

# Strata Plan VIS2720

Churchill Place and Hampton Court

## Rules and Bylaws

as of  
September 17, 2012

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At a duly convened Annual General Meeting of the owners of Strata Plan VIS2720, held on September 17, 2012, where 63 out of 108 owners were represented in person or by proxy, the proposed amendments to the bylaws of Strata Plan VIS2720 were approved as distributed.

Therefore, be it resolved that the bylaws of Strata Plan VIS2720 be amended to:

- 1) include the amendments as approved at the September 17, 2012 Annual General Meeting; and
- 2) the bylaws with the approved amendments be registered at Land Titles Office in their entirety and that all previous forms of bylaws be repealed.

The following document reflects the Rules and Bylaws of Strata Plan VIS2720 in their entirety, including the amendments approved at the September 17, 2012 Annual General Meeting.

*Amendment dates are noted in the format: {yyyy-mm-dd}*

## Rules

1. {removed 2002-09-16}
2. {removed 2002-09-16}
3. {removed 2002-09-16}
4. {removed 2002-09-16}
5. {removed 2002-09-16}
6. No repairs or adjustments to motor vehicles or other mechanical equipment shall be carried out on common property including underground parking, or any other part of common property.
7. No owner or occupant shall have outside of their strata lot anything in the common property area (outside immediate door) of a personal nature such as mats, plants etc., to detract from the uniformity of the building and hallways.
8. All window coverings (as per disclosure statement) showing from the outside of the building shall be off-white or white or lined in off-white or white. Coloured/patterned drapes, sheets, blankets, flags, tin foil or other unsightly displays will not be allowed.
9. Parking outside of established numbered stalls is prohibited. Parking in circular driveway in front of building is limited to a maximum of 3 minutes. All motorcycles will be parked with a durable piece of wood under the kickstand to prevent penetration of the concrete.
10. {removed 2002-09-16}
11. Ordinary household refuse and garbage shall be placed in the containers provided by the Strata Corporation for that purpose. All corrugated cardboard boxes must be compressed prior to deposit into the container provided. Any materials other than ordinary household refuse and garbage shall be removed from the Strata Plan property at the expense of or by the individual owner.
12. The sidewalks, walkways, passages and driveways of the common property shall not be obstructed or used for any purpose other than ingress or egress from the strata lots and parking areas within the common property.
13. No vehicle shall be parked on common property other than in allotted vehicle parking spaces in underground parking, and no vehicle shall be driven on any part of the common property other than on the driveways. Any vehicle, trailer, boat or equipment parked in contravention of the foregoing will be removed at its owner's sole risk and expense.
14. No owner, occupant of a strata lot, or guest shall do anything, or place any object, on common property likely to damage, prevent reasonable growth, or interfere with the maintenance of any plants, bushes, flowers, lawns or other items.
15. Owners shall be responsible for any damage to other units or common areas caused by the owners plumbing leads. All owners are advised to periodically check any areas that may cause leakage.
16. All suggestions, requests and complaints to the strata council shall be in writing and delivered to the strata council.
17. No smoking in the interior common areas of the buildings including garages, elevators, hallways and stairways.
18. No Real Estate "For Sale" signs are to be placed in common areas of the buildings or on common area grounds. "Open House" signs are permitted on common area grounds in front of the buildings on the day of the open house. "Open House" signs are limited to one per strata lot. {1994-10-24}

*This revision of the bylaws for Strata Plan No. VIS2720 replaces all previous bylaws filed at Land Titles Office as well as the Schedule of Standard Bylaws in the 1998 Strata Property Act, Chapter 43.*

## **Schedule of Standard Bylaws**

### **1. Duties of Owners, Tenants, Occupants and Visitors**

#### **1. Payment of strata fees**

- (1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.

#### **2. Repair and maintenance of property by owner**

- (1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (2) An owner who has the use of limited common property must repair and maintain it, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- (3) An owner must have a strata lot fireplace gas equipment inspected and, if found deficient, repaired by a certified gas fitter not less than every 5 years or more frequently at the discretion of the council. Proof of inspection must be provided to the council within 30 days of a request in writing made to an owner by the council to do so. {2001-12-10} **Update: every 2 years (effective 2020)**
- (4) An owner must ensure the hot water tank within the owner's strata lot is replaced not less than once every 8 (eight) years or within the manufacturer's standard tank warranty term, whichever is greater. Proof of hot water tank replacement and warranty term must be provided when requested by strata council. Should an owner fail to observe the requirements of this bylaw, the owner will be liable for any and/or all damages and costs related to the failure of the owner's hot water tank. {2012-09-17}

