

328 – Bylaw Enforcement

Bylaw Enforcement is a Division of the Land Use Services Department. It is primarily responsible for enforcing CVRD bylaws and collaborating with internal departments and external agencies on enforcement issues. The Division is also tasked with administering CVRD's Soil Deposit Bylaw. The Bylaw Enforcement Division is funded primarily from requisition, in addition to permit revenues and funding from internal recoveries from the Divisions and Departments that utilize the service.

328 - BYLAW ENFORCEMENT

TOTAL REQUISITION

789,932

STATUTORY LIMITATION:

NONE

BASIS OF APPORTIONMENT:

ASSESSMENTS TAXABLE FOR HOSPITAL PURPOSES FOR ALL AREAS

PARTICIPATING AREAS:	FIGURES USED FOR APPORTIONMENT	MEMBERS SHARE	PRIOR YEAR ADJ	TOTAL
ELECTORAL AREA A	245,995,189	101,667	169	101,836
ELECTORAL AREA B	449,366,221	185,718	205	185,923
ELECTORAL AREA C	235,353,803	97,269	18	97,287
ELECTORAL AREA D	157,632,869	65,148	92	65,240
ELECTORAL AREA E	192,512,412	79,563	(703)	78,860
ELECTORAL AREA F	142,343,326	58,829	38	58,867
ELECTORAL AREA G	152,989,041	63,229	21	63,250
ELECTORAL AREA H	157,854,856	65,240	64	65,304
ELECTORAL AREA I	177,280,208	73,268	97	73,365
TOTAL	1,911,327,925	789,932	(0)	789,932

RESIDENTIAL TAX RATE:
(PER \$1000 OF NET TAXABLE VALUE)

0.0413

COST PER \$100,000 HOUSEHOLD
4.13

COWICHAN VALLEY REGIONAL DISTRICT

2025-2029 FINANCIAL EXPENDITURE PROGRAM

Service: Bylaw Enforcement

Function: 328

TOTAL EXPENDITURE	2024	2025	2026	2027	2028	2029
Operational Costs	\$1,298,726	\$1,058,378	\$1,001,921	\$1,021,959	\$1,042,399	\$1,063,247
Long Term Debt						
Short Term Debt	3,721					
Capital		70,000				
Transfer to Capital Reserve						
TOTAL APPLICATION OF FUNDS	\$1,302,447	\$1,128,378	\$1,001,921	\$1,021,959	\$1,042,399	\$1,063,247
SOURCES OF FUNDS						
Requisition/Parcel Tax	\$764,583	\$789,932	\$799,432	\$819,470	\$839,910	\$860,758
User Fee						
Transfer from Capital Reserve						
Other - Permit Fees and Tickets	206,489	211,989	202,489	202,489	202,489	202,489
Debt Proceeds						
Transfer from Operating Reserve	331,375	126,457				
Surplus/(Deficit)						
TOTAL SOURCE OF FUNDS	\$1,302,447	\$1,128,378	\$1,001,921	\$1,021,959	\$1,042,399	\$1,063,247

Cowichan Valley Regional District
Budget Report by Cost Center



GL5260 Page : 1
Date : Mar 07, 2025 Time : 2:09 pm

Account Code : ??-?-????-???? To : ??-?-????-????

