

**BIRCH GLEN CO-OPERATIVE HOMES INC.**

**BOARD POLICY**

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**PET POLICY**

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**Passed by the Board  
of Directors:**

**November 25, 2015**

## BIRCHGLEN CO-OPERATIVE HOMES INC.

### PET POLICY

A policy relating to pets of Birch Glen Co-operative Homes Inc. (the Co-operative)

**Ownership of a household pet is a privilege not a right. This privilege once approved, may be withdrawn for cause by vote of the Board of Directors.**

**Pet owners who fail to bring appropriate attention and diligence to the care of their pets can cause aggravation to other members and interfere with the quiet enjoyment of their homes.**

**Pet owners must not permit their pets to create a nuisance, noise, or odor inside or outside their residence that will cause a disturbance to any other member.**

**No animals are permitted to roam free.**

#### GENERAL

1. Members and their households are allowed to keep pets in the Co-operative only if allowed by this Policy. If in doubt, it is the responsibility of each member to consult the Co-operative about whether a certain pet is permitted or must be registered with the co-operative.
2. Pets must not unreasonably disturb other residents, visitors, guests, or staff of the Co-operative or interfere with their reasonable enjoyment of their units or common areas of the Co-operative. Members are responsible for the pets that are kept in their units or brought to visit their units.

#### CATEGORIES OF PETS

3. *Contained Pets:* Pets that are normally contained in a cage, tank or other container may be kept in a unit and do not need to be registered with the Co-operative. Aquariums are limited to a total of 50 gallons per unit. Other contained pets such as birds and hamsters are limited to 2 per unit.
4. *Cats:* Cats may be kept in a unit and must be registered with the Co-operative. Cats are limited to 2 per unit. Cat litter boxes must be of non-porous plastic and appropriate litter must be used.
5. **Dogs: Members are not permitted to provide babysitting services for their friend's dogs or provide care for shelter dogs.**

**Should a dog be considered a necessity for a member, a request must be put in writing to the board along with a doctor's note. Except for Seeing Eye dogs, permission will be limited to small apartment size dogs. A list of**

**acceptable breeds is available from the co-op office. All dogs must be registered with the office.**

6. *Exotic Pets:* Exotic pets (such as monkeys & ocelots or exotic birds such as cockatoos & toucans, etc.) are not permitted.
7. *Endangered Species:* The Co-operative reserves the right to not allow a pet that is an Endangered Species, especially where trapping the species for pets is contributing to the decline of the species.
8. *Dangerous or Destructive Pets:* The Co-operative reserves the right to not allow a variety of pets or a particular pet which it deems to be potentially dangerous or destructive. Examples include boa constrictors and tarantulas, among others.

## **REGISTRATION**

9. For pets that must be registered with the Co-operative, the member must provide the following:
  - (9)1 a complete pet registration forms available from the Co-operative.
  - (9)2 a photograph of the pet.
10. The member must also provide a certificate issued by a humane society or a licensed veterinarian that the pet has been vaccinated within the last 12 months and has been spayed or neutered. If the pet is under 6 months old the certificate must be provided within one month of the pet becoming 6 months old.

## **CONTROL**

11. Pets are only allowed in interior common areas while in transit in or out of the building. Pets must be in the control of a responsible person while in the common areas and on the grounds of the Co-operative.
12. Members must promptly clean up any mess created by their pets. Members must dispose of any collected waste properly, which means it must be double bagged and placed in the proper container, either the outdoor garbage bins or the garbage container in the designated pet area. Collected waste may never be thrown down the garbage chute.
13. Members must repair any damage caused by their pet to the property of the Co-operative, another resident or a guest or visitor of another resident. If the member does not repair the damage, the Co-operative may make the necessary repairs and charge the member for the cost.

## **COMPLAINTS**

14. A member with a complaint about a pet should first approach the owner of the pet and try to resolve the problem. If that is unsuccessful, or if the member has a reason for not approaching the pet owner, the complaint should be put in writing and submitted to the co-operative office. The complaint should specify what happened and either the attempt(s) to resolve the problem with the pet owner or the reason for not doing so.
15. The Co-operative will make a reasonable attempt to investigate the complaint and resolve the problem with the pet owner.

## **REMOVAL OF A PET**

16. The Board may consider a decision that directs the removal of a pet from the Co-operative by the member(s) responsible for the pet if:
  - (16)1 a problem with the pet persists.
  - (16)2 there are repeated problems with the pet.
  - (16)3 there is a concern that the pet is dangerous or destructive.
  - (16)4 there is a concern that the pet is an endangered species.
  - (16)5 the member(s) responsible for the pet have failed to register or document their pet after a request from the Co-operative to do so; or
  - (16)6 the member(s) have breached this Policy in other ways.
17. If the Board is going to consider such a decision, the member(s) responsible for the pet will be served a Notice to Appear at a specified meeting of the Board where the decision will be considered. As much as possible, the procedure set out in the Occupancy By-law will be followed.
18. Failure to remove a pet when directed by the Board is a ground for eviction.

**PASSED by the Board of Directors of the Co-operative, at a meeting properly held on November 25, 2015.**

Corporate Secretary: \_\_\_\_\_

BIRCH GLEN COOPERATIVE  
HOMES  
1160 DORVAL DRIVE  
OAKVILLE, ON L6M 3E9

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## Pet Registration Form

<b>Unit #:</b>	_____
<b>Name of Member:</b>	_____
<b>Type of Pet:</b>	_____
<b>Name of Pet:</b>	_____
<b>Date pet move-in:</b>	_____
<b>Date of vaccination:</b>	_____
<b>Spayed or neutered date:</b>	_____
<b>Age of Pet:</b>	_____
<b>Member's Signature:</b>	_____
<b>Date:</b>	_____

Please submit the completed form to the office by Nov 16, 2023

- 1. Please attach a photo of your pet to the registration form.**
- 2. Please provide the office with your dog or cat license certificate.**
- 3. Please read the attached Co-op's Pet Policy and the Town of Oakville Pet By-Law No. 2018-006 carefully.**