



The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

36 Cedar Avenue West  
PO Box 198  
Port Clements, BC  
V0T1R0  
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7:00 p.m. Regular Meeting of Council Monday, January 7<sup>th</sup>, 2019

AGENDA

1. **ADOPT AGENDA**
2. **PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS**  
D-1 – Draft Haida Gwaii Animal Responsibility Bylaws – Anna Marie Husband & Amy Morris
3. **MINUTES**  
M-1 – December 20, 2018 Regular Council Meeting Minutes.
4. **BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**
5. **ORIGINAL CORRESPONDENCE**  
C-1 – Board Highlights – North Coast Regional District
6. **FINANCE**
7. **GOVERNMENT**
8. **NEW BUSINESS**
9. **REPORTS & DISCUSSIONS**
10. **ACTION ITEMS**  
A-1 – see Action Items list.
11. **QUESTIONS FROM THE PUBLIC & PRESS**
12. **IN-CAMERA**  
As per section 90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
  - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
  - (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
13. **ADJOURNMENT**



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For more information please contact by:  
Phone: 250-557-4295  
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### Delegation to Council Application Form

Applicant Group/Individual Name: ANNA MARIA HUSBAND & AMY MORRIS, BC SPCA  
Mailing Address: P.O. Box 417 QUEEN CHARLOTTE BC V0T 1S0  
Telephone: 250-559-8548 Email: annamaria.husband@gmail.com

Subject of Delegation: DRAFT Haida Gwaii ANIMAL RESPONSIBILITY BYLAWS - REQUEST FOR FEEDBACK

#### Purpose of Delegation:

**\*\*Please note that delegations regarding any aspect of an Official Community Plan or a zoning application are prohibited between the conclusion of a Public Hearing and the adoption of a Bylaw and may not come before Council at that time.\*\***

- Question for council
- Requesting information
- Requesting a letter of support
- Requesting funding

Other (provide details): WE ARE ASKING EACH COMMUNITY ON Haida Gwaii TO PROVIDE FEEDBACK ON THE DRAFT Haida Gwaii ANIMAL RESPONSIBILITY BYLAWS

Contact Person (if different from above): \_\_\_\_\_  
Telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

*It is recommended that if an applicant has a deadline or specific time constraint then the applicant should make their delegation application to a Council Meeting that has at least one other Council Meeting occurring before this deadline.*

*Please note that your delegation may not be on the date requested due to prior commitments, staff resources or at the Chief Administrative Officers' discretion due to subject matter. Your delegation is not confirmed until it is approved by the CAO and you have been contacted by Village staff.*

Council Meeting date requested: JANUARY 7 2019  
Attending delegate (if different from above): \_\_\_\_\_

**Delegation Requirements:**

If approved the name of the delegation and its subject will be published in the Council Meeting Agenda, which is made available to the public and on our website. This is not optional and cannot be withdrawn from the public record.

If you wish to provide supporting documentation to be published in the Agenda, it must be provided to our office no later than 1:00 PM on the Wednesday prior to the Council Meeting. After the Agenda's deadline the delegation must bring its supporting document to the Council Meeting for distribution. It is mandatory to bring 7 copies for Council and Staff

**Delegation Rules at Council Meetings:**

1. **The delegation has a 10 minute time limit for speaking to Council.** This limit is regardless of how many speakers the delegation presents as part of their delegation. This limit also includes time for any questions.
2. The presentation must be directed at Council in a respectful and collaborative manner. The meeting Chairperson will indicate who has the turn to speak and in what order: interrupting and talking over someone when they are speaking is strongly discouraged. Disrespectful and abusive language will not be tolerated.
3. **Do not expect an immediate answer or response to your delegation:** Council may refer to staff for more information or postpone it to another meeting for further consideration. Council reserves the right to make its decision in its own time and will not be pressed to a decision due to a delegate's deadline.

I understand and agree that I have been advised on the rules and requirements of a delegation to Council and I agree to these terms.

