



**Electronic Animal Care Committee  
MINUTES  
April 20, 2022  
ZOOM  
5:30 PM – 7:30 PM**

<b><u>Members Present</u></b> Areez Remtulla, Interim Chair Valerie Burke, Vice Chair Aviva Harari Bernice Royce Cathy McKnight Dr. Esther Attard Filandro Fernandes Janet Andrews June Ziola	<b><u>Regrets</u></b> Christy Lehman, Animal Care Supervisor
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<b><u>Staff</u></b> John Britto, Committee Secretary (PT)
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Item	Discussion	Action
<b>1. Call to Order</b>	The Animal Care Committee convened at 5:32 PM with Areez Remtulla in the Chair.	
<b>2. Approval of the March 16, 2022, Animal Care Committee Meeting Minutes</b>	<b>Moved by Janet Andrews</b> <b>Seconded by Bernice Royce</b>  <b>That the minutes of the March 16, 2022, Animal Care Committee meeting be approved, with a minor editorial change.</b> <b>Carried</b>	
<b>3. Update regarding recruitment of new members</b>	Areez agreed to follow up with Laura Gold in Clerks and will inform the committee members of any updates.	<b>Areez to follow-up with Laura re update on the recruitment of new members.</b>

<p><b>4. Business Arising from the Minutes</b></p>	<p>Committee reviewed the list of action items and updated the Action Item Table (please see last page of the minute's document for details).</p> <ul style="list-style-type: none"> <li>- <u>Online Pet Licensing Renewal Form</u> June Ziola advised that one of the online pages relating to charitable receipts has not been revised. Areez suggested that this matter be kept as outstanding on the action item list.  Valerie and Areez thanked June for her work in this matter.</li> <li>- <u>Review of Outstanding Action Items</u> Members reviewed and updated the outstanding action items list.</li> <li>- <u>Committee positions election &amp; Annual Plan:</u> Areez advised that Valerie indicated that she would like to continue as Vice Chair till the end of 2022. He further advised that Cathy may seek election for Vice Chair in 2023 once she feels comfortable with having more experience on the committee.  Valerie advised that she welcomes Cathy's assistance with work involving the Vice Chair position, which would potentially help in her taking over as the Vice Chair in 2023. Cathy agreed with this suggestion.  Areez advised that he has not been successful in seeking interest from any committee member to serve as Events Coordinator. He suggested that if one or two members committed to take on the responsibility to serve as Events Coordinator for one event, that way the work could be spread out among all the members, rather than one member take on the responsibility of all the events during the year.  Fil advised that, considering he has joined the committee very recently, he is willing to assist another more experienced member with this work.</li> </ul>	
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	<p>Valerie was of the opinion that coordinating of events requires at least two lead members, however, considering that this year with only the Unionville, Markham Music Festival and Christmas parades planned, this may not be the case this year.</p> <p>Cathy advised that the Unionville BIA is planning a one-day event on Saturday, June 4. She further advised that Sara Sterling, Executive Director of the Unionville BIA is very keen to have this event, however in a different format as compared to previous years. Cathy volunteered to take the lead for this event and will follow-up with Sara to find out details about the event.</p> <p>Bernice Royce advised that volunteers need to work rotating shifts at any event to make the work involved totally manageable.</p> <p>Janet advised that the tent and the banner are currently with Denielle. She agreed to confirm this from Denielle. Janet further advised that the member/s doing the event's morning shift will need to pick up all the other events materials from her house.</p> <p>Areez advised that since he has some of the materials, he is willing to pick up the other materials from Janet's and Denielle's houses.</p> <p>Janet suggested that a decision needs to be made whether members would like to sell stuff at the events. She suggested that at least the dog and cat toys should be sold at events which would amount to a small source of revenue, and she has a lot of these items available.</p> <p>Responding to June's concern, Areez advised that he has a lot of experience of setting up tents and that he will make sure the tent is set up early on the day of the event.</p> <p>Bernice and Valerie agreed that only the dog and cat toys should be sold at events. Valerie also suggested that the donation box should be used at the events.</p>	<p><b>Cathy to follow-up with Sara Sterling, Unionville BIA for details of the Unionville Festival event.</b></p> <p><b>Areez to pick up event materials from Denielle's and Janet's houses.</b></p> <p><b>Areez to set up tent on the day of the event</b></p>
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### **ACTION ITEMS**

