

Welcome to

*
Parkview Towers
Community

RESIDENTS'
HANDBOOK



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*Welcome to Parkview Towers
Community*

The purchase of a unit in the Parkview Towers Community is a major investment. It is similar to buying a house in a small town or village. The success of "our community" and the appreciation of our investment depend on how we cooperate and share responsibility. Each owner must maintain his or her unit in an acceptable fashion, and also be responsible with his or her co-owners for maintaining a standard for the overall appearance and use of the building.

It is important that you read and adhere to the Rules, which forms a part of your purchase agreement.

It is important that you make your children, guests and visitors aware of all Rules.

**SAFETY * GOOD HOUSE-KEEPING * ENERGY CONSERVATION * COURTESY
* and * COMMOM SENSE**

Are all key words in making condominium living enjoyable!

USEFUL PHONE NUMBERS

Management Office

9:00am to 5:00pm Monday to Friday

Telephone 905-763-8588

Fax 905-763-6599

Concierge

24 hours

Telephone 905-763-9080

IN CASE OF FIRE

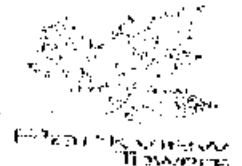
When the alarm rings, please follow the Emergency Procedure mentioned on page 3 of this package and also from the Fire Safety procedure package included in your Welcome Package. Please do not call Security, as this will tie up the telephone.

If there are any persons in your suite who might experience difficulties exiting the building during a fire emergency, please inform the Management Office so that their name and suite number may be added to the list kept at the Security Desk for Fire Department use.

In an emergency, please do not forget to give your complete address, including suite number

(please take the time and write your correct address with your suite number in the space provided)

and if you have called emergency services, please call the security guard so that he/she can prepare the building for the arrival of the emergency personnel.



Parkview Towers
11200

EMERGENCY PROCEDURES

THE ACTIONS TO BE TAKEN BY OCCUPANTS IN EMERGENCY SITUATIONS WILL BE POSTED ON EACH FLOOR AND WILL READ AS FOLLOWS:

IN CASE OF FIRE

UPON DISCOVERY OF FIRE IN YOUR SUITE:

- LEAVE FIRE AREA IMMEDIATELY
- CLOSE DOORS
- CALL YORK FIRE DEPARTMENT 911
- SOUND FIRE ALARM
- LEAVE BUILDING VIA NEAREST EXIT

UPON HEARING FIRE ALARM:

- LEAVE BUILDING VIA NEAREST EXIT
- TAKE SUITE KEY
- CLOSE DOORS BEHIND YOU

CAUTION

IF SMOKE IS HEAVY IN THE CORRIDOR IT MAY BE SAFER TO STAY IN YOUR AREA. CLOSE DOOR AND PLACE WET TOWEL AT BASE OF DOOR.

IF YOU ENCOUNTER SMOKE IN STAIRWAY USE ALTERNATIVE EXIT.

REMAIN CALM

THIS BUILDING IS EQUIPPED WITH A SINGLE STAGE FIRE ALARM SYSTEM. THE FIRE ALARM SYSTEM IS TO BE ACTIVATED TO ALERT THE OTHER OCCUPANTS OF AN EMERGENCY AND TO PUT INTO OPERATION THE APPROVED FIRE SAFETY PLAN. THE YORK FIRE DEPARTMENT IS TO BE NOTIFIED BY TELEPHONE 911 GIVING THE CORRECT ADDRESS AND THE EXACT LOCATION OF THE FIRE, FLOOR NUMBER, AND/OR SUITE NUMBER.



FIRE PREVENTION

1. No person shall do or permit anything to be done in his/her unit or on the common elements, which will conflict with any federal, provincial or municipal laws relating to fire.
2. No person shall do or permit anything to be done, or bring anything in his/her unit that will increase the risk of fire or the rate of fire insurance to the building. This includes any fire risk to any personal property within the building belonging to any owner or resident.
No person shall conflict with:
 - the laws relating to fire safety;
 - the regulations of the Fire Department;
 - any insurance policy carried by the Corporation
 - any rules and ordinances of the Board of Health; and
 - any statutes or municipal by-laws.
3. No person shall do or permit anything to be done on the common elements, which will in any way increase the risk of fire.
4. No person shall overload electrical circuits.
5. No storing of any highly combustible or offensive goods, provisions or materials shall be kept on the property.
6. No highly combustible materials or flammable goods shall be stored in the locker rooms.
7. Lockers shall be kept locked at all times except when an owner is present and using same.
8. No barbecuing is permitted in any unit. No barbecuing shall be carried out on any balcony. No electrical, charcoal or wood-burning barbecues are permissible anywhere on the property.
9. No person shall smoke in the offices, hallways, elevators, swimming pool, sauna, steam room, exercise room, and lockers in accordance with Municipal By-Laws. *Smoking is not permitted in any other parts of the common elements where "No Smoking" signs are posted.*
10. No Christmas trees or any parts of such trees shall be disposed of other than in consultation with the Property Manager.
11. No person shall fail to comply with the Fire Chief's guide and suggestions as provided to each resident or posted at each fire hose cabinet located throughout the corridors.



RULES


The following Rules shall be observed by the owner, owners, tenant, tenants, or any resident or occupant, or resident or occupants of the units, and the terms "owner", "tenant", "resident" and 'occupant' or the plurals thereof, shall be construed in the singular or plural as the context may require, and each such term shall be deemed to include all persons in the occupancy of any unit together with such owner, tenant, resident or occupant and shall further include the guests or visitors or any such owner, tenant, resident, occupant, or any such person or persons.

The following Rules made pursuant to the Condominium Act, S.O. 1998, shall be observed by all owners (collectively, the "Owners" and any other person(s) Occupying the Unit with the Owner's approval, including, without limitation, members of the Owner's family, his tenants, guests and invitees.

Any losses, costs or damages incurred by the Corporation by reason of a breach of any Rules in force from time to time by an Owner, or his family, guests, servants, agents or occupants of his Unit, shall be born and/or paid for by such Owner and may be recovered by the Condominium Corporation (the "Corporation") against such Owner in the same manner as Common Expenses.

