

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
Phone: 604-591-6060
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ASSOCIA BC INC.
13468 77TH AVENUE
SURREY, B.C. V3W 6Y3

24 Hour Line: (604) 591-6060

RIVIERA SITE OFFICE
riviera@shawcable.com
604-833-4601
Sheila and Wes Busby

**ATTENDANCE :**

Brian Allen
Brent Atkinson
Thomas Canty
Denise Dalton
Rick May
Reg Nordman
Ron Sheldrake

REGRETS :

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 7:00 pm.

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

1.1 OWNER REQUESTED HEARING

A hearing was held at an owner's request regarding a bylaw matter of concern to the owner.

(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 May 30, 2024, as distributed.

(4) MAINTENANCE COMMITTEE REPORT**Riviera Site Manager's Report - July 30, 2024****1. Ainsworth: (Latham's)**

- Repaired all split unit air conditioners; Social lounge, both gyms, & elevator room – Bldg. "B"

2. Riviera Maintenance:

- Repaired broken tile in elevator Bldg. "B" & threshold of Unit 1606C
- Deep clean pool and bathrooms "A" bldg.
- Painted entry doors from garage, cleaned/painted baseboard heaters in Bldg. "A"
- Building "B" carpets cleaning started (20th to 16th floors)
- Emergency Contact Sheet sent out (50% returned so far)
- Gym equipment inspected – 2 treadmills unrepairable (use until they die)
- Hired "Throw Away Junk" to remove 8 loads of junk from all storage areas.

3. Horizon Pacific Maintenance:

- Power washing Towers complete
- Window washing complete
- Old ceiling repairs – various suites complete
- Social Lounge balcony repair – floor, wall and cap complete

4. Royal City Fire:

- Deficiencies complete Bldg. A, B, and C. Tested fire hoses- to be replaced.

5. Accurate Lock:

- Replaced all door closures in the 3 towers

6. Action Security:

- Handicap button repaired – Lobby level Bldg. "B"
- Repaired fob reader – Bldg. "C"
- Repaired Office computer – software malfunction

7. Able Irrigation:

- Back flow preventors – re: sprinklers – yearly test

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

- Came to complete windows on his list. Did not complete. Will be returning.

9. Mott Electric

- Installed new breaker panel for Bldg. "C" spa

10. Aero Carpet Cleaning Service:

- Cleaned carpet in Guest Suite

11. Interviewed new company for window repair and replacement:

Extreme Windows: Turnaround time 2 weeks. Gave four units to try them out.

LOBBY REFRESH BUILDING "C" COMPLETE

Memorial plaque and tree placed in front of Building "B" for Ratka.

(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 May and June 2024, as prepared by Associa British Columbia Inc.

5.1.1 GIC MATURITY

It was **MOVED / SECONDED** and **CARRIED** to transfer to the general CRF upon maturity three maturing GICs plus accrued interest, as this account pays a more favorable rate of 4.45%.

5.1.2 2023 AUDIT REVIEW

Cass Fraser completed the audit review of the 2023 financial statements on behalf of the strata corporation. Council has reviewed and signed off on the completed review.

5.2 ARREARS REPORT

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$26,912.52, up from \$20,791.73 at the May 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 did not respond to a final deadline for payment.

The total outstanding of strata fees was \$10,368.62; while \$5296.14 was comprised of recent repair related chargebacks and 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. After some discussion, it was **MOVED / SECONDED** and **CARRIED** to send lien demand letters to three units with the largest outstanding balances. The cost of the letters, \$75.00 plus GST per letter, will be added to the delinquent owner's ledger. 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 provided from legal.

(7) PRESIDENT'S REPORT – REG NORDMAN

Bits and bobs.

1. Don't rush out the door—security alert. Watch the entrances and exits to our buildings. Enterprising thieves grab any opportunity to get into our complex. Wait for the parkade doors to close before proceeding.

2. Your gas fire place is an appliance. So it needs regular maintenance to prevent a larger bill for you in the future.

3. Our building insurance will increase as house insurance has rocketed. There is no respite from the hits on the homeowner.

4 We are proceeding with an Intercom replacement in C. There is a board failure and the product is no longer available. We have selected a replacement, which is simple enough.

5. The Tower C elevator modernization project is starting. The contractor reminded us that cab upgrade options are limited due to weight constraints.

6. There will be a general upgrade to the sprinkler heads in C as it is time and can't be deferred.

A previous owner said the best way to save money is not to spend, which I agree with, but as our building ages, we must pay.

Enjoy the fall

Reg

(8) COMMITTEE REPORTS

8.1 STAFFING REPORT

A sincere thank you to Staff for their ongoing hard work and efforts on behalf of the residents. Please continue to treat the team with kindness and respect.

8.2 LANDSCAPING COMMITTEE

Summer maintenance is in full bloom, and the grounds are looking great.

8.3 SPECIAL PROJECTS

Future social events were discussed and are being planned, including a planned potluck for Christmas time. 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. The heat trace special project and the parkade metallic roof special project are slated to begin shortly.

8.5 QUAYSIDE COMMUNITY BOARD

No updates have been provided.

(9) CORRESPONDENCE

9.1 Council reviewed a chargeback letter for a leak event which was deemed to be the unit owner's responsibility under the strata corporation's amended bylaws.

(10) BYLAW ENFORCEMENT

10.1 Council reviewed a rule violation notice regarding improper disposal of waste, not in accordance with the standards set out in the garbage rooms and bins, as required by the Rules of the strata corporation. After some discussion, it was resolved that no further enforcement action was required at this time.

10.2 Council reviewed a second rule violation notice regarding improper disposal of waste, not in accordance with the standards set out in the garbage rooms and bins, as required by the Rules of the strata corporation. After some discussion, it was resolved that no further enforcement action was required at this time.

10.1 Council reviewed a third rule violation notice regarding improper disposal of waste, not in accordance with the standards set out in the garbage rooms and bins, as required by the Rules of the strata corporation. After some discussion, it was resolved that no further enforcement action was required at this time.

(11) NEW BUSINESS

None was conducted.

(12) TERMINATION

There being no further business, the meeting was terminated at 8:54 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on Tuesday, September 24th, 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.