

**Maple Grove Park Dog Owners Association**

November 1, 2018 Board Meeting

46 Malmsbury Avenue

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**AGENDA**

1. Call to Order
2. The Minutes of the June 5, 2018 meeting – copy attached
3. Minutes of the September 27, 2018 AGM prep meeting – copy attached
4. President's Report
  - a) It was noted that Brian B. resigned from the Association
  - b) AGM President's Report – to be provided at the meeting
  - c) Fence complete and grant funding received
  - d) WINDOG – second representative needed
5. Treasurer's Report
  - a) Financial Statement for AGM – to be completed prior to November 5<sup>th</sup>
  - b) Dog Day in May – net result
6. Membership Report – Don L - away in Kelowna – Report requested.
  - a) New members
  - b) Renewals
  - c) Updated membership list requested
  - d) Draft welcome notice to new members with revisions from last meeting - K. Bishop to distribute
7. Marketing – strategy to be discussed following Bryan B.'s resignation

8. Communications Report – Andre W.& Sharon W.
  - a) Revise/update MGPDOA pamphlet - will continue discussion at next meeting
  - b) Automated membership update
  
9. WINDOG – reported all but 5 on City council are dog friendly. This is very good result and positive news for our park.
  
10. Events - Heather H. & Pat B.
  - a) BBQ event review
  - b) possible future event – dog movie in the park
  - c) Thank you for donations
    - Draft policy
    - All donations \$20 - \$99 – email thank you – Action by\_\_\_\_\_
    - All donations over \$99 – mailed card (if we have mailing address).
    - New cards to be purchased for this purpose.
    - How many over \$00 have we received in the past year?
  
11. Updated Board listing – will be provided at the meeting by K. Bishop
  
12. University of Manitoba study update – Cathy S. – any update?
  
13. Burdock update - Cathy S.
  
14. City of Winnipeg communication update – Heather H.
  
15. Bark in the Park ticket fundraiser – report out
  
16. Parking Issues & Communication with other Park Stakeholders - Heather H.
  
17. Other Items
  - a) large water tanks - (Don was to investigate).
  - b) Additional Bomber seats
  - c) Wood chips
  - d) Windsock

18. AGM

- a) Notice – see attached
- b) Agenda – see attached
- c) Minutes – see attached
- d) Reports
- e) Membership list – requested from Don L.
- f) Voting cards
- g) Prizes
- h) Refreshments
- i) Other

19. Date of next meeting – AGM – November 29, 2018.

20. Adjournment

**Topic Parking Lot (nothing to report – deferred to next meeting – on hold)**

Meeting with other Park stakeholders – Nothing to report

Windsock – on hold until Fall

Bag Dispensers – deferred to next meeting

Inventory – deferred to next meeting

Bulletin Board access – nothing to report

Gate Key - location and access

Brochure review

Water reservoir



**Maple Grove Park Dog Owners Association**

Minutes of the June 5th, 2018 Board Meeting held at  
46 Malmesbury Avenue

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Present: Kirsten Bishop (President) Sharon Wiens (Vice President)  
Cathy Swiderek (Treasurer) Kathy Boyanisky (Secretary)  
Pat Bradics (Events) Heather Hartry (Events)  
Roz Jones Smith (Past President) Don Lowrie (Membership)  
Heather Stubbs, Catherine Kelly (Members at Large)

Absent: Andre Wallin

1. Call to Order – Kirsten B. called the meeting to order at 7:01PM
2. The Minutes of the May 2, 2018 meeting – the Minutes were reviewed by all in attendance.

Amendments: Don L clarified that he is not resigning but will transition out of the Membership Director over time.

It was Moved by Cathy S and Seconded by Sharon W.

"That the Minutes of the May 2, 2018 Board meeting be accepted as amended."

