

## **RULES OF STRATA CORPORATION BCS 1172 – BRAVA**

The following rules are created in accordance with Part 7 of the Strata Property Act and the Registered Bylaws of Strata Plan BCS 1172. Together with the bylaws already in effect these additional regulations apply to the Brava Complex and must be complied with at all times. For Legal purpose, you should obtain a true copy of the bylaws from the Land Title Office.

Contravention or non-compliance with the rules may result in a fine of up to a maximum of \$50.00 for each offence, in accordance with the bylaws of the strata corporation.

### **GENERAL RULES**

#### **1. Change of Occupancy**

An appointment for a moving in and out time must be made with the concierge. Every Owner or Tenant moving either into or out of the building must complete a Resident Information Form (RIF) at the concierge before an appointment can be made. An appointment for a moving in and out time must be made with the concierge. Every Owner or Tenant moving either into or out of the building must complete a Resident Information Form (RIF) at the concierge before an appointment can be made.

1. A minimum of 72 hours' notice is required to be given to the concierge, prior to any move in/out.
2. Hours of move-in and move-outs are allowed between the hours of 9:00am and 8:00pm, with no booking starting later than 5:00pm. Moves must be finished by 8:00pm.
3. Full instruction for the operation of the move will be given by the concierge.
4. Owners will be responsible for any Tenant or Occupant in their Strata Lot moving in or out of the building and will be responsible for any damage to the common property. To this end, a refundable cash damage deposit (if check payable to Strata BCS1172) of \$200 must be paid to the concierge before permission to move in or out will be given. The concierge will then lock out an elevator. Following completion of the move an inspection of the common areas will be done to confirm no damage was incurred. Any damage caused to the building during a move in/out will be assessed by the concierge or building supervisor and the cost of repairing this damage deduced from the aforementioned damage deposit. Damage in excess of the deposit will be charged to the Strata Lot's account.
5. Elevator pads must be installed to protect the elevator when moving any furniture.

6. Items shall be moved from the Vehicle to the elevator directly or vice versa. No items shall be stored or placed in the lobby during the move.

7. For each move in where a new occupant is taking up residence, a change of occupancy fee of \$200.00 must be paid by the Owner to the Strata Corporation before a move can proceed.

8. The concierge and the moving party will make a before and after inspection of the area through which the moving will take place. If damage has occurred as a result of that move, the cost of repairs related shall be assessed to the individual Strata Lot owner in addition to the Change of Occupancy fee.

9. During the move, all lobby doors must remain closed and locked when unattended.

10. The concierge will require to have in their possession the following documentation before a move-in can commence (no exceptions will be made):

- a) A complete resident's information form;
- b) A copy of a complete Form K if the new resident is a Tenant;
- c) A signed receipt indicating they have received and reviewed the Rules and Regulations of the Strata Corporation.

## **2. Information Required for Travel, Vacation and Temporary Accommodation**

(1) In compliance with Bylaw 2.3(5), an owner, tenant or occupant who uses all or part of a strata as a travel, vacation and temporary accommodation, must provide the strata corporation with the following information at least seven (7) days before the strata lot is used travel, vacation and temporary accommodation:

- a. a copy of the booking reflecting the duration for which the strata lot is to be used as a travel, vacation or a temporary accommodation;
- b. the name and contact telephone number for the primary occupant who will use the strata lot as a travel, vacation or a temporary accommodation; and
- c. confirmation that the primary contact who will use the strata lot as a travel, vacation or a temporary accommodation has received a copy of the Strata Corporation's most recent Bylaws and Rules.

(2) An owner, tenant or occupant who does not comply with subsection (1) of this Rule may be subject to a fine of \$50.00.

### **3. Package Delivery to Concierge**

Concierge will not be accepting or storing large items on behalf of resident:

- a. which are over 50lb, max limit,
- b. Items are required to be picked up within 4 days, after that a storage fee of \$5 per day is applied per item/package.

3. Building Inspections Building inspectors are required to give the Resident Manager 48 hours' notice if they want access to mechanical rooms or other locked common property which requires the Resident Manager's presence. Building inspectors will be charged \$75.00 in advance for this use of the Resident Manager's time.

