

RULES AND REGULATIONS

OF

MIDDLESEX CONDOMINIUM CORPORATION NO. 152

1510 Richmond Street North

Property Manager of Record:

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1. **INTRODUCTION**

1.1 **Purpose of Rules and Regulations**

(a) The Rules and Regulations, approved by the Board of Directors, has been prepared to provide owners and residents of 1510 Richmond Street, North with the privileges and responsibilities inherent to fully enjoy all the advantages of condominium living. In order for all of us to appreciate the "condominium concept," owners and residents must also be aware of our new Bylaws and the Condominium Act.

(b) One copy of the Rules and Regulations is provided to all owners; when a Unit is leased, the owner must provide a copy to the tenant.

1.2 **Condominium Law**

(a) The Condominium Act

(i) In Ontario, all condominiums are subject to the Condominium Act, Revised Statutes of Ontario 1998 and any subsequent revisions.

(ii) Under the provisions of the Act, Middlesex Condominium Corporation No. 152 at 1510 Richmond Street, North is registered as a Corporation and is administered by an elected Board of Directors.

(b) Declarations and Bylaws

In accordance with the Act, our Declaration and Bylaws, which establish the conditions under which the Corporation operates, have been duly registered and can only be changed by a vote of owners at a duly authorized meeting.

(c) Rules and Regulations

(i) the Board of Directors is empowered under the Act to make the rules respecting the use of the common elements and units to promote safety, security and welfare of the residents and of the property, or for the purpose of preventing unreasonable interference with the use and enjoyment of common elements and other units.

(ii) the rules and regulations shall be complied with and enforced in the same manner as the Bylaws.

(d) Duty to Effect Compliance

(i) The corporation has a duty to effect compliance by the owners with the Condominium Act, the Declaration, the Bylaws and the Regulations.

(ii) This compliance shall be enforced by the Building Manager.

(e) Obligations of Owners

(i) Each owner is bound by and shall comply with the Act, the Declaration, the Bylaws, the Rules and Regulations.

(ii) The Corporation has a right to such a compliance and every owner has a right to such a compliance by other owners.

Obligations of Tenants

(i) The Tenant of a unit is subject to the duties imposed by the Act, the Declaration, the Bylaws, the Rules and Regulations of an owner, except those duties respecting the common expenses.

(ii) If an owner who has leased is in default of payment of their share of common expenses, the Corporation, may give written notice to the Tenant and require the Tenant to pay the Corporation out of the rent due.

(iii) If a Tenant is in contravention of the duties imposed by the Act, the Declaration, the Bylaws, the Rules and Regulations or where there is failure to pay, pursuant to (ii) above, the court may terminate the lease.

2. **GENERAL INFORMATION**

2.1 **Corporation and Board of Directors**

(a) The Condominium at 1510 Richmond Street, North was registered on January 5, 1989 as Middlesex Condominium Corporation (M.C.C.) No. 152.

(b) The Corporation is governed by a Board of Directors elected at an annual meeting.

(c) Regular meetings are held by the Board.

2.2 **Finance**

(a) Condominium fees are payable by cheque to "Middlesex Condominium Corporation No. 152" no later than the first day of every month. Cheques can be delivered to the mail slot on the 2nd floor (Room 207A) or mailed to M.F. Arnsby Property Management Ltd. (924 Oxford St. East, London, ON N5Y 3J9). Post-dated cheques are preferred. The automatic pre-authorized withdrawal of fees from your bank account is also available by contacting M.F. Arnsby Property Management Ltd. at (519) 455-6080.

(b) An administrative charge of \$25.00 is levied for NSF/returned cheques for condominium fees by the owner. A \$25.00 monthly penalty fee is levied for late payment of condominium fees effective at midnight on the first day of each month. Fees in arrears for sixty (60) days or more will result in a lien placed against the Unit and all legal expenses resulting from such action will be charged to the unit owner.

2.3 **Management**

M.F. Arnsby Property Management Ltd. is the Property Manager for 1510 Richmond Street, North, who is responsible for day-to-day operations and responding to residents' concerns. For assistance call (519) 455-6080 or fax at (519)455-1380. The Property Manager maintains a 24-hour paging service for emergencies.