Carried

3. 2017 AGM Draft Minutes – It was noted that the AGM Minutes will remain in draft form until the membership addresses them at the 2018 Annual General Meeting.
4. President's Report
  - a) It was noted that Bev Shafirka has resigned from the Association.

- b) There was an issue with a small dog group who has been attempting to use the puppy pen for exclusive pay times. This seems to be resolved now. Kirsten B. had conversations with our City Representative who confirmed that this area cannot be booked for exclusive use activities.
  - c) The fence is complete and the grant funding will be requested using the Mid-West Fencing invoice as back-up.
  - d) WINDOG will be sending a survey to all candidates in the upcoming City election. Results will be posted on their website.
5. Treasurer's Report – June 2<sup>nd</sup> report attached.
- a) Annual Return update - \$25.00 completed and paid, however, online payment was not an option – this could be due to the fact that we use a post office box as an address.
  - b) Dog Day in May – net result was \$619.00. All donations collected will go towards funding the fence project shortfall.
  - c) The Square payment method will only accept credit card payments
6. Membership Report – Don L -
- a) 511 members with 33 new members signed up at the spring event. 437 on the email list.
  - b) Updated membership form was sent to Membership and communications by K. Bishop.
  - c) Draft welcome notice to new members with revisions from last meeting - K. Bishop to distribute - deferred to next meeting.
7. Marketing & Fence Project Report – Bryan B. See attached report - appendix A
- a) Bryan B. will provide further details about the memorial bench options and plaque information. Andre W. will put memorial bench information on Facebook/Website to see if anyone is interested.
  - b) There will be discussion regarding businesses that want to advertise on our Web/Facebook at a future meeting.

8. Communications Report – Andre W.& Sharon W.
- a) There was an email glitch in May went unnoticed for a few weeks - following change in Website. This has been corrected. Our new email address is [info@maplegrovedogpark.ca](mailto:info@maplegrovedogpark.ca) . Now using Trello Software which is more efficient.
  - b) Top priority - automated membership function (this will be Andre's summer project).
  - c) Need to revise/update MGPDOA pamphlet - will continue discussion at next meeting
  - d) Automated membership

It was Moved by Cathy S. and Seconded by Heather S.

"That automating membership is a priority project that Andre will work on over the summer."

Carried

9. WINDOG – update by Kirsten B. and Sharon W. Should WINDOG have a table at the Pet Expo? It was noted that volunteers would be needed if this was done in the future.

10. Events - Heather H. & Pat B.

- a) May event review
  - Weather was great
  - The event seemed to be too long
  - Vendors will not participate if event is less than 3 hours and need time to pre plan as staff if needed
  - Dog show started late
  - Some liked the pen areas because it was enclosed
  - Use the big field to keep everyone together
  - We will need more volunteers at the bbq in the Fall.
  - Thank you's to sent to Sponsors.

- \$100 donation to be sent a card in the mail. Email thank you's to all donations over \$20.
  - Pat will gather info about t-shirts, hoodies and provide at a future meeting
  - It would be nice to have a picnic table in the puppy pen.
- b) Fall BBQ date – Pat will send an email vote around with potential dates.
- c) possible future event – dog movie in the park
- d) Thank you for donations
- Cathy S - noted that Cindy P donated \$100 to the dog part - we discussed sending a special recognition thank you card to folks who made the larger donations.
  - should all who donate get a thank you card?
  - need to update our thank you cards -Bryan to cost out.
  - should we send thank you's to vendors who participated and donated gifts - to welcome them back for next event.
  - need to track contacts into information from all donors.
  - Kirsten to draft policy that outlines our acknowledgement of donors of large amounts of \$\$ for further discussion at next meeting.
11. Updated Board listing – an up-to-date Board list was provided by K. Bishop
12. University of Manitoba study update – Cathy S.
- Coyote study - found 11 potential samples at Bottom Lea Creek (B Hill) – U of M is using these in their research study. Sharon W. has posted this information on our Facebook page.
13. City of Winnipeg communication update – Kirsten B & Bryan B.
- a) City of Winnipeg communication update - there is a meeting scheduled with Other Park Stakeholders - June 13<sup>th</sup> - Heather H to attend with Bryan.
  - b) Heather H. noted that SuperSpike is scheduled for June 21 - 22.
14. Burdock update - Cathy G.
- Lots has been picked up - some on the other side of the road. All encouraged to pick up when at the park.



