

RG-2 Newsletter

Riverside Gate II Condominium Corporation



April 28, 2014

QN2014-002

Dear Fellow Residents,

The Board constantly endeavours to provide you with up-to-date information on the management and operations of our condominium corporation. To achieve this goal, the Board uses **Quarterly Newsletters**, open **Board Meetings**, **Board Communiqués**, a **Community Website**, **E-mail Messages**, and six **Bulletin Boards**.

We encourage owners to visit our website at www.riversidegate2.com on an on-going basis and to subscribe to the Board's e-mail listing in order to receive all communication electronically. Simply forward an e-mail message to Kim Renwick, Property Manager, at 613-421-9057 or KRenwick@condogroup.ca and please include your number.

Financial Highlights to March 31, 2014 - (All amounts in thousands of dollars)

Year-to-Date (YTD) **Total Revenue** is \$1.9 under budget, at \$326.5 - while YTD **Total Expense** is \$4.7 under budget, at \$333.7 – leaving an YTD **operating deficit** of \$7.2 versus a budgeted deficit of \$10.0. Please be reminded that we anticipate drawing \$44.4 from our operating equity in 2014 to support the doubling of the annual Reserve Fund Appropriation, as required by the Reserve Fund Study Update done in 2012. The major contributors to the unfavourable expense variance are Hydro and natural gas being higher than budgeted.

At 31 March 2014, our OCSCC769 **Reserve Fund** is at \$735.8 (\$670.0 being held in Non-Registered GICs) and the **Shared Facilities Reserve Fund** is at \$93.1.

Annual General Meeting - The Annual General Meeting (AGM) is scheduled for **Wednesday, June 18th** in the Party Room. Owner registration will begin at **6:30 p.m.** followed by the meeting at **7:00 p.m.**

All residents are strongly encouraged to attend this important AGM - in person or by proxy

Owners are encouraged to consider standing for election for two Board vacancies, as the terms of Rose-Marie Batley and Robert Boisvert will expire, and both have indicated they do not plan to stand for re-election. They have kindly offered to assist the new Board, should that be requested, including an offer by Robert to continue as our condo webmaster. Although Rose-Marie and Robert are currently Secretary and Vice-President, these will not necessarily be the responsibilities of the new directors, as the newly constituted Board will decide among themselves which roles are best suited to individual skills and interests.

A Nominating Committee (currently Norm Slover, Andy de Schulthess and Robert Boisvert) has been mandated by the Board to ensure that the nomination process is carried out in a professional and timely manner. The Board requests that you please give this matter serious consideration, as it is vitally important to have an interested and motivated Board if we are to continue to achieve our Condo Vision - *“A condominium community where owners and residents enjoy a consistently high quality of life in a safe, financially sound, trusting, socially interactive and peaceful environment”*.

The formal Annual General Meeting package will be distributed to all owners at least fifteen days before the AGM, and will include the agenda, last year’s minutes, 2013 audited financials and proxy forms as required.

Automated Doors - As you will have noticed, the automation of a door at the ground level and another door at the garage level has now been completed. Please note that for those doors that require a fob, you do need to use your fob before pressing the opening button.

The Board plans to automate the doors for two more garage corridors this year, priority being given first to corridors serving physically challenged owners (if any) then based on actual usage, as recorded by our security monitoring (fob) system.

Garage Cleaning - Please note that the garage cleaning this year will take place on **Monday, April 28th** for the main level and on **Tuesday, April 29th** for level 1. A reminder notice will be posted on the bulletin boards. The cleaning of garage pipes will take place in May.

CPR and Automated External Defibrillator Training - A training session for RG1 and RG2 staff is being scheduled by the PM for this spring. Residents interested in taking the course should advise the PM. A notice will be sent to all residents once the date of the course is confirmed.

Garbage Rooms - Residents are reminded to please only use their own designated garbage room. The use by some residents of multiple garbage rooms is causing overflow in the large garbage bins at the ground level. Also, residents are requested to avoid (as much as possible) using garbage chutes on **Tuesday mornings** while the large refuse bins are removed from their ground floor location for the weekly garbage pick-up.

