

**Village of Big Valley Policy**

**ANIMAL TRAPS**

**POLICY NUMBER:** 10-16

**POLICY PURPOSE:** To establish rules and regulations for use of municipal live animal traps within the corporate limits of the Village of Big Valley.

**DEFINITIONS**

**"Agreement"** means an agreement for services between Out of the Cold Companion Animal Rescue (OCCAR) and the Village of Big Valley, as amended from time to time.

**"Vet Clinic"** means the Stettler Veterinary Clinic with offices located at 51<sup>st</sup> Avenue, Stettler Alberta.

**"Domestic Animal"** means an animal that has been tamed and kept by humans as a work animal, food source or pet, especially a member of those species that have, through selective breeding become noticeably different from their wild ancestors.

**"Nuisance Animal"** means any unwanted animal trespassing on privately owned property and not under the charge or control of an individual residing on the same private property.

**"Owner"** means any person, partnership, association or corporation:

- a) Owning or possessing or having charge of or control over an animal; or
- b) Harboring an animal; or
- c) Suffering or permitting an animal to remain about his/her house or premises.

**POLICY**

**I. General**

1. To assist in dealing with Nuisance Animals, the Village of Big Valley will make live animal traps for small animals available on a sign out basis.
2. The Village of Big Valley will provide live animal traps on a first come, first served basis. When no trap is available to be signed out, the requestor shall be put on a waiting list.
3. All persons using a live animal trap, whether municipally or privately owned are responsible for handling any trapped animal in a humane and ethical manner.

4. Municipal live traps are to be used for the purpose of trapping and removing problem animals and not for commercial trapping.
5. Trap requests are to be made through the Village Office. Traps may not be signed out when temperatures are expected to be below 0 degrees Celsius or above 30 degrees Celsius.
6. Residents are responsible for picking up and returning empty traps to the Public Works Shop.
7. You must be a resident of the Village of Big Valley and over 18 years of age to sign out a trap.
8. Village staff are not responsible for;
  - a) Setting up of traps on privately owned property,
  - b) Collection or transportation of traps either full or empty,
  - c) Release of animals from traps,where traps have been signed out for use.

## **II. Domestic Animals**

1. If the Nuisance Animal trapped within the corporate limits of the Village of Big Valley is found to be a Domestic Animal;
  - a. The person who signed the trap out may arrange for the trap to be brought to the OCCAR facility in Morrin.
  - b. Efforts shall be made to find an identifying tag or tattoo. If no means of identifying the owner is found, and the animal is determined to be feral by staff, the animal shall be dealt with according to the regular operating policies of the facility.
  - c. If the Owners are identified, OCCAR staff will notify the Owner so that they may be informed that their pet has been detained and what steps are necessary to regain possession of the animal.
  - d. If the animal is not reclaimed by an Owner within 3 days of being brought in to OCCAR, the animal will be dealt with according to the regular operating policies of the organization in possession of the animal at the time the 3 days expires. NOTE: the 3 days shall be counted as business days and not weekends but not statutory holidays.

## **III. Fees and Charges**

1. Before picking up traps, residents are required to provide a deposit in the amount of \$80 and sign a Trap Use Agreement (Schedule A).
2. Trap Use Agreements and deposits are not transferable to another person.
3. A damage deposit will be retained by the Village if;
  - a. The trap is not returned within the scheduled time according to the Trap Use Agreement
  - b. The trap is returned damaged
  - c. The trap is not clean
4. An owner wishing to reclaim their pet is responsible for payment of any fees or charges owing due to the confinement of the animal prior to its release. Charges may include but are not limited to; rescue facility charges, veterinary bills, and municipal fines.
5. If an animal is turned in to the OCCAR and not claimed, the Village shall be responsible for payment of boarding fees or charges as outlined in the Agreement between the businesses and the Village.
6. If an Owner has been identified and notified but takes no steps to reclaim their pet, the Village will pay the fees and charges owing according to the Agreement stated in section III.5. above.
7. Fees and charges incurred by the Village of Big Valley, directly or indirectly, as a result of a small domestic animal being taken to the Out of the Cold Companion Rescue facility from a property with the corporate boundaries of the Village of Big Valley may be recovered by the Village from any person proven to be the Owner of said animal by means of;
  - a. An identifying tag
  - b. An identifying tattoo
  - c. Admission of ownership by an individual
8. In respect of the fees or charges described in the Agreement billed to the Village of Big Valley:
  - a. The Village may recover such fees or charges as a debt due and owing to the Village; and
  - b. Where the fees or charges are not paid upon demand by the Village, then in default of payment, such fees or charges may be collected in accordance with Municipal Bylaw 802.

10. An offense ticket may be issued to the owner of a domestic animal running at large in accordance with Bylaw 821.

11. Should the budgeted amount allowed for the purpose of rescue & relocation of domestic animals be completely spent at any point in the year, anyone signing out a live animal trap is to be made aware that they would be solely responsible for expenses incurred for bringing an animal to OCCAR by initialing the proper section of Schedule A.

*Lois Miller*

\_\_\_\_\_  
Mayor

*[Signature]*

\_\_\_\_\_  
CAO

*June 16, 2016*

\_\_\_\_\_  
Date

SCHEDULE A

**TRAP USE AGREEMENT**

1. The resident will be responsible for the trap until it is returned to the Village Public Works Shop.
2. The trap is to be returned in the same condition it was rented, i.e. clean and in working condition.
3. A deposit in the amount of \$80 is to be given to and held by the Village and will be held until the trap is returned according to section 2 above.
4. This agreement and deposit are not transferable to another person.
5. The resident agrees to only place the trap on their own property and secure the trap against theft.

I \_\_\_\_\_ hereby agree to the terms and conditions indicated above and have included my \$80 deposit with this signed agreement.

\_\_\_\_\_ (Initial) I am aware that the maximum municipal budget for domestic animals taken to Out of the Cold Companion Animal Rescue has been spent and that should I take a domestic animal to OCCAR or any other animal care facility at this time, I will be fully responsible for all associated costs and fees charged by the organization for the rescue of said animal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Sign out date

\_\_\_\_\_  
Return Date

I \_\_\_\_\_ being an employee of the Village of Big Valley acknowledge receipt of a \$80 deposit from the above resident.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Trap returned on \_\_\_\_\_ (Date) Condition; \_\_\_\_\_

Deposit returned on \_\_\_\_\_ (Date) Resident initial \_\_\_\_\_ Staff initial \_\_\_\_\_

### Trapping Tip Sheet;

- Secure the trap from theft by having it tucked into a semi-private space; tarp or partially cover the trap; attaching it to a tree/bench etc. with a locking bike chain.
- Set the trap in a shaded and/or sheltered area.
- Remove the trap in severe weather conditions.
- Check the trap about every 2 to 3 hours.
- It is recommended that you monitor the trap closely. Trapped animals are likely to be stressed, even if it is for a short time. Ensure you are either home while the trap is set or able to regularly check the trap during the day. At night, check the trap before going to bed and again first thing in the morning.
- If you need to feed a caught animal before you are able to release it from the trap put soft cat food on a paper plate – mix in a little water and put the plate under the trap. The wire of the trap will pass through the food so the animal can get it without you needing to open the trap door.
- Always spray down the trap to clean it after an animal has been caught and before returning the empty trap.