### **4. Building Security**

1. No one shall leave open or unlocked any outside entrance or exterior and interior fire exit door.
2. Residents must not allow strangers to enter the building at any time and/or allow unidentified persons to follow you through the door when you enter. If a person will not identify themselves or show their key fob, notify the concierge immediately.
3. Drivers of all vehicles entering or leaving the garage must wait to visibly ensure that the gate has closed behind them before driving away. Drivers must not drive around or pass anyone who is waiting at the gate in compliance with this Rule.
4. Residents should report to the concierge, Management Company or the police any suspicious person(s) in or around the building.
5. All keys to locks on the common property will be made and issued only with the authority of the council.
6. Building Access devices including but not limited to: \$50 Access Card, \$60 Fob, and \$100 transmitter; these are issued by the Resident Manager,
7. All fobs lost or stolen shall be reported to the Resident Manager immediately.
8. No soliciting will be permitted within the Strata plan under any circumstances.
9. Security of the building cannot be maintained without the full corporation and observation of these Rules and Regulations by all residents.

## **5. Smoking and Alcohol consumption**

Smoking, as it is defined as follows, is prohibited anywhere on common property, limited common property and within the strata lot:

(a) "smoke" or "smoking" includes, but is not limited to, inhaling, exhaling, burning or carrying of a lighted cigarette, cigar, pipe, hookah pipe or other lighted smoking equipment that burns tobacco or other weed substances;

(b) "vape" or "vaping" includes inhaling, exhaling, vaporizing or carrying or using an activated e-cigarette.

Maximum fine

4.1 (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.

*(Amended and Adopted at AGM dated April 20, 2021.)*

Alcoholic consumption is not allowed in any common property areas of the buildings except it is allowed for exclusive function in the multipurpose room and the meeting room with kitchen. Alcohol Consumption is not allowed on the pool deck or while using the pool or hot tub.

## **6. Roller blades, roller skates, skate boards**

Roller blades, roller skates, and skate boards shall not be used in the common areas of the buildings.

## **7. Use of notice boards (at mail boxes)**

All notices shall be typed, dated and renewed every 10 days. Notices must be printed on letter size (8 ½ " X 11") or half letter-size paper. Submit the notice to the Resident Manager or the on-duty Concierge for posting. The Notice Board will be used only for Council business and for notices from residents that are not commercial in nature. Any notice that, in the opinion of the agent (acting for the Strata Council) mentions, advertises or solicits business for a company, a sole proprietorship or a brokerage will be removed. No notices are to be delivered by hand in the complex. The sole exception is for notices deemed necessary by the Strata Council

## **8. Speed Limit**

Residents shall not drive, or allow any other person to drive, a vehicle in excess of 10 km/h in the parkade.

## **9. Motor Vehicles and Parking**

1. Any Owner, tenant or Occupant may use the parking space which has been specifically assigned to his Strata lot for one vehicle and/or a motorcycle. The motorcycle must be parked in front or behind the automobile without any part of the motorcycle or car protruding from the designated parking space into common property.

2. The parking spaces assigned to a Strata Lot shall not be rented or leased to a non-resident.

3. Parking in other than your assigned stall or in any unauthorized location will result in your vehicle being towed without warning and at vehicle Owner's sole expense.

4. Motor bikes and scooters are not allowed to be parked in any unauthorized location. They will be towed without warning and at vehicle Owner's sole expense.

5. An Owner, Tenant or Occupant who finds an unauthorized vehicle parked in his/her assigned parking space must contact the concierge, who will in turn contact the towing company to have the vehicle removed at the vehicle Owner's sole expense.

6. Hatch marked areas in the parkade are for the use of emergency vehicles or are required for the safe manoeuvring of vehicles. These, and any area behind Brava marked 'No Parking', are Tow Zones. Residents parking in these areas will be issued a warning and/or have their vehicles towed at vehicle Owner's sole expense at the discretion of the Resident Manager or his on-site delegates.

7. The Resident Manager at his/her discretion may allow Service vehicles contracted by Strata Corporation BCS1172 to park at areas referred to point 6(above).

