

MONTHLY FINANCIAL REPORT

OCSCC 735

December 2017

OCSCC 735 Monthly Financials

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December 2017 Financial Summary

Revenue

100% of fees have been invoiced. There is \$239,000 in the operating account.

Expenses

Overall utilities are well under budget for the month of December, although this is based on accruals and not actuals.

Contracts are under budget. OMS has not billed for concierge hours for Matt. Elevator contract is paid until end of February, 2018.

Large general expenses this month include \$4000 for the dryer duct cleaning, carpet washing from PH to 2nd floor, and service to the 2nd floor exit door to patio and the L1 exit.

There were a few repairs made to the waste system and repairs to the exhaust fans in the garage. Plumbing repairs to the PRV on the 9th and 15th floor have been completed, there will be a second invoice as parts needed to be ordered to complete it fully.

First quarter of office fees were invoiced.

Overall, at this time, the condo is within their budget.

The board should discuss transferring some funds in the operating account to investments.

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BUDGET VS. ACTUALS: 2017/2018 - FY18 P&L

December 2017

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Income				
4001 Condo Fees	113,652	113,652	-0	100%
4020 Party Room Rental	101	83	18	121%
4031 Key Replacement	50		50	
4032 NSF fees charged to customers	45		45	
4035 Other Income	125	125	-0	100%
Total 4000 Income	113,973	113,860	112	100%
Total Income	\$113,973	\$113,860	\$112	100%
Cost of Goods Sold				
4500 Contribution to reserve fund	28,812	28,812	-0	100%
Total Cost of Goods Sold	\$28,812	\$28,812	\$ -0	100%
GROSS PROFIT	\$85,161	\$85,048	\$112	100%
Expenses				
5000 Utilities				
5010 Gas	7,341	11,500	-4,159	64%
5020 Hydro	11,814	30,500	-18,686	39%
5030 Water & Sewer	8,124	7,704	420	105%
5040 Telecom expenses	126	417	-291	30%
Total 5000 Utilities	27,405	50,121	-22,716	55%
5400 Contracts				
5405 Property Management Fees	6,993	5,935	1,059	118%
5410 Cleaning & Superintendent	6,836	7,205	-369	95%
5416 Fire System Maintenance	170	230	-61	74%
5418 Waste Removal	1,478	1,250	228	118%
5419 Window Cleaning		0	0	
5420 Generator		0	0	
5425 Fitness Equipment		0	0	
5430 Security & Fire Alarm Monitoring		0	0	
5431 Private Security	1,158	2,918	-1,760	40%
5440 HVAC	1,327	0	1,327	
5450 Elevator Maintenance	3,747	1,250	2,497	300%
5455 Water Treatment System	527	528	-1	100%
5471 Landscaping	130	0	130	
5472 Snow Removal	547	465	82	118%
5475 Garage Doors		139	-139	
Total 5400 Contracts	22,914	19,920	2,994	115%
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	76		76	
5503 General Building Maintenance	7,795	3,750	4,045	208%
5521 Waste System Maintenance	186		186	
5531 Fire System Maintenance	163	417	-254	39%
5540 RM - HVAC	503	1,000	-497	50%
5542 Electrical repairs and supplies		417	-417	
5543 Plumbing	3,105	1,000	2,105	311%

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5550 Elevator	120	417	-297	29%
5560 Recreational Facilities	185	83	102	223%
5565 General Contingency		1,250	-1,250	
Total 5500 General Repairs & Maintenance	12,134	8,334	3,800	146%
5800 Administrative Expenses				
5810 Office & Communication Expenses	979	83	896	1,179%
5820 Legal and Professional Fees		250	-250	
5830 Insurance Expense	247	3,333	-3,086	7%
5832 Audit-Accounting		0	0	
5845 Bank Charges	104	125	-21	83%
5900 Shared expenses & facilities		3,750	-3,750	
Total 5800 Administrative Expenses	1,330	7,541	-6,211	18%
Total Expenses	\$63,782	\$85,916	\$ -22,133	74%
NET OPERATING INCOME	\$21,379	\$ -867	\$22,246	-2,466%
NET INCOME	\$21,379	\$ -867	\$22,246	-2,466%

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BUDGET VS. ACTUALS: 2017/2018 - FY18 P&L

September - December, 2017

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Income				
4001 Condo Fees	454,608	454,610	-2	100%
4020 Party Room Rental	101	332	-231	30%
4031 Key Replacement	150		150	
4032 NSF fees charged to customers	315		315	
4035 Other Income	911	500	411	182%
Total 4000 Income	456,085	455,442	643	100%
Total Income	\$456,085	\$455,442	\$643	100%
Cost of Goods Sold				
4500 Contribution to reserve fund	115,248	115,248	-0	100%
Total Cost of Goods Sold	\$115,248	\$115,248	\$ -0	100%
GROSS PROFIT	\$340,837	\$340,194	\$643	100%
Expenses				
5000 Utilities				
5010 Gas	22,813	26,000	-3,187	88%
5020 Hydro	70,615	131,500	-60,885	54%
5030 Water & Sewer	32,235	30,816	1,419	105%
5040 Telecom expenses	479	1,668	-1,189	29%
Total 5000 Utilities	126,142	189,984	-63,842	66%
5400 Contracts				
5405 Property Management Fees	23,135	23,738	-603	97%
5410 Cleaning & Superintendent	27,797	28,820	-1,023	96%
5416 Fire System Maintenance	650	920	-270	71%
5418 Waste Removal	4,923	5,000	-77	98%
5419 Window Cleaning	8,339	8,508	-169	98%
5420 Generator		1,750	-1,750	
5425 Fitness Equipment	179	160	19	112%
5430 Security & Fire Alarm Monitoring	610	300	310	203%
5431 Private Security	3,022	11,672	-8,650	26%
5440 HVAC	2,627	2,666	-39	99%
5450 Elevator Maintenance	7,493	5,000	2,493	150%
5455 Water Treatment System	1,055	1,056	-1	100%
5471 Landscaping	3,979	3,334	645	119%
5472 Snow Removal	1,094	930	164	118%
5475 Garage Doors		556	-556	
Total 5400 Contracts	84,904	94,410	-9,506	90%
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	279		279	
5503 General Building Maintenance	17,507	15,000	2,507	117%
5521 Waste System Maintenance	492		492	
5531 Fire System Maintenance	8,204	1,668	6,536	492%
5540 RM - HVAC	11,656	4,000	7,656	291%
5542 Electrical repairs and supplies		1,668	-1,668	
5543 Plumbing	4,420	4,000	420	110%

