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TO: His Worship Mayor Harrison and Members of Council  
DATE: January 21, 2021  
SUBJECT: Animal Control Services Contract

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Recommendation:

THAT: Council award the Animal Control Services Contract to Commissionaires BC for a two (2) year term from February 1, 2022 to January 31, 2024.

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**Background:**

Animal Control Services for the City of Salmon Arm have been delivered under contract with the Commissionaires since February 2019, through a position shared with the Columbia Shuswap Regional District.

The Commissionaires of BC is a non-profit organization that has become a well-established provider of bylaw enforcement and dog control services in this area. The British Columbia division was established in 1927 with the original mandate of creating meaningful employment for former military and RCMP members. Today, the mandate has been broadened to "give back to all those who serve and have served our community and country".

The Commissionaires proposal to the City for 2022 is for 17 hours per week (down from 20 hours per week in 2021) for \$40.45/hr which will include regular patrols, dog impoundment, investigation of complaints and issuance of tickets. As the contract price is all-inclusive, the officer will be equipped with a vehicle that is clearly identified as Animal Control and all of the necessary equipment to undertake the works and services required by the Contract. The City does have the option to call the animal control officer for additional after hours services at a cost of \$80.90 per hour (2 hour minimum).

It should be noted that this rate has increased from \$37.64/hr to adjust for increased sick leave benefits and inflation.

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The public can contact the animal control officer via a dedicated telephone line and email address as well as the City's online Request Tracker.

It is recommended that Council authorize the Mayor and Corporate Officer to execute an agreement with the Commissionaires for two (2) years with an option to renew for an additional two (2) years.

There is no budget implication in 2022; however, the proposed rate for 2023 is \$42.99/hour for 20 hours per week, which will result in an increase of approximately \$8,000.00.

Respectfully Submitted,



Erin Jackson  
Director of Corporate Services

cc Chelsea Van de Cappelle, Chief Financial Officer