#### **3. Use of property**

- (1) An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that
  - (a) causes a nuisance or hazard to another person,
  - (b) causes unreasonable noise,
  - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
  - (d) is illegal, or
  - (e) is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.
- (2) An owner, tenant, occupant or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
- (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, tenant or occupant must not keep any pets or animals on a strata lot other than the following:
  - (a) a reasonable number of fish in one fresh water aquarium up to a maximum of 30 gallons (136 litres); {2001-12-10}
  - (b) up to 2 small caged mammals that weigh no more than 1kilogram each; {2001-12-10}
  - (c) up to 2 caged birds; {2001-12-10}
  - (d) up to two cats ,or two dogs, or one cat and one dog, provided that: {2001-12-10}
    - i. the dog or cat does not weigh more than 10 kilograms; {2001-12-10}

- ii. the dog or cat is carried by the owner in the common area hallways and elevators;  
{2001-12-10}
  - iii. once outside a building, the dog or cat must be kept on a leash and supervised;  
{2001-12-10}
  - iv. the owner forthwith removes any excrement of such dog or cat.; and  
{2001-12-10}
  - v. notwithstanding the foregoing, any unruly animal shall be removed after written notice by the council.  
{2001-12-10}
- (5) An owner, tenant or occupant shall not:
- (a) use common hallways or common property for the storage of garbage, shopping carts or any personal property;  
{2001-12-10}
  - (b) install any drapes or blinds without the written consent of the council;  
{2001-12-10}
  - (c) hang or permit to be hung any laundry, washing, rugs or any other materials, which are in the judgment of the council, offensive to any individual, on the common property or in or about a strata lot in a manner that would permit the same to be visible from the outside of a strata lot. {2001-12-10}
  - (d) store any combustible, flammable or offensive material in any strata lot, except a small supply of fuel normally used in outdoor barbeques;  
{2001-12-10}
  - (e) do anything or permit anything to be done which would increase the risk of fire or the rate of fire insurance on the buildings or any part thereof;  
{2001-12-10}
  - (f) permit a strata lot to be occupied by more than two individuals per bedroom for a period of more than one month without the prior written consent of the council. Newborn infants to the age of three years are exempted from the provisions of this bylaw.  
{2001-12-10}
  - (g) rent or lease a strata lot except in compliance with the following:
    - i. the number of residential strata lots that may be leased is limited to nine in the phase 1 building (545 Manchester Road) and seven in the Phase 2 building (520 Dunedin Street). This limitation affects the third registered owner (the "Third Owner") of a strata lot, who acquires title from a second owner, and all subsequent owners. To lease a strata lot the Third Owner and subsequent owners must give written application to the council and must receive prior written approval from the council before a strata lot may be rented or leased.
    - ii. applications to lease a strata lot will be approved only on a first come first served basis. An application to lease a strata lot will be approved by the council provided that:
      - (a) the total number of leased strata lots in a particular building is less than the limit hereinbefore specified; and
      - (b) no prior applications to lease are outstanding for any other strata lots.
    - iii. once the number of leased strata lots in a building reaches the limit hereinbefore specified, a waiting list will be maintained by the council.
    - iv. approval to lease a strata lot will be revoked when:
      - (a) a strata lot is not leased within three months after approval to lease has been granted; or
      - (b) a strata lot is sold to a third owner or subsequent owners and the number of leased strata lots in the building exceeds the limits hereinbefore specified; or
      - (c) a strata lot is sold to a third owner or subsequent owners and the strata lot is not leased within three months after the third owner or subsequent owners acquires title to the strata lot.
    - v. no bylaw adopted under Section 30 of the Condominium Act shall affect the right of the Developer, or the first registered Owner (the First Owner) of a strata lot who acquires title from the Developer, or the second registered Owner (the Second Owner) of a strata lot who acquires title from the First Owner, to lease the strata lot owned by the Developer, the First Owner, or Second Owner, as the case may be, for an indefinite period of time.  
{2001-12-10: 1.3.(5) (g)}
  - (h) Erect or fasten a television antenna or similar structure or appurtenance to any strata lot or common property except in connection with a cable system as authorized by the strata council. {2002-09-16}

