



BYLAW NOTICE ENFORCEMENT
BYLAW No. 3355, 2024

REGIONAL DISTRICT OF EAST KOOTENAY

BYLAW NO. 3355

A bylaw for the administration of the *Local Government Bylaw Notice Enforcement Act*.

WHEREAS the Board of the Regional District of East Kootenay wishes to designate bylaw contraventions that may be dealt with by Bylaw Notice, establish the amount of the penalty for a contravention of bylaw regulations, establish the period for paying or disputing a Bylaw Notice and establish and participate in a Bylaw Notice Adjudication System to resolve disputes in relation to Bylaw Notices;

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

1. Title

- 1.1 This Bylaw may be cited as the "Regional District of East Kootenay – Bylaw Notice Enforcement Bylaw No. 3355, 2024."

2. Application

- 2.1 This bylaw shall apply to Electoral Areas A, B, C, E, F and G.

3. Definitions

- 3.1 In this bylaw:

Act means the *Local Government Bylaw Notice Enforcement Act*.

Bylaw Notice means a bylaw notice as established under the *Local Government Bylaw Notice Enforcement Act*.

RDEK means the Regional District of East Kootenay.

Registry means the Regional District of East Kootenay Bylaw Notice Adjudication Registry established pursuant to this bylaw.

4. Terms

- 4.1 The terms in this bylaw have the same meaning as defined in the Act.

5. Bylaw Contraventions

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

6. Penalties

- 6.1 The penalties for a bylaw contravention referred to in section 5 are referenced in Schedule A:
- subject to subsections 6.1(b) and 6.1(c), the penalty amount is as set out in Column A1 of Schedule A;
 - if the penalty payment is received by the RDEK within 14 days of the person receiving or being presumed to have received the Bylaw Notice, the Early Payment as set out in Column A2 of Schedule A will be applied; and
 - if more than 30 days after the person received or is presumed to have received the Bylaw Notice, the Late Payment as set out in Column A3 of Schedule A will be applied.

7. Period for Paying a Disputed Bylaw Notice

- 7.1 A person who receives a Bylaw Notice must, within 30 days of the date on which the person received or is presumed to have received the Bylaw Notice:
- pay the penalty, or
 - request dispute adjudication,
by filling in the appropriate portion of the Bylaw Notice indicating either a payment or a dispute and delivering it either in person during regular office hours or by mail to the RDEK.
- 7.2 A person may pay the indicated penalty after 30 days of receiving the Bylaw Notice, subject to the applicable late payment in accordance with subsection 6.1(c), but no person may dispute the Bylaw Notice after 30 days of receiving the Bylaw Notice.
- 7.3 In accordance with section 25 of the Act, if within 14 days of having received a subsequent Bylaw Notice from the Regional District indicating an amount owing

pursuant to a Bylaw Notice that was not delivered personally, that person may advise the Regional District, in writing, that they did not receive the original Bylaw Notice and the time periods established under sections 6 and 7 of this bylaw will not begin until the day after the date that the second copy of the Bylaw Notice is issued to the person.

8. Bylaw Notice Dispute Adjudication Registry

- 8.1 The Registry is established as a Bylaw Notice dispute adjudication system in accordance with the Act to resolve disputes in relation to Bylaw Notices.
- 8.2 The civic address of the registry is 19 - 24th Avenue South, Cranbrook BC V1C 3H8.
- 8.3 The RDEK is authorized to enter into, and the Chair and Chief Administrative Officer are authorized to execute the RDEK Bylaw Notice Dispute Adjudication Registry agreement in the form and with the content of the agreement attached as Schedule B.
- 8.4 Every person who is unsuccessful in a dispute adjudication in relation to a Bylaw Notice or a compliance agreement in the form of Schedule C under the Bylaw Notice dispute adjudication system established under this section, must pay to the RDEK an additional fee of \$25 for the purpose of the RDEK recovering the costs of the adjudication system.

9. Screening Officers

- 9.1 Pursuant to section 10 of the Act, the position of Screening Officer is established.
- 9.2 The following, or persons designated as acting in those positions, are classes of persons that are appointed as Screening Officers:
 - a) General Manager of Development and Protective Services;
 - b) General Manager of Operations;
 - c) Chief Administrative Officer;
 - d) Corporate Officer; and
 - e) any other person appointed by Board resolution as a Screening Officer from time to time.

10. Powers, Duties and Functions of Screening Officers

- 10.1 The powers, duties and functions of Screening Officers are as set out in the Act, and include the following powers:
 - a) where requested by a person whom a contravention is alleged, to communicate information respecting:
 - i) the nature of the contravention;
 - ii) the provision of the bylaw contravened;
 - iii) the facts on which the contravention allegation is based;
 - iv) the penalty for contravention;
 - v) the opportunity to enter into a compliance agreement;
 - vi) the opportunity to proceed to the Bylaw Notice Dispute Adjudication System; and
 - vii) 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 purpose of performing their 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 complainant or their representative; and
 - iv) RDEK staff and records regarding the disputant's history of bylaw compliance.
 - c) to prepare and enter into compliance agreements under the Act with persons who dispute Bylaw Notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary

or advisable, including time periods for payment of penalties and compliance with the bylaw;

- d) to allow for payment of a reduced penalty if a compliance agreement as per Schedule C of this bylaw is entered into; and
- e) to cancel Bylaw Notices in accordance with the Act or RDEK policies and guidelines.

