

# Windy Woods Co-operative Homes of London Inc.

Amendment Date: March 30, 2022; April 13, 2022

Date Approved: April 25, 2022

Policy # 6: Pet Policy

## Pet Policy

1. Limit:
  - a) Members are allowed to keep up to 1 dog and 2 cats per unit.
  - b) If any Members units have more cats or dogs than 1 dog and 2 cats when this policy is passed on April 11, 2016, these units will be granted authority to keep these existing pets until they are deceased or have moved.
  - c) Guest pets are not included in the limit allowed in unit since they are short –term and temporary as they have a primary home elsewhere.
2. General:
  - a) Members are allowed to keep pets in the Co-op. Pets must not interfere with another member's use or enjoyment of his/her unit or common area.
  - b) If a member is in doubt as to whether a pet is allowed and/or must be registered according to the Co-op's Pet Policy, it is his/her responsibility to consult the Office and Board of Directors before acquiring the pet.
  - c) Pet owners must comply with all City of London By-Laws governing licensing, care and control of pets. ***All dogs or cats must have City of London License tags.***
3. Contained Pets:
  - Pets that are contained in a cage, tank or other container must be kept in reasonable quantities and do not have to be registered with the Co-op. Contained pets permitted are guinea pigs, hamsters, gerbils, fish, budgies, canaries or 1 rabbit.
4. Exotic Pets:
  - ***Exotic pets are not permitted in the Co-op. Examples of exotic animals include but are not limited to reptiles, snakes, tarantulas, spiders, piranhas, parrots, turtles, rats, pigs, cougars. Also not permitted, none contained or otherwise, are chickens, hens, turkey, ducks.***
5. Destructive/Dangerous Pets:
  - The Co-op reserves the right to disallow any pet or variety of pet, which it deems to be potentially destructive or dangerous. The Co-op reserves the right to require potentially destructive or dangerous pets to be muzzled. Examples of such pets include but are not limited to aggressive dogs.

6. Registration:

- a) Except as provided in section 3, all pets **over four months old** must be registered with the Co-op.
- b) Each member when registering a pet must sign an agreement to abide this Policy and any decision made by the Co-op regarding his or her pet (By-Law No. 2 Schedule “B” Form B-3). Before signing the agreement, the member must provide for each pet the following information to be appended to the agreement: type of animal, name (if any), approximate age, license number (if applicable), plus any such other information as the Co-op may require.
- c) Service dogs must also be registered with the Co-op showing all pertinent information referring to the certified dog training completion.
- d) Pets that will be temporarily staying in a Member’s unit must be registered with the Co-op in advance of their arrival using Form B-3 –1.

7. Condition of Animals:

- a) Pet owners must protect their pets against parasites (including fleas) and diseases. A certificate of inoculation against rabies and distemper for all mammals plus F.E.R. for cats and hepatitis for dogs, must be filed with the Co-op at the time the pet is registered or when it has reached *six* months of age, and annually thereafter.
- b) All pets twelve months of age or older **must be spayed or neutered**. A certificate indicating the spaying or neutering has taken place, issued by the Humane Society or licensed Veterinarian, must be filed with the Co-op when a pet is registered or within one month of the pet turning twelve months of age.
- c) The requirement for inoculation, spaying or neutering of a pet may be waived or postponed, as appropriate, if the necessity for such waiver or postponement is confirmed in writing by the Humane Society or a licensed Veterinarian. In such case the pet must be kept inside the owner’s unit or under strict control when outside the unit.
- d) If a certificate referred to in sub-paragraph a) or b) is not available because a member has owned a pet for a considerable amount of time, then the certificate may be replaced by a written declaration that the pet has been inoculated, spayed or neutered as appropriate.
- e) All pets must be kept in compliance with London Humane Society Regulations, and any abuse brought to the attention of the Co-op will be reported to the Humane Society.
- f) All cats must be kept indoors and are not permitted to run loose outside. If a cat is to go outside, it must be on a leash and or a harness.

8. Nuisance:

- a) **STOOP AND SCOOP - A member must immediately clean up any mess created by his/her pet through natural body functions or otherwise. If a member is unable to STOOP AND SCOOP, they must make arrangements for someone who is able to do this for them.**
- b) A member must repair or pay for any damage to the property of another member or of the Co-op caused by his/her pet.
- c) A member must control his/her pet to prevent any noise that disturbs other members.

9. Control:

- a) Pets are not allowed in the Common Room or *Laundry room* except for service dogs.
- b) b) Pets (except those referred to in paragraph 3) must be on a leash anywhere within the Co-Op property with the exception of inside the Member's unit. While outside the unit pets must be kept on a short leash anywhere within the building and must be under the control of a person that can physically and mentally deal with its behaviour and maintain control of the pet.
- c) Pets, (except service dogs) must be taken outside and returned through the rear exit door of the apartment building except for people with physical challenges who cannot navigate stairs; during daylight hours. The main entrance should not be used during daylight hours except for Members who cannot navigate stairs.
- d) **Dogs are not to be allowed to urinate or defecate anywhere at the front of the building, nor in the space near the playground between the YMCA daycare and the apartment building. Dogs must be taken to the rear of the apartment building or off the property to urinate or defecate and must be scooped immediately.**
- e) Dogs are allowed in the backyard units only if properly secured. Pet owners will be solely responsible for ensuring that other members of the Co-op suffering against allergic, medical, or personal conditions producing discomfort in the presence of animals, will not be subject to undue exposure to pets.
- f) No pet is to be left on a balcony unsupervised. No pet is allowed to urinate or defecate on a balcony.
- g) Service dogs must be identified by wearing their harness or vest at all times.
- h) No member shall NOT store bags of used kitty litter or dog refuse on their balcony. These bags must be taken to the dumpster out back immediately.**

**10. Complaints and Penalties:**

- a) Any member with a complaint about a pet should first approach the owner and try to resolve the problem. If unapproachable, the Member should write a note to the owners to voice their concerns.
- b) If that is unsuccessful, the complaint must be put in writing and taken to the office asking the office to send a letter to the members. by filing a Grievance Form and submitting the completed form to the Co-op office.
- c) When the office receives a Grievance about a member's pet, the office will follow the Grievance procedure:
  1. For the first complaint, the pet owner will meet with the *Board of Directors* to explain their pets and/or their own behavior. The member and Board of Directors will determine a solution to correct the problem.
  2. *For the second complaint, the Office will notify the Board to issue a Notice to Appear to the pet owner to meet again with the Board which could lead to eviction or removal of the pet from the Co-op.*
  3. In the event that a pet has bitten anyone, this clause shall supersede clauses 1 and 2. If it determined that a pet has bitten anyone, the Board of Directors reserves the right to notify the Member that they must have the pet removed from the Co-operative within 24 hours. Failure of a Member to remove a pet when directed by the board of Directors is grounds for eviction.

**10. Financial Responsibility:**

- Every member assumes financial responsibility for damage incurred by their pet on Co-op property or on the property of other members of the Co-op. Any damages to property of members or the Co-op which are not paid for before the member departs the Co-op, will be covered by removing the actual cost of repair from the member's unit deposit before it is refunded to the member on departure from the Co-op. The pet owner will be held responsible for amounts in excess of his/her member deposit even after departure from the Co-op.