

## Decision Note

<b>Title:</b>	Amendment to Animal Control Regulations
<b>Date Prepared:</b>	April 6, 2026
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Jill Bruce, Community Services
<b>Ward:</b>	N/A

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**Decision/Direction Required:** Approval of proposed amendment to the City's Animal Control Regulations.

### **Discussion – Background and Current Status:**

Currently, the City does not have the ability to issue tickets for violations of the City's Animal Control Regulations; the only enforcement option is to lay charges. Laying charges is a cumbersome and lengthy process, as it requires swearing an Information at court, preparing and providing disclosure, and appearing in court multiple times. All of which occurs prior to any trial for the offence.

In consideration of this, the Animal Control Regulations are being amended to allow inspectors with Humane Service to issue tickets for violations.

Introducing a ticketing option will extend the enforcement tools available to inspectors to seek compliance. Tickets can be issued in situations where the violation warrants a minor penalty but does not rise to the level of formal charges. The fine amount for tickets will be \$100.00, to align with penalties used for more minor infractions under the Residential Property Standards Bylaw.

In addition, Humane Services has been authorized by the Province to issue fines under specific sections of the Provincial Act and Regulations, further expanding the scope of fines that can be issued by the City.

### **Key Considerations/Implications:**

#### 1. Budget/Financial Implications:

There will be cost incurred for ticket printing, and the Province charges a \$9 processing fee per ticket. However, these costs are expected to be offset by the ticket revenue over the long term.

2. Partners or Interested Parties:

The proposed amendment was developed in consultation with Legal, Humane Services, and Parking Enforcement. The Province has also been engaged regarding ticket processing and enforcement authority.

3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: No

4. Alignment with Strategic Directions:

An Effective City: Work with our employees to improve organizational performance through effective processes and policies.

An Effective City: Ensure accountability and good governance through transparent and open decision making.

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications:

The By-Law is being amended to allow the City to enforce existing regulations through a \$100 fine. In addition, Humane Services has been authorized by the Province to issue fines under specific sections of Provincial Regulations. These enforcement options will be used alongside education and the existing ability to lay charges, providing a gradual approach to enforcement which is proportionate to the severity of the violation.

8. Privacy Implications:

Data collected in relation to fines will include personal information; however, this information will be collected solely for enforcement purposes, which fall within the scope of current operations. Processing of Humane Services tickets will be facilitated by Parking Enforcement, as this group already has established processes in place for parking tickets, which ensure the protection of personal information.

9. Engagement and Communications Considerations:

Enforcement and education of these regulations are ongoing, while a communications plan will be developed to announce additional enforcement tools through fines.

10. Human Resource Implications:

Existing resources within the City's Humane Services, Legal, and Parking Enforcement groups can accommodate the potential increase in fines issued by the City, as well as the associated administrative and prosecutor work directly related to this initiative.

11. Procurement Implications:

Tickets will be purchased following standard procurement practices.

12. Information Technology Implications: N/A

13. Information Management Implications:

Humane Services tickets will be managed the same as the approved the record retention schedule for parking tickets, overseen by the Parking Enforcement group.

14. Other Implications:

To avoid duplication of processes and resources within the City, Parking Enforcement will process Humane Services tickets. Only a marginal increase in workload is anticipated, as parking tickets are issued in comparatively high volumes.

**Recommendation:**

That Council approve the proposed amendments to the Animal Control Regulations

**Prepared by:** Robert Fedder, Municipal Prosecutor & Mary Beth Delaney, Supervisor Parking Enforcement

**Approved by:** Lisa Janes, Manager Humane Services

## Report Approval Details

Document Title:	Animal Control Regulations Amendment.docx
Attachments:	- ANIMAL CONTROL REGULATION - AMENDMENT NO. 1.docx
Final Approval Date:	Apr 9, 2026

This report and all of its attachments were approved and signed as outlined below:

**Randy Carew - Apr 7, 2026 - 3:56 PM**

**Jason Sinyard - Apr 8, 2026 - 3:47 PM**

**No Signature found**

**Cheryl Mullett - Apr 9, 2026 - 10:53 AM**

**No Signature found**

**Karen Sherriffs - Apr 9, 2026 - 2:52 PM**