



1. Contact

Document Fees: \$33.01

File No. 2801.999

The Owners, Strata Plan NWS318
c/o Cleveland Doan LLP
1321 Johnston Road
White Rock BC V4B 3Z3
(604) 536-5002

2. Identification of Attached Strata Property Act Form or Other Supporting Document

Application Type

LTO Document Reference

Form-I Amendment to Bylaws

3. Description of Land

PID/Plan Number

Legal Description

NWS318

THE OWNERS, STRATA PLAN NWS318

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this application under section 168.4 of the *Land Title Act*, RSBC 1996, c 250, that you certify this application under section 168.43 (3) of the Act, and that the supporting document is in your possession.

Kelly Lynn Ruth
Hodder XMXHNE

Digitally signed by
Kelly Lynn Ruth Hodder
XMXHNE
Date: 2026-02-26
21:09:37 -08:00

Strata Property Act

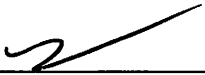
Form I

**AMENDMENT TO BYLAWS
(Section 128)**

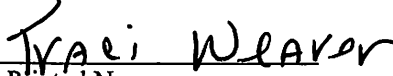
The Owners, Strata Plan NW318, certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the *Strata Property Act* at an Annual or Special General Meeting held on February 24, 2026.

The Owners of Strata Plan NW 318 approved that the bylaws be amended by adding the following as Bylaw 49:

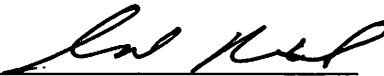
- 49 (1) An owner of a strata lot with a wood burning fireplace must:**
- (a) comply with applicable government regulations pertaining to the use and operation of the fireplace;**
 - (b) comply with applicable requirements of the strata corporation's insurer pertaining to the use and operation of the fireplace;**
 - (c) provide to the strata corporation:**
 - (i) proof of registration of the fireplace with Metro Vancouver within 30 days of the earlier of the passage of this bylaw or the registration deadline;**
 - (ii) proof of renewal of registration within 30 days of any mandatory renewal date;**
 - (iii) such other documents, inspections and records as the strata corporation or its insurer may reasonably consider necessary in the circumstances.**



Signature of Council Member



Printed Name



Council Member Signature



Printed Name

1. Contact

Document Fees: \$31.27

The Owners, Strata Plan NWS318
c/o Cleveland Doan LLP
1321 Johnston Road
White Rock BC V4B 3Z3
6045365002

2. Identification of Attached Strata Property Act Form or Other Supporting Document

Application Type

LTO Document Reference

Form-I Amendment to Bylaws

3. Description of Land

PID/Plan Number	Legal Description
NWS318	NWS318

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this application under section 168.4 of the *Land Title Act*, RSBC 1996, c.250, that you certify this application under section 168.43(3) and that the supporting document is in your possession.

Kelly Lynn Ruth
Hodder XMXHNE

Digitally signed by
Kelly Lynn Ruth Hodder
XMXHNE
Date: 2024-03-12
11:28:08 -07:00

Strata Property Act

Form I

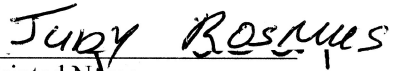
**AMENDMENT TO BYLAWS
(Section 128)**

The Owners, Strata Plan NW318, certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the ***Strata Property Act*** at an Annual or Special General Meeting held on February 13, 2024.

****See attached****



Signature of Council Member



Printed Name



Council Member Signature



Printed Name

NW 318 – Alderwood - Bylaw Approved at 2024 AGM

The bylaws be amended by repealing bylaw 16 and replacing it with the following:

16 Investigation and Other Costs

- (1) Where the strata corporation takes steps, including hiring third parties, to determine (the “Investigation”) one of the following:
 - (a) the source of damage (including the presence of water or mold) or some other defect to a strata lot or the common property;
 - (b) the origin of a noise, odour or smoke;
 - (c) whether there has been a breach of a bylaw or rule;
 - (d) whether flooring was installed with adequate sound proofing; or
 - (e) if an alteration was completed in accordance with the terms of its approval;
 - (f) any other item or matter which the owner or tenant requests the strata to investigate;

it may charge any costs related to the Investigation back to the owner of a strata lot where:

- (i) in the case of (a), the source of the damage or defect originated from or was found within that owner’s strata lot or if they are otherwise responsible;
 - (ii) in the case of (b), it is determined that the noise, odour or smoke originated in that owner’s strata lot;
 - (iii) in the case of (c), it is determined that the owner, tenant or occupant of the strata lot has breached a bylaw or rule;
 - (iv) in the case of (d), to:
 - (A) the strata lot with the flooring if it is determined that the flooring lacks adequate soundproofing; or
 - (B) the complainant strata lot if it is determined that the flooring has adequate soundproofing;
 - (v) in the case of (e), where the alteration was done or which otherwise has the benefit of the alteration, if it was not completed in accordance with the terms of the approval or accepted construction practices at the time.
 - (vi) in the case of (f), where it turns out there was no reasonable basis to make the request or it is something for which the strata corporation is not responsible.
- (2) Provided that it has complied with s.135 of the Act, the strata corporation may, when issuing a Form B or F Certificate, add to the amount owing by a strata lot any amount(s) it has determined it will need to incur in order to remedy a contravention of bylaw but has not yet otherwise incurred.
 - (3) Where the strata corporation pays or is assessed a fine, penalty, cost, invoice or other charge from a municipality, government body or similar organization, including a fire service or police department, which relates to a particular strata lot, the owner of that strata lot shall pay the same to the strata corporation (unless the strata corporation is responsible for the event that gave rise to the charge).

1. Contact

Document Fees: \$30.53

**The Owners, Strata Plan NWS318
c/o Cleveland Doan LLP
1321 Johnston Road
White Rock BC V4B 3Z3
6045365002**

2. Identification of Attached Strata Property Act Form or Other Supporting Document

Application Type

LTO Document Reference

Form-I Amendment to Bylaws

3. Description of Land

PID/Plan Number

Legal Description

NWS318

NWS318

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this application under section 168.4 of the *Land Title Act*, RSBC 1996, c.250, that you certify this application under section 168.43(3) and that the supporting document is in your possession.

**Kelly Lynn Ruth
Hodder XMXHNE**

**Digitally signed by
Kelly Lynn Ruth Hodder
XMXHNE
Date: 2023-03-20
11:07:47 -07:00**

Strata Property Act

Form I

**AMENDMENT TO BYLAWS
(Section 128)**

The Owners, Strata Plan NW318, certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the ***Strata Property Act*** at an Annual or Special General Meeting held on March 1, 2023.

