

**Agenda for
Municipal Dog Pound Board Meeting
To be held
April 28, 2022 at 3:00 p.m.
Via Electronic Format**

**Topic: Municipal Dog Pound Board Meeting
Time: Apr 28, 2022 03:00 PM Eastern Time (US and Canada)**

Join Zoom Meeting

<https://us02web.zoom.us/j/5643395793?pwd=QIJ0dUxtamRYNk1TTTI5NTVDNHZzQT09>

Meeting ID: 564 339 5793

Passcode: 326Monck

1. Call to order

The current Chairperson will call the meeting to order.

To assist with background noise:

Please place your computer sound on mute.

Please place your cell phone notifications on silent mode.

Please place your cell phone ringers on silent mode if you are using a different phone to access the meeting.

If you are using a phone to access the meeting and you are able to do so, I would ask that you place your phone on MUTE while not speaking.

Please be sure to speak clearly and directly into your phone if you have it on hands-free.

2. Roll Call

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

Cecil Ryall – Highlands East

Margaret Nicholson – Township of Faraday

Darlene Colton – Township of Wollaston

Wayne Wiggins – Town of Bancroft

Dorothy Gerrow – Hastings Highlands

The Secretary will call out the names of the Staff and By-Law Enforcement/Canine Control Officer(s) that are normally in attendance:

Julie Kamyk – Pound Keeper

Wayne Galloway – Canine Control Officer

Kristen Boylen – By-Law Enforcement Officer

Dawn Bowers – By-Law Enforcement Officer

Brenda Vader – Secretary-Treasurer

3. Secretary's Comments

The rules for voting are as follows:

The Chairperson will read the item on the Agenda and the mover and seconder that have been assigned.

The Chairperson will then read the motion if applicable.

The Chairperson will then use his members list to call on each member for comment before the vote is taken.

Lastly, the Chairperson will call the vote and members participating via video shall raise their hand until the Chairperson has confirmed the vote. If the vote is unclear the Chairperson may opt to a verbal vote, "Yes" or "No", which will be recorded by the Secretary.

4. **Adoption of Agenda**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board approves the Agenda for the April 28, 2022 Municipal Dog Pound Board Meeting as circulated.

6. **Disclosure of Pecuniary Interest and the General Nature Thereof**

7. **Adoption of Minutes**

(a) Minutes of the January 27, 2022 Regular Meeting of the Municipal Dog Pound Board

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the January 27, 2022 regular meeting of the Municipal Dog Pound Board as circulated.

8. **Business arising from minutes**

- (a) Thank You Cards were sent to the Township of Faraday and Ontario Deer Hound Association
- (b) Information with respect to Wage Increase for Pound Keeper will be provided to the Board with the Agenda Package for the October 2022 meeting of the Municipal Dog Pound Board
- (c) Letter was sent to the OPP (Michael Szusz) requesting more details (regarding obtaining a Key for the Pound to have access to the facility after hours) **“see email response enclosed”**
- (d) Letter was sent to the Municipal Dog Pound Boards Insurance Broker (to confirm what the requirement would be to allow OPP access to the Pound) **“see email response enclosed”**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board agrees to provide the Bancroft Detachment of the Ontario Provincial Police with a Key for the Municipal Dog Pound to allow them access to the facility after hours, with the understanding that ONLY Dogs from participating Municipalities (i.e. Municipality of Hastings Highlands; Town of Bancroft; Municipality of Highlands East; Township of Faraday and Township of Wollaston) may be impounded at the facility;
And Further Be It Resolved that all necessary paperwork be completed; and the Pound Keeper be advised of any special circumstances with respect to the impounded Dog(s)

9. **New Business**

- (a) Inquiry from Township of North Kawartha
Re: Contract for Use of Municipal Dog Pound **“see email enclosed from Travis Tom” as well as email I sent to North Kawartha and response received**
- (b) Inquiry from Pound Keeper about roof over outside kennels; sealing cracks in concrete pad and removal of an older section of concrete
“Pound Keeper was going to make verbal inquiries
 - (i) **Bird’s Creek Farm Supply about cover for Kennels;**
 - (ii) **Earl Bowers about best method to use for sealing cracks in concrete pad;**
 - (iii) **Township of Faraday for removal of older section of concrete**

10. **Financial Report**

(a) **Accounts January, February, and March 2022**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board accept the accounts for January, February, and March 2022 as circulated.

(b) **Resolution to approve the 2022 Budget Update as circulated**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board approve the 2022 Budget Update as of March 31, 2022 as circulated.

11. **Pound Keepers Report**

(a) **Reports for January, February, and March**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for January, February, and March, 2022 as prepared and circulated.

12. **Question and Answer from Public**

13. **In Camera Session (If Required)**

14. **Date of Next Meeting – July 28, 2022 at 3:00 pm**

15. **Adjournment**

Moved by: _____ Seconded by: _____

Be it resolved that the Municipal Dog Pound Board adjourns at _____ to meet again, on July 28, 2022 at 3:00 pm by Electronic Method.