

Carleton Condominium Corporation No. 542

Sandcliffe, Winterburn and Grandcourt

TO: All Owners

**FROM: Condominium Management Group
CCC542 Board of Directors**

DATE: May 20, 2025

RE: Annual Inspection Update

The annual inspection was held on May 6, 2025. The property manager, four board members and a representative from Centaur Enterprises Ltd, the contractor, walked the property.

A list of repairs to the exterior of the units and to the common elements was drawn up.

The following are examples of the repairs that were noted:

- ✓ Parging
- ✓ Window wells
- ✓ Check and replace outside vent covers as needed
- ✓ Check and repair caulking around natural gas outlets, water bibs and electrical receptacles in rear of unit
- ✓ Caulking around lower level and all windows
- ✓ Check and repair or replace all outdoor electrical receptacles off back porch
- ✓ Check all back porch lights and replace as needed
- ✓ Paint touch-ups
- ✓ Check all front porch railings – are they still solid?
- ✓ Repair or replace downspouts and ensure they are securely attached
- ✓ Level identified walkways
- ✓ Treat rust on identified garage doors

The repair work started earlier than expected, and Centaur has begun addressing the list of repairs. The project may continue throughout the summer, with timelines subject to change due to contractor availability, supply constraints, and weather conditions.

The vehicles are marked with Centaur and workers wear Centaur uniforms. Some repairs will require access to the front, side, and back exteriors of the units.

Thank you for your cooperation and understanding.

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