*****See attached bylaws*****



Signature of Council Member

RYAN BENTHAM
Printed Name



Council Member Signature

RYAN DOLEJSI
Printed Name

ALDERWOOD NW 318 – BYLAWS APPROVED AT 2023 AGM

The bylaws be amended by removing bylaw 17 in it's entirety and removing bylaw 16 and replacing it with the following:

16 Investigation Costs

- (1) Where the strata corporation takes steps, including hiring third parties, to determine (the "Investigation") one of the following:
 - (a) the source of damage (including the presence of water or mold) or some other defect to a strata lot or the common property;
 - (b) the origin of a noise, odour or smoke;
 - (c) whether there has been a breach of a bylaw or rule;
 - (d) whether flooring was installed with adequate sound proofing; or
 - (e) if an alteration was completed in accordance with the terms of its approval;it may charge any costs related to the Investigation back to the owner of a strata lot where:
 - (i) in the case of (a), the source of the damage or defect originated from or was found within that owner's strata lot;
 - (ii) in the case of (b), it is determined that the noise, odour or smoke originated in that owner's strata lot;
 - (iii) in the case of (c), it is determined that the owner, tenant or occupant of the strata lot has breached a bylaw or rule;
 - (iv) in the case of (d), to:
 - (A) the strata lot with the flooring if it is determined that the flooring lacks adequate soundproofing; or
 - (B) the complainant strata lot if it is determined that the flooring has adequate soundproofing;
 - (v) in the case of (e), where the alteration was done or which has the benefit of the alteration (if done to common or limited common property);
- (2) Provided that it has complied with s.135 of the Act, the strata corporation may, when issuing a Form B or F Certificate, add to the amount owing by a strata lot any amount(s) it has determined it will need to incur in order to remedy a contravention of bylaw but has not yet otherwise incurred.
- (3) Where the strata corporation pays or is assessed a fine, penalty, cost, invoice or other charge from a municipality, government body or similar organization, including a fire service or police department, which relates to a particular strata lot, the owner of that strata lot shall pay the same to the strata corporation (unless the strata corporation is responsible for the event that gave rise to the charge).

The bylaws be amended adding the following as bylaw 48:

48 EV Charging

- (1) An owner, tenant or occupant must not install a charging station or other device or apparatus for charging an electric vehicle (a "Charging Station") except in the carport, in a location approved by the strata corporation in writing.

- (2) A Charging Station for which permission has been granted must meet the following conditions and criteria:
 - (a) it must be CSA approved;
 - (b) it must be connected to an energy or load management system (of a type approved by the strata council);
 - (c) if it is hardwired, it must be installed by a certified electrician who has Worksafe coverage and commercial general liability insurance (confirmation of which must be submitted at the time approval is requested); and
 - (d) it must only be connected to the electrical panel which services the strata lot.
 - (e) the appearance of the exterior installation must at all times comply with any strata corporation guidelines (whether set down in the rules or bylaws or not) that are in effect at the time of the approval.
- (3) Where an owner or tenant installs a Charging Station they must:
 - (a) obtain all required permit(s) from the municipality or other applicable government body and send copies of the permit and final inspection to the strata corporation upon completion; and
 - (b) at the request of council, enter or have the owner enter into a written agreement that the owner will be responsible for any future repair and maintenance costs, damages or other expenses relating directly or indirectly to the station, apparatus or device.
- (4) Despite any other bylaw regarding repair and maintenance, the strata corporation shall not be responsible to repair and maintain the Charging Station.
- (5) The passage of this bylaw shall constitute an approval of any significant change in the appearance of the common property related to the installation of the Charging Station.

1. Contact

The Owners, Strata Plan NWS318
c/o Cleveland Doan LLP
1321 Johnston Road
White Rock BC V4B 3Z3
6045365002

2. Identification of Attached Strata Property Act Form or Other Supporting Document

Application Type

LTO Document Reference

Form-I Amendment to Bylaws

3. Description of Land

PID/Plan Number

Legal Description

NWS318

NWS318

Electronic Signature

Your electronic signature is a representation that you are a designate authorized to certify this application under section 168.4 of the *Land Title Act*, RSBC 1996, c.250, that you certify this application under section 168.43(3) and that the supporting document is in your possession.

**Shawn Michael
Smith BU423A**

Digitally signed by
Shawn Michael Smith BU423A
Date: 2022-02-28
09:17:49 -08:00

Strata Property Act

Form I

**AMENDMENT TO BYLAWS
(Section 128)**

The Owners, Strata Plan NW318, certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the *Strata Property Act* at an Annual or Special General Meeting held on February 22, 2022.

THEREFORE BE IT RESOLVED BY WAY OF A ¾ VOTE OF THE OWNERS THAT:

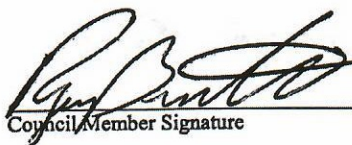
1. All current bylaws of the Strata Corporation be repealed in their entirety.
2. The bylaws attached hereto be approved as the bylaws of the strata corporation (the "New Bylaws");
3. The New Bylaws be registered in the Land Title Office as required;
4. The strata council be authorized to correct any spelling mistakes or typographical errors contained in the New Bylaws prior to registration of the same;
5. The strata council be authorized to register the New Bylaws and any additional bylaws passed at the same general meeting as a consolidated package under a single registration.



Signature of Council Member

RYAN DOLEJS,

Printed Name



Council Member Signature

RYAN BENTHAM

Printed Name

NW318 BYLAWS – APPROVED AT 2022 AGM

It is intended that these bylaws replace and supersede the standard bylaws found under the Strata Property Act S.B.C 1998 c.43 and amendments thereto (herein the “Act”) and all other registered bylaws of the strata corporation.

Unless otherwise stated all terms have the meaning prescribed to them in the Act.

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

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 fees relate.
- (2) An owner must pay a special levy on the date(s) on which it is due.
- (3) Interest may be charged on overdue strata fees and special levies and where charged, shall be calculated at ten percent (10%) per annum, compounded annually, which is in addition to any fine that might be imposed.
- (4) An owner shall pay to the strata corporation its actual legal fees and disbursements incurred by the strata corporation (including the costs of issuing a demand letter) in collecting unpaid strata fees, special levies or other amounts for which a lien may be filed.
- (5) An owner whose payment is returned NSF shall pay to the strata corporation the amount of any service charge or other fee charged to it as a result thereof.

