May 13, 2015

Minutes of the Joint Animal Control Municipal Service Board Meeting held on Wednesday May 13, 2015 at 2:00 PM in the Grafton Municipal Office, Grafton ON.

Present: Chair, G. Woods, Councillors: L. Sherwin, S. Gibson, G. Burns

Staff: R. van de Moosdyk, Recording Secretary
       E. McKinley, Shelter Manager

Regrets: None

Guests: Colleen Pearce, Christine C. Rowland and Wade Rowland

1. CALL TO ORDER

   1.1. Chair, Councillor Gary Woods to call the meeting to order at 2:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE NATURE THEREOF

   2.1. There were no disclosures of pecuniary interests.

3. APPROVAL OF PREVIOUS MEETING MINUTES


       Moved by Councillor Gibson, seconded by Deputy Mayor Burns;

       "Be it resolved that the Minutes of the Joint Animal Control Municipal Service
       Board meeting of April 29th, 2015, be adopted. CARRIED."

   3.2. Business Arising from Previous Meeting Minutes / Notification of New Business

       Deputy Mayor Greg Burns requested that an item be added under New Business as 9.1 - By-Law No. 22-2013.
Mrs. McKinley noted that she has met with Christine Rowland and the face book page and website have been updated. Councillor Gibson noted that she has been on the face book page and it is very well done and great getting a positive position out to the community. Chair, Councillor Woods asks if there is a counter on the sites and Christine advised that when the sites are re-done a button can be incorporated with Google analytics to provide this type of information.

Chair, Councillor Woods requested an amendment to the minutes to include the question, "Does the Humane Society take feral cats" and it was stated that they do, but not by transfers.

3.3. Staff Report of previous meeting.

Chair, Councillor Woods noted that the Board had not address the Staff Report of the previous meeting and stated that the Board extends a thank you to the Staff for preparing and submitting the report. However, the Board has decided to proceed with an Ad Hoc Committee of the Friends of the Shelter of Hope.

3.4. Application for Composition of Ad Hoc Committee

A discussion was held with respect to a couple of items on the application to be amended. The Members concurred that the proposed changes be completed.

It was a consensus of the Board to have a Media Release prepared by Mrs. Rowland and Mrs. McKinley, in conjunction with Ashley Purdy, Communication Officer, in order to be posted on the member municipal websites, provided to the media, and Social Media (face book and Shelter website) in order to seek applicants for the Ad Hoc Committee. It was also concurred that the deadline for applications will be June 3rd, 2015 at 4:30 p.m.

Deputy Mayor Burns and Councillor Gibson noted that they would be interested in completing the screening and interviews of the proposed applicants of the Ad Hoc Committee, together with the Shelter Manager. It was agreed that this process could be done between June 4th and June 16th in preparation of having the Members appointed on the June 17th Joint Animal Control Municipal Service Board.

3.5. Discussion pertaining to Shelter of Hope Addition.

Councillor Sherwin noted that it has been addressed that in order to meet the Accessibility for Ontarians with Disabilities and Health and Safety issues so from a legal perspective this addition needs to proceed.
Deputy Mayor Burns inquired as to the total cost of the expansion and was advised it is $125,000.00. He also requested clarification with respect to the room locations on plans, of which Mrs. McKinley outlined.

Chair, Councillor Woods noted that Hamilton Township’s Chief Building Official will need to have the Request for Price sent out very soon in order to proceed in this building year.

Councillor Gibson noted that she has a concern moving ahead with the addition. However, noted that she would defer this to the previous members of the Board and would be comfortable that they have reviewed this extensively and are of the opinion it should proceed.

4. **DELEGATIONS**

4.1. There are no delegations scheduled at this time.

5. **CORRESPONDENCE**

5.1. There has been no correspondence received at this time.

6. **CLOSED SESSION ITEMS**

6.1. Motion to adjourn to Closed Session in accordance with Section 239(2)(b)(d) of the Municipal Act 2001, as amended.

For the purposes of reviewing Human Resources matters.

Moved by Councillor Sherwin, seconded by Deputy Mayor Burns;

"Be it resolved that the Joint Animal Control Municipal Service Board adjourn to a Closed Session in accordance with Section 239(2)(b)(d) of the Municipal Act 2001, as amended, at 2:41 p.m.

CARRIED."

6.2. Motion to reconvene to Regular session.

Moved by Councillor Sherwin, seconded by Councillor Gibson;

"Be it resolved that the Joint Animal Control Municipal Service Board reconvene to regular Session at 3:31 p.m.

CARRIED."

6.3. Councillor Sherwin departed from the meeting at 3:31 p.m.
7. **STAFF AND COMMITTEE REPORTS**

7.1. Report as prepared and submitted by E. McKinley.

Moved by Deputy Mayor Burns, seconded by Councillor Gibson;

Proposed Media Release:

"Be it resolved that the proposed Media Release as prepared by Mrs. McKinley in conjunction with Mrs. Rowland and Mrs. Purdy, announcing the Shelter of Hope Animal Services Launch of the new Barn Cat Adoption Program.

CARRIED."

7.2. Reports:

Moved by Councillor Gibson, seconded by Deputy Mayor Burns;

"Be it resolved that the Reports as prepared and presented by Mrs. E. McKinley dated May 2015, be approved.

CARRIED."

7.3. It was concurred that the responsibility of the Shelter Manager has the skill, knowledge and authority to access the animals entering the Shelter and shall have authority to proceed as required.

8. **RESOLUTIONS**

8.1. None at this time.

9. **BYLAWS**

9.1. None at this time.

10. **NEW AND OTHER BUSINESS**

10.1. Deputy Mayor Burns noted that language in this By-Law No. 22-2013 does not address the release of animals. A discussion was held with respect to the provisions and it came down to ownership of the animal and a specific colony. It may be an item to be referred to the Ad Hoc Committee for discussion and further investigation.

11. **NEXT MEETING**

11.1. Wednesday June 17TH, 2015 at 2:30 p.m.
12. ADJOURNMENT

12.1. Motion:

Moved by Deputy Mayor Burns, seconded by Councillor Gibson;

"Be it resolved that the Joint Animal Control Municipal Service Board meeting of May 13, 2015 be adjourned at 4:30 p.m.

CARRIED."

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Chair, Councillor Gary Woods

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Recording Secretary, Robin van de Moosdyk