Minute No. 291
Report "A" – Executive Policy Committee – March 14, 2012

Item No. 3 **Animal Services Special Operating Agency – 2012 - 2014 Business Plan (Selection Report)**

COUNCIL DECISION:

Council concurred in the recommendation of the Executive Policy Committee and adopted the following:

1. That the 2012 Business Plan (Selection Report) for the Animal Services Special Operating Agency, including the 2012 budget, be approved and the 2013 – 2014 financial projections as tabled in Appendix A, be received as information.

2. That the tax supported funding for the Animal Services Special Operating Agency of $1,302,504 annually for 2012, and $1,297,186 for 2013 and 2014, be approved, subject to confirmation in the annual tax supported budget process (See Financial Projection, Appendix A).

3. That fees and charges as outlined on Appendix C be approved.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

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DECISION MAKING HISTORY:

Moved by His Worship Mayor Katz,

That the recommendation of the Executive Policy Committee be adopted by consent.

Carried

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On March 14, 2012, the Executive Policy Committee concurred in the recommendations of the Alternate Service Delivery Committee and the Standing Policy Committee on Protection and Community Services and submitted the matter to Council.

STANDING COMMITTEE RECOMMENDATION:

On March 9, 2012, the Standing Policy Committee on Protection and Community Services concurred in Recommendations 1 and 2 of the Winnipeg Public Service and submitted the following to Council:

1. That fees and charges as outlined on Appendix C be approved.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

COMMITTEE RECOMMENDATION:

On March 2, 2012, the Alternate Service Delivery Committee concurred in Recommendations 1 and 2 of the Winnipeg Public Service and submitted the following to Council:

1. That the 2012 Business Plan (Selection Report) for the Animal Services Special Operating Agency, including the 2012 budget, be approved and the 2013 – 2014 financial projections as tabled in Appendix A be received as information.

2. That the proposed tax supported funding for the Animal Services Special Operating Agency of $1,302,504 annually for 2012, and $1,297,186 for 2013 and 2014, be approved subject to confirmation in the annual tax supported budget process (See Financial Projection, Appendix A, page 4).

Report "A" – Executive Policy Committee – March 14, 2012

DECISION MAKING HISTORY:

COMMITTEE DECISION:

On March 2, 2012, the Alternate Service Delivery Committee concurred in Recommendation 3 of the Winnipeg Public Service and appointed the following Advisory Board members (Appendix B) for a two-year term:

- Deepak Joshi, Chief Operating Officer
  - Chairperson - Corporate ASD Representative
- Cindy Fernandes, Manager of Finance and Administrative Services
  - Department Head or designate (ex-officio)
- Leland Gordon, Chief Operating Officer
  - Agency Head (ex-officio)
- Charlene Slingsby, Field Operations / Court Coordinator
  - Animal Services Special Operating Agency Representative
- D'Arcy Johnson, Executive Director, D'Arcy A.R.C.
  - Customer Representative
- Dr. Colleen Marion Companion Animal Welfare Veterinarian Office of the Chief Veterinarian Manitoba Agriculture, Food, and Rural Initiative Vacant
  - Business Representative
- Bill McDonald, CEO Winnipeg Humane Society
  - Winnipeg Humane Society Representative
- Andrea Lear, Executive Director, Manitoba Vet Association
  - Veterinarian Association Representative
- Barbara Verschoore
  - CUPE Local 500 Executive Representative

ADMINISTRATIVE REPORT

ISSUE: 2012-2014 Business Plan (Selection Report) Animal Services Special Operating Agency

Critical Path: Alternative Service Delivery Committee – Standing Policy Committee on Protection and Community Services - Executive Policy Committee - Council

AUTHORIZATION

Author	Department Head	CFO	CAO
L. Gordon	C. Wightman	M Ruta	D Joshi COO

RECOMMENDATIONS

That the Alternative Service Delivery Committee submit the following recommendations to the Executive Policy Committee and Council:

1. That Council approves the 2012 Business Plan (Selection Report) for the Animal Services Special Operating Agency, including the 2012 budget, and receives as information the 2013 – 2014 financial projections as tabled in Appendix A.

2. That Council approves the proposed tax supported funding for the SOA of $1,302,504 annually for 2012, and $1,297,186 for 2013 and 2014, subject to confirmation in the annual tax supported budget process (See Financial Projection, Appendix A, page 4).

3. That Advisory Board members be approved per attached Appendix B.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

That the Standing Policy Committee on Protection and Community Services submit the following recommendations to the Executive Policy Committee and Council:

1. That fees and charges be approved per attached Appendix C.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Council approval is required for the Animal Services Agency 2012 Business Plan and budget.

IMPLICATIONS OF THE RECOMMENDATIONS

- Provide Animal Services Agency mill-rate support of $1,302,504 in 2011 and $1,297,186 2013 – 2014 as a transfer from the Community Services Department.
- These projected transfers are included in the Community Services Department's proposed 2012 – 2014 Tax-Supported Operating Budget Submission.
- The SOA projects surpluses of $224,021 in 2012, $155,723 in 2013, and $99,953 in 2014. The accumulated deficit will decrease from the December 31, 2010 balance of $1,731,413 to $876,044 by the end of 2014.
- The attached business plan includes inflationary increases of 0.8% for 2012, 2.1% for 2013 and 2% for 2014 to all fees for service and/or products delivered by the Agency which are not established in the Pound By-law (e.g. excludes Surrendered Animals, Dog Adoptions, Trap Rentals/Set Ups). (See Fees and Charges, Appendix C).
- The SOA will continue with the dog licensing campaign.
- The current service contract with the Winnipeg Humane Society expires on December 31, 2013.

HISTORY

The Animal Services Operating Charter stipulates that a Business Plan (Selection Report - summary of the annual business plan) will be provided to Council each year.

Animal Services was designated by Council as a Special Operating Agency (SOA) effective January 1, 2000.

FINANCIAL IMPACT

Financial Impact Statement **Date:** January 30, 2012

Project Name: **First Year of Program** **2012**

2012 - 2014 Business Plan (Selection Report) Animal Services Special Operating Agency

	2012	2013	2014	2015	2016
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - Enter Description Here	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 1,302,504	$ 1,297,186	$ 1,297,186	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 1,302,504	$ 1,297,186	$ 1,297,186	$ -	$ -
Less: Existing Budget Amounts	1,302,504	1,297,186	1,297,186	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: The 2011 - 2013 Animal Services Selection Report assumes a tax-supported subsidy of $1,302,504 for 2012 and $1,297,186 for 2013 and 2014. This amount has been included as a transfer to the SOA in the Community Services Department's 2012 - 2014 budget submission.

The SOA projects surpluses of $224,021 in 2012 $155,723 in 2013, and $99,953 for 2014. The accumulated deficit will decrease from the December 31, 2010 balance of $1,731,413 to $876,044 by the end of 2014.

original signed by

Cindy Fernandes
Manager of Finance & Administrative Services
Community Services Department

CONSULTATION

In preparing this Report there was consultation with:

Legal Services Department
Community Services Department

SUBMITTED BY

Department: Community Services
Division: Animal Services Agency
Prepared by: Leland Gordon
Date: January 30, 2012
File No.

Appendix A Appendix B Appendix C