DEFINITIONS:

The following terms have the following meanings:

- a) "Property Manager" or "Manager" shall mean the person or company hired by the Corporation to oversee and administer the operation of the building and its facilities on behalf of the corporation.
 - b) "Guest" is one who stays over night, or longer, with an owner and "guest" shall include "guests"
 - c) "Visitor" is one who is invited to visit for a day or part thereof, and "visitor" shall include "visitors".
 - d) "Building" shall mean the building on the property.
 - e) "Unit" or "Suite" shall mean the part of the property subject to individual ownership.
 - f) "Common Elements" shall mean all the property owned by the Corporation.
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1. GENERAL

- (a) Use of common elements and units shall be subject to the Rules which the Board may make to promote the safety, security or welfare of the owners and of the property or for the purpose of preventing unreasonable interference with the use and enjoyment of the common elements and of other units;
- (b) Rules as deemed necessary and altered from time to time by the Corporation shall be binding on all unit owners and occupants, their families, guests, visitors, servants or agents;
- (c) Any losses, costs or damages incurred by the Corporation by reason of a breach of any rules in force from time to time by any owner or occupants, his family, guests, visitors, servants or agents shall be borne by such owner and may be recovered by the Corporation against such owner in the same manner as common expenses;


2. QUIET ENJOYMENT

- (a) Owners and their families, guests, visitors, servants and agents shall not create nor permit the creation or continuation of any noise or nuisance which, in the opinion of the Board or the Manager, may or does disturb the comfort or quiet enjoyment of the Units or Common Elements, by other Owners or their respective families, guests, visitors, servants and persons having business with them.
- (b) No noise shall be permitted to be transmitted from one Unit to another. If the Board determines that any noise is being transmitted to another Unit and that such noise is an annoyance or a nuisance or disruptive, then the Owner of such Unit shall at his expense take such steps as shall be necessary to abate such noise to the satisfaction of the Board. If the Owner of such Unit fails to abate the noise, the Board shall take such steps as it deems necessary to abate the noise and the Owner shall be liable to the Corporation for all expenses incurred in abating the noise (including reasonable solicitor's fees).
- (c) No auction sales, private showing or public events shall be allowed in any unit or the common elements;
- (d) Firecrackers or other fireworks are not permitted in any unit or on the common elements;
- (e) Any repairs to the units or common elements shall be made only during reasonable hours.

3. SECURITY

- (a) Residents are to immediately report any suspicious person(s) seen on the property to the manager or its staff;
- (b) No duplication of keys shall be permitted except with the authorization of the Board, and the names of persons authorized to have keys shall be furnished to the Board at all times.
- (c) Under no circumstances shall building access or common element keys be made available to anyone other than an owner or occupant.
- (d) No visitor may use or have access to the common elements and facilities unless accompanied by an owner or occupant.
- (e) Building access doors shall not be left unlocked or wedged open for any reason.
- (f) Service elevator availability shall be allocated by the manager in accordance with the elevators and moving rules. Loading facilities shall only be used with prior permission and as scheduled by the manager.
- (g) No owner or occupant shall place or cause to be placed on the access doors to any unit, additional or alternative locks, without the prior written approval of the Board. All door locks and keys must be compatible with the lock systems on the property and a copy of each new key must be delivered to the manager.
- (h) Owners shall supply to the Board the names of all residents and tenants of all dwelling Units and the license number of all motor vehicles that are parked in parking units.

4. SAFETY

- (a) No storage of any combustible or offensive goods, provisions or materials shall be kept in any of the Units or Common Elements;
 - (b) No propane or natural gas tank shall be kept in the units or exclusive use common elements;
 - (c) Owners and occupants shall not overload existing electrical circuits;
 - (d) Water shall not be left running unless in actual use;
 - (e) Nothing shall be thrown out of the windows or the doors of the units;
 - (f) No barbecues may be used indoors;
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- (g) No owner or occupant shall do, or permit anything to be done in his unit or bring or keep anything therein which will in any way increase the risk of fire or the rate of fire insurance " on any buildings, or on property kept therein, or obstruct or interfere with the rights of other owners, or in any way injure or annoy them, or conflict with the laws relating to fire or with the regulations of the Fire Department or with any insurance policy carried by the Corporation or any owner or conflict with any of the rules and ordinances of the Board of Health or with any statute or municipal by-law.
- (h) Smoking is prohibited in all common areas except as may be designated as a smoking area by the Board.

5. COMMON ELEMENTS

- (a) No one shall harm, mutilate, destroy, alter or litter the common elements or any of the landscaping work on the property, if any;
- (b) No awning, foil paper or shades shall be erected over, on or outside of the windows or patios, balconies or terraces without the prior written consent of the Board.
- (c) No equipment shall be removed from the common elements by, or on behalf of, any owner or occupant of a unit;
- (d) No outside painting shall be done to the exterior of the units, railings, doors, windows, or any other part of the common elements;
- (e) The passageways and walkways which are part of the common elements shall not be obstructed by any of the owners or occupants or used by them for any purpose other than for ingress and egress to and from a unit or some other part of the common elements;
- (f) Any physical damage to the common elements caused by an owner or occupant, his family, guests, visitors, servants, or agents shall be repaired by arrangement and under the direction of the Board at the cost and expense of such owner or occupant;
- (g) No mops, brooms, dusters, rugs or bedding shall be shaken or beaten from any window, door or any part of the common elements over which the Owner has exclusive use;
- (h) No building or structure or tent shall be erected, placed, located, kept or maintained on the common elements and a trailer, either with or without living, sleeping or eating accommodations and shall be placed, located, kept or maintained on the common elements;

6. DWELLING UNITS

- (a) The toilets, sinks, showers, bath tubs and other parts of the plumbing system shall be used only for the purposes of which they were constructed and no sweepings, garbage, rubbish, rags, ashes, or other substances shall be thrown therein. The cost of repairing damage resulting from misuse or from unusual or unreasonable use shall be born by the owner who, or whose, tenant, family, guest, visitor, servant or agent shall cause it;

- (b) No Owner or occupant shall make any major plumbing, electrical mechanical, and structural or television cable alteration in or to his unit without the prior consent of the Board;
- (c) No Owner shall overload existing electrical circuits in his Unit and shall not alter in any way the amperage of the existing circuit breakers in his Unit;
- (d) Units shall be used only for purposes as provided for in the Corporation's Declaration and as hereinafter provided. No immoral, improper, offensive or unlawful use shall be made of any unit. All municipal and other zoning ordinances, laws, rules and regulation of all government regulatory agencies shall be strictly observed;
- (e) No Owner shall permit an infestation of pests, insects, vermin or rodents to exist any time in his Unit or adjacent Common Elements. Each Owner shall immediately report to the Manager all incidents of pests; insects, vermin or rodents and all Owners shall fully cooperate with the Manager to provide access to each Unit for the purpose of conducting a spraying program to eliminate any incident of pests, insects, vermin or rodents within the buildings.

