



M2BL STANDARDS OF PRACTICE

Table of Contents

.....	3
About Us	3
Vision	3
Mission	3
Values.....	3
Structure	3
Intake Process.....	4
Foster Care	4
Transferring and Transporting	5
Aggressive Animals	5
Adoptions.....	6
Applications	6
Home Checks	6
Placement	7
Finalization	7
Permanent Foster	7
Adoption Fees	7
Training	7
Medical Care and Organizational Philosophy	8
Vaccines	8
Nutrition	8
Grooming	8
Parasite Control	8
Infectious Disease	8
Alteration	8
Euthanasia	9
Animals Returned	9
Feral Cats	9
Board	9
Volunteers	10
Fostering	10
Other opportunities	10

Education 10

Fundraising/Donations 10

Finances 11

File and Records Management 11

Animals 11

Applicants 12

Appendix A – Foster Application 13

APPENDIX C – Adoption Application 15

APPENDIX D – Rescue to Rescue Contract 17

Appendix E – Volunteer Application 17

Appendix F – Volunteer Welcome Package 19

APPENDIX G – Society Documents 20

Appendix H – Job Descriptions 23

Volunteer Opportunities 23

 Fundraising Team 23

 Communications & Promotions Team 23

 Cat Team 23

 Dog Team 23

 Bottle Team 24

 TNR Team 24

Appendix I – Surrender Forms 25

About Us

Meant 2B Loved Pet Rescue Society is a 100% volunteer run, foster-based domestic animal rescue. Our primary areas of focus are the Cranbrook/Kimberley region though we extend our borders as necessary.

Vision

A world where domestic animals are treated as family members – with kindness, love, compassion, and respect.

Mission

To be present in the community and reach out to as many neglected and abused animals as our resources will allow. To place these Meant 2B Loved animals into committed, caring, and loving homes.

Values

- **Protection:** We believe all animals deserve to be protected from harm, whether it be from the elements, risk of predators, or human cruelty or neglect.
- **Responsibility:** We believe the population of unwanted, unhoused domestic animals needs to be drastically reduced and are adamant that any M2BL pet adopted out will be spayed or neutered. Further, M2BL takes on many TNR (trap, neuter, release) programs as a means of ensuring the adults are no longer at risk of producing kittens, and that the kittens we take in are put into loving homes (with spay or neuter part of the deal – at our expense or through BC SPCA vouchers).
- **Caring:** Our goal is to ensure every foster home and/or adopter home is well suited to the animal in question and that the animals will receive the care and socialization they need to thrive.
- **Education & Advocacy:** We believe in encouraging and supporting the learning of our fosters, adopters, and the community at large about the needs of rescue animals and to be the voice of the animals who cannot speak for themselves.
- **Local First:** Though we at times take in animals from outside our region, and sometimes even outside our country, our priority will always be East Kootenay animals in need.

Structure

- Meant 2B Pet Rescue Society is a registered society.
- The Society's Board has no fewer than three Directors, but not more than 11 and includes the president, treasurer, and recording secretary. The Volunteer Coordinator and Fundraising and Marketing positions are Directors At Large.

Intake Process

The President of the Board of Directors has sole discretion on animals being rescued and brought to foster homes, but whenever possible, should consult with the remaining Board members. M2BL supports local animal rescues from the East Kootenay region and will, at the discretion of the President, accept out of region, out of province, and/or out of country animals in need. Meant 2B Loved Pet Rescue Society reserves the right to refuse to take in any animal they consider a danger to fosters or others. Intakes may also be denied if all available fosters are full.

If foster space allows, M2BL does accept owner surrenders of non-dangerous pets. Each owner will be required to sign an owner surrender form (appendix I).

Once an animal has been rescued by M2BL and is in our care, it is taken for a medical exam, scanned for ID, and receives appropriate medical care (including vaccinations, if appropriate). It is then placed in an approved foster home for further assessment, stabilization, and socialization.