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5550 Elevator	510	1,668	-1,158	31%
5560 Recreational Facilities	468	332	136	141%
5565 General Contingency		5,000	-5,000	
Total 5500 General Repairs & Maintenance	43,536	33,336	10,200	131%
5800 Administrative Expenses				
5810 Office & Communication Expenses	979	332	647	295%
5820 Legal and Professional Fees	2,235	1,000	1,235	224%
5830 Insurance Expense	10,394	13,332	-2,938	78%
5832 Audit-Accounting	5,198	4,627	571	112%
5845 Bank Charges	446	500	-54	89%
5900 Shared expenses & facilities		15,000	-15,000	
Total 5800 Administrative Expenses	19,253	34,791	-15,538	55%
Total Expenses	\$273,835	\$352,521	\$ -78,686	78%
NET OPERATING INCOME	\$67,002	\$ -12,327	\$79,329	-544%
NET INCOME	\$67,002	\$ -12,327	\$79,329	-544%

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PROFIT AND LOSS

December 2017

	TOTAL
Income	
4000 Income	
4001 Condo Fees	113,651.96
4020 Party Room Rental	100.80
4031 Key Replacement	50.00
4032 NSF fees charged to customers	45.00
4035 Other Income	124.80
Total 4000 Income	113,972.56
Total Income	\$113,972.56
Cost of Goods Sold	
4500 Contribution to reserve fund	28,811.92
Total Cost of Goods Sold	\$28,811.92
GROSS PROFIT	\$85,160.64
Expenses	
5000 Utilities	
5010 Gas	7,341.30
5020 Hydro	11,814.03
5030 Water & Sewer	8,123.82
5040 Telecom expenses	125.86
Total 5000 Utilities	27,405.01
5400 Contracts	
5405 Property Management Fees	6,993.33
5410 Cleaning & Superintendent	6,836.31
5416 Fire System Maintenance	169.50
5418 Waste Removal	1,478.04
5431 Private Security	1,158.10
5440 HVAC	1,327.41
5450 Elevator Maintenance	3,746.59
5455 Water Treatment System	527.46
5471 Landscaping	129.95
5472 Snow Removal	547.03
Total 5400 Contracts	22,913.72
5500 General Repairs & Maintenance	
5501 Reimbursable Expense	75.71
5503 General Building Maintenance	7,795.29
5521 Waste System Maintenance	186.43
5531 Fire System Maintenance	162.72
5540 RM - HVAC	502.85
5543 Plumbing	3,105.24
5550 Elevator	120.00
5560 Recreational Facilities	185.32
Total 5500 General Repairs & Maintenance	12,133.56
5800 Administrative Expenses	
5810 Office & Communication Expenses	978.93
5830 Insurance Expense	247.04
5845 Bank Charges	103.79

	TOTAL
Total 5800 Administrative Expenses	1,329.76
Total Expenses	\$63,782.05
PROFIT	\$21,378.59

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BALANCE SHEET

As of December 31, 2017

	TOTAL
Assets	
Current Assets	
1101 insurance claim	-2,061.85
1110 Provision doubtful account	527.29
1130 Reserve Accrued Interest Receivable	18,759.08
1200 Due to/from reserve	158,681.71
1300 Prepaid Expenses	-0.43
1301 Prepaid - Insurance	27,060.66
Cash and cash equivalents	
1010 Cash Operating Account	210,452.34
1020 Cash Reserve	270,140.31
Total Cash and cash equivalents	\$480,592.65
Accounts receivable (A/R)	
1100 Accounts Receivable	3,350.92
1105 Misc. Accounts Receivable (A/R)	-537.25
Total Accounts receivable (A/R)	\$2,813.67
Total Current Assets	\$686,372.78
Non-current Assets	
1012 GIC - RBC Feb 24/16	-158,013.62
1013 GIC - RBC May 22/17	150,000.00
1021 Reserve - CIBC Wood Gundy	2,118,508.57
1025 CIBC Investment cash	465.00
Property, plant and equipment:	
1500 Carpet Runners - 3 years	5,194.99
1501 Accum Amort - Carpet Runners	-3,463.66
Total Property, plant and equipment:	\$1,731.33
Total Non-current Assets	\$2,112,691.28
Total Assets	\$2,799,064.06
Liabilities and Equity	
Current Liabilities	
2010 AP Accrued Liabilities	-3,316.63
2011 Accrued - Enbridge Oct 6 -31	70,595.32
2012 Accrued - City of Ottawa Sept 27-30	1,051.40
2013 Accrued - Hydro October	15,278.48
2014 Accrued - City of Ottawa - October	0.15
Total 2010 AP Accrued Liabilities	83,608.72
2020 DO NOT USE Due to reserve	0.00
2500 Due to/from operating	158,681.71
3102 Common Element - Interest	0.42
Accounts Payable	
2000 Accounts Payable	26,757.49
Total Accounts Payable	\$26,757.49
Total Current Liabilities	\$269,048.34
Equity	
3000 Opening Balance Equity	1,648,669.56
3900 Accumulated equity operating fund	68,599.89

	TOTAL
Retained Earnings	639,767.94
Profit for the year	172,978.33
Total Equity	\$2,530,015.72
Total Liabilities and Equity	\$2,799,064.06

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A/R AGING SUMMARY

As of December 31, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
101-6239871 Canada Inc.			242.95			\$242.95
1010-Laura Dalby		-10.56	-10.56	-10.56	-10.56	\$ -42.24
1404-Puran Guram		45.00	540.26	1,400.52	518.02	\$2,503.80
1802 - Mathieu Paré	440.00					\$440.00
1808 - Gerard Bourdeau	45.00	716.35				\$761.35
2101-Michael Enns					22.60	\$22.60
2204-1351231 Ontario Inc.					-450.00	\$ -450.00
309-Annette De Cairos					41.45	\$41.45
405-Simon Joyal					-187.10	\$ -187.10
603-Johanna Felske/West			90.40			\$90.40
609-Scott Weatherhead					-89.70	\$ -89.70
905-Samuel Godefroy & Marc Morisset		-0.01	-0.01			\$ -0.02
Electrical Rebate					-537.25	\$ -537.25
L1-82-Tamer Mansy					17.43	\$17.43
TOTAL	\$485.00	\$750.78	\$863.04	\$1,389.96	\$ -675.11	\$2,813.67

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A/P AGING SUMMARY

As of December 31, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Bell A/C # 613 241 7900 (983)					-66.03	\$ -66.03
Brown & Associates Ltd.		547.03	547.03			\$1,094.06
CI Property Management	1,612.62					\$1,612.62
Hydro Ottawa-179 GEORGE ST		14,785.28				\$14,785.28
Ottawa Water & Sewer-179 GEORGE ST	7,883.94					\$7,883.94
Stinson & Sons Ltd.					46.65	\$46.65
The Condominium Authority of Ontario (CAO)		1,400.97				\$1,400.97
TOTAL	\$9,496.56	\$16,733.28	\$547.03	\$0.00	\$ -19.38	\$26,757.49

