



## Animal Care Committee

### MINUTES

January 15, 2020

Canada Room

5:30 PM – 7:30 PM

<b><u>Members Present</u></b> Denielle Duncan, Chair Janet Andrews Dr. Esther Attard Aviva Harari Sherry Klein Shirley Lesch Vikrum Pain Judy Postello Areez Remtulla Bernice Royce June Heather Ziola	<b><u>Regrets</u></b> Valerie Burke, Vice-Chair Sharon Deutsch
---	--

<b><u>Staff</u></b> Trinela Cane, Commissioner, Corporate Services Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing & Regulatory Services Christy Lehman, Licensing & Animal Services Coordinator John Britto, Committee Secretary (PT)
--

<b><u>Guests and Members of the Public</u></b> Terri Daniels Victor Royce
---

Item	Discussion	Action
1. Call to Order:	The Animal Care Committee convened at 5:35 p.m. with Denielle Duncan presiding as Chair.	

<p><b>2. Approval of the December 18, 2019, Animal Care Committee meeting minutes</b></p>	<p><b>Moved by: Janet Andrews</b> <b>Seconded by: Sherry Klein</b></p> <p><b>That the minutes of the December 18, 2019, Animal Care Committee meeting be approved, as presented.</b> <b>CARRIED</b></p>	
<p><b>3. Business arising from the Minutes</b></p>	<p>Denielle Duncan, Chair advised that a meeting will be held at her house on Wednesday, January 22, 2020 to discuss future fund-raising and events for 2020.</p>	
<p><b>4. Animal Services Program Update</b></p>	<p>a. <u>Cat Adoption &amp; Education Centre</u></p> <p>The following update was provided by Christy Lehman, Licensing &amp; Animal Services Coordinator:</p> <ul style="list-style-type: none"> <li>• 5 adoptions to date, with a total of 804 adoptions;</li> <li>• February 1, 2020 – Volunteer Information Day from 10:00 a.m. to 1:00 p.m.;</li> <li>• 5-week Future Vets program starting in April at a cost of \$130;</li> <li>• February 24, 2020 – Cupcake Day – funds raised will be donated to the CAEC;</li> <li>• February 8, 2020 – Valentine’s Day Pet Photos event at the Woodbridge Ren’s Pets Depot.</li> <li>• Bernice Royce and Aviva Harari expressed concerns that CAEC staff were consistently not responding to prospective volunteers, as they had experienced this themselves, and knew of one other person that hadn’t got any response from CAEC staff.</li> </ul> <p>b. <u>Barn Cat Program</u></p> <p>No update</p> <p>c. <u>By-law Review</u></p>	<p>Christy to circulate posters, when ready.</p> <p>Christy to find out if volunteer applicants received any response from CAEC staff</p>

<b>Other matters discussed</b>	<p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services advised that the Animal Control By-law is slated for review along with other City By-laws. No specific date is available yet when this by-law will be brought forward for Council consideration.</p> <p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services and Christy Lehman, Licensing &amp; Animal Services Coordinator provided the following updates:</p> <p>a) <u>Website upgrade</u>:</p> <p>A total revamping and modernizing of the portal is currently in progress. Each site champion is responsible for updating their respective area on the website. Most recommendations have not yet made their way to the website. All the old information is still available but has yet to be uploaded onto the new website.</p> <p>Denielle Duncan brought up the fact that Bylaw, licensing, OSPCA and CAEC info was available online but not Shades of Hope or any information on what to do for wildlife concerns. She asked staff if the link to SOH could be placed on the City's website immediately so that the public would be able to access some wildlife info in the interim.</p> <p>Christy volunteered to update the website with the existing animal services information on Thursday, January 16, 2020.</p> <p>Responding to a question with respect to a timeframe on the website update, Trinela Cane, Commissioner of Corporate Services advised that she will advise the Committee after confirming from the IT Department.</p>	<p>Christy to update website on Thursday, Jan 16.</p> <p>Trinela Cane to provide timeframe for update of the website.</p>
--------------------------------	--	---

	<p>Michael suggested that the Committee could use the various Social Media platforms to promote wildlife related matters. He further advised that a message deck is being created and he encouraged members to provide him with relevant messages that could be promoted through this medium.</p> <p>A member advised that a small percentage of citizens (mostly seniors) do not use social media and would prefer printed material.</p> <p>Michael advised he will confirm from the IT Department about uploading brochures and other Wildlife Services material on the City's website.</p> <p>Trinela suggested that residents can create Alerts so they can receive relevant updates when available.</p> <p>b) <u>Online Pet Licensing / Renewals</u></p> <p>There was discussion about online pet licensing and renewals. A member informed that there is an option of making a donation when applying for/renewing pet licenses on the City's website, however, it was not clear where these donations are actually going. Trinela Cane, Commissioner of Corporate Services agreed that it should be made clear where these donations are being channeled and suggested that the messaging on the website should be corrected accordingly.</p> <p>Bernice Royce inquired why the minimum donation to receive a tax receipt is \$25. Christy Lehman advised that this information was given to her by the Finance Department.</p> <p>Michael Killingsworth advised that the license fee structure was revised one year ago in order to</p>	<p>Michael to provide email address for wildlife related messages.</p> <p>Michael to confirm from IT about uploading Wildlife brochures to the website.</p>
--	---	---

