

Animal Services – Pound Services Facility Project

ISSUE

This report requests post-budget approval for a capital project to supply and install dog kennels at the City of Saskatoon (City) Pound Services Facility. The total budget for the project is \$150,000 to be funded with \$100,000 from the Animal Services Reserve and \$50,000 from the Community Services Departmental Capital Reserve.

RECOMMENDATION

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the post-capital project for the Pound Services Facility as described in this report, with a budget of \$150,000, be approved; and
2. That the funding sources for the project be \$100,000 from the Animal Services Reserve and \$50,000 from the Community Services Departmental Capital Reserve.

BACKGROUND

The City owns the land and building, located in the Rural Municipality of Corman Park at 5028 Clarence Avenue South, and leases it to the Poundkeeper for the purpose of providing animal control program services for the City, namely Poundkeeping Services.

In early 2023, the City issued Request for Proposal of contracted services for the enforcement of [Bylaw No. 7860, The Animal Control Bylaw, 1999](#), and [Bylaw No. 8176, The Dangerous Animals Bylaw, 2003](#), as well as Poundkeeping Services (Poundkeeping). Following the evaluation of bids, Administration determined the Saskatoon Animal Control Agency to be the qualified proponent and awarded the contract for both Bylaw Enforcement and Poundkeeping. Saskatoon Animal Control Agency will be assuming the delivery of these services effective January 1, 2024.

The current Poundkeeping service provider, the Saskatoon Society for the Prevention of Cruelty to Animals (SPCA), will be relocating their shelter services and other programs after January 1, 2024. Through transition meetings with the SPCA, as the previous operator of the pound facility, it was determined the existing large dog kennels, including the kennels designed for dangerous dogs, are considered trade fixtures and are owned by the SPCA. The SPCA has informed the City they will be relocating these assets to their new facility. As a result, the City needs to replace these assets to provide the required infrastructure for Poundkeeping. All other equipment and supplies required for operating the pound are the responsibility of the incoming Pound Services operator, the Saskatoon Animal Control Agency.

DISCUSSION/ANALYSIS

In order for the facility to support Poundkeeping, sufficient dog kennels, including a supply for the housing of dangerous dogs, are required to ensure capacity and service delivery. Administration has been researching options for sufficient kennels to outfit the Pound Services building to support operations and service levels. In reviewing options from various suppliers in the industry, a budget of \$150,000 is required for the supply and installation of sufficient kennels to support Pound Services.

FINANCIAL IMPLICATIONS

The purpose of the Animal Services Reserve is to provide a source of funds for the purpose of financing future expenditures undertaken to enhance or expand services and facilities provided by the animal services program. The project identified in this report directly aligns with the intent of this reserve.

The Animal Services Reserve does not have sufficient funding to support the total project, therefore Administration explored alternative funding sources. The purpose of the Community Services Departmental Capital Reserve is to provide a source of funds to finance both major and minor capital projects in the Community Services Division for full or partial financing of capital expenditures authorized by City Council. Administration is requesting approval for funding in the amount of \$50,000, from this reserve, as this is an appropriate use and source of funding.

Both the Animal Services Reserve and the Community Services Departmental Capital Reserve have sufficient funds to support this project, in the amounts noted above, without negatively impacting future projects. There is no operating impact to the City related to this project.

OTHER IMPLICATIONS

There are no other legal, social, environmental, privacy or CPTED implications or considerations.

NEXT STEPS

Subject to the Planning, Development and Community Services Committee and subsequently City Council Approval, Administration will prepare a request for proposal to be released through Supply Chain Management. It is estimated the project will begin in fall of 2023 and the kennels will be ready for use January 1, 2024. The kennels purchased through the project will become City assets and will remain program assets for the delivery of Poundkeeping no matter the service provider in the future. The addition of these kennels to the City's inventory will ensure sufficient assets are in place to facilitate the continued delivery of services in the future and eliminates any future risk associated with a change in service provider.

REPORT APPROVAL

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