Minutes – Executive Policy Committee – February 11, 2015

REPORTS

Item No. 1 Animal Services SOA – 2015-2017 Business Plan (Selection Report)

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendations of the Alternative Service Delivery Committee and the Standing Policy Committee on Protection and Community Services and recommended to Council:

1. That the 2015 Business Plan (Selection Report), including the 2015 budget, be approved and the 2016 – 2017 financial projections as tabled in the Selection Report 2015 – 2017 (Appendix A and B) be received as information.

2. That the proposed tax supported funding for the Special Operating Agency (SOA) of $1,404,276 in 2015 be approved, subject to confirmation in the annual tax supported budget process.

3. That fees and charges for 2015 – 2017 be approved as per the attached "Fees and Charges Schedule" (Appendix D).

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

Minutes – Executive Policy Committee – February 11, 2015

DECISION MAKING HISTORY:

Moved by Deputy Mayor Pagtakhan,

That the recommendations of the Alternative Service Delivery Committee and the Standing Policy Committee on Protection and Community Services be concurred in and forwarded to Council.

Carried

COMMITTEE RECOMMENDATION:

On January 19, 2015, the Alternative Service Delivery Committee concurred in recommendations 1 and 2 of the Winnipeg Public Service and recommended to the Executive Policy Committee:

1. That the 2015 Business Plan (Selection Report), including the 2015 budget, be approved and the 2016 – 2017 financial projections as tabled in the Selection Report 2015 – 2017 (Appendix A and B) be received as information.

2. That the proposed tax supported funding for the Special Operating Agency (SOA) of $1,404,276 in 2015 be approved, subject to confirmation in the annual tax supported budget process

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

COMMITTEE DECISION:

On January 19, 2015, the Alternative Service Delivery Committee concurred in Recommendation 3 of the Winnipeg Public Service and approved the Advisory Board members as per the attached Advisory Board Members list (Appendix B), namely:

- Deepak Joshi, Interim Acting Chief Administrative Officer, Chairperson – Corporate ASD Representative
- Cindy Fernandes, Manager of Finance and Administrative Services – designate (ex-officio)
- Leland Gordon, Chief Operating Officer – Agency Head (ex-officio)
- Charlene Slingsby, Field Operations / Court Coordinator – Animal Services SOA

DECISION MAKING HISTORY (continued):

COMMITTEE DECISION: (continued)

- 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 – Business Representative
- *Vacant*
- Bill McDonald, CEO, Winnipeg Humane Society – Winnipeg Humane Society
- Dr. Lynn Webster – Veterinarian Association
- Barbara Verschoore, Representative, Local 500, CUPE – Executive Member, Canadian Union of Public Employees

STANDING COMMITTEE RECOMMENDATION:

On January 30, 2015, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the Winnipeg Public Service and recommended to the Executive Policy Committee:

1. That fees and charges for 2015 – 2017 be approved as per the attached "Fees and Charges Schedule" (Appendix D).

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

ADMINISTRATIVE REPORT

Title: 2015 - 2017 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	G. Chartier A/CFO	M. Jack A/CAO

RECOMMENDATIONS

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

1. That Council approves the 2015 Business Plan (Selection Report) for the Animal Services Special Operating Agency, including the 2015 budget, and receives as information the 2016 – 2017 financial projections as tabled in the Selection Report 2015 – 2017 (Appendix A and B).

2. That Council approves the proposed tax supported funding for the Special Operating Agency (SOA) of $1,404,276 in 2015, subject to confirmation in the annual tax supported budget process.

3. That Advisory Board members be approved as per the attached Advisory Board Members list (Appendix C).

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 for 2015 – 2017 be approved as per the attached “Fees and Charges Schedule” (Appendix D).

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 2015 - 2017 Business Plan and budget.

