



Strata Property Act Filing

VICTORIA LAND TITLE OFFICE
DEC 19 2023 14:14:06.001
CB1085850

1. Contact

Document Fees: \$31.27

G. Lianne Macdonald, Lawyer/Partner
Beacon Law Corporation
104 - 9717 Third Street
Sidney BC V8L 3A3
250-656-3280

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

VIS200

THE OWNERS, STRATA PLAN VIS200

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.

Glenda Lianne
Macdonald K9AYJL

Digitally signed by
Glenda Lianne Macdonald
K9AYJL

Date: 2023-12-19
13:14:29 -08:00

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

RESOLUTION #2

Strata Property Act FORM 1 AMENDMENT TO BYLAWS (Section 128) THE OWNERS, STRATA PLAN VIS 200

WHEREAS pursuant to s. 128 of the *Strata Property Act*, S.B.C. 1998, c. 43 a strata corporation may amend its bylaws;

The Owners, Strata Plan VIS 200 (Royal Woods on McKenzie) certify that the following amendment to the bylaws of the Strata Corporation are approved by a $\frac{3}{4}$ vote resolution passed in accordance with section 128 of the *Strata Property Act*, at the Annual General Meeting held on December 13, 2023.

BE IT RESOLVED by a $\frac{3}{4}$ vote of THE OWNERS, STRATA PLAN VIS 200 (the "Strata Corporation") that "Common Area Storage and Parking" bylaw #3.4.9 be repealed to remove the wording "*Vehicles must be parked facing the traffic separators*" and the new bylaw #3.4.9 below be approved and ratified by the Strata Corporation.

Common Area Storage and parking

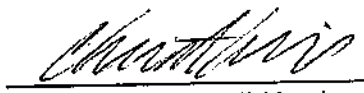
#3.4

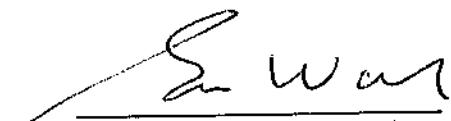
(9) All parking areas are for the parking of licensed or insured vehicles only. An owner, tenant, occupant and their visitors shall not park the following on the common property or in a parking stall:

- a. an uninsured, unlicensed or unserviceable motor vehicle, including cars, trucks, trailers, boats and motorcycles, without the prior written approval of the Strata Council, which said approval may be granted subject to conditions which conditions may include the provision of written proof of storage insurance to the Strata Council; or
- b. a motorhome, recreational vehicle, commercial vehicle, trailer, truck larger than a 3/4 ton pickup, camper, boat or a similar type of vehicle without the prior approval of the Strata Corporation, which said approval may be granted subject to conditions.

These amendments to the Bylaws shall have effect from the date of filing with the Victoria Land Title Registry.

Dated this 15 day of December, 2023.


Signature of Council Member


Signature of Council Member



Strata Property Act Filing

VICTORIA LAND TITLE OFFICE
DEC 19 2023 14:14:06.002
CB1085851

1. Contact

Document Fees: \$31.27

G. Lianne Macdonald, Lawyer/Partner
Beacon Law Corporation
104 - 9717 Third Street
Sidney BC V8L 3A3
250-656-3280

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

VIS200

THE OWNERS, STRATA PLAN VIS200

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.

**Glenda Lianne
Macdonald K9AYJL**

Digitally signed by
**Glenda Lianne Macdonald
K9AYJL**

Date: 2023-12-19
13:15:12 -08:00

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

RESOLUTION #3

**Strata Property Act
FORM I
AMENDMENT TO BYLAWS (Section 128)
THE OWNERS, STRATA PLAN VIS 200**

WHEREAS pursuant to s. 128 of the *Strata Property Act*, S.B.C. 1998, c. 43 a strata corporation may amend its bylaws;

The Owners, Strata Plan VIS 200 (Royal Woods on McKenzie) certify that the following amendment to the bylaws of the Strata Corporation are approved by a $\frac{3}{4}$ vote resolution passed in accordance with section 128 of the *Strata Property Act*, at the Annual General Meeting held on December 13, 2023.

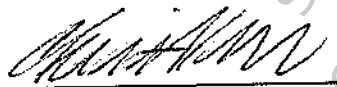
BE IT RESOLVED by a $\frac{3}{4}$ vote of THE OWNERS, STRATA PLAN VIS 200 (the "Strata Corporation") that "Fees" bylaw #8.1.7 & #8.1.8 be repealed and only new bylaw #8.1.8 below be approved and ratified by the Strata Corporation.

**Fees
#8.1**

(8) The strata corporation may require a person to pay a refundable deposit of \$100.00 for a subsequent or replacement building key at the time the person first obtains keys for the strata lot which deposit will be refunded when all keys are returned to the strata corporation upon the person moving out of the strata corporation.

These amendments to the Bylaws shall have effect from the date of filing with the Victoria Land Title Registry.

Dated this 15 day of December, 2023.


Signature of Council Member


Signature of Council Member



Strata Property Act Filing

VICTORIA LAND TITLE OFFICE
DEC 19 2023 14:14:06.003
CB1085852

1. Contact

Document Fees: \$31.27

G. Lianne Macdonald, Lawyer/Partner
Beacon Law Corporation
104 - 9717 Third Street
Sidney BC V8L 3A3
250-656-3280

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

VIS200

THE OWNERS, STRATA PLAN VIS200

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.

**Glenda Lianne
Macdonald K9AYJL**

Digitally signed by
Glenda Lianne Macdonald
K9AYJL

Date: 2023-12-19
13:15:46 -08:00

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

RESOLUTION #4

**Strata Property Act
FORM I**

**AMENDMENT TO BYLAWS (Section 128)
THE OWNERS, STRATA PLAN VIS 200**

WHEREAS pursuant to s. 128 of the *Strata Property Act*, S.B.C. 1998, c. 43 a strata corporation may amend its bylaws;

The Owners, Strata Plan VIS 200 (Royal Woods on McKenzie) certify that the following amendment to the bylaws of the Strata Corporation are approved by a $\frac{3}{4}$ vote resolution passed in accordance with section 128 of the Strata Property Act, at the Annual General Meeting held on December 13, 2023.

BE IT RESOLVED by a $\frac{3}{4}$ vote of THE OWNERS, STRATA PLAN VIS 200 (the "Strata Corporation") that "Keys" bylaw #8.4(a) be repealed to increase the number of Medeco keys from 2 to 3, be replaced with the new bylaw #8.4(a) below be approved and ratified by the Strata Corporation.

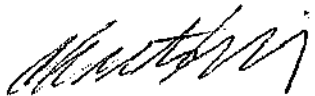
**Keys
#8.4**

Because access to the building must be strictly controlled to maintain the security of the building, keys for access to the building will only be issued on the following terms and conditions:

- (a) subject to the terms of this bylaw, no more than three Medeco keys and two common area access keys ("CAA keys") will be issued in respect of any strata lot, provided however that upon written application of an owner indicating the reasons for a genuine need for an extra key, an extra Medeco may, at the discretion of the council, be issued to an owner;

These amendments to the Bylaws shall have effect from the date of filing with the Victoria Land Title Registry.

Dated this 15 day of December, 2023.



Signature of Council Member



Signature of Council Member

1. Contact

G. Lianne Macdonald, Lawyer/Partner
Beacon Law Centre
140 - 4392 West Saanich Road
Victoria BC V8Z 3E9
250-656-3280

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

VIS200**THE OWNERS, STRATA PLAN VIS200****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.

Glenda Lianne
Macdonald K9AYJL

Digitally signed by
Glenda Lianne Macdonald
K9AYJL
Date: 2022-01-07
11:14:54 -08:00

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

STRATA PROPERTY ACT

The Owners, Strata Plan vis 200 (Royal Woods on Mckenzie)

Bylaws

Section 128 Strata Property Act

The Owners, Strata Plan VIS 200 Royal Woods on Mckenzie 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 general meeting held on December 15, 2021.

Janyia Van Stone

Strata Council Member

DR

Strata Council Member

RESOLUTION OF THE OWNERS, STRATA PLAN VIS 200

WHEREAS the Strata Corporation proposes to amend its bylaws.

BE IT RESOLVED that:

1. The existing bylaws of the Strata Corporation be amended by:
 - (a) repealing existing Bylaw 5.1(7), and 5.1(8) and:
 - (i) replacing them with Bylaws 5.1(7), and 5.1(8); and
 - (ii) adding Bylaws 5.1(9), and 5.1(10);all as set out in Schedule A; and
 - (b) repealing existing Bylaw 27 in its entirety, and replacing it with Bylaw 27 as set out in Schedule B.
2. The Strata Council is directed to register the amendments set out in this Resolution in the Land Title Office. Any two members of the Strata Council may execute any documents required to register the amendments.