8. Owners of vehicles stored in the parking garage that are not currently licensed must provide a certificate of "storage insurance", and a photocopy of the certificate must be visibly displayed on the vehicle.(Adopted at AGM dated May 17, 2017.)

## **10. Garbage & cardboard waste**

1. Food scraps collection is in effect at Brava towers and can be deposited in the assigned bins located at P12. Only ordinary household refuse excluding food scraps

and garbage shall be deposited in the garbage compactor located on P1. All other items should be disposed of away from the building by residents at their own expense or placed in the RID room.

2. All cardboard shall be deposited in the cardboard recycling bins located at P1.3. All recyclables must be placed in the appropriate "Blue" bins at P1.

## **11. Illegal activity**

Illegal activity is not permitted within the Brava complex or its grounds. All illegal activity shall be reported to the police.

## **12. Guest Suites**

1. There are two guest suites, located in Tower B.

**PLEASE NOTE THAT GUEST SUITE #1 DOES NOT HAVE SHOWER /BATHING FACILITIES.**

2. The resident booking the guest suite is responsible to provide their guest with linens and towels.

3. The use of guest suites is restricted to guests of residents only. Non-resident owners may not book guest suites.

4. The Strata Corporation will provide restricted access card for guest suites.

5. Bookings must be made through the Concierge in writing. Booking of suites is permitted no more than 2 months in advance.

6. Rental rates are \$60 for Guest suite #1 and \$75.00 for Guest Suite #2 per suite per night with a refundable damage and key deposit of \$200.00, make all payments via cheque made out to BCS1172. Proof of residency and picture identification is required in order to book the guest suites.

7. A \$25 cleaning fee will apply for each rental period.

8. Check-in time shall be after 3 pm and check out time shall be before 11 am. Residents must contact the concierge to arrange for check in / check out. Other times may be arranged at the Resident Manager's discretion.

9. The rental of a guest suite is allowed to a maximum of 7 consecutive days per strata lot, per occasion. Longer periods may be permitted, but need prior approval of the strata council

10. Cancellations policy:

- a) 48 hours or greater no charge,
- b) Less than 48 hours one night charge
- c) Failure to return key forfeits the damage and key deposit

11. No Pets are allowed in the Guest Suites.

12. Rental Suites are NOT permitted to be re-rented for profit.

### **13. Visitors Parking Permits**

1. Before parking in the visitor stalls on P1, residents must present themselves in person at the Concierge Desk in Tower B weekdays after 5 PM and weekends anytime to obtain a parking permit. Proof of residency is required. The visitor parking stalls will be assigned by the Concierge on a first-come first-serve basis. Residents and their guests are to park behind Tower B and proceed to the Concierge desk to be assigned a parking permit. Vehicles must not be parked before a permit is issued.

2. The Visitors Parking Permit, assigned by the on-duty Concierge, must be displayed on the dash board of the vehicle. Vehicles parked in contravention of the visitor parking rules will be towed without warning at vehicles Owner's sole expense.

3. Visitor parking permits are only valid for the assigned period and do not include "in and out" privileges. Weekend parking leading into Saturday and including Sunday can park up to 24 hours. No Visitor Parking stalls may be reserved."

4. To ensure fair distribution of the stalls visitor parking is limited to a maximum of 4 nights in a calendar month per suite. 5. Visitor parking stalls are available

a) Monday to Friday after 5:00 PM until 9:00 AM the following day.

b) Saturday 9:00 AM until Monday 9:00AM

### **14. GENERAL RULES FOR AMENITIES**

1. Amenities are for the use of residents and accompanying guests only.

2. Non-resident owners cannot book amenities for their exclusive use.

3. No commercial activity is permitted in any of the amenities.

4. No pets are allowed in any amenities.

5. Opening Hours for Amenities are as follows:

Seven days a week:

Opening Hours for Exercise Room (A-4) **6:00am to 11:00pm**

Opening Hours for Steam Room, Sauna – (A 4) **6:00am to 11:00pm**

Opening Hours Children’s Play Room –**6:00am to 11:00pm**

Opening Hours for Multipurpose Room with Audio/TV Room, (B-4) and Meeting Room with Kitchen (B -4) from 9:00 am to 11:00 pm

Opening Hours - Lobby Game Rooms - (A 1 and B 1): **6:00am to 11:00pm**

Opening Hours for Swimming Pool, Hot Tub, Picnic Area – **6:00am to 11:00pm**

6. Hot Tub Closure – The hot tub will be closed in extreme weather conditions when the temperature is three degrees Celsius or less.