All animal history that is known is recorded. M2BL and the foster will evaluate behaviour and keep appropriate records. If M2BL discovers any aggression on the part of the animal, this must be recorded and disclosed. When appropriate, a request will go out to one or more of the trainers we have worked with, to see if they are available to work with the aggressive animal.

The animal's information is added into Trello and the vaccination schedule. If the animal has a microchip and no owner has been located, that microchip number is transferred to M2BL. Meant 2B Loved Pet Rescue Society will make every attempt to contact the original owner if the animal is not being surrendered by the individual connected to the animal's microchip number. These efforts will be documented in the Trello file.

Meant 2B Loved Pet Rescue Society works closely with other rescues, including the SPCA, and has a duty to report any witnessed animal abuse or stray animals.

Foster Care

Meant 2B Loved Pet Rescue Society is a foster-based rescue. All animals in our care are in approved foster homes. Fosters are trained to recognize animal body language and use humane training methods. They are given specific instructions for the care of each animal and are expected to provide a home-like environment. Fosters are the first to assess the animal's behaviour and character and typically provide the animal information when an animal in their care is ready for adoption. Fosters will keep daily records and report back to the rescue and will:

- Ensure the animal has fresh water accessible at all times
 - Feed the food and supplements provided by M2BL to the animal in their care
 - Support crate training, when required, with instructions and demonstrations from M2BL. Whenever possible, M2BL will provide an appropriate-sized crate for the animal during its time in foster care.
-

- Will provide a safe environment for playing and sleeping.
- Will provide secure outdoor access for house training, playtime, enrichment, and exercise.
- Will not leave an animal unattended outside or have it off leash in an unsecured area.
- Will follow M2BL's philosophy on force free training and will not use aversive methods unless under the direction of a M2BL-approved trainer.
- Animals must be kept in an environment suited for their species and not be left in hot or cold temperatures.

M2BL regularly checks in with fosters and requires weekly emailed updates.

Transferring and Transporting

Meant 2B Loved Pet Rescue Society has partnerships with the SPCA – East Kootenay, Creston Pet Adoption and Welfare Society (PAWS), and Invermere Companion Animal Network (ICAN) to support each other and transfer animals between rescues if it benefits the animal and increases the chances for successful adoptions.

When an animal is being transferred, all information will go through the Director directly responsible for that animal to decrease chances for miscommunication. All communication will be via email and will contain animal information as well as transportation plans. A copy of the animal medical records will accompany the animal to the new location. M2BL will only transfer animals after confirming their behaviour and medical conditions. A completed transfer contract (Appendix D) is completed and signed by both parties.

All animals coming to M2BL from another rescue will be medically cleared by a veterinarian after a physical exam. The sending rescue will provide documentation of such.

All animals will be transported in humane conditions to ensure safety, comfort, and health. They will have access to food and water, remain free from sedation, and be provided breaks when possible. If transportation takes place by car, truck, etc., the temperature of the vehicle should be appropriate for the animal. Animals being relocated to our partner rescues will be transported by approved volunteers, directors, or the President. They will be humanely transported in crates or with the use of harnesses and seatbelts. Transporting of animals is done on a volunteer basis and gas/fees will not be reimbursed without prior consultation and approval by the Board.

Meant 2B Loved Pet Rescue is not currently involved in international transport.

Aggressive Animals

M2BL does not have the capacity to support significantly aggressive animals. If an animal in our care becomes a risk by displaying signs of aggression, biting, growling, or resource guarding, a plan for that animal will be determined as soon as possible. In consultation with one of our animal trainers, a plan will be established to determine the severity of the aggressiveness, the availability of treatment resources, the level of management required, the risk to public safety, and the animal's quality of life.

Animals will not be placed for adoption until there is no perceived risk to the adopter or animal.

Adoptions

Once an animal has been assessed, stabilized, and is medically ready, it will be put up for adoption (no sooner than 2 weeks after intake). All our available pets are placed on our website, Facebook, and Instagram. We do not use off-site partners for adoptions and all the information we have on an animal will be disclosed to the best of our knowledge.

