

THE CORPORATION OF THE TOWN OF GEORGINA

SPECIAL COUNCIL AGENDA

Tuesday, November 22, 2016
9:00 AM

1. CALL TO ORDER - MOMENT OF MEDITATION
2. ROLL CALL
3. COMMUNITY ANNOUNCEMENTS
4. INTRODUCTION OF ADDENDUM ITEM(S)
5. APPROVAL OF AGENDA
6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
7. ADOPTION OF MINUTES *None.*
8. SPEAKERS
9. DELEGATIONS/PETITIONS *None.*
10. PRESENTATIONS *None.*
11. PUBLIC MEETINGS *None.*

***IF MORE THAN ONE PUBLIC MEETING IS SCHEDULED FOR THE SAME TIME, THEY WILL BE DEALT WITH IN THE ORDER THAT THEY APPEAR ON THE AGENDA OR AS COUNCIL MAY DETERMINE.**

- (1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS *None.*
- (2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*
- (3) OTHER PUBLIC MEETINGS *None.*
12. REPORTS
 - (1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION

(2) REPORTS REQUIRING SEPARATE DISCUSSION

Report from the Administrative Services Department:**Pages 1-5**

(A) Animal Shelter Services Facility Needs Assessment

Report No. DAS-2016-0062

Recommendation(s):

1. **That Council receive Report No. AD-2016-0062 prepared by the Municipal Law Enforcement Division, Administrative Services Department dated November 22, 2016 respecting the Animal Shelter Services Facility Needs Assessment.**
2. **That Council receive the presentation provided by AMFM Consulting respecting the Animal Shelter Services Facility Needs Assessment.**
3. **That Council authorize staff to pursue discussions to explore opportunities for shared services with respect to both Animal Shelter and Animal Control Services within the Northern Six and other York Region Municipalities.**
4. **That Council authorize the Treasurer to return any funds received from contributors towards a new animal shelter facility, in consideration that there are no plans for any new animal shelter facility at this time.**

(Advisement: Presentation to be provided by AMFM Consulting in conjunction with this report)

(B) Educational Refresher – Existing Plans and Strategies

13. DISPOSITIONS/PROCLAMATIONS, GENERAL INFORMATION ITEMS AND COMMITTEE OF ADJUSTMENT *None.*

(1) Dispositions/Proclamations

Page 6

- (A) Sarah Brislin, Committee Services Coordinator, Lake Drive Shoreline Jurisdiction Ad Hoc Committee, recommending Council create a sub-committee to draft a comprehensive policy concerning exclusive use of shoreline property.

(2) General Information Items

(3) Committee of Adjustment Planning Matters

- (A) Under Review
- (B) Recommendations
- (C) Decisions

14. MOTIONS/NOTICES OF MOTION

15. REGIONAL BUSINESS

16. OTHER BUSINESS

17. BY-LAWS *None.*

18. CLOSED SESSION *None.*

(1) Motion to move into closed session of Council

(2) Motion to reconvene into open session of Council and report on matters discussed in closed session.

19. CONFIRMING BY-LAW

Pages 7-10

(1) By-law No. 2016-0125 (COU-2), a by-law to confirm the proceedings of Special Council on November 22, 2016.

20. MOTION TO ADJOURN

THE CORPORATION OF THE TOWN OF GEORGINA**REPORT NO. AD-2016-0062****FOR THE CONSIDERATION OF
COUNCIL
NOVEMBER 22, 2016****SUBJECT: ANIMAL SHELTER SERVICES FACILITY NEEDS ASSESSMENT**

1. RECOMMENDATION:

1. That Council receive Report No. AD-2016-0062 prepared by the Municipal Law Enforcement Division, Administrative Services Department dated November 22, 2016 respecting the Animal Shelter Services Facility Needs Assessment.
2. That Council receive the presentation provided by AMFM Consulting respecting the Animal Shelter Services Facility Needs Assessment.
3. That Council authorize staff to pursue discussions to explore opportunities for shared services with respect to both Animal Shelter and Animal Control Services within the Northern Six and other York Region Municipalities.
4. That Council authorize the Treasurer to return any funds received from contributors towards a new animal shelter facility, in consideration that there are no plans for any new animal shelter facility at this time.

2. PURPOSE:

This report is to provide Council with information relating to the Animal Shelter Facility Needs Assessment completed by AMFM Consulting.

3. BACKGROUND:

Council, at its meeting held on July 16, 2014, authorized staff to proceed with the preparation of a Request for Proposal (RFP) to retain a consultant to prepare a facility needs assessment study of the Georgina Animal Shelter and Adoption Centre.

