

**Town of Minto
Dog Licensing By-law 2019-39**

Schedule "B"

**Application for New Kennel License or Kennel License Renewal
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New Applications: All individuals wishing to operate a kennel in the Town of Minto must comply with the Town of Minto's Zoning By-law 01-86, as amended and comply with this By-law. This application form must be completed, a detailed site plan must be submitted showing the location of the kennel (including fencing, pens, etc.) and showing the distances from all property lines, habitable buildings and buildings for the keeping of livestock and the applicable fee must be paid.

Renewal Applications: All existing licensed kennel owners must apply each year to renew their license. Once the application has been completed, please contact the Town's By-law Enforcement Officer to have him/her conduct an inspection of the kennel. No kennel license shall be renewed unless all terms and provisions of the Town of Minto By-law to license and regulate dogs and dog kennels have been complied with and the kennel license fee has been paid.

**Current
fee:**

	Before April 1	After March 31
4 to 15 Dogs	\$150.00	\$200.00
16 to 25 Dogs	\$250.00	\$300.00
26 to 50 Dogs	\$500.00	\$600.00
Over 51 Dogs	\$1000.00	\$1150.00

Telephone Number: _____
(Home) (Work)

**Property
information:**

Property location: _____
(Civic Address)

(Mailing Address)

Number of dogs proposed: _____

Affidavit or Affirmation

I, _____ of the Town of Minto, in the County of Wellington do solemnly declare or do affirm that all the statements contained in this application are true and I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

 Signature of applicant

Is there a detailed site plan attached? Yes No

Town of Minto approval:
 I hereby certify that the application for a kennel license is hereby

 (approved)

 (denied)

Town of Minto Kennel Operators

Inspection Check List

Pass	Fail	Inspection Item
<input type="checkbox"/>	<input type="checkbox"/>	-sanitary condition of kennel
<input type="checkbox"/>	<input type="checkbox"/>	-fecal matter on dogs
<input type="checkbox"/>	<input type="checkbox"/>	-odour
<input type="checkbox"/>	<input type="checkbox"/>	-insect infestation
<input type="checkbox"/>	<input type="checkbox"/>	-rodents present
<input type="checkbox"/>	<input type="checkbox"/>	-clean fresh water and food, sufficient quantity
<input type="checkbox"/>	<input type="checkbox"/>	-food and water receptacles clean and disinfected
<input type="checkbox"/>	<input type="checkbox"/>	-food and water located to avoid contamination by excreta
<input type="checkbox"/>	<input type="checkbox"/>	-opportunity for exercise
<input type="checkbox"/>	<input type="checkbox"/>	-veterinary care available for animals in need
<input type="checkbox"/>	<input type="checkbox"/>	-protection from heat, cold and wet
<input type="checkbox"/>	<input type="checkbox"/>	-pens suitable size
<input type="checkbox"/>	<input type="checkbox"/>	-pens cleaned regularly and sanitized
<input type="checkbox"/>	<input type="checkbox"/>	-excreta removed daily
<input type="checkbox"/>	<input type="checkbox"/>	-proper waste and excreta disposal
<input type="checkbox"/>	<input type="checkbox"/>	-whelping bitch in separate area from balance of dogs
<input type="checkbox"/>	<input type="checkbox"/>	-whelping box with four sides, floor of impermeable material
<input type="checkbox"/>	<input type="checkbox"/>	-adequate supplemental heat at all times
<input type="checkbox"/>	<input type="checkbox"/>	-proper space for puppies to socialize
<i>Records (minimum information)</i>		
<input type="checkbox"/>	<input type="checkbox"/>	-names and addresses for owners of all dogs cared for
<input type="checkbox"/>	<input type="checkbox"/>	-date of arrival and departure of dogs from kennel
<input type="checkbox"/>	<input type="checkbox"/>	-breeding and identification records for all whelping bitches, stud dogs and resulting litters
<input type="checkbox"/>	<input type="checkbox"/>	-name and address of purchasers of individual puppies
<input type="checkbox"/>	<input type="checkbox"/>	-vet record for individual dogs maintained in breeding
<input type="checkbox"/>	<input type="checkbox"/>	Rabies vaccination certificates available on site
<input type="checkbox"/>	<input type="checkbox"/>	-current kennel license posted

Office Use:

Date Received: _____

Receipt Number: _____

Property File Number: _____

Kennel Number: _____