



## AGENDA

**Agenda for the Regular Meeting of the Tahsis Village Council  
to be held on January 4, 2022 in the Council Chambers  
Municipal Hall, 977 South Maquinna Drive and by electronic means**

**Remote access:** To attend this meeting remotely via Zoom/ phone

**Join the Zoom Meeting**

<https://zoom.us/j/7473599558>

**Dial by your location**

**+1 647 374 4685 Canada**

**Meeting ID: 747 359 9558**

**Find your local number: <https://zoom.us/j/7473599558>**

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**A. Call to Order** Mayor Davis will call the meeting to order at 7:00 p.m.

**B. Introduction of  
Late Items**

**C. Approval of the  
Agenda**

**D. Petitions and  
Delegations**

**E. Public Input # 1**

**F. Adoption of the  
Minutes**

- 1 Minutes of the Regular Council Meeting held on December 7, 2021.**
- 2 Minutes of the Committee of the Whole Meeting held on December 7, 2021.**
- 3 Minutes of the Special Council Meeting held on December 14, 2021.**

## **G. Rise and Report**

**H. Business Arising**      1    **Inspection Report- Maquinna Hotel - 1400 South Maquinna Drive, Tahsis BC**

**J. Council Reports**      1    **Mayor Davis**  
                                     2    **Councillor Elder**  
                                     3    **Councillor Fowler**  
                                     4    **Councillor Llewellyn**  
                                     5    **Councillor Northcott**

**K. Bylaws**                1    **Fees and Charges Amendment Bylaw No. 646, 2021**  
                                     **Adoption**  
  
                                     2    **Solid Waste Management Amendment Bylaw No. 647, 2021**  
                                     **Adoption**

**L. Correspondence**      1    **November 30, 2021 Letter to Mayor and Council from Jim Snetsinger, Chair, Forest Enhancement Society of British Columbia (FESB)**  
  
                                     2    **Email from BC SPCA Re: offer of support to changes to rodenticide use in Tahsis**  
  
                                     3    **Letter from the BC Achievement Foundation Re: 2022 BC Achievement Community Award - Call for nominations.**  
  
                                     4    **Email from Jake Martens, General Manager of Corporate Services, Comox Valley Regional District Re: Comox Strathcona Waste Management District Bylaw Adjudication.**

**M. New Business**                **None.**

## **Public Input #2**

## **N. Adjournment**



## Minutes

<b><u>Meeting</u></b>	<b>Regular Council</b>
<b><u>Date</u></b>	<b>December 7, 2021</b>
<b><u>Time</u></b>	<b>7:00 PM</b>
<b><u>Place</u></b>	<b>Municipal Hall - Council Chambers and by electronic means</b>

<b><u>Present</u></b>	Mayor Martin Davis	
	Councillor Bill Elder	
	Councillor Sarah Fowler	
	Councillor Cheryl Northcott	by video
	Councillor Lynda Llewellyn	by video

<b><u>Staff</u></b>	Mark Tatchell, Chief Administrative Officer
	Ian Poole, Director of Finance
	Janet St-Denis, Finance and Corporate Services Manager
	Shelley DeBruyne, Administrative Coordinator
	John Manson, P. Eng., Approving Officer
	Chief Lisa Illes, Tahsis Fire and Rescue Department

<b><u>Guest</u></b>	Stephanie Valdal, CSWM Services Coordinator	by video
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<b><u>Public</u></b>	Volunteer Firefighters (TFRD)	
	5 members of the public	4 by video/phone, 1 in person

### **A. Call to Order**

Mayor Davis called the meeting to order at 7:00 p.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/Muchalaht territory.

### **B. Introduction of Late Items**

Report to Council Re: Amendment to the Bank Signing Authorities under New Business as "M4".

### **C. Approval of the Agenda**

**Elder/Fowler: VOT 0432/2021**

**THAT** the Agenda for the December 7, 2021 Regular meeting of Council be adopted as amended.

**CARRIED**

### **D. Petitions and Delegations**

None

### **E. Public Input # 1**

A member of the public expressed concern over the impact of increased water rates on home based businesses.

A member of the public spoke to several items on the 2022 draft Financial Plan. Council and Staff responded.

#### **F. Adoption of the Minutes**

##### **1 Minutes of the Regular Council Meeting held on November 16, 2021.**

**Elder/Fowler: VOT 0433/2021**

**THAT** the Regular Council Meeting minutes of November 16, 2021 be adopted as presented.

**CARRIED**

##### **2 Minutes of the Special Council Meeting held on November 16, 2021.**

**Elder/Fowler: VOT 0434/2021**

**THAT** the Special Council Meeting minutes of November 16, 2021 be adopted as presented.

**CARRIED**

##### **3 Minutes of the Committee of the Whole Meeting held on November 23, 2021.**

**Elder/Fowler: VOT 0435/2021**

**THAT** the Committee of the Committee of the Whole Meeting minutes of November 23, 2021 be adopted as presented.

**CARRIED**

#### **G. Rise and Report**

##### **1 At its November 10th 2021 Closed Committee of the Whole Council approved its 2022 Strategic Priorities listed here which will be posted on the Village website.**

#### **TAHSIS COUNCIL'S 2022 STRATEGIC PRIORITIES**

##### **ECONOMIC VIBRANCY**

Pursue a Community Forest Agreement with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, with the support of the Mowachaht/Muchalaht First Nation

Build the Community Unity Trail linking Tahsis with Zeballos

Promote Tahsis as a tourist destination

Promote Tahsis as a tourist destination

##### **INFRASTRUCTURE AND SERVICE**

Repair and replace infrastructure, seeking grant funding whenever possible

Replace the Tahsis Fire Hall

Continue to pursue funding to improve the Tahsis Recreation Centre



Develop and approve an Asset Management Policy and Plan

Develop and approve a financial reserve policy

Develop a local trails policy which includes standards

### **COMMUNITY WELL-BEING**

Vigorously advocate for improvements to the Head Bay Forest Service Road

Continue to support the construction of a new Tahsis library branch

- 2 At its November 23rd 2021 Closed Committee of the Whole Council approved resolution: Fowler/Llewellyn: VOT 437/2021**

**THAT** the Village retain a professional architect to develop drawings of the firehall in the Captain Meares Elementary Secondary School woodshop facility and to prepare cost estimates for re-purposing that facility as a firehall; and

**THAT** Council confirm its firehall replacement decision no later than February 25, 2022 in order for staff to have sufficient time to prepare the Loan Authorization Bylaw for introduction and first three readings by April 5, 2022.

### **H. Business Arising**

- 1 Stephanie Valdal, CSWM Services Coordinator presentation Re: Composting Pilot Project.**

**Elder/Fowler: VOT 0436/2021**

**THAT** this presentation be received.

**CARRIED**

Stephanie Valdal spoke to the Tahsis Composting Pilot Project and provided Council with possible options. She informed Council that the pilot program would continue until Council made a decision.

- 2 Nootka Sound Shellfish Re: Letter of Support from Mayor and Council for shellfish tenure in the McBride Bay area.**

**Elder/Fowler: VOT 0437/2021**

**THAT** this letter be received.

**CARRIED**

**Elder/Llewellyn: VOT 0438/2021**

**THAT** this letter be approved.

**CARRIED**

### **L. Council Reports**

**Mayor Davis** (written report)

At this time, we are still involved in budget discussions for the Village as we are trying to move ahead our planning from previous years. As you may know, we have been without a functional Fire Hall since the spring as the previous building has been deemed unsafe due to expanding structural cracks in the building. This is an untenable situation and is not good for morale, training, staffing and equipment maintenance. We recently decided to move ahead with retrofitting the old workshop at Captain Meares School as our new fire hall. This will be the simplest and cheapest solution as well as the most expeditious. The costs still run about \$1 million and we have not been able to find any grants to date, but we have little choice as the safety of our citizens is paramount. We will continue to lobby for funding assistance.

Yesterday I attended a meeting of North Island Mayors with the BCEHS and Island Health to discuss the issues and successes of the Small Community Paramedic Initiative, which was brought in last summer in small North Island communities. This initiative provides for three 3/4 fulltime paramedic positions in Tahsis. The old system provided only \$2/hour as remuneration for scheduled on call services, with the paramedic getting paid a higher amount during actual calls. This led to a steady attrition from small communities as paramedics were unable to make a living there, which led to those communities often being underserved. Several small community mayors, myself included, advocated for such an improvement and the provincial government agreed. The new model provides more stability and will now be rolling out provincially.

I attended a Comox-Strathcona Solid Waste Management Committee meeting, where a report on our composting pilot project was released.

I also attended an Island Coastal Economic Trust board meeting, where we made decisions to fund new economic development projects in the region; none were local on this intake.

A combination of a changing climate, exacerbated by clearcutting, wildfires and heavy rainfalls led to recent catastrophic floods across much of southwest BC. We need to do whatever we can to mitigate these effects and prepare for the worst. Here in Tahsis, known historically for extreme rainfalls, we have completed a flood/tsunami study and are spending \$2 million in 2 years of federal grant money on flood control. This year, we have built a flood detention pond and installed a new pump for the lower town that can pump 9000 gallons per minute. We will also be raising and strengthening the dikes next year. Our negotiated conservation agreement with Western Forest Products last year will have positive benefits for flood control in Tahsis by protecting old growth on the hills above town as well as the steep, slide-prone McKelvie drainage. Our goal to establish a community forest in the Tahsis River watershed can potentially give the village control over impacts that future logging upstream of Tahsis will have on the village. Not to mention we have tightened up rules around building on the floodplain in town. Still so much to do but it feels like we are on the right track, given what is happening elsewhere in our province.

#### **Councillor Elder**

No report

#### **Councillor Fowler** (written report)

Please contact me directly if your able to contribute to the \$400 needed for Last Mile freight for Knights of Columbus Christmas Hampers. I have received the first donation and have until December 21st delivery day. Thanks so much.

**Councillor Northcott**

No report

**Councillor Llewellyn** (verbal report)

I attended my last Vancouver Island Regional Library meeting as a Director, and can report that Tahsis is back on for future consideration for a new Library. I also feel Mainroad is not doing a good job on road maintenance.

**Elder/Fowler: VOT 0439/2021**

**THAT** the Council Reports be received.

**CARRIED**

**K. Bylaws****1 Fees and Charges Amendment Bylaw No. 646, 2021****1st Reading****Elder/Fowler: VOT 0440/2021**

**THAT** the Fees and Charges Amendment Bylaw No. 646, 2021 be received for consideration.

**CARRIED**

**Fowler/Llewellyn: VOT 0441/2021**

**THAT** the Fees and Charges Amendment Bylaw No. 646, 2021 receive a first reading this 7th day of December 2021.

**CARRIED**

**1 "no" vote registered  
Councillor Elder**

**2 Solid Waste Management Amendment Bylaw No. 647, 2021****1st Reading****Elder/Fowler: 0442/2021**

**THAT** the Solid Waste Management Amendment Bylaw No. 647, 2021 be received for consideration.

**CARRIED**

**Fowler/Llewellyn: VOT 0443/2021**

**THAT** the Solid Waste Management Amendment Bylaw No. 647, 2021 receive a first reading this 7th day of December 2021.

**CARRIED**

**1 "no" vote registered  
Councillor Elder**

**L. Correspondence****1 Email to Mayor and Council from Cathy Peters, BC anti-human trafficking educator  
Re: Child Sex Trafficking.****2 Email from Ted Oliver Re: 17th Annual Military Service Recognition Book****3 FCM Membership Re: 2022-2023 Renewal****Elder/Fowler: VOT 0444/2021**

