

Norris Crescent Housing Co-operative Inc.

Bed Bug & Pest Control Policy

If a member has a problem with bed bugs, they should immediately inform the co-op. Members are responsible for co-operating with the co-op in their effort to control bed bugs.

It is the co-ops responsibility to maintain the unit, so that it is fit for habitation and complies with health standards.

As per Occupancy By-law No. 21, The Occupancy Agreement, the Co-op has the right to enter and inspect any unit for the purpose of maintaining them. Members must be given notice in writing, 48 hours, prior to the inspection.

If there are bed bugs found in the unit, the member will comply with the recommended treatment. This is in the best interest of the member and the co-op as a whole. If the member(s) do not comply with the treatment or preparations, they will be sent a Notice to Appear to consider termination of their occupancy and membership.

Prior to treatment, a pre-inspection must be done to confirm that bed bugs are present in the unit. The Co-op will pay for the Bed Bug treatment but will not be responsible for the cost of preparation of the unit.

Members must not try to treat their unit on their own. Heat treatments are not allowed.

The co-op has a contract with a certified Pest Control Company and will exercise its' right to use their own contractor to protect the safety of its' residents and other units.

Preparation of the Unit

The member is accountable for the preparation of the unit. In order to perform a proper treatment, the unit must be prepared according to the instructions below, prior to the Pest Control Company entering the unit.

If the members' unit is not properly prepared for the appointment made with the Pest Control Company, the cost of the treatment, will be charged to the member.

The entire unit must be treated. Partial treatments are ineffective and risk the chance of re-infestation. If the Pest Control Company has to return, because the member refused to allow the entire unit to be treated, the cost will be charged to the member.

All units adjacent to the infested units must be treated at the same time. Members' co-operation is essential to prevent the bed bugs from spreading to other households. Bed Bugs are a serious problem and the co-op needs to deal with them as efficiently as possible.

The co-op can evict a member if a member seriously and unreasonably interferes with the co-op's efforts to deal with bed bugs.

Prior to Treatment:

- All clutter must be removed from the unit.
- If possible steam clean, wet vacuum or shampoo any carpeting and furnishings
- Vacuum the mattresses thoroughly, including crevices, handles and buttons.
- Vacuum bed frame, baseboards, objects and flooring close to the bed.
- Discard the vacuum bag (place it in a tightly sealed garbage bag before disposal)
- Remove all clothing from dressers and place in clean plastic bags or totes.
- Bookshelves, nightstands or other furniture in the immediate area must be emptied so that the technician can spray the underside of the furniture.
- Place all items in tightly sealed garbage bags and leave them in the unit to be treated.

Laundering:

- All clothing items must be washed at high temperatures (cold water does not kill bed bugs)
- Once the clothes are thoroughly dried, again at a high temperature, place them directly into tightly sealed garbage bags and sealed until all treatments are completed.
- Any garbage bags used for transporting clothing should be discarded outside the unit, as they may contain bed bugs.

Treatment:

- Vacuum cleaners should be used in all treatments to remove all bed bugs, both dead and alive, as well as any fecal matter and eggs.
- Before the treatment begins, all occupants, including pets must leave the unit and not enter for at least 5 hours after the technician has applied the treatment
- Aquariums may remain in place as long as the filtration and aeration systems are turned off and the tanks are adequately covered. This equipment can be turned back on after 6 hours of treatment.
- Anyone who is pregnant or has allergies or asthma should take the necessary precautions.

Follow Up Treatment:

- A minimum of one follow-up service is done 2 - 3 weeks after initial services. The follow-up service will consist of an inspection, spot treatment and if necessary, a full treatment.

- The member will have to prepare the unit again (as written above) if a re-treatment is required.
- There are times when a 3rd treatment may be necessary.
- The length of treatment times vary, but take approximately 30 to 45 minutes.

Members Responsibility After Treatment:

The member is responsible for finding a place to stay, for the 5 hours following the treatment.

The member is responsible for re-locating their pets for the 5 hours following the treatment.

CERTIFIED to be a true copy of **Bed Bugs and Pest Control Policy** of *Norris Crescent Housing Co-operative Inc.* passed by the Board of Directors at a meeting held on January 30, 2017.

Secretary

c/s