



## FLOORING REPLACEMENT POLICY

**ON MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED THE FOLLOWING POLICY AND RULES REGARDING FLOORING REPLACEMENT WAS ADOPTED BY THE BOARD OF DIRECTORS:**

**Date passed by the Board of Directors:** November 12, 2012

**Date confirmed by the Members:** November 25, 2012

### **PREAMBLE:**

With proper care flooring can last a long time. Replacement of any flooring is a large expense. For this reason the Co-op will replace flooring as necessary. This Policy is in addition to the Occupancy By-law, the Decoration and Home Improvement Policy, and the Unit Care Policy. "Flooring" in the context of this policy applies to any type of flooring.

- A.** Flooring may be replaced when a unit becomes vacant or when replacement of flooring is deemed necessary.

Before any flooring is replaced an inspection must be done by (two people) one staff member and one member of the Board of Directors.

The result of the inspection with a recommendation shall be sent to the Board of Directors. The Board will make the decision to replace the flooring.

- B.** Prior authorization for replacement of flooring is required. The Co-op will not reimburse Members for flooring installed prior to the Board of Directors authorization. If such flooring is sub-standard the member may be charged the cost of having the flooring brought up to a standard acceptable to the Co-op.

Any flooring shall be installed by professionals or by people who have proven skills in installing flooring.

- C.** A member may request, in writing, to have all or partial of the flooring in their unit replaced. Member must be in good standing and in compliance with the above policies to have their request considered by the Board.

- D.** If the member wishes to have another type of flooring than the Co-op provides, the member shall fully disclose the type of flooring and person/company doing the installation, to the Board. After the request has been received by the Board, an inspection of the member's unit will follow within a reasonable time.

The Co-op may reimburse the member for flooring, however it will not exceed the price of the flooring (labour included) which the Co-op provides. To receive a reimbursement of costs the member shall provide proof of purchase and proof that the installation was done by professionals or by people with proven skills.

An inspection will be done (see under A) immediately after the installation and a final inspection after 6 months before any payments are made.



- E. If a member, through neglect or otherwise, damages flooring to such an extent that the flooring may have to be replaced, an inspection (see under A) will be made to estimate the damage. The member will have to pay for the replacement costs in advance. The Board reserves the right to hold off on replacement of the flooring until the unit is vacated, if there is evidence of neglect in the care of the flooring of the unit by the current member. The damages shall be prorated on the basis of the age of the flooring. For the first year: 100 percent. For the second and third year: 90 percent. For the fourth and fifth year: 70 percent. For the sixth and seventh year: 50 percent. For the eighth year: 40 percent. For the ninth year: 30 percent. For the tenth year: 20 percent.
- F. For kitchens and bathrooms only flooring that can withstand water spillage and moisture are allowed.