



<b>RCRS Secondary:</b>	GOV-02	<b>Effective Date:</b>	Upon adoption of the Animal Responsibility Bylaw
<b>Policy Number:</b>	COU-	<b>Amendment Date/s:</b>	
<b>Title:</b>	Animal Responsibility – Promise to Return Policy	<b>Repeal Date:</b>	January 1, 2023
<b>Department:</b>	Bylaw Enforcement	<b>Approval Date:</b>	February 1, 2021

**PURPOSE:**

To outline the parameters for phased enforcement of impound fees associated with cats impounded in violation of Sections 41 and 47 of the Animal Responsibility Bylaw.

**DEFINITIONS**

N/A

**SCOPE**

This policy applies to the Poundkeeper and other Bylaw Enforcement Officers who enforce the Animal Responsibility Bylaw.

**POLICY**

Upon adoption of the Animal Responsibility Bylaw, seizure and impound fees will be waived until January 1, 2023 for any cat that is impounded in violation of Section 41 or 47 of the “Animal Responsibility Bylaw 2021 No. 7316” subject to the cat being sterilized and having identification (as defined in the Animal Responsibility Bylaw).

Exceptions:

- Fee waivers will not apply to cats that have not been sterilized or do not have identification.
- Boarding fees will not be waived for owners of cats who are unable to pick up their cat, or able to receive their cat, within 24 hours of being notified that the cat has been impounded.
- Veterinarian fees (if applicable) will not be waived.

**PROCESS**

Upon impoundment, the Poundkeeper will check the cat for identification (which includes checking for ear tattoos and scanning for a microchip) as soon as practicable.

Once the owner has been notified (either by phone, or in person) that their cat has been impounded, the owner may claim the cat at the Pound at their earliest opportunity.

**RELATED DOCUMENTS**

Animal Responsibility Bylaw  
Bylaw Notice Enforcement Bylaw

**REPEAL or AMENDMENT:**

N/A