2. Repair and maintenance of property by owner

- (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, maintain and regularly clean it; except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (3) Where
 - (a) a strata lot or the common or limited common property has been altered with the approval of the council; and
 - (b) it was term or condition of that approval that the owner and subsequent owners be responsible for the costs of the repair and maintenance of that alteration,

then the owner of the strata lot which has the use and enjoyment of the altered common or limited common property or who benefits from the alteration shall be responsible for the costs of the repair and maintenance of the alteration which would otherwise not have been incurred by the strata corporation.

3. Use of property

- (1) An owner, tenant, occupant or visitor must not use a strata lot, the common property, the limited common property or common assets in a way that
 - (a) causes a nuisance, hazard or harm 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,
 - (e) unreasonably increases the risk of fire,
 - (f) creates a risk that could void the strata corporation's insurance; or
 - (g) 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:
 - (a) Throw or shake any items from any window or balcony;
 - (b) Feed animals on or from the common property or the limited common property,;
 - (c) Display Christmas lights or Christmas decorations on the exterior of their strata lot other than between November 15th and January 31st;
 - (d) Display other holiday or celebration lights and decorations on the common or limited common property for longer than six consecutive weeks at or around the time of the holiday or celebration to which the lights or decorations relate;
 - (e) Display decorative light strings on the common property or the exterior of a building other than clear lights at the rear patio or as permitted above;
 - (f) Ride a bicycle on the common property other than on a road;
 - (g) Allow debris, garbage, and rubbish to accumulate on any limited common property of which they have exclusive use;
 - (h) Except as otherwise permitted in these bylaws, place any item (including debris or rubbish) on the common property;
 - (i) Use non-biodegradable detergents or soaps when washing a vehicle;

- (j) Subject to electoral legislation and these bylaws, place, display or erect signs, billboards, placards, advertising or notices of any kind on the common property or in a strata lot such that they are visible from the exterior;
- (k) Install or attach awnings, shade screens, air-conditioning units, heat pumps, canopies, trellises, satellite dishes, radio or television antennae to the exterior of any building or on the common property without prior written approval of the council pursuant to Bylaw 8;
- (l) Display or hang laundry on the common property, including in a carport or on a patio, deck or balcony;
- (m) Enter any area of the common property to which access has been restricted (the council may restrict access to an area for reasons of safety or security);
- (n) Drop or leave cigarette butts on the common or limited common property;
- (o) Place or hang items other than curtains or blinds in any window;
- (p) Use patios, decks, balconies and yards for the purpose of storage;
- (3) 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 Act.
- (4) Only patio furniture, barbecues fuelled by natural gas, propane or electricity, and potted plants shall be placed on the ground floor patios and decks. Only patio furniture and potted plants shall be placed on the upper balconies.
- (5) Plant pots on upper balconies must have a tray underneath them to collect water draining from the pot and the tray must be raised up off the deck surface to allow water to flow under it.
- (6) When playing on the common property, children must be supervised by an adult who is in attendance at all times.
- (7) No person may, at any time, do any of the following:
 - (a) ride a bicycle, use a skateboard or a scooter other than on a roadway;
 - (b) use street hockey nets anywhere other than driveways or carports;
 - (c) play or climb on the garbage or recycle enclosures or bins;
 - (d) play in or enter any planted areas.

- (8) Nothing other than the following may be kept in a carport:
- (a) Licensed motor vehicles, trailers, motorhomes and boats;
 - (b) Ladders suspended from the ceiling and secured by lock;
 - (c) A maximum of two canoes, kayaks or paddle boards suspended from the ceiling;
 - (d) A garden hose on a wall mount holder;
 - (e) Bicycles (provide they are parked in a neat fashion and secured by a lock);
 - (f) Licensed motorcycles;
 - (g) A single row of neatly stacked firewood, no more than 5ft in height;
 - (h) Decorative outdoor items, such as park benches and potted plants, normally found at the entry to a home; and
 - (i) Any other item for which the council has given permission in writing.
- (9) No owner, tenant or occupant (herein a “Resident”) shall:
- (a) use foul, abusive or demeaning language (whether written or spoken) toward another Resident, strata council member, strata manager or any person hired by the strata corporation;
 - (b) threaten, harass or intentionally intimidate any other Resident, strata council member, strata manager or any person hired by the strata corporation; or
 - (c) unreasonably interfere with or disrupt the proper operation of the strata corporation and the carrying out of its duties by the strata council or the strata manager.
- (10) An owner, tenant or occupant must not use a strata lot for commercial or professional purposes or the operation of a business unless:
- (a) the bylaws of the municipality permit them to do so;
 - (b) they comply with all requirements and conditions contained in the municipal bylaws for operating a business, including maintaining a valid business license if so required;
 - (c) the use does not involve:
 - (i) clients or customers of the business attending the strata lot;
 - (ii) the routine deliveries of products and goods to the strata lot (other than the occasional courier);

- (iii) the use of hazardous or dangerous materials;
- (iv) the use of machinery (other than small power tools);
- (v) the use of the common or limited common property;
- (d) the operation of the business or use does not produce an unreasonable level of noise or odours;
- (e) Notwithstanding subsection (c) above, an owner, tenant or occupant may operate a children's day care provided they do not provide care to more than two children from outside the residence at the same time.

4. Pets

- (1) The keeping of pets in a strata lot is restricted to the following:
 - (a) a reasonable number of fish or other small aquarium animals;
 - (b) a reasonable number of small caged mammals;
 - (c) up to 2 caged birds; and
 - (d) two dogs, two cats or one of each;
- (2) All pets must be on a leash not exceeding 6 feet in length (or otherwise secured) and under the direct control of their handler while on the common property.
- (3) A pet's owner must not allow it to defecate or urinate on the common property and if the pet does so, they must promptly remove any waste or excrement left by the pet on the common property;
- (4) Pets which are, at the discretion of the council, considered to be a nuisance or a danger may, after compliance with s.135 of the Act, be ordered in writing to be removed from the strata lot. An owner, tenant or occupant shall have thirty (30) days to comply with any such order.
- (5) Visitors who bring pets onto the common property must comply with these bylaws as they pertain to pets.

