



The Corporation of the Town of Tecumseh

Legislative & Clerk Services

To: Mayor and Members of Council

From: Jennifer Alexander, Acting Clerk

Date to Council: December 13, 2022

Report Number: LCS-2022-39

Subject: Animal Control Services

Recommendations

It is recommended:

That Report LCS-2022-39 entitled “Animal Control Services” **be received**;

And that the tender from Essex County K9 Services in the amount of \$22,000 plus HST annually, for Animal Control Services, **be approved** in advance of the 2023 budget deliberations due to the timing of service renewal;

And further that By-Law 2022-092 be given first, second, third and final reading **to authorize** the Mayor and Acting Clerk to execute an Agreement, satisfactory in form to the Town’s Solicitor, between the Town of Tecumseh and Essex County K9 Services regarding Animal Control Services from January 1, 2023 to December 31, 2025.

Background

The Town has contracted animal control services since amalgamation in 1999. The duties of the Animal Control Officer generally include, but are not limited to, the following:

- being responsible for the duties and powers under the Town’s Dog Control By-law;
- providing suitable and safe vehicles, humane equipment and capturing devices;
- providing direct telephone, page and answering devices;

- procuring property, liability and auto insurance;
- responding directly to calls for service;
- responding to emergency calls on a 24-hour basis, including calls for sick and injured dogs and dogs running-at-large showing signs of danger to the public;
- responding directly to calls concerning dogs running at large from 8:00 am to 6:00 pm and, after 6:00 pm, responding to calls where dogs at large have been confined;
- setting traps, seizing and impounding dogs running at large;
- issuing warnings;
- inspecting properties for issuance of kennel licences;
- employing a high standard of public relations and communication; and
- furnishing statistical information.

The current Agreement for animal control services is set to expire on December 31, 2022 and the appointed animal control officer is retiring.

Comments

In accordance with the Town's Purchasing Policy, a Request for Proposal (RFP) seeking Animal Control Services was advertised on the Town's website on November 10, 2022 and posted to the Town's Bids and Tenders account.

Following the close of submissions on December 1, 2022, one (1) submission from Essex County K9 Services was received and opened electronically via the Bids and Tenders platform.

Essex County K9 Services has been operating for over a decade in Essex County, with a complement of highly trained staff who adhere to strict operating, animal handling/impounding and public interaction policies and procedures. Their vehicles are professionally labelled and equipped with emergency lighting, GPS units to easily find locations of calls and carry all necessary equipment to perform duties in a safe, humane fashion. Their office is centrally located in Essex enabling quick response time to all served areas.

Essex County K9 Services provides animal control services to the Municipalities of Lakeshore and Leamington and Towns of Essex and Kingsville. Additionally, they work closely with all shelters in the area to help improve animal control standards in Essex County.

In addition to the above-noted duties, Essex County K9 Services also provide urgent response for animal(s) other than cats and dogs in emergency situations. Other animals primarily include sick, injured or orphaned wildlife, such as rabbits, birds, raccoon, etc. As the appointed Animal Control Officer, they will be responsible for delivering sick, or injured wildlife on public property to a local veterinary clinic or licensed rehabilitation centre such as Wings Rehab or Erie Wildlife. Such emergency situations can include,

but are not limited to, a sick or injured animal on the side of the road or other public property, bird with injured wing, sick raccoon wandering, and the like.

Based on experience, qualifications, rapport and evidenced quality of service within Essex County, Administration recommends entering into an agreement for Animal Control Services with Essex County K9 Services.

The agreement is for a three-year term, commencing in 2023 and concluding in 2025. Legislative and Clerks Services will continue to administer the agreement and renewal processes while Community Safety will be the operational contact for the Animal Control Service as required, through the Compliance Division. Community Safety would also report out on animal control statistics for the Town.

Consultations

Financial Services
Community Safety

Financial Implications

Funding for the annual fee of \$22,000, plus HST for the proposed animal control services has been allocated in the draft 2023 Animal Control budget. Council's advance approval of this budget allocation in advance of general operating budget deliberations is requested due to the timing of this required service renewal. In a normal budget year, budget deliberations would occur in December, however, during an election year, it is our practice to extend budget deliberations to January. As the current animal control service expires at the end of December, Administration is seeking advance approval to ensure seamless animal control services in the Town.

In the previous agreement with Phil Byrne for dog control services, the annual fee was \$13,000. The increase in fees is a result of inflation, rising insurance costs and the additional services offered by the recommended vendor, such as delivering sick or injured wildlife on public property to a local veterinary clinic or licensed rehabilitation centre.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Christina Hebert, BA (Hons), MA, Dipl. M.A.
Deputy Clerk – Clerks Services & Policy Advisor

Reviewed by:

Jennifer Alexander, MPA
Acting Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None