

Sunset Heights Housing Cooperative Special Maintenance Committee Meeting Tuesday, May 2, 2023

Call to Order: 7:00 p.m.

In Attendance:

Kevin	Donna	Doris	Susie
Shawn	Derek	Mima	Gloria
Theresa	Cristina	Horia	Almash
Heather	Bill P.	Shannon	

Absent:

Noah	Emily
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This is an additional Maintenance meeting to discuss only the following agenda items. All other business will wait until the regular meeting on May 16, 2023

Agenda Items Topics:

1. Irrigation Question – Townhouse Courtyards
2. Lowering 2 fence panels along west sidewalk and Unit #110
3. TH #2 – burning smell running dishwasher and leak under flooring
4. Retaining wall project additions/code requirements

Irrigation: The contract scope of work included irrigation with a “drip” feature that would run behind the siding for each townhouse. There was no breakdown in pricing for this item, but after discussion it was decided that we do not want irrigation in the townhouse courtyards.

Motion to remove the irrigation for townhouse courtyards from the scope of work.

Motion: Cristina **Second:** Sandra **Carried**
Shawn will contact Tierra to have this removed from the quote and see how the total quote price will change.

Lowering Fence Panels: Two (2) fence panels that were installed on top of the new retaining wall between Unit #110 and the sidewalk are too high. These need to be lowered for safety reasons. We received a quote from Bucks with Trucks for \$510.10 to lower the panels.

TH #2 – Dishwasher Issue: The member in TH #2 reported a burning smell when using the dishwasher. Due to the age of the dishwasher we went ahead and purchased a new one. The burning smell has continued with the new dishwasher so we contacted Action Electric to investigate the issue. Tammy from Action checked and reported that she can find no electrical issue and that the dishwasher was installed correctly. Further investigation is required so we will contact Flavius.

TH #2 – Leak under kitchen sink: There was a leak under the kitchen faucet and we had the faucet changed out for the 3rd time. We did not know that the leak had gone behind the back panel of the cabinet and leaked under the flooring in the kitchen and into the hallway to the living room. The cabinet has a wet, musty smell now and the flooring is damaged. We will contact Eco Hazmat to check the area for mold before and other work is done.

The Member has reported a lot of debris coming out of the kitchen sink when plunged. TH #9 reported the same issues. Should we do a “hydro flush” in all townhouses?

Motion to do the hydro flush in all townhouses.

Motion: Susie

Second: Cristina

Carried

Kevin will contact Trinity tomorrow.

Retaining Wall additions to match code requirements: We have received a quote from Bucks with Trucks to do the extra work that is required after the retaining wall project. These items are not considered deficiencies, they are extra work outside of the original scope.

Quote:

Handrails on stairs – not up to code	\$734.88
Gate replacement – between TH #9 and TH #10	\$586.66
Trimming 2 panels between Unit #110 & the sidewalk	\$500.10
Level edges of sidewalk along Unit #109 & sidewalk	\$955.90
(soil will be used from the back of TH #10 and if we need more it will be purchased. the maximum cost will be \$955.90).	
Fence panel between Unit #105 & Unit #104 for safety	\$414.45
(we have 3 left over fence panels in the parkade and these will be used for this area).	

Total quote: Including Tax of \$159.60

\$3,351.59

Theresa: We now have extra work to do and pay for to bring this project up to code. Why did we not know any of this before completion? We were told at the General Meeting that we did not need an Engineer. We need to be more diligent and protect ourselves.

Kevin: We made a judgment call and found that we actually should have hired an Engineer for this project. In the future for any project over \$100,000.00 we will always hire an Engineer.

Heather: We had no Engineer, so we also had no inspection after completion. Should we hire an Inspector to make sure we did not miss anything else? We got lucky this time that we caught these items before something happened.

Cristina: Yes I agree with Heather that we need to contact an Inspector.

Sandra: I have a good contact and I will reach out.

Sandra: Are we saying that TH #8, TH #9, TH #10 and TH #11 need guardrails? We asked questions in the beginning about height requirements and so I am a bit disappointed in the contractor.

Cristina: Yes all areas above certain heights will have to have guardrails.

Shawn: Tierra Design (our landscaper) has indicated that he can plant safety hedges as guardrails for \$6,000.00.

Cristina: I don't think hedges will meet code requirements.

Theresa: We keep trying to move forward with extra stuff, like touch ups and painting. We need to stop and figure this all out before doing anything else. We are wasting money over and over moving too fast and then having to tear it out and bring it to code.

Bill: I have a comment about an e-mail wanting lattice installed on the fence panels beside Unit #110. If they cut the end posts, we can't install lattice.

Heather: Heather asked if other units are being considered for lattice, is for privacy or consistency?

Susie: In the email that was sent about lattice for other units in the front the reason stated for both privacy and consistency.

Shawn: Also, we asked the question about the other fence panels to be consistent so we don't have to keep revisiting this issue. Let's just do it all and it will be done.

Sandra: Since we are talking about safety, I want to ask for the gates leading to the back by the shed and the gate entering the back area by TH #8. These gates are way too high and you can't see if someone is on the other side. Can we have them cut down and add lattice so you can see through before opening the gate?

There is also an issue with the back gates from the laneway. The latches are so high up on the inside that small children and disabled members can't reach the latch to exit in an emergency.

Kevin: Yes we can do the lattice on top of those 2 gates and we will make changes to the laneway gates to lower the latches on the inside. Do we want to eliminate access from the back laneway onto the property or add latches outside also? The Committee decision was to remove the latches on the laneway side of the gates. A notice will be sent to Members informing them of this change.

Motion to approve this quote, with the exception of the handrails for \$734.88, making the total \$2,616.71

Motion: Cristina

Second: Susie

Carried

Adjourned: 9:00

Minutes: Taken by Donna