

## KILCONA PARK DOG CLUB INC. 2017-18 ANNUAL REPORT

December 10, 2018

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**KPDC CORE MANDATE - ADVOCACY** - To advocate for and support the interests of dog owners with respect to off-leash facilities, policies and practices.

- To continue consulting with City officials on matters pertaining to Kilcona Dog Park.

### **Results**

**MET**

KPDC consulted with the Park Foreman regarding the ongoing problem of trail erosion. We identified the most badly degraded sections of the trail network and agreed to continue working together with volunteers to remediate the damage. As a result of these discussions, park staff have already stockpiled a good supply of wood chips for next year's event and will deposit them along the trails before spring thaw.

KPDC directors met with Parks and Open Spaces in July 2018 to work out the final details that allow us to proceed with the first phases of the water features project.

KPDC consulted with the Park Foreman and the Naturalist Services Branch regarding the destruction to trees by beavers. We are exploring options to protect the trees without killing the animals.

KPDC directors met with Parks and Open Space to discuss the possibility of expanding the off-leash area and fencing it. These talks are ongoing. If Kilcona's off-leash area were fenced it could be designated as a 'single-use' space where only activities associated with off-leash dogs are permitted. KPDC has received quotes for fencing and labour. The work can be done for approximately \$50,000.

- To petition the EKT Community Committee for an expansion to the off-leash area.

### **Results**

**NOT MET**

In 2017 KPDC's President and Winnipeg Animal Services' Chief Operating Officer discussed changes to Kilcona's off-leash boundaries. Both parties agreed that the wisest course of action was to wait until City Council approved the off-leash area master plan, which was expected to establish a process for requesting boundary changes.

Inexplicably, the plan presented to City Council in July 2018 made no provision for individuals or groups to bring forward requests for the creation of new off-leash areas or the expansion of existing ones. Council therefore directed the public service to amend the plan to allow for both. The amendment, which will go to Council in February, should allow KPDC to petition the City for an expansion to Kilcona's off-leash area.

- To participate as required in the Winnipeg Network of Dog Owner Groups (WINDOG).

**Results**

**MET**

KPDC's President and Director of Marketing represented KPDC on the Board of Directors of the city-wide coalition of off-leash area stewardship groups, holding the positions President and Director of Communications. KPDC hosts and maintains WINDOG's website at no cost to our club.

- To participate through WINDOG, as a stakeholder, in the development of Winnipeg's off-leash area management plan.

**Results**

**MET**

Over the past year, WINDOG played a key role in the development of the new Off-leash Area Master Plan. In December the City approached WINDOG about holding a pop-up public consultation at Kilcona to get input from dog owners.

Because of delays in the City's planning process and the onset of winter, this was the only public consultation that was held in an off-leash area. It was an important event. For the master plan to be credible, dog owners had to be consulted.

While an outdoor open-house in a parking lot on a bone-chilling winter morning is not an event that attracts huge crowds, dog owners who did show up were greeted by WINDOG and KPDC volunteers serving hot chocolate and cookies and took turns warming up under the club's patio heater.

During the consultation City officials presented story boards that indicated they were considering four types of dog parks: large regional parks like Kilcona, mid-size community parks like King's Park, neighbourhood parks like Bonnycastle and 'single-use' sites. The story boards noted that there are no 'single-use' off-leash areas in Winnipeg.

Taking their cue from the story boards, uneasy dog owners drew the obvious conclusion. The City was planning to designate regional, community and large neighbourhood dog parks as 'multi-use' spaces where running, jogging, cycling and other incompatible activities would be allowed.

Over the winter WINDOG launched a public campaign asking dog owners to support the coalition's position that all dog parks be designated as 'single use' spaces where only those activities associated with off-leash dogs would be permitted. The 'single-use' designation would reduce dog owners' risk of legal liability, protect dogs and the public, and enhance what is supposed to be a pleasant recreational experience.

In May, the draft plan was released. As dog owners feared, only the smallest neighbourhood dog parks would be designated 'single-use'.

