

Dog Pound Committee Meeting Agenda



Thursday, April 10, 2025, 3:00 PM

Atlas Tube Recreation Centre Program Room 1, 447 Renaud Line, Belle River

Pages

1. Call to Order
2. Singing of O Canada and Land Acknowledgement
3. Disclosures of Pecuniary Interest
4. Presentations
5. Delegations
6. Completion of Unfinished Business
7. Approval of Meeting Minutes

Recommendation:

Approve the minutes of the previous meeting as listed on the agenda.

- 7.1 April 16, 2024 Dog Pound Committee Meeting Minutes 3

8. Consent Agenda

Recommendation:

Approve the items as listed on the Consent Agenda.

- 8.1 2024 Dog Pound Statistics 6

- 8.2 Dog Pound Daily Boarding Costs 9

9. Reports for Direction

- 9.1 2025 Dog Pound Budget 11

Recommendation:

Approve the 2025 Dog Pound Budget as presented at the Dog Pound Committee meeting held on April 10, 2025.

10. New Business

11. Adjournment

Recommendation:

Adjourn the meeting at ____ PM.

Municipality of Lakeshore

Minutes of the Dog Pound Committee Meeting

Tuesday, April 16, 2024, 3:00 PM

Council Chambers, 419 Notre Dame Street, Belle River



Members Present: Chair Paddy Byrne, Councillor - Municipality of Lakeshore, Member Brad Allard, Councillor - Town of Essex, Member Jeff Renaud, Councillor - Town of LaSalle, Member Ricardo Toniai, Councillor - Town of Tecumseh

Staff Present: Division Leader - Bylaw Robert Sassine, Administrative Assistant Jodi Hyatt

1. Call to Order

Chair Byrne called the meeting to order at 3:00 PM.

2. Land Acknowledgement

3. Disclosures of Pecuniary Interest

4. Presentations

5. Delegations

6. Completion of Unfinished Business

7. Consent Agenda

1-04-2024

Moved By Ricardo Toniai

Seconded By Jeff Renaud

Approve the minutes of the previous meeting as listed on the agenda.

1. September 6, 2023 Dog Pound Committee Minutes

Carried Unanimously

8. Reports for Information

2-04-2024

Moved By Jeff Renaud

Seconded By Ricardo Toniai

Approve the Reports for Information as listed on the agenda.

1. 2023 Dog Pound Statistics

Carried Unanimously

9. Reports for Direction

1. **2024 Dog Pound Budget**

3-04-2024

Moved By Ricardo Toniai

Seconded By Brad Allard

Approve the 2024 Dog Pound Budget as presented April 16, 2024.

Carried Unanimously

10. New Business

4-04-2024

Moved By Brad Allard

Seconded By Ricardo Toniai

Direct Administration to prepare a report regarding the cost of boarding dogs that come into the care of the Dog Pound, per day.

Carried Unanimously

11. Adjournment

5-04-2024

Moved By Ricardo Tonial

Seconded By Brad Allard

The Dog Pound Committee adjourn its meeting at 3:37 PM.

Carried Unanimously

Paddy Byrne
Chair

Robert Sassine
Division Leader- By-law

Municipality of Lakeshore Dog Pound Committee Report



Legal and Legislative Services

By-law Services

To: Chair and Members of the Dog Pound Committee

From: Rob Sassine, Division Leader – Bylaw

Date: March 4, 2025

Subject: 2024 Dog Pound Statistics

Recommendation

This report is for information only.

Background

The members of the Dog Pound Committee are provided with an overview of the intake and disposition of each dog throughout the calendar year. These statistics are then used to determine the percentage of the yearly budget paid by each of the four municipalities, based on the use of the facility (also known as “dog days”).

Please note that the following analysis is based on the statistics to date and is provided for information only.

Comments

In 2024, the number of dogs (154) admitted to the Dog Pound is similar to the previous year.

The estimated breakdown of the 2024 use of the facility is as follows:

Municipality	Number of Dogs Impounded	Number of “Dog Days”	Percentage
Essex	67	278	43%
Lakeshore	48	190	30%
LaSalle	22	102	16%
Tecumseh	17	74	11%
Total	143	644	100%

Financial Impacts

There are no financial impacts because of this information report. A final report will be brought to the Committee in 2025 which will confirm the usage of each municipality and the subsequent billing requirements.