5. Inform strata corporation

- (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) Within 2 weeks of a tenant residing in a strata lot, the owner of that strata lot must provide the strata corporation with the tenant's name, strata lot number and telephone number.

- (3) On request by the strata corporation, a tenant must inform the strata corporation of his or her name and phone number.

6. Obtain approval before altering a strata lot

- (1) For the purposes of this bylaw the term “alteration” includes any one or more of the following:
 - (a) the replacement of an existing component of a building or structure, whether or not it is identical to the component being replaced;
 - (b) the modification of any component or portion of a building or structure;
 - (c) the addition of any item, component or fixture to a building or structure;
 - (d) changing the configuration of any part of a building or structure (including plumbing and ductwork); or
 - (e) making a physical improvement to a building or structure;but does not include painting the interior of a strata lot or the replacement of flooring, or to plumbing fixtures or light fixtures where no changes are being made to the pipes or wiring.
- (2) An owner, tenant or occupant 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) any portion of the plumbing, electrical, heating or fire suppression/detection systems; or
 - (h) those parts of the strata lot which the strata corporation must insure under section 149 of the Act (or any replacement of the same).
- (3) The strata corporation must not unreasonably withhold its approval under

subsection (2), but as a condition of its approval, it may require an owner, tenant or occupant to:

- (a) present design drawings and specifications pertaining to the proposed work (including a letter of assurance from a structural engineer regarding any structural changes which form part of the work);
 - (b) ensure that all work is done to a standard and is of a quality consistent with that of the rest of the building;
 - (c) install or utilize certain materials or products;
 - (d) obtain all necessary permits and governmental approvals (including final inspection certificates) and provide copies thereof to the strata corporation;
 - (e) provide proof of course of construction insurance, in an amount specified by the strata corporation, for the period of the work;
 - (f) in the case of a tenant or occupant making the request, provide written approval of the changes by the owner; and
 - (g) provide such other documents or comply with any other terms and conditions as it may reasonably consider necessary in the circumstances, including having the owner enter into a written agreement that they shall be responsible for any future repair and maintenance costs, damages or other expenses relating directly or indirectly to the alteration.
- (4) If approval is granted under subsection (2), only licensed and qualified trades may carry out work on the electrical, plumbing, heating and fire suppression systems.
- (5) The strata corporation, at an owner's expense, may return to its previous condition any alteration which has been made and has not been approved.

7. Obtain approval before altering common property

- (1) For the purposes of this bylaw the term "alteration" includes any one or more of the following:
- (a) the replacement of an existing component of a building or structure, whether or not it is identical to the component being replaced;
 - (b) the modification of any component or portion of a building or structure;
 - (c) the addition of any item, component or fixture to a building, structure or the land;
 - (d) changing the appearance or configuration of any part of the exterior a building, a structure or the landscaping;

- (e) making a physical improvement to a building, a structure or the land;
or
 - (f) the placing of a structure on the common property
- (2) An owner, tenant or occupant must obtain the written approval of the strata corporation before making an alteration to common property, including limited common property, or common assets.
- (3) The strata corporation may require as a condition of its approval that the owner, tenant or occupant making the request:
 - (a) present design drawings and specifications pertaining to the proposed work (including a letter of assurance from a structural engineer regarding any structural changes which form part of the work);
 - (b) ensure that all work is done to a standard and is of a quality consistent with that of the rest of the building;
 - (c) install or utilize certain materials or products;
 - (d) obtain all necessary permits and governmental approvals (including final inspection certificates) and provide copies thereof to the strata corporation;
 - (e) have the owner of the strata lot enter into a written agreement that they shall be responsible for any future repair and maintenance costs, damages or other expenses relating directly or indirectly to the alteration. The owner shall, prior to transferring title to the strata lot cause any future owner to agree in writing to be bound by the terms of such agreement;
 - (f) provide proof of course of construction insurance, in an amount specified by the strata corporation, for the period of the work;
 - (g) employ only trades who have Worksafe coverage;
 - (h) indemnify and save harmless the strata corporation and the other owners for any liens arising from the alterations (including but not limited to the actual costs incurred in removing the same); and
 - (i) provide such other documents or comply with any other terms and conditions as it may reasonably consider necessary in the circumstances.
- (4) If approval is granted under subsection (2), only licensed and qualified trades may carry out work on the electrical, plumbing, heating and fire suppression systems.
- (5) The strata corporation, at an owner's expense, may return to its previous condition any alteration which has been made and has not been approved.

8. Permit entry to strata lot

- (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:
 - (i) inspect, repair or maintain common property (including limited 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 Act; or
 - (ii) investigate allegations of a breach of a bylaw or rule upon receipt of a complaint that a bylaw or rule has been breached; or
 - (iii) remedy the contravention of a bylaw or rule under s.133 of the 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) If access to a strata lot is not provided in accordance with this bylaw, the owner of the strata lot will be responsible for:
 - (a) all costs of forced entry incurred by the strata corporation, including where the strata corporation, having made reasonable efforts is unable to contact the owner of the strata lot, requires access to the strata lot due to an emergency;
 - (b) all costs incurred by the strata corporation in respect of contractors who must re-attend in order to access the strata lot; and
 - (c) the actual legal fees incurred in obtaining an order for entry.

9. Garbage

- (1) Any articles or material other than normal household garbage and recyclables (including boxes and waste from a move) must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated. Items to be disposed of must not be left on the common property.
- (2) All normal household waste must be properly sorted (and where applicable bagged) and disposed of in the appropriate container.

- (3) Cardboard must be flattened before being placed in the designated bin.
- (4) No item which is required by law to be recycled shall be placed in the garbage.
- (5) No item which is required by law to be put in the organic waste disposal bin shall be placed in the regular garbage bin.
- (6) Any additional costs incurred by the strata corporation to remove waste that should have been disposed of by an owner, tenant or occupant may be charged back to the owner of the strata lot to which the waste relates.

