



Staff Report CL2020-023

Title of Report: CL2020-23 - CL2020-023 - Canine Control By-law and Property Standards Appeal Committee Terms of Reference Approval
Department: Clerks
Branch: Legislative and Council Services
Council Date: August 5, 2020

Recommendation:

Be it resolved that Council receive Staff Report CL2020-023 as information; and
That Council consider approval of Canine Control By-law 2020-078; and
That Council approves of the updates to the Property Standards Appeal Committee Terms of Reference document.

Background:

At the July 8, 2020 Council meeting, Council received draft changes to the current Canine Control By-law to include a process for appealing a muzzle order. Our current Canine Control By-law does not have an appeal process included, should a person wish that a hearing be held in the event that a muzzle order has been placed on their dog(s) by the Canine Control Officer and/or By-law Enforcement Officer.

Further, The Property Standards Appeal Committee will sit as the "Appeal Committee" to hear muzzle order appeals and provide a decision on these orders, should they be received which required a few minor updates to the Property Standards Appeal Committee Terms of Reference document

Staff Comments:

In the draft version of the by-law received, staff chose to rename the existing Property Standards Appeal Committee to be named the "Property Standards and Canine Appeal Committee." Upon further review, staff have opted to keep the existing name of the Committee, so there is no confusion with the extensive rules and procedures that follow property standards appeals.

Staff reviewed a number of other municipalities terms of references and canine control by-laws and gathered that most opt to set out their rules and procedures of the Canine Appeals in their individual by-laws, rather than the Terms of Reference document, and then appoint one of their existing committee's (e.g. Property Standards or Committee of Adjustment) to sit as the appeal committee should a muzzle order appeal be received.

Due to the name of the Committee being left unchanged, the Property Standards Appeal Committee Terms of Reference had very minimal updates. Staff included that the Property Standards Appeal Committee also sits as the Appeal Committee for canine muzzle orders and the enabling legislation as well as an update to the overall formatting and style of the document.

The draft Canine Control By-law received minimal changes, that mostly consisted of formatting etc. The most notable change was Schedule A – Fees and Charges. Inconsistencies were noted between the fees listed in the by-law compared to Southgate's Fees and Charges By-law. These fees were corrected, and a note was added about referring to the Fees and Charges By-law for the most current listing. Also removed, was the list of Fines as these were a duplication to Schedule H in the Canine By-law.

Financial Implications:

There are no financial implications to the municipality as a result of this report.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

That Council consider approval of Canine Control By-law 2020-078 and approve of the updates to the Property Standards Appeal Committee Terms of Reference document.

Respectfully Submitted,

Dept. Head: **Original Signed By**
Lindsey Green, Acting Clerk

CAO Approval: **Original Signed By**
Dave Milliner, CAO

Attachment #1 – Updated Property Standards Appeal Committee Terms of Reference