

Division 1 – Duties of Owners, Tenants, Occupants and Visitors

Bylaw 1: Payment of strata fees

1. An owner must pay strata fees on or before the first day of the month to which the Strata fee relates.
2. Any dishonored cheque or dishonored automatic debit will be subject to a fine of \$50.00 and an administration charge of \$50.00.
3. Late strata fee payments will be subject to a \$50.00 fine, commencing the 10th day of the second month overdue and will continue each month until all late strata fees are paid in full.

Bylaw 2: Repair and maintenance of property by owner

2. (1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the Strata Corporation under these bylaws.
- (2) An owner who has the use of limited common property must repair and maintain it, except of repair and maintenance that is the responsibility of the Strata Corporation under these bylaws.

Bylaw 3: Use of property

3. (1) An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that;
 - (a) causes a nuisance or hazard to another person,
 - (b) causes unreasonable noise,
 - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
 - (d) is illegal, or
 - (e) is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.
- (2) An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the Strata Corporation must repair and maintain under these bylaws or insure under section 149 of the Strata Property Act.
- (3) An owner, tenant, occupant or visitor must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset.
- (4) An owner, tenant, or occupant must not keep any pets on a strata lot other than one or more of the following "permitted pets":
 - (a) a reasonable number of fish or other small aquarium animals;
 - (b) a reasonable number of small caged animals;
 - (c) up to two caged birds;
 - (d) 2 dogs or 2 cats or 1 of each
- (5) An owner, tenant or occupant shall not feed nuisance birds such as pigeons, seagulls, crows, starlings and other birds from any Strata Lot or the common property.
- (6) An owner is responsible for any damage caused by occupants, tenants or visitors to the owner's strata lot.
- (7) An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets or to any strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family, but only

to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purposes of bylaws 3(1), 3(2) and 3(3), any insurance deductible paid or payable by the strata corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner.

(8) An owner, tenant, occupant or visitor must not hinder or restrict sidewalks, entrances, exits, halls, passageways, stairways and other parts of the common property. Hindrance and restriction includes the keeping of personal items and garbage.

(9) An owner, tenant or occupant must not erect or display or permit to be erected or displayed any signs or fixtures of any kind, except real estate signs, on the common property or in a strata lot, unless authorized by the council. This shall include exterior painting and the addition of wood, ironwork, concrete or other materials.

(10) An owner, tenant or occupant must ensure that drapes or blinds visible from the outside of the building are cream or white in color.

(11) An owner, tenant or occupant must ensure that no laundry, flags, clothing, bedding or other articles are hung or displayed from windows, balconies or other parts of the building so that they are visible from the outside of the building.

(12) Only free standing, self-contained planter boxes or containers, summer furniture and accessories may be placed on balconies. All planter boxes and containers must have a water receptacle tray attached. Watering should be monitored to prevent overflow of water receptacle trays.

(13) An owner, tenant or occupant who installs Christmas lights must install them after December 1st of the year approaching Christmas and must remove them before January 15th of the year following Christmas.

Bylaw 4: Inform Strata Corporation

4. (1) Within 2 weeks of becoming an owner, an owner must inform the Strata Corporation of the owner's name, strata lot number and mailing address outside the strata plan, if any.
- (2) On request by the Strata Corporation, a tenant must inform the Strata Corporation of his or her name.
- (3) Any owner of a Strata Lot who leases his lot without submitting a Form K in accordance with the Strata Property Act shall be liable to a fine of \$50.00 for every month or part thereof that a tenant is in occupancy of the Strata Lot and the Form K is not submitted.
- (4) Any owner or tenant who contravenes bylaws 4.1 to 4.3 inclusive will be subject to a \$200 fine.