7. BALCONIES, DECKS, TERRACES AND EXCLUSIVE USE AREAS

- (a) Balconies, patios, terraces and exclusive use areas shall not be used for cooking and barbecuing.
- (b) No hanging or drying of clothes is allowed on any balcony, patio, terrace or exclusive use area.
- (c) Balconies, patios, terraces and exclusive use areas shall not be used for the storage of any goods or materials.
- (d) Only seasonal furniture is allowed on balconies, patios, terraces and exclusive use areas. All such items shall be safely secured in order to prevent such items from being blown off the balcony or exclusive use areas by high winds.
- (e) No owner, occupant or tenant shall do or permit anything to be done on a balcony, patio, terrace or exclusive use area which does or may unreasonably disturb, annoy or interfere with the comfort and/or quiet enjoyment of the units and/or common elements by other owners, occupants or tenants.
- (f) No awnings or shades shall be erected over or outside of balconies, patios, terraces and exclusive use areas without the prior consent of the Board. The Board shall have the right to prescribe the shape, colour and material of such awnings or shades to be erected.

8. GARBAGE DISPOSAL

- (a) Loose garbage is not to be deposited in the garbage chute. All garbage must first be properly bound, packaged or bagged to prevent mess, odors and disintegration during its fall down the garbage chute or in the disposal rooms;



- (b) Newspapers and magazines shall not be thrown down the garbage chute, but shall be securely bound and deposited in the designated recycling area;
- (c) Bottles shall not be thrown down the garbage chute but shall be deposited in the designated recycling area;
- (d) Cartons and large objects which might block the garbage chute shall be stored in such area designated by the Board. The manager or such designated person must be called to arrange for the immediate disposal of such items. Such items shall not be left outside the unit or on any exclusive use common elements;
- (e) No garbage other than those items listed in paragraphs (b), (c) and (d) above is to be left on the floor of the disposal rooms;
- (f) No burning cigarettes, cigars, ashes or other potential fire hazards shall be thrown down the garbage chute;
- (g) No garbage shall be placed in the garbage chute between the hours of 10:00 p.m. and 8:00 a.m.

9. TENANCY OCCUPATION

- (a) No unit shall be occupied under a lease unless, prior to the tenant being permitted to occupy the unit, the owner shall have delivered to the Corporation a complete Tenant Information Form, a duly executed Tenant's Undertaking and Acknowledgement in accordance with Schedule 2 attached hereto and an executed copy of the Application/Offer to Lease and the Lease itself;
- (b) Within seven (7) days of ceasing to rent his unit (or within seven (7) days of being advised that his tenant has vacated or abandoned the unit, as the case may be), the owner shall notify the Corporation in writing that the unit is no longer rented;
- (c) The foregoing documentation shall be supplied promptly and without charge to and upon request for same by the Corporation;
- (d) No lease shall be for a period of less than six (6) months without the approval of the Board;
- (e) No owner shall allow his tenant to sublet his unit to another tenant;
- (f) All owners shall be responsible for any damage or additional maintenance to the common elements caused by their tenants and will be assessed and charged therefore;
- (g) During the period of occupancy by the tenant, the owner shall have no right of use of any part of the common elements;
- (h) The owner shall supply to the Board; his current address and telephone number during the period of occupancy by the tenant.

10. PARKING

For the purpose, of these Rules, "motor vehicle" means a private passenger automobile, station wagon, compact van, or motorcycle as customarily understood. No motor vehicle parked upon any common elements shall exceed a height of 1.9 meters.

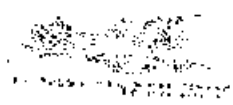
- (a) No vehicles, equipment or machinery, other than motor vehicles shall be parked or left on, any part of the Common Elements and without limiting the generality of the foregoing, no parking areas shall be used for storage purposes.
- (b) Parking is prohibited in the following areas:
 - (i) fire zones;
 - (ii) traffic lanes;
 - (iii) delivery and garbage areas; and
 - (iv) roadways
- (c) No servicing or repairs shall be made to any motor vehicle, trailer, boat, snowmobile, or equipment of any kind on the Common Elements without the express written consent of the Manager or the Board. No motor vehicle shall be driven on any part of the Common Elements other than on a driveway or parking space.
- (d) No motor vehicle, trailer, boat, snowmobile, mechanical toboggan, machinery or equipment of any kind shall be parked on any part of the Common Elements, nor in any Unit other than in a designated parking space but which provision shall not apply for the purposes of loading and unloading furniture, or other household effects of the Owners provided that the length of time where such parking is limited shall be no longer than is reasonably necessary to perform the service.
- (e) A parking permit is required with respect to any motor vehicle parked on any area of the Common Elements designated as a "Guest Visitor Parking Area" between the hours of 2:00 a.m. and 7:00 a.m. at all times. The permit shall be an official permit authorized and issued by the Board of Directors, the Manager and/or its designated agent. Owners are responsible for obtaining a permit on behalf of their guests/visitors, in advance, from the Board of Directors, the Manager and or its designated agent, during normal business hours. A permit shall not be issued for a period in excess of three (3) days. The permit must be visibly displayed on the left front dashboard.
- (f) All motor vehicles operated by Owners must be registered with the Manager. Each Owner shall provide to the Manager the license numbers of all motor vehicles driven by residents of that Unit.
- (g) No motor vehicle shall be driven on any part of the Common Elements at a speed in excess of posted speed.