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

Schedule A

- 5.1(7) No owner, occupant or tenant of a strata lot that is above the ground floor will install hard surface flooring, except with written approval from the Strata Council. An owner who is applying for approval will provide the following to the Strata Council:
- (a) A detailed description of the specifications of the proposed flooring and proposed underlay, including the Impact Insulation Class ("IIC") rating; and
 - (b) Any other information requested by the Strata Council.
- 5.1(8) The Strata Council will not approve an application under Bylaw 5.1(7), unless the IIC rating is 70 or greater.
- 5.1(9) An owner who installs hard surface flooring will:
- (a) install it in accordance with the specifications provided under Bylaw 5.1(7);
 - (b) provide the Strata Council with proof of purchase of the flooring and underlay; and
 - (c) allow a representative of the Strata Council to enter into the strata lot to verify the installation of the underlay before it is covered by the flooring.
- 5.1(10) If the Strata Corporation receives a noise complaint pertaining to hard surface flooring, the Strata Corporation is entitled:
- (a) to enter the subject strata lot under bylaw 7(1)(c) to investigate whether the subject flooring complies with the required specifications; and
 - (b) to charge the owner for any costs incurred by the Strata Corporation, but only if the investigation reveals the required specifications were not met, or that the owner did not comply with Bylaws 5.1(7) or 5.1(9).

Schedule B

27. Electronic Attendance and Voting

- (1) Attendance by persons at an annual or special general meeting may be by telephone or other electronic means if such method permits all persons participating in the meeting to communicate with each other during the meeting.
- (2) Proxy holders who attend electronically are encouraged to submit the signed proxy to the strata corporation for certification by fax or PDF, as required by the council, at least 48 hours prior to the time appointed for the general meeting.
- (3) At an annual or special general meeting, voting cards must be issued to eligible voters not attending electronically.
- (4) At an annual or special general meeting, a vote is decided in respect of:
 - (a) those attending in person by:
 - (i) show of voting card;
 - (ii) ballot; or
 - (iii) roll call, or some other method as directed by the chair.
 - (b) those attending electronically by:
 - (i) verbal communication; or
 - (ii) email or text if permitted by the chair.
- (5) If a precise count is requested, the chair must decide how the vote will be counted taking into account the presence, if any, of persons attending electronically.
- (6) 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.
- (7) 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.
- (8) 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, except that those attending electronically may be required to verbally communicate their vote or email or text their vote to a person identified by the chair if the chair permits a vote by email or text.

- (9) An owner will not be entitled to vote at a general meeting except on matters requiring a unanimous vote or an 80% vote if the Strata Corporation is entitled to register a lien against the strata lot under section 116 of the Act.

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

VICTORIA LAND TITLE OFFICE

Dec-02-2020 16:36:53.001

STRATA PROPERTY ACT FILING
PROVINCE OF BRITISH COLUMBIA

CA8617474

PAGE 1 OF 2 PAGES

THE OWNERS, STRATA PLAN VIS 200
Royal Woods on McKenzieStrata Property Act
FORM I
AMENDMENT TO BYLAWS
(Section 128)

WHEREAS:

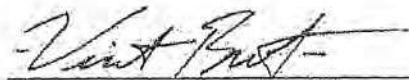
- A. The bylaws of the Strata Corporation were registered on 18 November 2015 (the "**2015 Bylaws**");
- B. 2015 Bylaw 3(4)(o) currently states "An owner, tenant, occupant or visitor must not smoke anywhere on the common property that is inside a building";
- C. The owners wish to update and enhance this smoking prohibition bylaw by prohibiting smoking anywhere (ie. strata lots and common property) except on exterior common property if the smoker is more than 6 meters away from of any exterior common property door, exterior window or air intake;
- D. In this Resolution 2, the Strata Corporation seeks the owners' approval of a bylaw amendment updating the smoking prohibition bylaw in accordance with recital C above;
- E. All bylaw amendments are required to be approved by $\frac{3}{4}$ vote in accordance with section 128(1)(a) of the *Strata Property Act*;

THEREFORE, BE IT RESOLVED by a $\frac{3}{4}$ vote of the Strata Corporation at a duly convened special general meeting on November 5, 2020, that in accordance with section 128(1)(a) of the *Strata Property Act*, the Strata Corporation approves the repeal and replacement of the current smoking prohibition bylaw (Bylaw 3(4)(o)) as follows:

Smoking is prohibited

- (a) *within or upon any part of a strata lot whether interior or exterior;*
- (b) *within any interior common property (eg. hallways, stairwells); and*
- (c) *within 6 meters of any exterior common property door, exterior window or air intake.*

DATED this 28th day of NOVEMBER, 2020. These amendments to the Bylaws shall have effect from the date of filing with the Victoria Land Title Registry.


Strata Council Member


Strata Council Member

Sep-08-2015 13:46:27.001

CA4662086

STRATA PROPERTY ACT FILING
PROVINCE OF BRITISH COLUMBIA

PAGE 1 OF 29 PAGES

- 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*.

Johnathan
Justin Hanson
PFLA1B

Digitally signed by Johnathan Justin Hanson PFLA1B
 DN: c=CA, cn=Johnathan Justin Hanson PFLA1B, o=Lawyer, ou=Verify ID at www.ppsart.com/LXUP, cn7id=PFLA1B
 Date: 2015.09.08 13:52:05 -0700

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

STEVENSON LUCHIES & LEGH

BARRISTERS & SOLICITORS

SUITE 300 - 736 BROUGHTON STREET

VICTORIA

BC V8W 1E1

Document Fees: \$25.48

FILE NO. 9669/VIS200/BYLAWS
250-381-4040Deduct LTSA Fees? Yes ☒

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

Form-V Schedule of Unit Entitlement



LTO Document Reference:

3. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:

[PID]

[LEGAL DESCRIPTION]

NO PID NMBR THE OWNERS, STRATA PLAN VIS 200Related Plan Number: **VIS200**

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
 Document Uploaded and Verified: 2024/01/02

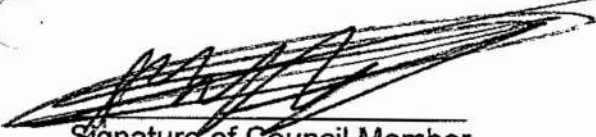
FORM I
Strata Property Act
[am. B.C. 312/2009 s. 7.]
AMENDMENT TO BYLAWS
(Section 128)

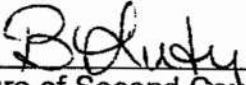
The Owners SP VIS 200 certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed at an annual or annual general meeting held on the 11th of April, 2015.

See Attached

Date:

sep 4 / 15


Signature of Council Member


Signature of Second Council Member

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

Approved at a Special General Meeting of the Owners held on April 11, 2015

INDEX

DIVISION 1 -- DUTIES OF OWNERS, TENANTS, OCCUPANTS AND VISITORS.....	2
PAYMENT OF STRATA FEES	2
REPAIR AND MAINTENANCE OF PROPERTY BY OWNER	2
USE OF PROPERTY	3
3.1 RENTAL RESTRICTION	5
3.3 AGE RESTRICTION	6
3.4 COMMON AREA STORAGE AND PARKING	6
3.5 ACCESS TO THE STRATA CORPORATION	7
4. INFORM STRATA CORPORATION	7
4.1 MOVING	8
4.2 SALE OF STRATA LOT	8
5.1 OBTAIN APPROVAL BEFORE ALTERING A STRATA LOT OR COMMON PROPERTY	8
Application Procedure	9
Conditions for Approval	9
Hard Surface Flooring Requirements	10
6. ALTERATIONS INSTALLED WITHOUT PERMISSION	10
7. PERMIT ENTRY TO STRATA LOT	11
7.1 MAINTAIN INSURANCE	11
DIVISION 2 -- POWERS AND DUTIES OF STRATA CORPORATION	11
8. REPAIR AND MAINTENANCE OF PROPERTY BY STRATA CORPORATION (AMENDED MARCH 4/03 EV023127)	11
8.1 FEES	12
8.2 USE OF LOUNGE	13
8.2.5 LEGAL COSTS	13
8.3 INSURANCE DEDUCTIBLE	13
8.4 KEYS	13
DIVISION 3 -- COUNCIL	14
9. COUNCIL SIZE AND ELIGIBILITY	14
10. COUNCIL MEMBERS' TERMS	15
11. REMOVING COUNCIL MEMBER	15
12. REPLACING COUNCIL MEMBER	15
13. OFFICERS	15
14. CALLING COUNCIL MEETINGS	15
15. REQUISITION OF COUNCIL HEARING	16
16. QUORUM OF COUNCIL	16
17. COUNCIL MEETINGS	16
18. VOTING AT COUNCIL MEETINGS	17
19. COUNCIL TO INFORM OWNERS OF MINUTES	17
20. DELEGATION OF COUNCIL'S POWERS AND DUTIES	17
21. SPENDING RESTRICTIONS	17
(4) DESPITE SUBSECTIONS (1) AND (3) ABOVE, 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, WHETHER PHYSICAL OR OTHERWISE.	17
21.1 CONTRACTS TENDERED TO COUNCIL MEMBERS	18
22. LIMITATION ON LIABILITY OF COUNCIL MEMBER AND VOLUNTEER	18
22.1 COMMUNICATION WITH COUNCIL ON STRATA CORPORATION BUSINESS	18
22.2 ADDITIONAL FINANCIAL REPORTING	19
22.3 CONTINGENCY RESERVE FUNDS	19
DIVISION 4 -- ENFORCEMENT OF BYLAWS AND RULES	19
23. MAXIMUM FINE	19

