

**Attention: Resident's Highland Park and Glenmore**  
**Changes to Facilitate Partial Amenity / Clubhouse Operations**

Strata Plan BCS 2896A – Highland Park & Glenmore

Amenities Rules Amendment(s) for Covid-19

**Effective Saturday, May 22, 2021 Until Further Notice**

*Advance pool bookings to begin May 19<sup>th</sup> 1pm*

The following Rules shall Supersede the Current Rules (2019-10-01) and their Temporary Amendment (2020-09-14) until the sooner of changes to Covid-19 Social Distancing recommendations and/or Maximum Capacity suggestions by the BC Ministry of Health or Fraser Health; or further changes deemed Operationally required and voted on by Council.

***Each reference below shall correspond to or be an addition to the respective number / section of the current Complete Rules dated 2019-10-01***

The Great Room and Meeting Room shall be closed to drop in and bookings use to allow for Pool Sign in / Registration. The Billiard Room shall be entered through the doors by the mailboxes to the East and exited through the outside doors leading to the pool. The Gym shall be exited through the rear emergency exit.

**Masks** are required indoors at all times including but not limited to mail pick up, the Gym, Hockey Rink, Theatre Room, Billiard Room and whenever you are approaching or in contact with Staff (including outdoors).

- 2) Use of the Amenity Facility is for the Residents of the strata lots within Strata Plan BCS 2896 and BCS 2897 only
- 3) No Guest Shall be permitted.
- 6) The Operating Hours of the Amenity Building shall be posted weekly and may be adjusted to meet Staffing Requirements and Operational Considerations
- 6a) The Billiard Room ((520 Sq. Ft.) Maximum Two (2) residents ***from your own bubble / cohort of Residents***) will be open for limited drop in usage at all times the Pool is staffed and in operation.
- 6b) Children's Playroom (170 Sq. Ft.) - to remain closed
- 7) Private Bookings of the Amenity Rooms must be booked through the Resident Manager.
- 8) No deposit shall be required for Private Bookings until further notice.
- 10) The Great Room and Meeting Room shall close until further notice.
- 10a) The Hockey Rink and Theatre have a Maximum of one (1) advance booking at a time per resident where bookings are allowed and / or required. Cancellations, of less than 24 hours, and all No Shows shall result in the loss of booking privileges for the following seven (7) days.
- 12) The Theatre (490 Sq. Ft.) shall remain open for usage by Reservation only between the hours of 1pm – 8pm on the Resident Managers Working Days. The maximum booking time shall be four (4) hours). The Maximum Capacity shall be Six (6) residents ***from your own bubble / cohort of Residents***.

- 22) Guests are not permitted. At no time are any of the doors to the Amenity Building to be propped open allowing unrestricted access to the Amenity Building. Before leaving the Amenity Building all doors to the exterior are to be securely closed and locked.
- 37) The Hockey Rink (1370 sq/ ft.) shall reopen **By Reservation only (no drop in at any time)** 1pm – 8pm on the Resident Managers Working Days. The Maximum Capacity shall be Six (6) residents **from your own bubble / cohort of Residents**. See 68 and 68a regarding Gym.
- 49) Pool Hours shall be posted weekly and may be adjusted to meet Staffing or Operational Considerations:
- 1:00pm – 8:00pm Monday 7 days a week through Sunday by booking only with 6:15pm last family swim; 7pm and 7:15pm are Adult Only Swims and the last bookings of the night.
- 49a) The Hot Tub Shall be open and booked in the same manner as the pool with Hot Tub time being allocated to each group A or B at the last 15 minutes of their pool time and the groups shall not comeingle or share the Hot Tub at any time.
- 50) The pool **must be booked** as follows:
- Maximum Group Size shall be Six (6) persons who must all be Residents of Highland or Glenmore and shall be part of your cohort / bubble of residents.
  - Maximum Groups at any one Time Shall be two (2) with each group (A or B) designated to a specific zone
  - Bookings shall be forty-five (45) minutes long
  - Bookings will begin on the A) hour (hh:00) and B) quarter past (hh:15)
  - Bookings may be made 7 days a week in person or by calling Resident Manager’s landline 604.535.9347 from 1:30pm – 7pm. Booking’s may not be made in person at any other time and *calls at any other time will not be accepted and voice messages left outside these times will not be returned.*
  - Only 1 (one) Booking (charged to lead booker) at a time and only 1 (one) Reservation on the books for all future dates at any time any other time.
  - Cancellations, of less than 24 hours, and all No Shows shall result in the loss of booking privileges for the following seven (7) days.
  - Bookings will only be accepted on a rolling 28 days in advance
- 50a) Pool Arrival, Sign in, entrance to and departure from Pool
- Arrival shall not be more than five (5) minutes before booking / reservation time
  - Groups shall Queue up outside the building –and not enter building until group leader has signed in at designated time – Queuing on sidewalk adjacent to roadway and parallel to the building across from unit 57.
  - Adult Resident of the Strata Lot that made the Booking shall sign in for the group
  - All entry to the Pool shall be through the Locker Rooms
  - Locker Rooms open for sink and toilets only – showers shut off and lockers zap strapped closed
  - Swimmers must use outside showers before entering pool
  - Everyone must arrive ready to use pool (no changing in locker rooms) and to leave immediately following their swim - shower at home at end of swim.
  - Everyone must exit the Pool area through the Eastern Gate (opposite unit 236)

- 65) No Toys of any kind shall be permitted including but not limited to inflatable toys, noodles, kickboards, etc. – ***Only water Wings or Life Jackets/Vests.***
- 68) **Gym Use** the Gym (570 Sq. Ft.) shall remain open, (6:00 am to 7:00 pm daily is restricted to **supervised** children up to age 16; 7:00 pm-9:00 pm daily is Adults only age 16 and up; and children (under the age of 16) are **not** allowed on the gym equipment for safety reasons. The maximum number of people permitted in the gym at any time is three (3) with a maximum usage time of 1 hour per person per day). Tracking Monitoring and control shall be via a self-monitored sign in sheet at the base of the stairs with Name, Unit #, Arrival time (e.g., new arrivals can tell from the sheet if there are currently 3 people in the gym and their estimated departure time. Everyone enters through the lobby stairs and exits through the emergency staircase to the outside. Front / Inside Door to Gym to remain open to improve air circulation. Masks shall be required at all times.
- 68a) The Yoga Studio (360 Sq. Ft.) shall remain be closed and used as storage to improve spacing in Gym.

***All other Rules (2019-10-01) shall remain in effect.***