Name: ANNA MARIA HUSBAND

Date: DECEMBER 2, 2018

Signature: *Anna Maria Husband*

**For Office Use Only:**

Date Application Received: Dec. 2, 2018 Documents Submitted with Application: 2

Application Received by: Elizabeth, DC Signature: *Elizabeth*

Approved

Declined

Other (please specify): \_\_\_\_\_

Council Meeting Appearance date of Delegation: January 7, 2019

*Amy DeCook*  
Signature of Chief Administrative Officer

Jan 3/189  
Signature Date

## **DRAFT**

### **Animal Responsibility Bylaws**

**June 2018**

[Drafted from the BCSPCA Model Animal Responsibility Bylaws V. 3 September 2017]

#### **Bylaw**

##### ***1. Standards of Care - General***

###### *Definitions*

**“Animal”** means any member of the Kingdom Animalia excluding humans;

**“Enclosure”** means a structure forming a pen suitable to confine an animal; and

**“Owner”** includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor.

1. No person shall keep any animal in the municipality unless the animal is provided with:

1.1 clean potable drinking water and food in sufficient quantity and of a recognized nutritional quality to allow for the animal's normal growth and the maintenance of the animal's normal body weight;

1.2 food and water receptacles which are clean;

1.3 the opportunity for regular exercise sufficient to maintain the animal's good health, including daily opportunities for social contact with people or animals, to be free of an enclosure and exercised under appropriate control; and

1.4 necessary veterinary care when the animal exhibits signs of pain, injury, illness, suffering, or disease.

2. No person may keep any animal which normally resides outside or which is kept outside for extended periods of time, unless the animal is provided with outside shelter:

2.1 which ensures protection from heat, cold and wet that is appropriate to the animal's weight and type of coat;

2.2 which provides sufficient space to allow the animal the ability to turn about freely and to easily stand, sit and lie in a normal position; at least one and a half (1.5) times the

length of the animal in all directions, and at least as high as the animal's height measured from the floor to the highest point of the animal when standing in a normal position plus 10%;

2.3 which provides sufficient shade to protect the animal from the direct rays of the sun at all times;

2.4 which contains dry bedding that will assist with maintaining normal body temperature; and

2.5 which is regularly cleaned and sanitized and all excreta removed at least once per day.

3. No person may cause, permit or allow an animal:

3.1 to be hitched, tied or fastened to a fixed object in such a way that the animal is able to leave the boundaries of the owner's property; or

3.2 to be hitched, tied or fastened to a fixed object where a choke, prong or shock collar forms part of the securing apparatus, or where a rope or cord is tied directly around the animal's neck; or be tethered other than with a collar that is properly fitted to the animal and attached in a manner that will not injure the animal or enable the animal to injure itself by pulling on the tether; or

3.3 to be hitched, tied or fastened to a fixed object except with a tether of sufficient length to enable the full and unrestricted movement of the animal; or

3.4 to be hitched, tied or fastened to a fixed object for longer than four (4) hours within a 24 hour period.

4. No person shall keep an animal confined in an enclosed space, including a motor vehicle, without sufficient ventilation to prevent the animal from suffering discomfort or heat or cold-related injury. Such enclosed space or vehicle (if stationary) shall be in an area providing sufficient shade to protect the animal from the direct rays of the sun at all times.

5. No person may transport an animal in a vehicle outside of the passenger compartment or in an uncovered passenger compartment, unless it is adequately confined to a pen or cage, or secured in a body harness or other manner of fastening to prevent it from jumping, falling off the vehicle or otherwise injuring itself.

6. No person shall permit an animal to suffer from thermal distress, dehydration, discomfort or exertion causing unnecessary pain, suffering or injury.

7. Notwithstanding any other provision of this bylaw, no person shall:

7.1 abandon any animal;

7.2 in any way use poison, air pellet guns, bows and arrows, slingshots and the like on any animal;

7.3 use choke, prong or shock collars or harsh physical or verbal corrections to train or restrain any animal;

7.4 tease, torment, provoke, punch, kick or choke an animal;

7.5 cause, permit or allow an animal to suffer; or

7.6 train or allow any animal to fight.

## **Bylaw**

### ***II. Standards of Care - Shelter Standards***

#### *Definitions*

**“Animal”** means any member of the Kingdom Animalia excluding humans;

**“Animal Shelter Manager”** means any person appointed by the municipality as the animal shelter manager or any contractor who has entered into an agreement with the municipality to assume the responsibilities of the animal shelter manager pursuant to this bylaw, and includes the delegates of this person;

**“Impounded”** means seized, delivered, received, or taken into the custody of the municipality or in the custody of the animal shelter manager;

**“Owner”** includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this Bylaw and where the Owner is a minor, the person who is the legal guardian or has custody of the minor; and

**“Permanent Identification”** means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner.

1. The animal impoundment facility shall ensure all “must” and “unacceptable” statements set out in the *Canadian Standards of Care in Animal Shelters; Supporting ASV Guidelines* are addressed. This document is available at (<https://www.canadianveterinarians.net/documents/canadian-standards-of-care-in-animal-shelters>).

