

Guidelines for Tenant Responsibilities

Utilities are the responsibility of the Tenant and must be paid regularly.

The Tenants of all houses will be encouraged to maintain their assigned units as follows:

- Ensure smoke detectors are in good working condition
- Clean/change furnace filter frequently.
- Change range fuses as needed.
- Cleaning of appliances.
- Change light bulbs as needed.
- Door knobs tightening/replacing.
- Door locks.
- Bathroom fan-keep free of thick dust.
- Keep sink traps free of debris.
- Wash siding/yearly.
- Clean eaves troughs/yearly.
- Reset furnace switch/breakers.
- Vacuum behind fridge/twice a year.
- Remove debris from washer/dryer lint filters.
- Clean/replace range hood filters.
- Clean bathroom tub.
- Report all leaking fixtures/repairs.
- Regular floor/carpet care.
- Maintain hand rails.
- Maintain yard/grass cutting and free of garbage.
- Maintain ventilation with the season.
- Maintain steps and landings.
- Closet doors/cabinet door adjustments.
- Maintain house and surrounding area in good condition and free of flammable or hazardous components.
- General upkeep and maintenance of the house including: painting and routine repairs.

Red Pheasant Cree Nation

Tenant Information Handbook

Housing Program



Housing Department

Main Phone: 306.937.7717
After Hours/Emergency: 306.480.8293
Email: housing@redpheasantcn.ca

March 2026

Responsibilities

Red Pheasant Cree Nation:

- The RPCN will provide sewer, water and garbage pick-up services.
- To make sure the unit is clean and ready to move in by the agreed upon Tenant move-in date.
- The Housing Manager will accept requests for maintenance and repairs, which will be prioritized and reflected in the short and long term housing plans.
- The Housing Manager will, to the best of their ability, ensure tenants assume responsibility for the upkeep of their units.
- In the event the Tenant ends their tenancy, Housing Department staff will conduct a 'move-out' inspection with the Tenant. Any damage found to the unit, beyond 'normal wear and tear' will be repaired. The cost of the repair will be billed to the former Tenant.

Tenant:

- To generally maintain the house including cleaning, painting, landscaping (if applicable) and routine repairs (eg: doorknob replacement; paint);

For full details including procedures, refer to the Red Pheasant Cree Nation Housing Policy—March 2026

Tenant continued ...

- Attend a RPCN Tenant Workshop;
- To report outside drainage and foundation problems so that efforts may be conducted so as to prevent moisture deterioration;
- Recognize the right to privacy and enjoyment of neighbours and Red Pheasant Cree Nation;
- Pay for any damages you, your guests or your pets cause to the unit or property;
- Respect the noise regulations;
- If you have a pet you must follow the rules and regulations regarding noise, pet waste, etc.;
- To dispose of garbage in an approved disposal site;
- To obtain approval from the Housing Department prior to making any alterations to your assigned unit; and
- Adhere to Pets Policy



Purpose

This handbook serves as a brief overview of the Red Pheasant Cree Nation's Housing Program.

For detailed information on the Housing Program or for a copy of the RPCN Housing Policy, please contact the Housing Manager.

Band Owned Units and CMHC Housing are homes that are funded and/or financed through federal government housing programs, mortgage loans and Red Pheasant Cree Nation own sourced revenues.

All housing units that are on the RPCN reserve lands, *except those deemed to be privately owned and for which an Ownership Agreement has been executed*, are considered property of the RPCN and classified as Band Housing.

Illegal Activity

The Red Pheasant Cree Nation will not tolerate illegal activity. In the event such illegal activity is brought to the attention of the Housing Manager, the Housing Manager upon approval from Chief & Council will serve an eviction notice. RCMP will be requested to escort the eviction.

The Housing Tenancy Agreement

After you have accepted the assignment of a housing unit you are required to sign a Housing Tenancy Agreement before you move in. This is a contract between you (the Tenant) and Red Pheasant Cree Nation. The agreement confirms the rights and responsibilities of the Tenant and RPCN.

It is administered according to the RPCN Housing Policy and other RPCN laws and regulations.

Understanding the Agreement

The Housing Manager will meet with you before moving into your assigned unit, - to explain the Tenancy Agreement and the housing program.

Please read the agreement carefully and if you are unsure of anything, ask for more information - be sure to understand what the agreement says before you sign it!

You will be given a copy of the agreement after it has been signed.

Before you move in!

Before you move into the home you will:

- Meet with the Housing Manager to review the Tenancy Agreement and learn about your roles and responsibilities and the responsibilities of Red Pheasant Cree Nation.
- Sign the Housing Tenancy Agreement and be given a copy.
- Provide confirmation that you have established SaskPower and SaskEnergy accounts.
- Participate in a move-in inspection to confirm the condition of the home before you move in and to review the operational items such as the furnace, plumbing and fire safety systems during the inspection. You will receive a copy of the inspection report signed by the Housing Manager.

Insurance

It is your responsibility to obtain and pay the cost of insurance for your personal belongings ('personal property' or 'contents' insurance). Red Pheasant Cree Nation is not responsible for loss or any damage to your personal belongings.

Authorized Occupants

Only occupants listed in the Tenancy Agreement signed by the Tenant and the Housing Manager are authorized to occupy the unit. If you would like someone who is not listed in the agreement to live permanently in the housing unit you must first make a written request to the Housing Manager.

If you do not ask for and obtain approval from the Housing Manager or, your request is denied and you permit the unauthorized person to live in the unit, this is a breach of the Tenancy Agreement and RPCN reserves the right to terminate the agreement and have you and all occupants vacate the premises.