2.4 **Damage to Common Elements**

(a) In those cases of damage to Common Elements, where, in the opinion of the Board, damage was caused by negligence, willful disregard or malicious intent on the part of the owner, resident and/or guest(s), the Board will authorize the necessary repairs to the Common Element and initiate action for recovery from the responsible individual(s).

(b) All residents have a responsibility to report any defects in the common elements to the Building Manager (i.e. burst pipes in the unit).

2.5 **Rental of Units-Owner/Tenant Responsibilities**

Unit owners leasing their units must comply with the following requirements:

(a) The owner delivers to the Building Manager a copy of the Notice of Lease containing the name(s) of tenant(s), telephone number(s), vehicle license number(s) and parking space number(s) prior to move-in date.

(b) When an owner leases or rents the Unit, all their rights to the amenities in the Common Elements are relinquished.

(c) The Unit Owners must provide a copy of the Rules and Regulations to their Tenant(s) so they are aware that they and their household members and Guests comply with the Bylaws, the Condominium Act and all the Rules and Regulations of the Corporation.

(d) The Unit Owner bears the ultimate responsibility for the Tenant's action.

2.6 **Sale of Units**

(a) Every Unit Owner shall give written notice to the Property Manager of any change of ownership to their unit within ten (10) days of the change of ownership. The term "Unit Owner" used here is deemed to include purchaser.

(b) Status Certificates may be obtained by the Owner's solicitor from the Property Management Company for a nominal fee.

3. COMMON ELEMENT

3.1 Description and Use

(a) Common Elements is a description of property jointly owned by all Owners that can be divided into three categories:

(i) General: Those amenities and areas within the property that are not restricted in terms of general access.

(ii) Exclusive Use: Those common areas provided to the Unit Owners on an exclusive basis (i.e. ground floor patio doors).

(iii) Restricted: Facilities and amenities that have restricted access (i.e. Water, Mechanical and Electrical Rooms.)

(b) The use of the Common Elements is subject to the provisions of the Act, the Declaration, the Bylaws and any Rules and Regulations thereunder. Each Resident shall have the full use, enjoyment and occupation of the whole or any part of the Common Elements.

(c) Any proposed changed or alterations to the Common Elements and/or Unit must have prior written approval from the Board of Directors of the Corporation. Failure to obtain prior written approval could result in the Unit or Common Element being restored to its original condition and the Owner affecting the change or alteration could be responsible for the cost of restoration.

(d) No structure or tent shall be erected on the Common Elements.

(e) No storage of combustible or hazardous materials shall be permitted on the property. No propane barbecues are allowed on the balconies; their use is only permitted on the ground floor patios.

(f) No external hanging of clothes is allowed on the Common Elements.

(g) Only seasonal furniture is allowed on patios and balconies and these areas are not to be used for storage.

(h) No satellite dish, aerial tower or antenna is allowed on the Common Elements

(i) No loitering or soliciting is permitted on the Common Elements.

3.2 Moving In and Moving Out

(a) All moves must be scheduled through the Building Manager at least two (2) days prior to moving.

(b) The service elevator must be used for all moves.

(c) All moves, no matter how small must be made through the back (east) entrance using the service elevator.

(d) Hours of Service Elevator use are between 8 A.M. and 4 P.M., Monday to Friday.

(e) Moves that are scheduled outside the times of the Service Elevator hours, or not properly reserved as stated above are subject to a \$100.00 minimum, based on \$50.00 per hour.

(f) All deliveries are to be made through the back (east) entrance to the building.

(g) The Building Manager must be advised twenty-four (24) hours in advance of any shipment of large goods to or from a Unit, which will require the use of the Service Elevator.

(h) Stairs cannot be used for moving in and moving out (i.e. emergency exits)

(i) Ground floor patio doors are not to be used for moving in our out of a Unit.

