

Marquis Manor

Bylaws

VR 60

CA3664768

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FORM I
AMENDMENT TO BYLAWS
(Section 128)

THE OWNERS, STRATA PLAN VR 60 – MARQUIS MANOR CERTIFY THAT THE ATTACHED ADDITIONS/AMENDMENTS TO BYLAWS OF THE STRATA CORPORATION WERE APPROVED BY A RESOLUTION PASSED IN ACCORDANCE WITH SECTION 128 OF THE *STRATA PROPERTY ACT*, AT THE ANNUAL GENERAL MEETING HELD ON FEBRUARY 27, 2014.

DATED: Feb 27, 14, IN THE PRESENCE OF



SIGNATURE OF COUNCIL MEMBER



SIGNATURE OF SECOND COUNCIL MEMBER

Strata Plan VR 60 'Marquis Manor'
Bylaw Amendments

3/4 Vote Resolution # 7 – Bylaw Additions

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, adopt bylaw **1.3, 1.4 and 1.5:**

1.3:

A special levy is due and payable on the date or dates noted in the resolution authorizing the special levy.

1.4:

Failure to pay a special levy on the due date will result in a fine of \$50.00 for each contravention of bylaw 1.3.

1.5:

Where an owner fails to pay a special levy in accordance with bylaw 1.3, outstanding special levies will be subject to an interest charge of 10% per annum, compounded annually.

3/4 Vote Resolution # 8 – Bylaw Additions

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw **2.4** in its entirety and replace it with the following bylaw:

Change 2.4 from:

Despite section 8 (c) (ii) Owners are responsible for the repair, maintenance and/or replacement of the surface of balcony floors. In case of replacement of the surface of the balcony deck, it must be of same quality and type of grey vinyl that is presently being used on the new deck surfaces.

Change 2.4 to:

Despite section 8 (c) (ii) Owners are responsible for the repair, maintenance and/or replacement of the balcony floors including plywood. In case of replacement of the surface of the balcony deck, it must be of a quality and type of existing best materials either grey vinyl or grey painted on deck coating material presently being used on the deck surfaces. An owner must obtain the written approval of the strata corporation before making any balcony repairs.

Strata Plan VR 60 'Marquis Manor'
Bylaw Amendments

3/4 Vote Resolution # 9 – Bylaw Additions

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add bylaw to **Section 30 - Violation of Bylaws:**

Add Bylaw to Section 30:

30 (2) Structure of Fines

Should a resident(s)/Owner(s) violate any bylaw(s), the management and/or strata have the right to issue a warning letter and/or fines."

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FORM I
AMENDMENT TO BYLAWS
(Section 128)

THE OWNERS, STRATA PLAN VR 60 - MARQUIS MANOR CERTIFY THAT THE ATTACHED ADDITIONS/AMENDMENTS TO BYLAWS OF THE STRATA CORPORATION WERE APPROVED BY A RESOLUTION PASSED IN ACCORDANCE WITH SECTION 128 OF THE STRATA PROPERTY ACT, AT THE ANNUAL GENERAL MEETING HELD ON FEBRUARY 27, 2013.

DATED: Feb. 27, 2013, IN THE PRESENCE OF


SIGNATURE OF COUNCIL MEMBER

 Emily Unger
SIGNATURE OF SECOND COUNCIL MEMBER

Bylaw Amendment 33.3

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw 33.3 in its entirety and replace it with the following bylaw:

Change 33.3 from:

33(3) An owner using the elevator during a move shall ensure that the elevator service key is issued to control the elevator and the doors not jammed in any manner.

Change 33.3 to:

An owner using the elevator during a move shall not jam the elevator door in any manner and shall not allow any items to bump the door. To keep the elevator door open, use the toggle switch located next to the elevator controls located inside the elevator cabin. A resident who fails to follow these directions is liable for any repair costs incurred by the strata.

Bylaw Amendment 5.4

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw 5.4 in its entirety and replace it with the following bylaw:

Change 5.4 from:

(Regarding renovations) An Owner shall ensure that the hours of work are restricted to between 8:00am through 8:00pm Monday through Friday and 10:00am through 8:00pm Saturdays, Sundays and statutory holidays.

