

**Date:** Tuesday, January 21, 2025

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Gwendolyn Kennedy, Manager, Corporate & Legislative Services

**Subject:** Municipal Ticket Information Amendment Bylaw No. 978, 2025 and Bylaw Notice Enforcement Amendment Bylaw No. 979, 2025

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## **PURPOSE**

The purpose of this report is to present Municipal Ticket Information Amendment (Special Events) Bylaw No. 978, 2025, and Bylaw Notice Enforcement Amendment (Special Events) Bylaw No. 979, 2025, to Council for first, second, and third readings.

## **BACKGROUND**

Earlier during today's meeting, Council considered giving first, second, and third readings to Special Event Bylaw No. 977, 2025. The proposed bylaw, once adopted, may be enforced through the municipal ticket information system and through the bylaw notice adjudication system. To employ these enforcement options, the Village must include the new bylaw and its offenses and penalties in [Municipal Ticket Information Bylaw No. 845, 2018](#), and [Bylaw Notice Enforcement Bylaw No. 874, 2020](#), through amendments to these bylaws. The amendments must set out the bylaw offenses that are subject to ticketing, who can issue the ticket or notice, and the penalties that may be imposed for each offense.

## **DISCUSSION & COMMENTS**

Staff have drafted amendments to Village of Pemberton Municipal Ticket Information Bylaw No. 845, 2018, and Bylaw Notice Enforcement Bylaw No. 874, 2020, adding provision for enforcement of Special Event Bylaw No. 977, 2025. Ideally, readings and adoption of these amendments should proceed concurrently with readings and adoption of the Special Event Bylaw to avoid enforcement gaps.

Municipal Ticket Information Amendment (Special Events) Bylaw No. 978, 2025 (**Appendix A**), adds Special Event Bylaw No. 977, 2025, to the list of designated bylaws and enforcement officers set out in Schedule 1 and adds the position of community safety officer as a bylaw officer with authority to enforce all bylaws listed in the Schedule, reflecting the new title for this position with the Village. The amendment inserts a new Schedule 16 which sets out penalty fines for bylaw infractions associated with Special Event Bylaw No. 977 as follows:

<b>Offense</b>	<b>Bylaw Section Reference</b>	<b>Fine</b>	<b>Reduced Fine if paid within 30 days)</b>
Holding a special event, or permitting, suffering, or allowing the holding of a special event, without a valid permit.	3 (1)	\$500	\$375
Publicizing a special event, or permitting, suffering, or allowing the publicizing of a special event, without prior written authorization from the manager.	3 (2)	\$500	\$375
Failing to adhere to or comply with the information, plans, and approvals provided in the application, any conditions attached to the permit, and with any applicable Acts, regulations, decisions, orders, bylaws or legislation of any other person or body having jurisdiction over the subject lands.	5 (4)	\$300	\$225

Similarly, Bylaw Notice Enforcement Amendment Bylaw No. 979, 2025 (**Appendix B**) replaces Schedule J with an updated schedule that includes a table of offenses and penalties, sets out the early and late payment amounts that are permitted under the bylaw notice system, and indicates that the contraventions may be subject to a compliance agreement. Also, the amendment adds the position of community safety officer as a bylaw enforcement officer and screening officer in sections 8 and 10 of the bylaw.

**COMMUNICATIONS**

On adoption of Municipal Ticket Information Amendment (Special Events) Bylaw No. 978, 2025, and Bylaw Notice Enforcement Amendment (Special Events) Bylaw No. 979, 2025, staff will post consolidations of these bylaws on the Village website and will distribute the bylaws to staff who may be involved in administering or enforcing Special Event Bylaw No. 977, 2025.

**LEGAL CONSIDERATIONS**

There are no legal considerations.

**BUDGET & STAFFING**

There are no impacts to the budget or staff hours.

**INTERDEPARTMENTAL IMPACT**

There are no interdepartmental impacts.

**COMMUNITY CLIMATE ACTION PLAN**

The proposed bylaw amendments have no impact on the Community Climate Action Plan strategies.

**STRATEGIC PRIORITIES**

The proposed bylaw amendments align with the strategic priority to *operate with excellence*.

**IMPACT ON THE REGION**

The proposed bylaw amendments have no impact on other jurisdictions.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**RECOMMENDATIONS**

**THAT** Council gives first, second, and third readings to Village of Pemberton Municipal Ticket Information Amendment (Special Events) Bylaw No. 978, 2025.

**THAT** Council gives first, second, and third readings to Village of Pemberton Bylaw Notice Enforcement Amendment (Special Events) Bylaw No. 979, 2025.

**ATTACHMENTS:**

**Appendix A:** Municipal Ticket Information Amendment (Special Events) Bylaw No. 978, 2025

**Appendix B:** Bylaw Notice Enforcement Amendment (Special Events) Bylaw No. 979, 2025

Prepared by:	Gwendolyn Kennedy, Manager, Corporate & Legislative Services
CAO approval:	Elizabeth Tracy, Chief Administrative Officer