

<b>Policy Title:</b>	No Pets		
<b>Category:</b>	<input type="checkbox"/> Institutional - Board	<input type="checkbox"/> Academic - Administrative	
	<input checked="" type="checkbox"/> Institutional - Administrative	<input type="checkbox"/> Employment - Administrative	
<b>Approved by:</b>	<input type="checkbox"/> Board	<input checked="" type="checkbox"/> President	
<b>Date approved:</b>	February 23, 2023	<b>Effective date:</b>	February 23, 2023
<b>Policy Sponsor:</b>	Vice President, Administration & Finance	<b>Date last reviewed:</b>	N/A – new policy
<b>Date of Mandatory Review (expiry date)</b>	February 2026	<b>Date of last revision of Procedures</b>	N/A – new procedures

## 1 POLICY

With consideration of Health and Safety issues CMCC does not permit household pets on CMCC premises during regular work and learning times.

1. Employees, students, patients and visitors are not to bring their household pets to CMCC.
2. CMCC reserves the right to require an employee, student, or visitor to leave the premises should they bring a pet to campus.
3. During some institutional outdoor events (e.g., Backs in Motion), pets may be allowed to attend at the discretion of CMCC.
4. A person who requires the help of a **service** animal (defined by the Accessibilities for Ontarians with Disability Act, AODA) will be permitted to bring their animal onto CMCC premises.
5. A person who requires the help of a **support** animal (defined by Ontario Human Rights), may be permitted to bring their animal to campus once they declare their requirement to Human Resources.
6. CMCC may on occasion allow support animals to be brought on campus for institutionally run events (e.g., Take a Paws).
7. Any individual with a grievance regarding an animal on CMCC premises should take the matter directly to the handler, or if not comfortable, to the handler's immediate supervisor or Human Resources.

## 2 PURPOSE

To provide a safe and healthy work, study, and healthcare environment for employees, students patients and visitors.

## 3 SCOPE

All members of the CMCC community, including employees, students, patients and visitors at all premises occupied by CMCC including external clinics.

## 4 INFORMATION AND COMPLIANCE PLANS

Pets can spur allergic reaction among co-workers/co-learners which can cause interruptions to their ability to work/learn effectively. Some people may feel threatened or have a genuine fear of animals which needs to be respected. There are also concerns of liability for an organization should a person be bitten or injured by a pet brought onto the premises. In addition, CMCC wishes to prevent pets from fouling the office space or damaging its property.

**Service animals** are not pets; they are working animals. Under the Customer Service Standard of the Accessibility for Ontarians with Disability Act (AODA), **service animals** must be allowed in almost all public places. Under AODA, an animal is a service animal if the animal can be readily identified as one that is being used by a person for reasons relating to that person's disability, including where the animal is confirmed as such by a letter from a qualified regulated health professional.

Service animals help people with disabilities or conditions such as:

- Autism
- Diabetes
- Epilepsy
- Hearing disabilities
- Physical disabilities
- Visual impairments

Moreover, service animals perform tasks, such as:

- Alerting a person about low blood sugar levels
- Alerting a person to sounds
- Calming a person in an environment with too much sensory stimulation and preventing behavioural outbursts
- Guiding a person around obstacles
- Protecting a person during seizures
- Retrieving out-of-reach objects

Furthermore, service animals assist their handlers everywhere in their communities.

**Support animals** do not qualify as service animals under AODA and there is no requirement to allow support animals on premises under this act. However, the Ontario Human Rights Act (OHR) may require employers to permit support animals as a form of accommodation for individuals with certain needs. A list of when a support animal may be prescribed to assist individuals is provided under OHR, and the employer would have an obligation to accommodate. Each accommodation request would be evaluated on a case by case basis and proof would be required of the animal's status as a support animal. Once declared by the employee, CMCC will then work with the employee to ensure they are duly accommodated. The support animal must be documented and have a service vest on so that others know that the support animal is there for a purpose.

1. Accessibility of Ontarians Disability Act (AODA)
2. Emotional Support Animal Canada
3. Ontario Human Rights
4. Service Dogs Canada

## 5 RELATED POLICIES

1. Accessibility – Customer Service for Persons with Disability

2. Communicable Disease (Interim)
3. Health and Safety

## 6 DEFINITIONS, EXPLANATIONS, EXAMPLES

Service Animals are trained to provide people with disabilities aid in order to maintain their independence. Service animals (e.g., seeing eye dogs, guide dogs) assist their handlers in tasks they are unable to do on their own due to their disability. Not all animals have the mental capacity or temperament necessary to become a service animal, therefore service animals are thoroughly tested, extensively trained and specifically selected for their work.

Support Animals, or therapy animals provide comfort and security to people with certain conditions and are typically registered as support animals. These animals are not trained to perform specific tasks for their handler, but do provide comfort and can extensively expand their handler's ability to cope with their condition. Verification of their registration is required prior to being permitted on site.

Visitors are all individuals accessing CMCC premises who are not students, employees, or patients, such as contractors, and Supply Centre customers.

**New Policy Approved (date):**

February 23, 2023

**Policy Revision History (dates):**

-----**END OF POLICY**-----

## 7 PROCEDURES

CMCC will provide access to people with disabilities who are accompanied by a service animal to the areas of its premises that are open to the public and other third parties. Such individuals will be permitted to keep the animal with them unless it is otherwise excluded by law.

Access for support animals will be extended to those that have been approved prior to their attendance at CMCC. For approval to be decided: employees are to declare their need for a support animal and discuss it with their manager and Human Resources; and, students are to declare their need for a support animal and discuss it with the Student Success Counsellor.

In the event that there is an issue between a community member (e.g., has a severe allergy) and the support animal, further review on whether both parties can be suitably accommodated will be conducted.

CMCC will prioritize safety of its community members and at its discretion will ask for the removal of a support animal from the premises should it:

- Become destructive to property
- Become unruly and distracting to others
- Fail to be under the control of or supervised by its handler
- Pose a threat to others through the demonstration of aggressive behaviors.

Both Service and Support Animal Handlers must be:

- able to provide their animal adequate bathroom breaks, access to water and food throughout the day
- completely and solely liable for any injuries or any damage to personal property caused by the animal. Any repair or cleaning/maintenance costs incurred by an animal will be charged in full to the handler
- in the continuous full control of their animals and have their animals be in their physical presence or in their office/learning space at all times
- responsible to clean up, completely and immediately, after their animals

Both Service and Support Animals must be:

- Clean and well groomed
- Covered under their handler's insurance policy, which must cover bites, scratches, tripping and/or any liability issues involving the animal
- Free of any communicable infections or any parasites such as fleas
- House-trained
- Identified by harness or service vest indicating that they are a working animal
- Obedient, well-socialized and with no history of biting/scratching, excessive noise (e.g., barking), chasing, bumping or aggressive behavior
- Up to date on vaccinations.

In addition:

- Animals that have not been spayed or neutered will not be permitted to come to the premises while in season
- CMCC shall not be liable for loss of, or injury to, any animal brought to the premises

When encountering a service or support animal:

Do:

- Ask what tasks the animal assists with, not what the handler's diagnosis is
- Pay attention to the handler, not the animal

Don't:

- Ask that the animal be left elsewhere
- Call the animal
- Disturb the animal if it is sleeping or working
- Entice the animal with toys
- Feed the animal
- Pet the animal, unless its handler gives permission

Handlers understand that people are curious about their animals and are often happy to answer a few questions about them.

**New Procedure (date):**

February 23, 2023

**Procedure Revision History (dates):**

## 8 ATTACHMENTS

None