: [604] 935-8191).

Although Whistler has not completed a full Problem Analysis, the Black Bear Task Team has essentially addressed all the important issues in the Black Bear Management Plan. As part of the plan, important bear habitats and travel corridors were identified within the Whistler area. The plan includes a good summary of local bear ecology, including how habitat use by bears changes by season and how this may affect potential human-bear conflicts.

Education

Whistler is the most urban of the case studies and has a large transient human population that poses challenges to the implementation of an effective education campaign. The seasonal nature of the work force and the large number of visiting tourists makes Whistler's situation unique when compared to many other communities. Many visitors are in Whistler for only very brief periods, so getting the Bear Aware message across effectively is extremely difficult. Many workers are employed on a seasonal basis and often come from foreign countries, and for these reasons, they have no previous experience with bears.

A number of agencies in Whistler have undertaken education programs aimed at informing the public about bears within and around the community.

Whistler has a community-based non-profit registered organization called the Jennifer Jones Whistler Bear Foundation (JJWBF). The organization was founded in 1995 and focuses on community awareness of bear issues and negative conditioning of bears. The ultimate goal of the JJWBF is to reduce the need for translocation and destruction of bears. The mandate of the foundation is "to protect the well-being and lives of bears by establishing a healthier coexistence between people and bears; to reduce the number of nuisance bears destroyed by increasing public understanding and appreciation of bears; educating people on dealing with bears in their communities; and promoting non-lethal bear management practices among wildlife managers" (Dolson 2000).

Many educational programs have been conducted in Whistler by the JJWBF. Programs include the Neighbourhood Bear Watch program and the Bear-Friendly Business sticker program. The JJWBF has also distributed pamphlets and information sheets, manned booths at local events, conducted seminars and workshops for residents, and erected signs throughout the town.

In addition, Whistler-Blackcomb (parent company: Intrawest) has a comprehensive bear ecology and bear-awareness education program (exclusive of the community). This program includes interpretive displays, educational signs, and a wildlife centre for children. Whistler-Blackcomb has tried to enhance forage production for bears on the ski hills by planting fruit-bearing shrubs. Whistler-Blackcomb has also thinned forests by helicopter logging rather than through conventional logging techniques. This approach allows more light to penetrate

the undisturbed understory and enhances berry production (A. De Jong, Whistler-Blackcomb, personal communication).

Also, Owen Carney, of Carney's Waste System (the local garbage contractor) has done extensive work on bear awareness.

The Municipality has taken a lead role in the education program within the community. It has developed brochures, erected signs at municipal parks and trailheads, placed annual radio and newspaper advertisements in the local media, and hand-delivered letters to businesses in the autumn to remind managers to dispose of garbage properly.

The efforts in Whistler have been widely reported in newspaper and magazine articles and on various TV news programs. The JJWBF and municipal staff have given presentations and advice to other communities interested in becoming bear-proof (S. Dolson, JJWBF, personal communication). Educational kits are available from the JJWBF (604-905-4209). A wealth of information can be obtained on the JJWBF website: www.bearsmart.com.

Bear-proofing and Attractant Management

Whistler does not have a household garbage collection system because of concerns about bears and other considerations specific to the resort community.

Instead, Whistler's household garbage collection system is comprised of two bear-proof compactor sites. These compactors are located at the north and south ends of town, just off the main highway, which makes them convenient places to stop as people leave town. The compactor sites are cleaned on a daily basis as part of Whistler's bear-proofing measures as well as for aesthetic reasons.

Carney's Waste Systems is the local waste hauler and is responsible for operating the compactor sites, commercial bins, and the landfill. Owen Carney has been instrumental in Whistler's bear-proofing measures, including designing a new commercial bin to satisfy the Black Bear Task Team's desire for a better bear-proof container.

The municipality passed a bylaw requiring all exterior garbage containers to be bear-proof. The conversion to the new bins was a major undertaking and was completed in 2000. Commercial bins are now bear-proof, or are housed within a bear-proof building. Thanks to the efforts of the Resort Municipality of Whistler, JJWBF, private businesses, and donations, all waste containers along pedestrian walkways are now bear-proof (S. Dolson, JJWBF, personal communication).

Landfill

The Whistler landfill was established in 1979. It is located 10 km from Whistler Village, 6 km from a main urban area, and 1 km from the nearest residence. The landfill was only used by black bears. In 1994, the use of the landfill by black bears increased substantially. Concurrent with this increase, the number of complaints about bears rose substantially within the community.

The landfill area was originally divided into two waste disposal sites, a municipal sanitary waste (MSW) site and a construction waste site. An electric fence was installed around the MSW site in 1995. An increase in bears within the town after the installation of the electric fence was not reported. Over the few years following the installation of the electric fence, the bears showed a remarkable determination to enter the landfill. They would dig holes under the fence, jump inside the enclosure from an adjacent tree or rock pile, climb up wooden fence posts, or enter through the gate when it was left open or not charged. Occasionally, despite the electric shock, bears would charge right through the fence. In response, the municipality installed concrete barriers around the electric fence to prevent bears from digging under it, spikes were nailed into the wooden posts, and the gate was replaced with one that had plastic hand holds so that the power to the gate could be maintained at all times (C. Jennings, Municipality of Whistler, personal communication). In addition, trees inside the electric fence were removed to make the landfill as unappealing as possible to the bears (bears were known to take refuge in the treed areas).

After the MSW landfill site was electrified, the bears focused their scavenging efforts on the construction waste site. In 1999, the electric fence was expanded to include all waste disposal areas at the landfill. An apron of chain link fencing was buried at the base of the new electric fence to prevent bears from digging underneath it. Both the chain link apron and the cement barriers appear to have worked well in stopping bears from digging under the electric fence (B. Barnett, Resort Municipality of Whistler, personal communication). Automatic gates were installed. The success rate of bears entering the landfill is now close to zero. The bear-proofing measures seem to have been successful: bears have now all but abandoned their efforts to feed at the landfill and have returned to the abundant source of natural foods in the surrounding area.

Bylaws

Whistler's garbage disposal bylaw has stringent requirements for bear-proof waste management – perhaps the most extensive requirements in British Columbia. As of August 2000, the Whistler Garbage Disposal Bylaw No. 1445 states:

- no domestic garbage and no food waste or other edible waste that could attract dangerous wildlife shall be stored outdoors, including on any patio, balcony or deck. "Dangerous wildlife" means a bear, cougar, coyote or wolf,
- every outdoor container or receptacle used for depositing or storing food waste or other edible waste that could attract dangerous wildlife shall be a wildlife resistant container,
- every commercial, industrial, institutional, and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall be provided with a garbage storage site located inside a building or within a wildlife resistant enclosure,
- garbage containers for special events are exempt from requirements as long as they are emptied by 10 pm,
- feeding dangerous wildlife and depositing or storing any domestic garbage, food waste, or other edible waste that could attract dangerous wildlife is prohibited, and
- bird feeders are required to be inaccessible by dangerous wildlife.

The municipal bylaw is strictly enforced and is part of the municipality's comprehensive bear management plan. Enforcement of bylaws increased compliance within the community (S. Jacobi, Conservation Officer, personal communication).

Discussion

Whistler has met many of the criteria set out in the "Bear Smart" program. With the inclusion of bear-proof garbage receptacles for pedestrians, fencing of the entire landfill, and changing gate systems, Whistler has met the objectives of bear-proofing their waste management system. Whistler also has ongoing education programs. With continued enforcement of existing bylaws (especially with respect to housing of commercial dumpsters) and maintenance of the electric fence at the landfill, the municipality appears to have met most of the criteria for "Bear Smart" status. The Regional MWLAP office will have to review the situation and determine whether to grant the municipality "Bear Smart" status. The community should continue to monitor human-bear conflicts in the future to determine if the number of nuisance wildlife complaints and bears destroyed decreases over the next few years.

The area of Whistler provides some interesting insights into bear and human conflicts due to its valley location and high density of people. The transient tourist population creates problems with waste management on the ski hill and surrounding cabins. The small number of waste disposal units available for the use of local residents creates problems because people dispose of their garbage in ways that attract bears. Despite all of these potential problems, the Municipality

of Whistler has met many of its goals for reducing human-bear conflicts. Unfortunately, keeping a community bear-proof is an ongoing struggle of vigilant maintenance and education.

Recommendations

While Whistler has made enormous strides in its management of bear attractants, several issues still need to be resolved before it can be considered "Bear Smart." The following is a list of necessary actions.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines. Because so much groundwork has been accomplished, this should require relatively little effort and may be more of a reassessment in which details not addressed to date can be identified and addressed.
2. Conduct a committee review of the management strategies: in particular, green space management and community planning strategies.
3. Add an addendum to the Black Bear Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, Black Bear Task Team, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will be helpful to other communities by documenting the process Whistler has been through and the failures and successes of specific management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues.

12.2 Canmore, Alberta

Details from Andreas Comeau, Town of Canmore.

The Town of Canmore, Alberta has changed the manner in which it handles its waste and is a superlative example of a community's determination to become bear-proof. While this accomplishment is remarkable, the Town's approach of gradual implementation and consultation with residents make it an even more excellent example for other communities.

History

The Town of Canmore is situated in the Bow Valley at the gateway to the Canadian Rockies. Canmore, straddling the Trans-Canada highway, is 100 km from Calgary and 2 km from the gates of Banff National Park in Alberta.

Throughout the 1990s, as Canmore was experiencing steady growth, the Town was pressured to implement programs that would minimize the impact on the environment and wildlife populations in the area. In the Solid Waste Services department, this translated to the establishment of recycling programs, toxic round-ups, and implementation of an animal-proof waste handling system.

In the fall of 1996, responding to increasing concerns from the public and environmental groups about bears being attracted to waste, Council requested the Waste Management Committee to investigate options for animal-proofing the Town's waste handling system. Up until 1997, the Town of Canmore provided its residents with a traditional curb-side waste collection program. The committee recommended that the Town eliminate curb-side collection and implement a communal "bear bin" collection system. Despite this recommendation, Council voted in favour of a dual system that included both curb-side collection and neighbourhood animal-proof waste containers. There was the perception at the Council level that residents were opposed to the complete elimination of curb-side collection. This hybrid system gave residents the option of continuing to place waste out for curb-side pick up on their collection day or to use the bear-proof containers at any time.

Communal Waste Container Locations

The first hurdle in implementing the dual system was the selection of sites for 60 bear-proof containers in neighbourhoods and multi-residential areas. Placement of the 60 waste containers proved to be a difficult exercise because of the following perceptions:

- aesthetics: some residents viewed the containers as an eyesore, and some were also concerned about their effect on the real estate value of homes,
- space constraints – multi-family complexes have limited common space for containers,
- the containers may actually attract animals,
- contents of the containers may smell,
- soil contamination – effluent from containers entering storm sewer or groundwater,
- there may be loud noise from people banging lids,
- difficult to use – doors are difficult to operate for disabled and elder members of the community, and
- increased automobile traffic – neighbours will drive to the containers.

A review was completed of the entire community to find 60 suitable locations. The process started with the administration sending a letter and map to all the visually affected homeowners in all the proposed locations. The public was given two weeks to reply with comments and/or concerns. The majority of the public

was receptive to the introduction of the waste containers because they were aware of the wildlife concern and community obligations. Surprisingly, despite the concerns listed above, some residents wanted the containers *closer* to their house!

After several months, the community began to appreciate the benefits of the containers and their convenience and they became very popular. People appeared to appreciate the convenience of disposing of waste at any time, day or night. The containers were quickly becoming the preferred means of disposal for many of Canmore's residents.

The downside to this dual approach of curb-side collection and communal containers was that the program was becoming very costly to operate. This was because the town continued to pay for a complete curb-side program for all residents, many of whom were now opting for the bear-proof system.

During the summer months of 1997, members of the Waste Management Committee completed a curb-side monitoring program. The committee members rode on the waste collection trucks during the curb-side collection days and recorded the number of homes that did not have waste at the curb-side. It was assumed that if no waste was placed out for collection, then the household was using the animal-proof waste containers for waste disposal.

The monitoring results indicated an average of 55% of households used the bear-proof waste containers. In some neighbourhoods, it was also noted that up to 77% of households used the animal-proof waste containers. This information was presented to Council, who indicated they would consider eliminating curb-side collection if the total number of households using the bear-proof waste containers reached 66%.

In the summer of 1998, due in part to a poor berry crop, the number of bear sightings grew in town, and the number of incidents related to bears being attracted to waste increased substantially. Local Fish and Wild officers pleaded with the Town via the local newspaper to discontinue curb-side collection and provide a complete animal-proof waste handling system. In addition, members of the public were becoming involved, sending letters to the newspaper editor requesting the Town to eliminate curb-side collection. The summer season continued, and the number of problems increased to such a level that the Mayor sent a letter to all residents urging them to use only the animal-proof waste containers until the bears went into hibernation. When the summer season ended, over 300 bear sightings had been recorded within the town, nine bears had been relocated, and four bears had been destroyed.

Once again, the Waste Management Committee conducted a curb-side monitoring program from March to August of 1998. The total utilization of the

animal-proof waste containers was 62% of residents - only 38% continued to use the curb-side program. In September of 1998, the Waste Management Committee undertook another audit and found that only 23% of households were using the curb-side collection program. Despite this fact, the Town was paying the waste collection contractor a fee based on 100% of households receiving curb-side collection. The costs associated with running the dual collection system continued to rise. Subsequently, Council unanimously accepted the recommendation to eliminate curb-side collection.

The Site Selection Process for Additional Waste Containers

The Town administration and the Waste Management Committee were now faced with the task of selecting sites for an additional 60 animal-proof waste containers to service the entire community. Providing adequate volume for weekends and holidays when Canmore triples in population was imperative. The following criteria were developed:

- 3.0 m^3 waste container for every 20 homes,
- 4.5 m^3 waste container for every 30 homes,
- waste containers would be located a maximum of one block from every home,
- waste containers would be located on municipal reserve (i.e., public land),
- waste containers would be doubled-up only when necessary, and
- waste containers would not be combined with other services whenever possible (i.e., beside a Canada Post mail kiosk).

The process of selecting potential locations for the containers was similar to the first site-selection process. In the end, the administration and the Waste Management Committee successfully located all but one of the 120 proposed animal-proof waste containers.

The commercial sector was required to implement animal-proof waste handling systems as well. Existing businesses were allowed one year from the Waste Control Bylaw's enactment to replace their waste container with an acceptable animal-proof container. New businesses were required to conform to the new Waste Control Bylaw immediately.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

To assist with program implementation, the Town took advantage of a grass roots movement and established a Waste Management Committee (WMC) made up of interested and concerned residents. The WMC was used extensively during the implementation of the animal-proof waste handling system and proved to be a tremendous asset.

Phase I: Problem Analysis

No formal bear Problem Analysis of the community was completed.

Education

The town of Canmore has not implemented a comprehensive education program like the Bear Aware program in various British Columbia communities (e.g., Revelstoke, BC).

The Town of Canmore provided a "Bears & Your Garbage" brochure to all residents and businesses at the start of its dual collection system in 1997. Since the change to a complete animal-proof waste handling system in 1999, a one-page flyer was mailed out. In 2001, the "Bears & Your Garbage" brochure was updated to reflect the most recent changes in the collection system. Residents also have the opportunity to call the Town if they have any questions.

Bear-proofing and Attractant Management

Birdfeeders were identified as potential attractants within the town after bear-proofing took place. Several cases of damaged birdfeeders or sightings of bears up birdfeeder poles had been documented. Because of these problems, birdfeeders and other animal attractants (such as pet food and suet balls) were included in a new Waste Control Bylaw in 2001. This banned the use of birdfeed from April 1until October 31 while bears are active.

In 2000, composting was also identified as another animal attractant. Some residents actively compost both leaf and yard waste, but some also include kitchen organic material, which is an obvious animal attractant if not composted properly. Therefore, the changes in the 2001 bylaw banned outdoor composting of kitchen organic waste. Residents are encouraged to compost leaf and yard waste outside and compost kitchen organic material indoors with a vermi-composter.

Landfill

The town of Canmore does not have a Class II or wet waste landfill site. Waste is collected, sorted at a transfer station, and shipped to a landfill in the Calgary area.

Bylaws

Coinciding with the start of the dual system in April 1997, strict new standards for storage and placement of waste were incorporated into the Town's Waste Control Bylaw. These bylaws no longer apply due to the conversion to bear-proof containers. However, they serve as a model for communities with continued curb-side collection.

