Agenda - Executive Policy Committee - June 29, 2016

Report – Standing Policy Committee on Innovation – June 20, 2016

Item No. 1 2016 – 2018 Business Plan (Selection Report) - Animal Services Special Operating Agency

STANDING COMMITTEE RECOMMENDATION:

On June 20, 2016, the Standing Policy Committee on Innovation concurred in Recommendations 1, 2, 3, 4, and 5 of the Winnipeg Public Service and submitted the following to Council:

1. That the Animal Services SOA 2016 Business Plan (Selection Report), including the 2016 budget (Appendix A), be approved.

2. That the Animal Services SOA Financial Statements for the year ended December 31, 2014 (Appendix B), be received as information.

3. That the Animal Services SOA "Fees and Charges Schedule" for 2016 – 2018 (Appendix D), be received as information.

4. That authority be delegated to the Chief Operating Officer, Animal Services Special Operating Agency, to allocate 2016 grant funds to organizations in support of cat spay and neuter programs and all future years' grant funds for cat spay and neuter programs.

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

Report – Standing Policy Committee on Innovation – June 20, 2016

DECISION MAKING HISTORY:

STANDING COMMITTEE DECISION:

On June 20, 2016, the Standing Policy Committee on Innovation concurred in Recommendation 6 of the Winnipeg Public Service.

STANDING COMMITTEE RECOMMENDATION:

On June 20, 2016, the Standing Policy Committee on Innovation concurred in Recommendations 1, 2, 3, 4, and 5 of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

Further on June 20, 2016, Mr. L. Gordon, Chief Operating Officer, Animal Services Special Operating Agency, submitted a PowerPoint presentation dated June 20, 2016 in support of the matter.

ADMINISTRATIVE REPORT

Title: 2016 – 2018 Business Plan (Selection Report) - Animal Services Special Operating Agency

Critical Path: Committee on Innovation - Executive Policy Committee - Council

AUTHORIZATION

Author	Department Head	CFO	CAO/COO
L. Gordon	L. Gordon	B. Holsten-Boyer A/CFO	M. Jack COO

RECOMMENDATIONS

1. That Council approves the 2016 Business Plan (Selection Report) for the Animal Services Special Operating Agency (SOA), including the 2016 budget (Appendix A).

2. That Council receive as information the SOA Financial Statements for the year ended December 31, 2014 (Appendix B).

3. That Council receive as information the attached “Fees and Charges Schedule” for 2016 – 2018 (Appendix D).

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

5. That authority be delegated to the Chief Operating Officer of the Animal Service Agency to allocate 2016 grant funds to organizations in support of cat spay and neuter programs and all future years’ grant funds for cat spay and neuter programs.

6. That the SPC on Innovation approve the Advisory Board members be approved as per the attached Advisory Board Members list (Appendix C).

REASON FOR THE REPORT

As per the Animal Services Operating Charter, Council approval is required for the Animal Services Agency 2016 - 2018 Business Plan and budget.

EXECUTIVE SUMMARY

This Selection Report is intended to ensure that the Animal Services Agency continues to provide animal control measures under The City of Winnipeg Charter and related by-law; this includes animal licensing, investigation, and response to animal-related complaints and inquiries

including stray dogs, exotic animals, injured animals, the enforcement of the Responsible Pet Ownership (RPO) By-law, and neighbourhood dispute resolution. This service also includes public education, the promotion of responsible pet ownership and care for cats and dogs, and the adoption of unclaimed animals.

The main goals are to improve safety of neighbourhoods though the enforcement of by-laws and education regarding responsible pet ownership. The Agency also strives to improve its public image by increasing customer service and satisfaction through the improvement of front-line service delivery; providing professional, caring and appropriate responses to citizens and pet owners' concerns, and humane alternatives to unclaimed animals.

Significant changes in this Business Plan include an increase in dog licensing fees, which results in an equivalent reduction in operational mill rate support to Animal Services, and an increase in mill rate in support of The Winnipeg Humane Society service agreement.

Approving the Animal Services Agency 2016 – 2018 Business Plan and Budget, including mill rate support of $1,378,836 as a transfer from the Community Services Department, will enable the Agency to provide an essential service 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.

IMPLICATIONS OF THE RECOMMENDATIONS

The approval of the Selection Report will allow the Agency to continue to provide animal control measures under The City of Winnipeg Charter and the RPO By-law.

The tax supported transfer of $1,378,836 includes two components: $652,273 to support the service agreement with The Winnipeg Humane Society, and $726,563 operational mill rate support for Animal Services. Operational mill rate support to Animal Services has been reduced to $726,563 in 2016, versus $904,276 in 2015.

The annual operating budget in 2016 for Animal Services is $3,132,351. There is a $2,405,788 difference between operational mill rate support ($726,563) and the operational budget ($3,132,351) which results in a large reliance on dog licensing revenues. The proposed $5.00 dog license fee increase expands this reliance and may lead to non-compliance from pet owners due to an inability or unwillingness to pay higher licensing fees. This budget contains an assumption that all existing licensed dog owners will renew their licenses at the higher rate.

HISTORY

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

In the year 2000, the Agency completed 6,416 incidents and received $1,125,000 of operational mill rate support. In 2015, the Agency completed 10,629 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 140 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. The 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:** March 23, 2016

Project Name: **First Year of Program** **2016**

2016 - 2018 Business Plan (Selection Report) Animal Services Special Operating Agency

	2016	2017	2018	2019	2020
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	$ 1,378,836	$ 1,319,574	$ 1,319,574	$ -	$ -
Less: Incremental Revenue/Recovery	-	-	-	-	-
Net Cost/(Benefit)	$ 1,378,836	$ 1,319,574	$ 1,319,574	$ -	$ -
Less: Existing Budget Amounts	$ 1,378,836	$ 1,319,574	$ 1,319,574	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: There is no financial impact resulting from the recommendations of this report. The 2016 - 2018 Animal Services Selection Report includes a tax-supported subsidy of $1,378,836 for 2016 and $1,319,574 in 2017 and 2018. This level of Mill Rate Support is provided in the Community Services' 2016 adopted and 2017-2018 projected mill-rate supported budgets.

"Original signed by"

Kelly Lemoine, CPA, CA
Controller
Community Services Department

CONSULTATION

In preparing this Report there was consultation with:

Community Services Department
Legal Services (as to Legal issues)

OURWINNIPEG POLICY ALIGNMENT

03-2 Vitality
Direction 4: Maintain the Health and Safety of Neighbourhoods by Enforcing Animal Control By-Laws and Promoting Responsible Pet Ownership
> Maintain Licensing and spay/neuter efforts to identify the animal population and help control over-population.
> Work with existing community animal welfare organizations to develop a shared vision and expand educational outreach efforts.
> Engage residents and community organization on an ongoing basis to ensure that City animal control services are responsive and effective in addressing locally identified neighbouring needs.

SUBMITTED BY

Department:	Community Services
Division:	Animal Services Agency
Prepared by:	Leland Gordon, Chief Operating Officer
	Tammy Carriere, Coordinator of Finance & Administration
Date:	April 4, 2016

ATTACHMENTS:

Appendix A: ***2016 – 2018 Business Plan (Selection Report)***



Appendix A - 2016 - 2018 Business Plan.p

Appendix B: ***2014 Audited Financial Statements***



Appendix B - 2014 Financial Statements.

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



Appendix C - Advisory Board.pdf

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



Adobe Acrobat Document