3.3 Deliveries and Service Calls

- (a) All deliveries are to be made to the back (east) entrance - contact residents via the "Enterphone" system for entry control and further instructions.
- (b) All service calls must also be made to the back (east) entrance - contact residents or the Building Manager via the "Enterphone" system for entry control and further instructions.
- (c) No soliciting of any type is permitted in the building.

3.4 Bulletin Board

- (a) There are two bulletin boards located on the south wall in the mailroom. The board with the glass cover is for Corporation use only, The other board (corkboard) is for exclusive use of the residents. Residents must obtain permission of the building manager to place notices on the board and may only be posted for one week,
- (b) No commercial advertising is allowed.

3.5 Garbage Disposal

- (a) All residents must dispose of their garbage in plastic bags. Bags must be tightly tied and "pushed completely down the chute". No garbage bag is to be left on the floor of the garbage chute room.
- (b) Bags must be "double bagged" to prevent any dripping or leakage en route to the garbage chute room.
- (c) Bags that are too large to be placed down the garbage chute must be taken to the main floor garbage room at the back (east) entrance.
- (d) Furniture that the City of London will not pick up must be disposed of by the resident, and empty paint cans will be allowed as a disposable item due to changes in recycling program.
- (e) Carton and boxes must be flattened and folded and placed in the Main Floor Garbage Room.
- (f) Recyclables should be put in the containers in the garbage room.
- (g) Bottles and other breakable items and kitty litter must be taken to the main floor garbage room.
- (h) No residents shall leave garbage on the common elements.
- (i) The light in the garbage chute room on each floor (including the main floor) must be turned off when not in use.
- (j) Only residents' garbage can be disposed of in the building.

3.6 Visitors

- (a) Use of common elements is restricted to ingress and egress from a unit unless they are accompanied by a resident.
- (b) Admission to the building by all visitors will be through either the front (west) or back (east) entrance, unless accompanied by the resident they are to visit.
- (c) Disturbance, noise or violation of house rules by visitors will not be tolerated.

3.7 Restrictions – Miscellaneous

(a) Exercise/Sauna

No water is to be used on the rocks in the sauna room as it is a "dry" sauna. Any damage to the exercise equipment must be reported to the Building Manager immediately. No persons under the age of sixteen (16) are allowed in the Exercise/Sauna Room without adult supervision. Shoes are to be worn to and from the Exercise/Sauna Room. No food or beverages are allowed in the Exercise/Sauna Room, except for water in a plastic container with a lid.

(b) Dress/Shoes

Without the exception of the Exercise/Sauna Room, proper clothing, including footwear and cover-ups, must be worn in the common element areas at all times.

(c) Hallways

Ontario Fire Regulations require that all hallways are clear of any obstruction at all times in case of fire. All articles, such as shoes, rubber boots, winter boots or scatter rugs must be removed. No alteration to the entrance of your unit door may be made. The entrance door to your unit from the hallway may not be propped open, as this will nullify the pressurized ventilation system of the hallways. Please advise the Superintendent if your door closer is not functioning properly.

(d) Noise

No excessive noise will be permitted by any resident, pets or guests that disturb other residents.

(e) Pets

Pets must be leashed at all times on the common elements. Pets must be completely under control at all times with respect to other people in elevators and other common elements. Pets are not to exceed 25 lbs. in weight at maturity. No breeding of any animal is permitted on the corporation's property. All owners of pets must "stoop and scoop". The grassed area behind the garage (north) and the grassed area to the east of the rear parking lot are designated as the areas for animals to defecate and urinate. Please bring them to these areas only for that purpose. All waste is to be picked up and secured in a tied bag and deposited in the garbage bin in the main floor garbage room or in the garbage pail at the rear gate. DO NOT dispose of it in any other areas of the property including the garbage pail in the linkway, the mailroom or thrown down the garbage chute. Any pet, which is deemed by the Board of Directors to be a nuisance, must be removed within two (2) weeks upon receipt of notice.

(f) Smoking

Smoking is not permitted in the interior common elements of the building, which includes stairwells, hallways, elevators, exercise rooms and entranceways.

(g) Spitting

Spitting is not permitted anywhere in the common elements (both interior and exterior)

(h) Rollerblading and Skateboarding

No rollerblading or skateboarding is permitted in the interior common elements of the building.

