

188 KEEFER – EPS3444

REGISTERED BYLAWS

Registration Number	Comments	Date of Registration
CA5216248	Form Y	May 30, 2016
CA6425499	Form I	November 6, 2017
CA6588592	Form I	January 25, 2018
CA7268145	Form I	December 21, 2018
	Form I	

These are copies of the building bylaws for Strata Corporation EPS3444. For a true copy of all registered building bylaws and amendments, please obtain the necessary records from the Land Titles Office.

Schedule of Standard Bylaws
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) Strata fees are due and payable on or before the first day of each month. Where an owner fails to pay their strata fee or special levy on the day that it is due they are subject to a 10% per annum interest penalty compounded annually until paid (CA6425499 November 6, 2017)

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) If an owner fails, after reasonable notice provided by the strata corporation to such owner, to maintain and repair such limited common property as required, the strata corporation may undertake such maintenance of affect such repairs, as applicable, at the sole cost of the owner.
- (3) An owner must only permit licensed and qualified plumbers, electricians and other trades approved by the strata council to carry out electrical, plumbing or other work in a strata lot.
- (4) An owner must ensure that any maintenance or alteration in a strata lot to the building security system or the fire sprinkler system will be carried out by the company retained by the strata corporation to maintain the security and/or fire system.

Use of property

- 3 (1) An owner, tenant, occupant of a strata lot or any of their visitors or guests must not;
- (a) use a strata lot, the common property, any limited common property or any other common assets for any purpose which is illegal, injurious to the reputation of the building, causes a hazard to any other person, is contrary to the uses permitted under applicable zoning bylaws and regulations or which is contrary to the purpose for which the strata lot, the common property or the limited common property are intended to be used as shown expressly or by necessary implication on or by the strata plan;
- (b) make undue noise in or about, or use or permit the use of the strata lot, common property or limited common property in a manner which would create undue noise, emit odours, create a nuisance or offend the moral standards of the community within which the strata lot is located, or which would disrupt the owner, tenant or occupant of any of the strata lots, or any of their visitors or guests;
- (c) keep any animals or pets (collectively a "Pet") in or about the strata lot or the limited common property relating to such a strata lot other than one or more of the following:
- (i) a reasonable number (as determined by the strata council from time to time) of fish or other small aquarium animals;
 - (ii) a reasonable number (as determined by the strata council from time to time) of small caged animals;
 - (iii) up to 2 caged birds; or
 - (iv) two dogs or two cats or one dog and one cat;

- (d) permit any Pet on the common property or on land which is a common asset unless such Pet is leashed and accompanied by an adult person; it will be the responsibility of the owner to immediately clean up after such owner's Pet on any common property or land which is a common asset or any sidewalk or landscaping within or surrounding the Development or within or surrounding the Project, as applicable, as well as to repair, at such owner's sole cost, any common property or common asset which is damaged, destroyed or soiled by the owner's Pet. If the strata corporation is required to undertake any clean up or repairs as described above on behalf of the owner, the owner shall be responsible to pay for the cost of such clean up or repairs;
- (e) alter, supplement or remove the window coverings originally installed in the strata lot except, if necessary due to damage or wear, to replace them with substantially similar window coverings in the same colour and style;
- (f) use balconies for the storage of items other than outdoor furniture, barbecues, self-contained planter boxes and Council approved air conditioning equipment; (CA7268145 December 21, 2018)
- (g) hang or drape on the balcony of the strata lot laundry, clothing, rugs, towels, curtains or wall hangings;
- (h) install or place on the balcony of the strata lot satellite dishes, antennae, transmitters, transponders, receivers or other telecommunications equipment;
- (i) enclose (partially or fully), modify or add to the balcony of the strata lot, and without limitation, not to install or place plastic, glass or other material on the balcony to block wind or sun or for any other purpose;
- (j) erect, place, keep or display signs, billboards, advertising matter or any other notice or display of any kind on the common property (other than "for sale" signs which may be placed in an area of the common property designated by the strata council from time to time), limited common property or in any strata lot in any manner which may be visible from the outside of the strata lot, provided that the name of any owner, tenant or occupant will be included in the index for the enterphone system and may be displayed in the concierge desk computer to be located within the lobby of the building;
- (k) use, or permit any occupant of his or her strata lot or any guest, employee, agent or invitee of the owner or occupant to use, a barbecue, hibachi or other like cooking device on a balcony, deck or patio unless such barbecue, hibachi or cooking device is powered by propane or electricity and such propane or electricity powered barbecues, hibachis and other light cooking devices will not be used except in accordance with rules and regulations made by the strata corporation from time to time;
- (l) use or allow the strata lot, the common property and the limited common property to be used in any manner which is contrary to the rules of the strata corporation from time to time;
- (m) deposit household refuse or garbage on or about the common property or limited common property except in places designated by the strata council from time to time; any materials other than ordinary household refuse and garbage, shall be disposed of either by or at the expense of the owner; and
- (n) use or permit any part of a strata lot to be used as a site for growing, manufacturing / production, dispensing, selling or distributing cannabis, cannabis derived products, cannabis related products and accessories, and/or any controlled substances (whether licensed or otherwise). (CA7268145 December 21, 2018)

