



Club Citadelle Newsletter – Winter 2023

Russell Condominium Corporation No. 9



Website: www.clubcitadelle.com

E-mail: clubcitadellerrc9@gmail.com

After hours and weekend emergencies:

Tel. 613-979-5489 (for fires, floods, and vandalism)

Greetings

The Board of Directors warmly welcomes all new residents and looks forward to working with you and all homeowners and residents to continue to take care of our property. Together we will ensure that Club Citadelle is a great community to live in.



Should you have any questions about our unique community, we encourage you to contact our [Property Manager](#), Christine Jade or her assistant, Aaron O'Brien. You can also visit the Clubhouse on Wednesday evenings between 6 pm and 8 pm to meet the Clubhouse Attendant.

Tenants should contact their landlord if they have any questions. Owners who lease a unit are obliged to inform the Corporation of their current address along with the name and telephone number of the tenant(s) occupying their unit in Club Citadelle.

This information must be provided to the Corporation or its agent within 30 days of leasing, renewal, or termination of a lease. (Section 83 of the *Condominium Act*).

Tenants are subject to [Club Citadelle's Rules and Regulations](#). Owners are obliged to provide them with a copy. Tenants and owners are also obliged to sign a Statement of Undertaking with R.C.C. No. 9 that the Rules

have been provided and reviewed by the tenant. Contact Strata Management for this form.

Board of Directors

Chris Purvis- President (2022-2024)

Lovdy Desjardins - Vice President (2021 -2023)

Marion Lapierre - Secretary & Treasurer (2021-2023)

Bert Chase - Director (2021-2023)

Vacant Position (2022-2024)

Annual General Meeting

The annual general meeting will be held on Tuesday, June 13, 2023. Information will be sent by Strata closer to the event.



Four Boards of Directors' positions will be available.

Three of these positions are for two-year terms and one position will be for one year.

The Board is looking for new candidates, if you have an interest or questions, please contact our Property Manager, Chris Jade at Strata. Notification on when candidates need to submit their profiles will be provided by Strata over the coming months.

The Clubhouse

The Clubhouse Attendant is responsible for issuing electronic access devices (fobs) and renting the party room. You now have the option of paying for these rentals using either cheques or e-transfers. Cash will no longer be accepted.



The Attendant is also responsible for issuing Unit Modification Request forms and Request for Repair forms. You must complete a Unit Modification form before proceeding with any modification to your unit or private use yard.

The Clubhouse has a new cleaning service. If you come to use Clubhouse facilities and see the cleaner working, please come back after the work is completed.

The surface of the Clubhouse floor is badly worn and needs maintenance. We expect to have our beautiful floor sanded and refinished over the next month or so. As the Clubhouse will be closed for this service, Strata will send out a Call Out Monitoring notification to let you know.

Snow Removal Damage

No doubt you have seen multiple areas where our property was damaged by snow removal equipment. In the spring, the snow removal company will repair any damage they caused.



Insurance Issues

The Insurance Policy for R.C.C. No. 9 carries a \$25,000.00 deductible for damage. Owners should ensure that they have proper and sufficient homeowner insurance coverage (including sewage backup). To reduce the number of claims and prevent larger increases in insurance premiums, owners should hire professionals to do repairs in their units (i.e., electricians, plumbers), so the work is insured. Leaks should be taken care of immediately, to prevent further or more extensive damage.

Private Use Water Tanks

The life expectancy of a water tank is 10 years. Please check the water heater in your unit and replace it before it starts to leak.

Toilet Connections

It is highly recommended that all owners consider replacing their rigid connection hoses to flexible hoses if they have not already been replaced. Recently there have been major leaks reported in some units causing extensive damage to the unit below. It was found that the cause was defective hoses.

Repairs are responsibility of the owner. Should you need the names of plumbers, please contact Strata. Strata does not endorse any contractors.

Speeding

The posted speed limit on the property is 10 km/hr. Some residents are ignoring this limit, making our streets unsafe for our seniors, children, and dog walkers alike. As on City of Ottawa streets, they must be given the right of way. These roads and the stop signs carry the same legal penalty as any street sign in Ottawa.



Projects

The Roofing Project was completed in 2022. We thank all residents for their patience during this time.

Exterior Water Taps

If your unit contains a valve/tap (usually located in the ceiling of your laundry area) which controls water access to the outside tap of your building, you are responsible for turning ON this valve after 10 days of above freezing point of 0°C/32°F. If you need help with this, please contact the Property Manager for assistance.

Animal Feces

When outside, all dogs must be on a leash, under the control of and always accompanied by a responsible person. Barricades and barriers are not permitted on balconies or exclusive use yards. Pets must not be left alone on balconies or in exclusive use yards. Dog owners must immediately remove and dispose of all animal feces, including in exclusive use yards. You cannot wait until the snow melts. City of Ottawa By-Law 2003-77 dictates that not respecting this law is an offence.