**THAT** these correspondence items be received.

**CARRIED**

**Fowler/Elder: VOT 0445/2021****THAT** correspondence items # 2 and 3 be pulled for discussion.**CARRIED****L2 Email from Ted Oliver Re: 17th Annual Military Service Recognition Book****Fowler/Elder: VOT 0446/2021****THAT** the Village purchase a 1/10 page Black and White advertisement for \$300 which includes GST.**CARRIED****L3 FCM Membership Re: 2022-2023 Renewal****Elder/Northcott: VOT 0447/2021****THAT** the Village renew its Federation of Canadian Municipalities 2022-2023 Membership.**CARRIED****M. New Business****1 Report to Council Re: Development Permit application for Village-owned parcel, 663 Alpine View Road.****Elder/Fowler: VOT 0448/2021****THAT** this Report to Council be received.**CARRIED****Fowler/Elder: VOT 0449/2021****THAT** Council issue a Development Permit for Lot 1, VIP27736, DL595, Nootka Land District for Flood Hazard Development Permit Area and that the Village raise the parcel to the grade of Alpine View Road.**CARRIED****2 2022 Appointment for Directors for:****a) Strathcona Regional District****Fowler/Elder: VOT 0450/2021****THAT** Mayor Davis be appointed as Director for the Strathcona Regional District.**CARRIED****b) Comox Strathcona Regional District Hospital Board****Fowler/Elder: VOT 0451/2021****THAT** Mayor Davis be appointed as Director for the Comox Strathcona Regional District Hospital Board.**CARRIED****c) Comox Strathcona Solid Waste Management Board****Fowler/Elder: VOT 0452/2021****THAT** Mayor Davis be appointed as Director for the Comox Strathcona Solid Waste Management Board.**CARRIED**

**d) Nootka Sound Watershed Society****Llewellyn/Elder: VOT 0453/2021****THAT** Councillor Fowler be appointed as Director for the Nootka Sound Watershed Society.**CARRIED****e) Municipal Insurance Association of BC****Fowler/Elder: VOT 0454/2021****THAT** Mayor Davis be appointed as Director for the Municipal Insurance Association of BC.**CARRIED****3 Appointment of Alternative Directors for:****a) Strathcona Regional District Board****Elder/Llewellyn: VOT 0455/2021****THAT** Councillor Fowler be appointed as the Alternative Director for the Strathcona Regional District.**CARRIED****b) Comox Strathcona Regional Hospital District Board****Elder/Llewellyn: VOT 0456/2021****THAT** Councillor Fowler be appointed as the Alternative Director for the Comox Strathcona Regional District Hospital Board.**CARRIED****c) Comox Strathcona Solid Waste Management Board****Elder/Llewellyn: VOT 0457/2021****THAT** Councillor Fowler be appointed as the Alternative Director for the Comox Strathcona Solid Waste Management Board.**CARRIED****d) Nootka Sound Watershed Society****Elder/Llewellyn: VOT 0458/2021****THAT** Councillor Northcott be appointed as the Alternative Director for the Nootka Sound Watershed Society.**CARRIED**

**e) Municipal Insurance Association of BC**

**Elder/Llewellyn: VOT 0459/2021**

**THAT** Councillor Fowler be appointed as the Alternative Director for the Municipal Insurance Association of BC.

**CARRIED**

**4 Report to Council Re: Amendment to the Bank Signing Authority**

**Elder/Llewellyn: VOT 0460/2021**

**THAT** this Report to Council be received.

**CARRIED**

**Elder/Fowler: VOT 0461/2021**

**THAT** option #1 (to add 2 new individuals to the existing bank signing authority, to have 2 individuals sign cheque and that at least 1 of the individual signing be from Class A.

**CARRIED**

**N. Public Input #2**

A member of the public spoke in favour of business licenses and creating a bylaw for moorage fees at the airplane dock. Council responded.

**Adjournment**

**Elder/Fowler: VOT 0462/2021**

**THAT** the meeting be adjourned at 8:16 p.m.

**CARRIED**

**Certified Correct this**

the 4th day of January, 2022

**Chief Administrative Officer**



## Minutes

Village of Tahsis

<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>December 7, 2021</b>
<b>Time</b>	<b>1:00 p.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers and by electronic means</b>

<b>Present</b>	Mayor Martin Davis Councillor Bill Elder Councillor Sarah Fowler Councillor Lynda Llewellyn Councillor Cheryl Northcott	
<b>Staff</b>	Mark Tatchell, Chief Administrative Officer Ian Poole, Director of Finance Janet StDenis, Finance and Corporate Services Manager	by video
<b>Public</b>	1 member of the public.	by phone

### Call to Order

Mayor Davis called the meeting to order at 1:07 p.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/ Muchalaht territory

### Introduction of Late Items

None

### Approval of the Agenda

#### **Fowler: COW 0105/2021**

**THAT** the Agenda for the December 7, 2021 Committee of the Whole Budget meeting be adopted as presented.

**CARRIED**

<b>H. Business Arising</b>	<b>1 Budget Presentation #3</b>
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#### **Fowler: COW 0106/2021**

**THAT** this 2022 budget presentation be received.

**CARRIED**

The Director of Finance presented the impact of a 1, 2 and 4% wage increase on the total dollar value of wages and benefits and the increased % in total wages and benefits. General staff to receive a 1% wage increase.

Council remuneration options including a benefit package to be presented at the next budget meeting.

The solid waste fees have not been raised since 2017. A new rate was proposed to cover higher costs such as fuel.

A discussion on the sewer and water rates followed. Council to be provided with water volume consumption and pump time hours for 2021.

The first draft of the 2022-2026 Capital plan was reviewed on a line by line basis. The Capital Plan will be refined for the next budget meeting in February (date TBD) as more information becomes available.

### **Adjournment**

**Elder: COW 0107/2021**

**THAT** the meeting adjourn at 3:14 p.m.

**CARRIED**

Certified correct this  
4th day of January 2022

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**Corporate Officer**





## Minutes

<b><u>Meeting</u></b>	<b>Special Council</b>
<b><u>Date</u></b>	<b>December 14, 2021</b>
<b><u>Time</u></b>	<b>11:00 a.m.</b>
<b><u>Place</u></b>	<b>Municipal Hall - Council Chambers and by electronic means</b>

<b><u>Present</u></b>	Mayor Martin Davis	
	Councillor Bill Elder	
	Councillor Sarah Fowler	by video
	Councillor Cheryl Northcott	by video
	Councillor Lynda Llewellyn	by video
<b><u>Staff</u></b>	Mark Tatchell, Chief Administrative Officer	
	Ian Poole, Director of Finance	by video
	Janet St-Denis, Finance and Corporate Services Manager	by video
<b><u>Public</u></b>	1 member of the public.	by phone/video

### **A. Call to Order**

Mayor Davis called the meeting to order at 11:02 a.m.

Mayor Davis acknowledged and respected that Council is meeting upon Mowachaht/Muchalaht territory.

### **B. Introduction of Late Items**

None.

### **C. Approval of the Agenda**

**Elder/Fowler: VOT 0463/2021**

**THAT** the Agenda for the December 14, 2021 Special meeting of Council be adopted as presented.

**CARRIED**

### **D. Petitions and Delegations**

None

### **K. Bylaws**

- Fees and Charges Amendment Bylaw No. 646, 2021**  
**2nd and 3rd reading**

**Elder/Fowler: VOT 0464/2021**

**THAT** the Fees and Charges Amendment Bylaw No. 646, 2021 be received for consideration.

**CARRIED**

The CAO briefed Council on the Fees and Charges Amendment Bylaw No. 646, 2021 explaining the proposed changes on a line by line basis. A discussion about short-term rentals followed. Staff responded to questions from Council.

There was also a discussion about business licenses.

**Elder/Llewellyn: VOT 0465/2021**

**CARRIED**

**THAT** the Fees and Charges Amendment Bylaw No. 646, 2021 receive a second reading this 14th day of December 2021.

**Elder/Fowler: VOT 0466/2021**

**THAT** the Fees and Charges Amendment Bylaw No. 646, 2021 receive a third reading this 14th day of December 2021.

**CARRIED**

**2 Solid Waste Management Amendment Bylaw No. 647, 2021**

**2nd and 3rd reading**

**Elder/Llewellyn: VOT 0467/2021**

**THAT** the Solid Waste Management Amendment Bylaw No. 647, 2021 be received for consideration.

**CARRIED**

**Elder/Llewellyn: VOT 0468/2021**

**THAT** the Solid Waste Management Amendment Bylaw No. 647, 2021 receive a second reading this 14th day of December 2021.

**CARRIED**

**Elder/Llewellyn: VOT 0469/2021**

**THAT** the Solid Waste Management Amendment Bylaw No. 647, 2021 receive a third reading this 14th day of December 2021.

**CARRIED**

**M. New Business**

**Application to the Ministry of Forests, Lands, Natural Resource Operations and**

**1 Rural Development for a Crown Tenure for discharging treated sewer effluent from the Village's South Treatment Plant.**

The CAO spoke to this item noting that that the Village requires a tenure for the outfall from the South Treatment Plant.

**Elder/Llewellyn: VOT 0470/2021**

**THAT** the Village of Tahsis submit an application to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for a Nominal Rent Tenure for the treated sewer effluent outfall located on Block A, District Lot, Nootka Land District adjacent to the South Treatment Plant.

**CARRIED**

**Adjournment**

**Elder/Fowler: VOT 0471/2021**

**THAT** the meeting be adjourned at 10:50 a.m.

**CARRIED**

**Certified Correct this**

the 4th day of January, 2022

Chief Administrative Officer

**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**

The following observations and photos were noted during the visual building inspection that was conducted on Thursday December 2, 2021, between 11:30am and 1300hrs at the property located at 1400 Maquinna Drive, Village of Tahsis. The visual inspection was conducted by Strathcona Regional District Building Official (Karl Neufeld) and Strathcona Regional District Bylaw Compliance Officer (Enzo Calla). The purpose of this inspection was to witness if any work has taken place since the Order to Comply endorsed by the Village of Tahsis council was approved on September 21, 2021, where the property owner was to comply by November 23, 2021.

For reference as done in the previous inspection conducted on June 17, 2021, the building will be referred to as;

Building 1 – located at the south end of the property and is identified as the residential structure

Building 2 – located along South end of the property on Maquinna Drive is identified as a commercial center

Building 3 – located along the water side of the property is identified as a commercial center

Building 4 – located at the north end of the property on Maquinna Drive and is identified as the hotel/restaurant/pub

Building 1- Upon observation done on building 1, there has been no change with anything being done



*Photo June 1, 2021*



*Photo December 2, 2021*



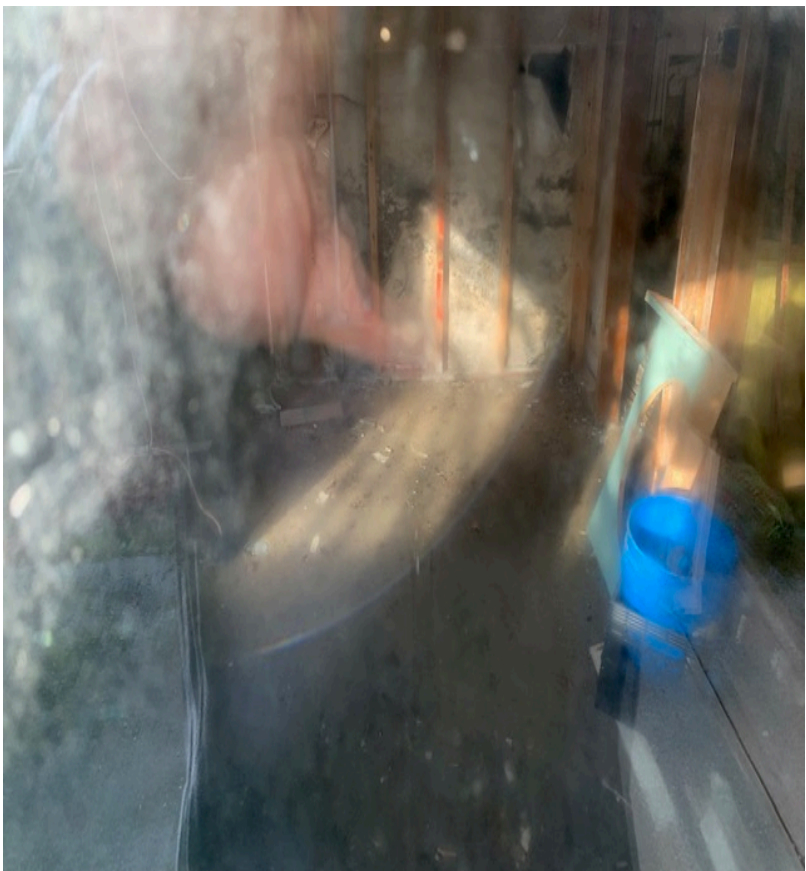
**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC***Photo June 17, 2021**Photo December 2, 2021*

**Building 2-** continues to be overgrown along the Maquinna Drive and no attempt has been made to remove building material. Also observed items have been covered with tarps to prevent further damage from moisture that has entered the interior space as seen in the collapse of drywall from the ceiling in the center and end units, also by the moisture and mold noted on the windows throughout building 2

*Photo June 17, 2021**Photo December 2, 2021*



Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**

**Building 3-** No work has been done to this building apart from tarps being hung across the windows of some of the store fronts limiting staff's ability to see into the structure to assess.



