



MUNICIPALITY OF
West Elgin

Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2024-12-19
Subject: Poundkeeping Services

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Poundkeeping Services; And

- Option 1:** That Council hereby approve the eighteen (18) month term renewal with the Humane Society London Middlesex, for the period of December 31, 2024, ending June 30th, 2026.
- Option 2:** That Council hereby approve the proposal received from Southwest Middlesex Animal Shelter, for a five-year term, commencing January 1, 2025, ending December 31, 2029.

And that Council direct staff to initiate a formal agreement for acceptance at the next Regular Meeting.

Purpose:

The purpose of this report is to obtain direction from West Elgin Council regarding the service required for canine pick-up and Poundkeeping.

Background:

In 2022, West Elgin switched to the Humane Society London Middlesex (HSLM), when the Glencoe Animal Shelter closed. The switch to HSLM was primarily due to limited resources available for canine pick-up and Poundkeeping. The current agreement with HSLM authorizes pick-up and transportation of canines, when by-law is unavailable. Unfortunately, due to the limited number of hours received by by-law enforcement, most canine calls are outside of the by-law hours. The current agreement was dated June 26, 2024, with an expiry date of December 31, 2024. Total canine and Poundkeeping service with HSLM was \$10,689.76 in 2023 and \$10,899.90 YTD 2024. HSLM is located at 624 Clarke Rd, London, which is approximately 65kms (using 160 Main Street, West Lorne as a middle address, however this number would vary depending on pick-up location). HSLM has a total of 11 canine intakes in 2023 and 15 (full year) canine intakes in 2024, plus 14 Golden Retriever puppies, brought in by By-law Enforcement.

Breakdown of 2025 proposed fees for HSLM:

- \$12,000 lump sum fee
- Hourly rate \$70/hour
- Mileage at CRA Rate (2024 .70 cents per KM – 2025 *not released yet*)
- Estimated average pick-up is \$275 x 15 intakes = \$4,125 + 12,000 Annual = **\$16,125 estimated.**

Recently, staff was contacted by Jodi Bedore, who purchased the Southwest Middlesex Animal Shelter (previously Glencoe Animal Shelter), and will be offering services to local municipalities, like those previously offered by Glencoe Animal Shelter. The shelter is located at 3427 Concession Drive, Glencoe, which is approximately 25kms (again, using 160 Main Street West Lorne as a center point). Mr. & Mrs. Bedore are requesting a five-year term contract and have provided a list of their objectives for the facility. While this proposal includes cats, West Elgin does not currently have a program or agreement in place for rehoming stray cats. If Council chooses to proceed with the provision of including stray cats, this will likely increase the cost of service significantly.

Breakdown of 2025 proposed fees for SMAS (using HSLM call numbers):

- \$10,000 lump sum fee
- Hourly rate \$30/hour
- .50 Cents per KM
- Annual increase at 2.00% for Cost of Living
- Estimated cost of pick up (using 25kms, 3 hours)
 - **Cost of kilometers** = 25km x .50 = 12.5 x 2 (each way) = \$25.00 for KM
 - **Cost of hours** = 3 hrs. x \$30 = \$90.00
 - **Total Estimated Cost per call** = \$90 + \$25 = **\$115.00**
 - **Estimated Annual Costs of Calls** = 15 x \$115.00 = **\$1,725.00**
 - **Estimated Annual Cost** = **\$10,000 + \$1,725 = \$11,725**
- Estimated Cost savings \$4,400
- Five-Year term, at proposed rate and 2% annual increase

Attached to this report is the proposal from both Humas Society London Middlesex and Southwest Middlesex Animal Shelter, for Council review and consideration. Staff are requesting Council direction to proceed as directed and put in place a formal agreement for approval at the next meeting.

Financial Implications:

As per attached agreements

Policies/Legislation:

2025 By-law to enter into an agreement with selected party.

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input checked="" type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Terri Towstiuć
Clerk