

***Schedule D: Notice to Appear for Arrears***

***Woodsworth Housing Co-operative Incorporated***

**To members:** \_\_\_\_\_

\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_

\_\_\_\_\_

The board of directors is going to consider ending your membership and occupancy rights and evicting you.

The grounds for this are that you have failed to pay housing charges to the Co-operative. The amount owing is stated in this Notice. This is grounds for eviction under section 11.1 (Eviction) of the Occupancy By-law.

The meeting to consider this will be in the place and at the time stated in this Notice. You do not have to arrive before the arrival time stated in this Notice.

The proposed date for ending your membership and occupancy rights is stated in this Notice. The board may set a later date.

You may appear and speak at the meeting. You may present written material. You may have a lawyer or other representative speak for you.

You do not have to vacate the unit, but after your membership and occupancy rights are ended, the Co-operative may get possession of the unit by obtaining an order of the Landlord and Tenant Board terminating your occupancy and evicting you under Part V.1 of the *Residential Tenancies Act, 2006*.

***Complete one box and delete others:***

***IN-PERSON ATTENDANCE ONLY***

**Place of board meeting:** \_\_\_\_\_

**Time and date of board meeting:** \_\_\_\_\_

**Time for arrival:** \_\_\_\_\_

***ELECTRONIC ATTENDANCE ONLY***

**Time and date of board meeting:** \_\_\_\_\_

**Instructions for attending:** Click on link:

Password:

Phone Number in case of problems:

**Time for connecting:** \_\_\_\_\_

***IN-PERSON OR ELECTRONIC ATTENDANCE***

**Place of board meeting:** \_\_\_\_\_

**Time and date of board meeting:** \_\_\_\_\_

**Instructions for attending:** Click on link:

Password:

Phone Number in case of problems:

**Time for connecting or arrival:** \_\_\_\_

**Housing charges owing:** \$ \_\_\_\_\_ as of \_\_\_\_\_

**Proposed termination date:** \_\_\_\_\_

**Attachments:** Copy of Member Ledger as of \_\_\_\_\_

Other \_\_\_\_\_

**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

***Schedule E: Notice to Appear***

***Woodsworth Housing Co-operative Incorporated***

**To members:** \_\_\_\_\_  
\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_  
\_\_\_\_\_

The board of directors is going to consider ending your membership and occupancy rights and evicting you.

The board of directors is going to consider whether you have broken the Co-operative's by-laws and, if so, whether you should be evicted. The grounds for this are stated in this Notice.

The meeting to consider this will be in the place and at the time stated in this Notice. You do not have to arrive before the arrival time stated in this Notice.

The proposed date for ending your membership and occupancy rights is stated in this Notice. The board may set a later date.

You may appear and speak at the meeting. You may present written material. You may have a lawyer or other representative speak for you.

You do not have to vacate your unit, but after your membership and occupancy rights are ended, the Co-operative may get possession of the unit by obtaining an order of the Landlord and Tenant Board terminating your occupancy and evicting you under Part V.1 of the *Residential Tenancies Act, 2006* if it applies, or else by obtaining a writ of possession from the court.

You may appeal the board decision to a general meeting of the members.

A member cannot appeal a board of directors' eviction decision to the membership if the grounds of termination are:

- Arrears
- Domestic violence
- An act involving violence
- An illegal act, or
- An act or failure to act that impairs the safety of others.

***Complete one box and delete others:***

***IN-PERSON ATTENDANCE ONLY***

**Place of board meeting:** \_\_\_\_\_

**Time and date of board meeting:** \_\_\_\_\_

**Time for arrival:** \_\_\_\_\_

***ELECTRONIC ATTENDANCE ONLY***  
**Time and date of board meeting:** \_\_\_\_\_  
**Instructions for attending:** Click on link:  
Password:  
Phone Number in case of problems:  
**Time for connecting:** \_\_\_\_\_

***IN-PERSON OR ELECTRONIC ATTENDANCE***  
**Place of board meeting:** \_\_\_\_\_  
**Time and date of board meeting:** \_\_\_\_\_  
**Instructions for attending:** Click on link:  
Password:  
Phone Number in case of problems:  
**Time for connecting or arrival:** \_\_\_\_\_

**Proposed termination date:** \_\_\_\_\_

**Grounds of termination:**

- (a) **By-laws and parts of by-laws:** \_\_\_\_\_  
\_\_\_\_\_
- (b) **Summary of facts:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attachments:** *(See section 12.2(c) (Notice to Appear Additional Information) of the Occupancy By-law about what should be included. List the Attachments here.)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

***Schedule F: Board of Directors' Eviction Decision for Arrears***  
***Woodsworth Housing Co-operative Incorporated***

**Members:** \_\_\_\_\_  
\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_

Note: If there is more than one member, the word "member" in this Decision refers to all members.