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*

As seen in the attached photos the roof section of the building 3 roof exposed to the elements.



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**

*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken June 17, 2021*

Part of the roof section of building 3 that has collapsed into the building, the rear of the building has had plywood added to shore up the wall where the collapse has occurred is beginning to fail.





*Photo taken June 17, 2021*



*Photo taken June 17, 2021*

**Building 4** – No attempt has been made to repair roof that continues to be covered by tarps



Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC



*Photos taken June 17, 2021*



*Photo taken June 17, 2021*



*Photo taken June 17, 2021*



*Photo taken December 2, 2021*



**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken June 17, 2021*



*Photo taken June 17, 2021*



**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**

Note the condensation on the windows at the main entrance of the hotel



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*



*Photo taken December 2, 2021*

As seen in the pictures above and on the previous page, due to condensation that is collecting in the building more serious damage can be seen as ceiling tiles in the restaurant section are now beginning to fall. The above pictures were taken from the front of the building, not able to capture in the pictures is the mold spores that are forming throughout the building on curtains that have been closed. Of note when the Building Official and Bylaw compliance Officer first arrived running water could be heard coming from the front of the hotel building area. Upon further investigation water was observed running from the exterior wall in bottom unit in the A/D corner of the building, this was hidden from view by the large bush in front of the unit (see video attached to showing water running from wall). Although it was not intended, when the water was observed running from the wall a closer look at the building at the second floor from the ground it was observed that there is possible water damage to the ceiling which has caused ceiling tiles to fall. Due to light of day and unable to access to the second floor of the building no photos were taken but was observed visually. This area of the roof is not cover by tarps and appears to be new metal. Moving forward an Environmental Hygienist and Structural Engineer may be required to assess the interior of the building.



**Maquinna Hotel Report – 1400 South Maquinna Drive, Tahsis BC**

*Photo taken June 17, 2021*



*Photo taken December 2, 2021*

As scene in the above photos taken in June and then again in December, no other action has been taken except for addition of portable heater/humidifier and vacuum. Of note the first photo above was taken in the June 17 ,2021 inspection where there ceiling was observed to be damaged; the ceiling damage was not captured in the second photo.



## VILLAGE OF TAHSIS

### BYLAW NO. 646, 2021

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#### BEING A BYLAW TO AMEND THE VILLAGE OF TAHSIS FEES AND CHARGES BYLAW NO. 594, 2017

**WHEREAS** the Council of the Village of Tahsis wishes to amend the *Fees and Charges Bylaw No.594, 2017* to establish fees under the *Water System Regulation Bylaw, No. 644, 2021*, the *Sewer System Regulation Bylaw No. 645, 2021* and the *Solid Waste Management Bylaw No. 590, 2017*.

**NOW THEREFORE**, the Council of the Village of Tahsis, in open meeting assembled, enacts the following amendments to Fees and Charges Bylaw No. 594, 2017 as follows:

1. The *Fees and Charges Amendment Bylaw No. 594, 2017* is hereby amended:
  - a) by deleting Schedule "P" and replacing with the Schedule "P" to this Bylaw;
  - b) by deleting Schedule "Q" and replacing with Schedule "Q" to this Bylaw; and
  - c) by adding Schedule "R" immediately following Schedule "Q"

#### Citation

This bylaw may be cited for all purposes as the "Fees and Charges Amendment Bylaw No. 646, 2021."

Effective Date

This bylaw comes into force upon adoption.

READ a first time this 7<sup>th</sup> day of December, 2021

READ a second time this 14<sup>th</sup> day of December, 2021

READ a third time this 14<sup>th</sup> day of December, 2021

Reconsidered, Finally Passed and adopted this 4<sup>th</sup> day of January, 2022

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MAYOR

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CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 646, 2021 duly passed by the Council of the Village of Tahsis on this 4<sup>th</sup> day of January 2022.

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CORPORATE OFFICER



## **SCHEDULE “P”**

### **Definitions:**

<i>Campground/RV Park</i>	means a property classified as Tourist-Campground Zone (TC-1) under the Village of Tahsis Zoning Bylaw No. 630, 2020
<i>Churches</i>	means buildings, not ordinarily used for residential purposes, wherein persons regularly assemble for religious worship, and which are maintained and controlled by religious bodies organized to sustain public worship.
<i>Commercial</i>	means a property classified as Commercial Zone 1 or Commercial Zone 2 under the Village of Tahsis Zoning Bylaw No. 630, 2020
<i>Hotel</i>	means a building with a common entrance which provides separate sleeping or dwelling units intended to be occupied primarily by the travelling public.
<i>Industrial</i>	means a property classified as Industrial Zone 1 or Industrial Zone 2 under the Village of Tahsis Zoning Bylaw No. 630, 2020

<b>Mobile Home</b>	means any structure, whether or not ordinarily equipped with wheels, that is designated, constructed or manufactured to be moved from one place to another by being towed or carried, and to provide a dwelling, house, or premises, that is registered or capable of being registered in the Manufactured Home Registry established under the <i>Manufactured Home Act</i> , and complies with the specifications for manufactured homes set out in the Manufactured Home Regulation B.C. Regulation 441/2003.
<b>Mobile Home Park</b>	means a mobile home park as defined and classified as Residential Multiple Zone 2 (RM-2) under the Village of Tahsis Zoning Bylaw No. 630, 2020.
<b>Motel</b>	means a building or group of buildings which provide separate sleeping or dwelling units with direct access to the outside intended to be occupied primarily by the travelling public
<b>Other Commercial Premises</b>	<i>means all land and premises, on or within which any interchange of commodities, or any dealing or trading in any article of commerce or other thing is carried on as a business, includes offices, places of entertainment or amusement and marinas and does not include home based business or industrial premises.</i>
<b>Residential</b>	means a property classified as Residential Zone 1, Residential Zone 2 or Residential Multiple Zone 1 under the Village of Tahsis Zoning Bylaw No. 630, 2020.

## **Fees**

1. The water system service fees in this schedule are imposed on the owners of real property, and are payable by all owners where a water connection has been installed, or is required to be installed, to a property and where plumbing is installed on the premises and is connected to the municipal system.
2. The water system service fees imposed by this bylaw are comprised of a fixed (flat rate) charge.
3. Fees are imposed and payable on properties that are unoccupied and/or unused.
4. The temporary shut off of water service to a property does not relieve the property owner of the obligation to pay the water system service fees as set out in this schedule.

## Property Classification

3. Where multiple classifications of uses exist and are serviced by a common connection line, the property is deemed to be for Industrial use for purposes of this bylaw.

## Collection of Fees

4. A charge under this bylaw shall be imposed on and from the first day of the month immediately following the date the water service connection to that property is turned on.
  - (i) shall be due and payable in advance in the first calendar year of service; and
  - (ii) shall be due and payable annually in advance thereafter on the 1st day of January in each year.
5. A charge under Section 2(ii) of this bylaw shall be billed on or before the 31st day of May in each year. A penalty in the amount of ten percent (10%) of the unpaid sum shall be added to any charge remaining unpaid after July 2<sup>nd</sup> in the year of billing unless Council has adopted an alternative scheme under the *Community Charter*, s. 233.
6. A charge imposed under this Bylaw which remains unpaid on the 31<sup>st</sup> day of December in any year shall be deemed to be taxes in arrears on the land or real property on which the charge was imposed and may be recovered as authorized in section 258 of the *Community Charter*.
7. Failure to receive an invoice or notice is not justification for the non-payment of an applicable fee.
8. No deduction in the charges under this bylaw shall be allowed on account of any waste or leak of water.

### Water System Service Fees

Use of Land or Real Property	Annual Rate
Residential (single family dwelling, apartment, suite, guesthouse, condominium, short term rental accommodation unit, mobile home, Rooming House, Bed and Breakfast unit)	375.00
Mobile Home Park per serviced pad	375.00
Hotels and Motels	375.00
plus, each room to rent located on the property whether or not it is always available for rent	173.00
Restaurants, cafes, dining rooms, pubs	
up to 60 seats	1,182.18
over 60 seats	1,412.85
Churches	375.00
Industrial	1,412.85
Schools	375.00
plus, each classroom	173.00
Retail premises	403.67
plus, for each square foot gross area	0.13
Other commercial premises	1,412.85
Campground/RV park (per site)	62.47

A charge under this bylaw shall be paid by the owner of a serviced property for:

**1. TURNING ON AND OFF SERVICES**

The fee for turning off and turning on water supply at the curb stop is:

To turn on or turn off	During Business Hours	All Other Times
	\$25 (\$50 On and Off)	\$150.00

**2. ABANDONMENT<sup>1</sup> FEE**

The fee for the permanent disconnection of an abandoned or discontinued connection is:

Connection size	Abandonment or Discontinued Fee
ALL	\$500.00

**3. NON-EMERGENCY SERVICE CALL OUT AFTER HOURS<sup>2</sup>**

**\$200.00**

**4. CONNECTION FEES**

Water connection fee for all water service connections <sup>3</sup>	\$250.00 application plus estimated cost of the work <sup>4</sup>
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**5. SUPPLY OF WATER FROM HYDRANT**

	During Business Hours	All Other Times
Opening and closing hydrant	\$50	\$150

<sup>1</sup> When a water service is abandoned or discontinued, the Director may require the turn off and/or disconnection of the service and the cost will be recovered from the Owner as set out in the Bylaw.

<sup>2</sup> A non-emergency service call-out means Village crews dispatched to respond to an incident at a property where the likelihood of property damage is low and/or the risk of serious property damage is low.

<sup>3</sup> May be combined with sewer connection application fee

<sup>4</sup> The Owner will be required to pay in advance the estimated cost of the works. The estimate will be determined based on rates uniform with those charged to other projects with the Village and includes labour, equipment, materials and any other cost of probable service arising during construction. The fee paid will form the account for the works project. Staff will maintain an accounting of charges for these works (consistent with municipal accounting procedures) which will be provided to the Owner upon completion/termination of the project. Any surplus funds will be returned to the Owner.

## **SCHEDULE “Q”**

**Definitions:** All Definitions in Schedule “P” apply to Schedule “Q”

### **Fees**

1. The sanitary sewer system fees in this schedule are imposed on the owners of real property, and are payable by all owners where a water connection has been installed, or is required to be installed, to a property and where plumbing is installed on the premises and is connected to the municipal system.
2. The sanitary sewer system service fees imposed by this bylaw are comprised of a fixed charge.
3. Fees are imposed and payable on properties that are unoccupied and/or unused.
4. The temporary shut off of water service to a property does not relieve the property owner of the obligation to pay the sanitary sewer system service fees as set out in this schedule.

### **Property Classification**

3. Where multiple classifications of uses exist and are serviced by a common sanitary service line, the property is deemed to be for Industrial use for purposes of this bylaw.

### **Collection of Fees**

4. A charge under this bylaw shall be imposed on and from the first day of the month immediately following the date the sanitary sewer service is connected to the property.
  - (i) shall be due and payable in advance in the first calendar year of service; and
  - (ii) shall be due and payable annually in advance thereafter on the 1st day of January in each year.

5. A charge under Section 2(ii) of this bylaw shall be billed on or before the 31st day of May in each year. A penalty in the amount of ten percent (10%) of the unpaid sum shall be added to any charge remaining unpaid after July 2<sup>nd</sup> in the year of billing unless Council has adopted an alternative scheme under the *Community Charter*, s. 233.
6. A charge imposed under this Bylaw which remains unpaid on the 31<sup>st</sup> day of December in any year shall be deemed to be taxes in arrears on the land or real property on which the charge was imposed and may be recovered as authorized in section 258 of the *Community Charter*.
7. Failure to receive an invoice or notice is not justification for the non-payment of an applicable fee.

