

City of North Bay Report to Council

Report No: CORP-2025-028

Date: February 19, 2025

Originator: Ron Melnyk

Business Unit:

Corporate Services

Department:

Legal Department

Subject: Agreement for Animal Control Services for 2025-2027

Closed Session: yes ☐ no ☒

Recommendation

1. That City Council approves the three (3) year Agreement between The Corporation of the City of North Bay and the North Bay & District Society for the Prevention of Cruelty to Animals ("the Humane Society") for provision of animal control services in the City of North Bay ("the Agreement");
2. That an Execution By-Law be brought forward on March 25th, 2025 authorizing the Mayor and City Clerk to execute and deliver the Agreement and any other required documents, and
3. The Execution By-law be given three (3) readings on March 25th, 2025.

Background

Pursuant to an Agreement between The Corporation of the City of North Bay and the Humane Society, the Humane Society acts as the City Pound Keepers and Animal Control Officers. These duties include operating the animal shelter and animal impound, dog and cat licensing, and regular enforcement patrols where all City by-laws affecting the control and keeping of animals is enforced.

The previous agreement expired on December 31st, 2024, and the Humane Society has been operating without an agreement with the City since that time. The agreement has traditionally been signed for a three (3) year term. As the previous term saw only a 1% increase per year despite elevated costs incurred by the Humane Society, the next 3 years are proposed at an increase of 4% in 2025, 3% in 2026 and 3% in 2027. There are no other changes proposed to the Agreement. The Humane Society will continue to assist the North Bay Police Service ("NBPS") with animal control

as needed by the NBPS in the execution of their duties. The Director of the Humane Society, Mr. Liam Cullin, was consulted and is in agreement with terms and conditions of the new Agreement.

Financial/Legal Implications

The cost to the City is as follows:

2025 total cost: \$400,241.92 (increase of \$15,393.92 over 2024)

2026 total cost: \$412,249.18 (increase of \$12,007.26 over 2025)

2027 total cost: \$424,616.65 (increase of \$12,367.47 over 2026)

This Agreement fulfills the City's responsibilities with regards to animal control services. The 2025 Operating Budget has allocated adequate funding.

Corporate Strategic Plan

- | | |
|---|--|
| <input type="checkbox"/> Natural North and Near | <input type="checkbox"/> Economic Prosperity |
| <input type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government | |

Specific Objectives

Spirited Safe Community – Work with community stakeholders to enhance safety and integration throughout the City.

Responsible & Responsive Government – Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.

Options Analysis

Option 1:

1. That City Council approves the three (3) year Agreement between The Corporation of the City of North Bay and the North Bay & District Society for the Prevention of Cruelty to Animals for provision of animal control services in the City of North Bay;
2. That an Execution By-Law be brought forward on March 25th, 2025 authorizing the Mayor and City Clerk to execute and deliver the Agreement and any other required documents, and
3. The Execution By-Law be given 3 readings on March 25th, 2025.

This is the recommended option.

Option 2: Take no action and confirm the existing Agreement has expired.

If this were to happen, the City would then be responsible for acting as the City Pound Keeper and Animal Control Officer at a significant cost to the City.

This is not the recommended option.

Option 3: Direct the Chief Administrative Officer to renegotiate the Agreement on such terms and conditions as Council may direct.

This is not the recommended option.

Recommended Option

1. That City Council approves the three (3) year Agreement between The Corporation of the City of North Bay and the North Bay & District Society for the Prevention of Cruelty to Animals for provision of animal control services in the City of North Bay;
2. That an Execution By-Law be brought forward on March 25th, 2025 authorizing the Mayor and City Clerk to execute and deliver the Agreement and any other required documents, and
3. The Execution By-Law be given 3 readings on March 25th, 2025.

Respectfully submitted,

Name: Ron Melnyk

Title: By-Law Enforcement Supervisor

I concur with this report and recommendation

Name: Peter E.G. Leckie, B.A. (Hons.), LL.B.

Title: City Solicitor

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Ron Melnyk

Title: By-Law Enforcement Supervisor