Change 5.4 to:

An Owner shall ensure that the hours of work are restricted to 8:00am through 6:00pm Monday through Friday and 10:00am through 6:00pm Saturdays. No work is permitted on Sundays and statutory holidays.

Bylaw Amendment 31.1

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, amend bylaw 31.1 and add to it the following:

31.1:

An Owner shall store bicycles and tricycles in the basement parking area only.

Add to 31.1:

31.1(a) An Owner shall not transport a bicycle(s) or tricycle(s) in any common hallway unless it is placed in a heavy duty cloth bag designed for such items to transport.

31.1(b) An Owner is not permitted to use their parking stall for storage of cabinets, tires, or personal items other than vehicles and/or bicycles.

Add to Bylaw 6

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add to bylaw 6 the following:

Add to Bylaw:

6(13) No washing machine is to be permanently installed in a strata lot and plumbed into the buildings infrastructure.

Add to Bylaw 6

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add to bylaw 6 the following:

Add to Bylaw:

6 (11)

Approval for drywall removal or modification must be requested in writing from the strata corporation.

Add to Bylaw 6

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add to bylaw 6 the following:

Add to Bylaw:

6 (12)

An owner is not permitted to install a garburator in his/her strata lot and into the common plumbing system.

Bylaw Amendment 37.6

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, amend bylaw 37.6 and add to it with following:

37.6:

Ensure a Permitted Pet is kept quiet, controlled and clean.

Add to 37.6:

37 (6) (a) The owner of the suite will be responsible for any cost associated with cleaning or repair as a result of damage caused by his/her pet.

37 (6) (b) It is the owner's of the suite responsibility to control fleas and other pests.

Bylaw Amendment 2.3

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw 2.3 in its entirety and replace it with the following bylaw:

Change 2.3 from:

Owners are responsible for repair, maintenance and/or replacement of zone valves.

Change 2.3 to:

Owners are responsible for repair, maintenance and/or replacement of exposed mechanical equipment, thermostats, zone valves, and all mechanical/plumbing related equipment located in between zone valves.

Add Bylaws to Section 3 – Use of Property

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add bylaws to Section 3 – Use of Property:

Add Bylaws to Section 3:

3(4) An owner/resident must maintain a high standard of cleanliness, appearance and repair in and surrounding his/her strata lot as determined from time to time by the Strata Council. This includes parking stalls.

3(5) The garbage and recycling containers are for ordinary small items. Items not considered ordinary residential garbage and or large/heavy items must be removed by the owner/resident by another method. Christmas trees are not to be disposed of on the property.

Add Bylaw to Section 30 – Violation of Bylaws

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, add bylaw to Section 30 – Violation of Bylaws:

Add Bylaw to Section 30:

30 (2) Structure of Fines

Should a resident(s)/owner(s) violate any bylaw(s), the management and/or strata have the right to issue a warning letter. Should the problem continue, a second letter will be issued specifying the problem be corrected by a certain time otherwise a fine will be issued. The third letter will be a fine applied against the suite in violation. Note: Management and/or strata may immediately issue a fine depending on the severity of the violation thus skipping the warning letter and other pre notifications.

Bylaw Amendment 28 (b)

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw 28 (b) in its entirety and replace it with the following bylaw:

Change 28 (b) from:

"Determine that there is a quorum" (this applies to Annual General Meetings and Special General Meetings).

Change 28 (b) to:

If at the time appointed for a general meeting, a quorum is not present, the meeting shall stand adjourned for a period of thirty minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present in person or by proxy and entitled to vote, shall constitute a quorum.

Bylaw Amendment 37(8)

BE IT RESOLVED:

That the Owners of Strata Plan VR 60, Marquis Manor, repeal bylaw 37.8 in its entirety and replace it with the following bylaw:

Change 37.8 from:

assume any and all liability for any and all actions by the Permitted Pet, regardless of whether the Owner had knowledge, notice of forewarning of the likelihood of such action:

Change 37.8 to:

assume any and all liability for any and all actions by the Permitted Pet, regardless of whether the Owner had knowledge, notice of forewarning of the likelihood of such action:

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Strata Property Act

FORM I

AMENDMENT TO BY-LAWS

(Section 128)

The Owners, Strata Plan VR 60, Marquis Manor hereby certify that the attached additions/amendments to the VR 60 Bylaws were approved by 3/4 vote resolution passed in accordance with section 128 of the *Strata Property Act*, at the Annual General Meeting held on January 28, 2010, as attached.

