Municipal Dog Pound Board

February 27, 2025 **Meeting Minutes** **2:00 p.m.**

The Municipal Dog Pound Board met on Thursday February 27, 2025 at 2:00 p.m. by ZOOM.

1. Call to order

Meeting was called to order at 2:03 p.m. by Chairperson – Cecil Ryall with the following members present:

Cecil Ryall – Municipality of Highlands East
Margaret Nicholson – Township of Faraday
Sheila Currie – Township of Wollaston
Wayne Wiggins – Town of Bancroft
Tammy Davis – Municipality of Hastings Highlands
Bob Bridger – Township of Tudor and Cashel
Victoria Tisdale – Township of Limerick
Josie Rowling – Township of Madoc

Staff Members Present:

Ann Shannick – Pound Keeper
Wayne Galloway – By-Law Enforcement Officer – Municipality of Highlands East
Aiden Kirkham – By-Law Enforcement Officer – Municipality of Highlands East
Dawn Bowers – Municipality of Hastings Highlands
Brenda Vader – Secretary-Treasurer

Absent:

Joan Kuiack – Township of South Algonquin
Allen Musclow – Township of Carlow/Mayo
Emily Grahame – Pound Keeper

2. Nominations for Chairperson for 2025

Board Member Margaret Nicholson nominated Wayne Wiggins, there were no other nominations received.

3. Election of New Chairperson for 2025

Moved by: M. Nicholson **Seconded by:** C. Ryall
Be it resolved that Wayne Wiggins be elected as Chairperson for the Municipal Dog Pound Board for the year 2025.
Non-Opposed – Resolution Carried

4. Adoption of Agenda

Moved by: M. Nicholson **Seconded by:** V. Tisdale
Be it resolved that the Municipal Dog Pound Board approves the Agenda for the February 27, 2025 Municipal Dog Pound Board Meeting as circulated.
Non-Opposed – Resolution Carried

5. Disclosure of Pecuniary Interest and the General Nature Thereof

None Declared

6. Adoption of Minutes

Moved by: S. Currie **Seconded by:** C. Ryall
Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the January 30, 2025 regular meeting and February 13, 2025 Special Meeting of the Municipal Dog Pound Board as circulated.
Non-Opposed – Resolution Carried

7. Business arising from minutes

(a) Website has been moved from Lightbox Technology Inc. to Upnorth Webs (Kathy Holding), and has been refreshed with some new colors and logo and images

(b) Application to CRA to have the Municipal Dog Pound added to the Donee List for issuing Income Tax Receipts has been denied. The Municipal Dog Pound Board is not incorporated and therefore can not be added to the Donee List. However should someone wish to make a Donation to the Municipal Dog Pound Board and requires a Income Tax Receipt they can do so at their local Municipal Office.

8. New Business

There was no New Business discussed.

9. Pound Keepers Report

(a) Reports for January 2025

Moved by: M. Nicholson **Seconded by:** V. Tisdale
Be it resolved that the Municipal Dog Pound Board accepts and approves the Pound Keepers Report for January 2025 as prepared and circulated.
Non-Opposed – Resolution Carried

10. Financial Reports

(a) Accounts for January 2025

Moved by: M. Nicholson **Seconded by:** S. Currie
Be it resolved that the Municipal Dog Pound Board accepts and approves the accounts for January 2025 as circulated.
Non-Opposed – Resolution Carried

11. In Camera Session

Moved by: M. Nicholson **Seconded by:** A. Musclow
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 / Salary** for the Municipal Pound Board Employees and Dog Pound Operations and to approve the Closed Meeting Minutes from January 30, 2025 and February 13, 2025.
Non-Opposed – Resolution Carried

Only the Board Members and the Secretary-Treasurer for the Board remained in the meeting during the Closed portion of the meeting.

Moved by: V. Tisdale **Seconded by:** T. Davis
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.
Non-Opposed – Resolution Carried

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

The Municipal Dog Pound Board directed the Secretary-Treasurer to move forward with the Wage Increases for the Pound Keeper(s) and Salary increase for the Secretary-Treasurer as well as Mileage Rate increase as presented in Confidential Report prepared by the Secretary-Treasurer and discussed in Closed Session.

13. Proposed Draft Budget for 2025

The proposed Draft Budget was reviewed and discussed.

Moved by: V. Tisdale **Seconded by:** S. Currie
Be it resolved that the Municipal Dog Pound Board approve the 2025 Budget with approved amendments and agree to set the Requisition for 2025 at 2.61407888 per population.
Non-Opposed – Resolution Carried

14. Surplus from 2024 Budget

Moved by: V. Tisdale **Seconded by:** B. Bridger
Be it resolved that the Municipal Dog Pound Board agrees to bring $5,000.00 of the Surplus from the 2024 Budget into the 2025 Budget to help offset any increase in requisition and to place the remainder of the Surplus into the Capital Reserve.
Non-Opposed – Resolution Carried

15. Date of Next Meeting – March 27, 2025 at 2:00 p.m.

16. Adjournment

Moved by: M. Nicholson **Seconded by:** B. Bridger
Be it resolved that the Municipal Dog Pound Board adjourns at 3:13 p.m. to meet again, on March 27, 2025 at 2:00 p.m. by ZOOM or at the call of the Chairperson.
Non-Opposed – Resolution Carried

Brenda Vader
Secretary-Treasurer