**Background:**

The Co-operative gave the member a Notice to Appear as required by the *Co-operative Corporations Act* and the by-laws.

**Decision:**

The occupancy rights of the member in the unit are ended on the date stated in this decision. The membership of the member in the Co-operative is ended on the same date.

**Reasons:**

The board of directors made its decision because the member owed housing charges to the co-op on the date of the meeting. This is grounds for eviction under section 11.1 (Eviction) of the Occupancy By-law.

**Additional decision, if any:**

**Date of board meeting:** \_\_\_\_\_

**A member attended the board meeting:** Yes: \_\_\_\_\_ No: \_\_\_\_\_ Who: \_\_\_\_\_

**Representative of a member attended board meeting:** Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Name of representative:** \_\_\_\_\_

**Kind of representative:** Lawyer \_\_\_ Paralegal \_\_\_ Other \_\_\_\_\_

**Housing charges owing at time of board meeting:**

\$ \_\_\_\_\_ as of \_\_\_\_\_

**Termination date:** \_\_\_\_\_

This document is a resolution of the board of directors duly passed on the date of the board meeting stated in this document and this resolution is still in effect and has not been amended.

**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

## ***Schedule G: Board of Directors' Eviction Decision***

### ***Woodsworth Housing Co-operative Incorporated***

**Members:** \_\_\_\_\_  
\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_  
\_\_\_\_\_

Note: If there is more than one member, the word "member" in this Decision refers to all members.

#### **Background:**

The Co-operative gave the member a Notice to Appear as required by the *Co-operative Corporations Act* and the by-laws.

#### **Decision:**

The occupancy rights of the member in the unit are ended on the date stated in this Decision. The membership of the member in the Co-operative is ended on the same date.

#### **Reasons:**

The board of directors made its decision because the member broke the Co-operative's by-laws and eviction is appropriate.

#### **Additional decision, if any:**

**Date of board meeting:** \_\_\_\_\_

**A member attended the board meeting:** Yes: \_\_\_\_\_ No: \_\_\_\_\_ Who: \_\_\_\_\_

**Representative of a member attended board meeting:** Yes: \_\_\_\_\_ No: \_\_\_\_\_

**Name of representative:** \_\_\_\_\_

**Kind of representative:** Lawyer \_\_\_ Paralegal \_\_\_ Other \_\_\_\_\_

**Termination date:** \_\_\_\_\_

**Grounds of termination:** (*Insert grounds from Notice to Appear as decided by board*)

(a) **By-laws and parts of by-laws broken:** \_\_\_\_\_

(b) **Summary of facts:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This document is a resolution of the board of directors passed on the date of the board meeting stated in this document and this resolution is still in effect and has not been amended.

**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

***Schedule H: Notice of Eviction Decision for Arrears***

***Woodsworth Housing Co-operative Incorporated***

**To members:** \_\_\_\_\_

\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_

\_\_\_\_\_

A meeting of the board of directors was held on the date stated in this Notice. You were given a Notice to Appear to be considered at that meeting. The board of directors decided to end your membership and occupancy rights on the date stated in this Notice.

You do not have to vacate your unit, but the Co-operative may get possession of the unit by obtaining an order of the Landlord and Tenant Board terminating your occupancy and evicting you under Part V.1 of the *Residential Tenancies Act, 2006*.

**Additional decision, if any:**

**Date of board meeting:** \_\_\_\_\_

**Housing charges owing at time of board meeting:**

\$ \_\_\_\_\_ as of \_\_\_\_\_

**Termination date:** \_\_\_\_\_

**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*



***Schedule I: Notice of Eviction Decision***

***Woodsworth Housing Co-operative Incorporated***

**To members:** \_\_\_\_\_

\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_

\_\_\_\_\_

A meeting of the board of directors was held on the date stated in this Notice. You were given a Notice to Appear to be considered at that meeting. The board of directors decided to end your membership and occupancy rights on the date stated in this Notice.

You do not have to vacate your unit, but the Co-operative may get possession of the unit by obtaining an order of the Landlord and Tenant Board terminating your occupancy and evicting you under Part V.1 of the *Residential Tenancies Act, 2006*, if it applies, or else by obtaining a writ of possession from the court.

You may appeal the board decision to a general meeting of the members. To do this, you must give written notice to the co-operative within seven days after this Notice was given to you. More information about appealing is in Article 15 (Appeals to Membership) of the Occupancy By-law and subsection 171.8(3) of the *Co-operative Corporations Act*.

A member cannot appeal a board of directors' eviction decision to the membership if the grounds of termination are:

- Arrears
- Domestic violence
- An act involving violence
- An illegal act, or
- An act or failure to act that impairs the safety of others.