The bylaws included the following provisions:

- waste must be stored in an animal-proof location between pick-up days (i.e., house or garage, not a garden shed or wooden box),
- waste placed for collection must be in a can with secure lid (i.e., no boxes or waste bags),
- waste cannot be placed out for collection earlier than 6 a.m. on collection day (i.e., not the night before).

Penalties for breaking bylaws are a minimum of $100, $200, and $500 for the first, second, and third offences respectively. Canmore's current bylaws (and fines) apply to all aspects of the animal-proof waste collection system. They require that:

> "Occupants of Residential Dwelling Units shall ensure Waste is stored in an Approved Storage Location at all times other than when the Waste is being transferred to an Animal Proof Waste Container."

Cost

Many communities may feel that Canmore's route to "Bear Smart" is not an affordable option. However, Haul-all, the company that supplied the system, conducted a cost-benefit analysis on introducing the new bear-proof waste management system. By using a waste container system that is emptied by one person using a side-loading vehicle, the town has saved money in operating costs that will eventually cover the capital costs of installing the new system. Canmore's 1996 fiscal budget shows that the cost of curb-side collection and transfer was $187,000. Operating the same system in 2001 was estimated to cost $361,000 (due to inflation and population growth). The most recent estimate of the cost of operating the bear-proof system was $201,000, an approximate saving of $160,000 or 44% (Philipp 2000). While the initial costs are high, the operating costs are lower - the new system saves the town money (A. Comeau, Town of Canmore, personal communication). If the new system meant bear-proofing a landfill that was able to then use tarps instead of fill, the long-term savings would be even greater.

Discussion

When the program began, several bear-waste related altercations occurred in the town each year. The change to the new system saw a slight decrease in conflicts; however, the number of bear-waste altercations did not drop as substantially as anticipated. Despite the stiff fines under the Waste Control Bylaw for improperly storing waste, some residents continued to keep waste in sheds or storage boxes that were not animal-proof. Therefore, the bears continued to have access to garbage as an easy food source.

In May of 1999 the curb-side collection system was eliminated and the residents of Canmore could only use the communal waste containers. Throughout the summer, the success of the complete animal-proof waste handling system became

evident. Although there were several sightings of bears in and around the Canmore town site, there were no reported incidents involving bears and waste. Success continues; there were no "problem" bears killed in 2000, and only one black bear was killed in 2001.

The community to the east of Canmore (Exshaw) was not as lucky. During 1999, the community still provided a curb-side collection program and were inundated with bears intent on consuming human food. This community introduced an animal-proof waste handling system in March 2000 with much success and minimal public opposition, due in part to the extensive media attention Canmore received.

Recommendations

The town of Canmore has done an excellent job in terms of creating and implementing bylaws and bear-proofing its waste management system. It should stand as an example of effective change. Although Canmore is not eligible for the "Bear Smart" program because it is in Alberta, the following actions would be needed to attain "Bear Smart" status.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines.
2. Develop a more comprehensive education program to help educate residents on the continuing need to keep non-natural foods away from bears.
3. Complete a Human-Bear Conflict Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports would be helpful to other communities by documenting the bear-proofing process and the failures or successes of specific management actions.
6. Continue monitoring human–bear conflict and investigate and address conflict issues.

12.3 Revelstoke

The town of Revelstoke has been working toward becoming bear-proof since 1994 when its landfill was electric fenced. Revelstoke has been very successful in becoming more "Bear Smart" by implementing an intensive education program and by managing attractants within the community. Through these efforts, Revelstoke has experienced a significant decline in the need for management

actions (Fig. 3), reducing the number of bears destroyed or removed from 62 (33 destroyed, 29 relocated) in 1994 to just two in 2000 and 2001 (Couturier 2002).

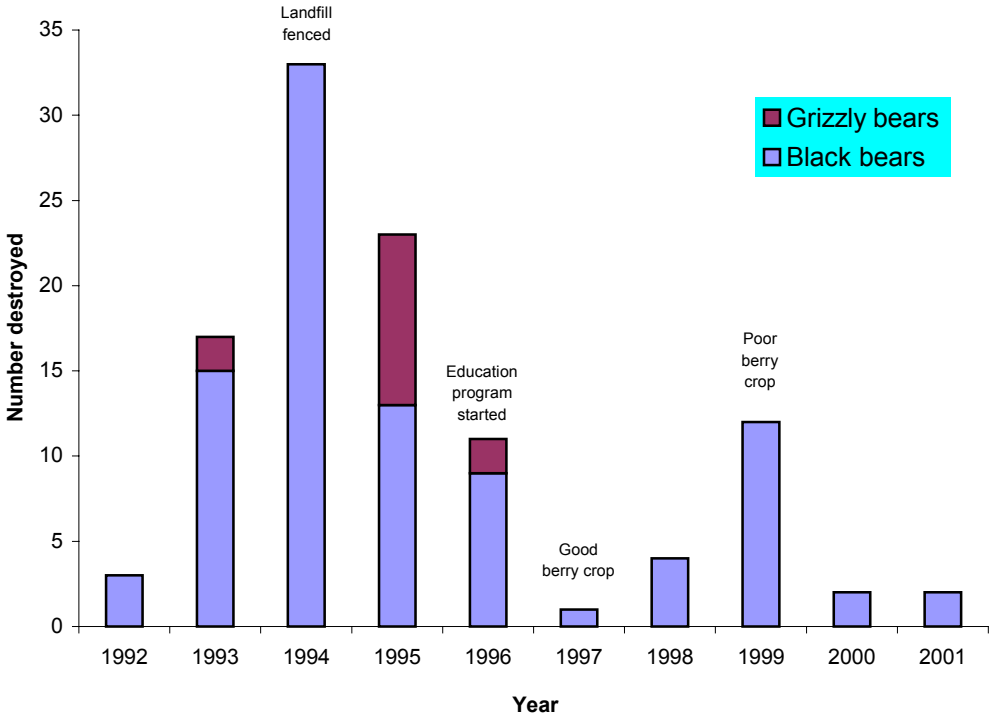


Figure 3. Number of bears destroyed in the community of Revelstoke, 1992-2001.

History

Revelstoke is located in the Selkirk Mountain Range in the Columbia River Valley. High-quality bear habitat surrounds the town. Between 1986 and 1995, over 100 grizzly bears were translocated and 17 were destroyed in the Revelstoke area (Proctor and Neumeier 1996). Garbage-related encounters were the main reason cited for grizzly bear translocations (77 of 107 translocations, 72%), followed by property damage (18%), and predation on livestock (6%). The main reason cited for destroying grizzly bears (information available on 13 grizzly bears between 1986-1995) was livestock depredation (including chickens and honeybee colonies) (5 of 13), followed by property damage (4 of 13) and "nuisance" (2 of 13). During this same period, over 50 black bears were translocated and 250 destroyed. Between 1989 and 1995 alone, 129 black bears were destroyed because of "nuisance" complaints (29%), because they were consuming fruit (26%), and because of garbage-related encounters (24%).

Prior to 1992, bears were not regularly tagged when translocated in Revelstoke. After 1992 bears were tagged and some were radio-collared. Proctor and

Neumeier (1996) reported that a minimum of 12 (26%) grizzly bears that were translocated between 1986 and 1995 returned to non-natural attractants either in Revelstoke (n=2) or other communities (n=10).

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

A Bear Management Committee formed in 1996 continues to exist. The committee pulled together agencies that were directly involved in dealing with the problem of increasing bear problems that occurred after the landfill was electric fenced. Over time, the committee has consisted of representatives from the Columbia Shuswap Regional District, City of Revelstoke, Ministry of Environment, Ministry of Forests, Parks Canada, BC Hydro, Friends of Mount Revelstoke and Glacier National Parks, RCMP, Revelstoke Rod and Gun Club, and Save the Bears Committee (Robinson 2000).

Problem Analysis

The Revelstoke Bear Awareness program has worked on the development of an "urban bear habitat map" (Maltby 2000). This mapping has been used to set priorities for management actions and educational efforts and as a "tool for explaining risk factors associated with urban developments and recreational activities" (Maltby 2000).

Education

An intensive education campaign has been underway in Revelstoke since 1996 (Bennett 1996; Robinson 1997, 1998, 2000; Maltby 2000, Couturier 2002). The program educates residents about management of non-natural attractants in the community. Now called the "Revelstoke Bear Awareness Program," it operates under the guidance of a Bear Awareness Coordinator through the BC Conservation Foundation.

In 1996, a contractor was hired for six months to deliver a site-specific education program targeted at various groups within the community (Bennett 1996). Owners of vacant lots with fruit trees were contacted and permission was requested to allow volunteers to remove the trees. Furthermore, the contractor contacted bee-keepers in the area, questioned them about the extent of bear problems in their operations, and discussed possible solutions. Restaurants and food stores were also visited. The contractor also visited managers of restaurants and food stores to discuss options for making garbage receptacles bear-resistant. However, on subsequent checks, only two establishments had attempted to rectify their garbage management situation (Bennett 1996).

From 1996 through 2000, a variety of media campaigns were undertaken. The Ministry of Forests "Bear Aware" video was shown on the public cable network,

columns were printed in local magazines and newspapers, and announcements were broadcast on the local cable channel and radio. Bear Aware displays at farmer's markets and other local events were effective venues for getting out information on the Bear Aware program (Robinson 1998). In addition, the use of the Welcome Wagon to distribute Bear Aware brochures helped bring newcomers up to date with bear issues in the community (Robinson 1998), an approach that has also been useful in Nelson (Haas 2000). Many presentations were given to school classes over the years, focusing on proper management of non-natural attractants such as appropriate garbage storage. The Bear Aware program has a very high profile in the community: surveys indicate that 90% of the residents are aware of the program (Robinson 2000).

The Bear Management Committee and the Bear Awareness Coordinator have a good working relationship with the Conservation Officer Service, and the coordinator works closely with the C.O.S. as well as the bear biologists from Parks Canada to ensure correct information gets to the public and situations are dealt with quickly and properly.

Bear-Proofing and Attractant Management

Under the Bear Aware program, talks on bears and garbage were given to a number of community organizations, such as the Rotary Club and the Revelstoke Chamber of Commerce. A number of groups were contacted regarding donations towards the purchase of bear-resistant garbage receptacles for the community. School districts were also approached regarding their garbage bins, and one school began a fundraising campaign to purchase receptacles. Two bear-proof receptacles were purchased by Arrow Heights School due to the efforts of the Parent Advisory Council at the school (Robinson 1997). Two more bear-proof receptacles were purchased by City Council for two local parks in 1999.

An ongoing problem in Revelstoke is the improper use of commercial dumpsters by businesses. Dumpsters with locking lids are rarely secured, and bears can easily access the contents. Grease barrels are also kept outside and may attract bears (Maltby 2000, Couturier 2002).

Door-to-door campaigns have been used extensively in Revelstoke to educate residents about potential attractants near their homes (Robinson 1997, 1998, 2000; Maltby 2000, Couturier 2002). Residents who live within identified problem areas were visited and proper non-natural attractant procedures were discussed. Furthermore, residents living in areas in which the C.O.S. received bear complaints were contacted. "We are Bear Aware" window stickers were used to encourage participation by residents and businesses and a "Bear Aware Checklist" was distributed. The coordinators also attempted to help educate Revelstoke's visitors about bear attractants by ensuring that campgrounds had an

adequate supply of pamphlets and encouraging campgrounds to earn "We are Bear Aware" window stickers.

Volunteers helped remove fruit trees in which the fruit was not being picked. A fruit tree registry was established, but support in its first year (Robinson 1999, 2000) was low.

Landfill

The landfill was electric-fenced in September 1994 in an effort to eliminate non-natural food sources. The landfill primarily attracted grizzly bears and was operational for over 20 years. Prior to closure, some black bears were destroyed and 19 grizzly bears were translocated immediately after the installation of the fence (Proctor and Neumeier 1996).

The electric fencing appeared to be effective at eliminating bears from the landfill. After the installation of the electric fence, grizzly bears wore a path around the fence perimeter but none penetrated the fence. Fence performance was regularly monitored by a contractor (J. Marley, Margo Supplies, personal communication). Excluding bears from the landfill and a year with a poor crop of berries in mid-to-low elevations resulted in a number of bears moving into the community to seek out alternative food sources (Macpherson 1996).

Bylaws

Revelstoke put a bylaw amendment in place in 1996 to limit placement of garbage at the curb for pick-up to between 6 am and 7 pm on the day of collection. The bylaw only affects putting garbage on the street and not storing garbage on the property. Although many people are complying with the bylaw regarding placement of garbage at the curb, they are not storing garbage in a bear-proof manner on their own properties outside of these hours. This has been identified as a continuing problem in Revelstoke (Robinson 1998, Maltby 2000, Couturier 2002).

Discussion

Revelstoke's successes stem from a very committed Management Committee and overall support from the community. Revelstoke has had considerable success in implementing one of the most intensive education programs of any community and has documented its program with annual reports. Revelstoke is to be commended and used as a model for other communities. Revelstoke's detailed reports on its bear awareness education program are a good example of the value of these annual reports because they are being used by many other communities to establish their education programs.

Recommendations

While Revelstoke has made huge strides in its management of bear attractants, it still has a few issues that have to be dealt with. The following is a list of necessary actions.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines. The "urban bear habitat mapping" will be a valuable tool for the assessment.
2. Conduct a committee review of the management strategies contained in this report, in particular, green space management, community planning strategies, waste management system, and monitoring system. Specific issues to address include those previously identified in annual bear awareness reports:
   - removal or continued harvesting of remaining fruit trees on private and public land (Robinson 2000; Maltby 2000, Couturier 2002),
   - bear-proofing of dumpsters at commercial establishments and apartments and mobile home parks (Robinson 2000, Couturier 2002),
   - an addition to the garbage bylaw that requires the use of bear-proof commercial dumpsters (Maltby 2000, Couturier 2002),
   - an addition to the garbage bylaw that requires storage of garbage and attractants in a bear-proof manner on residential properties (Maltby 2000, Couturier 2002),
   - More bear-proof containers are needed at schools, public parks and commercial campgrounds (Couturier 2002),
   - Bear-proofing of grease barrels has been an ongoing problem in Revelstoke that still needs to be addressed (Couturier 2002).
3. Complete a Human-Bear Conflict Management Plan to identify strategies and efforts that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will also be helpful to other communities by documenting the bear-proofing process and the failures and successes of various management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues. Further development of the urban bear habitat map project should be encouraged because it shows considerable promise as a monitoring tool.

12.4 Mackenzie

The town of Mackenzie is located within the Sub-Boreal Spruce biogeoclimatic zone and has a population of approximately 6,000 people. The town site is situated along the Rocky Mountain Trench in an area of high habitat productivity for interior grizzly bear populations (BC MWLAP 1995a). Each year the C.O.S. has had

to deal with numerous complaints related to grizzly and black bears entering the town site.

Mackenzie is an example of the necessity of having a well-rounded and thorough strategy for dealing with "problem" bears prior to electric fencing of landfills. The town electric fenced its landfill (in 1995) but has not satisfied any other "Bear Smart" criteria in conjunction with this activity. Because of this, the number of bears destroyed has not declined as much as desired (Fig. 4). In 1997, one grizzly was destroyed in the town site and two were relocated. In 1999, one grizzly was destroyed in the town site and seven were relocated from the town site. Encouragingly, in 1996, 1998, and 2000 no grizzly bears had to be destroyed or relocated from the town site.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

No committee has been formed.

Problem Analysis

No Problem Analysis has been completed.