10.2 The bylaw contravention in relation to which a Screening Officer may enter into a compliance agreement are indicated in Column A4 of Schedule A of this bylaw.

10.3 The maximum duration of a compliance agreement is one year.

11. Bylaw Enforcement Officers

11.1 Persons acting as any of the following are hereby designated as Bylaw Enforcement Officers for the purposes of this bylaw and the Act:

- a) Compliance Officers, Building Inspectors, Animal Control Officers, Planners, Planning Technicians or other persons acting in another capacity on behalf of the RDEK for the purpose of enforcement of one or more of its bylaws; and
- b) Members of the Royal Canadian Mounted Police.

12. Forms of Bylaw Notice

12.1 The RDEK may, from time to time, provide for the form or forms of the Bylaw Notice, provided the Bylaw Notice complies with section 4 of the Act.

13. Severability

13.1 If any portion of this bylaw is held to be invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted with the severed section, subsection, paragraph, subparagraph, clause or phrase, and such invalidity will not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME the 8th day of August, 2025.

READ A SECOND TIME the 8th day of August, 2025.

READ A THIRD TIME the 8th day of August, 2025.

ADOPTED the 8th day of August, 2025.



CHAIR



CORPORATE OFFICER

**SCHEDULE A
PENALTIES**

**1. Electoral Area C South Zoning & Floodplain Management Bylaw No. 2913, 2019
Electoral Area E Zoning and Floodplain Management Bylaw No. 2502, 2014**

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.08	Home Based Businesses (HBB)				
1(a)	HBB must be conducted by permanent residents residing in the dwelling unit	\$200	\$175	\$275	No
1(b)	More than 2 on-site employees	\$200	\$175	\$275	No
1(c)	Restriction of sales of products	\$200	\$175	\$275	No
1(d)	Exceeding 10m ² for retail display	\$200	\$175	\$275	No
2(a)	External storage	\$400	\$375	\$475	No
2(b)	Exceeding maximum gross floor area of 185m ²	\$400	\$375	\$475	No
3(a)	Storing materials in front or exterior side yard	\$400	\$375	\$475	No
3(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(4)	Exceeding 1% of the parcel area or 400m ² for external storage on parcels outside the ALR	\$400	\$375	\$475	No
(5)	Exceeding 150m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No
(10)	Erection of signs not in accordance with section 1.13	\$400	\$375	\$475	No

2. Elk Valley Zoning Bylaw No. 829, 1990

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.05(a)	Home Occupation must be conducted by permanent residents residing in the dwelling unit, more than one person not residing in the dwelling	\$200	\$175	\$275	No
4.05(b)	External storage	\$400	\$375	\$475	No
4.05(d)	Sign does not comply with Elk Valley Sign Bylaw	\$400	\$375	\$475	No
4.05(f)	Only retail sales of products fabricated on the premises shall be permitted within Fernie Alpine Resort OCP area	\$200	\$175	\$275	No
4.05(g)	Home Occupation exceeds 185m ²	\$400	\$375	\$475	No

3. South Country Zoning & Floodplain Management Bylaw No. 2320, 2011

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.8	Home Based Businesses (HBB)				
(1)	HBB must be conducted by permanent residents residing in the dwelling unit, assistance of not more than 2 people	\$200	\$175	\$275	No
(2)	HBB must be conducted wholly within the dwelling unit or accessory building	\$400	\$375	\$475	No
(4)	Restriction of sales of products	\$200	\$175	\$275	No
(6)	Erection of signs not in accordance with section 1.13	\$400	\$375	\$475	No
(8)	Exceeding 185m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No

4. Steeples Zoning & Floodplain Management Bylaw No. 2615, 2015

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.8	Home Based Businesses (HBB)				
(1)	HBB must be conducted by permanent residents residing in the dwelling unit, not more than two on-site employees	\$200	\$175	\$275	No
(2)(a)	HBB must be conducted wholly within the dwelling unit or accessory building	\$400	\$375	\$475	No
(2)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(3)(a)	Storing materials in front or exterior side yard	\$400	\$375	\$475	No
(3)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(3)(d)	Exceeding 1% of the parcel area or 400m ² for external storage of parcels outside the ALR	\$400	\$375	\$475	No
(3)(e)	Exceeding 150m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No
(4)	Retail sales restricted to those produced on the parcel	\$200	\$175	\$275	No
(5)	Exceeding 10m ² for retail display	\$200	\$175	\$275	No
(10)	Erection of signs not in accordance with section 1.13	\$400	\$375	\$475	No