- (i) place on any part of a strata lot or common property any sign, billboard, notice or other advertising materials of any kind without the written consent of the strata council first being obtained. {2002-09-16}
- (j) shake any mop or duster of any kind from a window or balcony, nor throw litter or refuse from a strata lot onto common property or other strata lots. {2002-09-16}
- (k) keep a bicycle on a patio or balcony, nor wheel a bicycle through the hallways causing the carpets to be soiled. {2002-09-16}
- (l) hang shades such as sun screen blockers of bamboo, rattan or any other fabric on a balcony or patio. {2002-09-16}
- (m) allow a motor vehicle to leak fluids onto a parking spot or driveway, and must clean up the fluid immediately. {2002-09-16}
- (n) Permit a minor to reside in the strata lot, unless the minor's parent or legal guardian also resides in the strata lot. {2004-08-19}
- (o) Leave a minor in the strata lot without adequate adult supervision to ensure the rules and bylaws of the strata are not violated. {2004-08-19}

#### **4. Inform strata corporation**

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

#### **5. Obtain approval before altering a strata lot**

- (1) An owner must obtain the written approval of the strata corporation before making an alteration to a strata lot that involves any of the following:
  - (a) the structure of a building;
  - (b) the exterior of a building;
  - (c) chimneys, stairs, balconies or other things attached to the exterior of a building;
  - (d) doors, windows or skylights 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;
  - (h) plumbing or electrical work within any bearing wall or part of any wall
  - (i) a change in the type or quality of flooring. {2003-07-31}
- (2) The strata corporation must not unreasonably withhold its approval under subsection (1), but may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration.
- (3) This section does not apply to a strata lot in a bare land strata plan.

#### **6. Obtain approval before altering common property**

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

#### **7. Permit entry to strata lot**

- (1) An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot
  - (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage, and

- (b) at a reasonable time, on 48 hours' written notice, 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,
- (c) on 48 hours' notice, given on a weekday, provide an authorized representative or agent of the strata corporation access to the strata lot for the purpose of reading the gas meter.  
{2001-12-10}

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

## **2. Enforcement of Bylaws and Rules**

### **1. Enforcement Options**

[SPA 129]

- (1) To enforce a bylaw or rule the strata corporation may do one or more of the following:
  - (a) impose a fine under section 130 of the Strata Property Act;
  - (b) remedy a contravention under section 133 of the Strata Property Act;
  - (c) deny access to a recreational facility under section 134 of the Strata Property Act
- (2) Before enforcing a bylaw or rule the strata corporation may give a person a warning or may give the person time to comply with the bylaw or rule.

### **2. Fines**

[SPA 130]

- (1) The strata corporation may fine an owner if a bylaw or rule is contravened by
  - (a) the owner,
  - (b) a person who is visiting the owner or was admitted to the premises by the owner, or
  - (c) an occupant, if the strata lot is not rented by the owner to a tenant.
- (2) The strata corporation may fine a tenant if a bylaw or rule is contravened by
  - (d) the tenant,
  - (e) a person who is visiting the tenant or was admitted to the premises by the tenant, or
  - (f) an occupant, if the strata lot is not sublet by the tenant to a subtenant.
- (3) All fines levied against a strata lot are to be added to and included as part of the monthly assessment of the strata lot for the month following the month in which the fine was levied.

### **3. Landlord's and owner's responsibility for fines and costs incurred by tenant**

[SPA 131]

- (1) If the strata corporation fines a tenant or requires a tenant to pay the costs of remedying a contravention of the bylaws or rules, the strata corporation may collect the fine or costs from the tenant, that tenant's landlord and the owner, but may not collect an amount that, in total, is greater than the fine or costs.
- (2) If the landlord or owner pays some or all of the fines or costs levied against the tenant, the tenant owes the landlord or owner the amount paid.

### **4. Maximum fines**

[SPA 132]

- (1) The strata corporation may fine an owner or tenant a maximum of
  - (a) \$200 for each contravention of a bylaw, and
  - (b) \$50 for each contravention of a rule.
- (2) Despite subsection (1), the maximum amount that a strata corporation may fine for the rental of a residential strata lot in contravention of a bylaw that prohibits or limits rentals is \$500 for each contravention of the bylaw.