The public response was quick. WINDOG encouraged dog owners to write to the Mayor and their Councillors, to register their objections to the plan through the City's on-line survey and to sign a petition in protest. Petitions were circulated by volunteers at Kilcona, Maple Grove, King George V and Little Mountain parks.

WINDOG and partner organizations appeared in delegation before the Standing Policy Committee on Protection, Community Services and Parks to protest the 'multi-use' designation. In June WINDOG and its partners appeared before the Executive Policy Committee.

The coordinated protest was successful; the public service and the consultants went back to the drawing board. The revised plan, approved by City Council in July, speaks to the strong demand for 'single-use' off-leash areas;

*The City understands the benefits, and the user-demand for 'single-use' off-leash areas (OLAs) and will work to establish and designate OLAs as 'single-use' where possible.*

*The City will consider designating any type of OLA (Regional, Community, or Neighbourhood) as 'single-use'. However, this will be determined by the City on a case-by-case basis.*

*The City also supports the establishment of secure fencing around OLAs to promote safety and mitigate potential conflicts, however, the establishment of secure fencing requires increased municipal resources. The establishment of secure fencing...will be a matter of municipal budgets, site specific conditions, and the fiscal demands/prioritization of other City park planning and/or improvement projects.*

*If the City does not have the resources to establish fenced, 'single-use' OLAs, the City will make every effort to design and manage 'multi-use' OLAs that maximize safety and minimize potential conflicts between general park users and OLA-users.*

In July WINDOG appeared in delegation before City Council in support of the master plan and asking that council set aside funds to support its implementation. WINDOG asked that a tenth of a percent of the annual capital budget be dedicated to create new off-leash areas and upgrade existing ones. The budget line would generate an additional half million dollars in 2019, which is what Parks and Open Space believe Winnipeg dog parks need.

**KPDC CORE MANDATE - PARK STEWARDSHIP** – To protect and improve Kilcona's off-leash area.

- To install a water line, electrical service, well water filtration system, and drinking fountain.

### **Results**

### **NOT MET/ CARRIED OVER TO 2018**

As Kilcona dog owners know, KPDC's water features project has been plagued by excessive bureaucracy from the start. Years of obstruction, stalling, and stonewalling on the club's application for a lease agreement, the location of the facilities, sponsor recognition, and securing a source of potable water prompted City Council's

Standing Committee on Protection, Community Services and Parks to direct the administration to do whatever it needed to do to help KPDC move the project forward. In January 2017 the Committee further directed the city administration to confirm the status of the picnic shelter well water and apply to the provincial Office of Drinking Water for a potable water license.

Over the past year things have changed. The administration (with the exception of Sponsor Winnipeg) has actively cooperated with KPDC's board to bring clean drinking water, a drinking fountain, a dog rinse station and the supporting infrastructure into Kilcona Park. The City and the Province tested the well water. In July KPDC's water features project manager and I met with the manager of Parks and Open Space to review the test results and discuss how we might move forward. We learned that the picnic shelter well water meets the federal guidelines for potability.

Parks informed us that there was another hurdle. Manitoba Sustainable Development insisted that the City undertake a hydrogeological risk assessment to identify any potential risks associated with Kilcona's decommissioned landfill. Since the well is over 40 years old, the province was also concerned about its construction, condition, well head protection, overlying protection, and potential sources of contamination.

The province advised the City that they would have to hire a consulting firm to conduct the assessment. The estimated cost - approximately \$25,000. If the well does not pass the test, renovations would be required i.e. replacing the pump or filter, relining the tank, etc. This, in turn, meant that Parks would need an increase in its annual capital budget.

Parks made a proposal to KPDC for a lower cost potable water option. The City would be willing to install a water cistern in the picnic shelter and fill it with water from the municipal water system, thereby ensuring its potability. The City would cover the cost of installing and operating system so there would be no cost to the club. KPDC would pay for installing water and electrical systems connecting a drinking fountain to the cistern, and a waste water holding tank. KPDC's rinse station water would not have to be potable, so we could source it from the picnic shelter well. The City would maintain the drinking fountain, the water lines, electrical and waste water systems. KPDC's board agreed that these were good solutions.