Dated: Jan 28, 2010 in the presence of

M. D. T. S.
Signature of Council Member

Kevin Sullivan
Signature of Second Council Member

3/4 Vote Resolution #2 -- Bylaw Amendment

Be it resolved:

That the Owners of Strata Plan VR 60 amend the bylaws by adding the following sections:

Obtain approval before altering common property

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

Alterations to a strata lot or common property

- 6 (3) Any alteration to a strata lot or to common property that has not received the prior written approval of council must be removed at the owner's expense if the council orders that the alteration be removed. An owner who receives approval will be liable for all costs connected to the alteration, including the cost of repairing and maintaining the alteration and the cost of repairing and maintaining the common property or a strata lot if such repair is required as a result of the alteration. An owner who receives approval may be required by the council to sign an Assumption of Liability Agreement.
- (4) The owner will be responsible to obtain the applicable building permits, at their own expense prior to commencing the work, and obtaining such permits is a condition of the council's approval.
- (5) Owners who undertake alterations in accordance with these bylaws, and subsequent owners, are responsible for all costs relating to:
- (a) the maintenance and repair of the alterations, and
 - (b) the effects on all adjacent strata lots or common property, and
 - (c) the effects of rain and weathering, staining, discoloration.
- (6) The council may maintain, repair, or remove alterations to common property if in the opinion of the council:
- (a) the alterations are not maintained or repaired, or
 - (b) the alterations are damaged.
- (7) All costs incurred in the maintenance, repair, and/or removal will be charged to the owner of the strata lot and are their responsibility.

- (8) On the sale of a strata lot, owners must include all obligations and costs that may be applied relating to alterations in any agreement of sale. If the subsequent owner refuses to sign an Assumption of Liability Agreement with the strata corporation the alteration may be removed by council and the cost of the removal will be charged to the new owner.
- (9) To remove an approved alteration or attachment, an owner must negotiate the terms of the removal with the council.
- (10) The council reserves the right to require, or have an owner provide, specified professional supervision or inspection, or both, of approved alterations. The council may include specified supervision or inspection as a requirement of approval.

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77


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

The Owners, Strata Plan VR 60 certify that the following amendment 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 February 20, 2007.

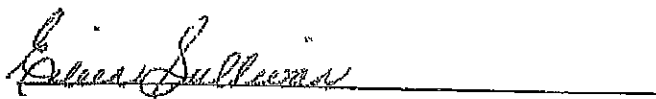
Be It Resolved that the Owners, Strata VR 60, hereby add the following Bylaws to the registered Bylaws of the Strata Corporation:

Repair and maintenance of property by owner

- 2 (3) Owners are responsible for repair, maintenance and/or replacement of zone valves.
- (4) Despite section 8 (c) (ii) Owners are responsible for the repair, maintenance and/or replacement of the surface of balcony floors. In the case of replacement of the surface of the balcony deck, it must be of the same quality and type of grey vinyl that is presently being used on the newer deck surfaces.



Signature of Council Member



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

VR60 – Marquis Manor Schedule of Standard Bylaws

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

Payment of strata fees

- 1 (1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.
- (2) If an owner is late in paying his or her strata fees, the owner must pay to the strata corporation interest on the late payment in the amount of 10% per annum, compounded annually, and calculated on a monthly basis commencing from the date the payment was due and continuing until the last day of the month in which it is paid.

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.

