



Hamilton/Burlington SPCA  
*DRAFT Board Meeting Minutes*  
Tuesday December 12, 2017. 6:30 p.m.  
Home of the Chair, Hamilton, ON

Present: K. Ciavarella, D. Duke, J. Gledhill, Chair; M. Moore; J. Mullen; J. Nemet; J. Stephenson,  
M. Strecker, P. Wolfe, M. Emo (CEO)  
Regrets: D. Brown, A. Johnson, C. Turner

---

1.0 Welcome

J. Gledhill called the meeting to order at 6:00 p.m. with quorum in place.

2.0 Approval of Agenda

**P. Wolfe moved** to approve the agenda as circulated. **Seconded by K. Ciavarella. Motion carried.**

3.0 Declarations of Interest

None reported.

4.0 Approval of Minutes

**M. Moore moved** to approve the Board meeting minutes of November 14, 2017 with one correction.  
**Seconded by M. Strecker. Motion carried.**

5.0 Business Arising

5.1 Thrive Renovation

M. Emo updated the Board on preliminary fiscal estimates to support Phase 2 of renovation planning – the design detail stage. It was agreed that the CEO would review the estimates with the architect firm with a focus on estimated timelines, expectations of staff resources, and options for delinking functions e.g. design and project management.

6.0 Consent Agenda

**J. Nemet moved** to receive the Consent Agenda including 6.1 Chair's Report, 6.2 CEO Report, 6.3 Program Reports and 6.4 Capital Expenditure Updates. **M. Strecker seconded. Motion carried.**

6.1 Chair's Report.

The Chair reminded Board Members to log their volunteer hours; it was agreed that a reminder would be sent out monthly. With reference to the CEO Report, the Chair inquired as to whether the contract with the company cleaners stipulated a period of notice for any change in rates; the CEO advised the Board of the contract inclusions.

## 7.0 Committee Reports

### 7.1 Development Committee

Summary Outcomes of a meeting on December 16<sup>th</sup>, 2017, were received.

### 7.2 Governance Committee

Summary Outcomes of a meeting on November 27<sup>th</sup>, 2017, were received.

#### 7.2.1 HBSPCA Vision and Mission

The Board reviewed the proposed Vision and Mission of the Governance Committee, the Committee having deliberated on the outcomes of a facilitated session in March 2017, discussion on trends in the sector, and opportunities for animals' thriving in our community and beyond.

---

#### Vision

A community where all animals have the opportunity to enjoy the five essential freedoms:

- freedom from hunger and thirst
- freedom from pain, injury and disease
- freedom from distress
- freedom from discomfort
- freedom to express behaviours that promote well-being

#### Mission

- Support access to services which help sustain healthy, safe and wanted animals in our community
- Protect animals from harm or potential harm
- Deliver best practice animal care so they may live their natural life in good health
- Lead the development of a more humane community and more responsible pet ownership through programs, education, and collaboration

**M. Strecker moved** to approve the refreshed Vision and Mission as presented to the Board. **P. Wolfe seconded. Motion carried.**

## 8.0 New Business

None

## 9.0 In Camera: Legal and Contract

**M. Strecker moved** to go in camera. **M. Moore seconded. Motion carried.**

**M. Strecker moved** to go out of camera. **J. Stephenson seconded. Motion carried.**

## 10.0 Next Meeting

The next meeting of the Board is Tuesday, January 9, 6:30 pm. 2018, at the shelter.

11.0 **P. Wolfe moved** that the meeting be adjourned at 7:35 pm.

## MEMO

To: Board of Directors  
From: M. Emo, CEO  
Date: December 7, 2017  
Re: 6.2 Consent Agenda. CEO Report.

---

The Volunteer Coordinator and staff hosted a seasonal gathering on December 5<sup>th</sup> for volunteers to celebrate their gifts of time and talent at the HBSPCA programs and services. Thank you to Board members Joe Nemet and Juanita Gledhill for joining the event.

