

The Municipal Dog Pound Board met on Thursday January 28, 2021 at 3:00 p.m. by Electronic Participation.

1. Call To Order

Chairperson Cecil Ryall called the meeting to order at 3:06 pm

2. Roll Call

Secretary called the names of each Member of the Board and recorded the Roll to determine if quorum had been achieved

Cecil Ryall (Municipality of Highlands East)	Present
Margaret Nicholson (Township of Faraday)	Present
Darlene Colton (Township of Wollaston)	Present
Wayne Wiggins (Town of Bancroft)	Absent – (Technical Difficulties)
Dorothy Gerrow (Municipality of Hastings Highlands)	Present – 3:20 pm (Technical Difficulties)

Secretary called the names of the Staff and By-Law Enforcement/Canine Control Officer(s) that are normally in attendance

Julie Kamyk – Pound Keeper	Absent – Due to Prior Commitments
Wayne Galloway – Canine Control Officer	Absent
Kristen Boylen – By-Law Enforcement Officer	Absent
Brenda Vader – Secretary-Treasurer	Present

3. Secretary's Comments

The rules for voting were reviewed as presented in the Agenda Package

4. Election of New Chairperson for 2021

Moved by: M. Nicholson

Seconded by: D. Colton

Be it resolved that the Municipal Dog Pound Board defer the Election of a New Chairperson for 2021 to the April 22, 2021 Meeting of the Board.

Non Opposed – Resolution Carried

5. Adoption of Agenda

Agenda was reviewed as circulated.

Moved by: M. Nicholson

Seconded by: D. Colton

Be it resolved that the Municipal Dog Pound Board approves the Agenda for the January 28, 2021 Municipal Dog Pound Board Meeting as circulated.

Non Opposed – Resolution Carried

6. Disclosure of Pecuniary Interest and the General Naturae Thereof

There was None Declared

7. Adoption of Minutes

Minutes from the October 22, 2020 Regular Meeting of the Municipal Dog Pound Board were reviewed and discussed as circulated.

Moved by: D. Colton

Seconded by: M. Nicholson

Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the October 22, 2020 regular Meeting of the Municipal Pound Board as circulated.

Non Opposed – Resolution Carried

8. Business Arising from Minutes:

(a) Alternative Method for Calculating Requisition

- Those in attendance agreed to stay with current method being used
- M. Nicholson stated that it was the only Fair Method of determining cost Per Municipality. If you are a bigger Municipality then you would have to pay more. She also stated that Government Grants were calculated in the same manner

(b) Support of Pound and Services Provided

- Correspondence / Comments had been received from Highlands East; Hastings Highlands; Township of Faraday and Town of Bancroft

(c) 2019-2020 Final Report on Use of Municipal Pound

- Report was reviewed and discussed as circulated
- Secretary explained the reason for the variance from numbers reported by the Pound Keeper and those shown on the Report

9. New Business:

- M. Nicholson had a questions in regards to information that had been received from Hastings Highlands and what was meant by "Impound Fees" and questioned why Hastings Highlands did not sell Dog Tags
- D. Gerrow upon joining the meeting explained that Hastings Highlands was investigating the matter. The By-Law Enforcement Officer was investigating. No decision had been made.
- Discussion continued with respect to Dog Tags; Which municipalities Sold Tags and if they were an Annual Tag or One Time

10. Financial Report

(a) Accounts for October; November and December 2020 were reviewed and discussed as circulated

- D. Gerrow had questions regarding the Phone Bill and the possibility of switching to a different plan to get the cost lowered or perhaps a Cell Phone Plan
- Discussion continued with respect to Cell Signal at the facility
- Secretary offered to DONATE an Old Cell Phone to the Board to save on the Cost to Purchase a New Cell Phone
- Secretary was directed to investigate these options and to report back to the Board at the April 22, 2021 Meeting

Moved by: D, Gerrow

Seconded by: M. Nicholson

Be it resolved that the Municipal Dog Pound Board accept the accounts for October; November and December 2020 as circulated.

Non Opposed – Resolution Carried

(b) Resolution to deal with Surplus from Budget (Transfer to Reserve or Bring Forward into 2021 Budget)

Moved by: M. Nicholson

Seconded by: D. Gerrow

Be it resolved that the Municipal Dog Pound Board agrees to transfer any Surplus from the 2020 Budget to the Capital Reserve.

Non Opposed – Resolution Carried

(c) 2020 Budget Update to December 31, 2020 and 2021 Proposed Budget was reviewed and discussed as circulated

Secretary explained the Budget had been prepared at the same rate per population as 2020 (as per direction of the Board from the October 22, 2020 Meeting). Secretary further explained the only difference in the Budget itself was for Insurance, and that money had been moved from Contingency to Insurance to cover the increase.

Moved by: D. Colton

Seconded by: M. Nicholson

Be it resolved that the Municipal Dog Pound Board approves the 2021 Budget as prepared and presented and to set the Requisition for 2021 at \$2.3647398 / population.

Non Opposed – Resolution Carried

11. Pound Keepers Reports

Keepers Reports for October, November and December 2020 were reviewed as circulated.

Moved by: M. Nicholson

Seconded by: D. Colton

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for October, November and December as prepared and circulated.

Non Opposed – Resolution Carried

12. Question and Answer - None

13. In Camera Session – None Required

14. Date and Time of Next Meeting – April 22, 2021 at 3:00 pm

15. Adjournment

Moved by: D. Gerrow

Seconded by: M. Nicholson

Be it resolved that the Municipal Dog Pound Board adjourns at 3:43 pm, to meet again on April 22, 2021 at 3:00 pm in the Council Chambers at the Township of Faraday Municipal Office or by Electronic Method if required.

Non Opposed – Resolution Carried

**Brenda Vader
Secretary-Treasurer**