2. The animal shelter manager shall ensure that all animals impounded under this bylaw receive sufficient food, water, shelter, exercise, social interaction and, if necessary, reasonable veterinary attention, and that the animals are not mistreated during seizure and impoundment.

3. During the impoundment period, the animal shelter manager shall provide veterinary care and pain control for an injured or ill impounded animal as may be necessary to sustain its life and relieve distress.

4. If an animal shelter manager considers that an impounded animal requires:

4.1 a vaccination;

4.2 flea treatment;

4.3 worm treatment;

4.4 examination by a veterinarian; or

4.5 urgent veterinary care to alleviate any pain or suffering as recommended by a veterinarian, then the animal shelter manager can cause such care to be provided at the sole cost and expense of the animal's owner.

5. During or following the impoundment period, the animal shelter manager must, in consultation with a veterinarian, take an animal to a veterinarian for euthanasia, where s/he reasonably believes:

5.1 immediate veterinary treatment cannot prolong the animal's life, or;

5.2 prolonging the animal's life would result in the animal suffering unduly, and;

5.3 all reasonable efforts to contact the owner of the animal have failed.

6. Any euthanasia method used in a shelter must quickly induce loss of consciousness followed by death, while ensuring the death is as free from pain, distress, anxiety, or apprehension as possible. The euthanasia method must be reliable, irreversible and compatible with the species, age and health status of the animal. Any agent or method that is unacceptable according to the AVMA Guidelines on Euthanasia is also unacceptable for use in shelters.

7. The animal shelter manager is entitled to recover from the owner the cost of veterinary care provided while the animal was impounded, in addition to any other fees due to the municipality for the redemption of the animal.



## **Bylaw**

### **III. Hoarding and Animal Limits**

#### *Definitions*

**“Animal Bylaw Officer”** means any person appointed by council as an animal control officer or bylaw enforcement officer;

**“Cat”** means the domestic cat *Felis catus*;

**“Community Cat”** means any free-roaming cat that may be cared for by one or more residents of the immediate area who is/are known or unknown; a community cat may or may not be feral. Community cats are exempt from licensing and are not considered to be stray or at-large;

**“Community Cat Caregiver”** means a person who, in accordance with a good faith effort to conduct Trap-Neuter-Return, provides care. This care includes providing food, shelter, or medical care to a community cat. However, community cat caregivers are not the owner or keeper of a community cat (see section Cat population control and feral cat colonies);

**“Dog”** means the domestic dog *Canis lupus*;

**“Licensee”** means any person or business entity who obtains a licence to operate and does operate a business that involves providing care for animals, other than a veterinary clinic, including breeders, pet stores, animal kennels, animal daycares, dog walkers and animal groomers; and

**“Small Animals”** means domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds).

1. No person shall keep or allow to be kept on any real property more than a total of six (6) cats and dogs over the age of twelve (12) weeks, and a reasonable number of small and aquatic animals, unless they are a licensee, community cat caregiver, veterinary clinic or animal shelter.

2. If a person is providing temporary care for more than a total of six (6) cats and dogs over the age of twelve (12) weeks, they shall notify the animal bylaw officer with the number and species of animals, reason and estimated length of time they will be providing care.

## **Bylaw**

### **IV. Dangerous Dogs and Aggression**

#### **Definitions**

**“Aggressive Behaviour”** means any behaviour by a dog that demonstrates a threat or harm directed at a person or animal and includes snarling;

**“Aggressive Dog”** means a dog that:

- a) has without justifiable provocation displayed aggressive behaviour toward a person or animal; or
- b) has without justifiable provocation caused a minor injury to a person or animal;

**“Animal”** means any member of the Kingdom Animalia excluding humans;

**“Animal Bylaw Officer”** means any person appointed by council as an animal control officer or bylaw enforcement officer;