10. Parking

- (1) An owner, tenant or occupant (herein a "Resident") must only use the parking space which is specifically assigned to the strata lot in which he or she resides, and no other person shall use such parking space without the owner's permission.
- (2) A parking space assigned to a strata lot must not be rented or leased to non-residents, but may be rented by them to another resident.
- (3) A Resident must not park in visitor parking except for a period of less than 4 hours per day (not exceeding 12 hours in a calendar month) or for such longer period with the council's prior written approval.
- (4) Except for the purposes of temporarily loading, unloading or washing a vehicle, no person shall park a vehicle on the common property (including roadways) other than in a designated parking space or in a carport.
- (5) Vehicles, including motorhomes, trailers and boats, parked in a parking space or in a carport must not extend into a roadway.
- (6) Vehicles which are being loaded, unloaded or washed must not be left unattended and must be moved immediately if blocking access to the carport of another strata lot or otherwise impeding passage along the roadway.
- (7) Persons driving vehicles must not exceed the posted speed limit.
- (8) No repairs to or servicing of motor vehicles may be carried out on the common property except in an emergency.
- (9) Motor vehicles dripping oil, gasoline or any other fluid may, at the discretion of the council, be prohibited from driving on the common property until repaired. Owners of motor vehicles leaving or dripping fluids on the common or limited common property shall promptly clean up the same.
- (10) Except in the case of moving trucks, deliveries, recreational vehicles, limousines and buses, vehicles exceeding 4500 kg GVW or 20 feet in length, shall not be brought onto the common property.

- (11) Visitors using the visitor parking area may only do so for a maximum of 48 hours without written permission of the council;
- (12) No vehicle may be parked on the common property unless insured for road use. If not insured for road use, proof of storage insurance must be provided to the strata corporation.
- (13) Any vehicle which is in violation of any provision of this or any other bylaw or rule pertaining to parking of vehicles may, at the discretion of the council, be towed, without notice, at the expense of the owner of the vehicle.

11. Parking Space Rental

- (1) Common property parking spaces not required for visitor parking or not otherwise assigned for the use of an owner, tenant or occupant (herein a "Resident"), may be assigned, for a fee as set out in the Rules, by the strata corporation (or its agent) to Residents on a first come - first served basis for the Resident's exclusive use. Once all available parking spaces have been assigned, a waiting list will be maintained. As spaces become available they will be assigned in accordance with the list.
- (2) In exchange for the use of an assigned parking space the Resident will pay a monthly fee to the strata corporation, the amount of which shall be set out in the Rules from time to time
- (3) A Resident shall have the exclusive right to use their assigned parking space until the earlier of;
 - (a) the Resident ceases to permanently reside in the strata lot;
 - (b) the Resident is 60 days or more in arrears of payment of the monthly fee;
 - (c) the parking space remains vacant for greater than 30 consecutive days;
 - (d) the Resident repeatedly breaches a bylaw or rule in relation to the rented parking and the Strata Corporation terminates their right to use the space; or
 - (e) the Strata Corporation, on 14 days notice, assigns the Resident a different parking space.
- (4) A Resident may not assign their rights or allow another person to use their assigned parking space, except for a period of 48 hours or less in a 14 day period.
- (5) A resident cannot allow someone off site to use the spot.

12. Reporting Damage

An owner, tenant or occupant of a strata lot must promptly report to the strata corporation any damage to their strata lot and upper balcony the cause of which originated from the common property and, where possible, take reasonable steps to mitigate the continuation and expansion of such damage. Where an owner, tenant or occupant fails to do so they shall not be entitled to any compensation, damages or reimbursement from the strata corporation as a result of the damage.

13. Sale of Strata Lots

- (1) For Sale signs and other advertising regarding strata lots for sale shall only be posted on the sign post installed for that purpose. For Sale signs must be removed within 7 days of a binding contract for purchase and sale being entered into.
- (2) Owners or their agents must accompany all prospective purchasers and their agents when on common property. Prospective purchasers and their agents are not permitted to traverse the complex unaccompanied.

Division 2 - Powers and Duties of Strata Corporation

14. Repair and maintenance of property by strata corporation

- (1) Subject to Bylaws 2(3) 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, patios, decks, balconies and other things attached to the exterior of a building;
 - (D) doors (excluding door hardware), windows (including frames) and skylights on the exterior of a building or that front on the common property; and

- (E) fences, railings and similar structures that enclose patios, balconies and yards.
- (d) A strata lot, 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, decks, balconies and other things attached to the exterior of a building,
 - (iv) doors (excluding door hardware), windows (including frames) 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

15. Acquisition and Disposal of Personal Property

For the purposes of section 82(3) of the Act, the strata corporation may acquire or dispose of personal property of the strata corporation up to and including \$3,000.00 in value without approval by way of a resolution of the owners passed by a 3/4 vote. If the acquisition is approved as part of the Operating Budget, then the amount for the purposes of section 82(3) shall be the amount set out in the Operating Budget.

16. Investigation Costs

Where the strata corporation takes steps, including hiring third parties, to determine (the "Investigation") one of the following:

- (a) the source or existence of damage (including the presence of water or mold) or some other defect to a strata lot or the common property;
- (b) the origin of a noise, odour or smoke;
- (c) whether there has been a breach of a bylaw or rule; or
- (d) if an alteration was completed in accordance with the terms of its approval;

it may charge any costs related to the Investigation back to the owner of a strata lot where:

- (i) in the case of (a), the source of the damage or defect originated from within that owner's strata lot;
- (ii) in the case of (b), it is determined that the noise, odour or smoke originated in that owner's strata lot;

(iii) in the case of (c), it is determined that the owner, tenant or occupant of the strata lot has breached a bylaw

(iv) in the case of (d), the alteration was done or which has the benefit of the alteration (if done to common or limited common property);

17. Municipal Charges

Where the strata corporation pays or is assessed a fine, penalty, cost, invoice or other charge from a municipality, government body or similar organization, including a fire service or police department, which relates to a particular strata lot, the owner of that strata lot shall pay the same to the strata corporation (unless the strata corporation is responsible for the event that gave rise to the charge).

18. Court Actions and Legal Proceedings

(1) In accordance with section 171(4) of the Act the authorization referred to under section 171(2) of the Act is not required for a proceeding under the Small Claims Act. Such proceedings may be commenced with the approval of the council only.

(2) Where the strata corporation takes steps, including commencing any form of legal proceeding against an owner or tenant, in order to:

(a) enforce the bylaws or the rules; or

(b) collect monies owing to the strata corporation (including, but not limited to, fines, chargebacks and insurance deductibles)

it shall be entitled to recover from that owner or tenant its actual legal costs incurred in doing so.

Division 3 - Council

19. Council size

The council must have 3 to 7 members.

20. Council Membership

(1) Where the strata corporation is entitled to register a lien against a strata lot under s.116 of the Act, the owner or tenant of that strata lot and the spouse of the owner is ineligible for election to the council and where that person is already a member of the council, they shall be deemed to have resigned from council upon registration of a lien.

