

THE RIVIERA – STRATA PLAN NWS3385

LOCATION:

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

STRATA COUNCIL
2025

**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
Dave Wilkinson

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
Denise Dalton
Reg Nordman
Ron Sheldrake

REGRETS :

Dave Wilkinson

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 ELECTION OF COUNCIL POSITIONS

It was **MOVED / SECONDED** and **CARRIED** to elect the following positions for the 2025 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
Dave Wilkinson

(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 14, 2025 as distributed.

(4) MAINTENANCE COMMITTEE REPORT

Riviera Site Manager's Report – March 2025

1. Air Vac:

- Dryer Vent cleaning Tower "B"

2. Ainsworth: (Latham's)

- Located gas leak in Tower "A" – reviewing options for repair

3. Accurate Lock:

- Welded 2 doors Tower "A" into parking garage
- Welded 3 doors in Tower "C" – two entry and one in loading area
- Install proper lock and closure for elevator room

4. Blue Mountain Technologies

- Phone lines & internet lines ordered for new enter-phone
- Collecting data for program – Owner's list

5. Aure Window & Glass:

- Completed all outstanding window replacement and repair

6. Horizon Pacific Maintenance:

- Repairing drains on 19th floor balcony – in progress
- Repair balcony of 206A for repairs (leak into Gym "A" bldg.)- Complete
- Power washed tower "B"

7. Imperial Paddock Pools

- Replaced one light – waiting for repair items for second light

8. Prolux Electric Limited:

- Installing visitor parking lighting Tower "C" -In progress
- Freezer room – Re-doing electrical plugs
- Adding lighting in elevator room as per TSBC instructions
- Installing additional flood lighting in Tower "C" visitor parking.

9. Riviera Maintenance:

- Ordered the repair to elevator walls - Tower "A" & "B" (NC Woodworking)
- Working with Bike Room committee – in progress
- Booster fan to be installed 19th floor – In progress
- Painting – ongoing
- Replaced vacuum in Car Wash area

10. Royal City Fire:

- Fire alarm inspection - May

- Troubleshoot trouble Tower “B” fire panel – repaired it.
- Replacement (approx. 300) Reliable ZX Sprinkler Heads in Tower “C” (CRF) -May

11. TKE:

- Modernization - elevators in Tower “C” – 1st elevator done
- Started the second elevator

(5) **FINANCIAL REPORT**

5.1 **FINANCIAL STATEMENTS**

After a review and discussion, it was **MOVED / SECONDED** and **CARRIED** to adopt the financial statements for the month of January and February 2025 as prepared by Associa British Columbia Inc.

5.1.1 **GIC MATURITIES**

It was **MOVED / SECONDED** and **CARRIED** that the GIC maturing for April 2025 maturing GIC be renewed as one year non-redeemable GICs at the highest available rate.

5.2 **ARREARS REPORT**

The Strata Council reviewed the arrears of delinquent owners with a total outstanding balance of \$29,078.45 down slightly from \$35,308.35 at the December Council meeting.

The total of outstanding strata fees was \$17,889.91. Of that total, \$16,757.06 was comprised of the fines and arrears of one unit. This unit recently had a lien placed against its title and legal collections of the strata fee arrears as well as a Civil Resolution Tribunal judgement for \$7800 worth of outstanding fines against this same unit have been initiated.

Council and the strata manager discussed the accounts with the largest outstanding balances. No further directives were given at this time.

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 have been initiated against a unit with substantial fines and strata fees outstanding. A court filing is expected in the coming weeks.

6.2 **DEPRECIATION REPORT PROPOSALS**

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

6.3 **AMENDED EV CHARGING BYLAWS**

The bylaw amendments pertaining to EV charging passed by 3/4 vote of the owners at the 2025 Annual General Meeting have been registered at Land Titles, published in an updated Bylaws document on TownSq and are now in effect. The Strata Council extends a huge thank you to Andreas Grunwald for creating an EV charging management application for owner use. Please contact the Site Office for more information.