**“At Large”** means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person;
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person; or
- c) a vicious dog or dangerous dog that is on the premises of the owner that is not contained in an enclosure or securely confined within a dwelling;

**“Dangerous Dog”** means a dog that:

- a) has killed or seriously injured a person;
- b) has killed or seriously injured an animal while in a public place or while on private property, other than property owned or occupied by the person responsible for the dog;
- c) has previously been deemed a vicious dog and has since attacked or caused injury to a person or animal after being deemed a vicious dog; or
- d) as defined in the Community Charter S.B.C. 2003 c. 26, as amended;

**“Dog”** means an animal of the canine species, irrespective of sex or age;

**“Dangerous Dog Enclosure”** means a fence or structure at least two (2) metres in height and two (2) metres in width, forming or causing an enclosure suitable to prevent unauthorized entry and suitable to confine a dog in conjunction with other measures taken by the owner. The enclosure must be securely enclosed and locked and designed with secure sides, top and bottom and must be designed to prevent the animal from escaping;

**“Identification”** means:

- a) a collar or tag worn by an animal which includes the name, current address and contact information of the owner;
- b) a traceable tattoo;
- c) a traceable microchip; or
- d) a valid licence tag issued by a local government in British Columbia;

**"Impounded"** means seized, delivered, received or taken into the custody of the municipality or in the custody of the animal shelter manager;

**"Guard Dog"** means a dog that is specifically trained for or used primarily for the purposes of guarding property, including residential, commercial and industrial property;

**"Muzzle"** means a humane basket-style fastening or covering device that is strong enough and well-fitted enough to prevent the dog from biting, without interfering with the breathing, panting or vision of the dog or with the dog's ability to drink;

**"Neuter"** means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

**"Owner"** includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor;

**"Permanent Identification"** means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner;

**"Seize"** includes impound and detain;

**"Serious Injury"** means a physical injury to a person or animal that consists of deep punctures, lacerations in more than one direction, broken bones or an injury requiring stitches or cosmetic surgery;

**"Spay"** means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association; and

**"Vicious Dog"** means a dog that:

- a) has without justifiable provocation caused a serious injury to a person or animal; or
- b) has a known propensity, tendency or disposition to attack without justifiable provocation; or
- c) has on more than one occasion caused a minor injury to a person or animal; or
- d) has while running at large, aggressively pursued or harassed a person without justifiable provocation, or has demonstrated a propensity, tendency or disposition to do so as deemed by an animal bylaw officer or animal shelter manager.

### ***Aggressive Dogs***

1. If an animal bylaw officer receives a credible complaint that a dog has exhibited aggressive behaviour, that bylaw officer may issue the owner of that dog written notice of that complaint, such written notice to include the following:

1.1 the date, place and circumstances of the events alleged;

1.2 a warning that if the dog that is the subject of the complaint is found to have exhibited aggressive behaviour again, the dog could be deemed to be an aggressive dog; and

1.3 a copy of the bylaw relating to aggressive dogs.

2. Where the owner of a dog has received a notice in the form set out in section 1 above and a bylaw officer receives another credible complaint that the dog has exhibited aggressive behaviour, the dog may be deemed to be an aggressive dog. An animal bylaw officer may issue a written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to aggressive dogs and which deems that dog to be an aggressive dog.

3. Every owner of an aggressive dog shall:

3.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;

3.2 ensure that the dog is not running at large within the municipality at any time;

3.3 within fourteen (14) calendar days of receiving notice that their dog is an aggressive dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.

4. An owner, following a period of at least one (1) year from the date stated on the written notice deeming their dog an aggressive dog, may apply to the municipality for relief from the requirements of Section 2 provided that:

4.1 the municipality has received no further complaints in regard to that dog's aggressive behaviour; and

4.2 proof and documentation is provided that the owner and the dog have successfully completed a humane, force-free training course, deemed acceptable by an animal bylaw officer as acting reasonably to address the dog's aggressive behaviour.

5. If a dog displays aggressive behavior again after relief has been granted, the requirements of section 2 shall apply in perpetuity.

### ***Vicious Dogs***

6. Where a dog meets the definition of a vicious dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to vicious dogs and which deems that dog to be a vicious dog.

