

THE RIVIERA – STRATA PLAN NWS3385

LOCATION:

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

STRATA COUNCIL
2024

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

**VICE PRESIDENT /
MAINTENANCE**
Ron Sheldrake

TREASURER
Thomas Canty

SECRETARY
Denise Dalton

**SPECIAL PROJECTS /
FINANCIAL PLANNING**
Brian Allen
Brent Atkinson

MAINTENANCE
Rick May

STRATA MANAGER
Alex Gefter

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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
Denise Dalton
Rick May
Reg Nordman
Ron Sheldrake

REGRETS :

Brent Atkinson

Wes and Sheila Busby, *Riviera Site Managers*

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

(1) CALL TO ORDER

The President called the meeting to order at 7:01 pm.

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

1.1 ELECTION OF COUNCIL POSITIONS

It was **MOVED / SECONDED** and **CARRIED** to elect the following positions for the 2024 Strata Council:

PRESIDENT / STAFFING / QUAYSIDE BOARD

Reg Nordman

VICE PRESIDENT / MAINTENANCE

Ron Sheldrake

TREASURER

Thomas Canty

SECRETARY

Denise Dalton

SPECIAL PROJECTS / FINANCIAL PLANNING

Brian Allen
Brent Atkinson

MAINTENANCE

Rick May

1.2 OWNER REQUESTED HEARING

An owner had a hearing for a matter of concern at the owner's

request.

(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 January 22, 2024, as distributed.

(4) MAINTENANCE COMMITTEE REPORT

**Riviera Site Manager's Report
Maintenance Committee Report**

1. Ainsworth: (Latham's)
 - Repaired roof and garden drains that froze
 - Installed new spa pump
2. Riviera Maintenance:
 - Tiled behind tap in social room
 - Scrubbed pool deck
 - i. Painted doors of washrooms and pump room
 - Tower "A" – repaired fence behind building leading to train yard
 - Tower "C"
 - stairwells painted from 10th floor down included loading dock area
 - Lobby ceiling light panels cleaned and replaced broken ones
 - Painted the area around light panels
3. Horizon Pacific Maintenance:
 - Raising the ceiling in Tower "A" gym
 - Repaired eavestroughs – Tower "A"
 - Caulking expansion joints as he moves down the building – Tower "C"
 - Power washing Tower "C"
 - Wall and ceiling repairs - Towers "B" & "C"
4. Royal City Fire:
 - Fire panel Tower "C" Replaced computer board (Simplex)
 - Tower "B" – replaced signal sensor on Fire panel
 - Parking Garage – Replaced 100' of sprinkler lines
5. Accurate Lock:
 - Repairing and replacing door closures in the 3 towers
6. Aure Windows & Glass: (formally known as Peter Burns Windows)
 - Numerous window replacements

7. Mott's Electric:
 - Install dedicated wall plug for new treadmill
 - Install and repaired a number of booster fans
 - Install Trickle charge units for a number of owners (Owners paid Strata for the installation)
8. Aero Carpet Cleaning Service:
 - Cleaned carpet in Guest Suite
9. Instyle Tilecraft Ltd:
 - Retiled the pool
10. Burnaby Blacktop:
 - Replaced sidewalk at entrance of Tower "C"

Pending:

Metal roof – Parking garage Tower "C"

Power Washing – Parking garage, driveways, sidewalks

(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 January 2024, as prepared by Associa British Columbia Inc.

5.1.1 GIC INVESTMENTS

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

1. *Be it Resolved Upon March 2024 maturity, roll over GIC #150, \$216,746.59 to a – 1 Year Non-redeemable GIC @ 4.87%,*

5.1.2 SIGNING AUTHORITIES

It was **MOVED / SECONDED** and **CARRIED** to approve the addition of Rick May as a signing authority for the strata corporation for the strata revolving account and to remove Reg Nordman and Jerry Silva as signing authorities for this same account.

5.1.3 AUDIT REVIEW

It was **MOVED / SECONDED** and **CARRIED** to proceed with the annual audit review of the 2023 fiscal year with Cass Fraser.

5.2 ARREARS REPORT

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$38,660.73, up from \$18,429.01 at the November Council meeting, due to \$20,369.24 of catchup strata fees owed by all units following the 2024 AGM.

The Strata Manager reported that \$7625.57 of that total was comprised of continuing contravention fines against an owner for bylaw violations. A claim against this owner 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. The total outstanding of strata fees was \$5996.00, with the remaining outstanding balance being a mix of miscellaneous fees and other charges. Council and the Community 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 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. No further updates were given.

(7) PRESIDENT'S REPORT – REG NORDMAN

Thank you for all the positive feedback after the Feb AGM. During these Zoom calls, we receive many Q&A questions and feedback that was super helpful. The use of Zoom has facilitated the chances for Owners to bring forward questions on agenda items that our previous face-to-face meetings did not. Our council meetings are also now Zoom enabled. (You can still attend part in person)

Use your proxies please - agree or disagree with the resolutions if you do not choose to attend an AGM. We still need and appreciate your vote.

A reminder

An AGM is not a town hall. Rather it is your annual business meeting. The agenda for the AGM is required to be sent to you 20 days before the meeting so you can look it over. Thus the agenda is fixed for the meeting and we are required to follow that agenda.

Again, we appreciate your feedback and suggestions.

Spring is here!

Reg Nordman

(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

Winter maintenance is underway, and the grounds are looking great.

8.3 SPECIAL PROJECTS

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

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

No updates have been provided.

(9) CORRESPONDENCE

None was received.

(10) BYLAW ENFORCEMENT

- 10.1** Council reviewed a fine letter for a moving violation and also reviewed the correspondence from the owner.
- 10.2** Council reviewed two bylaw violation notices for inappropriate hot tub usage. After some discussion and in consideration of information from the owner, it was **MOVED / SECONDED** and **CARRIED** to fine the unit owner \$200 for each of the two instances, \$400 in total.
- 10.3** Council reviewed a bylaw violation notice issued for an unauthorized renovation.
- 10.4** Council reviewed a bylaw violation notice sent for an EV related violation. Council also reviewed the reply for the subject of the complaint.
- 10.5** Council reviewed a bylaw violation notice related to a noise complaint. After some discussion it was resolved to investigate the matter further.
- 10.6** Council reviewed a bylaw violation notice for striking the parkade entrance gate by a resident vehicle. After some discussion, it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 for the incident.
- 10.7** Council reviewed a bylaw violation for an EV charging violation. After some discussion and in consideration of previous violations, it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 for the incident.

(11) NEW BUSINESS

11.1 HYTEC FILTRATION

It was **MOVED / SECONDED** and **CARRIED** to approve the renewal of the Hytec system for another five year term.

11.2 ROOFTOP CELL TOWERS

Council reviewed a request from Rogers Communications to renew the rooftop cell tower contract for an additional term. Council s reluctant to approve this at this time and will consider the matter further.

(12) TERMINATION

There being no further business, the meeting was terminated at 8:43 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on **Tuesday, April 30th, 2024** at 7:00 p.m.

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.