(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

(3) An owner, tenant, occupant or visitor must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset.

(4) An owner shall indemnify and save harmless the strata corporation from expense, including insurance deductibles, of any maintenance, repair or replacement rendered necessary to the common property or to any strata lot resulting from an owner's willful act or negligence or that of any tenant or occupant of a strata lot or any visitors, customers, clients, employees or contractors of an owner, tenant or occupant, but only to the extent that such expense is not recovered from proceeds of insurance carried by the strata.

Inform Strata Corporation

- 4 (1) Within 2 weeks of becoming an owner, an owner must inform the strata corporation of the owner's name, strata lot number and mailing address outside the strata plan, if any.
- (2) On request by the strata corporation, a tenant must inform the strata corporation of his or her name.

Obtain approval before altering a strata lot

- 5 (1) An owner must obtain the written approval of the strata corporation before making an alteration to a strata lot that involves any of the following:
- (a) the structure of a building;
 - (b) the exterior of a building;
 - (c) chimneys, stairs, balconies or other things attached to the exterior of a building;
 - (d) doors, windows or skylights on the exterior of a building, or that front on the common property;
 - (e) fences, railings or similar structures that enclose a patio, balcony or yard;
 - (f) common property located within the boundaries of a strata lot;
 - (g) those parts of the strata lot which the strata corporation must insure under section 149 of the Act.
- (2) The strata corporation must not unreasonably withhold its approval under subsection (1), but may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration. Notwithstanding the foregoing, and without limiting the strata corporation's right to withhold its approval for alterations to the strata lot or the common property, an owner wishing to conduct structural alterations or renovations to a strata lot must provide to the strata corporation, in connection with its application for approval, an engineering report which satisfies the strata corporation that any drilling into a concrete slab will not impair the structural integrity of the slab, and that no work will interfere with embedded cables, power or mechanical systems.
- (3) This section does not apply to a strata lot in a bare land strata plan.
- (4) An Owner must ensure that all approved renovations are conducted in accordance with the following specifications:
- (a) Hours of work: Mondays to Fridays from 8:00 am to 5:00 pm and Saturdays from 9:00 am – 5:00 pm. No work on Sundays or Holidays.
 - (b) Contractor is responsible for removing all debris, old carpet, boards, drywall, etc. from 188 Keefer EPS3444. No debris of any kind is to be placed in the dumpster or the recycling bins.

- (c) Contractor is responsible for cleaning the hallways, stairwells and elevator of any dust, dirt, debris, etc. at the end of each working day.
- (d) Security: Owner and contractor are responsible for the security of the building at all times.
- (e) Elevator pad must be installed and elevator must be booked with Building Manager. A refundable damage deposit of \$200.00 will be returned after the move is complete when no damage is found during the inspection.
- (f) Hard floor systems (e.g. hardwood, tile, linoleum, cork, etc.) must be installed on an acoustic foam underlay with the highest Impact Insulation Class or IIC rating that is currently available on the market. At the time of passing of this bylaw, the highest IIC rating and sound rating is 73. The details of the underlay must be submitted to council for approval.
- (g) Any work involving jack hammering, chipping or grinding is limited to the hours of 10:00 a.m. to 4:00 p.m. (maximum 6 hours per day), Mondays to Fridays only. There is to be no jack hammering, chipping or grinding on weekends or on statutory holidays. Removal of tile floors also requires special council approval.
- (h) Materials, equipment, and tools must be loaded thru the loading bay