A final footnote: It was noted earlier in the report that there have been ongoing problems with Sponsor Winnipeg. Most recently the agency advised us that KPDC could not recognize Birchwood Ford or Walden Way Canine and Kitty Camp as water feature project sponsors on signage at the park. Their reason – these sponsors are providing funding to the club, not to the City of Winnipeg.

Sponsor Winnipeg also informed our board that a small metal sign at the park recognizing Kilcona Park Dog Club as a sponsor would be only be allowed during the construction phase; there would be no long-term acknowledgement of the club's donation. Sponsor Winnipeg also insisted that the City of Winnipeg be identified as a sponsor even though it is not funding the project.

The board appealed to North Kildonan Councillor, Jeff Browaty. Sponsor Winnipeg's rulings were overturned, and the club and the agency negotiated an agreement. During the summer the board made a field trip to Larsen Memorials and selected a 5' boulder which will be engraved with sponsors names. It will be an attractive – and very permanent – landscape feature at Kilcona Park.

Recently the East Kildonan-Transcona Community Committee approved KPDC's application for Land Dedication Reserve Fund grant for \$24,800, matching funds that KPDC raised over the past five years.

Last week the Office of Drinkwater issued a license to the City for the installation of a 250-gallon cistern, a booster pump and a pressure tank in the picnic shelter to supply treated water to KPDC's drinking fountain. The board has selected a City-approved contractor, paving the way for construction to begin in the spring.

- To resurface damaged sections of the off-leash trails.

**Results**

**MET**

In April, KPDC and CITO geocache volunteers, supported by park staff, chipped over a kilometer of off-leash trails. The volunteers were supported by North Kildonan City Councillor Jeff Browaty who bought pizza for hungry workers and pitched in to shovel wood chips.

- To hold a spring and a fall park clean up.

**Results**

**MET**

The annual KPDC - Royal LePage Prime spring clean-up was held in May. The event was well-supported by volunteers, park staff and sponsors. Starbucks donated coffee for the volunteers and Sprockett's donated \$50 in gift certificates.

The fall clean-up was cancelled because a long rainy spell left the land too saturated to work on.

**KPDC CORE MANDATE - RESPONSIBLE PET OWNERSHIP** - To encourage responsible dog ownership, create a positive atmosphere for people and animals, and mentor Kilcona dog owners and their dogs.

- To participate in a research project regarding Kilcona's resident coyote population.

**Results**

**MET**

The project was directed by MB Health, the University of Manitoba and the WRHA. Investigators wanted to learn if *E. multilocularis*, a species of tapeworm introduced

from Europe and Asia is present in canids such as wolves, coyotes, foxes and dogs in the Winnipeg area.

The life cycle of the tapeworm involves a primary host and a secondary host. Canids such as wolves, coyotes, foxes and dogs are the primary hosts for the adult parasite. In canids, the tapeworm attaches itself to the intestinal wall where it produces hundreds of microscopic eggs.

The eggs are passed in the feces of the primary host where they can be ingested by a secondary host - rodents like mice, lemmings and voles as well as rabbits and hares. The eggs hatch immediately, releasing larva that pass through the animal's intestinal wall and move to the liver where they become a cyst. The cyst behaves like a tumour and may spread to other organs. When a canid consumes an animal whose flesh is infected with tapeworm cysts, it becomes infected and the cycle is complete.

Humans can become accidental secondary hosts by handling infected animals and ingesting eggs shed in the stool. While the tapeworm is harmless to dogs, in humans as in rodents tumors can form in the liver, lungs, brain, and other organs. The disease is difficult to treat. If left untreated, it can be fatal.

KPDC organized a training/information session for approximately forty Kilcona dog owners who volunteered to help with the research by collecting coyote scat at the dog park and providing stool samples from their own dogs. The training was delivered by a medical doctor from the University of Manitoba, a veterinarian from McPhillips Animal Hospital and a Sustainable Development Wildlife and Fisheries Branch biologist.

Of the forty-nine samples of coyote scat that were collected at the park, one tested positive for *E. multilocularis*. University of Manitoba Professor Pierre Plourde, a member of the research team, says the researchers are not very alarmed or surprised by this result. He says the risk of human infection is very low.

