

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

CUSTOMER SERVICE ENQUIRES
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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 COMMITTEE HEARING

The committee directing the lobby refresh in Tower C met with the strata council.

1.2 COMMITTEE HEARING

A committee exploring the issue of organics waste disposal met with the strata council.

(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 March 26, 2024, as distributed.

(4) MAINTENANCE COMMITTEE REPORT**Riviera Site Manager's Report****1. Riviera Maintenance:**

- Power wash Car Wash area and Roof terraces, sidewalks, stairwell and driveways
- Replace and paint 903A water shut-off access(x3)
- Numerous areas of concrete repairs- parking garage and sidewalks
- Social Lounge new floor complete
- Social Lounge chairs recovered.
- Installed a new fan in lower gym Building “A”

2. Horizon Pacific Maintenance:

- Power washed Building “C”
- Window washing Building “C”
- Re-modelled gym ceiling Building “A”

3. Royal City Fire:

- Move sprinkler heads in gym – Building “A”
- Monitoring repair for fire panel Building “B”
- Fire inspections Building “A”, “B”, & “C”

4. Accurate Lock:

- Replaced lock on garbage room Building “C”

5. Aure Windows & Glass: (formally known as Peter Burns Windows)

- Numerous window replacements and window repairs

6. SSI – Suspended Stages

- Annual Roof Anchor Inspection – complete

7. Able Irrigation:

- Backflow test
- Spring start-up

Pending:

Metal roof – Parking garage Tower “C”

(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 February and March 2024, as prepared by Associa British Columbia Inc.

5.2 ARREARS REPORT

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$21,334.08, down from \$38,660.73 at the April Council meeting.

The Strata Manager reported that \$9621.04 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 after the owner was given a final deadline. The total outstanding of strata fees was \$5996.00, with the remaining outstanding balance being a mix of miscellaneous fees and other charges. The Community Manager confirmed that a lien demand letter was sent, in accordance with previous directives given. The cost of the letter, \$75.00 plus GST, was added to the delinquent owner's ledger. 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

I am always impressed by the teamwork shown by your Council and Owners who step forward. This last meeting, we had two impressive and well research presentations.

First was the volunteer C lobby refresh group who have worked hard on options for the lobby. They researched other buildings, worked with suppliers and designers to present several options to Council. Their enthusiasm was infectious, and Council felt confident that they have a handle on this. We realize that lobbies are not your living room, yet they need to give a good first impression. And tower C lobby needs the update. Keep your eyes peeled for notices etc.

Second was the Green committee, who did a lot work on adding organics to our recycling . Their presentation was well researched and lively. Council had many questions which the group was

prepared for. If we go ahead on this (and it depends on budget), be prepared for some interesting materials to be circulated.

Council works as a team on many fronts. In any month there are financial decisions to be made which Thomas and Brian end up following up. Ongoing maintenance and updates go to Wes and Sheila and then are looked over by the maintenance group under Ron. With their help Denise makes steady improvements to our common areas. She has a good design eye.

As this year unfolds, we become more and more conscious of how sharp Thomas` pencil has been. The govt requires 10% of the budget be added to our already healthy contingency fund. Thus, our operating budget is fully committed and when new unexpected expenses come up, it squeezes everything. Thomas keeps a diligent eye on all costs and questions us, Associa and suppliers steadily. Unlike governments we cannot run a deficit.

Our ongoing dispute with Royal City Fire over the last fire panel upgrade continues. They recently attached a builders lien to our Strata which we are mitigating by putting up a bond. The lien was inconvenient for a few Owners selling, but it should be removed soon. We are adamant that RC owes us for an extended fire watch. It is in the hands of lawyers now and they work by the hour and seem reluctant to speed up. Rick is in the process of vetting a replacement fire contractor to displace Royal City for future work. All this takes time.

Enjoy this good weather.

(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

Spring 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

9.1 Council reviewed correspondence pertaining to a records request under Sections 35 and 36 of the Strata Property Act. The cost for Associa to compile and edit the records request for privacy legislation compliance in accordance with the timelines stipulated in the Act, will be borne by the strata

corporation. Printing costs may or may not be charged back to the requestor depending on the mode of delivery they elect.

9.2 Council reviewed correspondence pertaining to the Riviera Christmas Party for next season.

9.3 Council reviewed a request from the company administering the rooftop antennae for a swap of one of the old antennae for a newer model. After some discussion, it was **MOVED / SECONDED** and **CARRIED** to approve the replacement.

(10) BYLAW ENFORCEMENT

10.1 Council reviewed a letter of fine for two instances of inappropriate hot tub usage.

10.2 Council reviewed a letter of fine for striking and damaging the parkade gate.

10.3 Council reviewed a letter of fine for an EV related violation.

10.4 Council reviewed a bylaw violation notice related to a security violation, specifically not stopping and waiting for the gate to close after entering the parkade, as required by the bylaws of the strata corporation. After some discussion, and in light of the unit owner not replying to the notice, it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 for the incident.

10.5 Council reviewed a bylaw violation for an EV charging violation. After some discussion and in consideration of the owner's reply, it was resolved that no further action was necessary at this time.

10.6 Council reviewed a complaint pertaining to smoking and noise and discussed the matter in detail, resolving to investigate the matter further.

10.7 Council reviewed seven bylaw violation notices delivered to units which did not provide or allow access to their units for the annual fire systems in suite testing, as required by the bylaws of the strata corporation. The Site Manager will arrange for a reinspection and further enforcement action may be considered in the future if appropriate.

(11) NEW BUSINESS

None was conducted.

(12) TERMINATION

There being no further business, the meeting was terminated at 9:22 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on **Tuesday, May 28th, 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.