15. Bark in the Park ticket fundraiser - Pat B. had 2 tickets for this event – it was decided to put them on Facebook and make a contest with the tickets as the prize. Bryan to set up.
  
16. Parking Issues - Heather H.  
  
It was noted that other event attendees often use our parking lot - which results in dog park users having difficulty parking. Will bring this up with other stakeholders. Better signage is supposed to be installed by the City on the new fence & gate.
  
17. Communication with other Park Stakeholders - Heather H.
  
18. Other Items - Heather H.
  - a) "Paul's Containers" provides large water tanks - we could investigate as a way to provide water to our park. To continue discussion next meeting (Don to investigate).
  - b) Jeff from Ardvark has some additional Bomber seats which he would give to the park. Further discussion to take place at the next meeting
  - c) Heather S - asked about more wood chips - may be more seasonal and not available til spring.
  
19. Date of next meeting – TBA - for September.
  
20. Adjournment – the meeting was adjourned at 9:32 pm

**Topic Parking Lot** (nothing to report – deferred to next meeting – on hold)

Meeting with other Park stakeholders – Nothing to report  
 Windsock – on hold until Fall  
 Bag Dispensers – deferred to next meeting  
 Inventory – deferred to next meeting  
 Bulletin Board access – nothing to report  
 Gate Key - location and access  
 Brochure review  
 Water reservoir

## Appendix A

### June 5, 2018 Marketing Report

#### Fence Project

I met with Aaron from Midwest fence, who is the replacement for Meaghan, as she has moved on. As per Jessica, our city of Winnipeg technician, I have asked for and received a quote to install a 4ft high by 10 ft in length fence at the end of the path where the temporary fence is located by the river. This was \$585.00. The information was passed on to Jessica at the City. Aaron informed that the fence is scheduled to be put in on June 25, 2018 pending underground utility locates and was expected to take 2-3 days. I emailed Aaron to inform him of our concerns and time constraints AGAIN.

#### Pet Expo

I attended the Pet Expo with Rosalyn to represent all the off-leash dog parks in the city of Winnipeg and had the opportunity to talk to many park users from all over the city, including Maple Grove Dog Park and handed out a few membership applications. These are marked with "PE" in the top right corner. If these are seen could they please be brought to my attention. There is a great interest in off leash dog parks in Winnipeg and a great interest in Olamp.

Windog was not present or represented at the Pet Expo. Kilcona Dog Park had a table.

I am not sure if Ros has out-of-pocket expenses for this event (I would think she does) I would also suggest that MGPDOA put some pressure on Windog to support these expenses.

#### Memorial Bench

MGPDOA could purchase a bench for \$1500. This would include the first plaque. Each plaque afterwards would be a cost of approximately \$300 plus taxes, this includes the installation of the plaque. The association would then be able to offer memorial plaques for \$300 plus tax. Jessica has informed me that there is a lot of interest, but most could or would not pay \$1500 for a whole bench. We could put about 15 plaques on the back three posts of a

bench, 5 per post. If we wanted we could recoup the cost of the bench by asking for \$400, when the bench was full the total cost would be paid for. Jessica also informed that we would be able to get less expensive plaques other places and could find our own installation of the plaque. After looking at the city work and others done privately (Boat dock bench) The City is a far superior installation.

### Business Inquires

As Maple Grove Park Dog Owners Association is starting to be more in the public eye, we are starting to get requests from businesses to post on our Facebook and website.