### Sanitary Sewer System Service Fees

Use of Land or Real Property	Annual Rate
Residential (single family dwelling, apartment, suite, guesthouse, condominium, short term rental accommodation unit, mobile home, Rooming House, Bed and Breakfast unit)	392.00
Mobile Home Park per serviced pad	392.00
Hotels and Motels	392.00
Plus each room to rent located on the property <sup>5</sup>	196.00
Restaurants, cafes, dining rooms, pubs	1,330.00
Churches	392.00
Industrial	1,412.85
Schools	392.00
Plus per classroom	137.00
Retail premises	450.00
Plus per square foot gross area	0.18
Campground/RV park (per site)	58.70
Other Commercial Premises	509.00

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<sup>5</sup> Whether a room is available to rent or not, the annual fee applies



A charge under this bylaw shall be paid by the owner of a serviced property for:

**1. NON-EMERGENCY SEWER SERVICE CALL OUT AFTER HOURS<sup>6</sup>                      \$200.00**

**2. SEWER CONNECTION FEES**

Sanitary sewer connection fee for all sanitary service connections and extensions <sup>7</sup>	\$250.00 application fee plus estimated cost of the work <sup>8</sup>
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**3. ABANDONMENT<sup>9</sup> FEE**

The fee for the permanent disconnection of an abandoned or discontinued connection is:

Connection size	Abandonment or Discontinued Fee
ALL	\$500.00

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<sup>6</sup> A non-emergency service callout means Village crews dispatched to respond to an incident on a property where the likelihood of property damage is low and/or the risk of serious property damage is low.

<sup>7</sup> May be combined with water connection application fee

<sup>8</sup> The Owner will be required to pay in advance the estimated cost of the works. The estimate will be determined based on rates uniform with those charged to other projects with the Village and includes labour, equipment, materials and any other cost of probable service arising during construction. The fee paid will form the account for the works project. Connection fees includes the cost of inspection. Staff will maintain an accounting of charges for these works (consistent with municipal accounting procedures) which will be provided to the Owner upon completion/termination of the project. Any surplus funds will be returned to the Owner.

<sup>9</sup> When a sanitary sewer service is abandoned or discontinued, the Director may require the disconnection of the service and the cost will be recovered from the Owner as set out in the Bylaw. May be combined with water service abandonment fee.

**Schedule "R"****Basic Service Fees****Annual Fee**

Residential Dwelling Unit (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$95.00
Multiple Family Premises (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$190.00
Commercial premises (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$190.00

**Extended Service Fees****Additional garbage tags**

Residential Dwelling Unit (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$2/tag/pick up
Multiple Family Premises (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$5/tag/pick up
Commercial premises (as defined in the Solid Waste Management Bylaw No. 590, 2017)	\$5/tag/pick up

**Dumpster (price per dumpster)**

Annual (one pick up/ week) - January 1-December 31, regardless of start date	\$900.00
Annual (two pick ups/week) - January 1-December 31, regardless of start date	\$1,200.00
Monthly (one pick up/week)	\$500.00
Monthly (two picks up/week)	\$800.00
Seasonal (two pick ups/week from May 1- September 30)	\$750.00



## VILLAGE OF TAHSIS

### SOLID WASTE MANAGEMENT AMENDMENT BYLAW No. 647, 2021

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#### A Bylaw to Amend the Solid Waste Management Bylaw No. 590, 2017

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#### Contents

1. Title
2. Amendments to the Solid Waste Bylaw
3. Effective Date

Under its statutory powers, including section 479 of the *Local Government Act* (RSBC 2015) c.1, the Council of the Village of Tahsis, in open meeting assembled, hereby enacts the amendment to the Solid Waste Management Bylaw No. 590, 2017 (“the *Solid Waste Bylaw*”) as follows:

#### Title:

1. This bylaw may be cited as the “Solid Waste Management Amendment Bylaw No. 647, 2021”

#### Amendment to the *Solid Waste Bylaw*

2. The Solid Waste Bylaw is amended:

- 1) Section 2 i) is deleted and replaced with the following:

“Dumpster means a bin rented by the Village according to the fee schedule in the Fees and Charges Bylaw No. 594, 2017 (as amended).

- 2) Section 4 is deleted and replaced with the following:

“Schedule “R” in the Fees and Charges Bylaw No. 594, 2017 (as amended) is an integral part of this bylaw.”

- 3) Section 11 is deleted and replaced with the following:

“A basic service user shall receive the extended service by using the garbage tags authorized by the Village.”

- 4) Section 12 is deleted and replaced with the following:

“The Village imposes fees for the garbage tags as set out in Schedule “R” in the Fees and Charges Bylaw No. 594, 2017 (as amended)”

- 5) Section 23 is deleted and replaced with the following:

“In the event of solid waste not being contained within the garbage container or when the owner causes or allows solid waste materials to be strewn in or around premises, the Director may order the clean up of the said solid waste. The fees for the clean up will be charged as per Schedule “F” of the Fees and Charges Bylaw No. 594, 2017 (as amended)”

- 6) Section 29 is deleted and replaced with the following:

“The fees for solid waste collection and related operations are set out in Schedules “F” and “R” in the Fees and Charges Bylaw No. 594, 2017 (as amended)”

- 7) Section 31 is deleted and replaced with the following:

“Tags for using additional garbage containers are available at the Village office during regular business hours for the fees set out in Schedules “F” and “R” of the Fees and Charges Bylaw No. 594, 2017 (as amended)”

- 8) Section 33 is deleted and replaced with the following:

“A 10% penalty shall be added to all fees set out in Schedule “R” of the Fees and Charges Bylaw No. 594, 2017 (as amended)”

9) Section 34 is deleted and replaced with the following:

“Solid waste fees and related fees enumerated in Schedules “F” and “R” in the Fees and Charges Bylaw No. 594, 2017 (as amended) are hereby imposed and levied for the solid waste service supplied or ready to be supplied by the Village. All rates, fees and charges shall form a charge on the parcels of the respective owners and may be recovered in the same manner and by the same means as overdue taxes including unpaid fees, rates and charges.”

10) Schedule “A” is deleted.

**Effective Date:**

3. This Bylaw comes into force upon adoption.

READ a first time this 7<sup>th</sup> day of December, 2021

READ a second time this 14<sup>th</sup> day of December, 2021

READ a third time this 14<sup>th</sup> day of December, 2021

Reconsidered, Finally Passed and Adopted this 4<sup>th</sup> day of January, 2022

\_\_\_\_\_  
MAYOR

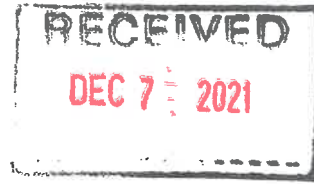
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CORPORATE OFFICER

I hereby certify that the foregoing is a true and correct copy of the original Bylaw No. 647, 2021 duly passed by the Council of the Village of Tahsis on this 4<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
CORPORATE OFFICER



Forest Enhancement  
Society of British Columbia



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November 30, 2021

Dear Mayor Martin Davis and Tahsis (Village) Council,

Two of the priorities identified in the BC government's April 6, 2021 mandate letter to the Forest Enhancement Society of BC (FESBC) were:

- To communicate how FESBC's projects successfully contribute to the Province's economic recovery, and
- To provide continued economic, social, and environmental benefits for British Columbia's forests, Indigenous peoples, and communities.

As of March 2021, FESBC has supported **269 forest enhancement projects** valued at \$237.6 million, generating **\$357 million in economic activity** in partnership with the Province of BC and the Government of Canada. Today, we share with you our Winter 2021 Accomplishments Update highlighting 62 of the FESBC-funded projects which are led by Indigenous peoples. We are also pleased to report that another 23 FESBC-funded projects involve Indigenous peoples working in partnership with forestry companies, community forests, municipalities, and industry. The collective value of these projects is approximately \$70 million.

These highlighted projects have facilitated the participation of Indigenous peoples in the forest economy and, through their leadership in these projects, they have a larger voice in the stewardship of the land for future generations. We are seeing Indigenous values and interests increasingly reflected in project outcomes. These projects are demonstrating approaches that **harmonize traditional and modern forestry practices** in community wildfire risk management, ensuring the wise utilization of wood fibre, increasing the opportunity to enhance the production of food sources from forests, and more.

We are very grateful to the many First Nations throughout British Columbia that have stepped forward to provide forest management leadership that has resulted in successfully delivering so many excellent projects.

Jim Snetsinger  
Chair, FESBC

To connect with our team for more information, please contact FESBC Executive Director Steve Kozuki at 250.819.2888 (cell) or [skozuki@fesbc.ca](mailto:skozuki@fesbc.ca)

(628) MC



# Winter 2021 Accomplishments Report

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FESBC-Funded Projects  
Led By First Nations Partners



(L to R) Dave Conly, FESBC Operations Manager with Aaron Higginbottom, Williams Lake First Nation Senior Manager Natural Resources, and John Walker, Williams Lake First Nation Stewardship Forester at an on-site tour of the Williams Lake Community Forest.

## Indigenous Peoples Sharing Perspectives

With a deep connection to the land and a multi-generational perspective on sustainability, it is natural that Indigenous peoples throughout British Columbia have stepped up to lead so many projects that **protect communities from wildfire, enhance wildlife habitat, reduce greenhouse gases**, and more. Indigenous peoples have shown a desire to more fully participate in B.C.'s forest economy and funding from the Forest Enhancement Society of BC (FESBC) has accelerated this transition. All of these highlighted projects produce an array of environmental, economic, and social benefits. However, as these projects get implemented and completed, there is one social benefit emerging that was perhaps unexpected: **Indigenous people are sharing their perspectives about the inter-connectedness of everything in our world.** Traditional cost/benefit analyses tend to emphasize things that can be measured such as job creation, economic activity, animal populations, etc. Although social benefits may be difficult to quantify, they may be just as important.

### WILDFIRE RISK REDUCTION

- 1 Stswecem'c Xgat'tem First Nation (Canoe Creek Band)  
Assessing and developing fuel management treatments
- 2 T'sideldel (Alexis Creek First Nation) and Tl'etinqox (Anaham)  
Harvesting focused on low value stands to reduce wildfire risk
- 3 Shuswap Indian Band (Kenpesq't)  
Removing and pruning trees to reduce wildfire risk
- 4 Lílwat First Nation (Mount Currie Indian Band) and Squamish First Nation (Squamish)  
Creating a fuel break southwest of the Resort Municipality of Whistler
- 5 Williams Lake First Nation (T'exelc)  
Creating a fuel break along and adjacent to a large power line
- 6 Tsq'escenemc (Canim Lake Indian Band)  
Planning, prescriptions and treatments of priority interface fuel management polygons
- 7 ?Esdilagh First Nation (Alexandria Indian Band)  
Planning, layout and treatments for wildfire fuel breaks
- 8 Xaxli'p First Nation (Fountain Indian Band)  
Reducing wildfire risk through treatment activities on priority areas
- 9 Whispering Pines/Clinton First Nation (Pelltiq't)  
Reducing forest fuels to reduce the risk of wildfires to the community
- 10 ?Esdilagh First Nation (Alexandria Indian Band)  
Conducting wildfire risk assessments and doing a landscape level primary fuel break
- 11 Esketemc First Nation (Esk'etemc)  
Surveying areas to determine fuel management treatments
- 12 Syilx Okanagan Nation  
Fuel treatments to reduce wildfire risk



Forest Enhancement  
Society of British Columbia

Learn how Indigenous peoples  
are leading forest enhancement  
projects throughout B.C.





"The people that arrived here in British Columbia, when they first looked at the forest, I tell people the forest was managed so well it looked untouched. Our people relied on that, and we want to get back to that."

Joe Alphonse | Chief, Tl'etinqox Government

—excerpt from the Climate Change Heroes video [bit.ly/ClimateChangeHeroes](https://bit.ly/ClimateChangeHeroes)

## Innovation and Collaboration in Forestry Led by First Nations

### Highlighting Central Chilcotin Rehabilitation

Central Chilcotin Rehabilitation (CCR) is a company created by T̓sideldel and Tl'etinqox First Nations, two Indigenous communities who collaborated to specifically access funding from FESBC. CCR, which has since grown to be the second-largest recipient of FESBC funds, employs numerous band members to **enhance wildlife habitat**, **reduce wildfire risk** around their communities, and **rehabilitate and reforest** areas devastated by the 2017 mega-fires. CCR also utilizes waste wood that otherwise would have been slash-burned, thereby doing their part

to reduce greenhouse gases. More importantly, **CCR is a vehicle by which these Nations are leading collaborative forest management.**

While the Nations have provided contract services to the forest industry in the past and continue to do so today, they are now leading their own projects on the land and have a bigger voice in forest management decisions. When Nations are enabled to create forest companies and lead projects, the result is increased Indigenous participation in the forest economy.