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TRANSACTION LIST BY SUPPLIER

December 2017

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Bell A/C # 613 562 1287 (432)						
04-12-2017	Bill	DE4-JA3 2018	Yes		2000 Accounts Payable	125.86
18-12-2017	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-125.86
Bener Bernard						
18-12-2017	Cheque Expense	319	Yes		1010 Cash Operating Account	-150.00
Brown & Associates Ltd.						
15-12-2017	Bill	4402	Yes		2000 Accounts Payable	547.03
CI Property Management						
01-12-2017	Bill	1483	Yes		2000 Accounts Payable	5,380.71
01-12-2017	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-5,380.71
01-12-2017	Bill	1428	Yes		2000 Accounts Payable	978.93
01-12-2017	Bill		Yes		2000 Accounts Payable	1,612.62
14-12-2017	Bill Payment (Cheque)	FCN_8765-1	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-1	Yes		1010 Cash Operating Account	-978.93
Clean Water Works Inc.						
01-12-2017	Bill	W63826	Yes		2000 Accounts Payable	187.58
14-12-2017	Bill Payment (Cheque)	FCN_8765-2	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-2	Yes		1010 Cash Operating Account	-187.58
Evolution Building Services						
01-12-2017	Bill	3003	Yes		2000 Accounts Payable	411.32
01-12-2017	Bill	3140	Yes		2000 Accounts Payable	411.32
08-12-2017	Bill	3215	Yes		2000 Accounts Payable	146.88
14-12-2017	Bill Payment (Cheque)	FCN_8765-3	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-3	Yes		1010 Cash Operating Account	-969.52
Gifford Associates Insurance						
01-12-2017	Bill	416997	Yes		2000 Accounts Payable	247.04
14-12-2017	Bill Payment (Cheque)	FCN_8765-4	Yes	Voided	1010 Cash Operating Account	0.00
18-12-	Bill Payment (Cheque)	FCN_8766-4	Yes		1010 Cash Operating Account	-247.04

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2017						
Hydro Ottawa-179 GEORGE ST						
04-12-2017	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-18,857.68
14-12-2017	Bill	OC31-NO30 2017	Yes		2000 Accounts Payable	14,785.28
Hydro Ottawa-179 GEORGE ST FP						
18-12-2017	Bill Payment (Cheque)	FCN_8748-02	Yes		1010 Cash Operating Account	-20.71
Lock Solutions Inc.						
01-12-2017	Bill	21864	Yes		2000 Accounts Payable	292.61
11-12-2017	Bill	21987	Yes		2000 Accounts Payable	495.89
14-12-2017	Bill Payment (Cheque)	FCN_8765-5	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-5	Yes		1010 Cash Operating Account	-788.50
Matthew McCauley						
01-12-2017	Bill	NO27-DE1 2017	Yes		2000 Accounts Payable	240.00
01-12-2017	Bill	DE4-8 2017	Yes		2000 Accounts Payable	262.50
14-12-2017	Bill Payment (Cheque)	FCN_8765-6	Yes	Voided	1010 Cash Operating Account	0.00
15-12-2017	Bill	DE11-15 2017	Yes		2000 Accounts Payable	183.75
18-12-2017	Bill Payment (Cheque)	FCN_8766-6	Yes		1010 Cash Operating Account	-502.50
21-12-2017	Bill Payment (Cheque)	FCN_8768-1	Yes		1010 Cash Operating Account	-378.75
22-12-2017	Bill	DE18-22 2017	Yes		2000 Accounts Payable	195.00
Mighty Duct Cleaning Services						
01-12-2017	Bill Payment (Cheque)	FCN_8762-1	Yes		1010 Cash Operating Account	-2,350.40
08-12-2017	Bill Payment (Cheque)	FCN_8763-1	Yes		1010 Cash Operating Account	-2,056.60
15-12-2017	Bill	353	Yes		2000 Accounts Payable	2,056.60
19-12-2017	Bill Payment (Cheque)	FCN_8767-1	Yes		1010 Cash Operating Account	-2,056.60
21-12-2017	Bill	355	Yes		2000 Accounts Payable	2,191.07
21-12-2017	Bill Payment (Cheque)	FCN_8768-2	Yes		1010 Cash Operating Account	-2,191.07
Optimum Mechanical Solutions						
01-12-2017	Bill	04190	Yes		2000 Accounts Payable	335.61
01-12-2017	Bill	04287	Yes		2000 Accounts Payable	2,582.05
14-12-2017	Bill Payment (Cheque)	FCN_8765-7	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-7	Yes		1010 Cash Operating Account	-2,917.66

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Ottawa Mechanical Contracting Inc.						
01-12-2017	Bill	11243	Yes		2000 Accounts Payable	1,327.41
01-12-2017	Bill	11256	Yes		2000 Accounts Payable	502.85
14-12-2017	Bill Payment (Cheque)	FCN_8765-8	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-8	Yes		1010 Cash Operating Account	-1,830.26
Ottawa Pool Works						
01-12-2017	Bill	22345	Yes		2000 Accounts Payable	27.12
14-12-2017	Bill Payment (Cheque)	FCN_8765-9	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-9	Yes		1010 Cash Operating Account	-27.12
Ottawa Water & Sewer-179 GEORGE ST						
19-12-2017	Bill Payment (Cheque)	FCN_8748-03	Yes		1010 Cash Operating Account	-8,383.51
27-12-2017	Bill	NO27-DE27 2017	Yes		2000 Accounts Payable	7,883.94
Paramount Door & Window Service Inc.						
07-12-2017	Bill	4708	Yes		2000 Accounts Payable	197.75
14-12-2017	Bill Payment (Cheque)	FCN_8765-10	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-10	Yes		1010 Cash Operating Account	-197.75
Planteriors Inc.						
01-12-2017	Bill	17-12-100	Yes		2000 Accounts Payable	129.95
14-12-2017	Bill Payment (Cheque)	FCN_8765-11	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-11	Yes		1010 Cash Operating Account	-129.95
Pyron Fire Protection Inc.						
01-12-2017	Bill	80458	Yes		2000 Accounts Payable	162.72
14-12-2017	Bill Payment (Cheque)	FCN_8765-12	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-12	Yes		1010 Cash Operating Account	-332.22
Rahel's Eco-Cleaning Services						
07-12-2017	Bill	2087	Yes		2000 Accounts Payable	6,836.31
07-12-2017	Bill	2088	Yes		2000 Accounts Payable	655.40
07-12-2017	Bill	2091	Yes		2000 Accounts Payable	276.85
07-12-2017	Bill	2092	Yes		2000 Accounts Payable	113.00
07-12-2017	Bill	2089	Yes		2000 Accounts Payable	1,723.25