Booking of Party Room and Guest Suite - Residents are reminded that they may contact the week-end front desk security staff to enquire about the “availability” of the Party Room and/or the Guest Suite. However, these amenities can only be reserved and booked by dealing directly with our daytime Concierges from Monday to Friday between 7:00 am and 11:00 pm.

Tagging of Bikes - Thank you everyone for tagging your bikes. Three bikes remain unidentified and they will be stored separately until the end of June 2014 at which time they will be donated to the Boys or Girls Clubs of Ottawa. Should any resident wish to view these remaining bikes, please contact the PM. As a final note on the issue, we kindly request that residents who have more than one bike in storage, and who do not frequently use them, to please lock them together on a single stand.

HVAC Humidifier Maintenance- Just a reminder that this is the time to lower the humidity setting on your humidifier, and then turn it right off. Humidifier canisters are available year round through the Front Desk at 613-247-9100. Please note that humidifier maintenance is the responsibility of the unit owners, not the Corporation. Replacement canisters are provided on a cost recovery basis.

Cigarette Butts - Unfortunately, there is ample evidence again this spring that some residents, and/or guests, and/or contractors are still throwing cigarette butts from balconies. This is a dangerous and polluting habit. Please ensure that contractors who smoke on balconies properly dispose of their butts, or alternatively, have them use the designated smoking area next to the garage door entrance. All residents

are encouraged to be vigilant and to report any observed incident to the Property Manager as soon as possible after the incident.

Bulletin Board Rules - As previously communicated, residents wishing to post an item on the bulletin boards must submit the notice to the Property Manager (PM) for approval. Approved notices will be initialed by the PM and expiry-dated for three (3) weeks. As much as possible, the format of notices should be kept to one half of an 8.5 X 11 inch page.

Please also note that, with the exception of charitable causes with resident contacts, no outside advertising is permitted. Concierges have been instructed to remove any item from the bulletin boards that has not been processed by the PM or that has expired. Residents who wish to recommend preferred service contractors may send the information to the webmaster for posting on the RG-2 website.

Please do not remove any resident notices (including your own) from the boards. The Concierge will remove them upon the expiry date.

Fire Alarms - As stated in our Fire Emergency Directive, (see below) *“The decision to evacuate immediately when the fire alarm is heard or wait for the instructions given by the Fire Department, rests ultimately with each individual depending on his or her circumstances.”* Residents are reminded that, if and when you do decide to evacuate your unit, it is important not to crowd the Front Desk area, vestibule and front door areas (both inside and outside) as this impedes the access and work required by firefighters. Thank you for your understanding and cooperation.

Walking Club - Jerry Posen of unit 803 invites you to join him and other residents again for some bi-weekly nature walks starting on May 6th. The walks are reasonably paced and last from one hour to one hour and a half. If you are interested, meet the group at 10:00 a.m. every Tuesday and Thursday in front of RG-2. Arrive a bit early for a warm-up. Jerry hopes to start in early May, but watch the bulletin boards for actual start date.

Social Committee Update - We wish to thank Winter Chairperson, Pat Wood and the members of the Social Committee for all the fun social events that were organized throughout this past (long) winter. Your time and efforts are much appreciated by all of us fellow owners!

Social events that took place this past winter:

- 1) January 15th Happy Hour hosted by Vera & Arnold Burwell and Ted and Marion Robinson
- 2) Community Bingo session on Jan. 26th
- 3) A joint RG-1 and RG-2 Valentine Pot Luck Dinner in the RG-2 Party Room (see article below)
- 4) A winter Dinner Club outing at the **Indulge Restaurant** hosted by Dorothy Robinson
- 5) A St. Patrick's Day Happy Hour hosted by Barbara and Richard Leech and Marjorie and Barrie Leach
- 6) April 25th Happy Hour hosted by Roz and Fred Tabachnick

Social events that will take place:

- 1) Canada Day Celebrations July 1st
- 2) Car Rally just like last year, sometime in August with details to follow
- 3) A Dinner Club outing is being planned for May, details to follow

New Flower Arrangements in our Lobbies - One of the roles of the Social Committee is to make recommendations to the Board in regard to the decoration of our two ground floor lobbies. Thank you then to the Committee for recently selecting such grand flower arrangements for our entrance lobbies. Please note that these beautiful arrangements were created by our own talented owner and neighbour Mrs. Carrie Colton Longbottom of Unit 1303. Thank you Carrie!

