

ANIMAL CARE COMMITTEE

TERMS OF REFERENCE

BACKGROUND

The purpose of the City's animal services program is to provide excellent service to help ensure the wellbeing and protection of domestic pets and wildlife. In 2006, Markham established an Animal Care Committee to support and act as a resource to Council and City staff for the efficient and compassionate care of animals.

MISSION STATEMENT

To promote and ensure excellence and professionalism in animal care through continuing education, public outreach, staff support and the enhancement of Markham's ability to provide quality, cost effective services to our residents and care to the animals in our municipality.

COMMITTEE MANDATE

The Animal Care Committee's mandate is to develop a community-driven model for improving animal welfare in Markham and report its findings back to the General Committee.

The primary focus of the Committee will be on the welfare of domestic pets and wildlife in the City of Markham. Within this category, the Committee will primarily focus on cats, dogs and other pets, including rabbits and rodents. The key goals of the Committee include:

1. Educate residents regarding responsible pet ownership
2. Provide advice on maximizing adoption services in partnership with the City's animal care provider, the Markham Cat Adoption and Education Centre as well as local rescue organizations.
3. Provide advice and guidance regarding best practices for the habitat and care of sick/injured/orphaned wildlife in partnership with the City's wildlife services provider.
4. Provide advice and guidance regarding best practices to assist residents to live harmoniously with wildlife, and prevent and resolve conflicts.
5. Provide input on the City's animal services programs.
6. Support the City's animal services and initiatives.
7. Fundraise whenever possible for the above items.
8. Prepare and implement an annual business plan to achieve the above.

Issues, concerns and opportunities relating to animal care include, but are not limited to: community engagement; animal licensing; public education; pet adoption programs; pet overpopulation; and available funding.

Team work will be the foundation of a community-driven animal care model.

COMPOSITION*

The Animal Care Committee shall be comprised of the following:

- up to ten (10) members of the public
- one (1) member of Council
- up to four (4) representatives from local animal advocacy groups

The following resources shall be assigned to the Committee:

- the City Clerk (or alternate)
- Senior Animal Services Officer (or alternate)
- a volunteer veterinarian

The Committee may form sub-committees and working groups as may be necessary to address specific issues. Legislative Services does not provide secretariat support to sub-committees and working groups – these bodies shall draw upon members of the Committee as well as other external resources as deemed necessary.

QUALITIES

Candidates will have:

- a keen interest in animal care within the City of Markham;
- regard for the interest of all citizens;
- the ability to maintain and promote an appropriate atmosphere within Committee and sub-committee meetings;
- an understanding of the by-laws related to animals within the City;
- the ability to commit the required time; and
- demonstrated integrity.

DURATION OF APPOINTMENT

Committee members will be appointed at the discretion of Markham Council.

CHAIR AND VICE CHAIR

The Committee will appoint a Chair and Vice Chair amongst its members as part of the first official Committee meeting. These individuals will serve in this capacity for one year.

MEETINGS AND LOCATION

Meetings are generally held once a month in the evening at the Markham Civic Centre. Additional meetings will be at the call of the Chair.

DUTIES AND DELIVERABLES

The Animal Care Committee reports to City of Markham Council through the General Committee.

Typical duties of Committee members include:

- Advising on issues concerning animals within the City of Markham;

- Advising on opportunities that have been identified within the community to improve animal care in Markham;
- Advising, consulting and reporting current findings, best practices, and recommendations on matters from within the City of Markham and other jurisdictions that are directly related to the mandate of the Committee;
- Supporting, encouraging and being an ongoing resource to the Council, staff, residents, agencies and the business community regarding measures for improving animal care in Markham;
- Becoming familiar with the City of Markham's animal services, by-laws, policies and procedures;
- Participating in workshops and public events related to the proposed animal care related issues;
- Providing feedback received from residents to the Committee regarding issues and options relating to animal care.

Individual members do not make recommendations; they participate in Committee meetings.

REMUNERATION

No remuneration is paid to Committee members.

CONTACTS

Name: Christy Lehman, Supervisor of Animal Services
 Phone: (905)-477-7000 ext. 2131
 Fax : (905) 475-4708
 Email: clehman@markham.ca

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*Amended by Council at its meeting on September 23, 2008 (Composition, and Meetings and Locations) and June 26, 2012.

* Amended at Council on December 9, 2021