

Strata Property Act
The Owners, Strata Plan EPS 284 (Pacific Walk)

RULES
(Section 125)

This Rule is ratified by majority vote of the owners, Strata Plan EPS 284 at their AGM held on June 14, 2021.

Scooters (3 and 4 wheel) within Common Property

1. Scooters are not to be brought into the building.
2. Owners may use their parking stall to store their scooter.
3. Owners are responsible for determining an appropriate method for charging their scooter, subject to council approval.
4. Scooter owners are responsible for any liability issues which arise from the use and storage of their scooter.

Supplied to StrataDocs 2021/10/27
Ordered by Maria Furtado 2023/07/26

Ordered By: Maria Furtado of One Percent Realty on 2023/07/26

Uploaded: Oct 27, 2021 Verified: Oct 27, 2021

Property Act
The Owners, Strata Plan EPS 284 (Pacific Walk)

RULES
(Section 125)

This Rule is Ratified by majority vote of the owners, Strata Plan EPS 284, at their AGM held on June 14, 2021.

Bicycle Room Rules

1. The Bicycle Room is intended for regularly used bicycles, not for long term storage of rarely or unused bicycles. Owners are asked to consider their own usage when requesting or continuing occupancy.
2. Seven spaces are available for bicycles to be kept in the Bicycle Room, designated by hooks attached to the wall.
3. Whenever possible, bicycles are to be hung on the hooks provided; heavier bicycles may stand on the floor in front of hooks, supported by their kick stands.
4. Vacant spaces are assigned in chronological order by request date (first come – first served). Please contact the Strata Council President to request a space.
5. One bike per person unless the room is not at capacity. (With one exception to the bike slot in the far corner. This slot is able to fit two bikes, one normal size and one smaller without impeding any other bike slots)
6. Bikes and bike accessories are left at the owner's risk. The Strata Corporation assumes no risk or liability.

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Strata Property Act
The Owners, Strata Plan EPS 284 (Pacific Walk)

RULES

(Section 125)

Approved at SC Meeting February 1, 2021. To be ratified at the next AGM.

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Strata Property Act
The Owners, Strata Plan EPS 284 (Pacific Walk)

RULES
(Section 125)

This rule was approved by the Strata Council on October 19th, 2020. Needs to be ratified by the owners at the next Annual General Meeting.

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STRATA PLAN EPS 284 – PACIFIC WALK

March 5, 2012

MOVE IN/OUT NOTIFICATION RULE

The following Rule was created by the Council of Strata Plan EPS 284 (Pacific Walk) on March 5, 2012. It will need to be ratified by the owners at the next General Meeting.

Owners that are moving large items in or out of the building must contact a Council member at least 48 hours prior to the move, so that arrangements for hanging the elevator pads can be made and the elevator lock off key can be lent to the owner making the move.

Council has the authority to enforce this Rule to the extent of the Strata Property Act, and contraventions of the rule are enforceable by a fine for each violation.

Prepared by Firm Management Corporation on behalf of the Strata Corporation
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Ordered by Maria Furtado 2023/07/26

Ordered By: Maria Furtado of One Percent Realty on 2023/07/26

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**TO THE OWNERS
STRATA PLAN EPS 284 PACIFIC WALK**

RULE

STRATA CORPORATION PRIVACY POLICY

The Owners hereby agree to adopt the attached document as their privacy policy under the Strata Property Act (SPA) or the BC Personal Information Privacy Act (PIPA).

Signed this 7TH day of NOVEMBER, 2011



Strata Council Member



Strata Council Member

**THE OWNERS
STRATA PLAN EPS 284 PACIFIC WALK**

STRATA CORPORATION PRIVACY POLICY

Personal information is information about an “identifiable individual” and includes things such as name, age, height, home address, home phone number, home e-mail address, race, ethnic origin, sexual orientation, medical information, marital status, religion, finances, education and employment, as well as factual accounts or opinions about that individual. For example, one owner’s opinion about another owner would be the personal information of the person being described.

Purposes for Collection, Use, or Disclosure of Personal Information

There are a number of purposes for which the Strata Corporation collects, uses or discloses personal information. Examples include:

- To identify and communicate with each strata unit owner and/or tenant
- To process strata fee payments
- To respond to emergencies
- To ensure the orderly management of the strata corporation
- To comply with legal requirements

Personal information collected is generally limited to that needed for routine strata administration and might include, for example:

- Owner and (if applicable) tenant name, address, lot number and phone number
- Banking or credit card information
- Emergency contact information
- Debts owed to the strata corporation
- Information relating to liens placed against an owner(s) property
- Information provided or obtained in the complaint of or investigation of violations of strata bylaws

Collection, Use and Disclosure of Personal Information

The strata corporation will not collect, use, or disclose personal information except for the identified purposes unless it has received further consent from the individual, or as permitted or required under the Strata Property Act (SPA) or the BC Personal Information Privacy Act (PIPA)

Consent to collect, use, or disclose personal information can be either implied or express. Individuals are considered to have given implied consent when the purpose for collecting, using or disclosing personal information would be considered obvious and the individual voluntarily provides personal information for that obvious purpose. An owner’s

attendance at an Annual General Meeting or Special General Meeting gives the strata implied permission, for example, to record that person's name and lot number in order to determine if a quorum exists or to record and disclose attendance should that person move or second a motion. Express permission is more specific and formal and may be done either orally or in writing. If, at the Annual General Meeting, that same person agreed to direct withdrawal of strata fees from a bank account by completing the appropriate form, they are giving express permission to the strata to collect and use the banking information provided.

