

# **Report to Committee**

To:

Community Safety Committee

Date:

September 24, 2010

From:

Phyllis L. Carlyle

File:

12-8060-02-01/2010

Re:

Dog Licensing Program

General Manager, Law & Community Safety

### **Staff Recommendation**

1. THAT Dog Licencing Bylaw No. 7138, Amendment Bylaw No. 8529 (Attachment 2) be introduced and given first, second and third reading;

- THAT Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8642 (Attachment 3) be introduced and given first, second and third reading; and
- 3. THAT Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8643 (Attachment 4) be introduced and given first, second and third reading.

Phyllis L. Carlyle

General Manager, Law & Community Safety

(604.276.4104)

Att. 4

F	OR ORIGINATING DEPA	RTMENT USE ONLY
ROUTED TO:	Concurrence	CONCURRENCE OF GENERAL MANAGER
Budgets	Y 🖼 🗘 🗖	
Customer Service	Y 🗹 🗚 🗆	
Law	Y ☑ N □	
REVIEWED BY TAG	YES NO	REVIEWED BY CAO YES NO

### **Staff Report**

### Origin

In 2005, Council revised the dog licensing fees. In the interim, there have been a number of enhancements to the City's dog licensing program.

### Analysis

The following enhancements to the program have occurred:

- A transition was made from metal licence that was replaced every year to a permanent metal licence with a distinctive licence number that is issued for the life of the dog. The new licence is simply validated annually by a coloured decal. This simplified process reduces the cost and waste of providing replacement metal licences every year.
- provided ten 'drop boxes' for the payment of outstanding licence fees by cheque at many Community Centres. This new service has assisted residents in making their renewal payments at more convenient locations than City Hall.
- transitioned from a 'reminder' letter for annual renewals to an actual invoice based on the category of all dogs within our dog licensing database. This has provided a clearly defined obligation for payment, resulting in quicker payment and permitting the City to forward unpaid invoices for collection.

For the calendar year of 2010, the City issued 6,330 invoices for licences covering dogs that were resident in the City.

Category of Dog Licence	Number	Percentage of Total
Regular dogs - Neutered or spayed	4,544	71.8%
Regular dogs - Neutered or spayed - Senior owner	793	12.5%
Regular dogs - Not neutered or spayed	836	13.2%
Dangerous dogs – Neutered or spayed	68	1.1%
Dangerous dogs - Not neutered or spayed	41	0.6%
Regular dogs - Not neutered or spayed - Senior owner	37	0.6%
Dangerous dogs - Neutered or spayed - Senior owner	11	0.2%
Totals	6,330	100.00%

Revenue from the City's dog licensing program for the last full calendar year of 2009 was \$148,000 which offsets a portion of the annual cost of \$320,000 of the 2009 - 2011 contract for

the operation of the City's animal shelter on No. 5 Road and animal control services from 10 am to 6 pm, Monday to Friday and 9 am to 5 pm, Saturday and Sunday.

The next dog licensing program enhancements for development and a future report to Council are:

- 1. the on-line payment by residents of dog licence fees through the City's web site. This additional payment option would further enhance convenience for dog owners; and
- 2. the upgrade of the dog licensing database from the present, labour-intensive spreadsheet format to a more efficient and specialized software. This enhancement would hopefully provide a network access to the dog licence records for the field animal enforcement staff and provide a flexible management reporting function.

An estimated cost for the required software and hardware to facilitate on-line payment and more effectively automate Calls for Service and Dog Licensing will be included in the Community Bylaws Capital budget submission for consideration.

Attachment 1 compares dog licensing fees for municipalities in the Lower Mainland with the existing licensing fees in Richmond. While the City's fees compare favourably with other municipalities, staff will be reviewing this comparison during 2011 to ensure that any revenue from licensing keeps pace with increasing costs associated with animal control services.

Amendments to the Dog Licencing Bylaw No. 7138 are attached to reflect the enhanced licensing format for regular dogs and dangerous dogs. Staff is also taking this opportunity to:

- 1. amend various other sections of the Dog Licencing Bylaw No. 7138 to address:
  - a. ambiguities in the wording of the licensing requirements to regular dogs and dangerous dogs;
  - b. the definition of a dog running at large in the context of dog licensing; the present definition is based on the Animal Control Regulation Bylaw No. 7932; and
- 2. amend the Municipal Ticket Information Authorization Bylaw No. 7321 and the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 to transfer the hearing of disputes from the Provincial Court system to the City's more convenient and cost-effective dispute adjudication system.

