

**1. This Building Regulation is an integral part of the lease.**

**2. COMMERCIAL ACTIVITY**

No commercial activity of any kind can be operated from the leased premises, unless the lessor gave his authorization for this specific commercial activity.

**3. ADHESIVES**

It is forbidden to apply adhesive tape or similar material on plumbing fixtures (bath, shower, toilet, sink). The tenant will be charged for its removal.

**4. COMMON AREAS**

(Alcoholic beverages, wandering, playing and cluttering)

**4.1. ALCOHOLIC BEVERAGES**

The tenant cannot consume alcoholic beverages in common areas, both inside and outside, without having received prior written consent from the lessor.

**4.2. CLUTTERING**

It is forbidden to clutter the rented premises and common areas (balconies, hallways, staircases, lawns), both inside and outside, with any object whatsoever (cardboard, boxes, furniture, bicycles, baby strollers, sleds, carpet in the hallway, tires or other objects). The lessor has the right to remove, at the tenant's expense, the objects that he will consider to be a nuisance.

**4.3. WANDERING AND PLAYING**

It is strictly forbidden to play in hallways, stairwells and entrances. Any loitering is prohibited in both indoor and outdoor common areas of the buildings administered by the lessor.

**5. POSTING**

Only the buildings' registered Tenants' Associations and spokespeople have the authorization to post signs. The areas are designated by the lessor solely for that purpose.

**6. PEDESTRIAN WALKWAYS**

The sidewalks are strictly reserved for pedestrians. No motorcycle, moped, bicycle or skateboard will be allowed on the sidewalks of the lessor's buildings. This is intended to ensure your safety as well as the safety of your family members.

**7. PETS**

The *Pet Regulation* is presented in Appendix B, and is an integral part of this Regulation.

**8. WILD ANIMALS**

It is forbidden to feed the pigeons, gulls, squirrels and other wild animals that could represent a nuisance for the properties managed by the lessor. Feeding them also attracts vermin, causing more inconvenience.

**9. ANTENNAS AND SATELLITE DISHES**

It is prohibited to install a satellite dish, a radio antenna, a "CB" or other similar type of object on the lessor's property or buildings.

**10. BARBECUE APPLIANCES**

Barbecues using charcoal are not allowed on the balconies.

**11. BALCONIES**

**11.1. MAINTENANCE**

The tenant is responsible for his balcony's maintenance and snow removal in order to keep it safe and in good condition. He must also avoid disturbing the neighbors.

**11.2. PAINTING BALCONIES**

It is forbidden to paint the wooden balconies, the wooden or wrought iron guards, as well as the interior or exterior brick walls.

**12. ACCESSORY INSTALLATIONS**

The tenant may not install a carport, garage, tent or any other accessory installation on the premises without first obtaining the lessor's written authorization.

**13. LOCKERS**

It is forbidden to smoke inside the locker room, or to store hazardous materials, including the propane gas tanks.

The lessor cannot be held responsible for theft, breakage or any other damage that might be caused to the stored items.

No locker exchange is permitted without the lessor's written authorization. The tenant must install a lock on his locker.

**14. BOUNCING CHECKS**

A 10.00 \$ fee will be charged to the tenant, without summons to this effect, for any check or pre-authorized payment that is returned for "insufficient funds" by a financial institution.

**15. KEYS**

The tenant is responsible for any key loss and/or theft, and will assume all costs associated with an intervention by the lessor.

No lock can be added, changed or altered without the lessor's consent.

**16. AIR CONDITIONERS**

The tenant may use, if he wishes, a window air conditioning unit, provided that he makes a request to the lessor and accepts to pay all costs related to its installation and usage, complying with the lessor's regulations.

Some types of windows cannot accommodate a conventional air conditioner. The tenant must then use a mobile interior unit.

The window air conditioner's cooling capacity must not exceed 10,000 BTU and must be fitted with a condensing water retention tray. The unit can only be installed in a window or in the opening intended for this purpose. The space created by installing the air conditioner in the window must be closed with a Plexiglas. No modification to the electrical circuits and wiring is allowed.

The installation must be safe and approved by the lessor's Building Department. It is strictly forbidden to drill holes in the window frame.

The window air conditioner cannot be installed permanently throughout the year. The unit cannot be installed before May 1 and must be removed no later than the first week of October.

**17. FENCE, PATIO AND PERMANENT FACILITIES**

It is forbidden to install a fence, build a patio or any other permanent facility without first obtaining the lessor's **written consent**. The lessor has the right to request certain specifications as to the plans and materials to be used.

**18. TENANTS' COMMITTEE AND SPOKESPERSONS**

The tenant agrees to acknowledge his building's Tenants' Committee or spokesperson which has been duly elected by a majority of tenants.

