Responsible Pet Ownership Program Working Group
Summary of Recommendations

1) Pet Licensing Fees, and
2) Voluntary Pet Registration Fees

Free tags for spayed or neutered pets under the age of 5 or 6 months

Incentive option to allow pet owners to comeback after spay or neutering of pet with receipt to receive discount

Higher fines for intact animals at large (voluntary versus involuntary)

Rewards program to promote and justify municipal services and to introduce incentives for pet registrations.

Fee Chart
- Needs to be clear and simplified
- Removal of early bird fees to have one fee category with significant penalty for late registrations

Use revenues from fees to fund animal based programs (e.g. Spay/Neutering)

Introduction of a multi-animal discount (applying to the third and subsequent pets) with all pets needing to be registered and with no maximum fee for any number of animals, in order to avoid animal hoarding

Phasing in the proposed registration fee increase for cats
- There is already a low compliance rate at $6.60
- Phased in over time to $15 (Over multiple years; suggested 2 years)

Ensure approach rewards responsible pet owners and provides them with incentives while providing disincentives and fines for irresponsible pet owners: make it easy for responsible pet owners and really difficult for irresponsible ones
3) **Microchip Requirements**

Promotion of microchipping and public education to inform pet owners about the importance of updating microchip information

That the City, in addition to buying a pet license, encourages pet owners to microchip their pets through offering discounts

That a 4 Tier Renewal Fees Chart, which incorporates microchip fee discounts be implemented to better reflect the potential costs and problems associated with each category of pets

Separate fees for dogs & cats for:
- Intact, no microchip
- Intact, microchipped
- Spayed/neutered, no microchip
- Spayed/neutered, microchipped

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**Recommended 4 Tier Renewal Fees Chart**

<table>
<thead>
<tr>
<th>Renewal Fees</th>
<th>Proposed</th>
<th>Multi-Pet Discount (applies to third and subsequent pets)</th>
<th>Penalty Fee (Set Fine) (applies to non-registered animals)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dog (intact, no microchip)*</td>
<td>$60</td>
<td>N/A</td>
<td>$250</td>
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<tr>
<td>Dog (intact, microchipped)*</td>
<td>$50</td>
<td>N/A</td>
<td>$200</td>
</tr>
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<td>$40</td>
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<td>Cat (Spayed/neutered, microchipped)</td>
<td>$8</td>
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*the difference in fees for intact and spayed/neutered pets will be refunded to the registrant upon provision of proof of spay/neuter*
4) **Promotion of Pet Tag Sales**

Supports the staff recommendation to work with those agencies selling pet tags to establish possible promotions or points programs with the following recommendations:

1) A broader promotion strategy that includes agencies beyond animal centres and pet stores (e.g. City of Calgary - I Heart My Pet Program)

2) That the commission for agencies who sell pet tags be set at different rates:
   - Organization required to sell pet tags - $8
   - Charity Groups - $5
   - For-Profit/Third Party Groups - $3

3) With the consideration of 2 Principles:
   a. That revenue from the pet tag sales program be ear-marked for animal service programs.
   b. That there may be an initial deficit to cover municipal costs, but that over time revenue may be available to fund animal service programs

5) **Unlicensed Backyard Breeders**

1) That the breeding of animals within the city of Kingston be prohibited unless a breeding license is retained

2) That a list of criteria be created to determine the eligibility of breeders who are not CKC registered breeders
   - Suggested Criteria may include: ethical practises & ability to provide care standards, veterinarian component, limit on number of litters per year
   - **Appendix A** - “Draft Breeder Regulations for Inclusion in Animal Control By-Law 2004-144”

3) That public education occur to promote the criteria for breeders as minimal standards when searching for a pet
6) **Regulate Rabbit Breeders**

Supports the staff recommendation to amend By-Law No. 2004-144 “Being a By-Law to Regulate Animals” to add the requirement to obtain a breeder’s permit to breed rabbits in the City of Kingston.

7) **Implementation of Pet Store Restrictions**

1) Supports the staff recommendation with the following changes to the wording:

   “That staff amend By-Law No. 2006-213 “Being a By-Law to License, Regulate and Govern Certain Businesses” Schedule P-2 Special Conditions to prohibit all sale of dogs, cats, and rabbits in a pet store. To exempt the placement for adoption of dogs, cats, and rabbits on agreement with Humane Society or rescue groups with a registered charity number, and that the amending by-law shall come into force at the time of its passing (third reading)”

2) That pet stores be restricted to a period of 3 months to continue with the sale of pets, with the purpose of reducing the inventory of pets that existed at the time of the by-law’s passing.

