

# MEETING MINUTES



**Wednesday February 1, 2017**

Mississauga Valley Community Centre, Program Room 2 from 7-9 pm

Board Attendance	Board Member Regrets	Board Member No Regrets/Vacancy	Guests
Gayle Laws- President James Aiken, Vice President Karen Forrest, Treasurer Irene Hill- Secretary Jennifer Reid-Kuess – Etob Valley Kevin Pulis – Garnetwood Carol Mitchell- Parkway Belt Kim Miedema – Toto Leslie Peres- JD Elaine Theriault- Q Park	Marianne Mowbray Kira Wilkinson Dave Carty	Cathy Hunt    Vacant Director IT and Website	Hazel McColl – City Liaison   Daniel Giannini, Animal Services

1. The meeting was called to order at 7:05. Agenda was approved.
2. The minutes from Dec. 7, 2016 were entered. Motion to approve by James, seconded by Kim, passed. Moved by Kevin and seconded by Carol, that the minutes from December 7 2016 board meeting be approved with the following change: Under Item 8: replace Letter of Agreement to Memorandum of Agreement; and change LOA to MOA; and that the minutes will be posted on the website. Carried.
3. REPORTS:
  - a) Animal Services, Daniel Giannini:  
 Daniel provided information about the Dog Owners Liability Act, (DOLA), explaining that they are responsible for attending to dog bite incidents, determining severity by tooth puncture marks; 1 – minor, 5 – more serious. Aggression is shown by the dog charging, showing teeth, biting and/or hanging on. After an investigation, charges may be laid depending on the situation and witness reports. Park representatives can report aggressive dogs to Animal Services but charges can only be initiated by the victim dog owner. Data from dog bites is collected by Peel Health who monitor for diseases such as rabies. Serious aggressive behaviour shown by the dog owner should be reported to **Mississauga Security Services**. Any situation deemed dangerous, involving **either dog or owner**, should be reported to **police** immediately. This information is provided in the LFM Operations Manual. Park reps are encouraged to use an incident form, (supplied), gathering as much information as possible regarding any dog altercation.  
 Daniel also cautioned everyone regarding coyotes, shared a pamphlet with more information and emphasized that no person should leave food in any park.  
 Hazel commented that Animal Services would be happy to visit our parks and provide education about their role and how they ensure that dogs and dog owners are kept safe.  
 LFM is encouraged to educate the public about dog behavior which is considered normal play but could be construed as aggressive to the uninformed. Behaviors such as mouth wrestling, dog talk, or submissive puppy rolling can be considered normal dog behaviour when playing with each other.

b) Report from City of Mississauga Community Liaison:

Hazel reviewed the tree chipping project and commented that it was not very successful due to poor response. Decision to continue will be made in November 2017.

Grass cutting will be handled similarly to other park cuts; every 10 days, excluding rain days. Park maps must be confirmed.

Regarding wood chips, which are vital for reducing muddy areas: the city prefers to make 2 or 3 large drops through the summer which will be stored in those parks until necessary.

The City has made changes to their Community Group Support Program which impacts LFM, formalizing group process and policies.

c) Financial:

Karen explained that the ongoing challenges with our new web site do not give adequate data for any financial records. Funds provided via PayPal are not associated to the designated park. Those volunteers working on the new website are aware of this issue and in the process of rectifying it.

d) IT and website:

Gayle announced the resignation of Victor who assisted with I.T. Anna has been our primary webmaster, dealing with the consultant and addressing the various issues that have been identified, along with Marianne. Being a volunteer organization without the WordPress technical skills, progress on working out the bugs has been labour intensive,

Three main concerns were recognized:

1. The website needs technical support expertise (familiar with WordPress) to deal with programming issues, and regular updates with WordPress
2. LFM requires a Web Master to update the material to keep it current and relevant. It is not hard to do (with some training in WordPress) but LFM needs a dedicated person to oversee this task.
3. LFM needs a strong communications person to identify, write and edit content

Marianne is committed to raising funds via sponsorships to cover the cost of the website, as noted at the June Board Meeting. Once the sponsorships are secured, Marianne along with volunteers and Board members will begin work on developing the business directory as an on-going revenue stream, and establish the pet memorial. However, we all need to promote the website and membership to increase traffic to the website.

Moved by Irene and seconded by James, despite many attempts to secure a volunteer website and acknowledging the immediate on-going need for this role, the Board will provide \$100 stipend per month to Anna Farrigua Pace to her to continue to fill the Webmaster role and be the main contact with the consultant, for the foreseeable future, pending the recruitment of a Website and IT Director. Carried

The Board thanks Anna for her commitment to LFM and for her many hours of volunteer service supporting the website, even though she has moved out of Mississauga last summer.

e) Fundraising and Event Planning:

Dog Fest Mississauga will be held Sunday April 17, 2017. Registration will be made when information comes forward. Participation at 2015 Dog Fest was made possible by providing a donation and not having to pay the full registration cost. Inquiries will be made with how to best arrange this year's attendance because we are a non-profit organization. Information will be sent from Riverwood when available. Irene will contact Kevin Sherwin.

Pet Expo will be held on Easter weekend and we will check for attendance this year. Last year we were provided with a booth at no charge.

Each promotion event requires some free giveaway items for new members; some ideas included coloured dog tags or key tags stating 'My pet is home alone' to be used in emergencies for pet assistance.

Action: Gayle and Kira will follow up with ideas for give-aways

4. Zone Updates:

a) Etobicoke Valley: An election was held on January 29, 2017 and Jennifer was acclaimed for a two year term. Congratulations Jennifer! Membership has increased significantly in 2016. Jennifer advised that gravel added to the pathway was much appreciated to reduce mud and increase traction on the slope.

b) Garnetwood: An election was held January 29 and Kevin was acclaimed as the park rep for a two year term. Congratulations Kevin! The membership at Garnetwood has increased significantly since Kevin became the acting rep, and the overall condition of the park has improved tremendously.

c) Jack Darling: Moved by James and seconded by Kevin, be it moved that Leslie Peres be appointed as the Jack Darling Park Rep, pending a park election this Spring. Carried

Karen reported that Global Pet Foods is hosting their annual donation match in Port Credit store beginning February 11 for 10 days. This was done last year and over \$1300 was donated to Jack Darling LF.

d) Parkway Belt: Carol says members will be very relieved to have a wind shelter later this spring.

e) Q-Park Due to scheduling challenges a park election was not held in January.

Moved by Kim and Seconded by Kevin, that Elaine Theriault be appointed as the Q Park Representative pending an election this Spring. Carried.

Elaine reported that a segment of old style farmer fencing is posing an hazard. Gayle and Irene confirmed that this was the case when they visited the park in the summer. It needs to be replaced as a high priority. Elaine showed Hazel pictures.

Hazel will investigate as to who is responsible for the fencing (the City, the Region or LFM) and report back, noting this is a safety issue for the dogs, especially small dogs.

f) Toto: Kim will be organizing a Pet Health Course that involves First Aid for dogs and once information is gathered, she will extend the invitation to all board directors and members.

Next meeting will focus on Board priorities for 2017.

Next meeting Wednesday, March1, 2017 @ 7:00 PM

Minutes taken by Irene Hill, Secretary