

# Report to Council



**Date:** March 31, 2025  
**To:** Council  
**From:** City Manager  
**Subject:** Southern Interior Bylaw Adjudication Registry Agreement – Addition of Town of Osoyoos and Contract Extension  
**Department:** Community Safety

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## **Recommendation:**

THAT Council approves the addition of the Town of Osoyoos to the Southern Interior Bylaw Notice Dispute Registry Agreement.

AND THAT Council renews the agreement for an additional five (5) year term.

## **Purpose:**

To add the Town of Osoyoos as a party to the Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement and renew the contract for an additional five year term.

## **Background:**

In October 2003, the Province of British Columbia enacted legislation providing an alternative approach for processing and resolving minor bylaw infractions - the Local Government Bylaw Notice Enforcement Act.

Prior to the Local Government Bylaw Notice Enforcement Act (the 'Act'), there were three main strategies used by local governments to deal with a problem:

1. Seek voluntary compliance;
2. Issue a traffic "offence notice" for various offences seeking voluntary payment of a prescribed fine; or
3. Initiate formal court proceedings by issuing a Municipal Ticket Information (MTI) or swearing an Information and issuing a Summons.

Over the past fifteen years, there have been calls for bylaw reform with respect to enforcement and prosecution from the Union of British Columbia Municipalities (UBCM), the Hughes Commission on Access to Justice and the Chief Judges' Task Group on Sitting Justices of the Peace. In response to these calls, the Province enacted the Local Government Bylaw Notice Enforcement Act.

Under the Act, local governments may establish a local government bylaw dispute adjudication system, more simply known as an adjudication system, which replaces the Provincial Court as the venue for resolving disputes of minor municipal bylaw breaches.

An initiative, led by the City of Kelowna and involving eight other local Okanagan governments, resulted in the Southern Interior Bylaw Notice Dispute Registry being established in January 2011.

### **SOUTHERN INTERIOR BYLAW NOTICE ADJUDICATION**

The Southern Interior Bylaw Notice Dispute Registry is authorized by the Province to operate as a dispute resolution forum to handle minor bylaw offence ticket disputes. While there is one combined system for all of the participating local governments, each maintains their own bylaws, penalties, and policies with respect to compliance with the bylaws. The Bylaw Notice Dispute Adjudication System allows municipalities to deal with bylaw ticket disputes for minor infractions at the local level more effectively than through the Provincial Court system and offers a more streamlined process for paying and collecting fines.

In British Columbia, anyone wishing to dispute a minor bylaw violation (i.e., parking ticket) prior to 2003 was required to appear in BC Provincial Court; an expensive and time-consuming process for the disputant, the Provincial Court System, and the local municipality. In 2003, the Province enacted the Local Government Bylaw Notice Enforcement Act which enables local governments to establish a local bylaw dispute adjudication system.

In 2011, the City of Kelowna initiated the Southern Interior Bylaw Notice Dispute Registry with eight other local Okanagan governments. Membership in this partnership has grown over the years and, with the addition of the Town of Osoyoos, will bring the total to thirteen:

Central Okanagan Regional District	District of Peachland
City of Penticton	District of Summerland
City of Vernon	Town of Oliver
City of West Kelowna	Town of Enderby
District of Coldstream	Reg. District of Okanagan Similkameen
District of Lake Country	Reg. District of North Okanagan
<b>Town of Osoyoos (PENDING)</b>	

Recently, the Town of Osoyoos applied to the province, received approval, and is seeking to be added to this Registry.

The budget for the Southern Interior Bylaw Notice Dispute Registry is cost-recovered from all participating agencies, based on population numbers collected from BC Statistics. Costs include twelve (12) half-day hearings, the salary of the Adjudication Coordinator, phone/communications, postage, office supplies, and other contingencies.

The parties operate on a shared agreement that comes up for renewal once every five (5) years. The current agreement expired as of January 1, 2025, allowing both the Town of Osoyoos to be added and the contract to be extended simultaneously.

### **Conclusion:**

Request for Council to approve the addition of the Town of Osoyoos to the Southern Interior Bylaw Notice Dispute Registry Agreement and, at the same time, renew the contract for an additional five (5) year term.

**Internal Circulation:**

General Manager, People & Protective Services

General Manager, Corporate Services

City Clerk

Acting Community Safety Director

**Considerations not applicable to this report:**

***Legal/Statutory Authority:***

***Legal/Statutory Procedural Requirements:***

***Existing Policy:***

***Financial/Budgetary Considerations:***

***External Agency/Public Comments:***

***Communications Comments:***

Submitted by: N. Bonnett, Acting Bylaw Services Manager

**Approved for inclusion:** S. Leatherdale, General Manager – People & Protective Services

cc: Kevin Mead, Acting Community Safety Director