

October 28, 2021

**Municipal Dog Pound Board
Meeting Minutes**

3:00 p.m.

1. Call to order

Chairperson Cecil Ryall called the meeting to order at 3:00 p.m.

2. Roll Call

The Secretary called the names of each Member of the Board and record the Roll to determine if a quorum has been achieved:

Cecil Ryall – (Municipality of Highlands East)	Present
Murray Bowers – (Township of Faraday)	Present
Darlene Colton – (Township of Wollaston)	Present
Wayne Wiggins – (Town of Bancroft)	Present
Dorothy Gerow – (Municipality of Hastings Highlands)	Present

The Secretary called the names of the Staff and By-Law Enforcement/Canine Control Officer(s) that are normally in attendance or have requested to be added to the agenda.

Julie Kamyk – Pound Keeper	Absent
Wayne Galloway – Canine Control Officer	Absent
Kristen Boylen – By-Law Enforcement Officer	Absent
Dawn Bowers – By-Law Enforcement Officer	Present
Brenda Vader – Secretary-Treasurer	Present

3. Secretary's Comments

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

4. Adoption of Agenda

Moved by: D. Colton

Seconded by: D. Gerrow

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

Non Opposed – Resolution Carried

5. Disclosure of Pecuniary Interest and the General Nature Thereof

There was None Declared

6. Adoption of Minutes

(a) Minutes of the July 22, 2021, Regular Meeting of the Municipal Dog Pound Board

Moved by: D. Colton

Seconded by: M. Bowers

Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the July 22, 2021, regular meeting of the Municipal Dog Pound Board as circulated.

Non Opposed – Resolution Carried

7. Business arising from minutes

(a) Deferred decision from Home Again Delegation

Moved by: W. Wiggins

Seconded by: D. Colton

Be it resolved that the Municipal Dog Pound Board advise Home Again of previous discussions and decisions on this subject as well as Regulations of the Ministry of Agriculture, Food and Rural Affairs that do not allow for adoption to organization's or one individual repeatedly.

Non Opposed – Resolution Carried

(b) Third Quarter Report on Municipal Dog Pound Usage

- Discussion took place regarding the usage of the facility vs. expense of operating it.
- Dawn Bowers explained to the Board members information that she had gathered regarding other options (more expensive than using current facility), as well as the requirement to justify why service was cancelled (if challenged in the courts)

8. New Business

None

9. Financial Report

(a) Accounts for July, August and September 2021 were reviewed and discussed as circulated.

Moved by: M. Bowers

Seconded by: D. Gerrow

Be it resolved that the Municipal Dog Pound Board accept the accounts for July, August, and September 2021 as prepared and circulated.

Non Opposed – Resolution Carried

(b) Budget Update to September 2021 was reviewed and discussed as circulated.

- Discussion took place regarding Donations/Grants to Home Again and Highlands Animal Relief Team as well as any Surplus/Deficit from the Budget and how it could be handled

- Secretary explained the Donation / Grants had been in the Budget for several years, but that it could be revisited during Budget Deliberation
- Surplus/Deficit could also be dealt with during Budget Deliberation

Moved by: D. Colton

Seconded by: W. Wiggins

Be it resolved that the Municipal Dog Pound Board accept the Budget Update as prepared and circulated.

Non Opposed – Resolution Carried

10. Pound Keepers Report

- (a) Reports for July, August and September 2021 were reviewed and discussed as circulated
- Discussion took place regarding “Thank You Cards” to be sent and/or given to individuals that support the Municipal Dog Pound (i.e. Donation of Food; Donation of Blankets...)
 - Secretary was directed to develop / create a “Thank You Card” for this purpose and to provide the same to the Pound Keeper for use

Moved by: W. Wiggins

Seconded by: M. Bowers

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for July, August, and September 2021 as prepared and circulated.

Non Opposed – Resolution Carried

11. Question and Answer from Public

12. In Camera Session (If Required)

13. Date of Next Meeting – January 27, 2022, at 3:00 pm

Discussion took place with respect to format of future meetings.

It was mutually agreed upon by all in attendance that future meetings would be by Electronic Method unless directed otherwise by the Board.

14. Adjournment

Moved by: W. Wiggins

Seconded by: D. Gerrow

Be it resolved that the Municipal Dog Pound Board adjourns at 3:24 p.m. to meet again, on January 27, 2022, at 3:00 pm in the Council Chambers at the Township of Faraday Municipal Office or Community Centre or by Electronic Method if required.

Non Opposed – Resolution Carried

**Brenda Vader
Secretary-Treasurer**