7. Every owner of a vicious dog shall:

7.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;

7.2 ensure that the dog is not running at large within the municipality at any time;

7.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;

7.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;

7.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a vicious dog on the premises;

7.6 at all times while the vicious dog is on the person's premises, keep the vicious dog securely confined indoors or confined outdoors in an enclosure; and

7.7 within fourteen (14) calendar days of receiving notice that their dog is a vicious dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.

### ***Dangerous Dogs***

8. Where a dog meets the definition of a dangerous dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to dangerous dogs and which deems that dog to be a dangerous dog.

9. The owner of any dog that has been deemed a dangerous dog by written notice may, within fourteen (14) calendar days of issuance of that written notice, request in writing that the animal bylaw officer reconsider the decision. The request for reconsideration must be accompanied by:

9.1 written reasons why the dog is not a dangerous dog; and

9.2 a written assessment of the dog, prepared by a veterinarian.

10. If the written request for reconsideration referenced is received by the municipality within the time specified in Section 8, the animal bylaw officer may provide the owner and any complainant with an opportunity to make representations regarding the dangerous dog. The animal bylaw officer may confirm, reverse or amend the decision designating the dog as a dangerous dog and may cancel or modify any restrictions, requirements or conditions imposed by an animal bylaw officer and impose any new or additional restrictions, requirements or conditions as he or she deems necessary or appropriate in the circumstances.

11. No person shall own or keep any dangerous dog unless the dog is licensed as a dangerous dog with the municipality by an owner who is over nineteen (19) years of age, who has paid the applicable fee, and who keeps the dog in compliance with Sections 12-14.

12. The owner of a dangerous dog has fourteen (14) days to come into compliance with sections 12-13 of the bylaw, from the date the dog was deemed a dangerous dog.

13. In order to obtain a licence for a dangerous dog, an owner of a dangerous dog shall supply the following documentation to the municipality:

13.1 completion of the dog licence application;

13.2 written confirmation from a licensed veterinarian that this dog has been neutered or spayed, extensions possible with proof that a veterinary appointment could not be obtained within the stated period;

13.3 written confirmation from a humane animal trainer approved by the municipality that the services of such trainer have been retained for the purpose of providing behavioural remediation to the dog;

13.4 written confirmation that the owner has obtained a policy of liability insurance specifically covering any damages for injuries caused by the dog in an amount not less than five hundred thousand (500,000) dollars, and covering the twelve (12) month period during which licensing is sought;

13.5 written confirmation that the dog has permanent identification with the permanent identification information outlined on the application; and

13.6 payment of the dangerous dog licence fee.

14. Every owner of a dangerous dog shall:

14.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;

14.2 ensure that the dog is not running at large within the municipality at any time;

14.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;

14.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;

14.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a dangerous dog on the premises;

14.6 at all times while the dog is on the person's premises, keep the dog securely confined indoors or confined outdoors in an enclosure with a roof and locked entry; and

14.7 have the dangerous dog photographed and the photo retained by the animal bylaw officer for identification purposes.

15. The owner of a dangerous dog shall promptly notify the municipality's animal bylaw officer if:

15.1 the dog is found to be running at large; or

15.2 the dog's owner or place of residence changes; or

15.3 the dog is given away or dies.

16. If the owner of a dangerous dog is unwilling or unable to comply with the requirements of sections 12-14, the dog may be seized and impounded for a four (4) day holding period, after which the dog may be euthanized.

17. The owner of a dangerous dog may, within four (4) days of impoundment, request the release of a dangerous dog by submitting to the animal bylaw officer a letter providing proof of his or her actions of remediation to the contraventions of this bylaw. It will be at the discretion of the animal bylaw officer whether the owner meets the requirements of the bylaw. The animal bylaw officer must provide a written decision within five (5) days to the owner that, a. the dog may be released as the owner meets the requirements of the bylaw, b. the owner has additional time to meet the requirements of the bylaw and an assigned timeline, or c. the dog will be euthanized.