**19. SMOKE DETECTORS**

The tenant must maintain all smoke detectors in perfect working condition. He shall immediately notify the lessor of any broken or defective smoke detector.

**20. GENERAL MAINTENANCE**

The tenant agrees to properly maintain his dwelling and to ask the lessor permission before undertaking any handiwork.

**21. CAMPFIRES**

It is strictly forbidden to make open fires on the premises administered by the lessor.

**22. ADDITIONAL INSTALLATION**

The tenant cannot install, in the rented dwelling, any other heating unit, air conditioning or electrical wiring without first obtaining the lessor's written consent.

**23. DISHWASHER****23.1. BUILT-IN DISHWASHER**

The tenant must receive the lessor's written permission before installing a dishwasher or modifying the plumbing. The installation, if permitted, should be performed by a professional and be approved by the lessor. The tenant will be held responsible for any damage to the dwelling or building, if the damage results from the installation or misuse of the dishwasher. At the tenant's departure, the facilities will have to be properly modified in order to avoid any water or sewage disposal problems. If the kitchen cabinets are designed for this purpose, the lessor will authorize the installation.

**23.2. PORTABLE DISHWASHER**

A tenant who uses a portable dishwasher must use it safely in order to prevent water damage. Furthermore, these appliances cause premature wear and tear to the faucets, whose repair will be charged to the tenant.

**24. WASHER - DRYER**

It is forbidden to use a mini washer and/or dryer in dwellings where no facilities are intended for that purpose.

**25. TOBACCO LAW**

The Tobacco Law forbids smoking in indoor common areas of apartment buildings counting six or more units.

**26. TOWNHOUSES**

Townhouses' tenants agree to tend the gardens and lawns, as well as care for courtyards, sheds, balconies and sidewalks adjacent to their homes.

**27. CHANGES TO THE DWELLING**

The tenant cannot make any changes, additions or improvements to the leased premises without the lessor's written consent.

**28. GARBAGE**

It is forbidden to keep garbage on balconies, or to leave it in hallways, entrances, common areas, courtyards, parking lots or in the vicinity of waste containers.

**29. RENT PAYMENT**

The lessor does not collect monthly rent at the tenant's dwelling. The lessor offers several payment modes including pre-authorized payment and post-dated checks.

**30. PAINT AND WALL COVERING****30.1. PATON BUILDING**

Tenants in the Paton building must neither paint, stain, apply wall covering nor modify columns and wooden ceilings in their dwelling. It is also forbidden to paint or apply wallpaper to window shelves and frames.

**30.2. PAINT**

The lessor may provide white paint to a new tenant or to a tenant that is relocated.

The tenant is responsible for painting himself or for having his dwelling painted. All materials (paint brushes, rollers, etc.) and work expenses are at his charge.

The lessor's authorization is needed before varnishing or painting cabinet doors.

**30.3. COLOR PAINT**

The tenant, who paints his dwelling walls in a color other than white, will have to reapply white paint on the walls before his departure.

**30.4. WALL COVERING (TAPESTRY – WALLPAPER OR OTHER WALL COVERING)**

The tenant who applies wall covering in the dwelling must remove it before leaving. He must also make sure that no glue residue is left on the walls, leaving them ready to be painted. The same goes for any other wall covering installation (paneling, ceramic, etc.)

**31. POOL – TRAMPOLINE**

It is strictly forbidden to install a pool and/or a trampoline on the premises administered by the lessor.

**32. DOORS AND WINDOWS****32.1. CURTAIN AND BLINDS INSTALLATION**

It is strictly forbidden to drill or make holes in the PVC or aluminum window frames.

**32.2. ALUMINIUM BALCONY DOORS**

It is strictly forbidden to drill or make holes in the balcony's sliding door when installing blinds or curtains. The tenant who wishes to install curtains or blinds must use a magnetic pole.

**32.3. APARTMENT DOORS**

In order to respect the privacy of all tenants, you must keep your apartment door closed at all times. In addition, each tenant is responsible for keeping his apartment door clean.

**32.4. DOORS AND WINDOWS**

The tenant agrees not to leave doors or windows open, which can lead to rain or snow entering the dwelling, as well as higher heating costs.

A negligent tenant may be held responsible for any damage done to the lessor's or to other tenants' personal belongings. Furthermore, the tenant may be required to pay an amount equal to the additional heating costs paid by the lessor.

**33. REPAIRS**

The tenant agrees to pay the repair costs of any damage done to his dwelling, in the case that the damage is not the result of normal wear and tear of the premises (ex. holes in walls or doors, drilled window frames, burned floors, broken screens or windows, obstructed drain pipes, etc.)

**34. RESPONSIBILITY**

The tenant must make sure that this Regulation is respected by all household members, as well as by his guests who have access to the building. The tenant is responsible for any damage that one of these people can cause, as well as the repair costs.

