

FILE: 4020-01

DATE: July 7, 2020

TO: Chair and Directors
Electoral Areas Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Bylaw Enforcement Semi-Annual Report

Purpose

To keep the Electoral Areas Services Committee (EASC) informed of the Comox Valley Regional District (CVRD) bylaw enforcement files and activities.

Recommendation from the Chief Administrative Officer:

For information purposes only.

Executive Summary

This report references January 1, 2020 to June 30, 2020. Some highlights of this reporting period include:

- 144 files have been opened to date this year;
- This reporting period has shown an increase in noise complaints and files regarding the permanent occupancy of recreational vehicles;
- Bylaw staff completed 96 patrols of CVRD parks and 100 hours directly in response to the COVID- 19 pandemic;
- Bylaw staff have continued to file claims for unpaid tickets with the BC Government Civil Resolution Tribunal (CRT). To date the process has been 100 per cent successful;
- Ten municipal ticket informations (MTIs) were issued during this reporting period;
- Additionally, staff will be conducting park patrols during the summer with a primary aim of identifying persons using the park contrary to park bylaws.

The Bylaw Enforcement Policy requires that detailed reports are maintained on all bylaw enforcement activities, in addition to regular reporting of enforcement activity.

Prepared by:

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Amanda Yasinski
Manager of Bylaw Compliance

Concurrence:

S. Smith

Scott Smith
General Manager of Planning
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Background/Current Situation

This semi-annual report is for the period of January 1, 2020 – June 30, 2020.

- Within this reporting period there have been 142 files opened of which 15 were illegal dumping;
- Within this reporting period there have been 106 files closed.

Further to the above file statistics, within this reporting period bylaw staff have fielded

- 392 phone calls related to specific enforcement files
- 307 phone calls of general enforcement inquiries
- 58 inquiries related to COVID-19

Bylaw staff continue to notice an increase in email complaints, inquiries and communication with the majority of new files generated by complaints submitted electronically.

Some notable successes for CVRD Animal Control for this reporting period include:

- 983 dog licenses have been sold to June 30, 2020;
- CVRD Animal Control officers investigated 40 barking dog complaints, 21 aggressive incidents, which included 14 dog bites and 71 reports of dogs at large;
- CVRD Animal Control impounded nine animals; and 376 park and trail patrols were conducted.

Options

This report is presented for information purposes only.

Financial Factors

The financial costs associated to bylaw files for this reporting period are \$15,951 in combined legal fees for enforcement files relating to zoning, noise and unsightly premises.

Legal Factors

Bylaw staff prepare and process all disputed MTIs issued by the CVRD Bylaw and Building staff as well as any issued by RCMP or Animal Control officers. Staff have continued to utilize the Province's CRT to collect unpaid MTIs and have been successful in collecting all unpaid fines to date through this process.

Regional Growth Strategy Implications

Compliance is achieved on unsightly premises files while working with property owners and tenants that may be living in hazardous or unhealthy living conditions. A sound methodology in negotiating compliance achieves the aim of supporting a quality of life through the protection and enhancement of community health, safety and well-being.

Intergovernmental Factors

Since March 2020, bylaw enforcement departments across the province have been assisting with ensuring that Provincial Public Health Orders have been complied with. CVRD bylaw staff worked with the RCMP, health officers and the neighbouring municipalities to ensure that our approach was current and consistent with what the province required.

Interdepartmental Involvement

Bylaw Compliance continues to work closely with the other branches of the CVRD with a variety of enforcement issues, including illegal dumping, enforcement in CVRD parks and issuing MTIs.

Citizen/Public Relations

Throughout the CVRD's office closures and response to the COVID -19 pandemic, bylaw officers continue to process and respond to all bylaw complaints and inquiries in a timely manner. All complaints regarding COVID-19 were responded to as a priority and logged to track time spent. In addition to utilizing the CVRD website to keep the public informed of changes to legislation, the website has been used to address numerous questions and educate the public on the legalization of non-medical cannabis, dog licensing and firework permits.