



SPRING HOME MAINTENANCE CHECKLIST

As we spring into spring and the warmer months, it is important that you take certain steps to ensure that your home is ready and recovered from our harsh winters. The following list will help ensure that your home is in tiptop shape for patio season.



Electrical

- Ensure that all any burnt out lighting fixtures throughout the interior and exterior of your home are replaced.



Exterior

- Remove any ice build-up in your sump pump outlet.
- Avoid using salt for melting ice and snow on concrete, walkway, steps, and porches as it can corrode your concrete and be unsafe for animals and plants. Alternative such as calcium or magnesium chloride.
- Remove any ice build-up from your home's ventilation
- Remove any ice build-up from the downspouts. Create a clear pathway for your downspouts and eaves troughs to drain away from home to clear waste.
- Clean all balconies, terraces and all exterior window ledge surfaces from the winter debris.



Interior

- Check all cabinet doors, drawers, and hinges for proper alignment – tighten and adjust as necessary.
- Ensure all silicone sealants around bathtubs, showers and sinks are not cracked or peeling, if so reseal as necessary
- RegROUT and caulk any loose or missing grout/caulking on tiled surfaces



Heating & Ventilation

- Remove air conditioner cover to prepare for warmer months.
- Replace furnace filter (please remember – common suburban homes without pets should be changed every 3 months, a home with only one pet every 2 months and more than one pet should be every 20-40 days).
- Clean laundry lint traps.
- Inspect humidifier filter and drain line for any mineral deposit buildup (refer to your owner's manual).
- Inspect and clean bathroom and laundry (if applicable) exhaust fans for any dust build up



Plumbing

- Ensure your sump pump is operating properly, make sure you clean and drain any debris from the pit (if applicable)
- Check hot water heater for any detected leaks.
- Flush toilets and run water through all sinks throughout the home (especially in rooms infrequently used).
- Turn on exterior water supply for summer.
- Drain and flush out water tank to remove any sediments (please ensure you follow the steps provided in the manufacturer's instruction manual).
- Clean out residue from any sink faucet aerators and spray nozzles



Appliances

- Inspect water hook up (washing machine) and dryer hook-up for any leaks.
- Empty your central vacuum cannister and clean filter.
- Cleanse dishwasher strainer, spray arms and pump, check drains and water connections for leaks.
- Clean and/or replace hood fan filters
- Clear any dust from the compressor from the rear of your fridge and freezer



SUMMER HOME MAINTENANCE CHECKLIST

The greatest part of your home is not always inside, but the outdoor oasis you create can truly be at the top of the list. Whether it is tending to your garden, swimming in your pool or just lounging, the exterior of our home is important, and it is vital that we check and maintain our exterior while we can in the warmer months. Your interior is just as significant – although you might not be inside as much in the summer it is still important that you maintain the interior of your home during these months.



Electrical

- Check carbon monoxide and smoke detectors to ensure they are working properly. To do so – hold the “test” button down until the alarm sounds and replace batteries if necessary.



Exterior

- Water your lawn frequently – especially during hot and dry summer days (please refer to sod maintenance resource provided for more information)
- Note any insect or pest problems – contact pest control if necessary.
- Lubricate exterior hinges and locks.



Interior

- Check all cabinet doors, drawers, and hinges for proper alignment – tighten and adjust as necessary.
- Ensure all silicone sealants around bathtubs, showers and sinks are not cracked or peeling, if so reseal as necessary
- RegROUT and caulk any loose or missing grout/caulking on tiled surfaces



Heating & Ventilation

- Replace furnace filter (please remember – common suburban homes without pets should be changed every 3 months, a home with only one pet every 2 months and more than one pet should be every 20-40 days).
- Clean laundry lint traps.
- Inspect humidifier filter and drain line for any mineral deposit buildup (refer to your owner’s manual).
- Examine hygrometer for humidity levels and adjust humidifier for summer weather (levels should be between 35-55%)
- Ensure that every 3 years (if you live in a new construction area and/or you have pets than it should be at least every 1-2 years) you schedule professional duct cleaners to clean out your air vents to help reduce respiratory stress on the people living in and visiting your home.
- Inspect and clean bathroom and laundry (if applicable) exhaust fans for any dust build up



Plumbing

- Ensure your sump pump is operating properly, make sure you clean and drain any debris from the pit (if applicable)
- Flush toilets and run water through all sinks throughout the home (especially in rooms infrequently used).
- Clean out residue from any sink faucet aerators and spray nozzles.



Appliances

- Inspect water hook up (washing machine) and dryer hook-up for any leaks.
- Empty your central vacuum cannister and clean filter.
- Cleanse dishwasher strainer, spray arms and pump, check drains and water connections for leaks.
- Clean and/or replace hood fan filters.
- Replace furnace filter.
- Clean laundry lint traps.
- Book for a licenced professional to service your HRV or ERV unit.



