

**Agenda for  
Municipal Dog Pound Board Meeting  
To be held  
May 9, 2024 at 2:00 p.m.  
Via ZOOM**

**Brenda Vader is inviting you to a scheduled Zoom meeting.**

**Topic: May 9, 2024 Special Meeting of the Municipal Dog Pound Board  
Time: May 9, 2024 02:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/5643395793?pwd=QIJ0dUxtamRYNk1TTTTI5NTVDNHZzQT09&omn=82333786026>

**Meeting ID: 564 339 5793**

**Passcode: 326Monck**

**One tap mobile**

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**Dial by your location**

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**Meeting ID: 564 339 5793**

**Passcode: 61294137**

**Find your local number: <https://us02web.zoom.us/j/5643395793>**

**All Draft Resolutions as presented are for discussion purposes only, and should not be considered as the opinion / direction of the Board.**

**1. Call to order**

The 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  
Wayne Wiggins – Town of Bancroft  
Tammy Davis – Hastings Highlands  
Joan Kuiack – Township of South Algonquin  
J. D. Fentie – Township of Wollaston  
Kevin Baker – Township of Madoc

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

Ann Shannick and Emily Grahame – Pound Keeper(s)  
Wayne Galloway and Aidan Kirkham – By-Law Enforcement Officer(s)  
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.  
The Chairperson will then read the motion if applicable.  
The Chairperson will then call for a mover and seconder  
The Chairperson will then use the 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 May 9, 2024 Municipal Dog Pound Board Meeting as circulated.

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

**6. Correspondence for Discussion**

(a) Pound Keepers Recommendations – Dated April 17, 2024 for Boards review and consideration – As per request of Board Members – Wayne Wiggins and Margaret Nicholson

**Moved by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Be it resolved that the Municipal Dog Pound Board direct the Secretary-Treasurer as follows:

- i) Contact CDS Signs and request a quotation to have two New Signs made for the Front and Side Door of the Municipal Dog Pound. Wording on the signs to indicate "Open to the Public 5:00 p.m to 6:00 p.m. Monday to Saturday
- ii) Contact CDS Signs and request a quotation to have a New Sign made for the Front of the Municipal Dog Pound. Directional Arrow Type Sign that reads "Go to Side Door"
- iii) Obtain Quotations from at least three Qualified Contractors for the following work:
  - Adding a door to allow entrance into the Large Outside Pen Area by using the Window Space that exists on the Wall of the Pound that faces the Large Outside Pen Area
  - Adding Fencing to all Open Areas to enclose all Kennels. Eliminating dogs getting away
  - Remove and Replace 6" x 6" Post support in the First Kennel
  - Construct a Storage Shed between the Two Outside Dog Kennels at the back of the Pound
  - Construct a roof over the Two Outside Dog Kennels to help shelter the Kennels from rain and snow
- iv) Purchase a Battery Operated Combo Leaf Blower and Weed Eater using the monies that had been set aside in the Budget for the purchase of a New Lawnmower

**7. In Camera Session**

**Moved by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Be it resolved that the Municipal Dog Pound Board Close the next portion of the meeting to the Public in order to consider a matter pursuant to the Municipal Act S.O. 2001. c 25 Section 239 (2) (b) – For the purpose of discussing Personal matters about an identifiable individual relating to correspondence received by a Board Member.

**Only the Board Members and the Secretary-Treasurer for the Board will remain in the meeting during the Closed portion of the meeting. All other participants will be placed in the Zoom Waiting Room until the Board resume's regular business. At that time those that are still in the Waiting Room will be allowed back into the meeting.**

**Moved by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Be it resolved that the Municipal Dog Pound Board rise from the Closed portion of the meeting dealing with matters pursuant to the Municipal Act S.O. 2001. c 25 Section 239 (2) (b) – For the purpose of discussing Personal matters about an identifiable individual relating to correspondence received by a Board Member.

**8. Direction to Staff after rising from Closed Portion of the Meeting**

9. Date of Next Meeting – July 25, 2024 at \_\_\_\_\_ pm

10. Adjournment

**Moved by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Be it resolved that the Municipal Dog Pound Board adjourns at \_\_\_\_\_ to meet again, on July 25, 2024 at \_\_\_\_\_ pm by ZOOM, or at the call of the Chairperson.

