



Winter 2024  
NEWSLETTER

# WILLOW COURT GREEN

[www.willowcourtgreen.ca](http://www.willowcourtgreen.ca)

Winter is well on its way! The Board of Directors would like to remind you of some house keeping items during the colder months.

**Residents are asked to please make note of the following:**

## **Waste Bins**

Only household garbage should be placed in the property's garbage bins. Please do not place any items outside the bins. All large and non-household items are to be taken away and disposed of at the owners' expense. Owners collectively have to share the costs of hiring junk removal company each time items are dumped outside the bins, creating higher condominium fees for all owners. Those who dispose of unauthorized garbage could face a bylaw infraction notice and the costs associated with the removal of such items. **Please take note of any vehicles license plate or unit number if dumping and report to [wcg@urbantec.ca](mailto:wcg@urbantec.ca)**

## **Building a Better Community**

There are currently 3 vacancies on our board. Our complex is only as good as the effort from our volunteers. We would love to have your input and help to make our community better! Email UrbanTec at [wcg@urbantec.ca](mailto:wcg@urbantec.ca) with interest in joining.

## **Hose Bibs**

All Residents are reminded to **turn off and drain your outdoor taps**. Please put your hoses away before the frost gets to heavy which can lead to broken pipes and leaks. If your hose bib is leaking, please contact UrbanTec at [wcg@urbantec.ca](mailto:wcg@urbantec.ca). They will place your unit on the maintenance list to have it repaired.

## **Windows**

To avoid costly repairs, please keep your unit warm enough to prevent pipes from freezing. Leaving cabinets open where pipes are located (e.g., under sinks) and setting thermostats to a minimum of 55°F are recommended during very cold periods. Do not leave your windows open for long periods of time.

## **Snow and Ice Removal**

The corporation arranges for snow removal for all common areas. We ask for your patience during and immediately after snowfall as crews work to clear these areas. There are also ice melt bins around the complex if you find a particularly icy spot.

Should you wish to remove the snow in your stall, please ensure that you pile the snow on the grass or gravel area. Please do not push snow onto your neighbour's stall, walkways or main road as we have had issues with owners getting stuck.

## **Outdoor Plugs**

Please check your outdoor plug to make sure they are working. Please advise UrbanTec at [wcg@urbantec.ca](mailto:wcg@urbantec.ca) if they are not working. Please make sure to have the power turned on from inside your unit before checking the plugs. A good way to check them is to plug a hair dryer into them.

## **Hot Water Tanks**

The board would like to remind all owners that Hot Water tanks are owner's responsibility and we recommend that you check the date of installation on your tank. It is recommended to replace your hot water tank every 10 years to avoid leaks.

## **Website**

The Board of Directors has created a website for Willow Court Green residents that houses upcoming events and information. [www.willowcourtgreen.ca](http://www.willowcourtgreen.ca)

## **Tenants**

All Owners who are renting out their units are required to contact [wcg@urbantec.ca](mailto:wcg@urbantec.ca) to complete a Tenant Undertaking Form. All tenants are required to be informed and comply with Willow Court Greens' Bylaws and policies. Owners are responsible for the conduct and actions of their tenants; any Bylaw infractions could result in monetary fines for the owner or eviction of the tenant.

## **Visitor Parking**

- a) No resident shall park in visitor parking.
- b) All visitors parked in visitor parking, must have a permit  
Should you observe either a resident parking in a visitor parking stall or a visitor in visitor stall without a permit, please contact [wcg@urbantec.ca](mailto:wcg@urbantec.ca). The Board has the authority to tow any unlawfully parked vehicle.

## **Pets**

Residents are reminded that all pets must be approved by the Board. Should you require a pet application please email [wcg@urbantec.ca](mailto:wcg@urbantec.ca). The Bylaws allow a maximum of one size restricted dog and two cats in each unit. Also, please be considerate of your neighbors and shared space, keep your dogs leashed on common property and pick up after your pet. If you currently have a pet living in your unit, please ensure Urbantec has them registered on your file. Owners with an unapproved pet are at risk of receiving a monetary fine or requirement to remove the pet from the premises under the Bylaw.

## **Renovations**

Board approval is required before proceeding with any interior or exterior renovations are completed. Owners are to email [wcg@urbantec.ca](mailto:wcg@urbantec.ca) to request a renovation application.

**The Board thanks you for taking the time to read this newsletter. If you have any questions, comments, or concerns, please contact Urbantec Property Management at (403) 971-1511 or [wcg@urbantec.ca](mailto:wcg@urbantec.ca)**