	<p>Aviva volunteered to help at the Unionville Festival event, and also to bring along her dog which would be a good source of crowd attraction.</p> <p>Cathy also agreed to bring along her dog for the event. She mentioned that adoption services were available at one of the past festivals but was not sure if it was the CAEC or the OSPCA and enquired if such a service could be had at the Unionville event.</p> <p>Bernice was not in favour of having cats at any events as they can get easily stressed out. Instead, she suggested having a corkboard displaying pictures and relevant information of cats that are available for adoption. Cats will need to be taken to the event site in crates, and this is something that cats dislike, which is also a cause for them to get stressed out.</p> <p>Janet advised that the only time animals were taken to an event in the past was at the Stiver Mill Farmers Market event, when the OSPCA brought dogs, not cats. She agreed with Bernice. Cats are terrified of being in the open. They would need an enclosure big enough to accommodate a litter box, whereas dogs only need to be on a leash.</p> <p>Janet advised that in the past Denielle spent hours printing pictures of cats, dogs, guinea pigs, etc. that were available for adoption at the OSPCA and the CAEC and displayed these pictures on a corkboard, which got a lot of interest from visitors at the various events.</p> <p>Areez agreed that putting up pictures of adoptable animals at events would definitely incentivize people to adopt.</p> <p>Considering that the committee has not participated in events since the pandemic struck two years ago, Valerie suggested that a sub-committee be constituted to work out the logistics related to potential events for the year.</p>	
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	<p>June agreed to coordinate, and Phil and Areez agreed to assist, if the committee is able to participate in the Markham Village Music Festival event.</p> <p>With respect to the Christmas parades, which will be held later in the year, Areez agreed to email details to the members for their review and consideration.</p> <p>Valerie advised that she does not have any update with respect to the motion requesting General Committee to ask staff to update bird-friendly buildings to CSA standards. She advised that the City is in the process of looking at retrofitting the buildings but they haven't worked on coming back with any information on updating the standards.</p> <p>- <u>Present annual plan</u></p> <p>Areez emailed members a copy of the Annual Plan for their review in advance of the meeting.</p> <p>Janet thanked Cathy for the amazing work she did in editing the draft plan. She suggested consistency throughout the draft Annual Plan, specifically in the use of the words 'Plan' and 'Action Plan', suggesting the use of 'Action Plan'. The committee agreed with this suggestion.</p> <p>Cathy suggested reviewing the document from the grammatical standpoint prior to finalizing it.</p> <p>The committee discussed the issue of monitoring euthanasia rates.</p> <p>Considering that we are in the month of April, the committee agreed that the Plan is a bit ambitious for 2022, and it was agreed to combine some items and move some to 2023.</p> <p>Considering the extent of time that would be needed to discuss and finalize the draft Annual Plan, the committee agreed to refer the plan to the sub-committee for a review prior to providing it for final consideration by the entire Animal Care Committee.</p>	<p><b>Areez to email details of Christmas parades.</b></p>
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	Janet and Cathy volunteered to work on the draft plan prior to the sub-committee review.	
<b>5. Animal Services Program Update</b>	<ul style="list-style-type: none"> <li>- <u>Coyote Response and Coexistence Strategy Virtual Information Meeting – March 23</u> This matter was deferred to the May 18 meeting.</li> <li>- <u>Cat Adoption &amp; Education Centre</u> This matter was deferred to the May 18 meeting.</li> <li>- <u>Shades of Hope Wildlife Centre</u> This matter was deferred to the May 18 meeting.</li> </ul>	
<b>6. Communications</b>	None	
<b>7. Events</b>	<ul style="list-style-type: none"> <li>- Areez agreed to email the committee members details of the various potential events scheduled for the year.</li> </ul>	<b>Areez to email members potential 2022 events</b>
<b>8. New Business</b>	<ul style="list-style-type: none"> <li>- <u>Elections correspondence</u> <b>Moved by Valerie Burke</b> <b>Seconded by Janet Andrews</b>  <b>That the election correspondence from the Clerks Office circulated along with the agenda materials was received by the Animal Care Committee.</b>  <b>Carried</b></li> <li>- <u>Election of Vice Chair</u> Janet Andrews nominated Valerie Burke as Vice Chair of the Animal Care Committee. The Chair asked for further nominations from the members. As no further nominations were received, Areez Remtulla, Interim Chair declared nominations closed. <b>Valerie Burke was acclaimed Vice Chair of the Animal Care Committee.</b></li> <li>- <u>Incident at German Mills Meadow</u> Aviva Harari advised of an unfortunate incident she witnessed at the German Mills</li> </ul>	