Bylaw 5: Obtain approval before altering a strata lot

5. (1) An owner must obtain the written approval of the Strata Corporation before making an alteration to a strata lot that involves any of the following:
 - (a) the structure of a building;
 - (b) the exterior of a building;
 - (c) chimneys, stairs, balconies or other things attached to the exterior of a building;
 - (d) doors, windows or skylights on the exterior of a building, or that front on the common property;
 - (e) fences, railings, or similar structures that enclose a patio, balcony or yard;
 - (f) common property located within the boundaries of a strata lot;
 - (g) those parts of the strata lot, which the Strata Corporation must insure under, section 149 of the Strata Property Act.
 - (h) the painting of the exterior, or the attachment of sunscreens.

- (i) wiring, plumbing, piping, heating, air conditioning and other services
 - (j) hard surface flooring to include but not limited to: hardwood, laminate, tile etc.
- (2) The Strata Corporation must not unreasonably withhold its approval under subsection (1), but may require as a condition of its approval that the owner agrees, in writing, to take responsibility for any expenses relating to the alteration.
 - (3) This section does not apply to a strata lot in a bare land strata plan.
 - (4) An owner intending to apply to the strata corporation for permission to alter a strata lot must submit, in writing, detailed plans and written description of the intended alteration which must include the completion date.
 - (5) Any drilling, coring, etc. of the concrete floor is prohibited as electrical and plumbing are embedded within the slab.
 - (6) The strata corporation must not unreasonably withhold its approval under bylaw 5(4), but may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration and to indemnify and hold harmless the strata corporation for any future costs in connection with the alteration.
 - (7) All flooring materials (hardwood, laminate, tile etc.) must be installed in such a way as to minimize noise transmission to the strata lot immediately below or adjacent thereto via an acoustical underlay and/or floating floor subject to pre-approval by strata council.
 - (8) Underlay must have a minimum IIC (Impact Insulation Class) Rating of 50 or better.
 - (9) Underlay is to be installed between the finished floor and the concrete base.
 - (10) An owner, tenant or occupant must ensure that at least 50% of hard floor surfaces are covered with area rugs, carpet or hall runners.
 - (11) An owner, tenant or occupant must avoid walking with hard soled shoes or dragging furniture or other heavy objects across hard floor surfaces.
 - (12) An owner, tenant or occupant must avoid activities that will cause unnecessary noise such as: bouncing balls, dancing and stomping of feet.
 - (13) An owner, tenant, or occupant must separate any noise inducing equipment from the floor with adequate cushioning.
 - (14) Chair legs should be fitted with felt pads.
 - (15) An owner, tenant, or occupant of a strata lot which either already has hard floor surfaces such as concrete, hardwood, laminate or tile or installs it at a later date, must take reasonable steps to satisfy noise complaints from residents within an audible range.

Bylaw 6: Obtain approval before altering common property

- 6. (1) An owner must obtain the written approval of the Strata Corporation before making an alteration to common property, including limited common property, or common assets.
- (2) The Strata Corporation may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration.
- (3) An owner, as part of its application to the strata corporation for permission to alter common property,

limited common property or common assets, must:

- (a) submit in writing, detailed plans and description of the intended alteration;
- (b) obtain all applicable permits, licenses and approvals from the appropriate governmental authorities and provide copies to the strata council; and
- (c) obtain the consent of the owners by written approval of the strata council under bylaw 6(1).

(4) The strata corporation will require, as a condition of its approval, that the owner agree, in writing, to certain terms and conditions, including, not exhaustively, the following:

- (a) that alterations be done in accordance with the design or plans approved by the strata council or its duly authorized representatives;
- (b) that the standard of work and materials be not less than that of the existing structures;
- (c) that all work and materials necessary for the alteration be at the sole expense of the owner;
- (d) that the owner from time to time of the strata lot receiving the benefit of an alteration to common property, limited common property or common assets must, for so long as he or she remains an owner, be responsible for all present and future maintenance, repairs and replacements, increases in insurance, and any damage suffered or cost incurred by the strata corporation as a result, directly or indirectly, of the alterations to common property, limited common property or common assets;
- (e) that the owner and any subsequent owner on title who receives the benefit of such alteration, must, with respect only to claims or demands arising during the time that they shall have been owner, indemnify and hold harmless the strata corporation, its council members, employees and agents from any and all claims and demands whatsoever arising out of or in any manner attributable to the alteration. Any costs or expenses incurred by the strata corporation as the result of such claim or demand will be the responsibility of the owner from time to time of the strata lot who has benefited from the alteration and the said costs or expenses incurred must be charged to that owner and shall be added to and become part of the strata fees of that owner for the month next following the date upon which the cost or expenses are incurred, but not necessarily paid by the strata corporation, and shall become due and payable on the due date of payment of monthly strata fees.

