

# Meeting Minutes

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Board Meeting  
Wednesday Aug 2, 2023, 1900 to 2100 EST  
Virtual via Zoom

Board Attendance	Board Member Regrets / Vacancies	Guests
Andrea Morrell – <i>Vice President &amp; Secretary</i> Bob Dowling - <i>Totoredaca</i> Carol Mitchell – <i>Parkway Belt</i> Daniel Scouten – <i>Paul Coffey &amp; Meeting Chair</i> Debbie Neal – <i>Fundraising &amp; Events, Communications &amp; Membership</i> Ellen Lockley – <i>Lakeside</i> Laurie Usypchuk – <i>Quineppenon</i> Nicole Frankovic – <i>Interim President</i>	Brandon Shaw – <i>Jack Darling</i> Catherine Williams – <i>Etobicoke Valley</i> Marg Hempstead – <i>Garnetwood</i> Rose Shao – <i>Treasurer</i> Veronica Cheng – <i>Social Media Manager Volunteer</i>	Jennifer Agombar – <i>Candidate for Park Rep, Quineppenon</i>  Regrets Jenna Prokop – <i>Community Development Coordinator, Parks</i>

1. **Call To Order**  
Meeting called to order at 7:04pm
2. **Welcome and Introductions if necessary**  
Everyone welcomed to meeting.
3. **Apologies and regrets**  
Per above table.
4. **Declare quorum (Minimum 2/5 two fifths of directors)**  
There being 8 of 12 or 71% directors present, more than the minimum 2/5th or 40% directors in attendance, a quorum was declared at 7:10pm
5. **Approval of agenda**  
Moved and seconded at 7:12pm that the Agenda be approved.
6. **Acceptance and approval of minutes from June 7, 2023**  
Submitted by Bruce, to be shared with Board and approved at Sept meeting.
7. **City of Mississauga** (Jenna's provided answers in green)
  - Community Group Registry Program

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- LFM has 90 days (Sept 3/23) to submit Action Plan to City. Opportunity to rebrand & reimagine LFM.
- LFM to meet with City prior to final submission. Meeting held Aug 4 (Nicole and Andrea from LFM, Jenna and Jocelyn from City)
- Small Project Matching Grants – Jenna shared the following links for LFM to decide if we'd like to proceed (pay for website update, for example)
  - Link: <https://www.mississauga.ca/services-and-programs/community-support-programs/apply-for-a-grant/small-project-matching-grant/>
  - If Leash Free Mississauga would like to apply, the Manager of Services would have to approve as your status is 'Support with Conditions'
- Leash-Free Policy
  - Intact males at leash-free zones
    - No Update. 2020 LFZ policy is still posted on City website.
- Park planning – lighting and shelter studies
  - No Update
- New leash-free zones
  - Responding to leash-free zone complaints that are not a part of LFM's umbrella
    - Please direct residents to 311
- Children in leash-free zones – improved signage, add sticker to existing by-law sign
  - Continue 311 if there are any reports; these are sent to By-Law and Animal Services
- Parks
  - Etobicoke Valley
  - Garnetwood
  - Jack Darling
    - Service request #6173706 forest section
      - Forestry is Investigating
      - If you have a map of where this is, I would recommend attaching it when you send into 311
      - Staff on site today cut branches around the sand pit
    - Service request #6170102 reallocating dog waste street sign (from Orr Road to JD)
      - Investigating – requires more time
  - Dog walker license process (July 11 email to Jenna: dog walkers have no physical means of proving their licence is current. City of Toronto issues a laminated card with a clear expiration date, previously City sent out stickers, nothing in 2023.)
    - <https://www.mississauga.ca/services-and-programs/animals-and-pets/apply-for-a-dog-walker-permit/>
    - To apply for a permit, fill out the [dog walker permit application](#) and submit it via email to [rec.info@mississauga.ca](mailto:rec.info@mississauga.ca).
  - Lakeside
  - Quenippenon Meadows
  - Parkway Belt
  - Paul Coffey
  - Totoredaca