(2) Subject to the other provisions of these bylaws, the spouse (as defined in Regulation 8.1(2) of the Act) of an owner, may be elected to council provided that the spouse who is an owner has waived their right to be elected to council.

21. Council members' terms

- (1) The term of office of a council member ends with the election of a new council.
- (2) A person whose term as council member is ending is eligible for re-election.

22. Removing council member

- (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 members.
- (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.

23. Replacing council member

- (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 20% of the strata corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Act, the regulations and the bylaws respecting the calling and holding of meetings.

24. Officers

- (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) The council, by majority vote, may remove an officer from their office (but not from council) and may (except in the case of the president) appoint a replacement officer from among themselves for the remainder of the term.
- (5) The secretary shall serve as privacy officer under the *Personal Information Protection Act* unless another council member is appointed to that role.

25. Limit on Liability of Council Member

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

26. Calling council meetings

- (1) Any council member may call a council meeting by giving the other council members 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 or urgent 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.

27. Quorum of council

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

28. Council meetings

- (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) For the purposes of this bylaw, a decision made by email or any other electronic messaging system or platform shall be deemed a meeting “held by electronic means” provided that:
 - (a) all council members (except any who would be excluded under s.32 of the Act) were sent the original email or message seeking a decision be made in relation to a particular issue;
 - (b) one of the following has occurred:
 - (i) all council members (except any who would be excluded under s.32 of the Act) have responded to the original email or message with a vote in favour or against the decision being requested; or
 - (ii) one week has passed since the original email or message was sent and enough council members to constitute a quorum have responded to the original email or message with a vote either in favour or against the decision being requested; or
 - (iii) an immediate decision is necessary to prevent significant loss or damage and enough council members to constitute a quorum have responded to the original email or message with a vote in favour or against the decision being requested;
 - (c) the decision is recorded in the minutes of the next strata council meeting not conducted by email means; and
 - (d) a copy of the email or message exchange is retained as a record of the strata corporation pursuant to s.35 of the Act.
- (3) If a council meeting is held by electronic means, council members are deemed to be present in person.

29. Voting at council meetings

- (1) At council meetings, decisions must be made by a majority of council members present in person at the meeting.
- (2) 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.

- (4) For the purposes of this bylaw, “majority vote” means a vote in favour of a resolution by more than 1/2 of the votes cast by council members who are present and who have not abstained from voting.

30. Council to inform owners of minutes

- (1) 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.
- (2) For the purposes of this bylaw “inform” includes mailing, placing under a strata lot door, emailing, posting to a website to which owners have access or placing in an area of the common property readily accessible to all owners.

31. Delegation of council’s powers and duties

- (1) Subject to subsections (2) to (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 purposes 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,
 - (c) whether a person should be denied access to a recreational facility, or
 - (d) whether to grant an exemption under s.144 of the Act;

32. Spending restrictions

- (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.

33. Unapproved Expenditures

For the purposes of section 98(2) of the Act the maximum unapproved expenditure, together with all other unapproved expenditures, shall not exceed \$5,000.00.

Division 4 - Enforcement of Bylaws and Rules

34. Fines

- (1) The Strata corporation may fine an owner or a tenant a maximum of:
 - (a) Except as otherwise set out below, a fine of up to \$200 for each contravention of a bylaw;
 - (b) \$500 for a contravention of Bylaw 44;
 - (c) \$1,000 per day for a contravention of Bylaw 45(a);
 - (d) \$50 for each contravention of a rule.
- (2) Fines, the costs to remedy a bylaw contravention and other similar amounts levied by the strata corporation must be paid within 14 days of being levied.

35. Continuing contravention

Except in relation to Bylaw 44(a) (for which a fine may be imposed for each day), 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

36. Failure to Reach Quorum

- (1) Pursuant to section 48(3) of the Strata Property Act, if at the time appointed for an annual or special general meeting a quorum is not present:
 - (a) if the meeting is an annual general meeting or a special general meeting held pursuant to s.42 of the Act the meeting stands adjourned for 15 minutes. At the time the meeting is reconvened, those eligible voters present at that time shall constitute a quorum;
 - (b) if the meeting is a special general meeting held pursuant to s.43 of

the Act, it stands permanently adjourned.

- (2) If a meeting proceeds pursuant to (1)(a), and one or more eligible voters leave during the course of the meeting, the quorum shall be reduced to the number of eligible voters then present.

37. Virtual meetings

- (1) For the purposes of this bylaw “electronic means” refers to telephone, video conferencing or any other electronic method or platform so long as it permits all persons participating in the meeting to communicate with each other during the meeting.
- (2) At the discretion of the strata council, a general meeting of the owners may be held entirely by electronic means.
- (3) Where a meeting is held entirely by electronic means the following bylaw provisions shall not apply:

Bylaw 39 participation by other than eligible voters

Bylaw 40

- (1) issuing of voting cards;
 - (2) casting of votes by a show of voting cards;
 - (3) method of precise count;
 - (6) request for a ballot
- (4) Where a meeting is held entirely by electronic means all votes shall be taken by roll call, a show of hands, the use of a polling or voting mechanism included in the meeting platform or some other means whereby a person can indicate their choice of vote. The choice of which method shall be at the discretion of the chair of the meeting.
 - (5) Where a meeting is conducted entirely by electronic means, the strata council shall have the authority to establish procedures (the “Electronic Meeting Procedures”) for:
 - (a) the method by which an eligible voter can participate;
 - (b) the registration of eligible voters;
 - (c) the certification of proxies and the deadline for submitting the same;
 - (d) the conduct of discussion, including the placing of a reasonable limit on the length of debate on any particular motion or resolution;
 - (e) the process for nomination and election of candidates for strata council; and

(f) any other matter which is reasonably necessary to ensure the proper conduct of the meeting and which is not otherwise addressed in these bylaws.

- (6) The Electronic Meeting Procedures must accompany any notice of meeting.

38. Person to chair meeting

- (1) Subject to subsections (2) and (3) 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, including a strata manager.

39. Participation by other than eligible voters

- (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.

40. Voting

- (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, 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) A vote must be held by ballot, if the ballot is requested by an eligible voter, even if the chair has already decided on another form of vote under subsection (3).
- (7) A vote for strata lot may not be exercised, except on matters requiring a unanimous vote or an 80% vote, if the strata corporation is entitled to register a lien against that strata lot under s.116 of the Act.
- (8) Each person elected to the strata council must be elected by a majority vote, unless the owners present in person and proxy at the annual general meeting, by majority vote, approve another method of election.