### ***Guard Dogs***

18. Every owner of a guard dog shall prevent the guard dog from leaving the property of the owner by ensuring:

18.1 the guard dog is confined within the premises and these premises are reasonably secure against unauthorized entry;

18.2 the premises are completely enclosed by means of a two (2) metre fence constructed in accordance with municipal bylaws and any gates in such fence are reasonably secured against unauthorized entry;

18.3 the guard dog is securely confined in an area within the premises that is adequate to ensure that the guard dog cannot escape;

18.4 warning signs advising of the presence of a guard dog on the premises are posted, with lettering clearly visible from the lesser of the curb line of the property and fifteen (15) metres from the premises, and posted at each driveway or entranceway to the property and at all exterior doors of the premises; and

18.5 before bringing the guard dog onto the premises under control of the owner, notify the animal bylaw officer, the Fire Department, the Bylaw Enforcement and Licensing Services Division and the police of the address of the property which the guard dog will be guarding, the approximate hours during which the guard dog will be performing guard duties, the breed, age, sex and licence number of the guard dog and the full names, addresses and telephone numbers of the owner and any other individual who will be responsible for the guard dog.

### ***Dangerous Dog Enclosure***

19. No person shall keep a dog in a dangerous dog enclosure unless all of the following requirements are met:

19.1 the enclosure shall be a fully enclosed structure with a minimum dimension of two (2) metres in width, by four (4) metres in length and two (2) metres in height from the grade upon which the enclosure is constructed;

19.2 the location of the enclosure shall be within a rear yard and shall meet the requirements for an accessory structure contained within the municipality's zoning bylaw, as amended from time to time;

19.3 the enclosure shall include an outside shelter that conforms to the Standards of Care section of this bylaw;

19.4 if the sides are not secured to the bottom of the enclosure, then the sides shall be embedded into the ground no less than thirty (30) centimetres or as deep as may be necessary to prevent the escape of the dog from the enclosure; and

19.5 the enclosure must be regularly cleaned and sanitized and all excreta removed at least once a day.



## ***Bylaw***

### ***V. Pet Licensing and Identification***

#### ***Definitions***

**“Animal Bylaw Officer”** means any person appointed by council as an animal control officer or bylaw enforcement officer;

**“Cat”** means the domestic cat *Felis catus*;

**“Dog”** means the domestic dog *Canis lupus*;

**“Neuter”** means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

**“Owner”** includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons’ house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor; and

**“Spay”** means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

#### ***Identification***

1. Every owner of a cat or dog shall affix, and keep affixed, sufficient identification on the cat or dog by a collar, harness, traceable tattoo, microchip or other suitable device such that a person finding the cat or dog at large in the municipality can identify and contact the owner. The form of identification used must provide a means of determining the sterilization status of the cat or dog.
2. Every owner of a cat apparently over the age of three (3) months, shall provide evidence that the cat has identification that complies with this bylaw upon request by an animal bylaw officer.

#### ***Mandatory licensing***

3. No person shall own, keep, possess or harbour any dog or cat over the age of three (3) months in the municipality unless a valid and subsisting licence for the current calendar year has been obtained for the dog or cat.
4. If a dog or cat is required to be licensed pursuant to this bylaw, the owner of the dog or cat shall apply to the municipality for a licence. Upon receipt of the application and payment of the prescribed fee, the municipality shall issue a licence and for that licence year.
5. Where a licence tag is issued, the owner of a dog or cat for which a licence has been issued under this bylaw shall affix, and keep affixed, the licence tag on the dog or cat by a safe collar, harness, or other suitable device.

6. Where this bylaw provides for a **free or reduced fee** licence fee for a dog or cat that is neutered or spayed, the application shall be accompanied by a certificate signed by a veterinarian indicating that the dog or cat has been neutered or spayed.

7. The owner of any licensed dog or cat shall, within thirty (30) days of the owner's change of address, notify the municipality of the change of address.

Mayor Urs Thomas and Council

Ruby Decock, CAO

March 12, 2018

I am writing to express my concern about a developing situation in Port Clements. A couple who have been living in Port Clements and breeding dogs for several years have recently started purchasing mixed-breed puppies. On a visit to their premises last week, I observed a male and a female adult dog, both sexually intact, living in an 8x16 foot shed with 6 puppies (not their own.) There was also another adult female with a litter of young puppies in a trailer on the property. No dogfood was being kept on the premises to feed these animals. I observed the couple's son (who had been left alone to care for the dogs) feed them a can of tomato soup during my visit. I did not gain entry to the buildings the animals were housed in, but did note that the son was standing in excrement in his bare feet at the threshold of the trailer when he answered the door.

This is clearly not simply a case of people not spaying and neutering their animals. Most of the puppies were acquired intentionally. I imagine what will happen in a few months' time when the puppies become mature and begin to reproduce. There are various old vehicles parked on the property, and this couple has a history of keeping dogs in their van with a litter. I fear this is a puppy mill in the making.