**Additional decision, if any:**

**Date of board meeting:** \_\_\_\_\_

**Termination date:** \_\_\_\_\_

**Grounds of termination:** *(Insert grounds from board decision)*

(a) **By-laws and parts of by-laws broken:** \_\_\_\_\_

\_\_\_\_\_

(b) **Summary of facts:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

***Schedule J: Performance Agreement Arrears***

***Woodsworth Housing Co-operative Incorporated***

**Members:** \_\_\_\_\_

\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_

\_\_\_\_\_

Note: If there is more than one member, the word “member” in this Agreement refers to each member.

**Date of board meeting:** \_\_\_\_\_

**Date of this Agreement:** \_\_\_\_\_

**Housing charges owing at date of this Agreement:** \$ \_\_\_\_\_

A meeting of the board of directors was held on the date stated in this Agreement. The member was given a Notice to Appear to be considered at that meeting.

The member

- admits that the co-op is owed the amount of housing charges stated in this Agreement.
- agrees to pay the entire amount owing as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- agrees to make these payments to the co-op office by 4:00 p.m. on or before the agreed dates. If any of the agreed dates is a weekend or holiday, the payment must be made by 4:00 p.m. on the next business day.
- agrees to pay all monthly housing charges on or before the first day of each month from the date this agreement is signed.
- agrees to make all arrears and monthly housing charge payments by certified cheque or money order or debit card (if available at the co-op). This will apply until all arrears are paid.
- agrees to meet all the deadlines in this Agreement and not to miss any of them without advance written permission from the co-op.

The member understands the terms of this Agreement and has had the opportunity to get legal advice.

*(Directors must choose ONE of the following three paragraphs. Delete the others.)*

a) If the member breaches this Agreement, a Notice to Appear may be issued and the member may be evicted.

or

b) The board of directors decided to end the member's membership and occupancy rights in the above unit. The eviction decision is cancelled on signing this Agreement. If the member breaches this Agreement, a new Notice to Appear may be issued and the member may be evicted.

or

c) The board of directors decided to end the member's membership and occupancy rights in the above unit. The eviction decision is suspended on signing this Agreement. If the member breaches this Agreement, the eviction decision will become effective. The date of termination of membership and occupancy rights will be at least ten days after a written notice served on the member as stated in section 17.8 (Serving Documents) of the Occupancy By-law. The notice must state the termination date and details of the breach of this Agreement.

**Signatures:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

Date: \_\_\_\_\_

\_\_\_\_\_

*Print name of member:*

Date: \_\_\_\_\_

\_\_\_\_\_

*Print name of member:*

Date: \_\_\_\_\_

\_\_\_\_\_

*Print name of member:*

***Schedule K: Performance Agreement***

***Woodsworth Housing Co-operative Incorporated***

**Members:** \_\_\_\_\_  
\_\_\_\_\_

**Address of member unit:** \_\_\_\_\_  
\_\_\_\_\_

Note: If there is more than one member, the word “member” in this Agreement refers to each member.

**Date of board meeting:** \_\_\_\_\_

**Date of this Agreement:** \_\_\_\_\_

A meeting of the board of directors was held on the date stated in this Agreement. The member was given a Notice to Appear to be considered at that meeting.

The member

- admits that the following is true: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ .
- agrees to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ .
- authorizes the co-op to give information about this agreement to others as follows:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ .

The member understands the terms of this Agreement and has had the opportunity to get legal advice.

(Directors must choose ONE of the following three paragraphs. Delete the others.)

a) If the member breaches this Agreement, a Notice to Appear may be issued and the member may be evicted.

or

b) The board of directors decided to end the member’s membership and occupancy rights in the above unit. The eviction decision is cancelled on signing this Agreement. If the member breaches this Agreement, a new Notice to Appear may be issued and the member may be evicted.

or

c) The board of directors decided to end the member's membership and occupancy rights in the above unit. The eviction decision is suspended on signing this Agreement. If the member breaches this Agreement, the eviction decision will become effective. The date of termination of membership and occupancy rights will be at least ten days after a written notice served on the member as stated in section 17.8 (Serving Documents) of the Occupancy By-law. The notice must state the termination date and details of the breach of this Agreement.

**Signatures:**

Woodsworth Housing Co-operative Incorporated

Date: \_\_\_\_\_

By: \_\_\_\_\_

*Print name:*

*Title:*

Date: \_\_\_\_\_

\_\_\_\_\_  
*Print name of member:*

Date: \_\_\_\_\_

\_\_\_\_\_  
*Print name of member:*

Date: \_\_\_\_\_

\_\_\_\_\_  
*Print name of member:*