(5) An owner who has altered common property, limited common property or common assets prior to the passage of these bylaws shall be subject to their content and intent to the extent that any damages suffered or costs incurred by the strata corporation as a result, directly or indirectly, of the alteration, must be borne by the owner who has benefited from the alteration.

(6) An owner who, subsequent to the passage of bylaws 6(1) to 6 (5) inclusive, alters common property or limited common property without adhering strictly to these bylaws, must restore, at the owner's sole expense, the common property, limited common property or common assets, as the case may be, to its condition prior to the alteration. If the owner refuses or neglects to restore the alteration to its original condition, the strata corporation may conduct the restoration, at the expense of the owner who altered the common property or limited common property. The cost of such alteration shall be added to and become part of the strata fees of that owner for the month next following the date on which the cost was incurred and will become due and payable on the due date of payment of monthly strata fees.

Bylaw 7: Permit entry to strata lot

7. (1) An owner, tenant, occupant or visitor must allow a person authorized by the Strata Corporation to enter the strata lot
- (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage; and
 - (b) at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the Strata Corporation to repair and maintain under these bylaws or insure under section 149 of the Strata Property Act.

- (2) The notice referred to in subsection (1) (b) must include the date and approximate time of entry, and the reason for entry.
- (3) Where the Strata Corporation is required to enter a Strata Lot for the purpose of maintaining, repairing, or renewing pipes, wires, cables and ducts for the time being existing in the Strata Lot, which are capable of being used in connection with the enjoyment of any other Strata Lot or common property, the Strata Corporation and its agents shall in carrying out any work or repairs do so in a proper and workmanlike manner. The Strata Corporation shall make good any damage to the Strata Lot occasioned by such works and restore the Strata Lot to its former condition, leaving the Strata Lot clean and free from debris.

Division 2 – Powers and Duties of Strata Corporation

Bylaw 8: Repair and maintenance of property by Strata Corporation

8. The Strata Corporation must repair and maintain all of the following:
 - (a) common assets of the Strata Corporation;
 - (b) common property that has not been designated as limited common property;
 - (c) limited common property, but the duty to repair and maintain it is restricted to
 - (i) repair and maintenance that in the ordinary course of events occurs less often than once a year, and
 - (ii) the following, no matter how often the repair or maintenance ordinarily occurs:
 - (A) the structure of a building;
 - (B) the exterior of a building;
 - (C) chimneys, stairs, balconies and other things attached to the exterior of a building;
 - (D) doors, windows and skylights on the exterior of a building or that front on the common property;
 - (E) fences, railings and similar structures that enclose patios, balconies and yards.
 - (d) A strata lot in a strata plan that is not a bare land strata plan, but the duty to repair and maintain it is restricted to
 - (i) the structure of a building,
 - (ii) the exterior of a building,
 - (iii) chimneys, stairs, balconies and other things attached to the exterior of a building,
 - (iv) doors, windows and skylights on the exterior of a building or that front on the common property, and
 - (v) fences, railings and similar structures that enclose patios, balconies and yards.

Division 3 – Council

Bylaw 9: Council size

9. (1) Subject to subsection (2), the council must have at least 3 and not more than 7 members.
- (2) If the strata plan has fewer than 4 strata lots or the Strata Corporation has fewer than 4 owner, all the owners are on the Council.

Bylaw 10: Council members' terms

10. (1) The term of office of a council member ends at the end of the annual general meeting at which the new council is elected.
- (2) A person whose term as council member is ending is eligible for re-election.

