



**Tenant Notification Letter
New No Smoking Policy**

IMPORTANT. PLEASE READ CAREFULLY

May 29, 2018

Dear Tenant/Occupant,

Subject: **No Smoking Policy to Take Effect in all Residential Buildings
September 1, 2018**

To provide a safer and healthier environment for our residents and guests, Astro Hill Rentals is implementing the following No Smoking Policy.

Effective September 1, 2018, all residential buildings in the Astro Hill Complex (the "Buildings") will be designated as No Smoking buildings.

This means that tenants, other occupant(s), invitee(s) and guest(s) of the tenants will not be permitted to Smoke:

- 1) in any of the rental units in the Buildings;
- 2) in any common area within the Buildings (this includes hallways, foyers, stairwells, elevators, laundry rooms, amenity areas and through open windows);
- 3) within 3 metres of any public entranceway or building ventilation equipment;
- 4) in any other area in the Astro Hill Complex which has been designated a non-smoking area by Astro Hill Rentals.

"Smoke" or "Smoking" means to inhale, exhale, burn, carry or control a lighted cigarette, cigar, pipe, or other equipment that burns any substance, including without limitation tobacco and cannabis, or generates smoke, and including vaping.

Smoking disturbs other tenants, creates health and safety issues and causes damage to rental units and common property. As a result, the following charges will be levied for breaching this No Smoking Policy:

- 1st offence - \$100.00
- 2nd offence - \$200.00
- 3rd and subsequent offences - \$500.00.

These charges are in addition to the other remedies available to the Landlord for a breach of the No Smoking Policy including remedies for breach of the lease. Unpaid charges may be deducted from the damage deposit.

This No Smoking Policy has been incorporated into the revised Rules and Regulations for the Buildings. The revised Rules and Regulations are enclosed with this letter and shall replace the existing Rules and Regulations. The revised Rules and Regulations will be in force effective September 1, 2018. Please retain the enclosed Rules and Regulations for your future reference.

We are taking this progressive step in line with current best practice for the safety, security and convenience of our tenants and the policies enacted by our local, territorial and provincial governments. Creating smoke-free buildings will provide a healthier and safer environment for all our tenants, visitors, staff and service personnel. Astro Hill strives to offer the best in quality rental accommodation and experiences for our tenants.

Finally, please note that the smoking or growing of cannabis is already prohibited in the Buildings and all other buildings in the Astro Hill complex. This prohibition **will not** be changed or relaxed as a result of the Federal Government's proposed legislation to legalize the possession, growing and use of cannabis for recreational purposes.

Your co-operation and assistance in the implementation of the No Smoking Policy in the Buildings is greatly appreciated by your fellow tenants, the larger community, and all the management and staff at Astro Hill.

Please feel free to contact the Astro Hill Rentals Office at 867-979-5558 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Hill', written in a cursive style.

Astro Hill Rentals
Property Management

/lr/mp/er