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

24. CONTINUING CONTRAVENTION.....	19
24.1 ADDITIONAL PENALTIES FOR GUESTS	19
24.2 SMALL CLAIMS AND FORCED SALE ACTIONS.....	20
24.3 FULL INDEMNITY LEGAL COSTS.....	20
25. PERSON TO CHAIR MEETING.....	20
26. PARTICIPATION BY OTHER THAN ELIGIBLE VOTERS	20
27. VOTING	21
28. ORDER OF BUSINESS	21
28.1 ADDITIONAL RULES FOR GENERAL MEETINGS.....	22
28.2 QUORUM AT SPECIAL AND ANNUAL GENERAL MEETINGS	22
DIVISION 6 -- VOLUNTARY DISPUTE RESOLUTION	22
29. VOLUNTARY DISPUTE RESOLUTION	22
DIVISION 7 -- MISCELLANEOUS.....	23
30. INTERPRETATION.....	23
31. USE INSURED TRADES	23
32. FISCAL YEAR END	23
33. SEVERABILITY	23
SCHEDULE 'A'	24
SCHEDULE 'B'	25
REGISTRATION FORM INFORMATION.....	26
ALL INDIVIDUALS WHO HAVE TAKEN UP RESIDENCE MUST BE REGISTERED.....	26
SCHEDULE 'C'	27

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

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.
- 1.1 The vote for a strata lot cannot be exercised, except on matters requiring a unanimous vote, if the strata corporation is entitled to register a lien against the strata lot under section 116(1) of the Act although the owner may still be recognized by the Chair to speak at a general meeting in accordance with these bylaws.
- 1.2 An owner must pay interest on strata fees and special levies that are due and not paid at the rate of 10% per annum calculated monthly but compounded annually. Such interest shall be deemed to be part of unpaid strata fees and special levies for the purposes of Section 116 of the *Strata Property Act*.

Repair and maintenance of property by owner

- 2 (1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (2) An owner who has the use of limited common property must repair and maintain it; except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (3) An owner is responsible for and must repair and maintain any improvements, alterations and additions made to their strata lot or adjoining common property, or limited common property, which they have the benefit of, and which were made by them or a previous owner.
- (4) An owner must promptly carry out all work that may be ordered by any competent public authority which relates solely to his strata lot and is not for the general benefit of the Strata Corporation as a whole.

This document was obtained from the VREB StrataDocs System. Its use is subject to agreed upon terms and disclaimers.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

Use of property

3 (1) An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that

- (a) causes a nuisance or hazard to another person or might increase the risk of fire or other hazard or might otherwise increase the cost of insurance to the strata corporation or any other owner and specifically no natural Christmas trees are permitted at the strata corporation and all other decorations must be fire-safe,
- (b) causes unreasonable noise and in particular, between the hours of 11:00 p.m. and 8:00 a.m. no person may cause noise that can be heard in another strata lot,
- (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 contrary to any rule, regulation, ordinance or bylaw of any Federal, Provincial or Municipal Government;
- (e) is contrary to a purpose for which the strata lot or common property is intended and each strata lot is intended for use only as a private dwelling with a maximum number of occupants as follows:
 - (i) bachelor and one bedroom suites – 2 individuals;
 - (ii) one bedroom suites with loft or den – 3 individuals;
 - (iii) one bedroom suites with loft and den – 4 individuals
 - (iv) two bedroom suites – 4 individuals;
 - (v) two bedroom suites with loft or den – 5 individuals.

(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 nor do, or permit to be done, anything that might cause damage to trees, plants, bushes, flowers or lawns or interfere with the proper maintenance of the common property nor may any property of the strata corporation be removed from the common property without express written permission of the council.

(3) An owner, tenant, occupant or visitor must not keep any animals on a strata lot or the common property.

(4) An owner, tenant, occupant or visitor must:

- (a) not hang or permit to be hung any laundry, or washing on the common property or in or about his strata lot in any manner which would permit same to be visible from the outside of a strata lot or in any offensive manner;
- (b) Use only light beige or white window coverings, drapes, sheers or blinds and do not display, construct, erect, or fasten anything to a strata lot or the common property that will alter the general appearance of the exterior of the building without prior written consent of council. *Amendment registered at Land Titles March 18, 2008 FB155510*
- (c) dispose of household refuse and recyclables in proper containers as directed by council from time to time and must remove from the strata corporation and properly dispose of all other types of refuse at the owner's expense;
- (d) except for the bulletin boards in the common area established for that purpose, not erect, place, allow, keep or display signs, billboards, advertising matter or notices or displays of any kind in the common property or in or about any strata lot in any manner that may make the same visible from the outside of a strata lot, except with the prior approval of the council;

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- (e) not shake mops or dusters of any kind, nor throw anything, out any window or door of a strata lot or on to common property, nor permit anything of this kind to be done;
- (f) immediately report to the council evidence of any insects, vermin or other such pests;
- (g) not feed birds or other wild animals from or on any part of the strata corporation, except hummingbirds with liquid hummingbird feeders;
Amendment registered at Land Titles March 18, 2008 FB 155510
- (h) not leave any items in, or otherwise obstruct passage through, hallways, stairwells, landings, elevators or lobbies and use best efforts to keep common areas neat and clean;
- (i) not allow bicycles, golf carts, shopping carts and the like to stand in common areas; bicycles may only be stored in areas designated for bicycle storage and never on balconies or patios; all bicycles must have on them a tag issued by council otherwise they may be disposed of by council as abandoned property;
- (j) not use the plumbing, electrical or other utilities in any manner or for any purpose other than that for which they were installed and report immediately to council and malfunction of any part of the plumbing, electrical or other systems within the strata corporation and promptly repair any malfunction of any part of the system that is the strata lot owner's responsibility to repair;
- (k) at no time leave water running except when being used and is responsible for any damage that occurs from the overflow or escape of water from toilets, sinks, bathtubs, basins, appliances, aquariums, hot water tanks, liquid-filled furniture and the like; *Amended February 7, 2004 EW 020583*
- (l) not allow any person other than a resident of the strata corporation or a caregiver acting on behalf of a resident of the strata corporation to use the laundry facilities and always clean the lint traps in the machines and turn off the laundry room lights if no other individual is in the laundry room when leaving;
- (m) not use barbeques anywhere in the strata corporation;
- (n) not install, place or use a waterbed or any other type of liquid-filled furnishing unless specific insurance coverage for the furnishing is maintained that will cover any damage to any part of the strata corporation and provide the council with proof of such insurance prior to installing such furnishing and from time to time as may be reasonably requested by the council;
- ~~(o) not smoke anywhere on the common property that is inside a building;~~ **Repealed & replaced
Dec. 2, 2020**
- (p) not consume food or beverages on the common property except in the lounges during an authorized function.
- (q) not construct, erect or fasten any receiving or transmission devices, or any form of antenna or dish on the exterior of the building, including but not limited to patios and balconies.
- (r) not conduct any business or any profession from a strata lot or the common property that results in clients, customers or the public attending the strata lot or coming on to the common property.

(5) No person may admit to the strata corporation anyone that the person does not know to be a resident of the strata corporation or a guest of a resident and must otherwise ensure that any access door to the strata corporation building is securely closed after the person uses the door. No person may admit anyone to the strata corporation through the emergency exit door in the pool other than properly identified emergency personnel.

(6) No person may, on a patio or balcony,

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- (a) place any furnishings other than items commonly considered patio furnishings,
- (b) change the lighting scheme,
- (c) use it regularly as additional living space such as sleeping accommodation,
- (d) install sun shades unless the sun shades are of a roll-up design, in a plain almond or white colour, of plastic or other material that will not create undue noise in the wind and able to be secured at the bottom to the deck with a hook or cord to prevent flapping in the wind;

(7) No person may be in any common area in bare feet other than in the swimming pool area.

(8) No person under the age of 18 may be in the games room unless accompanied by an adult owner.

(9) All persons using the swimming pool or exercise room must:

- a) read and observe any rules posted in the pool area;
- b) only wear bathing apparel in the pool area except when going directly to or from changing rooms, except as otherwise authorized by council;
- c) not leave any items unattended in the pool area;
- d) not wear wet bathing apparel in the exercise room.

3.1 Rental Restriction

3.1 (1) Subject to exemptions that may be granted for hardship as set out in this section, no owner may rent or lease a strata lot.

(2) An owner may apply to the council for an exemption from the prohibition on renting on the grounds that the bylaw causes hardship to the owner. If permission is granted it will be for a period no greater than 12 months.

(3) Any application for permission to rent a strata lot under subsection (2) must be made in writing to the president of the council prior to any rental agreement being entered into by the owner and must clearly state the basis for the owner's claim for an exemption, whether or not the owner wishes to have a hearing before the council, and a telephone number and address at which the owner can be contacted.

(4) If the strata corporation grants permission to rent a strata lot, the permission will be for a limited time and is deemed to include the condition that the owner and any tenant comply with all terms and conditions of the Act and the bylaws and rules of the strata corporation.

(5) In every case where permission is granted to an owner to rent his or her strata lot, any rental agreement entered into by the owner must be determinable on or before the date fixed by the council and the owner must ensure that the terms of the tenancy agreement allow it to be lawfully determined on the specified date. In order to comply with the terms of the *Residential Tenancy Act*, this will mean a tenancy agreement must be for a fixed date ending on or before the expiry of the time permitted by the council for the rental with no right of renewal for the tenant as provided for in section 9(3) of the *Residential Tenancy Act*.

(6) Any permission granted to rent a strata lot is deemed to terminate immediately upon the sale of the subject strata lot or the re-occupation of the strata lot by its owner or the owner's family. Any existing tenancy lawfully in place may continue until its term expires but may not be renewed.