Obtain approval before altering common property

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

Permit entry to strata lot

- 7 (1) An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot
- (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage, and
 - (b) at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act; for purposes of clarity, the rights granted to the strata corporation under this bylaws shall include the right to use any balconies, decks or patios that have been designated as limited common property as a staging area for window washers and window washing equipment or for landscapers or greenery maintenance staff or to otherwise use such limited common property as may be necessary to properly operate all window washing equipment or landscaping equipment as the case may be.
- (2) The notice referred to in subsection (1) (b) must include the date and approximate time of entry, and the reason for entry.
- (3) The strata corporation must ensure that all work or repairs carried out on its behalf will be completed in a workmanlike manner and that any damage to the strata lot is made good and that the strata lot is left clean and free from debris at the conclusion of such work or repairs.

Division 2 — Powers and Duties of Strata Corporation

Repair and maintenance of property by strata corporation

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

- (v) fences, railings and similar structures that enclose patios, balconies and yards.

Division 3 — Council

Council size

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

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 reelection.

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.

Replacing council member

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

Officers

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

Calling council meetings

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

Repealed

- 15** [Repealed 2009-17-35.]

Quorum of council

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

Council meetings

- 17** (1) At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- (2) If a council meeting is held by electronic means, council members are deemed to be present in person.
- (3) Owners may attend council meetings as observers.
- (4) Despite subsection (3), no observers may attend those portions of council meetings that deal with any of the following:
- (a) bylaw contravention hearings under section 135 of the 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.
- (5) Whether council members attend council meetings in person or by electronic means, council members cannot appoint proxies or personal representatives to act on their behalf at such council meetings.

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.

Council to inform owners of minutes

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

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.

Spending restrictions

- 21 (1) A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- (2) Despite subsection (1), a council member may spend the strata corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.
- (3) Notwithstanding Section 98(2) of the Act, the maximum expenditure which may be made pursuant to Section 98 of the Act is \$2,500 or 5% of the total contribution to the operating fund for the current year, whichever is less.

Limitation on liability of council member

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

Division 4 — Enforcement of Bylaws and Rules

Maximum fine

- 23 The strata corporation may fine an owner or tenant a maximum of (CA6425499 November 6, 2017)
- (a) \$200 for each contravention of a bylaw, and
 - (b) \$50 for each contravention of a rule.

Continuing contravention

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

Division 5 — Annual and Special General Meetings

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.

Participation by other than eligible voters

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

Voting

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

Order of business

- 28** The order of business at annual and special general meetings is as follows:
- (a) certify proxies and corporate representatives and issue voting cards;
 - (b) determine that there is a quorum;
 - (c) elect a person to chair the meeting, if necessary;
 - (d) present to the meeting proof of notice of meeting or waiver of notice;
 - (e) approve the agenda;
 - (f) approve minutes from the last annual or special general meeting;
 - (g) deal with unfinished business;
 - (h) receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting;

- (i) ratify any new rules made by the strata corporation under section 125 of the Act;
- (j) report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
- (k) approve the budget for the coming year in accordance with section 103 of the Act, if the meeting is an annual general meeting;
- (l) deal with new business, including any matters about which notice has been given under section 45 of the Act;
- (m) elect a council, if the meeting is an annual general meeting;
- (n) terminate the meeting.

Division 6 — Voluntary Dispute Resolution

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.

Division 7 — Marketing Activities by Owner Developer

Display lot

- 30** (1) An owner developer who has any unsold strata lots may carry on sales functions on the common property that relate to the sale of such strata lots, including without limitation, the right to post signs on the common property in relation thereto. For purposes of clarity, this bylaw shall supersede bylaw 3(1)(h) and in the event of any inconsistency between this bylaw 30(1) and bylaw 3(1)(h), this bylaw 30(1) shall take precedence.
- (2) An owner developer may use a strata lot, that the owner developer owns or rents, as a display lot for the sale of other strata lots in the strata plan.

