

Carleton Condominium Corporation No. 542

Sandcliffe, Winterburn and Grandcourt

TO: All owners and residents

FROM: Condominium Management Group
CCC542 Board of Directors

DATE: June 15, 2025

RE: Siding and Exterior Window cleaning
Monday, June 16 to Friday, June 20, 2025
REMINDER TO RESIDENT/OWNERS if you missed the June 13th email
NOTICE TO RESIDENT/RENANTS in case unit owner has not shared this information

The Corporation has hired Homa (<https://homa.ca/en/>) to clean the siding and exterior windows of all units. The anticipated cost of the work is \$10,000 plus the applicable taxes.

Scheduled Dates (weather permitting)

From Monday, June 16 to Friday, June 20

No additional notices will be issued if the work is delayed or extended.

What will be cleaned

- Siding on the front, back and sides (for end units)
- Eaves troughs
- Soffits
- Exterior windows (one-time only/not an annual occurrence)

Exclusions

- Front doors and garage doors will *not* be cleaned

Water Access

Owners/residents do not need to provide water access. The contractor will bring a water reservoir and, if needed, will draw additional water from two designated board members' taps.

Owner/Resident Responsibilities

- Remove screens on the exterior of any windows and keep them off until the work is completed
 - No need to remove screens that are on the inside of the windows
 - An email will be sent to owners once the work is completed so that screens may be reinstalled
- Unlock patio screen door
- Remove vehicle from driveway (to allow access to upper level)
- Move patio furniture (to provide clear access to all levels at rear)

We remind owners and residents to maintain a physical distance of 2 metres (6 feet) from workers while they are on site.

The contractor shall not be held liable for any damage to vehicles, outdoor furniture or plants. The contractor will not return at a later time if window screens are not removed or if patio door screens remain locked by the owners or residents.

Non-resident owners are responsible for making their tenants aware of this work

All questions are to be directed to the property manager, Christine Rausch (phone 613-237-9519 ext. 109), and not the workers on site.

We thank you for your cooperation, understanding and patience.