

AGNES MACPHAIL COMMUNITY CO-OP HOMES INC.

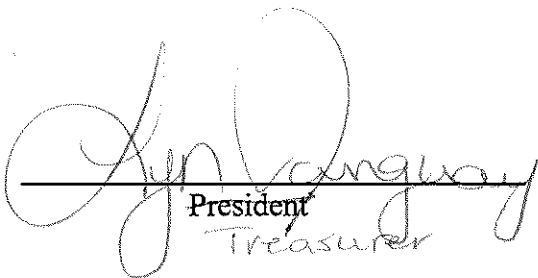
A BY-LAW ABOUT THE EVERYDAY LIVING OF THE CO-OP AND THE MEMBERS

By-law No. [14]

COMMUNITY LIVING BY-LAW

Passed by the Board of Directors on April 14, 2016

Confirmed by the members on September 29, 2016



President
Treasurer



Corporate Secretary

TABLE OF CONTENTS

Article 1: ABOUT THIS BY-LAW1
Article 2: SAFETY2
Article 3: SANITATION2
Article 4: PARKING.....2
Article 5: COMMON AREAS3
Article 6: PET POLICY4
Schedule A: VEHICLE REGISTRATION FORM6
Schedule B: PET INFORMATION FORM7

Article 1: ABOUT THIS BY-LAW

1.1 Introduction

This By-law states the basic living rules for the co-op and the members.

1.2 Priority of this By-law

By-laws passed after this By-law can amend or add to this By-law, but they have to specifically state this.

1.3 Repeals

The following bylaws and policies, or parts of by-laws and policies, are repealed when this by-law becomes effective:

- The Use of Indoor and Outdoor Common Areas Policy

1.4 If any part of this By-law breaks any laws, the board of directors will pass by-law amendments to correct the situation and submit them to the membership for approval. This could happen if there are changes in the laws or new interpretations.

Article 2: SAFETY

2.1 The member shall at all times exercise care for the safety of others. All members are responsible for their guest's behaviour.

2.2 Barbeques or Hibachis on balconies will not be permitted. Current St. Catharines Fire Regulations (Open Air Burning Bylaw) state that barbeques can only be used between the hours of 8am and 1am and must be set at least 1 (one) meter away from any structure, property line, overhang, balcony, tree, fence, roadway, overhead wires or other combustible material. Electric barbeques are permitted on balconies as per the St. Catharines Fire Marshall, but must abide by the rules set out in this by-law:

- (a) All barbeques (electric or otherwise) must be at least 3 feet or 1 meter away from any combustible material.
- (b) If usage of the electric barbeque is causing a disturbance to other members or damage to co-op property, the member may be asked to remove the barbeque from the balcony. Failure to do so may result in an appearance before the Board.

- 2.3 It is the member's responsibility to ensure that all exits from their unit are kept clear and free from debris so as to create a hazard or hindrance should there be a need to escape the unit.
- 2.4 Children are not permitted to play in the parking lot or in and around parked cars. Damage to cars due to children playing may be chargeable to the parents.
- 2.5 It is the member's responsibility to report any unit deficiencies to the co-op office in a timely manner, especially if there is a health and safety concern.

Article 3: SANITATION

- 3.1 Members are expected to keep the interior of their home reasonably clean and tidy.
- 3.2 It is recognized that pest infestations can occur even in well-kept homes. The member is advised to inform the co-op office if such infestation occurs and are expected to co-operate with preparing their units for remediation.
- 3.3 Garbage will be securely tied and disposed of in the appropriate receptacle provided by the co-op. Recycling must also be properly sorted in the bins provided and not left outside of the bins. Larger items are not to be left in the recycling room under any circumstance.

Article 4: PARKING

- 4.1 Each household is entitled to one assigned parking space. The member's vehicle must be registered with the office using Schedule A: Vehicle Registration Form. A parking pass will be assigned by the co-op office for members to hang from vehicle mirrors. Households needing a second parking space must inquire with the co-op office regarding availability. A \$10.00 per month charge is incurred for having a second designated parking space.