5. Sweetwater Zoning & Floodplain Management Bylaw No. 2127, 2009

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.09	Home Based Businesses (HBB)				
(1)	HBB must be conducted by permanent residents residing in the dwelling unit, assistance of not more than 2 people	\$200	\$175	\$275	No
(2)	HBB must be conducted wholly within the dwelling unit or accessory building	\$400	\$375	\$475	No
(4)	Restriction of sales of products	\$200	\$175	\$275	No
(6)	Erection of signs is prohibited	\$400	\$375	\$475	No

6. Columbia Valley Zoning Bylaw No. 3255, 2023

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.7	Home Based Businesses (HBB)				
1(a)	HBB must be conducted by permanent residents residing in the dwelling unit	\$200	\$175	\$275	No
1(b)	More than 2 on-site employees	\$200	\$175	\$275	No
1(c)	Restriction of sales of products	\$200	\$175	\$275	No
1(d)	Exceeding 10m ² for retail display	\$200	\$175	\$275	No
2(a)	External storage	\$400	\$375	\$475	No
2(b)	Maximum gross floor area is 185m ²	\$400	\$375	\$475	No
3(a)	Storing materials in front or exterior side yard	\$400	\$375	\$475	No
3(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(4)	Exceeding 1% of the parcel area or 400m ² for external storage of parcels outside the ALR	\$400	\$375	\$475	No
(5)	Exceeding 150m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No
(7)	Erection of signs not in accordance with section 1.14	\$400	\$375	\$475	No

7. Wycliffe Zoning & Floodplain Management Bylaw No. 2256, 2010

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.08	Home Based Businesses (HBB)				
(1)	HBB must be conducted by permanent residents residing in the dwelling unit, not more than two on-site employees	\$200	\$175	\$275	No
(2)(a)	HBB must be conducted wholly within the dwelling unit or accessory building	\$400	\$375	\$475	No
(2)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(2)(c)	Maximum gross floor area exceeds 185m ²				
(3)(a)	Storing materials in front or exterior side yard	\$400	\$375	\$475	No
(3)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(3)(d)	Exceeding 1% of the parcel area or 400m ² for external storage of parcels outside the ALR	\$400	\$375	\$475	No
(3)(e)	Exceeding 150m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No
(4)	Retail sales restricted to those produced on the parcel	\$200	\$175	\$275	No
(5)	Exceeding 10m ² for retail display	\$200	\$175	\$275	No
(9)	Erection of signs not in accordance with section 1.13	\$400	\$375	\$475	No

8. Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.08	Home Based Businesses (HBB)				
(1)	HBB must be conducted by permanent residents residing in the dwelling unit, not more than two on-site employees	\$200	\$175	\$275	No
(2)(a)	HBB must be conducted wholly within the dwelling unit or accessory building	\$400	\$375	\$475	No
(2)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(2)(c)	Maximum gross floor area exceeds 150m ²				
(3)(a)	Storing materials in front or exterior side yard	\$400	\$375	\$475	No
(3)(b)	Exceeding a max of one commercial vehicle	\$400	\$375	\$475	No
(3)(d)	Exceeding 1% of the parcel area or 400m ² for external storage of parcels outside the ALR	\$400	\$375	\$475	No
(3)(e)	Exceeding 150m ² of external storage for parcels within the ALR	\$200	\$175	\$275	No
(4)	Retail sales restricted to those produced on the parcel	\$200	\$175	\$275	No
(5)	Exceeding 10m ² for retail display	\$200	\$175	\$275	No
(9)	Erection of signs not in accordance with section 5.12	\$400	\$375	\$475	No

9. Electoral Area C South Zoning & Floodplain Management Bylaw No. 2913, 2019

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.19	Placement and Storage of Recreational Vehicles				
(1)	On vacant parcels 1670 m ² in area or larger and located in a zone where a campground is not a permitted use no more than two recreational vehicles may be stored, placed or seasonally occupied.	\$200	\$175	\$275	No
(2)	Where parcels are 1670 m ² or larger and contain one or more dwelling units, only one recreational vehicle is permitted to be stored, placed or seasonally occupied.	\$200	\$175	\$275	No
(3)	On parcels less than 1670 m ² in area and located in a zone where a campground is not a permitted use no more than one recreational vehicle can be stored, placed or seasonally occupied.	\$200	\$175	\$275	No
(4)	Recreational vehicles occupied or intended to be occupied must be connected to a sewage disposal system approved under the Sewerage System Regulation of the <i>Public Health Act</i>	\$200	\$175	\$275	No
(5)	Recreational vehicles occupied or intended to be occupied must be sited in accordance with the applicable setback requirements of the zone in which they are located.	\$200	\$175	\$275	No
(6)	Recreational vehicles may not be occupied or intended to be occupied within the boundaries of the Rockyview Official Community Plan.	\$200	\$175	\$275	No