Dr. Plourde's message to Kilcona Park users is that the best way to avoid swallowing tapeworm eggs and becoming infected is to prevent your dog from being infected. Don't allow your dog to eat rodents or rabbits and wash your hands after handling any animal.

- To coordinate Kilcona's dog waste management program.

## **Results**

## **MET**

Since the dispensers were installed, Royal LePage Prime has purchased over 250,000 bags at a cost of \$15,000. This year we changed suppliers. By purchasing bags from a Canadian supplier, the annual cost dropped by 50%.

Five partners support the project to ensure an adequate supply of bags is always on hand: the coordinator Kilcona Park Dog Club; the funder Royal LePage Prime; the maintenance team Kilcona Park staff; the manufacturer Practica; and the shipper UPS.

- Park staff monitor the dispensers and re-fill them on a regular basis, alerting KPDC when stocks run low.
  - KPDC contacts the manufacturer and orders bags.
  - Practica ships bags from Cambridge, Ontario to KPDC.
  - KPDC delivers the bags to Kilcona Park.
  - Royal LePage Prime pays for the shipment.
- To distribute Petiquette brochures to veterinarians, shelters and rescues.

**Results**

**MET**

KPDC distributed the guide to off-leash dog park health, safety and behavior to new dog owners and first-time dog park visitors through animal hospitals, shelters and rescues.

**MARKETING**

- To continue to implement the 2016-20 five-year marketing plan.

**Results**

**MET**

- To maintain the Corporate Sponsorship Program at its current level.

**Results**

**EXCEEDED**

KPDC added Fleet Galleries and Horizon Livestock & Poultry Supply to its list of corporate sponsors and added Pet Valu Kildonan Green and Blondie's car and pet wash to its list of event sponsors.

Corporate sponsors:

- Alpine Animal Hospital
- Arrowwood Animal Hospital
- Birchwood Ford
- Boston Pizza 1615 Regent
- Candice Daum Photography
- Country Roots (formerly Petrasko's)
- Dave's Quick Print
- Fleet Galleries
- Horizon Livestock & Poultry Supply
- JD Hoggs
- JnJ Blankets N Crafts
- Ken-Del Kennels
- McPhillips Animal Hospital
- Platinum Lawn Care

- Plessis Veterinary Hospital
  - Precious Pet Cremation/ Santana Kennels
  - Royal LePage Prime Real Estate
  - Ruff House/Smart Dog
  - Sprockett's Doggy Day Camp
  - Valhalla Automated Spa
  - Walden Way Canine & Kitty Camp
- To provide content for KPDC's website and Facebook page.  
**Results** **MET/ ONGOING**
  - To deliver a "Marketing for Directors" workshop to the Board.  
**Results** **MET**  
All new directors received the training.

**COMMUNICATIONS**

- To provide technical support for Square, KPDC's mobile electronic point-of-sale system and PayPal, the club's online payment system.  
**Results** **MET**  

KPDC began using mobile point-of-sale units in 2017. It was a pilot project to address a significant fundraising problem; many people don't bring cash to the dog park.

*Square* gives people the freedom to purchase memberships, raffle tickets, Dog Fest food products, etc. with a debit or credit card. In 2018, satisfied that offering convenience was generating additional revenue for the club, the board purchased three advanced units that allow customers to simply tap instead of swiping their cards. This year, KPDC did \$1204 in mobile sales transactions at the park, at Pet Expo and other events, and at retail stores.

Behind the scene, the Director of Marketing and Communications set up portfolio accounts for directors and developed a painless process for entering and tracking purchases, and trained directors how the use Square devices and manage transactional records and reports.
- To provide technical support for KPDC's website, Facebook page, email blast system and electronic file-sharing system.  
**Results** **MET**
- To deliver a "KPDC Communication Systems" workshops to the Board.

**Results****MET**

All new directors received the training.

**MEMBERSHIP**

- To increase membership to 400.