- (h) No person shall place, leave, park or permit to be placed, left or parked upon the Common Elements any motor vehicle which, in the opinion of the Manager or as directed by the Board, may pose a security or safety risk, either caused by its length of unattended stay, its physical condition or appearance or its potential damage to the property. Upon seventy-two (72) hours written notice from the Manager, the Owner of the motor vehicle shall be required to either remove or attend, to the motor vehicle as required and directed by the Manager, in default of which the motor vehicle shall be removed from the property at the expense of the Owner. If a motor vehicle is left standing in a parking space or upon the Common Elements and is unlicensed or unregistered with the Manager, the vehicle may be towed without notice to the owner and at the Owner's expense.
- (i) Motorcycles shall be licensed and equipped with the most recent noise control devices and operated on the roadways and in a manner so as not to disturb the other Owners. Mopeds and bicycles shall be operated only on the road and in such manner as not to obstruct traffic. No mopeds and bicycles are permitted to be operated on sidewalks.
- (j) No unlicensed motor vehicle including mopeds and go-carts shall be driven within the property complex and no person shall operate a motorized vehicle within the complex without proper operating licence.
- (k) No person shall park or use a motor vehicle in contravention of these Rules, otherwise such person shall be liable to be fined or to have his motor vehicle towed from the property in which event neither the Corporation nor its agents shall be liable whatsoever for any damage, costs or expenses whatsoever caused to such motor vehicle or to the Owner thereof.
- (l) Guests and visitors shall park only in areas designated as guest or visitor parking.
- (m) No motor vehicle having a propane or natural gas propulsion system shall be parked in a parking unit or the common elements.
- (n) No parking units shall be used for any purpose other than to park a motor vehicle that is either a private passenger automobile; station wagon, compact van or motor cycle.

11. PETS

- (a) No animals, reptiles, rodents, livestock or fowl of any kind shall be permitted within any unit or common element area, other than two (2) pets per dwelling unit, with the term "pet" being defined restrictively to include only:
 - (i) a canary, a budgie, or any other small bird that is kept in a cage at all times;
 - (ii) a hamster, a gerbil, a guinea pig, a mouse or a rabbit that is kept in a cage at all times;
 - (iii) one or more turtles that are kept in an enclosed container at all times;
 - (iv) an aquarium of goldfish and/or tropical fish; and



- (v) a dog or a cat (excluding pitbulls, dobermans, mastiffs, rottweilers, and any other similar breeds of dog that are customarily bred or trained as "guard dogs" or "attack dogs") that are sufficiently small in both weight and size such that same can be easily lifted and carried throughout all portions of the common elements by the dog's or cat's owner (whenever such pet is being transported to and from such owner's dwelling unit).
- (b) No such pet that is deemed to be a nuisance by the board or the Condominium's property manager (in their sole and absolute discretion) shall be kept by any owner in any unit or in any part of the common elements. Each owner must ensure that his or her pet does not defecate and/or urinate upon any unit or common element area, and shall be obliged to clean up any mess that occurs thereon immediately thereafter. Should a pet owner fail to clean up after his or her pet as aforesaid, then the pet shall be deemed to be a nuisance, and the owner of said pet shall, within two weeks after receiving a written request from the board (or the Condominium's property manager) to remove such pet, permanently remove such pet from the property. All dogs and cats must be on a leash (or otherwise adequately constrained)" when outdoors, all birds, rodents and/or turtles must be kept in their cage, and all pets must be carried by their respective owners whenever same are being transported throughout the interior common element areas, and must be accompanied by their respective owners at all times whenever same are within or upon the common elements. No breeding of animals, whether for sale or other purposes, shall be carried on within any unit and/or the common elements.

12. AMENITIES

- (a) Except where such visitor is unqualified or otherwise prohibited as hereinafter set out, any visitor may make use of any of the amenities in the building provided that the owner being visited by such visitor is present with such visitor at all times.
- (b) No children under the age of sixteen (16) years shall be permitted to use any of the building amenities (Sauna, Exercise Room, Terrace, etc.) unless accompanied by an adult who shall be responsible for seeing that the children behave themselves in accordance with the rules of such amenity. Permission should be obtained from Security to get access to Terrace.

13. PARTY/MULTI-PURPOSE ROOM

- (a) Any Unit Owner wishing to use the multi-purpose room shall complete an application for rental of this room and leave same with the Management Office together with a non-refundable fee, plus a security deposit, plus a cheque to cover security by the hour, or an amount to be determined by the board of Directors or their Agent at the time of application. The deposit shall be returned if the multi purpose room is left in the same condition as it is found.



- (b) No resident shall permit more persons to be present in the multi-purpose room than is allowed by the fire Marshal's office, as indicated in the rental application.
- (c) No resident shall permit noisy, rowdy, or raucous behaviour in or adjacent to the multi-purpose room nor any behaviour or noise which disturbs the comfort and quiet enjoyment of other residents, their families, guests, visitors, servants, and persons having business with them.
- (d) No resident shall permit any illegal act in or adjacent to the multi-purpose room or upon the property of the condominium corporation.
- (e) Any resident using the multi-purpose room shall comply with all provisions of the application form filed with the Management Office and all such provisions are and shall be incorporated into the Rules and Regulations of the Condominium Corporation.
- (f) Advance reservations for the use of the multi-purpose room may be made by Telephone. Reservations must be cancelled no later than 14 days prior to the date reserved. If cheque, deposit, and signed forms have not been received by the Management Office 14 days before the day of the party, the reservation will be automatically cancelled.
- (g) The multi-purpose room may not be used for any purpose after 2:00 a.m.

14. THEATRE ROOM

- (a) Bookings may be made by telephone 905-763-9080 or in person at the Concierge desk or at the Management Office.
- (b) Bookings may be made up to three (3) days in advance and will be cancelled if not used within ten (10) minutes of the time booked.
- (c) Material selected for viewing must not be offensive or pornographic and the Concierge reserves the right to request parties to leave.
- (d) The theatre room must be left as found, in a clean and tidy condition.
- (e) The theatre room may not be used for any purpose after 2:00 a.m.

15. SWIMMING POOL AREA

(a) The Swimming Pool hours:

7:00 a.m. - 10:00 p.m., Monday - Friday

9:00 a.m. - 10:00 p.m., Saturday - Sunday

4:00 p.m. - 4:30 p.m., Monday - Friday **CLOSED FOR CLEANING**

The hours to use the Swimming Pool are subject to change by notice posted by the Board or Management.

- (b) No person under sixteen (16) years of age shall be permitted within the pool enclosure unless accompanied at all times by a parent or the parent's agent who shall be not less than sixteen (16) years of age and must be in a bathing suit or shorts.
- (c) Residents must accompany your guests with a maximum of two (2) guests per suite while using the facilities.
- (d) Residents are not allowed to use the emergency phone for any reason. The phone is for EMERGENCY only.
- (e) No toys are allowed in the pool area. No swim fins, masks, snorkels, inflatable toys, tricycles, balls, etc. Eye goggles are allowed if they don't cover the face.
- (f) Bathing suits must be worn when in the Swimming Pool. People wearing cut off jeans or children wearing diapers will not be allowed to use the swimming pool. **NO STREET CLOTHES ALLOWED.** Parents looking after children must wear a bathing suit or shorts.
- (g) A shower, using warm water and soap, thoroughly rinsing off soap, must be taken before entering the pool.
- (h) Pets, glass objects, food and drinks shall not be permitted in the swimming area, change rooms or sun deck.
- (f) No person shall engage in boisterous unseemly conduct (horseplay) or actions in or around the pool or sun deck.
- (g) No person with infectious or contagious health disease or condition, shall be permitted the use of the Swimming Pool, or be in the Swimming Pool area.



