



Wyndham Gate

Middlesex Condominium Corporation No. 260

1500 Richmond Street, Units 1-25, 56-67, 139-142

2019 Fall Newsletter

2020 Budget & Fee Increase

Please find attached the 2020 Operating and Reserve Fund budgets for MCC 260. **Monthly fees have increased by 2% effective January 1st. Please refer to the fee schedule at the bottom of the Reserve Fund budget for your new fee amount.** Also attached is the Wyndham Gate Roads budget. This corporation maintains the roads, street lighting, perimeter fences and brick wall. Its costs are shared evenly by the 4 condo corporations in the complex. Your share of these costs is included in MCC 260's Operating and Reserve Fund budgets.

Fee Payment Options

If you are on the Pre-Authorized Payment Plan (PAP), your monthly contribution will be adjusted automatically. Owners who are not already on the PAP should consider using this convenient payment method. Your fees are withdrawn automatically, at no charge, on the first day of each month. If interested, please contact Dickenson Management (519-666-2332) for details. Dickenson Management will also hold post-dated cheques on file for you. Condo fees must be in the management office by the first day of each month to avoid late penalties.



Landscaping/Snow Removal Company (TLC)

Tender Lawn Care (TLC) continues as your grounds care and snow removal company for 2020. We are aware that there have been some hiccups as they have become familiar with the property and ask that, if you have concerns, please contact Dickenson Management, not TLC employees.

CO & Smoke Alarms

The provincial government has mandated the installation of Carbon Monoxide detectors in all homes with fuel-burning appliance (water heater, furnace, fireplace, etc.). **A CO detector is required to be installed adjacent to each sleeping area within the unit.** The Board reminds all residents that they are responsible to ensure their smoke alarms are operating properly. **Each floor (including the basement) and outside each sleeping area must have a working smoke alarm.** The unit owner would be responsible for any damage, fines or lawsuits as a result of faulty or missing alarms or detectors. Hard-wired smoke detectors must be replaced every 10 years.

Changes Due to the Act Updates

The Condominium Act has recently been updated, with more regulations being added every couple of months. Some of the updates now in place:

- If owners would like to request to see records of the Corporation, they must now fill out a prescribed form (see www.condoauthorityontario.ca for these forms)
- Periodic Information Certificates must be provided twice per year to all owners (see attached) and Information Certificate Updates if there is a change to the Board or insurance, etc
- All directors elected after November 1, 2017 have 6 months from their election or appointment date to complete mandatory training through the government
- All condominium management companies/managers must now be licensed under the CMRAO (Condominium Management Regulatory Authority of Ontario) (DM is licensed)

Going Away on Holidays?

If your home is going to be unoccupied for more than a couple of days, Neighborhood Watch recommends the following:

- 1) Let your home insurer know that your home will be empty while you're away. Ask them what needs to be done to ensure your home insurance coverage stays in effect while you're on holiday. They'll have a to-do list with details.
- 2) Arrange to have someone you trust collect any junk mail or flyers that land at your front door.
- 3) Winterize your home by having your furnace checked to make sure its in tip top shape and can weather the winter without incident.
- 4) Store valuables that you're not taking with you in a safety deposit box.
- 5) Cancel any regular deliveries and forward your mail.
- 6) Unplug all unnecessary electronics and appliances.

- 7) Do not post your travel plans on social media sites. You don't want to publicize that you're away from the house.

Outside Taps

Please turn the water off inside your unit for the outside taps if you have not already done so. Outside taps are the owner's responsibility and any pipes that freeze due to improper winterizing will be repaired at the owner's expense.



Deck Replacement Policy

To avoid a special assessment, the Board has decided that decks will be replaced only if the cost of repair exceeds 50% of the replacement cost. Minor repairs, such as board replacements, nails popping up or loose, will be done as necessary.

Deck Repair and Maintenance

Most deck surface problems, such as blackened wood, are cosmetic and not structural because the deck has been built of durable, pressure-treated wood.

- If part of your deck is still wet for a day or two after a rainfall, take steps to dry it out. Trapped moisture encourages mildew, and causes stains.
- Sweep away leaves, and dirt from between the boards that will promote rot if left to soak up any water.
- Clean the wood with a commercial deck cleaner, and rinse with a low-pressure power washer.
- Decks need to be sealed with a clear sealer if water doesn't bead up, and instead soaks into the boards.

