



Subject: *Municipal Fee Policy Amendment - Dog Tag Lifetime Fee*
To: Corporate and Residential Services Committee
Date Prepared: September 10, 2025
Related Motions: C24(250) and C25(24)
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Approved by: Adam Clarkson, Director of Corporate Services

Summary

In early 2025, Council reviewed their dog tag registration program. Council decided it was important to maintain the current program and requested policy amendments to implement a lifetime dog registration.

This report includes an overview of a lifetime dog tag registration and draft amendments to Council's Municipal fee policy.

Financial Impact Statement

For 2024, 382 tags were sold for a revenue of \$3,676. Dog tag sales have slowly declined since 2021. With the implementation of lifetime tags, we can expect the revenue to increase initially, but then decrease after that, as there will no longer be annual tag renewals.

Recommendation

Staff recommend that Committee recommend to Council to adopt the updated Municipal Fee Policy that will implement a fee for lifetime dog tag registration.

Recommended Motion

Regular Meeting of Council (Policy & In-Camera) - September 16, 2025

Move that the Corporate & Residential Services Committee recommend that Council give notice of intent to approve the addition of a lifetime dog registration fee to the Municipal Fee Policy, as attached to the Executive Committee agenda dated September 16, 2025.

Regular Meeting of Council - September 24, 2025

Move that Corporate & Residential Services Committee recommends to Council that Council approve the Municipal Fee Policy, to include the addition of a lifetime dog registration fee, as attached to the Executive Committee agenda dated September 16, 2025.

Background

Presently dog registration fees are collected in three ways:

1. Online through municipal website;
2. In person or mail at the municipal office in Elmsdale;
3. 3rd party vendor sales

Requiring dogs to be registered assists in reuniting lost dogs with their owners quickly. Additionally, microchipped dogs offer a permanent and reliable form of identification, aiding in the recovery of lost dogs. It also allows the Municipality to potentially access important details, such as medical or veterinary records, when needed, particularly for impounded dogs requiring care. Today, more animals are being microchipped, either by owner preference or as a standard operating procedure by breeders and adoption agencies.

DISCUSSION

Registration shall be effective for the lifetime of the dog.

In order to register a dog, an owner shall pay the lifetime registration fee as set out in the Municipal Fee Policy and shall supply the following as part of the registration process:

- Civic address of owner
- Name(s) of owner
- Mailing address of owner
- Primary phone number of owner
- Alternative phone number of owner
- Primary email address of owner
- Breed of dog
- Colour(s) of dog
- Sex of dog
- Size of dog - categorized as small, medium, large, or giant.

No tag is required to be worn for a dog that is microchipped and the custodian can prove the contact information for their microchip is current.

STRATEGIC ALIGNMENT

Periodic review and evaluation of this program supports the municipality's corporate excellence strategy. We want to be sure the services we offer and the things we require our residents to do provide value.

LEGISLATIVE AUTHORITY

Bylaw P-1000 includes dog tag registration requirements and enforcement provisions. The Municipal Fee Policy is a Council policy that sets out the fees related to this bylaw as per section 175(1) (b) below:

Municipal Government Act section 175 (1) A council may make bylaws

(b) imposing a registration fee upon the owner of every dog, the amount to be set by policy, for such length of time as is specified in the bylaw with the power to impose a larger fee for female dogs than for male dogs, or for unspayed or unneutered dogs than for spayed or neutered dogs;

(c) requiring tags for the identification of dogs registered under the bylaw.

Many municipalities are still continuing to have dogs registered through dog tag programs within their jurisdiction.

FINANCIAL CONSIDERATIONS

A jurisdictional scan was completed for lifetime dog tags listed as Appendix A to this report.

Staff recommend the following fees be implemented for a lifetime tag:

\$25 per dog; Four or more dogs \$75 total

The draft changes to the Municipal Fee Policy are attached (page 5).

Alternatives

1. Maintain the status quo requiring annual dog tag registration

Attachments

DRAFT Municipal Fee Policy - With Markup

Appendix A - Jurisdictional Scan