

Committee of the Whole (1) Report

DATE: Tuesday, December 3, 2024

WARD(S): ALL

TITLE: AGREEMENT FOR THE CITY OF VAUGHAN TO OVERSEE THE ADMINISTRATION AND SALES OF PET LICENCES FOR THE TOWNSHIP OF KING

FROM:

Gus Michaels, Deputy City Manager, Community Services

ACTION: DECISION

Purpose

Staff are seeking Council's approval to amend the multi-year provision of animal services agreement dated May 1, 2021, between the City of Vaughan and the Township of King (the "Animal Services Agreement") to enable Vaughan Animal Services to assume full responsibility for the administration and sale of pet licences for the Township of King, and to clarify and address other items in the agreement.

Report Highlights

- Vaughan Animal Services has been providing animal sheltering and enforcement services to the Township of King for 13 years.
- To ensure effective and efficient service provision to residents, the Township of King has requested that Vaughan Animal Services take oversight of the administration of pet licensing effective January 1, 2025, including tag sales and tracking, in a similar manner as in Vaughan.
- Vaughan Animal Services has the resources required to deliver the additional services at no additional cost to the City.
- Council approval is needed to make this change as sale and administration of pet licensing is not captured in the existing agreement with the Township of King.

Recommendations

1. That the Animal Services Agreement with the Township of King be further amended to substantially reflect the amendments discussed in this report regarding Vaughan Animal Services being the administrator of pet licensing for the Township of King, Administrative Monetary Penalties and investigations, pursuant to the Ontario Wildlife Damage Compensation Program and the Protection of Livestock and Poultry from Dogs Act;
2. That the Mayor and the City Clerk be authorized to execute the amending agreement with the Township of King on terms and conditions satisfactory to the Deputy City Manager, Community Services, and in a form satisfactory to Legal Services; and
3. That this report and the decision of Council be forwarded to the Township of King.

Background

Vaughan Animal Services (“VAS”) has been providing animal services to the Township of King since 2011 under the terms of a written agreement. The Township of King has been satisfied with the services provided by VAS and Vaughan Animal Services’ performance and approached staff in August 2024 to expand the services provided by VAS to include the administration of pet licensing. This includes offering the same services associated with pet licensing to Township of King residents as offered to Vaughan residents, including online and in person tag sales, entry of tag information into a cloud-based database, financial reconciliation, sending of reminder notices to pet owners (mail and email), responding to resident inquires regarding licensing, and other administrative tasks.

As pet licensing administration is not included in the current agreement, Council’s approval is required to proceed with the addition of the above-described activities to the service level agreement between the Township of King and VAS effective January 1, 2025, and to authorize the Mayor and City Clerk to sign the necessary agreements and documents related to the above-noted recommendations.

Staff are also seeking to make additional amendments to the current agreement which will clarify the existing terms of the agreement. The first amendment relates to investigations pursuant to the Ontario Wildlife Damage Compensation Program (OWDCP) (i.e. livestock valuation); VAS has a responsibility under the current agreement with the Township of King to carry out duties pursuant to the OWDCP, a provincial program which provides financial assistance to eligible livestock and poultry owners whose stock has been killed as a result of wildlife predation. Per the OWDCP, each participating municipality must appoint a Municipal Investigator to review and

assess claims. The amendment to the agreement with the Township of King clarifies that a VAS staff person will be appointed as the Municipal Investigator for the Township of King, and the roles and responsibilities of VAS in carrying out this service. The agreement will also clarify that a VAS staff person is being appointed as a valuer of livestock and poultry under the Protection of Livestock and Poultry from Dogs Act and confirm their responsibilities in this regard. An additional amendment will address VAS issuing Administrative Monetary Penalties (AMPS), should the Township of King choose to implement the system in the future.

Previous Reports/Authority

[Item 18, Report No. 32, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 22, 2021.](#)

[Item 19, Report No. 21, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on May 17, 2016.](#)

Analysis and Options

Encouraging and promoting the voluntary purchase of pet licences, such as the model in place in Vaughan, not only aid in enforcement activities and ensure compliance with the animal control by-law, but also in the successful reunification of lost pets with their owners, thereby reducing the amount of time a lost pet may spend in the VAS shelter and the associated costs incurred by housing the pet. By assuming the administration of pet licensing for the Township of King, the same benefits will extend to the pets and their owners in King, and will reduce resource pressures on VAS shelter staff, resulting in a benefit to both municipalities.

In 2023, 679 pet licences were sold in the Township of King resulting in \$13,035.00 in revenues. VAS staff believe that by implementing the same licensing program in the Township of King as is currently in place in Vaughan, licence sales, and therefore revenues, will increase, resulting in a net financial benefit to both municipalities.

Financial Impact

Pet licensing programs are designed using a cost recovery model. Therefore, revenues collected from pet licensing are used to offset administrative costs associated with the program. VAS and Township of King staff have negotiated and agreed upon an 80/20 revenue split, respectively, between VAS and the Township of King.

With respect to the technical amendments pertaining to OWDCP and AMPS, there are no anticipated financial impacts for the duration of the current agreement.

Operational Impact

There is no operational impact associated with the recommendations in this report. Legal Services was consulted and has prepared the amending agreement.

Broader Regional Impacts/Considerations

This report and the amending agreement were developed in collaboration with the Township of King's Township Clerk & Manager of Legislative Services, along with their legal counsel.

Conclusion

The addition of pet licensing to the service level agreement between VAS and the Township of King expands on the current agreement to enable VAS to administer the full breadth of domestic animal services. The amendments will assist in accomplishing the mutual goals of compliance with the Township of King's animal control by-law, streamlined services to residents, and reduce the amount of time pets lost from King spend in the VAS shelter, thus reducing costs incurred by VAS for sheltering animals.

For more information, please contact: Susan Kelly, Director and Chief Licensing Officer, By-law and Compliance, Licensing and Permit Services, ext. 8952.

Attachments

N/A

Prepared by

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