10. Electoral Area E Zoning and Floodplain Management Bylaw No. 2502, 2014

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.19	Placement of Recreational Vehicles				
(1)	Within the boundaries of othe Wasa OCP				
(a)	On parcels located in the R-1, R-1(A), RS-4, RR-1, RR-2, RR-4, RR-8, RR-60, and RES-1(A) zones no more than 2 recreational vehicles may be stored, placed or seasonally occupied.	\$200	\$175	\$275	No
(b)	In the R-1 and R-1(A) zones at least one recreational vehicle must be registered to the owner of the property on which it is located.	\$200	\$175	\$275	No
(c)	Recreational vehicles must be sited in accordance with the applicable setback requirements for accessory buildings and structures in the zone in which they are located.	\$200	\$175	\$275	No
(2)	Within the boundaries of the Kimberley Rural Official Community Plan Bylaw area				
(a)	Recreational vehicles may not be placed and utilized for accommodation unless the recreational vehicle is to be utilized for temporary occupancy as per section 1.05	\$200	\$175	\$275	No
(b)	Recreational vehicles temporarily occupied as per section 1.05 must be sited in accordance with the applicable setback requirements of the zone in which they are located.	\$200	\$175	\$275	No

11. Elk Valley Zoning Bylaw No. 829, 1990

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.04(A)(1)	Occupancy During Construction In the RS-1, RS-1A, RS-2, RS-4, RR-1, RR-2, RR-4, RR-8, RR-60, WP-1, PG-1 or PG-2 zone, one recreational vehicle may be temporarily located on the parcel and occupied, provided:				
(a)	The owner holds a building permit for construction of a new dwelling unit or reconstruction of the existing dwelling unit	\$200	\$175	\$275	No
(c)	The recreational vehicle is situated in conformity with the regulations of the zone in which it is located	\$200	\$175	\$275	No
(d)	The sewage disposal system for the recreational vehicle has been approved under the Sewerage Disposal Regulation of the <i>Health Act</i> .	\$200	\$175	\$275	No
(3)	A recreational vehicle permitted under subsection (1) must be disconnected from water and sewer systems and no longer occupied:				
(a)	upon occupancy of a new or reconstructed dwelling unit;	\$200	\$175	\$275	No
(b)	on expiry of the original building permit for the new dwelling unit, whichever occurs first.	\$200	\$175	\$275	No

12. South Country Zoning & Floodplain Management Bylaw No. 2320, 2011

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.19	Placement of Recreational Vehicles				
(1)	On parcels located in a zone where a campground is not a permitted use, no more than two recreational vehicles may be stored, placed or seasonally occupied.	\$200	\$175	\$275	No
(2)	Recreational vehicles must be sited in accordance with the setback requirements for accessory buildings and structures in the zone in which they are located.	\$200	\$175	\$275	No

13. Steeples Zoning & Floodplain Management Bylaw No. 2615, 2015

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.19	Placement of Recreational Vehicles				
(1)	On parcels located in a zone where a campground is not a permitted use, no more than two recreational vehicles may be placed and occupied.	\$200	\$175	\$275	No
(2)	Recreational vehicles occupied or intended to be occupied must be connected to a sewage disposal system approved under the Sewerage System Regulation of the <i>Public Health Act</i> .	\$200	\$175	\$275	No
(3)	Recreational vehicles must be sited in accordance with the applicable setback requirements of the zone in which they are located	\$200	\$175	\$275	No
(4)	On parcels shown within Figure 2 – Wardner Townsite and area, recreational vehicles may not be placed and utilized for accommodation unless the recreational vehicle is to be utilized for temporary occupancy as per section 1.5	\$200	\$175	\$275	No

14. Sweetwater Zoning & Floodplain Management Bylaw No. 2127, 2009

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.20	Placement of Recreational Vehicles				
(1)	Recreational vehicles may not be placed and occupied unless the parcel on which it is to be placed is located in a zone in which campground is a permitted use or the recreational vehicle is to be utilized for temporary occupancy as per subsection 1.06	\$200	\$175	\$275	No

15. Columbia Valley Zoning Bylaw No. 3255, 2023

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.10	Recreational Vehicles The parking and storage of recreational vehicles is prohibited except:				
(1)	as permitted in accordance with an identified principal use or accessory use in section 4	\$200	\$175	\$275	No
(2)	accessory to a lawfully established and ongoing permitted use to a maximum of two (2), subject to section 1.4 (3)	\$200	\$175	\$275	No

16. Wycliffe Zoning & Floodplain Management Bylaw No. 2256, 2010

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
1.19	Placement of Recreational Vehicles				
(1)	On parcels located in a zone where a campground is not a permitted use, no more than two recreational vehicles are permitted.	\$200	\$175	\$275	No
(2)	Recreational vehicles must be sited in accordance with the setback requirements for accessory buildings and structures in the zone in which they are located.	\$200	\$175	\$275	No

17. Jaffray, Tie Lake, Rosen Lake Land Use and Floodplain Management Bylaw No. 1414, 1999

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
5.18	Placement of Recreational Vehicles				
(1)	On parcels located in a land use designaton where a campground is not a permitted use, no more than two recreational vehicles are permitted.	\$200	\$175	\$275	No
(2)	Recreational vehicles must be sited in accordance with the setback requirements for accessory buildings and structures in the land use designation in which they are located.	\$200	\$175	\$275	No

