



Making a difference...together

REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, JUNE 10, 2026

SUBJECT **Bylaw Nos. 4755 and 4756 – Proposed Amendments to Bylaw No. 1857 “Capital Regional District Ticket Information Authorization Bylaw, 1990” and Bylaw No. 4683 “Bylaw Notice Enforcement Bylaw No. 1, 2025” – Fire Services**

ISSUE SUMMARY

The purpose of this report is to amend Capital Regional District (CRD) Bylaw Nos. 1857 and 4683 to authorize enforcement of CRD Bylaw No. 4677, “Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026”, by means of Municipal Ticket Information and Bylaw Notice, and to establish applicable penalty amounts.

BACKGROUND

CRD Bylaw No. 4677 is a bylaw to address the operational powers and certain administrative matters relating to fire departments operating under the auspices of the CRD, and to provide for certain fire prevention matters.

The bylaw establishes the authority, structure and operational framework for CRD fire departments, including provisions respecting command authority, emergency response powers, training requirements, administration and general operational governance. It also sets out fire prevention measures intended to protect life, property and the environment within participating service areas.

The bylaw provides authority for fire officials to carry out inspections, issue orders, require compliance with fire safety requirements, and take necessary action to prevent or respond to fire hazards and emergencies. These provisions support the CRD’s statutory mandate to provide fire protection services and ensure public safety within established fire protection service areas.

While Bylaw No. 4677 establishes regulatory requirements and enforcement authority, effective implementation requires the ability to address non-compliance in a timely, proportionate and efficient manner. Currently, certain contraventions of Bylaw No. 4677 are not designated for enforcement by Municipal Ticket Information or by Bylaw Notice. As a result, enforcement options are limited to voluntary compliance measures or more formal court proceedings.

To provide enforcement staff with graduated compliance tools, it is proposed that specified contraventions of Bylaw No. 4677 be designated as offences enforceable by Municipal Ticket Information under the *Offence Act* (Appendix A) and as contraventions enforceable by Bylaw Notice under the *Local Government Bylaw Notice Enforcement Act* (Appendix C). These mechanisms allow for the issuance of tickets with prescribed fine or penalty amounts, supporting consistent, fair and efficient enforcement while reducing reliance on court-based proceedings. A redlined consolidation of Bylaw No. 1857 is attached as Appendix B and a redlined consolidation of Bylaw No. 4683 is attached as Appendix D.

Providing both enforcement options will enable a proportionate response to fire prevention and operational violations and strengthen the CRD’s ability to ensure compliance with fire safety requirements in the interest of public safety.

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4755, “Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4755 be adopted;
3. That Bylaw No. 4756, “Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026”, be introduced and read a first, second, and third time; and
4. That Bylaw No. 4756 be adopted.

Alternative 2

That Bylaw No. 4755 and Bylaw No. 4756 not proceed.

IMPLICATIONS

Financial Implications

Enforcement costs are accommodated within the Fire Inspection and Investigation Service and the existing Bylaw Enforcement budget. Revenue from fines and penalties is expected to offset a portion of enforcement costs but is not intended to generate net revenue.

CONCLUSION

Amending Bylaw No. 1857 and 4683 will provide appropriate enforcement mechanisms to support compliance with Bylaw No. 4677 and align it with other enforceable CRD regulatory bylaws.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4755, “Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4755 be adopted;
3. That Bylaw No. 4756, “Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026”, be introduced and read a first, second, and third time; and
4. That Bylaw No. 4756 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4755, “Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 88, 2026”
- Appendix B: Bylaw No. 1857 (Redlined Consolidation)
- Appendix C: Bylaw No. 4756, “Bylaw Notice Enforcement Bylaw No. 1, 2025, Amendment Bylaw No. 2, 2026”
- Appendix D: Bylaw No. 4683 (Redlined Consolidation)