**\$29**  
MILLION  
IN FESBC  
FUNDING

### Central Chilcotin Rehabilitation's Impact with FESBC Funding:



**516,000 = 8,600**

CUBIC METRES OF  
FIBRE RECOVERED

LOGGING  
TRUCKS



**4,000**

HECTARES OF LAND REPLANTED  
WITH 4.5 MILLION TREES





## FESBC-Funded Projects Led By First Nations Partners

### WILDFIRE RISK REDUCTION, cont'd

- 13** Esketemc First Nation (Esk'etemc)  
Treatments to reduce wildfire risk and enhance wildlife habitat
- 14** Tsq'escenemc (Canim Lake Indian Band)  
Developing a landscape level plan for fuel breaks and fuel management
- 15** Esketemc First Nation (Esk'etemc)  
Creating an emergency wildfire escape route for the community
- 16** Stswecem'c Xgat'tem First Nation (Canoe Creek Band)  
Expanding funding for planning, prescription development, and wildfire risk reduction treatments
- 17** Akisqnuq First Nation (Columbia Lake Indian Band)  
Reducing forest fuels to reduce to the risk of wildfires to the Akisqnuq Reserve near Windermere and Fairmont Hot Springs
- 18** Xaxli'p First Nation (Fountain Indian Band)  
Planning, prescriptions, and groundwork to improve wildlife habitat and reduce wildfire risk
- 19** Lower Nicola Indian Band  
Developing prescriptions and carrying out wildfire risk reduction treatments
- 20** Nazko First Nation (Ndazkoh)  
Planning wildfire risk reduction prescription development and treatment activities
- 21** Nazko First Nation (Ndazkoh)  
Harvesting and removing beetle damaged trees to reduce wildfire risk and rehabilitate the land base
- 22** Lil'wat First Nation (Mount Currie Indian Band) and Squamish First Nation (Squamish)  
Working on a wildfire fuel break and a fibre recovery study
- 23** Syilx Okanagan Nation  
Planning, prescriptions, and treatments for wildfire fuel reduction and fuel breaks
- 24** Tšideldel (Alexis Creek First Nation)  
Developing prescriptions for wildfire fuel treatments
- 25** First Nations Emergency Services Society  
First Nations Emergency Services Society assisting First Nations engage in wildfire risk reduction planning
- 26** Lil'wat First Nation (Mount Currie Indian Band) and Squamish First Nation (Squamish)  
Removing trees and surface/ladder fuels with delivery of the vegetation to a composting site
- 27** Williams Lake First Nation (T'exelc)  
Treatments for a wildfire fuel break
- 28** Nazko First Nation (Ndazkoh)  
Wildfire risk reduction planning, prescription development, and treatment activities

FESBC has funded  
62 projects led by  
First Nations Partners  
plus another  
23 involving  
First Nations.

### FOREST CARBON

- 29** Tšideldel (Alexis Creek First Nation) and Tl'etinqox (Anaham)  
Transporting uneconomic wood for biomass
- 30** Ulkatcho First Nation (Ulhk'acho)  
Reducing greenhouse gas emissions from pile burning by utilizing uneconomic wood
- 31** Esketemc First Nation (Esk'etemc)  
Chipping of logging debris for biomass markets in Williams Lake
- 32** Ulkatcho First Nation (Ulhk'acho)  
Utilizing uneconomic wood to reduce greenhouse gas emissions from pile burning
- 33** Kitasoo / Xai'xais—First Nation  
Salvaging pulp logs from harvesting areas outside of the fibre recovery zone
- 34** Cheslatta Carrier Nation (Cheslatta T'En), Wet'suwet'en First Nation, Skin Tyee First Nation (Skin'S Tyee), Burns Lake Band (Ts'il Kaz Koh), Lake Babine Nation (Nataotin, Nat'oot'en Nation), and Nee-Tahi-Buhn (Francois Lake)  
Grinding and transporting uneconomic residual fibre to reduce greenhouse gas emissions from pile burning
- 35** Cowichan Tribes (Qw'utsun)  
Restoring riparian ecosystem to capture carbon over the mid to long term
- 36** Takla Lake First Nation  
Transporting uneconomic wood/fibre to reduce greenhouse gas emissions from pile burning

## FOREST CARBON, cont'd

- 37 Wuikinuxv Nation (Oweekeno)**  
Delivering pulp logs historically left behind due to economic barriers
- 38 Haida Nation**  
Applying fertilizer by hand as a part of an old growth acceleration rehabilitation project
- 39 Lax-kw'alaams Band (Lax?gu'alaams)**  
Improving forest health and reducing greenhouse gas emissions by utilizing pulp fibre
- 40 Williams Lake First Nation (T'exelc)**  
Grinding and transporting of uneconomic fibre to reduce greenhouse gas emissions from pile burning and improve fibre utilization
- 41 T'sideldel (Alexis Creek First Nation) and Tl'etinqx (Anaham Band)**  
Transporting uneconomic residual wood to reduce greenhouse gas emissions from pile burning and improve fibre utilization
- 42 Esketemc First Nation (Esk'etemc)**  
Transporting uneconomic residual wood to reduce greenhouse gas emissions from pile burning and improve fibre utilization
- 43 Haida Nation**  
Transporting uneconomic wood to reduce greenhouse gas emissions and improve fibre utilization

## STAND REHABILITATION

- 44 T'sideldel (Alexis Creek First Nation) and Tl'etinqx (Anaham)**  
Planning, harvesting, and planting in high burn intensity interior Douglas-fir stands
- 45 Cheslatta Carrier Nation (Cheslatta T'En)**  
Rehabilitating uneconomic, mature stands heavily damaged by wildfires
- 46 Toosey First Nation (Tl'esqox) and Yunesit'in Government (Stone, Stoney)**  
Preparing sites for reforestation in uneconomic areas with low volume recovery
- 47 Skeetchestn Indian Band (Deadman's Creek)**  
Restoring riparian areas in the Deadman River watershed
- 48 Nazko First Nation (Ndazkoh)**  
Reducing greenhouse gas emissions from pile burning by using residual fibre
- 49 Westbank First Nation**  
Planning for a multi-phase project to remove hazard trees, plant trees, and restore mule deer winter range

- 50 Yunesit'in Government (Stone, Stoney)**  
Utilizing residual fibre resulting from reforestation in uneconomic areas
- 51 Williams Lake First Nation (T'exelc)**  
Removing low quality and diseased trees to maximize tree growth and make them more resilient
- 52 Wet'suwet'en First Nation**  
Developing a strategic wildfire hazard mitigation plan for the Wetzin'kwa Community Forest
- 53 Nazko First Nation (Ndazkoh)**  
Transporting of uneconomic residual fibre to reduce greenhouse gas emissions and improve fibre utilization

## WILDLIFE HABITAT ENHANCEMENT

- 54 Esketemc First Nation (Esk'etemc)**  
Restoring Mule Deer winter range habitat
- 55 Bonaparte Indian Band (St'uxwteus)**  
Removing, piling, and burning woody debris to enhance critical deer winter range
- 56 Haida Nation**  
Restore natural stream flow patterns and wildlife habitat
- 57 SnPink'tn (Penticton Indian Band)**  
Re-establishing ecological diversity, resiliency, and ungulate habitat using prescribed fire equivalent to the natural fire regime
- 58 Esketemc First Nation (Esk'etemc)**  
Surveying, planning, and prescriptions for mule deer winter range habitat improvement
- 59 Ts'il Kaz Koh First Nation, Wet'suwet'en First Nation, and the Office of the Wet'suwet'en Hereditary Chiefs**  
Planning, layout and treatments to create a fire break in the Burns Lake Community Forest
- 60 SnPink'tn (Penticton Indian Band)**  
Using prescribed fire equivalent to the natural fire regime to reduce overall wildfire risk
- 61 Haida Nation**  
Spacing and pruning treatments to improve Haida Gwaii Goshawk forage territory

## FIBRE RECOVERY

- 62 Kitselas First Nation (Gitselasu) and Kitsumkalum First Nation (Gitsmgeelm)**  
Delivering uneconomic pulp logs for the grinding of chips



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## A Message from FESBC Board Chair

### JIM SNETSINGER

Thank you for reading the FESBC Winter 2021 Accomplishments Update which highlights Indigenous peoples' participation in numerous projects that have made a significant contribution to the provincial forest economy. The FESBC Board of Directors is thrilled by the incredible ability of these First Nations to **foster collaboration and innovation** across the forest sector, and on behalf of all British Columbians, we thank them for their hard work and collaboration.



## Learn More

If you'd like to learn more about the Forest Enhancement Society of BC and how people in British Columbia's forests are helping create climate change solutions, reduce wildfire risk, and keep workers employed through our funded projects, connect with us!

Steve Kozuki, FESBC Executive Director  
skozuki@fesbc.ca or 1.877.225.2010

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**From:** Erin Ryan <[erinryan@spca.bc.ca](mailto:erinryan@spca.bc.ca)>  
**Sent:** December 2, 2021 6:54 AM  
**To:** Reception Account <[Reception@villageoftahsis.com](mailto:Reception@villageoftahsis.com)>  
**Subject:** BC SPCA offer of support: changes to rodenticide use in Tahsis

Dear Mayor Davis and Council,

The BC SPCA is writing to offer support in reassessing the use of all rodenticides in Tahsis and to help raise awareness in your community about the many harms to wildlife and pets that can occur from using such poisons. The Village of Tahsis can be a leader in taking progressive measures to protect—wildlife and local greenspaces **by prohibiting all rodenticide use on public-owned properties and looking at strategies to reduce use on private properties.**

Many municipalities in B.C. have already made a significant difference at a local level through bylaws or operational practices, and this leadership was no doubt a contributing factor to the Province's July 21st decision this year to temporarily ban the sales and use of second-generation anticoagulant rodenticides (SGARs) for 18 months.

The SGAR restrictions are a major milestone for our province, and we hope that the change will become permanent. However, there are a number of **exemptions and gaps** that still leave a high risk of exposure for non-target animals like owls and other raptors, and even domestic cats and dogs.

[The Minister's Order](#), in effect until January 2023 includes:

- 
- Restricting who can buy and use SGARs (allowed for essential services only)
  - Requiring sellers to prevent unauthorized buyers
  - Requiring that SGARs are only used as part of an Integrated Pest Management (IPM) program. This involves identifying the species, determining their population level, identifying and

sealing entry points, removing attractants and shelter, incorporating alternatives to rodenticides, and evaluating if the control measures are effective.

- Requiring proper disposal of SGARs
- Requiring record keeping for the sale and use of SGARs (for 3 years)

Unfortunately, **only three specific SGAR products are covered by this Order**. First-generation anticoagulant rodenticides (FGARs) like warfarin, chlorophacinone, and diphacinone are still legal for personal and professional use. These products are an older, slower-acting, and less potent product compared to SGARs – but rodents still suffer the same effects and can develop resistance to these products, making them ineffective for long-term use. Certain non-anticoagulant rodenticides, such as the neurotoxin bromethalin, are also still legal for personal and professional use. There is no antidote for bromethalin if it is accidentally ingested by cats or dogs. Their only hope is to make it to a veterinarian in time to induce vomiting. Once a pet is showing signs of bromethalin poisoning – seizures, muscle tremors, or inability to walk – it's generally too late to treat them, and death is inevitable.

Additionally, designated essential services with a certified pesticide applicator on staff may still buy and use SGARs. While it is important that these essential services control rodent populations for health, safety, and critical societal functioning, the exemption means rodent control operators are unlikely to change their service model. **Integrated Pest Management (IPM) – using prevention and attractant management first** – is often skipped to the default use of rodenticide baiting programs that do not aim to solve the initial pest problem. Further, compliance with IPM regulations for such programs is low. In 2019, a total of 311 inspections were conducted by provincial IPM Officers. Of these, only 39% were in compliance. Although many of these non-compliances were administrative or minor in nature, it highlights an existing problem with enforcement and user understanding.

The BC SPCA recognizes that unfortunately, there are currently no fast-acting or pain-free rodenticides and therefore recommends that rodenticides only be used in limited cases of infestation when human health and safety are at immediate risk. If they must be used in essential service locations, precautions to minimize exposure to non-target wildlife and pets must be taken, such as limiting the length of time used and retrieving leftover bait. Alternatively, using snap or captive-bolt traps can provide humane lethal control. We are also optimistic that a new rodent contraception being used in the U.S., and a new multi-capture kill trap under development locally, will be available here in the near future, providing additional effective alternatives to rodenticides.