(7) Where permission to rent a strata lot is granted, no person other than the tenant(s) listed on the Notice of Tenant's Responsibilities may occupy the strata lot and therefore owners are directed to ensure that all occupants of the strata lot are listed on the Notice. The Notice of Tenant's Responsibilities must be delivered by the owner to the tenant prior to the tenant taking up occupation of the strata lot.

3.2 Except where permission to rent a strata lot has been given to an owner by the council pursuant to these bylaws, no person, other than the owner and his/her family (spouse, parent or child of the owner or parent or child of the spouse of the owner), can occupy the owner's strata lot in the absence of the owner, for a period of greater

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

than 30 consecutive days, or 60 days in the calendar year, without the prior written approval of council. It is the responsibility of the owner to provide proof of the relationship.

3.3 Age Restriction

3.3 (a) To maintain the adult-oriented nature of the strata corporation, no person under the age of 18 years may reside in or visit to a strata lot for a period of more than 21 consecutive days or a total of 60 days in any twelve month period.

3.4 Common Area Storage and Parking

3.4 (1) The strata corporation's parking and storage locker areas are designated as common property on the Strata Plan. The Strata Council shall assign and administer parking stalls in accordance with this bylaw.

(2) The use shall be subject to the bylaws and the Act and shall be subject to a right of entry in favor of the strata corporation for the purposes of carrying out all of the powers and duties reserved to the strata corporation with respect to the common property. The owner shall not make or cause to be made any alterations or addition to such common property without first having the same approved by the council as provided for in these bylaws.

(3) The strata corporation will assign one storage locker to each strata lot

(4) Residents may assume the use of an available locker in the workshop area. Only one locker may be used per strata lot. Users must promptly advise the council of what locker the user is using.

(5) No person may keep any flammable items in a locker.

(6) The strata corporation will assign one parking space to each strata lot. The Strata Council reserves the right to reassign parking stalls and storage lockers on reasonable written notice to the Owners(s).

(7) Owners may rent ONE(1) additional parking space, if available, from the strata corporation for the fee set out in these bylaws on a first-come, first-served basis. Owners must apply to the Strata Council in writing for the use of an additional parking stall.

(8) The assignee of a parking space is responsible for keeping the parking space clean and tidy.

(9) Vehicles must be parked facing the traffic separators. All parking areas are for the parking of licensed or insured vehicles only. An owner, tenant, occupant and their visitors shall not park the following on the common property or in a parking stall:

- a. an uninsured, unlicensed or unserviceable motor vehicle, including cars, trucks, trailers, boats and motorcycles, without the prior written approval of the Strata Council, which said approval may be granted subject to conditions which conditions may include the provision of written proof of storage insurance to the Strata Council; or
- b. a motorhome, recreational vehicle, commercial vehicle, trailer, truck larger than a ¾ ton pickup, camper, boat or a similar type of vehicle without the prior approval of the Strata Corporation, which said approval may be granted subject to conditions.

(10) No vehicle may be parked anywhere other than in designated parking areas and without limiting the generality of the forgoing no vehicle may be parked:

- a) beside any curbs painted yellow;

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- b) at the south side of Ascot entrance;
- c) at the west side of Windsor entrance;
- d) for any prolonged period in designated loading zones.
- e) in the spaces designated handicapped unless the vehicle displays a permit issued to a disabled person pursuant to the Motor Vehicle Act (see Division 38 of the Motor Vehicle Act Regulations) and
- f) in the spaces designated for service vehicles unless a service vehicle performing a service in the strata corporation.

(11) In addition to any other remedy available to the strata corporation, the strata corporation may enforce the parking restrictions set out in (10) by having an offending vehicle towed away at the vehicle owner's expense.

(12) No vehicle with a width greater than 7 feet or that extends beyond the lines delineating the parking spots may be parked at the strata corporation.

(13) All vehicles at the strata corporation must display either a current vehicle license or proof of current liability insurance for the vehicle displayed on a left side window of the vehicle.

(14) Except where specifically provided for in these bylaws, no part of the common property, including the parking areas, may be used for making vehicle repairs or adjustments or washing of vehicles. Vehicles may be washed from March to October at the south end of the visitor's parking area provided it is done in such a manner as to not cause a nuisance to other residents.

(15) No person other than a resident may occupy any of the parking areas of the strata corporation except a parking area specifically designated by the strata corporation for visitors, and no person has any right to assign, transfer or in any way grant to a non-resident a right to use any parking area. The only exception to this is that an occupant of a strata lot may permit a guest to the strata lot to occupy the parking spot assigned to the strata lot while the guest is visiting at the strata corporation.

(16) No guest may occupy a parking space designated for visitors for more than 3 days in any one month. If a guest requires a parking space for more than 3 days, the owner who is being visited must apply to the Manager for a specific allocation of a parking space and, upon being allocated a parking space, must pay the fee set out in these bylaws. No parking space will be allocated to a guest a period longer than 3 weeks; however, the owner may apply for an extension. All applications for guest parking must include the make of vehicle, license number of the vehicle, name and suite number of owner and the expected length of the guest's stay at the strata corporation.

(17) The strata corporation, as a condition of granting exclusive use of any of the common property, may require an owner or tenant to enter into and be bound by an agreement substantially in the form attached to these bylaws as Schedule "A", as a term of such grant of exclusive use.

3.5 Access to the strata corporation

3.5 The strata corporation may restrict or prohibit access to the strata corporation to peddlers, solicitors and salespeople.

4. Inform Strata Corporation

4 (1) Within 2 weeks of becoming an owner, an owner must inform the strata corporation, in writing, of the owner's name, strata lot number and mailing address outside the strata plan, if any, and the name of all persons who are living in the strata lot. The owner must promptly provide written notification to the strata corporation of any changes to this information.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- (2) An owner or tenant must provide to council a fully completed resident registration form in the form attached as Schedule "B" to these bylaws. No names will be added to the Interphone list until the Schedule B has been provided.
- (3) On request by the Strata Corporation, any owner, occupant, or tenant must inform the Strata Corporation of his or her name and in which strata lot they are residing.

4.1 Moving

4.1 (1) Any person intending to move into or out of a strata lot must notify the council, the building caretaker or the Manager at least FOURTY EIGHT (48) hours in advance and observe the following terms and conditions:

- a. only one elevator may be used for the move;
 - b. elevator pads to protect the elevator must be put in place prior to using the elevator for moving;
 - c. all items must be moved through the garbage room doors at the rear of the building; and
 - d. no vehicles may be left standing in the main entrance driveway;
 - e. move only during the hours of 8:00 a.m. to 8:00 p.m Monday through Saturday and 11:00 a.m. and 6:00 p.m. on Sundays;
- (2) The owner of the strata lot is liable to the strata corporation for any damage to common property caused by the move into or out of the strata lot.

4.2 Sale of strata lot

4.2 (1) An owner selling his or her strata lot must ensure that all activities related to the sale of the strata lot including signage and open houses are conducted in such a way as to not annoy or inconvenience residents and under no circumstances can access doors to the strata corporation building be left open and unattended.

(2) Except in areas specifically designated by the council for that purpose, no signs may be erected in or about the strata corporation indicating that a strata lot is for sale other than a reasonable number of signs erected on the day of an open house for the strata lot advertising the open house.

(3) Under no circumstances are individuals to be admitted to the strata corporation building in connection with the showing of the strata lot, unless the individuals are at all times, while in the strata corporation building, accompanied by an owner or an agent of the owner.

5.1 Obtain approval before altering a strata lot or common property

5.1 (1) Before making an alteration to 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 common property;
- e. fences, railings or similar structures that enclose a patio or balcony or yard,
- f. common property located within the boundaries of a Strata Lot;

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- g. those parts of the Strata Lot which the Strata Corporation must insure under s. 149 of the Strata Property Act;
- h. plumbing or electrical;
- i. all or a portion of flooring in a Strata Lot located above the ground floor;
- j. significant betterments to the Strata Lot including, but not limited to, the construction or removal of interior walls;
- k. common property, including limited common property; and,
- l. common assets.

an owner must first:

- a. obtain the written consent of the Strata Council authorizing the alteration;
- b. execute an Indemnity & Alteration Agreement in a form satisfactory to the Strata Corporation;
- c. obtain owner approval pursuant sections 70(4) and 71 of the Act, if applicable; and,
- d. satisfy the conditions or agree to satisfy the conditions attached to the grant of permission by the Strata Council.

(2) It is the intent of this bylaw that liability for Alterations shall attach to an owner and to a subsequent owner of each strata lot even though a subsequent owner is not a signatory to an Indemnity & Alteration Agreement. The Strata Corporation will ensure that a copy of all Indemnity & Alteration Agreements for a strata lot are kept on file and upon request, provided to purchasers of that Strata Lot. Alteration and Indemnity Agreements for a strata lot are intended to bind purchasers of that strata lot from time to time even if they are not filed at the Land Title Office.

(3) An owner/resident must not replace the existing floor with any other material including carpet without the prior written consent from strata council. Such approvals shall include the current specification requirements for soundproofing quality underlay.

Application Procedure

(4) The application of the owner for an Alteration shall be in writing and shall enclose the following (the "Application"):

- a. details of the proposed Alteration;
- b. Detail plan showing the proposed location of construction of the Alteration and nature of the change, including details of the proposed materials and dimensions;
- c. name of proposed qualified/licensed contractor(s) who will perform the work;
- d. any other documents or information which the Strata Council may reasonably require in order to grant permission.

