



# Town of Georgina Aggressive/Dangerous Dog Appeal Committee

## Terms of Reference

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### 1. Purpose

1. The Aggressive/Dangerous Dog Appeal Committee (“GADDAC” or “Committee”) will hear appeals from owners of dogs. The dogs in question must have been designated by the Manager of Municipal Law Enforcement under By-law No. 2008-0138 (REG-1) as aggressive or as dangerous dogs.

### 2. Meetings

1. The Committee shall meet as required throughout the year.
2. Quorum for the Committee shall be the majority of the active members (50% plus 1 or round up to nearest whole number).
3. The Committee will consist of three (3) Council members based on the location of the incident as reflected on the Aggressive/Dangerous Dog Appeal Committee Members Hearing Rotation Schedule.

### 3. Responsibilities

1. To elect and appoint a Chair for each hearing; and
2. To rule on an appeal by a dog owner concerning Aggressive/Dangerous Dogs according to and in compliance with Town of Georgina By-law No. 2008-0138 (REG-1).

### 4. Term & Membership Composition

1. The Committee shall consist of a minimum of three (3) Council members who are selected for each hearing based on the location of the incident as reflected on the Aggressive/Dangerous Dog Appeal Committee Members Hearing Rotation Schedule.
2. Under the direction of the Municipal Law Enforcement Division, secretarial support services will be provided by the Town of Georgina.
3. The Committee shall be appointed for the term of Council, but shall continue until such time as new members are appointed by a new Council

following an election. Members may be reappointed at the discretion of Council.

## **5. Remuneration**

1. \$40.00 per meeting.

## **6. Member in Good Standing**

1. The rules governing the procedure of Council and the conduct of members shall be observed by this Committee. All members should reflect appropriate conduct when attending meetings and/or representing the Town.

## **7. General Conduct**

1. All members will abide by the Town of Georgina's Code of Conduct and other applicable Town policies and guidelines.

## **8. Budget**

1. The Committee, if deemed necessary, will submit a budget for Council's approval, to include anticipated revenue and estimated expenditures.
2. Purchases will adhere to the Town's purchasing By-law or require the CAO's approval.
3. The budget will be administered by the Director of Administrative Services. Other funds may be requested of Council for special projects or undertakings.

## **9. Use of Town Logo/Letterhead**

1. The Committee has the ability to draft correspondence and make contacts with external organizations/individuals to solicit information to/from the public, to carry out its mandate. However, the nature and information shall be approved by the Communications Manager and shall not bind the Town. The Committee shall adhere to the Town logo policy in carrying out the mandate of the Committee.

## **10. Authority**

1. The Committee shall work within the scope of their responsibilities as set out in this Terms of Reference. The Committee has no decision-making authority. Recommendations to Council in the form of resolutions are required. Any information or action that binds the Corporation will require Council's approval.

## **11. Confidentiality**

1. The *Municipal Act, S.O. 2001, c. 25*, shall bind the members of the Committee as it relates to confidentiality, conflict of interest, closed sessions, and any other requirements under the *Act*, which pertain to the conduct of officials.

## **12. Procedural By-Law**

1. The rules and regulations contained in the Town of Georgina Procedural By-law shall be observed in all proceedings of the Committee and shall be the rules and regulations of the dispatch of business by the Committee.

History: Amended by Council on August 15, 2018