

**THE FIRST MEETING OF THE SELECT COMMITTEE FOR ANIMAL WELFARE  
MINUTES**

**COMMITTEE ROOM 304  
CITY HALL**

**1:00 P.M.**

**JANUARY 17, 2019**

1:01 p.m. The meeting convened.

**ATTENDANCE**

**Members**

L. Jackson, Chair, All Breed Canine Rescue  
Councillor Joan Rymal  
G. Gratton, Animal Aide  
J. Spencer, Dog Owners Association  
Councillor Jim Herbert (Dep. 2:26pm)

**Officials**

M. Knapp, Corporate Administrative and  
Accessibility Clerk  
M. Vriens, Manager of Roads/Transportation

**Absent**

K. Peters, Pets Friends for Life  
C. Clarke, Another Chance Wildlife Rehabilitation

**Others**

Deb Harris  
Anne Vanderkuyl  
Kathy Knott  
Colleen Burns  
Chris Harris  
Sherri Goodwin

**DISCLOSURES OF INTEREST**

Nil.

**WELCOME**

Introductions were made around the table.

**CHAIR**

Motion by G. Gratton - J. Spencer:

THAT: Lois Jackson be appointed as Chair for the term of Council.

Carried.

**MINUTES**

Motion by G. Gratton - J. Spencer:

THAT: The minutes of the meeting held on September 25, 2018 be confirmed.

Carried.

**NEW BUSINESS**

**Groups Update**

Mr. Spencer stated that the Dog Owners Association was making the Dan Patterson Dog Park fully wheelchair accessible.

Ms. Burns stated that in 2018, Another Chance Wildlife Rehabilitation took in 476 animals.

Ms. Gratton stated that in 2018, 801 cats were rescued by Animal Aide, including 116 cats from the animal shelter. Most cats were sick mothers and kittens.

Councillor Rymal asked how many cats were at Animal Aide at any given time.

Ms. Gratton stated that 40-120 cats were kept at Animal Aide at any given time.

CONFIRMED \_\_\_\_\_ CHAIRMAN

## The 1st meeting of the Select Committee on Animal Welfare - 2

The Chair stated that All Breed Canine Rescue had a challenging year with many sick animals and many animals being adopted and then immediately sold by their owners.

Councillor Rymal suggested providing education to members of the public regarding animal welfare issues.

### Review of Terms of Reference - Appendix "A"

Councillor Rymal suggested looking at examples from other committees and revising the terms of reference.

The members discussed the number of members the Committee should have.

The members discussed the process of items being added to the agenda.

The members discussed the possibility of having a Vice Chair in the future.

The members asked the Secretary to make the revisions and send it to Committee members before the approval at the next meeting.

### Animal Welfare Groups - Payments

The Committee discussed changes that had occurred to the payment plan since the last Council report in 2012.

The members discussed the process of animals leaving the shelter and the organizations being reimbursed.

The Manager of Roads and Transportation stated that a report would have to go to Council with any revisions. This will be reviewed by the Manager of Roads and Transportation. The final amounts for 2018 still had to be paid to the organizations.

### Concerns regarding Organization

The members expressed concern about another organization that had cats that were sick.

The Manager of Roads and Transportation explained that OSPCA would not be called in because the animals were fed and had a place to sleep.

The members expressed concern that certain members weren't attending meetings and requested a registered letter be sent with a response deadline of January 31st.

### Removing Animals from the Shelter

The members discussed authorization for removing animals out of the shelter and the order in which animals should be removed from the shelter.

### Cat and Dog Tags

The Chair asked for a staff report for the next meeting that details cat and dog tag statistics and protocols.

## UNFINISHED BUSINESS

### Committee Procedures and Policy

### Council Report

### Future Discussion Items: Upcoming Open House, Off-Leash Dogs

## NEXT MEETING

February 21, 2019 at 1:00pm in Room #304

CONFIRMED \_\_\_\_\_ CHAIRMAN

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**ADJOURNMENT**

Motion by J. Spencer - G. Gratton:

THAT: We adjourn the meeting. (2:13 p.m.)

Carried.

CONFIRMED \_\_\_\_\_ CHAIRMAN

# Appendix "A"

## Select Committee on Animal Welfare 2019 Terms of Reference

### Mandate and Role

The Select Committee on Animal Welfare is a Committee of Council reporting to Council, without decision making authority. The role of the committee is to provide recommendations, advice, information and facilitate public input to City Council on those matters which relate to animal welfare.

### Responsibilities and Tasks

- Advising Council on issues, concerns and opportunities regarding animal welfare within the City;
- Advising, consulting and reporting findings and recommendations on matters from within the City and other jurisdictions that directly related to the mandate of the Committee;
- Educating citizens in the City;
- Promoting coexistence with wildlife in the City.

### Qualifications

- Members shall be chosen for their expertise, experience, and commitment to the mandate of the Committee;
- Members shall have regard for the interest of all citizens;
- Members shall have a commitment to working with all parties, including Council, to develop a common approach which is reasonable and practical and considers the interests of all parties;
- Knowledge and understanding of legislation applicable to animals.

### Composition of Committee

- 2 Council Members (both voting)
- All Breed Canine Rescue (one voting and one alternate)
- Animal Aide (one voting and one alternate)
- Pets Friends for Life (one voting and one alternate)
- St. Thomas Dog Owners' Association (one voting and one alternate)
- Another Chance Wildlife Rehabilitation (one voting and one alternate)
- 2 Community Members at large

### External Support

- Secretarial support provided by the Clerk's Department
- Staff resources or other outside agencies can be requested as required by the Committee

### Term of Office

Members of the Committee are appointed by Council for the term of Council. The Chair is elected at the first meeting for the term of Council.

Each term, the organizations would submit their representative's names to the Clerk's Department. Community members would follow the City Committee application process for approval by Council.

### Conduct

The conduct of Committee members shall be in keeping with Council Code of Conduct and the Procedural By-law.

### Attendance

Members who are absent without notice for three meetings will be considered resigned and their position will be considered vacant.

### Meetings

Meetings shall be scheduled by the Committee Chair in coordination with staff and Committee members.

### Remuneration

Committee members shall serve without remuneration.