Rust on Unit Walls

If individual owners want to address the rust on the exterior walls of their units, you may purchase "**Iron Remover**" from Home Hardware as it has been found to provide good results. It is for use on brick only, do not spray on non-bricked areas such as doors.

Parking

Please note the following are some of the parking rules in the complex:

- No motor vehicle may be driven on any part of the common elements or units other than on a driveway or designated parking areas.
- Motor vehicles must not be parked or driven on grassed areas of the common elements; they will be towed without notice and lawn repairs charged to the owner.
- Owners and Residents are not permitted to park in the visitor's parking lot at any time.
- Visitor vehicles must display a red visitor parking tag at all times either on the dashboard of the vehicle or hung from the inside rear-view mirror, to be clearly visible through the windshield, for the duration of the visit.
- Each unit is issued one (1) Visitor Parking Tag.
- Vehicles with commercial logos are permitted to be parked in residents' driveways only while performing repairs or renovations.
- Visitor parking lots will be monitored randomly at any time of the day or night, seven days a week. Any vehicles found improperly parked on the property will be ticketed by the City of London with fines payable to the City, and subject to their collection rules.
- The front and rear bumpers of vehicles must not protrude over the roadway or grassed areas.

If you see someone parking in the fire lane, please call the City enforcement department at 519-661-4537 (daytime) or 519-661-4965 (after hours) and they will ticket the vehicle. Visitor lots are for the use of visitors only, not residents.

Rental of Units

Article #3 of the Declaration imposes the following requirements in order to lease a unit:

- Each of the dwelling units shall be occupied and used only as a private single family residence and for no other purpose.
- The owner and the tenants must comply with the Act, Declaration, by-laws and rules.
- A lease cannot be for less than one (1) year and the tenant must provide to the Corporation a signed agreement stating that the tenant, members of the tenant's household and guests will comply with the above documents.
- The form of lease must be approved by the Corporation and the owner must provide the Corporation with the tenant(s) names and the owner's address.

Winter is Here!

Please take reasonable care during the winter such as wearing proper foot wear that resists slipping. Watch for icy patches, go slowly and pay attention to where you are walking. When carrying groceries or packages, do not overload your arms as this prevents you from keeping your balance and seeing any hazards. Every effort is made to keep the sidewalks clear; however, during periods of heavy snow fall, freezing rain or windy conditions, it is simply not possible to keep sidewalks entirely clear of snow and ice. We encourage residents to use the sand/salt mixture provided by the contractor, or purchase ice melt to use around the front of your unit. Hanging icicles are also hazards during



periods of "freeze and thaw" so, if you see any large icicles, please knock them down, if you can do so safely. Report dangerous icicles or slip hazards to Dickenson Management immediately.

Christmas Decorations

The Board thanks all the residents who have contributed to the Christmas spirit by decorating their homes! The Board asks that all exterior decorations be removed by January 31st.

Christmas Tree Disposal

Christmas trees will be collected from your neighbourhood to be chipped / composted. Trees should be placed at the curb by 7am on Monday, January 6th for collection. Crews will only collect from each neighbourhood once. To avoid being missed, make sure trees are out for the 7am Monday set-out deadline.

- Remove plastic bags. Trees in plastic bags will not be collected.
- Remove all decorations, tinsel, garland, skirts & lights.
- Place tree on level ground within 1 metre of curb, not on a snowbank.
- In the case of a snow delay, leave your tree at the curb for collection the following week. Please ensure the tree doesn't become buried in snow.

Christmas trees will not be removed with regular garbage collection and the temporary Christmas tree drop-off locations are permanently closed.

Garbage Disposal

Your complex is in Zone B. Everyone received a copy of the Garbage Calendar from the City. You can also get a copy on the City's website at www.london.ca. Please read it carefully and put a copy somewhere handy for easy reference. The Board thanks residents who properly dispose of their refuse.

Please note:

- Garbage must be placed out for pickup after 6 p.m. the night prior or before 7 a.m. the day of pickup. Please secure any items that may blow around and return garbage cans and recycling boxes to your garage the day of pickup.
- Construction material and discarded appliances (washing machines, dishwashers) are not to be put out for pickup. The Corporation must pay a private contractor to remove these items at a minimum cost of \$50. If you see someone putting out this type of material, please call Dickenson Management so that we can give the offender an opportunity to clean it up before we bill them for the removal.
- Garbage that is not taken by the City must be removed from the common elements immediately. Failure to do so will result in the Corporation having the material removed at the offending resident's expense.