Bylaw 11: Removing council member

11. (1) Unless all the owners are on the council, the Strata Corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council member.
- (2) After removing a council member, the Strata Corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

Bylaw 12: Replacing council member

12. (1) If a council member resigns or is unwilling or unable to act for a period of 2 or more months, the remaining members of the council may appoint a replacement council member for the remainder of the term.
- (2) A replacement council member may be appointed from any person eligible to sit on the council.
- (3) The council may appoint a council member under this section even if the absence of the member being replaced leaves the council without a quorum.
- (4) If all the members of the council resign or are unwilling or unable to act for a period of 2 or more months, persons holding at least 25% of the Strata Corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Strata Property Act, the regulations and the bylaws respecting the calling and holding of meetings.

Bylaw 13: Officers

13. (1) At the first meeting of the council held after each annual general meeting of the Strata Corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- (2) A person may hold more than one office at a time, other than the offices of president and vice president.
- (3) The vice president has the powers and duties of the president
 - (a) while the president is absent or is unwilling or unable to act, or
 - (b) for the remainder of the president's term if the president ceases to hold office.
- (4) If an office other than the president is unwilling or unable to act for a period of 2 or more months, the council members may appoint a replacement officer from among themselves for the remainder of the term.

Bylaw 14: Calling council meetings

14. (1) Any council member may call a council meeting by giving the other council members at least one week's notice of the meeting, specifying the reason for calling the meeting.
- (2) The notice does not have to be in writing.
- (3) A council meeting may be held on less than one week's notice if
 - (a) all council members consent in advance of the meeting, or
 - (b) the meeting is required to deal with an emergency situation, and all council members either
 - (i) consent in advance of the meeting, or
 - (ii) are unavailable to provide consent after reasonable attempts to contact them.
- (4) The council must inform owners about a council meeting as soon as feasible after the meeting has been called.

Bylaw 15: Requisition of council hearing

15. (1) By application in writing, stating the reasons for the request, an owner or tenant may request a hearing at a council meeting.
- (2) If a hearing is requested under subsection (1), the council must hold a meeting to hear the applicant within one month of the request.
- (3) If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within one week of the hearing.

Bylaw 16: Quorum of council

16. (1) a quorum of the council is
 - (a) 1, if the council consists of one member,
 - (b) 2, if the council consists of 2, 3 or 4 members,
 - (c) 3, if the council consists of 5 or 6 members, and
 - (d) 4, if the council consists of 7 members.
- (2) Council members must be present in person at the council meeting to be counted is establishing quorum.

Bylaw 17: Council meetings

17. (1) At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- (2) If a council meeting is held by electronic means, council members are deemed to be present in person.
- (3) Owners may attend council meetings as observers.
- (4) Despite subsection (3), no observers may attend those portions of council meetings that deal with any of the following:
 - (a) bylaw contravention hearings under section 135 of the Strata Property Act;
 - (b) rental restriction bylaw exemption hearings under section 144 of the Strata Property Act;
 - (c) any other matters if the presence of observers would, in the council's opinion, unreasonable interfere with an individual's privacy.

Bylaw 18: Voting at council meetings

18. (1) At council meetings, decisions must be made by a majority of council members present in person at the meeting.
- (2) Unless there are only 2 strata lots in the strata plan, if there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.
- (3) The results of all votes at a council meeting must be recorded in the council meeting minutes.

Bylaw 19: Council to inform owners of minutes

19. The council must inform owners of the minutes of all council meetings within 2 weeks of the meeting, whether or not the minutes have been approved.

Bylaw 20: Delegation of council's powers and duties

20. (1) Subject to subsection (2) and (4), the council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- (2) The council may delegate its spending powers or duties, but only by a resolution that
 - (a) delegates the authority to make an expenditure of a specific amount for a specific purpose, or
 - (b) delegates the general authority to make expenditures in accordance with subsection (3).
- (3) A delegation of a general authority to make expenditures must
 - (a) set a maximum amount that may be spent, and
 - (b) indicate the purpose for which, or the conditions under which, the money may be spent.
- (4) The council may not delegate its powers to determine, based on the facts of a particular case,
 - (a) whether a person has contravened a bylaw or rule,
 - (b) whether a person should be fined, and the amount of the fine, or
 - (c) whether a person should be denied access to a recreational facility.

