

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
Email: abc.service@associa.ca

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
Thomas Canty
Denise Dalton
Rick May
Reg Nordman

REGRETS :

Brent Atkinson
Ron Sheldrake

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.

One owner observer was present for the non-privacy-protected portions of 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 24, 2024, as distributed.

(4) MAINTENANCE COMMITTEE REPORT**Riviera Site Manager's Report – October 2024****1. Ainsworth: (Latham's)**

- Regular maintenance – Inspected & repaired all split units
- Replaced copper tubing in boiler room – Tower “C”
- After the rainstorm – replaced two sections of cast iron drain pipe in “P” level
- Scoped the drainpipe in “P” level – 100 feet of

- pipe need to be hydro-cleaned
- Sump pump basins need cleaning – scheduled
- Installation of new exhaust fan in Pool pump room

2. Able Irrigation:

- Blow out sprinkler system – Tuesday Oct 29, 2024

3. Accurate Lock:

- Repaired front door Tower “C”
- Repaired various camera throughout the properties
- Installed handicap door opener – Tower “C”

4. Aure Window & Glass;

- On going – scheduling 35 window repairs and replacements

5. Horizon Pacific Maintenance:

- Completed parking garage roof – Tower “C”
- Clean and repair outside dryer vents – various suites Tower “B”
- Balcony coating repairs – Tower “B” (1) & Tower “C” (1)
- Inspected & repaired various areas of roof and wall system of – Tower “C”
- Opened up numerous areas found source of water ingress – Tower “C”
- Inspected & are repairing water leaks on patio area 4th floor Tower “B”
- Quote to repair balcony leaking into the lower gym- Tower “A”

6. Prolux Electric Ltd.

- Installed new lighting “P” level entrance Tower “B”
- Installed new outside light timer
- Replaced lighting ballasts – parking garage
- Started heat trace installation & insulation of the pipes
- Quoting price to core the cement in two areas in Tower “A” “P” level, & install sump pump

7. Riviera Maintenance:

- Ordered the repair to elevators - Tower “A” & “B” (NC Woodworking)
- After Health Department Inspection: (recommendations)
 - i. Jovica Nikolic (Johnny) – Re-certification in the spring

8. Royal City Fire:

- Working with Simplex to fix the trouble light on Panel C.
- Drained sprinkler lines in parking garage for winter

9. Spruce Garden

- Planted new perennials, and prepared all beds for winter

10. TKE:

- Modernization of elevators – Started in Tower “C”

11. Waste Management (WM)

- Met with Suzy Grant:
 - i. Schedule of garbage pick-up Monday, Wednesday & Friday working out well
 - ii. Organic Program to start November 1, 2024 – handed out 40% of compose bins to date

(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 2024, as prepared by Associa British Columbia Inc.

5.1.1 GIC MATURITIES

It was **MOVED / SECONDED** and **CARRIED** that the GICs maturing for November 1, 2024 be rolled over into a one year cashable instrument.

5.2 ARREARS REPORT

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$25,614.04 up slightly from \$24,709.71 at the September Council meeting.

The Strata Manager reported that \$7800.00 of that total was comprised of continuing contravention fines against an owner for bylaw violations. The total of outstanding strata fees was \$12,805.12. After review and some discussion, it was **MOVED / SECONDED** and **CARRIED** to place a lien on the ledger of a unit owner with several months of strata fees outstanding, who did not respond to the recent lien demand letter sent. The cost of the lien, \$650 plus GST, will be added to the delinquent owner’s ledger.

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

Legal collections are ongoing.

6.2 PROPOSED BYLAW AMENDMENT -- INPUT REQUESTED

Council discussed a potential amendment to the strata renovations bylaw, which would require that all in-suite renovations work cease by 4:30 PM instead of the 6:00 PM time allowed by the current bylaw.

Before finalizing a decision on this the strata council seeks input from owners on this matter. Please send correspondence regarding this to either the Site office or abc.clientservicecentre@associa.ca.

6.3 DEPRECIATION REPORT PROPOSALS

Council is reviewing sample reports and proposals from several depreciation report providers.

6.4 INSURANCE RENEWAL

The strata corporation insurance policy renewal documentation was reviewed. The policy is renewing with no changes in deductibles and a small decrease in premium. After some discussion, it was **MOVED / SECONDED** and **CARRIED** to approve the renewal and pay the premium in three monthly instalments with funds borrowed from the Contingency Reserve Fund and repaid over the policy period by next renewal. The new policy and deductibles summary has been published to TownSQ and is also available in hard copy at the site office.

(7) PRESIDENT'S REPORT – REG NORDMAN

An owner presented his ideas on addressing overcrowding in our bike storage areas. Some Owners use their bikes daily, while others do so less frequently. More giant e-bikes create other issues. Sheila, Wes and Brian will do more research to find some solutions/suggestions. Sheila has found about ten orphan bikes so far.

One concern raised was potential fire issues from charging scooter batteries. If you have an electric scooter, please check that the charger and battery are ULA-approved, as some from China etc. are not. Chargers have caused fires over the past few years in North America. Once the battery is charged, it is important to disconnect it from the charger.

The insurance package has arrived, and we are happy that the cost has not increased. Brian and Brent wrote an excellent cover note explaining areas Owners should take care of. I especially appreciated their explanation of what the 20% earthquake deductible could mean to an Owner. Insurance rules require each Owner to have sufficient insurance to cover whatever could happen to their suite. The Strata deductibles remain high.

Rick May is moving next month so we are losing a hard-working and skilled Council member. Rick's deep knowledge of electrical issues and solutions and willingness to jump in and remedy situations have saved Strata significant costs. He will be missed.

Ron and I are encouraging interested Owners to let us know if they desire to serve on the Council next year. It's a good group that takes on a lot.

Maintenance is one of our largest cost centres, so if you have experience with it, we can find a place for you to help.

Again, the Halloween decorations have received a lot of positive feedback. The volunteers who obtained and put up the display are to be commended. Some volunteers also stood outside to provide the little ones with treats, which is appreciated. This was once again a family-friendly event.

Brian tells us that preparations for the annual Christmas social are well in hand, so watch for announcements.

As always, as the festive season approaches, local thieves are doing their shopping. Do not leave anything of value visible in your vehicles. Maintain our building's security, please.

(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

Autumn maintenance is ongoing, and the grounds are looking great.

8.3 SPECIAL PROJECTS

Future social events were discussed and are being planned, including a planned event 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.

8.5 QUAYSIDE COMMUNITY BOARD

No update has been provided.

(9) CORRESPONDENCE

None was reviewed.

(10) BYLAW ENFORCEMENT

10.1 Council reviewed a noise complaint between units and is continuing to investigate the matter further.

10.2 Council reviewed a letter of fine for a loud, late night party which caused noise and nuisance to neighboring units.

10.3 Council reviewed a letter of fine and chargeback sent to a unit for willful destruction of common property.

10.4 Council reviewed a bylaw violation notice for unit balcony washing that soaked some workers at a unit below. When the caretaker went to speak with the unit owner, they were sworn at and verbally abused in a demeaning manner. Council reviewed and discussed both these violations and it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 for each of the violations.

(11) NEW BUSINESS

11.1 BIKE ROOMS

Council discussed the bike rooms and potential upgrades with an owner motivated to proceed with a committee to improve the biker rooms organization and function. Please contact the site office if you may have interest in participating in this work as part of the proposed committee.

(12) TERMINATION

There being no further business, the meeting was terminated at 8:32 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on **Tuesday, November 26th, 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.