18. Development Applications Bylaw No. 3165, 2022

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
2.05 (8) Short Term Rental Temporary Use Permit	Operating a STR without a TUP	\$500	\$450	\$550	Yes
	Exceeding the maximum number of permitted occupants	\$500	\$450	\$550	Yes
	Failure to identify the manager, owner or designated contact to properties within a 25 m radius surrounding the STR	\$500	\$450	\$550	Yes
	Exceeding the permitted hours of use	\$500	\$450	\$550	Yes
	Parking of vehicles by guests in contravention of permit conditions	\$500	\$450	\$550	Yes
	Failure to provide required number of off-street parking spaces	\$500	\$450	\$550	Yes

19. **Building Regulation Bylaw No 3254, 2023**

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
5.1	Construction without a permit	\$500	\$450	\$550	Yes
5.2	Occupancy without approval	\$500	\$450	\$550	Yes
5.3	False or misleading information to a building official	\$500	\$450	\$550	No
5.4	Altering or modifying plans and supporting documents after the same have been reviewed by the building official	\$500	\$450	\$550	Yes
5.5	Tampering with any notice, permit or certificate	\$500	\$450	\$550	No
5.6	Performing work that is substantially at variance with the accepted design or plans of a building	\$500	\$450	\$550	Yes
5.7	Interfering with or obstructing the entry of a building official or other authorized official	\$500	\$450	\$550	No
5.8	Constructing on a parcel without the civic address posted	\$500	\$450	\$550	Yes
5.10	Change the use, occupancy, or both, of a building without first applying for and obtaining a building permit	\$500	\$450	\$550	Yes
5.11	Installing a solid-fuel burning appliance, furnace or boiler that does not meet emissions standards	\$500	\$450	\$550	No
6.3	Construction in contravention of a bylaw, building code, other applicable standards	\$500	\$450	\$550	Yes
11.26	Failure to obtain an inspection	\$500	\$450	\$550	No
11.28	Concealed Works	\$500	\$450	\$550	No
11.34	Work continuing with a Stop Work Order in place	\$500	\$450	\$550	No
11.36	Occupancy with a Do Not Occupy Notice in place	\$500	\$450	\$550	No
11.46	Occupancy without an occupancy approval	\$500	\$450	\$550	Yes
15.1	Swimming pool without a fence enclosure	\$500	\$450	\$550	No

20. Noise Control Regulation Bylaw No. 1396, 1998

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1	Excessive or Persistent Noise				
	1 st and 2 nd offence	\$200	\$175	\$275	No
	3 rd & subsequent offences	\$400	\$375	\$475	No
4.2	Excessive or Persistent Noise emanating from a property				
	1 st and 2 nd offence	\$200	\$175	\$275	No
	3 rd & subsequent offences	\$400	\$375	\$475	No
4.3	Amplification Equipment that creates Excessive or Persistent Noise				
	1 st and 2 nd offence	\$200	\$175	\$275	No
	3 rd & subsequent offences	\$400	\$375	\$475	No
4.4	Animal or bird noise that creates Excessive or Persistent Noise				
	1 st and 2 nd offence	\$200	\$175	\$275	No
	3 rd & subsequent offences	\$400	\$375	\$475	No
5.1	No person shall on any day before 7:00 a.m. or after 10:00 p.m., construct, erect, reconstruct, alter, repair or demolish any building, structure, or thing or excavate or fill in land in any manner so as to cause or create Excessive or Persistent Noise.				
	1st and 2nd offence	\$200	\$175	\$275	No
	3rd & subsequent offences	\$400	\$375	\$475	No
7.1	No person shall operate a racetrack for motorized vehicles or a go-cart track between the hours of 11:00 p.m. and 9:00 a.m., so as to cause or create Excessive or Persistent Noise.				
	1st and 2nd offence	\$200	\$175	\$275	No
	3rd & subsequent offences	\$400	\$375	\$475	No

21. Fairmont Hot Springs & Columbia Lake Area Official Community Plan, Bylaw No.2779, 2017

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
20.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

22. Kimberley Rural Official Community Plan Bylaw No. 2760, 2017

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
20.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes
20.4	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

23. Lake Windermere Official Community Plan Bylaw No. 2929, 2019

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
19.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes
19.4	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

24. Moyie & Area Official Community Plan Bylaw No. 2912, 2019

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
18.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

25. Panorama Area Official Community Plan Bylaw No. 2997, 2020

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
18.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

26. Rockyview Official Community Plan Bylaw No. 2255, 2010

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
18.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

27. Steamboat – Jubilee Mountain Official Community Plan Bylaw No. 3022, 2021

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
18.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

28. Steeple Official Community Plan Bylaw No. 2614, 2015

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
17.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

29. Toby Benches Official Community Plan Bylaw No. 2676, 2016

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
17.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

30. Panorama Area Official Community Plan Bylaw No. 2997, 2020

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
17.3	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes
17.5	Failure to obtain a Development Permit	\$500	\$450	\$550	Yes
	Works Contrary to Development Permit Requirements	\$500	\$450	\$550	Yes

31. Nuisances and Unsightly Premises Regulation Bylaw No. 2751, 2016

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1(a)	Construction & Dust Emission	\$200	\$150	\$250	Yes
4.1(b)	Unsightly Premises	\$500	\$450	\$550	Yes
5.2(b)	Obstruction or interference in the duties of the Compliance Officer	\$500	\$450	\$550	No