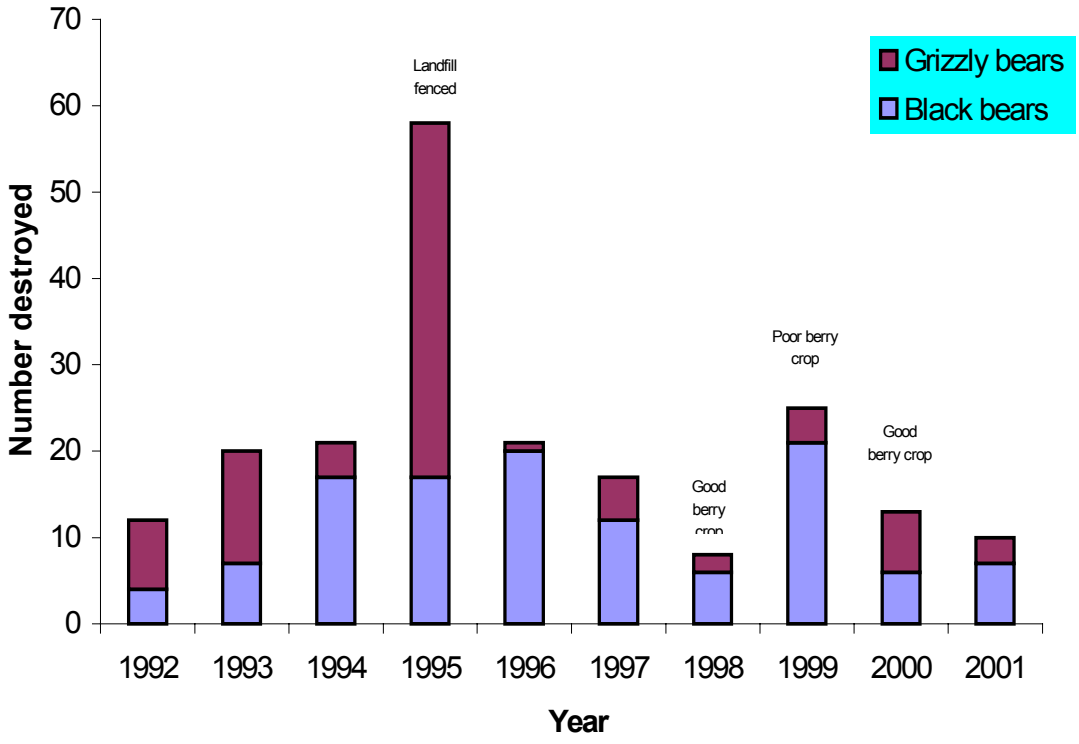


Figure 4. Numbers of bears destroyed in the Mackenzie District, 1992-2001. Note: graph shows bears destroyed for the entire district of Mackenzie, not just the town site of Mackenzie.

Education

In May 1992, the C.O.S. initiated an education campaign that targeted elementary schools and appeared in the local newspaper. The District Conservation Officer comments on the success of the education campaign:

> By 1994, the volume of garbage being placed at the curb the night before pickup had dropped considerably. These improvements were emphasized in the ongoing education program. However, poor maintenance of commercial dumpsters was an ongoing concern (MacKay 1996:3).

The education campaign was intensified in 1995 to prepare the community for the implementation of the electric fence. Pamphlets were distributed to households, a mall display was erected, and the regional district hosted an open house. Despite education efforts, some residents did not remove their non-natural attractants, and no bylaws were in place that could enforce compliance.

Since the landfill closure, the C.O.S. has tried to continue its education program; however, the service does not have the manpower or finances to do a thorough or effective job in the long term.

Bear-Proofing and Attractant Management

In March 1995, before activating the electric fence at the landfill, the BC Ministry of Environment, Lands and Parks identified 15 locations in the community that were potential problems, suggested management actions, and requested bylaws and chains with locking hooks for commercial dumpsters. In September 1995, after several requests to the District of Mackenzie, some commercial dumpsters received locking hooks. However, problems with improperly stored garbage and grease continued at a number of these commercial dumpsters. Conservation Officers took it upon themselves to lock a number of dumpsters after business hours.

Non-natural attractants continued to be available within the community before and after fence activation at the landfill. Despite education efforts since 1992, some residents (about 30%) were found to have a number of non-natural bear attractants associated with their homes. The main attractants within the town were: improperly stored residential and commercial refuse, crab apple trees, mountain ash trees, moose carcasses hanging in sheds, and vegetation on the golf course (MacKay 1996).

In 2001, the town planned to purchase bear-proof commercial and residential waste containers to replace existing containers at various locations throughout the community. Curb side waste collection at homes will continue. However, as of May 2002, the town had not replaced existing containers. Once bear-proof

containers are in place, reducing other non-natural attractants will have to be addressed, such as crab-apple trees, mountain ash trees, the hanging of carcasses, and storing refuse on residential properties.

Landfill

The landfill was established 2 km from the town site of Mackenzie in the 1960s. Bears using the landfill were predominately grizzly bears (Murray 1991). In 1991, the BC Ministry of Environment, Lands and Parks commissioned a study to assess bear use of the landfill site, identify ways to reduce the number of negative human-bear encounters, and meet the goal of the new solid waste management plan for the province (Murray 1991). The study employed the use of a consultant to view the landfill from a tower and record bear use and behaviour. Twenty-nine grizzly bears (22 adults and seven cubs) were identified as permanent users of the landfill while another large, yet undetermined, transient population used the landfill in the fall. Use of the landfill by black bears was not identified (Murray 1991).

During the 1991 monitoring program, the contractor determined that a number of negative human-bear encounters were occurring at the landfill site. Each night, residents and tourists were observed viewing bears at the landfill. A number of visitors were found to view bears at dangerously close distances. Some people harassed bears, and even chased mothers and their cubs. Murray (1991) concluded that many Mackenzie residents did not respect bears.

Prior to the installation of the electric fence, resident landfill bears were dealt with through destruction (Figure 4) or translocation. The C.O.S. attempted "to remove as many full time resident bears as possible before the electric fence was erected" (MacKay 1996:4). The landfill electric fence was activated in April 1995.

The majority of translocations were found to be ineffective because most of the bears either returned to the town site or could not adapt to the new environment (MacKay 1996). For the transient population (i.e., those present in the fall), the level of garbage conditioning and human habituation was determined to be less than that of the resident population. It was believed that most transient bears would hit the fence, receive negative reinforcement, and continue on to their destination. Therefore, the transient population was not removed prior to installation of the electric fence.

In mid- to late August 1995, the population of transient grizzly bears came to the landfill site, patrolled the fence perimeter, and attempted to gain access to garbage by digging under the fence (MacKay 1996) or jumping over the gate (J. Marley, Margo Supplies, personal communication). By the end of August, a number of the transient bears entered the town, using the green belts and frequent areas of bush surrounding the town as cover. Complaints rose

substantia1ly during September and October of 1995 to the highest ever recorded for the District. No serious encounters between humans and bears occurred.

Grizzly bears began using locations within the town that had not experienced problems prior to fencing of the landfill, and this resulted in many complaints (e.g., the golf course). Residents circulated a petition during the height of bear problems within the community claiming that the fence drove the bears into town. Some residents did not appear to make the association between their non-natural attractants and bears within the town (MacKay 1996).

During the period of increased complaints, Mackenzie C.O.S. required additional staff to deal with the problem. Intercept trapping between the landfill and town was performed to reduce the number of incidents within town. In one 24-hour shift, six grizzly bears were removed from the town site. Peak grizzly bear activity within the town was found to occur from 2:00 a.m. to 5:00 a.m. (MacKay 1996).

The landfill is now bear-proof and is not being breached.

Bylaws

There are no bylaws in the community of Mackenzie that address management of non-natural food sources.

Discussion

The four year total (1992 to 1995) of bear management at Mackenzie cost the BC Ministry of Environment, Lands and Parks $85,000 above normal C.O.S. fees incurred, of which reactive management (primarily destruction) in 1995 accounted for $27,655,37.

After 1995, grizzly bear complaints did decrease (possibly due to the decrease in population from control measures) and only 11 grizzly bears have had to be killed or translocated since 1995. However, other problems within the community did not change much. The landfill was fenced, but non-natural attractants within the community still existed, and thus, so did problems with bears. Electric fencing a landfill site should be only one part of an overall community plan, especially in areas with a high population of conditioned bears. While the objective at Mackenzie was to "increase public safety by reducing potential contact between bears and humans," it is apparent from the number of bears destroyed that the welfare of the bears themselves was not part of the management decisions. Recently, the town council has been making strides towards bear-proofing the town. Hopefully these positive steps are supported and continue.

Recommendations

The town of Mackenzie needs to implement the following to become "Bear Smart."

1. Create a Bear Management Committee composed of members of the city council, C.O.S., Environmental Stewardship, Environment Protection, interested residents, and other stakeholders.
2. Conduct a committee review of the management strategies contained in this report, in particular, green space management, education program, waste management system, bylaws, community planning strategies, and monitoring system. The following are some specific recommendations.
    - The abundance of green space throughout town offers bears security cover. The preliminary hazard assessment should address the management of areas to decide if brushing is appropriate.
    - The town should create an additional agency responsible for delivering an ongoing bear education program.
    - Because Mackenzie is retaining curb-side collection, the town needs bylaws that deal with timing of curb-side garbage placement and storage of containers in a bear-proof manner at residences. In addition, bylaws should address other non-natural attractants such as fruit trees.
3. Complete a Human-Bear Conflict Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will also be helpful to other communities by documenting the bear-proofing process and the failures or successes of various management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues.

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Appendix A: Animal Proof Criteria for Waste Containers

From Waste Control Bylaw No. 12-97, Town of Canmore:

- Tight lids to reduce odours.
- Lids must be self-closing.
- Latches for lids and bag removal must be bear-proof (i.e., claws unable to reach the latch trigger mechanism).
- Hinges and latches for lids must be sufficiently strong such that they can not be pried open by claws (able to withstand several thousand pounds of force). If it can be dismantled using a crowbar, it is not bear-proof.
- The container must be sufficiently stable or capable of being anchored to prevent tipping by large bears.
- Container material must be sufficiently strong to prevent bears chewing, battering or crushing the containers (i.e., able to withstand several thousand pounds of force).

While the use of bear-proof containers is essential, containers must be chosen that are user friendly or the public will not use them. Instructions need to be easy to understand for all people, including foreign visitors. Container doors must be light enough and low enough to allow use by children and the elderly (Black Bear Task Team 1998).

Appendix B: Electric Fencing of Landfills

Details from Jeff Marley, Margo Supplies Ltd. and Frazer McKenzie, Environmental Protection Compliance Officer, BC Ministry of Water, Land and Air Protection.

Properly designed, operated, and maintained electric fencing has been proven to be effective in preventing bears from gaining access to many sorts of non-natural attractants, including garbage, apiaries, and landfills. Electric fences are designed to deliver a strong enough shock to deter the animal from entering the enclosure. The first recommendation to fence landfills electrically in order to restrict bears' access to non-natural attractants occurred in 1913 in Yellowstone National Park (Harding 1987). In the 1930s, electric fencing was first implemented as a management tool to keep bears out of apiaries in California (Storer et al. 1938). Between the 1940s and 1960s, electric fencing went on to become a popular tool for domestic livestock control. Since then, electric fencing has been used consistently as a management tool to keep black bears and grizzly bears out of specific areas. The first electric fenced landfill site in Canada was in Jasper National Park in 1981. In 1991, Norman Wells was the first community to electric fence a landfill.

Voltage

The maximum amount of voltage output is determined by the unit's design and must be tested and approved by the Canadian Standards Association (CSA) and Underwriter Laboratories (UL). The output voltage can be as high as 12,000 volts, depending upon the total amount of resistance and how well the system is grounded. The minimum voltage needed to deter bears and all long-haired animals (e.g., raccoons and dogs) is generally accepted to be 6,000 volts. Black, grizzly, and polar bears all respond to the same voltage. Hairless animals, such as pigs, require substantially less voltage. Zoos and agricultural activities employ the same systems and use similar voltage levels to those recommended for bears.

Human Safety

An electric fence must hurt but not harm. Modern fence energizers can deliver the desired effect to bears while ensuring human safety during accidental human contact. The type of current used in electric fences must not be confused with the continuous alternating current (AC) electrical system that powers lights and tools. In standard household electrical systems of 120 volts AC at 60 cycles, the power is on continuously, causing the muscles to contract and only partially release, and making it very difficult to let go of the shock source. In electric fencing, high voltage is combined with low amperage in a pulsating charge at 60-65 pulses/minute. When a shock is experienced, there is an involuntary muscle contraction. The pulsating charge allows the person receiving the shock to let go of the wire during the 3/4-second time off. It is important to use smooth wire and

not barbed wire because it is possible for a person's clothing to get caught in the barbs.

Permanent vs. Portable Electric Fences

Permanent electric fencing can remain in place for a period of years and provide a more formidable structure than portable fences. Landfill sites are good candidates for permanent fences because bears are consistently attracted to these areas, which have a high lure value, and in most cases, the bears are already conditioned to the site.

Permanent structures require less maintenance than portable designs and will withstand environmental conditions (e.g., snow load) better than portable designs. In permanent designs, the hi-tensile wire may be tightened to 200 psi, which easily separates the animal's hair when the animal pushes against it and delivers a shock directly to the bear's hide.

Permanent fence designs are hi-tensile, multi-strand systems whose construction requires a specialized expertise and equipment. They are more expensive than portable designs, such as those used in apiary operations. However, it costs less to move a portable system than a new permanent structure.

Permanent Electric Fence Designs

Permanent electric fences are recommended for landfill sites and camps that will be occupied for longer than one year. Permanent bear-proof electric fences should meet the following specifications:

- eight strands of graduating height 12.5 gauge high-tensile galvanized wire (tightened to a minimum of 125 lbs. tension at 20°C),
- attached to fibreglass posts or wooden posts with insulators. Posts pounded into the ground rather than placed in pre-dug holes tend to be more stable (J. Marley, Margo Supplies, personal communication). Posts should be spaced a maximum of 7.5 m apart,
- the bottom wire should be 5 cm from the ground (no more than 10 cm); then, strands shall be alternating positive/negative at the following heights above soil surface: 20 cm, 35 cm, 50 cm, 70 cm, 90 cm, 110 cm, and 135 cm to the final positive wire, and
- the system is properly grounded with three 5/8" (16 mm) ground rods, buried 2-3 m deep and spaced at least 3 m apart, connected to the negative output terminal of the fence charger by ground clamps. Depending on local conditions, alternate methods are sometimes needed to ensure adequate delivery of electric current, such as the use of ground plates, or deeply driven larger diameter rods.

Alternating positive/negative wires insures that the animal will receive the electric current, even during dry periods. Also, the shock from touching both wires is intensified with this set up and localized to a specific part of the animal, resulting in a strong, negative experience.

The fence should be powered by either 1) a solar charged unit containing a built-in battery (battery operated), or 2) a connection to a regular electrical outlet (powerline input models). Powerline models tend to cost less and take more load (amperage) and are the preferred choice (J. Marley, Margo Supplies, personal communication). On-site monitoring of the fence's performance is indicated by either a built-in performance meter or flashing lights.

Aprons under Permanent Electric Fences

Digging has been a problem at some landfills after the installation of electric fencing. In some cases a chain link fence buried horizontally underground (known as an apron) in front of the electric fence has prevented animals from breaching the fence. Installing an apron at the same time as a permanent electric fence is installed is not recommended because digging up the ground to install the apron may make the soil unstable for the fence itself (J. Marley, Margo Supplies, personal communication). If there is proper maintenance of the fence (i.e., filling in holes, fence operating at full capacity) as soon as the fence is installed and turned on, digging should not become an issue. An apron should be considered only if digging persists. The installation of an apron significantly increases the cost of bear-proofing a landfill.

Portable Electric Fence Designs

There are two main types of portable electric fence designs used to deter bears: (1) positive systems and (2) alternating positive/negative systems. The portable positive system (light gauge/shock cord) normally consists of four strands of shock cord; 14 or 16-gauge wire stretched to 20 lbs of tension. The spacing of the positive wires from the ground up is 15 cm, 40 cm, 65 cm, and 90 cm. The bottom wire also aids in protecting the enclosure from animals such as skunks and racoons. This type of fence is most often used at apiaries, small camps, and in residential situations (e.g., to protect gardens, etc.).

In areas devoid of a good grounding plane (i.e., dry gravel) and where the control needed does not warrant a high-tensile fence, a portable (light-gauge wire) alternating positive/negative system is used. This system employs six wires spaced from the ground up at 5 cm negative, 20 cm positive, 40 cm negative, 60 cm positive, 85 cm negative, and 110 cm positive. Installation of this system does not require special equipment or tools.

For both fence designs, a wire apron mesh is recommended on extremely dry lands such as a gravel ridge devoid of green vegetation. This ensures good

grounding for the bear to receive the shock. Spreading calcium chloride on the ground around the fence can also increase grounding during dry periods.