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,
 - (b) causes unreasonable noise,
 - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
 - (d) is illegal, or contrary to any governmental or regulatory authority or injurious to the reputation of the strata corporation or the owners, or
 - (e) is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.
- (2) An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
- (3) (a) An Owner shall not use, or permit to be used his/her strata lot except as a private dwelling home and, unless granted prior written approval from the Strata Council, an Owner shall not allow more than two (2) persons to occupy a strata lot originally designated by the Developer as a studio unit, three (3) persons to occupy a strata lot originally designated by the Developer as a one bedroom unit, and four (4) persons to occupy a strata lot originally designated by the Developer as a two bedroom unit.

For the purposes of this Bylaw, a person shall be defined to include children but exclude guests visiting with the resident of a strata lot for less than 30 days.

- b An Owner who alleges hardship as a result of the passage of this Bylaw may appeal to the Strata Council within 30 days of the passage of the Bylaw, for permission to violate the Bylaw on the basis of hardship, and the Strata Council shall not unreasonably refuse the appeal.

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 agrees, in writing, to take responsibility for any expenses relating to the alteration.
- (3) an Owner shall give the Strata Council (two) working days' prior written notice of the scheduled arrival of tradespeople or delivery of materials. Tradespeople must be licensed and bonded. Inadequate notice or work by unlicensed or unbonded tradespeople may result in the levy of fines.
- ~~(4) An Owner shall ensure that the hours of work are restricted to between 8:00 a.m. through 8:00 p.m. Monday through Friday and 10:00 a.m. through 8:00 p.m. Saturdays, Sundays and statutory holidays.~~
- (5) An Owner performing renovations is responsible financially and otherwise for ensuring that any and all required permits and licenses are obtained.
- (6) An Owner in contravention of any portion of Bylaw 5 may be subject additional clean-up or repair costs necessary.

Amended
AGM Feb. 27/13

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

Division 2 — Powers and Duties of Strata Corporation

Repair and maintenance of property by strata corporation

8 The strata corporation must repair and maintain all of the following:

- (a) common assets of the strata corporation;
- (b) common property that has not been designated as limited common property;
- (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) the council must have at least 3 and not more than 7 members.

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.

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.

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.

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.

- (5) employ for and on behalf of the Strata Corporation agents and employees as it thinks proper for the control, management and administration of the common property, common facilities or other assets of the Corporation, and the exercise and performance of the powers and duties of the Corporation:

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.

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
 - (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.

Amended
AGM Feb. 27/13

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.

Violation of bylaws

- 30 The strata corporation may proceed under the Small Claims Act, without further authorization by the owners, to recover from an owner or other person, by an action in debt in Small Claims Court, money owing to the strata corporation, including money owing as administration fees, bank charges, fines, penalties, interest or the costs, including legal costs, of remedying a contravention of the bylaws or rules and to recover money which the strata corporation is required to expend as a result of the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests employees, agents, tenants or a member of the owner's family.

Storage / Bicycles storage area

Amended
AGM
Feb. 27/13

- 31 ~~(1) An Owner shall store bicycles and tricycles in the basement parking area only.~~
- (2) An Owner shall not store any items or liquids of a hazardous and/or flammable nature in the storage lockers, in the basement/parking area including common property and strata lots in the basement parking area.

Parking

- 32 (1) An Owner shall not permit any oversized, commercial or recreational vehicles including, but without limiting the generality of the foregoing, boats, trailers and campers to enter or be parked or stored on common or limited common property or strata lots.
- (2) An Owner shall not permit the storage of uninsured vehicles in the garage.
- (3) An Owner shall not sell, lease or rent parking stalls to any person not residing at Strata Plan VR 60.
- (4) An Owner shall not permit a vehicle to be parked except in an assigned parking stall.

- (5) An Owner shall not permit a vehicle to be parked or left unattended in a position that interferes with parking stalls, access lanes or no parking zones.
- (6) Although no towing company can access the parking lot without the consent of the Strata Council or the assigned property manager, any vehicle parked in violation of Bylaw 32 shall be subject to the removal of the vehicle by a towing company, by authorization of the Strata Corporation's assigned property manager or the Strata Council.
- (7) An Owner shall not permit the use of any part of the parking areas as a work area for carpentry, renovations, repairs (including, but not exhaustively, sawing, drilling and the use of any adhesive or hardening compounds) or work on vehicles involving any automotive fluids or paints, motor tune ups or mechanical repairs.
- (8) An Owner operating a vehicle in the parking areas and driveway shall activate the vehicle headlights and not exceed 10 km/hour.
- (9) An Owner shall not smoke while in the parking area or any other common areas, regardless of whether the Owner is inside a vehicle unless the windows are closed.
- (10) An Owner shall not park or store any vehicle dripping oil or gasoline. An Owner failing to clean up all drippings 10 days after notice from the Strata Council or the assigned property manager shall be responsible for all expenses incurred by the Strata Corporation cleaning up the drippings.

