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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** November 12, 2003  
**File No.:** 4000-00

**To:** City Manager

**From:** Licence and Bylaw Enforcement Supervisor

**Subject:** Parking Fine Rates / New Bylaw Violation Notices

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### RECOMMENDATION

THAT Council approve the updated format of the City of Kelowna Bylaw Violation Notice, including the penalty reductions, as attached to the report of the Licence and Bylaw Enforcement Supervisor dated November 12, 2003;

AND THAT Council Policy 105 (Parking Policy – Fees and Penalties) be rescinded.

### BACKGROUND

The main objective in this report is to simplify and update the Bylaw Violation Notice issued by City personnel and to bring into line one schedule of violation penalties which may be used for the voluntary payment scheme and the approved Ticket Information Utilization Bylaw No. 6550-89 used for court purposes as approved by the Chief Justice of the Province of British Columbia.

Our first goal was to develop a new Bylaw Violation Notice by deleting invalid violations and out of date information on the current notices and to include the most frequently used violation sections. The revised notice has been simplified on it's face and has been modified on the reverse side to include a clearly defined payment and dispute process.

Secondly, the current penalty schedules were confusing in that a \$20.00 fine for a violation notice was set out in Council Policy 105 which differed from the actual \$30.00 fine set out in the MTI Bylaw No. 6550-89. If someone were issued a \$20.00 violation notice following Policy 105, but did not pay that fine after 7 days or disputed the notice, an MTI or Summons would be issued and the fine was for \$30.00. As the amount was different than the amount on the original notice the public was often confused and angry.

We are recommending these changes be approved to bring two separate fee schedules (Municipal Ticket Information and Bylaw Violation Notice), two separate non-payment notice processes (City Bylaw / Corps. of Commissionaires) and the Dispute and Long Form Information Process into one complete fee schedule while maintaining the reduction rates currently in place.

To: City Manager

Re: Amendment to Parking Fine Rates / New Bylaw Violation Notices

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The restructuring of the City of Kelowna Bylaw Violation Notice now outlines the correct fines, the offences most commonly enforced, and still allowed for the voluntary reduction for early payment. The Notice is now in line with the new Traffic Regulation Bylaw No. 8120 and the Municipal Ticket Information Utilization Bylaw No. 6550-89.

Council Policy No. 105 is no longer required because the parking fines have been incorporated into the MTI Bylaw and the balance of the policy is covered off in the new Traffic Bylaw.

Respectfully Submitted,

J.A. Dixon  
Licence and Bylaw Enforcement Supervisor

JAD/ss