	<p>Meadow the weekend of April 16-17, when a group of individuals and a couple who were playing with a dog that was off leash. She also witnessed two older women walking there who were chased by the off-leash dog.</p> <p>Aviva informed that she called the City's Animal Services and is still waiting for a call back – the incident happened on Sunday. She further advised of her concerns with the lack of response, and also the very limited signage, no snow fencing around the bird nesting houses or the path in the Meadow, etc.</p> <p>Dr. Esther Attard suggested that such incidents should be brought to the attention of Christy Lehman, Animal Services Supervisor by email.</p> <p>Valerie thanked Aviva for doing the right thing by contacting Animal Services but agreed with Dr. Esther Attard about emailing Christy.</p> <p>Aviva advised that she would email Christy about the incident and also send her the video she took of the dog chasing the two elderly women.</p> <p>After discussion on the matter, the Committee adopted the following motion:</p> <p><b>Moved by Aviva Harari</b>  <b>Seconded by Dr. Esther Attard</b></p> <p><b>That Animal Services Officers monitor the German Mills Meadow area during the bird nesting season, erect additional signage relaying the importance of avoiding the bird house areas, and that the city consider undertaking a communications program to educate Markham residents on the ongoing avian flu outbreak.</b></p> <p style="text-align: right;"><b>Carried</b></p>	
<b>9. Date of the Next Meeting</b>	The next Animal Care Committee meeting will be held on May 18, 2022, at 5:30 PM.	
<b>10. Adjournment</b>	The Animal Care Committee adjourned at 7:20 PM.	

Action Item	Meeting Date	Person Responsible	Status
Conduct a breakeven analysis to determine the ideal price of the cookbook	December 16, 2020	June Ziola	On hold awaiting in person meetings
Committee Elections	January 19, 2022	Areez Remtulla to send descriptions of elected roles to Committee members who, in turn, are asked to advise if they would be interested in serving.	Elections to be deferred to April 20, 2022, meeting.
Follow up on the status of a committee motion requesting General Committee to ask staff to update bird-friendly buildings to CSA standards	January 19, 2022	Valerie Burke	In process
Indigenous Teaching	February 16, 2022	Christy to contact the Diversity Specialist for a presentation at a future ACC meeting.	In process
Road Trip to Shades of Hope	February 16, 2022	Areez to email members to contact Christy if they are interested in a road trip to the SOH	In process
2023 Proclamation Request dates	March 16, 2022	T B D	To be considered at the November 2022 meeting
Coyote Public Meeting email	March 16, 2022	Areez to forward email from Christy to the members	Completed.
Scroll presentation to Denielle Duncan	March 16, 2022	Areez to email Clerks	Laura Gold confirmed that the scroll will be sent to Denielle
Recruitment of new members	April 20, 2022	Areez to email Laura re update on the recruitment of new members.	In progress.
Unionville Festival event	April 20, 2022	Cathy McKnight to follow-up with Sara Sterling, Unionville BIA for details of the	Date confirmed. No cost. Details to be received. In progress.

Action Item	Meeting Date	Person Responsible	Status
		2022 Unionville Festival event.  Areez to email time and date for the sub-committee to discuss logistics for the event	
Events materials	April 20, 2022	Areez to pick up events materials from Denielle's and Janet's houses.	Janet will follow-up with Denielle and Cathy.
Markham Village Music Festival (June 17-28, 2022)	April 20, 2022	Cathy to follow up with the Markham Music Festival event organizers for details of the event	Janet booked and paid for space. Completed
Christmas parades event	April 20, 2022	Areez to email details of Christmas parades to the members for their review and consideration.	In progress