

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 24, 2015**

Item 15, Report No. 12, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on March 24, 2015.

**15      ANIMAL CONTROL SERVICES CONTRACT – BRADFORD WEST GWILLIMBURY**

**The Committee of the Whole recommends approval of the recommendation contained in the following report of the Interim Commissioner of Legal & Administrative Services/City Solicitor and the Director of By-law & Compliance, dated March 3, 2015:**

**Recommendation**

The Interim Commissioner of Legal & Administrative Services/City Solicitor and the Director of By-law & Compliance recommend:

1. That the existing Animal Control Services Agreement with the Town of Bradford West Gwillimbury be extended for a further one (1) year period, beginning April 1, 2015 with one (1) additional one (1) year renewal provision on the same terms and conditions as set out in the current Services Agreement dated April 1, 2014;
2. That the Mayor and City Clerk be authorized to sign the necessary agreements for continuance of the Animal Control Services Agreement with the Town of Bradford West Gwillimbury.

**Contribution to Sustainability:**

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 By-law & Compliance Department ("BL&C"), 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 two other communities, namely the Town of Bradford West Gwillimbury ("BWG") and the Township of King, through two separate service delivery agreements. These service agreements provide a much needed service to two smaller communities, while providing the City of Vaughan an avenue of revenue generation to off-set costs associated with delivery of animal services as a whole, including costs associated with the operation of the animal shelter.

**Economic Impact**

The value of the one (1) year Service Agreement currently in place and set to expire March 31, 2015 with BWG results in projected revenue of \$180,576 annually. The revenue generated through this Service Agreement assists in off-setting costs associated with animal services provided as a whole, including, but not limited to, operating costs associated with the animal shelter operation located in Vaughan.

On December 15, 2014, BL&C received notification that BWG has concluded a review of services regarding animal control and sheltering and of their intent to proceed through the tendering process and release of a Request for Proposal ("RFP") in early 2015.

Loss of the revenue from potential loss of this Service Agreement will lead to an unfavourable variance on BL&C's Operating Budget for the remainder of 2015 if this Agreement is not extended; and reduce revenue generation for future years.

**Communication Plan**

This Report and the decision of Vaughan City Council will be communicated to BWG accordingly.

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#### **Purpose**

This Report has a dual purpose and is seeking Council's approval for City staff to be authorized to extend the Service Agreement for one (1) year, with one additional one (1) year renewal provision in order to continue to provide Animal Services to BWG, pending conclusion and award of a future service contract by BWG.

#### **Background - Analysis and Options**

On December 15, 2014, BL&C received notification from BWG of their intent to proceed with release of an RFP, for future animal control services, in early 2015. Currently Animal Control Services are provided by the City of Vaughan to BWG through a Service Agreement, expiring on March 31, 2015.

As the revenue produced through the existing Service Agreement assists in off-setting BL&C's operating budget and provides a much needed service to BWG, City staff believes that continuing to provide such services through the extension of the Service Agreement is of mutual benefit to both municipalities.

Given the complexities, delays and other unknowns that arise through the fluidity of any procurement process, including the uncertainty of BWG being in a position to award a new contract by April 1, 2015, BWG has agreed to an extension of our current Service Agreement and partnership for an additional year in order to ensure that the residents of BWG are not without the much needed and valued services in the interim.

While consideration of entering into a longer term service agreement affords greater fiscal confidence and better business planning with respect to revenue projections relied upon to establish BL&C's annual operating budget, further longer term consideration should await the recommendations that may arise from BL&C's Operational Review and further analysis of Vaughan Animal Services Operating Model (expected to conclude in 2015).

In order to proceed with the recommendations specified above and for Vaughan Animal Services to continue to provide animal services to BWG after March 31, 2015, 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.

#### **Relationship to Vaughan Vision 2020**

This Report is consistent with the Vaughan Vision of Organizational Excellence through ensuring financial sustainability as well as managing growth and economic well-being. The costs associated with the provision of this service are fully recovered, and a percentage of all other costs associated with the animal shelter are also funded through revenues from this Service Agreement.

This Report is consistent with the priorities set by Council and the necessary resources have been approved and allocated accordingly.

#### **Regional Implications**

Not applicable.

#### **Conclusion**

The Animal Control Services Agreement with BWG expires on March 31, 2015. On December 15, 2014, BL&C received notification from BWG of their intent to proceed with release of an RFP for animal services in early 2015.

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Through discussions, the City of Vaughan and BWG have agreed to a one (1) year extension, with one additional one (1) year renewal provision, should it be required.

To continue service delivery of animal services to BWG beyond March 31, 2015, City staff require the approval of City Council to authorize the Mayor & the City Clerk to sign the necessary agreements.

**Attachments**

N/A

**Report prepared by:**

Gus Michaels  
Director of By-law & Compliance

## **COMMITTEE OF THE WHOLE – MARCH 3, 2014**

### **ANIMAL CONTROL SERVICES CONTRACT – BRADFORD WEST GWILLIMBURY**

#### **Recommendation**

The Interim Commissioner of Legal & Administrative Services/City Solicitor and the Director of By-law & Compliance recommend:

1. That the existing Animal Control Services Agreement with the Town of Bradford West Gwillimbury be extended for a further one (1) year period, beginning April 1, 2015 with one (1) additional one (1) year renewal provision on the same terms and conditions as set out in the current Services Agreement dated April 1, 2014;
2. That the Mayor and City Clerk be authorized to sign the necessary agreements for continuance of the Animal Control Services Agreement with the Town of Bradford West Gwillimbury.

#### **Contribution to Sustainability:**

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#### **Economic Impact**

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On December 15, 2014, BL&C received notification that BWG has concluded a review of services regarding animal control and sheltering and of their intent to proceed through the tendering process and release of a Request for Proposal ("RFP") in early 2015.

Loss of the revenue from potential loss of this Service Agreement will lead to an unfavourable variance on BL&C's Operating Budget for the remainder of 2015 if this Agreement is not extended; and reduce revenue generation for future years.

#### **Communication Plan**

This Report and the decision of Vaughan City Council will be communicated to BWG accordingly.

#### **Purpose**

This Report has a dual purpose and is seeking Council's approval for City staff to be authorized to extend the Service Agreement for one (1) year, with one additional one (1) year renewal provision in order to continue to provide Animal Services to BWG, pending conclusion and award of a future service contract by BWG.

## **Background - Analysis and Options**

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This Report is consistent with the priorities set by Council and the necessary resources have been approved and allocated accordingly.

## **Regional Implications**

Not applicable.

## **Conclusion**

The Animal Control Services Agreement with BWG expires on March 31, 2015. On December 15, 2014, BL&C received notification from BWG of their intent to proceed with release of an RFP for animal services in early 2015.

Through discussions, the City of Vaughan and BWG have agreed to a one (1) year extension, with one additional one (1) year renewal provision, should it be required.

To continue service delivery of animal services to BWG beyond March 31, 2015, City staff require the approval of City Council to authorize the Mayor & the City Clerk to sign the necessary agreements.

**Attachments**

N/A

**Report prepared by:**

Gus Michaels  
Director of By-law & Compliance

Respectfully submitted,

**Gus Michaels**  
Director of By-law & Compliance

**Heather Wilson**  
Interim Commissioner of Legal & Administrative Services/  
City Solicitor