



REPORT

Clerk's Department

TO: Mayor and Members of Council

FROM: New Animal Shelter Steering Committee and Debbie Leroux,
Director of Legislative Services/Clerk

DATE: March 24, 2025

REPORT: CL-14/25 **FILE NO.**

SUBJECT: Proposed Construction of a New Animal Shelter for Scugog
Uxbridge

BACKGROUND:

In April 2024, Council directed staff to proceed to engage the services of a Project Manager/General Contractor to support the planning and costing phase of the New Animal Shelter project, in collaboration with the Township of Scugog (see attached Report CL-10/24). The intention of this phase was to assist in identifying a process, potential scope, costing and approximate timelines for the project for Council's future approval to move to the next phase, and to investigate the costs to construct a new animal shelter.

In July 2024, Township Council approved the appointment of M&M Construction Services Ltd. as the Project Manager for Phase I – Planning Stage for the New Animal Shelter (See attached CL-24/25).

Analysis

The New Animal Shelter Steering Committee, consisting of representation from the Townships of Scugog and Uxbridge, has been convening regularly since the fall of 2024 and, to date, the following actions have been successfully completed:

- Project Manager engaged to identify a process, potential scope and to assist with costing for the Shelter;
- Shelter Drawings completed in collaboration with Shelter staff;

- Architect engaged to develop drawings and development of a budget for the New Shelter;
Location of the new shelter confirmed by the Councils of Scugog and Uxbridge at 5500 Lakeridge Road, which is owned by the Township of Uxbridge.

As stated in the Project Charter for the new animal shelter, the Townships have committed to the following:

1. Design and build a structurally sound animal shelter that meets all building codes and safety standards, on time and on budget;
2. Incorporate cost efficient and sustainable design features to minimize environmental impact and operational costs, while staying within the project budget; and
3. Ensure the facility layout and amenities promote the well-being and comfort of both animals and staff.

In addition, the Charter stipulates that we ensure a safe and regulatory compliant animal shelter and care space to ensure the physical and emotional well-being of animal shelter residents and staff.

Shelter Floor Plan

Drawings for the new animal shelter have been prepared based on the current needs of the shelter, while also anticipating future growth and continuing to foster current and future shelter partnerships. The new shelter is anticipated to be approximately 6453 square feet (see attached floor plan).

Highlights of the proposed new animal shelter are as follows:

- Twelve (12) regular sized kennels, two (2) larger sized kennels that can be split in two if required, and two (2) additional kennels that would be used to house overflow dogs or used as a quarantine/behavioural isolation area.
- A designated cat area on the opposite side of the building will effectively separate the dog and cat spaces, minimizing the impact of noise from barking dogs.
- A cat housing area to be located adjacent to the front lobby, allowing the public to view cats available for adoption directly upon entering the lobby. This area will also function as an adoption space, allowing the public to interact with the cats and spend individual time with them.
- An outdoor cat enclosure is proposed to provide exercise and promote the health of cats during their stay at the shelter.
- Outdoor dog runs are proposed which are designed to provide spacious exercise areas that encourage physical activity and promote the overall health and well-being of the dogs during their stay at the shelter.
- Exterior fencing, landscaping and a road sign have also been included.
- ICF Building materials are proposed for the construction of the building. Use of these materials will assist in generating cost savings related to heating and cooling due to the equivalent "R-factor" created by using this product vs typical

stick construction. This will create energy savings lessen the impact of the carbon footprint for the new shelter.

The Shelter meets all legislated accessibility requirements as stipulated in the Ontario Building Code. The proposed shelter also meets the requirements of the Uxbridge Accessibility Facility Design Standards in all areas accessed by the public. The Township has made every effort to maximize the accessibility in all areas of the design to ensure that persons of all abilities experience barrier free access. The Uxbridge accessibility committee has been consulted and engaged on proposed design.

Proposed Budget for the Shelter Build

Based on the approved drawings a budget has been currently established at Class C estimate in the amount of \$3.8 million for completion of the building and exterior landscaping. Sufficient contingency has been allocated for the construction of the shelter. In addition, the budget reflects a contingency for potential tariff impacts. However, every effort will be made to prioritize the use of Canadian products and services in the shelter's construction wherever possible. The Township will prioritize the use of local services and trades as much as possible.

The Township of Uxbridge had previously committed \$540,000 toward the project. Both the Townships of Scugog and Uxbridge supported this funding model for the Shelter at the request of the NASUS Board, with an anticipated budget of \$1.647 million to construct and complete the shelter. The remaining funds were to be provided through the NASUS donation, totaling \$701,000. Unfortunately, due to unforeseen costs, the project could not proceed as planned.

In 2022, the Township of Uxbridge received notice that Marilyn Ruth Rennie bequeathed a large and very generous donation to the Uxbridge-Scugog Animal Shelter to be used solely towards Animal Shelter programs including capital construction. The Township received \$1,100,617.12 from the estate of Ms. Rennie.