### **Financial Impact**

No financial impact.

### Conclusion

Staff recommends that Council:

 adopt the attached amendments to the Dog Licencing Bylaw No. 7138, Municipal Ticket Information Authorization Bylaw No. 7321 and Notice of Violation Dispute Adjudication Bylaw No. 8122.

Wayne G. Mercer

Manager, Community Bylaws

(604.247.4601)

WGM:wgm

2010
Comparison
Licence
Dog

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Unattered Spayed or Neutered Dangerous Dog Aggressive Dog Working/Assistance Dog Replacement Licence REG S/N OD DD WAD



# City of Richmond

## Dog Licencing Bylaw No. 7138, Amendment Bylaw No. 8529

The Council of the City of Richmond enacts the following amendments to Dog Licencing Bylaw No. 7138, as amended:

- 1. Part One: Dog Licencing Requirements is amended by deleting section 1.1 and substituting the following:
  - 1.1 Requirement to Possess a Dog Licence
    - 1.1.1 Every person who **owns** any **dog** or **dangerous dog** over the age of eight (8) weeks, must:
      - (a) obtain a **dog licence** for such **dog** or **dangerous dog** in accordance with this bylaw; and
      - (b) attach such dog licence:
        - (i) to a suitable collar or harness around the neck of the dog or dangerous dog, while not on a leash; or
        - (ii) to a leash attached to a dog or dangerous dog; and
      - (c) produce such dog licence for a dog or dangerous dog at the request of an Animal Control Officer.
- 2. Part Two: Dog Licences and Fees is amended by deleting section 2.1 and substituting the following:

### 2.1 Annual Licence Fees

- 2.1.1 An annual, non-refundable **dog licence** fee, as shown in Schedule A, which is attached and forms part of this bylaw, is payable for each **dog** or **dangerous dog** over the age of eight (8) weeks.
- 2.1.2 Notwithstanding the provisions of subsection 2.1.1, every **dog licence** fee paid by an **owner** who is of the age of 65 or older, will be reduced by 50% of the amount shown in Schedule A, which is attached and forms part of this bylaw, upon production of proof, satisfactory to the **City**, of such **owner's** age provided that:
  - (a) for dogs or dangerous dogs,

- (i) licensed in the previous calendar year, the **dog licence** fee is paid prior to March 1 of the current licence year; or
- (ii) acquired during the current licence year, the **dog licence** fee is paid within thirty (30) days of acquiring the **dog** or **dangerous dog**; and
- (b) the **dog** or **dangerous dog** is neutered or spayed.
- 2.1.3 The provisions of subsection 2.1.2 do not apply to a replacement **dog licence** issued in accordance with section 2.3.
- 3. Part Three is deleted and the following amended Part Three is substituted:

### PART THREE: VIOLATIONS AND PENALTIES

- 3.1(a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*; and
  - (b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 in accordance with the Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60.
- 3.2 Every person who contravenes any provision of this bylaw is considered to have committed an offence against this bylaw and is liable on summary conviction, to the penalties provided for in the *Offence Act*, and each day that such violation is caused, or allowed to continue, constitutes a separate offence.
- 4. Part Four: Interpretation is amended by deleting **DOG LICENCE** and substituting the following:

### DOG LICENCE

- (a) for a **dog** (other than a **dangerous dog**), means the combination of:
  - (i) a metal disc issued by the City for the life of the dog, on which is stamped the licence number for the dog and the name of the City; and
  - (ii) a licence decal affixed to the reverse of the metal disc described in (i).
- (b) for a dangerous dog, means the combination of:

- (i) a metal disc issued by the **City** for the life of the **dog**, on which is stamped the licence number for the **dog** and the name of the **City**; and
- (ii) a licence decal affixed to the reverse of the metal disc described in (a); and
- (iii) a red-coloured metal disc issued by the **City**, on which is stamped the phrase 'Dangerous Dog'
- 5. Part Four: Interpretation is amended by adding the following:

### LICENCE DECAL

means a uniquely-coloured plastic disc issued by the City:

- (a) indicating the valid calendar year for the dog licence; and
- (b) confirming that the required **dog licence** fee has been paid for the calendar year indicated.