(5) Upon receipt of an application for an alteration, the Strata Council shall within four (4) weeks from the date of receipt of the Application or an Amended Application either request further information, approve or reject the Application or Amended Application in writing.

Conditions for Approval

(6) The Strata Council may impose any one or more of the following conditions on a Strata lot owner approved for the alteration:

- a. assume responsibility for any expenses related to the alteration;
- b. perform the work or cause the work to be performed at the owner's sole cost;
- c. ensure that the work is performed in a good and workmanlike fashion and in accordance with all applicable laws, statutes and bylaws;
- d. produce a copy of a valid building permit to the Strata Council prior to the commencement of the work, if required by the local municipality;

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- e. employ qualified and licensed contractors or subcontractors
- f. employ at the owner's sole cost a qualified building envelope or structural engineer or like professional, if required in the sole discretion of the Strata Council, to prepare specifications and provide inspection services for the work;
- g. rectify deficiencies to the work in a timely fashion and to the satisfaction of the Strata Council, failing which the Strata Corporation may perform the work and collect the costs of same from the applicant, including costs as between a solicitor and his own client;
- h. observe any repair and maintenance schedule or policy imposed by the Strata Corporation from time to time for the work;
- i. indemnify the Strata Corporation and save it harmless from any and all liability associated with the work, including legal costs as between a solicitor and his own client;
- j. assume all responsibility for the repair, maintenance or replacement of the Alteration;
- k. obtain appropriate insurance for the Alteration and provide the Strata Corporation with evidence of coverage upon request;
- l. assume responsibility for all future expenses related to the Alteration, including repair, maintenance and replacement costs, plus insurance for the betterment to the satisfaction of the Strata Council;
- m. execute an Alteration and Indemnity Agreement in a form satisfactory to the Strata Corporation;
- n. agree to inform a subsequent purchaser of the Strata Lot of the terms of the Alteration and Indemnity Agreement and to make it a condition of any Contract of Purchase and Sale that the subsequent purchaser shall agree to be bound by the terms of the Alteration and Indemnity Agreement;
- o. provide the Strata Corporation with a written assurance upon completion of the Alteration certifying compliance with the terms of this bylaw and, where applicable, section 70(4) of the Strata Property Act; and,
- p. any other conditions reasonably required in the opinion of the Strata Council given the nature of the proposed Alteration.

Hard Surface Flooring Requirements.

(7) An owner or occupant of a strata lot above the ground floor who installs any hard surface flooring in a strata lot, other than in the bathroom, kitchen, or entryway, must install underlay that when combined with the hard surface flooring will provide a minimum AICC rating of 65. The Owner, occupant, or tenant shall provide the Strata Council with the specifications of the proposed flooring and underlay prior to removing the existing flooring.

(8) The strata corporation may require an owner or occupant who installs hard surface flooring in contravention of these bylaws to remove the hard surface flooring and replace it with flooring that conforms with the bylaws.

6. Alterations Installed Without Permission

(1) If an Alteration has been installed or constructed without the prior written permission of the Strata Council ("Unauthorized Alteration"), then the owner of that Strata Lot may apply to the Strata Corporation for permission to retain the Unauthorized Alteration.

(2) The Strata Council may unreasonably refuse to approve the Unauthorized Alteration and may require its removal or the restoration of the strata lot to its former condition. The Strata Corporation may also enter on to the strata lot and remove the Unauthorized Alteration and restore the strata lot to its previous condition pursuant to section 133 of the Strata Property Act.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

(3) If the Strata Council does retroactively approve the Unauthorized Alteration, then such approval must be in compliance with these bylaws.

(4) The Strata Council is authorized in its sole discretion to take legal proceedings including an application to the Supreme Court pursuant to section 171(1) (b) of the Strata Property Act against the owners of the Unauthorized Alterations for any remedy, judgment or order recommended in the opinion of legal counsel and available to the Strata Corporation by law, including an application for a mandatory injunction to compel removal of the Unauthorized Alteration.

7. Permit entry to strata lot

7 (1) An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot

- (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage, and
- (b) at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets, common systems of which a component is located in a strata lot including heat sensing or fire sensing systems 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.
- (c) at a reasonable time, on FORTY-EIGHT hours written notice, to ensure compliance with the Act, the regulations, the bylaws and the rules.

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

(3) Without prejudice to any other enforcement procedures available to the strata corporation at law, if an owner, tenant, or occupant contravenes this bylaw by refusing entry to a strata lot, the strata corporation may require the owner, tenant or occupant, pursuant to section 133 of the Act, to pay to the strata corporation the cost of having persons re-attend at the strata corporation to complete the testing of the system.

7.1 Maintain Insurance

7.1 Each owner must maintain insurance:

- (a) for loss or damage to the owner's strata lot and the fixtures in the owner's strata lot that are not covered by the insurance of the strata corporation, and
- (b) for liability for property damage and bodily injury whether occurring on the owner's strata lot, other strata lots or on the common property.

Division 2 -- Powers and Duties of Strata Corporation

8. Repair and maintenance of property by strata corporation (amended March 4/03 EV023127)

8 (1) 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

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

(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, and other things attached to the exterior of the building;
- (D) doors, windows and skylights, on the exterior of the building or that front on the common property;
- (E) fences, and similar structures that enclose patios, balconies and yards;

(d) a strata lot in a strata plan, but the duty to repair and maintain it is restricted to:

- (i) the structure of a building;
- (ii) the exterior of a building;
- (iii) chimneys, stairs, and other things attached to the exterior of the building;
- (iv) doors, windows and skylights, on the exterior of the building or that front on the common property;
- (v) fences, and similar structures that enclose patios, balconies and yards;

(2) The Strata Corporation is not obligated to maintain, repair or replace any improvements or alterations made by an owner or former owner to a strata lot, their limited common property, or the common property, including but not limited to balcony enclosures, and any such improvements or alterations in place at the time of passing of this bylaw, all of which shall be the sole responsibility of the current owner of the strata lot which has the benefit of such improvement.

8.1 Fees

8.1 (1) The fee payable to the strata corporation for copies of any strata corporation record or document is \$0.25 per page

(2) The fee payable to the strata corporation for an Information Certificate is \$35 plus \$0.25 per page for any copies of the document

(3) The fee payable to the strata corporation for a Certificate of Payment is \$15.

(4) The strata corporation may require that a fee be paid in full prior to the strata corporation providing the requested records or document.

(5) The fee payable to the strata corporation for each parking space allocated to a person's exclusive use over and above the one parking space for each strata lot is \$20.00 per month for a standard parking space and \$25.00 per month for an oversized parking space for recreational vehicles due and payable on the first of each month.

(6) The fee payable to the strata corporation for each parking space allocated to a guest of a resident (3 – 21 day duration) is \$2.50 per week due and payable in advance of the parking spot being allocated.

(7) The fee payable to the strata corporation for replacement keys is as follows:

- a) Medeco key replacement for damaged key - \$25.00
- b) Medeco key replacement for lost key – first replacement - \$25.00
- c) Medeco key replacement for lost key – second replacement - \$50.00
- d) Medeco key replacement for lost key – subsequent replacement - \$100.00
- e) Common Area Access key for damaged key - \$3.00
- f) Common Area Access key for lost key – first replacement - \$25.00
- g) Common Area Access key for lost key – subsequent replacement - \$50.00

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

(8) The strata corporation may require a person to pay a refundable deposit of \$25.00 for a third Common Area Access key at the time the person first obtains keys for the strata lot which deposit will be refunded when all keys are returned to the strata corporation upon the person moving out of the strata corporation.

8.2 Use of Lounge

8.2 (1) Residents may reserve a lounge for exclusive use by applying to the chairman of the council, in writing, at least one week in advance of the date for which use of the lounge is being sought. The lounge is only available for private parties and not clubs, groups or other organizations.

(2) The person reserving the lounge is responsible for ensuring that the lounge is cleaned and closed by 11:00 p.m. on the day of use.

(3) The person reserving the lounge is liable to the strata corporation for any damage done to the lounge during the person's exclusive use of the lounge.

(4) The person reserving the lounge must pay the strata corporation a fee of \$50.00 with the application which fee will be refunded if this bylaw is not contravened.

8.2.5 Legal Costs

8.2.5 Any owner or tenant against whom the strata corporation reasonably takes legal action to enforce the Act, the Regulations, these bylaws or any rules of the strata corporation or to recover monies owing to the strata corporation must pay the actual legal costs of the strata corporation. Legal action in this section includes any services provided to the strata corporation by a lawyer whether or not court or administrative proceedings of any kind are ultimately commenced. Such legal costs once incurred by the strata corporation, whether or not then paid by the strata corporation, shall be added to and become part of the assessments of that owner for the month next following. In any court or tribunal proceeding, if the strata corporation is the successful party to the proceeding, the strata corporation will recover its costs of an incidental to such proceeding as special costs to be taxed as provided for in the *Rules of Court* from time to time.

8.3 Insurance Deductible

8.3 (1) If the strata corporation is liable to pay the deductible on a claim made under insurance maintained by the strata corporation, the strata corporation may sue an owner to recover the amount so paid in any case where the owner is responsible for the loss or damage that gave rise to the claim.

(2) Without limiting the generality of (1), an owner will be deemed responsible for loss or damage when it arises from any sort of breakdown or malfunction of something that is the responsibility of the owner to maintain and repair.

