



Greenvale Co-operative Homes

61 Francis Creek Boulevard, St. Catharines, Ontario, L2W-1B8 905-684-7773 fax 905-684-4296
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Greenvale Co-operative Homes Marketing Brochure

Thank you for your interest in making Greenvale your new home. This brochure will help to explain how Greenvale operates and what you can expect if you are chosen as a new member at Greenvale.

Overview:

Greenvale is a housing co-operative. It is a corporation that was set up to offer members of the corporation a home to live in and a community to be a part of. Although Greenvale's units are rentals, the people that live in them are members of the corporation known as Greenvale Co-operative Homes Inc.

Members of Greenvale pay housing charges (rent) each month, just like other renters do in privately owned apartments or townhouses. We call this monthly payment a housing charge to distinguish the fact that being a member of Greenvale is much different than renting any other type of home. (specifics are covered under membership)

Greenvale has 62 townhouse units that are located at 61 Francis Creek Blvd in St. Catharines. Greenvale employs a full time manager and a full time maintenance person as well as contractors on an as needed basis. Greenvale is a municipally funded co-operative under the Social Housing Reform Act. Our service manager is Niagara Regional Housing.

Niagara Regional Housing provides regulations, funding and periodic oversight on Greenvale's operations. Greenvale is governed directly by a volunteer board of directors made up of members of Greenvale that are elected by the members of the Greenvale.

Power Structure:

As mentioned above Greenvale is subject to the Social Housing Reform Act and also the Co-operative Corporations Act. These are two laws of the province of Ontario that direct the overall operation of Greenvale. Through Greenvale's relation to it's service manager (Niagara Regional Housing), Greenvale is regulated within the applicable guidelines.

The membership of Greenvale elects a board of directors each year that have the job of direct governance. This is achieved through monthly board meetings held at the co-op community centre and periodic members meeting, also held at the community centre.

The board of directors hires management. This management or manager performs the day to day administration and financial management for Greenvale at the monthly direction of the board of directors. The board of directors also employs a third party accountant to monitor the work of the manager on a monthly basis.

Further to this, an impartial third party accounting firm audit's Greenvale's operations each year and reports to the entire membership at the annual general members meeting.

Rules and Regulations:

Greenvale operates based on the two laws mentioned above, the Charter of Rights and Freedoms and the Ontario Human Rights Code.

Further to the usual common laws of the land, Greenvale has a large set of by-laws which govern almost every aspect of living here. Our bylaws are continually being updated to reflect changes in legislation.

Membership:

As a member of Greenvale you must agree to follow our bylaws and take an active role in the governing of Greenvale. This means attending general members meetings, paying your housing charges in full and on time as well as joining a committee and taking responsibility for a part of Greenvale's operations. Further to these commitments, is the responsibility to maintain your unit and report repairs to the office that are beyond your skill level as soon as possible.

As a member of Greenvale you can expect to be treated with respect and dignity by the board of directors, other members, and management. You are also expected to extend the same respect and dignity to other members, the board of directors and the staff of Greenvale.

Parking:

Each unit has a single numbered parking spot, you may not park in another member's numbered parking spot. You may use a visitor's spot in addition to your numbered spot. You must use your numbered spot first. You may not park more than two vehicles on Greenvale property at any time. You may not perform repairs on any vehicle on Greenvale's parking lot. No commercial or recreational vehicles can be parked on Greenvale property.

Pets:

You may have two pets in total. One dog and one cat or any combination of dogs and cats totalling two animals. Small animals like hamsters, birds or fish are not included in this limit. Absolutely no aggressive animals of any kind are permitted. Cats are to be kept indoors only. No cats are allowed outside at any time.

Unit Upkeep:

As a member of Greenvale you are expected to perform regular light maintenance, such as changing light bulbs, tightening door knobs or cupboard hinges. Painting and carpet cleaning are also your responsibility. You will be supplied the paint for free, it is up to you to get it on the walls.

Greenvale has an industrial carpet cleaner that can be rented for a small fee. Keeping your unit clean and safe is also your responsibility. Since your neighbours live very close to you, safety in your unit applies to your neighbours as well.

Each unit is equipped with hardwired smoke alarms that have a battery back-up on each floor and a combination smoke/co alarm on the third floor. Batteries are replaced each year by Greenvale. Under no circumstances can you disable or tamper with your



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smoke alarms or co alarm. This is illegal and you will be evicted if you are caught doing this.

Unit Inspections:

Each year every unit is inspected by our inspection committee. This is done to ensure that members are living up to their responsibilities and maintaining the safety of their unit and the community as a whole.

Repairs:

Repair requests in your unit must be reported to the office as soon as possible using either a hand written work request form found at the office or requested through our website under the Our Members section. Failure to report a needed repair in a timely manner may lead to charges on your housing account.

Garbage and Recycling:

Our garbage is picked up weekly by the Niagara region through regular residential pick-up. Pick-up day is each Friday. Garbage must be at the curb in front of your unit by 7am Friday morning.

All types of recycling is also collected at that time and is to be at curb side with your garbage. All containers must be removed from curb side and stored behind your unit by 8pm on Fridays.

Storing of garbage during the week must be in secure containers to prevent raccoons and possums from getting in to it.

Large items will also be picked up on Friday mornings at curb side. You must call and arrange pick up by the Wednesday before the Friday you want your large items picked up. The number is available at the office.

Lawns and Sidewalks:

Every member is expected to cut their own lawn and shovel their own sidewalk (if they are physically able to do so). Those that aren't able to cut lawns or shovel snow may request help from the office. All tools are provided for lawn maintenance. Snow shovels must be purchased by each member. Salt or Icemelter will not be provided to each unit, it is the member's responsibility to purchase this themselves.

Insurance:

Greenvale carries corporate insurance for major structural damage to Greenvale's property. Greenvale does not have insurance to cover your personal belongings or to cover you in-case someone slips and falls on your sidewalk in the winter. Therefore it is in your best interest to get a policy that covers you for loss of your belongings and for slips and falls.

Member Involvement:

Greenvale can only operate successfully when the members are engaged in the operations of the co-op. This requires all members to help out on committees in the area they are interested in. The committees that Greenvale relies on are: Marketing, Housekeeping, Security, Inspections, Grounds, and Maintenance.

It is your responsibility to take part in the running of this community. By signing below you are agreeing to be actively involved in the operations of Greenvale through volunteering on your chosen committee.

Member's Name (printed): _____

Member's Name (printed): _____

Signature: _____ Signature: _____

My Choice of Committee(s): _____
(choose at least 3)