The CEO attended an invitational Summit in Ottawa hosted by the Canadian Federation of Humane Societies and sponsored by PetSmart Charities of Canada on December 5<sup>th</sup> and 6<sup>th</sup>. Dialogue and deliberation focused on trends generally in the animal welfare sector and directional opportunities for the Federation. A summary is attached in Appendix A.

The Summit was followed by a two day Canadian Violence Link Conference <https://clc.cfhs.ca> exploring the link between human and animal abuse. More than 200 registrants represented 10 sectors e.g. animal welfare, child welfare, violence against women, veterinary medicine, family medicine, psychiatry, law enforcement, government and funders. Participants explored cycles of abuse for both human beings and animals and what can be done to better address and prevent violence in home communities. Key takeaways for HBSPCA include approaches the Protection Team can adopt to flag situations where people might be at risk where animals are at risk and the array of relationships that can be engaged at the local level for appropriate exchange of information to mitigate at risk situations.

A grant application to the Hamilton Community Foundation for resources to support the expansion and evaluation of the Sit! Stay! Read! program to a 4<sup>th</sup> site was successful. Partners with the HBSPCA include McMaster University Department of Social Sciences, and the Hamilton Public Library. A summary of the grant proposal is attached in Appendix B.

A grant proposal - Innovations in Long-Term Care and Animal Assisted Activities - has been submitted to the Seniors Community Grant Program, Ontario Ministry of Seniors Affairs. The goal is to develop robust best practices to maximize the human animal bond for residents in a way that protects the safety and well being of all participants.

Two initiatives have been undertaken to optimize the giving season potential for the support of our animal programs at the shelter: a) a social media campaign invited HBSPCA friends on Giving Tuesday (November 28) to support the animals, and a household mail drop on Friday December 8 invites donors and supporters to consider a year end gift.

Notice was received December 7<sup>th</sup> that the cost of cleaning services will increase by almost 19% ([\\$2376.20@month](#) vs \$1,998.62) effective January 1, 2018 due to pending changes to the Ontario minimum wage.

## 6.2.1 CFHS Invitational Summit Summary

### CFHS Leadership Summit

The CFHS hosted an invitational Summit, sponsored by PetSmart Charities of Canada, for about 25 thought leaders from among CFHS Members on Sunday December 3 – Monday December 6. Dialogue and deliberation focused on trends generally in the animal welfare sector and directional opportunities for the Federation. Key foci in summary included:

#### Sector Trends

- Dr. Roger Haston, PetSmart Charities of Canada, presented on the *Future of Animal Welfare* highlighting trends and results of a survey distributed by the Society of Animal Welfare Administrators, American Society for the Prevention of Cruelty to Animals, Canadian Federation of Humane Societies, and The Humane Society of the United States

#### Marketing and Branding

- CFHS to be rebranded as Humane Canada.

#### Strategic Directions

- There was considerable discussion on the merits of a *Humane Canada Standards and Certification* program for Humane Societies and SPCAs, perhaps partnered with Imagine Canada's non profit accreditation program. Discussion outcomes included wide support to embark on a planning process, to be supported by Member contributions (e.g. for 1 FTE), an oversight Committee, and, inclusive of early adopters. The launch goal at this point in time if green lighted is early 2020.
- A facilitated exercise generated issues and ideas to inform measurable and meaningful *animal welfare indicators* that could be supported among Humane Canada members. Next steps include the development of draft indicators for review and deliberation.
- Opportunities to leverage members' combined resources and *buying power* to increase savings to all members and to provide alternate funding mechanisms for members and for CFHS were explored. Opportunities for follow up include for example liability insurance, pet insurance, medical and cleaning supplies, office supplies.

### CFHS Canadian Violence Link Conference <https://clc.cfhs.ca/>

A two day national conference, December 5-6, is exploring the link between human and animal abuse. More than 200 registrants represent 10 sectors e.g. animal welfare, child welfare, violence against women, veterinary medicine, family medicine, psychiatry, law enforcement, funders, government and funders.

Participants are exploring cycles of abuse for both human beings and animals and what can be done to better address and prevent violence in home communities.