32. Campground Bylaw No. 2403, 2012

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1(1)	Establishing, constructing, extending, expanding or operating a campground without being in possession of a valid and subsisting campground permit for that purpose.	\$500	\$450	\$550	Yes
4.1(2)	Causing or permitting the establishment, construction, extension, expansion or operations of a campground in a manner that is not authorized, nor in a manner prohibited by the Campground Bylaw.	\$500	\$450	\$550	Yes

**33. Spur Valley Water System Regulations and Fee Bylaw No. 2639, 2015
East Side Lake Windermere Water System Regulation and Fee Bylaw No. 2851,
2018**

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1	Tapping into a water system without authorization	\$500	\$450	\$550	No
4.2	Interfering with water system appurtenances	\$500	\$450	\$550	No
4.3	Employing any pump, booster or other device without authorization	\$500	\$450	\$550	No
4.4	Installing branch supply lines, outlets or fixtures on the upstream side of a meter	\$500	\$450	\$550	No
4.5	Installing a water service to a garage on residential property	\$500	\$450	\$550	No
4.6	Work of any kind connected with the water system without authorization	\$500	\$450	\$550	No
4.7	Tampering with any appliance connected to the water system whether on own premises or elsewhere	\$500	\$450	\$550	No
4.8	Connecting any appliance or cross-connection that could cause contamination.	\$500	\$450	\$550	No

34. **Elko Community Water System Regulation and Fee Bylaw No. 1640, 2002**
Moyie Water System Regulations and Fee Bylaw No. 1641, 2002
Edgewater Water System Regulations and Fee Bylaw No 1879, 2006
Rushmere Water System Regulation and Fee Bylaw No. 2156, 2009
Holland Creek Water Distribution System Regulations and Fee Bylaw No. 1538, 2024

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1	Tapping into a water system without authorization	\$500	\$450	\$550	No
4.2	Interfering with water system appurtenances	\$500	\$450	\$550	No
4.3	Employing any pump, booster or other device without authorization	\$500	\$450	\$550	No
4.4	Work of any kind connected with the water system without authorization	\$500	\$450	\$550	No
4.5	Tampering with any appliance connected to the water system whether on own premises or elsewhere	\$500	\$450	\$550	No
4.6	Connecting any appliance or cross-connection that could cause contamination.	\$500	\$450	\$550	No

35. Baltac Sewage Collection System Regulation Bylaw No. 2212, 2010

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
9.1	Refusing to grant permission to inspect any works.	\$500	\$450	\$550	No
9.2	Tapping into a sewer system without authorization	\$500	\$450	\$550	No
9.3	Interfering with sewer system appurtenances	\$500	\$450	\$550	No
9.4	Work of any kind connected with the sewer system without authorization	\$500	\$450	\$550	No
9.5	Tampering with any appliance connected to the sewer system whether on own premises or elsewhere	\$500	\$450	\$550	No
9.6	Depositing sludge or material contained in any existing septic tank into the sewer system without authorization	\$500	\$450	\$550	No
9.7	Employing sewer connections for storm water drainage	\$500	\$450	\$550	No
9.8	Employing storm sewer or storm drainage connections to convey sanitary sewer effluent	\$500	\$450	\$550	No
9.9	Connecting storm sewer drainage systems to sanitary sewer, or vice versa	\$500	\$450	\$550	No
9.10	Connecting any septic tank with the sewer system	\$500	\$450	\$550	No

**36. Holland Creek Sewage Collection System Regulation and Fee Bylaw No. 1560, 2001
Edgewater Sewer System Regulations and Fee Bylaw No. 1626, 2002**

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1	Tapping into a sewer system without authorization	\$500	\$450	\$550	No
4.2	Interfering with sewer system appurtenances	\$500	\$450	\$550	No
4.3	Work of any kind connected with the sewer system without authorization	\$500	\$450	\$550	No
4.4	Tampering with any appliance connected to the sewer system whether on own premises or elsewhere	\$500	\$450	\$550	No

37. Sale of Fireworks Regulation Bylaw No. 2218, 2010

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
4.1	No Person shall sell or dispose of Fireworks of every nature or kind within the Service Area at any time from the period May 1 to October 1 or when an open fire ban has be issued in any year for anywhere within the geographical boundaries of the RDEK.	\$500	\$450	\$550	Yes
5.3	No Person shall obstruct, impede, refuse or neglect to admit to any real property, the Compliance Officer or any person authorized by the RDEK in the execution of his duties.	\$200	\$150	\$250	No

38. Dog Control Regulation Bylaw No. 1425, 1999

Bylaw Section	Description of Contravention	A1: Penalty	A2: Early Payment	A3: Late Payment	A4: Compliance Agreement Available
7.2(a)	Dog unlawfully at large	\$200	\$150	\$250	No
7.2(b)	Dog on Regional District property	\$200	\$150	\$250	No
7.3(a)	Allowing dog to defecate on any street, lane, public place or private property	\$200	\$150	\$250	No
7.4(a)	Dangerous dog is unrestrained, unleashed, not muzzled.	\$500	\$450	\$550	No
7.5	Tethering a dog to a traffic control device or support	\$200	\$150	\$250	No
7.6	Barking dogs	\$200	\$150	\$250	No
7.7	Cruelty to dogs	\$500	\$450	\$550	No

This is Schedule A referred to in Bylaw No. 3355 cited as "Regional District of East Kootenay – Bylaw Notice Enforcement Bylaw No. 3355, 2024."