FALL HOME MAINTENANCE CHECKLIST

As the days begin to get cooler, it is important that you take advantage of the weather to begin to prepare your home for the harsh winter months. If done at the right time, preparing your exterior and interior of your home for our winters is not as daunting as it may seem. As holidays are around the corner, it is vital to maintain your home for those cozy nights.



Electrical

- Ensure that all any burnt out lighting fixtures throughout the interior and exterior of your home are replaced.



Exterior

- Remove all leaves and waste from eavestroughs and window wells.
- Check all exterior caulking and repair as necessary
- Create a clear pathway for your downspouts and eaves-troughs to drain away from home to clear waste.
- Clean all balconies, terraces, and all exterior window ledge surfaces from the winter debris
- Fertilize your lawn to prepare it for the winter and rake up and bag all leaves and debris.
- Lubricate locks and hinges.



Interior

- Remove all area rugs and vacuum any dust and debris to avoid staining.
- Use a steam cleaner to clean and sanitize any carpet throughout the home to avoid allergens, staining, dust, and bacteria and extend the longevity of your carpet.
- Check all cabinet doors, drawers, and hinges for proper alignment – tighten and adjust as necessary.
- Ensure all silicone sealants around bathtubs, showers and sinks are not cracked or peeling, if so, reseal as necessary.



Heating & Ventilation

- Cover your air conditioning unit to prepare for the winter
- Replace furnace filter (please remember – common suburban homes without pets should be changed every 3 months, a home with only one pet every 2 months and more than one pet should be every 20-40 days).
- Clean laundry lint traps.
- Have your furnace and ERV or HRV units serviced by a licenced professional
- Inspect and clean bathroom and laundry (if applicable) exhaust fans for any dust build up.
- Inspect humidifier filter and drain line for any mineral deposit buildup (refer to your owner's manual).



Plumbing

- Turn off your exterior water supply for winter safety (make sure you let out any water that is sitting in your exterior tap, after the water has been shut off).
- Ensure your sump pump is operating properly, make sure you clean and drain any debris from the pit (if applicable).
- Flush toilets and run water through all sinks throughout the home (especially in rooms infrequently used).
- Clean out residue from any sink faucet aerators and spray nozzles.



Appliances

- Inspect water hook up (washing machine) and dryer hook-up for any leaks. Empty your central vacuum cannister and clean filter.
- Cleanse dishwasher strainer, spray arms and pump, check drains and water connections for leaks.
- Clean and/or replace hood fan filters
- Replace ice filter in your freezer. Refer to manufacturers instruction manual for instructions and timelines on when to change filters).
- Clear any dust from the compressor from the rear of your fridge and freezer.



WINTER HOME MAINTENANCE CHECKLIST

Canadian winters tend to sneak up on us, but these are the months that we truly need and appreciate the comforts of our home. Whether your home is a place of shelter from a harsh storm or the gathering spot for family and friends during the holidays – the last thing you want is something to go wrong with your home. These vital yet simple steps will help prevent and protect your home during these grueling months.



Electrical

- Check carbon monoxide and smoke detectors to ensure they are working properly. To do so – hold the “test” button down until the alarm sounds and replace batteries if necessary.



Exterior

- Remove any ice build-up in your sump pump outlet.
- Avoid using salt for melting ice and snow on concrete, walkway, steps, and porches as it can corrode your concrete and be unsafe for animals and plants. Alternatives such as calcium or magnesium chloride are a safer option.
- Remove any ice build-up from your home’s ventilation
- Remove any ice build-up from the downspouts.
- Create a clear pathway for your downspouts and eaves-troughs to drain away from home to clear waste.



Interior

- Check attic for signs of condensation – make sure your roof insulation is still evenly distributed.



Heating & Ventilation

- Replace furnace filter (please remember – common suburban homes without pets should be changed every 3 months, a home with only one pet every 2 months and more than one pet should be every 20-40 days).
- Clean laundry lint traps.
- Inspect humidifier filter and drain line for any mineral deposit buildup (refer to your owner’s manual).
- Examine hygrometer for humidity levels and adjust humidifier for summer weather (levels should be between 35-55%)
- Inspect and clean bathroom and laundry (if applicable) exhaust fans for any dust build up.



Plumbing

- Ensure your sump pump is operating properly, make sure you clean and drain any debris from the pit (if applicable).
- Flush toilets and run water through all sinks throughout the home (especially in rooms infrequently used).
- Clean out residue from any sink faucet aerators and spray nozzles.



Appliances

- Inspect water hook up (washing machine) and dryer hook-up for any leaks.
- Empty your central vacuum cannister and clean filter.
- Cleanse dishwasher strainer, spray arms and pump, check drains and water connections for leaks.
- Clean and/or replace hood fan filters.