**35. BREAKAGE REPORTS**

The tenant must report to the lessor's office, and without delay, any malfunction or breakage observed on the leased premises that requires repair, regardless of its causes.

**36. PARKING**

Any tenant who wishes to use a parking space must make a request to the lessor and pay the additional charges, as stated in the *Regulation pertaining to the rental of low-rental housing*.

The tenant agrees to respect the *Parking Regulation*, in Appendix A, which is an integral part of the lease.

**37. ROOF**

Access to all building roofs is prohibited at all times.

**38. ELECTRIC MOBILITY VEHICLE**

Any tenant who wishes to use a three-wheeled or four-wheeled electric mobility vehicle or scooter must first make the request in order to obtain a permit. The tenant agrees to respect the *Electric mobility vehicle's terms of use and storage conditions*, as stated in Appendix C.

## Appendix A

## Parking Regulations

**The tenant must rent a parking space in order to park his vehicle in the parking lot.** The rental conditions are determined by the *Regulation pertaining to the rental of low-rental housing*. The rental may be restricted.

## 1. REGISTRATION CERTIFICATE

During lease renewal, the tenant must provide a copy of the latest registration certificate of each vehicle for which a parking permit has to be issued.

## 2. PARKING SPACE

The lessor assigns a numbered parking space to the tenant. The lessor has the right to change the tenant's parking space. Priority is given to providing tenants their first parking space.

## 3. PLAYING

It is strictly forbidden to play in parking lots.

## 4. PARKING PERMIT

All authorized vehicles must have a parking permit issued by the lessor. The parking permit must be placed prominently on the windshield. Otherwise, the vehicle may be towed at the owner's expense without any further notice.

## 5. ELECTRIC OUTLET

The tenant must ensure that the electric outlet for his parking space works properly, and must report any damage to the lessor. The lessor cannot be held responsible for damages or expenses attributable an electric outlet malfunction.

## 6. CAR REPAIRS

It is forbidden to proceed to major car repairs, or any repair on other heavy equipment, neither in parking areas nor on the lessor's property.

## 7. PARKING

The vehicle must be parked between the lines, without infringing on the adjacent space. It is a matter of courtesy and respect for the other tenants.

## 8. PROHIBITED PARKING AREAS

The tenant and his guests agree not to park in prohibited parking areas. Should it occur, the vehicle would be towed at its owner's expense.

## 9. ADDITIONAL PARKING SPACE

The tenant must make a request for additional parking spaces, which rates are established by the SHQ. However, the lessor does not have

the obligation to provide parking spaces for every additional vehicle. Exchanging or subletting a parking space is not permitted without the lessor's written consent. Any parking space used without authorization will be charged retroactively to the tenant who allowed such use.

## 10. OIL LEAKING VEHICLE

It is prohibited to park an oil leaking vehicle on the lessor's property. Pavement repairs will be done at the tenant's expenses.

## 11. VEHICLE IN WORKING ORDER

It is prohibited to park a vehicle which is not in good working order in a parking space or on the lessor's property. All non-working vehicles will be towed at their owner's expenses.

## 12. FORBIDDEN VEHICLES

Parking the following vehicles is prohibited on all lessor's properties, including driveways and parking lots: car trailer, camper/caravan, boat, rowboat, canoe, storage vehicle or vehicles that are not in good working order. All unauthorized vehicles may be towed at their owner's expenses.

## 13. REGISTERED VEHICLES

It is prohibited to park a vehicle, which is not registered in the current year, in parking spaces or on the lessor's property. All unauthorized vehicles may be towed at their owner's expenses.

## 14. VISITORS

The tenant must ensure that his guests use visitors' parking spaces. Failing to do so may lead to towing the vehicles at the owner's expenses.

## SNOW REMOVAL

15. Each tenant's cooperation is required to allow for proper snow removal in parking lots. Snow removal is usually done in two stages :

- 1) The contractor clears the lanes early in the morning to allow the tenant to move his vehicle;
- 2) The contractor comes back later during the day to complete the snow removal task.

15.1. Upon the contractor's return, every vehicle owner must move his vehicle **out of the parking lot**, in order to facilitate snow clearing and to accommodate the use of heavy machinery. If it is not possible, the tenant is then responsible for removing the snow that the contractor could not.

15.2. **If there is no cooperation on the tenant's part, the landlord has the right to tow the vehicle at the owner's expense.**

## Appendix B

## Pet Regulations

Tenants living in the former territories of Fleurimont, Lennoxville and Rock Forest held a vote and decided, by majority, that only cats were allowed in these buildings. Articles of the following Regulation concerning dogs do not apply to them.