41. Order of business

- (1) 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 Act;
 - (j) report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
 - (k) approve the budget for the coming year in accordance with section 103 of the 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 Act;
 - (m) elect a council, if the meeting is an annual general meeting;
 - (n) terminate the meeting.
- (2) No person may make an audio or video recording of any part of a general meeting except where doing so is approved by majority vote of the owners present in person or by proxy at the meeting.

42. Summary Financial Statements

Pursuant to Regulation 6.7(3) the strata corporation may distribute with its Notice of Annual General Meeting, financial statements in summary form.

Division 6 - Additional Bylaws

43. Insurance Deductible and Damage to Property

- (1) For the purposes of section 149(4)(b) of the Act "major perils" shall include the peril of "earthquake" in addition to those perils listed under Regulation 9.1(2).
- (2) The owner of a strata lot shall be obligated to pay to the strata corporation upon demand:
 - (a) the amount of any insurance deductible paid by the strata corporation in relation to any claim made under or against the strata corporation's insurance policy (the "Deductible"); or
 - (b) the costs to repair any physical damage (the "Repair Costs") to the common property, limited common property or those portions of a strata lot which the strata corporation is required to repair (or otherwise chooses to repair) and for which a claim is not made under or against the strata corporation's insurance policy;

where either of the following apply:

- (i) the owner, their tenant, an occupant of the owner's strata lot or a visitor or invitee to the strata lot is responsible for the cause of the claim or damage; or
 - (ii) the source of the damage giving rise to the claim originated in that owner's strata lot (other than from common property within the strata lot).
- (3) Where the strata corporation takes steps or does work, on an emergency basis, to limit the damage to a strata lot or the common property, and in doing so incurs costs which are not paid as part of an insurance claim (the "Emergency Costs"), the owner of the strata lot to which those steps or work relate shall pay to the strata corporation the Emergency Costs.
- (4) The council, acting reasonably, shall determine whether or not that owner or tenant is responsible for damage or whether the source of the damage originated within the strata lot.
- (5) An owner or tenant who is determined to be responsible for a Deductible,

Repair Costs or Emergency Costs shall pay the same to the strata corporation within 14 days after being given notice in writing of the decision they are liable and that the amount is due and owing.

44. Rental Restrictions

- (1) For the purposes of this bylaw, the occupancy of a strata lot by a person for a period of greater than sixty (60) days, without the owner also residing in the strata lot, (whether or not money is exchanged) shall be deemed to be a rental of the strata lot.
- (2) Subject to the Act the number of strata lots which may be rented or leased is limited to one (1).
- (3) An owner seeking to rent or lease their strata lot shall, prior to renting or leasing it, apply in writing to the strata council for permission to do so. Applications shall be approved in order of their receipt by the strata council. Applications received after the maximum number of strata lots set out in subsection (2) has been reached will be held and approved in order of their receipt when a vacancy arises, unless withdrawn.
- (4) Permission to rent or lease a strata lot shall only be granted if the maximum number of strata lots set out in subsection (2) has not been reached. Such permission shall be valid for sixty (60) days after having been granted, at which point if the strata lot is not rented the permission shall lapse and the next application shall be approved.
- (5) For the purposes of determining whether the limit set out in subsection (2) has been reached, strata lots which have been rented to a family member (as defined under the Act), on the basis of hardship or pursuant to any other exemption under the Act, shall be excluded from the count.
- (6) The right to rent or lease a strata lot under this bylaw shall be deemed to come to an end at the earlier of:
 - (a) when the tenancy comes to an end; or
 - (b) when the owner ceases to be the registered owner of the strata lot.
- (7) Where the right of an owner to rent their strata lots has come to an end, that owner, should they wish to rent again, shall be required to reapply pursuant to subsection (3) above.
- (8) Should an owner rent or lease a strata lot;
 - (a) in accordance with this bylaw;
 - (b) to a family member under the Act;

(c) pursuant to permission obtained under the Act to rent on the basis of a hardship; or

(d) under any other exemption found in the Act,

they must submit a signed Notice of Tenant's Responsibility to the strata corporation within the time limit allowed under the Act.

(9) Where a landlord (including an owner) fails to submit a signed Notice of Tenant's Responsibility within the time limit allowed under the Act, the owner shall be subject to a fine in the amount of \$100.00 for every month or part thereof that the strata lot is rented and the strata corporation is not in receipt of a signed Notice of Tenant's Responsibility.

(10) An owner who rents or leases a strata lot contrary to this bylaw shall be subject to a fine of \$500.00 every seven days.

45. Short Term Accommodation

(1) Subject to (2) an owner, tenant or occupant must not:

(a) use or allow their strata lot (or any part of it) to be used for the purposes of providing temporary accommodation for the general public including, but not limited to:

(i) as vacation or travel accommodation;

(ii) any sort of short term accommodation arrangement (being an occupancy of less than 30 days),

(iii) as a room rental, home exchange or other similar arrangement.

(b) allow, permit, agree or otherwise grant a license to a person who ordinarily resides outside the strata corporation to occupy their strata lot while that owner, tenant or occupant is absent from the strata lot.

(2) The following activities shall not be prohibited by this bylaw:

(a) a person staying in the strata lot for less than 60 days while the owner or tenant is absent on vacation, for the purposes of caring for the strata lot and its contents (including pets).

46. Marijuana

(1) For the purposes of this bylaw, a reference to "marijuana" shall include "cannabis".

- (2) Subject to exemptions required under the *Human Rights Code*, an owner, tenant, occupant or visitor must not grow, alter, process, marijuana within a strata lot or on the common property.

47. Video Surveillance by Owners

- (1) An owner, tenant or occupant must not operate a video surveillance system or security camera (including a door bell camera) which captures activities outside of their strata lot unless:
 - (a) they can establish, to the satisfaction of council, that:
 - (i) there is a need for such a system or a camera;
 - (ii) the system or camera does not and cannot (due to its location and configuration) capture activities within the interior of another strata lot.
 - (b) they receive the written permission of the council to install and operate the system or camera;
 - (c) they agree in writing to be responsible for the repair and maintenance of the camera and system and to repair any damage caused by the installation of the same.
- (2) Where permission is given under (1)(b) above:
 - (a) the camera(s) may only be installed in the location(s) approved by the council;
 - (b) the council shall, on notice given pursuant to these bylaws, have the right to inspect the system or camera and images captured by it to ensure compliance with (1)(a)(ii) above;
 - (c) the owner, tenant or occupant shall indemnify and save harmless the strata corporation from all claims, demands, charges, expenses, damages and costs arising from the existence and operation of the system or camera;
 - (d) it may be revoked where the council determines the continued operation of the camera or system interferes with the privacy rights of others, contravenes a law or is not in the best interests of the strata corporation as a whole.