Division 8 — Leasing of Strata Lots

Leasing of Strata Lot

- 31** (1) An owner may lease the owner's strata lot in accordance with Sections 141-148 of the Strata Property Act provide the owner delivers the following documents to the strata council prior to the commencement of the term of the lease:
- (a) a Notice of Tenant's Responsibilities (Form K); and
 - (b) such further information and documentation relating to the tenancy as the strata council may reasonably require provided that such requirements are in accordance with the Act.

- (2) The occupancy of a strata lot by any person other than the owner and/or the owner's immediate family for a period in excess of one month shall be considered a lease and be subject to the provisions of this bylaw.
- (3) An owner, tenant or occupant must not rent less than all of a strata lot for less than 30 days. (CA6425499 November 6, 2017)
- (4) A strata lot must not be used for short-term accommodation purposes, such as a bed and breakfast, lodging house, hotel, home exchange, time share or vacation rental. Without limiting the generality of the foregoing, a resident must not enter into a license for the use of all or part of a strata lot. **(CA6425499 November 6, 2017)**
- (5) Pursuant to s. 7.1 Strata Property Act Regulations, coming into force November 30, 2018 (OIC 418-2018) the Strata Corporation, on sufficient evidence that a short-term accommodation has occurred, considered on a balance of probabilities, may fine the responsible strata lot owner, \$1,000 for every contravention of this bylaw. Infractions may occur more often than once every 24 hours, and every person found illegally to be residing in a Strata Lot will be considered an individual contravention of this bylaw and subject to the \$1,000 fine for each contravention. **(CA7268145 December 21, 2018)**
- (6) Council may commence legal proceedings to collect fines levied for contraventions of this bylaw. **(CA7268145 December 21, 2018)**
- (7) The Strata Corporation may claim the costs of remedying contraventions of this bylaw pursuant to s. 133 SPA. **(CA7268145 December 21, 2018)**

Division 9 — Miscellaneous

Quorum

- 32 (1) Pursuant to Section 48(3) of the Strata Property Act, if, within 15 minutes from the time appointed for an annual or special general meeting a quorum is not present in person or by proxy, those eligible voters present in person or by proxy shall constitute a quorum and the meeting shall be called to order. (CA6425499 November 6, 2017)
- 33 (1) The owner(s) of a strata lot shall be obligated to pay to the strata corporation the
 - (2) The strata corporation, subject to the terms of the Strata Property Act and these bylaws, may sue an owner, tenant, or occupant for damages suffered (including but not limited to the amount of any insurance deductible paid by the strata corporation or repair costs incurred) as a result of physical caused by or resulting from the acts or omissions of that owner, tenant, occupant or their guest(s) or invitee(s) to the common property, limited common property or those portions of a strata lot which the strata corporation is required to repair or insure. The strata corporation may choose to sue only the owner(s) of a strata lot in relation to damage caused by a tenant or other occupant of that strata lot or their guest(s) or invitee(s). Nothing in this section shall act to restrict the rights of the strata corporation arising under s. 133 of the Strata Property Act. (CA6425499 November 6, 2017)
 - (3) If an owner makes an insurance claim under the strata corporation's insurance policy in relation to any portion of that owner's strata lot which the strata corporation is required to insure and the owner(s), a tenant or an occupant of that owner's strata lot or their guest(s) or invitee(s) are responsible for the damage which gave rise to the claim, the owner shall pay any deductible required to be paid.

- (4) An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets or to any portion of a strata lot which the strata corporation is required to repair and maintain by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants, invitees, but only to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. Where the said damage is covered by insurance any insurance deductible paid or payable by the strata corporation shall be collectible in accordance with this bylaw.
- (5) If an owner of a strata lot or any person for whom the owner of a strata lot is responsible, including, without limiting the generality of the foregoing, an occupant, tenant, visitor, agent or employee, of the owner or his/her strata lot causes damage, directly or indirectly, to common property, including limited common property, to common assets or to any strata lot, then the owner of the strata lot with which the cause of the damage is associated will be held strictly liable for the cost of repairing such damage without the requirement that the strata corporation demonstrate that the owner or any person for whom the owner is responsible as set out herein was negligent in causing the damage.

