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Date: October 26, 2020
To: Mayor and Council
Author: Roberta Baines, Deputy Clerk – Administrative Services
RE: Animal Control Services Contract Extension
Report No.: CS-2020-22

AIM

To request that Council endorse a three-year extension of the contract between The Town of Kingsville, Municipality of Leamington and Essex County K9 Services for the provision of Animal Control Services, commencing January 1, 2021.

BACKGROUND

Following amalgamation the Town of Kingsville entered into an agreement with the Municipality of Leamington to create a Joint Animal Control Committee (the "Committee") comprised of the two municipalities and to set out the terms of joint animal control and the operation of the joint pound facility located in Kingsville.

On January 25, 2017, the Committee passed a motion that a tender for animal control services for Kingsville and Leamington be prepared and released. A Request for Proposals ("RFP") was released and two proposals were submitted. Essex County K9 Services was the successful proponent and was retained to provide animal control and pound services in the Town of Kingsville and the Municipality of Leamington for a term of three years at an annual cost of \$70,000 plus HST; and a cost of \$70 plus HST for each wildlife removal call.

The current contract with Essex County K9 Services is set to expire December 31, 2020.

According to the agreement, the costs of maintaining and operating the pound facility, including expenses for utilities, minor repairs, insurance, maintenance and replacement of equipment, snow removal, accounting, wages and salaries are apportioned based upon the use of each party averaged over the past three years.

Any capital repairs and improvements to the pound are shared equally between Kingsville and Leamington.

DISCUSSION

Essex County K9 Services has proposed an extension of the current contract for a three-year term with certain price adjustments. The Joint Animal Control Committee met on September 30, 2020 via Zoom to discuss the proposed contract extension. The alternative to an extension of the current contract would be to issue an RFP for the services. Committee members were in agreement that they were pleased with the animal control services being offered by Essex County K9 Services and adopted the following resolution recommending the extension of the contract:

That Kingsville Leamington Municipal Animal Control Advisory Committee recommend to the respective Councils of the Town of Kingsville and the Municipality of Leamington that Essex County K9 Services be retained to provide animal control and pound services in the Town of Kingsville and the Municipality of Leamington for a term of three years at an annual cost of \$80,000 plus HST for years one and two and \$81,600 for year three; and a cost of \$70 plus HST for each wildlife removal call.

LINK TO STRATEGIC PLAN

To promote a safe community.

FINANCIAL CONSIDERATIONS

Essex County K9 Services proposed an extension of the current contract for a three-year term with certain price adjustments for pound costs and maintenance as follows:

- Years one and two at an annual cost of \$80,000 plus HST and a cost of \$70 plus HST for each wildlife removal call
- Year three at an annual cost of \$81,600 plus HST and a cost of \$70 plus HST for each wildlife removal call

CONSULTATIONS

Joint Animal Control Committee

RECOMMENDATION

That the current contract between the Town of Kingsville, Municipality of Leamington and Essex County K9 Services for Animal Control Services for the Town of Kingsville and Municipality of Leamington be extended for a three year term commencing on January 1, 2021 at the annual cost of \$80,000, plus HST for years one and two and \$81,600 for year three; and a cost of \$70, plus HST for each wildlife removal call.

Roberta Baines

Roberta Baines, B.A.
Deputy Clerk – Administrative Services

Jennifer Astrologo

Jennifer Astrologo, B.H.K (Hons), LL.B
Director of Corporate Services/Clerk