

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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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
Rick May
Reg Nordman
Ron Sheldrake

REGRETS :

Denise Dalton

Wes and Sheila Busby, *Riviera Site Managers*

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

(1) CALL TO ORDER

This meeting was rescheduled from Tuesday, November 26th.

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.

1.1 COMMITTEE REPORT

The recently constituted Bicycle Committee provided a presentation to the strata council with some proposals for future consideration.

(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 October 29, 2024 as distributed.

(4) MAINTENANCE COMMITTEE REPORT**Riviera Site Manager's Report – November 2024**

1. Ainsworth: (Latham's)
 - Scoped the drain pipe in "P" level – 100 feet of

- pipe need to be hydro-flushed (in progress)
 - Sump pump basins need cleaning – in progress
2. Able Irrigation:
 - Repair in sprinkler system scheduled – 3rd floor terrace
 3. Action Security:
 - Replace batteries in the “fob” panels
 4. Aure Window & Glass:
 - On going – window repairs and replacement
 5. B J Elliott Contracting:
 - Installation of insulation of the drain pipes (after the installation of heat trace) Completed
 - Quoting price to core the cement in two areas in Tower “A” “P” level, & install sump pump & exhaust fan
 6. Horizon Pacific Maintenance:
 - Repairing drains on 19th floor balcony – in progress
 - Power wash the front breezeways and walls on towers A & B
 - Prepping balcony of 206A for repairs (leak into Gym “A” bldg.)
 - Balcony coating repairs – Towers “A” “B” & “C”
 - Inspected & repaired various areas of roof and wall system of – Tower “C”- in progress
 - Schedule Power washing of garbage rooms and bins.
 7. Prolux Electric Ltd.
 - Started heat trace installation - Complete
 8. Riviera Maintenance:
 - Ordered the repair to elevators - Tower “A” & “B” (NC Woodworking) When elevator refurb done in Tower “C”
 - Hired Imperial Pools to test pools 3 times a week during Site Managers Vacation
 - i. Quoting replacement of spa and pool sand filters
 - ii. Repairing pool and spa lights
 - After Health Department Inspection: (recommendations)
 - i. Jovica Nikolic (Johnny) – Re-certification in the spring
 - Working with Bike Room committee
 - Booster fan to be installed 19th floor
 9. Royal City Fire:
 - Working with Simplex to fix the trouble light on Panel C. – Complete
 - Working with Noah on eyeball sprinkler replacement Tower “C”

- 10. Spruce Garden
 - Planted new perennials, and prepared all beds for winter
- 11. TKE:
 - Modernization of elevators – Started in Tower “C” – In progress & on schedule
- 12. Waste Management (WM)
 - Organic Program started November 1, 2024 – handed out compost bins. (125 remaining)

(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 October 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 and December 2024 be transferred to the general Contingency Reserve Fund in order to assist with cash flow and liquidity.

5.2 ARREARS REPORT

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$34,038.82 up from \$25,614.04 at the October 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 \$21,124.88. Of that total, \$15,913.00 was comprised of the arrears of two units. One of these units recently had a lien placed against its title and after some discussion, it was **MOVED / SECONDED** and **CARRIED** to begin formal legal collections of the strata fee arrears as well as a Civil Resolution Tribunal judgement for \$7600 worth of outstanding fines against this same unit. The other unit is currently proceeding through probate and a resolution to the outstanding fees is expected shortly thereafter.

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 and in accordance with the approved motion above, outstanding strata fees for the unit will be added to the collections efforts.

6.2 DEPRECIATION REPORT PROPOSALS

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

(7) PRESIDENT'S REPORT – REG NORDMAN

We are entering another budget process as we close out this year. We hope to keep our expenses low; we wish our suppliers did the same.

As you look at the maintenance report, you will see that several of our projects have been completed. The Towner C elevator project is on schedule and budget (still awaiting an April completion).

We have had two meetings with the Owner-biking committee, and they have made a compelling presentation. We have more bikes in the rooms than there are spaces. I'd like you to please watch for notices of a bike clear-out of unregistered bikes coming up.

One concern raised is the safety of e-bike and scooter batteries. If you have one, could you ensure the battery and charger are UL-certified? Some Asian knockoffs are not certified, and they are dangerous. I understand fireproof and explosion-proof Lipo bags are available to store your battery for added safety. Please follow the manufacturer's appropriate safety procedures.

The council decided that, as in the last few years, the February AGM would be a Zoom call. Feedback from previous years has been overwhelmingly in favour of this format.

(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

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

8.3 SPECIAL PROJECTS

Future social events were discussed and are being planned, including an 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

Quayside notes

One member is offering a few little libraries in the area. Please stay tuned if they appear.

Concerns were raised with respect to the folks defying the rail crossing safety efforts. If this continues, the RR will return to using the locomotive whistles.

Some Strata are concerned that the City maintains that each Strata's property goes up to the curb. This makes trees each Strata's responsibility. This is nothing new to us; however, the board is considering legal action on this.

Reg

(9) CORRESPONDENCE

None was reviewed.

(10) BYLAW ENFORCEMENT

10.1 Council reviewed two fine letters for unit balcony washing that soaked some workers at a unit below as well as staff harassment when the unit was informed of the matter.

(11) NEW BUSINESS

11.1 ANNUAL GENERAL MEETING 2025

The Annual General Meeting for 2025 will take place on Tuesday February 25th over ZOOM videoconference, hosted as in past year's by MyMeetingOnline.com. The budget and special resolutions for this meeting will be finalized at the January 14th meeting of the strata council. Please save the date and plan to attend this important annual event in order to participate in the important decision making process for your strata community.

(12) TERMINATION

There being no further business, the meeting was terminated at 8:24 p.m.

(13) NOTICE OF NEXT MEETING

The next Strata Council Meeting will be held on **Tuesday, January 14th, 2025** 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.