## 5. Continuing contravention

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

## 3. Money owing to Strata Corporation

### 1. Interest charged on outstanding amounts

[SPA 107]

- (1) The strata corporation shall charge a rate of interest of 10% per annum (0.834% per month) on all outstanding strata fees, fines and charges.  
{2001-12-10}

### 2. Commencing Legal Action

- (1) The strata corporation is authorized to take all steps necessary to collect monies owed to the strata corporation, including legal action in British Columbia Provincial Court and/or British Columbia Supreme Court, at the discretion of the strata council, provided
- (a) the monies have been outstanding for a minimum of 6 months, or
  - (b) the outstanding monies are \$2,000 or more in value.

{2004-03-16}

## 4. Powers and Duties of Strata Corporation

### 1. Repair and maintenance of property by strata corporation

- (1) The strata corporation must repair and maintain all of the following:
- (a) common assets of the strata corporation;
  - (b) common property that has not been designated as limited common property;
  - (c) limited common property, but the duty to repair and maintain it is restricted to
    - i. repair and maintenance that in the ordinary course of events occurs less often than once a year, and
    - 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.
- (2) Notwithstanding the provisions of Subsection 4.1.(1)(d) the strata corporation may charge an owner for the cost of repair and maintenance to the exterior doors, windows, balconies and patios to a strata lot. For the purposes of this subsection, doors and windows shall include door jams, sills, casings, frames and glass. All such monies charged by the strata corporation to an owner shall be deemed to be money owing to the strata corporation and may be collected pursuant to the provisions of the Strata Property Act.

## **5. Council**

### **1. Council size**

- (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.

### **2. Council members' terms**

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

### **3. Removing council member**

- (1) Unless all the owners are on the council, the strata corporation may, by a resolution passed by a majority vote at an annual or special general meeting, remove one or more council members.
- (2) After removing a council member, the strata corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

### **4. Replacing council member**

- (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.

### **5. Officers**

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

### **6. Calling council meetings**

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

- (4) The council must inform owners about a council meeting as soon as feasible after the meeting has been called.

## **7. Requisition of council hearing**

- (1) By application in writing, stating the reason for the request, an owner or tenant may request a hearing at a council meeting.
- (2) If a hearing is requested under subsection (1), the council must hold a meeting to hear the applicant within one month of the request.
- (3) If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within one week of the hearing.

## **8. Quorum of council**

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

## **9. Council meetings**

- (1) At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- (2) If a council meeting is held by electronic means, council members are deemed to be present in person.
- (3) Owners may attend council meetings as observers.
- (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.

## **10. Voting at council meetings**

- (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.

## **11. Council to inform owners of minutes**

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

## **12. Delegation of council's powers and duties**

- (1) Subject to subsections (2) to (4), the council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- (2) The council may delegate its spending powers or duties, but only by a resolution that
  - (a) delegates the authority to make an expenditure of a specific amount for a specific purpose, or
  - (b) delegates the general authority to make expenditures in accordance with subsection (3).

- (3) A delegation of a general authority to make expenditures must
  - (a) set a maximum amount that may be spent, and
  - (b) indicate the purposes for which, or the conditions under which, the money may be spent.
- (4) The council may not delegate its powers to determine, based on the facts of a particular case,
  - (a) whether a person has contravened a bylaw or rule,
  - (b) whether a person should be fined, and the amount of the fine, or
  - (c) whether a person should be denied access to a recreational facility.

### **13. Spending restrictions**

- (1) A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- (2) Despite subsection (1), a council member may spend the strata corporation's money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.
- (3) The strata council is authorized to use up to a maximum of \$25,000 per year from the Envelope Reserve Fund for inspection, maintenance and repair of building exteriors. {2009-08-24}

### **14. Limitation on liability of council member**

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

## **6. Annual and Special General Meetings**

### **1. Person to chair meeting**

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

### **2. Participation by other than eligible voters**

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

### **3. Voting**

- (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.

#### **4. Order of business**

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

### **7. Voluntary Dispute Resolution**

#### **1. Voluntary dispute resolution**

- (1) A dispute among owners, tenants, the strata corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if
  - (a) all the parties to the dispute consent, and
  - (b) the dispute involves the Act, the regulations, the bylaws or the rules.
- (2) A dispute resolution committee consists of
  - (a) one owner or tenant of the strata corporation nominated by each of the disputing parties and one owner or tenant chosen to chair the committee by the persons nominated by the disputing parties, or
  - (b) any number of persons consented to, or chosen by a method that is consented to, by all the disputing parties.
- (3) The dispute resolution committee must attempt to help the disputing parties to voluntarily end the dispute.