

- Your electronic signature is a representation by you that:
 - you are a subscriber; and
 - you have incorporated your electronic signature into
 - this electronic application, and
 - the imaged copy of each supporting document attached to this electronic application,and have done so in accordance with Sections 168.3 and 168.41(4) of the *Land Title Act*, RSBC 1996, C.250.
 - Your electronic signature is a declaration by you under Section 168.41 of the *Land Title Act* in respect of each supporting document required in conjunction with this electronic application that:
 - the supporting document is identified in the imaged copy of it attached to this electronic application;
 - the original of the supporting document is in your possession; and
 - the material facts of the supporting document are set out in the imaged copy of it attached to this electronic application.
- Each term used in the representation and declaration set out above is to be given the meaning ascribed to it in Part 10.1 of the *Land Title Act*.
-

1. CONTACT: (Name, address, phone number)

Deduct LTSA Fees? Yes

2. IDENTIFICATION OF ATTACHED STRATA PROPERTY ACT FORM OR OTHER SUPPORTING DOCUMENT:

LTO Document Reference:

3. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

VANCOUVER OFFICE:
Suite 430 - 1200 West 73rd Avenue
Vancouver, BC V6P 6G5
Tel: 604-685-3828 Fax: 604-685-3845
info@pacificquorum.com



SURREY OFFICE:
408 - 7337 137th Street
Surrey, BC V3W 1A4
Tel: 604-635-0260 Fax: 604-635-0263
surrey@pacificquorum.com

FORM I
AMENDMENT TO BYLAWS
(Section 128)

THE OWNERS, STRATA PLAN VR 202 – HOLZERN HAUS CERTIFY THAT THE ATTACHED ADDITIONS/AMENDMENTS TO BYLAWS OF THE STRATA CORPORATION WERE APPROVED BY A RESOLUTION PASSED IN ACCORDANCE WITH SECTION 128 OF THE *STRATA PROPERTY ACT*, AT THE ANNUAL GENERAL MEETING HELD ON APRIL 6, 2017.

DATED: April 06 2017, IN THE PRESENCE OF

B. [Signature]
SIGNATURE OF COUNCIL MEMBER

[Signature]
SIGNATURE OF SECOND COUNCIL MEMBER

**3/4 VOTE RESOLUTION #2 – Addition of Bylaw 31(2) Under Section 7 -Use of Balconies and Patios
Planter Boxes**

Preamble

To prevent balconies and railing from rot, the Strata Council recommends the addition of Bylaw 31(2)

31 (2) Planter boxes are prohibited from being placed on balcony railings, planters located on balcony decks must be placed on a water catching devise or service saver.

BE IT RESOLVED:

That the Owners, Strata Plan VR 202 – *Holzern Haus*, approve by 3/4 Vote Resolution in accordance with Section 128 of the *Strata Property Act* to Add Bylaw 31 (2) Planter boxes are prohibited from being placed on balcony railings, planters located on balcony decks must be placed on a water catching devise or service saver.

CA 4401328

VANCOUVER OFFICE:
Suite 430 - 1200 West 73rd Avenue
Vancouver, BC V6P 6G5
Tel: 604-685-3828 Fax: 604-685-3845
info@pacificquorum.com



SURREY OFFICE:
408 - 7337 137th Street
Surrey, BC V3W 1A4
Tel: 604-635-0260 Fax: 604-635-0263
surrey@pacificquorum.com

FORM I
AMENDMENT TO BYLAWS
(Section 128)

THE OWNERS, STRATA PLAN VR202 CERTIFY THAT THE ATTACHED ADDITIONS/AMENDMENTS TO BYLAWS OF THE STRATA CORPORATION WERE APPROVED BY A RESOLUTION PASSED IN ACCORDANCE WITH SECTION 128 OF THE *STRATA PROPERTY ACT*, AT THE ANNUAL GENERAL MEETING HELD ON APRIL 10, 2015.

