

# CCOC NewsNotes

## October 2023



housing the community since 1974  
nous logeons la communauté depuis 1974

### Protect yourself from scams!

Over the last few years, CCOC has had a few reports that scammers have posted fake ads for CCOC apartments online.

CCOC always posts apartments for rent on our own website, even if we are also using other websites like Zumper or Kijiji too.

If you see an apartment listing for CCOC somewhere other than our own website – [www.ccochousing.org](http://www.ccochousing.org) – then go check our website too. If it's not there, then renter beware!

Since CCOC's lease does not allow subletting or assigning leases, you should never see postings for subletting or lease takeovers online either.

### Holiday Fire Safety

- Fires caused by open flames are common around the holidays. Ensure you keep candles away from anything that could catch on fire, such as curtains, other decorations, or paper, and blow them out when you leave the room.
- Avoid open flames and instead use battery-powered candles or glow sticks in jack-o-lanterns and decorations.
- Before hanging holiday lights, ensure there are no exposed wires. Do not leave lights on for a prolonged period of time to prevent overheating.
- The front door of your apartment is a fire exit! The Ontario Fire Code requires doors to be clear of all obstructions, including doormats and decorations.
- In accordance with the Ontario Fire Code, all hallways and lobbies must be kept clear of all items. Anything that blocks access to the hallway or lobby is dangerous in an emergency evacuation. Store items inside your home to keep yourself and your neighbours safe. This includes holiday decorations, for example pumpkins and inflatables!

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Contact CCOC at  
**613-234-4065 ext. 0**

or email  
[info@ccochohousing.org](mailto:info@ccochohousing.org)

"NewsNotes" is written & published by CCOC's communications team. Your comments, submissions and suggestions are welcome. The deadline for submission is the 15<sup>th</sup> of the month. Contact us at [engagement@ccochohousing.org](mailto:engagement@ccochohousing.org).

[www.ccochohousing.org](http://www.ccochohousing.org)  
[@ccochousing](https://twitter.com/ccochousing)

Please recycle this newsletter!

### CCOC Committee Meeting Schedule

STANDING COMMITTEES	OCTOBER	NOVEMBER
Board	October 25	November 29
Development Committee	No meeting	November 13
Facilities Management Committee	No meeting	November 22
Finance Committee	October 18	No meeting
Rental Committee	No meeting	November 21
Tenant & Community Engagement	No meeting	November 6

There will be a training for all governance volunteers on supporting and participating in inclusive meetings on November 15th.

All committees meetings are virtual or hybrid. CCOC committee meetings are open to everyone! For more information, please call Laura at **613-234-4065 ext. 243** or email [engagement@ccochohousing.org](mailto:engagement@ccochohousing.org).

### Holiday Office Closure

CCOC sera fermé le lundi, 9 octobre.  
Nous reviendrons à 9h00 le mardi, 10 octobre.

CCOC will be closed on Monday, October 9.  
We will return at 9:00 a.m. on Tuesday, October 10.





## We want to hear from you!

We've launched a new way for tenants to provide feedback about maintenance service. When staff or contractors enter your unit they will leave you with an information card that includes a link to a survey where you can let us know about your experience.

If you have other feedback about work at your building you can always contact [feedback@cchohousing.org](mailto:feedback@cchohousing.org).



## Tips to Save Energy

It is spooky season, so let's talk about vampire power! Even when household appliances are turned off, many of them are still using energy.

Help shrink your environmental impact and electricity bill with these simple tips to reduce vampire power:

- Use a power bar with an on/off switch. Turn it off when you are not using it.
- Unplug the devices you are not using.
- Make sure the power bar is in an easily accessible area.

## Redecorating Requests

Does your apartment need a fresh coat of paint or new flooring?

If you have lived in your unit for more than ten years and need upgrades, you can call and make a formal request. We will inspect your home and make a decision based on how long you've lived there, the condition of your home, and money available. If approved, tenants must agree to cooperate with CCOC by moving furniture and providing access for contractors.

If you would like to paint your unit a different colour, please contact CCOC to request a painting agreement. It will be necessary to return the unit to CCOC colours when you move out which will be done at your cost.

CCOC will only accept requests from tenants in good standing.

Call the Service Desk at 613-234-4065 x 0 to learn more.

## Thank you, Preston Hardware!

CCOC gives each new tenant a Welcome Kit when they move in. The kits include a recycling bag, toilet plunger, toilet paper and baking soda for green cleaning. There is lots of information to help tenants go green and settle into their new home. Preston Hardware generously sponsors these Welcome Kits by donating free plungers to CCOC.

Preston Hardware, located at 248 Preston Street, has been in business since 1945! It is one of the main suppliers for CCOC's Facilities Management Department, and is within walking and cycling distance or a short bus ride for the majority of CCOC tenants. They are open Monday through Saturday.

## Getting ready for winter

### Turning on the heat

CCOC turns the heat on in **late September or early October**. In the larger buildings, it can take a few days for the boiler system to build up enough heat to start distributing it to each of the apartments.

### Locking up the roof decks

For safety reasons, CCOC locks the doors to the roof decks in the last week of October. The roof decks will re-open in the spring once all of the snow and ice have melted.

### Turning off outdoor taps

If you have an outdoor tap, shut off the water to the outside tap from the pipe shut-off inside. You can then drain the line by turning on the outside tap.

## Préparer pour l'hiver

### Mettant le chauffage

CCOC allume le chauffage à la fin du mois de septembre/ au début du mois d'octobre. Dans les immeubles plus larges, il faudra quelques jours pour que le système de chauffage produise suffisamment de chaleur pour commencer à la distribuer dans chaque appartement.

### Verrouillage des terrasses sur le toit

Pour des raisons de sécurité, CCOC ferme les portes qui mènent au toit la dernière semaine d'octobre. Les terrasses sur le toit ouvriront au printemps lorsque la neige et la glace ont fondu.

### Fermer les robinets extérieurs

Si vous avez un robinet extérieur, fermez l'eau avec le tuyau d'arrêt intérieur, puis videz la conduite en ouvrant à nouveau le robinet extérieur.

