



Dear Westmount Park Towers Co-owners,

Following our last communication regarding COVID-19 on March 19th, please read below for some important updates following yesterday's Board of Directors meeting with regard to this rapidly evolving situation.

Important: If you are just returning to Montreal either by car or plane, please follow the government's recommendation to self-isolate for 14 days. Should you require any assistance, please contact Francine Marcoux or Jean -Denis Anjou.

- Additional hand sanitizers will be added in the building next week when we are expected to receive more deliveries. **Please be diligent to do this before entering and leaving the building and the elevators.**
- The doors to the inner lobby will be kept open to minimize the contact with the door handles. If the doorman must absent himself from the front desk, then we will be closed the doors and you will have to use your keys.
- The door to the mailroom will also be kept open as well to minimize contact with the handle.

Obligation to report confirmed or suspected cases of COVID-19:

We ask that all those in self-isolation or quarantine, who have a suspected or confirmed case of COVID-19, to immediately advise Francine Marcoux or Jean-Denis Anjou. Should a COVID-19 case be suspected or confirmed, please be assured that your identity will not be disclosed. Your notification to Francine or Jean-Denis will

allow us to take the necessary follow-up steps with you so that your isolation can be carried out properly.

For any medical questions, please call Info-Sante at 1-877-644-4545.

Deliveries:

All deliveries (food, amazon, pharmacy, etc) will be handled in the following manner:

- If a delivery arrives and you are home and/or in self-isolation, the deliveryman will bring your delivery up to your unit and deposit it at the door (you will have been advised that he is on his way up), therefore minimizing direct contact with the deliveryman.
- If you are not home, the delivery will be kept with the doorman. When you return, we ask that you come and get it in a timely manner.
- We are suggesting that you wipe down any boxes or bags that you received with a Lysol wipe outside of your unit before you bring it inside. It is also recommended that you wash your hands after bringing in and unpacking your deliveries.
- It would be helpful that you advised the front desk if you are expecting a food/restaurant delivery. The deliveryman will be calling you from the intercom and then will be allowed upstairs. Again, we suggest that the delivery be left at your door to minimize exposure.
- All deliverymen will be asked to sanitize their hands.
- When you arrive by car to the side entrance with your parcels and require the assistance of the doorman, we are now asking you to stay in your car and pop open the trunk. The doorman will come out with the cart, wearing gloves and possibly a mask. They are asking that you help them by staying in your car to respect the needed social distance.
- Construction workers are permitted in the building but will after sanitize their hands when coming in.
- No Dog Walker will be allowed into the building, please arrange to have your dog picked up in the lobby.
- Newspaper deliveries will continue to be allowed as this is done very early in the morning.

Community-based measures in effect:

- Now more than ever, social distancing measures are crucial in helping to flatten the curve of COVID-19 and protect us all. We remind you that a distance of 1-2 metres should be kept between all persons at all times; this distance should be kept between people and our doormen and staff.
- Avoid crowding in the elevator. No more than 2 people should take an elevator at any given time in order to permit sufficient spacing between individuals. Consider using the stairs when possible to prioritize elevator service to persons with reduced mobility or health issues.

Staying informed:

- We remind you of the importance of staying abreast of COVID-19 news from federal, provincial and municipal public health agencies in an effort to continue to follow all recommended protocols.
- The gym, pool, and saunas will be closed until further notice. These closures are in line with official government orders as confirmed by the Regroupement des Gestionnaires et Copropriétaires du Québec. (RGCQ). While we understand that these closures can impact the lives and routines of co-owners, we ask that you understand that these measures are put into place to protect and preserve the health and safety of WPT community.

At this time, respecting the measures put into effect by the Westmount Park Towers Board of Directors and Management is of crucial importance for the health and safety of our community. With your support, we will hopefully do our part in limiting the spread of the virus our community.

Stay healthy,

Westmount Park Towers Board and Management.

2020-03-23