### DESIGNATED DOG OFF-LEASH AREA

means an area posted by sign, which defines the geographic area and/or time period that **dogs** can be offleash.

### **LEASH or LEASHED**

means a device, or use of a device, of leather, metal, nylon or other similar strong material no more than three (3) meters in length and of sufficient strength and design to restrain the size and strength of dog or dangerous dog for which it will be (or is being) used. One end is securely affixed to a collar or harness which is securely attached to the dog or dangerous dog with the other end held by a person capable of controlling the dog or dangerous dog at all times.

6. Part Four: Interpretation is amended by deleting **RUNNING AT LARGE** and substituting the following:

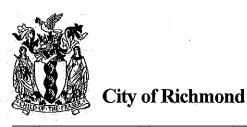
### **RUNNING AT LARGE**

means:

- (a) being elsewhere than confined on the premises of the **owner**, while not on a **leash** and in the immediate and effective control of the **owner**; and/or
- (b) being on any property without the consent of the registered owner or occupier of that property; and/or
- (c) being in a designated dog off-leash area, where permitted, but not under the immediate and effective control of the owner.
- 7. This Bylaw is cited as "Dog Licencing Bylaw No. 7138, Amendment Bylaw No. 8529".

FIRST READING	· · · · · · · · · · · · · · · · · · ·	CITY OF RICHMOND
SECOND READING	· · · · · · · · · · · · · · · · · · ·	APPROVED for content by originating Division
THIRD READING		
ADOPTED		APPROVED for legality by Solicitor
		M
MAYOR	CORPORATE OFFICER	





# Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8642

The Council of the City of Richmond enacts as follows:

1. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by deleting the following from Schedule A:

### Column 1

### Column 2

- 5. Dog Licencing Bylaw No. 7138
- Bylaw Enforcement Officer
- Licence Inspector
- Animal Control Officer
- 2. Municipal Ticket Information Authorization Bylaw No. 7321, as amended, is further amended by deleting the following from Schedule B:

### **SCHEDULE B 5**

### DOG LICENCING BYLAW NO. 7138

Column 1	Column 2	Column 3
Offence	Bylaw Section	Fine
Failure to obtain dog licence	1.1.1 (a) (i)	\$200
Failure to obtain dog licence for Dangerous Dog	1.1.1 (a) (ii)	\$500
Failure to produce dog licence upon request	1.1.1 (c) (i)	\$200
Failure to produce dog licence upon request for Dangerous Dog	1.1.1 (c) (ii)	\$500

3. This Bylaw is cited as "Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 8642".

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating
THIRD READING	W	Oivision
ADOPTED		APPROVED for legality by Solicitor
MAYOR	CORPORATE OFFICER	M



# Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8643

The Council of the City of Richmond enacts as follows:

- 1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One Application by deleting Section 1.1 and substituting the following:
  - 1.1 This bylaw applies only to those contraventions included in the following bylaws as enacted by the City of Richmond:
    - (a) Commercial Vehicle Licencing Bylaw No. 4716, as amended;
    - (b) Traffic Bylaw No. 5870, as amended;
    - (c) Parking (Off-Street) Regulation Bylaw No. 7403, as amended;
    - (d) Newspaper Distribution Regulation Bylaw No. 7954;
    - (e) Dog Licencing Bylaw No. 7138, as amended;

and that are identified in Schedule A, attached hereto and forming part of this bylaw.

- 2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by deleting Schedule A and substituting Schedule A attached to and forming part of this bylaw as Schedule A to Bylaw No. 8122.
- 3. This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 8643".

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating Division
THIRD READING		
ADOPTED		APPROVED for legality by Solicitor
•		M
MAYOR	CORPORATE OFFICER	

