

CITY OF HAMILTON

***PUBLIC WORKS DEPARTMENT
Operations & Maintenance Division***

Report to: Mayor and Members Committee of the Whole	Submitted by: Don Hull Acting General Manager
Date: May 14, 2003	Prepared by: Alan V. Dore Extension 4334

SUBJECT: Leash Free Parks Program Policy (PW03067) - (City Wide)

RECOMMENDATION:

- (a) That the Leash Free Parks Program Policy, as outlined in Report PW03067 as Appendix A be approved.
- (b) That the City of Hamilton continue to collect one dollar (\$1) per dog license tag sold, and that all funds be deposited into a Leash Free Parks account to be used in accordance with the provisions of the policy as outlined in Report PW03067 as Appendix A.

Don Hull
Acting General Manager
Public Works

EXECUTIVE SUMMARY:

At present, there are seven leash free parks in operation in the City of Hamilton, which are not governed by a uniform set of guidelines and regulations. The Leash Free Parks Policy supports the provision of leash free facilities in either a "free running" or confined "dog park" model, and confirms facility standards, service levels, and operating regulations to guide their development and operation. The policy provides a framework for planning, design, construction, operation, regulation, funding, management, and community involvement in public leash free facilities.

BACKGROUND:

The information/recommendations contained within this report have City wide implications.

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Prior to the opening of the leash-free dog parks, groups of dog owners were freeing their dogs from their leash restraint, allowing the dogs to run at large, in contravention of the City of Hamilton Animal Control By-laws and Park By-laws. Concerns from citizens regarding the presence of dogs at large in City Parks prompted staff to investigate the merits of establishing leash-free dog parks in the City of Hamilton. The main objective was to find a means to accommodate multiple user groups within the park system and to minimize the possibility of conflict between the groups.

The City of Hamilton, and the former Town of Dundas, in keeping with other regions across North America, Europe, Australia, and local municipalities including Toronto, London, Brampton, Mississauga, Oakville, and Burlington, looked to establishing leash-free parks where dog owning citizens, could exercise their pets off leash without interfering with other park users or violating municipal by-laws. As a result, seven "free running areas" were created in the former town of Dundas, and one "dog park" was created in the City of Hamilton.

In 1987, the former Corporation of the Town of Dundas passed By-law No. 3676-87 being a by-law "to prohibit dogs running at large and to require the leashing of dogs and that owners clean up after dogs". Section 5(b) of this by-law allowed for dogs to be off-leash at the following locations:

- Warren Park
- Valley Community Centre (north of the gully)
- Sanctuary Park (west of the entrance)
- Little John Park
- Chegwin Park
- Olympic Park (behind the arena)

provided that dogs were under the control of their owner or attendant. In 2001, the City of Hamilton repealed by-law 3676-87, replacing it with 01-169 being a by-law "respecting the control and licensing of dogs and kennels". This new by-law retained the leash free parks established by the former Town of Dundas. While the by-laws serve to designate areas as "leash free", no criteria was established to provide rules, regulations, or administrative and operational guidelines.

On September 19, 1999, the City of Hamilton, the Hamilton S.P.C.A., and a volunteer citizens group P.A.L.Z. (People Advocating Leash Free Zones), joined in a "pilot" project partnership to construct and operate a public leash-free dog park. The leash-free dog park located at 245 Dartnall Road has functioned as a leash free dog park since its inception in 1999 extending the one-year pilot project to a three year trial program.

Staff of the Hamilton S.P.C.A. report that the site is routinely used by numerous individuals and their dogs. It is estimated that 50 people visit the site daily, with periods of high use in the evenings and on the weekends. The pilot project has been well received by the public. To date, there have been limited altercations between animals, their owners, and other park users, and liability concerns to date have proven negligible. Routine inspections and continued site monitoring by the S.P.C.A. have contributed to a positive experience for all park users.

The park has experienced some shortfalls over the past few years including:

- Lack of volunteers to undertake site maintenance and policing

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- The City and SPCA have undertaken maintenance without the provision of adequate funding to their operating budgets
- Poor terrain impairs site use
- Limited parking availability
- Limited seasonal accessibility
- Overuse of the site

Given the absence of succinct administrative and regulatory guidelines relative to the operation of the current leash free parks, and the continued public demand for such facilities, staff has been working to create a single policy to be in force throughout the City which would provide a detailed framework relative to site selection criteria and process, capital development and funding measures, park development and implementation process, criteria for site evaluation, rules and regulations, signage requirements, and volunteer involvement.

