



# Staff Report to Council

**Report From:** Kate Farwell, Taxation & Revenue Manager/Deputy Treasurer

**Alex Wolfe, Clerk**

**Meeting Date:** September 29 2025

**Report:** FIN- 19-2025

Dog Registration Fees Revenues for Potential Dog Park

## Recommendation

**That South Huron Council receives Staff Report FIN-19-2025 Dog Registration Fees Revenues for Potential Dog Park, for information.**

## Report Overview

<b>Purpose of Report</b>	For Information
<b>Council Priority Alignment</b>	Planning For and Managing Sustainable Growth
<b>Consultations</b>	None.
<b>Attachment(s) to Report</b>	None.

## Report Highlights

- Provided to Council as information for budget deliberations.
- Outlines historical revenues, expenses, and participation in current dog licencing program.
- Provides Council with other funding options for consideration, including community fundraising, use of reserves, or tax levy.

## Context and Background

Council received Staff Report CSD-03-2025 Exeter Dog Park for information at their March 17, 2025 Council Meeting. At that meeting Council passed a resolution for a report back during budget discussions on how user fees could be used to support a dog park in Exeter. Communication items Council has received regarding a proposed dog park in Exeter have been linked to this report.

Table 1 below outlines current fees for dog registration:

	January 1-May 31	June 1-December 31
Spayed/neutered	\$20.00	\$35.00
Intact	\$30.00	\$45.00
Kennel Licence	\$150.00	\$160.00

Note: Staff issue invoices annually for all dogs registered, costs invoiced are those noted from January 1-May 31<sup>st</sup>. Increased fees are implemented following May 31 annually.

Dogs are to be registered as required in the Municipal Animal Control By-Law. The Municipality relies on the honor system for dog registration. Notices are posted advising of the requirement to register dogs, however, the Municipality does not go door to door to confirm compliance. Should the Municipality receive animal control concerns regarding dogs, staff confirm whether the animal has been registered prior to the by-law officer attending the property. In the event the animal is not registered, the by-law officer provides the individuals education on the by-law, and provides a deadline to attend the municipal office to register. The Animal Control By-Law provides fines for non-compliance.

## Discussion and Staff Recommendation(s)

On average, staff time to administer the dog tag licencing program is approximately 75 hrs annually, including such tasks as invoicing and collections.

Table 2 below outlines historical revenues and expenses, as well as participation levels:

	2025	2024	2023	2022	2021	2020	2019
Revenues	\$9,845	\$10,510	\$10,730	\$10,887	\$11,198	\$12,520	\$11,910
Expenses (incl staff time, supplies, postage, vet fees)	(\$14,292)	(\$18,678)	(\$9,243)	(\$14,490)	(\$14,808)	(\$11,163)	(\$8,957)
Net revenues / (loss)	<b>(\$4,447)</b>	<b>(\$8,168)</b>	<b>\$1,487</b>	<b>(\$3,603)</b>	<b>(\$3,610)</b>	<b>\$1,357</b>	<b>\$2,953</b>
# Of licences invoiced (less those credited)	389	398	458	476	503	547	n/a
Net revenue per licence	<b>(\$11.43)</b>	<b>(\$20.52)</b>	\$3.25	<b>(\$7.57)</b>	<b>(\$7.18)</b>	\$2.48	n/a
Net revenue per staff hour spent	<b>(\$59.89)</b>	<b>(\$110.01)</b>	\$20.02	<b>(\$48.52)</b>	<b>(\$48.62)</b>	\$18.27	n/a

Staff note that several municipalities have discontinued their dog tag licencing program in recent years, due to extensive administration required and other options available for identifying and locating lost dogs.

#### Recently Discontinued Licencing Programs:

- Lucan Biddulph – discontinued in 2021
- Ashfield-Colborne-Wawanosh, Woodstock, Aylmer, South-West Oxford, Blandford-Blenheim – discontinued in 2022

Many municipalities that have licencing programs rely on the owners coming forward to register their dogs, rather than proactive enforcement by attending door to door for registration. Some Municipalities have, on occasion, had by-law officer's complete patrols by going door-to-door to confirm compliance.

North Huron previously ran a door-to-door registration campaign, where they hired “dog counters” to visit each property to confirm dogs are registered or licence those that were not. They discontinued that process due to administrative burden (individuals refusing to pay, bylaw enforcement having to follow up, and staff sending notices in an attempt collect funds before sending to collections). They currently have a contract with DocuPet which provides administrative duties that the municipality normally does, including sending out letters and follow up letters, selling new tags, managing the dog count lists, and sending out community and education information to dog owners.

### **Budget deliberation**

The information in this report has been provided to Council for budget deliberations.

### **Impact Analysis**

Based on the current licencing program, the funds currently collected do not cover the costs to administer the program, as such, there are no funds available to fund any current or future dog parks using the dog tag user fees within South Huron. This program needs to be reviewed to determine specifically what the purpose of the licensing program is, whether it is still necessary, and if so, the fees increased to cover costs for administration and any funds required for additional future planned operating and capital costs.

Other Funding Options available:

1. Community Fundraising – Other Municipalities, like [North Perth](#), have a community group taking lead on a fundraising campaign.
2. Reserves – Working fund reserve, recreation capital replacement reserve
3. Tax levy

### **Linkages**

- Correspondence previously received by Council re: Exeter Dog Park  
[Abby and Jeff Hannah Delegation - November 18, 2024](#)  
[South Huron Soccer Club - November 25, 2024](#)  
[Abby and Jeff Hannah – March 25, 2025](#)  
[Jessica O’Brien – March 23, 2025](#)  
[Susan Smith – March 20, 2025](#)  
[Greg Young – March 15, 2025](#)  
[Abby and Jeff Hannah – April 24, 2025 with petition](#)  
[Alex Hall – May 16, 2025](#)
- [Staff Report CSD-03-2025](#)

**Respectfully submitted,**

**Kate Farwell, Taxation & Revenue Manager/Deputy Treasurer**

**Alex Wolfe, Clerk**

## Report Approval Details

Document Title:	FIN19-2025 - Dog Registration Fees Revenues for Potential Dog Park.docx
Attachments:	
Final Approval Date:	Sep 23, 2025

This report and all of its attachments were approved and signed as outlined below:

### **No Signature found**

**Erin Moore - Sep 19, 2025 - 2:54 PM**

**Alex Wolfe - Sep 19, 2025 - 3:46 PM**

**Rebekah Msuya-Collison - Sep 23, 2025 - 3:44 PM**