



# STAFF REPORT TO COMMITTEE

**DATE OF REPORT** April 4, 2024  
**MEETING TYPE & DATE** Electoral Area Services Committee of April 17, 2024  
**FROM:** Inspections and Enforcement Division  
Land Use Services Department  
**SUBJECT:** Bylaw Enforcement 2024 First Quarter Report  
**FILE:** 4560-20 BE Complaint Stats

## PURPOSE/INTRODUCTION

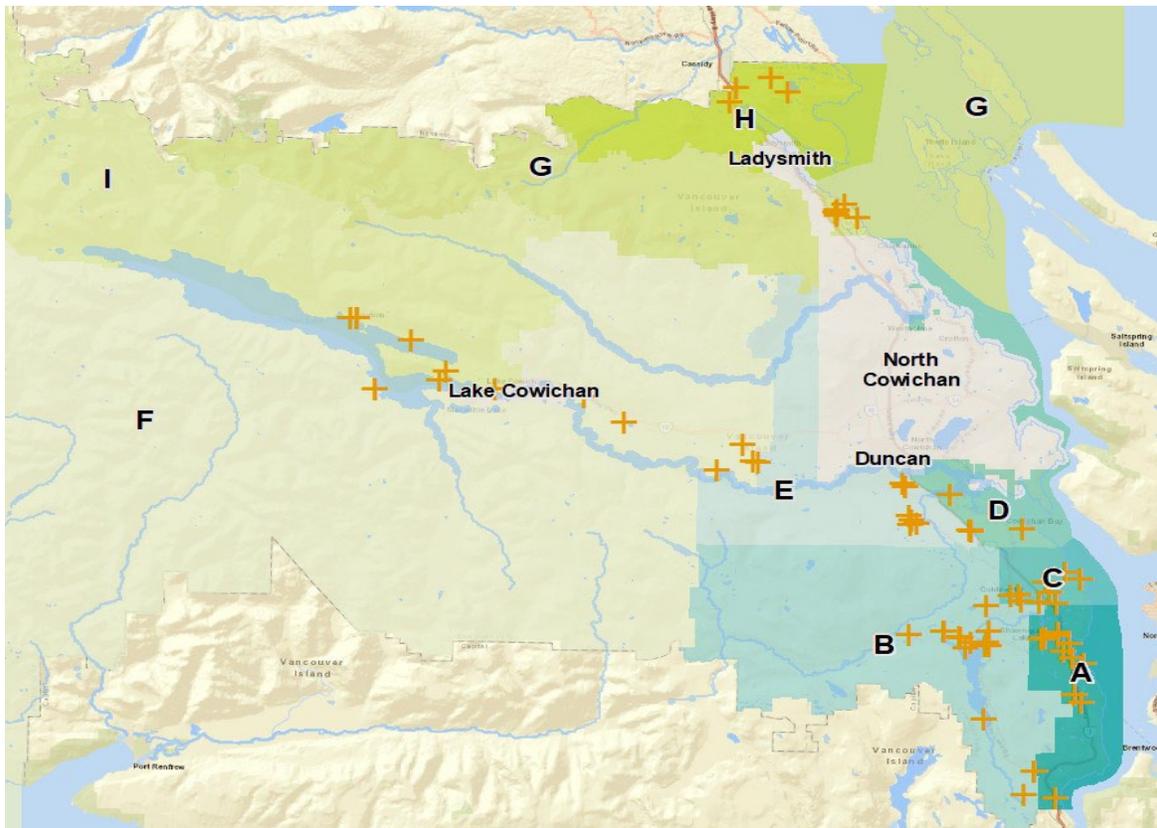
The purpose of this report is to inform the Electoral Area Services Committee of the Inspection & Enforcement Division's Bylaw Enforcement activity from January 1, 2024, to March 31, 2024.

## RECOMMENDED RESOLUTION

For information.

## LOCATION MAP

2024 Complaint Plot Map (January 1 – March 31).



**BACKGROUND**

The Electoral Area Services Committee is provided with an update on the previous three months' bylaw enforcement activities. The 2024 First Quarter Bylaw Enforcement Report follows.

**ANALYSIS**

In the first quarter of 2024, Bylaw Enforcement responded to 79 complaints which resulted in a 20% increase in calls for service in comparison to the first quarter of 2023 which totaled 66 calls. See Attachment A for graph and chart illustrating Complaint File Breakdown by Violation and Area. In addition to the noted complaint totals, calls for service came in other forms such as phone call enquiries, front counter enquiries, coordination with other agencies and enquiries while out in the field. On average, these attributed to approximately 10 instances per day.

