

Staff Report

Presented By: Morgan McCulloch, Deputy Clerk
Meeting Date: August 11, 2025
Subject: Animal Control Update
Attachment(s): None

Recommendation

That Council adopt By-law 75-2025, a By-law to authorize an Agreement with the Owen Sound Animal Shelter;

That Council adopt By-law 76-2025, a By-law to amend the 2025 Fees and Charges By-law; and

That Council approve an amendment to the 2025 Business Plan Budget for \$5,200 for Animal Control Services, funded from the Tax Stabilization Reserve.

Report Summary

Since February 2025, the Town has been utilizing the Owen Sound Animal Shelter (OSAS) on an interim basis for pound services in addition to the animal control services they were already providing. An agreement with OSAS for the next five (5) years is a cost effective and convenient pound services solution. To reflect the changes with the Animal Control contract, and to meet the growing needs of the community, the Town will be conducting public engagement and bringing forth an updated Animal Control By-law at a later date. The agreement, authorizing By-law and Fees and Charges By-law Amendment are included in the By-laws section of the Council agenda.

Background/Analysis

Animal Control Contract

The OSAS has been contracted for animal control Services since 2007. The Southampton Pet Hospital was providing pound services to the Town, however in February of 2025 they ceased their services. A report was brought forward to Council on [February 24, 2025](#) to provide an update that OSAS would be providing pound services while the Town investigated options.

After canvassing neighboring municipalities and local veterinarian clinics, it became apparent that OSAS is one of the only providers of pound services in the Grey Bruce Region. Without

contracting this service to the OSAS the Town would be seeking the services of animal control and pound service providers a minimum of 2 hours from Saugeen Shores or providing the services in-house with substantial operating and capital costs. This option would be overly burdensome for residents needing to retrieve their pets. Therefore, it is recommended that OSAS be contracted to provide the services for the next five (5) years.

It is recommended that the existing animal control and pound services fees increase marginally, as illustrated in Table 1 below. It should be noted that these fees have not changed since 2014. A new charge for Cost Sharing is identified in the last line of the table. The cost sharing with the City of Owen Sound is to support upkeep of the Owen Sound Animal Shelter building (capital charge). This would be a charge of \$0.60 per Saugeen Shores resident per year. According to the most recent census this would be approximately \$9,544.80 per year or \$795.40 per month.

When an animal has been picked-up for being at large or brought to OSAS from Saugeen Shores, the OSAS would collect the call for service or emergency call for service fee and boarding fee from the pet's owner plus a \$100 reclaim fee for the Town. As seen in Table 1 this would replace the Town's current reclaim fees which increased yearly. Removing the tiered system simplifies the process. Part I and III Provincial Offence Fines can still be applied at the discretion of the Animal Control Officer.

Table 1: Animal Control Fee Changes

| Description | Current Amount (plus HST) | Proposed Change |
|--|--|---|
| Basic Service Amount | \$1,465.44 per month (has not been updated since 2014) | \$1,758.53 per month. 2% increase per year |
| Calls for service (during business hours) | \$80 (plus HST) | \$65 (paid for by the owner of the animal unless not reclaimed) |
| Emergency calls for service (between 10 p.m. and 8 a.m.) *paid for by the owner of the animal unless not reclaimed* | \$115 (plus HST) | \$95 |
| Boarding (for reclaim period) *paid for by the owner of the animal unless not reclaimed* | \$24 /day for dogs and \$16/ day for cats | \$10 per day |
| Animal Reclaim Fee *paid for by the owner* | 1 st Offence- \$13.27 2 nd Offence- \$33.01 3 rd Offence- \$97.74 | \$100 |
| Cost Sharing with City of Owen Sound | \$0 | \$9,544.80 per year or \$795.40 per month |

Animal Control By-law

The Town is reviewing the current Animal Control By-law which was passed in 2004. It is anticipated that an update will be required to reflect the current needs of the Town and changes in the licensing structure. There will be public engagement to obtain input.

Linkages

- Strategic Plan Alignment: Pillar 1: Meeting the Needs of a Growing Community
- Business Plan Alignment: Corporate Services Business as Usual

Financial Impacts/Source of Funding

This report requests to amend the 2025 Budget for an incremental expense of \$5,200 associated with this program above the approved budget of \$18,617, funded by the Tax Stabilization Fund.

Estimated revenue/costs of \$15,000 associated with this program will be included in the 2026 Business Plan.

Prepared By: Morgan McCulloch, Deputy Clerk

Reviewed By: Dawn Mittelholtz, Manager, Legislative Services/Clerk
Jim Bundschuh, Director, Corporate Services

Approved By: Kara Van Myall, Chief Administrative Officer