M2BL does allow fosters to adopt the animal they are fostering. The Director working with the animal/foster will check with the foster prior to posting an animal for adoption. Once the animal has been posted for adoption and applications are coming in, the foster would need to apply like everyone else.

Applications

Applications will be reviewed by either members of the Dog Team or the Cat Team. In order to be chosen, the potential adopter must meet the needs of the animal they have applied for to move to the second phase.

Applications must meet the following:

- If looking to adopt a dog, the potential adopter must have a fully fenced yard. For those looking to adopt a large-breed dog, that fence must be at least 6 feet high and in good condition.
- Animals must live indoors with family.
- Animals must be kept indoors when alone.
- Pools must be secured.
- Balconies must be closed in
- If renting, landlord must approve of the adoption.

Home Checks

We understand that home checks can make people nervous. We will do our best to be professional, courteous, and friendly. A home check will be done only on applications that have been approved and will be done by the Director working most closely with the animal. In some cases, home checks can be done through the submission of photographs or video. The goal of the home check is to ensure there is a safe physical and emotional environment for the animal and that the animal's temperament and personality are a match with the family. The potential adopter's readiness for the responsibility of the animal or to make the changes needed to get to that level. If the animal has a disability, is pregnant, is injured, or is a puppy, extra care will be taken to ensure a safe environment.

Placement

Once a successful match between adopter and animal has been made, the adoption contract signed, and the adoption fee paid, the animal will be placed in their new home and provided with a small amount of the food they have been eating. If needed, training recommendations will be made and, for challenging dogs, may be paid for by M2BL for a period the Board determines is appropriate. All core vaccinations, deworming, rabies shots, spay/neuter surgeries, and microchips will be provided, at no extra cost, by Meant 2B Loved. As each animal and adoption is unique, the support given by M2BL is individualized to ensure the success of the match. Support can include:

- A home trial period to ensure the animal fits into the adopter's home.
- Follow up communication with the Director who facilitated the adoption.
- Additional advice, as needed.

Finalization

Once the adoption contract is signed and the adoption fee paid, an adoption is considered final. If the pet is not old enough for spay/neuter at the time of the adoption, the adopter must agree to have it completed at the appropriate time and to provide proof of the surgery to M2BL. If there are additional vaccines to be given, the adopter will make the animal available for those vaccines as early as possible.

Permanent Foster

M2BL recognizes that, for a variety of reasons, not all animals are adoptable. If an appropriate foster home can be found, the animal will be placed with them with all medical and nutritional expenses covered by Meant 2B Loved Pet Rescue. A regular foster contract will be signed to ensure ownership remains with M2BL, allowing for continued monitoring.

Adoption Fees

Adoption fees are accepted via the donation button on the M2BL website, e-transfer to meant2blovempetrescue@gmail.com, cash, or cheque. Fees are reviewed annually by the Board and adjusted accordingly.

Training

Meant 2B Loved believes in force-free, positive reinforcement training. Volunteers, fosters, and adopters must adhere to this while representing the organizations. The use of restraints, prong, choke, or shock collars must only be used under the supervision of a certified dog trainer. If an animal in a foster home presents behaviours that are beyond the skills of the foster family, a more appropriate foster home that supports the training needs of the dog will be found.

Medical Care and Organizational Philosophy

Meant 2B Loved Pet Rescue Society is responsible for the health of the animals in our care and ensures that each animal receives the care it needs. This includes dental care, orthopedic care, and surgical procedures. All decisions will be made by the Board with guidance from a local veterinarian. Until adoptions are finalized, all medical needs must be discussed and approved by Meant 2B Loved. If circumstances arise where funds are needed to support an adopter with a large medical issue, the Board will work to come to a consensus decision.

Vaccines

Meant 2B Loved Pet Rescue Society will provide core vaccines for all animals in our care requiring them, including for Rabies and Bordetella.

