

Policy Title	Effective Date	Updated to	Policy Number
Subsidized Spay & Neuter Policy	September 26, 2016	January 8, 2024	3.2

Purpose

The Town of Nipawin recognizes the issue of numerous unwanted cats and dogs. This issue arises from the un-spayed and unneutered cats and dogs living in our community. Financial resources are being provided to assist low income pet owners who could not otherwise afford to have their pets spayed or neutered and vaccinated. It is recognized that it is important to vaccinate pets to minimize diseases being spread and maintain a healthy community.

Scope

The Subsidized Spay & Neuter Program is limited to cats and dogs only.

1. Eligibility

The subsidized spay and neuter program is available for one pet per household every two (2) years. Applications for additional pets may be considered on a case-by-case basis.

a) Residency

Applicants must be a current resident of the Town of Nipawin as of the date of application. To verify, a copy of **ONE** of the documents listed below that has been issued within the last month and shows the applicant’s name and current address is required.

- ~ Telephone or cable bill
- ~ SaskPower bill
- ~ SaskEnergy bill or
- ~ Town of Nipawin Utility Bill

Other special circumstances may be considered as reviewed/approved by the Town of Nipawin. The General Manager of Protective Services and Chief Administrative Officer must approve any of these cases. Written documentation as to the circumstances must be provided.

Applications will be considered in the order in which they are received.

b) Income Eligibility

Low Income Cut Offs (LICO)

Any person who is a resident of the Town of Nipawin and whose total household income falls under Statistics Canada’s Low Income Cut Offs (LICO) based on the number of people in the applicant’s immediate family (parents/guardians and their children who are under 19 years of age - with a maximum of two adults) qualifies for 100% subsidization. Income levels are based on before-tax income (Line 150 of the Notice of Assessment

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from Canada Revenue Agency). A copy of the applicant’s most recent Notice of Assessment from Canada Revenue Agency is required for each income earner listed on the application. A current driver’s license may also be requested.

The Low Income Cut Offs are calculated using Statistics Canada’s most recent published Low-Income Lines Paper. The most recent low income cut offs (before tax) for populations under 30,000 is used as a base to calculate the current year’s low income cut offs. The base for a given year is used to calculate the following year. This base is multiplied by the change in CPI for the previous year, as CPI publication is done in the following year.

For example, the most recent LICO base is 2021, therefore to calculate the LICO for 2022, the 2021 base is multiplied by the change in CPI from 2020 to 2021 and for 2023 the 2022 base is multiplied by the change in CPI from 2021 to 2022. To calculate the LICO for 2024, the 2023 base is multiplied by the change in CPI from 2022 to 2023.

2. Application Process

A completed application form must be submitted either by mail or in-person at the following address:

Town of Nipawin ~ 210 2nd Avenue East
PO Box 2134
Nipawin, SK S0E 1E0

All applications must include:

- Proof of income level for each income earner on the application – a copy of the most recent Notice of Assessment from Canada Revenue Agency
- Proof of residency as identified in section 1(b) above.
- If applying for consideration of special circumstances, written documentation as to what those circumstances are.

Notification of approval/rejection will be made by mail or email within approximately two weeks of receipt of the application.

Approved applicants will receive a surgery voucher and surgery agreement and waiver along with the approval notification. The surgery voucher is valid 60 days from the date of the approval issued. The expiry date is indicated on the surgery voucher.

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3. Non-Transferrable

The surgery vouchers are not transferable to another owner or pet.

4. Program Cost to Applicant

Applicants must register their pet with the Town of Nipawin and purchase an annual license prior to being approved for the program.

Qualifying applicants must pay a deposit payment of \$20 per pet prior to surgery and vaccinations being performed. Once the Town of Nipawin has received confirmation that the surgery and vaccinations have been completed, the \$20 per pet fee will be reimbursed to the applicant.

5. Expenses Covered Under the Program

First visit to veterinarian:

- Pre-operative examination to determine suitability for surgery
- If suitable for surgery, relevant vaccines
- Other additional treatments required may be covered

Second visit to veterinarian:

- Spay or neuter surgery
- Booster vaccinations
- Other additional treatments required may be covered

6. Post-Approval Procedure

The following steps “A” through “D” below must be completed within 60 days of approval as noted on the approval letter.

- A. The surgery voucher form and surgery agreement and waiver form must be completed and brought to the Town Office by the approved applicant, where:
 - i. The applicant will pay the refundable fee—\$20 per pet. Debit, cash, or cheque accepted.
 - ii. The applicant must possess or obtain a current license for the animal. This license fee is non-refundable, whether the pet completes the program or not.
 - iii. The surgery voucher will be validated.

- B. Approved applicant books first appointment with participating veterinary clinic

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- C. Approved applicant provides veterinary clinic with validated surgery voucher at first visit
- D. Surgery is carried out on second visit to veterinary clinic
- E. After the spay/neuter is completed, the veterinary clinic invoices the Town of Nipawin for the veterinary costs.

The qualifying applicant **MUST** follow the pre-operative and post-operative surgery instructions as provided by the veterinary clinic.

The qualifying applicant is responsible for transportation of the pet to and from the clinic for all scheduled appointments. The qualifying applicant must contact the clinic 48 hours prior to an appointment if they must cancel or change the appointment.

7. Participating Veterinary Clinics

Veterinary clinics wishing to participate in the Subsidized Spay & Neuter Program will be required to enter into an agreement with the Town of Nipawin approved by Council.

8. Program Funding


Any unused budgeted funds for the Subsidized Spay & Neuter Program at the end of the year will be transferred to a Subsidized Spay & Neuter Program Reserve for future use for the Subsidized Spay & Neuter Program.

9. Personal Information

All personal information is collected in accordance with Part IV of the *Local Authority Freedom of Information and Protection of Privacy Act*. The information will be used to determine eligibility for and to administer the Subsidized Spay & Neuter Program.



Mayor



Chief Administrative Officer