

THE RIVIERA – STRATA PLAN NWS3385

LOCATION:

Meeting Room
1235 Quayside Drive
New Westminster, BC
AND
Remotely, by videoconference

STRATA COUNCIL
2023

**PRESIDENT / STAFFING/
QUAYSIDE BOARD**
Reg Nordman

**VICE PRESIDENT /
MAINTENANCE**
Ron Sheldrake

TREASURER
Thomas Canty

SECRETARY
Denise Dalton

**SPECIAL PROJECTS /
FINANCIAL PLANNING**
Brian Allen

MAINTENANCE
Jerry Silva
Rick May

STRATA MANAGER
Alex Geffer

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13468 77TH AVENUE
SURREY, B.C. V3W 6Y3

24 Hour Line: (604) 591-6060

RIVIERA SITE OFFICE
riviera@shawcable.com
604-833-4601

**ATTENDANCE :**

Brian Allen
Thomas Canty
Rick May
Ron Sheldrake
Thomas (Jerry) Silva

Joe Tobias, *Riviera Site Manager*

Alex Geffer, *Strata Manager, Associa British Columbia Inc.,*

REGRETS :

Denise Dalton
Reg Nordman

(1) CALL TO ORDER

The Vice President called the meeting to order at 7:10 pm.

Some participants joined the meeting remotely by videoconference, while others attended the meeting in person at the onsite meeting room.

One owner / observer was present for the meeting.

(2) ADOPT THE AGENDA OF THE MEETING

It was **MOVED / SECONDED** and **CARRIED** to adopt the agenda of the meeting as distributed, with some minor additions.

(3) ADOPTION OF PREVIOUS MINUTES

There being no errors or omissions noted, it was **MOVED / SECONDED** and **CARRIED** to adopt the minutes of the Strata Council meeting held on September 26th, 2023, as distributed.

(4) MAINTENANCE COMMITTEE REPORT**Maintenance Report for the October Council Meeting**

Various responses to routine maintenance and repair issues were completed by:

- Ainsworth
- Polycrete
- Able Irrigation
- LK elevators
- Precision gates
- Moore& Russell

- Peter Burns windows

As follow:

- Patio rebuilds at L3 Tower C is sealed, drains installed, paving blocks replaced and a new patio fence installed. (AGM resolution)
- Work completed on improving drainage and piping from Tower B L4 patio. (AGM resolution)
- Heat tracing of all drains through the parkades will be initiated.
- Work on concrete restoration of the parkade L2/L3 ramp will begin soon.
- Flood damage/partial upgrade to Tower C elevators is complete.
- Irrigation system has been winterized.
- Basement garage gate replaced.
- Gym A/C unit leaking condensation pump replaced.
- Pool room boiler replacement underway.
- Pool retiling in progress.
- Hot tub building C leaking pump (in repair stage)
- Peter Burns windows repairs attended Monday 23rd.
- Johnny performed a fall drains and gutters clean.
- Plugged toilet in the Social Lounge continues to be worked on.

(5) **FINANCIAL REPORT**

5.1 **FINANCIAL STATEMENTS**

After a review and discussion, it was **MOVED / SECONDED** and **CARRIED** to adopt the financial statement for the month of September 2023, as prepared by Associa British Columbia Inc.

5.1.1 **GIC INVESTMENTS**

It was **MOVED / SECONDED** and **CARRIED** to approve the following directives:

- Upon November 2023 maturity, Rollover 1452-F /GIC 132 to a Cashable GIC with Envision Financial.
- Upon November 2023 maturity, Combined 1358-I /GIC 130 and 1353-D/GIC 131 and Acquire a Cashable GIC with Envision Financial.

5.2 **ARREARS REPORT**

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$22,672.39, up slightly from \$21,357.84 at the September Council meeting.

The Strata Manager reported that \$12,415.86 of that total was comprised of continuing contravention fines against two owners for bylaw violations. A claim against one of these owners has been resolved at the Civil Resolution Tribunal and a judgement against the owner in question has been registered in small claims court. Council is now working with a lawyer on collecting this. Further, \$2027.26 was for recent repair chargebacks. The total outstanding of strata fees was \$7148.25.

Council and the Strata Manager reviewed the accounts with the largest outstanding balances. No further directives were given.

Owners are reminded that strata fees are due and payable on or before the 1st day of each month. Invoices are not sent to owners for monthly strata fees. If an Owner is in arrears for sixty days, the Owner will be forwarded a letter to request the account be brought up to date within a specified period. If the balance remains outstanding, a lien may be registered against their property. Late payment fines and interest penalties may be applied to all outstanding accounts as provided for in the Strata's Bylaws.

