



**Date:** August 12, 2024

**To:** Mayor and Council

**Author:** Angela Toole, Acting Manager of Municipal Governance & Clerk

**RE:** Update on Kingsville Leamington Municipal Animal Control  
Advisory Committee

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## **RECOMMENDED ACTION**

That Council **DIRECTS** Administration to work with Leamington Administration to prepare a new Joint Pound Facility and Animal Control Agreement based on the current financial model to be administered by Kingsville and Leamington Administration;

And that the Kingsville Leamington Municipal Animal Control Advisory Committee **BE DISSOLVED** upon the passage of said Agreement;

And that Council **DIRECTS** Kingsville Administration to report directly to Council on Animal Control matters rather than to the Kingsville Leamington Municipal Animal Control Advisory Committee, which is the current model.

## **BACKGROUND**

In the early 1980s, the municipalities of Kingsville, Gosfield North, Gosfield South, Leamington, Mersea, Romney, and Wheatley constructed a pound facility on lands located in Gosfield South, the cost of which was shared equally. The communities also established a Joint Municipal Animal Control Association (hereafter, "Association") and Joint Municipal Animal Control Advisory Committee (hereafter, "Committee"). The purpose of the Committee was to regulate, manage, and oversee the general operation of the Association and the pound facility; and to hire personnel and prepare an annual budget to be adopted by each municipality.

In 2002, post-amalgamation, Kingsville and Leamington entered into an Agreement (the "Agreement") to jointly provide for a pound facility and animal control within the two municipalities, the related costs of which are part of a Joint Animal Control Budget. The Agreement states that:

- a) capital repairs and improvements to the pound facility are shared equally; and,
- b) the maintenance and operation of the pound facility, and the administration of animal control services, are apportioned based upon the use of each municipality averaged over the preceding three years.

In addition to the Agreement, Kingsville and Leamington established the Kingsville Leamington Municipal Animal Control Advisory Committee based on the historic model (the pre-amalgamation Committee), and its purpose is to advise the respective municipalities of the general management of the pound facility, animal control issues, and to prepare a Joint Animal Control Budget for approval and adoption by each respective municipality. The Committee is comprised of two permanent Council member appointees and one alternate Council member appointee from each respective municipality, and has typically met on an annual basis.

Over the years, both municipalities have assumed administrative duties related to the operation of the pound facility and the administration of joint animal control services. For example, Leamington administers the Joint Animal Control Budget and issues the RFP for animal control services, and from time to time may contract out other administrative services. As a result, Kingsville pays Leamington an administrative fee as included in the Joint Animal Control Budget.

Further, Kingsville is the owner of the pound facility and is responsible for undertaking any budgeted repairs, and improvements to the facility which are funded by the Joint Animal Control Budget.

## **DISCUSSION**

Given that both Kingsville and Leamington Administration have assumed the responsibilities previously described in the discussion section of this report, neither Leamington nor Kingsville appointed members to the Committee for the current term of Council and as a result, the Committee did not meet in 2023.

On July 9, 2024, Leamington Administration presented a report to their respective Council respecting the status of all boards and committees and made a recommendation respecting the Kingsville Leamington Joint Animal Control Advisory Committee. As a result, Leamington Council passed the following resolution:

*Council direct Administration to work with Kingsville Administration to prepare a new Joint Pound Facility and Animal Control Agreement based on the current financial model to be administered by municipal staff reporting directly to each Council rather than the current process which includes the Kingsville Leamington Municipal Animal Control Advisory Committee.*

Administration has been in contact with Leamington Administration and agrees with the resolution passed by Leamington Council for the following reasons:

- Kingsville Administration and Leamington Administration currently prepare and administer the Joint Animal Control Budget, caretake the pound facility, contract animal control services, and perform miscellaneous administrative duties;

- Decision-making will be streamlined;
- There will be a reduction in administrative tasks (agenda and minutes preparation); and,
- There will be a reduction in the number of meetings for members of Council.

## **FINANCIAL CONSIDERATIONS**

Administration is not aware of any potential changes to the Joint Animal Control Budget as a result of a new Agreement.

## **ENVIRONMENTAL CONSIDERATIONS**

None.

## **CONSULTATIONS**

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PREPARED BY:



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