

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2573, 2025

*A bylaw to provide for the enforcement of bylaw contraventions
under the Local Government Bylaw Notice Enforcement Act.*

WHEREAS the Regional Board of the Peace River Regional District may designate bylaw contraventions that may be enforced pursuant to the British Columbia *Local Government Bylaw Notice Enforcement Act*;

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

1. GENERAL PROVISIONS

Citation

- 1.1 This bylaw may be cited as “Peace River Regional District Bylaw Notice Enforcement Bylaw No. 2573, 2025.”

Interpretation

- 1.2 The headings used in this bylaw are for convenience only and do not form part of this bylaw and are not to be used in the interpretation of this bylaw.
- 1.3 A reference in this bylaw to an enactment is a reference to an enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced from time to time.
- 1.4 A reference in this bylaw to a bylaw, policy or form of the Peace River Regional District is a reference to the bylaw, policy or form as amended, revised, consolidated, or replaced from time to time.

Severability

- 1.5 If any portion of this bylaw is declared invalid or illegal by a court of competent jurisdiction, that portion shall be severed from this bylaw, and the remainder of the bylaw is to be read and construed as separate and distinct from the severed portion.

2. DEFINITIONS

- 2.1 In this bylaw,

“**Act**” means the *Local Government Bylaw Notice Enforcement Act*;

“**Bylaw Notice**” means a notice issued pursuant to the *Act*;

“**Notice of Penalty**” means a notice issued pursuant to Section 24 of the *Act*;

“**Regional District**” means the Peace River Regional District; and

“**Registry**” means the Peace River Regional District Bylaw Notice Dispute Adjudication Registry established pursuant to Section 7 of this bylaw.

3. TERMS

- 3.1 Except as otherwise defined in Section 2.1, the terms in this bylaw have the same meaning as in the Act.

4. DESIGNATED BYLAW CONTRAVENTIONS

- 4.1 The bylaws and bylaw contraventions designated in Schedule 'A' attached to and forming part of this bylaw may be dealt with by Bylaw Notice.

5. OFFENCE AND PENALTY

- 5.1 The penalty for a bylaw contravention designated in Schedule 'A' of this bylaw is as follows:
- a) if payment of the penalty is received by the Registry within 14 days of the person receiving or being presumed to have received the Bylaw Notice, the corresponding amount set out in column A2 (Early Payment) of Schedule 'A';
 - b) if payment of the penalty is received by the Registry within 21 days of the person receiving or being presumed to have received the Bylaw Notice, the corresponding amount set out in column A1 of Schedule 'A'; and
 - c) if payment of the penalty is received by the Registry more than 21 days after the person has received or is presumed to have received the Bylaw Notice, the corresponding amount set out in column A3 (Late Payment) of Schedule 'A'.

6. PERIOD FOR PAYING OR DISPUTING A BYLAW NOTICE

- 6.1 A person who receives a Bylaw Notice must, within 21 days of the date on which the person received or is presumed to have received the Bylaw Notice:
- a) pay the penalty amount in accordance with this bylaw; or
 - b) request dispute adjudication of the Bylaw Notice by completing the form on the reverse side of the Bylaw Notice and delivering it to the Regional District in one of the following manners:
 - i. in person:
 - a. at 1981 Alaska Avenue, Dawson Creek, BC; or
 - b. at 9505 100 Street, Fort St. John, BC; or
 - ii. by mail:
 - a. to the Peace River Regional District, Box 810, Dawson Creek, BC V1G 4H8.
- 6.2 If a person who receives a Bylaw Notice fails to either pay or request dispute adjudication in accordance with this bylaw, a Notice of Penalty shall be delivered to that person.
- 6.3 If a person receives a Notice of Penalty but was not personally served with a Bylaw Notice for the related bylaw contravention, that person must advise the Registry in writing within 21 days of receiving the Notice of Penalty. The time limits for responding to the Bylaw Notice shall not begin until a copy of the Bylaw Notice is presumed to be redelivered to that person in accordance with the Act.

7. BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY AND FEES

- 7.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the *Act* to resolve disputes in relation to Bylaw Notices.
- 7.2 The civic address of the Registry is 1981 Alaska Avenue, Dawson Creek, BC.
- 7.3 The mailing address for the Registry office is Box 810, Dawson Creek, BC V1G 4H8.
- 7.4 In addition to any penalty imposed, every person who is unsuccessful in a dispute adjudication in relation to a Bylaw Notice or a compliance agreement established under the dispute adjudication system must pay the Regional District a fee of \$25 for adjudication system cost recovery.

8. SCREENING OFFICERS

- 8.1 The position of screening officer is established.
- 8.2 The persons who occupy the following positions are appointed as screening officers:
 - a) General Manager of Development Services;
 - b) Development Services Manager;
 - c) Corporate Officer; and
 - d) Deputy Corporate Officer.
- 8.3 The Regional Board may, by resolution, appoint as screening officer any other employee of the Regional District.

9. POWERS, DUTIES AND FUNCTIONS OF SCREENING OFFICERS

- 9.1 The powers, duties and functions of screening officers are as set out in the *Act* and its regulations, and include the following powers:
 - a) where requested by the person against whom a contravention is alleged, or their representative, to communicate information in respect of:
 - i. the nature of the alleged contravention;
 - ii. the bylaw and the provision of the bylaw allegedly contravened;
 - iii. the facts on which the allegation of contravention is based;
 - iv. the penalty for the alleged contravention;
 - v. the opportunity to obtain a discount of the penalty amount (if applicable);
 - vi. the opportunity to enter into a compliance agreement (if applicable);
 - vii. the process for proceeding through the bylaw notice dispute adjudication system; and
 - viii. the fee or fees payable in relation to the Bylaw Notice enforcement process;
 - b) to communicate with any or all of the following for the purposes of performing the screening officer's functions under this bylaw or the *Act*:
 - i. the person against whom a contravention is alleged or their representative;
 - ii. the officer issuing the Bylaw Notice;
 - iii. the disputant or their representative; and
 - iv. Regional District staff;

- c) to cancel Bylaw Notices in accordance with the *Act* or Regional District policies and guidelines;
 - d) where permitted under this bylaw, to prepare and enter into compliance agreements under the *Act* with persons who dispute a Bylaw Notice, including by establishing:
 - i. payment of a reduced penalty in the amount permitted under this bylaw;
 - ii. the timing of payment of penalties and achievement of compliance with the bylaw; and
 - iii. other terms and conditions for compliance the screening officer considers necessary or advisable; and
 - e) to submit Bylaw Notices or compliance agreements for dispute adjudication in accordance with the *Act*.
- 9.2 The maximum duration of a compliance agreement is one year from the date the compliance agreement is signed by the screening officer.
- 9.3 A screening officer may not screen a Bylaw Notice which that screening officer has issued.

10. RESCHEDULING AN ADJUDICATION HEARING

- 10.1 If a disputant wishes to reschedule an adjudication hearing, the disputant must make that request to the Registry at least 48 hours before the adjudication hearing.

11. DISCHARGING A BYLAW NOTICE FROM A LAND TITLE

- 11.1 Where a certificate in relation to an amount due and payable to the Regional District under a bylaw notice has been registered against title to a person's land, and that amount has been paid, the owner of that land may request that the Regional District prepare and submit the applicable forms to the land title office for the purpose of discharging the certificate.
- 11.2 A person making a request under section 11.1 must pay a \$500.00 fee.

12. BYLAW ENFORCEMENT OFFICERS

- 12.1 The persons who occupy the following positions are designated as bylaw enforcement officers for the purposes of this bylaw and the *Act*:
- a) Bylaw Enforcement Officer;
 - b) Building Official;
 - c) General Manager of Development Services; and
 - d) Manager of Development Services.
- 12.2 No person shall obstruct or interfere with a bylaw enforcement officer in the exercise or performance of the bylaw enforcement officer's powers, duties or functions under this bylaw and the *Act*.

13. FORM OF BYLAW NOTICE

- 13.1 The Regional District may from time to time provide for the form or forms of the Bylaw Notice and Notice of Penalty, provided the Bylaw Notice and Notice of Penalty comply with the *Act*.