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
07-12-2017	Bill	2090	Yes		2000 Accounts Payable	39.55
07-12-2017	Bill	2093	Yes		2000 Accounts Payable	84.75
07-12-2017	Bill	2097	Yes		2000 Accounts Payable	382.18
07-12-2017	Bill	2094	Yes		2000 Accounts Payable	107.35
07-12-2017	Bill	2096	Yes		2000 Accounts Payable	39.55
07-12-2017	Bill	2095	Yes		2000 Accounts Payable	158.20
14-12-2017	Bill Payment (Cheque)	FCN_8764-1	Yes		1010 Cash Operating Account	-10,416.39
18-12-2017	Cheque Expense	320	Yes		1010 Cash Operating Account	-150.00
RLD Industries						
06-12-2017	Expense		Yes	RoyalDirect Fee	1010 Cash Operating Account	-8.50
Rochester Midland Canada Corporation						
03-12-2017	Bill	INV00009540	Yes		2000 Accounts Payable	527.46
14-12-2017	Bill Payment (Cheque)	FCN_8765-13	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-13	Yes		1010 Cash Operating Account	-527.46
Technical Standards and Safety Authority						
01-12-2017	Bill	6240554	Yes		2000 Accounts Payable	120.00
14-12-2017	Bill Payment (Cheque)	FCN_8765-14	Yes	Voided	1010 Cash Operating Account	0.00
18-12-2017	Bill Payment (Cheque)	FCN_8766-14	Yes		1010 Cash Operating Account	-120.00
Thyssenkrupp Elevator (Canada) Limited						
01-12-2017	Bill	1313822	Yes		2000 Accounts Payable	3,746.59

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GENERAL LEDGER

December 2017

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
5000 Utilities							
5010 Gas							
Beginning Balance							15,471.63
01-12-2017	Journal Entry	105R		to set up monthly accruals	-Split-	\$ -7,062.30	8,409.33
31-12-2017	Journal Entry	107		to set up monthly accruals	-Split-	\$14,403.60	22,812.93
Total for 5010 Gas						\$7,341.30	
5020 Hydro							
Beginning Balance							58,801.30
01-12-2017	Journal Entry	105R		to set up monthly accruals	-Split-	\$ -18,249.37	40,551.93
14-12-2017	Bill	OC31-NO30 2017	Hydro Ottawa-179 GEORGE ST	October 31 to November 30, 2017	2000 Accounts Payable	\$14,785.28	55,337.21
31-12-2017	Journal Entry	107		to set up monthly accruals	-Split-	\$15,278.12	70,615.33
Total for 5020 Hydro						\$11,814.03	
5030 Water & Sewer							
Beginning Balance							24,111.35
01-12-2017	Journal Entry	105R		to set up monthly accruals	-Split-	\$ -811.31	23,300.04
27-12-2017	Bill	NO27-DE27 2017	Ottawa Water & Sewer-179 GEORGE ST	November 27 to December 27, 2017 (invoiced Dec 27, 2017)	2000 Accounts Payable	\$7,883.94	31,183.98
31-12-2017	Journal Entry	107		to set up monthly accruals	-Split-	\$1,051.19	32,235.17
Total for 5030 Water & Sewer						\$8,123.82	
5040 Telecom expenses							
Beginning Balance							352.75
04-12-2017	Bill	DE4-JA3 2018	Bell A/C # 613 562 1287 (432)	Dec 4 to Jan 3, 2018	2000 Accounts Payable	\$125.86	478.61
Total for 5040 Telecom expenses						\$125.86	
Total for 5000 Utilities						\$27,405.01	
5400 Contracts							
5405 Property Management Fees							
Beginning Balance							16,142.13
01-12-2017	Bill		CI Property Management	Monthly increase in management fee due to new condo act changes	2000 Accounts Payable	\$1,612.62	17,754.75
01-12-2017	Bill	1483	CI Property Management	Monthly management fees (Nov 1,2016- Oct 31, 2017) - 201 doors @ 23.69 + HST	2000 Accounts Payable	\$5,380.71	23,135.46
Total for 5405 Property Management Fees						\$6,993.33	
5410 Cleaning & Superintendent							
Beginning Balance							20,960.93
07-12-2017	Bill	2087	Rahel's Eco-Cleaning Services	Invoice for the cleaning service rendered to the 0735 (East Market III) for the period of December 1, 2017 to December 31 , 2017	2000 Accounts Payable	\$6,836.31	27,797.24
Total for 5410 Cleaning & Superintendent						\$6,836.31	
5416 Fire System Maintenance							
Beginning Balance							480.25
01-12-2017	Journal Entry	105R		to set up monthly accruals	-Split-	\$ -169.50	310.75
31-12-2017	Journal Entry	107		to set up monthly accruals	-Split-	\$339.00	649.75
Total for 5416 Fire System Maintenance						\$169.50	
5418 Waste Removal							
Beginning Balance							3,445.38
01-12-2017	Bill	3140	Evolution Building Services	Quoted work completed at 179 George Street completed on November 27th, 2017. (invoiced Nov 28, 2017)	2000 Accounts Payable	\$411.32	3,856.70
01-12-2017	Bill	3003	Evolution Building Services	Quoted work completed at 179 George Street completed on October 30th, 2017. (invoiced Oct 31, 2017)	2000 Accounts Payable	\$411.32	4,268.02
07-12-2017	Bill	2088	Rahel's Eco-Cleaning Services	5 commercial garbage bins and 15 recycle garbage bins power washing 0735 East Market III Green bin power wash (December 5, 12, 19, and 26) (2x\$10) \$20x4= \$80.00	2000 Accounts Payable	\$655.40	4,923.42
Total for 5418 Waste Removal						\$1,478.04	
5419 Window Cleaning							
Beginning Balance							8,339.40
Total for 5419 Window Cleaning							
5425 Fitness Equipment							
Beginning Balance							178.54
Total for 5425 Fitness Equipment							
5430 Security & Fire Alarm Monitoring							
Beginning Balance							610.20
Total for 5430 Security & Fire Alarm Monitoring							

