**Minutes – Executive Policy Committee – September 20, 2017**

**Report – Standing Policy Committee on Protection, Community Services and Parks – September 18, 2017**

**Item No. 4 Agreement between Sir Hugh John MacDonald Memorial Hostel and the City of Winnipeg for Volunteer Program at the Animal Services Agency**

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Protection, Community Services and Parks and submitted the following to Council:

1. That the City enter into, execute and deliver an Agreement for a Volunteer Program with Sir Hugh John MacDonald Memorial Hostel operated by MacDonald Youth Services ("MYS") and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (the "Ancillary Agreements").

2. That authority be delegated to the Chief Operating Officer of Animal Services to negotiate and approve the terms and conditions of the volunteer agreement with MYS and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That authority be delegated to the Chief Operating Officer of Animal Services to negotiate and approve the terms and conditions of all future similar volunteer agreements with organizations, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. 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 Protection, Community Services and Parks – September 18, 2017**

DECISION MAKING HISTORY:

Moved by Councillor Pagtakhan,

That Rule 10(3) of The Procedure By-law No. 50/2007 be suspended in order that the following item, which was received less than 96 hours preceding the committee meeting, be considered by Committee.

Carried

Moved by Councillor Pagtakhan,

That the recommendation of the Standing Policy Committee on Protection, Community Services and Parks be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On September 18, 2017, the Standing Policy Committee on Protection, Community Services and Parks concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

# ADMINISTRATIVE REPORT

**Title:** Agreement between Sir Hugh John MacDonald Memorial Hostel and the City of Winnipeg for Volunteer Program at the Animal Services Agency

**Critical Path:** Standing Policy Committee on Protection, Community Services and Parks – Executive Policy Committee - Council

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| L. Gordon | L.Gordon | n/a | M. Jack<br>Acting CAO |

## EXECUTIVE SUMMARY

Sir Hugh John MacDonald Memorial Hostel runs several programs wherein they arrange for at risk youth to complete volunteer work at local organizations in the community. This programming helps participants develop work skills as they become adults and to remain on a positive path. This report is to formalize an agreement with MacDonald Youth Services (MYS) to have participants volunteer at Animal Services under the supervision of MYS employees.

Animal Services has a progressive volunteer program. Volunteers are typically involved with socializing and walking dogs as well as completing light facility cleaning. These volunteers also learn about Responsible Pet Ownership and pet care. Volunteerism at Animal Services provides a positive experience for the community, especially at-risk youth.

## RECOMMENDATIONS

1. That the City enter into, execute and deliver an Agreement for a Volunteer Program with Sir Hugh John MacDonald Memorial Hostel operated by MacDonald Youth Services ("MYS") and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (the "Ancillary Agreements").

2. That authority be delegated to the Chief Operating Officer of Animal Services to negotiate and approve the terms and conditions of the volunteer agreement with MYS and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That authority be delegated to the Chief Operating Officer of Animal Services to negotiate and approve the terms and conditions of all future similar volunteer agreements with organizations, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. 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 to enter into the agreement with MYS.

## IMPLICATIONS OF THE RECOMMENDATIONS

The agreement would allow for at-risk youth to perform volunteer work at Animal Services under the supervision and organization of MYS.

## HISTORY

Established in 1929, MYS provides placement (foster and group care), community support services and transition services (youth transitioning to adulthood) to children, youth, adults and families in Winnipeg and surrounding communities, Thompson and The Pas. MYS runs several programs wherein they arrange for at-risk youth to volunteer at local organizations in order to help these youth develop work skills as they become adults and to remain on a positive path.

Animal Services has had a volunteer program for 17 years.

Participants from MYS have been informally volunteering at Animal Services for approximately two years.

Animal Services has developed a formal legal agreement with the assistance of the Legal Services Department which addresses liability issues, insurance requirements, and outlines other rules and obligations which MYS must follow.

## FINANCIAL IMPACT

**Financial Impact Statement** **Date: 23-Jun-17**

**Project Name:**

**Agreement between Sir Hugh John MacDonald Memorial Hostel o/a MacDonald Youth Services and The City of Winnipeg for Volunteer Program at the Animal**

**COMMENTS:**

There are no financial implications with respect to the recommendations of this report

*Original Signed by Kelly Lemoine*

Kelly Lemoine, CPA, CA
Manager of Finance & Administration
Community Services Department

## CONSULTATION

In preparing this report there was consultation with:

Legal Services Department (as to legal issues)
Community Services Department

## OUR WINNIPEG POLICY ALIGNMENT

Direction 7: Recognize and support the essential role that volunteers and volunteerism play in building a healthy and vibrant Winnipeg.

Enabling strategies:
> Work with community partners in order to strengthen and recognize volunteerism in Winnipeg.
> Provide positive, meaningful and culturally appropriate experiences for individuals who volunteer with the City of Winnipeg.

## SUBMITTED BY

Department: Animal Services SOA
Prepared by: Leland Gordon
Date: June 26, 2017
File No.