Gates

The most effective models of electrified gates being installed are:

- two12-foot wide swing gates (24-foot opening) that are similar in design to the fence, with alternating positive and negative wires
- minimum voltage 6000 volts
- maximum gaps of 10 cm either side of gate panels, between panels, and between the gate and the ground

The frame of the gate is insulated, and the positive and negative gate wires are hard-wired to the fence. There is no hooking and unhooking with this design and no need for calcium chloride treatments. The drop latch mechanism is user friendly, and the risk of shock to humans appears to be minimal. Automatic cantilever gates, such as those used in Whistler, work well but are more costly. Depending on local bear behaviour, gates may need to be closed while vehicles are dumping garbage because bears may have learned to run in after vehicles drive in (J. Marley, Margo Supplies, personal communication). In other locations, gates may be left open during the day and only need to be closed at night.

Canadian Standards Association (CSA) Approval

All manufacturers of electric fence controllers must be registered with the CSA. Any device that is powered by 120 volts must have its circuitry tested and approved (Standard 22.2, document 103-M1983). The design features that CSA requires are:

- fence energizer must not have a time off (i.e., the time between pulses) less than 3/4 of a second or no more than 65 pulses per minute; and
- current (amps) output must be sufficient to push voltage but not cause fires or present a danger to animals or people.

The recommended fence chargers are 100% solid state units, with low impedance, programmable circuitry which is tested and approved by the CSA and UL. Open circuit voltage is 6000 to 10,000 volts. This high voltage presents no danger or hazards to humans. Similar systems are employed at zoos and in livestock areas where there is a requirement for animal control in close proximity to people.

CSA and UL standards are regulated by the industry itself and "policed" by the provincial power authority, BC Hydro. CSA approval is not required for units operating with voltage input (primary power) less than 48 volts nominal. Therefore, all six- and twelve-volt models do not require CSA. However, these units do require UL approval. There is no difference in voltage between permanent and temporary electric fences.

Fence Maintenance

An electric fence is only effective if it is well maintained. The perimeter of the fence should be walked routinely, preferably every day. Metal objects, vegetation, and build-up of blowing debris against the fence will cause the fence to short. Signs of bear activity must also be monitored. If bears are attempting to dig under the fence wire, all holes must be immediately filled and packed with a loader or bulldozer.

The voltage of the fence should be measured in several places and the results entered into a log book. Any drops in output voltage should be investigated and corrected immediately. The fence should be checked with a hand held digital meter at each side of all gates. Battery and off-season maintenance is also required.

The electric fence needs to be functional only during the non-denning season. This can be highly variable in different parts of British Columbia, especially in the area of a landfill, so local information will have to be collected to decide what these dates may be. The fence must be on whenever bears are active in the area of the landfill.

Appendix C: Potential Suppliers

The following companies state that they sell the items listed; however, the authors of this report have not tested their claims. They are listed in no order of preference.

Electric fencing of landfills

Jeff Marley
Margo Supplies Ltd.
P.O. Box 5400
High River, AB T1V 1M5
phone (403) 652-1932
fax (403) 652-3511
www.margosupplies.com

Bear-proof containers, dumpsters, waste management systems

Haul-All Equipment Systems
4115-18th Ave. North
Lethbridge, AB
phone 1-800-661-1162
fax (403) 328-9956
www.haulall.com
contact: Dennis Neufeldt, President

BC distributor:
Rollins Machinery Ltd.
21869-56th Ave. RR13
Langley, BC V2Y 2W9
phone 1-800-665-9060
fax (604) 533-3820

Inground Waste Management Systems (containers, dumpsters)

Inground, or deep-collection, systems look like regular waste containers above ground but actually continue deep underground. This keeps the contents cool, reducing decay and odours, and greatly increases the length of time between waste collections (even up to only once a year). The system has a bag inside, and the contents are lifted with a truck-mounted lift system.

Sybertech Waste Reduction Ltd. (BC distributor for Alfa Products Inc.)
2284 Marshall Avenue
Port Coquitlam, BC V3C 1M2
phone 1-888-888-7975
fax (250) 523-9699
www.equinox-industries.mb.ca
contact: Rob Mitchell, President

Molok North America (call for nearest distributor)
618 Main St. N.
Mount Forest, ON N0G 2L0
phone 1-877-558-5576
fax (519) 323-9910
www.molok.com
contact: Marja Loshkov, President

Commercial Bear-Proof dumpsters

Universal Handling Equipment Co. Ltd.
4024-39139 Hwy 2A
Red Deer County, AB T4S 2A8
phone (403) 346-1233
fax (403) 340-8720

Worm Composters

All Things Organic
471 Pemberton Terrace
Kamloops, BC
phone/fax (250) 372-1835
www.allthingsorganic.com

Collection of Large Animal Carcasses (horses and cows)

Lower Mainland
Carson Stock Farm. Aldergrove. (604) 856-2414.
Dargatz Mink Ranch Ltd. Chilliwack. (604) 795-7890.
K-9 Products. Chilliwack. (604) 864-9322 or (604) 795-3640.

Outside Lower Mainland
McLeod's By-products Ltd. covers all of BC except the lower mainland and northeastern BC (250) 546-3046 for the local contact in your area. In most locations animals would have to be delivered to a truck by the owner.

Appendix D: Outline of Reports

Example Outline for Preliminary Hazard Assessment

Executive Summary

Introduction

- including rationale for the study and objectives.

Goals and Objectives

Study Area Description

- including general details about the community location, study area boundaries, biogeoclimatic zones, population of the community etc. that will put the results and discussion into context.

Methods

- methods used to for each component of the assessment.

Results and Discussion

- including, but not limited to, the results and discussion of known or potential bear movements and travel issues in the community, known or potential food habits of bears, known or potential habitat quality, visibility and other sensory issues, garbage and attractants issues, green space issues, high risk sites, areas, and trails, high risk natural food sites, history of human-bear conflicts, regional issues, interagency issues (i.e., areas outside the community that may potentially affect the behaviour of bears within the community), and data limitations.

Recommendations

- general recommendations, specific to the community, that will assist the community in becoming "Bear Smart" and are not in this background report should be included here. This section should include recommendations for: the bear awareness education program, securing garbage and attractants from bears, green space, bear incident reporting, data collection, interagency exchange of bear incident reports, management of "problem" people and "problem" bears (i.e., how can management of human-bear conflicts in the community be improved, other issues, interagency commitment to reduce human-bear conflict,

- identify gaps in knowledge, and
- recommendations for subsequent phases of hazard assessments.

Example Outline for Human-Bear Conflict Management Plan

The bear management plan should be developed based on the Preliminary Hazard Assessment, information collected by the Bear Stewardship Committee and the information in this report. The plan should include, but not be limited to, the following sections.

Introduction

Goals and Objectives

Responsibilities

- who is responsible for what parts of the plan?

Interagency Cooperation to Reduce Conflict

- how will agencies co-operate?

Human-Bear Conflict Education Program

- how the education program be delivered?

Bear-Proof Waste Management System

- how will waste management issues be addressed?
- what bear-proof structures will be used and what criteria will be used to select placement sites?
- how will carcasses be removed or disposed of?

Waste Management Bylaws

- what bylaws will be developed?
- how will bylaws be developed?

Green Space Management Strategies

- how will green space be managed?

Community Planning Strategies

- how will community development plans address human-bear conflict issues?
- how will ecosystems around the community manage for bears?

Human-Bear Conflict Monitoring System

- who will develop and maintain the monitoring system?
- how will bear observations and human-bear conflict be reported?

Annual Reports

- who is responsible for writing annual progress reports?
- what is the review processes?
- how will recommendations be review and selected for implementation?

Research Priorities

- what information is needed to manage human-bear conflict and what are their priorities?

Implementation Plan

- who will do what, when and how?

Program Budget

- what are the costs of various bear management strategies?
- make recommendations on a budget cycle to finance implementation of the plan.

Example Outline for Annual Progress Report for Education Programs

The following is an example of information to include, but should not be limited to, in a progress report. Other information that will assist in the future delivery of the program should also be included.

Introduction

Goals and Objectives

Methods

- including all methods used to disseminate information and methods used to monitor success.

Results and Discussion

- including a summary of staff and volunteer activities, number of households, businesses, and agencies visited, events attended, schools and students reached, media relations, identification of hazardous area, sites

and practices that were focused on, media relations, bear-proofing and elimination of attractants progress, and surveys, and
- the level of success achieved through various methods.

Recommendations

- recommendations for subsequent delivery of and improvement to the program delivery, and
- identify gaps in existing knowledge that are important to the continuing delivery of the program.

Appendices

- including media coverage, educational materials distributed, school program outline, and data collection and survey forms,
- program budget.

Example Outline for Annual Progress Reports for the "Bear Smart" Community Program

The annual progress report should include the following:

Introduction

Objectives

Methods

Summary of "Bear Smart" Committee Meeting

Progress Report and Results

- Preliminary Hazard Assessment
- Bear Education Program
- Waste Management System
- "Bear Smart" Bylaws
- Green Space Management System
- Community Planning Strategies
- Human-Bear Conflict Monitoring System, including map display of data collected

Discussion

- summary of annual progress, including the level of success achieved for various methods and strategies used.

Recommendations

- recommendations for continuation of or adaptation to strategies to resolve human-bear conflicts,
- research priorities, including recommendations for Detailed Hazard Assessments, and
- recommendations for continuing development and implementation of the "Bear Smart" Program.

Program Budget

- year completed program budget, and
- forecast budget for the upcoming year.

East Sooke Fire Protection and Emergency Response Service Commission
6071 East Sooke Road, East Sooke BC, V9Z 0Z8

commissioners@eastsookefirecommission.ca

Commissioners Present: John Clarkson (Chair), Wendy Herring, Edward Helm (Vice Chair), Jon Kuzyk (Secretary), Al Wickheim (In video), Mike Yeager, Simon Miles
FD Present: Chief Fiona Larkin
Public Present: 3 Members of Public

MINUTES - COMMISSION MEETING

Date: Wednesday, January 28, 2026 at 7:00 pm

1. **Adoption of Agenda**
   Moved: Edward Helm Seconded: Simon Miles **CARRIED**

2. **Adoption of Minutes from November 26, 2025 AGM Meeting**
   Moved: Wendy Herring Seconded: Mike Yeager **CARRIED**

3. **Election of Chair and Vice Chair**

   At the request of the Capital Regional District (CRD), the East Sooke Fire Commission conducted a further review of the Chair and Vice Chair positions. Chair John Clarkson advised that the Commission would canvass the table to determine whether any Commissioners wished to express interest in either position. No Commissioners indicated interest at this time. A motion was then called to maintain the current appointments, with John Clarkson continuing as Chair and Ed Helm continuing as Vice Chair. The motion was carried unanimously.

   Moved: Mike Yeager Seconded: Jon Kuzyk **CARRIED**

4. **Reports**

   a. **Chair's Report (John Clarkson)**
   Chair John Clarkson presented the Chair's Report.

   The Chair provided updates on:

- There will be no “Fit Panel” in the New Fire Chief Selection Process, Commissioner Miles will now sit on the “Selection Panel.”
- The **Fire Chief recruitment process**, noting there are currently **eight (8) applicants**.
- Commissioner participation on the selection and interview panels, with scheduling flexibility to accommodate holidays.
- The need for improved **CRD agenda and minutes processes**, including earlier agenda circulation and clarification of header wording.
- A reminder regarding the vacant Commission seat.

b. Fire Chief’s Report (Chief Fiona Larkin)
Chief Fiona Larkin presented the Fire Chief’s Report **as per addendum**.

The report included:

- **Membership and staffing updates**, with current membership at **24 members** and plans to increase to **27 members by March**.
- Training activities, call response statistics, and continued improvements to in-house training programs.
- Preparations for the upcoming **wildfire season**, including coordination with CRD regarding deployment of Tender 2 and identification of deployable members.
- Equipment updates, including inspection of the squad replacement vehicle prior to delivery, turnout gear availability for new recruits, and ongoing facility and equipment upgrades.
- Updates on pending grant applications, including the **2025 UBCM grant**, which remains under review.

c. Finance Report (Chief Fiona Larkin)
Chief Fiona Larkin presented the Finance Report **as per addendum**.

The Commission reviewed:

- A projected **budget surplus of approximately $82,000**, largely attributed to increased revenue from **Silver Spray area protection** and salary funding adjustments.

- Budget performance across salaries, equipment maintenance, building maintenance, and training costs.

- Ongoing **CRD budget coding and reporting challenges**, particularly related to protective clothing and turnout gear, where mis-coding resulted in an apparent overspend.

- The Commission's limited visibility into CRD expense categorization and the absence of a dedicated treasurer role, resulting in reduced budget clarity.

The Commission agreed to continue clarification efforts from the CRD in regards to clearer explanations of budget line items and coding structures.

d. Community Hall Report (Wendy Herring)
Wendy Herring presented the Community Hall Report **as per addendum**.

Discussion included:

- Review of the **2025 budget surplus** related to the Community Hall.
- Approval of amendments clarifying that surplus funds are to remain within the appropriate cost centre.

e. CRD Staff Report - Treatment of 2025 Budget Surplus (Chris Vrabel)

Chair John Clarkson has distributed the CRD Staff Report that discusses the 2025 Budget surplus. Wendy Herring has an amendment to the wording in the staff report.

Motion: I move that the wording in Alternative 1 for the proposed allocation of "... the Community Hall surplus of $20,552 be carried to the 2026 operating budget – 508260 -Purchase Maintenance, Buildings..." be amended to read "... the Community Hall surplus of $20,552 be carried to the 2026 operating budget – 102163 - 508260 - Purchase Maintenance, Buildings..." to clarify that surplus will be retained within the Cost Centre (102163) for the East Sooke Community Hall. The same edit to be applied to the allocation in Recommendation 1.

Moved: Jon Kuzyk Seconded: Mike Yeager **CARRIED**

5. Old Business

-Rejuvenation of Community Fire Awareness Program:
Chief Fiona Larkin provided an update on the rejuvenation of the Community Fire Awareness Program. Discussion included progress on the development of a new department website and the potential use of a grant to fund address signs to improve address visibility within the community.

Commissioner Al Wickheim commented that he did not believe the Fire Department should be responsible for paying for address signs, stating that this responsibility should

fall to the homeowner. A member of the public noted that the District of Sooke offers an address sign program for residents at a cost of $20 per sign, paid by the homeowner.

The Commission also discussed the need for more effective fire prevention measures once the Fire Chief position becomes full-time.

-**Funding Request to CRD to support ESVFD firefighting costs for the East Sooke Regional Park Service Area:** Ed Helm updated the Commission on this recurring business item and is going to bring forward a motion regarding the September 25, 2024 CRD Staff Report. Staff Report is attached in the reports portion following the meeting minutes.

Motion:
In following up from the September 25, 2024 Staff Report re: Service Levels for Silver Spray and East Sooke Regional Parks, the Commission requests staff to further explore the responsibilities and authorities of providing services to the East Sooke Regional Park response area and report back with findings.

Moved: Simon Miles Seconded: Jon Kuzyk **CARRIED**

-Nominees for New Commission Member Update
Commissioner Al Wickheim mentioned there were no new candidates for the commission at this time.

5. **New Business**

Update on Fire Chief Recruitment
Regarding Fire Chief recruitment:

- There are currently **eight (8) applicants**.
- The selection process will include interviews and a **fitness assessment**.
- Commissioner availability during holidays was discussed, with confirmation that interview participation would be prioritized and pre-interview discussions could proceed in the absence of some members.

CRD Agenda and Minutes Process
The Commission discussed concerns regarding the **CRD agenda and minutes process**, including past formatting errors, header wording, and lack of orientation or training for new Commissioners.

It was agreed that:

- Meeting agendas will be circulated **earlier** to allow review by CRD Legislative Services.
- Minor header changes will be made while maintaining approved content.

6. **Public Question & Answer**
   A member of the public asked whether the 40th anniversary of the East Sooke Fire Department and the 10th anniversary of the new fire hall would be formally acknowledged. It was confirmed that:
   - Both milestones were acknowledged in the November 2025 AGM meeting minutes, which will be made public once this January 2026 Commission Meeting concludes.
   - The Department and Brigade have organized a spring celebration event in April 2026 to mark the anniversaries.

