

Upwood Park/Salvador Del Mundo  
Co-operative Homes Inc.

**LIVING TOGETHER By-law No. 15**  
**(REVISED)**

This By-law repeals and replaces the Living Together By-law, By-law No.4

**1. GENERAL**

People living close to one another sometimes find their interests and actions conflict with one another.

For the health and safety of the community, we must find ways to compromise and co-operate together. This By-law is intended to balance the desire of members and their families to enjoy life in our Co-operative to the fullest while not interfering with the enjoyment of others.

In approving this By-law and making future amendments, the members will define co-operatively the bounds of acceptable behaviour for themselves, their neighbours, their families and guests.

**2. REGULATIONS ON THE PREMISES – DO’S AND DON’T’S**

a) **Hallways, lobbies, grounds and other common areas**

- i. Members, their family, children and guests may **not** ride bicycles, rollerblade skates or skate boards in the hallways, lobbies, garage, link tunnel nor children’s playground.
- ii. Loud talking or other disturbance in the hallways and lobbies is prohibited.
- iii. Radios or other audio equipment may not be played aloud in hallways, stairwells, lobbies, in front of or close to the buildings. Car radios or stereos must not be played loudly on the Cooperative grounds.
- iv. Ball playing, including bouncing basketballs, in the hallways, and lobbies is not permitted.
- v. Groups of members, families, and guests must avoid loitering in the hallways, lobbies, entrances, stairwells, parking areas, and link tunnel.
- vi. No one may play, jump or fool around in the elevators. Members will be responsible for the cost of repairing any damage caused their families, guests or visitors. If damaged,

the report from the elevator maintenance company together with video surveillance information will be taken into consideration.

vii. Service rooms are off limits to all people except staff and others authorized by the Board of Directors.

viii. Smoking is not allowed in any of the common areas of the building. See Section 6.1 below.

ix. Members shall not place or allow to be placed bicycles, baby carriages or other personal property in the hallways, lobbies, sidewalks, or common areas, neither shall articles be permitted to remain outside in such areas overnight or when not in use. Personal property left in common areas may be removed and disposed of by the management or staff of the Co-operative.

x. No one shall be allowed to bring onto the Co-operative property any supermarket carts

**b) Noise in units**

i. Audio volume of television, radio and stereo equipment must at all times be set at a level that will not disturb neighbours in nearby units. After 10:00 p.m. and before 8:00 a.m., it must be set at a low volume.

ii. Other kinds of loud noise, including loud talking, shouting, use of power tools, and loud noises made by animals should be limited at all times in order to avoid disturbing neighbours in nearby units. Loud noises must not be made after 10:00 p.m. and before 8:00 a.m.

iii. The Manager or On-call person is the judge of noise level. If the judgement of the On-call person is not accepted, the matter is to be addressed with the member in accordance with Article 7 and 8 below.

**c) Garage, driveways and other parking areas**

i. Speed limits of 10 km/hr must be observed at all times within the boundaries of the Coop's property.

ii. All persons driving on the Co-op's property and in the garage must observe extreme caution to protect the safety of children and pedestrians.

iii. Members may not carry out any form of car repairs (including oil changes) in any of the designated parking areas or laneways.

iv. Members may **not** store derelict, unlicensed cars in their own or any other parking spaces in the Co-operative. Violators will be noted by security staff and details forwarded to management. Vehicles without valid licences and insurance will be towed away at the Owner's expense members are given proper notice.

v. The garage is not a recreation area. Playing, biking, skateboarding, roller-skating or rollerblading are not allowed in the garage or on the entrance and exit ramps to the garage.

d) **Use of laundry rooms**

i. The laundry rooms are for the exclusive use of members, their household members and their short-term guests.

ii. Members and their guests must **not** leave their clothes in the machines for more than 10 minutes after the cycle has finished. If they do, they should leave a basket or bag on top of the machine, so that the clothes can be removed. Members who are waiting to use the laundry machines may carefully remove the previous person's load at the end of the cycle and, either put it in the basket or bag or place it on top of the machine.

iii. Persons using the laundry room should be considerate and try to make the most efficient use of the machines possible in order to avoid line-ups.

iv. Members and their guests must **not** overload machines or add extra water to the washers.

v. Members and their guests must **not** put extra soap in the washing machines. They are to follow the instructions on the lids of the machines.

vi. Physically challenged members have priority for the front loader washing machines. If possible, other members should avoid using them.

vii. After every use, members and their guests must clean both the lint traps.

viii. Staff is authorized to remove and dispose of clothes left in the laundry rooms for longer than 24 hours.