The recommended service model consists of two types of leash free facilities being "free running areas" and "dog parks" where dogs can be exercised without being in contravention of any municipal by-laws. "Free Running Areas" are designated areas within the existing parkland and open space infrastructure, which have been set-aside for residents to exercise their dogs off-leash. These areas are governed by time restrictions and seasonal restrictions, and are not fenced. "Dog Parks" are fenced facilities where residents are provided with the opportunity to exercise their dogs off-leash within a controlled fenced environment without being in contravention of municipal by-laws. Partnerships are required to support the creation and ongoing maintenance of the dog park facilities.

The main principles of the policy are:

- Self sustainability of the facilities
- Maintaining public and animal safety
- Minimization of environmental impacts
- Community partnerships to support the creation of the parks
- Partnerships to support the ongoing operation of the dog park facilities
- A more equitable distribution of facilities across the City to improve accessibility
- Funding model to support park development and restorative works
- Performance measures to monitor and evaluate facility conditions and operation

The policy as outlined in Report PW03067 as Appendix A provides a framework for planning, design, construction, operation, regulation, funding, management, and community involvement in public leash free facilities. If adopted, this policy will govern all aspects of the leash free parks program for the City and will provide for the development and continued operation of quality facilities. Furthermore, staff will use this policy as the basis for the evaluation of all existing leash free parks and will report back with recommendations relative to the operation of the current facilities.

ANALYSIS OF ALTERNATIVES:

- (a) Alternatives of either the status quo, or no policy at all, will not realize the benefits of administrative efficiencies, superior customer service, less confusion for the public, and most importantly, a set of uniform guidelines by which a leash free park program will be regulated.

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- (b) Council may choose to implement the "dog park" model as outlined in the attached policy and not allow for "free-running areas".
- (c) Council may choose to implement the "free running" model as outlined in the attached policy and not allow for "dog parks".

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial Implications

The "leash free" facilities program will have no operating budget implications. The source of funding will be from the "dog tag" surcharge, and community organizations.

Staff will be working with the SPCA to address outstanding financial matters associated with revenue collection and the leash free program.

Staffing Implications

There are no staffing implications associated with this report. It is expected that the administration of the policy can be accommodated in the regular duties of the Operations and Maintenance Division staff.

Legal Implications

The policy implies a certain liability potential relative to the City providing facilities which permit dogs to run off leash. Allowing dogs off leash may serve to increase the potential for conflict between dogs and humans, or dogs and other dogs. The City may be held somewhat responsible under the *Occupier's Liability Act*.

Staff, in conjunction with input from Risk Management, has sought to reduce the potential for conflict by creating strict guidelines for site selection relative to:

- Minimum size requirements.
- Seasonal and/or time restrictions for those sites in close proximity to school board property or those sites where play equipment and or splashpads/wading pools are present.
- The exclusion of the development of sites on those lands which are bounded by high traffic streets, main thoroughfares, highways, etc, or where sport fields are present.
- The provision of adequate advisory and regulatory signage.

POLICIES AFFECTING PROPOSAL:

The adoption of this policy, and the subsequent implementation of new leash free parks will require amendments to By-law 01-219 ("To Manage and Regulate Municipal Parks") and to By-law 01-169 ("Respecting the Control and Licensing of Dogs and Kennels").

CONSULTATION WITH RELEVANT DEPARTMENTS/AGENCIES:

Internal Consultation

Staff from Legal Services and Corporate Counsel, Risk Management, Planning and Development (Animal Control, Long Range Planning and Design, Capital Planning and Implementation), Public Health and Community Services (Associate Medical Officer of

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Health, Culture and Recreation), and Public Works (Operations and Maintenance, Water and Waste Water) were consulted in the drafting of this report.

External Consultation

The City's Animal Control Sub-Committee, the Hamilton-Burlington Society for the Prevention of Cruelty to Animals (SPCA), People Advocating Leash Free Zones (PALZ) and representatives from other municipalities including but not limited to Toronto, Mississauga, Oakville, Burlington, Kitchener, London, Guelph, Bellville, and Sanford Florida were consulted in the drafting of this report.