**STRATA CORPORATION
NW 318
ALDERWOOD**

B. STRATA CORPORATION RULES (RATIFIED)

Provided by:

**Peninsula Strata Management Ltd.
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**March 5, 2012
March 11, 2009
February 27, 2008**

STRATA CORPORATION RULES

ALDERWOOD NW 318

1. The patios, decks and balconies of each strata lot must not be used for the purpose of storage. Only patio furniture, barbecues, and potted plants shall be placed on the patios, decks or balconies.
2. No object such as signs, advertising, notices, or laundry shall be erected or displayed on the limited common property or a strata lot such that it may be visible from the exterior of the strata lot.
3. No awning, shade screen, satellite dish or television antenna or other such apparatus shall be hung from or attached to the exterior of any strata lot (including the limited common property and common property), without the prior written approval of the council and the owners immediately adjacent to the area.
4. Any articles or material other than normal household garbage and recyclables must be removed by, and at the expense of, the owners, tenants and occupants of the strata lot from which the articles or materials originated. All normal household garbage must be properly bagged and cardboard must be flattened before being placed in the designated containers.
5. Removal of all boxes and waste that is a result of a move in or out is the responsibility of the owner(s), tenant(s) or occupant(s) moving in or out. Costs incurred by the strata corporation in removing such items will be charged to the strata lot.
6. An owner, tenant or occupant (herein a resident) must only use the parking space which is specifically assigned to the strata lot in which he or she resides, and no other person shall use such parking space without the owner's permission.
7. A parking space assigned to a strata lot must not be rented or leased to non-residents, but may be rented to another resident despite rule 7.
8. Residents must not park regularly in the visitor parking.
9. A resident or visitor must not park their vehicle on the common property except for a temporary period for the purposes of loading and unloading the vehicle.
10. Any vehicle that extends into the roadway shall be towed at the owner's expense.
11. No repairs to motor vehicles may be made on the common or limited common property except in an emergency.
12. Individual residents shall be responsible for cleaning up any fluid spills or other debris left on the common property resulting from the operation of a vehicle by that resident or their guest. Owners of motor vehicles causing or leaving fluids shall, upon notice of the council, clean up all drippings or, failing to do so within seven days, the strata corporation may do so and the costs of such cleaning shall be assessed as a charge against the owner of the strata lot.

- 13.** No vehicle exceeding 4000 kg G.V.W. or 20 feet in length shall be brought onto the common property except for the purposes of delivery to or removal from a strata lot.
- 14.** Recreational vehicles, trailers and boats may not be parked on the common or limited common property except on a temporary basis, with the permission of council.
- 15.** Unlicensed vehicles parked on common or limited common property must be covered by insurance for third party liability, and a copy of the said insurance must be delivered to the council. If evidence of insurance on the unlicensed vehicle is not provided to council, and the resident who owns the vehicle has been requested in writing to provide a copy but has not done so within a reasonable time, the council may arrange to have the unlicensed vehicle removed from the common or limited common property and the cost of removal shall be charged to the Resident and become due and shall be payable with his next monthly maintenance fee.
- 16.** The washing of vehicles shall be done in such a manner as to not unreasonably interfere with, or disturb other residents.
- 17.** Allowable items in a carport are as follows:

 - (a)** Licensed motor vehicles in designated parking areas;
 - (b)** Ladders suspended from the ceiling and a security lock to prevent them from being used to commit a theft;
 - (c)** A maximum of two canoes or kayaks suspended from the ceiling. Other craft must be approved by the strata council before being kept in a carport;
 - (d)** Garden hoses on a wall mount holder;
 - (e)** Bicycles parked in a neat fashion;
 - (f)** Licensed motorcycles; and
 - (g)** Neatly stacked firewood, no more than 5 ft in height, limited to one row only.
 - (h)** Decorative outdoor items, (park benches, potted plants, etc.) subject to Council's discretion.
- 18.** No noise shall be made in or about any strata lot or the common property that in the opinion of the strata council is a nuisance or unreasonably interferes with the use and enjoyment of any other strata lot by its owners.
- 19.** Mops or dusters of any kind shall not be shaken from, and nothing shall be thrown out any window, door, or other part of the strata lot or the common property.
- 20.** No restrictions or hindrances shall be caused to sidewalks, entrances, exits, passages, stairways, or other parts of the common property.

- 21.** No owner, guest or visitor shall be permitted to trespass in the part of the property to which another owner is entitled to exclusive occupation.
- 22.** Cycling is only allowed on roadways. Skateboarding is prohibited on roadways. Street hockey nets must only be used in the driveways or carports of the Owner's unit. Children are not allowed to play or climb onto the garbage or recycle enclosures or bins. Children are only allowed on grassy areas of the centre courtyards and prohibited from playing in all planted areas. Children's activities and play on roadways are to be supervised by parents or guardian AT ALL TIMES and the Strata Corporation will not be liable for any injury or death incurred that may result.
- 23.** An owner shall not allow the area around his premises to become untidy. Rubbish, dust, garbage, boxes, packing cases, shoes, carpets, or the like shall not be thrown, piled, or stored on any other parts of the common property. The council shall be at liberty to remove rubbish and clean up the common property and charge the expense to the owner involved.
- 24.** An owner shall not allow his strata lot to become unsanitary.
- 25.** Speeding is prohibited by owners and guests. 15 km per hour maximum.
- 26.** Halloween decorations are not to be displayed prior to the Thanksgiving holiday and must be removed prior to November 11. Christmas lights and decorations can be displayed from November 25 and must be removed prior to January 25. Clear/no colour mini lights may be left in place at the rear patio area of each strata lot for the entire year.
- 27.** Parking stalls are available for rent from the Strata Corporation at a rate of \$20/month for a single stall & \$30/month for a double stall. Contact a Member of Council for availability. Owners who rent a stall, but allow payments to become delinquent for more than 60 days, must give up use of the stall. Rental stalls are for use of Owners/residents only.