



**Electronic Animal Care Committee
MINUTES**

**November 18, 2020
ZOOM
5:30 PM – 7:30 PM**

<u>Members Present</u> Valerie Burke, Vice-Chair Janet Andrews Judy Postello Areez Remtulla June Ziola Bernice Royce	<u>Regrets</u> Denielle Duncan, Chair Vikrum Pain Dr. Esther Attard Aviva Harari Sherry Klein
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<u>Staff</u> Christy Lehman, Licensing & Animal Services Coordinator Laura Gold, Council/Committee Coordinator

Item	Discussion	Action
1. Call to Order	The Animal Care Committee convened at 5:35 PM with Valerie Burke in the Chair.	
2. Approval of the Minutes	The October 28, 2020 Animal Care Committee Minutes were updated to reflect that June Ziola, and Judy Postello will prepare the cookbook proposal. Moved by Janet Andrews Seconded by June Ziola That the October 28, 2020 Animal Care Committee Minutes be approved as amended. Carried	

Item	Discussion	Action
3. Business Arising from Minutes	Committee reviewed the action items from the following meeting. The following update was provided: - Confirmed that Guinea pigs being adopted out are not spayed; - Confirmed that a response is provided to people applying to volunteer at the OSPCA; - Advised that Christy Lehman will see if the web content author can update the website.	See if web content author can update website – Christy Lehman
4. Animal Services Update	Christy Lehman, Licensing & Animal Services Coordinator advised that the Legislative Services – Animal Care Model was presented to the Budget Committee on November 17, 2020. The Budget Committee had many questions, and was concerned with the increase in cost of providing the service. The difference in cost is attributed to the OSPCA providing its services at a very low cost for the last decade. The model will continue to be discussed at the November 20, 2020 Budget Committee meeting. Members were encouraged to listen to the meeting via the City’s livestream.	
5. Events	Fundraising – Cookbook Valerie Burke thanked June Ziola, and Judy Postella for their hard work in preparing the proposal for a fundraising cookbook. The proposal was circulated by email prior to the meeting. Some of the ideas for the cookbook included: - Including helpful hints about animals; - Dividing the cookbook into sections with different types of recipes, suggesting that each section could be a different animal; - Suggested pricing the cookbook at \$13.95; - Planned to use a publisher to print the cookbooks; - Planned to sell the cookbooks over several years; - Read that recipes can be taken from other sources, but agreed to do more research on this; - Suggested that some of the start-up costs can be covered through donations or sponsorship; - Members were asked to provide 10 recipes, and one animal related tip each by the February meeting;	Research if recipes can be taken from other sources – June Ziola and Judy Postello

Item	Discussion	Action
	- Suggested the cookbook should be very cute to encourage people to buy it; - Suggested the cookbook include a salad section. Committee provided the following feedback: - Inquired how much other groups made from creating a fundraising calendar; - Suggested that proposed price of the cookbook may be too expensive; - Suggested that after the Committee completes its research on whether recipes from other sources can be used in the cookbook, the City's Legal Department should be asked for a legal opinion on the matter; - Some Members were unsure if they were going to be able to come-up with 10 original recipes; - Suggested asking local businesses to contribute to the cost of the calendar; - Thought it was a good project to work on during COVID; - Asked if funds from the Animal Care Committee Account can be used towards the start-up cost of the project; - Asked if tax receipts could be provided to residents and businesses that donate funds towards the cookbook. Staff advised that the City can issue a tax receipt for donations over \$25, and that the cheque should be addressed to the Markham Animal Care Committee.	Asked Finance if the Committee can use its funds from its account towards the project – Laura Gold
6. New Business	a) Proclamations Areez Remtulla to prepare a table of days the Committee would like to proclaim in 2021. The table should include the name of the day or week, the date(s), and a description of the day or week.	
7. Next Meeting Date	The next meeting of the Animal Care Committee will be held on December 16, 2020.	
8. Adjournment	The Animal Care Committee adjourned at 6:40 PM.	

ACTION ITEMS

Action Item	Meeting Date	Person Responsible	Status
Contact the Volunteer Manager regarding the automated response to the volunteer application, as some volunteers said they did not get the response.	February 19, 2020	Christy Lehman	completed
Update the Animal Services page on the City's Website See if content author can update website	February 19, 2020 November 18, 2020	Christy Lehman June Heather Ziola	June provided Christy Lehman with suggested update to the City's website. See if content author can update website.
Confirm if the Guinea pigs are spayed.	March 9, 2020	Christy Lehman	completed
Coordinate tour of Shade of Hope and CAEC	March 9, 2020	Christy Lehman	On hold due to the pandemic
Put together Cookbook proposal for the next meeting.	October 28, 2020	Judy Postello, June Ziola, and other Sub-Committee Members	completed
Provide Laura Gold with the 2021 event dates, and proclamation description and dates	November 18, 2020	Areez Remtulla	
Asked Finance if the Committee can use its funds from its account towards the project	November 18, 2020	Laura Gold	
Research if recipes can be taken from other sources	November 18, 2020	June Ziola and Judy Postello	

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