DATED: April 10, 2015, IN THE PRESENCE OF

 M. King
SIGNATURE OF COUNCIL MEMBER

 K. WANGOR
SIGNATURE OF SECOND COUNCIL MEMBER

Be it resolved by $\frac{3}{4}$ vote resolution that the Owners Strata Plan LMS3751 hereby amend their bylaws as follows:

$\frac{3}{4}$ VOTE RESOLUTION LEVY: BYLAW AMENDMENT

*Whereas the strata corporation wishes to amend their bylaws;
Be it resolved by $\frac{3}{4}$ vote resolution that the Owners Strata Plan
VR202 hereby amend their bylaws as follows:*

ADD TO 31 USE OF PATIOS AND BALCONIES
(3) No chopping of wood on deck or porch railing


21 JUN 2010 12 51

BB1669424

Strata Property Act
FORM I
AMENDMENT TO BYLAWS
(Section 128)

The Owners, Strata Plan Vr202 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 May 28, 2010


..... M. King
Signature of Council Member


.....
Signature of Second Council Member (not required if council consists of only one member)

ADD to 31 Use of Patio and Balconies

(2) The number of BBQ propane tanks permitted for each unit is limited to two 25lb tanks or one 50lb tank.

¾ Vote Resolutions carried at May 22, 2009 AGM

ADD

38 Hot tubs are prohibited.

ADD

33 (9) Any vehicle found in contravention of the bylaws will be towed without notice and at the owner's expense.

ADD

37 (2) If an owner is renting out their unit, it is recommended that they used the Strata Approved Lease attached.

ADD

40 In the interest of reducing the risk of hot water tanks leaking due to age, it is recommended that hot water tanks in the strata lot be replaced every 6 years by the owner and at their expense.

ADD

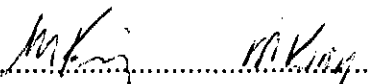
39 Windows

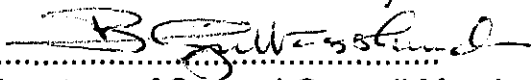
Window frames must match the original colour and design.

French doors are not permitted.

Strata Property Act
FORM I
AMENDMENT TO BYLAWS
(Section 128)

The Owners, Strata Plan VR202 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 February 28, 2008


.....
Signature of Council Member


.....
Signature of Second Council Member (not required if council consists of only one member)

3/4 Vote Resolution: Bylaw Amendment

Be it resolved that the Owners Strata Plan VR202 hereby amend their bylaws as follows:

ADD

34 (10) Pets

Tenants are not permitted to have pets.

3/4 Vote Resolution: Bylaw Amendment

Be it resolved that the Owners Strata Plan VR202 hereby amend their bylaws as follows:

ADD

33(9) Parking

Tenanted units are permitted to use one parking stall only per unit.

Amended BYLAWS HOLZERN HAUS
Passed at the AGM
April 15, 2002

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) A \$25 late payment fine will be levied to the owner's account if payment is not received by the first day of the month.
- (3) If an owner is late in paying his or her strata fees, the owner must pay to the strata corporation interest on the late payment in the amount of 10% per annum, compounded annually, and calculated on a monthly basis commencing from the date the payment was due and continuing until the last day of the month in which it is paid.

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 and maintain it, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.

3 Use of property

- (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 Act. The strata corporation has the authority to charge back the costs to the owner responsible for causing this damage.

- (3) An owner, tenant or occupant must **not**:
- (a) use a strata lot for any purpose which involves undue traffic or noise in or about the strata lot or common property between the hours of 11:00 p.m. and 8:00 a.m. or that encourages loitering by persons in or about the strata lot or common property;
 - (b) make, cause or produce undue noise, smell, vibration or glare in or about any strata lot or common property or do anything which will interfere unreasonably with any other owner, tenant or occupant;
 - (c) use any musical instrument, amplifier, sound reproduction equipment or other device within or about any strata lot, the common property or any limited common property such that it causes a disturbance or interferes with the comfort of any other owner, tenant or occupant;
 - (d) obstruct or use the sidewalks, walkways, passages and driveways of the common property for any purpose other than ingress or egress from the strata lots or parking areas within the common property of the strata plan;
 - (e) leave on the common property or any limited common property, any shopping cart or any other item designated from time to time by the strata council;
 - (f) use a barbecue, hibachi or other like cooking device on a balcony, deck or patio unless such barbecue, hibachi or cooking device is powered by propane, natural gas or electricity and such propane, natural gas or electricity powered barbecues, hibachis and other light cooking devices shall not be used except in accordance with rules made by the strata corporation from time to time;
 - (g) shake any mops or dusters of any kind, nor throw any refuse, out of the windows or doors or from the balcony of a strata lot;
 - (h) do anything that will increase the risk of fire or the rate of insurance on the building or any part thereof;