IMPLICATIONS OF THE RECOMMENDATIONS

- To sustain the Agency's essential service of animal control, it is recommended that Council approve Animal Services' mill-rate support in 2015 of $1,404,276 as a transfer from the Community Services Department. This includes funding in the amount of $500,000 for a service agreement with the Winnipeg Humane Society for the intake/sheltering of stray cats, care of injured animals and a subsidized cat spay/neutering program. The net mill-rate operational support to Animal Services is $904,276.
- These projected mill rate support transfers are included in the Community Services Department's proposed 2015 – 2017 Tax-Supported Operating Budget Submission.
- Animal Services projects a surplus of $166,762 in 2015, $137,069 in 2016, and $119,039 in 2017.
- When the Agency's deficit ($396,150 as of December 31, 2013) has been eliminated, in either 2016 or 2017 depending on actual operational results, the mill rate support transfer level will be revisited.
- Animal Services will continue with a yearly licensing campaign in an effort to boost license sales to help protect more pets and reduce the Agency's reliance on mill rate support.
- Fees and charges are expected to increase by the rate of inflation in all budget years, as provided by the City's Fees and Charges Policy.
- Cat licensing was approved by Council in 2013 to commence in 2015. This Business Plan and budget incorporates both dog and cat licensing.

HISTORY

Animal Services was designated by Council as a Special Operating Agency (SOA) effective January 1, 2000. The Agency enforces the Responsible Pet Ownership (RPO) By-law.

In the year 2000, the Agency completed 6,416 incidents and received $1,125,000 of operational mill rate support. In 2013, the Agency completed 12,162 incidents and received $904,276 of operational mill rate support. Animal Services, as a Division of Community Services and then as an SOA, has been protecting people and animals in Winnipeg for over 135 years.

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.

The mandate of the Animal Services Agency is to promote, protect and safeguard the health of the community by establishing and maintaining an urban environment which permits the city's human and animal populations to co-exist free of conditions which adversely affect the health, safety and enjoyment of the community. Animal Services Agency is responsible for the enforcement of the RPO By-law to minimize risk in the communities served.

The Agency operates successful adoption, volunteer, and foster programs. License revenues help fund the services provided, including housing stray dogs and reuniting them with their owners, attending house fires or car accidents to help in the removal of animals where needed, and providing an Adoption Program. A contingent of Animal Services Officers patrols the streets of Winnipeg to help resolve neighbourhood disputes and incidents involving animals.

FINANCIAL IMPACT

Financial Impact Statement

Date: July 11, 2014

Project Name:

First Year of Program **2015**

2015 - 2017 Business Plan (Selection Report) Animal Services Special Operating Agency

	2015	2016	2017	2018	2019
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 1,404,276	$ 1,404,276	$ 1,404,276	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 1,404,276	$ 1,404,276	$ 1,404,276	$ -	$ -
Less: Existing Budget Amounts	1,404,276	1,404,276	1,404,276	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: The 2015 - 2017 Animal Services Selection Report assumes a tax-supported subsidy of $1,404,276 for 2015 to 2017. This level of Mill Rate Support is provided in the Community Services' 2015 proposed and 2016-2017 projected budgets.
The SOA projects a surplus of $166,762 in 2015, $137,069 in 2016, and $119,039 in 2017. When the Agency's deficit ($396,150 as of December 31, 3013) has been eliminated, in either 2016 or 2017 depending on actual operational results, the mill rate support transfer level will be revisited.

original signed by
Cindy Fernandes, CMA
Controller
Community Services Department

CONSULTATION

In preparing this Report there was consultation with:

SUBMITTED BY

Department: Community Services
Division: Animal Services Agency
Prepared by: Leland Gordon
Brenda Kautz
Date: June 30, 2014
File No.

Appendix A: ***2015 – 2017 Business Plan (Selection Report)***



Appendix A

Appendix B: ***2013 Audited Financial Statements***



Appendix B.pdf

Appendix C: ***Advisory Board Members List***



Appendix C Advisory Board.pdf

Appendix D: ***Fees and Charges Schedule***



Appendix D Animal services fees