Staff solicited public opinion through a variety of measures including:

1. Public Meeting held on January 23, 2002
2. Public Opinion Survey posted on the City web site, and available in hard copy format at local pet stores from January 5 - February 14, 2002 inclusive.
3. Verbal and written correspondence via telephone conversations, e-mail, and written correspondence.

CITY STRATEGIC COMMITMENT:

The creation of leash free parks will provide additional opportunities for all citizens to participate fully and safely in our community. The funding model presented will aid in encouraging development which makes efficient and economical use of infrastructure and services while minimizing the cost to the residents of Hamilton. Leash Free Parks will serve to improve the health and well-being of citizens and will promote Hamilton as a desirable place to live, work, and play.

THE CITY OF HAMILTON
PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
POLICIES & PROCEDURES

POLICY NO:
SUBJECT: Leash Free Parks
ELIGIBILITY:

Whereas By-law 01-169 respecting the control and licensing of dogs and kennels, and By-law 01-219 being a by-law to manage and regulate municipal parks prohibit dogs running at large except as provided for in "leash free" facilities, staff has developed this policy to serve as a framework containing succinct guidelines governing the Leash Free Parks Program for the City of Hamilton.

This policy shall work in conjunction with the approved by-laws respecting the control and/or licensing of animals on public lands.

The information contained herein is categorized under the following headings:

1. Definition of Terms
2. Site Selection Criteria
3. Site Selection Process
4. Development Funding
5. Park Implementation Process
6. Site Evaluation
7. Rules and Regulations
8. Signage Requirements

The City recognizes two (2) Leash Free Park models, namely "**free-running areas**" and "**dog parks**". Each of these models is discussed under the category heading.

1. **Definition of Terms**

- (a) **Amenities** include such things as park benches, picnic tables, garbage receptacles drinking fountains, light standards, parking facilities, public washroom facilities, telephones, site furnishings, etc.
- (b) **Development** is restricted to the provision of regulatory and advisory signage, the installation of fencing and a gated entry system (where required for dog parks), and the provision of any site preparatory works (including grading, repair of drainage problems, removal of landscape obstructions, remediation of safety concerns etc.) on a one time basis.
- (c) **Dog Parks** are fenced facilities where residents have the opportunity to exercise their dogs off-leash within a controlled environment without being in contravention of municipal by-laws.
- (d) **Environmentally Significant Areas (ESA)** are natural areas that have been

identified as unique because they serve important ecological or hydrological functions, contain rare plant or animal species, contain rare or unique topography or geologic features, or have been designated as an Area of Natural or Scientific Interest or a Provincially Significant Wetland.

- (e) **Equipment and Apparatus** refers to such things as dog exercise equipment, plastic bag dispensers, bulletin boards, dog drinking fountains, dog wash stations, etc.
- (f) **Free Running Areas** are designated areas within the existing parkland and open space infrastructure, which have been set-aside for residents to exercise their dogs off-leash without being in contravention of municipal by-laws. These areas are governed by time restrictions and seasonal restrictions, and are not fenced.
- (g) **Leash Free Parks** are those areas, which have been set aside for residents to exercise their dogs off leash without being in contravention of municipal by-laws. The City of Hamilton recognizes two types of leash free parks, namely "free running areas" and "dog parks".
- (h) **Neighbourhood Park Signs** are those signs posted in City parkland which contain the name of the park, and posted by-law regulations. In most cases, these signs are found at the primary entrance points of all parks.
- (i) **Primary Entrance Point** is the main entrance to the park, and is visually designated with the posting of a neighbourhood park sign.
- (j) **Restorative / Remedial Works** means any construction and/or grounds works undertaken to repair or improve site conditions (following the creation of a leash free park) and would include but not be limited to resodding, soil amendments, soil rehabilitation, etc.
- (k) **Sport Facilities** include all outdoor athletic fields (such as soccer, football, baseball etc.), tracks and facilities of a like nature.

2. Site Selection Criteria

The following criteria will be used to assess the appropriateness of proposed sites for Leash Free Parks. The City of Hamilton has created regimented criteria in the interest of limiting risk and avoiding potential conflicts among park users. No deviation may be made from the criteria listed below.