- (h) No person shall pollute the water in any manner including spitting, spouting water or blowing their nose in the pool or on the deck. Hair that is longer than shoulder length is to be tied back and worn under a bathing cap.
- (i) No food, drinks or smoking will be allowed in the pool area, change rooms, and sun deck.
- (j) No person shall enter the pool other than via the corridor of the building, to undress, take a shower and foot bath.
- (k) No person shall leave the sun deck other than via the proper exit.
- (l) The maximum number of bathers permitted altogether, whether on the pool deck or in the pool at any time, is 10.
- (m) No person when being last to leave the pool deck shall fail to securely lock the door.
- (n) No music allowed in the change rooms, pool area or sun deck. No shaving, hair dyeing in the change rooms, pool area or sun deck.
- (o) No children or adults are allowed to use the pool test kit, thermometer, chemicals or other pool equipment
- (p) The ring buoys and spinal board are not toys. Do not let swimmers play with them in the water.
- (q) No one is allowed in the pool area before or after pool hours and during maintenance times.
- (r) DIVING will not be allowed in the pool.
- (s) Should a resident or guest contravene any of the above rules then their privileges to use the facilities may be revoked.

16. SAUNA & STEAM ROOM

- (a) The sauna & steam room may be used between the hours of 8:00a.m. and 11:00p.m. except for general cleaning hours between ~~8:00a.m. and 11:00p.m.~~ during weekdays. The hours of use of the sauna & steam room are subject to change by notice posted by the Board.
- (b) No person under sixteen (16) years of age shall be permitted within the sauna or steam room unless accompanied at all times by a parent or the parent's agent who shall be not less than sixteen (16) years of age.

- (c) No visitor or guest shall be permitted in the sauna or steam room unless accompanied at all times by the resident being visited by such a visitor or guest.
- (d) No person shall use the sauna or steam room except where such person:
 - (i) showers prior to entering the sauna;
 - (ii) is not infected with a communicable disease or having open sores on their body;
 - (iii) uses the proper and safe attire; and
 - (iv) turns the heat control and light off after use; when such person is the last to use such areas.

17. EXERCISE ROOM

- (a) Bookings may be made by telephone 905-763-9080 or in person at the Concierge desk.
- (b) Bookings may be made up to three (3) days in advance and will be cancelled if not used within ten (10) minutes of the time booked.
- (c) Treadmills may be booked for three (3) consecutive periods of fifteen (15) minutes each to a maximum of forty-five (45) minutes.
- (d) A treadmill may be used beyond the period of time allotted, but it must be vacated promptly when the next scheduled user(s) arrive.
- (e) Children under the age of sixteen (16) are not permitted in the exercise room.
- (f) Residents using the exercise facility must be suitably attired. Residents must wear track suits, shorts and shirts and running shoes. Bathing suits are not permitted in the exercise room.
- (g) Radios or stereos are not permitted except for battery operated headsets.
- (h) Glass containers or food are not permitted in the exercise room. Only bottled water is permitted within the exercise room.
- (i) Residents using the exercise equipment do so at their own risk. Residents should read the posted instructions or consult the property manager regarding the use of the equipment.
- (j) Residents should always consult their family physician prior to undertaking a new exercise regimen.
- (k) All exercise equipment should be wiped down by the user prior to and after each use.



- (f) Malfunctioning, damaged and/or broken equipment should be reported immediately to either the Concierge or management office.

18. CARD & GAME ROOM

- (a) No gambling is permitted.
- (b) Children under the age of sixteen (16) must be accompanied by a resident adult eighteen (18) years of age or older.

19. BILLIARDS & TABLE TENNIS ROOM

- (a) Bookings may be made by telephone 905-763-9080 or in person at the Concierge desk.
- (b) Bookings may be made up to three(3) days in advance and will be cancelled if not used within ten (10) minutes of the time booked.
- (c) Tables may be reserved for up to sixty (60) minutes.
- (d) Tables must be vacated promptly when the next player(s) scheduled to play arrive.
- (e) Cues, paddles and balls must be booked out and returned at the Concierge desk, the resident's I.D. or keys will be retained as security.
- (f) Jump shots are not permitted.
- (g) Children under the age of sixteen (16) shall be accompanied by a resident eighteen (18) years of age or older.
- (h) Radios or stereos are not permitted.
- (i) Food and beverages are not permitted. Only bottled water may be permitted.

20. GUESTS SUITES

- (a) Parkview Towers has two (2) Guests Suites. The use of the suite shall be for the temporary accommodation of an owner or tenant's guests to a maximum ~~of two (2) persons~~ persons, at least one of whom shall be an adult. The host must be in residence while guests are accommodated in the guest suite.
- (b) A reservation must be made at least two days in advance through the Concierge.

- (c) Bookings may be 7 days consecutively. Any single reservation in excess of fifteen (15) days requires the prior approval of Parkview Towers Board of Directors.
- (d) Guest-suite and building-entry keys are available from the Concierge. Arrangements for pickup and return of keys must be made in advance with the Concierge.
- (e) Check-in time is after 3:00 p.m. on the first day of use.
Check-out time is before 11:00 a.m. on the last day of use.
- (f) There is a NO SMOKING policy within the guest suite and all common areas including lobbies, outdoor walkways, garden areas and garage levels.
- (g) The suite must be left as found, in a clean and tidy condition.
- (h) While routine maintenance is covered by the guest fee, the host will be billed for additional cleaning and/or laundering that Parkview Towers feels is required. Any damages shall be the obligation of the owner whose guest(s) used the guest suite. A \$250.00 damage deposit (money order or certified cheque) and \$75.00 for the each night of occupancy is required on the date of occupancy.
- (i) Parkview Tower's Rules together with the Bylaws must be observed by all guests of the owner. Failure in this regard may result in a fine being levied against the host. Repeated failure to observe the Rules and Bylaws may result in a withdrawal of access to the suite by that owner in accordance with the Bylaws.
- (j) A fee of \$75 will be charged to the host for any reservation not cancelled by noon of the day preceding the reservation.