(6) BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 TELUS FIBEROPTIC UPGRADE

The installation for all buildings is now completed.

6.2 LEGAL UPDATE

The Strata Council discussed the latest updates regarding the CRT claim against an owner. Legal collections of the outstanding fines are in process.

6.3 INSURANCE CLAIM

The remaining work on the elevators is nearing completion.

6.4 FIRE WATCH

It was **MOVED / SECONDED** and **CARRIED** to approve all payments for the Firewatch in the amount of \$135,714.17 necessitated by the fire panel installation at Tower B as an emergency withdrawal from the Contingency Reserve Fund as per 98(3) of the *Strata Property Act*. Council is working with the installation company in an attempt to recover some of these funds.

6.5 ANNUAL INSURANCE RENEWAL

Council reviewed the annual insurance renewal package from HUB and it was **MOVED / SECONDED** and **CARRIED** to approve the renewal in the amount of \$795,757.00, to be paid as a loan from the Contingency Reserve Fund (CRF) in three equal payments and paid back to the CRF over the policy period in equal monthly installments.

(7) PRESIDENT'S REPORT – REG NORDMAN

Reg was not present for this meeting.

(8) COMMITTEE REPORTS

8.1 STAFFING REPORT

A huge thank you to Staff for their ongoing hard work and efforts on behalf of the residents.

8.2 LANDSCAPING COMMITTEE

Autumn maintenance is underway, and the grounds are looking great. The irrigation system has been repaired and winterized.

8.3 SPECIAL PROJECTS

Future social events were discussed and are being planned. Please watch for notices in the buildings to be posted announcing these.

8.4 MAINTENANCE REPORT

For an update on the progress regarding ongoing capital improvement projects please see the detailed Maintenance Committee Report at item (4) above.

8.5 QUAYSIDE COMMUNITY BOARD

October 4: Meeting Recap

Only nine people were able to attend the meeting so there was only one committee report and no workshops.

Discussion was limited to an impending New Westminster Residents Association forum. The chair of the Government Engagement Committee was appointed to represent QCB at the forum using the Committee's report as QCB's input to the forum.

After much discussion it was decided that if we are to have any lasting influence, our submission should be limited to no more than three specific points. Further discussion defined QCB's three most important points to be:

- Flood Mitigation;*
- Accessibility and mobility; and*
- Traffic Intersection Safety*

Factors affecting the choice of the three topics were:

- The future effects of climate change; and*
- The impact new construction will have on the existing access and safety in the Quay area (two new towers are under construction and the proposal for towers at Columbia Square).*

(9) CORRESPONDENCE

9.1 Council reviewed and discussed some correspondence from an owner on various issues.

(10) BYLAW ENFORCEMENT

10.1 Council reviewed a letter of fine pertaining to vehicles not stopping appropriately after driving through the parkade gate, a vital security measure that is required by the bylaws of the strata corporation.

10.2 Council reviewed correspondence pertaining to continuing contravention fines for an improper and unapproved alteration. After some review of the owner's correspondence as well as provided pictures, the Council directed the Strata Manager with a reply.

10.3 Council discussed some bylaw violations pertaining to some problematic tenants that have since been evicted by their landlord.

10.4 Council reviewed a complaint regarding a move out violation. After some discussion, it was **MOVED / SECONDED** and **CARRIED** to send the unit owners a bylaw violation notice for the incident.

(11) NEW BUSINESS

11.1 GUEST SUITE RENTAL POLICY

Council discussed implementation of a change to the guest suite rental policy. After some discussion it was **MOVED / SECONDED** and **CARRIED** to limit the length of allowable rental of the guest suite to three days per visitor, with any exceptions to this length of stay having to be approved by the Strata Council.

(12) TERMINATION

There being no further business, the meeting was terminated at 9:14 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on **Tuesday, November 28th, 2023** at 7:00 p.m.



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Please contact Associa British Columbia Inc., Monday – Friday, 8:30am – 4:00pm at 1-877-585-4411 or by email at abc.service@associabc.ca if you have any questions regarding registration or log in.

As a Townsq user you will have access to Council & General Meeting Minutes that an Owner should retain for a period of two years.

Riviera Strata Fire Detection Notice

March 2022

When any suite is undergoing renovations that require the movement, alteration, disconnection, covering, or any changes to the in-suite fire detection system, including heat detectors, annunciators or sprinkler heads, owners must contact the Riviera office before any work begins. Royal City Fire is the only company authorized to perform any work on any part of the system.