- (a) Free Running Areas
 - I. Site use will be regulated by time restrictions and/or season restrictions.
 - II. Sites must not be less than 1.0 acres in size.
 - III. Lands are given on an as-is basis and no additional amenities will be provided or permitted.
 - IV. Only amenities found in a traditional park setting will be permitted. Dog park equipment and apparatus will not be permitted in any free running area.
 - V. Sites are not permitted in "Environmentally Significant Areas".

- VI. Sites bounded by high traffic streets, main thoroughfares, highways, etc. will not be considered for free running designation unless there are adequate landscape and/or geographical barriers to restrict and/or encumber access to the roadway.
- VII. Free Running Areas will not be allowed in park sites containing sports facilities.
- VIII. Sites that are in close proximity to school board property will be regulated by time restrictions and season restrictions.
- IX. Sites will not be permitted along trails.
- X. Where play equipment and or splashpads/wading pools are present, the site will be regulated by time restrictions and season restrictions.
- XI. Adequate signage (regulatory and advisory) must be posted.

(b) Dog Park

- I. Sites must not be less than 2.0 acres but not more than 5 acres in size.
- II. Sites will be restricted to particular geographical areas/regions of the City (as determined by the Parks Section) and should not be located in high density residential areas.
- III. Sites are not permitted in "Environmentally Significant Areas".
- IV. Dog Parks will not be allowed in park sites containing sports facilities for which user groups pay permit fees, unless the total acreage of the potential site exceeds a minimum of 40 acres, and is designed to allow for a fenced pen facility with limited land-use and/or aesthetic conflicts.
- V. The site must be equipped with fencing (minimum height of four (4) feet) and must have a double gated entry system.
- VI. Sites must have adequate on-site parking provisions.
- VII. Adequate signage (regulatory and advisory) must be posted.
- VIII. A volunteer committee containing a constant minimum of ten (10) members is required.
- IX. Park development costs shall be funded through the Leash Free Parks Account.
- X. The Leash Free Parks account will not provide funding for amenities, equipment or apparatus. These items must be funded through the independent efforts of the volunteer committees for a particular site.

3. Site Selection Process

(a) Free Running Areas

I. Initial Proposal Request

Residents who are interested in having a free-running area in their neighbourhood should submit a completed "Request for Free Running Areas" form to the Parks Section of the Operations and Maintenance Division of Public Works.

II. Application and Site Evaluation

The Parks Section will review each proposed site against the established set of guidelines. Staff will also consult with other City departments on an as required basis. If the proposed site does not meet the guidelines, Staff will advise the proponents of the deficiencies. A public meeting will be co-ordinated for those proposed sites, which meet the guidelines.

III. Community Input

Parks Staff, in conjunction with the Ward Councillor, and other affected City departments, will participate in a public meeting with neighbourhood residents and affected stakeholders. The meeting will serve as a forum for public education relative to the Leash Free Program for the City of Hamilton.

IV. Reporting

Parks Staff will submit a report to City Council with recommendations. All potential free running sites must receive Council approval to be implemented.

V. Implementation

Parks Staff will undertake to have all regulatory and advisory signage manufactured and installed in accordance with the availability of funding.

VI. Performance Evaluation

All parks will be evaluated once within the first year of operation, and on an as required basis thereafter to determine if further action is required to improve or remove the free-running designation. Where removal is preferred, staff will report to City Council with recommendations. Park closures and/or removals will be at the sole discretion of Council.

(b) Dog Parks

I. Initial Proposal Request

Residents who are interested in developing a dog park facility should submit a completed "Request for Dog Park" form to the Parks Section of the Operations and Maintenance Division of Public Works.

II. Application

Before considering an application for the development of a dog park, a

volunteer committee consisting of a minimum of ten (10) members must be co-ordinated. The volunteer members must agree to:

- (i) Organize, co-ordinate, and implement a schedule for site clean-ups and maintenance. Clean-ups are required at least twice per calendar week, and maintenance/repairs must be performed on an as-required basis.
- (ii) Organize, co-ordinate, and implement a schedule for fence inspections to occur at least once per calendar week. Inspection Reports must be submitted to the Parks Section once per calendar week and must be signed by the volunteer performing the inspection.
- (iii) Provide "Dog-Watch" eyes and ears on the park to identify and help educate irresponsible pet owners and to advise the City of any problems or issues that arise.
- (iv) Monitor user activities and guidelines for code of conduct of owners and dogs.
- (v) Become involved in fund-raising ventures to finance development initiatives relative to dog parks for the City of Hamilton.
- (vi) Become involved in fund-raising ventures to finance the purchase of desired amenities, equipment and apparatus for dog parks

The volunteer committee members will be required to sign the agreement prior to staff considering the request.