Nutrition

M2BL believes that nutrition is a very important part of pets living long and healthy lives. Due to budget constraints, Meant 2B Loved is often unable to provide high quality food for the animals in care as we receive a lot of our food by donation. We do recommend upon adoption, that adopters immediately begin mixing the food the animal has been taking with a new protein-rich, high quality pet food, reducing the amount of poor-quality food each week until the animal is solely on high-quality food products.

Grooming

When needed, M2BL will have animals professionally groomed by a qualified groomer.

Parasite Control

All cats and dogs in M2BL's care are treated for worms. If an animal is presenting with parasites, these also will be treated.

Infectious Disease

M2BL follows the recommendation of our veterinarians when it comes to infectious diseases for both zoonotic and non-zoonotic diseases. When quarantine is necessary, no other animals shall be placed with that foster during the quarantine and/or shedding period, however, no animal will be kept in isolation without the consultation of a veterinarian and a plan in place.

Alteration

Meant 2B Loved believes spaying and neutering is a critical component of prevention. All animals who come into our care, who are not already, will be spayed or neutered when the time is appropriate.

All spay/neuter surgeries are performed by a qualified veterinarian.

Euthanasia

Meant 2B Loved Pet Rescue's Board of Directors can approve euthanasia for animals who are suffering and can not be adequately managed by medical intervention or for those with untreatable behavioural issues that pose a risk to others. Euthanasia will be conducted by local veterinarians and done in the most humane way possible.

Animals Returned

Meant 2B Loved is responsible for each animal that comes into our care, for the remainder of that pet's life. If for some reason an adopter can no longer keep the pet, they must return it to M2BL for evaluation and re-homing. Once returned, the animal will go through the intake procedure, placed in foster care, assessed, and will follow the regular process for re-adoption.

Feral Cats

M2BL supports, and actively participates in, TNR as a humane approach to controlling the feral cat population. We have an inventory of live traps that are cleaned and disinfected after each use and stored in a clean environment. Each trap is tagged with a sticker that indicates who cleaned the trap, what was used, and the date.

When traps are set, at least one person will be assigned to each location and are responsible for monitoring and documenting every four hours. When a cat is secured in the trap, the Director leading the TNR must be notified and the animal transported within a maximum of 8 hours (as trapping sometimes occurs at night).

Captured cats are brought to a local veterinarian for a thorough examination and microchip check. Adults are spayed or neutered, taking the same care as we would with any non-feral cat. After a couple of recovery days,, the cats are returned to the location they were removed from. Any kittens captured who show potential for rehoming, will be fostered until appropriately socialized, and then put up for adoption.

Board

As per M2BL's Bylaws, the Pet Rescue Society must have no fewer than 3 and no more than 11 Directors. At each annual general meeting, the voting members entitled to vote in the election or appointment of directors must elect or appoint the Board.

All members of the Board are volunteers and are not compensated to be a Board member. Minutes of Board Meetings and decisions are kept with the designated secretary. Board governance adheres to the Societies Act. The organization purchases liability insurance for the Board, reviews the coverage annually, and records this in the meeting minutes.

Volunteers

All volunteers will meet with the Volunteer Director, in person, online, or by phone, be given a welcome package, be introduced to the organization, and review our mission, vision, and values, and our policies. All volunteers agree to represent M2BL professionally.

Fostering

- Individuals/families interested in fostering must apply to do so.
- A home check will be done at a potential foster's home, either in person, through photos or videos, or both.
- Fosters selected will support the values of M2BL.
- When animals are placed with a foster, a foster contract will **be in place** that clearly outlines the roles and responsibilities of the foster and Meant 2B Loved Pet Rescue Society.
- Foster families will be provided the food and supplies needed by the animal for the duration of the time the animal is with the foster.
- Foster contracts are clear that damage to the home is not the responsibility of M2BL. In some cases, with extenuating circumstances, the Board will have the discretion to make compensation to foster families.