Moving

- 33
- (1) An Owner shall conform and ensure that any tenants conform to the Move In and Move Out Rules as established by the Strata Council from time to time.
 - (2) An Owner shall ensure that all moving arrangements shall be made with notice to the Management Company at least 48 hours before the moving date and an Owner shall ensure that moving shall take place between 8:00 a.m. and 8:00 p.m. Monday through Friday and 10:00 am. to 8:00 p.m. Saturdays, Sundays and statutory holidays.
 - ~~(3) An Owner using the elevator during a move shall ensure that the ELEVATOR SERVICE KEY is used to control the elevator and the doors not jammed open in any manner.~~
 - (4) An Owner shall ensure that the lobby doors are not left open/ajar and unattended and that furniture is not left, piled in the lobby area.
 - (5) An Owner shall ensure that all common areas are left damage free, clean and all hallways and lobby areas vacuumed immediately upon completion of the move.

Amended
AGM Feb. 27/13

Cleanliness

- 34 (1) An Owner shall not allow a strata lot to become unsanitary or untidy; rubbish, dust, garbage, packing cases and other similar refuse shall not be thrown, piled or left in the strata lot or on common property or limited common property. Any expenses incurred by the Strata Council to remove such refuse shall be charged to the offending Owner.
- (2) An Owner shall ensure that ordinary household refuse and garbage shall be securely wrapped and placed in the containers provided for that purpose; recyclable material kept in designated areas and material other than recyclable or ordinary household refuse and garbage removed appropriately.

Rentals

- 35 (1) Prior to leasing a strata lot, an Owner shall deliver to the tenant the current Bylaws of the Strata Corporation. An Owner shall supply the copy of the bylaws to the tenant before allowing the tenant into possession.
- (2) An Owner who leases his/her strata lot shall, prior to allowing the tenant into possession of the strata lot, provide to the Strata Council a Form "K" Tenant's Undertaking in accordance with Section 146 of the Strata Property Act.

Failure to provide a Form "K" in the time limit noted above shall cause the strata lot owner to be subject to a fine of \$60.00 for each month of breach.

Miscellaneous

- 36 (1) An Owner shall not smoke in any common areas.
- (2) An Owner shall not use barbecues or store barbecue fuel on common property, limited common property or strata lots.
- (3) An Owner shall not hinder or restrict sidewalks, entrances, exits, halls, passageways, stairways and other parts of the common property. Hindrance and restriction includes the placing of personal items and garbage.
- (4) An Owner shall not wear or use rollerblades and skateboards anywhere in the building except an Owner's strata Lot or in the basement parking area.
- (5) An Owner shall not erect or display or permit to be erected or displayed any signs, fences, billboards, placards, advertising, notices or other fixtures of any kind on the common property or exterior of a strata lot except in designated areas.
- (6) An Owner may post notices on the designated bulletin board, subject to being removed by the Strata Council if deemed inappropriate or posted for in excess of one week.