8.4 Keys

8.4 Because access to the building must be strictly controlled to maintain the security of the building, keys for access to the building will only be issued on the following terms and conditions:

- (a) subject to the terms of this bylaw, no more than two Medeco keys and two common area access keys ("CAA keys") will be issued in respect of any strata lot, provided however that upon written application of an owner indicating the reasons for a genuine need for an extra key, an extra Medeco may, at the discretion of the council, be issued to an owner;
- (b) no key may be duplicated except by the council or Manager;
- (c) if a key is broken in a lock, the council and/or Resident Caretaker must be notified immediately;

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- (d) if a key is broken an owner or tenant must present the top of the broken key when requesting a replacement, otherwise the key will be deemed to have been lost or stolen;
- (e) a broken key will be replaced by the Manager upon the owner or tenant paying the fee for the replacement key;
- (f) a lost or stolen key will not be replaced by the Manager until specifically authorized by the council to do so;
- (g) council may consider the circumstances of the loss or theft of the key in order to determine whether it is likely that the integrity of the building's security has been put at risk such that the building has to be re-keyed and the council may require that a written explanation of the loss or theft be provided before issuing a replacement key;
- (h) in the event that the building has to be re-keyed as a result of a lost or stolen key, the owner or tenant whose key was lost or stolen may be required to pay any cost incurred by the strata corporation in having the building re-keyed in addition to the cost of any replacement keys issued to the owner or tenant before any keys will be issued to the owner or tenant;
- (i) if an owner or tenant has a guest staying for longer than 2 nights, the owner or tenant may apply to the council for an extra Medeco key (a "guest key");
- (j) a guest key will only be issued if the owner or tenant reasonably demonstrates to the council that it would be an inconvenience to the owner or tenant to not have the guest key issued;
- (k) if a guest key is issued on application of an owner, no fee is payable unless the key is not promptly returned upon the guest's departure, in which case a fee of \$50 is payable;
- (l) unless a tenant provides the council with a letter from his or her landlord indicating that the landlord will pay the fee indicated in (k) if the key is not returned, the tenant must pay a fee of \$50 before a guest key is issued, which fee will be refunded if the key is returned promptly upon the guest's departure.

Division 3 -- Council

9. Council size and eligibility

9

- (1) The council must have at least three (3) and not more than seven (7) members.
- (2) Definitions:
 - a. "Family Member" means a parent, Spouse, or child of the owner or a parent, or child of the Spouse of the owner;
 - b. "Spouse" includes an individual who has lived and cohabited with the owner for a period of at least 2 years at the relevant time in a marriage-like relationship, including a marriage like relationship between persons of the same gender.
- (3) A Family Member who is not registered on title to the Strata Lot is eligible for election as a council member and is eligible to sit as a council member if:
 - a. The owner of the Strata Lot first provides the Strata Corporation with approval in writing; and,
 - b. The Immediate Family Member is at least 19 years of age.
- (4) Only one person is eligible to run for election as a Strata Council member at any one time with respect to a particular Strata Lot.
- (5) No person shall stand for council or continue to be on council if the Strata Corporation is entitled to register a lien against that person's Strata Lot under Section 116(1) of the Strata Property Act.

10. Council members' terms

10

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

11. Removing council member

- 11 (1) Unless all the owners are on the council, the Strata Corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council 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.

12. Replacing council member

- 12 (1) If a council member resigns or is unwilling or unable to act for a period of 2 or more months, the council member is deemed to have resigned and 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.

13. Officers

- 13 (1) At the first meeting of the council held after each annual general meeting of the strata corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- (2) A person may hold more than one office at a time.
- (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, the council members may appoint a replacement officer from among themselves for the remainder of the term.

14. Calling council meetings

- 14 (1) Any council member may call a council meeting by giving the other council members at least one week's notice of the meeting, specifying the reason for calling the meeting.
- (2) The notice does not have to be in writing.
- (3) A council meeting may be held on less than one week's notice if
 - (a) all council members consent in advance of the meeting, or

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

- (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.

15. Requisition of council hearing

15 (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 one week of the hearing.

16. Quorum of council

16 (1) A quorum of the council is

- (a) 2, if the council consists of 2, 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.

17. Council meetings

(1) At the request of a council member, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.

(1.1) Any member requesting to attend a council meeting by electronic means is personally responsible for coordinating his/her attendance by electronic means and all costs associated with facilitating such attendance.

(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 to speak to council, provided they advise council at least seven (7) days prior to the meeting, in writing, and stating the specific issue they wish to discuss.

(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

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

(2) Unless there are only 2 strata lots in the strata plan, if there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.

(3) The results of all votes at a council meeting must be recorded in the council meeting minutes.

19. Council to inform owners of minutes

19 (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.

20. Delegation of council's powers and duties

20 (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

21 (1) A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.

(2) If a proposed expenditure has not been put forward for approval in the budget or at an annual or special general meeting, the Strata Corporation may only make the expenditure in accordance with this bylaw.

(3) Subject to subsection 98 (2) of the Strata Property Act, the expenditure may be made out of the operating fund if the expenditure, together with all other unapproved expenditures, whether of the same type or not, that were made under this subsection in the same fiscal year, is less than \$15,000.

(4) Despite subsections (1) and (3) above, 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

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

immediately required to ensure safety or prevent significant loss or damage, whether physical or otherwise.

(5) Pursuant to Section 82 of the *Strata Property Act*, SBC 1998, Chapter 43, the strata council may not acquire or dispose of personal property with a value in excess of THREE THOUSAND (\$3,000.00) DOLLARS unless the same is approved in the annual budget or by a $\frac{3}{4}$ vote of the owners.

21.1 Contracts tendered to council members

21.1 (1) The council must not enter into a contract with a council member for the supply of goods or services to the strata corporation unless the council has first made reasonable efforts to obtain quotations from third parties and then determines that it is in the best interest of the strata corporation to contract with the council member.

(2) Subsection (1) does not apply to a contract for which

- (a) the total value is less than \$100, or
- (b) the council member contracting with the strata corporation is supplying the goods or services at or below the council member's cost and the value of the contract is such that the council deems it not necessary to obtain competing quotations from third parties.

22. Limitation on liability of council member and volunteer

22 (1) A council member, or a volunteer who has been delegated duties by the strata council in writing ("a Volunteer"), 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 or Volunteer's liability, as an owner, for a judgment against the Strata Corporation.

(3) Each Strata Council member or Volunteer shall be indemnified and saved harmless by the Strata Corporation against any and all liability and costs, including legal costs as between a solicitor and his/her own client, for any acts or omissions while he or she was carrying out his or her duties as a member of the Strata Council or Volunteer.

(4) Notwithstanding the above there shall be no indemnity if a Strata Council member or Volunteer is adjudged guilty of willful misconduct, fraud, gross negligence, or wrongful exercise of authority in the performance of his or her duties. In the event of a settlement, the indemnification shall apply only when the Strata Corporation approves such a settlement and reimbursement as being in the best interests of the Strata Corporation.

22.1 Communication with council on strata corporation business

22.1 (1) In order to minimize any inconvenience to council members and employees of the strata corporation, suggestions, complaints, or remarks regarding the strata corporation may only be addressed to the council IN WRITING and deposited in the office mail slot in Ascot for collection by the council secretary. Except in the case of a bona fide emergency, a council member or employee must not be

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

approached, other than at council meetings or general meetings, for discussions about strata corporation business unless invited to do so by the council member.

22.2 Additional Financial Reporting

22.2 The council will cause to be prepared financial statements with accompanying explanatory notes each fiscal year for the periods ending April 30th, August 31st and December 31st. The statements must be delivered to the owners at least 7 days prior to any meeting called to discuss the statements. The year-end financial statements must include details of all receipts and expenditures, transactions in capital accounts and a comprehensive written report.

22.3 Contingency reserve funds

22.3 (1) Monies in the contingency reserve fund may only be invested in the following types of instruments and any investment must mature or be redeemable without penalty no later than 12 months from the date of the investment:

- (a) treasury bills of the Government of Canada;
- (b) bonds issued or secured by the Province of British Columbia;

(2) All monies in the contingency reserve fund must be held in an interest-bearing account at the bank of the strata corporation until sufficient funds are available to make one of the investments described in (1), at which time the investment must be made unless the monies have been allocated to a specific immediate use.

(3) Annual contributions to the contingency reserve fund will be set so as to maintain a balance from time to time in the contingency reserve that is not less than 2% of the value of the assets of the strata corporation that the strata corporation is responsible for insuring.

Division 4 -- Enforcement of Bylaws and Rules

23. Maximum fine

23 (1) Fines may be levied by the strata corporation against an owner or tenant for breaches of these bylaws or the rules of the strata corporation to a maximum amount as follows:

- (a) For a breach of a rule: \$50;
- (b) For breach of a bylaw other than bylaw 3.1: \$200;
- (c) For breach of bylaw 3.1 (rental prohibition): \$500

(2) The strata council may levy a fine not in excess of TWO HUNDRED (\$200) DOLLARS for any late payment of monthly contributions or special levies and all of the other terms and conditions of the bylaws relating to the frequency with which a fine may be levied shall also apply hereto.

24. Continuing contravention

24 (1) 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.