21. ELEVATORS AND MOVING

- (a) Furniture and equipment shall be moved into or out of the building only by the elevator designated for such purpose (the "service elevator") by the Board. The service elevator shall be used for the delivery of any goods, services or home furnishings where the pads to protect the elevators should be installed as determined by the manager or its staff in their sole discretion. The time and date for moving or delivery shall be fixed in advance by arrangement and reservation with the manager. The reservation shall be for a period not exceeding four (4) hours. An elevator, reservation agreement in accordance with Schedule 3 attached hereto shall be signed when reserving the service elevator.
- (b) Except with prior written authorization of the Board, moving and deliveries shall be permitted only between the hours of 8:00 a.m. and 8:00 p.m. Monday to Saturday inclusive and shall not take place on public holidays.



- (c) A refundable security/damage deposit in such amounts as determined by the Board from time to time in money order or, certified cheque payable to the Corporation shall be deposited with the Corporation through the manager or its staff when making the reservation and signing the elevator reservation agreement.
- (d) It shall be the responsibility of the owner through the person reserving the service elevator to notify the manager or superintendent and to request an inspection of the service elevator and adjacent common elements immediately prior to using the elevator. Upon completion of moving into or out of the building or the delivery, the owner reserving the service elevator shall forthwith request an immediate re-inspection of the service elevator and affected common elements. Any damage noted during the re-inspection and not noted on the initial inspection shall be deemed to be the responsibility of the owner of the unit and the person reserving the service elevator. The cost of repairs, which shall include the cost of any extra cleaning, shall be assessed by the manager as soon as possible following the moving or damage and the parties responsible; shall be advised.
- (e) The owner and the person reserving the service elevator shall be liable for the full cost of repairs to any damage to the service elevators and any part of the common elements caused by the moving of furniture or equipment into or out of the suite or the delivery of goods, services and home furnishings or equipment into or out of the suite. The Corporation through its manager shall have the right to withhold all or part of the security/damage deposit as it deems necessary as security for partial or complete payment for any damages sustained. The Corporation shall apply all or part of the security deposit towards the cost of repairs. If the cost of repairs should be less than the amount of the security deposit, the balance shall be returned to the owner or person reserving the service elevator. If the cost of repairs exceeds the amount of the security deposit and the owner or person reserving the service elevator still owns or resides in the building, the full cost of repairs less the amount of security deposit shall be assessed against the unit owned by or occupied by the person reserving the service elevator as a common element expense and still be collected as such.
- (f) During the term of the reservation and while any exterior doors are in an open condition, the owner or person reserving the service elevator shall take reasonable precautions to prevent unauthorized entry into the building;
- (g) Corridors and elevator lobbies shall not be obstructed prior to, during or after the term of the reservation.
- (h) Upon moving from suite, the owner or occupant vacating the premises shall surrender all common element keys and any garage access devices in his possession to the manager or its staff. The Corporation shall have the right to withhold any security deposit in its possession until same have been surrendered.

- (i) Purchasers or tenants acquiring a unit shall register with the manager or its staff prior to the move in date at which time arrangements will be made for delivery of the common element keys and any garage access devices.
- (j) Bicycles and carts shall not be taken on any elevator.
- (k) Smoking is prohibited in all elevators.
- (l) Clauses (a) to (e) inclusive of this rule relating to the reservation of the elevator and security deposit shall not apply during the initial move-in period prior to registration. Owners who have purchased their unit from the declarant shall not be required to provide a security deposit pursuant to Clause (c) for their initial move-in.

22. OWNER'S CONTRACTORS, TRADE OR SERVICE PERSONNEL

No Contractor, trade or service personnel may or shall enter upon the property to perform any work or services in or about any unit (including an "exclusive use" common element area) that may or will affect the common elements or common building services unless such persons or firms are:

- (a) employed directly by the Condominium Corporation; or
- (b) employed by a unit owner in circumstances where the intended performance of work and/or services in or about a unit has first been approved, in writing, by the Corporation and where the work and/or services are supervised by an approved contractor or service personnel in accordance with the Corporation's written direction; and the owners of the unit has provided to the Corporation a deposit in a reasonable amount to cover the Corporation's initial costs of supervision (to be adjusted upon completion of the work); and where the unit owner has entered into a written undertaking to indemnify the Corporation with respect to any expenses, damages or costs whatsoever incurred by the Corporation arising from the carrying out of the work by the unit owners contractor, trade or service personnel including any resulting damage to the common elements or to common building services which arises during or following completion of the work. Any such expenses, resulting damages and costs may be collected by the Corporation from the unit owner in the same manner as common expenses.

ADDITIONAL REMINDERS**CONDENSATION**

Reduce the moisture of the air in the unit by:

- Using the ventilating fans in the kitchen, bathrooms and laundry room when cooking, bathing, showering, or doing laundry;
- Reducing the number of house plants and eliminating aquarium;
- Keeping sheer curtains closed and wiping away moisture build up.

WATER PENETRATION

ALWAYS close outside windows to prevent rain or snow from hitting the inside panel and trickling down to units below.

SANITATION

If the garbage chute is jammed, please do not place garbage on the floor in the disposal room on your floor. Instead, keep it in your unit or take it to the first floor disposal room. Also, please remember that the compactor is turned off at 10:00 p.m. every night and that throwing your garbage down the chute after this time causes the chute to jam.

WATER USE

Please ensure that the taps supplying water to the washing machine have been raised (as in the diagram) so that you can turn off the water supply when not in use. It is possible for the hoses to break, and any liability for damage caused by flooding would be yours. Shutting off these taps after your laundry is finished, and turning off all other valves and the toilets when you are away for a prolonged period is highly recommended.

PLEASE HAVE CONSIDERATION FOR YOUR NEIGHBOURS.

The use of washers, dryers and dishwashers are permitted only between 7:00a.m. and 10:00p.m.

PLEASE MAKE EVERY EFFORT TO CONSERVE ENERGY AND WATER.

IT WILL SAVE YOU MONEY!

PEST CONTROL INFORMATION

COCKROACHES

PREVENTION

Unfortunately, cockroaches have few natural enemies and if left alone can multiply very rapidly.

Good housekeeping should help avoid an invasion. Always clean up any food or water spills and make sure food is kept in roach proof containers.

Try to inspect cartons, baskets, etc., entering your home; roaches can find many different ways of getting in.

