



POLICY NUMBER: 9-4020-2

REFERENCE:

Animal Impounding

ADOPTED BY:

Council
July 14, 2015

AMENDED DATE:

N/A

SUPERSEDES:

#012/01

DEPARTMENT:

Public Works

EFFECTIVE DATE:

July 14, 2015

Policy Statement:

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The District of Ucluelet will provide for the conveyance, impounding, and maintenance of animals impounded pursuant to Section 8 of the ‘District of Ucluelet Animal Control and Licensing Bylaw No. 803, 1999’ and any amendments thereto.

Procedure:

1. For animals impounded pursuant to Section 8 – Impounding of ‘District of Ucluelet Animal Control and Licensing Bylaw No.803, 1999’ (and applicable amendments), District staff will:
 - a. Ensure the animal has adequate water, food and bedding.
 - b. Collect necessary information such as:
 - dog tag (if any)
 - colour of animal
 - breed of animal
 - sex of animal
 - neutered or spayed
 - location and time of offence.
2. Provide all information to the Superintendent of Public Works or Foreman or Bylaw Officer. They will ensure a Bylaw Notice of Infraction form is filled out and signed. This form will be given to office staff and will include infraction charges and dog tag charge (if required). Office staff will draft a dog notice that will be posted by the Public Works department for 3 days at the following locations:
 - District office
 - Public Works yard



- Post office
 - Co-op
 - Laundromat
 - Community web portal
3. Any animal impounded pursuant to the 'District of Ucluelet Animal Control & Licensing Bylaw No.803, 1999' and its Amendments, and for which impoundment and maintenance charges and reimbursement of any veterinary services becomes chargeable to the owner, the District may deem such charges as property taxes and thereafter add same to the tax roll accruing to any property of the owner located within the District and thereafter collect those charges from the said owner in the same manner as property taxes.

No provision of this policy shall be construed as causing the District to be liable to the owner of the animal for any injury to, or sickness or death of the animal.

4. Once fines are paid by the owner and a receipt has been issued, office staff will inform Public Works staff to release the animal to the owner. If payment for fines is in the form of a post-dated cheque, the animal cannot be released until the cheque clears.
5. The Chief Administrative Officer may use discretion with respect to item #4.
6. In the event any problems arise with the owner of an animal, the Superintendent of Public Works is to be notified to deal with the problem.