(7) PRESIDENT'S REPORT – REG NORDMAN

Our annual business meeting (AGM) went quite well. We had several items to discuss, and the owners provided excellent suggestions. I also received several positive email comments from the Owners. Approved projects are moving forward, and ongoing projects remain on time and within budget. A lot of work is being done monthly in the complex, and few even know how busy things are; it goes smoothly.

This is just a reminder that if you have a question for Council, you can email it to us or attend the monthly meeting (last Tuesday of the month) to discuss it.

One example of the owner's initiative presented to the Council is the bike room cleanup. These volunteers have spent a lot of time planning and are now executing it. Given the recent lithium fires, their proposed system for safe battery charging is timely.

A volunteer group from Tower C came to us and executed the refurbishment of the Tower C lobby, which has received many positive comments.

Another owner has created an application that helps our EV owners stagger the use of our charging stations. It has made quite a difference.

You may notice some Munday's Towing signs in the visitors' parking lot. Due to chronic misuse of the visitor-only spaces, we are trying a 90-day test of patrolling tow trucks at no cost to the strata; the vehicles towed will pay a significant charge to recover them. Could you ensure your visitors/caregivers/renovators/repair people always have a pass for their car?

This month, technology products from the US can be subject to a 25% tariff imposed by Canada. This hit us when the new enterphones were delivered. We are still within budget for the systems.

(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. Owners may notice new staff members joining the team. Please continue to treat the team with kindness and respect.

8.2 LANDSCAPING COMMITTEE

Spring maintenance is ongoing, 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 as well as the president's report.

8.5 QUAYSIDE COMMUNITY BOARD

A forum on flood control will be held soon.

(9) CORRESPONDENCE

None was reviewed.

(10) BYLAW ENFORCEMENT

- 10.1 Council reviewed a visitor parking violation relating to a resident vehicle using the visitor only assigned stalls. Council also reviewed a reply from the owners. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.2 Council reviewed a violation relating to a resident leaving a washing machine in the hallway in front of the unit. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.3 Council reviewed a violation relating to EV charging. After some discussion, and in light of recent amendments to the EV charging bylaw as noted above, and the introduction of EV charging scheduling application as noted, no further action was deemed necessary at this time.
- 10.4 Council reviewed a second violation relating to EV charging. After some discussion, and in light of recent amendments to the EV charging bylaw as noted above, and the introduction of EV charging scheduling application as noted, no further action was deemed necessary at this time.
- 10.5 Council reviewed a third violation relating to EV charging. After some discussion, and in light of recent amendments to the EV charging bylaw as noted above, and the introduction of EV charging scheduling application as noted, no further action was deemed necessary at this time.
- 10.6 Council reviewed a fourth violation relating to EV charging. After some discussion, and in light of recent amendments to the EV charging bylaw as noted above, and the introduction of EV charging scheduling application as noted, no further action was deemed necessary at this time.
- 10.7 Council reviewed a violation relating to a resident improperly disposing of old unit blinds in the garbage room. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.8 Council reviewed two violations related to garbage being thrown. After some discussion and in light of severe mental health issues involved in this matter, the strata council deemed that no further action was necessary at this time.

- 10.9 Council reviewed a violation relating to a resident leaving garbage and recycling on their assigned parking stall. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.10 Council reviewed a violation relating to bylaws related to moves. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.11 Council reviewed a violation relating to pet waste on balcony. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.12 Council reviewed a violation relating to waste storage on balcony. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws.
- 10.13 Council reviewed two violations relating to move ins. After some discussion it was **MOVED / SECONDED** and **CARRIED** to fine the unit \$200 in order to encourage their compliance with the strata corporation's reasonable bylaws and rules.

(11) **NEW BUSINESS**

(12) **TERMINATION**

There being no further business, the meeting was terminated at 8:40 p.m.

(13) **NOTICE OF NEXT MEETING**

The next Strata Council Meeting will be held on **Tuesday, April 29th, 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.