24.1 Additional penalties for guests

24.1 If a guest of a resident breaches the Act, a bylaw or a rule, the strata corporation may, in addition to any other action permitted under the Act or the bylaws, require that the guest be accompanied at all

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

times by the resident while on strata corporation property or prohibit the resident or the guest or both from using facilities on the common property for a reasonable period of time.

24.2 Small Claims and Forced Sale Actions

- (1) The Strata Council may commence and prosecute small claims actions for the recovery of any monies owing to the Strata Corporation without the necessity of having the same approved by a THREE-QUARTER (3/4) vote.
- (2) The Strata Council may commence and prosecute a forced sale action against any owner who is in arrears of strata fees or special levies, without the necessity of having the same approved by a THREE-QUARTER (3/4) vote, and may expend funds from the contingency reserve fund on the legal fees necessary to conduct the proceedings.

24.3 Full Indemnity Legal Costs

- (1) A unit owner in default of the payment of common expenses, strata fees, special levies, interest, fines, and any other amounts owing pursuant to the *Strata Property Act* (the "Arrears") shall reimburse the Strata Corporation and save it harmless against any and all costs and expenses required to collect such Arrears, including legal costs, comprised of legal fees, taxes, disbursements and other related expenses, as between a solicitor and his own client or on a full indemnity basis.
- (2) For purposes of section 133(2) of the *Strata Property Act*, "reasonable costs of remedying the contravention" of the Strata Corporation's bylaws or rules shall be interpreted to include, but not be limited to, legal costs, comprised of legal fees, taxes, disbursements and other related expenses, as between a solicitor and his own client or on a full indemnity basis.
- (3) Subject to the discretion of the council, any legal costs or expenses so incurred by the Strata Corporation may be charged to that owner and shall be added to and become part of the assessment of that owner for the month next following the date on which the legal costs or expenses are incurred, but not necessarily paid by the corporation, and shall become due and payable on the date of payment of the monthly assessment.

Division 5 -- Annual and Special General Meetings

25. Person to chair meeting

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

26. Participation by other than eligible voters

- 26** (1) Only persons eligible to vote at a general meeting of the strata corporation, and the spouse of an eligible voter if the spouse is ordinarily resident in the strata corporation, may attend a general meeting of the strata corporation. Council may provide written permission for other persons to attend at general meetings.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

27. Voting

27 (1) At an annual or special general meeting, voting cards must be issued to eligible voters.

(2) At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.

(3) If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.

(4) The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.

(5) If there is a tie vote at an annual or special general meeting, then:

- a. 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.
- b. if neither the president nor the vice president of the council chairs the meeting where there is a tie vote, the chair elected in accordance with subsection 25(3) may break the tie by casting a second, deciding vote.

(7) Despite anything in this section, an election of council or any other vote must be held by secret ballot if there are more nominees than there are seats available on council.

(8) If the Strata Corporation is entitled to register a lien against a Strata Lot under section 116(1) of the Strata Property Act, then the vote for that Strata Lot shall not be exercised at any annual or special general meeting, except on matters requiring a unanimous vote.

(9) The election of each Strata Council member must be voted on by the owners present in person, and to be elected each council member must be elected by a majority of votes cast. Strata Council members are not to be elected by acclamation.

28. Order of business

28 (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;

This document was obtained from the VREB StrataDocs System. Its use is subject to agreed upon terms and disclaimers.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

(n) terminate the meeting.

28.1 Additional rules for general meetings

28.1 (1) This bylaw applies to all general meetings.

(2) Subject to these bylaws, all general meetings will be conducted according to Roberts Rules of Order (most recent edition) to the extent permitted by the *Strata Property Act*.

(3) Any eligible person wishing to be recognized by the Chair at a general meeting must hold up his or her voting card and, when recognized, state his or her name, suite number and building.

(4) Unless specifically authorized by a majority of the eligible voters present, no person may speak to a matter more than twice.

(5) The Chair will not recognize any person for a second speech until every person who wishes to has had a chance to speak to the matter.

(6) All speeches must be limited to 3 minutes in duration.

28.2 Quorum at Special and Annual General Meetings

28.2 (1) Pursuant to Section 48 of the *Strata Property Act*, the quorum for all Special and Annual General Meetings shall be ONE THIRD (1/3) of the eligible owners.

(2) 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 the owners; but in any other case, the meeting shall stand adjourned for a further ½ hour from the time appointed and, if at that time a quorum is still not present for the meeting, the eligible voters present in person or by proxy shall constitute a quorum.

Division 6 -- Voluntary Dispute Resolution

29. Voluntary dispute resolution

29 (1) A dispute among owners, tenants, the strata corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if

(a) all the parties to the dispute consent, and

(b) the dispute involves the 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.

This document was obtained from the VREB StrataDocs System. Its use is subject to agreed upon terms and disclaimers.

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

Division 7 -- Miscellaneous

30. Interpretation

30 (1) In these bylaws:

"Act" means the *Strata Property Act*, S.B.C. 1998, c.43 as amended from time to time and regulations made pursuant to the Act.

"Manager" means an agent or employee of the property management company retained by the strata corporation from time to time to provide management assistance to the strata corporation.

(2) Unless defined to the contrary in this section, all words used in these bylaws or the rules have the meaning ascribed to them in the Act.

(3) Headings are inserted in these bylaws for convenience only and have no bearing on the interpretation of these bylaws.

(4) Any form utilized by the strata corporation complies with these bylaws provided it is substantially in the form set out in the Schedules to these bylaws.

(5) If any bylaw or part of a bylaw is found to be illegal, unenforceable, void or voidable for any reason by a court of competent jurisdiction, such bylaw or part of a bylaw shall be deemed severed from the remainder and the remainder will remain in full force and effect.

31. Use insured trades

31 (1) The strata corporation may not engage any person to enter onto the strata corporation to do any work of any kind on the land, improvements, fixtures or chattels that are part of, or contained in or about, any strata lot, common property or common asset of the strata corporation, including repair, maintenance, upgrade and replacement unless the person is licensed with the appropriate authority for the type of work the person is to carry out and insured for a minimum of \$2,000,000 against liability arising from the work the person is to carry out and the strata corporation may require proof of such licensing and insurance before allowing any person to enter the strata corporation property to perform work.

(2) Strata lot owners, while not bound by the prohibition set out in (1), are liable for any loss or damage caused by a person that the owner engages to do work at the strata corporation and therefore it is strongly recommended that only certified and insured trades be engaged.

32. Fiscal year end

32 The fiscal year end of the strata corporation is December 31.

33. Severability

(1) The provisions of this bylaw shall be deemed independent and severable and the invalidity in whole or in part of any bylaw does not affect the validity of the remaining bylaws, which shall continue in full force and effect as if such invalid portion had never been included herein.

Ordered By: Derek Braaten of Sutton Group West Coast Realty on 2025/11/21
Document Uploaded and Verified: 2024/01/02

SCHEDULE 'A'

To Bylaws of Vis 200

PARKING SPOT / STORAGE LOCKER # _____ IS GRANTED TO
FOR THE EXCLUSIVE USE OF THE OCCUPANTS OF STRATA LOT _____ FROM
TO _____
THIS GRANT SHALL AUTOMATICALLY RENEW FOR SUCCESSIVE 12 MONTH PERIODS UNTIL

- A) NOTICE IS GIVEN BY THE STRATA CORPORATION THAT THE GRANT IS TERMINATED FOR CAUSE;
- B) THE GRANTEE, IF HE/SHE IS AN OWNER, SELLS STRATA LOT _____ ; OR
- C) THE GRANTEE, IF HE/SHE IS A TENANT OF STRATA LOT _____

THIS GRANT IS NON-ASSIGNABLE AND IS AT ALL TIMES SUBJECT TO THE BYLAWS AND RULES OF THE STRATA CORPORATION, THE STRATA PROPERTY ACT AND OTHER APPLICABLE LAWS. CONTRAVENTION OF ANY OF THE ABOVE MAY CAUSE THE STRATA CORPORATION TO TERMINATE THIS GRANT.

Supplied to StrataDocs 2024/01/02
Ordered by Derek Braaten 2025/11/21

VANCOUVER ISLAND STRATA 200 - ROYAL WOODS

SCHEDULE 'B'

To Bylaws of VIS 200

RESIDENT REGISTRATION

(Please Print)

DATE _____ UNJT NUMBER _____ Ascot _____
Windsor _____
PRINCIPAL OCCUPANT _____ TELEPHONE Home: _____
Work: _____
OTHER OCCUPANTS _____
NUMBER OF VEHICLES _____
LICENCE NUMBER _____
LICENCE NUMBER _____
PARKING SPACE NUMBER _____ STORAGE LOCKER NUMBER _____

EMERGENCY ACCESS TO STRATA LOT

Access by - Master Key

[] - Unit Key Deposited in Strata []

EMERGENCY INFORMATION -

Name _____ Address _____ Phone _____
Name _____ Address _____ Phone _____
Doctor _____ Address _____ Phone _____
Medical History _____

TEMPORARY OCCUPANCY REGISTRATION

Name _____ Address _____ City _____
Name _____ Address _____ City _____
LENGTH OF STAY _____
(Applicable only when Registered Resident or Owner is NOT IN RESIDENCE)

(For Tenants Only) RENTAL PAYMENTS ARE MADE TO -

Name _____ Address _____ City _____

KEYS RECEIVED

Medeco Key Numbers _____

(Occupant's Signature) _____

Number of Common Area Keys Received _____

(For Council Use Only)

Date Received _____ Standard Occupancy _____

Date - Entered To _____ Re Bvlaw Use of Property _____

- Checked To Key Control _____ 3(1)(e)

(Page 1 of 2)

REGISTRATION FORM INFORMATION

Reason for Registration

For the Safety and Security of all residents; in case of fire or other emergencies; for monitoring activities in the common and recreational areas; Council must know at all times who is and who is not a legitimate resident. This complex has 141 units housed in two buildings which in itself makes some form of written record necessary.

