

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF NOVEMBER 19, 2019

Item 12, Report No. 36, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on November 19, 2019.

12. ANIMAL SERVICES CONTRACT – CITY OF RICHMOND HILL

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager, Community Services, dated November 12, 2019:

Recommendations

1. That the City of Vaughan, By-law & Compliance, Licensing & Permit Services Department, Animal Services Unit be authorized to enter into an agreement with the City of Richmond Hill to provide animal services for a period of two years, with the option to extend for two additional two-year periods, beginning in December 2019, at the cost of \$450,000 for the first year, with three percent fee increases year over year for the remainder of the term;
2. That staff be authorized to hire the appropriate staff as identified within this report;
3. That the Deputy City Manager/Chief Financial Officer and Treasurer be authorized to amend the annual operating budgets to reflect the financial impacts identified within this report;
4. That the Mayor and City Clerk be authorized to sign the necessary agreements, satisfactory to the City Solicitor, to enter into an animal services agreement with the City of Richmond Hill.

Committee of the Whole Report

DATE: Tuesday, November 12, 2019

WARD(S): ALL

TITLE: ANIMAL SERVICES CONTRACT – CITY OF RICHMOND HILL

FROM:

Mary Reali, Deputy City Manager, Community Services

ACTION: DECISION

Purpose

To seek Council's approval for By-law & Compliance, Licensing & Permit Services (BCLPS), Animal Services, to be authorized to enter into a service agreement with the City of Richmond Hill to provide animal services for a term of two years, with the option to extend for two additional two-year terms, at a cost to Richmond Hill of \$450,000 for the first year, with three percent fee increases year over year for the remainder of the agreement term.

Report Highlights

- The City of Richmond Hill is seeking to enter into a service agreement with the City of Vaughan to provide animal services, commencing in December 2019.
- Revenue generated through this proposed service agreement will cover all incremental costs associated with the services provided to Richmond Hill.
- Previous and existing similar service agreements have been mutually beneficial to both Vaughan and other municipalities, such as the Township of King, the Town of Whitchurch-Stouffville, and the Town of Bradford.

Recommendations

1. That the City of Vaughan, By-law & Compliance, Licensing & Permit Services Department, Animal Services Unit be authorized to enter into an agreement with the City of Richmond Hill to provide animal services for a period of two years,

with the option to extend for two additional two-year periods, beginning in December 2019, at the cost of \$450,000 for the first year, with three percent fee increases year over year for the remainder of the term;

2. That staff be authorized to hire the appropriate staff as identified within this report;
3. That the Deputy City Manager/Chief Financial Officer and Treasurer be authorized to amend the annual operating budgets to reflect the financial impacts identified within this report;
4. That the Mayor and City Clerk be authorized to sign the necessary agreements, satisfactory to the City Solicitor, to enter into an animal services agreement with the City of Richmond Hill.

Background

Animal services provided in Vaughan and the Township of King

Care and control of animals is a unique area of public service that contributes to current and future sustainability of the quality of life within the City. Currently Vaughan Animal Services, a unit within the BCLPS, delivers animal services, including but not limited to, public education, outreach, awareness, by-law enforcement and shelter services within the City of Vaughan and provides contracted services to the Township of King.

Service agreements provide a much-needed service to smaller communities, while providing the City of Vaughan an opportunity for revenue generation to offset costs associated with delivery of animal services as a whole, including costs associated with the operation of the animal shelter.

Richmond Hill's needs for animal services

The City of Richmond Hill has been recently notified by their current service provider that they will be opting out of their longstanding contract and is seeking to enter into an agreement with the City of Vaughan, commencing in 2019, to provide animal services for their municipality. Richmond Hill does not have a current in-house solution for animal control, nor do they have their own municipal facility. For this reason, they require an external service provider and approached the City of Vaughan to provide services.

Providing animal services to Richmond Hill

BCLPS engaged staff from Financial Planning & Development Finance to develop costs for providing animal services to Richmond Hill, developing a proposed agreement in which the revenue generated will offset all costs, enable the City to provide a much-needed service to Richmond Hill and benefit the City of Vaughan through the resulting economies of scale.

In order to proceed with the recommendations specified above and for Vaughan Animal Services to provide animal services to Richmond Hill commencing in December 2019, Council's approval is required to authorize the Mayor and City Clerk to sign the necessary agreements and documents related with the above noted recommendations.

Previous Reports/Authority

[ANIMAL SERVICES CONTRACT – TOWNSHIP OF KING. Item 19, Report No. 21, of the Committee of the Whole, adopted on May 17, 2016.](#)

Analysis and Options

In order to provide animal services to the City of Richmond Hill, City of Vaughan staff proposed a two-year agreement with the option to extend for two additional two-year periods, at the cost to Richmond Hill of \$450,000 for the first year, with three percent fee increases year over year for the remainder of the term. The service agreement value as noted above are incremental costs attributed to the increased work demands and inclusive of the additional staffing, sheltering and animal care required to deliver the service accordingly. Increased staffing includes:

- 1 Supervisor/Registered Veterinary Technician
- 1 Full-time Animal Control Officer
- 2 Part-time Animal Control Officers

The proposed agreement will also encompass contingency funding, such as to address staff absences or leaves and the corresponding staff coverage needed to address these unplanned absences.

Financial Impact

The value of the proposed service agreement is \$450,000 for the first year, with three percent fee increases year over year for the remainder of the term. The revenue generated through this service agreement will fully offset all associated incremental costs resulting from the services provided to the City of Richmond Hill. In addition, the resulting economies of scale will also benefit the City of Vaughan's general operations.

Broader Regional Impacts/Considerations

This initiative will contribute to the increased delivery of consistent, high-quality animal services across the Regional Municipality of York.

Conclusion

Provision of animal services by the City of Vaughan to the City of Richmond Hill

contributes to the 2018-2022 Term of Council Strategic Priority of creating Active, Safe and Diverse Communities throughout the Regional Municipality of York.

For more information, please contact:

Gus Michaels, Director of By-law & Compliance, Licensing & Permit Services, ext 8735.

Attachments

N/A

Prepared by

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