# SCHEDULE A to BYLAW NO. 8643

# SCHEDULE A to BYLAW NO. 8122

# Designated Bylaw Contraventions and Corresponding Penalties

A4 A5 A6	on Compliance Penalty Early Late Payment Agreement Amount Available Option	n/a 29 to 60 1 to 28 days 61 days or more days	(a) No \$ 50.00 \$ 75.00	(a)	(p)	(d) No \$ 50.00 \$ 35.00 \$ 75.00	(f)	(2)	.2	(a) No \$ 70.00 \$ 45.00 \$ 95.00	(q)	(2)	(p)	(e)		(6)	(h)
A2 A3	Description of Contravention	Period of Time from Receipt (inclusive)	Operating a vehicle without a valid commercial 16 (2)(a) licence	Operating a vehicle without a valid commercial 16 (2)(a) licence plate displayed	Displaying a commercial licence plate on any 16 (2)(b) vehicle not authorized	/er 48 hours 12.4 (d)	Parking over 3 hours between 8 am and 6 pm	12.4 (r)	Park without valid proof of payment	Stopping on a sidewalk, boulevard or median 12.3 (a)	Stopping in an intersection 12.3 (b)	Stopping within 6 metres of a property line at an intersection	Stopping within 1.5 metres of a sidewalk crossing, 12.3 (d) private road or lane	Stopping within 6 metres of a stop sign or control 12.3 (e) signal	Stopping so as to obstruct traffic 12.3 (f)	Stopping on the roadway with no curb 12.3 (g)	ng zone 12.3 (h)
A1	Byław Descr	Period of Time t	Commercial Operating a vehing Vehicle Licencing licence		Displaying a commerc vehicle not authorized	Fraffic Bylaw Parking over 48 hours No. 5870 (1992)		Overtime parking	Park without valid	Traffic Bylaw Stopping on a six		Stopping within 6 intersection	Stopping within 1.5 private road or lane	Stopping within 6 signal	Stopping so as te	Stopping on the	No stopping zone

A2	Description of Contravention Se	Period of Time from Receipt (inclusive)			Stopping within 16 metres of a bus stop sign in 12 mid block	Stopping on a bridge	Stopping within 5 metres of a fire hydrant	Stopping so as to obstruct a traffic sign	Stopping within 15 metres of a railway crossing	Stopping in a construction zone	Stopping beside a yellow curb	Parking in a lane	Parking on a roadway where it is practicable to park off the roadway	No parking zone	Parking abutting a centre median	Parking on the roadway side of a vehicle already stopped or parked	Parking vehicle to display for sale 12.	Parking vehicle for repairs on street 12.	Parking vehicle to sell from vehicle	Parking opposite or adjacent to excavation so as to obstruct traffic	Parking abutting elementary school between 8 am and 5 pm	Parking in loading zone over 5 minutes for passenger
A3 A4	Section Compliance Agreement Available	n/a	12.3 (j) No	12.3 (K)	12.3 (m)	12.3 (n)	12.3 (0)	12.3 (r)	12.3 (s)	12.3 (t)	12.3 (u)	12.4 (a)	12.4 (b)	12.4 (c)	12.4 (e)	12.4 (g)	12.4 (h)(i)	12.4 (h)(ii)	12.4 (h)(iii)	12.4 (i)	12.4 (m)	12.4 (o)
A5	ce Penalty nt e	29 to 60 days	\$ 70.00	<del>;</del>									,,									
A6	Early Payment Option	1 to 28 days	\$ 45.00																			
A7	Late Payment Amount	61 days or more	\$ 95.00																			
A8	Compliance Agreement Discount	n/a	n/a																			·

A8	Compliance Agreement Discount	n/a		-						10 10 104 vv <sup>8</sup>				·			
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A7	Late Payment Amount	\$ 95.00															
A6	Early Payment Option	\$ 45.00															
Y2	Penalty	\$ 70.00															,
A4	Compliance Agreement Available	ON.															
A3	Section	12.4 (p)	12.4 (q)	12.4 (€)	<u> </u>	12.4 (u)	12.4A	12.5	12.5	12.5	12.6	12.7	12.7	12.7	12B.6	15.2	
A2	Description of Contravention	Parking in loading zone over 30 minutes for materials	Parking so as to obstruct a traffic sign	Parking on school grounds or in City parks between 3 am and 6 am	Parking with expired plates or no plates	Parking in a construction zone	Moving a vehicle within a block to avoid time limits	Stopping or parking other than on the right side of the roadway in the direction of traffic	Stopping other than parallel to the curb or edge of the roadway	Parking beyond 30 cm from front of vehicle to adjacent curb	Parking not in a marked stall	Parking with vehicle or the load thereon extending into traffic	Parking at an angle other than 45 degrees or as indicated by lines or signs	Parking beyond 30 cm from front of vehicle to adjacent curb	Parking without displaying a valid parking permit	Overweight vehicle on a weight limited roadway	
A1	Bylaw	Traffic Bylaw No. 5870 (1992)						<del>- CS</del>	<del>- 69</del>								