As the branch supervisor of the Haida Gwaii SPCA, you might imagine that it is my job to intervene in situations like this by seizing the animals. However, I do not have the authority to write warrants and seize animals; other SPCAs have Special Constables at their branches who can, but Haida Gwaii must rely on the RCMP for any such enforcement. Animal cruelty laws are not what I wish they were, and the RCMP is often reluctant to act unless the cruelty or neglect is very clear and extreme.

This is a case where municipal bylaws could be useful in preventing the situation from escalating. Bylaws could be enacted mandating spaying and neutering of pets, regulating breeding, and setting forth animal welfare standards. Of course, enforcement of bylaws is still a problem; all the communities on Haida Gwaii are facing this issue. I am hoping that the towns and reserves can come together and share resources to find a solution, and that this will be addressed at the meeting the HGSPCA is hosting on March 26<sup>th</sup>. However, having the bylaws enacted is a first step I would heartily endorse.

Shane Windatt

Haida Gwaii SPCA

Emaciated Boxer from Port Clements 2018





The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

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**Minutes of the Special Meeting of the Port Clements Council held Monday, December 20th, 2018 in Council Chambers.**

**Present:**

Mayor Doug Daugert  
Councillor Teri Kish  
Councillor Brigid Cumming  
Councillor Kazamir Falconbridge  
Councillor Norman Ian Gould

CAO Ruby Decock

Members of the Public and Press Present: Marilyn Bliss

Mayor Daugert called the meeting to order at 1:05 p.m.

**1. ADOPT AGENDA.**

2018-12-358 – Moved by Councillor Cumming, seconded by Councillor Kish  
THAT Council adopts the agenda as presented.  
**CARRIED**

**2. MINUTES.**

M-1—November 26, 2018 Special Council Meeting Minutes– Rainbow Wharf - Minutes  
2018-12-359– Moved by Councillor Cumming, seconded by Councillor Kish  
THAT Council adopts November 26, 2018 Minutes as presented.  
**CARRIED**

M-1—December 3<sup>rd</sup>, 2018 Regular Council Meeting Minutes.

2018-12-360 – Moved by Councillor Cumming, seconded by Councillor Kish  
THAT Council adopts the December 3<sup>rd</sup>, 2018 Regular Council Meeting Minutes as presented.  
**CARRIED**

**3. CORRESPONDENCE**

C-1- Commemorative Tree Planting – LGMA  
2018-12-361—Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT Council moves to plant a tree in honour of LGMA as per staff's recommendation.  
**CARRIED**                      **OPPOSED Councillor Gould**

**4. GOVERNMENT**

G-1— Adoption of "The Amended Financial Plan for the years 2018-2022- Bylaw #449, 2018"

M-1

2018-12-362—Moved by Councillor Cumming, seconded by Councillor Falconbridge  
THAT Council receives “The Amended Financial Plan for the years 2018-2022- Bylaw #449, 2018”.  
**CARRIED**

2018-12-363 – Moved by Councillor Gould, seconded by Councillor Kish  
THAT Council adopts “The Amended Financial Plan for the years 2018-2022- Bylaw #449, 2018,” with the minor amendments as noted.  
**CARRIED**

G-2— Letter of Support for NDIIT Grant Writer Application  
2018-12-364 – Moved by Councillor Cumming, seconded by Councillor Gould  
THAT Council supports MIEDS application to Northern Development Initiative Trust (NDIT) 2019 Grant Writer Support Program.  
**CARRIED**

G-3— Letter of Support & NDIIT Economic Development Application  
2018-12-365 – Moved by Councillor Falconbridge, seconded by Councillor Cumming  
THAT Council supports MIEDS application to Northern Development Initiative Trust (NDIT) 2019 Economic Development Capacity Building Program.  
**CARRIED**

G-4— Regular Council Meeting Schedule for 2019  
2018-12-366 – Moved by Councillor Falconbridge, seconded by Councillor Kish  
THAT follows CAO Decock’s recommendation with the elimination of the first Regular Council Meeting in July and November from the schedule.  
**CARRIED**