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
5431 Private Security							
Beginning Balance							1,863.76
01-12-2017	Bill	DE4-8 2017	Matthew McCauley	the hours worked during the week of December 4th to the 8th. \$15/hour	2000 Accounts Payable	\$262.50	2,126.26
01-12-2017	Bill	NO27-DE1 2017	Matthew McCauley	the hours worked during the week of November 27th through December 1st. \$15/hour	2000 Accounts Payable	\$240.00	2,366.26
07-12-2017	Bill	2091	Rahel's Eco-Cleaning Services	Accompanied contractors to replace new glass windows on PH level from 8am to 3pm = 7@35	2000 Accounts Payable	\$276.85	2,643.11
15-12-2017	Bill	DE11-15 2017	Matthew McCauley	the hours worked during the week of December 11th to the 15th. \$15/hour	2000 Accounts Payable	\$183.75	2,826.86
22-12-2017	Bill	DE18-22 2017	Matthew McCauley	the hours worked during the week of December 18th to the 22ND. \$15/hour	2000 Accounts Payable	\$195.00	3,021.86
Total for 5431 Private Security						\$1,158.10	
5440 HVAC							
Beginning Balance							1,299.50
01-12-2017	Bill	11243	Ottawa Mechanical Contracting Inc.	Carried out routine maintenance on all HVAC systems. (invoiced Nov 20, 2017)	2000 Accounts Payable	\$1,327.41	2,626.91
Total for 5440 HVAC						\$1,327.41	
5450 Elevator Maintenance							
Beginning Balance							3,746.59
01-12-2017	Bill	1313822	Thyssenkrupp Elevator (Canada) Limited	Maintenance Dec 01, 2017 - Feb 28, 2018	2000 Accounts Payable	\$3,746.59	7,493.18
Total for 5450 Elevator Maintenance						\$3,746.59	
5455 Water Treatment System							
Beginning Balance							527.46
03-12-2017	Bill	INV00009540	Rochester Midland Canada Corporation	Water Treatment services for period covered December-February	2000 Accounts Payable	\$527.46	1,054.92
Total for 5455 Water Treatment System						\$527.46	
5471 Landscaping							
Beginning Balance							3,849.25
01-12-2017	Bill	17-12-100	Planteriors Inc.	Monthly interior plant maintenance for December-2017	2000 Accounts Payable	\$129.95	3,979.20
Total for 5471 Landscaping						\$129.95	
5472 Snow Removal							
Beginning Balance							547.03
15-12-2017	Bill	4402	Brown & Associates Ltd.	To clear the snow each time 5 cm has fallen (as measured at the Airport) up to and including a total of 250 cm for the season. Contract is \$2,735.17 (\$2,420.50 + HST) Contract from November 15, 2017 and ending April 15, 2018.	2000 Accounts Payable	\$547.03	1,094.06
Total for 5472 Snow Removal						\$547.03	
Total for 5400 Contracts						\$22,913.72	
5500 General Repairs & Maintenance							
5501 Reimbursable Expense							
Beginning Balance							203.40
07-12-2017	Invoice	6767	1802 - Mathieu Paré	Nov. 25, 2017 Move in unit 1802 1pm to 3pm	1100 Accounts Receivable	\$ -113.00	90.40
07-12-2017	Bill	2092	Rahel's Eco-Cleaning Services	Nov. 25, 2017 Move in unit 1802 1pm to 3pm	2000 Accounts Payable	\$113.00	203.40
21-12-2017	Bill	355	Mighty Duct Cleaning Services	Unit 506 replace lint trap screen \$19+HST	2000 Accounts Payable	\$21.47	224.87
21-12-2017	Bill	355	Mighty Duct Cleaning Services	Unit 509 replace lint trap screen \$19+HST & rehook unhooked dryer \$29+HST	2000 Accounts Payable	\$54.24	279.11
Total for 5501 Reimbursable Expense						\$75.71	
5503 General Building Maintenance							
Beginning Balance							9,711.73
01-12-2017	Bill	21864	Lock Solutions Inc.	Service call and labour service 3 doors P1, P2 , P3 and replace paddle handle (door K) (invoiced Nov 20, 2017)	2000 Accounts Payable	\$292.61	10,004.34
07-12-2017	Bill	4708	Paramount Door & Window Service Inc.	remove all glass from balcony separation and dispose	2000 Accounts Payable	\$197.75	10,202.09
07-12-2017	Bill	2090	Rahel's Eco-Cleaning Services	Cut lock for bike abonded in the bike rack in the main entrance	2000 Accounts Payable	\$39.55	10,241.64
07-12-2017	Bill	2093	Rahel's Eco-Cleaning Services	Loading bay door repair labour and parts	2000 Accounts Payable	\$84.75	10,326.39
07-12-2017	Bill	2094	Rahel's Eco-Cleaning Services	Tem fix dry wall damage on 19th floor and mail box area labour and parts	2000 Accounts Payable	\$107.35	10,433.74
07-12-2017	Bill	2097	Rahel's Eco-Cleaning Services	Supplies	2000 Accounts Payable	\$382.18	10,815.92
07-12-2017	Bill	2089	Rahel's Eco-Cleaning Services	0735 East Market III Carpet wash	2000 Accounts Payable	\$1,723.25	12,539.17