A8	Compliance Agreement Discount	n/a	п/а	n/a					n/a		n/a						
A7	Late Payment Amount	61 days or more	\$ 95.00	\$ 135.00					\$ 75.00		\$ 95.00					٠	
A6	Early Payment Option	1 to 28 days	\$ 45.00	\$ 65.00					\$ 35.00		\$ 45.00						
A5	Penaity	29 to 60 days	\$ 70.00	\$ 110.00					\$ 50.00		\$ 70.00						
A4	Compliance Agreement Available	n/a	No	No					οN		No						
A3	Section		35.B.1	12.8	12.9	12.10	12.11	12.13	2.1.1 (i)	5.1.2	2.1.1 (f)	2.1.1 (g)(i)	2.1.1 (g)(ii)	3.2.1 (c)	3.2.1 (d)	3.3.1 (b)(i)	3.3.1 (b)(ii)
A2	Description of Contravention	Period of Time from Receipt (inclusive)	Remove, obliterate or otherwise interfere with any markings made by a Bylaw Enforcement Officer	Parking a commercial vehicle during prohibited hours	Parking a commercial vehicle over 3 hours from 7 am to 7 pm	Parking a commercial vehicle abutting property used for residence, church, school or public park	Parking an unattached trailer	Parking in a disabled parking space without specified hanger	Parking beyond posted time limit	Parking without valid proof of payment	Parking in a reserved parking space without an authorized parking permit	Parking in loading zone over 5 minutes for passenger	Parking in loading zone over 30 minutes for materials	Stopping or parking a vehicle where prohibited	Parking outside of designated lines	Parking in an area not designated for parking	Parking with expired plates or no plates
A1	Byiaw		Traffic Bylaw No. 5870 (1992)	Traffic Bylaw No. 5870 (1992)			cs	<del>- 70</del>	Parking (Off-Street)	No. 7403 (2002)	Parking (Off-Street) Regulation Bylaw	(2002) 001.				·	

A1	A2	A3	<b>A4</b>	A5	A6	A7	A8
Bylaw	Description of Contravention	Section	Compliance Agreement Available	Penalty	Early Payment Option	Late Payment Amount	Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Parking (Off-Street) Regulation Bylaw No. 7403 (2002)	Parking without displaying a valid parking permit	5.1.2 (c)	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a
Parking (Off-Street) Regulation Bylaw No. 7403 (2002)	Stopping in a disabled parking space without displaying a specified hanger	2.1.1 (h)	No	\$ 110.00	\$ 65.00	\$ 135.00	n/a
Newspaper	Distribute or sell newspapers without a permit	1.2.1	No	\$ 300.00	\$ 200.00	\$ 325.00	n/a
Regulation Bylaw No. 7954	Use of a multiple publication news rack (MPN) without a permit	1.2.2 (a)	S S	\$ 300.00	\$ 200.00	\$ 325.00	n/a
74	Installation of a newspaper distribution box without a permit	1.2.2 (b)	o N	\$ 300.00	\$ 200.00	\$ 325.00	n/a
	Provide or sell newspapers as a newspaper distribution agent without a permit	1.2.2 (c)	ON	\$ 300.00	\$ 200.00	\$ 325.00	n/a
Dog Licencing Bylaw No. 7138	Failure to obtain a valid dog licence for a dog	1.1.1(a)	S O	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to obtain a valid dog licence for a dangerous dog	1.1.1(a)	S S	\$ 500.00	\$ 450.00	\$ 525.00	n/a
	Failure to attach a valid dog licence as required for a dog	1.1.1(b)	8	\$200.00	\$150.00	\$225.00	n/a
	Failure to attach a valid dog licence as required for a dangerous dog	1.1.1(b)	oN N	\$400.00	\$350.00	\$425.00	n/a
	Failure to produce a valid dog licence for a dog upon request	1.1.1(c)	8	\$ 300.00	\$ 250.00	\$ 325.00	n/a
	Failure to produce a valid dog licence for a dangerous dog upon request	1.1.1(c)	S S	\$ 500.00	\$ 450.00	\$ 525.00	n/a