Occupancy and Smoking Rules

These rules have been in effect for close to six months, therefore, you should be familiar with them. If you wish to review these rules, you can find them on the [Club Citadelle website](#). Alternatively, you can contact Strata Management and they will send you a copy.



The following is a reminder:

Rule Respecting Occupancy (August 2, 2023)

No short-term hotel-type, boarding house or lodging use is permitted.

Rule Respecting Smoking (September 12, 2022)

As per Rule 5.1 smoking (tobacco products or cannabis) is NOT permitted in, on or around any part of the common elements, including all exclusive-use common elements, *except for those residents who have legacy exception (refer to section 6.1).*

As per Rule 7.1 respecting Cannabis Smoking. No smoking of cannabis is allowed anywhere on R.C.C. No. 9 common elements. The only exception is if the resident has a physician's certificate stating that the substance must be smoked, and no other form of cannabis can be ingested. If allowed, the resident must close all windows and doors of their units, and have all fans turned on. Other conditions and restrictions may apply.

No one is permitted to grow cannabis *anywhere* on the property (whether on the common elements or in any of the units) with exceptions as outlined in Rules 7.2 through to 7.5.

If you require further clarification or have any questions, please do not hesitate to contact Strata.

Parking Spaces

Visitors' vehicles parked between 2:00 am and 7:00 am must register their vehicles with Capital Systems by telephone at 613-686-5991 or by email at parkingregistrations@sympatico.ca. Authorization must be sought from Strata prior to having your guests park for more than three consecutive days.

We are asking all owners to verify that the number on the bollard of your parking space is the same as listed on your Status Certificate (document you received at the time of purchase of your condominium). The space number is also on your Deed of Sale. Please advise Strata if your bollard does not have a number. Each parking space is legally associated to a condominium unit. If your car is in the wrong parking space, it may be ticketed and/or towed away. If someone is renting your parking space, or if you are renting a second one, please inform Strata by telephone at 613-822-0701 or by email at condo@stratamgtinc.com.

Electric Vehicles

There are no electric vehicle charging stations in Club Citadelle. Bollards are not to be used to charge electric vehicles. As per the [Rules and Regulations book 2022](#), outlets on the bollards in the parking areas are common elements. Therefore, the cost for electricity is shared by all owners. The Board of Directors is exploring options to accommodate electric vehicle owners.

Repairs to your Vehicle

Working on your vehicle, doing mechanical repairs, changing oil, rotating tires, doing body work, etc., is not allowed on any part of the common elements. This includes your exclusive use parking spot. The only exception would be to top up windshield washer fluid or change windshield wipers.

Garbage

The City of Ottawa Solid Waste By-Law 2012-370 states that all recycling, green bins, and garbage containers be put out after 6:00 pm in the evening prior to collection and no later than 7:00 am on collection day. Empty bins and containers must be removed from the collection pad by 10:00 pm on the day of collection. Club Citadelle's collection day is Wednesday unless there is a holiday proceeding, then it is Thursday.

The City of Ottawa "fine schedule" for violating By-Law 2012-370 is \$205.00 up to a maximum of \$5,000.00.

For more information, refer to our [Rules and Regulations](#), and the City of Ottawa pick-up calendar, delivered by Canada Post in mid-May, or available on the City of Ottawa website at <https://ottawa.ca/en/garbage-and-recycling/recycling/garbage-and-recycling-collection-calendar>.

Cleaning of Chimneys

Over these cold months, you may have been using your fireplace, if so, you should be aware that it is your responsibility to clean chimneys annually (for continuous usage). A \$25.00 rebate will be returned to an owner who provides a copy of their paid invoice to the property manager. Strata has obtained a preferred rate of \$135 + HST with Capital Chimneys (tel. 613-837-1645 and email info@capitalchimney.com). Should you decide to hire them, mention that Strata is your property management company to benefit from this discount.

Social Club

Club Citadelle Social Committee is organizing multiple events including in Clubhouse, off-site and virtual. Your participation is warmly welcomed. If you wish to be contacted regarding social events, submit your information to Carol LePage by email at ClubCitadelleSocialites@gmail.com, or advise the Clubhouse Attendant on Wednesday evening.

Condominium Manager

Strata Management Inc. (Office hours 8:30 am to 4:30 pm)

Condo Manager - Christine Jade, Strata Management Inc.

Assistant Condo Manager - Aaron O'Brien, Strata Management

Phone: (613) 822-0701

Email: condo@stratamgtinc.com

After hours and weekend emergencies: Tel. 613-979-5489 (for fires, floods, and vandalism)

As always, the Board of Directors thanks you for your continuous support and welcomes your comments and suggestions.

Please drop us a note in the mailbox at the Clubhouse or email us at clubcitadellercc9@gmail.com.

Owners' engagement is an essential part of a successful condominium corporation. We look forward to enjoying Club Citadelle and its amenities with you our friends and neighbours.

Your Board of Directors