ix. Anyone who provokes a confrontation in the laundry room will be dealt with according to the Co-op's Occupancy By-law (see Article 7 and 8 below).

x. Under no circumstances are members permitted to have any type of laundry equipment in their units for their own personal use. Use of such equipment can result in significant damage to other units through flooding and fire. (See: Section 6.4, below)

e) **Balconies and Patios**

i. Members may **not** wash or sweep their balconies in such a way as to have water or debris running down on their neighbours' balconies or patios below.

ii. Members may **not** dry laundry on their balconies.

iii. No mops, brooms, dusters, rugs or bedding shall be shaken or beaten from windows or balconies.

iv. Members may **not** store anything other than outdoor accessories or outdoor furniture on their balconies.

v. No flowerpots or any other objects may be placed on balconies in a way where they may fall or be blown off.

vi. Absolutely nothing shall be thrown or dropped off the balconies or out of windows by anyone. This includes cigarette butts as they can cause a serious fire. Members will be held legally responsible for anything falling from their units that cause damage or injury.

vii. Barbecues on balconies are prohibited. Barbecues on ground floor patios or anywhere on the grounds must be lit and supervised by adults only, and operated at least three metres from the building.

f) **Safety**

i. The precautions concerning balconies must be taken seriously. Children must **NEVER** be left alone on the balcony, and should not be left unsupervised in the unit.

ii. Members, families and guests must avoid leaving objects in the Co-op's common areas and grounds that may present a safety hazard. This includes hall mats, broken glass, tools, bicycles or other objects which people may trip on or get hurt handling.

iii. Members, their families and guests must observe strict care **not** to allow fire exits doors to remain open, or prop them ajar, to prevent the entrance of unauthorized persons. Stairwell and suite doors are part of the building's fire protection equipment and must never be propped open. Doing so is deemed a criminal offence under the *Ontario Fire Code*. The safety and security of the Co-operative's residents is of utmost importance and breach of this regulation will be cause for eviction under the terms Article 12 of the Occupancy By-law. Members will be responsible for the cost of repairing or replacing damaged doors or any other Co-operative property damaged by intruders as a consequence of the member's negligence.

iv. In the interest of safety of all children in the Co-operative, no one shall be allowed to have bicycle races on Co-operative property, except during special social events approved by the Board of Directors.

v. Electrical bikes-No one shall be allowed to bring e-bikes into Co-op's residential units.

g) **Garbage and Litter**

- i. The use of garbage chute closets is limited to the disposal of only garbage fitting the size of the chutes. **Nothing** can be left on the floor since the closets must be accessible for wheelchair use at all times.
- ii. Large items like furniture should be brought down and placed in the designated area at the back of each building.
- iii. Recyclables (including pizza boxes, newspapers, other paper product, cans, glass bottles – see notices for full list) should be placed in the blue boxes outside the building.
- iv. Garbage must be bagged, tied and pushed all the way through the trap and into the chute. Kitty litter must be double bagged and tied.
- v. Garbage must not be left in the hallway or on the closet floor. Members will be held responsible for any damage caused to carpets by careless disposal of garbage.
- vi. Members, families and guests must **not** litter the Co-op's grounds and common areas. Please instruct your children to properly dispose of wrappers, bottles and drink boxes/cups in the containers provided
- vii. Garbage chutes should **not** be used after 11:00 p.m. or before 6:00 a.m.
- viii. Blue boxes and garbage must **not** be stored on balconies.

h) **Electronic bikes and Hover Boards and rechargeable motorized devices**

- i. E-bikes are prohibited in residential units. Member must contact the Co-op office for parking availability
- ii. E-bikes batteries are not to be charged in the unit. They are only to be charged in the underground parking garage at the charging stations provided.
- iii. Hover boards are not to be used in the common area.
- iv. All rechargeable motorized devices – all above rules apply
- v. Medical devices are exempted.

### **3. VANDALISM**

Wilful destruction or damage of the Co-operative's property by members, their families, guests and others will be prosecuted in accordance with the law. Members will be held responsible for the cost of repairing this damage. This includes the wilful destruction or damage of trees, bushes, plants or any other element of the landscaping and green areas of the Co-operative.

Wilful destruction or damage of the Co-operative's property shall be deemed a serious offence and will be cause for eviction under the terms of Article 12 of the Occupancy By-law.