If there are any damp areas in your home, remove or repair them...most roaches prefer dark, damp places such as under a sink, or behind counters and dishwashers.

SILVERFISH

- > These are wingless, silvery-grey insects, which feed on starch, book-bindings, wall paper, etc.
- > They are about 1/3 inch long and usually found in moist areas of the kitchen and bathroom.
- > They move very quickly.

HOME REMEDIES

- > Keep counters and shelves free of crumbs, etc.
- > Seal around water and drain pipe openings (silicone seal, pollyfilla, etc.).
- > Keep food in sealed containers.
- > Throw out paper bags and cardboard boxes.
- > Bay leaves, Epsom salt and salt on shelves will discourage these insects.



**York Regional Standard
Condominium Corporation #990**

**Board of Directors Meeting on June 03, 2010
Party Room, 130 Pond Drive, Thornhill, Ontario at 5:00 pm**

Property Management Report

A. Items for Discussion and Decision

1. Scheduling for Annual General Meeting of Owners

The Audit for fiscal year 2009-2010 has been completed and the draft copy was signed and forwarded to the Auditor, the board needs to set a date for AGM some times after September 15th, 2010.

B. Items for Information

1. Signs for dogs has been installed
2. All the fences have been painted
3. Management has been in contact with Animal Enforcement Department in Town of Markham, the enforcement officers are checking the area as per our request and any one who witness an owner which does not comply should contact the management with respective unit number before they get visit for enforcement officer.
4. The issue with unfinished area in the park has been discussed with Town of Markham and the project will be completed shortly.
5. Dislodged power box has been adjusted.
6. The area where mail boxes are located are no parking zone.

C. Arrears Report

Included with Financial Statement

Bijan Dalir
Property Manager,RCM

EMERGENCY NUMBERS

FIRE DEPARTMENT	9-1-1
AMBULANCE	9-1-1
POLICE DEPARTMENT	9-1-1
LOCAL POLICE York Division	(905) 882-1221
HOSPITAL York Central 10 Trench Street	(905) 883-1212
POISON CONTROL	1-800- 268-9017
POWER STREAM (Hydro & Water)	(905) 477-3810
ENBRIDGE GAS-Emergency	1-866-763-5427
ENBRIDGE GAS-Billing	1-800-668-4732
BELL CANADA	6-1-1
ROGERS CABLE	1-866-380-8001 1-888-ROGERS1
TOWN OF MARKHAM	(905) 477-7000
MABE-Appliances Service	1-800-361-2500

MANAGEMENT PHONE NUMBERS

MANAGEMENT OFFICE	(905) 763-8588
MANAGEMENT OFFICE FAX	(905) 763-6599
CONCIERGE DESK	(905)-763-9080

**Y.R.S.C.C. #1085
BOARD POLICY**

POLICY TOPIC: PARKING VIOLATION **DATE POLICY SET:** November 27, 2008

ORIGINAL OR REVISED: Original **DATE RESIDENTS NOTIFIED:** November 28, 2008

POLICY SUMMARY:

The Corporation is charged for each parking violation ticket issued by the Parking Enforcement Officer.

Residents

The amount of \$35 will be charged to the resident who violates the parking rules and receives a parking ticket. In addition of this charge the resident will still have to pay Town of Markham the fine issued by the Officer.

Visitors - Residents are responsible for their visitors

If a visitor parks without proper authorization a ticket will be issued. The charge of \$35.00 will apply to the unit the visitor registered with. The visitor will still have to pay Town of Markham the fine issued by the Officer.

**Y.R.S.C.C. #1085
BOARD POLICY**

POLICY TOPIC: PARTY ROOM

DATE POLICY SET: November 27, 2008

ORIGINAL OR REVISED: Original

MINUTES ATTACHED: Yes

DATE RESIDENTS NOTIFIED: November 28, 2008

POLICY SUMMARY:

1. The party room may not be used for any purpose after 12 p.m.
2. No loud music after 11:00 p.m.
3. \$300.00 refundable security deposit
4. \$100.00 administration fee
5. Security coverage by the hour for a minimum of 4 hours (plus GST) at a charge of \$20.00 per hour. On statutory holidays the charge is \$30.00/hour (plus GST) for a minimum of 4 hours.

The present bookings with signed contracts will be
executed as per the previous rules.

**Y.R.S.C.C. #1085
BOARD POLICY**

POLICY TOPIC:	VISITOR PARKING PERMITS
DATE POLICY SET:	JANUARY 7, 2009
ORIGINAL or REVISED:	REVISED
DATE RESIDENTS NOTIFIED:	JANUARY 7, 2009

POLICY SUMMARY: "Parking permits for visitors and overnight parking permits for visitors can be obtained from Security Desk. Each unit is entitled to seven (7) overnight parking permits in one month" For all other circumstances the residents are advised to contact Management.

POLICY REVISED: "If 7 overnights visitor parking permits were issued to a unit in one month and further visitor parking permits are requested in the same month, a charge of \$15/night will apply.

**Y.R.S.C.C. #1085
BOARD POLICY**

POLICY TOPIC: PARTY ROOM

DATE POLICY SET: November 3, 2009

ORIGINAL OR REVISED: Revised

MINUTES ATTACHED: Yes

DATE RESIDENTS NOTIFIED: November 12, 2009

POLICY SUMMARY:

1. The party room may not be used for any purpose after 12:00 midnight
2. No loud music after 11:00 p.m.
3. \$300.00 refundable security deposit
4. \$200.00 administration fee
5. Security coverage by the hour for a minimum of 4 hours (plus GST) at a charge of \$20.00 per hour. On statutory holidays the charge is \$30.00/hour (plus GST) for a minimum of 4 hours.

The present bookings with signed contracts will be executed as per the previous rules.