7. **Adjournment of meeting**

   MOVED: Jon Kuzyk SECONDED: Mike Yeager **CARRIED**

   Meeting adjourned at 8:50 PM

East Sooke Fire Rescue
Chiefs Report
January 2026

Membership Status – 24 total

- Interior/Full-Service Firefighters: 15
- Exterior Firefighters: 4
- Support Members: 2
- Recruits: 3

Staffing Jan - March 2026

- Part time Chief: 24 hours/week
- Part-time Captain Operations: 16 hours/week
- Part time Captain Training: 16 hours /week
- Monthly long weekend duty crew.
- 40 workdays.

Callouts *Nov 01, 2025– Jan 26th, 2026*

Type of Call	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Total
Alarm Bells		2											2
Duty Calls	1		1										2
Hydro													
Medical	8	9	7										24
MVI	2	2											4
Rescue													
Structure Fire	2	2											4
Wildfire													
Car/garbage/other fire													
Smoke investigation													
Overall Total	13	15	8										36

Notes:

**4 Automatic mutual aid calls structure fire.* *Calls without minimums since Jan 2025 =* 0

Training

Highlights

- Members working through Fire Officer 1 and Fire Officer 2 courses as needed for their positions.
- All members continuing with weekly skill reviews.

Projects/Initiatives

UBCM Grants

- 2024 leftover: remainder is being used to cover training courses completed this fall/winter.
- 2025 new application: awaiting approval from UBCM.

Records Management

- First due is consistently used for truck checks and incident reports.
  Still needs work on use for training reports.
- Starting the progress of setting up First due to document hours worked, and payroll.

Website Changes

- New website is still under construction.

Training Building

- Exterior is mostly complete; there will be ongoing construction of props for NFPA 1001 training.

BC Wildfire Deployment

- We have registered Tender 2 for wildfire deployment.

Recruitment:

- 3 recruits for the 2026 year.
  - One is enrolled in the regional recruit training.
  - The other two are registered in courses and will be training in East Sooke.

FireSmart:

- Continues to be a steady stream of assessments being done.

Squad replacement:

- Almost finished with Custom Express in Parksville. Next it will be having radio and electronics components installed with CREST. No ETA of completion.

East Sooke Community Hall Report 2026-01-28

1. Regular rentals continuing. Community Carol sing was held in December. New Pilates class presented by Seaparc in January. One private rental in January.
2. One faulty poilet was replaced.
3. Awaiting estimates to repair and upgrade asphalt apron of Hall driveway in 2026; expenditure was approved in 2025.

4, Minutes of meeting of 14 Nov 2025 eetig of ESCH group are attached.

East Sooke Community Hall Finances as of 31 December 2025

		YTD	Budget	% of Budget	
Income					
	Lower Hall rental	6,478	1,770	366	
	JDF SAR rental	25,224	25,224	100	
	Interest Income	781	210	372	
	Surplus	8,781	8,781		
	TOTAL	**41,264**	**35,985**		
Operating Expenses		20,612	35,985	57	
	TOTAL	**20,612**	**35,985**		* budget includes $13,730 contingency
ESCH TOTAL		**20,652**		57	Account balance
ESCH Capital Reserve		**14,116**			

Notes: The Hall was rented as both an advanced polling station and a regular polling station for the Federal Election in 2025. This contributed to the significant increase in rental income for the lower Hall.

East Sooke Community Hall Group Meeting
14 Nov 2025

Present: Bruce Manning, Wendy Herring, Wendy Lane, Leslie Leus, Armin Sielopp.

Call to order at 7.05 pm.

Minutes: Moved by Bruce to adopt the minutes of September 12, 2025. Seconded by Wendy L. Carried.

Treasurer's report: Leslie presented the monthly financial statements. Financial statements have been reconciled. All expenditures remain within income and savings in our account. Moved by Wendy L. to adopt the report. Seconded by Wendy H. Carried.

Hall rentals: Wendy H. reported that spring 2026 will see more SCHRN and Seaparc programs. Regular users continuing. Also, the Rough Voice Singers (now disbanded) will leave their music equipment for hall use.

Old business:
Armin reported that we are still waiting for the food scrap bin for SAR to be delivered. Waiting for the yellow driveway rail to be painted. Also waiting for the driveway entrance paving repair estimates.

New business: We will need a gutter repair to the front section above the SAR doors. Armin to arrange repairs.
A request from SAR to put up some Christmas lights by their section. No objection. The men's toilet left stall needs to be repaired or replaced. Armin to arrange.

Meeting adjourned at 7.35 pm.

Respectfully submitted. Armin Sielopp

Making a difference...together

REPORT TO EAST SOOKE FIRE PROTECTION AND EMERGENCY RESPONSE SERVICE COMMISSION
MEETING OF January 28, 2026

SUBJECT **2026 Financial Plan and Treatment of 2025 Surplus**

ISSUE SUMMARY

To consider the allocation of the 2025 surplus funds for the East Sooke Fire and Community Hall service.

BACKGROUND

The 2025 combined surplus for the East Sooke Fire and Community Hall service is **$103,392**. These surplus funds may be transferred to reserve accounts or carried forward to offset and stabilize future operating costs.

The Community Hall portion of the surplus is **$20,552**, and the Fire Department portion is **$82,840**.

Budget Considerations

Community Hall – $20,552

Historically, the Community Hall budget relies on prior-year surplus to balance the subsequent operating year. Continuing this practice is currently sustainable, and the operation is currently self- funded with no annual impact to the requisition. There is a capital reserve fund specific to the Community Hall.

Fire Department – $82,840

Surplus for the Fire Department may be allocated as:

- A carry-forward to 2026 operating; and/or
- A transfer to the Equipment Replacement Fund or Capital Reserve Fund.

For 2025–26, staff recommend a **blend** of carry-forward funding and a transfer to reserves.

Salary Adjustment – Fire Chief Position

As part of the 2026 financial plan, staff recommend increasing the Fire Chief salary range from **$100,000 + 30% benefits** to **$113,300 + 30% benefits**. This aligns the position with the 2025

compensation range for the Otter Point Deputy Fire Chief position, reflecting improved market competitiveness.

Benchmarking with the Regional District of Nanaimo indicates that Otter Point salary levels presently align most closely with market rates. Protective Services and Human Resources staff agree that Otter Point, East Sooke, and Galiano Chief Officer salaries will require further adjustment over future budget cycles to reach full market alignment.

2026 Budget for the Fire Chief Position

The 2026 budget includes **$112,500**, covering:

- January–March: part-time Fire Chief agreement
- April–December: prorated salary at $100,000 + 30% benefits

Maintaining the salary at **$100,000** will require a **$22,000** increase in 2027 (ongoing), plus any management cost-of-living adjustments. This increase is already reflected in the 2026–2030 Financial Plan (start year: 2027).

Current Budget	2026	2027	2028	2029	2030
Jan to Mar	$15,000				
Apr to Dec	$97,500				
Total	$112,500	$134,277	$138,161	$141,462	$144,480

Proposed salary adjustment to $113,300 for April–December 2026 would require:

- **$12,968** additional funding in 2026
- **$17,284** additional in 2027

Proposed Budget	2026	2027	2028	2029	2030
Jan to Mar	$15,000				
Apr to Dec	$110,468				
Total	$125,468	$151,561	$155,956	$160,749	$165,133
Difference	**$12,968**	**$17,284**	**$17,795**	**$19,287**	**$20,653**

A carry-forward of **$12,968** from the 2025 surplus would fully offset the 2026 impact.

A carry-forward of **$30,252** could fund the required increases for both 2026 and 2027.

Alternatives

Alternative 1

That the Community Hall surplus of $20,552 be carried to the 2026 operating budget – 508260 - Purchase Maintenance, Buildings; and

That the Fire Service surplus of $82,240 be carried forward in the amount of $30,252 to 2026 operating budget – 599200 – Contingency, and the balance of $52,588 be transferred to the Equipment Replacement Fund.

Alternative 2

Refer to staff for more information

Implications

Financial - Using surplus funds to offset tax requisition increases is a **short-term strategy**. Annual surpluses are not guaranteed and should not be relied upon as a consistent long-term funding method.

Conclusion

The 2025 surplus of **$103,392** provides an opportunity to stabilize operating budgets for the East Sooke Fire and Community Hall services while also supporting necessary adjustments to Fire Chief compensation package. Market alignment for Chief Officer salaries in Otter Point, East Sooke, and Galiano will continue to be addressed over future budget cycles.

RECOMMENDATION

Staff recommend to the Commission:

1. ***That the Community Hall surplus of $20,552 be carried forward $20,552 to 2026 operating budget – 508260 - Purchase Maintenance, Buildings; and***

2. ***That the Fire Service surplus of $82,240 be carried in the amount of $30,252 to 2026 operating budget – 599200 – Contingency, and the balance of $52,588 be transferred to the Equipment Replacement Fund.***

Prepared By	Chris Vrabel - CRD Manager, Fire Services

ATTACHMENT(S)

2026-2030 Operating Plan
2026-2030 Capital Plan
2026 Reserve Funds

1.357 East Sooke Fire Protection

					(11,043)	(8,781)	94,972	-	-	-	-	-	-	-	-	-	-	-	-	*Finance Use Only					
					Actuals	Actuals	Actuals	Budget	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget						
ID	CC	Name	GL	GL Name	2023	2024	May(Report date@Jun5)	2025	Est	2026 Preliminary Budget	2026 Commission Adjustment	Ongoing	One-Time	Total Final Budget	2027	2028	2029	2030	Notes	Update from SAP	% Increase	$ Increase			
	101943 FP East Sooke Rev																								
G			403200	Fees - Service	(73,747)	(77,166)	(110,247)	(71,430)	(110,247)	(72,720)		(39,512)		(112,232)	(114,480)	(116,770)	(119,110)	(121,490)	From Silver Spray		57.12%	(40,802)				
I			422300	Recovery Cost		(800)		-		-				-	-	-	-	-			#DIV/0!	-				
I			429000	Interest Income	(3,700)	(2,508)		(1,090)	(2,000)	(1,110)				(1,110)	(1,130)	(1,150)	(1,170)	(1,190)			1.83%	-20				
K			429040	MFA Debt RsrveFdEarn	(725)	(837)		(720)	(720)	(840)				(840)	(840)	(840)	(840)	(60)		MR_July15,2025	16.67%	-120				
J			460070	Grant- Provincial	-	-		-		-				-	-	-	-	-				-				
X			486000	Req Mun EA Other	(468,579)	(477,950)		(612,666)	(612,666)	(637,690)		(4,058)		(641,748)	(670,777)	(682,113)	(693,030)	(537,150)			4.75%	(29,082)				
F			490000	Surplus	-	-		-		-				-	-	-	-	-			#DIV/0!	-				
	101943			Subtotal	(546,751)	(559,261)	(110,247)	(685,906)	(725,633)	(712,360)	-	(43,570)	-	(755,930)	(787,227)	(800,873)	(814,150)	(659,890)			10.21%	(70,024)				
														4.75%	4.52%	1.69%	1.60%	-22.49%	*Requisition % increase over prior year						
	101944 FP East Sooke Exp																								
10			500000	Salaries-FT/PT Reg						60,000		52,500		112,500	134,277	138,161	141,462	144,840	Chief/Assistant linked to FTE Tab	Moved -$18k 1 time to ongoing		112500				
10			500280	Wages&Ben-Other Reg	33,556	76,047	46,515	92,080	92,080	34,840		60,000		94,840	96,740	98,670	100,640	102,650			3.00%	2760				
10			500510	W.C.B. Benefits	343	390	60	450	500	460				460	470	480	490	500			2.22%	10				
1			501000	Travel Expenses CRD	-	151		400		410				410	420	430	440	450			2.50%	10				
1			501040	CRD Vehicles -ORDERS	36,557	26,919	18,288	38,740	38,000	39,440				39,440	40,230	41,030	41,850	42,690			1.81%	700				
9			502030	Telecomm All	5,278	5,951	2,520	5,890	5,890	6,000				6,000	6,120	6,240	6,360	6,490			1.87%	110				
3			503130	Contract for Srvces	11,611	8,570	3,785	11,350	11,350	11,550				11,550	11,780	12,020	12,260	12,510			1.76%	200				
3			505010	Legal Services	-	-		1,420	-	1,450				1,450	1,480	1,510	1,540	1,570			2.11%	30				
2			506010	Insurance-PublicLiab	1,540	1,607		1,732	1,732	1,873				1,873	1,967	2,065	2,168	2,276		MR_June18,2025	8.14%	141				
2			506020	Insurance- Fidelity	10	10		10	10	10				10	11	12	13	14		MR_June18,2025	0.00%	0				
2			506030	Insurance- Fire	2,395	2,395		7,690	7,690	7,390				7,390	7,760	8,148	8,555	8,983		MR_June18,2025	-3.90%	-300				
2			506050	Insurance-GroupAccid	1,919	5,257		3,400	-	20				20	20	20	20	20		MR_June18,2025	-99.41%	-3380				
2			506090	Insurance- SrvcContr	180	170		170	170	160				160	168	176	185	194		MR_June18,2025	-5.88%	-10				
4			508260	Purch Mtce-Buildings	13,657	8,797	9,718	8,500	10,000	17,150				17,150	17,490	17,840	18,200	18,560		Moved $8.5k ongo	101.76%	8650				
4			508270	Purch Mtce- Equip	3,568	6,374	3,210	9,000	9,000	9,160				9,160	9,340	9,530	9,720	9,910			1.78%	160				
9			514030	Advertising	569	466	274	360		370				370	380	390	400	410			2.78%	10				
9			514090	Subscriptions	170	346		540		550				550	560	570	580	590			1.85%	10				
9			514230	VolunteerAppmDinner	8,966	5,833	346	7,200	7,200	7,330				7,330	7,480	7,630	7,780	7,940			1.81%	130				
9			514250	InformationAndEductn	-	92		620		630				630	640	650	660	670			1.61%	10				
5			514400	StaffTraining&Develp	28,518	29,825	4,388	28,620	35,000	29,140				29,140	29,720	30,310	30,920	31,540			1.82%	520				
9			514420	Memberships & Profes	714	300	584	1,180	1,180	1,200				1,200	1,220	1,240	1,260	1,290			1.69%	20				
9			514660	Janitor&CleaningSvcs	4,623	4,622	1,926	5,150	5,000	5,240				5,240	5,340	5,450	5,560	5,670			1.75%	90				
9			514880	Meeting Expenses	-	30	22	250		250				250	260	270	280	290			0.00%	0				
9			515010	Water	208	221	24	640		650				650	660	670	680	690			1.56%	10				
9			515300	Firemen's Assn Allow	9,790	9,790	10,080	10,080	10,000	10,260				10,260	10,470	10,680	10,890	11,110			1.79%	180				
6			530010	Alloc - Standard OH	15,161	15,367	6,877	16,504	16,504	21,473				21,473	21,860	22,297	22,743	23,198		MR_June10,2025	30.11%	4969				
6			530150	Alloc-HumanResources	-	-		-		-				-	-	-	-	-	Not allocated anymore			0				
9			535040	Fuel-Diesel	5,725	(3,206)	3,251	550	7,000	5,560				5,560	5,670	5,780	5,900	6,020		Moved $5k ongoin	910.91%	5010				
9			535050	Fuel-Propane	2,212	9,221	4,635	7,500	7,500	7,640				7,640	7,790	7,950	8,110	8,270			1.87%	140				
9			535090	Electricity	8,846	8,717	3,804	10,550	9,000	10,950				10,950	11,170	11,390	11,620	11,850			3.79%	400				
7			538000	Supplies - Office	2,744	1,925	1,281	2,500	2,500	2,550				2,550	2,600	2,650	2,700	2,750			2.00%	50				
7			538020	Supplies - First Aid	4,837	3,659	4,662	6,200	6,200	7,810				7,810	7,970	8,130	8,290	8,460		Moved $1.5k ongo	25.97%	1610				
7			538130	Supplies-Operating	29,282	12,365	4,767	16,852	15,000	17,160				17,160	17,500	17,850	18,210	18,570			1.83%	308				
7			538360	Supplies-PrtctClthg	17,354	10,634	1,727	13,094	15,000	13,330				13,330	13,600	13,870	14,150	14,430			1.80%	236				
9			570010	Interest - Internal	2,585	1,812	712	1,090	1,800	1,110				1,110	1,130	1,150	1,170	1,190			1.83%	20				
1			590200	Equipment Purchase	-	9,853		-		-				-	-	-	-	-				0				
8			599200	Contingency	-	-		82,450	65,000	83,930		(68,930)		15,000	15,300	15,610	15,920	16,240			-81.81%	-67450				
9			601001	Labour Consumption	513	-		-		-				-	-	-	-	-	Real Estate Services			0				
	101944			Subtotal	253,431	264,510	133,456	392,762	380,306	417,046	-	43,570	-	460,616	489,593	500,869	511,726	522,835			17.28%	67,854				
	101947 FP E Sook Trf own Fd																								
A			547040	TrsfrsTo CAP ResFund	10,000	5,000		5,150	10,000	5,240				5,240	5,340	5,450	5,560	5,670				90				
B			547070	TrsfrToEquipReplFund	127,486	129,573	45,417	109,000	156,333	110,960				110,960	113,180	115,440	117,750	120,110	EI0061		1.80%	1960				
	101947			Subtotal	137,486	134,573	45,417	114,150	166,333	116,200	-	-	-	116,200	118,520	120,890	123,310	125,780			1.80%	2,050				
	102109 FP E Sooke Debt																								
C			570040	Accrued Debt Charges		4,231		-						-							#DIV/0!	0				
C			570050	MFA DebtReserveFund	725	838		720	720	840				840	840	840	840	60		MR_july15,2025	16.67%	120				
D			570100	Principal Payment	97,959	97,959		101,324	101,324	101,324	-			101,324	101,324	101,324	101,324	8,065			0.00%	0				
Z			570110	Interest Payment	57,150	57,150	38,475	76,950	76,950	76,950	-			76,950	76,950	76,950	76,950	3,150			0.00%	0				
	102109			Subtotal	155,834	160,178	38,475	178,994	178,994	179,114	-	-	-	179,114	179,114	179,114	179,114	11,275			0.07%	120				
																						0			
	102163 FP E Sooke Comm Hall																					0			
I			420600	Donations	-	-		-		-				-	-	-	-	-				0				
H			420800	Rentals	(3,429)	(2,179)	(2,298)	(1,770)	(1,770)	(1,800)				(1,800)	(1,840)	(1,880)	(1,920)	(1,960)			1.69%	-30				
H			421000	Rentals- Room/Bldg	(23,924)	(24,600)	(10,510)	(25,224)	(25,224)	(25,860)				(25,860)	(26,508)	(27,170)	(27,850)	(28,550)	Rental Revenue comes from CC 101818 JDF SA	KV_June 25,2025	2.52%	-636				
I			422300	Recovery Cost	(4,000)	-		-		-				-	-	-	-	-				0				
I			429000	Interest Income	(861)	(486)	(120)	(210)	(210)	(210)				(210)	(210)	(210)	(210)	(210)				0				
J			460070	Grant - Provincial	-	-		-		-				-	-	-	-	-				0				
F			490000	Surplus	(13,628)	(11,043)	(8,781)	(8,781)	(8,781)	-				-							-100.00%	8781				
11			502030	Telecomm All	-	-		290	290	300				300	310	320	330	340			3.45%	10				
11			503130	Contract for Srvces	969	1,104	116	790	790	800				800	820	840	860	880			1.27%	10				
11			506030	Insurance- Fire	2,395	2,395		-		-				-	-	-	-	-			#DIV/0!	0				
11			508260	Purch Mtce-Buildings	9,078	4,855	6,120	11,045	11,045	2,390				2,390	2,568	2,750	2,950	3,160	2025-2029 Budget balanced on this line		-78.36%	-8655				
11			514420	Memberships & Profes	150	150		170	170	170				170	170	170	170	170			0.00%	0				
11			514590	Security	490	360	180	450	450	460				460	470	480	490	500			2.22%	10				
11			514660	Janitor&CleaningSvcs	2,482	1,313	2,435	3,920	3,920	3,990				3,990	4,070	4,150	4,230	4,310			1.79%	70				
11			535090	Electricity	1,757	1,489	354	4,670	4,670	4,850				4,850	4,950	5,050	5,150	5,250			3.85%	180				
11			535100	Garbage Disposal	130	169	79	170	170	170				170	170	170	170	170			0.00%	0				
11			538000	Supplies - Office	407	68		130	130	130				130	130	130	130	130			0.00%	0				
11			538130	Supplies-Operating	251	994	296	620	620	630				630	640	650	660	670			1.61%	10				
11			547040	TrsfrsTo CAP ResFund	-	-		-		-				-	-	-	-	-				0				
11			570010	Interest - Internal	-	-		-		-				-	-	-	-	-				0				
11			588000	Settlement to Asset	16,690	-		-		-				-	-	-	-	-			#DIV/0!	0				
11			590200	Purchases-Equipment		8,481		-		-				-	-	-	-	-			#DIV/0!	0				
11			590500	Purchases-Building		8,149		-		-				-	-	-	-	-			#DIV/0!	0				
11			599200	Contingency	-	-		13,730	13,730	13,980				13,980	14,260	14,550	14,840	15,140			1.82%	250				
11			601001	Labour Consumption	-	-		-		-				-	-	-	-	-	Real Estate Charges			0				
	102163			Subtotal	(11,043)	(8,781)	(12,129)	-	-	-	-	-	-	-	-	-	-	-				-				
E	1.357 East Sooke Fire Protection			Grand Total	(11,043)	(8,781)	94,972	-	-	-	-	-	-	-	-	-	-	-								