- 4.2 Visitor parking is provided in the designated area in the South lot by the basketball net. Members should not park in this area unless their designated spot is taken. Members may give their parking passes to their visitors if they wish them to use their assigned spot.
- 4.3 Parking is not permitted in the fire lane for any reason.
- 4.4 Unlicensed vehicles or derelict vehicles may not be stored or parked on co-op property and will be towed at the owners expense with 48 hours notice.
- 4.5 Vehicles may not be parked in such a way as to impede the passage of other vehicles or deny access of a member to his/her assigned spot. Vehicles may not be parked on any grassed area.
- 4.6 The speed limit on internal roads is 8 kilometers per hour.
- 4.7 Only minor maintenance of vehicles may be performed on co-op property. Major repairs (motors, transmissions, body work etc...) may not take place on co-op property at any time.
- 4.8 Members are expected to keep their vehicles in a state of repair that they do not create excessive noise, damage to driveways or roads.
- 4.9 Parking passes must be relinquished to the co-op office upon move out.
- 4.10 During winter months vehicles which are impeding snow removal on the internal roadway may be towed away at the owner's expense. The co-op office will also schedule periodic "clean ups" for the snow removal where, with notice, members will be asked to park in Visitors parking to allow the snow removers to clean out the lot.
- 4.11 If speeding infractions occur, the witnessing member must notify the office specifying the vehicle plate number, make and model. The office will attempt through letter or verbally to warn the member/visitor against speeding in the future. Further infractions may result in a Notice to Appear before the Board where membership and occupancy rights may be terminated.

Article 5: Common Areas

- 5.1 Parents are responsible for their children's behavior, conduct and safety while in all common areas. Children under the age of 12 are not permitted in common areas without supervision.

- 5.2 Loitering and playing in the halls is not permitted.
- 5.3 Bicycles, rollerblades, skateboards or scooters are not permitted to be used or stored in the hallways. Skateboarding is prohibited on co-op property.
- 5.4 All co-op members are encouraged to pick up litter found on co-op property. This helps keep the co-op clean.

Article 6: Pet Policy

- 6.1 All pets must be identified and registered with the co-op office using Schedule B: Pet Information Form found outside the office door BEFORE bringing the pet into the co-op.
- 6.2 Two pets are permitted per unit. Exotic pets may be considered by the Board of Directors on a case by case basis. All pets must be leashed and supervised when outside of the unit.
- 6.3 Owners are subject to all City of St. Catharines By-laws regarding pets.
- 6.4 Owners are strongly encouraged to have their pets spayed or neutered.
- 6.5 Owners must not permit their animal from making excessive noise or disturbance to other members.
- 6.6 Owners are responsible for any pet-caused damage to their units. All cats must be “indoor” pets and litter-box trained. Patios and balconies are not to be used for pet waste. Any unreasonable pet odour coming from a unit will result in a 48 hour notice for a unit inspection.
- 6.7 The Board of Directors may withdraw member permission to have a pet in their unit if continuous complaints are received with no diligence in rectifying the issue by the member.
- 6.8 Any person’s walking pets are responsible for immediately cleaning up after their animal and discarding securely bagged pet droppings in the designated areas (garbage chutes only).
- 6.9 Children under the age of 12 must be supervised while in control of a pet.
- 6.10 Animal Control will be called for any stray animals found on co-op property.

6.11 Members observing infractions of these rules will be expected to attempt to settle the matter in a co-operative manner with the owner in question who is expected to deal with the matter similarly. If the problem is not resolved, the complaining member should note the date and time and make a written complaint to the co-op office.

6.12 Action on Complaints: A first complaint will result in a verbal warning by the office staff. A second complaint will result in a written warning from the office and a third will result in the issuance of a Notice to Appear before the Board. There may be a fine or other penalties incurred.

Schedule A: Vehicle Registration Form

Name: _____

Unit: _____ Spot #1: _____ Spot #2: _____

Vehicle Information

1. Vehicle Make: _____

Model: _____

Year: _____

Colour: _____

License Plate: _____

Expiry Date on Plate: _____

2. Vehicle Make: _____

Model: _____

Year: _____

Colour: _____

License Plate: _____

Expiry Date on Plate: _____

Member signature: _____

Office signature: _____

Schedule B: Pet Information Form

Name of Pet Owner: _____

Unit #: _____

Contact #: _____

Please list each pet individually:

1. Pet Name: _____

Breed: _____

Age: _____

Sex: _____

License #: _____

2. Pet Name: _____

Breed: _____

Age: _____

Sex: _____

License #: _____

Is your Pet child friendly? Yes No (circle one)

Is your Pet animal friendly? Yes No (circle one)

Name & Contact # for your Veterinarian

Pet's Emergency Caretaker Name & Contact # (optional)

I understand that should this pet information change at any time, I must notify the co-op office in writing within 30 days. Failure to provide updated pet information may result in a Notice to Appear before the board for violating co-op bylaws and policies.

Member Signature

Date