	<p>streamline the administrative process.</p> <p>Responding to a question about online purchase of pet licences, Christy Lehman, Licensing &amp; Animal Services Coordinator confirmed that pet licences can be purchased online through the City's website.</p> <p>Christy further confirmed that pet stores are no longer permitted to sell pet licences. This can only be done online through the City's website.</p> <p>Dr. Esther Attard inquired as to why animal licensing is now set at one fee, regardless of the fact that the pet is sterilized, the owner is elderly etc. She pointed out there seems to be no incentive anymore for pet owners to spay/neuter their pets as it is the same fee for "all".</p> <p>Members inquired whether there was a possibility of having a computer available for the committee to use at public outreach events with a staff member to assist residents with applying for online pet licences. Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services advised that there is no sufficient staff resources for this purpose, however, he agreed to explore the possibility, through the IT Department, for the Animal Care Committee's use.</p> <p>c) <u>CAEC / Animal Services</u></p> <p>It was mentioned that many Markham residents were not aware of the existence of the CAEC and the other wildlife services provided by the City. It was suggested that a one-page brochure be designed and printed on the city's animal services, including wildlife, which</p>	<p>Michael to explore the possibility of installing a computer at City Hall for online pet licensing purposes.</p>
--	---	--

	<p>could be mailed out along with Property Tax notices and also for use on the ACC's public outreach tables. Trinela Cane, Commissioner of Corporate Services agreed to explore the possibility of organizing the mailing of a 1-page brochure on animal services along with Property Tax notices.</p> <p>d) <u>2020 Calendar of Events</u></p> <p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services inquired if the 2020 calendar of events could be provided to him. Denielle agreed to provide this when finalized.</p> <p>e) <u>Tax Receipts for donations</u></p> <p>Responding to a question about Tax Receipts for donations made towards animal services, Christy Lehman, Licensing &amp; Animal Services Coordinator advised that Finance will issue Tax Receipts if donors provide all the required personal information for this purpose. Donation cheques should be made out to the City of Markham with specific indication to the particular group, i.e. ACC.</p> <p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services agreed to confirm from Finance the benchmark donation amount for issuing a Tax Receipt. As well, Michael agreed to find out if the form should include a check-box for donations to the CAEC or OSPCA.</p> <p>f) <u>CAEC / OSPCA staff reporting</u></p> <p>Responding to questions about staff reporting relationships, Christy Lehman, Licensing &amp; Animal Services Coordinator advised that the CAEC is owned by the City,</p>	<p>Trinela Cane to explore the possibility of mailing 1-page brochure on the City's animal services with property tax notices.</p> <p>Denielle to provide Michael with the finalized 2020 calendar of events.</p> <p>Michael to confirm benchmark donation amount for Tax Receipt, as well check-box for this donations to CAEC and/or OSPCA.</p>
--	---	---

	<p>whereas the OSPCA has been contracted by the City to operate the CAEC for Markham.</p> <p>g) <u>New off-leash dog park</u></p> <p>Responding to a question on the proposed new off-leash dog park, Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services agreed to email appropriate staff to find out if there is any update on this matter.</p> <p>Michael discussed the various issues related with proper and effective policing of off-leash dog parks due to the lack of sufficient and appropriate legislation and enforcement. He also discussed issues relating to the renewal of the OSPCA contract. He advised the Committee that a report is being brought forward at the January 20, General Committee meeting for consideration of a one-year renewal of the OSPCA contract.</p> <p>Responding to a question about a Committee for off-leash dog parks, Christy Lehman, Licensing &amp; Animal Services Coordinator advised that there is no such committee any longer, however, all information relating to off-leash dog parks is available on the City's website.</p> <p>h) <u>Coyote information</u></p> <p>Denielle Duncan, Chair inquired whether the city plans to hold another public information night on coyotes and if so, could this event be held in the evening or on a weekend to enable more members of the public to attend. Christy Lehman, Licensing &amp; Animal Services Coordinator advised that all information on coyotes is available on the Coyote Watch</p>	<p>Michael to email staff about update on proposed new off-leash dog park.</p>
--	---	--

	<p>Canada website. She further advised that the City is hoping to hold another coyote information session in the coming months and would try to schedule it in the evening and that she will be once again asking Coyote Watch Canada to run it.</p> <p>Coyote Watch Canada is a federal not for profit community-based, wildlife organization which advocates positive human-wildlife experiences.</p>	
<b>5. Events</b>	<p>a) <u>Fund Raising</u></p> <p>Consideration of this matter was deferred to the February 19, 2020 meeting.</p> <p>b) <u>Events</u></p> <p>Consideration of this matter was deferred to the February 19, 2020 meeting.</p>	
<b>6. New Business</b>	<p>a. <u>Turtle / Wildlife Signage.</u></p> <p>Christy Lehman, Licensing &amp; Animal Services Coordinator advised that Corporate Communications has informed her that there is no Corporate Policy to have signage in languages other than English and French.</p> <p>Michael Killingsworth, Deputy City Clerk, By-law Enforcement, Licensing &amp; Regulatory Services suggested that staff from Corporate Communications could be invited to a future ACC meeting to provide updates / information on Corporate Communications messaging / policies, etc.</p>	<p>Clerks Office to invite Corporate Communications staff to a future ACC meeting.</p>
<b>7. Date of next meeting</b>	5:30 p.m., Wednesday, February 19, 2020.	
<b>8. Adjournment</b>	The Animal Care Committee adjourned at 7:25 p.m.	



