

# On Call Committee Policy on Fees

1. **Introduction**

Fees are charges levied by the Co-operative to compensate the Co-operative for unnecessary expense or inconvenience incurred as a result of the actions of individual members.

2. **Purpose**

The purpose of the charge is to help prevent the occurrence of similar incidents and offset the Co-operative's costs in rectifying the problem.

3. **Status of Fees**

Fees are a legitimate element of the Co-operatives budget. Fees, when levied, are registered in the Co-operative's accounts and are due when levied. Unpaid fees have the same status as any account in arrears; unpaid housing charges, maintenance fees, etc.

4. **Types of Fees**

Fees are levied for the following reasons:

a) Lockout Fees:

Every unit in the Co-operative is entitled to one "free" lockout per year. For each additional lockout, the following charges apply:

Between 7:00 a.m. and 11:00 p.m. : \$10.00

Between 11:00 p.m. and 7:00 a.m. : \$20.00

**April 04 revision (Note: On call does not do lockouts anymore -if this is concern leave a key with a neighbour)**

b) Elevator Jamming:

Jumping in the elevator activates a locking mechanism and freezes the elevator. An expensive service call is required to free the elevator. The following fines apply:

Cost of actual service call (\$25 up) plus an additional \$20.00 fee.

c) Unlocking of Common Areas:

A policy and procedure for the use of common areas has been made available to members by the Social Committee. Access to locked common areas can be obtained by following the procedures as described in that leaflet. In addition, all committee chairpersons have been issued keys to the first floor meeting room. For this reason, a fee of \$10.00 will be charged of those who require On Call members to unlock common areas.

d) Other fees may be established from time to time on the recommendations of the On Call Committee and with the approval of the Board of Directors.

Approved by the Board of Directors: February 27, 1991

Approved by the General Membership: April 21, 1991