The RFP closed August 28, 2015 and was awarded to AMFM Consulting to carry out the study. The study tasked AMFM Consulting with a number of deliverables which included but was not limited to the following;

- Consultation with 9 local municipalities in the Region of York to seek their interest in participating in joint Animal Shelter services
- Consultation with other neighbouring local municipalities to seek their interest in participating in joint Animal Shelter services

- Consultation with private service providers in the field of Animal Shelter services to seek their interest in participating in joint Animal Shelter services and to evaluate whether opportunities exist for the Town and its partners to contract out Animal Shelter services to private business.
- Consultation with the Ontario society for the Prevention of Cruelty to Animals (OSPCA) to seek their interest in participating in joint Animal Shelter services, to evaluate whether opportunities exists for the Town and its partners to contract out Animal Shelter services to the OSPCA, and to garner any opportunities that the OSPCA may suggest for the Town's consideration.
- Study and identification of several business models for the provision of Animal Shelter Services, based on the analysis and evaluation conducted.
- Study and identification of Animal Shelter Facility Needs based on the business models identified and established services levels.
- Analysis of estimated construction costs necessary to achieve those Facilities Needs identified.

4. **ANALYSIS:**

Animal Shelter Operations

AMFM Consulting completed a thorough study of the Town's animal shelter operations and services which identified a number of options:

Scenario 1: Georgina continue with current state (Georgina, Newmarket, East Gwillimbury and Whitchurch-Stouffville).¹

Scenario 2: Animal Shelter Services by other Municipalities (Purchase of Service)

Scenario 3: Outsourcing to Third Parties: OSPCA, K9PMG, Humane Society, or Veterinarians

Scenario 4: Georgina Alone

Scenario 5A: Cooperative Mode: N6 and other Municipalities inclusive and Exclusive of York Region

Scenario 5B: Vaughan and Georgina Partnership providing joint services with a plan to expand animal services to York Region municipalities.

In the immediate and short-term future, Georgina will continue to service its own population as well as the Towns of Newmarket and East Gwillimbury.

The most promising scenario in the longer term would be consideration of a partnership between the Vaughan and Georgina animal shelter facilities, being the only municipally-run animal shelters within York Region. It is anticipated that

¹ It should be noted that since the undertaking of the Study the Town received notice from the Town of Whitchurch-Stouffville that they were terminating their service contract as of December 31, 2016.

continued shared services amongst municipalities would achieve operational efficiencies, promote purchasing cost reductions, provide opportunities for enhanced customer service and operational effectiveness, and enhance emergency preparedness and ability.

Staff acknowledge that an inter-municipal partnership would be complex and would require lengthy and committed discussions between municipalities. This would be a long term venture and subject to consideration of budget resources within each municipality involved. Any advancement of this partnership would require a structured process to advance the long term goal and project.

The long term opportunity identified should not be overlooked by short term opportunities and improvements to our current facility and partnerships in service delivery. The review identified a number of repairs required to the Georgina Animal Shelter facility both in the short term and the long term. It also determined that it would not be sustainable to remain status quo and maintain our current level of service while neglecting to invest in an expansion of the current facility or progressing with a long term joint partnership in a centralized facility. In summary, the Town's current Animal Shelter Facility is adequate in the immediate future subject to certain interior upgrades and maintenance. However, not unlike many other facilities, it will require a substantial investment over the longer term, including consideration of a plan for the replacement or potential disposition of the asset (depending upon the business model going forward).

Currently there are two municipally operated animal shelters in York Region, one is a leased building located in the City of Vaughan and the other is owned by and located in the Town of Georgina. The City of Vaughan Animal Shelter currently serves Vaughan and King, while the Georgina Animal Shelter serves the needs of Georgina, East Gwillimbury, Whitchurch-Stouffville and Newmarket. Effective January 1, 2017 Whitchurch-Stouffville a municipal partner of the Northern Six will be serviced by the City of Vaughan. The City of Vaughan will then serve Vaughan, King and Whitchurch-Stouffville. Georgina will provide shelter services to Georgina, East Gwillimbury and Newmarket. There have been possible opportunities for partnerships identified within the N6 for commencement of 2018. Georgina wishes to actively pursue those opportunities which will be a forward step in the transition to the possible opportunity for the long term service delivery model and facility needs.

Building Condition Assessment – Georgina Animal Shelter and Adoption Centre

Building condition assessments have been completed by Pretium Anderson Building Engineers and Brown & Beattie Building Science Engineering. The Pretium Anderson Building Engineers review was completed in December of 2015 and was to provide a condition assessment and cost for repair or replacement of capital costs of the facility for a 10 year period. The Brown and Beattie review was completed in October of 2016 as part of the Town wide Facility Needs Assessments and provided

for a 20 year range and was more intrusive and broader scoped. A range of costs are provide for in the table below;

Timeframe	Estimated Capital Costs
2016	\$53,780
2017-2021	\$128,700 - \$232,160
2022- 2026	\$28,500 - \$224,060
Total	\$213,980 - \$456, 220

Currently, the Town's annual budget includes a provision of \$20,400 to Capital Reserves for the Shelter, which is funded by the participating municipalities. The projected end year balance is \$65,000.

Cash on Hand from Potential Donations for a New Shelter

Since 2014, a couple of Town residents and one business have contributed funds totaling \$7,107 to the Town of Georgina for the purpose of donations towards a new animal shelter facility. In consideration that the Town of Georgina did not have any plans for building a new animal shelter facility, these monies were set aside in an account pending completion of the Georgina Animal Shelter Facility Needs Assessment.

Since there is no recommended plan to build a new animal shelter facility at this time, it is prudent for the Treasurer to return those funds to the contributors.