1. Before adopting a dog or a cat, the tenant must notify the lessor, provide him with a description of the animal, as well as the municipal license number.
2. The only domestic animals allowed by this Regulation are dogs, cats, birds and fish. Thus, exotic animals and animals that are normally found in the wild or on a farm are not tolerated.
3. Only one dog or one cat is allowed per dwelling.

4. Large dogs are prohibited in all buildings.
5. The animal must be sterilized. In the case of a cat, it must be declawed. When informing the lessor that an animal is present in the household, the tenant must provide him with written proofs to that effect.
6. The pet owner must meet all provincial or municipal requirements relating to vaccination, obtaining a permit or a license, hygiene, noise control and disposal of droppings.
7. Birds must be kept in cages at all times.
8. Animals are never allowed in common areas or amenities, such as recreational areas, community halls, laundry rooms and lawns.

- 9. Animals should never be left unsupervised in the interior and exterior common areas; they must be kept on a leash or kept in cages.
- 10. It is forbidden to let an animal poop on the lessor's property. Should it happen, it is the responsibility of the animal's owner or guardian to immediately pick up and properly dispose of the droppings.
- 11. It is forbidden to leave an animal pee or poop on the balconies.
- 12. The tenant shall, within ten (10) days of the lessor's request to that effect, take his pet to a veterinarian chosen by the lessor for an examination that will determine if the animal is dangerous, aggressive or suffers from a severe contagious or infectious disease; after treatment, the tenant must provide the lessor with a certificate of good health.
- 13. The tenant must immediately get rid of any animal which carries or is infected with a contagious disease or serious infection.
- 14. In the event that an animal has fleas and that the lessor must use the services of a professional exterminator to prevent the infestation of the dwelling or the building, the costs will be charged to the animal owner or guardian.
- 15. Despite Article 2 of the Pet Regulation, it is forbidden to allow, on the lessor's property, the presence of a fighting dog, a dog trained for attack or protection, an aggressive or dangerous dog and any animal whose behavior or presence is likely to endanger the safety of the people who have access to the building, regardless of the animal size or breed.
- 16. Despite Article 2 of the Pet Regulation, it is forbidden to allow, on the lessor's property, an animal whose behavior, whining or barking are likely to cause damage, both to the building and to the rented premises, or to affect the property or safety or interfere with the peaceful enjoyment of the premises by the other tenants in the building, regardless of the animal size or breed.
- 17. All damages caused by an animal in a tenant's care will be charged to the tenant.
- 18. The tenant must ensure that the lessor's employees can enter safely in his dwelling in case of an emergency. The lessor cannot be held responsible if an animal escapes from the dwelling and/or leaves the building.

**Appendix C**

**Electric mobility vehicles terms of use and storage conditions**

The tenant who wishes to use an electric mobility vehicle must respect the following:

**1. Circulation**

Electric mobility vehicle circulation is permitted only on the main entrance level, unless otherwise specified by the lessor.

**2. Permit**

The tenant who owns an electric mobility vehicle must ask for a permit in order to circulate in the building.

**3. Priority**

If a tenant owns more than one electric mobility vehicle, the lessor may have to withdraw the additional permits, if the storage space is insufficient to meet the demand of other tenants for their first electric mobility vehicle.

**4. Storage**

The tenant must store his electric mobility vehicle in the location indicated by the lessor. No electric mobility vehicle storage will be tolerated in stairwells and hallways.

A tenant, who stores his electric mobility vehicle inside his apartment, must make sure that it is located at least 1.83 meters (6 feet) away from the stove, and it does not obstruct access to the hallway or to an exterior exit.

**5. Electric mobility vehicles' maximum size**

Electric mobility vehicles should not exceed 66 cm (26 inches) in width, and turning radius should be no greater than 1,32 meter (52 inches).

**6. Electric mobility vehicle**

The electric mobility vehicle is:

Prescribed and supplied by CIUSSS de l'Estrie - CHUS with transfer to a walker or wheelchair .....

Prescribed and supplied by CIUSSS de l'Estrie - CHUS without other devices .....

Not prescribed.....

**7. Types of buildings**

The tenant's dwelling must be located in a building that ensures electric mobility vehicles safe use and storage.

Electric mobility vehicle permitted with storage inside the apartment .....

Electric mobility vehicle permitted with storage in a location intended for that purpose .....

Electric mobility vehicle not allowed – building design does not permit its safe use.....

**8. Speed**

When inside the building, the tenant must circulate safely with his electric mobility vehicle.

**Consultation of the CCR (Residents Advisory Committee) on September 16<sup>th</sup> 2015** For further information, please contact us at  
**Adopted by the Board of Directors on October 22<sup>nd</sup> 2015** 819 566-7868 during office hours.

I have received a copy of the Building Regulation including Appendices A, B and C.

I understand that this Building Regulation is an integral part of the lease.

Tenant's signature : \_\_\_\_\_

Date : \_\_\_\_\_