

## BYLAWS & RULES

### ▪ What are they?

The *Strata Property Act* (SPA) regulations and the strata corporation's bylaws and rules provide the **legal framework** under which all strata corporations and strata owners must operate in BC. Bylaws and rules are the main tools that the strata corporation can use to address behavior of owners and residents.

### ▪ What's the difference between them?

**Bylaws** govern administration of the strata corporation plus the management and maintenance of common property (CP), including limited common property (LCP), plus the use and enjoyment of strata lots. Bylaws are passed by a  $\frac{3}{4}$  vote at a general meeting of owners. Bylaw infractions can prompt a larger fine than rules (up to \$200 per breach of the bylaws).

**Rules** govern the use, safety and condition of CP such as some parkades, lobbies and hallways plus LCP areas such as patios and balconies. Rules are adopted by Council and ratified by a majority vote at a general meeting of owners. The maximum fine for each breach of the rules is \$50.

### ▪ Who decides which bylaws and rules apply to your building?

Ultimately **the owners** decide which bylaws and rules apply to your strata. There are standard bylaws that are set for all strata corporations when they are created, unless otherwise stipulated by the developer. Owners decide on any changes to these bylaws by voting on them at a general meeting. The bylaws must be presented in the notice of general meeting for consideration and then passed by a  $\frac{3}{4}$  vote of all owners present in person or by proxy at the general meeting. If bylaws are passed that are in contradiction to the SPA, the bylaws are considered unenforceable.

## HOW THEY IMPACT YOU

### ▪ What happens when you make a complaint, or someone else makes a complaint about you?

A bylaw letter may be sent to the person or unit regarding the alleged infraction. They have an opportunity to respond to the complaint either in writing or by a hearing, as it may be in error or already have been corrected. If the behavior or use continues, a subsequent letter is likely to be issued and a fine may be levied, if applicable. This process may need to be repeated several times, is not immediate, and is stipulated in the SPA, so be aware that a resolution to the situation may take some time, even if the impact of the behavior on other residents or the property is significant. In some situations, other required processes are also at play, including residential tenancy requirements.

### ▪ How do you make a bylaw complaint?

You can make a complaint in writing by email or letter to the strata council or on Proline's website here: [www.prolinemanagement.com/form-violation-complaint/](http://www.prolinemanagement.com/form-violation-complaint/).

### ▪ When should you call law enforcement rather than making a bylaw complaint?

If there is a noisy party or illegal activity going on in your building, we won't come and break it up. If the situation needs immediate intervention, you should call the police.