8) **Leash Requirements**

1) Recommends that cats which are intended to be free roaming should be spayed/neutered and microchipped.

2) Does not support the staff recommendation “That consideration be given to consider a requirement for cats to be on leash when not on the property of the owner or caregiver”.

9) **At Large**

Supports the staff recommendation with the following changes to the wording:

“That staff increase the number of hours of enforcement to focus on the highest needs areas”
10) **Free Ride Home**

1) Supports the staff recommendation with the following changes to the wording:

“If a dog found at large or stray is licensed, the first ride home will be provided at no charge if the pet owner can be contacted and is able to receive the animal”

2) That for subsequent at large violations, by-law enforcement officers should enforce using discretionary consequences

11) **Set Fines**

That set fines be no higher than the fines listed in the 4 Tier Renewal Fees Chart, with the inclusion of Victim Surcharges

**Recommended 4 Tier Renewal Fees Chart**

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12) Spay/ Neutering Programs

That together in partnership with other animal welfare stakeholders, that the city:

1) Allocate $100,000 to a municipally run low-income spay/neuter voucher program for a pilot term of 3 years with the following conditions:
   - $100 per voucher
   - Large upfront impact created through allocating $50,000 in the first year, and $25,000 in both the second and third years (1000 pets at $100/voucher) with unused funds rolled over into the next year
   - 3 month expiry period for unused vouchers combined with a return deadline of September 30 for clinics to return vouchers to the City to provide a method for calculating voucher usage and reissuing new vouchers
   - 50/50 model for funding similar to the City of Windsor’s Spay/Neuter Program
     - 50% funding towards low-income families as defined by Community and Family Services
     - 50% funding towards feral cat population
     - Trap, Neuter, Vaccinate, Release (TNVR) component
   - With the understanding that incremental improvements be made to achieve long-term visions for a high-impact spay/neuter program

2) Explore available options for lowering costs (or setting costs) for spay/neutering services

   Suggested Options include:
   - Consultation with the Kingston Regional Pet Hospital Board to explore using the facility as a low-cost spay/neuter clinic during the hospital’s off hours (weekday hours)
     - To achieve a collective support from the local veterinarian community
   - RFI Process to build a list of veterinarians willing to offer spay/neutering services at a set low cost in support of the low-income spay/neuter voucher program

3) Set up and promote a spay/neuter fund to further subsidize spay/neutering for low-income families and that Municipal tax receipts be provided for qualified donations

4) Explore the long-term vision of establishing a cost efficient, dedicated low-cost spay/neuter clinic operated in partnership with animal welfare stakeholders
13) Service Enhancements and Resource Requirements

Supports the staff recommendation to:
Upgrade the current animal identification database to allow for:
1) Deployment through the public portal to the web for after-hours identification of lost or found pets.
2) Online application for animal tags.
3) Applications by phone and fax.
4) Automatic pet tag renewal.

With additional suggestions:
- Applications by phone, fax, and email
- Ability to update pet information online (including microchipping)
- Lost & found section
  - Templates for posters
  - Link to the animal shelters/pounds where animal may be located
- Email reminders
- Links to charity groups
- Promotion of animal services
- Increased access to information for pound services provider

14) Education and Communications

Supports the staff recommendation to:
- Improvements to the City website to promote pet licensing and the RPOP
- Advertisements in the City news section of print media
- Spots on the “Kingston Work for You radio campaign”
- Brochures for City counters and partner tag sales outlets including vet clinics and pet stores
- Door to door campaigns to promote when offering at home tag sales
- Solicitations to businesses to arrange discounts to tag holders
- Advertisements in City owned buildings

With additional suggestions:
1) Promotion, Communication, Public Education
   - Promoting Kingston as one of the leaders in Canada to take on the important task of establishing a RPOP
   - Promotion of overall goals and aspects of a RPOP
   - Endorsements from local figures to promote RPOP
   - Licensing Fees Chart (promoting discounts & reduced rate based on responsible practices)
   - Communications around pet store ban (including virtual sales)
   - School Component (reaching children and parents)
   - Participating in local events to education and communicate in an inviting manner (as opposed to enforcement approach)
- Using website to communicate vital information (e.g. microchip information, recommended vaccinations, guidelines for responsible breeders and procurement of pets)