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
11-12-2017	Bill	21987	Lock Solutions Inc.	from PH to 2nd floor Adams Rite Push Paddle (Aluminium), IVES Surface Bolt Locking KA 1360, Ives Constant Latch Flush Bolt, Service call and labour to install all above materials on 2nd floor L1 exit	2000 Accounts Payable	\$495.89	13,035.06
15-12-2017	Bill	353	Mighty Duct Cleaning Services	Building cleaning	2000 Accounts Payable	\$2,056.60	15,091.66
18-12-2017	Cheque Expense	319	Bener Bernard	Christmas bonus	1010 Cash Operating Account	\$150.00	15,241.66
18-12-2017	Cheque Expense	320	Rahel's Eco-Cleaning Services	Christmas bonus	1010 Cash Operating Account	\$150.00	15,391.66
21-12-2017	Bill	355	Mighty Duct Cleaning Services	Building cleaning 36 units \$52 each + HST	2000 Accounts Payable	\$2,115.36	17,507.02
Total for 5503 General Building Maintenance						\$7,795.29	
5521 Waste System Maintenance							
Beginning Balance							
07-12-2017	Bill	2096	Rahel's Eco-Cleaning Services	Bener clear blocked garbage chute Dec. 6, 2017 one hour	2000 Accounts Payable	\$39.55	305.08
08-12-2017	Bill	3215	Evolution Building Services	Service completed at 179 George Street completed on December 6th, 2017.	2000 Accounts Payable	\$146.88	344.63
08-12-2017	Bill	3215	Evolution Building Services	Service completed at 179 George Street completed on December 6th, 2017.	2000 Accounts Payable	\$146.88	491.51
Total for 5521 Waste System Maintenance						\$186.43	
5531 Fire System Maintenance							
Beginning Balance							
01-12-2017	Bill	80458	Pyron Fire Protection Inc.	Replaced painted Mircom SP401 speakers (invoiced Nov 16, 2017)	2000 Accounts Payable	\$162.72	8,041.42
01-12-2017	Bill	80458	Pyron Fire Protection Inc.	Replaced painted Mircom SP401 speakers (invoiced Nov 16, 2017)	2000 Accounts Payable	\$162.72	8,204.14
Total for 5531 Fire System Maintenance						\$162.72	
5540 RM - HVAC							
Beginning Balance							
01-12-2017	Bill	11256	Ottawa Mechanical Contracting Inc.	Received a request to investigate garage exhaust fans on P3 and P2 levels. (invoiced Nov 20, 2017)	2000 Accounts Payable	\$502.85	11,153.21
01-12-2017	Bill	11256	Ottawa Mechanical Contracting Inc.	Received a request to investigate garage exhaust fans on P3 and P2 levels. (invoiced Nov 20, 2017)	2000 Accounts Payable	\$502.85	11,656.06
Total for 5540 RM - HVAC						\$502.85	
5543 Plumbing							
Beginning Balance							
01-12-2017	Bill	W63826	Clean Water Works Inc.	To snake and unblock washing machine drain in apt 304 (invoiced Nov 30, 2017)	2000 Accounts Payable	\$187.58	1,314.71
01-12-2017	Bill	04190	Optimum Mechanical Solutions	No water pressure on the 8th and 9th floor. (invoiced Nov 15, 2017)	2000 Accounts Payable	\$335.61	1,502.29
01-12-2017	Bill	04287	Optimum Mechanical Solutions	Clean pressure reducing valves on the 9th and 15th floor. (invoiced Nov 30, 2017)	2000 Accounts Payable	\$2,582.05	1,837.90
01-12-2017	Bill	04287	Optimum Mechanical Solutions	Clean pressure reducing valves on the 9th and 15th floor. (invoiced Nov 30, 2017)	2000 Accounts Payable	\$2,582.05	4,419.95
Total for 5543 Plumbing						\$3,105.24	
5550 Elevator							
Beginning Balance							
01-12-2017	Bill	6240554	Technical Standards and Safety Authority	Elevating Devices Licence (invoiced Nov 21, 2017)	2000 Accounts Payable	\$120.00	390.36
01-12-2017	Bill	6240554	Technical Standards and Safety Authority	Elevating Devices Licence (invoiced Nov 21, 2017)	2000 Accounts Payable	\$120.00	510.36
Total for 5550 Elevator						\$120.00	
5560 Recreational Facilities							
Beginning Balance							
01-12-2017	Bill	22345	Ottawa Pool Works	Materials required to close outdoor water feature (invoiced Nov 17, 2017)	2000 Accounts Payable	\$27.12	282.50
01-12-2017	Bill	22345	Ottawa Pool Works	Materials required to close outdoor water feature (invoiced Nov 17, 2017)	2000 Accounts Payable	\$27.12	309.62
07-12-2017	Bill	2095	Rahel's Eco-Cleaning Services	AGM tables set up 2 hours and christmas 2 hours 4@35.00	2000 Accounts Payable	\$158.20	467.82
07-12-2017	Bill	2095	Rahel's Eco-Cleaning Services	AGM tables set up 2 hours and christmas 2 hours 4@35.00	2000 Accounts Payable	\$158.20	467.82
Total for 5560 Recreational Facilities						\$185.32	
Total for 5500 General Repairs & Maintenance						\$12,133.56	
5800 Administrative Expenses							
5805 CAO Fees							
Beginning Balance							
Total for 5805 CAO Fees							1,400.97
5810 Office & Communication Expenses							
01-12-2017	Bill	1428	CI Property Management	1st Quarter Office Fees (invoiced Oct 1, 2017)	2000 Accounts Payable	\$978.93	978.93
01-12-2017	Bill	1428	CI Property Management	1st Quarter Office Fees (invoiced Oct 1, 2017)	2000 Accounts Payable	\$978.93	978.93
Total for 5810 Office & Communication Expenses						\$978.93	
5820 Legal and Professional Fees							
Beginning Balance							
Total for 5820 Legal and Professional Fees							2,235.16
5830 Insurance Expense							
Beginning Balance							
01-12-2017	Bill	416997	Gifford Associates Insurance	Volunteer Accident Package (invoiced Nov 23, 2017)	2000 Accounts Payable	\$247.04	10,147.41
01-12-2017	Bill	416997	Gifford Associates Insurance	Volunteer Accident Package (invoiced Nov 23, 2017)	2000 Accounts Payable	\$247.04	10,394.45
Total for 5830 Insurance Expense						\$247.04	
5832 Audit-Accounting							
Beginning Balance							
Total for 5832 Audit-Accounting							5,198.00
5845 Bank Charges							
Beginning Balance							
04-12-2017	Expense			INT E-TRF FEE	1010 Cash Operating Account	\$1.50	342.43
04-12-2017	Expense			INT E-TRF FEE	1010 Cash Operating Account	\$1.50	343.93
06-12-2017	Expense			ACTIVITY FEE	1010 Cash Operating Account	\$76.85	420.78
06-12-2017	Expense			ACTIVITY FEE	1010 Cash Operating Account	\$76.85	420.78

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
06-12-2017	Expense			ACTIVITY FEE	1010 Cash Operating Account	\$15.14	435.92
06-12-2017	Expense		RLD Industries	RoyalDirect Fee	1010 Cash Operating Account	\$8.50	444.42
06-12-2017	Expense			ACTIVITY FEE	1020 Cash Reserve	\$1.80	446.22
Total for 5845 Bank Charges						\$103.79	
Total for 5800 Administrative Expenses						\$1,329.76	

1010 Cash Operating Account, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 03-01-2018

Reconciled by: Erin Horwitz

Any changes made to transactions after this date aren't included in this report.

Summary

CAD

Statement beginning balance	217,474.10
Cheques and payments cleared (34)	-92,232.03
Deposits and other credits cleared (233)	113,938.13
Statement ending balance	<u>239,180.20</u>

Uncleared transactions as of 29-12-2017	-28,727.86
Register balance as of 29-12-2017	210,452.34
Cleared transactions after 29-12-2017	0.00
Uncleared transactions after 29-12-2017	-16,173.12
Register balance as of 03-01-2018	<u>194,279.22</u>