III. Site Evaluation

The Parks Section will review each proposed site against the established set of guidelines, when the application is satisfactorily completed. Staff will also consult with other City departments on an as required basis. If the proposed site does not meet the guidelines, Staff will advise the proponents of the deficiencies. A public meeting will be co-ordinated for those proposed sites, which meet the guidelines.

IV. Community Input

Parks Staff, in conjunction with the Ward Councillor, and other affected City departments, will participate in a public meeting with neighbourhood residents, and affected stakeholders. The meeting will serve as a forum for public education relative to the Leash Free Program for the City of Hamilton.

V. Reporting

Parks Staff will submit a report to City Council with recommendations. All potential dog park sites must receive Council approval to be implemented. Park development is subject to the availability of adequate funding.

VI. Park Development

If Council approval has been provided, and when adequate funding is available, Parks Staff will work in conjunction with the volunteer committee to undertake park development.

VII. Performance Evaluation

All parks will be evaluated once within the first year of operation, and once every two years thereafter to determine if further action is required to improve or remove the dog park designation. Where removal is preferred, staff will report to City Council with recommendations and necessary by-law amendments. Park closures and/or removals will be at the sole discretion of Council.

4. Development Funding

The development of all free running areas and dog park facilities subject to the availability of funds held in the Leash Free Parks account with the City. All funds will be divided equally between the free-running areas and dog parks. Fifty (50) per cent of all funds will be allocated to free running areas and fifty (50) per cent of all funds will be allocated to dog parks. The following is a description of how funding will be apportioned within each park model.

(a) Free Running Areas

- I. 20% of the funds allocated to free running areas will be used for development initiatives which includes the establishment of new parks, the provision of appropriate signage for new parks, and any remedial works required prior to the opening of the site.
- II. 80% of the funds allocated to free running areas will be used for ongoing operating costs relating to turf maintenance, garbage removal, ground litter pick-up, restoration/remedial works etc.

(b) Dog Parks

- I. 50% of the funds allocated for dog parks will be set aside for development initiatives (including the installation of adequate fencing, double gated entry system, the erection of signage and any remedial site preparatory works).
- II. 50% of the funds allocated to dog parks will be used for future restoration/remedial works and infrastructure repairs.

5. Park Implementation Process

(a) Free Running Areas

The development of free running areas will be subject to the following:

- I. One free running area will be provided to each ward.
- II. Following the establishment of one park per ward, all free running areas will be provided on an as-required or as-requested basis, subject to the availability of funding.

(b) Dog Parks

The development of all dog parks in the City, are considered development items and are subject to the following conditions:

- I. The development of all new dog parks will be done on a cost share basis, whereby the City will pay for 50% of the upstart development cost and the volunteer committee will pay the additional 50% of development costs.
- II. All cost share initiatives will be done on a first-come first-serve basis, subject to the availability of adequate funding on behalf of the City. The City will only enter into cost share agreements with those volunteer groups having their portion of the required funding, payable to the City, prior to any implementation / development works.

6. Site Evaluations

All leash free parks will be subject to an evaluation process in the interest of quality control and public safety. The evaluation process will serve to determine if further action is required to improve or remove the leash free park designation for a particular site. Where removal is preferred, staff will consult with the Ward Councillor and subsequently report to City Council with recommendations and necessary by-law amendments. Park closures and/or removals will be at the sole discretion of Council.

(a) Free Running Areas

- I. All parks will be evaluated once within the first year of operation, and on an as required basis thereafter. When undertaking the evaluation of a free running site, staff will use the following set of indicators to gauge the assessment:
 - i. The number and severity of resident complaints documented.
 - ii. The number and severity of risk management issues.
 - iii. The severity of the degradation of turf, shrub and flowerbed areas.
 - iv. The severity of public health concerns.
 - v. The number of transgressions for non-compliance with municipal by-laws.

Where one or more of these indicators has been identified as an area of concern which negatively impacts quality control and public safety, staff in conjunction with the Ward Councillor will determine if further action is required to improve or remove the leash free park designation for a particular site. Where removal is preferred, staff will report to City Council with. Park closures and/or removals will be at the sole discretion of Council.