"Hello, I'm representing local business Horizon Livestock & Poultry Supply. We are currently running a giveaway on Nutri Source dog food. I was wondering what your rules and conditions are; if I could post something for those on this page to help support local business. We carry 5 different brands of dog food with competitive pricing. We also carry treats, feeding bowls, leashes, and more. Thanks for your time."

The question from a marketing perspective - is this something that we want to do? Free or do we offer sponsorship packages? I am mixed on this. Obviously, the more money we have the more projects we can do and complete at the park. i.e.: Parking, water, electricity, more fence etc.... On the other hand, it is not all about money. In the next year as our fence goes up and website/Facebook become more popular these inquiries are going to increase.

My thought on this is as follows. Non-profit or charity as long as it is some how pet or animal related we allow posts and encourage posting on Facebook and web site. If the request is from a business of any sorts that we offer sponsorship packages. These can start small and get as large as we want and of course are completely changeable at any time.

If there are any questions, please contact me

Bryan Bishop  
Marketing Director  
Maple Grove Park Dog Owners Association  
204-791-8319



**Maple Grove Park Dog Owners Association**

**Minutes of the September 27, 2018 Board Meeting**

held at 1168 Dakota Street, Winnipeg

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Present:      Kirsten Bishop (President)                      Sharon Wiens (Vice President)  
                 Heather Hartry (Events)                              Roz Jones Smith (Past President)  
                 Don Lowrie (Membership)                              Heather Stubbs (Member at Large)

Absent:        Andre W.; Pat B.; Kathy B; Cathy S; Cathy K.; Michelle L.

1. Call to Order – Kirsten B. called the meeting to order at 7:10PM
2. The main purpose of the meeting is to prepare for the Annual General Meeting.
3. The draft Minutes of the November 23, 2017 AGM were provided to all in attendance.

It was Moved by Sharon W. and Seconded by Don L.

“That the draft Minutes of the AGM be accepted as presented and included in the AGM package to be sent to members for the 2018 AGM.”

**Carried**

4. Date for 2018 AGM – in order to accommodate the notice to members requirement of the bylaws and to allow the Treasurer to complete the financial statement, it was agreed that the date of the AGM would be Thursday, November 29<sup>rd</sup>, 2018 at the Louis Riel Library at 6:30 pm.

5. Draft 2018 AGM Notice and Agenda were reviewed

It was Moved by Heather S. and Seconded by Don L.

“That the draft Minutes of the AGM be accepted as presented and included in the AGM package to be sent to members for the 2018 AGM.”

**Carried**

6. Bylaw changes – a proposal to update the bylaws was presented by Sharon W. and Kirsten B. After some discussion, it was decided that Sharon and Kirsten would try to draw parallels between the current and proposed bylaws in order to easily identify the changes. This information will be presented at the next meeting.

7. Corporate Memberships

It was noted that the current bylaws do not speak to corporate memberships.

It was Moved by Heather H. and Seconded by Don L.

“That MGPDOA accept corporate memberships as a non-voting member of the Association.”

**Carried**

Further discussion on this issue will be held at the next meeting.

8. Date of next meeting: TBD

9. Adjournment – the meeting was adjourned at 8:50 pm

**Maple Grove Dog Park Owner's Association (MGDPOA)**

**Annual General Meeting, November 23, 2017**

**Mustang's Football Club, 100 Frobisher Road, Winnipeg**

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**Quorum:** Requirements per bylaws is at least 10 people who are members in good standing

**Members in attendance – 29.**

**Quorum has been established and the meeting may proceed.**

**Guests:** No guests present

**Regrets:** Board members who were not in attendance: Heather Hartry and Peter Bohonos

**1. Call to Order**

Sharon Wiens, Vice President (Acting President) called the meeting to order at 7:05PM.

Sharon welcomed all in attendance and spoke briefly on the purpose of the association and of the difference we can make as a group.