Officers investigate and enforce bylaws, enacted by the Board, to maintain community standards, address potential safety issues and provide support in relation to objectives and policies associated with land use management. The main objective of Enforcement staff is to gain voluntary compliance. If that is not possible a more formal approach is necessary which may come via formal notification, the issuing of Municipal Ticket Informations (MTI's) or legal action. Four MTI's were issued in the first quarter of 2024 for violations in relation to depositing soil, backyard burning and dog control totalling \$2,350 in fines issued.

Bylaw Enforcement continues to collaborate with various authorities such as the Agriculture Land Commission (ALC), RCMP, Island Health (IH), the Ministry of Energy, Mines and Low Carbon Innovation (MEMLCI), Fisheries and Oceans Canada (DFO), Ministry of Forests, Water, Land and Resource Stewardship (WLRS), Managed Forest Council of BC (MFCBC) and the Ministry of Transportation and Infrastructure (MoTI).

The following table is a Complaint File Breakdown by Area as well as notable bylaw enforcement activities for the first quarter of 2023. A brief violation description summary listed below is ordered from the highest to the lowest numbers of calls for service by category:

2024 COMPLAINT FILE BREAKDOWN BY AREA  
 January 1 - March 31, 2024

Area	Smoke	RV's & Tiny Homes	Building	Unightly	Assist other Agencies	Dog	DPA	Noise	Zoning	Waste Mgmt	Other	Soil	STR	Fireworks	TOTAL
A	5	1	0	1	2	1	1	1	0	1	1	0	0	1	15
B	4	1	0	0	2	4	2	1	0	0	0	1	1	0	16
C	2	2	4	0	0	1	0	0	0	0	0	0	0	0	9
D	0	0	0	1	0	0	0	0	0	1	1	0	0	0	3
E	0	0	5	1	1	0	0	1	1	0	1	1	1	0	12
F	0	1	0	2	2	0	0	1	1	0	0	0	0	0	7
G	3	1	0	0	0	0	0	0	1	1	0	0	0	0	6
H	0	2	0	1	0	0	0	0	1	0	0	0	0	0	4
I	0	1	0	3	0	0	2	1	0	0	0	0	0	0	7
REG	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>14</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>79</b>

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## **Smoke Control Regulation**

The majority of calls for service were in relation to backyard burning; violations include burning when the venting index is poor, burning non-permitted materials and burning not continually supervised.

## **Unpermitted Use of Recreational Vehicles (R/V's) and "Tiny" Homes**

Reported non-permitted dwelling in recreational vehicles and tiny homes were investigated.

## **Building**

Investigations consisted of building without a permit for structures such as decks, deck covers and retaining walls.

## **Unsightly**

Unsightly investigations are mainly associated with the accumulation of rubbish, garbage and discarded items of no value on a property.

## **Assist Other Agencies**

Bylaw enforcement assisted agencies such as the Ministry of Environment for a report sewage in a roadside ditch, Ministry of Transportation for roadside dumping and assistance to the Sahtlam Fire Department.

## **Dogs**

The majority of calls were associated with Bylaw Officers following up with dog owners to address fines issued by Animal Control Officers.

## **Development Permit Areas (DPA's)**

These investigations were specifically associated with unauthorized works within riparian areas and in sensitive ecosystems.

## **Noise**

Noise investigations consisted of complaints regarding noisy equipment, construction noise and loud parties.

## **Zoning**

Zoning calls were in relation to homebased businesses potentially in violation of permitted zoning regulations.

## **Waste Management**

Calls for service included illegal dumping and waste totes left at curbside prior to pick up.

## **Other**

Calls included reported investigating non-permitted activities on ALR lands and assistance to property owners.

## Soil

Investigations consisted of non-permitted soil placement in the ALR land depositing without a permit.

## Short Term Rentals (STR's)

Investigations consisted of persons operating STR's in contravention of the zoning regulations.

## Fireworks

The service call was associated with the processing a comprehensive application.

## FINANCIAL CONSIDERATIONS

N/A

## COMMUNICATION CONSIDERATIONS

N/A

## STRATEGIC/BUSINESS PLAN CONSIDERATIONS

N/A

## Referred to (upon completion):

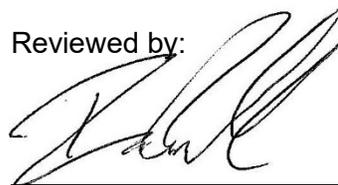
- Community Services (*Cowichan Community Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Information Technology, Legislative Services*)
- Operations (*Utilities, Parks & Trails, Recycling & Waste Management*)
- Land Use Services (*Community Planning, Strategic Initiatives, Development Services, Building Inspection & Bylaw Enforcement*)
- Strategic Services (*Communications & Engagement, Economic Development, Emergency Management, Environmental Services*)

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Reviewed for form and content and approved for submission to the Committee:

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer

**ATTACHMENTS:**

Attachment A – Complaint File Breakdown by Violation and Area

Attachment B – Complaint File Breakdown by Area 2023