**Local leaders can make a major difference for animal welfare and the environment by enacting pest control bylaws.** For example, in June 2020, the BC SPCA supported the District of North Vancouver Council, to cease using all rodenticides on all District-owned properties, which later led to a bylaw and new operational policy for their contractors. In 2021, the BC SPCA also provided student support to the District to develop and operationalize a **rodent risk assessment checklist** for municipalities. The risk assessment and other resources for municipalities are available online at: <https://animalkind.ca/wildlife/resources-for-municipalities/>

The BC SPCA supports Tahsis's Mayor and Council in advancing initiatives that greatly reduce the use of all rodenticides, in order to protect wildlife, domestic pets, and sensitive habitats from the

harmful effects of these poisons. Let us know what we can do to support your municipality in making the commitment to reduce risks of poisoning in your community.

Thank you for your time and consideration,

**Erin Ryan, MSc, RPBio** (she/her)  
**Specialist, Research Communications**

**BC SPCA**

1245 East 7th Avenue

Vancouver BC V5T 1R1

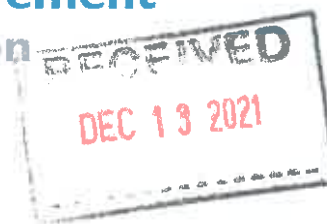
t. 604.829.8898

[erinryan@spca.bc.ca](mailto:erinryan@spca.bc.ca) • [spca.bc.ca](http://spca.bc.ca)

*Respectfully acknowledging that I work on, and this email was sent from, the unceded traditional territory of the downriver hən̓q̓əmi̓n̓əm̓ speaking peoples - ,xʷməθkʷəy̓əm (Musqueam), and səliłwətaʔ (Tsleil-Waututh) Nations, and the Skwxwú7mesh-ulh Sníchim speaking peoples - Skwxwú7mesh Uxwumixw (Squamish) Nation whose historical relationships with the land continue to this day.*



**BC Achievement  
Foundation**



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Hello,

Please find enclosed the announcement for 2022 BC Achievement Community Award - Call for Nominations - It's time to #nominatenowbc!

As recreation centres are in so many ways the heart of the community, it would be greatly appreciated if you could please share the Call for Nominations by posting it on your Community News bulletin board.

Consider nominating individuals in your own community who serve as models of excellence in dedication and service. Nominate now and help tell the stories of good people doing good work and inspire change!

The Community Award program recognizes the contributions of extraordinary British Columbians who build better, stronger, more resilient communities.

Nominations are open **December 1, 2021 to January 31, 2022.**

BC Achievement is an independent foundation established in 2003 that celebrates excellence and inspires achievement in British Columbia.

If you have any questions, about the 2022 Community Award program, please contact me. Thank you for your help!

Warm regards,

Executive Director  
BC Achievement



**BC Achievement  
Community Award**

# Nominate Now!

L3

**Nominations Open  
Dec 1 - Jan 31**

*"Cultural hero: spirited, undaunted,  
fearless, bold. Raising our awareness to  
a higher understanding."*

*BC Artist, Robert Davidson, CM, OBC*

Do you know someone who makes a significant contribution to their community through unique achievement or outstanding service?

You can nominate them for a Community Award.

The Community Award celebrates the spirit, dedication and outstanding contributions of British Columbians in areas that provide benefit to their communities, including sports, arts, civic duty, business, youth, seniors, emergency services and more.



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*Elevate Excellence. Share Success. Inspire Change.*



File: 3900-01

December 15, 2021

Sent via email only: [J.St.Denis@villageoftahsis.com](mailto:J.St.Denis@villageoftahsis.com)

Janet St. Denis  
Village of Tahsis  
PO Box 219  
Tahsis BC V0P 1X0

Dear Janet:

**Re: Comox Strathcona Waste Management District Bylaw Adjudication**

At the Comox Strathcona Waste Management (CSWM) Board meeting held December 2, 2021, the Board gave first and second readings to Bylaw No. 687 being, "Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021". The Board also passed a resolution to refer Bylaw No. 687 to the local governments in the CSWM service area for comment prior to considering third reading.

The adjudication ticketing system is an alternative to the Municipal Ticketing Information System (MTI) for the ticketing of bylaw contraventions that is currently used by the CSWM service. Although the two systems can be used together by local governments, the adjudication system was created by the Province to provide local governments with the ability to make enforcement of bylaw matters more efficient and less expensive for both the members of the public and the local government.

The Comox Valley Regional District (CVRD) found that the existing MTI system did not support effective and cost efficient compliance or represent best practices in bylaw enforcement. Increasingly, local government bylaw matters are not a priority for the Provincial Court system and are regularly delayed for more serious matters resulting in added costs and inconvenience to witnesses and staff. Although ticketing for bylaw infractions is a tool that is proven to enhance compliance with local government regulations, the requirement for personal service of tickets, the high cost of court prosecutions and the difficulty in collecting fines owing are detriments to the use of the MTI system.

Approval from the Attorney General's Office to join the adjudication program was received by the Comox Valley Regional District on July 14, 2021. With recent implementation of the adjudication system by the CVRD Board, it is now recommended that the CSWM Board also endorse this same method of more efficient bylaw enforcement and ticketing for the solid waste service.

Attached to this letter is the staff report concerning this matter together with Bylaw No. 687. The CSWM Board will be considering giving third reading to Bylaw No. 687 at their next meeting on January 20, 2022. As such, I would ask that you bring this matter to the attention of your Board and provide any feedback by January 13<sup>th</sup> so that it may be shared with the Board in advance.



Sincerely,

***J. Martens***

Jake Martens  
General Manager of Corporate Services  
Comox Valley Regional District

Attachment: Staff report dated November 25, 2021

**DATE:** November 25, 2021

**FILE:** 4020-20

**TO:** Chair and Directors  
Comox Strathcona Waste Management Board

**FROM:** James Warren  
Deputy Chief Administrative Officer

Supported by James Warren  
Deputy Chief Administrative  
Officer

*J. Warren*

**RE: Bylaw Dispute Adjudication System**

### **Purpose**

To introduce a Bylaw Dispute Adjudication System (adjudication system) as an alternative for the ticketing of bylaw contraventions, and the required draft ticketing bylaw.

### **Recommendation from the Deputy Chief Administrative Officer:**

THAT the board give first, second, and third reading to Bylaw No. 687 being “Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021” attached as Appendix A to the staff report dated November 10, 2021

### **Executive Summary**

The adjudication system is an alternative to the Municipal Ticketing Information System (MTI) for the ticketing of bylaw contraventions, currently used by Comox Strathcona Waste Management (CSWM). The adjudication system allows the enforcement of bylaw matters, to be more efficient and less expensive for both the members of the public and the local government. The current MTI system does not support effective and cost efficient compliance or represent best practices in bylaw enforcement.

At the October 26, 2021 Comox Valley Regional District (CVRD) Board meeting, the CVRD’s adjudication ticketing bylaw received final approval. This was following previous staff reports, presented to the Electoral Areas Services Committee with recommendations that the board endorse the adjudication system, and direct the preparation of bylaws, policies and agreements for the implementation of the adjudication system provided for in the *Local Government Bylaw Notice Enforcement Act*. The CVRD will be able to utilize the adjudication system through their ticketing bylaw, commencing December 1, 2021.

- On July 14, 2021 the CVRD received approval from the Attorney General’s office to join the adjudication program.
- The required CSWM ticketing bylaw is attached as Appendix A for consideration.

With recent implementation of the adjudication system by the CVRD it is now recommended that the CSWM board now also endorse this same method of more efficient bylaw enforcement and ticketing.

Prepared by:

Concurrence:

Concurrence:

***V. Schau******M. Rutten***


---

Amanda Yasinski  
Manager of Bylaw Compliance

---

Vivian Schau  
Senior Manager of CSWM  
Services

---

Marc Rutten, P.Eng  
General Manager of  
Engineering Services
**Background/Current Situation**

In 2003, the Province adopted the *Local Government Bylaw Notice Enforcement Act* (Act), creating a framework for a streamlined non-judicial system for local governments to deal with bylaw ticket disputes. The *Act* was developed to create a simple, fair and cost-effective system for dealing with minor bylaw infractions through:

- The creation of a bylaw notice and an enforcement dispute forum dedicated to resolving local bylaw matters;
- Reduction to the cost and complexity of decision making in that forum;
- Avoidance of unnecessary attendance of witnesses and the involvement of legal counsel;
- Reduction in the length of time required to resolve bylaw ticket disputes; and
- The elimination of the requirement for personal service of tickets.

Each local government participating in an adjudication system must pay its own costs. At the same time, the adjudication system improves local government bylaw contravention enforcement by providing a more accessible venue for determining simple bylaw contraventions. It also reduces the demand on the court system, is less expensive to administer than the court process and is a better balance between the amount of the penalty imposed (at a maximum set by regulation, currently \$500) and the cost of pursuing the bylaw contravention in court.

The adjudication system is an alternative to the MTI System for the ticketing of bylaw contraventions, currently used by CSWM. Although the two systems can be used together by local governments, and would not replace the ability of the CSWM to pursue more serious matters through injunctive relief or higher fines from the courts where deemed appropriate by the Board.

Under the MTI system, tickets must be personally served and disputed tickets can only be resolved within Provincial Court. In the case of the CSWM, this means bylaw staff must apply for a hearing date in Provincial Court; liaise with the disputant, direct the collection of evidence from bylaw staff and witnesses, serve legal documents and argue the case in Provincial Court before a Judge or Judicial Justice of the Peace.

Local government bylaw matters are not a priority for the Provincial Court system and are regularly delayed for more serious matters resulting in added costs and inconvenience to witnesses and staff. Bylaw complainants are often reluctant to give evidence in court for reasons such as lost time from work or fear of retribution. Although ticketing for bylaw infractions is a tool that is proven to enhance compliance with local government regulations, the requirement for personal service of tickets, the high cost of court prosecutions and the difficulty in collecting fines owing are detriments to the use of the MTI system.

### Screening Officers

In order to reduce the number of disputed notices forwarded to adjudication, a local government has the option of establishing one or more screening officers. A screening officer does not need to be a bylaw enforcement officer but should have some familiarity with the bylaws and be available to respond to bylaw notice recipients in a timely manner, such as supervisors and managers.

The screening officer has the authority to cancel a bylaw notice if they believe that the allegation did not occur or that required information is missing from the notice. A screening officer may also be permitted to cancel a bylaw notice based on discussion or correspondence with the disputant and will typically explain the process and potential consequences of dispute adjudication. Additionally, a local government may also authorize a screening officer to enter into a compliance agreement with a person who has received a bylaw notice based on set conditions.

If the screening officer determines that cancellation or a compliance agreement are not possible and the person still wishes to dispute the allegation, the disputant must confirm this and indicate whether they plan to appear at the adjudication hearing in person, in writing or by telephone. The disputant is then advised of the date and time of the adjudication.

### Adjudication

Adjudicators under this system are chosen on a rotating basis from a list established by the Ministry of Attorney General. At the adjudication hearing, the adjudicator hears from both the disputant and the local government to decide whether they are satisfied that the contravention occurred as alleged. When considering the matter, the adjudicator can review documents submitted by either party or hear from the parties or witnesses over the telephone. The function of the adjudicator is strictly to confirm or cancel the bylaw notice. The adjudicator has no discretion to reduce or waive the fine amount or jurisdiction to deal with challenges to the bylaw or other legal issues.

The standard of proof for the prosecution of MTIs in Provincial Court follows the criminal scale of beyond a reasonable doubt, whereas the standard of proof under the adjudication system is based on a balance of probabilities (civil scale). The attached flow chart details the bylaw offence notice process (Appendix B).

### Policy Analysis

*Section 415 of the Local Government Act, RSBC 2015, c. 1, regional districts may enforce a bylaw by bylaw notice and establish a system for so doing in accordance with the Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60.*

### Options

1. Provide first and second and third readings;
2. Receive the Bylaw Dispute Adjudication System report and take no further action.

This report supports option 1.

### Financial Factors

The cost of prosecuting a disputed MTI in Provincial Court can reach several thousand dollars and is only done in those instances where it serves the public interest to do so and there are limited options available to the local governments to resolve an issue. There is no recourse for recovery of those legal costs in Provincial Court. The high cost of dealing with disputed tickets in court is a deterrent to using MTIs, which reduces the effectiveness of the enforcement of CSWM bylaws.