(b) Dog Parks

- I. All parks will be evaluated once within the first year of operation, and once every two years thereafter (well as on an as-required basis as the need rises). When undertaking the evaluation of a dog park site, staff will use the

lowing set of indicators to gauge the assessment:

- i. The number of resident complaints documented on an annual basis.
- ii. The number and severity of risk management issues on an annual basis.
- iii. The severity of the degradation of turf, shrub and flowerbed areas.
- iv. The severity of public health concerns
- v. The number of transgressions for non-compliance with municipal by-laws.
- vi. The breakdown or lack of involvement of the volunteer group.
- vii. Deficiencies in site maintenance.

Where one or more of these indicators has been identified as an area of concern which negatively impacts quality control and public safety, staff in conjunction with the Ward Councillor will determine if further action is required to improve or remove the leash free park designation for a particular site. Where removal is preferred, staff will report to City Council with recommendations. Park closures and/or removals will be at the sole discretion of Council.

7. **Rules and Regulations**

One of the first ways to promote safety within Leash Free Parks is to establish rules. If the rules are followed and enforced, many problems can be avoided. Dog owners must take the initiative to be a responsible and conscientious group ensuring that their actions support the privilege of sharing parkland and open spaces with the community.

Rules and regulations for the Leash Free Park Program are specific to each park type.

(a) **Free Running Areas**

- I. Dogs must be kept leashed until the off-leash area has been entered.
- II. Dogs must be under voice control and are not allowed to disturb or chase people, or to destroy, dig up, or disturb flower beds, lawns, bushes or trees.
- III. Poop n' scoop is mandatory, and all individuals must clean up after their dogs.
- IV. Dogs must be wearing up to date rabies and dog license tags.
- V. Female dogs in heat, and sick dogs are to be kept out of this area.
- VI. Aggressive dogs are to be kept out of this area. If a dog starts acting aggressively towards others (people and dogs respectively) it must immediately be leashed and removed from the site.
- VII. No dog can be in the park without an adult human attending to it at all

times.

- VIII. No more than two dogs may be brought into the park by an individual at the same time.
- IX. Professional dog trainers must not use this facility for the conduct of their business.
- X. Dog owners are subject to Ontario's Dog Owner's Liability Act.
- XI. Use the free running areas at your own risk.

(b) Dog Park

- I. Dogs must be kept leashed until the off-leash area has been entered.
- II. Dogs must be under voice control and are not allowed to disturb or chase people, or to destroy, dig up, or disturb flower beds, lawns, bushes or trees.
- III. Poop n' scoop is mandatory. All individuals must clean up after their dogs.
- IV. Dogs must be wearing up to date rabies and dog license tags.
- V. Female dogs in heat, and sick dogs are to be kept out of this area.
- VI. Aggressive dogs are to be kept out of this area. If a dog starts acting aggressively towards others (people and dogs respectively) it must immediately be leashed and removed from the site.
- VII. No dog can be in the park without an adult human attending to it at all times.
- VIII. No more than two dogs may be brought into the park by an individual at the same time.
- IX. Glass containers, rawhide chews, dog toys and food (animal or human) are not permitted within the park.
- X. Pinch (prong) and spike collars are not allowed in the Dog Park.
- XI. All children must be supervised by an adult attendant while in the park.
- XII. Professional dog trainers must not use this facility for the conduct of their business.
- XIII. Dog owners are subject to Ontario's Dog Owner's Liability Act.
- XIV. Use the dog parks at your own risk.

8. Signage Requirements

(a) Free Running Areas

- I. All free running areas must have regulatory and advisory signage posted at the primary park entrance on or in close proximity to the Neighbourhood Park Sign.
- II. Adequate advisory signage must also be posted throughout the park, on an as-required basis.
- III. Signage must be posted indicating that any incidence of dog bites or scratching of humans must be immediately reported to the Public Health and Community Services Division for Rabies Control and staff follow-up.

(b) Dog Parks

- I. All dog parks must have regulatory and advisory signage posted directly outside the entry gate to the fenced pen.
- II. Signage must be posted indicating that any incidence of dog bites or scratching of humans must be immediately reported to the Public Health and Community Services Division for Rabies Control and staff follow-up.

DIRECTOR APPROVAL: _____

APPROVED DATE: _____

REVISED DATE: _____