**Results****NOT MET**

KPDC membership dropped slightly over the past year. At year-end (October 31) KPDC had 331 members, down from 350 the year before. The decline is due in part to the fact that spring Dog Fest and the fall clean-up were cancelled. Historically these venues have generated a high percentage of our membership sales.

- To develop an annual membership promotion and sales plan.

**Results****NOT MET**

- To establish public points of sale for memberships, including retail outlets and Kilcona Dog Park.

**Results****MET**

Plessis Animal Hospital, Alpine Animal Hospital and Sprockett's Doggy Day Camp sell KPDC membership.

**FUNDRAISING**

- To continue to fundraise for the water features project.

**Results****NOT MET**

The Board's goal was to raise \$10,000 through the 'Make a Splash' raffle. We fell short of that goal, raising approximately \$6000. The shortfall occurred because there was a late start to this year's raffle. This meant the board had to purchase the first prize and top up the other two prizes, and not all tickets were sold.

North Kildona Councillor Jeff Browaty, who has been a strong supporter of the water features project, matched funds that KPDC raised in previous years and awarded the club a \$25,000 Land Dedication Reserve Fund grant. The grant will allow KPDC to proceed with the first phase and possibly the second phase of the water features project next year.

**EVENTS**

- To host Winnipeg Dog Fest.

**Results****NOT MET**

Spring Dog Fest was cancelled because of threatening thunderstorms.

- To host Winnipeg Dog Fest Corn Roast.

**Results****MET**

The third annual Winnipeg Dog Fest Corn Roast was held on August 26, in celebration of National Dog Day. The event was well-attended by dog owners, sponsors and animal welfare organization and broadcast live by KISS 102-3FM.

**KPDC MANAGEMENT AND ADMINISTRATION**

- To train new directors in “Roles and Responsibilities of the Board” and “Board Financial Management” to ensure they understand their corporate and individual responsibilities.

**Results****MET**

New directors participated in both workshops at the beginning of their terms.

- To develop operations manuals for each portfolio.

**Results****IN PROGRESS**

- To publish KPDC’s policy and procedures manual.

**Results****MET**

The manual is published in the About Us section of KPDC’s website.

- To develop electronic file-sharing system policies and create a cloud-based system to store and share files.

**Results****IN PROGRESS**

The board has a new electronic file-sharing system on Google Drive’s collaboration site.

The new system will allow directors to store and share KPDC files. It will allow the Board to operate in a more environmentally-friendly manner by virtually eliminating printing costs. And, as the name suggests, the new system will allow directors to work on the same file(s) together.

The secure cloud-based system will store key documents that every director needs to have access to such as KPDC’s by-laws, articles of incorporation, policies, meeting minutes, financial records, third-party agreements, forms and templates,

inventory records, event task checklists, and documents that require the input and/or collaboration of more than one Director. Because of the sensitive nature of the data, KPDC's membership database will not be stored on the file-sharing platform.

By storing important files in the cloud instead of on directors' personal computers, KPDC safeguards its institutional knowledge or history, its policies, practices and business processes that may otherwise be lost when directors leave, taking that knowledge with them. Data that is stored in the cloud can be easily retrieved by future boards.

Draft file-sharing policies have been developed. KPDC's Executive Policy Committee will review them in January and the board will vote on them at its first meeting in the new year.

- To establish Events, Marketing, Membership and Fundraising committees.

**Results**

**NOT MET**

Events, Membership and Fundraising have not yet established committees.

- To update the history of Kilcona Park Dog Club.

**Results**

**MET**

The history has been updated to 2017 and will be published on-line in the new year.

### *Advocacy*

- To petition City Council for an extension to Kilcona's off-leash area.
- To work with the City to fence the south and west perimeters of the off-leash area.
- To continue to participate in the Winnipeg Network of Dog Owner Groups.

### *Park Stewardship*

- To install a drinking fountain, dog rinse station and supporting infrastructure.
- To hold spring and fall park clean-ups in cooperation with park staff.
- To hold a trail chipping work bee with CITO geocache group and park staff.
- To work with Naturalist Services to protect trees against beaver damage.

### *Responsible Pet Ownership*

- To coordinate Kilcona's dog waste management program.
- To distribute Petiquette brochures to vets, shelters and rescues.