Under the *Act*, local governments are responsible for the costs of setting up and administering the Adjudication System within their jurisdiction. The *Act* also allows for a \$25 surcharge to be applied to all tickets upheld by the adjudicator to help offset the costs associated to the process.

### **Legal Factors**

The *Act* and the authority it provides to establish an adjudication system, applies to both municipalities and regional districts by regulation. Local governments and other bodies may make a request to the Ministry of Attorney General to be added, by regulation, to a list of bodies to which the *Act* applies.

### **Intergovernmental Factors**

Bylaw Compliance staff work closely with the RCMP and other local government bylaw staff. The introduction of an adjudication system supports both the CSWM and CVRD Board's focus on the delivery of efficient, effective and economically viable services as well as the opportunity to partner with other local governments in the delivery of services.

### **Interdepartmental Involvement**

Bylaw Compliance staff has been working closely with CVRD parks, fire, water, CSWM and building staff on the implementation of the bylaw enforcement notices, and set fine amounts. Each department will benefit as enforcement will become more efficient and less expensive. Training and information sessions for each CVRD department that has the ability to ticket through the system. The training will be done in house by bylaw staff.

### **Citizen/Public Relations**

A communication plan has been implemented to assist staff in communicating the execution of the adjudication system. The communication plan will include a website page that depicts the changes, the process and the availability of the system to the public as a means of dispute, as well as the use of social media and a press release. An easy to follow step by step online brochure detailing the new system could be developed similar to ones currently used by other local governments.

Attachments: Appendix A – Draft Bylaw Adjudication Ticketing Bylaw No. 687  
Appendix B – Bylaw Offence Notice Flow Chart

## COMOX VALLEY REGIONAL DISTRICT

### BYLAW NO. 687

#### **A bylaw to allow ticketing through the Bylaw Adjudication Ticketing System**

**WHEREAS** by section 415 of the *Local Government Act*, RSBC 2015, c. 1, regional districts may enforce a bylaw by bylaw notice and establish a system for so doing in accordance with the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60;

**AND WHEREAS** by section 1 of the *Local Government Bylaw Notice Enforcement Act*, a regional district may designate as a “Bylaw Enforcement Officer” any person belonging to a class prescribed under section 273(c) of the *Community Charter*;

**NOW THEREFORE**, the Board of the Comox Valley Regional District in open meeting assembled enacts as follows:

#### **Title**

1. This Bylaw No. 687 may be cited as the “Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021”.

#### **Interpretation**

2. In this bylaw unless the context otherwise requires:

“Act” means *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60.

“Adjudicator” means a person designated under section 14 of the Act and under this Bylaw.

“Bylaw Enforcement Officer” or “Bylaw Officer” means a person designated as such under this bylaw.

“Board” means the Comox Strathcona Waste Management Board.

“Comox Strathcona waste management” means the Comox Strathcona waste management (CSWM) service as delivered and operated by the Comox Valley Regional District (CVRD) and includes the municipal and participating electoral areas as defined under the CSWM service establishment bylaw.

“Disputant” means a person against whom a bylaw notice has been issued, and who has filed a notice of dispute or otherwise requested an adjudication of that bylaw notice.

“Registry” means the Comox Valley Regional District Bylaw Notice Adjudication Registry established pursuant to this bylaw.

“Regional District” means the Comox Valley Regional District

“Screening Officer” means a person appointed to that position under this bylaw.

#### **Application**

3. The restrictions and regulations in this bylaw are applicable in each municipality and electoral area within the CSWM service.



**Relevant Bylaws**

4. The relevant ticketing bylaws that may be enforced by means of a bylaw notice are provided in Schedules 2 and 3 of this bylaw.

**Responsibility**

5. The designated bylaw compliance officers, for the purposes of the ticketing bylaw as outlined in Schedule 1 of this bylaw, are designated as “Bylaw Enforcement Officers” pursuant to section 1 of the Act for the purpose of enforcing the bylaws listed in Schedule 1 opposite the respective job positions.

**Relevant Offences**

6. The relevant bylaw offences and bylaw sections are provided in Columns A and B of Schedules 2 and 3 of this bylaw.

**Inspection and Entry**

7. A bylaw compliance officer is hereby authorized to enter, at all reasonable times, on any property subject to the regulations or direction of the Board, to ascertain whether the regulations or directions of this bylaw are being observed.

**Enforcement**

8. The enforcement of the provisions within this bylaw occurs in accordance with the Comox Valley Regional District enforcement policy. The bylaws that may be enforced by means of a bylaw notice are listed in Schedule 1 Column A of this bylaw.

**Penalty**

9. (a) The relevant bylaw fine amounts for the corresponding offences are provided in column C and D of Schedules 2 and 3 of this bylaw.  
  
(b) Any fines recovered under this bylaw are to be paid to the account of the service in respect of which the offence was committed.  
  
(c) Any penalty under Section 9(a) of this Bylaw:
    - i. will be discounted by 25% if that discounted amount is paid in full within 14 calendar days of the bylaw notice being served in accordance with the Act; and
    - ii. will be increased by 25%, or to \$500.00 if the 25% increase would otherwise cause the penalty to exceed \$500.00, if the full amount of the penalty is not paid within the time specified by this bylaw.  
(d) A person who receives a bylaw notice must, within 14 calendar days:
    - i. pay the penalty associated with the bylaw notice in accordance with that bylaw notice; or
    - ii. request an adjudication of that bylaw notice in accordance with the instructions on that bylaw notice.
-

(e) Where a person does not receive notice of a bylaw notice and notifies the Comox Valley Regional District in accordance with section 25 of the Act, the time periods imposed by sections 9(c) and (d) of this bylaw do not begin to run until a copy of the bylaw notice is re-delivered to the person in accordance with the Act.

### **Registry**

10. (a) In accordance with the Act, the Comox Valley Regional District establishes an adjudication system and registry for the purpose of resolving disputes concerning bylaw notices.
- (b) The address of the Registry is 770 Harmston Avenue, Courtenay, British Columbia, or any other address which may be designated by schedule to this bylaw.
- (c) The Registry may set its own rules of procedure in respect of the receipt and processing of bylaw notice disputes, provided those rules do not conflict with the Act.
- (d) A person who disputes a bylaw notice and does not succeed in that dispute must pay the Comox Valley Regional District \$25.00 to recover part of the costs of administering the Registry.
- (e) The Comox Valley Regional District is authorized to enter into, and the Corporate Officer is authorized to execute, the CVRD Bylaw Dispute Adjudication Registry Agreement in accordance with the authority of section 2(4) of the Act.
- (f) Once the CVRD Bylaw Dispute Adjudication Registry Agreement, or any other Bylaw Dispute Adjudication Registry Agreement, is adopted by the Comox Valley Regional District and entered into with the provider of that Dispute Adjudication Registry, that Dispute Adjudication Registry becomes the Registry for the purposes of this Bylaw.

### **Screening Officer**

11. (a) The position of Screening Officer is hereby established.
- (b) The following positions are designated as a Screening Officer:
- i. General Manager, Corporate Services
  - ii. General Manager, Planning and Development Services
  - iii. Manager, Bylaw Services
  - iv. Manager, Planning Services
  - v. Manager, Building Services

### **Powers, Duties, Functions of Screening Officers**

12. The powers, obligations, duties, and functions of Screening Officers include but are not limited to the powers, obligations, duties, and functions under the Act, and also include the following:
- (a) No person may act as a Screening Officer in respect of a bylaw notice if that person:
- i. has issued or signed the bylaw notice;
  - ii. is a complainant in respect of the bylaw notice;
  - iii. is or is reasonably likely to become a witness in respect of that bylaw notice;
-

iv. has provided evidence, including documentary evidence, in respect of that bylaw notice.

(b) When requested by the person against whom a contravention is alleged, the Screening Officer must communicate to that person, or that person’s agent, sufficient information regarding:

- i. the nature of the contravention;
- ii. the section of the bylaw contravened;
- iii. the facts underlying the allegation of the contravention;
- iv. the penalty for a contravention, including the fees payable, any potential increased or discounted fees based on early or late payment;
- v. the opportunity to enter into a compliance agreement;
- vi. the opportunity and process to dispute the bylaw notice and proceed to the bylaw notice dispute adjudication system.

(c) To perform the Screening Officer’s powers, obligations, duties, and functions under this bylaw or the Act, a Screening Officer may communicate with:

- i. the Disputant, Disputant’s representative, or a director or officer of the Disputant if the Disputant is a corporation or organization;
- ii. the person who issued the bylaw notice;
- iii. the complainant or complainant’s representative;
- iv. any Comox Valley Regional District staff concerning the contravention alleged, or any other contravention associated with the Disputant.

(d) A Screening Officer may cancel a bylaw notice in accordance with the Act, or in accordance with the process established by the Comox Valley Regional District.

(e) A Screening Officer may prepare and enter into a compliance agreement under the Act with a Disputant, and the Screening Officer may, as part of that process, establish terms and conditions for compliance which the Screening Officer considers necessary or advisable, including time periods for payment of penalties, or to cease or remedy contraventions of any bylaw, including the contravention which gave rise to the Bylaw Notice.

(f) As part of any compliance agreement, a Screening Officer may authorize a reduction of the penalty amount by 50 per cent, which reduction takes effect by the Screening Officer requiring as a term of the compliance agreement a payment of 50 per cent of the penalty which would otherwise be payable had the compliance agreement not been made. If the compliance agreement is rescinded, any payment of this reduced amount will be allocated to the credit of the penalty otherwise owing.

(g) The maximum duration of any compliance agreement is one year.

## **Schedules**

13. For the purposes of this bylaw, Schedules 1 – 3 are attached to and form part of this bylaw.

**Forms**

14. The Comox Valley Regional District may prescribe forms for the bylaw notice, forms to request an adjudication, or other forms in furtherance of this bylaw, provided the form complies with the Act.

**Severability**

15. 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.
-



**Schedule 1**

<b>Schedule</b>	<b>Column A Bylaw No. / Name</b>	<b>Column B - Designated Bylaw Compliance Officers</b>	<b>Jurisdiction</b>
2	“Comox Strathcona Waste Management Facilities Scavenging and Trespassing Bylaw No. 396, 2015”	Bylaw officer (Comox Valley Regional District, Strathcona Regional District, City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis), peace officer	Comox Valley Regional Districts’ Electoral Area ‘A’ (Baynes Sound – Denman / Hornby Islands), Electoral Area ‘B’ (Lazo North) and Electoral Area ‘C’ (Puntledge – Black Creek); Strathcona Regional Districts’ Electoral Area ‘A’ (Kyuquot / Nootka – Sayward), Electoral Area ‘B’ (Cortes Island), Electoral Area ‘C’ (Discovery Inlets – Mainland Inlets) and Electoral Area ‘D’ (Oyster Bay – Buttle Lake), City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis
3	Bylaw No. 470 being “Comox Strathcona Waste Management Illegal Dumping Regulation Bylaw No. 270, 2017”	Bylaw officer (Comox Valley Regional District, Strathcona Regional District, City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis), peace officer	Comox Valley Regional Districts’ Electoral Area ‘A’ (Baynes Sound – Denman / Hornby Islands), Electoral Area ‘B’ (Lazo North) and Electoral Area ‘C’ (Puntledge – Black Creek); Strathcona Regional Districts’ Electoral Area ‘A’ (Kyuquot / Nootka – Sayward), Electoral Area ‘B’ (Cortes Island), Electoral Area ‘C’ (Discovery Inlets – Mainland Inlets) and Electoral Area ‘D’ (Oyster Bay – Buttle Lake), City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis

**Schedule 2****Bylaw No. 396 – 'Comox Strathcona Waste Management Facilities Scavenging and Trespassing Bylaw No. 396, 2015'**

<b>Column A Offence</b>	<b>Column B Bylaw section no.</b>	<b>Column C Reduced Fine Amount if Paid Within 14 Days</b>	<b>Column D Amount of Fine</b>
Removing municipal solid waste from designated facility	4(1)	\$375.00	\$500.00
Trespass upon designated facility	4(2)	\$375.00	\$500.00
Depositing items contrary to CSWM regulations & posted signage	4(3)	\$375.00	\$500.00

