

**Town of Gibbons
ENFORCEMENT SERVICES**

File # 2012-XXXX

<Date>

<Name>

<Address>

<City, Province>

<Postal Code>

Dear <Name>:

Subject: Barking Dog Complaint – Animal Control File # 2012-XXXX

Please find enclosed the Barking Package as discussed during our conversation on <Date>. Town of Gibbons Animal Control Bylaw P1-6/05 Part III Section 3 states:

No person shall permit his or her dog to bark or howl excessively, or in any manner disturb the peace, or repose of a person.

In order to successfully prosecute a dog owner for allowing a dog to bark we require that this barking package be completed in as much detail as possible. In order to issue a warning or a summons (ticket) as a follow-up to the barking package, all of the elements of the offense need to be recorded. Once the summons (ticket) is issued, should the dog owner decide to plead not guilty instead of paying the fine, this package will become your court evidence and you will be required to attend. Details that are required for Animal Control to issue a summons are as follows:

- You must be able to identify the dog and exactly where the dog resides and how you know it resides there. You must provide a detailed description of the dog (i.e. breed, color, size, sex, distinguishing features, markings, and collar). Can you associate someone at the residence to the dog? Do you know who owns the dog?
- How does the dog's barking interfere with the use and enjoyment of your property? Is the dog waking you up in the middle of the night, disturbing your sleep or are you being inhibited from being able to do yard work?

Keep a **detailed** log of the barking activity and how it affects you for at least 14 days. A separate log can be filled out by each adult member of the family that is affected. Care must be taken to ensure that each person only records their observations and not what others have seen or heard. This information will provide the details of what is going on, times, and duration. If you can photograph the dog or even video tape the dog barking and record the times and dates, this can be helpful. The more information you can give us the better chance we will have of successfully dealing with your complaint.

We are also enclosing a "sample" barking package as a guide to the type of detail necessary in these circumstances. Each record of disturbance must be filled out in pen by one individual at the time of the disturbance. The record must be signed and dated by the complainant.

Remember - by providing this information you will be required to testify in Court.

Once the package is complete it can be submitted to:

Town of Gibbons Enforcement Services
4807-50 Ave
Gibbons, AB
T0A-1N0

Should you have any further question please contact Animal Control Services at 780 939-0623.

Yours truly,

Karen Stevenson
Animal Control Officer
Enforcement Services

Enclosure

EXAMPLE

Animal Control Services Barking Package – Record of Disturbance

Complainant Information		Source of Disturbance	
Name:	John Doe	Name (If Known):	Jane and Joe Bloomingdale
Address:	# 38 Aspen Hills Subdivision	Location:	# 40 Aspen Hills Subdivision
Phone Number:	555-555-5555	Description of Dog:	Medium Black Dog and White Dog

Date:	Time Started Barking:	Time Stopped Barking:	Comments:
Aug 27, 2008	9:30 a.m.	10:45 a.m.	Returning from my morning walk, both dogs howl, bark and bay as I walked by and while I walked up my driveway (# 40 Aspen Hills), but they also continued none stop long after I had gone in the house.
Aug 27, 2008	11:15 a.m.	1:20 pm	Neighbour from down around the corner of the subdivision was walking her dog by the dog owner's property (# 38 Aspen Hills) at 11:00 am when dogs started to bark but the dogs continued to bark after they were out of sight (Approximately 60 minutes). Saw no other indication of what might have caused them to bark.
Aug 27, 2009	3:35 p.m.	4:55 pm	School bus was dropping kids off at the entrance to our property but the neighbour's dogs continued to bark even after all children had gone inside (approximately 45 minutes).
Aug 27, 2008	8:00 p.m.	11:15 p.m.	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at, as view is obstructed by trees, but nothing became visible during the time that they continued to bark.
Aug 28, 2008	9:30 a.m.	10:45 a.m.	Returning from my morning walk, both dogs howl, bark and bay as I walked by and while I walked up my driveway, but they also continued continuously long after I had gone in the house (approx 40 minutes).
Aug 28, 2008	11:30 a.m.	1:50 pm	Moose ran down the road by the dog owner's property at 11:30 am when dogs started to bark but the dogs continued to bark after moose had vacated the subdivision (Approximately 90 minutes). Saw no other indication of what might have caused them to continue barking.
Aug 28, 2008	3:30 p.m.	4:55 pm	School bus was dropping kids off at the entrance to my property but the dogs continued to bark even after all children had gone inside (approximately 50 minutes).
Aug 28, 2008	9:30 p.m.	2:00 am	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as it is dark outside. Saw owners arrive home from work at 8:00 pm but they have made no attempt to call the dogs in or make them be quiet. Dogs woke my children up at 10:00 pm and then again at 1:00 am the dogs woke up our entire family. Called neighbour (specifically who) but he refused to call the dogs inside as he said they were protecting his property. I asked him from what and he hung up on