### *Marketing*

- To maintain the sponsorship program at the current level.
- To provide technical support for the website, Facebook, email blasts and file-sharing.
- To provide technical support for mobile points of sale and the online payment system.
- To provide content for the website and Facebook.

### *Events*

- To host Winnipeg Dog Fest.
- To host Winnipeg Dog Fest Corn Roast event.

### *Membership*

- To develop and implement the 2019 annual membership promotion and sales plan.

### *Fundraising*

- To develop and implement the 2019 annual fundraising plan.

### *Board Administration*

- To participate in board training (new directors).
- To develop portfolio operation manuals.
- To update and publish KPDC's policy and procedure manual online.
- To develop electronic file sharing policies.
- To set up an electronic file-sharing system.
- To update KPDC's online history.

## Appendix B

<b>Kilcona Park Dog Club Inc.</b>			
<b>STATEMENT OF OPERATIONS</b>			
<b>November 1, 2017 to October 31, 2018</b>			
	<b><u>FY18</u></b>	<b><u>FY17</u></b>	Difference
<b>REVENUE</b>			
Fundraising	8,255.00	1,437.20	6,817.80
Membership	2,015.00	2,330.00	- 315.00
Events	1,352.64	1,589.90	- 237.26
Sponsorship	3,100.00	3,125.00	- 25.00
Waste Bag Project	2,949.22	7,291.01	- 4,341.79
In Kind	1,900.00	2,350.00	- 450.00
Grants	1,990.00	3,397.20	- 1,407.20
Donations	603.15	2,140.70	- 1,537.55
Interest & Other	559.86	520.61	39.25
<b>Total Revenue</b>	<b>\$ 22,724.87</b>	<b>\$ 24,181.62</b>	- 1,456.75
<b>EXPENSES</b>			
Fundraising	1,544.16	56.40	1,487.76
Membership	200.48	432.68	- 232.20
Events	1,127.27	878.56	248.71
Marketing	3,554.22	6,787.38	- 3,233.16
Admin	1,417.82	2,316.48	- 898.66
Park Stewardship	3,980.13	12,600.00	- 8,619.87
In Kind Services or Gifts	1,625.00	2,571.00	- 946.00
Inventory	689.85	1,005.40	- 315.55
Responsible Pet Ownership	-	-	-
Advocacy	-	-	-
<b>Total Expenses</b>	<b>\$ 14,138.93</b>	<b>\$ 26,647.90</b>	- 12,508.97
<b>Excess of Revenue over Expenses</b>	<b>\$ 8,585.94</b>	<b>-\$ 2,466.28</b>	11,052.22
<b>Fund Balance, beginning of the year</b>	<b>\$ 39,425.12</b>	<b>\$ 41,891.40</b>	
<b>Fund Balance, end of the year</b>	<b>\$ 48,011.06</b>	<b>\$ 39,425.12</b>	

<b>Kilcona Park Dog Club Inc.</b>		
<b>STATEMENT OF FINANCIAL POSITION</b>		
<b>As at October 31, 2018</b>		
<b>ASSETS</b>	<b><u>FY18</u></b>	<b><u>FY17</u></b>
Cash & Cash Equivalents	19,755.28	5,450.75
Grants Receivable		
Accounts Receivable		3,831.98
Prepaid expenses		
	<u>\$ 19,755.28</u>	<u>\$ 9,282.73</u>
Investments	28,384.92	27,896.72
Accrued Interest on Investments	349.32	261.22
Gift certificates	625.00	350.00
Inventory	1,379.68	2,069.53
	<u>\$ 50,494.20</u>	<u>\$ 39,860.20</u>
<b>LIABILITIES</b>		
Accounts payable	2,383.14	435.08
Accrued Expenses Payable		
Unearned income	100.00	
	<u>\$ 2,483.14</u>	<u>\$ 435.08</u>
<b>FUND BALANCE</b>	<u>\$ 48,011.06</u>	<u>\$ 39,425.12</u>
	<u>\$ 50,494.20</u>	<u>\$ 39,860.20</u>
	-	-