



MEMORANDUM

Date: April 15, 2025 File No: 0282-01
 To: Mayor & Council
 From: Matthew O'Connor, Manager, Bylaw & Licensing Services
 Hope Dallas, Senior Manager, Legislative Services/Corporate Officer
 Re: **Animal Control Compliance Policy & Procedure 02-80-332**

RECOMMENDATION:

THAT Animal Control Compliance Policy & Procedure 02-80-332 be rescinded.

The purpose of this memorandum is to seek approval from Mayor & Council to rescind Animal Control Compliance Policy and Procedure 02-80-332. Initially approved in 2011, this policy and procedure include certain outdated animal control practices that no longer reflect current operations and processes.

As directed by Council, staff will bring forward a Bylaw Enforcement Framework Policy at a later date that will outline the purpose and role of bylaw enforcement in the District of West Vancouver, that being to balance discretion, outline clearly defined objectives, and enhance community safety with preferred outcomes.

The proposed policy and procedure are being reviewed within the greater scope of the Legislative Services policy review project, as required by the Policy Framework Procedure 0029 (5.5). Further policies will be brought forward for Council's consideration over the course of 2025.

Appendices

Appendix A: Animal Control Compliance Policy & Procedure 02-80-332

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APPENDIX A



District of West Vancouver

Animal Control Compliance Policy and Procedure #02-80-332

Effective Date: June 20, 2011

#447929

District of West Vancouver

CORPORATE POLICY AND PROCEDURE

Bylaw and Licensing Services	Animal Control Compliance Policy and Procedure
Policy: #02-80-332	
File: 0282-01	

1.0 Purpose

- 1.1 One of the most common complaints to the Bylaw & Licensing Services Department and to Municipal Hall relates to dogs. Bylaw Officers work to promote awareness about being responsible and respectful to dog owners and enforce the Animal Control Bylaw. Voluntary compliance is always the goal of the Bylaw Officer.

As such, the District of West Vancouver deems it necessary to provide bylaw and licensing services for the provision of animal control. These services include the regulation, impounding, and protection of animals, and the licensing of dogs within the municipal boundaries of the District.

In all, there are 14 off-leash parks in West Vancouver for well-behaved canines.

Common offences include:

- animals at large
- dangerous/aggressive dogs
- barking dogs
- dog waste
- commercial dog walkers
- unlicensed dogs
- dogs in prohibited areas.

2.0 Policy

- 2.1 To ensure compliance with animal control regulations, the District authorizes Bylaw Officers to:
- enforce bylaws as written
 - issue a written warning related to minor infractions for first offences
 - issue fines to repeat offenders and for continuing offence

3.0 Procedure

- 3.1 Bylaw Officers are usually able to achieve voluntary compliance by direct communication with the violator with a focus on education. Contacts made with dog owners are reinforced with written warnings to track compliance.

Materials (leashes/poop bags/licences) will be made available to those dog owners who do not meet minimum standards at the time of contact. Where appropriate, Officers will work with violators to find solutions rather than take enforcement actions.

a) Primary Objective: Voluntary Compliance Through Education

Voluntary compliance is anticipated by using the following techniques:

- providing free poop & scoop bags
- providing free leashes to those without restraints
- making dog licenses available from Bylaw Officers at point of contact
- directing people to the District website for information
- written warnings (with or without time given to comply)
- warning letters

b) Secondary Objective: Direct Enforcement

The District also supports the discretion of Bylaw Officers to undertake direct enforcement. This may consist of one or more of the following actions:

- issuing fines
- impoundment
- declaration of dangerous or aggressive dogs
- seizing and holding dangerous dogs pursuant to the Community Charter
- applications for destruction of dangerous dogs; and
- criminal charges

c) Generally speaking these measures are only taken when:

- voluntary compliance fails
- the violator continues to violate the Animal Control Bylaw
- the violator refuses to cooperate, provides no information or false information, runs away, threatens or assaults the Bylaw Officer
- the violator was negligent and their failure to act caused a person or another animal to be injured or killed
- the violator purposely and/or blatantly disregards Animal Control Bylaw regulations.

Approval Date: June 20, 2011	Approved by: Council	
Amendment Date:	Approved by:	

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