- (7) An Owner shall not shake rugs, carpets, mops or dusters of any kind from any balcony, window, stairway or other part of the strata lot or common property.
- (8) An Owner shall ensure that drapes or blinds visible from the outside of the building shall be neutral in colour.
- (9) An Owner shall ensure that no air conditioning, laundry, flags, clothing, bedding or other articles are hung or displayed from windows, balconies, patios or other parts of the building so that they are visible from the outside of the building.
- (10) An Owner shall not display or erect fixtures, poles, clotheslines, racks, storage sheds and similar structures permanently or temporarily on common or limited common property. Despite the foregoing, the placing of items on the balconies or patio areas shall be limited to free standing, self contained planter boxes or containers, summer furniture and accessories and small storage cabinets with closing doors no higher than the railings and painted grey or white.
- (11) An Owner shall ensure that all festive lights visible from outdoors shall be displayed between December 1st of the year approaching Christmas and January 6th of the year following Christmas.
- (12) An Owner shall be responsible (including expenses incurred by the Strata Council for clean up or repair) for any damage directly attributable to the occupants of the Owner's strata lot.
- (13) 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 strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family, but only to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, any insurance deductible paid or payable by the strata corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner.
- (14) An Owner shall forward, in writing, all complaints, recommendations and requests regarding the operation of Marquis Manor to the Strata Council or the assigned property manager.
- (15) The provisions of these bylaws should be interpreted in context with each other, however, the provisions hereof shall be deemed to be independent and severable in the event of invalidity in whole or in part of any bylaw. The invalidity of any bylaw does not affect the validity of the remaining bylaws, which shall continue in full force and effect as if such invalid provision had never been included herein.

Pets and animals

An Owner shall:

- 37
- (1) not keep any animals, birds, livestock, fowl or pets on his/her strata lot or the common property, subject to Bylaw 37.2, and subject to the Strata Council exercising its discretion with respect to pets kept by Owners at the time these by laws are enacted, such discretion not to be unreasonably exercised.
 - (2) upon written application to the Strata Council be given written permission to keep one pet (a "Permitted" Pet) not to exceed eleven (11) kilograms. Despite the Pet Bylaw, an Owner shall not harbor exotic pets, which include, but not exhaustively, snakes, reptiles, spiders or large members of the cat family. No owner or resident or guest shall keep a pet on the common property, or on limited common property or in a strata lot which is not a permitted pet.
 - (3) ensure a Permitted Pet is registered with the Strata Council within 30 days of the pet residing in a strata lot or the passing of this Bylaw. Registration shall include the name, breed, colour and markings of the pet together with the name, unit and telephone number of the Owner;
 - (4) not permit a loose or unleashed Permitted Pet (leashes cannot exceed six feet in length) at any time within the boundaries of the common property or limited common property the premises). Should any permitted Pet be found loose on the common property, the permitted Pet may be delivered to municipal pound at the cost of the Permitted Pet's Owner and fines may be assessed against the Owner:
 - (5) not keep a Permitted Pet which proves to be a nuisance, whether on the Strata Lot or on common property. If a resident has a pet which is not a Permitted Pet or if complaints in the opinion of the Strata Council sufficient enough to consider the Permitted Pet a nuisance or an unreasonable interference with the use and enjoyment of the strata lots and the common property by other owners, their families and guests, are received, the Strata Council will order the Permitted pet or a pet which is not permitted to be removed permanently from the premises;
 - (a) Any Owner who fails to comply within seven (7) days of receiving written notice from the Strata Council will be subject to a \$100.00 fine for each month or portion of a month during which the offending Permitted Pet continues to occupy the strata lot, common property or limited common property;
 - (b) Despite Bylaw 37(5)(a) an Owner who violates Bylaw 37(5) may be subject to an immediate injunction application, may be responsible for all expenses incurred by the Strata Corporation obtaining the Injunction and the expenses shall be added to the next month's maintenance of the attending Owner and treated as a common expense.
 - (6) ensure a Permitted Pet is kept quiet, controlled and clean. Any excrement of a Permitted Pet on the common property must be immediately disposed of by the Owner of the Permitted Pet;

- (7) keep a Permitted Pet only in his/her strata lot, except for ingress and egress, and the Owner shall carry the Permitted Pet when the Permitted Pet is in the interior of the building and elevator when other individuals or pets are present;
- (8) assume any and all liability for any and all actions by the Permitted Pet, regardless of whether the Owner had knowledge, notice or forewarning of the likelihood of such action;
- (9) not feed birds, rodents, squirrels' or other wild animals from or on a strata lot including the balcony, patio or on common property or limited common property. Bird feeders of any kind are not permitted to be kept on balconies, patios nor opened windows.