

ANIMAL CARE COMMITTEE

February 15, 2012

ONTARIO ROOM

5:30 P.M. – 7:00 P.M.

Attendance: Councillor Valerie Burke, Janet Andrews, Esther Attard, Kathy Clark, Terri Daniels, Denielle Duncan, Jody Greenlaw (via tele-conference), Jeannie Kavanagh, Caroline Lane, Rhiannon Lane, Bill Wiles and Laura Gold, Committee Clerk

Regrets: None

Item	Discussion	Action Items
1. CALL TO ORDER	The Animal Care Committee convened at 5:40 p.m. with Councillor Valerie Burke presiding as Chair.	
2. APPROVAL OF THE MINUTES	Moved by: Denielle Duncan Seconded by: Rhiannon Lane That the January 18, 2012 Animal Care Committee Minutes be adopted as presented. CARRIED.	
3. BUSINESS ARISING FROM MINUTES		
A. Update On Terms Of Reference & Business Plan	Staff requested that the discussion on the Terms of Reference be deferred until the next meeting so that staff can provide input. A meeting will be scheduled with Laura Gold, Bill Wiles and Kathy Clark to discuss the Terms of Reference. It was reported that the Business Plan includes everyone's goals and considerations Moved by: Janet Andrews Seconded by: Caroline Lane That the 2012 Animal Care Committee Business Plan be approved as presented. CARRIED.	Schedule meeting to review Terms of Reference – Laura Gold

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B. Update on Tour of OSPCA	Mr. Bill Wiles, Manager of By-Laws and Enforcement, reported that the OSPCA has agreed to provide the Committee with a standard tour of the Newmarket Animal Shelter. The tour will be given by the District Manager or by the Director of Animal Care on an evening to be determined at 7:00 p.m. The OSPCA will provide the date of the tour. With respect to the email from the Town Clerk, the Committee noted that no members had called the OSPCA regarding the previously scheduled tour. The Committee Clerk was requested to email the OSPCA the Committee's 2012 Business Plan for information purposes.	Email Animal Care Committee 2012 Business Plan to OSPCA – Laura Gold
C. Analysis of OSPCA Statistics	The Committee Clerk circulated the 2011 Town of Markham OSPCA statistics to the Committee. Further discussion on this matter was deferred until the next meeting to allow Members more time to interpret the information.	Add analysis of OSPCA statistics to the next meeting agenda – Laura Gold
D. Overview of Toronto' Model for Providing Wildlife Services	Ms. Esther Attard reported that the City of Toronto is continuously looking for new ways to reduce euthanasia rates, noting that euthanasia rates are significantly down from 2010 due to preventive measures that have been implemented, such as having a trap neuter and return program and adoption days. A Member questioned how Toronto wildlife dispatch staff are trained. Ms. Attard advised that dispatch staff are trained internally, noting that a number of them are also vet technicians. Toronto's dispatch staff can also call Toronto Wildlife to obtain information at anytime. This service is provided free of charge to the City of Toronto.	

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E. Research on the Risk of Obtaining Salmonella Poisoning from African Dwarf Frogs	The Committee discussed amending the Town's existing by-law No. 2005-254 to prohibit the sale of frogs due to the risk of obtaining salmonella poisoning. It was noted that the frogs sold at Mastermind Toys come with a lack of clear instructions and that the amendment to the by-law would be an act of good faith to protect public health. It was suggested that the Town contact York Region Public Health to see if there has been any incidents of salmonella poisoning in Markham. The Committee noted that an educational piece would need to be provided to parents who already purchased the frogs from Mastermind Toys in order to prevent the dumping of the frogs. The Committee could educate parents to bring the frogs to rescue groups. Moved by: Janet Andrews Seconded by: Rhiannon Lane That the Animal Care Committee request that Council amend by-law No. 2005-254 to prohibit the sale and keeping of African Dwarf Frogs due to the risk of obtaining salmonella poisoning. CARRIED.	Place the Animal Care Committee's request to Council on an upcoming GC agenda – Laura Gold
F. Animal Care Committee Business Cards	A sample Animal Care Committee business card was circulated to the Committee. The business card was approved by the Committee. The Committee Clerk was requested to arrange for the approved business card to be printed.	Arrange for the approved business card to be printed – Laura Gold

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G. Animal Licence Renewal Form & the Issuing of Tax receipts	The Committee Clerk advised that the Town will issue tax receipts for donations of \$25 or more. All tax receipts issued by the Town must be in compliance with the Town's Donation Policy. The Committee Clerk was requested to circulate an electronic copy of the Donation Policy to the Committee. The Committee reviewed the current licence renewal form. Ms. Rhiannon Lane was requested to work with the form to make the donation section stand out more. The Committee agreed to change the donation request amounts on the form to \$5, \$15, \$25 or another amount. Mr. Wiles reported that the form is also being revised so that it can be converted into an e-form.	Circulate the Town's Donation Policy to the Committee – Laura Gold Work with Bill Wiles to make improvements to the donation section of the animal licence renewal form – Rhiannon Lane
H. Update on Feasibility Study	Mr. Wiles reported that a consultant has been selected. Staff are waiting for the CAO's approval of the contract. The cost of the feasibility study will be \$51,525. A meeting will be scheduled on April 2, 2012 for the Committee to meet the Consultant. The Committee Clerk was requested to schedule this meeting.	Schedule meeting for the Committee to meet the Consultant – Laura Gold
4. ANIMAL CONTROL UPDATE		
A. TRAP NEUTER AND RETURN UPDATE	It was noted that Toronto Feral Cat would be providing a seminar at Civic Centre on February 18, 2012 at Markham Civic Centre. Approximately 20 interested groups were invited to the seminar. The Committee requested that the voice mail for the Trap Neuter Return (TNR) program be re-directed to the correct mailbox number.	Re-direct the voice mail for the TNR program – Bill Wiles
B. Adoption Update	Denielle Duncan will send Bill a list of upcoming adoption days and events so that they can be posted on the Town's website for public viewing.	Send adoption days/events to Bill Wiles – Denielle Duncan
5. FUNDRAISING CALENDAR	The Committee Clerk reported that the request for quotation (RFQ) has been issued. A copy of the RFQ was circulated to the Committee.	
6. EVENTS	The Committee asked the Committee Clerk to investigate the possibility of having a community booth at Markville mall in May or June.	Look into booking the community booth at

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	It was recommended that a representative from the OSPCA join the Committee at its booth at Unionville festival.	Markville Mall in May or June – Laura Gold
7. NEW BUSINESS		
A. COMMITTEE'S FINANCIAL UPDATE	The Committee Clerk provided a financial update. An income statement was circulated to the Committee. The Committee requested quarterly updates. The next update will be provided at the April meeting.	Provide Quarterly Financial Updates – Laura Gold and Janet Andrews
B. Pet Smart	A Member noted that Pet Smart has offered to have Markham animals at some of its scheduled adoption days. Mr. Wiles was requested to speak with Pet Smart about this possibility.	Speak with Pet Smart regarding having Markham animals at Pet Smart's adoption days – Bill Wiles
8. DATE OF NEXT MEETING	The next meeting of the Animal Care Committee will be held on March 21 at 5:30 p.m. in the Ontario Room.	
9. ADJOURNMENT	The Animal Care Committee adjourned at 7:23 p.m.	

Ongoing Action Items

1. Participate in Feral Cat Day next year.
2. Have a brainstorming session regarding pet adoptions at a future meeting
3. Invite new Executive Director of the OSPCA to an Animal Care Committee meeting in 2012
4. Schedule a tour of the OSPCA Animal Shelter in the new year