



6. **New Business**

- (a) Quotation for the Installation of Eaves Trough on both sides of the Municipal Dog Pound

**Moved by:** W. Wiggins

**Seconded by:** T. Davis

Be it resolved that the Municipal Dog Pound Board accepts the Quotation from Bancroft Building Company in the amount of \$2,486.00 including taxes material and labor for the installation of White Eaves Trough along all eaves on Pound Building and Install 3 down spouts.

**Non-Opposed – Resolution Carried**

- (b) Letter from Township of Tudor and Cashel requesting the opportunity to become a member of the Municipal Dog Pound Board was reviewed and discussed.

**Moved by:** M. Nicholson

**Seconded by:** J. D. Fentie

Be it resolved that the Municipal Dog Pound Board agrees to provide Pound Services to the Township of Tudor and Cashel at the same rate for 2024 that the current member Municipalities will pay. Being it understood that the payment is for the full year of 2024, and that the Township of Tudor and Cashel agrees to enter into an Agreement with the Municipal Dog Pound Board for the provision of Pound Services.

Be it further resolved that the Municipal Dog Pound Board agrees to allow the Township of Tudor and Cashel a seat on the Municipal Dog Pound Board.

**Non-Opposed – Resolution Carried**

- (c) Letter from Township of Limerick requesting the opportunity to become a member of the Municipal Dog Pound Board was reviewed and discussed.

**Moved by:** W. Wiggins

**Seconded by:** J. D. Fentie

Be it resolved that the Municipal Dog Pound Board agrees to provide Pound Services to the Township of Limerick at the same rate for 2024 that the current member Municipalities will pay. Being it understood that the payment is for the full year of 2024, and that the Township of Limerick agrees to enter into an Agreement with the Municipal Dog Pound Board for the provision of Pound Services.

Be it further resolved that the Municipal Dog Pound Board agrees to allow the Township of Limerick a seat on the Municipal Dog Pound Board.

**Non-Opposed – Resolution Carried**

- (d) DRAFT Service Agreements for Madoc and South Algonquin, were reviewed and discussed as circulated.

**Moved by:** W. Wiggins

**Seconded by:** M. Nicholson

Be it resolved that the Municipal Dog Pound Board approve the DRAFT Service Agreements for Madoc and South Algonquin as presented and direct the Secretary to forward the same to Madoc and South Algonquin for execution by the municipalities. And that the DRAFT Service Agreement will be used by the Board for any municipalities that wish to join the Board in the future.

**Non-Opposed – Resolution Carried**

**7. Pound Keepers Report**

- (a) Reports for January, February, March, April, May and June 2024 were reviewed and discussed as circulated.**

**Moved by:** J. D. Fentie

**Seconded by:** T. Davis

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for January, February, March, April, May and June 2024 as prepared and circulated.

**Non-Opposed – Resolution Carried**

- (b) Report on Use of Facility for January to June 2024 was reviewed and discussed as circulated.**

**Moved by:** M. Nicholson

**Seconded by:** W. Wiggins

Be it resolved that the Municipal Dog Pound Board accept the Use of Facility Report for January to June 2024 as prepared and circulated.

**Non-Opposed – Resolution Carried**

**8. Financial Reports**

- (a) Accounts for January, February, March, April, May and June 2024 were reviewed and discussed as circulated.**

**Moved by:** T. Davis

**Seconded by:** J. D. Fentie

Be it resolved that the Municipal Dog Pound Board accept the accounts for January, February, March, April, May and June 2024 as circulated.

**Non-Opposed – Resolution Carried**

- (b) Budget Update as of June 30, 2024 was reviewed and discussed as circulated.**

**Moved by:** M. Nicholson

**Seconded by:** W. Wiggins

Be it resolved that the Municipal Dog Pound Board approve the 2024 Budget Update for the period ending June 30, 2024 as prepared and presented.

**Non-Opposed – Resolution Carried**

**9. By-Laws; Policies and Procedures**

- (a) Municipal Dog Pound Board Procedural By-Law 01-2020**

Municipal Dog Pound Board Procedural By-Law 01-2020 was reviewed and discussed as circulated, with no changes to the By-Law being requested.

- (b) Draft Standard Operating Policies and Procedures and Forms**

**Moved by:** M. Nicholson

**Seconded by:** W. Wiggins

Be it resolved that the Municipal Dog Pound Board accepts the report “Municipal Dog Pound Board Standard Operating Policies and Procedures” as submitted by the Secretary-Treasurer; and, That the Municipal Dog Pound Board approves the “Municipal Dog Pound Board Standard Operating Policies and Procedures” as prepared and presented.

**Motion was lost**

**Moved by:** W. Wiggins

**Seconded by:** J. D. Fentie

Be it resolved that the Municipal Dog Pound Board defer approval of the Standard Operating Policies and Procedures as presented and direct the Secretary to work with Cecil Ryall; JD Fentie and Pound Keepers on revising the document for presentation at a future meeting of the Board for their consideration.

**Non-Opposed – Resolution Carried**

**(c) Draft Complaints Handling Policy**

**Moved by:** J.D. Fentie

**Seconded by:** T. Davis

Be it resolved that the Municipal Dog Pound Board accepts the report “Municipal Dog Pound Board Complaints Handling Policy” as submitted by the Secretary-Treasurer; and That the Municipal Dog Pound Board approves the “Municipal Dog Pound Board Complaints Handling Policy” as prepared and presented.

**Non-Opposed – Resolution Carried**

**11. Report from Chairperson – Cecil Ryall**

**Moved by:** W. Wiggins

**Seconded by:** T. Davis

Be it resolved that the report be received as information; and That the Municipal Dog Pound Board accept the recommendation of Cecil Ryall regarding the development of a “Comprehensive Policy Manual” for use by the Board and Pound Keepers as a Guidance Tool; and That the Secretary be directed to work with Chairperson – Cecil Ryall on this project.

**Non-Opposed – Resolution Carried**

**12. In Camera Session**

**Moved by:** W. Wiggins

**Seconded by:** T. Davis

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) (d) – For the purpose of Labour relations or employee negotiations – to discuss confidential report on staff performance, workload and roles.

**Non-Opposed – Resolution Carried**

**13. Rise from Closed**

**Moved by:** T. Davis

**Seconded by:** W. Wiggins

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) (d) – For the purpose of Labour relations or employee negotiations and resume regular business.

**Non-Opposed – Resolution Carried**

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

**Moved by:** W. Wiggins

**Seconded by:** M. Nicholson

Be it resolved that the Municipal Dog Pound Board accept the recommendation of Chairperson Cecil Ryall and Board Member JD Fentie as set out in the Confidential Report and direct the Secretary to proceed with matters as discussed.

**Non-Opposed – Resolution Carried**

15. **Date of Next Meeting – October 24, 2024 at 2:00 p.m.**

16. **Adjournment**

**Moved by:** T. Davis

**Seconded by:** W. Wiggins

Be it resolved that the Municipal Dog Pound Board adjourns at 3:56 p.m. to meet again, on October 24, 2024 at 2:00 p.m. by ZOOM, or at the call of the Chairperson.

**Non-Opposed – Resolution Carried**

**Brenda Vader  
Secretary-Treasurer**