	Surplus	to CRF	(4,850)
		ERF	(47,333)

Fire Chief additional cost is $70,500, 60k was already included in 2025 budget. Need to reduce salary line by $60

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2026 - 2030

Service #: 1.357

Service Name: East Sooke Fire

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2026	2027	2028	2029	2030	5 - Year Total auto-populates
23-01	New	Tablet trial	Equip trucks with tablets	$ 5,000	E	Cap	$ -	$ 3,300	$ -	$ -	$ -	$ -	$ 3,300
26-01	Replacement	Turn out Gear	Turn out Gear	$ 95,546	E	ERF	$ -	$ 18,360	$ 18,727	$ 19,102	$ 19,484	$ 19,873	$ 95,546
26-02	Replacement	Small Equipment	Saws, Fan, Thermal Imaging	$ 30,000	V	ERF	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ 30,000
26-03	Replacement	Engine 2	Engine 2 Replacement	$ 1,000,000	V	ERF	$ -	$ 200,000	$ -	$ 800,000	$ -	$ -	$ 1,000,000
26-04	Replacement	Pagers	Replacement of Pagers	$ 9,000	E	ERF	$ -	$ 3,000	$ 3,000	$ 3,000	$ -	$ -	$ 9,000
24-02	New	Training Center	Completion of training center.	$ 26,000	E	Res	$ -	$ 16,000	$ -	$ -	$ -	$ -	$ 16,000
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
													$ -
			Grand Total	**$ 1,165,546**				**$ 270,660**	**$ 21,727**	**$ 822,102**	**$ 19,484**	**$ 19,873**	**$ 1,153,846**

East Sooke Fire Protection
Reserve Summary Schedule
2026 - 2030 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2025	2026	2027	2028	2029	2030
Capital Reserve Fund-Fire Dep	44,468	33,708	39,048	44,498	50,058	55,728
Capital Reserve Fund-Comm Hall	14,085	14,085	14,085	14,085	14,085	14,085
Equipment Replacement Fund	788,439	648,039	739,492	32,830	131,096	231,333
Total	**846,992**	**695,832**	**792,625**	**91,413**	**195,239**	**301,146**

East Sooke Fire Protection and Emergency Response Service Commission
6071 East Sooke Road, East Sooke BC, V9Z 0Z8

commissioners@eastsookefirecommission.ca

Commissioners Present: John Clarkson (Chair), Wendy Herring, Edward Helm (Vice Chair), Jon Kuzyk (Secretary), Mike Yeager, Simon Miles
Absent: Al Wickheim
FD Present: Chief Fiona Larkin
Public Present: 3 Members of Public

MINUTES - COMMISSION MEETING

Date: Wednesday, February 25, 2026 at 7:00 pm

1. **Adoption of Agenda**
   Moved: Wendy Herring Seconded: Simon Miles **CARRIED**

2. **Adoption of Minutes from November 26, 2025 AGM Meeting**
   Moved: Mike Yeager Seconded: Ed Helm **CARRIED**

3. **Reports**

   a. **Chair's Report (John Clarkson)**
   Chair John Clarkson did not have a Chair's Report to review this Month.

   b. **Fire Chief's Report (Chief Fiona Larkin)**

   Chief Fiona Larkin presented the Fire Chief's Report **as per addendum**.

   - There was 1 new Recruit this month.
   - Lower Calls for Service this month due to lack of Winter Storms/Power lines down.
   - UBCM Grant 2024 Leftover is being used to cover training courses completed this fall/winter. 2025 new application awaiting approval.
   - Next Gen 911 Grant could not be used for driveway address signs, will be used for Street Mapping.
   - Training Building progress update: Parts are on site for plumbing in Propane for Propane fire prop training.

c. **Finance Report (Chief Fiona Larkin)**
There was no Finance Report to review this month.

d. **Community Hall Report (Wendy Herring)**

Wendy Herring presented the Community Hall Report **as per addendum**.

- Wendy Reviewed Monthly Rentals.
- Replaced Toilet in Mens Washroom
- Emergency Gutter repair completed on front of Community Hall.

5. Old Business

-Rejuvenation of Community Fire Awareness Program:
The commission has agreed this business has concluded and will not need to be continued as a recurring Old Business Item.

-**Funding Request to CRD to support ESVFD firefighting costs for the East Sooke Regional Park Service Area:**
Chief Fiona will follow up with CRD in regards to the Motion brought forward by the Commission during the January 2026 Meeting.

-Nominees for New Commission Member Update
Al Wickheim was not at the meeting to Update the Commission. No News at this time.

-Update on Fire Recruitment - The ESVFD Fire Chief position has been posted. A selection committee has been established and is awaiting receipt of results applications.
Ed Helm, Chair of the Fire Chief Selection Committee, updated the Commission on the progress of the Fire Chief selection process. Phone screening of candidates has been completed and in-person interviews are to be scheduled for March 2026.

- Update on ESVFD 40th Anniversary Spring Celebration.
Simon Miles updated the Commission on the 40th Anniversary Spring Celebration. Planning is underway and the event is scheduled for April 2026.

4. **New Business**

   No New Business at this time

5. **Public Question & Answer**

   No Questions from the Public at this time.

   Discussion: Public Question and Answer Period — Commission members discussed the placement of the Public Question and Answer Period on the Commission meeting agenda. Members exchanged views on the appropriate order of agenda items and the timing of the Public Question and Answer Period. The item had previously been listed as Item 3; following a review of the minutes by CRD, it was moved to the final item on the agenda. John Clarkson stated he would contact CRD to inquire whether the item should be returned to its original position or remain as currently scheduled. No decision was reached.

6. **Adjournment of meeting**

   MOVED: Ed Helm SECONDED: Simon Miles **CARRIED**

   Meeting adjourned at 7:35 PM

East Sooke Fire Rescue
Chiefs Report
February 2026

Membership Status – 25 total

- Interior/Full-Service Firefighters: 15
- Exterior Firefighters: 4
- Support Members: 2
- Recruits: 4

Staffing Jan - March 2026

- Part time Chief: 24 hours/week
- Part-time Captain Operations: 16 hours/week
- Part time Captain Training: 16 hours /week
- Monthly long weekend duty crew.
- 40 workdays.

Callouts in the Last 12 months *Mar 01, 2025–Feb 24th, 2026*

Type of Call	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Total
Alarm Bells			2		2	2				2		1	9
Duty Calls	2	1	4	2	3	1	3	3	1		1	1	22
Hydro		1						1					2
Medical	6	6	7	9	1	6	4	7	8	9	8	5	76
MVI				2			2		2	2		1	9
Rescue	1		1										2
Structure Fire	3	1	1	2		1	1	2	2	2		2	17
Wildfire			1	1	2								4
Car/garbage/other fire	4			1				1					6
Smoke investigation				2	2	2	2	3					11
Overall Total	16	9	16	19	10	12	12	17	13	15	9	10	158

Notes:

** All automatic mutual aid calls structure fire.* *Calls without minimums since Jan 2025 = 0*

Training

Highlights

- Members working through Fire Officer 1 and Fire Officer 2 courses as needed for their positions.
- All members continuing with weekly skill reviews.

Projects/Initiatives

UBCM Grants

- 2024 leftover: remainder is being used to cover training courses completed this fall/winter.
- 2025 new application: awaiting approval from UBCM.

Next Gen 911 Grant

- Unfortunately, we could not apply for funding for driveway address signs.
-

Records Management

- First due is consistently used for truck checks and incident reports.
  Still needs work on use for training reports.
- Starting the progress of setting up First due to document hours worked, and payroll.

Website Changes

- New website is still under construction.

Training Building

- Exterior is mostly complete; there will be ongoing construction of props for NFPA 1001 training.

BC Wildfire Deployment

- We have registered Tender 2 for wildfire deployment.

Recruitment:

- 4 recruits for the 2026 year.
  - One is enrolled in the regional recruit training.
  - The other three are registered in courses and will be training in East Sooke.

FireSmart:

- Grant funding has been reduced for 2026 and may not be available for this program to continue in 2027. Updates will be available in coming months

Squad replacement:

- Almost finished with Custom Express in Parksville. Next it will be having radio and electronics components installed with CREST. No ETA of completion.

East Sooke Community Hall Group Minutes Dec. 12, 2025

Call to order 7.04 pm.
Present: Bruce Manning, Wendy Lane, Wendy Herring, Leslie Leus, John Clarkson (Chair, ES Volunteer Fire Commission)

Minutes of November 14, 2025. Moved by Leslie to adopt, seconded by Wendy L. Carried.

Treasurer's report:
Leslie reviewed the financial report. All expenditures are within our income and savings. Moved by Wendy H. to adopt the report. Seconded by Bruce. Carried.

Hall Bookings:
Wendy H. reported on the December Christmas singing event and also the Christmas tea which was very well attended. More SEAPARC programs are being planned. We had a "Music coffee house" inquiry. Regular users continuing.

Old business:
One men's washroom toilet to replace, Hot water tank has been replaced. Armin to get quotes for replacing the front gutter over the S.A.R. doors. Still waiting for paving repair estimates for the driveway apron. S.A.R has received the food scrap bin.

New business:
A general discussion was had with John Clarkson regarding the operation of the community hall. This was also an opportunity for the hall volunteers to meet the fire commission chair.

Respectfully submitted.
Armin Sielopp

East Sooke Community Hall Report

2026-02-25

1. Regular rentals continuing.
2. Regular maintenance - chairs repaired; gutter at front of bays replaced

3. Awaiting estimates to repair and upgrade asphalt apron of Hall driveway in 2026 as per capital project.
4, Minutes of meeting of 12 Dec 2025 of ESCH group are attached. January meeting was cancelled.

East Sooke Community Hall Finances

as of 31 January 2026

	YTD	Budget	% of Budget
Income			
Lower Hall rental	445	1,355	33
JDF SAR rental	2,155	23,705	9
Interest Income		210	0
Surplus			
TOTAL	**2,600**	**25,270**	
Operating Expenses	90	27,780	0
Contingency		13,730	0
TOTAL	**90**	**27,780**	
ESCH TOTAL R&E	2,510		
ESCH TOTAL	**2,510**		

ESCH Capital Project established 2026 budget

Project #	type	title	description	budget
26-05	Renewal	Paving Project	Community Hall paving project	$8,000

East Sooke Community Hall Finances

as of 31 December 2025

Year End 2025	YTD	Budget	% of Budget
Income			
Lower Hall rental	6,478	1,770	366
JDF SAR rental	25,224	25,224	100
Interest Income	682	210	325
Surplus	8,781	8,781	
TOTAL	**41,165**	**35,985**	
Operating Expenses	20,612	22,255	93
Contingency		13,730	0
TOTAL	**20,612**	**35,985**	
ESCH TOTAL R&E	20,553		
ESCH Capital Reserve	14,116		
ESCH TOTAL	**34,669**		

East Sooke Fire Protection and Emergency Response Service Commission
6071 East Sooke Road, East Sooke BC, V9Z 0Z8

commissioners@eastsookefirecommission.ca

Commissioners Present: John Clarkson (Chair), Wendy Herring, Edward Helm (Vice Chair), Jon Kuzyk (Secretary), Mike Yeager, Simon Miles, Al Wickheim
Absent:
FD Present: Chief Fiona Larkin
Public Present: 3 Members of the Public

MINUTES - COMMISSION MEETING

East Sooke Community Hall 1397 Copper Mine Rd Sooke BC.

