

**Agenda for
Municipal Dog Pound Board Meeting
To be held
January 25, 2024
Via ZOOM**

**Brenda Vader is inviting you to a scheduled Zoom meeting.
Topic: Municipal Dog Pound Board Meeting January 25, 2023 at 3:00 p.m. Via
Zoom**

Time: Jan 25, 2024 03:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/5643395793?pwd=QIJ0dUxtamRYNk1TTTTI5NTVDNHZzQT09&omn=82732478951>

Meeting ID: 564 339 5793

Passcode: 326Monck

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 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

J. D. Fentie – Township of Wollaston

Wayne Wiggins – Town of Bancroft

Roger Davis – Hastings Highlands

Joan Kuiack – Township of South Algonquin

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 – Pound Keeper

Emily Grahame – Pound Keeper

Wayne Galloway – Canine Control 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. Election of New Chairperson for 2024

Moved by: _____ **Seconded by:** _____

Be it resolved that _____ be elected as Chairperson for the Municipal Dog Pound Board for the year 2024.

5. Adoption of Agenda

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board approves the Agenda for the January 25, 2024 Municipal Dog Pound Board Meeting as circulated.

6. Disclosure of Pecuniary Interest and the General Nature Thereof

7. Adoption of Minutes

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the October 26, 2023 regular meeting of the Municipal Dog Pound Board and November 27, 2023 special meeting of the Municipal Dog Pound Board as circulated.

8. Business arising from minutes

- (a) Proposed AGREEMENT(s) for Township of Madoc and Township of South Algonquin "At time of Agenda Preparation AGREEMENT(s) have not been received from Mr. Plater"
- (b) Report for 2022 and 2023 on Use of Municipal Dog Pound Facility by Member Municipalities

9. New Business

- (a) Township of Algonquin Highlands – Consideration to Utilize Pound Services "See enclosed email received from Kristen Glass – Municipal Law Enforcement Officer for Township of Algonquin Highlands"
- (b) Use of Volunteers - Volunteer Accident Coverage "See enclosed email and documentation from Jodi Grant – Commercial Account Manager with McDougall Insurance & Financial"
- (c) Volunteer Policy "See DRAFT Policy enclosed for your consideration"
- (d) Cat Cages – Inquiries have been received about the possibility of Purchasing

10. **Pound Keepers Report**

(a) **Reports for October; November and December 2023**

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for October, November, and December 2023 as prepared and circulated.

11. **Financial Reports**

(a) **Accounts for October; November and December 2023**

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board accept the accounts for October, November, and December 2023 as circulated.

(b) **Budget Update for 2023**

Resolution to approve the 2023 Budget Update for the period ending December 31, 2023

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board approve the 2023 Budget Update for the period ending December 31, 2023 as prepared and presented.

(c) **Resolution to deal with Surplus from 2023 Budget (Transfer to Reserve or Bring Forward into 2024 Budget)**

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board agrees to transfer any Surplus from the 2023 Budget to the Capital Reserve.

Or

Moved by: _____ **Seconded by:** _____

Be it resolved that the Municipal Dog Pound Board agrees to bring any Surplus from the 2023 forward into the 2024 Budget to help offset any increase in requisition.

12. **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) (d) Labour Relations and Employee Negotiations – For the purpose of discussing **Wage Rate** and **Mileage Rate** for the Municipal Pound Board Employees and to approve the Closed Meeting Minutes from January 26, 2023, October 26, 2023, and November 27, 2023.

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) (d) Labour Relations and Employee Negotiations and resume regular business.

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

14. Proposed Draft Budget for 2024

Review and Discuss the Proposed "DRAFT" Budget with final version to be brought forward for approval on _____

15. Date of Next Meeting – _____ 2024 at _____ pm

16. Adjournment

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board adjourns at _____ to meet again, on _____ 2024 at _____ pm by ZOOM.