Bylaw 21: Spending restrictions

21. (1) A person may not spend the Strata Corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- (2) Despite subsection (1), a council member may spend the Strata Corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.

Bylaw 22: Limitation on liability of council member

22. (1) A council member who acts honestly and in good faith is not personally liable because of anything done or omitted in the exercise or intended exercise of any power or the performance or intended performance of any duty of the council.
- (2) Subsection (1) does not affect a council member's liability, as an owner, for a judgment against the Strata Corporation.

Division 4 – Enforcement of Bylaws and Rules

Bylaw 23: Maximum Fines

23. (1) Except where specifically stated to be otherwise in these bylaws, the strata corporation may fine an owner or tenant:
 - (a) \$200.00 for each contravention of a bylaw, and
 - (b) \$50.00 for each contravention of a rule.
- (2) The council must, if it determines in its discretion that an owner, tenant, or occupant is in repeated contravention of any bylaws or rules of the strata corporation, levy fines and the fines so levied shall be immediately added to the strata fees for the strata lot and shall be due and payable together with the strata fees for the strata lot in the next month following such contravention.

Bylaw 24: Continuing contravention

24. If an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days.

Division 5 – Annual and Special General Meetings

Bylaw 25: Person to chair meeting

25. (1) Annual and special general meetings must be chaired by the president of the council.
- (2) If the president of the council is unwilling or unable to act, the meeting must be chaired by the vice president of the council.
- (3) If neither the president nor the vice president of the council chairs the meeting, a chair must be elected by the eligible voters present in person or by proxy from among those persons who are present at the meeting.

Bylaw 26: Participation by other than eligible voters

26. (1) Tenants and occupants may attend annual and special general meetings, whether or not they are eligible to vote.
- (2) Persons who are not eligible to vote, including tenants and occupants, may participate in the discussion at the meeting, but only if permitted to do so by the chair of the meeting.
- (3) Persons who are not eligible to vote, including tenants and occupants, must leave the meeting if requested to do so by a resolution passed by a majority vote at the meeting.

Bylaw 27: Voting

27. (1) At an annual or special general meeting, voting cards must be issued to eligible voters.
- (2) At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.
- (3) If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.
- (4) The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.
- (5) If there is a tie vote at an annual or special general meeting, the president, or if the president is absent or unable or unwilling to vote, the vice president, may break the tie by casting a second, deciding vote.
- (6) If there are only 2 strata lots in the strata plan, subsection (5) does not apply.
- (7) Despite anything in this section, an election of council or any other vote must be held by secret ballot, if the secret ballot is requested by an eligible voter.
- (8) Except in cases where, under the Strata Property Act, a unanimous resolution is required, a vote for a Strata Lot may not be exercised if Strata Fees or Special Levies have not been paid and the Strata Corporation is entitled to register a lien against a Strata Lot.

- (9) If within 1/2 hour from the time appointed for an annual or special general meeting, a quorum is not present, the eligible voters, present in person or by proxy, constitute a quorum.

Bylaw 28: Order of business

28. The order of business at annual and special general meetings is as follows:
- (a) certify proxies and corporate representatives and issue voting cards;
 - (b) determine that there is a quorum;
 - (c) elect a person to chair the meeting, if necessary;
 - (d) present to the meeting proof of notice of meeting or waiver of notice;
 - (e) approve the agenda;
 - (f) approve minutes from the last annual or special general meeting;
 - (g) deal with unfinished business;
 - (h) receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting;
 - (i) ratify any new rules made by the Strata Corporation under section 125 of the Strata Property Act.
 - (j) report on insurance coverage in accordance with section 154 of the Strata Property Act, if the meeting is an annual general meeting;
 - (k) approve the budget for the coming year in accordance with section 103 of the Strata Property Act, if the meeting is an annual general meeting;
 - (l) deal with new business, including any matters about which notice has been given under section 45 of the Strata Property Act;
 - (m) elect a council, if the meeting is an annual general meeting;
 - (n) terminate the meeting.