5. RELATIONSHIP TO STRATEGIC PLAN:

This report addresses the following strategic goal(s):

GOAL 2: "Promote a High Quality of Life" – HEALTHY, SAFE, SUSTAINABLE COMMUNITIES

The Town's animal shelter environment is suitable for the current and future needs of our community.

GOAL 3: "Engage Our Community & Build Partnerships" – COMMUNICATION, ENGAGEMENT, COLLABORATION & PARTNERSHIPS

Building partnerships within the municipalities in York Region and specifically the Northern Six we can form a collaborative relationship to work towards a shared service. Building a partnership will promote an opportunity to achieve more than we can achieve on our own.

6. FINANCIAL AND BUDGETARY IMPACT:

There are no direct financial or budgetary impacts associated with the recommendations contained in this report. Any future proposals would be provided for in the Town's annual budgets.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There are no necessary provisions for public consultation or notice, considering that the recommendations contained in this report are primarily for information purposes and relate to operational processes and procedures.

8. CONCLUSION:

That Council receive the staff report and presentation from AMFM Consulting with respect to the Animal Shelter Facility Needs Assessment and authorize staff to pursue discussions to explore opportunities for shared services with respect to both Animal Shelter and Animal Control Services within the Northern Six and other York Region Municipalities.

Prepared by:



Ryan Cronsberry, C.P.S.O., M.L.E.O.(c)
Manager of Municipal Law Enforcement

Recommended by:



Rebecca Mathewson, CPA, CGA
Director of Administrative Services
& Treasurer

Approved by:



Winanne Grant, B.A., AMCT, CEMC
Chief Administrative Officer



**The Clerks
Division**

Memo

To: Council
 From: Sarah Brislin, Committee Services Coordinator
 C.C.: John Espinosa, Town Clerk
 Date: 15/11/2016
 Re: RESOLUTION NO. GEDAC-2016-0045

On November 8, 2016, the Lake Drive Shoreline Jurisdiction Ad Hoc Advisory Committee (the "Committee") discussed moving ahead with drafting a policy that would address the details of the Committee's intent to recommend a proposal to Council in relation to the formalization of exclusive use for the owners abutting the Shoreline.

RESOLUTION NO. LDSJAHC-2016-0040

That the Lake Drive Shoreline Jurisdiction Ad-Hoc Advisory Committee recommend to Council to create a Sub-Committee of three members to draft a comprehensive policy.

And that the following persons be appointed to form the sub-committee:

- a. One Member of Council to be named by Council
- b. Alan Direnfeld
- c. Dave Szollosy (subject to his availability and acceptance of the position)

And that the following person be appointed as staff support:

Andrew Biggart, Town Solicitor.

And that additional staff attend and provide assistance as deemed necessary

Carried.

Please note the comments and resolution are provided from the un-adopted draft minutes.

Thank you.

CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BY-LAW NO. 2016-0125 (COU-2)

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS
OF THE SPECIAL COUNCIL MEETING HELD ON THE
22ND DAY OF NOVEMBER, 2016

WHEREAS under subsection 5(3) of the *Municipal Act, S.O. 2001, c. 25*, as amended, the powers of a council of a municipal corporation shall be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Georgina at its meeting held on the 22nd day of November, 2016 be confirmed and adopted by by-law.

NOW THEREFORE, the Council of the Town of Georgina, in the Regional Municipality of York, hereby enacts as follows:

1. The proceedings and actions of Council as contained in the Reports and Additional Business referred to in Schedule 'A' at the end of this by-law are adopted and confirmed as if each proceeding and action were expressly adopted and confirmed by by-law. As if all such proceedings were expressly embodied in this by-law.
2. Subject to section 3, the Mayor, any other appropriate member of Council and the proper Town officials be authorized and directed to undertake all actions necessary to give effect to the proceedings and directions of Council referred to in section 1.
3. Where a proceeding or action requires an additional approval to that of Council before a particular action can be done in order to give full effect to it, the Mayor, any other appropriate member of Council and the proper Town officials before taking the particular action under the authorization of section 2, shall seek and obtain the necessary additional approval and are authorized to do so.
4. A document required to be signed on behalf of the Town shall be signed by the Mayor or Deputy Mayor, Town Clerk or Deputy Clerk.

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5. A Member of Council, whose name is set out in Column 1 of Schedule 'B', Conflict of Interest, at the end of this by-law, has declared an interest with respect to any item in Column 2 set out opposite the member's name, and the Member has declared an interest in this confirmatory by-law as it relates to the confirmation of the proceedings and actions on the item.
6. This by-law shall be signed by the Mayor and Clerk, affixed with the seal of the Corporation and engrossed in the By-law book.

READ and enacted this 22nd day of November, 2016.

Margaret Quirk, Mayor

John Espinosa, Town Clerk

Schedule 'A' to By-law No. 2016-0125 (COU-2)

MINUTES

Special Council Meeting of November 22, 2016.

Schedule 'B' to By-law No. 2016-0125 (COU-2)

CONFLICTS OF INTEREST

Column 1

Column 2

n/a

n/a