**2. Minutes of the December 1, 2016 Annual General Meeting**

It was Moved by Michelle L. and Seconded by Leah T.

"That the December 1, 2016 AGM Minutes be approved.

**Carried**

**3. Reports:**

**President's Report**

- The President's Report was presented by Sharon Wiens, Vice President as the President resigned prior to the AGM. The report summarized the current initiatives underway by the Association including development of the proposed by-law amendments, provision of an additional poop-bag dispenser and installation a port-a-potty for the park.

**2016-2017 Financial Report**

- The Financial Report was presented by Cathy Swiderek, Treasurer. A copy of the Report is attached as Appendix A.

It was Moved by Bryan B. and Seconded by Michelle L.

"That the financial report be accepted as presented."

**Carried**

#### 4. Nomination and election of officers for 2017/18

Bev S led discussion and election process.

- President - Bryan B nominated Kirsten Bishop as President - no other nominees were presented. Kirsten Bishop elected by acclamation.
- Special Events - (Heather requested to step down to "member-at-large") - Pat Bradics nominated herself for the position - no other nominees were presented. Pat Bradics elected by acclamation (was decided that Heather would overlap the position for a training period before stepping down).
- Past-President - Roz Jones-Smith was nominated (no other nominees).
- Members-at-Large - nominees included Heather Hartry, Heather Stubbs, Leah Thompson, Andre Wanlin. All elected by acclamation.
- No Nominees were presented and current Board Members agreed to continue in the following positions identified:
  - Vice President - Sharon Wiens
  - Treasurer - Cathy Swiderek
  - Marketing – Bryan Bishop
  - Communication - Bev Shafrika
  - Secretary - Kathy Boyanisky
  - Membership - Don Lowrie
  - Members-at-Large - Peter Bohonos, Catherine Kelly, Michelle Lagadi

#### 5. New Business, announcements and general discussion.

- Objectives - Sharon W, VP
  - reviewed the statement of purpose – which is to add value to the park.
  - Restated the projects that include:
    - proposed by-laws- amendments
    - installation of a new poop-bag dispenser
    - installation of a porta-potty with sponsorship by another party
    - replacement of the existing bulletin board.
- Bylaw Changes - Bev S presented the summary of the proposed by-law changes. This living document will continue to be edited moving forward as the association evolves.

It was Moved by Heather S. and Seconded by Don B.

"To approve the proposed changes to the MGPDOA by-laws as completed to date, recognizing that there will be further developments."

**Not Carried**



- There was a discussion regarding some amendments required to the proposed changes

It was moved by Don L. and Seconded by Kirsten B

"That the proposed changes be amended by deleting the word "or" under section D) i) d) "members in good standing must approve any expenditures that are more than 50% of the current funds, OR up to \$2000.00 for projects"."

Carried

It was Moved by Cathy S and Seconded by Kathy B

"That the proposed bylaw amendments include annual membership for every member from the date of purchase to expire in one year from that date."

Carried

It was Moved by Heather S and Seconded by Don B

"To approve the changes to the MGPDOA by-laws as proposed including the amendments made at this meeting."

Carried

- **Marketing Report** - Bryan B provided information on a plan to install a Port-a-potty in a location to be determined by both himself and a representative from the City of Winnipeg. Under this plan, The City of Winnipeg will invoice MGPDOA each month for this service being obtained from King's Septic Services (SEE Appendix 2 for full details). The City will also be responsible for any liability with respect to this installation.

It was Moved by Bryan B and Seconded by Roz SJ

"That MGPDOA proceed with the City of Winnipeg to obtain one port-a-potty on location at Maple Grove Dog Park in a location agreed to by MGPDOA and the City of Winnipeg."

Carried

- Happy Tails (pet spa) has proposed a sponsorship agreement for a term of 1-year whereby they would pay to MGPDOA a sum of \$100 per month to cover the cost of the port-a-potty and incidentals related thereto in exchange for placement of a banner to be installed on the port-a-potty advertising their sponsorship and business and space on the bulletin board as the exclusive pet spa sponsor of MGPDOA.