Other opportunities

This includes supporting events, helping with social media, fundraising, bottle recycling program, cat team, dog team, TNR team, and more.

Education

All volunteers will be given the specifics of their position's duties. Those working directly with animals will be given training to recognize animal body language, sanitation protocols, media relations, and basic animal grooming care.

Fundraising/Donations

Meant 2B Loved's fundraising campaigns are transparent and clearly state the intent of the proceeds.

- Meant 2B Loved Pet Rescue will not enter into fundraising agreements with relatives or any organization where there may be a real or perceived conflict of interest.
- Fundraising events may include, but are not limited to: bottle drives, bake sales, awareness events, Amazon wish lists, specific animal fundraisers, yard sales, contests, auctions, and more.
- Non-monetary gifts will be accepted if they can be used for animals in our care, for fundraising (auction items, etc.), or toward expanding M2BL's available services.
- M2BL will not accept donations from companies that support or approve animal testing/cruelty.
- As M2BL is a registered society and not a registered charity, tax receipts will not be supplied to donors.

Finances

Financial accountability is to ensure the proper management of the society's funds to ensure they are being used to promote the activities of the society. Finances and records are the responsibility of the Treasurer, including:

- Receiving and banking monies collected from the members or other sources.
- Keeping accounting records in respect of the Society's financial transactions.
- Preparing the Society's financial statements
- Making the Society's filings with respect to taxes.
- Approving spending that is over and above the "norm".
- All requests for reimbursement by a Director or volunteer must include receipts.
- The Finance Director/Treasurer is the holder of the Society's credit card, which will be paid monthly once submitted with receipts.
- Any member of the Board has the authority to enter into contracts on behalf of the agency, with approval from other Board members.

The following records will be kept in accordance with The Societies Act:

- The financial statements of the Society's and the Auditor's report, if any, on those financial statements
- Adequate accounting records for each of the society's financial years, including a record of each transaction materially affecting the financial position of the society.

File and Records Management

Meant 2B Loved utilizes Google Docs and Sheets, along with Trello, to track details of animals in our care. Finances and Fund Development are the responsibility of the Treasurer, as is the record keeping and filing of pertinent documents.

Animals

M2BL keeps records of each animal in Trello, a web-based tracking system. Additionally, vaccination records are tracked on a Google Sheets spreadsheet. For each animal, the following information is gathered:

- Date of intake
 - Animal ID #
 - Photo
 - Medical information including vet visits, vaccinations, surgery
 - Assessment information including socialization and behavioural
 - Foster information
 - Adoption information
 - Transfer information
 - Returns
 - Euthanasia or death
-

Applicants

Applicants have the right to know how their information is being stored, handled, or shared. M2BL follows the guidelines under BC's Personal Information and Protection Act.

1. Applicants are kept on file for 1 year, if requested by the applicant,
2. Adoption files are kept for the life of the animal.,
3. Records are all electronic and kept on the organization's Trello or Google account and password protected.
4. Information may be shared with other rescues with permission of the applicant/adopter.

Applicant consent is required to keep an application longer than its intended purpose. For example if an applicant applies for a specific animal and is not selected, the applicant must give permission for their information to be kept (and indicated time frame) on file for future consideration. This can be done on the application or verbally. If this is done verbally a follow up email should be done to confirm consent and this document should be placed in the file (paper or electronic).

Appendix A – Foster Application



Foster Home/Care Contract

Before a pet can be placed in your home, Meant 2B Loved Pet Rescue Society will be performing reference checks. Please sign this Foster Care Contract and return it to: meant2blovempetrescue@gmail.com.

This Foster Home/Care Contract Agreement is effective as of the _____ day of _____, 20____. FOR THE: _____ NAMED: _____

I, _____ ("Foster Home" or "Foster Family"), do hereby enter into this contract with Meant 2B Loved Pet Rescue Society of my/our own free will and agree to give the foster care and shelter to rescued pet(s) ("Foster Pet") from time to time as agreed to between the Foster Home and Meant 2B Loved Pet Rescue Society.

