



## MUNICIPALITY OF THAMES CENTRE

**REPORT NO. CLERK-019-23**

**TO:** Mayor and Members of Council  
**FROM:** Clerk/Legislative Services Manager  
**MEETING DATE:** December 11, 2023  
**SUBJECT:** **Animal Control Services – Contract Extension**

### RECOMMENDATION:

**THAT** Report No. CLERK-019-23 be received for information;

**AND THAT** the current agreement with Hillside Kennels Animal Control Ltd. for the provision of Animal Control Services be extended for an additional one-year term.

### PURPOSE:

The purpose of this Report is to seek Council's approval to extend the Municipality's current agreement with Hillside Kennels Animal Control Ltd., for an additional one-year term.

### BACKGROUND:

At its regular meeting held on May 25, 2020, Council passed a resolution to award a Request for Quotation (RFQ) to Hillside Kennels Animal Control Ltd. for animal control services for a three (3) year term commencing May 31, 2020 and ending December 31, 2023, based on the fees as attached to Report No. BL-001-20 (see "Financial Implications").

By-law No. 31-2020 was approved at the same meeting, being a by-law to authorize the execution of an Agreement with Hillside Kennels Animal Control Ltd. to provide animal control services. Part 4, Section 2 of this agreement states, "**This agreement may be extended by the Municipality of Thames Centre (The AREA) for two additional one-year terms, upon mutual agreement.**"

### COMMENTS:

Both Hillside Kennels Animal Control and municipal staff agree to extend this agreement for an additional one-year term (for the 2024 year).

There is an immediate need for the current agreement to be extended, to avoid an interruption in animal control services being provided to Thames Centre.

Council can also consider that staff issue a new RFQ for Animal Control Services, to obtain information about the Municipality's options with respect to animal control services.

Termination of this Agreement shall be of condition of violation or of mutual consent.

### **FINANCIAL IMPLICATIONS:**

As per the fees detailed in Report No. BL-001-20, which was approved by Council on May 25, 2020, these fees would remain the same:

- Per call pick up per dog - \$120
- Per call pick up per cat - \$120
- Per call pick up per wild animal - \$120
- Boarding fee - \$25/dog, \$25/cat
- Veterinarian services - \$100
- Euthanasia - \$30
- Disposal - \$60/dog, \$40/other
- Patrol - \$40/hr

Also attached to this report is a summary of revenue and expenses for Animal Control Services from 2013-2023. The significant decrease in revenue is due to a recent change in 2021, when the previous Term of Council discontinued the practice of charging fees for dog licences (effective January 1, 2022) and added dog licensing to the general tax levy. The existing sources of revenue are from the licensing of kennels and dangerous dogs.

This summary shows that expenses have also decreased. Thames Centre's previous agreement with Hillside included a \$700 monthly retainer as well as mileage, which is no longer included in our current agreement. Hillside is now only paid on a case-by-case basis.

### **CONSULTATION:**

Alanna Shaw, By-law Compliance Officer  
Jana Nethercott, Interim Deputy Clerk  
Sherri Ridsdale, Accounts Receivable/Revenue Coordinator

### **REFERENCES:**

- Report No. BL-001-20 – Animal Control Services Contract

## ATTACHMENTS:

- Summary of Animal Control Services from 2013-2023
- Draft By-law 118-2023 (included under By-laws section of December 11, 2023 agenda for consideration of approval)

Prepared by: S. Henshaw, Interim Clerk

Reviewed by: D. Barrick, Chief Administrative Officer



**SUMMARY OF REVENUE AND EXPENSES**  
**ANIMAL CONTROL**

<b>Year</b>	<b>Revenue (Dog &amp; Kennel Licences)</b>	<b>Expenses (Contracted Services)</b>
2013	\$32,069.50	\$9,923.71
2014	\$30,790.37	\$11,132.06
2015	\$30,672.50	\$12,694.86
2016	\$30,410.00	\$11,075.41
2017	\$30,695.00	\$10,557.80
2018	\$29,155.00	\$11,269.71
2019	\$28,605.00	\$10,873.30
2020	\$27,270.00	\$7,504.79
2021	\$27,085.00	\$4,024.61
2022	\$2,638.97	\$3,615.06
2023 (to date)	\$2,130.00	\$4,848.12