Function Type : Selective

		GENERAL REVENUE FUND 328 - BYLAW ENFORCEMENT			
		2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDG	2025 APPROVED BUD
OPERATING REV					
2000 GRANTS					
01-1-2000-2100	FEDERAL GRANTS IN LIEU	-184	-158	0	0
01-1-2000-2121	PROVINCIAL CONDITIONAL	0	-8,562	0	0
Total GRANTS		-184	-8,720	0	0
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	0	-2,500	0	0
Total RECOVERY OF COSTS		0	-2,500	0	0
5100 FEES & PERMITS					
01-1-5100-3506	SOIL DEPOSIT PERMIT	-253,748	-226,102	-197,989	-197,989
Total FEES & PERMITS		-253,748	-226,102	-197,989	-197,989
5211 VIOLATION FINES					
01-1-5211-0010	PLANNING TICKETS	0	0	-500	0
01-1-5211-0011	REGULATORY TICKETS	-6,674	-5,937	-6,000	-14,000
01-1-5211-0012	ENGINEERING TICKETS	0	0	-2,000	0
Total VIOLATION FINES		-6,674	-5,937	-8,500	-14,000
5900 MISCELLANEOUS					
01-1-5900-2700	GENERAL	0	-100	0	0
Total MISCELLANEOUS		0	-100	0	0
7571 REQUISITION					
01-1-7571-0000	REQUISITION	-692,810	-700,358	-764,583	-789,932
Total REQUISITION		-692,810	-700,358	-764,583	-789,932
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	0	-331,375	-56,457
Total TRANSFER FROM OPERA		0	0	-331,375	-56,457
Total OPERATING REV		-953,416	-943,716	-1,302,447	-1,058,378
OPERATING EXP					
2920 ENFORCEMENT AND INSPECTION EXPENDITURES					
01-2-2920-1101	SALARIES/FULL TIME REGULA	377,370	385,278	549,847	543,390
01-2-2920-1204	WAGES - HOURLY	26,596	10,214	23,796	18,719
01-2-2920-1400	BENEFITS	109,252	109,080	169,833	167,831
01-2-2920-2111	TRAVEL	311	794	3,200	3,200
01-2-2920-2122	COURIER & EXPRESS	119	64	200	200
01-2-2920-2131	TELEPHONE	1,238	746	3,100	2,300
01-2-2920-2210	ADVERTISING	2,222	1,332	4,000	4,000



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GENERAL REVENUE FUND		328 - BYLAW ENFORCEMENT			
		2022	2023	2024	2025
		ACTUAL	ACTUAL	AMENDED BUDG	APPROVED BUD
01-2-2920-2230	SUBSCRIPTIONS	0	0	300	300
01-2-2920-2321	LEGAL SERVICES	86,084	77,873	75,000	75,000
01-2-2920-2327	LAND TITLES EXPENSES	184	737	1,500	1,000
01-2-2920-2330	CONSULTANTS	30,225	13,821	225,001	5,000
01-2-2920-2338	CONTRACT FOR SERVICES	13,332	13,451	13,000	13,000
01-2-2920-2340	TRAINING & DEVELOPMENT	6,163	2,493	5,000	4,000
01-2-2920-2341	REGISTRAT/CONFERENCES/S	4,102	2,854	4,000	5,000
01-2-2920-2371	INSURANCE - CASUALTY	0	0	75	75
01-2-2920-2375	INSURANCE CLAIMS	0	0	1,000	500
01-2-2920-2395	MEMBERSHIPS	240	240	1,500	700
01-2-2920-2475	MISCELLANEOUS EQUIPMENT	313	17,792	6,000	16,930
01-2-2920-2476	PURCHASED REPAIRS/OFFICE	7,531	0	5,800	800
01-2-2920-2532	COMPUTER SOFTWARE UPGR	2,535	1,283	42,538	6,210
01-2-2920-2591	PURCHASED MTCE./COMPUTE	0	0	0	39,000
01-2-2920-4100	ALLOC - GENERAL GOVERNME	55,498	81,468	84,961	78,413
01-2-2920-4106	ALLOC - BYLAW ENFORCEMEN	50,000	0	0	0
01-2-2920-4203	ALLOC - PLANNING	7,548	7,548	0	0
01-2-2920-4535	ALLOC - GM LAND USE SERVIC	0	51,880	53,641	44,789
01-2-2920-4560	ALLOC - LIABILITY INSURANCE	8,834	9,275	9,739	10,226
01-2-2920-4585	ALLOC - BUILDING COSTS	21,426	0	0	0
01-2-2920-5110	SUNDRY EXPENSES	278	175	200	200
01-2-2920-5411	CLOTHING	1,733	1,456	2,000	3,000
01-2-2920-5919	SAFETY SUPPLIES	1,380	1,955	1,395	1,395
01-2-2920-5920	SUPPLIES - OFFICE	1,449	2,885	2,700	4,000
01-2-2920-9910	CONTINGENCY	270	0	5,000	5,000
Total ENFORCEMENT AND INSP		816,232	794,694	1,294,326	1,054,178
6136 2017 ESCAPE (FS890P)(SHERI)					
01-2-6136-2373	INSURANCE/AUTOMOTIVE EQI	881	1,052	1,200	1,200
01-2-6136-2570	PURCHASED MAINTENANCE/V	74	103	300	300
01-2-6136-5310	FUEL & LUBRICANTS	4,037	3,464	1,800	1,800
Total 2017 ESCAPE (FS890P)(SH		4,992	4,618	3,300	3,300
6138 2018 ESCAPE (HJ596H)(NINO)					
01-2-6138-2373	INSURANCE/AUTOMOTIVE EQI	949	1,093	1,200	1,200
01-2-6138-2570	PURCHASED MAINTENANCE/V	0	0	300	300
01-2-6138-5310	FUEL & LUBRICANTS	2,477	2,848	1,800	1,800
Total 2018 ESCAPE (HJ596H)(NII		3,426	3,941	3,300	3,300
6147 2019 F150 (NX6412)(DEVIN)					
01-2-6147-2373	INSURANCE/AUTOMOTIVE EQI	735	1,134	1,200	1,200
01-2-6147-2570	PURCHASED MAINTENANCE/V	397	331	600	600