Division 6 – Voluntary Dispute Resolution

Bylaw 29: Voluntary dispute resolution

29. (1) A dispute among owners, tenants, the Strata Corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if
- (a) all the parties to the dispute consent, and
 - (b) the dispute involves the Strata Property Act, the regulations, the bylaws or the rules.
- (2) A dispute resolution committee consists of
- (a) one owner or tenant of the Strata Corporation nominated by each of the disputing parties and one owner or tenant chosen to chair the committee by the persons nominated by the disputing parties, or
 - (b) any number of persons consented to, or chosen by a method that is consented to, by all the disputing parties.
- (3) The dispute resolution committee must attempt to help the disputing parties to voluntarily end the dispute.

Division 7 – Marketing Activities by Owner Developer

Bylaw 30: Display lot

30. (1) An owner developer who has an unsold strata lot may carry on sales functions that relate to its sale, including the posting of signs.

(2) An owner developer may use a strata lot, that owner developer owns or rents, as a display lot for the sale of other strata lots in the strata plan.

Bylaw 31: Strata fees (s.10.7) Strata Property Act

31. (1) Strata fees are due and payable on or before the first day of each month. Strata fees not received by the 10th day of the month in which they are due are subject to a 10% per annum interest penalty compounded annually until paid.

Bylaw 32: Damage to property

32. (1) An owner or resident shall not cause damage to trees, plants, bushes, flowers or lawns and shall not place chairs, tables or other objects on lawns or grounds so as to damage them or prevent growth.

Bylaw 33: Exterior appearance

33 (1) No awning, shade screen, smoke stack, satellite dish, radio or television antenna shall be hung from the common property without prior written consent of the Strata Council, such approval not to be unreasonably withheld.

Bylaw 34: Common areas

34 (1) The common property recreational facilities/amenity rooms are for the use of owners, tenants, occupants and their invited guests only. An owner, tenant, or occupant must accompany guests when using these areas.

Bylaw 35; Security

35 (1) Strata Lot owners are responsible for anyone they admit onto or about the common property.

Bylaw 36: Moving and resale

36 (1) it will be the express responsibility of the owner to ensure that all moves in or out by the owner or resident conform to the regulations as established by the Strata Council time to time.

Bylaw 37: Payment of special levies

37 (1) special levy is due and payable on the date or dates noted in the resolution authorizing the special levy.

(2) Failure to pay a special levy on the due date will result in a fine of \$50.00, for each contravention of bylaw 37(1)

(3) Where an owner fails to pay a special levy in accordance with bylaw 37(1), outstanding special levies will be subject to an interest charge of 10% per annum, compounded annually.

Bylaw 38: Pets and animals

38 (1) An owner, tenant, or occupant must not harbor exotic pets, including not exhaustively, snakes, reptiles, spiders or large members of the cat family.

(2) An owner, tenant or occupant must not keep a permitted pet which is a on a strata lot, on common property or on land that is a common asset. If an owner, tenant or occupant has a pet which is not a Permitted Pet or if, in the opinion of council, the Permitted Pet is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by occupants or visitors of a strata lot, common property or common assets, the council may order such pet to be removed permanently from the strata lot, the common property or common asset or all of them.

(3) A pet owner must ensure that a Permitted Pet is kept quiet, controlled and clean. Any excrement on common property or on land that is a common asset must be immediately disposed of by the pet owner.

- (4) A strata lot owner must assume all liability for all actions by a Permitted Pet, regardless of whether the owner had knowledge, notice or forewarning of the likelihood of such action.
- (5) An owner, tenant, or occupant who contravenes any of bylaws 38(1) to 38(7) (inclusive) will be subject to a \$50.00 fine.
- (6) Notwithstanding bylaw 38(8), an owner, tenant or occupant whose pet contravenes bylaw 38(4) will be subject to an immediate injunction application and the owner of the strata lot will be responsible for all expenses incurred by the strata corporation to obtain the injunction, including legal costs.