- (i) permit a condition to exist within a strata lot which will result in the waste or excessive consumption of the building's domestic water supply or heated water;
- (j) allow a strata lot to become unsanitary or a source of odour;
- (k) feed pigeons, gulls or other birds, squirrels, rodents or other animals from a strata lot or anywhere on or in close proximity to the common property or any limited common property, but this shall not apply to a pet permitted to be kept in a strata lot pursuant to these bylaws and the rules made hereunder, which pet shall be fed only in a strata lot;
- (l) install any window coverings, visible from the exterior of his strata lot, unless they are curtains or blinds and a neutral colour. Any other colour must be approved by the strata council.;
- (m) hang or display any laundry, washing, clothing, bedding or other articles from windows, balconies or other parts of the building so that they are visible from the outside of the building;
- (n) use or install in or about a strata lot any shades, awnings, window or balcony guards or screens, ventilators, supplementary heating or air conditioning devices, except those installations approved in writing by the council;
- (o) erect on or fasten to the strata lot, the common property or any limited common property any television, satellite dish, or radio antenna or similar structure or appurtenance thereto without the written permission of the strata corporation;
- (p) place any signs, billboards, notices or other advertising matter of any kind on, or visible from, the exterior of a strata lot;
- (q) place any garbage on the deck. Only 1 cord of neatly stacked wood, a BBQ, patio furniture, and a maximum of two bikes are permitted. Hanging baskets will live healthy plants are permitted from April 1st to October 1st only. The strata corporation will remove any items in breach of this bylaw and will charge back the owner for the cost of removal.
- (r) Permit his strata lot be occupied as a permanent place of residence for more than four (4) adults and two (2) children.

4 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) On request by the strata corporation, a tenant must inform the strata corporation of his or her name.

5 Obtain approval before altering a strata lot

- (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 (including the casings, the frames and the sills of such doors, windows and skylights) on the exterior of a building, or that front on the common property (i.e. including, for example, adding security devices to the entrance door to a strata lot);
 - (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 Act.
- (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 agree, in writing, to take responsibility for any expenses relating to the alteration.
- (3) An owner, tenant or occupant must not do any act, nor alter a strata lot, in any manner, which in the opinion of the council will alter the exterior appearance of the building.

6 Obtain approval before altering common property

- (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 and to provide, at the request of the strata corporation, evidence of appropriate insurance coverage relating to the alteration.

7 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;
 - (i) 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 the Act; and
 - (ii) to ensure compliance with the Act and these bylaws;

(2) The notice referred to in subsection (1) (b) must include the date and approximate time of entry, and the reason for entry.

Division 2 – Powers and Duties of Strata Corporation

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 (excluding doors and windows which area defined as 'including the casings, frames, and sills');
- (c) limited common property, but the duty to repair and maintain it is restricted to:
 - (i) the following, no matter how often the repair or maintenance ordinarily occurs:
 - (A) the structure of a building;
 - (B) the exterior of a building i.e. siding, roof but excluding doors and windows
 - (C) exterior chimneys

- (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 (excluding doors and windows),
 - (iii) exterior chimneys.

Division 3 – Council

9 Council size

- (1) the council must have at least 3 and not more than 7 members.

10 Council members' terms

- (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.

11 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.
- (3) No person may stand for council or continue to be on council with respect to a strata lot if the strata corporation is entitled to register a lien against that strata lot under the Act.

12 Replacing council member

- (1) If a council member resigns, is unwilling or unable to act for a period of 2 or more months, or misses 3 council meetings 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 Act, the regulations and the bylaws respecting the calling and holding of meetings.

13 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) If an officer other than the president is unwilling or unable to act for a period of 2 or more months, or misses 3 council meetings, the council members may appoint a replacement officer from among themselves for the remainder of the term.

14 Calling council meetings

- (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) No person other than a member of the council shall be entitled to attend a meeting of the council unless authorized by a resolution of the council. In the course of a meeting of

the council, any person or persons (other than members of the council) may be excluded from such meeting by a resolution of the council.