The personal information you provide will be submitted as your expression of concern and is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. The personal information provided will be used to investigate the barking dog complaint and may be made public pursuant to the provisions of the *Freedom of Information and Protection of Privacy Act*, including section 39 through 42 therein. If you have any questions about the collection and use of this information, please contact the Town Of Gibbons

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Animal Control Services Barking Package – Record of Disturbance

			me.
Aug 29, 2008	8:00 am	5:00 pm	I left my acreage to go to town so was not home to record any barking during these times.
Aug 29, 2008	9:00 p.m.	midnight	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as it is dark outside. Saw owners arrive home from work at 8:00 pm but they have made no attempt to call the dogs in or encourage them to discontinue barking. Dogs woke my children up at 10:00 pm and then again at midnight the dogs woke up our entire family. Called (who exactly did you talk to?) neighbour but no one answered the phone this time.
Aug 30, 2008	9:30 a.m.	10:45 a.m.	Returning from our morning walk, both dogs howl, bark and bay as I walked by and while I walked up my driveway, but they also continued long after had gone in the house (approx 55 minutes).
Aug 30, 2008	2:00 pm	4:00 pm	Both dogs by the gate barking and howling and I do not see anything that could be disturbing them. Other dogs in the area began to join in. Owner tried to call the dogs in for about 5 minutes but they would not listen so (exactly who?) she just went back inside.
Aug 30, 2008	11:30 p.m.	2:00 am	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as it is dark outside. Saw owners arrive home from work at 10:30 pm but they have made no attempt to call the dogs in. Dogs woke my children up at 11:30 pm and then again at 1:30 am the dogs woke up our entire family. Called the neighbour and when he (who?) answered I explained my problem about the dogs and their barking but he said I cannot stop them and then just hung up.
Aug 31, 2008	4:30 a.m.	5:45 a.m.	Was awakened by the dogs again at 4:30 am, but could not tell where in their yard they were or why they were barking. The neighbour did not try to call or retrieve them during this barking episode, although I am sure they were home. I did not phone their residence this time.
Aug 31, 2008	9:15 a.m.	10:35 a.m.	Returning from my morning walk, both dogs howl, bark and bay as I walked by and while I walked up my driveway, but they also continued long after I had gone in the house (approx 45 minutes).
Aug 31, 2008	11:00 a.m.	1:30 p.m.	Dogs at fence between our house and theirs. Barking on and off while I was cutting the grass even when I was on the far side of our property.
September 1-7			Gone camping for weekend and a few extra days so was not able to record barking during this time.
Sept 8, 2008	9:30 a.m.	10:45 a.m.	Returning from my our morning walk, both dogs howl, bark and bay as I walked by and while we walked up my driveway (# 40 Aspen Hills), but they also continued long after I had gone in the house (approx 45 minutes).

