

Woodsworth Housing Co-op Pest Control Policy and Procedure

Approved by the Board of Directors on July 02, 2024

****Policy Statement: ****

Woodsworth Housing Co-op is committed to maintaining a clean, safe, and pest-free environment for all its members. To achieve this, we have established a comprehensive pest control policy and procedure, ensuring timely and effective responses to pest issues, including bed bugs, through our partnership with Woodsworth's contracted pest control company.

****Objective: ****

The objective of this policy is to outline the measures the office will take to prevent, identify, and control pest infestations within the co-op premises and to provide clear procedures for members to follow when a pest issue arises.

****Scope: ****

This policy applies to all members, staff, and contractors of Woodsworth Housing Co-op.

****Pest Control Measures: ****

1. **Monthly Inspections: **

- Monthly inspections are conducted in common areas and selected units to identify and address potential pest problems early.

2. **Preventive Measures: **

- Educate members on best practices for preventing pest infestations, including proper food storage, waste disposal, and cleanliness.
- Maintain the cleanliness of common areas and ensure prompt disposal of garbage.

3. **Professional Pest Control Services: **

- Woodsworth Housing Co-op has contracted Advantage Pest Control in 2024, a reliable and affordable service provider known for their quick response and effective pest control solutions.
- The pest control company will handle **all pest-related issues, including bed bugs, mice, rodents, insects, backyard infestation etc., using environmentally friendly and safe methods.**

****Procedure for Reporting and Addressing Pest Issues: ****

1. **Member Responsibilities: **

- Members must promptly report any signs of pest activity or infestations to the office.
- For bed bugs, members are required to follow the instructions on the Bed Bug Preparation Sheet provided by the office.

2. **Office Response: **

- Upon receiving a report of a pest issue, the office will reach out to the pest control company immediately.
- The office will schedule an inspection and treatment with the company at the earliest convenient time, prioritizing urgent cases.

3. **Pest Control's Role: **

- Pest Control will conduct a thorough inspection of the reported unit and surrounding areas.
- They will provide treatment and follow-up visits as necessary to ensure the complete eradication of the pest issue.
- A detailed report of the findings and actions taken will be submitted to the office for records.

4. **Follow-Up: **

- The office will monitor the affected unit and common areas to ensure the effectiveness of the treatment.
- Members are expected to cooperate with follow-up inspections and treatments as needed.

****Bed Bug Preparation Sheet: ****

- The Bed Bug Preparation Sheet outlines the steps members must take to prepare their units for bed bug treatment, including:
 - Laundering and sealing clothes and bedding.
 - Decluttering and vacuuming the unit.
 - Moving furniture away from walls.
 - Providing access to all areas of the unit for inspection and treatment.

[Pest Control Bed Bug Preparation Sheet attached to the last page]

Woodsworth Housing Co-operative

133 Wilton Street, Suite 201
Toronto, Ontario, M5A 4A4
(416) 363-3418
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****Communication and Education: ****

- The office will regularly communicate with members about the importance of pest prevention and control.
- Educational materials and resources will be provided to members to help them understand how to prevent pest infestations and the steps to take if pests are detected.

****Review and Update: ****

- This policy will be reviewed annually and updated as needed to ensure its effectiveness and relevance.
- Feedback from members and staff will be considered in the review process.

****Contact Information: ****

Woodsworth Housing Co-op Office:

- Phone: 416-363-3418
- Email: woodsworthadmin@rogers.com

By adhering to this policy and procedure, Woodsworth Housing Co-op aims to maintain a pest-free environment, ensuring the health and comfort of all its members.

If you have any questions, please contact the management office at (416) 363-3418 or email at woodsworthmanager@rogers.com

Yours Cooperatively,

Woodsworth Housing Co-operative Inc.



EAST WEST PEST CONTROL

Preparation for Bedbug Treatments

In order to successfully receive a treatment for bedbugs, the premises will need some preparation before our technician arrives. Please remember that tenants/residents absolutely **may not** be in the premises during pest control treatment. You will need to leave the premises for 3 hours upon the arrival of our technician. Pets must also leave the premises for the same amount of time- with the exception of the fish if you have an aquarium (please see instructions below).

PREPARATION INSTRUCTIONS

- Mattresses and box springs must be stripped down and free of all bedding, linen etc., and leaned up against the wall. Move items stored under beds.
- All bedding items – pillows included-should be placed in garbage bags, sealed and emptied directly into the washing machine. When the laundering cycles are complete, the clean laundry should be placed in new clear garbage bags and sealed during the treatment process. The garbage bags used for transporting clothing articles to the laundry room should be thrown away outside the premise as they may contain bed bugs. It is important to **wash your items** using **hot water** as cold water will not kill bed bugs or their eggs. All clean clothes should be put in the dryer on high for a minimum of 60 minutes.
- Vacuum the mattress thoroughly including the crevices, handles and buttons.
- Vacuum bed frame, baseboards and objects/flooring close to bed.
- Discard the vacuum bag (placed in tightly sealed garbage bag before disposal).
- Open sofa-beds
- We need easy access to perform treatment. Baseboards must be cleared of furniture.
- Allow for adequate room around the mattresses, sofas, chairs etc. we need at least 1-1/2 feet to apply the spray.
- Cover your fish tanks or aquariums and turn off the air supply.
- Empty bookshelves.
- Kitchen areas must not have any open food or dishes- you may store them in the cupboard or the fridge.
- Remove all items from your closets and dressers and end tables.
- Pull out the dresser drawers.
- All clothing items should be placed in garbage bags, sealed and emptied directly into the washing machine. When the laundering cycles are complete, the clean laundry should be placed in new clear garbage bags and sealed during the treatment process. The garbage bags used for transporting clothing articles to the laundry room should be thrown away outside the premise as they may contain bed bugs. It is important to **wash your items** using **hot water** as cold water will not kill bed bugs or their eggs. All clean clothes should be put in the dryer on high for a minimum of 20 minutes. Some clothing may require dry cleaning.
- Vacuum all carpets thoroughly, be sure to dispose of the contents immediately.
- All toys should be washed in soapy hot water and stuffed toys should be placed in dryer on high heat for 20 minutes.
- A repeat of this entire procedure will take place in about 2 weeks' time.
- We understand that it is a lot of work, but is the only way we can eliminate these nasty bloodsuckers!

Please do not wash away pesticides after treatment.

Thank you for your cooperation!