## 8. Vacancies & Voting

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- Quenippenon Meadows Park Representative, Jennifer Agombar unanimously voted in to replace Laurie. Heartfelt thanks and best wishes to Laurie & Allan in their new chapter!
- Secretary
  - Andrea will serve as interim Secretary in addition to current role of Vice President
  - Secretary vacancy is still posted on LFM website

## 9. Board Updates

- President
  - CGRP Action Plan
    - Meeting with City on Friday, Aug 11 to review CGRP Action Plan. Summary of meeting to be provided to Board post-meeting. Board to review/approve prior to official submission date of Sept 3, 2023.
  - Short, medium, and long-term goals of LFM
    - Board voted unanimously to defer discussion until after Action Plan filed with City. Goals will naturally flow from Action Plan.
  -
- Vice President
  - Insurance – CGL & D&O
    - LFM has requested City to confirm in reply email that both insurance policies are current.
  - Business Continuity Plan
    - In process of flushing out.
  - Need clear answer regarding who is responsible for seating/benches and Bulletin Boards in LFZs. Does City own them? Email recently circulated by City (re: Q-Park Bulletin Board mishap) identified LFM as responsible for seating & information boards (City email included a screen shot of Leash-Free Policy). If City confirms it's LFM, use existing bank funds to purchase benches/picnic tables for those LFZs that require or need replacement. Do we have to purchase from City supplier? Historically, if a 311 ticket issued for broken benches/picnic tables, the City replaced very quickly – no charge to LFM.
- Treasurer
  - Rose – regrets.
  - Rose to arrange meeting at BMO to update with Board changes, issue new Bank Cards, signing authority, e-transfer, etc.
  - Andrea has asked Rose for an update on any donations since June to share with Board and clarification on auto-generated reports – membership, donations, etc.
- Fundraising & Events
  - Purina – Deb reached out to Purina to thank them for previous financial support and for help with mulch spreading at Jack Darling (their offices are close to JD and Lakeside). Looking to renew relationship and explore other opportunities while being mindful of City's policy on sponsorships – how to acknowledge, where to acknowledge, etc.
- Membership, Communications and Social Media
  - Consider a double-sided business card hand out – create QR Codes for membership/join, FB, Park Rules, website, calendar of events, etc. Good means of introducing LFM to park users,

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people will take card as sign of goodwill gesture, means of starting a conversation/relationship, hopefully once back home will look up LFM, scan, join, etc.

- Deb would like to continue with the Park Angels, Doggy Bios and Park Rep bios to keep everything fresh and interesting.
- Deb to manage IG account content – Nicole to share PW. All FB posts should be linking to IG account.
- LFM needs to increase FB followers. Deb encouraged all Board members to submit pictures from their LFZs and to Like any LFM FB posts.
- Working on means of boosting FB search results – currently our page is buried in Google & FB searches.
- Board members were reminded not to comment or remain active on any of the old individual LFZ FB pages to distance themselves from any content LFM can't control (per City requirement).
- Balance fun with educational posts.
- Working on updating descriptions for each LFZ for all platforms – fun and interesting
- Website & IT
  - Wild Media has now taken over day to day and is in process of updating existing site. Some hiccups but no major red flags.
  - Changes to the Contact Us section – submissions now go to President and Vice-President
  - Updates to Board page
  - Andrea receiving several auto-generated reports – need clarification and validation from Rose. Some notifications mention donations received during set time periods and membership.
  - Goal to more easily reach out to membership database shortly
- Secretary
  - Per above comments under Treasurer.