15 Requisition of council hearing

- (1) By application in writing, stating the reason 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 three weeks of the hearing.

16 Quorum of council

- (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 or by electronic means at the council meeting to be counted in establishing quorum.

17 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) 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 subject to 14(4) above.
- (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 Act;
 - (b) rental restriction bylaw exemption hearings under section 144 of the Act;
 - (c) any other matters if the presence of observers would, in the council's opinion, unreasonably interfere with an individual's privacy.

18 Voting at council meetings

- (1) At council meetings, decisions must be made by a majority of council members present in person or by electronic means at the meeting.
- (2) The results of all votes at a council meeting must be recorded in the council meeting minutes.

19 Council to inform owners of minutes

- (1) The council must inform owners of the minutes of all council meetings within 3 weeks of the meeting, whether or not the minutes have been approved.

20 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; or
 - (c) whether a person should be denied access to a recreational facility.

21 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.

22 Limitation 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 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

23 Maximum fine

- (1) The strata corporation may fine an owner or tenant a maximum of:
 - (a) \$200 for each contravention of a bylaw; and
 - (b) \$50 for each contravention of a rule.
- (2) The strata corporation may impose a fine on an owner or tenant for a continuing contravention of a bylaw or rule every 7 days.
- (3) Each owner and tenant is responsible for payment, without invoice, of any money (other than strata fees, but including special levies) owing to the strata corporation as provided for in the Act or these bylaws, and if the owner or tenant fails to pay any money so owing within 15 days after the date such money becomes due, the owner or tenant will, after having been given written notice of the default and been provided with a reasonable opportunity to answer the complaint (including a hearing if requested), be assessed and pay a fine of \$10.00, and if such default continues for a further 15 days, an additional fine of \$25.00 will be levied against and paid by the owner or tenant, as the case may be, and for each additional month such default continues, an additional fine of \$25.00 will be levied against and paid by the owner or tenant.
- (4) Additional assessments, fines authorized by these bylaws, banking charges, filing costs, legal expenses, interest charges and any other expenses incurred by either the strata corporation to enforce these bylaws, as they may be amended from time to time, or any rule which may be established from time to time by the council pursuant to the Act or these bylaws, shall become part of the assessment of the owner responsible and shall become due and

payable on the first day of the month next following, except that any amount owing in respect of a fine or the cost of remedying the contravention of a bylaw will be calculated as a separate component of such assessment and the strata corporation may not register a lien against such separate component.

Division 5 – Annual and Special General Meetings

24 Person to chair meeting

- (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.

25 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.

26 Voting

- (1) At an annual or special general meeting, voting cards must be issued to eligible voters. Eligible voters are defined as registered owners who are paid up of all arrears of maintenance fees, fines, and other charges owing to the strata corporation.
- (2) At an annual or special general meeting a vote is decided on a show of voting cards or hands, 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) 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.
- (7) An owner who is otherwise an eligible voter may not exercise his or her vote for a strata lot, except on matters requiring an unanimous vote, if the strata corporation is entitled to register a lien against that strata lot.

27 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 any 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.

Division 6 – Voluntary Dispute Resolution

28 Voluntary dispute resolution

- (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 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 - Other

29 Small Claims Actions

- (1) Notwithstanding any provision of the Act, the strata corporation may proceed under the Small Claims Act (British Columbia) against an owner or other person to collect money owing to the strata corporation, including money owing as a fine, without requiring authorization by a resolution passed by a 3/4 vote.

30 Electronic Attendance At Meetings

- (1) Attendance by persons at an annual or special general meeting may be by telephone or other electronic method if such method permits all persons participating in the meeting to communicate with each other during the meeting.

31 Use of Patios and Balconies

- (1) An owner, tenant or occupant shall not place anything on their deck except the following: One chord of neatly stacked wood, patio furniture, one BBQ, and a maximum of two bikes during the summer. Live healthy plants in hanging baskets are permitted from April 1st to October 1st. The strata corporation will charge back the owner for the cost to the remove any items in breach of this bylaw.

32 Garbage Disposal

- (1) All garbage is to be taken to the municipal dump. No garbage is to be left on decks or anywhere on the common property. The strata corporation will remove any garbage from decks and charge back the owner for the cost of removal and dumpage.

