Agenda for
Municipal Dog Pound Board Meeting
To be held
January 29, 2026
Via ZOOM

Brenda Vader is inviting you to a scheduled Zoom meeting.

Topic: Municipal Dog Pound Board Meeting January 29, 2026 at 2:00 p.m.
Time: Jan 29, 2026 02:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://us02web.zoom.us/j/5643395793?pwd=QlJ0dUxtamRYNk1TTTI5NTVDNHZzQT09&omn=83308359975

Meeting ID: 564 339 5793
Passcode: 326Monck

One tap mobile
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Join instructions
https://us02web.zoom.us/meetings/83308359975/invitations?signature=fftW4X2i9_0frI9Kws5wmpBtNRjvz8sVbGjOgf7o1wM

All Draft Resolutions as presented are for discussion purposes only and should not be considered the opinion or direction of the Municipal Dog Pound 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:

Wayne Wiggins – Town of Bancroft
Cecil Ryall – Highlands East
Bill Green – Township of Faraday
Sheila Currie – Township of Wollaston
Tammy Davis – Hastings Highlands
Joan Kuiack – Township of South Algonquin
Bob Bridger – Township of Tudor and Cashel
Cindy Fuerth – Township of Limerick
Allen Musclow – Township of Carlow/Mayo
Unknown – 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
Amelia Dodds – Pound Keeper
Wayne Galloway – Canine Control Officer – Highlands East
Mike Clark – Canine Control Officer – Highlands East
Dawn Bowers – By-Law Enforcement Officer – Hastings Highlands
Brenda Vader – Secretary-Treasurer

3. 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. Nominations for Chairperson for 2026

Nominations will be accepted for Chairperson for the 2026 Calendar Year.

5. Election of New Chairperson for 2026

Moved by: _____ **Seconded by:** _____
Be it resolved that _____be elected as Chairperson for the Municipal Dog Pound Board for the year 2026.

6. Adoption of Agenda

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board approves the Agenda for the January 29, 2026 Municipal Dog Pound Board Meeting as circulated.

7. Disclosure of Pecuniary Interest and the General Nature Thereof

8. Adoption of Minutes

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board accepts and adopts the minutes from the November 27, 2025 regular meeting of the Municipal Dog Pound Board as circulated.

9. Business arising from minutes

None

10. New Business

(a) Raffle Fundraising Opportunity – Ann Shannick – Pound Keeper

11. Pound Keepers Report

(a) Reports for November and December 2025 and Municipal Dog Pound 2025 Dog Activity

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board accept the Pound Keepers Reports for November and December 2025 as prepared and circulated, and
That the Municipal Dog Pound Board accept the 2025 Dog Activity Listing as prepared and circulated.

(b) Report on Use of Municipality Dog Pound Facility – January to December 2025

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board accepts for information only the Report on Use of Municipal Dog Pound Facility – January to December 2025 as prepared and circulated.

12. Financial Reports

(a) Accounts for November and December 2025

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board accept the accounts for November and December 2025 as circulated.

(b) Budget Update for 2025

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board approves the 2025 Budget Update for the period ending December 31, 2025 as prepared and presented.

(c) Surplus from 2025 Budget (Transfer to Reserve or Bring Forward into 2025 Budget)

Moved by: _____ **Seconded by:** _____
Be it resolved that the Municipal Dog Pound Board agrees to transfer any Surplus from the 2025 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 2025 forward into the 2026 Budget to help offset any increase in requisition.

13. 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 Municipal Pound Board Employees **Wage Rate / Salary / Mileage Rate and Other Compensation** and to approve the Closed Meeting Minutes from November 27, 2025.

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 resumes 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.

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

Moved by: _____ Seconded by: _____
Be it resolved that the Municipal Dog Pound Board direct the Secretary-Treasurer to proceed with compensation to Ann Shannick – for collection of Beer/Wine Empties as discussed in the Closed portion of the meeting.

Moved by: _____ Seconded by: _____
Be it resolved that the Municipal Dog Pound Board direct the Secretary-Treasurer Implement the new Wage Rate(s); new Salary Rate and new Mileage Rate for Municipal Dog Pound Board Employees as discussed in the Closed portion of the meeting.

15. Proposed Draft Budget for 2025

Review and Discuss the Proposed "DRAFT" Budget with final version to be brough forward for approval on February 26, 2026 – Special Meeting.

16. Meeting Schedule and Dates for 2026

Moved by: _____ Seconded by: _____
Be it resolved that the Municipal Dog Pound Board adopts the following Meeting Dates for 2026: January 29, 2026; **February 26, 2026 – Budget**; April 23, 2026; July 23, 2026; and October 22, 2026

17. Round Table Discussion

18. Direction to Staff from Round Table Discussion

19. Date of Next Meeting – February 26, 2026 at 2:00 pm

20. Adjournment

Moved by: _____ Seconded by: _____
Be it resolved that the Municipal Dog Pound Board adjourns at _____ to meet again, on February 26, 2026 at 2:00 pm by ZOOM or at the call of the Chairperson.