(Amended and Adopted at SGM dated January 26, 2017.)

9:00 am – 10:30 pm seven days a week\*:

Multipurpose Room with Audio / TV Room – B 4

Meeting Room with Kitchen – B 4

\*Exclusive use and extended hours may be permitted by pre-approval of the Strata Council. Rental rates for exclusive use are \$80 meeting room and \$100.00 party room per booking for a 5 hour period, with a refundable damage deposit of \$200.00.Booking shall be permitted no more than 2 months in advance. Proof of residency and picture identification is required.

## **RULES FOR GAME AND SOCIAL ROOM**

1. The Concierge shall be contacted for keys and equipment. Proof of residency and picture identification is required.
2. Users shall clean the room before leaving and remove garbage to the P1 garbage room.
3. Users shall lock the doors and windows before leaving.
4. Users shall turn off the lights before leaving.
5. Smoking of any kind (including e-cigarettes) or alcoholic drinks are not permitted



### **RULES FOR CHILDREN'S ROOM**

1. Parents shall accompany children.
2. Parents shall clean the room before leaving.
3. Parents shall close doors, windows and turn off lights before leaving.
4. Parents shall return all toys to their proper place before leaving.
5. Consumption of food and / or alcohol is not permitted.

### **RULES FOR MULTIPURPOSE ROOM & AUDIO/TV ROOM**

1. Users shall clean the room and remove garbage to the P1 garbage room.
2. Users shall close doors, windows, and turn lights off before leaving.
3. Users shall turn off the electric fire before leaving.
4. Consumption of alcohol is not permitted except for exclusive function.
5. Contact the Concierge for access to media remote controls.
6. Nothing shall be taped, pinned, or attached in any fashion, to the walls or ceiling of the party room

### **RULES FOR MEETING ROOM AND KITCHEN**

1. Users shall clean the room and remove garbage to the P1 garbage room.
2. Users shall close doors, windows and blinds, and turn lights off before leaving.
3. Users shall turn off all appliances before leaving.
4. Consumption of alcohol is not permitted except for exclusive function.

### **SWIMMING POOL, HOT TUB, AND PICNIC AREA RULES**

Hours of operation are from 6:00 am to 11:00pm 7 days a week. Hot Tub Closure –The hot tub will be closed from December 1 to February 28, and in extreme weather when temperatures reach below freezing. *(Adopted at CM dated December 15, 2016.)*

PERSONS USING THIS FACILITY DO SO AT THEIR OWN RISK AND RELEASE AND INDEMNIFY THE STRATA CORPORATION AND THE MANAGING AGENTS FROM ANY AND ALL CLAIMS ARISING FROM THE USE OF THE FACILITY.

This area is a common area of the building and all rules related to common areas apply.

1. All members using the Swimming pool or Hot Tub are using facilities at their own risk; there is no lifeguard on duty. The Strata Corporation and management are not liable for any accident, injury, loss or damage, however caused.
2. Children (under the age of 16) shall be accompanied by adults.
3. No one under the age of 7 years is permitted in the pool unless accompanied by an adult 16 years or older. Any children under the age of 7 must be in arm's length of an adult supervisor. For safety and sanitary reasons, all children using the facilities must be completely toilet trained or use swimming diapers.
4. No running, diving, jumping, boisterous behavior, rough play, unnecessary noise or offensive activities are permitted.
5. Residents are responsible for the conduct and safety of their guests.6. Users of the Hot tub/Swimming pool shall shower before use.
7. Users of the Hot Tub are advised that the maximum stay should not exceed 10 minutes. Users should avoid long exposure which may result in nausea, dizziness or fainting
8. Young children less than 7 years of age and infants are not permitted in the Hot Tub.
9. Elderly users and users with heart disease, diabetes, high or low blood pressure and users taking medication for cardiovascular or nerve disorders should not use the Hot Tub without consulting their doctor.
10. Persons with any communicable diseases such as but not limited to: open sores, bandages, head colds, ear or nasal discharges, inflamed eyes shall be excluded from the use of the Swimming Pool and Hot Tub.
11. Do not totally immerse your body in the Hot Tub. Keep long hair away from all underwater suction fittings.
12. Do not use the Swimming Pool or Hot Tub when you are under the influence of alcohol.
13. Always enter and leave the Hot Tub or Swimming Pool slowly and cautiously.
14. Proper swim attire shall be worn in the Hot Tub / Swimming Pool (no nudity, cutoff jeans or T- shirts permitted).
15. Pets are not permitted in the picnic area, on the pool deck or in the Swimming Pool/hot tub or anywhere on the 4th floor amenity rooms and guest suites.