**5. In-Camera as per section 90(1)(j) of the Community Charter:**

Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

2018-12-367 – Moved by Councillor Falconbridge, seconded by Councillor Cumming  
THAT Council moves in camera as per section 90(1)(j) of the Community Charter at 1:55 PM.  
**CARRIED**

**6. ADJOURNMENT**

2018-12-368 – Moved by Councilor Cumming  
THAT the meeting be adjourned at 2:00 PM.  
**CARRIED**

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Doug Daugert  
Mayor

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Ruby Decock  
CAO

M-1



# NORTH COAST

REGIONAL DISTRICT

## Board Highlights

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December 14, 2018

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### Board Business:

1. The Haida Gwaii SPCA attended the Regular meeting of the Board as a delegation to discuss a proposed animal control service and regulatory bylaws on Haida Gwaii. The delegation presented proposed bylaws for a service and indicated that the SPCA would be exploring the feasibility of a service through grant funding provided through the Vancouver Foundation's Systems Change grant.
2. The Board appointed Tim Des Champ, Recycling Operations Manager, to serve as the North Coast Regional District representative to the Public and Technical Advisory Committee established by the Regional District of Kitimat-Stikine to assist in the development of a new solid waste management plan for the regional district.
3. The Board resolved to schedule a Special meeting in the new year to hear from Transport Canada with respect to the ongoing engagement taking place around the ports modernization review.
4. The Board approved the undertaking of an alternative approval process to be conducted in the City of Prince Rupert, District of Port Edward and Electoral Areas A and C to consent to the adoption of a loan authorization bylaw to support capital costs of a proposed asset upgrade project at the Regional Recycling facility.
5. The Board supported two applications to the Investing in Canada Infrastructure Program's Rural and Northern Communities fund to support a capital upgrade project at the Regional Recycling facility and a facility upgrade project at the Oona River Community Hall. Funding applications will be submitted prior to the application intake deadline of January 23, 2019.
6. The Board adopted its 2019 meeting schedule, which is now available online.
7. The Board directed staff to investigate the Community Emergency Preparedness Fund and its alignment with the priorities identified by local emergency preparedness and response groups.

***For complete details of the December 14<sup>th</sup>, 2018 Board meetings, the Agenda and Minutes are posted online at [www.ncrdbc.com](http://www.ncrdbc.com).***

## ACTION ITEMS

<u>#</u>	<u>Date</u>	<u>Description</u>	<u>Lead</u>	<u>Follow up</u>
A30	06-09-2016	Weight Room Upgrades	Administration	<p>Questionnaire distributed on equipment use - Several Turned in.</p> <p>Grant Writer to look for opportunities</p> <p>Ruth Bellamy &amp; CAO toured facilities to determine what improvements should be made.</p> <p>Grant Writer searching out funding.</p>
A31	03-04-2017	Health Clinic Ventilation	Administration	<p>Sullivan Mechanical has completed a site visit and will present a plan for a fitting for a HRV &amp; quote. Still in Progress. CAO to write a letter to company requesting a deadline for install</p>
A33	18-03-2017	Health Clinic - replace flooring	Administration	<p>Still in Progress. Discussed with Northern Health about the lease agreement. Turns out that current lease doesn't require Council to replace floor; however, Northern Health identified that VOPC agreed to replace the flooring. He was to get back to me with the details. No information has been received since the beginning of November.</p>
A34	04-07-2017	Community Park - block access	Public Works Former Councillor was assisting with this.	<p>Logs have been temporarily been blocking access</p> <p>Still need a long term solution. Possible fence Budget</p>
A36	08-08-2017	Sunset Park Mgmt. Plan	Council	<p>Review recently adopted Management plan in Nov/Dec 2017 and again in Nov/Dec 2018.</p>
A-39	06-11-2017	Asset management	Administration	<p>Follow up with past public work employees to ask for historical asset locations, etc. Received UBCM grant funding and received FCM matching grant funds. Will be meeting with Urban Systems on March 6th to discuss plans going forward. In progress.</p> <p>Contract Awarded &amp; Contractor has started.</p> <p>Still In Progress</p>
A-40	18-06-2018	Order new Conference Phone System	Administration	<p>Phone system does not support conference phones. SD50 is working with phone technician to install cable and information for phone system. Will purchase conference phone upon completion of the phone line upgrade.</p>
A-41	2018-09-260	Amend the Campground Bylaw fees		<p>Still in Progress</p>

A-1