Interested in Hosting a Happy Hour Event? - You may have noticed that the Social Committee has changed its approach to hosting Happy Hour gatherings. Any resident can now offer to host these events and we hope you can help out. The resident who offers to take charge is given a budget of \$3.00 per person, and the number of participants is guesstimated based on past experience. The event host(s) can hold the event using any theme, food, music or just keep it simple. If the person runs over budget, the Committee will bail you out, and if you make a profit, the Committee will be happy to receive it. If you are interested in hosting or co-hosting a Happy Hour, please contact Pat Wolff at 613-736-0243 or at clivepat@gmail.com .

Library Committee Update - We are excited to report that the Library has received a large number of donated books that are now being catalogued and will soon be available for borrowing. We thank all of you who have contributed to enrich the Library's holdings. Please check our shelves or our regularly updated inventory for the latest releases!

Fiction lovers will be glad to know that the Library has a new special bookcase only for paperback novels.

Please note that according to our Inventory the following books were borrowed last year and have not been returned yet (some of them were mentioned in our last Newsletter). **The library is set up for the benefit of all residents; if you have any or some of them, please be considerate with your fellow neighbours and return them as soon as possible:**

Northanger Abbey, Lady Susan, the Watsons, Sanditon, by Jane Austen;

Selected Stories and Stories, by Anton Chekov;

Ivanhoe, by Sir Walter Scott;

Frank: The Voice, by James Kaplan; and

Life, by Keith Richards and James Fox.

Library patrons are kindly asked to return hardcover books with their dustcovers. Dustcovers contain important information on books' authors and contents and are an indispensable tool for allowing readers to choose their reading material.

Happy readings and enjoy your summer!

Extra Copies of Newsletter - For your convenience, a limited number of paper copies of the Quarterly Newsletter will be available on the mailroom shelves. Additional copies may be obtained through the Front Desk.

Please be Considerate - Condo living is a wonderful lifestyle but there are a few important reminders that will help make our experience, and that of our neighbours, much more enjoyable:

High or hard heel shoes - Residents should wear soft sole/heel shoes in their unit. Please only slip on your high or hard heel shoes upon leaving your unit.

Gently close your unit door - Because our unit doors are heavy and spring-loaded for fire safety reasons, please "be extra gentle" when closing your door, do not let it slam shut on its own.

Felt pads for furniture - Furniture being dragged on the floor can reverberate throughout the entire suite below and beyond. Please use felt pads, soft rubber rollers (as opposed to hard plastic ones) and area carpets on hard wood floors where possible (non allergenic rugs are available on the market). When moving chairs and tables, please lift instead of dragging.

Supervise small children - When children are visiting, please discourage jumping/running in the unit.

Moving of furniture - Please try to avoid moving furniture after 10:00 p.m.

Balcony noise - Please consider speaking more quietly on your balcony after 11:00 p.m.

Website Anniversary - Just a brief note to mention that our community website will soon be five years old. Since May 14, 2009, the site has received 42,645 page views, or an average of 8,529 page views per year, or 710 views per month. Visit our website at www.riversidegate2.com and please do not hesitate to send your suggestions to Webmaster Robert Boisvert at rrboisvert@rogers.com.

Use the Mud Scrapers - Spring has arrived and the lobby rugs will soon be removed. To protect our beautiful marble floors, please remember that mud scrapers are located by the front entrance and by the garage door for residents and guests to use. Gardening volunteers and Walking Club enthusiasts are encouraged to use the garage entrance.

Emergency Contacts - For any personal emergencies such as fire or health related incidents call **911**. For ANY building type emergency at ANY time, first call the Security Gate at **613-247-2128**. If unable to reach the Security Gate, call the 24-hour Property Management Emergency line at **613-762-5704**. All emergency numbers are also on our website under "Contacts".