**Schedule 3****Bylaw No. 470 – 'Comox Strathcona Waste Management Illegal Dumping Regulation Bylaw No. 470, 2017'**

<b>Column A Offence</b>	<b>Column B Bylaw Section No.</b>	<b>Column C Reduced Fine Amount if Paid Within 14 Days</b>	<b>Column D Amount of Fine</b>
Deposit, discard or abandon any garbage, waste, organics, recyclable material, large items, or prohibited material within the boundaries of the Comox Strathcona Waste Management Service area	3(1)	\$375.00	\$500.00
Fail to manage any garbage, waste, organics, recyclable material, large items or prohibited material that is generated from the owner's property	3(2)	\$375.00	\$500.00

# New Bylaw Dispute Adjudication System

## STEP 1

### Pay or Dispute a Bylaw Notice



- Upon receipt pay Notice or dispute within 14 days to the CVRD
- Dispute by filling out form on back of Notice
- Deliver to CVRD office or [bylawenforcement@comoxvalleyrd.ca](mailto:bylawenforcement@comoxvalleyrd.ca)

## STEP 2

### Dispute Process

- If disputed, a screening officer will contact you to review details
- Screening officer will either confirm or cancel the Notice
- If Notice is upheld you are offered a choice:
  - Pay full amount of fine (not eligible to discounted amount)
  - Enter into compliance agreement (when applicable)
  - Request bylaw dispute adjudication hearing



## STEP 3

### Adjudication Hearing

- A dispute coordinator will contact you with date, time and location of hearing (either in person, phone/video, or in writing)
- An independent adjudicator will determine if the bylaw offence occurred or not
- Offence did not occur, the Notice will be cancelled
- Offence occurred, the Notice will stand and a \$25 adjudication fee along with full fine amount will be required



## COMOX VALLEY REGIONAL DISTRICT

### BYLAW NO. 687

#### **A bylaw to allow ticketing through the Bylaw Adjudication Ticketing System**

**WHEREAS** by section 415 of the *Local Government Act*, RSBC 2015, c. 1, regional districts may enforce a bylaw by bylaw notice and establish a system for so doing in accordance with the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60;

**AND WHEREAS** by section 1 of the *Local Government Bylaw Notice Enforcement Act*, a regional district may designate as a “Bylaw Enforcement Officer” any person belonging to a class prescribed under section 273(c) of the *Community Charter*;

**NOW THEREFORE**, the Board of the Comox Valley Regional District in open meeting assembled enacts as follows:

#### **Title**

1. This Bylaw No. 687 may be cited as the “Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021”.

#### **Interpretation**

2. In this bylaw unless the context otherwise requires:

“Act” means *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60.

“Adjudicator” means a person designated under section 14 of the Act and under this Bylaw.

“Bylaw Enforcement Officer” or “Bylaw Officer” means a person designated as such under this bylaw.

“Board” means the Comox Strathcona Waste Management Board.

“Comox Strathcona waste management” means the Comox Strathcona waste management (CSWM) service as delivered and operated by the Comox Valley Regional District (CVRD) and includes the municipal and participating electoral areas as defined under the CSWM service establishment bylaw.

“Disputant” means a person against whom a bylaw notice has been issued, and who has filed a notice of dispute or otherwise requested an adjudication of that bylaw notice.

“Registry” means the Comox Valley Regional District Bylaw Notice Adjudication Registry established pursuant to this bylaw.

“Regional District” means the Comox Valley Regional District

“Screening Officer” means a person appointed to that position under this bylaw.

#### **Application**

3. The restrictions and regulations in this bylaw are applicable in each municipality and electoral area within the CSWM service.



**Relevant Bylaws**

4. The relevant ticketing bylaws that may be enforced by means of a bylaw notice are provided in Schedules 2 and 3 of this bylaw.

**Responsibility**

5. The designated bylaw compliance officers, for the purposes of the ticketing bylaw as outlined in Schedule 1 of this bylaw, are designated as “Bylaw Enforcement Officers” pursuant to section 1 of the Act for the purpose of enforcing the bylaws listed in Schedule 1 opposite the respective job positions.

**Relevant Offences**

6. The relevant bylaw offences and bylaw sections are provided in Columns A and B of Schedules 2 and 3 of this bylaw.

**Inspection and Entry**

7. A bylaw compliance officer is hereby authorized to enter, at all reasonable times, on any property subject to the regulations or direction of the Board, to ascertain whether the regulations or directions of this bylaw are being observed.

**Enforcement**

8. The enforcement of the provisions within this bylaw occurs in accordance with the Comox Valley Regional District enforcement policy. The bylaws that may be enforced by means of a bylaw notice are listed in Schedule 1 Column A of this bylaw.

**Penalty**

9. (a) The relevant bylaw fine amounts for the corresponding offences are provided in column C and D of Schedules 2 and 3 of this bylaw.  
  
(b) Any fines recovered under this bylaw are to be paid to the account of the service in respect of which the offence was committed.  
  
(c) Any penalty under Section 9(a) of this Bylaw:
    - i. will be discounted by 25% if that discounted amount is paid in full within 14 calendar days of the bylaw notice being served in accordance with the Act; and
    - ii. will be increased by 25%, or to \$500.00 if the 25% increase would otherwise cause the penalty to exceed \$500.00, if the full amount of the penalty is not paid within the time specified by this bylaw.
  - (d) A person who receives a bylaw notice must, within 14 calendar days:
    - i. pay the penalty associated with the bylaw notice in accordance with that bylaw notice; or
    - ii. request an adjudication of that bylaw notice in accordance with the instructions on that bylaw notice.
-

(e) Where a person does not receive notice of a bylaw notice and notifies the Comox Valley Regional District in accordance with section 25 of the Act, the time periods imposed by sections 9(c) and (d) of this bylaw do not begin to run until a copy of the bylaw notice is re-delivered to the person in accordance with the Act.

### **Registry**

10. (a) In accordance with the Act, the Comox Valley Regional District establishes an adjudication system and registry for the purpose of resolving disputes concerning bylaw notices.
- (b) The address of the Registry is 770 Harmston Avenue, Courtenay, British Columbia, or any other address which may be designated by schedule to this bylaw.
- (c) The Registry may set its own rules of procedure in respect of the receipt and processing of bylaw notice disputes, provided those rules do not conflict with the Act.
- (d) A person who disputes a bylaw notice and does not succeed in that dispute must pay the Comox Valley Regional District \$25.00 to recover part of the costs of administering the Registry.
- (e) The Comox Valley Regional District is authorized to enter into, and the Corporate Officer is authorized to execute, the CVRD Bylaw Dispute Adjudication Registry Agreement in accordance with the authority of section 2(4) of the Act.
- (f) Once the CVRD Bylaw Dispute Adjudication Registry Agreement, or any other Bylaw Dispute Adjudication Registry Agreement, is adopted by the Comox Valley Regional District and entered into with the provider of that Dispute Adjudication Registry, that Dispute Adjudication Registry becomes the Registry for the purposes of this Bylaw.

### **Screening Officer**

11. (a) The position of Screening Officer is hereby established.
- (b) The following positions are designated as a Screening Officer:
- i. General Manager, Corporate Services
  - ii. General Manager, Planning and Development Services
  - iii. Manager, Bylaw Services
  - iv. Manager, Planning Services
  - v. Manager, Building Services

### **Powers, Duties, Functions of Screening Officers**

12. The powers, obligations, duties, and functions of Screening Officers include but are not limited to the powers, obligations, duties, and functions under the Act, and also include the following:
- (a) No person may act as a Screening Officer in respect of a bylaw notice if that person:
- i. has issued or signed the bylaw notice;
  - ii. is a complainant in respect of the bylaw notice;
  - iii. is or is reasonably likely to become a witness in respect of that bylaw notice;

- iv. has provided evidence, including documentary evidence, in respect of that bylaw notice.
- (b) When requested by the person against whom a contravention is alleged, the Screening Officer must communicate to that person, or that person’s agent, sufficient information regarding:
- i. the nature of the contravention;
  - ii. the section of the bylaw contravened;
  - iii. the facts underlying the allegation of the contravention;
  - iv. the penalty for a contravention, including the fees payable, any potential increased or discounted fees based on early or late payment;
  - v. the opportunity to enter into a compliance agreement;
  - vi. the opportunity and process to dispute the bylaw notice and proceed to the bylaw notice dispute adjudication system.
- (c) To perform the Screening Officer’s powers, obligations, duties, and functions under this bylaw or the Act, a Screening Officer may communicate with:
- i. the Disputant, Disputant’s representative, or a director or officer of the Disputant if the Disputant is a corporation or organization;
  - ii. the person who issued the bylaw notice;
  - iii. the complainant or complainant’s representative;
  - iv. any Comox Valley Regional District staff concerning the contravention alleged, or any other contravention associated with the Disputant.
- (d) A Screening Officer may cancel a bylaw notice in accordance with the Act, or in accordance with the process established by the Comox Valley Regional District.
- (e) A Screening Officer may prepare and enter into a compliance agreement under the Act with a Disputant, and the Screening Officer may, as part of that process, establish terms and conditions for compliance which the Screening Officer considers necessary or advisable, including time periods for payment of penalties, or to cease or remedy contraventions of any bylaw, including the contravention which gave rise to the Bylaw Notice.
- (f) As part of any compliance agreement, a Screening Officer may authorize a reduction of the penalty amount by 50 per cent, which reduction takes effect by the Screening Officer requiring as a term of the compliance agreement a payment of 50 per cent of the penalty which would otherwise be payable had the compliance agreement not been made. If the compliance agreement is rescinded, any payment of this reduced amount will be allocated to the credit of the penalty otherwise owing.
- (g) The maximum duration of any compliance agreement is one year.

## **Schedules**

13. For the purposes of this bylaw, Schedules 1 – 3 are attached to and form part of this bylaw.

**Forms**

14. The Comox Valley Regional District may prescribe forms for the bylaw notice, forms to request an adjudication, or other forms in furtherance of this bylaw, provided the form complies with the Act.

**Severability**

15. 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.

**Read a first and second time this                      2<sup>nd</sup>    day of                      December    2021.**

**Read a third time this    day of    2021.**

**Adopted this    day of    2021.**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Deputy Corporate Legislative Officer

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 687 being the “Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021” as adopted by the Comox Strathcona Waste Management Board on the    day of                      , 2021.

\_\_\_\_\_  
Deputy Corporate Legislative Officer



**Schedule 1**

<b>Schedule</b>	<b>Column A Bylaw No. / Name</b>	<b>Column B - Designated Bylaw Compliance Officers</b>	<b>Jurisdiction</b>
2	“Comox Strathcona Waste Management Facilities Scavenging and Trespassing Bylaw No. 396, 2015”	Bylaw officer (Comox Valley Regional District, Strathcona Regional District, City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis), peace officer	Comox Valley Regional Districts’ Electoral Area ‘A’ (Baynes Sound – Denman / Hornby Islands), Electoral Area ‘B’ (Lazo North) and Electoral Area ‘C’ (Puntledge – Black Creek); Strathcona Regional Districts’ Electoral Area ‘A’ (Kyuquot / Nootka – Sayward), Electoral Area ‘B’ (Cortes Island), Electoral Area ‘C’ (Discovery Inlets – Mainland Inlets) and Electoral Area ‘D’ (Oyster Bay – Buttle Lake), City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Village of Sayward, Village of Zeballos, Village of Gold River, Village of Tahsis
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**Schedule 2****Bylaw No. 396 – 'Comox Strathcona Waste Management Facilities Scavenging and Trespassing Bylaw No. 396, 2015'**

<b>Column A Offence</b>	<b>Column B Bylaw section no.</b>	<b>Column C Reduced Fine Amount if Paid Within 14 Days</b>	<b>Column D Amount of Fine</b>
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Depositing items contrary to CSWM regulations & posted signage	4(3)	\$375.00	\$500.00

**Schedule 3****Bylaw No. 470 – 'Comox Strathcona Waste Management Illegal Dumping Regulation Bylaw No. 470, 2017'**

<b>Column A Offence</b>	<b>Column B Bylaw Section No.</b>	<b>Column C Reduced Fine Amount if Paid Within 14 Days</b>	<b>Column D Amount of Fine</b>
Deposit, discard or abandon any garbage, waste, organics, recyclable material, large items, or prohibited material within the boundaries of the Comox Strathcona Waste Management Service area	3(1)	\$375.00	\$500.00
Fail to manage any garbage, waste, organics, recyclable material, large items or prohibited material that is generated from the owner's property	3(2)	\$375.00	\$500.00