16. Alcohol consumption is not permitted in any common property areas of the building such as the Picnic Area, Hot Tub and Swimming Pool deck
17. Smoking of any kind (including e-cigarettes) is not permitted in any common property areas of the building such as the picnic area, hot tub and pool deck.
18. Glass containers are not permitted on the pool/hot tub deck or in the pool or hot tub and the picnic area.
19. No beverages except water permitted on pool/hot tub deck.
20. Headphones must be used for listening to music. Speakers are not permitted.
21. Barbequing is not permitted on the Pool Deck or Swimming Pool or Hot Tub areas

### **EXERCISE ROOM RULES**

Hours of operation are from 7:00am to 10:30pm 7 days a week

PERSONS USING THIS FACILITY DO SO AT THEIR OWN RISK AND RELEASE AND INDEMNIFY THE STRATA CORPORATION AND THE MANAGING AGENTS FROM ANY AND ALL CLAIMS ARISING FROM THE USE OF THE FACILITY.

1. The exercise room is for Brava residents and their guests only. All visitors shall be accompanied by a resident.
2. Smoking of any kind (including e-cigarettes) or alcoholic drinks are not permitted.
3. Wearing of wet swimming apparel is not permitted.
4. No children under the age of 14 are permitted in the room, with the exception of infants in strollers.
5. No pets are permitted in this area.
6. Closed toe athletic Shoes shall be worn when using the exercise equipment.
7. All equipment shall be wiped and restored to its original place after use (e.g. mats and free weights).
8. Anyone witnessing persons causing damage to this facility or equipment shall report the incident to the Concierge, a Resident Manager and/or in writing to the Strata Manager.
9. Persons noting normal wear and tear to the equipment which requires attention, shall report such items to the Resident Managers or Strata Manager or Concierge immediately.

10. Headphones shall be used for listening to music.
11. Use of the exercise equipment is limited to 30 minutes per session when other users are waiting in the exercise room.
12. A personal fitness trainer is only permitted when it is for the purpose of training a resident. A resident is not permitted to conduct any personal fitness training of non-residents whether for commercial or non-commercial purposes

## **BICYCLE COMMON PROPERTY STORAGE RULES**

### **Bicycle Registration for Common Property Storage**

Storage of bicycles, inside designated strata storage rooms, but outside of lockers, is limited to one(1) per strata lot. Any number of bicycles may be stored within a locker.

Any bicycle stored in the designated strata storage rooms, outside of a locker, must be registered with the strata and permanently display an identification tag provided by the strata.

The registration form is available from the Concierge and on the Brava website. An identification tag will be provided by the strata once the registration form is received.

Bicycles, stored in the designated strata storage rooms, outside of lockers and without a registration tag, will be removed by the strata without prior notice. The strata will not be responsible for any security device that may be damaged or destroyed during removal of the bicycle from storage.

All bicycles removed by the strata will be stored for 6 months at which time they will be disposed of at the strata's discretion.

Rationale: The Strata Council has done an extensive review of all rules, past and present. The intent was, to ensure the rules are in compliance with provisions of the Strata Property Act and the new bylaws for Brava that were adopted at the Special General Meeting in February 2015. The Strata Corporation is also required to pass new rules as the prior rules were in effect for the three sections which were replaced with the one consolidated strata corporation at the February 2015 SGM.