With the combined remaining contributions from NASUS, the significant donation from the Rennie Estate in addition to other numerous generous donations that have been received, there is currently \$1,901,797 in donations being held in reserves for the construction of the new animal shelter.

The Steering Committee presented the proposed floor plan and budget to NASUS, and we have integrated their input into the shelter plan. NASUS continues to be a valued stakeholder in this project, and we look forward to maintaining our positive relationship with them throughout the construction of the shelter.

Financing for the Shelter Construction

The Township of Uxbridge of Uxbridge plans to fund the Project as outlined below.

The Township currently has a New Animal Shelter levy built into the capital budget in the amount of \$35,000 (we have been levying for this Project since 2018) and at the end of 2024, the Township has a New Animal Shelter Reserve in the amount of

\$302,500, which will be used to partially pay future debenture payments related to this project.

This Project was listed as a Development Charges (DCs) project, according to the Township's Development Charges Background Study, dated March 7, 2024. Based on the Township's current estimates, we expect up to \$80,650 (subject to the 2024 DC Background Study) in DC funds collected could be used to fund this Project.

Based on the current cost estimate and funding sources for this Project, Treasury is recommending that Council direct staff to request that the Region of Durham issue a debenture in the amount of \$1.0 million and up to a term of 10 years, which will be issued late 2025.

Debenture Financing for the Project

Since the Township, as a lower tier municipality does not have the power to issue debentures, the Township will need to request that the Region issue debentures in respect of any debenture financing required by the Township. The Region plans to issue debentures in the spring or fall 2025, depending on the needs of municipalities and the market.

The Region has provided us with estimates of pricing for the current indicative rates (as of February 21, 2025) for a \$1 million serial debenture, however the actual pricing and term is dependent on market availability. For a 10-year term, with an estimate of a low interest rate of 3.435%, the annual payment would be \$109,938, resulting in total financing charges of \$1,209,320.

The Township would fund future debenture payments related to this Project, as discussed above, through the Township's Capital Projects levy and the New Animal Shelter reserve.

The Township's 2024 Adjusted Annual Repayment Limit (ARL) is \$3,769,233 (as per Report TR-05/2024 Annual Repayment Limit Report, dated April 8, 2024) which is the maximum amount (calculated by the Ministry), that the Township has available to commit to payments relating to annual debt and financial obligations. Based on this and the estimates provide by the Region, the annual debenture payments required by the Township are well within the Township's 2024 ARL.

Additional Operating Costs

It is estimated that there will be additional operating costs related to the new animal shelter, once operational. This would be attributed to things such as increased utility costs, snow removal and grass cutting and cleaning requirements. Currently, the snow removal and grass cutting are provided by Scugog Public Works at no cost.

Council committed to supply the land to house the Shelter at 5500 Lakeridge Road. While the land size Council agreed to was not to exceed 7 acres, it is not expected that the shelter and surrounding fenced yards will exceed 2.5 to 3 acres of land.

Next Steps

If Council is agreeable to the proposed budget of \$3.8 million as well as the proposed floor plans as presented, the next step will be to produce permit drawings and then seek costing for the construction of the Shelter. A further report to council will come forward after these steps are completed to approve the final costing and build.

ALIGNMENT TO STRATEGIC PRIORITIES:

Good Governance

Collaboration and Partnerships

Community Engagement

Community Well-Being

RECOMMENDATION

1. THAT Report CL-14/25 from the New Animal Shelter Steering Committee and Debbie Leroux, Director of Legislative Services/Clerk be received for information;
2. AND THAT Council approve the Class C estimated Budget of \$3.8 million for the New Animal Shelter Project which takes into account appropriate contingency for the construction of the new shelter and additional contingency to address potential tariffs that may imposed;
3. AND THAT Council direct the Steering Committee, Project Manager and Staff to continue to seek cost savings by adapting finishes to ensure that the construction of the shelter remains within the parameters of the budget;
4. AND THAT the Steering Committee, Project Manager and Staff work to investigate additional funding sources to assist with costs of the shelter;
5. AND THAT the Steering Committee, Project Manager and Staff be directed to proceed to the next steps and produce permit construction drawings in order acquire project costing for the construction of the New Animal Shelter;
6. AND THAT final costing be brought back to Council for consideration including the award of the project to a general contractor;
7. AND THAT Council approve the Treasurer to fund up to \$80,650 in development charges collected towards this Project and/or be applied to fund future debenture payments related to this Project;
8. AND THAT Council authorize the Treasurer to request the Region of Durham to issue debentures in an amount not to exceed \$1 million over a period of 10 years for the Project, and this amount be repaid partially from the Township's annual Capital Project tax levy and the New Animal Shelter reserve, as the first sources of repayment.

Respectfully Submitted by:

New Animal Shelter Steering Committee
Debbie Leroux
Director of Legislative Services/Clerk