(i) Bicycles

Bicycles are allowed in the building on a temporary basis, only and are subject to the following:

access must be through the garage entrance only and must be carried by the bicycle owner; including up the stairs on the north side of the building only. If violated, access to the units for bicycles will be terminated and penalties imposed on the offending parties."

Bicycles are not to be stored on the patios and balconies. Metal rings are provided in the covered parking garage to lock bicycles in front of your assigned parking space (use at own risk); the Corporation is not responsible for stolen or damaged bicycles. Bicycles are not to be locked to trees, park benches, light post or sign posts.

4. **UNITS**

4.1 **Occupancy**

Each unit shall be occupied and used only as a single-family residence with no more than two (2) residents per bedroom.

4.2 **Restriction and Use**

- (i) Ground floor patio doors are not to be used frequently to gain entry to and from a unit.
- (ii) Nothing shall be thrown or shaken out of doors, windows or balconies.
- (iii) No resident shall permit anything to be done to the Unit or bring or keep anything which will in any way increase the risk of fire.
- (iv) No resident shall obstruct or interfere with the rights of the others or in any way annoy or injure them in accordance with the regulations of the Fire Department, or with any Insurance Policy carried by the corporation, or any conflict with the rules and ordinances of the Board of Health, or with any statute or Municipal Bylaw.
- (v) No business may be operated from a unit which, in the Board's opinion, interferes with the reasonable enjoyment of the property by other residents.
- (vi) No one shall harm, mutilate, alter or litter anything in the unit and/or the common elements (both interior and exterior including the landscaping on the property and exclusive use areas.)
- (vii) No auction or sale of any nature shall be held on the property without written permission from the Board of Directors.
- (viii) All unit door locks are to be maintained on the master key system of the building. No one shall change or add unit door locks without the written permission of the Board of Directors.

4.3 **Maintenance**

Each unit owner shall maintain their unit.

4.4 **Creating a Disturbance**

No resident shall create or permit the continuation of noise or any nuisance, which disturbs the comfort or quiet enjoyment of the property by other residents.

4.5 **Interference**

A resident shall not obstruct or interfere with the rights of other residents or the Building Manager or in any way annoy or injure them.

4.6 **Guest/Visitors**

All actions of guests/visitors are the responsibility of the resident.

4.7 **Alterations to Units**

All alterations to units, with the exception of painting and decorating, must meet the requirements of the Building Code, be approved by an architect and have the written consent of the Board of Directors, before alterations are made. Disposal of construction materials is the responsibility of the unit owner. Do not put material in garbage room or chute rooms.

4.8 **Window Coverings**

No items (i.e. flags, posters) other than window blinds/slats/curtains are to be displayed or hung inside the windowsills or projections. No awnings or shades shall be erected over or outside the patio areas or windows.

4.9 **Signs and Open Houses**

No signs, billboards or notices, or any other kind of advertising matter shall be placed on any part of a Unit (i.e. windows visible to the outside).

5. **PARKING**

5.1 **Vehicle Regulations**

- (a) Each unit includes the exclusive use of one parking space; larger units have two parking

spaces assigned. The Board of Directors may re-allocate these spaces at its discretion. Management of the parking spaces is exercised by the corporation through the property/building managers. If your unit requires an additional parking space, some parking spaces are available for lease from the corporation of \$100.00 per month.

(b) Only one vehicle may be parked in a designated parking space.

(c) No unlicensed or inoperable vehicles are allowed in the parking spaces.

(d) No motor vehicle other than a private passenger vehicle shall be parked or driven on the common elements. A private passenger vehicle is deemed to be a car, a station wagon, and a van, jeep, or pick-up truck whose box height does not exceed two (2) feet. Motorcycles may be parked in an assigned private passenger vehicle space provided that it is the only vehicle using that space.

(e) No camper, van, trailer, boat, snowmobile, commercial vehicle (i.e. transport truck) or any other vehicle other than a private passenger vehicle may be parked on any portion of the common elements except by prior written permission of the Board of Directors not to exceed two (2) weeks duration.