## 10. Park Updates

- Etobicoke Valley – no update
- Garnetwood –
  - Dog attack/bite incident reported through Contact Us. LFM reply provided link to Animal Services Dog Bite reporting process – no response back from individual who reported incident. PR was advised. City/Jenna also notified (all personal info deleted) and acknowledged receipt.
  - All Board members are asked to encourage anyone involved in a dog bite incident to file with City of Mississauga Animal Services so there is a record. Supports our role in promoting responsible dog ownership.
- Jack Darling –
  - Dog altercations at Jack Darling – primarily sandpit (people standing around chatting, don't know how to read their dog and pre-empt an altercation), entry points (don't know how to properly enter the LFZ – calm, under-control dog) – great opportunity to educate!
  - Several 311 emails (trees, grape vine, children).
  - Grapevine serious issue in forested area – pulling trees down with heavy rainfalls. Any issues in other LFZs, please create 311 so Forestry can address.

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- Burdock bushes are a huge problem and need to find a means of dealing with them sooner than later. Several LFZ users have started cutting them down and throwing over the fence.
- Dog poop still an issue. Would be great to have City place the No Dog Poop billboard street sign from Orr Rd at base of toboggan hill.
- Lakeside
  - Broken gate repaired, no outstanding issues.
- Parkway Belt
  - 311 tickets issued to deal with grapevines and holes.
- Paul Coffey
  - Dan shared website for Paul Coffey construction project.
  - Noticeable less activity in LFZ – due to upcoming closure, are users going to other LFZs, walking in neighbourhoods, etc.
  - Also increase in unfixed males in LFZ – challenge is no current policy, policy only covers females in heat.
- Quenippenon
  - 2 trees marked for removal, no timeline provided – LFM to request from City as it would involve closure of LFZ. In previous years at other LFZs, it was 2yrs before trees were removed. Given recent tree incident in City of Toronto and media coverage, expect Q-Park will be addressed soon as trees are dead.
  - Volunteers have cut some Burdock plants and invasive species coming through the fence from ravine
  - 311 tickets for holes – fill with dirt or mulch
  - City grass crew toppled Bulletin Board, City has confirmed they will repair (ETA 1-3 wks from Aug 4, 2023 – locates and the repair. Minor LFZ closure required.)
  - Dog owner is bringing intact male to LFZ in evenings and meeting up with other dog owners of females in late evening – noticed at other LFZs as well. Encouraging dogs to breed. LFM to advise Animal Services and ask they investigate LFZ policy violation and safety issue.
  - City also advised on alcohol consumption at North end of LFZ and someone living in the ravine adjacent to the LFZ.
- Totoredaca
  - Grass crews banging into shed and picnic tables, rolling tree logs into walkways to cut grass, blocking paths.
  - Outstanding 311 tickets – gate repairs promised but still outstanding.

## 11. Roundtable

- All other CGRPs have a sitting member of City Council on their Board who attends all meetings.
  - Alvin Tedjo (Ward 2) new “Leash-Free Zone” champion – invite to join Board and send meeting requests. Andrea to follow-up, he’s her City Councillor – wait until CGRP finalized.
- City signage – the following 3 are current and should be posted on all entrance gates: Leash-Free Zone Code of Conduct, No Vaping/No Smoking, 2023 Grass Cutting schedule. Smoking and young children continue to be biggest issue. LFM to continue to ask City re: addition of a red circle sticker (No Children) be added to existing City sign to draw better awareness. Some

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PRs have created signage to address these 2 issues. As well, City signage not consistent at all entrance gates. Reps to take inventory and advise Andrea for follow-up with City – to be added to Sept agenda.

- Buddy App poster in majority of LFZs – not a City partner. No idea who has placed. Some have now been removed from LFZs (assumption is City grass cutting crews).
- Some LFZs noticing less activity at traditional times – could it be heat, COVID dogs being surrendered, etc.?
- Board encouraged to email in 311 requests to [public.info@mississauga.ca](mailto:public.info@mississauga.ca) rather than phone call so we have email record for easier follow-up. Inconsistent experiences across the Board – some have quick response, others none. No easy means of confirming when tickets actioned, closed.

Next Board Meeting: Wednesday September 6, 2023, 1900 – 2100