

**AGENDA**  
**COUNCIL MEETING**  
**TOWNSHIP OF WELLESLEY**  
**PERSONNEL COMMITTEE**  
**FEBRUARY 6, 2012 – 6:45 PM**  
**COUNCIL CHAMBERS - CROSSHILL**

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Personnel 5/12 – Animal Control Officer – January 2012 Summary of Activity  
– For information

# Personnel Memo

**Date:** January 31, 2012

**Prepared for:** Council of the Township of Wellesley

**Prepared by:** Grace/Will

**RE:** Animal Control Officer – January 2012 Summary of Activity

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## Summary for Council:

### Weekending: January 14/12

- ✓ Final preparation & approval of 2012 Dog License Application
- ✓ Picked up of 2 stray dogs; dropped off at the K-W Humane Society
- ✓ Confirmed schedule of kennel inspections with K-W Humane Society Inspector Mr. Gary Boes
- ✓ Call from inspector re: possible puppies in a barn – responded by giving the owner a deadline to have them moved out
- ✓ Animal in distress call – turned out to be a coyote which took off when vehicle approached

### Weekending: January 28/12

- ✓ Fourteen (14) kennel inspections K-W Humane Society Inspector Mr. Gary Boes
- ✓ Setup appointments for kennel inspections to owners with no phone/email access
- ✓ Call from a kennel operator re: rescue of dogs; reviewed proper procedures with kennel operator & Humane Society; submitted activity report to K-W Humane Society Inspector
- ✓ Confirmed dogs were groomed as directed during a recent kennel inspection.
- ✓ Preparation for Spring/Summer Township newsletter for deadline

**Note:** This is a draft monthly report showing key items taken from the Animal Control Officer's time sheet for review and discussion.

<b>TO:</b> COUNCIL:
Township
<b>File No:</b> 5/12

Willis McLaughlin Executive Director of Operations
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