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**Subject:** Notice - General Operational Updates - Gateway Condos  
**Date:** Friday, March 27, 2020 at 9:21:12 AM Mountain Daylight Time  
**From:** Truman Homes  
**Attachments:** image001.png, Covid Notice.pdf, Gateway\_Closed\_COVID\_Notice.pdf, Gateway\_Condo-Notice-Garbage-Rules.pdf

We have had a few operational questions/concerns this week from a few residents, so we have highlighted these questions/answers below for all residents to review.

1. Cleaning – this has already increased to twice a week for all common areas. Cleanings are booked for Tuesday/Wednesday and Saturday/Sunday each week.
2. Sanitary wipes – Please do not flush any sanitary wipes and/or cosmetic wipes down the toilets. Please see attached story from CBC that explains the implications of doing so.  
<https://www.cbc.ca/news/canada/calgary/wipes-cleaners-calgary-1.5511268>
3. Owners Lounges – these lounges are still closed for the foreseeable future due to Covid19 concerns of germ spread.
4. Garage Chute Protocol Reminder – please ensure you are not placing cardboard boxes in the chute. Please also ensure that you are not placing oversized waste bags as these will not fit in the chute.
5. Occupancy Fees: Reminder your occupancy fees are still due to ensure the operation of the buildings. Water, Gas, Electricity, Insurance, Waste and Snow Removal, Cleaning, etc are all still costs that have to be covered to ensure that buildings are being maintained and operated.
6. Security: The window of time for access to the parkade and exterior lobby vestibules for deliveries and the general public has been reduced given all the retailers are currently closed for Covid19 concerns.

As such the front exterior doors and parkade ramp will now be secured at 5pm and will unlock at 830am.

You will need your FOB/Key to access the building from the exterior during these times.

A door swipe is located on the left or the right of the exterior door (depending on which building) you are in, or you can simply use your main lobby door keys.

The FOB (small grey bulb) is only for swiping access to gain access to your permitted areas such as the lobby, using the elevator, owners lounge and storage rooms.

The FOB does not open the garage door and the garage door opener is only for opening the garage door and the arm gates at p1.

Stay Safe. Stay Healthy.

**COVID-19 INFORMATION**

# **HELP PREVENT THE SPREAD**

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**Prevention starts with awareness.  
Be informed on how you can  
protect yourself and others from  
novel coronavirus:**

- Self-isolate if you're feeling sick
- Wash your hands frequently
- Cover coughs and sneezes
- Avoid touching your face

**Concerns about your health?  
Call Health Link 811.**

**[alberta.ca/covid19](https://alberta.ca/covid19)**

*Alberta* 

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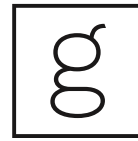
# **CLOSED**

# **UNTIL FURTHER NOTICE**

Out of abundance of caution to protect the safety of residents and help prevent the spread of the virus as much as possible the Gateway owner's lounge & amenities will be closed until further notice.



GATEWAY  
AT WEST DISTRICT



# NOTIFICATION

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## **GARBAGE AND RECYCLING RULES**

### **GARBAGE CHUTE**

The garbage chute is located near the elevator lobbies. Ensure your waste bags are fully secured and sealed tightly before placing anything into the chute.

#### **DO NOT:**

- Discard any boxes in the chute
- Place any oversized or large bags in the chute

### **GENERAL ETIQUETTE**

**At NO POINT IN TIME** are any boxes, garbage bags or debris allowed to be stored on the balconies of your home. The same applies for ALL common areas such as hallways, elevator lobbies and stairwells.

The following fines will be applied for infractions.

- 1st Infraction - \$150.00
- 2nd Infraction - \$500.00
- 3rd Infraction - \$1000.00