

**Sunset Heights Housing Cooperative
Special Maintenance Committee Meeting
Tuesday, July 18, 2023**

Call to Order: 7:00 p.m.

In Attendance:

Kevin	Donna	Susie	Heather
Mima	Almash	Bill P.	Shannon
Emily	Noah	Derek	Doris
Ken			

Absent:

Theresa	Horia	Gloria	Cristina
Leon	Shawn		

Additions to Agenda:

Hallway fan timers

A/C information

Staining Fencing

Flooring – Unit #211

Approval of Agenda – with additions:

Motion: Doris **Second:** Heather **Carried**

Approval of Minutes – June 20, 2023

Motion: Shannon **Second:** Doris **Carried**

****Maintenance Req's will be moved to the beginning of each meeting****

Maintenance Requisitions: - Outstanding

Unit #206: Req #952 patio door handle & lock have fallen off **Pending**

Unit #206: Req #957 cupboard door hinge **Pending**

TH #7: Hole beside the steps to laneway **Pending**

****Donna will follow up with Cristina****

Townhouse #2: We have hired Danube Kitchens to re-do the kitchen in TH #2. The work is ongoing.

Maintenance Requisitions: - New

TH #7 – Req #1124: Closet door fell off. Area Supervisor to follow up.

Unit #102 – Req #960: Hole in drywall from door stopper. Contact Flavius for fix

Unit #209 – Req #959: Stove not working – new stove purchased

Common Laundry – No req: Emily will write up a req for one dryer in laundry room not working.

Business:

TH #2 – Drywall repair quote: Flavius has submitted a quote for \$1,412.00 to fix the drywall in the dining room of TH #2 after it was removed to checked for mold. This

quote will change a bit as we have found additional holds to fill after the cabinets were removed. Motion to approve this quote and an additional \$1,000.00

Motion to approve the quote from Flavius:

Motion: Heather

Second: Shannon

Carried

Gas Detector/Sensors: The detector in our parking garage is malfunctioning. We will have this replaced.

Concrete Injections: We will go forward with the quote for \$2,362.50 to inject an additional leak in the parkade.

Independent Unit Inspections: Susie has received 1 quote and waiting on another. Bill P. will reach out to Cana to see if they provide this service.

Bucks With Trucks: The quote was accepted with the changes, but they can't schedule the work here for up to six weeks.

Engineers Report: Susie will confirm that the report we received is signed off by an actual Engineer. If acceptable the Committee can then approve by e-mail.

TH #10 – Request for portable greenhouse: This is a seasonal item and is portable. If the Member can keep it on the unit patio then Maintenance is okay with the purchase.

TH #9 – Request for artificial grass around patio slab: We have been informed again that the dog in TH #9 is still using the patio area as a toilet. The artificial grass will still hold the smell if the dog continue to use this area. We have a policy in place and the member needs to be reminded about the pet policy. At this time, Maintenance will not approve the request for artificial grass around the patio slab and will forward this to the Board of Directors.

Elevator update: The elevator has been working fine.

Maintenance Job #314: Mima is asking for job #314 which was deleted. Donna will follow up with Mima to see if the job should be recreated.

A/C Common Room & Office: Donna will contact Cristina and try and obtain quotes.

Flooring – Unit #211: We have received a quote for flooring in Unit #211. The quote seems a lot higher than expected and should we be charged for furniture moving? Is this standard or should this be the Members responsibility? We will accept this quote, but going forward we will look for additional flooring companies to quote, but not to include End of the Roll if they use Windmill for install.

Motion to accept the quote for flooring in Unit #211:

Motion: Heather

Second: Susie

Carried

Hallway fan timers: Doris asked if the hallway fans could be kept on longer to bring in cooler air from outside. Kevin will make some adjustments.

A/C – Federal Guidelines: Some Members are asking if the new mandatory rules around a/c in buildings will include Sunset Heights. Heather reported that the new regulations will be for new builds only in 2025. Eventually it may affect us so we can begin discussions around this item for future.

Painting/Staining exterior fencing: Mima asked why we continue to spend money on painting an old fence that should have been replaced. We have spent \$40,000.00 so far and the fence guy has told Mima that we will have to paint it again in about 2 years. We need to think about the large amounts of money we are wasting on these items.

Ongoing:

New maintenance work flow

Intercom system upgrade

New camera system (scope of work)

Independent Unit inspections

Kitchen & bathroom upgrades

Adjourned: 8:50

Next Meeting: August 15 , 2023

Minutes: Taken by Donna