Insurance of Units & Improvements

The Condo Corporation carries insurance on the original structures and finishes of all units in the complex. The specific items covered are described by the Standard Unit By-Law (#4). Any items not listed in this by-law are the individual unit owner's responsibility to insure.

Article VII of the Declaration provides that the following insurance should be obtained and maintained by the Unit owner because it is not covered by the Condo Corporation.

Section 7.3 (a), "*Insurance on any additions, improvements or betterments to the Owner's Unit and on furnishings, fixtures, equipment, decorating and personal property and chattels of the Owner contained within the Owner's Unit, and on the Owner's personal property and chattels stored elsewhere on the property, including the Owner's automobile or automobiles, and for loss of use and occupancy of the Unit in the event of damage.*"

Section 7.3 (c), "*Additional living expenses incurred by any Owner as a result of one of the hazards protected against under the Owner's personal property.*"

In order to ensure that owners are adequately insured for the above risks, the Board suggests that each owner make a list of alterations and chattels and provide it to their insurance broker, along with a copy of the enclosed Insurance Declaration and the Standard Unit By-Law (previously provided). In addition, it is suggested that each owner provide a list of alterations to Dickenson Management so that it can be placed in the individual unit's file for the benefit of current and future owners in the event of damage to the unit. Without proof of alterations and improvements, the Corporation's insurance company will restore a unit to its original condition according to the Standard Unit By-Law. If proof of improvements is available, the Corporation will pay the value of the original finish and the Unit owner's insurance will pay for the cost of the upgrade.

In summary, unit owners are responsible for insuring the following:

- improvements and upgrades to your unit;
- personal belongings and alternate accommodation (if you are unable to live in the unit during repair);

- \$2,500.00 deductible if damage is caused from inside the unit or relates to actions of the unit owner or other occupants and \$5,000 deductible for sewer backup.
 - cost of moving personal items and furniture if repairs need to be made in the unit.
- A copy of MCC 260's Insurance Certificate and Declaration are attached. We suggest that you provide a copy of these to your insurance agent to ensure that you are adequately protected.

Unit Appearance

Items such as chairs, garbage cans and bags, blue boxes, brooms, storage bins etc. are not to be kept at the front of the unit as it makes the complex look cluttered and unappealing and can create a trip hazard. Residents who leave these items at the front of their units risk having them removed and stored at their expense without notice. Only seasonal items should be kept on your rear patio area (lawn chairs, BBQ's, toys, etc.). Items such as car tires, old appliances, renovation materials, etc., must be disposed of properly or kept inside the unit. Please store any garbage in secure pails to discourage skunks, mice and raccoons from making the complex their home.

Cleaning Dryer Vents

Lint accumulating in dryer vents plugs up the unit's exhaust vent and could create a fire hazard. Please ensure that your dryer's lint filter fits properly and is cleaned before and after each use. Liquid fabric softeners contribute to lint build-up by making lint "oily" so dry anti-static sheets are recommended.

Snow Drifts & Furnace Vents

Please review the following reminders about the external furnace intakes and exhausts and hot water heater exhausts. During past extended snow storms, it was noted on a number of units that exhausts and intakes were buried in snow. If the furnace does not get adequate air, it will shut down. Please monitor the snow build-up around the exhausts at your unit this winter and keep these vents clear. If you are unable to do the work yourself, please ask a neighbour.

Dickenson Management

www.dickenson.ca can be used to report maintenance issues, read your Corporation's rules, request status certificates and keep updated on communications. You can access the Corporation's rules on the website by logging in and using the password: 2018dm

Correspondence

Letters are sent to owners at the direction of the Board on behalf of the Board. Please direct all correspondence, questions, complaints and compliments to Dickenson Management. They will be dealt with by the management office right away or presented to the Board of Directors at their next meeting for discussion.

Board of Directors

Vince Dunleavy	President
Shelley Oliver	Secretary
Mike Poole	Treasurer
Merv Klein	Director

Manager

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A copy of the rules is attached.

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