(f) The designated user of the parking space is required to keep the vehicle and the space generally clean and free of any condition likely to cause a nuisance, hazard (i.e. oil leaks) or fire liability. No parking areas shall be used for the maintenance or repair of a vehicle.

(g) Each vehicle must not protrude beyond the allocated parking space either front or rear (i.e. outside includes over the sidewalks.)

(h) No use of excessive vehicle speed is allowed on the roadways or in the parking garage. No Entering or exiting the garage on the wrong side of the ramp.

(i) No parking at the back (east) entrance door except for move-ins and move-outs. The service parking space adjacent to this area (to the south) is to be used for temporary unloading and loading only.

(j) Handicapped spaces are for the use of guests and residents on a first come basis. Residents are not to park overnight in a handicapped space.

Visitor Parking

(k) There are paved areas at the back of the building and four spots at the front of the building designated as visitor parking.

(l) Residents are not permitted to use visitor parking spaces for their vehicles. They must use their assigned parking space and rent additional spaces if needed.

(m) Visitors who park their vehicles overnight must display a valid visitor-parking pass (available from the unit owner) in the front windshield. Vehicles in visitors' parking area without a visitor pass displayed will be towed from the property with out notice and at the expense of the unit owner. Unit owners can obtain temporary additional parking passes from the building manager between 8 a.m. and 4 p.m., Monday to Friday.

Towing Policy

(n) Vehicles may be towed from the property without notice for the following reasons:

-if a vehicle is inoperable, leaking fluids or not properly licensed

-if a vehicle is parked in a reserved spot other than their own

-if a vehicle is parking improperly and interfering with another parking spot or snow removal

-if a vehicle is parked in visitors' parking without a valid parking pass hanging from the front windshield mirror

-if a vehicle is parked in the handicap spaces overnight

-vehicles that are not considered private passenger vehicles as described above.

6. **LEGAL ISSUES**

- 6.1.1 Should members of the Board of Directors, or the onsite Building Manager be privy to information concerning a criminal matter such as, but not limited to, theft, mischief (damage to property), assaults, illegal drug use or threats, the London Police Service should be contacted as soon as practicable. The London Police Service should be provided with all information concerning the incident including evidence captures by the building's CCTC system.

Provincial matters such as, but not limited to, violations under the Trespass to Property Act or Liquor license Act should be reported to the London Police Service as soon as practicable and the police should be provided with all information concerning the incident.

Middlesex Condominium Corporation 152

Rule on Smoking:

Motion to pass the following Non Smoking Rule:

Smoking Prohibition: Due to the nuisance, known health risks of exposure to second-hand smoke, increased risk of fire and increased maintenance and cleaning costs, the owners, tenants, occupants, and their invitees and business invitees, are prohibited from engaging in smoking (as hereinafter defined) in or upon:

1. The Units
2. The exclusive use Common Elements, including on patios and balconies; and
3. Any part of the Common Elements

Smoking may be permitted where it is required to accommodate a person under the provisions of the Human Rights Code.

Definition of Smoking: All references to "smoking" shall include the combustion of any cigarette, cigar, pipe tobacco, roll-your-own tobacco, and other products containing any amount of tobacco, or other like substance, including marijuana, vaping and e-cigarettes.

"Business invitee" shall include but is not limited to any contractor, agent, household worker, or other person hired by the owner, tenant or resident to provide a service.

Grandfathering: existing tobacco smokers at the time this rule is approved will be deemed to be grandfathered for the term of their occupancy providing they notify the property management office in writing of their name and appropriate unit number.

Passed at a meeting of the Board of Directors for Middlesex Condominium Corporation 152 on June 12, 2018.

Rule on Growing Marijuana:

Motion to pass the following rule on growing Marijuana:

Due to the potential for unit damage by moisture, increased fire hazard due to the drying of plants and the odour impact on neighboring units, the growing or cultivation of marijuana is not permitted within the confines of the building of 1510 Richmond Street. This includes all common areas, exclusive use common areas and units.

Passed at a meeting of the Board of Directors for Middlesex Condominium Corporation 152 on June 12, 2018.