Date: Wednesday, March 25, 2026. 6:00 PM

In-Video (Closed) Meeting 6:00 - 7:00 PM

Public (Open) Meeting 7:00 PM

1. **Adoption of Agenda**

   MOVED: Simon Miles SECONDED: Jon Kuzyk **CARRIED**

2. **Recommendation: Motion to Close Meeting**

3. **Adoption of Minutes from Meeting January 28, 2025**

   MOVED: Ed Helm SECONDED: Mike Yeager **CARRIED**

4. **Reports**
   a. Chair's Report (John Clarkson)

      John Clarkson reviewed the March 2026 Chair's report. Discussed and reviewed the CRD Fire Commission Meeting Schedule which will have 7 Annual

Commission Meetings rather than the existing 12 Annual Meetings. As per Addendum.

b. Fire Chief's Report (Chief Fiona Larkin)

Chief Fiona Larkin reviewed the March 2026 Fire Chiefs report. As per addendum.

c. Finance Report (Chief Fiona Larkin)

No Finance Report for March 2026.

d. Community Hall Report (Wendy Herring)

Commissioner Wendy Herring reviewed the March 2026 Community Hall Report. As per addendum.

5. Old Business

- Funding request to CRD to support ESVFD firefighting costs for the Sooke Regional Park Service Area.

  Chief Fiona Larkin Reported to the Commission she had spoken to the CRD about this topic and was told the issue was dealt with in 2024 with the Staff report. The Commission is requesting clarification on this matter as the 2024 Staff Report is incomplete.

- Nominees for New Commission Member 2025

  Al Wickheim reported to the Commission there are no candidates at this time.

- Update on Fire Chief Recruitment – The ESVFD Fire Chief position has been posted. A selection committee has been established and is awaiting receipt of results applications.

  Chief John Clarkson reported there will be an announcement for the April 2026 Meeting on this topic.

- Update on ESVFD 40th Anniversary Spring Celebration.

  Commissioner Simon Miles reported to the Commission the Brigade is working on planning and scheduling the ESVFD 40th Anniversary Spring Celebration. They are looking at April 25 or 26, 2026 but exact date and time hasn't been decided yet.

6. New Business

- Wednesday Meeting Date for April

  Chair John Clarkson requested to bring a motion to move the April 22, 2026 Commission Meeting to April 29, 2026 due to the fact there will be Commission Members away for the April 22 Commission Meeting and we would not have a quorum.

  Motion: That the April 22, 2026 Commission Meeting be moved to April 29, 2026.

  MOVED: Jon Kuzyk SECONDED: Ed Helm **CARRIED**

- CRD Fire Commission 2026 Meeting Schedule

  Chair John Clarkson requested to bring a Motion to adopt the CRD Fire Commission 2026 Meeting Schedule. Changing from 12 Annual Meetings to 7 Annual Meetings.

  Motion: That the ESVFC Adopt the New CRD Fire Commission 2026 Meeting Schedule.

  MOVED: Mike Yeager SECONDED: Simon Miles **CARRIED**

7. Public Question and Answer

There were no questions from the public at this time.

8. Adjournment of meeting

MOVED: Jon Kuzyk SECONDED: Ed Helm **CARRIED**

Meeting Adjourned 7:25 PM

2026 Meeting Schedule - Proposed					
Port Renfrew	**Galiano Island**	**Willis Point**	**Otter Point**	**Shirley**	**East Sooke**
Jan 16	Jan 22	Jan 27	Jan 14	Jan 26	Jan 28
Apr 16	Apr 23	April 28	April 8	Apr 27	Apr 22
May 21	May 28	May 26	May 13	May 25	May 27
June 18	June 25	June 23	June 10	June 22	June 24
Sept 17	Sept 24	Sept 29	Sept 9	Sept 28	Sept 23
Oct 15	Oct 22	Oct 27	Oct 14	Oct 26	Oct 28
Nov 19	Nov 26	Nov 24	Nov 11	Nov 23	Nov 25

Key Business Decision Dates – Non - Election Year	
January	- Election of Chair and Approval of Final 5-year Financial Plan, approval Annual Report
February	
March	
April	- First look at 5-year Provisional Financial Plan - Q1Chief Quarterly Report
May	- Optional Budget Meeting
June	- Approval of 2027 to 2031 Provisional Financial Plan*
July	- Q2 Chief Quarterly Report – Email Distribution to be included in
August	
September	
October	- First look at 2027 Final Budget - Q3 Chief Quarterly Report
November	- AGM
December	

*Move to month of May in 2026 due to October 2026 Local Government Elections

East Sooke Fire Rescue
Chiefs Report
March 2026

Membership Status – 24 total

- Interior/Full-Service Firefighters: 15
- Exterior Firefighters: 3
- Support Members: 2
- Recruits: 4

Staffing Jan - March 2026

- Part time Chief: 24 hours/week
- Part-time Captain Operations: 16 hours/week
- Part time Captain Training: 16 hours /week
- Monthly long weekend duty crew.
- 40 workdays.

Callouts in the Last 12 months *Apr 01, 2025–Mar 23th, 2026*

Type of Call	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
Alarm Bells		2		2	2				2		1	1	10
Duty Calls	1	4	2	3	1	3	3	1		1	1		20
Hydro	1						1						2
Medical	6	7	9	1	6	4	7	8	9	8	8	4	77
MVI			2			2		2	2		1	1	10
Rescue		1											1
Structure Fire	1	1	2		1	1	2	2	2		2		14
Wildfire		1	1	2	2								4
Car/garbage/other fire		1	1				1						2
Smoke investigation			2	2	2	2	3					1	12
Overall Total	9	16	19	10	12	12	17	13	15	9	13	7	152

Notes:

** All automatic mutual aid calls structure fire.* *Calls without minimums since Jan 2025 =* 0

Training

Highlights

- Members working through Fire Officer 1 and Fire Officer 2 courses as needed for their positions.
- All members continuing with weekly skill reviews.

Projects/Initiatives

Fire department 40 year / 10 year building celebration

- Scheduled for weekend of April 25/26.

UBCM Grants

- 2025 new application: awaiting final approval from UBCM.

Records Management

- First due is consistently used for truck checks and incident reports.
- Working on getting more members using it for response status for calls

Website Changes

- New website is still under construction. It should be completed in the next week or two.

Training Building

- Exterior is mostly complete; there will be ongoing construction of props for NFPA 1001 training.

BC Wildfire Deployment

- We have registered Tender 2 for wildfire deployment.

Recruitment:

- 4 recruits for the 2026 year.
    - One is enrolled in the regional recruit training.
    - The other three are registered in courses and will be training in East Sooke.

FireSmart:

- Grant funding is still available, chipper day set for April 24.

Squad replacement:

- Almost finished with Custom Express in Parksville. Next it will be having radio and electronics components installed with CREST. No ETA of completion.

East Sooke Hall Group Minutes 13 February 2026

Call to order 7.12pm.
Present: Wendy Herring, Bruce Manning, Wendy Lane, Leslie Leus, Armin Sielopp

Minutes of 12 December 2025. Moved by Wendy H. to adopt, seconded by Wendy L., carried.

Treasurer's Report: Leslie reported that all expenditures are within budget. Moved by Bruce to adopt, seconded by Wendy L., Carried.

Hall Bookings: Wendy H. reported that an Easter event is being planned that will use the Hall and Coppermine park, good attendance at Zumba and regular users continuing.

Old Business:
1. Gutter over SAR entrance has been replaced
2. waiting for entrance asphalt repair quote.

New Business:
Roof fastener repairs scheduled for tomorrow.

Adjourned at7.45pm.

Respectfully submitted.
Armin Sielopp

East Sooke Community Hall Report

2026-03-25

1. Regular rentals continuing. Easter EGGStravaganza Brunch is booked for 6 April 2026. Event was very well attended last year.
2. Regular maintenance - gutter at front of bays replaced
3. Awaiting estimates to repair and upgrade asphalt apron of Hall driveway in 2026 as per capital project.
4. Minutes of meeting of Feb 2026 of ESCH group are attached.

East Sooke Community Hall Finances

as of 28 February 2026

	YTD	Budget	% of Budget
Income			
Lower Hall rental	775	1,800	43
JDF SAR rental	4,310	25,860	17
Interest Income		210	0
Surplus			
TOTAL	**5,085**	**27,870**	
Operating Expenses	1,726	27,780	6
Contingency		13,980	0
TOTAL	**1,726**	**27,780**	
ESCH TOTAL R&E	3,359		
ESCH TOTAL	**3,359**		

ESCH Capital Project established 2026 budget

Project #	type	title	description	budget
26-05	Renewal	Paving Project	Community Hall paving project	$8,000

GALIANO ISLAND FIRE PROTECTION AND EMERGENCY RESPONSE SERVICE COMMISSION

MEETING MINUTES THURSDAY JANUARY 22, 2026 10:00 AM VIRTUAL MEETING: MS TEAMS
ATTENDEES: Ken Kucille, Len Hagan, Kieran Keller, Robert Matson, Scott Sugden, Idora Scott, Allison Whitlock, Chris Vrabel
NOTE TAKER: Lisa Winbourne

---

1. Chris Vrabel calls the meeting to order at: 10:05 AM

2. Welcome and Introductions

3. Agenda Review
    a. Review and approve the current meeting agenda
    b. Moved by R. Matson, Seconded by I. Scott Carried

4. Election of Chair and Vice Chair
    a. 1st call for chair, R. Matson nominates K. Kelleher, seconded by I. Scott
        - Kieran Kelleher is acclaimed as the chair.
    b. 1st call for Vice-Chair, R. Matson nominates L. Hagan, seconded by A. Whitlock
        - Len Hagan is acclaimed as the vice-chair.

5. Fire Chief's Report
    a. Lowered the bar for recruiting firefighters; 7 so far, training will be complete in May.

6. 2026 Financial Plan

7. Manager, Fire Services Report

    a. Implementation of 2 new bylaws: Operational Powers Bylaw and Fire Commissions amendment bylaw
    b. Fire safety inspections and investigations are now under the CRD; work in progress

8. 2026 Formal Public Meeting Schedule
    a. Move to adopt the CRD suggested R. Matson, Seconded by L. Hagan Carried

9. Business Arising out of the Minutes or Reports

10. Next Meeting April 23, 2026 10:00 AM

11. Adjournment Move to adjourn L. Hagan, seconded by K. Kucille Carried

GALIANO ISLAND PARKS AND RECREATION COMMISSION

Meeting Minutes

April 2, 2026

1290 Sturdies Bay Road

Present: Commissioners Murray Scadeng, Frank De Waard, Nick Rebalski, Cathy Clinton, Jim Henshall.

Regrets: Mechelle Crocker, Jamie Williams, Paul Brent.

Guests: Kendall McLaughlin, Juliet Hendricks, Chad Townsend.

Staff: Emma Davis(EP), CRD Liaison, Lori Seay-Potter(GIPRC Admin), *EP=Electronic Participation*

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1. **CALL TO ORDER & LAND ACKNOWLEDGEMENT**

Call to order at 4:02 PM. Chair De Waard provided a territorial acknowledgement.

2. **APPROVAL OF AGENDA**

MOTION by Commissioner Clinton, Seconded by Commissioner Henshall that the Apr. 02, 2026 agenda be approved with the addition of "9.3 Communications". **CARRIED.**

3. **ADOPTION OF MINUTES**

MOTION by Commissioner Henshall, Seconded by Commissioner Clinton that the Mar. 5, 2026 minutes be approved as circulated. **CARRIED.**

4. **DELEGATIONS:** None

5. **CHAIR REPORT and CORRESPONDENCE**

-Correspondence included reports from previous Recreation grantees, enquiries about upcoming grant intake and trail/shore access reports following the windstorm.
-Skate Park lease has been renewed by CRD and Galiano Lions Club.
-$10,000 grant received from Outdoor Recreation Council of BC for improvements to the Sturdies Bay Trail related to the Ready Step Roll project.

MOTION by Comm. De Waard, Seconded by Comm. Henshall to strike an ad-hoc committee to manage the ORCBC grant project. **CARRIED.**

Comm. Henshall and Comm. Rebalski agreed to join.

ACTION: Treasurer will ask CRD to create project code for aORCBC grant
Lori will circulate a copy of the renewed Skate Park lease.
Emma will set up a meeting for the Ad-Hoc ORCBC Committee.

6. REPORTS

6.1 **Betty's Place update**: Galiano Septic has improved the driveway. Health Care Center has been notified about the need to improve garbage handling. Irrigation stores will be challenged in summer 2026. Comm. Henshall and Maintenance Contractor will address water challenges. The Kennedy Master Planning Committee is slated to meet later in April with a focus on establishing the transition to public use.

6.2 **Shore Access and Trails Update:** Michael circulated his report prior to the meeting. Sturdies Bay Trail drainage improvements are underway. Cayzer continues to be closed to the public and is slated for improvement. Positive feedback from users has been received regarding Scorpion and Sturdies Bay Trail improvements.

6.3 **Shore Stewards Update:** Comm. Clinton reported on increased feedback from stewards this month.

6.4 **Treasurer's Report:** The monthly financial report was circulated prior to the meeting. Comm. Henshall highlighted a request from the Maintenance Contractor for additional and replacement tools. The Commission reviewed budget capacity and the Commission agreed to proceed with the purchases.

> **MOTION** to accept the GIPRC financial reports for Apr. 2026 as circulated. M-Comm. Scadeng, S-Comm Rebalski. **CARRIED.**

6.5 **Recreation Funds:** 2025 Reports have been received and were circulated to the Commission. $45 633 is the total grant allocation for 2026.

6.6 **Master Plan**: All GIPRC materials have been uploaded to the First Nations engagement portal A response to the draft master plan has been received from Penelakut Tribe. Chair will contact the First Nations Engagement team and Justine Starke to discuss next steps.

7. CAPITAL PROJECTS

7.1 Sturdies Bay Trail Extension: Next steps are pending review of the feasibility study by CRD Engineering.

ACTION: Lori will circulate the Sturdies Bay Extension Feasibility Study to Commissioners.

7.2 **Zuker Shore Access**: Chair and Admin will meet with possible contractor(s) regarding work at the site.

7.3 **Trail Mapping Coordination**: Comm. Scadeng reported that the funds have been identified to secure a project coordinator. Current GIPRC funds for the work in 2026 is $5K. Galiano Arts Alliance/Yellow House has received SGI Tourism Partnership funds to produce an additional new map with a different purpose. GIPRC may be able to collaborate and will participate as appropriate. A reprint of the GIPRC site map is currently slated for 2027.

7.4 **Multi-Sport Court**: GIPRC attended a meeting with Galiano Activity Center Society and Galiano Lions regarding development of the multi-sport court at the Lion's site. Lions are planning a land survey and affirmed their commitment to increasing recreation capacity at their site.

8. **NEW BUSINESS**

8.1 **MOTT License of Occupation:** CRD has requested that the Commission review GIPRC trails and ocean accesses that exist on MoTT Right of Ways in advance of the renewal of licenses of occupation. The Commission agreed to proceed with the current inventory, following a final review by the Chair.

8.2 **Trail Counters:** One trail counter has been sent to the Commission from CRD. Lori and Emma will hand off instructions and counter to Comm. Henshall for installation with Michael and any interested Commissioners.

8.3 **Communications**: Comm. Sherbine will gather information from Comm. Clinton for the May Active Page Article.

9. **Next Meeting Date**: Thursday May 14, 2026.

10. **Adjournment** at 5:21 PM.

Approved at the 2026-05-14 GIPRC meeting

Frank De Waard

Frank De Waard - GIPRC Chair

Meeting Minutes: Mayne Island Parks and Recreation Commission
Location: Mayne Island Library, 411 Naylor Road, Mayne Island, BC
Date/Time: April 9, 2026 at 3:00 pm

Present: Michael Kilpatrick, Chair; Glyn Legge (Vice Chair); Jacquie Burrows (Treasurer); Debra Bell; Veronica Euper; Kestutis Banelis; Lauren Edwards (Recorder)

Absent: Paul Brent, Director, CRD, Southern Gulf Islands; Adrian Wright

The meeting was called to order at 3:00 pm.

