

Department:	BYLAW	Reference #	3.01
Policy title: Anonymous Complaint Policy			
Authority:	Legislative (Council)	<input checked="checked" type="checkbox"/>	Effective date:
	Administrative	<input type="checkbox"/>	Date for review:
Issued by:		Issue date:	

Policy statement:

It is City Council's Policy that anonymous complaints will not be investigated by the Bylaw Division unless potential safety, liability or health issues are raised.

Policy procedures

The complainant must provide the Bylaw Division with their name, telephone number, and home address. The Clerk Typist will advise the complainant of this policy, but will refer the complaint to the Bylaw Enforcement Officer for determination of existence of health, liability or safety concerns.