Details

Cheques and payments cleared (34)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-12-2017	Bill Payment		CI Property Management	-5,380.71
01-12-2017	Bill Payment	FCN_8762-1	Mighty Duct Cleaning Services	-2,350.40
04-12-2017	Bill Payment		Hydro Ottawa-179 GEORGE ...	-18,857.68
04-12-2017	Expense			-1.50
04-12-2017	Cheque	Dec Reimburse	Dousson & Haesun Lee (1802)	-327.00
05-12-2017	Expense		1808 - Gerard Bourdeau	-716.35
06-12-2017	Expense		RLD Industries	-8.50
06-12-2017	Expense			-76.85
06-12-2017	Expense			-15.14
08-12-2017	Bill Payment	FCN_8763-1	Mighty Duct Cleaning Services	-2,056.60
13-12-2017	Expense			-28,811.92
14-12-2017	Bill Payment	FCN_8764-1	Rahel's Eco-Cleaning Services	-10,416.39
18-12-2017	Bill Payment	FCN_8766-12	Pyron Fire Protection Inc.	-332.22
18-12-2017	Bill Payment	FCN_8766-13	Rochester Midland Canada C...	-527.46
18-12-2017	Bill Payment	FCN_8766-14	Technical Standards and Saf...	-120.00
18-12-2017	Bill Payment	FCN_8748-02	Hydro Ottawa-179 GEORGE ...	-20.71
18-12-2017	Bill Payment	FCN_8748-04	Bell A/C # 613 562 1287 (432)	-125.86
18-12-2017	Bill Payment	FCN_8766-11	Planteriors Inc.	-129.95
18-12-2017	Bill Payment	FCN_8766-10	Paramount Door & Window S...	-197.75
18-12-2017	Bill Payment	FCN_8766-8	Ottawa Mechanical Contracti...	-1,830.26
18-12-2017	Bill Payment	FCN_8766-7	Optimum Mechanical Solutions	-2,917.66
18-12-2017	Bill Payment	FCN_8766-6	Matthew McCauley	-502.50
18-12-2017	Bill Payment	FCN_8766-5	Lock Solutions Inc.	-788.50
18-12-2017	Bill Payment	FCN_8766-4	Gifford Associates Insurance	-247.04
18-12-2017	Bill Payment	FCN_8766-3	Evolution Building Services	-969.52
18-12-2017	Bill Payment	FCN_8766-2	Clean Water Works Inc.	-187.58
18-12-2017	Bill Payment	FCN_8766-1	CI Property Management	-978.93
18-12-2017	Cheque	320	Rahel's Eco-Cleaning Services	-150.00
18-12-2017	Cheque	319	Bener Bernard	-150.00
18-12-2017	Bill Payment	FCN_8766-9	Ottawa Pool Works	-27.12
19-12-2017	Bill Payment	FCN_8748-03	Ottawa Water & Sewer-179 G...	-8,383.51
19-12-2017	Bill Payment	FCN_8767-1	Mighty Duct Cleaning Services	-2,056.60
21-12-2017	Bill Payment	FCN_8768-1	Matthew McCauley	-378.75
21-12-2017	Bill Payment	FCN_8768-2	Mighty Duct Cleaning Services	-2,191.07

Total -92,232.03

Deposits and other credits cleared (233)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
16-11-2017	Bill Payment	FCN_8759-6	Paramount Door & Window S...	0.00
16-11-2017	Bill Payment	FCN_8759-7	Planteriors Inc.	0.00
16-11-2017	Bill Payment	FCN_8759-8	Pyron Fire Protection Inc.	0.00
16-11-2017	Bill Payment	FCN_8759-9	SOULARD Multi-Service	0.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
16-11-2017	Bill Payment	FCN_8759-10	Thyssenkrupp Elevator (Can...	0.00
16-11-2017	Bill Payment	FCN_8759-5	Optimum Mechanical Solutions	0.00
16-11-2017	Bill Payment	FCN_8759-3	Clintar Landscape Management	0.00
16-11-2017	Bill Payment	FCN_8759-2	Clean Water Works Inc.	0.00
16-11-2017	Bill Payment	FCN_8759-1	3022366 Canada Inc.	0.00
16-11-2017	Bill Payment	FCN_8759-4	Evolution Building Services	0.00
01-12-2017	Receive Payment		PB-85-Eric Monette	58.00
01-12-2017	Receive Payment		309-Annette De Cairos	329.90
01-12-2017	Receive Payment		502-Louise Chartrand	385.00
01-12-2017	Receive Payment		905-Samuel Godefroy & Mar...	414.01
01-12-2017	Receive Payment		1610-Eve & Simunic, Mark Tsai	556.12
01-12-2017	Receive Payment		903-Kristine Bujold	612.67
01-12-2017	Receive Payment		703-Stephany Tremblay	612.67
01-12-2017	Receive Payment		1901-Michael Binder	638.05
01-12-2017	Receive Payment		608-Gregory Lo	716.35
01-12-2017	Receive Payment		L1-91 Benjamin Zyla & Elke ...	18.13
01-12-2017	Receive Payment		LB-55-Stephen Mackenzie	18.13
01-12-2017	Receive Payment		LB-85- Jennifer & Darryl Kai...	18.13
01-12-2017	Receive Payment		L1-97 1872068 Ontario Inc.	18.13
01-12-2017	Receive Payment		L1-85-Melissa Lamb	18.13
01-12-2017	Receive Payment		L1-96-Christopher Knight	18.13
01-12-2017	Receive Payment		L1-83-Lynda Collins	18.13
01-12-2017	Receive Payment		L1-86-Amen Jeban & Hamilto...	18.13
01-12-2017	Receive Payment		L1-82-Tamer Mansy	18.13
01-12-2017	Receive Payment		PA-5 Nicole Paquet	58.00
01-12-2017	Receive Payment		PB-20-David Ly	58.00
01-12-2017	Receive Payment		PA-14-Jason Abdelhadi	58.00
01-12-2017	Receive Payment		PA-11-Winnie Ng	58.00
01-12-2017	Receive Payment		PA-12-Pascal Gill	58.00
01-12-2017	Receive Payment		PA-7 1872068 Ontario Inc.	58.00
01-12-2017	Receive Payment		PA-17- Amen & Trevor, Jeba...	58.00
01-12-2017	Receive Payment		PA-18-Jawaid & Kubra Shaukat	58.00
01-12-2017	Receive Payment		302-Jay Wijaya	308.87
01-12-2017	Receive Payment		1002-Nakul Nayyar	327.00
01-12-2017	Receive Payment		2002-Gregoire Arsenault	327.00
01-12-2017	Receive Payment		1402-Gregory & Ekaterina Be...	327.00
01-12-2017	Receive Payment		1602-Elizabeth Schubert	327.00
01-12-2017	Receive Payment		902-Taha Hussain	327.00
01-12-2017	Receive Payment		1302-Sean Grant	327.00
01-12-2017	Receive Payment		802-Dean Grette	327.00
01-12-2017	Receive Payment		402-Edward Prelaz	327.00
01-12-2017	Receive Payment		Dousson & Haesun Lee (1802)	327.00
01-12-2017	Receive Payment		702-Rami & Rola Labib	327.00
01-12-2017	Receive Payment		1202-Nathalie Stringer	327.00
01-12-2017	Receive Payment		1102-Sandra Diaz	327.00
01-12-2017	Receive Payment		1502-Pavel & Svetaina Harch...	327.00
01-12-2017	Receive Payment		1809-Mounir & Graise Gedeon	329.90
01-12-2017	Receive Payment		1409-Jason Derouin	329.90
01-12-2017	Receive Payment		1909 - Monique Diserens & B...	329.90
01-12-2017	Receive Payment		509-Sarah Chown	329.90
01-12-2017	Receive Payment		409-1101247 Ontario Inc	329.90
01-12-2017	Receive Payment		809-Belinda & Vincente Carino	329.90
01-12-2017	Receive Payment		609-Scott Weatherhead	348.03
01-12-2017	Receive Payment		2109-Antonio & Nina Mauriello	348.03
01-12-2017	Receive Payment		909-Azimir Burzic	348.03
01-12-2017	Receive Payment		1009-Julien Dionne	348.03
01-12-2017	Receive Payment		1609-Richard Schmidt	348.03
01-12-2017	Receive Payment		1709-Jobina Li	366.15
01-12-2017	Receive Payment		602-Jim Yau	366.88
01-12-2017	Receive Payment		102-Gias Uddin	374.49
01-12-2017	Receive Payment		1702-Gisela E. Goracz	385.00
01-12-2017	Receive Payment		1902 - John Mills	385.00
01-12-2017	Receive Payment		2102-Mathieu Murphy	385.00
01-12-2017	Receive Payment		805-Yan Campagnolo	395.88
01-12-2017	Receive Payment		1205-Lisa Petelka	395.88
01-12-2017	Receive Payment		1209-Brad & Robert & Diane ...	406.03
01-12-2017	Receive Payment		1309-Anjela Pavlova	406.03
01-12-2017	Receive Payment		1509-Sharon Clayton	406.03
01-12-2017	Receive Payment		2009-Anita Zamora	406.03