******POLICY EFFECTIVE JANUARY 12, 2010******

YORK REGION STANDARD CONDOMINIUM CORPORATION NO. 1085
(the "Corporation")

CANNABIS-FREE ENVIRONMENT RULES

WHEREAS:

- A. The board of directors may, in accordance with Section 58 of the *Condominium Act, 1998*, as amended (the "*Act*"), enact rules respecting the use of the common elements and the units to: (i) promote the safety, security or welfare of the owners and of the property and assets of the Corporation; or, (ii) prevent the unreasonable interference with the use and enjoyment of the common elements, the units and the assets of the Corporation;
- B. Offensive and potent odours created or generated from smoking cannabis can contaminate air in the common elements and the units, and cannabis odour migration can be a nuisance that unreasonably interferes with the use and enjoyment of the units and the common elements;
- C. Cultivating or growing cannabis plants in the units presents a risk of: (i) damage to units and common elements, including damage by humidity, moisture and condensation which can create mould and spores in walls, ceilings and floors, and which can damage window sills; (ii) a disproportionate consumption of utilities, including water; and, (iii) increased fire hazards resulting from using household appliances to dry cannabis;
- D. The board of directors has determined that prohibiting cannabis smoking and cannabis cultivation is a reasonable way to prevent damage to the units and common elements, and to protect owners and residents from being exposed to second-hand smoke on the property and from unreasonable nuisance and interference with the use and enjoyment of the units and the common elements;
- E. These rules shall be interpreted and applied in accordance with the applicable provisions of the *Ontario Human Rights Code* regarding accommodating persons with disability related needs; and,
- F. It is intended that this Preamble shall form an integral part of these rules;

NOW THEREFORE, the Corporation hereby enacts the following rules:

- 1. **Definitions:** For the purpose of these Rules:
 - (a) "**Medically Exempt Unit**" shall have the meaning in Section 3 of these rules.
 - (b) "**Owner**" is defined as registered owner of a unit in the Corporation.
 - (c) "**Occupant**" shall mean any individual(s) occupying a Unit with the Owner's consent, permission or approval, whether or not pursuant to a lease arrangement.
 - (d) "**Production of Cannabis**" is defined as obtaining cannabis by any method or process, including by manufacturing, synthesis, altering its chemical or physical properties by any means, or cultivating, propagating, processing or harvesting Cannabis or any living thing from which cannabis may be extracted or otherwise obtained, and shall specifically include the cultivation or growing of cannabis plants.
 - (e) "**Smoking**" shall include the inhaling, breathing, carrying, or possession of any lit and/or smoke-producing cannabis substance.

- (f) "Unit" is defined as any unit identified in the Corporation's declaration, meaning all condominium units within the Corporation.
 - (g) "Vaping" is defined as creating or inhaling vapour produced by an electronic cigarette or similar device.
2. **No Smoking or Vaping Cannabis and No Production of Cannabis:** Except as provided in Section 3 below, Smoking or Vaping cannabis and the Production of Cannabis is strictly prohibited in all Units and on all indoor and outdoor common elements, including the exclusive-use common elements such as balconies and terraces.
3. **Medical Exemption:**
- (a) The board of directors may grant a medical exemption to an Owner or an Occupant authorizing the Smoking or Vaping of cannabis and/or authorizing the Production of Cannabis in a Unit if an Owner or an Occupant requires accommodation on medical grounds (hereinafter referred to as a "Medically Exempt Unit").
 - (b) In order to be considered for a Medically Exempt Unit exemption, the Owner or Occupant requiring accommodation must notify the Corporation of the medical requirement for an exemption in writing, and shall provide the board of directors with documentary evidence from a licensed physician in the Province of Ontario treating the Owner or Occupant seeking the exemption. Such documentary evidence shall, among other things that may be requested by the board of directors, clearly state in writing that: (i) there is no other means of ingesting, administering or otherwise using cannabis to treat the medical condition other than by Smoking or Vaping cannabis; and, (ii) the Production of Cannabis to satisfy the medical requirement is necessary and there is no other method by which to adequately satisfy the supply of cannabis to treat the medical condition.
 - (c) If a Unit is granted a Medically Exempt Unit exemption, such exemption must be confirmed in writing by the board of directors in order to be effective, and may be subject to any conditions that the board of directors deems reasonably necessary from time to time. The board of directors, acting reasonably, may at any time request that the medical requirement for the exemption be reconfirmed and/or require that any additional documentary evidence be provided to establish and/or re-establish the medical requirement for the exemption.
 - (d) Where a Medically Exempt Unit exemption is granted, the Owner or Occupant that was granted the Medically Exempt Unit exemption shall ensure that:
 - (i) Smoking, Vaping and/or the Production of Cannabis is entirely contained in the Unit;
 - (ii) All windows and exterior doors to the Unit are in a closed position when Smoking or Vaping cannabis in the Unit;
 - (iii) The exhaust fans in the Unit are turned on when Smoking or Vaping cannabis in the Unit; and,
 - (iv) Adequate air filters and/or purifiers are installed to prevent second-hand smoke and odours from entering other Units or the common elements.
 - (e) If, in the opinion of the board of directors, in its discretion, the Smoking or Vaping is causing or creating a nuisance, then, notwithstanding the foregoing, the Owner shall take all steps that the board of directors deems necessary to eliminate the nuisance within the timeframe to be established by the board of directors. Any associated costs will be the


sole responsibility of the Owner. Further, if in the opinion of the board of directors, in its discretion, a nuisance continues after the timeframe set out to correct the nuisance, notwithstanding any steps taken by the Owner to eliminate such nuisance, then the board may revoke the Medically Exempt Unit exemption, at any time, upon written notice.

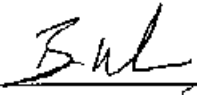
- (f) The Medically Exempt Unit exemption shall automatically terminate upon the earlier of any of the following occurrences:
 - (i) The medical requirement for the exemption ceases to exist;
 - (ii) The Owner or Occupant requiring the medical exemption ceases to occupy the Medically Exempt Unit;
 - (iii) The termination of a lease of a Medically Exempt Unit if the Occupant that was granted the exemption was a tenant of such Unit; or,
 - (iv) The sale or transfer of the Medically Exempt Unit.

4. **Costs:** All costs, charges and/or expenses, including professional costs and expenses on a full indemnity basis, incurred by the Corporation in connection with these rules including, but not limited to, the enforcement of any provision in these rules, shall be the sole responsibility of the Owner of the Unit that was the cause of incurring the cost, charge or expense. All such costs, charges and/or expenses shall be deemed to be an additional common expense attributable to the Owner's Unit and are recoverable as such.

The foregoing rules are hereby enacted by York Region Standard Condominium Corporation No. 1085, said rules having been passed by the board of directors on 21st day of May, 2018 pursuant to Section 58 of the *Condominium Act, 1998*, as amended.

YORK REGION STANDARD CONDOMINIUM CORPORATION NO. 1085

Per: 
 Name: Terrence Wong
 Title: President

Per: 
 Name: BEN WILSON
 Title: OFFICER

We have authority to bind the corporation.