All individuals who have taken up residence must be registered.

Principal Occupant - if owner occupied, enter the name or names that appear on the land title documents.

If Tenant Occupied – enter the name of the individual who leased the Strata Lot.

Other Occupants – are all the individuals who will be in residence.

Parking Space and Storage Lockers:

One parking space and one storage locker goes with each unit. The numbers shown in the space provided are the ones assigned to your unit. Extra parking space is available for rent at \$15.00 per month. Front end only parking is permitted. All other information in this section should be completed by the principle occupant.

Emergency Access:

Section 7(4) of the Strata Bylaws states that it is mandatory that Council be provided with a means for access to the Strata Lot in case of emergency. Access to your Strata Lot is as indicated. Should the lock ever be changed, you will be required to deposit a new key with Strata Council.

Emergency Information:

Completing this section is OPTIONAL, but could save your life. Council highly recommends it be completed. You could give the name and address of a close relative or friend, Doctor, Lawyer, Trust Company etc. Under Medical History, please list any physical infirmities such as impaired sight or hearing, heart problems, diabetes, allergies etc. This information will be held in strict confidence and will be made available only in an emergency.

Temporary Occupancy:

Should you allow temporary occupancy with no registered resident present, the individual occupying temporarily must register under this section, even if just for a week-end.

Tenant Only:

A number of units are owned by absentee owners and rentals are handled by a real estate agent. This is our only source of information as to who is responsible for the unit.

Keys:

The basic allotment of keys for each unit is two NUMBERED MEDECO keys and TWO BLACK keys. When taking occupancy all keys issued for the unit should have been turned over to the new occupant. You are required to record here the numbers of the Medeco keys you received and how many of the unnumbered Black keys.

A new Registration must be completed every time there is a change in the occupancy. This means not only when there is a totally new occupancy group but also if there is a change in Occupancy on the current registration.

(Registration forms are available from any Council Member)

Date: _____ (Page 2 of 2)

VANCOUVER ISLAND STRATA 200 – ROYAL WOODS

SCHEDULE 'C'

To Bylaws of Vis 200

**NOTIFICATION OF STRATA LOT SALE AND CONFIRMATION THAT ALL OF THE BUILDING ACCESS KEY(S)
HAVE BEEN ACCOUNTED FOR PRIOR TO SALE.**

STRATA PLAN NO. 200

KEY NO.'S _____/_____/_____/_____

NAME: **ROYAL WOODS**

SUITE NO. _____ STRATA LOT NO. _____

ADDRESS _____

NAME OF VENDOR: _____

NAME OF PURCHASER: _____

CLOSING DATE: _____

POSSESSION DATE: _____

Realtors for both parties to the sale:

Vendor: _____

Purchaser: _____

Acting Solicitor and/or Notary Public:

Vendor: _____

Purchaser: _____

Receipt hereby acknowledged of a copy of the Strata Plan By-laws and Rules and Regulations:

SIGNATURE (of purchaser) **X** _____

DATE _____

**RESOLUTION TO RATIFY RULE OF
THE OWNERS, STRATA PLAN VIS 200
PARKING STALL ASSIGNMENT**

WHEREAS pursuant to s. 125 of the *Strata Property Act*, S.B.C. 1998, c. 43 a strata corporation must ratify its rules by a MAJORITY vote at the first annual general meeting held after the rules are made or at a special general meeting held before that annual general meeting, otherwise the rules cease to have effect;

BE IT RESOLVED by a majority vote of THE OWNERS, STRATA PLAN VIS 200 (Royal Woods on McKenzie) that Rule Parking Stall Assignment be approved and ratified by the Strata Corporation.

Parking Stall Assignment

The Strata Council has authority to assign and re-assign common property parking spots to Owners. In determining how parking stalls on the premises shall be allocated, Strata Council will be guided by the following considerations:

1. When parking stalls become vacant due to Owners selling, leasing or otherwise vacating their premises, the parking stall shall become available for reassignment by Strata Council.
2. The priority for reassignment will be resident Owners. Strata shall keep a list of current allocations and requests for changes. Prior to moving in, any new owner shall confirm the parking stall allocation to the use of such owner, as the allocation may be different from that of the previous owner.
3. Nothing prevents any two occupants of parking stalls from switching their stalls, providing that they advise Strata Council of having done so.

This resolution is approved by the owners represented in person or by proxy at the Annual General Meeting held on December 10, 2024.

Signed this 10 day of December, 2024.



Strata Council Member



Strata Council Member

Prepared by:
Firm Management Corporation
Suite 200--1931 Mt. Newton X Road
Saanichton, BC V8M 2A9

**RESOLUTION TO RATIFY RULE
OF THE OWNERS, STRATA PLAN VIS 200
LOCK BOX AND WATER SHUT OFF RULES**

WHEREAS pursuant to s. 125 of the *Strata Property Act*, S.B.C. 1998, c. 43 a strata corporation must ratify its rules by a MAJORITY vote at the first general meeting held after the rules are made, otherwise the rules cease to have effect.

BE IT RESOLVED by a MAJORITY vote of THE OWNERS, STRATA PLAN VIS 200, (Royal Woods on McKenzie), that the rules attached to this resolution approved by your Council at the Strata Council meeting held June 5, 2023 be approved and ratified by the Strata Corporation.

Lock Box Rule

1. No lock boxes are permitted on common property without Strata's written approval.

Water Shut Off Rule

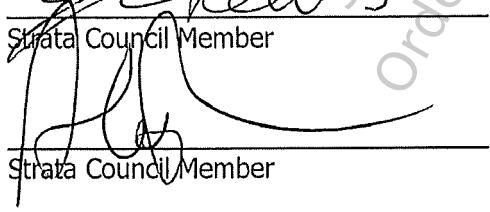
1. For non-emergency work, water to the building(s) can be shut off on the 2nd Tuesday of the month. Notice must be provided 2-weeks ahead of time through the property management company.

The following Rules have been ratified by a majority vote of the owners, Strata Plan VIS 200 at their Special General Meeting held on August 23, 2023, in accordance with the requirements of section 125 of the Strata Property Act.

Dated this 23 day of August, 2023.



Strata Council Member



Strata Council Member

1005-1009 ROYAL WOODS ON MCKENZIE

VIS 200

VISITOR PARKING RULES

THE ATTACHED RULES WERE APPROVED BY THE STRATA
COUNCIL AT THE JULY 3RD, 2018 STRATA COUNCIL MEETING.

Heather Zayonc

Property Manager

As Agent for VIS 200

Supplied to StrataDocs 2025/01/02
Ordered by Derek Braaten 2025/11/21

STRATA PLAN VIS VIS 200 – Royal Woods on McKenzie

July 3, 2018

VISITOR PARKING RULES

The following Rules have been by the Strata Council of Strata Plan VIS 200 (Royal Woods on McKenzie) on July 3, 2018 at a properly constituted meeting. These Rules are effective immediately and will remain in effect until being ratified at the next Annual General Meeting.

1. Parking is allowed in designated parking areas only. Common driveways are designated "TOW ZONES" and any vehicles parked in these areas are subject to towing without notice.
2. Between the hours of 11 pm and 7 am all visitors using Visitor Parking must display a valid Visitor Parking Pass on the dash of their vehicle.
3. Extended use of the visitor parking by any guest (longer than 4 days) will require approval of the council.
4. **Residents and Tenants must not park their vehicles in Visitor parking for any period of time. Any offender is subject to Towing without warning or notice.**
5. One Parking Pass will be issued to each OWNER for visitor parking. It will be the responsibility of the owner to ensure that his visitor returns the parking pass prior to leaving the property. Lost passes may be purchased by the OWNER at a cost of \$ 10.00. Each parking pass is numbered and said numbers will be registered against the applicable unit. Should a pass be lost, it will be deactivated and invalidated. Any vehicle using the invalidated pass will be subject to towing in the same manner as a vehicle having no parking pass at all.
6. It is the responsibility of the Owner to provide the parking pass to the Tenant. The owner has the right to refuse to provide this pass to the tenant.
7. Should the visitor parking lot be occupied, visitors are not allowed to park in any other non-parking designated area.
8. Vehicles NOT displaying a valid Visitors Parking Pass during the noted hours will be subject to Towing without notice.
9. Permits and Passes to Visitors Parking are for cars, small trucks, and motorcycles only. No RV's, trailers, boats, etc.
10. Photocopied Passes are invalid and any vehicle displaying such pass is subject to automatic towing.
11. Parking spots are for the parking of licensed, roadworthy automobiles. Storage of any sort is not allowed.
12. No vehicle is allowed in any parking area, including LCP that exceeds the dimensions of the parking spot.

Council has the authority to enforce these Rules to the extent of the Strata Property Act, and contraventions of the Rules are enforceable by a \$50.00 fine per violation. The Strata and Management assume no liability for any vehicle(s) parked on the property or for any vehicle(s) towed from the property.