

**Meeting Detail**

Project Code 1031608  
 Track Subcontractors Meeting  
 Subject Coordination Meeting  
 Meeting Date 2020-01-23  
 Reminder Date 2020-01-23  
 Location Emmanuel Home  
 Purpose

Project Name Emmanuel Home - North Wing  
 Meeting No. SUBM-29 Status PENDING  
 Start 01:30 PM End 02:20 PM  
 Entered By Graeme Vriend

**Attendees**

Name	cc only	Absent	Notes	Notes
Andre Cyr	<input type="checkbox"/>		<input type="checkbox"/>	
Brandon Berube	<input type="checkbox"/>		<input type="checkbox"/>	
Darcy Alexander	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Darren Sinke	<input type="checkbox"/>		<input type="checkbox"/>	
Graeme Vriend	<input type="checkbox"/>		<input type="checkbox"/>	
Greg Sneeep	<input type="checkbox"/>		<input type="checkbox"/>	
Herald Gertz	<input type="checkbox"/>		<input type="checkbox"/>	
John Oort	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Ken Atkinson	<input type="checkbox"/>		<input type="checkbox"/>	
Kurt Vriend	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Lance Paterson	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Scott Schmidt	<input type="checkbox"/>		<input type="checkbox"/>	
Spyce Andreson	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Tony Chopp	<input checked="" type="checkbox"/>		<input type="checkbox"/>	

**Agenda**

Item No.	Name	Notes	Responsibility	Due Date	Status
001	Cafe Requirements	23-JAN-20 (GV) Scope of work and pricing for Cafe development has been presented to Emmanuel Home. Cafe development is on hold for the time being.			New
002	Schedule	23-JAN-20 (GV) On the fourth floor the drywall patch work is complete and finish coat of paint will start on Friday January 24th. Once finish coat of paint is complete mechanical and electrical will return back to suites to complete their respective scopes of work. Carpet to balance of fourth floor suites is expected to start on Tuesday Jan 28. On the third floor the ceramic tile back splash is complete and is being grouted. Plumbing fixtures are currently being installed to the third floor. On the second floor the kitchens will be installed by Friday January 24. Second floor vinyl plank will be delayed as flooring installers will be back on the fourth and third floors to complete the balance of the carpet install. Cormode to confirm delivery date of plumbing fixtures to second floor at next meeting. Balance of kitchen counters to be installed the week of Jan 27 followed by back splash. On the main floor the doors and trim will be sprayed out by Friday Jan 24 followed by kitchen install starting on Jan 27. In the main floor common area all the drywall has been installed and taping is progressing with a targeted completion date of February 7.			New
003	Telus & Shaw	23-JAN-20 (GV) Conduits run back to existing electrical room has been completed. Telus and Custom Cable will pull wire on Friday January 24. Shaw to return next week to complete their respective work.			New
004	Connection to Existing	23-JAN-20 (GV) Review of connection of new expansion and how it ties in and sequence of events once tied in needs to be reviewed and confirmed. Concerns around mail boxes for North wing and how this effects temporary doors currently in place. Canada Post should be consulted for approval on the temporary mail box location if required. Coordinate with Emmanuel Home as transition takes place.			New
005	Fire Alarm & AEDARSA	23-JAN-20 (GV) Fire alarm verification has been booked for March 18. Kamwin to install all fire alarm devices starting on March 11. AEDARSA will be booked for Monday March 23.			New
006	Living Wall	23-JAN-20 (GV) Framing of Living wall enclosure to start on Monday January 27. Living wall hardware install to take place on March 25 with actual plants installed on April 21.			New
007	Kitchen Hood	23-JAN-20 (GV) The shop drawing for the kitchen hood fan shows a distance off the wall to the c/l of the exhaust pipe at 9". Jetco has asked that this be revised to 12" to allow for 6" of 3M fire wrap between the wall and the duct.			New
008	Equipment Start Ups	23-JAN-20 (GV) Cormode asked if any equipment starts ups need be booked with manufactures. Jetco to review and confirm. Fan coils to be started up once suite is cleaned and dust free.			New
009	Washroom Accessories	23-JAN-20 (GV) Cormode will provide BR2 a sketch of proposed location and mounting height of washroom accessories in the suites. BR2 to review and comment.			New
010	Stucco Colors	23-JAN-20 (GV) Emmanuel Home has requested BR2 to review the charcoal acrylic stucco color that was selected for the lower roofs as it is too dark as installed. BR2 to present a few options.			New
011	Close Out Schedule	23-JAN-20 (GV) Please see attached the proposed close out schedule for final inspections and occupancy. First tenant will be moving into the building on April 1, 2020.			New

**Next Meeting Info**

Date 2020-01-29

Time 01:30 PM

Subject	Coordination Meeting
Location	Emmanuel Home
Reminder Date	2020-01-23
Comments	