Bylaw 39: Renovations

- 39 (1) An owner must give the council two working days' prior notice of the scheduled arrival of tradespersons or delivery of materials. Tradespersons must be licensed and bonded. Inadequate notice or work by unlicensed or unbonded tradespersons will result in the levy of fines.
- (2) An occupant must not permit any construction debris, materials or packaging to be deposited in the strata corporation's disposal containers.
- (3) An owner must ensure that the delivery of any construction materials is through the parkade and, if in an elevator, the owner must ensure the elevator is protected with proper wall pads and floor coverings. An owner must not permit any renovations/alterations materials to be delivered through the main lobby.
- (4) An owner, tenant or occupant must be responsible to ensure:
 - (a) drop cloths are installed and removed daily between the elevators and the strata lot as well as between other doors to protect common areas from any spillage or dripping; and
 - (b) stairs, lobbies and paths through the parking areas are regularly cleaned (and vacuumed at the request of the council) and the occupantial corridor thoroughly vacuumed daily;
- (5) An owner must ensure that the hours of work are restricted to 8:00 a.m. to 5:00 p.m., Monday through Friday and Saturdays from 10:00 a.m. to 5:00 p.m.
- (6) An owner or his agent must be in attendance for all significant renovations/alterations, the determination of significant shall be in the discretion of the council.
- (7) An owner performing or contracting with others to perform renovations or alterations will be responsible, financially and otherwise, for ensuring that any and all required permits and licenses are obtained.
- (8) An owner in contravention of bylaws 39(1) to 39(7) (inclusive) shall be subject to a fine of \$100.00 for each contravention, as well as be responsible for any clean up or repair costs.

Bylaw 40: Small Claims Court Proceedings

- 40 (1) The strata corporation may proceed under the Small Claims Act, without further authorization by the owners, to recover from an owner or other person, by an action in debt in Small Claims Court, money owing to the strata corporation, including money owing as administration fees, bank charges, fines, penalties, interest or the costs, including legal costs, of remedying a contravention of the bylaws or rules and to recover money which the strata corporation is required to expend as a result of the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family.

Bylaw 41: Insurance

- 41 (1) The strata corporation must insure against major perils including, without limitation, earthquakes.

Bylaw 42: Parking and Vehicles

- 42 (1) An owner, tenant, or occupant must not permit any oversized, commercial or recreational vehicles including, but not exhaustively, boats, trailers, campers, snowmobiles and ATV's to enter or be parked or stored on common property, limited common property or land that is a common asset.
- (2) An owner, tenant, or occupant must not store unlicensed or uninsured vehicles on the common property, limited common property or on land that is a common asset.
- (3) An owner, tenant, or occupant storing a vehicle must provide proof of valid storage and liability insurance to the strata corporation on the commencement date of the storage and on request thereafter.
- (4) An owner must not sell, lease or license parking stalls to any person other than an owner or occupant.
- (5) An owner, tenant, or occupant must park only in the parking stall assigned to the occupant.
- (6) An owner, tenant, occupant or visitor must not permit a vehicle to be parked or left unattended in a manner that interferes with parking stalls, access lanes or no parking zones.
- (7) Any vehicle parked in violation of bylaw 42(6) will be subject to removal by a towing company authorized by council, and all costs associated with such removal will be charged to the owner of the vehicle.
- (8) An owner, tenant, occupant or visitor must not use any parking area as a work area for carpentry, renovations, repairs (including, but not exhaustively, sawing, drilling and the use of any adhesive or hardening compounds) or work on vehicles involving any automotive fluids or paints, motor tune-ups or mechanical repairs.
- (9) An owner, tenant, occupant or visitor operating a vehicle in the parking areas must not exceed 10 km/hour and must activate the vehicle's headlights if the vehicle does not have automatic running lights.
- (10) An owner, tenant, occupant or visitor must not smoke while in the parking area including inside a vehicle.
- (11) Washing vehicles in the parkade is prohibited.
- (12) An owner, tenant or occupant must not park or store any vehicle that drips oil or gasoline. An owner, tenant or occupant must promptly remove any dripped oil, gasoline or other automotive residue.
- (13) Storage of items other than vehicles in the parkade is prohibited.