1. Territorial Acknowledgement

Mayne Island Parks and Recreation Commission is grateful to the Coast Salish people for their historical custodianship of these territories on which we meet today.

2. Approval of Agenda

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper
that the agenda of April 9, 2026 be approved as presented.
CARRIED

3. Adoption of Minutes of March 12, 2026

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper
that the Minutes of March 12, 2026 be approved as presented.
CARRIED

4. Chair's Remarks

Commissioner Burrows was thanked for her efforts to resolve the contractor insurance issue.
Participants were thanked for their help at the Easter event which was attended by over 200 people.

5. Reports

5.1. Treasurer's Reports

5.1.1. Treasurer's Report - for the period ending March 31, 2026
A report was received with the agenda.

A D O P T E D

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Banelis that Mayne Island Parks and Recreation Commission approve the Treasurer's Report from March 1 to March 31, 2026 as presented.
CARRIED

5.1.2. Finance/Information
A report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission reimburse Kathie Warning the total amount of $1,009.59 for Easter candy.
CARRIED

5.2. Administration

5.2.1. Health and Safety Concerns
None reported.

5.2.2. Events
A report was received with the agenda.

5.2.3. Summer Sports Camp
Discussion occurred including that:

- Proceed using a special event permit.
- The proponent for the summer sports camp will apply for the special events permit and obtain insurance as required.

5.2.4. Follow Up Items (not covered elsewhere)

a) Upcoming calendar items include consideration of cleaning the Adachi Pavilion roof; review/update the asset list; and upcoming advertising for recreational purchases.
b) A review of Pender and Galiano Island Parks pages was completed.
c) The status of the binoculars project will be checked.
d) The Update to the Supplement for CRD's Best Practice Guide was completed.
e) The New Horizons for Seniors grant was not awarded to MIPRC and associated projects will be removed from follow-up items.
f) The purchase of new picnic tables was discussed including how many tables are needed, suppliers, materials and construction options.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Legge that Mayne Island Parks and Recreation Commission approve the purchase of picnic tables in an amount not to exceed $5,000.
CARRIED

g) Sandy Hook Park fencing is complete but mulching of areas is still in progress.

h) Village Bay Park restoration work was completed.
i) Boat ramps paperwork was completed and circulated. Licenses and tenures are to be completed, and the Management Plan is to be reviewed.

5.3. Committees

5.3.1. All-Wheels Skatepark – ongoing discussions

5.3.2. Fitness Circuit and Putting Green
A report was received with the agenda.
The putting green was discussed including that:
- It will be power washed as recommended by the supplier.
- A temporary fence will be installed around the area until landscaping is completed.

5.3.3. Master Plan Update
Awaiting update from CRD.

5.3.4. Sanitation
A report was received with the agenda.
The issue of potable versus non-potable water was discussed for Miners Bay and Dinner Bay Parks. It was agreed that the current status remains unchanged and the issue be deferred for more information. CRD will be contacted.

5.3.5. Trails
A report was received with the agenda.

MOVED by Commissioner Legge and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission approve a sum not to exceed $1,000 for tree removal in Plumper Pass.
CARRIED

5.4. Parks

5.4.1. Cotton Park
A report was received with the agenda.

5.4.2. Dinner Bay
No report submitted.
Discussion occurred regarding cleaning the Adachi Pavilion roof.

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve an expenditure of $630 for the cleaning of the Adachi Pavilion by Southern Gulf Islands Painting.
CARRIED

- Discussion occurred regarding purchase options to replace the rusting pressure tank and concern for increased levels of moisture in the janitor's room. This will be further investigated.
- A volunteer crew will be working on Saturday April 11th to do a spring clean-up of the disc golf course.

5.4.3. Henderson Park

A report was received with the agenda.

- The new sign is temporarily installed at the kiosk.
- A test area behind the kiosk was identified with the MI Conservancy for tree thinning. A formal proposal from the Conservancy will be received for the project to be completed using hand saws, making nursing logs and chipped branches left on site.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Legge that Mayne Island Parks and Recreation Commission approve $1200 for the Henderson Hill sign for the printing and transportation costs of the sign.
CARRIED

5.4.4. Japanese Memorial Garden

A report was received with the agenda.

5.4.5. Miners Bay

A report was received with the agenda.
One of the two 9/11 memorial apple trees were marked with flagging tape for pruning. The surrounding bramble will be cut back approximately five feet.

5.4.6. Sandy Hook Community Park

A report was received with the agenda.
The trees will be flagged for inspection and will be investigated for any concerns.

5.4.7. Village Bay Park

A report was received with the agenda.
It was reported that a neighbour enquired about marking parking areas since parking in the boat turnaround area is restricted. Discussion occurred and no action was identified.

6. Correspondence/Meetings

None received.

7. New Business

7.1. Power outage issues

It was reported that after the last power outage park toilets required clearing and cleaning. Therefore, battery packs and solar panels will be investigated for Miners Bay and Dinner Bay Parks.

7.2. Easter Event
Discussion occurred regarding the increased expense for candy bags. It was agreed that future efforts will be made to limit the egg hunt candy expense to $750 next year. The Lions organization will be contacted to supply the game prizes.

7.3. Discussion occurred regarding appliances in the Adachi pavilion becoming unusable due to rodents. This issue will be revisited.

7.4. A discussion occurred regarding the MI Lions request to install a commercial dishwasher in the Adachi Pavilion. This issue will be deferred for further discussion.

7.5. Discussion was held in response to a request to place an art sculpture in a community park. Follow-up action will be required.

8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90

9. Rise and Report

10. Meeting Adjournment

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Burrows that the meeting be adjourned.
CARRIED

The meeting adjourned at 5:24 pm

Original signed by _____ May 14, 2026 _____

Michael Kilpatrick, Chair **DATE**

Original signed by _____

Lauren Edwards, Recorder

A D O P T E D

Shirley Fire Protection & Emergency Response Commission
Monthly General Meeting February 23rd, 2026
Shirley Fire Hall 2795B Sheringham Road, Shirley, BC V9Z 1G4
Minutes - Approved
Call to Order: 1926 Adjourned: 2050

Present: Chair B. Einarson, J. Powell , R. Gardner, S. Berggren, H. Damude, W. Constantineau (non-voting)
Ex officio:
Absent: A. Wickheim, Fire Chief L. Hill
Guests: M. Taylor

Agenda & Item #	Action Taken:
1. Agenda	**Motion:** To approve agenda; S. Berggren, H. Damude, **Carried**
2. Approval of Minutes	**Motion:** To approve January minutes; S. Berggren, R. Gardner, **Carried**
3. Fire Chief's Report	SHIRLEY FIRE COMMISSION FIRE CHIEF'S REPORT <u>Callouts</u> Total of 4 callouts for the month. All in Shirley 1 Call for setting up an LZ at Muir Creek for Otter Point 1 Call for the tree down that took some hydro lines with it halfway on the Muir Creek Hill. Did traffic control until hydro cleared the tree. 2 Medical calls- both for chest pain <u>Fire Permits</u> Had 4 requests for permit extensions due to weather not cooperating. <u>Membership</u> Membership is at 20 members. We had one person leave due to health issues and 2 new recruits. <u>Training</u> Practice night is going well. We have had people stepping up to take on practice nights and that is going well. Jarvis taught the Traffic Safety course in Renfrew with some of our members attending. Taking that course is one of the steps to being able to carry a pager so that will now bring a couple more crew available for calls. <u>Budget</u> Susan and I met with Chris and Lisa from the CRD to go over questions we had on the budget. Some questions were answered then and some subsequently. I will let Susan brief you on that meeting. I held a Captains meeting last week and we did a physical tour of what is needed now and what is needed in the future as far as any expenses that can be occurred. This includes everything from painting, equipment, tools, vehicles, etc. Paving of the back lot isn't something we are considering right now.

	Equipment Everything is in good working order. We have replaced some smaller items such as a drill, battery pack etc. I have also had to order some new traffic cones as the ones we have no longer meet the standard. That is a cost of approximately $1000.00. Discussion: LZ is landing zone. Why new traffic cones? New std is that they be taller. **Motion:** To approve Fire Chief's report; H. Damude, J. Powell, **Carried**
4. Treasurer's Report	Shirley Fire Protection January 2026 Treasurer Report January 2026, $222 was spent on fuel cards; Shaw communications cost $129. BC Hydro totaled $671 higher than average monthly expenditure but its winter. Operating supplies—including Sooke Home Hardware, Amazon, and Sooke Disposal—were $219 (operations) and $110 (admin) The net payroll for the month amounted to $670. Chief Hill's membership in the Fire Chiefs Association cost $290. The CRD corporate overhead allocation was $588. There is an expense of $1,103 for Honoraria related to Equitable Life Insurance, which could be reclassified from January (where there is no budget) to the insurance section's budgeted account. Alternatively, the budget could possivbly be moved to Honoraria if it aligns with other CRD fire department budgets. The Equipment Replacement Fund received a $4,466 allocation for January (1/12 of the $53,590 annual budget). The $12,380 Capital Replacement Fund was not allocated in January, but an update is expected in February. In summary, all expenditures remain within the approved budget and no areas of concern have been identified. Discussion: Will the CRD corporate overhead of $588 go up over time? Meeting between S. Berggren, Chief Hill, Manager, Fire Services C. Vrabel and administrative assistant L. Winbourne did not produce a lot of answers. Admin payroll (codes) cant be broken down further due to privacy concerns. Discussion about statutory deductions. A meeting with the CFO has been requested to get further information including improved interest rates for Capital and Equipment Replacement funds (e.g. use of GICs). Director Wickheim needs to be involved. Questions for the Treasurer: 1) Is hydro for Fire Hall and Shirley Hall shared. No, they are separate. Department also pays hydro for large water tanks, CCAN storage unit and earthquake detector. 2) Do they use separate cost codes for wages. No only 1 cost code – Wages. **Motion:** To approve Treasurer's report; R. Gardner, J. Powell, **Carried**
5. Old Business	Has W. Constantineau been approved by the CRD yet as a new Commissioner? No, still working its way through the system
6. New Business	1) Email thread re: Fire Services in Jordan River A Jordan River resident questioned CRD about lack of Fire Protection in their area. Manager, Fire Services

	C. Vrabel responded to the resident and informed Director Wickheim and Chair Einarson of the complaint via email. He also suggested that they get together with Chair Einarson and Chief Hill to discuss further. Chair Einarson sent an email response to C. Vrabel. The email threads were reviewed and discussed by the Shirley Fire Commission. Consensus was that it is up to the residents of JR to spearhead the initiative, obtain commitment from the JR community, including financial commitment, and to work with the Manager, Fire Services and CRD to facilitate the establishment of a Fire Department in JR. The Shirley Fire Commission supports establishment of a JR Fire Department in principle and could lend support in an advisory role, where possible, but only after a firm commitment and plan by the residents of JR has been established. 2) M. Taylor from the Shirley Fire Society discussed back lot paving potential, if desired, and progress on working with MOT for No Parking signs along Sheringham Point Road and in front of water tanks.
7. Adjournment	2050 adjourned
Next Meeting	March 30th, 2026

Shirley Fire Protection & Emergency Response Commission
Monthly General Meeting March 30th, 2026
Shirley Fire Hall 2795B Sheringham Road, Shirley, BC V9Z 1G4
Minutes - Approved
Call to Order: 1931 Adjourned: 2003

Present: B. Einarson (Chair), R. Gardner, S. Berggren, H. Damude, W. Constantineau
Ex officio: Fire Chief L. Hill
Absent: A. Wickheim, J. Powell
Guests:

Agenda & Item #	Action Taken:
1. Agenda	**Motion:** To approve agenda; R. Gardner, W. Constantineau, **Carried**
2. Approval of Minutes	**Motion:** To approve February minutes; S. Berggren, H. Damude, **Carried**
3. Fire Chief's Report	**Shirley Fire Department Fire Chief's Report For:** **Shirley Fire Protection & Emergency Response Commission** From: Leah Hill For Commission Meeting Dated: March 30, 2026 **1) Executive Summary:** The Fire department is operating well, with a dedicated group of firefighters. We are keeping up to date with training, OHS meetings and maintaining equipment according to CSA standards. **2) Membership and Staffing snapshot (Totals and changes):** - Total number of crew members-21 - Interior Fire Fighters- TBD per the Minimum Training standards - Exterior Fire Fighters- TBD per the Minimum Training standards - Medical-8, Recruits-3, Maintenance-2 **3) Incident Activity:** Total- 2 Incident Breakdown: - Medical First Responder: 1- Chest pain - Motor Vehicle Incident: 1- Vehicle in a ditch - Fire Permits Issued- 4 - Notable Incidents/Trends (if applicable): None **4) Training and Competency:** ~ There were 4 people to complete the traffic course ~ We have 1 member attending Live Fire 1 course in April ~ We had several members join in Otter Point's Thursday night practice to do some Live Fire exercises

	which was a great opportunity. ~ We did a complete Structure Fire Scenario for one of our practices involving IC, forceable entry, Hazmat, RIT and Search exercise. Everyone did exceptionally well and had an informative debrief after. ~I have also registered myself and one of the Captains to attend the FCABC Fire Chief's conference in June that is being held in Victoria. I found it very worthwhile when I attended the one in Kamloops and didn't want to miss the opportunity to attend this one since it is being held in Victoria. **5) Apparatus, Equipment & Facilities:** ~ All vehicles had there 6 month service and 1 year Commercial Vehicle Inspections done and passed. We have a couple minor things like a back side reflector light on Tender and a small air leak on Engine which we will get repaired. ~ We have purchased new traffic cones and traffic control signs to meet the new CSA standards. ~ Our cascade bottles for our filling station have been hydrostatically tested. **6) Programs, Prevention & Community:** We had some nice feedback from a member of the community in which we attended a medical call. They commented on how much they appreciated us being there and we were able to bring a calming presence to the situation and give explanations to questions they were having. **7) Finance & Capital:** Our larger expenditures this month were the new traffic cones and traffic signs. There have also been a few membership renewals and rentals due for propane tanks and O2 bottles. **8) Issues, Risks & Decisions Requested:** None needed **Discussion:** New template for Chief's report provided by CRD. New SFD member from JR. Still working through updating the Interior and Exterior training records. Some first responder training completed at Medical incident and 2 SFD members added to issue Fire permits. Chief's orientation meeting is very worthwhile and provides the opportunity to meet other small department personnel and discuss common interests. Question asked about Fire Smart program. Will chipping be carried out this year? Funding for FireSmart program is still being decided on. Could the department fund it? No. Many reimbursements were given to those who went through the program for various improvements made. Should members of the community reach out to the government to express support for the program? **Motion:** To approve Fire Chief's report; H. Damude, S. Berggren, **Carried**
4. Treasurer's Report	Shirley Fire Protection February 2026 Treasurer Report February 2026 expenses include $815 for Cascade bottle testing and Air Liquid cylinder leasing, $1,730 for staff training at the Logan Lake spring seminar (including meals), and $830 reimbursed for batteries on truck 12 Engine. Operating supplies totaled $1,400, covering medical and various supplies, with additional charges from Amazon, Sooke Home Hardware, and Global Industrial; $116 was spent on miscellaneous fields, superstore reimbursements. Payroll for the month was

	$1,500. The average normal monthly budget is in excess of $2,000 based on annual wage budget of $55,000 (including $25,000 for honorariums). Overall, there are no budget overruns as expenditures remain on track for the 2026 year. **Discussion:** CC reimbursements were made for staff training (registration $1,580.12, accommodations $903.81). Future expenses are expected for meals purchased, traveling and fuel. Needed to charge expenses to Deputy Chief's personal credit card as his Fire Department credit card became inactive. Operating supplies of $1400 included new larger pylons (old pylons will be still used for non-official purposes). Expense for new signs coming. Separately for the batteries there were 3 truck batteries purchased at $257.00 each. **Motion:** To approve Treasurer's report; H. Damude, R. Gardner, **Carried**
5. Old Business	1) Better return on CapRes & EquipRep Funds – W. Constantineau **Discussion:** Susan will continue to work with CRD finance and push for more realistic return on Funds.. We typically get less than 1% interest from CRD when current rates are much larger (~3%). Why? Are funds being used to fund operating budget of CRD. It was recommended that Susan work with Director Wickheim to find agreeable solution.
6. New Business	
7. Adjournment	2003 adjourned
Next Meeting	April 27th, 2026