The Foster Family acknowledges and understands that Meant 2B Loved Pet Rescue Society does not have complete prior knowledge of the Foster Pets health and temperament. The Foster Family will take all necessary precautions to protect myself/ourselves and others who might come into contact with the Foster Pet, including privately owned pets.
Initial _____

The Foster Family understands and agrees that Meant 2B Loved Pet Rescue Society will not be held responsible for any injury, illness or disease contracted by any animals privately owned, or for property damage or harm to other pets, persons or property, both moveable and immovable, that may come into contact with the Foster Pet while it is in the Foster Family's care. In that regard, I hereby release, discharge, and agree to indemnify and save Meant 2B Loved Pet Rescue Society, its directors, officers, volunteers, coordinators and representatives from any and all claims, damages, losses, expenses, actions and causes of action, including legal fees on a solicitor/client basis, arising out of any act or occurrence on account of my/our care, control and possession of the Foster Pet. In addition to any other types of damage, this clause specifically releases Meant 2B Loved Pet Rescue Society from any

Appendix B – Adoption Contracts – Feline & Canine

Date Received: _____

Meant 2B Loved Pet Rescue Society Cat Adoption Form

We carefully screen each applicant to ensure that our animals are matched with the right adopter and best possible home. An incomplete application will not be processed.

Please note that this application will be filed as property of Meant 2B Loved Pet Rescue Society once submitted.

This application will be reviewed by our Cat Team as quickly as possible. It can take up to 72 hours (sometimes more) for us to be able to review applications when we are very busy.

We reserve the right to decline applications for any reason.

Name(s) of cat(s) you wish to adopt: _____

What made you want to adopt this cat/these cats: The cat is SO CUTE!

The description of the cat(s) fits what I am looking for personality-wise

It reminds me of my old cat Other: _____

Applicant information

(1) First Name: _____ Last Name: _____

(2) First Name: _____ Last Name: _____

Address: _____

City: _____ Postal Code: _____ Email: _____

Phone 1: _____ Phone 2: _____

Applicant Age(s):

19 - 30 31-40 41-50 51 - 60 61 - 70 71+

APPENDIX C – Adoption Application

DRAFT

DOG APPLICATION FORM

We carefully screen each applicant to ensure that our animals are matched with the right guardian and best possible home. An incomplete application will not be processed.

Please note that this application will be filed as property of Meant 2B Loved Pet Rescue Society once submitted. This application will be reviewed by our volunteers, and it may take up to a week to be processed. We reserve the right to decline applications for any reason.

DOG NAME: _____

Applicant Information

1) First Name: _____ Last Name: _____

2) First Name: _____ Last Name: _____

Street Address: _____

City: _____ Postal Code: _____ Email address: _____

Home Phone: _____ Mobile phone: _____

Applicant age (s): 19-30 31-40 41-50 51-60 61-70 71+

What do you do? Student Employed Retired Other: _____

If employed, do you work: At home Shift work Part time Full time Other

Household Information:

1) How long have you lived in your current home? _____

Type of home:

House Townhouse Apartment/Condo Suite in House Other

2) Do you own or rent your home? Own Rent

APPENDIX D – Rescue to Rescue Contract

Need copy of form

DRAFT

Appendix E – Volunteer Application



Volunteer Information

Name:

Address:

Email Address:

Cell Phone Number:

Alternate Phone Number:

When are you generally available to volunteer?

Weekdays

Weekends

Daytime

Evenings

Meant 2B Loved Pet Rescue Society will be hosting several fundraising events in a calendar year. These events will include, but not be limited to; bake sales, BBQS, bottle drives, garage sales, auctions, pet photo opportunities and community events/markets.

Depending on the event, volunteer activities could include:
planning, setup/teardown, manning displays, greeting guests, answering questions, promoting our rescue, handing out promo items and business cards, etc.

