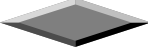


**COMMITTEE OF THE WHOLE
NOVEMBER 9, 2021
4:30 P.M.
AGENDA**

1. Agenda Additions/Deletions
2. Agenda Approval
3. Bylaw Enforcement – Animal Services Contract Renewal 2-3
4. Town of Stettler Pathways Master Plan Verbal
5. Additions
6. Adjournment

MEMORANDUM

To: Greg Switenky
From: Leann Graham
Date: November 4, 2021
Re: Bylaw Enforcement Contract Renewal



Background:

In 2005 the Town of Stettler entered into a one year part time contract with Alberta Animal Services (Red Deer) for bylaw/animal enforcement. In 2006 the contract was expanded and over time the contract has been enhanced to the current contract (2016) which includes 140 hours of patrol time per month as well as office and travel time. The current contract between the Town of Stettler and Alberta Animal Services expires on December 31, 2021.

In 2016 administration performed extensive research regarding options for Bylaw Enforcement in the Town of Stettler. It was determined at that time to continue with the Alberta Animal Services Contract. The level of service provided from Alberta Animal Services includes a reliable officer in uniform, all employment related costs, training, safety, insurance, a specialized vehicle, equipment and software, 24 hour accessibility boarding and impound facilities, and all operational costs.

As an independent contractor, Alberta Animal Services allows council to be separate from enforcement while allowing administration the value of remaining arm's length to enforcement. Administration is satisfied with the high level of service and the value this contractor provides the Town of Stettler.

Highlights of Proposed Contract Renewal:

- January 1, 2022 to December 31, 2026
- Hours - 140 hours / month
- Amount / month = Core Services - Core service monthly fee includes all the patrol hours (include full time officer, uniform, truck and all equipment), the animal impound and boarding costs, the court documentation fee, cost for the general care and treatment of animals at kennel facility, the disposal of any deceased animals picked up in the Town. Some of these costs in the previous contracts were extras on top of the monthly fee
- Special Call Fees - \$95 / hour - 3 hour minimum (current agreement - \$80.00 / hour)
- Monthly Cost – commencing January 1, 2022 - \$13,625.49 (core services)
- 2.5% cost of Living increase commencing January 1, 2023
 - January 1, 2022 – December 31, 2022 - \$13,625.49 monthly cost
 - January 1, 2023 – December 31, 2023 - \$13,966.13 monthly cost
 - January 1, 2024 – December 31, 2024 - \$14,315.28 monthly cost
 - January 1, 2025 – December 31, 2025 - \$14,673.16 monthly cost
 - January 1, 2026 – December 31, 2026 - \$15,039.99 monthly cost

Recommendation:

That the Committee of the Whole recommend to Town of Stettler Council to approve the 5 year contract with Alberta Animal Services, Red Deer for Bylaw Enforcement / Animal Control Services within the Town of Stettler for a 2022 cost of \$13,625.49 per month commencing January 1, 2022 to December 31, 2026 and a yearly Cost of Living increase of 2.5% per year commencing January 1, 2023.

Options:

1. Put out a Request For Proposals for Bylaw Enforcement Contract.
2. Explore hiring a Community Peace/Bylaw Enforcement Officer including animal control as a Full Time employee.