BC Personal Information Protection Act. PIPA: (CA6588592 January 25, 2018)

- 34 (1) The strata corporation may collect, from time to time, certain personal information of owners, tenants, and occupants including:
- (i) the name, home address, and home telephone and/or cell phone numbers of owners, tenants and occupants
 - (ii) banking information, in the case of owners, for payment of strata fees
 - (iii) video images and voice recordings obtained during the use and operation of the video surveillance system (VSS) installed in the building by the strata corporation in the following locations, with signage noting the operation and monitoring and operational 24 hours a day, 7 days a week:
 - (a) Exterior entrance/exit locations for pedestrian and vehicle traffic
 - (b) Interior entrance/exit locations in common areas
 - (c) Common activity areas such as gym and lounge and library
 - (d) As needed in other interior/ exterior common property or limited common property areas to address security, physical safety illegal actions, or bylaw infractions
 - (e) Elevators
 - (iv) information and data recorded and collected during the use and operation of the access control system (e.g., key fobs) installed in the building that monitors access to and from the common areas of the building 24 hours a day, 7 days a week.

- (2) Personal information recorded and collected will not be disclosed to any person, other than: the building manager; the strata corporation's strata agent; elected members of the strata council during the course of exercising the powers and performing the duties of the strata corporation the strata corporation's legal counsel; or law enforcement personnel, except:
 - (i) when required or authorized by law to do so
 - (ii) when disclosure is consented to in writing by an owner, tenant, or occupant
 - (iii) to up-date banking or financial records
 - (iv) when required to collect outstanding strata fees
 - (v) during the course of a criminal investigation involving vandalism to or theft of common property or common assets of the strata corporation, vandalism to or theft of personal belongings of owners, tenants, occupants, visitors and invitees, or the physical assault of an owner, tenant, occupant, visitor, or invitee
- (3) The strata corporation will take all reasonable precautions to ensure that personal information is kept safe from loss, unauthorized access, modification or disclosure.
- (4) This bylaw authorizes the collection of personal information using the video surveillance system and access control system for the following purposes only:
 - (i) to monitor access to and from the common property areas of the building;
 - (ii) to protect personal property of owners, tenants, occupants, visitors and invitees;
 - (iii) to protect common property and common assets of the strata corporation;
 - (iv) to protect the security and physical safety of owners, tenants, occupants, visitors and invitees to the building; and
 - (v) to enforce bylaws and rules of the strata corporation.
- (5) Personal information collected from the use and operation of the video surveillance system and access control system will be retained by way of electronic data storage for up to 60 days (depending on activity) on the strata corporation's computer data storage system at which time the personal information recorded and collected will be recorded over.
- (6) Requests for access to view a specific individual's personal information, including access to view those portions of the video surveillance or access control system that contain personal information for the individual requesting access, must be made in writing and delivered to the strata corporation's strata agent. Personal information recorded and collected using the video surveillance system and the access control system will, provided that the personal information has not previously been recorded over, be made available for inspection within a reasonable time frame from the date of the request and a reasonable fee may be charged for the inspection of that personal information.

DIVISION 10 – MOVE IN / MOVE OUT
(CA7268145 December 21, 2018)

- 35 (1) The Strata Corporation may regulate the times and manner in which any person moves into or out of Strata Lots and requires the owner, tenant, resident or occupant provide notice in writing to the strata corporation, of all moving arrangements a minimum of 72 hours before the moving date.
- (2) A move-in / administration fee of \$300.00 will be charged to the strata lot owner's account upon any change of occupancy (due and payable upon move-in) to cover normal wear and tear.
- (3) Moves must be scheduled and completed between the hours of 9:00 am and 4:00 pm and must be completed within 3 hours.
- (4) All moves must be conducted through the loading bay and under no circumstances will any owner, tenant, resident or occupant use, or permit to be used, the lobby of the building for moving of furniture or furnishings.
- (5) Owners, tenants, residents or occupants moving into or out of the building must ensure exterior doors are not left open and or unattended at any time.