Depending on the event, some pre-event requirements may be needed in regard to:
requesting and collecting auction items, distribution of posters, promotion via social media, crafting/sewing/knitting, baking/cooking

What type of volunteering would you like to do?

Do you have any special skills you'd like to donate as a volunteer?


Appendix F – Volunteer Welcome Package

Meant 2B Loved Pet Rescue 



NEW VOLUNTEER
Welcome Packet

APPENDIX G – Society Documents (certification of incorporation, certified copies of the constitution and bylaws of the society, registrar of directors including contact info, copies of conflict-of-interest forms and any other required society documents)

 CERTIFIED COPY Of a document filed with the Province of British Columbia Registrar of Companies <i>T.K. Sparks</i> T.K. SPARKS	STATEMENT OF DIRECTORS AND REGISTERED OFFICE BC Society - Societies Act
	NAME OF SOCIETY: MEANT 2B LOVED PET RESCUE SOCIETY Incorporation Number: S0072653 Business Number: 74921 4938 BC0001 Filed Date and Time: September 4, 2023 08:25 PM Pacific Time
	REGISTERED OFFICE ADDRESS INFORMATION Delivery Address: 860 301 ST KIMBERLEY BC V1A 3J9 Mailing Address: 860 301 ST KIMBERLEY BC V1A 3J9
	DIRECTOR INFORMATION Last Name, First Name Middle Name: BILLMANN, RUTH M Delivery Address: 6209 MISSION RD CRANBROOK BC V1C 7B7
	Last Name, First Name Middle Name: DUX, DARRYL LYN Delivery Address: 270 MISSION CRES CRANBROOK BC V1C 6P7
	Last Name, First Name Middle Name: WAINWRIGHT, KATE KARLA Delivery Address: 860 301ST ST KIMBERLEY BC V1A 3J9
	Last Name, First Name Middle Name: WAINWRIGHT, SIAN ELIZABETH Delivery Address: 860 301ST ST KIMBERLEY BC V1A 3J9
BC Registries and Online Services Incorporation Number S0072653 www.gov.bc.ca/Societies Page 1 of 2	



M2BL Standards of Practice

First Certificate January 29, 2024 15:34 PM Pacific Time
Society Incorporation Number: S0072653

Model Bylaws (Societies Regulation 2015, Schedule 1)

Bylaws of MEANT 2B LOVED PET RESCUE SOCIETY (the "Society")

PART 1 – DEFINITIONS AND INTERPRETATION

Definitions

1.1 In these Bylaws:

"Act" means the *Societies Act* of British Columbia as amended from time to time;

"Board" means the directors of the Society;

"Bylaws" means these Bylaws as altered from time to time.

Definitions in Act apply

1.2 The definitions in the Act apply to these Bylaws.

Conflict with Act or regulations

1.3 If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.

PART 2 – MEMBERS

Application for membership

2.1 A person may apply to the Board for membership in the Society, and the person becomes a member on the Board's acceptance of the application.

Duties of members

2.2 Every member must uphold the constitution of the Society and must comply with these Bylaws.

Amount of membership dues

2.3 The amount of the annual membership dues, if any, must be determined by the Board.

Model Bylaws (Societies Regulation 2015, Schedule 1)

Appendix H – Job Descriptions

Volunteer Opportunities

Fundraising Team

Depending on the event, volunteer activities for the Fundraising Team could include: planning setup/tear down monitoring displays greeting guests answering questions promoting our rescue handing out promotional items, business cards etc. Some pre-event assistance could include: requesting and collecting auction items distribution of posters promotion via social media crafting/sewing/knitting, baking/cooking.

Communications & Promotions Team

Timely responses to inquiries; applications to foster, adopt, or volunteer; fundraising opportunities; potential donations, and requests to surrender animals are vital for community goodwill and for the well-being of animals in need. As a member of the Communications & Promotions team you may be called upon to monitor incoming emails, social media comments, and Facebook Messenger correspondence and respond in a professional manner to requests and/or direct the question to the appropriate Board member.

