

# Memo for Members – May 2024

## Annual Member Information Update

The annual member information forms are attached. Please complete and return the forms to the office so your member file can be updated. The information on the forms, particularly the contact numbers, emergency contact and number of people residing in a unit, is needed to ensure the safety of our members in the event of an emergency.



The forms are due back in the office by **Tuesday May 21st**.

## Central Air Conditioning

Anyone that did not sign up to have central air conditioning installed at their unit previously will have an opportunity to have it done this year. If you are interested, please contact the office.

## Garbage Clean Up

We cannot stress enough the importance of keeping the exterior of your unit clear of garbage and debris. The properties at both Leggett and Limeridge are looking less than ideal due to the amount of garbage, toys, holiday decorations, bins etc. being left out. In addition to the esthetics, we are getting an increase in wildlife activity. Rats have been seen in around units and in garages.



## Unit Exteriors

Garbage cans, Green Bins & Recycle Bins are not be left out in the front of the units. Toys, bikes, chairs and tables should be put away when you are finished with them and not left on the front lawns.



The common spaces behind and beside your unit are **NOT** to be used as storage. Driveways are meant for your vehicle and should not be used as storage. If you require bulk pick-up of unwanted items, you must call the city at 905-546-2489 and make arrangements prior to putting things out.



## Unit Mailboxes & Notices

Please check your unit mailbox regularly as this is where all office correspondence, newsletters and maintenance notices, such as 48hr notice of entry are placed.



## No Parking

In accordance with the revised Vehicle Control policy that was passed at last night's GMM, the co-op office parking spaces are to be kept open between 9am and 6pm. Vehicles parked in those spaces during these times on open office days may be ticked.



## After Hours Maintenance

For maintenance emergencies after hours and on closed office days, please text or call the on-call director at 905-975-7819

For hot water tank related issues please call Reliance at 1-866-735-4262

For furnace/air conditioner related issues please call Reliance at 1-888-837-1451