It was Moved by Bryan B and Seconded by Roz SJ

"That the sponsorship proposal from Happy Tails (pet spa) be accepted for a term of one year."

Carried

- **New Business from the floor:**

- Heather S - latch on the fenced in puppy run area requires repair or replacement. Board agreed to review this matter at the next regular meeting.
- Wendy - suggested that a "windsock" be installed - perhaps a Canadian flag type - to give members information on wind direction. This will be carried forward to next Board meeting. Board agreed to review this matter at the next regular meeting.
- Wendy - suggested we designate "dog marshalls" to help identify and manage disruptive and aggressive dog interactions. It was suggested that this could be put in the City survey as the members do not have powers of enforcement. Board agreed to review this matter at the next regular meeting.
- Brenda - suggested that the meeting agendas be distributed well in advance so that attendees can have notice in order to better prepare discussion. All agreed this is a great idea.

- Prize winners drawn.

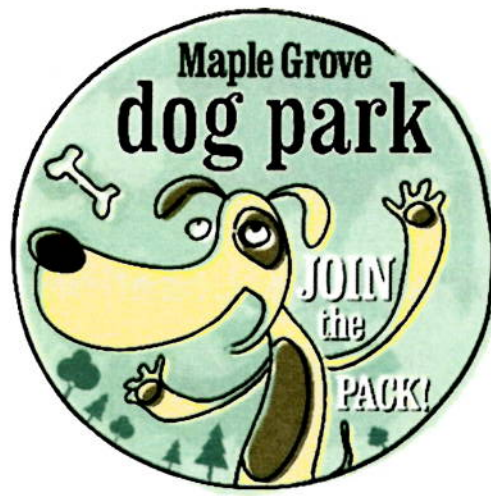
- The meeting was adjourned by Sharon W – Vice President at 9:05PM

**\*\*Appendix attachments:**

2017-18 Board Member List

MGPDOA Financial Statement for 2016-2017

Marketing Director submission for motion re: Port-a-Potty

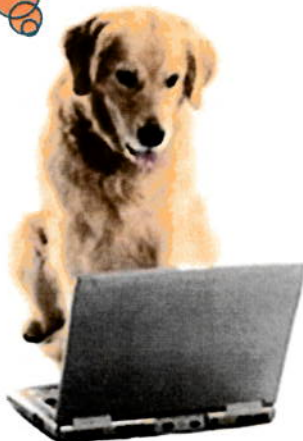


**Notice of  
Maple Grove Park Dog Owners'  
Association  
Annual General Meeting**

**Thursday, November 29, 2018 @ 6:30 pm**

**Louis Riel Library  
1168 Dakota Street**

Humans...  
check it  
out!



AGM packages will be **emailed** to members who have provided their email information.

Otherwise, please get your AGM package from our website:

[www.maplegrovedogpark.ca](http://www.maplegrovedogpark.ca)

# **Maple Grove Park Dog Owners' Association**

## **2018 Annual General Meeting**

### **Date, Time, Location**

### **AGENDA**

1. Confirmation of Quorum
  2. Call to Order
  3. Welcome
  4. Review and Approval of the Minutes of the 2017 Annual General Meeting
  5. Reports:
    - a. President (Kirsten Bishop)
    - b. Financial (Cathy Swiderek, Treasurer)
  6. Nomination and election of officers for 2018/19
    - a. Slate of nominees
    - b. Nominations from the floor
    - c. Election of officers
  7. New business, announcements and general discussion
    - a. Objectives for 2018 and 2019
    - b. Discussion and motion to approve changes to MGPDOA by-laws
    - c. Discussion and motion to approve Porta Potty
    - d. New business from the Board
    - e. New business from the floor
  8. Door prize draw
  9. Adjournment
-