



## SARCEE MEADOWS HOUSING CO-OPERATIVE LTD.

### HOUSING POLICY

SUBJECT: Pet Policy

ORIGINAL DATE OF APPROVAL: June 14, 1993

APPROVED BY: Membership

DATE OF AMENDMENT OR REPLACEMENT: June 14, 1993, membership approval, replaced the previous policy originally approved in 1977. Amended April 26, 1994, Amended April 29, 2003, Amended April 12, 2016.

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### GENERAL

1. Pet ownership in Sarcee Meadows Housing Co-op (SMHC) is a *privilege* - not a right of membership, and may be revoked by the Board of Directors, if the guidelines set out in this pet policy are not followed.
2. When outside a member's unit, all pets must be confined or on a leash at all times.
3. Pet owners are responsible for cleaning up after their pets on a daily basis or more frequently if necessary. This includes not only the yard, but the interior of the home.
4. SMHC members who own pets are expected to obey all City of Calgary relevant bylaws, including the Animal and Cat Control Bylaws and the Nuisance Bylaw. This includes, but is not limited to, licensing dogs, noise violations, etc.
5. Members are responsible to make sure all visitors' conform to SMHC's pet policy.
6. A member will be responsible for any damage incurred by his or her pets to any unit and/or yard, or to any member's property, or common property at Sarcee Meadows. Members will repair any such damage caused by their pets, to the satisfaction of SMHC. Failure to do so will result in the co-op making the necessary repairs and charging the responsible member for the costs.
7. A member is responsible for controlling his or her pet or pets to prevent any noise disturbing other members.
8. Pets are prohibited from all playground areas at SMHC.
9. All owners of a cat or dog will register the pet with the SMHC administration office.

## **KIND AND NUMBER OF PETS**

1. A maximum of any **two** of the following is allowed per unit: dog or cat. In addition, a member may keep aquarium or caged pets unless excluded below.
2. The following pets are prohibited: “vicious dogs” (as defined under the City of Calgary Animal Control Bylaw) and the following pets: ferrets, rats, mice, venomous reptiles, tarantulas, farm animals, and any wild or exotic animals such as monkeys, weasels, etc.
3. Those members of SMHC who, as of (**April 29, 2003 and/or April 12, 2016**), possess a pet or pets contrary to the provisions on kind and number of pets, as set out in this section of the pet policy, are exempt from restrictions stated in clause 1 above, but only until the said pets have died or otherwise been disposed of. All other parts of this pet policy shall apply.
4. Pet damage to a unit will be evaluated on a case by case basis. The Board of Directors will make the final decision whether the members will be permitted to retain their pet privileges or have them revoked.

## **PETS AND APPLYING FOR A SARCEE MEADOWS MEMBERSHIP**

All prospective SMHC members with pets, as part of the membership application process, will fill out a pet application form to determine that their pet or pets fall within the guidelines set out in SMHC’s pet policy. All such prospective members will be interviewed to make sure that they are responsible pet owners and they understand and agree to abide with SMHC’s pet policy and procedures.



**SARCEE MEADOWS HOUSING CO-OPERATIVE LTD.**

### **PROCEDURES**

SUBJECT: **PET GUIDELINES**

ORIGINAL APPROVAL DATE: May 28, 2003

APPROVED BY: THE BOARD OF DIRECTORS.

AMENDED: February 25, 2004, October 20, 2004, March 2012, May 2016

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All pet owners at SMHC will comply with the following guidelines in order to maintain their pet privileges:

## **PETS AT LARGE**

1. When outside a member's unit, all pets must be confined or on a leash at all times.
2. Members should be aware that the City of Calgary Animal and Cat Control Bylaws impose fines for dogs or cats caught running at large (defined as being outside of the owner's own yard and not on a leash, or on a leash and causing damage to persons, property, or other animals). Members concerned about a dog or cat at large can phone the City of Calgary Animal Services Department call 311 within the city or (403-268-2489) from outside the city and file a written pet complaint at SMHC's administration office to report the problem.

## **CLEANING UP AFTER YOUR PET**

1. Pet owners are responsible for cleaning up after their pets on a daily basis or more frequently if necessary. This includes not only the yard, but the interior of the home. Pet stains on carpets will be cleaned and deodorized immediately. Pet owner should check with administration office for direction in dealing with stains.
2. A member who allows pet excrement to accumulate in his or her yard is in violation of the City of Calgary's Nuisance Bylaw, 9025 and may be subject to both fines and imprisonment.
3. Any person walking a pet in SMHC will carry and use some means of picking up the excrement, will do so immediately, and dispose of it in parking lot garbage bins or-complex garbage containers.

## **DOS AND DON'TS FOR DOG OWNERS**

All other sections of the pet policy and pet guidelines also apply to dog owners. In addition, SMHC members who own dogs are responsible for the following:

- All dogs over the age of three months will be licensed and adhere to all other requirements of the City of Calgary Animal Control Act, 23M89.
- Members will ensure that dogs do not bite anyone or otherwise cause injury, nor chase or threaten any other person.
- Dogs are prohibited from barking or howling or otherwise disturbing others. This is a 24 hour per day requirement according to Calgary's Animal Control Bylaw. (Please see attached, **What to Do About Barking Dogs?**)
- No member of SMHC will be allowed to keep a dog declared a "vicious" dog under the City of Calgary Animal Control Bylaw.
- All dog excrement should be disposed of promptly as outlined in "Cleaning up after your pet", section 3 of these procedures.
- All dogs must be confined or on a leash at all times, when outside the unit.