#### **4. FIGHTING AND PHYSICAL VIOLENCE**

Fighting and physical violence by members, their families or guests against other members, their families or guests or against staff on the Co-operative property shall be deemed a serious offence; therefore, it will be cause for eviction under terms Article 12 of the Occupancy By-law

#### **5. VERBAL ABUSE AND INTIMIDATION**

Verbal abuse and physical intimidation by members, their families and guests against other members, their families or guests or against staff on or about the Co-operative property shall be deemed a serious offence; therefore, it will be cause for eviction under terms of Article 12 of the Occupancy By-law

#### **6. MISCELLANEOUS**

##### **6.1 Smoking**

Smoking will **not** be allowed in any common area of the buildings. This includes ,but is not limited to the hallways, lobbies, stairwells, gym, underground areas, Community Centre, Management offices and elevators.

Smoking is allowed exclusively in members units or outside the buildings, but not within 9 metre radius from the entrance/exit door.

##### **6.2 Alcohol and Drugs**

Consumption of alcohol by members, their families, guests and visitors is allowed exclusively inside members units.

Consumption of illegal drugs in any common area of the Co-operative, inside or outside the buildings, will be deemed a serious offence and be cause for eviction under terms of Article 12 of the Occupancy By-law.

Trafficking of illegal drugs by members, their families, guests or visitors ANYWHERE on the Co-operative property will be deemed a serious offence and be cause for eviction under terms of Article 12 of the Occupancy By-law.

##### **6.3 Urinating and Defecating in Common Areas**

Members, their families, guests or visitors found urinating or defecating in common areas of the Co-operative, inside or outside the buildings, other than a proper toilet will be charged with a legal offence. It will also be deemed a serious offence and be cause for eviction under terms of Article 12 of the Occupancy By-law.

## **6.4 In-Suite Washing/Drying Equipment**

Under no circumstances are members permitted to store, install and use any laundry equipment (washers, dryers, twin-tubs, etc) or dishwashers (portable full size or counter-top) in their units. Doing so, incurs the risk of flooding to units below, due to inattentive use and/or fast outflow of waste water. Use of dryers can overload the electrical system which could cause fire, and cause significant moisture damage and possible mould in the unit, Members who utilize such equipment will be charged for possession of laundry equipment and also with the cost of repairing damage to their own unit, or any other unit affected. The penalty fee is to be determined by the Board.

## **7. How To Deal With Disturbances**

Members who are disturbed by their neighbours for any reasons included in this By-law, should follow this procedure:

- i. You may consider telling your neighbours in a polite way that they are causing a disturbance or violating this By-law. Do not assume that they know they are bothering you or know that they are doing something they are not supposed to do.
- ii. If you are reluctant to approach your neighbour or, if informed, your neighbour does not comply, you may go to the office to file a formal complaint during office hours. After office hours, you may contact the On-call person who is on duty, or the “after hours” number as posted in the lobby. Before filing a formal complaint, On-call may contact your neighbour in an attempt to resolve the matter.
- iii. Formal complaints either require completion and signing of an incident report or some other written and signed complaint from a member. The incident report forms are available from the office and from the On-call person. All complaints will be handled by the Property Manager in a prompt and confidential manner.

## **8. HOW THE CO-OP DEALS WITH COMPLAINTS**

- a) If the person who has caused the problem ends the disturbance or violation of this By-law after being informed by the On-call volunteer, a formal complaint will not be completed. However, an incident report will be kept in the On-call Log Book or by the Security Office staff.
- b) If the person who has caused the problem does not end the disturbance or violation and the On-call volunteer completes a formal complaint, it will be forwarded to the Manager.
- c) When the Co-op Manager receives a formal complaint, he or she will investigate, approaching the person who has allegedly caused the problem and the person who has

made the complaint. The Manager will attempt to resolve the dispute. The Manager may ask the person or persons to stop and/or refrain from doing it again, informing them that if they do not stop, a formal complaint will be sent to the Board of Directors.

d) If the Manager and the members involved cannot resolve the problem or if one of the members continues to violate the By-law, the matter will be referred to the Board of Directors for resolution in accordance with the Occupancy By-law (By-law 19). The provisions of this By-law do not in any way prevent members from calling the police directly if they believe a law is being broken or if they feel the existence of a physical risk to themselves, their family, guests or visitors. If it is a legal matter rather than one regulated by the Co-op's bylaws, the police should be contacted instead of following the procedures outlined above. Approved by the Board of Directors and recommended for confirmation to the next meeting of members on the **16th day of February 2017**.

CERTIFIED to be a true copy of the By-law #15 of Upwood Park/Salvador Del Mundo Cooperative Homes Inc. Confirmed by a two-thirds vote at a meeting of members held on:

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----- Secretary

c/s

----- Treasurer

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