Chair

Corporate Officer

Date

[Handwritten Signature]
[Handwritten Signature]
 August 8, 2025

**SCHEDULE B
BYLAW NOTICE DISPUTE ADJUDICATION
REGISTRY AGREEMENT**

THIS AGREEMENT dated for reference the _____ day of _____, 20__

BETWEEN:

REGIONAL DISTRICT OF EAST KOOTENAY, a Regional District pursuant to the *Local Government Act*, RSBC 2015, Chapter 1 and incorporated pursuant to the laws of the Province of British Columbia with a place of business at 19 - 24th Avenue South, Cranbrook, BC V1C 3H8;

(the "RDEK")

OF THE FIRST PART

AND:

[ORGANIZATION/INDIVIDUAL]

[Civic Address]

[Mailing Address]

(the "[Organization/Individual]")

OF THE SECOND PART

WHEREAS:

- A. The *Local Government Bylaw Enforcement Act* permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms;
- B. The *Local Government Bylaw Notice Enforcement Act* also permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system;
- C. The RDEK and (member municipality) wish to:
 - i) Share the costs and administration of such a system; and
 - ii) Enter into an agreement to establish such a system, to be called the RDEK Bylaw Notice Dispute Adjudication Registry, and to provide for the joint administration of the Registry.

NOW THEREFORE, in consideration of the premises and the terms, conditions, consideration, warranties, and representations contained herein, the parties hereto covenant and agree with each other as follows:

1. Definitions

In this Agreement the following expressions will have the meanings herein assigned to them.

Act means the *Local Government Bylaw Notice Enforcement Act*.

Adjudication means the process where the disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether he or she is satisfied that the contravention occurred as alleged.

Adjudication Fee means the sum of \$25.00 payable to each Party for each adjudication scheduled to be conducted by the Registry.

Agreement means this Agreement.

Authorizing Bylaws means the bylaws adopted by the Councils/Boards of each of the Parties authorizing this Agreement.

Bylaw Enforcement Officer means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer;

Committee means the RDEK Bylaw Notice Dispute Adjudication Registry's Administrative Committee.

Contribution Adjustment Amount means, for each Party, the amount calculated in accordance with section 10.3 herein in any year of the Term.

Contributing Parties means all (member municipalities).

Parties means the RDEK and (member municipalities).

Party means any one of RDEK or (member municipalities).

Registry means the RDEK Bylaw Dispute Adjudication Registry established by this Agreement.

Revenues means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Initial Contributions, Contribution Amounts, or Contribution Adjustment Amounts.

Terms means the term of this Agreement as set out herein.

2. Establishment of the Registry

2.1 Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that the Registry is hereby established.

3. General Provisions

3.1 The Parties agree to establish the Committee to implement and administer the Registry.

3.2 The Parties agree that authority of the Committee will include but not be limited to:
a) preparing operational budgets; and
b) setting policy as authorized under this Agreement and the Act.

4. Representation

4.1 Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

5. Adjudication

5.1 The Parties agree that screening of Bylaw Notices prior to proceeding to adjudication will be established as a function of the Party. Screening Officers will be appointed by the individual Party administrative committee.

6. Bylaw Notice Dispute Adjudication Registry

6.1 The Parties agree that a dispute adjudication system will be established as a function of the Registry, and that disputes will be heard by a Bylaw Notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.

6.2 The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General of the Province of British Columbia.

6.3 Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

7. Location

7.1 The location of the Registry will be the office of the RDEK at 19 – 24th Avenue South, Cranbrook BC V1C 3H8.

8. Administrative Services

8.1 The RDEK will provide and supervise all administrative services required by the Registry, subject to the following:

- a) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant Party if not collected by the Registry immediately following the adjudication; and

- b) any penalty arising directly out of the Bylaw Notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to section 8.1 a) and b) will be credited to the relevant Party's Contribution Adjustment Amount.