Attachments

2024 Dog Pound Summary

Report Approval Details

Document Title:	2024 Dog Pound Statistics.docx
Attachments:	- 2024 Dog Pound Summary.pdf
Final Approval Date:	Mar 17, 2025

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

Prepared by Rob Sassine

Approved by Susan Hirota

2024 Dog Pound Summary

Municipality	Number of Dogs Impounded	Total Dog Days	Days Recovered from Dog Owners	Days to be Recovered from Municipality	Fines Levied	Dog Tag Sales	Daily Rates
Essex	67	278	114	164	\$2430	\$991.90	\$1895
Lakeshore	48	190	48	142	\$1133	\$791	\$1513
LaSalle	22	102	24	78	\$442	\$370.20	\$495
Tecumseh	17	74	25	49	\$391	0	\$370
Total	154	644	211	433			\$4273

Breakdown of Disposition	Essex	Lakeshore	LaSalle	Tecumseh	Total
Research – St. Clair College	7	11	3	3	24
Redeemed	47	27	14	12	100
Rescue					
Windsor Essex County Humane Society	7	2	2	1	12
Adoption					
Carcass - DOA	1	6	3	1	11
Euthanized Reason A (owner written request)		1			1
Euthanized Reason B (Veterinarian order)					
Euthanized Reason C (captured, no other choice)	5	1			6
Euthanized Reason D (captured, incurable)					
Total	67	48	22	17	154

Municipality of Lakeshore
Report to Dog Pound Committee
Legislative & Legal Services
By-law Services



To: Chair and Members of the Dog Pound Committee
From: Rob Sassine, Division Leader - By-law Services
Date: March 12, 2025
Subject: Dog Pound Daily Boarding Costs

Recommendation

This report is presented at the April 10th, 2025, Dog Pound Committee meeting, for information only.

Background

At the April 16th, 2024, Dog Pound Committee meeting, the following motion was passed:

Resolution #4-04-2024

Direct Administration to prepare a report regarding the cost of boarding dogs that come into the care of the Dog Pound, per day.

Comments

The Dog Pound budget is presented in April for the current budget year. This allows administration the time to receive and process all expenses related to the operation of the Dog Pound for the previous year. Administration is then able to more accurately estimate future operating costs to present to the Dog Pound Committee during their budget deliberations in April.

Financial Impacts

In 2024, the gross operating cost for the staff and operation of the Dog Pound was \$93,270. The Dog Pound collected approximately \$4,275 in daily impound fees from residents whose dogs were in our care. The 2024 Daily Impound Fees reflect an over 100% increase from 2023 due to administration increasing the Daily Impound Fee from \$15 to \$25 per day. This increase was adopted by Council and put into effect at the Dog

Pound in July 2024. The increase more accurately reflects the amounts that are charged by similar facilities in neighbouring communities.

The Dog Pound facility operates 365 days per year so the cost to operate the Dog Pound in 2024 was approximately \$243 per day. Below is a historical chart for reference.

Year	Gross Operating Costs	Impound Fee Revenue	Net Operating Cost	Daily Operational Cost
2022	\$87,757	\$1,175	\$86,582	\$237
2023	\$93,089	\$2,078	\$91,011	\$249
2024	\$93,270	\$4,273	\$88,997	\$244

Report Approval Details

Document Title:	Dog Pound Daily Boarding Costs.docx
Attachments:	
Final Approval Date:	Mar 20, 2025

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

Prepared by Rob Sassine

Approved by Susan Hirota

Municipality of Lakeshore
Report to Dog Pound Committee
Legislative and Legal Services
By-law Services



To: Chair and Members of the Dog Pound Committee
From: Rob Sassine, Division Leader - Bylaw
Date: March 6, 2025
Subject: 2025 Dog Pound Budget

Recommendation

Approve the 2025 Dog Pound Budget as presented at the Dog Pound Committee meeting held on April 10, 2025.

Background

The 2025 budget for the Dog Pound is being presented to the Committee for review and approval. Year-to-date expenses for 2024 have been included up to December 31, 2024.

Comments

Operating Costs

The recommended budget for operating costs is based on historical costs for the operation of the Dog Pound, as well as anticipated increases.

There is an increase of \$1375 for Grass Maintenance due to a change in the level of service required. The new grass contractor will be attending the property 23 times during the season to maintain the grass and trimming. The service will commence in April and cease in October. Due to the location of the Dog Pound, the grass must be properly maintained to keep the dogs safe from ticks and other insects that could be harmful.

Revenue

The estimated revenue has been included at the 2024 budget rate of \$3,500. The increase is due to the increase in Dog Pound Accommodation Daily Fee from \$15 to \$25 implemented in July 2024.

Financial Impacts

The 2025 Draft Budget includes a total net amount of \$104,790 representing an approximately 3% decrease from the 2024 budget.

In October 2024, the furnace at the Dog Pound failed and the replacement parts necessary to complete the repair were over \$2000. The original documents revealed that the furnace and air conditioning condenser were over 15 years old. A decision was made to replace both the furnace and air conditioning condenser at a cost of \$8,802 as a capitol expense.

Attachment

2025 Lakeshore Dog Pound Budget

Report Approval Details

Document Title:	2025 Dog Pound Budget.docx
Attachments:	- 2025 Dog Pound Budget.pdf
Final Approval Date:	Mar 17, 2025

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

Prepared by Rob Sassine

Approved by Susan Hirota