Bylaw 43: Moving in and Out Procedures

- 43 (1) An owner must conform and ensure that any tenants conform to the Move In and Move Out rules established by council from time to time.
- (2) Owners are responsible for any damage to the building as a result of moving in or out.
- (3) An owner, tenant or occupant must provide notice to the property management company of all moving arrangements at least 48 hours prior to the moving date. All moves are on a first come, first serve basis. Only one move will be allowed to occur at a time.
- (4) All moves must take place between 9:00 a.m. and 6:00 p.m., Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays, Sundays and statutory holidays.
- (5) When moving in or moving out, an owner, tenant or occupant must pay a refundable damage deposit of

\$250.00. \$50.00 of said \$250.00 deposit is non-refundable. The remaining \$200.00 deposit will be refunded on the next business day after deduction of any expenses incurred or to be incurred by the strata corporation attributable to the move.

(6) An owner, tenant or occupant contravening bylaws 43(1) to 43(5) (inclusive) shall be subject to a fine of \$200.00.

Bylaw 44: Bicycle Storage Room

44 (1) Only bicycles and bicycle trailers can be stored in the bicycle storage room.

Bylaw 45: Visitors and Children:

45 (1) Owner, tenants, and occupants are responsible for the conduct of visitors including ensuring that noise is kept at a level, in the sole determination of a majority of the council that will not disturb the rights of quiet enjoyment of others.

(2) Owners, tenants, and occupants are responsible for the conduct of children residing in their strata lot, including ensuring that noise is kept at a level, in the sole determination of a majority of the council that will not disturb the quiet enjoyment of others.

(3) Owners, tenants, and occupants are responsible to assume liability for and properly supervise all activities of children.

Bylaw 46: Appearance of Strata Lots

46 (1) An owner, tenant or occupant must not allow a strata lot to become unsanitary or untidy. Rubbish, dust, garbage, boxes, packing cases and other similar refuse must not be thrown, piled or stored in the strata lot or on common property. Any expenses incurred by the strata corporation to remove such refuse will be charged to the strata lot owner.

(2) An owner, tenant or occupant must ensure that ordinary household refuse and garbage is securely wrapped and placed in the containers provided for that purpose, recyclable material is kept in designated areas and material other than recyclable or ordinary household refuse and garbage is removed appropriately.

Bylaw 47: Rentals

For the purposes of this bylaw the term “lease” and any variations thereof will be deemed to include all types of rental arrangements, including, but not limited to, sublets, home exchanges, month to month tenancies and fixed term leases, and whether for all or only part of a strata lot, whether oral or written and whether any cash consideration is paid or not. For the purposes of this bylaw any person “leasing” a strata lot is a “tenant”. These rental bylaws supplement the requirements of the Act and Regulations applicable to the rental of strata lots, and therefore are not exhaustive in and of themselves. Owners renting or wishing to rent, and tenants occupying, a strata lot should also familiarize themselves with the applicable provisions of the Act and Regulations by which owners and tenants are also bound.

47 (1) The minimum period of time for which a residential strata lot may be leased is 12 (twelve) months

Bylaw 48: Barbecues

48 (1) Use of barbecues is permitted only on 6th floor balconies or rooftop decks and is to be used as follows:

- (a) Only gas (propane) or electric barbecue units are permitted.
- (b) Briquette type barbecues are prohibited.
- (c) Smoke must be controlled at all times and if a neighbor complains, the barbecue must be shut down.

- (d) Hours of operation are limited between 11:00 a.m. and 11:00 p.m.
- (e) A fire extinguisher must be present.
- (f) The unit must be kept covered when not in use.

Bylaw 49: Business Activities

49 (1) An owner, tenant or occupant must not conduct the following types of business activities from a strata lot;

- (a) methadone clinic;
- (b) pharmacy or drug store;
- (c) supply and distribution or any type of drug;
- (d) sale of live animals.