The strata corporation will generally get an individuals' express consent to collect, use or disclose their personal information, except where the strata corporation is legally authorized or required by law to do so without consent.

Examples of possible situations where the strata corporation may collect and use personal information without an individual's knowledge or consent are included in sections 12, 15 and 18 of the Personal Information Privacy Act and in Sections 35, 59, 115 and 116 of the Strata Property Act. The situations include such things as preparation and distribution of minutes of meetings, recording of votes, preparing lists of Strata Council Members and preparation of documents relating to monies owed to the strata corporation.

The strata corporation will only disclose personal information to someone else, including another organization, for the purposes for which it was collected. The strata corporation also will ensure that it discloses only the minimum amount and type of information necessary to carry out those purposes. If however, express consent is not obtained, there are still certain circumstances in which strata corporation may disclose personal information without the consent of the individual. They are generally the same situations for which the strata corporation can collect or use personal information without consent, as discussed above. Those situations include emergencies, to investigate bylaw infractions or to collect debts. In addition, the strata corporation may disclose personal information without consent to a lawyer, who is representing the strata corporation.

The strata corporation may receive requests for personal information from federal, provincial or municipal government agencies or law enforcement agencies such as the police. If the strata corporation is asked to disclose personal information to a public body or a law enforcement agency without a warrant, subpoena or court order, it will satisfy itself that the request is a bona fide request in aid of an investigation by a public body or a law enforcement agency in Canada, which concerns an offence under Canadian laws, and which would assist in their investigation. If possible the strata corporation will seek a written request from the investigating body and will seek legal advice. The strata corporation will make reasonable efforts to ensure that the personal information that it collects uses or discloses is accurate and complete.

Recording of Personal Information in Meeting Minutes

Minutes of Annual General Meetings, Special General Meetings or Strata Council meetings will record all decisions made but need not include the exact discussions leading up to any votes. Minutes of strata corporation meetings will clearly document how resolutions are amended and what the outcome of any votes were. The strata corporation will, however, ensure that only the minimal amount of personal information required to provide an accurate and objective account of its decisions is recorded in the meeting minutes.

Requests for Complaint Records

Section 135 of the Strata Property Act stipulates that a strata corporation must give an owner or tenant about whom a complaint has been made, the particulars of the complaint in writing and a reasonable opportunity to answer the complaint, including a hearing if requested by the owner or tenant. The particulars of a complaint could include the location, date, time, a description of bylaw infraction and a copy of the bylaw provisions that were allegedly breached. The requirement to provide access to complaint records found in section 135 of SPA does not mean that the strata corporation must disclose the personal information of the complainant and/or other third parties set out in the original complaint letter. If after receiving the particulars of a complaint, an owner or tenant requests a copy of the original complaint letter, the strata corporation will review the complaint and sever all the information that might reveal or indicate the identity of the complainant or disclose personal information. The person making the request will be advised that personal information has been severed. In summary, a person making a request for complaint records is only entitled to access their own personal information, not the personal information of others.

Refusal to Provide or Withdrawal of Consent

Should the reasons for collecting and using personal information not be obvious, the strata corporation will, if requested, tell individuals its purpose for collecting personal information and give them a chance to refuse to give their personal information or a chance to withdraw their consent letter.

Individuals may withdraw their consent at any time by giving the strata corporation reasonable notice, but individuals cannot withdraw consent where doing so would frustrate performance of a legal obligation (such as a contract between the individual and the strata corporation).

When individuals tell the strata corporation that they are withdrawing consent, PIPA requires the strata corporation tell them of the likely consequences of withdrawing consent (such as the strata corporation being unable to provide them with services or goods that require their personal information).

Retention by Strata Corporation

The strata corporation will only retain personal information for as long as necessary to fulfill the identified purposes or as long as required for a legal or business purpose. Retention requirements are specific to a number of acts or regulations but may extend to permanent retention in the case of documents supporting legal decisions.

Security of Personal Information

All strata council members and/or other individuals possessing or having access to owners and/or tenant(s) personal information shall ensure that at all times such information is recorded and stored in an appropriate and secure fashion.

Correction of Personal Information

Individuals may write to the strata corporation and ask it to correct any errors or omissions in their personal information that is under the control of the strata corporation. If the strata corporation is satisfied that an individual's request for correction is reasonable, the personal information will be corrected as soon as reasonably possible.

The strata corporation will, as soon as reasonably possible, also send an individual's corrected personal information to any organization it was disclosed to during the year before the organization corrected it.

Access Rights

Individuals have the right to access their personal information under the strata corporation's custody or control. Requests should be made in writing to the Strata Council President, the Strata Corporation's Privacy Officer, or the Strata Manager. The requester will be advised of any administrative fee and when the information might be available. The amount of the fee and the time to prepare the information will naturally depend upon the nature and amount of information requested. In some circumstances requests for information may be refused. The reasons for refusal and further steps that are available to the applicant will be provided in writing (including any internal review by the strata corporation and the right to as the OIPC to review the decision).

The Strata Information Officer is the strata manager. They can be contacted with requests for information and they are responsible for advising the Strata Council on the strata corporation's compliance with the Personal Information Privacy Act. Individuals not satisfied with the strata corporation's compliance with the Personal Information Privacy Act may complain to the Office of the Information and Privacy Commissioner.