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GL5260 Page : 3
Date : Mar 07, 2025 Time : 2:09 pm

Account Code : ??-?-????-???? To : ??-?-????-????

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		GENERAL REVENUE FUND 328 - BYLAW ENFORCEMENT			
		2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDG	2025 APPROVED BUD
01-2-6147-5310	FUEL & LUBRICANTS	2,091	2,606	2,000	1,800
	Total 2019 F150 (NX6412)(DEVIN	3,223	4,070	3,800	3,600
8115 SHORT TERM DEBT					
01-2-8115-8215	INTEREST	175	416	51	0
01-2-8115-8216	PRINCIPAL	5,956	5,715	3,670	0
	Total SHORT TERM DEBT	6,131	6,131	3,721	0
8241 TRANSFER TO CAPITAL RESERVE					
01-2-8241-0000	TSF TO CAPITAL RESERVE	20,000	0	0	0
	Total TRANSFER TO CAPITAL RE	20,000	0	0	0
9900 INTERNAL RECOVERIES					
01-2-9900-4208	ALLOC - ANIMAL CONTROL	0	-6,000	-6,000	-6,000
	Total INTERNAL RECOVERIES	0	-6,000	-6,000	-6,000
	Total OPERATING EXP	854,003	807,454	1,302,447	1,058,378
CAPITAL REV					
9120 TRANSFER FROM OPERATING RESERVE					
01-7-9120-0000	TRANSFER FROM OPERATING	0	0	-70,000	-70,000
	Total TRANSFER FROM OPERAT	0	0	-70,000	-70,000
	Total CAPITAL REV	0	0	-70,000	-70,000
CAPITAL EXP					
8221 TRANSFER/GENERAL CAPITAL					
01-8-8221-6126	VEHICLES & MACHINERY	0	0	70,000	70,000
	Total TRANSFER/GENERAL CAP	0	0	70,000	70,000
	Total CAPITAL EXP	0	0	70,000	70,000
Surplus/Deficit		-99,413	-136,262	0	0



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	2022 ACTUAL	2023 ACTUAL	2024 AMENDED BUDG	2025 APPROVED BUD
Summary Total Revenues	0	0	0	0
Summary Total Expenses	0	0	0	0
Summary Surplus/Deficit	-99,413	-136,262	0	0