2) Building Partnerships
- Charity/non-profit groups participation in door to door campaigns
- Partnering for community events and school assemblies
- Spots on the “Kingston Work for You radio campaign”
- Free space at local markets for charity/non-profit groups

Concluding Remarks

- The RPOP Working Group’s recommendations should be considered as a beginning point for establishing a RPOP
- Further review of a RPOP would be recommended as the process moves forward, including an evaluation or review component to ensure further development of the program
Draft Breeder Regulations for inclusion in Animal Control By-Law 2004-144

Regulations already contained in the by-law that would be retained include:

A person is not eligible for a breeder permit or the renewal of a breeder permit unless:

1. the activity or proposed activity qualifies as a home occupation under the zoning by-law that applies to the property, and the property complies with the property standards by-law and any other applicable by-laws;

2. the property conforms with all applicable law, including the Health Protection and Promotion Act, the Ontario Society for the Prevention of Cruelty to Animals Act, and the Fire Protection and Prevention Act;

3. the property is kept in a clean and sanitary condition at all times;

4. every dog that has reached the age of twenty weeks and that resides on the property permanently has been registered in the City’s animal identification system; and

5. if the property is in the urban area, every cat that has reached the age of twenty weeks and that resides on the property permanently has been registered in the City’s animal identification system.

Every person who holds a kennel permit or breeder permit shall allow, at any reasonable time, an animal control officer or other authorized employee or agent of the City to inspect the property, other than any room or place used as a dwelling, to determine whether all requirements of this by-law are being complied with.

Additional regulations that could be added to the by-law include:

1. At all times, animals shall be provided with proper housing, nutrition, health care and necessary exercise.

2. Every breeder shall maintain current and accurate records pertaining to their breeding program, including the particulars of all animal sale transactions.

3. No breeder shall sell or donate an animal to a pet store in the City of Kingston.

4. Potential purchasers of animals shall be reasonably screened for their suitability and capability to own and meet the needs of the particular species and breed.

5. An animal shall not be removed from the premises before eight (8) weeks of age.

6. An animal shall not be removed from the premises until treated for external and internal parasites, and core vaccinations as recommended for species by veterinarians.
7. The breeder shall provide a copy of the animal’s health certificate and vaccination records to its new owner. (Vaccinations do not apply to Rabbits)

8. A female animal shall not be bred until it is certified healthy by a veterinarian and must be certified healthy to breed on an annual basis.

9. The breeder licence number shall be displayed where the animals are sold and shall be included in any advertising of animals for sale.

10. A breeder shall provide a written sales agreement containing the name of the purchaser, the date of sale, and the name of the animal’s breed. In addition, all terms and conditions of the sale, including a return or replacement policy that includes an obligation to accept any return of an animal, shall be clearly defined. The agreement shall be properly dated and signed by all parties.

11. A breeder shall provide the new owner of an animal with documentation which verifies:
   a. The date of the sale;
   b) The sale price;
   c) The animal’s breed or cross-breed;
   d) The sex of the animal,
   e) The age of the animal,
   f) A description of the animal, including colour and markings if any;
   g) An up to date certificate of health from a veterinarian for the animal.

12. A breeder shall provide clean, adequate, safe housing and run areas specific to the nature and exercise requirements for the breed of the animal.

13. Every animal must be provided with adequate:
   1) Food and water;
   2) Appropriate medical attention;
   3) Adequate and appropriate resting and sleeping area;
   4) Adequate and appropriate;
      a) Space to enable the animal to move naturally and to exercise;
b) Sanitary conditions;

c) Ventilation;

d) Light; and

e) Protection from the elements, including harmful temperatures.

14. No animal shall be kept in a crowded cage or room; as per the Canadian Council on Animal Care (CCAC) standards.

15. Any animal exhibiting signs of distress or suffering must receive immediate veterinarian care.

16. A breeder shall issue a City of Kingston animal license tag to the new owner of every animal sold or given away to a person who resides in Kingston. (Tags do not apply to rabbits)

   a) The date of the sale,

   b) The sale price,

   c) The breed or cross-breed,

   d) The sex of the animal,

   e) The age of the animal,

   f) A description of the animal, including colour and markings if any,

   g) An up to date certificate of health from a veterinarian of the dog, cat or rabbit being purchased,

   h) Records containing this information shall be retained by the breeder for a term of 7 years following the transaction.