



# REPORT

## Clerk's Department

**TO:** Administration and Emergency Services Committee  
**FROM:** Debbie Leroux, Director of Legislative Services/Clerk  
**DATE:** April 15, 2024  
**REPORT: CL-10/24** **FILE NO.**

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**SUBJECT: New Animal Shelter Site Confirmation & Launch of Planning Phase**

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### **BACKGROUND:**

In 2011, the Township of Uxbridge ("the Township") and the Township of Scugog ("Scugog") had a delegation before Council to advise that they wished to undertake a fundraising campaign and raise funds to construct a new animal shelter. This group of volunteers would later incorporate as NASUS (New Animal Shelter for Uxbridge Scugog). To date NASUS has generously donated \$615,000 towards the construction of a new Shelter.

NASUS committed to a Major Gifts Campaign which they anticipated would raise the funds required to meet their goals. The following requests were made to the Township's:

1. That the Township approve the Major Gifts Campaign they presented and are proposing to launch;
2. Request that the Township consider bridge financing the construction of the shelter with the funds to be reimbursed by NASUS once raised through both the Major Gifts Campaign and the Group's continued fundraising efforts ie special fundraising events;
3. That the Township approve the commencement of the build in 2017.

The following motion was carried at the March 20<sup>th</sup>, 2017 meeting:

MOVED by Councillor Molloy

"THAT the Administration Committee direct that the major gift campaign for the New Animal Shelter be approved in principal, by Committee and approved by staff prior to official launch;  
AND THAT the Township of Uxbridge commit to bridge financing of

\$300,000 for construction of the new shelter in 2018;  
AND THAT the Township of Uxbridge commit to commence building of the New Animal Shelter in the spring of 2018;  
AND THAT Committee direct staff to set up an education session by an Integrated Project Delivery company for all members of Council;  
AND THAT the builder of the New Animal Shelter project be now placed in the hands of the municipalities of Uxbridge and Scugog going forward;  
AND THAT the Bridge financing payback be re-evaluated in 5 years if required.”

#### CARRIED

The Township's of Scugog and Uxbridge originally committed \$150,000.00 to the project with an additional \$90,000 to be provided for contingency for a total commitment of \$240,000.00. In addition, as noted above, a request was made by the NASUS Board for bridge financing from the Township of Uxbridge for \$300,000.00 so that the build could commence (the same request was also made to the Township of Scugog on March 6, 2017). Their proposal requested that if the financing was provided from each of the municipalities, the funds would be repaid once the Major Gifts Campaign was launched along with the regular fundraising efforts that were being carried out annually ie. NASUS Golf Tournament.

When the Township made the decision to proceed with the construction of the new shelter the approved budget was set at \$1.647 million to construct and complete the project.

In 2017, the Township undertook an IPD (Integrated Project Delivery) process for delivery of construction of the new Animal Shelter. An RFP was issued and bids were received from three (3) companies. In 2018, the contract was awarded to Mettko but the build did not proceed due to elevated costs that significantly exceeded the allocated budget for the project. As a result, the project was put on indefinite hold. Litigation remains ongoing with this company.

In 2022, the Township received notice that Marilyn Ruth Rennie bequeathed a large donation to the Uxbridge-Scugog Animal Shelter to be used solely towards Animal Shelter programs including capital construction. The Township has received \$1,100,617.12 million from the estate which will be used towards the construction of a new shelter. With the combined contributions from NASUS, the Township's of Uxbridge and Scugog and the donation from the Rennie Estate there is now \$2.8 million set aside for the construction of the new shelter.

As part of the process in preparing for the new build in 2017, Council approved in principal the Lend a Paw Major Gifts fundraising campaign. In June 2017, Council also approved the Naming Policy for the New Animal Shelter. Both of these campaigns were developed to assist with raising funds specifically for the new shelter. Please see the approved campaigns attached for review. It is recommended that both these campaigns be renewed in order to continue to raise funds for the project. Staff believe that these approved policies would assist in raising additional funds to assist in the construction of the shelter facility.

The Township, in collaboration with the Township of Scugog, agreed to provide up to seven (7) acres of land at the property located at 5500 Lakeridge Road for the construction of the Shelter. This property is centrally located between the two Townships being on the boundary road (RR#23). There is a total of twenty-three (23) acres at this location. This allocation of land is sufficient to house a new shelter building and associated needs/uses i.e. dog yard, parking etc.

## **Analysis**

### **Status of Shared Services Agreement – Township of Scugog**

As part of the existing shelter agreement with the Township of Scugog, it is stipulated that 50% of the value of the building would be reimbursed to the Township of Uxbridge upon termination of the agreement. A new updated agreement would be required for the Township of Scugog to reflect the current status of the new site and the shared ownership/services of the shelter. It is recommended that an appraisal of the current shelter be undertaken. Appraisals were completed in 2013 by both Uxbridge and Scugog but are no longer current.

As the current shelter ages, there is continued need for ongoing maintenance. Since the inception of the fundraising efforts in 2011, there has been a focus to not spend money on the shelter unless it was a matter of absolute need i.e. health and safety or to prevent damage to the shelter i.e. leaking roof, while still maintaining a functional and safe work environment for the staff and the animals. In 2023 a new roof was required on the shelter as it was determined that it could not wait until the completed construction of a new shelter. The current shelter is at end of life as the current uses have outgrown the building. Significant capital investment is required for the building however the current site where the shelter is located is not conducive to expansion of the building due to space restrictions. It is located on a parcel shared with the Scugog Public Works Department.

## **Next Steps**

The purpose of this report is to seek approval from the Township of Uxbridge's Council to direct staff to undertake the planning phase for the construction of a new shelter. This phase will help identify a process, potential scope, costing, and approximate timelines for the project for Council's future approval to move to the next phase.

Further, Staff are seeking Committee approval for re-confirming the site selection at 5500 Lakeridge Road.

It is recommended that a construction project manager/general manager position be created and evaluated through Job Evaluation to oversee the planning & costing and upon Council approval, the construction of the shelter. For the Township of Uxbridge, these costs would be covered through Development Charges and will not impact the tax levy. The estimated cost for this role is approximately \$40,000 for the planning phase, of which costs would be split with the Township of Scugog if they are in agreement (\$20,000 each).

A steering committee will be developed to provide oversight into the project.

After the planning phase, a report indicating a recommended scope, cost, and funding and affordability will be brought forward for consideration by the Councils of Scugog and Uxbridge.

Updates would be provided to the Councils at major milestones during the project once the project is approved.

NASUS will be updated during the project to reflect their generous donation. Fundraising initiatives (previously approved, i.e. Lend a Paw Major Gifts fundraising campaign and the Major Gifts fundraising campaign) will be reviewed and brought back to Committee for consideration after the Planning phase when costs for the project and path forward including affordability will be confirmed.

## **ALIGNMENT TO STRATEGIC PRIORITIES:**

**A Vibrant and Growing Community**  
**Collaboration and Partnerships**  
**Community Well-Being**

## **RECOMMENDATION**

THAT Report CL-10/24 of Debbie Leroux, Director of Legislative Services/Clerk be received for information;

AND THAT the Township of Uxbridge prepare a job position, post & hire for project manager/general contractor to support the planning & costing phase of the project in collaboration with the Township of Scugog;

AND THAT upon the completion of the planning phase a report indicating scope, cost, funding and affordability be brought forward for consideration to seek approval to move to the next phase: Project Execution.

Respectfully Submitted by:

Debbie Leroux  
Director of Legislative Services/Clerk