33 Bicycles, Storage and Parking

- (1) During the summer, a maximum of two bikes are permitted on the decks.
- (2) Any owner, tenant or occupant that leaves any item anywhere on or in the common property or on any limited common property does so at his own risk, subject to any claim that may property be made under any insurance policy maintained by the strata corporation by anyone that is an insured under that policy
- (3) No owner shall use any part of the property other than a designated parking stall for the parking of an unattended motor vehicle. The vehicle will be towed at the owner's expense.
- (4) No motor vehicle, trailer, boat, camper, or object of any kind shall be parked or left on any common property or limited common property. Parking stalls shall not be used for any purpose other than the parking of motor vehicles, bicycles and any trailers.
- (5) All vehicles and trailers on common property must have an Owners Certificate of Insurance and Vehicle Licence (storage insurance is not permitted).
- (6) Exceptions to the above may be made at the discretion of the strata council upon written application by an owner.
- (7) An owner, tenant or occupant shall not:
 - (a) carry out any oil changes, major repairs or adjustments to motor vehicles or other mechanical equipment on common property or on any limited common property, except in the case of emergency,

- any resultant damage will be the owner's responsibility;
 - (b) park any vehicle in a manner which will reduce the width of the garage roadway or ramp or any roadway on the common property or on any limited common property; and
 - (c) use any part of the common property for storage,
 - (d) An owner, tenant or occupant must promptly and at its own expense clean up any oil or other substance which spills or leaks onto the common property or limited common property.
- (8) Selling of Strata Lots
- (a) An owner of a strata lot, when selling his strata lot, is permitted one "For Sale" signs to be placed on the inside of the sliding door of the owner's strata lot.

34 **Pets**

- (1) No persons shall keep animals, fish, birds, livestock, fowl or other pets in any lot, except for pets specifically permitted in writing by the Strata Council.
- (2) If the Council on reasonable grounds considers a pet to be a nuisance, such pet shall not be kept in the lot after seven (7) days notice to that effect is given in writing to the owner of that lot where the pet is kept.
- (3) An owner of a dog or cat shall attach a collar to the pet with a tag identifying the owner.
- (4) An owner, tenant, occupant must ensure that all animals are under the direct control of the owner when on the common property or on land that is a common asset.
- (5) An owner of a pet shall not permit the pet to urinate or defecate on the common property, and if any pet does urinate or defecate on the common property, the owner shall immediately and completely remove all of the pet's waste from the common property and dispose of it in a waste container or by some other sanitary means.
- (6) An owner, tenant or occupant whose guest or invitee brings an animal or pet onto the common property shall ensure that the guest or invitee complies with all requirements of these bylaws as they relate to animals and shall perform all of the duties and obligations with respect to that animal or pet as set out in these bylaws.
- (7) No owner, tenant or occupant shall permit its pet to interfere with any other person, pet or object, or permit its

pet to disturb any other owner, tenant or occupant with uncontrolled barking or howling.

- (8) The strata council may, from time to time on behalf of the strata corporation, enact such rules with respect to the keeping of pets as the strata council, acting reasonably, deems necessary or desirable, provided that, in the event of any conflict between these bylaws and any such rule, the provisions of these bylaws will prevail.
- (9) If any owner, tenant or occupant violates any provision of these bylaws or if the strata council on reasonable grounds considers a pet to be a nuisance the strata council may, by written notice to such owner, tenant or occupant cause such owner, tenant or occupant to have the pet removed from the strata lot within thirty days of receiving such notice.

35 Quorum

- (1) Notwithstanding section 48(3) of the Act, if within ½ hour from the time appointed for an annual or special general meeting a quorum is not present, the meeting shall be terminated if the meeting was convened upon the requisition of members; but in any other case, the meeting shall stand adjourned for a further ½ hour from the time appointed and, if within one hour from the time appointed a quorum is not present for the meeting, the eligible voters present in person or by proxy shall constitute a quorum.

36 Persons Permitted on Council

- (1) As permitted by section 28(2) of the Act, a person other than an owner, an individual representing a corporate owner and a tenant may be a member of the council provided such person falls within one of the following classes of persons:
 - (a) a spouse, including a common law spouse, of an owner.

37 Form K

- (1) The owner of a strata lot must provide a Form K to the strata corporation within two weeks of signing a Tenancy Lease with a tenant.