



Council Report

Report Number: PUR2022-033
Meeting Date: December 13, 2022
Title: 2022-87-OP Animal Kennel Provider and Associated Services for the City of Kawartha Lakes
Author and Title: Kristy Wilson, Junior Buyer
Co-Author and Title: Aaron Sloan, Manager, Municipal Law Enforcement

Recommendation(s):

That Report PUR2022-033, **2022-87-OP Animal Kennel Provider and Associated Services for the City of Kawartha Lakes**, be received;

That The Humane Society of Kawartha Lakes, being the highest scoring proponent, be selected for the award of 2022-87-OP Animal Kennel Provider and Associated Services for the City of Kawartha Lakes;

That upon completion of the initial term, that three (3) – one (1) year renewals be awarded pending successful completion of initial term, budget approval, CPI Increase and mutual agreement;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Municipal Law Enforcement and Licensing (MLEL) provide Animal Control Services for the municipality, which is a core service as designated by Council. Animal control services include enforcement of the Animal Control by-law, and the impoundment of animals found to be at large (mainly dog, cats, and may occasionally include livestock). At present, the City has a contract with the Humane Society of Kawartha Lakes (HSLK) to house impounded animals. The pound services agreement expires December 31, 2022.

In 2022, Council received report ML2022-001 (attached Appendix A). In the report, staff suggested amendments to By-Law 2021-072 to Regulate Animals which was later approved by Council.

In part, the amendments included a regulation to establish a Feral Cat Trap, Neuter, Release and Management pilot program (TNRM), and to license and prohibit domestic cats from running at large. Also as part of this, a new pound services agreement would be needed prior to the end of 2022.

Having a pound facility is a basic but important service need, which provides a location to impound animals found to be at large and for the core function of the animal services program to exist. Failing to establish an agreement for pound services, will result in the service no longer being possible at the beginning of 2023. The municipality is not equipped or staffed to provide pound services in-house.

To meet both needs, the TMRM and pound services, Request for Proposal 2022-87-OP Animal Kennel Provider and Associated Services for the City of Kawartha Lakes was issued in accordance with the Purchasing Policy. The submission was opened on September 22, 2022 by Launa Macey, Supervisor of Procurement with the following results:

Company Name
Humane Society of Kawartha Lakes

Only one submission was received, and it was checked for compliance by an evaluation committee based on proposal content and organization, qualifications and experience, methodology, inspection of the facility, value added and pricing.

Humane Society of Kawartha Lakes was found to be compliant to the request. References were checked and found to be favourable.

Rationale:

Staff recommend that Humane Society of Kawartha Lakes be awarded the project.

Other Alternatives Considered:

No other alternative is being recommended as a competitive process was issued.

Alignment to Strategic Priorities

For reference the four strategic priorities within the 2020-2023 Kawartha Lakes Strategic Plan are:

1. Healthy Environment
2. An Exceptional Quality of Life
3. A Vibrant and Growing Economy
4. Good Government

This report aligns with the Guiding Principles fundamental to the 2020-2023 Kawartha Lakes Strategic Plan, which are to foster, strengthen partnerships and collaborate with external organizations on projects and services.

Financial/Operation Impacts:

2022-87-OP Animal Kennel Provider and Associated Services for the City of Kawartha Lakes is allocated in the 2023 Municipal Law Enforcement operating budget. The Department will monitor the budget and ensure that sufficient funds are allocated for this work in future operating budgets.

An interruption in the provision of kennel and associated pound services, could result in operational liability and risk of embarrassment for the municipality.

Attachments:

Appendix A – Report ML2022-001 Stray and Feral Cats



ML2022-001 Stray
and Feral Cats.docx

Department Head email: critchie@kawarthalakes.ca

Department Head: Cathie Ritchie, Clerk

Department File: 2022-87-OP