14. REPEAL

- 14.1 Peace River Regional District Bylaw Notice Enforcement Bylaw No. 2042, 2012 is repealed.

15. EFFECT OF BYLAW

15.1 This bylaw shall come into effect on September 2, 2025.

16. SCHEDULES

16.1 The following schedules are attached to and form part of this bylaw:

a) Schedule "A" – Designated Bylaw Contraventions and Penalties

READ A FIRST TIME THIS 14th day of August , 2025.

READ A SECOND TIME THIS 14th day of August , 2025.

READ A THIRD TIME THIS 14th day of August , 2025.

ADOPTED THIS 14th day of August , 2025.

Original signed by

Leonard Hiebert, Chair

(Corporate Seal has been affixed to the original bylaw)

Original signed by

Tyra Henderson, Corporate Officer

I hereby certify this to be a true and correct copy of
"PRRD Bylaw Notice Enforcement Bylaw No. 2573, 2025,
as adopted by the Peace River Regional District
Board on the 14th day of August, 2025.

Original signed by

Tyra Henderson, Corporate Officer

Schedule A – Designated Bylaw Contraventions and Penalties					
Bylaw Section	Description of Contravention	A1 Penalty Amount	A2 Early Payment (within 21 days)	A3 Late Payment (after 32 days)	A4 Compliance Agreement Available?
PRLRD Zoning Bylaw No. 85, 1976					
1.7.0(1) and 1.7.0(2)	Violation	\$200.00	\$150.00	\$250.00	Yes
PRLRD Dawson Creek Rural Area Zoning Bylaw No. 479, 1986					
8.2	Violation	\$200.00	\$150.00	\$250.00	Yes
PRLRD Chetwynd Rural Area Zoning Bylaw No. 506, 1986					
8.2	Violation	\$200.00	\$150.00	\$250.00	Yes
PRRD Manufactured Home Parks Bylaw No. 816, 1992					
1.08	Violation	\$100.00	\$75.00	\$125.00	Yes
PRRD Zoning Bylaw No. 1000, 1996					
8	Violation	\$200.00	\$150.00	\$250.00	Yes
PRRD Zoning Bylaw No. 1343, 2001					
8	Violation	\$500.00	\$450.00	\$500.00	Yes
PRRD Unsightly Premises Bylaw No. 1892, 2010					
3.1	Unsightly premises	\$200.00	\$150.00	\$250.00	Yes
PRRD Solid Waste Regulation and Fees Bylaw No. 2065, 2013					
2	Disposal of waste contrary to bylaw	\$500.00	\$450.00	\$500.00	No
7	Disposal of prohibited waste contrary to bylaw	\$500.00	\$450.00	\$500.00	No
PRRD Invasive Plant Control Bylaw No. 2121, 2014					
3	Allowing invasive plants to grow on property	\$0.00 (Warning Ticket)	\$0.00 (Warning Ticket)	\$0.00 (Warning Ticket)	No
PRRD Regional Parks Regulation and Fees Bylaw No. 2450, 2021					
3	Violation	\$200.00	\$150.00	\$250.00	No

Schedule A – Designated Bylaw Contraventions and Penalties					
Bylaw Section	Description of Contravention	A1 Penalty Amount	A2 Early Payment (within 21 days)	A3 Late Payment (after 32 days)	A4 Compliance Agreement Available?
PRRD Sewer Regulation Bylaw No. 2496, 2022					
65	Violate provision of this bylaw	\$200.00	\$150.00	\$250.00	No
PRRD Building Bylaw No. 2542, 2024					
4.7b)	Construction without permit	\$500.00	\$450.00	\$500.00	Yes
10.9	Violation of Do Not Occupy Notice	\$500.00	\$450.00	\$500.00	No
12.1a)	Obstruction of Building Official	\$500.00	\$450.00	\$500.00	No
12.1c)	Violation of Stop Work Order	\$500.00	\$450.00	\$500.00	No
12.2a)	Violate provision of this bylaw	\$200.00	\$150.00	\$250.00	No
Bylaw Notice Enforcement Bylaw No. 2573, 2025					
10.2	Obstruct Bylaw Enforcement Officer	\$500.00	\$450.00	\$500.00	No