



*building communities together*

## **2023 Business Plan Bylaw Enforcement Services (1006)**

*Michael Navratil, Manager of Protective Services*

***Working in partnership with communities large and small to offer local, sub-regional, and regional services to ensure that the Cariboo Chilcotin is a socially, economically, and environmentally desirable region.***

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### **Department/Function Services**

Bylaw enforcement was established as a function of the Cariboo Regional District in 1992 due to the increasing number of bylaw infraction complaints being received, and the need for continuity in the enforcement process. The service is provided to all electoral areas and is funded through taxation, based on land and improvements.

Bylaw enforcement was established as part of the Letters Patent that gave the Regional District the responsibility for Community Planning (Supplementary Letters Patent 5).

Services provided by the department include:

- Taking and registering complaints from the public, staff, and area directors;
- Investigating complaints for validity;
- Enforcing Cariboo Regional District bylaws for compliance; and
- Negotiating compliance agreements with violators.

All Electoral Area Directors are responsible for the governance of this service.

### **Business Plan Goals, Rationale & Strategies**

#### **2023 Goal**

**Goal:** Continue to provide support for other departments, maintain the same service level for bylaw complaint enforcement. Continue to be available for EOC operations as needed.

Request the Deputy Attorney General appoint an Adjudicator as required by the Act.

Replace the aging Bylaw Enforcement Vehicle with a 4x4 off road style vehicle better suited to the roads, forest service roads, and road conditions the officer must travel daily.

**Rationale:** Utilizing the Bylaw Enforcement Officer to contact permit holders and enforce expired building permits has assisted the Building Department in closing or renewing expired permits that the holders have ignored multiple letters, and not followed up on.

The Cariboo Regional District does not have an appointed Adjudicator for disputed Bylaw Enforcement Notices. Putting improper pressure on the Bylaw Enforcement Officer to try and resolve issues, instead of issuing a BEN when necessary and leaving resolution to the Adjudicator.

Repairs to the current vehicle and high mileage (twice the mileage as the Building Inspectors vehicles) dictate the need to replace this vehicle. Replace the vehicle with an appropriate vehicle, most provincial agencies in the province that travel the same areas as the Bylaw Officer (Conservation, Natural Resources, RCMP) utilize pick-up trucks with off road 4x4 trail capabilities.

**Strategy:** Coordinate with all departments as required by reviewing current procedures and desired end states to ensure effective implementation.

### **Overall Financial Impact**

Vehicle replacement will be the only impact to the budget.

### **Significant Issues & Trends**

Complaints will continue to drive the bylaw enforcement actions. The Bylaw Enforcement department has continued to put increased emphasis on proactive enforcement on noted bylaws as directed by the Board.

Most complaints and bylaw contraventions continue to relate to unsightly premises, land-use and zoning matters, building permit infractions, and barking dogs. Bylaw Enforcement utilized legal services for select files as per procedure and initiated further legal action for select files as directed by the Board. However, Bylaw Enforcement will continue to provide education before enforcement.