- Dog runs are not allowed at Sarcee Meadows and any existing dog runs will be removed on move out, at the member's expense. Removal costs may include removal of contaminated soil, removal and replacement of fence, installation of loam and sod, and labour costs, and any other expenses needed to restore the yard to "move out standards."

## **VIOLATION OF THIS POLICY OR PROCEDURES**

The process for dealing with alleged violations of this policy and procedures is as follows:

### **General- Filing a Pet Complaint**

- Complaints from members will be in writing and signed. The identity of the complainant will be kept confidential. No verbal complaints will be responded to.
- If Sarcee Meadows staff, during regular performance of their duties, observe a violation of the pet policies or procedures, they may file a written report, and this report will serve as a formal record of the violation in the same way as a written member complaint.
- When the complaint relates to "When a pet causes damage to a unit" or "Violation of number of pets," these later sections of the pet procedures will apply.
- Upon receipt of any formal written complaint or report, the member who has allegedly violated the policy will be notified of the concern in writing and asked to take corrective measures or refute the complaint in writing. The member will have seven days to respond. Upon a first complaint or report, no fines will be levied against the member by SMHC.
- If more than one complaint is received within a period of a week about the same violation of the pet policy or procedures, the complaint will count as one complaint only, e.g. multiple complaints about excrement during a one week period would count as one complaint, whereas one complaint about excrement and a second complaint about the same pet being at large would count as two complaints.
- After receipt of a second complaint or report, the member will be fined \$50.00 and the matter will be referred to the Property Enhancement Committee. The Property Enhancement Committee will meet with the member, discuss the violation, and explain the pet policy and procedures and the consequences of not following them and report back to the board.
- Upon receipt of a third complaint or report, the member will be fined \$100 and asked to appear before the Board of Directors to give reasons why their pet ownership privileges should not be revoked.
- The Board of Directors will make the final decision on action to be taken, e.g. revoking pet ownership privileges or giving the member another chance.

- Should further violations of this policy or procedures occur, the Board of Directors may determine that the matter is chronic and warrants termination of membership. If a member fails to remove a pet when directed by the Board of Directors to do so, the member will be considered to be in violation of this policy and his or her membership may be terminated.

### **When a pet causes damage to a unit**

When staff becomes aware that a pet has damaged a unit, whether through a member filing a complaint, a regular maintenance review, or a routine maintenance visit, then a staff member will visit the unit to confirm damage. If damage is confirmed, the member will be required, in writing, to repair that damage within 30 days. If the damage has not been repaired within thirty days, it shall immediately be brought to the attention of the Property Enhancement Committee. The member, whose pet(s) damaged the unit, will be invited to address the committee. The committee will consider the circumstances, and may recommend to the Board of Directors that the pet(s) be removed.

The Board of Directors, after considering the recommendation, may direct that the pet in question will be permanently removed from the unit within 30 days of receiving notice from the board to do so. Failure by a member to remove a pet when directed by the Board of Directors is grounds for termination of membership.

Members are responsible for all associated costs to restore the unit to acceptable condition and/or any extra costs associated with capital replacements due to pet damage.

### **Violation of kind and number of pets**

The "Kind and Number of Pets" section of the pet policy specifies that after April 29, 2003, no new dogs or cats will be allowed that exceed the per unit limit of: two dogs, or two cats, or one dog and one cat. After April 12, 2016 no new prohibited pets will be allowed.

Any member violating the pet policy regarding the number of pets, or prohibited pets, will be given thirty [30] days written notice requiring removal of any pets that exceed the limited numbers or are prohibited. Members must submit written confirmation, to the office, within 30 days. If the pet is not removed after 30 days, it will immediately be brought to the attention of the Property Enhancement Committee. The member(s) in question will be invited to address the committee. The committee will consider the circumstances, and may recommend that the pet(s) be removed.

The Board of Directors, after considering the recommendation, may direct that the pet in question will be permanently removed from the unit within 14 days from receiving notice from the board to do so. Failure by a member to remove a pet when directed by the Board of Directors is grounds for termination of membership.

## **WHAT TO DO ABOUT BARKING DOGS?**

The City of Calgary Animal Control office advises that the City By-laws provide for the following:

- No pet owner will allow a dog to bark or howl in a manner that disturbs anyone else. This is a 24 hour per day requirement.
- On receipt of a complaint the Animal Control office sends a warning letter to the dog owner. The person who complained is then asked to keep a five day log of the barking.
- If the barking continues (as supported by the five day log) then a \$100 fine is issued to the dog owner.
- If the problem still continues, the fine increases by \$100 for each subsequent offense. That is, the second fine is \$200, the third \$300 etc.
- If necessary the dog owner may be required to make a mandatory court appearance.

For more information please contact the City of Calgary Animal Services Department at 403-268-1160

It is quite possible to teach your dog not to bark at everything that moves.

Sarcee Meadows Pet Policy requires members to comply with the City By-laws when it comes to noise. We are responsible, through our own By-laws and policies to provide peaceable possession to our fellow members.