Cat Team

Kitten season seems to be getting longer and earlier each year. We are called on frequently to rescue kittens and adult cats. As a member of the cat team you may be called upon to help with rescues, transportation of animals to vet appointments or to foster or adopter homes, booking vet appointments, being an emergency foster, dropping off supplies to fosters. But what you'll get in return is priceless.

Dog Team

Many of the dogs rescued by Meant 2B Loved have been through abuse or neglect and require rehabilitation before being adopted.

As a member of the dog team, you may be called upon to assist with rescues, transport dogs to and from training sessions and vet visits, book vet appointments, be an emergency foster. In return you'll see the gratitude in the dogs eyes for your kindness and care.

Bottle Team

As refundable cans, bottles, and milk containers make up a large portion of our budget, our Bottle Team is **very** important. As a member of the Bottle Team you may be called upon to monitor the bottle group chat for pickup requests, pick up donations of refundables from donor homes, empty our refundables collection bins, sort, bring donations to the recycling depot, and collect the funds provided in return. Bottle team members will need to use their own vehicle for the collection and delivery of recyclables.

TNR Team

Doing what we can to help control the feral cat population is an important component of our work. Feral can impact bird populations, potentially spread disease, and live shorter, more difficult lives than they should have to. Rescuing kittens from that situation before they become fully feral and sterilizing the remaining adult cats will ensure no further kittens will be born from that cat. TNR team members may be responsible for planning, trapping, transporting, and bringing to the vet, feral cats that have been captured. They may also be responsible for finding a quiet place for the cats to stay for a couple of days while recovering from surgery, before they are transported again back to where they were found. Any kittens that can be domesticated, however, are kept in our custody until adoption.

Appendix I – Surrender Forms



Owner Conditional Surrender Form

NOTE: This form must be completed, signed, and returned to us before we begin the search for a foster or permanent home for your pet. By signing this surrender form, you are agreeing to remove any ads, posts, etc., in which you are trying to rehome the pet on your own.

I, _____ do hereby conditionally release ownership of my pet _____ named _____ to Meant 2B Loved Pet Rescue Society (Society).

I understand that Society will not take any action without receipt of the completed and signed Conditional Surrender Form. Further, I understand upon conditionally surrendering said pet to the above-named Society, that the Society will make every effort to find a foster or a new home for the pet. If a foster or home for the pet has not been found within a two-week period, this conditional surrender becomes void, and I retain responsibility for the pet.

Pet Information (to the best of your knowledge)

Breed _____ Colour _____

Age _____ Birthday (if known) _____ Sex: Male Female

Owner's Information

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email: _____

Veterinarian Clinic: _____ Phone Number: _____

Address: _____ City: _____ Province: _____ Postal Code: _____

I hereby state that I am conditionally relinquishing ownership of said pet of my own free will.

Owner's Signature

Date



Owner Surrender Form

I, _____ do hereby release ownership of my pet
_____ named _____ to Meant 2B Loved Pet Rescue Society
(Society).

I understand that upon giving said pet to the above named Society, that the Society becomes sole owner of said pet. I will make no attempt to reclaim said pet. I fully grant the Society the right to give said pet any medical treatment deemed necessary, and to place said pet into a good adoptive home.

Should a veterinarian determine said pet is too ill to be treated, I give the Society the right to humanely euthanize said pet.

I release the Society from all liability concerning said pet and acknowledge that the Society will make every attempt to provide care and find a permanent home for said pet.

Pet Information (to the owners best knowledge):

Breed _____ Colour _____

Age _____ Birthdate (if known) _____ Sex _____

Owner's Information:

Address _____

City _____ Province _____ Postal Code _____

Telephone Number _____ Email Address _____

Veterinary Clinic _____ Telephone Number _____

Address _____ City _____ Province _____

Postal Code _____

I hereby state that I am relinquishing ownership of said pet of my own free will.

Owner's Signature

Date