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Sept 8, 2008	11:15 a.m.	1:20 pm	Another neighbour from the subdivision was riding her horse by the dog owner's property (# 38 Aspen Hills) at 11:00 am when dogs started to bark but the dogs continued to bark after they were out of sight (approximately 60 minutes). Saw no other indication of what might have caused them to continue to bark.
Sept 8, 2008	3:40 p.m.	4:55 pm	School bus dropping kids off at the entrance to our property but the neighbour's dogs continued to bark even after all children had gone inside (approximately 45 minutes).
Sept 8, 2008	8:00 p.m.	11:15 p.m.	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as view is obstructed by trees. However nothing became visible during the time that they continued to bark.
Sept 9, 2008	9:30 a.m.	10:45 a.m.	Returning from our morning walk, both dogs howl, bark and bay as we walked by and while we walked up our driveway, but they also continued long after we have gone in the house (approx 45 minutes).
Sept 9, 2008	2:00 pm	4:00 pm	Both dogs by the gate barking and howling and I do not see anything that could be disturbing them. Other dogs in the area began to join in. Owner (who) tried to call the dogs in but they would not listen so she just went back inside.
Sept 9, 2008	11:30 p.m.	2:00 am	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as it is dark outside. Saw owners in the yard at around 2:30 pm but they have made no further attempt to call the dogs in tonight. Woke my children up at 11:30 pm and then again at 1:30 am they woke up our entire family. Called the neighbour but when the phone was answered they just hung yup.
Sept 10, 2008	4:30 a.m.	5:45 a.m.	Was awakened by the dogs again, but could not tell where in their yard they were at or why they were barking. The neighbour did not try to call or retrieve them during this barking episode.
Sept 10, 2008	9:30 a.m.	10:55 a.m.	Returning from our morning walk, both dogs howl, bark and bay as we walked by and while we walked up our driveway, but they also continued continuously long after we have gone in the house (approx 60 minutes).
Sept 10, 2008	11:00 a.m.	1:30 p.m.	Dogs at fence between our house and theirs. Barking on and off while I was cutting the grass even when I was on the far side of our property.
Sept 10, 2008	3:00 pm	1:00 am	Gone to visit mother in hospital so not available to record barking during these hours. Dog started barking when I returned home at midnight and didn't stop until about 1:00 a.m.
Sept 11, 2008	9:30 a.m.	10:45 a.m.	Returning from our morning walk, both dogs howl, bark and bay as I walked by and while I walked up my driveway (# 40 Aspen Hills), but they also continued continuously long after I had gone in the house

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Sept 11, 2008	11:15 a.m.	1:20 pm	Neighbour from down the subdivision was walking her dog by the dog owner's property (# 38 Aspen Hills) at 11:00 am when dogs started to bark but the dogs continued to bark after they were out of sight (Approximately 60 minutes). Saw no other indication of what might have caused them to bark.
Sept 11, 2008	3:35 p.m.	4:55 pm	School bus dropping kids off at the entrance to our property but the neighbour's dogs continued to bark even after all children had gone inside (approximately 45 minutes).
Sept 11, 2008	8:00 p.m.	11:15 p.m.	Both dogs are by the gate at the road. Loud barking, but cannot see what they are barking at as view is obstructed by trees. However nothing became visible during the time that they continued to bark.
Sept 12, 2008	9:30 a.m.	10:45 a.m.	Returning from our morning walk, both dogs howl, bark and bay as we walked by and while we walked up our driveway (# 40 Aspen Hills), but they also continued continuously long after we have gone in the house (approx 45 minutes).
Sept 12, 2008	11:15 a.m.	1:20 pm	Neighbour from down the subdivision was walking her dog by the dog owner's property (# 38 Aspen Hills) at 11:00 am when dogs started to bark but the dogs continued to bark after they were out of sight (Approximately 60 minutes). Saw no other indication of what might have caused them to bark.
Sept 12, 2008	3:35 p.m.	4:55 pm	School bus dropping kids off at the entrance to our property but the neighbour's dogs continued to bark even after all children had gone inside (approximately 45 minutes).

Signature: _____

Date: _____

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