Thank you for your ongoing support and cooperation,

Your Board



Riverside Gate II Fire Emergency Directives

When the fire alarm is pulled in the garages, the pool and the main floors of Rivergate I and Rivergate II, the fire alarm will ring in both buildings. Otherwise, the fire alarm will only ring in the building affected.

The decision to evacuate immediately when the fire alarm is heard or to wait for the instructions given by the Fire Department rests ultimately with each individual depending on his or her circumstances. There are, however, certain steps that everyone should take to be better prepared to deal with such an emergency. As a minimum, these are:

- Every unit owner should have a general purpose ABC fire extinguisher in a readily accessible location and be familiar with its operation,
- Have a plan of action ready for a fire in Rivergate II,
- Know where the closest fire alarm is located on your floor,
- Be aware of the monthly fire alarm test and know how to silence the alarm in your suite,
- Advise the Property Manager in writing if you cannot evacuate the building due to physical limitations or medical conditions. A list of those who cannot self-evacuate is kept on the Rivergate II Fire Control Panel so that the Fire Department can evacuate you if there is a fire on your floor.

When the Fire Alarm is Activated in Rivergate II

- If the fire is in your suite, make sure everyone in your suite evacuates immediately and close your entrance door completely but do not lock it,
- Immediately pull the fire alarm located on your floor,
- If the fire is not in your suite and you are concerned about smoke in the hallway, make sure your entrance door is completely closed and put some wet towels at the bottom of the door to seal the air gap (the entrance door of your suite has a one hour fire tested resistance to a fire located on the other side of the door),
- If you decide to stay in your suite, listen carefully to the instructions given by the Fire Department Supervisor on the public announcement system, once the fire is located (approximately 6-7 minutes after the fire alarm is pulled). You may be asked to evacuate; if you are, carefully follow the instructions given. For example, if the fire is located in the East Wing, East Wing residents may be asked to evacuate by the West Wing stairs, and if you are in your suite and still concerned, you could stand on your balcony while you wait for the instructions from the Fire Department given over the public announcement system. Make sure that your entrance door is completely sealed with wet towels before you open your patio door (or windows) as you could create a draft and the smoke could seep into your suite. Keep your patio door open to enable you to hear the instructions given by the Fire Department.

Please do not hesitate to contact our Property Manager should you have any questions on these directives. These directives are also posted on our website at www.riversidegate2.com in the **Members Area**.

Valentine's Day Supper in Riverside Gate II by Iris Aubut

In a new and pleasant departure, the residents of RG II organized a stupendous pot luck supper to celebrate St. Valentine's Day on Saturday February 15th. Not only was this the first time they had held a pot luck supper but they were generous enough to invite the residents of RG I to participate.



The origin of this brilliant idea was a conversation between Sharon Carstairs and Pat Wood, the tenor of which was that, although the Social Committee in RG II wished to put on a pot luck supper, so many people were away for their winter break that this was not practical. Since they realized that the same situation existed in RG I they decided to combine the two buildings. This resulted in a lavish evening in which 48 neighbours enjoyed a delightful supper in the RG II party room. Seven tables were colourfully decorated for the occasion with pink and

red Valentine motifs and an impressive variety of appetizers, main dishes and desserts were set out for our selection.

This festive occasion gave guests not only the opportunity to meet residents from the other building but also to catch up on the news with their neighbours from their own building. We, in RG I, wish to say a big thank-you to the residents of RG II for their hospitality and to all those who worked on organizing this event, the set-up of the room and the delightful decorations, among whom were Pat Wood, Dorothy Robinson, Ted Robinson, Terry Hearn, Helene Azam, John Carstairs, Roz Tabachnick and Sharon Carstairs. Several others helped with clean-up and putting away afterwards. The supper was a shining success which banished the winter blues for one pleasant evening.



Since the supper took place in the middle of this very cold winter, special thanks go to John Carstairs who kindly stationed himself beside the pool door which connects the two buildings so that we could carry our dishes back and forth without having to don coats and boots.