9. Financial Reporting

- 9.1 The RDEK will ensure that its Chief Financial Officer or their designate will conduct and oversee the financial reporting and record keeping of the registry based on normal procedure, subject to the requirements outlined herein.
- 9.2 The budget year of the Registry is the calendar year.
- 9.3 The parties agree that no later than September 30th of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:
 - a) the estimated operational expenditures for:
 - i) office and administration including financial reporting and administrative services;
 - ii) Registry administration travel costs;
 - iii) bylaw dispute adjudicators; and;
 - iv) other functions of the Registry;
 - b) the anticipated revenues (if any) of the Registry;
 - c) the difference between estimated revenues and operational expenditures for the Registry; and
 - d) the Contribution Amount required from each of the Parties.
- 9.4 The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Chief Financial Officer of each of the Parties, and submit the draft operating budget to the Chief Financial Officer of each of the Parties each year where required.
- 9.5 The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
- 9.6 The Parties agree that all recommendations by them for adjustments to the Registry's draft operating budget will
 - a) be reasonable and made in good faith, and
 - b) ensure that a reasonable level of service quality can be maintained by the Registry.
- 9.7 The Committee and the RDEK may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The Registry (or the Committee or the RDEK on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that: the RDEK may make a further reasonable expenditure or contract a further indebtedness of liability that it deems necessary or prudent, subject to a \$1,000 limit; and
 - a) the Committee may:
 - i) make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$5,000 limit;
 - ii) re-allocate funds within categories of the operating budget as reasonably required; and
 - iii) make a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

10. Funding Contributions and Adjustments

- 10.1 The Parties agree that costs relating to legal counsel, witnesses, Screening Officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the Bylaw Notice in question and will not be borne by the Registry or by the RDEK on behalf of the Registry.

- 10.2 The Parties will, upon approval of the Registry's operating budget by each of the Parties, pay to the RDEK their respective Contribution Amounts for the upcoming budget year no later than March 31st of that budget year.
- 10.3 The RDEK will, as soon following the end of a budget year as practicable, calculate the amount of each Party's Contribution Adjustment Amount by:
- a) determining each Party's pro-rated proportion of the amount by which Actual Expenditures exceed Budget Expenditures for the relevant year, where the proportion is calculated on the basis of each Party's population for the budget year in relation to the population of each of the other Parties, and
 - b) deducting, if applicable, the aggregate of fines and administrative fees collected by the RDEK on behalf of each Party for the relevant year.
- 10.4 Each of the Contributing Parties will, within 30 days of receipt of notice of its respective Contribution Adjustment Amount, pay (if required) to the RDEK the Contribution Adjustment Amount.
- 10.5 The RDEK will pay (if required) any Contribution Adjustment Amount owing to the Contributing Parties, as appropriate, within 30 days of preparation of a statement outlining the Contribution Adjustment Amounts of each Party or may, at the election of the RDEK each year except the final year, credit the amount owing to the Contribution Amount required from each Party for the following year.
- 10.6 Each Party will pay to the RDEK within thirty days following each of March 31, June 30, October 31 and December 31 of each year of the Term, the Adjudication Fee for each adjudication scheduled in respect of that Party in the previous quarter.

11. Maintenance of Records

- 11.1 The RDEK Chief Financial Officer or their designate will:
- a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Local Government Act* and the *Community Charter*, in maintaining the financial records for the Registry on behalf of the Parties;
 - b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursement, accounts receivable, general ledger, subsidiary cost ledgers, financial statements and reports and supporting documents to the foregoing;
 - c) provide, when possible, any additional financial statements that have been requested by the Committee;
 - d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the *Local Government Act* and *Community Charter*.
- 11.2 The Chief Financial Officer of any of the Contributing Parties may, acting reasonably with regard to minimizing the administrative burden on the RDEK, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. The RDEK will cooperate with any reasonable request by any of the Contributing Parties or the Contributing Parties' Chief Financial Officer for access to financial records, user statistics and other information of the Registry.

12. Insurance

- 12.1 The RDEK will ensure that the Registry and its activities are covered under the RDEK's general liability policy, and will provide copies of all relevant insurance policies and changes thereto to the Chief Financial Officers of the Contributing Parties upon request.

**SCHEDULE C
COMPLIANCE AGREEMENT**

Compliance Agreement pursuant to RDEK Bylaw Notice Enforcement Bylaw-No. 3355, 2024

I, _____ of _____
(Name) (Address)

acknowledge receipt of Bylaw Notice(s) No. _____, and wish to enter into this Compliance Agreement whereby I agree to fulfill the conditions below.

Specifically, I agree to pay the penalty of \$ _____ on or before _____

I further agree to comply with the following terms and conditions of this Agreement.

Terms and Conditions:

On or before _____ I will:

AND on or before _____ I will:

I understand that this Agreement is binding upon me for one year from the date of this Agreement.

I also understand that if I breach a term of this Agreement or fail to observe or perform the above terms and conditions, the RDEK's Screening Officer may rescind this Agreement. I understand that if this Agreement is rescinded, I will have 30 days to dispute the Screening Officer's decision to rescind this Agreement and that, if I do not dispute this decision in that time, the full penalty stated in the Bylaw Notice(s) of \$ _____ will be immediately due and payable and subject to all fees and penalties as if the Bylaw Notice was not disputed.

Signature of Bylaw Notice Recipient

Signature of Screening Officer

Print name of Bylaw Notice Recipient

Print name of of Screening Officer

Date

Date

This is Schedule C referred to in Bylaw No. 3355 cited as "Regional District of East Kootenay - Bylaw Notice Enforcement Bylaw No. 3355, 2024"

Chair

Corporate Officer

Date

[Handwritten Signature]
August 8, 2025

