

	Report Title	Animal Control Subcontractor Agreement
	Report No.	DCS 19-04
	Author	Geno Vanhaelewyn, Chief Building Official
	Meeting Type	Council Meeting
	Council Date	April 23, 2019
	Attachments	Hillside Kennels Animal Control Ltd. Agreement

RECOMMENDATION

THAT Council receives Report DCS 19-04 Animal Control Subcontractor Agreement;

AND THAT Council extend the contract for an additional two (2) year term with Hillside Kennels Animal Control Ltd. for the provision of animal control services for the Town of Tillsonburg.

AND THAT Council amend the Rates and Fees By-law 4251 to reflect the change in rates.

EXECUTIVE SUMMARY

In order to enforce the animal control by-law the municipality retains an outside service provider. The last request for proposal for animal control services was issued in 2017 which resulted with the Town entering into an agreement with Hillside Kennels. This agreement expires on April 30, 2019 and has an extension clause as follows:

41. This Agreement shall be effective from May 1, 2017 up to and including April 30, 2019. The Town reserves the right and the Contractor agrees to allow the Town the option of renewal for a further two (2) year term with all conditions contained herein in force.

Since that time Hillside Kennels has successfully and economically continued to provide these services for the Town as per the agreement.

With the renewal of the contract; Hillside Kennels has requested the following price increases to deliver the services over the next two years to cover their increase in operating costs as noted in the table below.

DESCRIPTION OF SERVICE	2018-2019 RATE	2019-2021 RATE	INCREASE
Call Out Fee for Service	105.00	110.00	5.00
Boarding Fee Per Day – Dog or Cat	25.00	25.00	0.00
Euthanasia & Disposal - Dog	80.00	80.00	0.00
Euthanasia & Disposal - Cat	63.00	60.00	(3.00)

DESCRIPTION OF SERVICE	2018-2019 RATE	2019-2021 RATE	INCREASE
Patrol Fee	85.00	85.00	0.00
Live Trap Placement	105.00	110.00	5.00
Dead Animal Pick-Up (call-out, pick-up, removal & disposal)	130.00	145.00	10.00
Court Appearance	35.00/hr	35.00/hr	0.00/hr
Trap Re-set Fee (when in Town)	20.00	55.00	35.00

All prices are subject to HST

CONSULTATION/COMMUNICATION

In search of competitive pricing for the last RFP in 2017, staff was unsuccessful in sourcing other qualified animal control contractors within the Town's service area (able to respond within 1 hour). A recent review found that no additional animal control contractors have entered the market to provide the services required since 2017.

FINANCIAL IMPACT/FUNDING SOURCE

The 2019 budget for the animal control services contractor is set at \$20,000.00 which took into account an increase in service costs due to the expiration of the agreement. Based on the minimal increase in fees requested it is reasonable to expect that the 2019 budget can be achieved.

COMMUNITY STRATEGIC PLAN IMPACT

Objective 1 – Excellence in Local Government - Demonstrates accountability as Council continues to support public health & safety.

Report Approval Details

Document Title:	DCS 19-04 Animal Control Subcontractor Agreement.docx
Attachments:	- Hillside Kennels Animal Control Ltd. Agreement.doc
Final Approval Date:	Apr 16, 2019

This report and all of its attachments were approved and signed as outlined below:



David Calder - Apr 16, 2019 - 4:21 PM