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-12-2017	Receive Payment		1105-Paula Farberman	414.00
01-12-2017	Receive Payment		505-Anthony Trager	414.00
01-12-2017	Receive Payment		202 - Gail Donnelly	414.00
01-12-2017	Receive Payment		2105-Saed Fadlalah	414.00
01-12-2017	Receive Payment		305-Jing Fang Qian & Guo H...	414.00
01-12-2017	Receive Payment		1005 HanMin Tu	414.00
01-12-2017	Receive Payment		2005-Peter Redekip	414.00
01-12-2017	Receive Payment		1805 - Xiaoming Ma & Joelle ...	414.00
01-12-2017	Receive Payment		709-Leondina Dicioccio	424.16
01-12-2017	Receive Payment		1404-Puran Guram	450.26
01-12-2017	Receive Payment		1704 - Luda Ushakova & Igor...	450.26
01-12-2017	Receive Payment		1104-Gregory McLeod	450.26
01-12-2017	Receive Payment		1304-Martha McOuat & Robe...	450.26
01-12-2017	Receive Payment		1604 - Hue Chung Huong	450.26
01-12-2017	Receive Payment		605-May Al-Amily	453.88
01-12-2017	Receive Payment		1905-Bruno Paquin Cournoyer	453.88
01-12-2017	Receive Payment		1305 - Christiane Babin	453.88
01-12-2017	Receive Payment		201-Justyna Knych	468.38
01-12-2017	Receive Payment		804-Michel Francoeur	468.38
01-12-2017	Receive Payment		1804-Philan Nguyen	468.38
01-12-2017	Receive Payment		504-Keyvan Abedi	468.38
01-12-2017	Receive Payment		304-Edward Ronsyn	468.38
01-12-2017	Receive Payment		1504-Rachel Labelle	468.38
01-12-2017	Receive Payment		1204-Paul Kariouk	468.38
01-12-2017	Receive Payment		904-Kevin Biln	468.38
01-12-2017	Receive Payment		1705-Robert Puchyr	472.01
01-12-2017	Receive Payment		1505-Lisa & Byers, Randy St....	472.01
01-12-2017	Receive Payment		405-Simon Joyal	472.01
01-12-2017	Receive Payment		1605-Paula Kennedy	472.01
01-12-2017	Receive Payment		1405-Marcel & Carole Brunet	472.01
01-12-2017	Receive Payment		705-Seokhee & Minhye Kim	472.01
01-12-2017	Receive Payment		410-Jean-Rene Ello	479.98
01-12-2017	Receive Payment		810-Brian McCauley	479.98
01-12-2017	Receive Payment		1410-Kenza Salah	479.98
01-12-2017	Receive Payment		710 - M. Cosma & B. Leung	498.11
01-12-2017	Receive Payment		510-Gerald Betita	498.11
01-12-2017	Receive Payment		1010-Laura Dalby	508.67
01-12-2017	Receive Payment		704-Michel Francoeur	508.26
01-12-2017	Receive Payment		604 - Ann Nguyen	508.26
01-12-2017	Receive Payment		2104-Glenn Crites	526.39
01-12-2017	Receive Payment		404-David Boynton	526.39
01-12-2017	Receive Payment		1904-Wanda Arianio	526.39
01-12-2017	Receive Payment		1004- Michael George	526.39
01-12-2017	Receive Payment		2004-Kavita Singh	526.39
01-12-2017	Receive Payment		603-Johanna Felske/West	536.54
01-12-2017	Receive Payment		1003-Louisa Pang	536.54
01-12-2017	Receive Payment		204-Heidi & Davies Michael L...	543.79
01-12-2017	Receive Payment		707-Alexander Michael Jokic	543.79
01-12-2017	Receive Payment		1510-Amir Mirzaei	556.12
01-12-2017	Receive Payment		1310-Christopher Fata	556.12
01-12-2017	Receive Payment		1810 - Brad Milne	556.12
01-12-2017	Receive Payment		1910 Sylvain Despres	556.12
01-12-2017	Receive Payment		310-Adam Sweet	556.12
01-12-2017	Receive Payment		910-Innobyte Solutions Ltd.	556.12
01-12-2017	Receive Payment		1109-Innobyte Solutions Ltd.	556.12
01-12-2017	Receive Payment		610-Alexandre Juneau	556.12
01-12-2017	Receive Payment		1210-Jimena & Jim Guild	556.12
01-12-2017	Receive Payment		2110-Rajen Williams	556.12
01-12-2017	Receive Payment		1501 - CHRIS WEST	561.92
01-12-2017	Receive Payment		2010-Shiho & Sawa Sakane	574.24
01-12-2017	Receive Payment		1710-Leah Fleetwood	574.24
01-12-2017	Receive Payment		1201-Charles Percival	580.04
01-12-2017	Receive Payment		301-Lindsay Appotive	580.04
01-12-2017	Receive Payment		507-Sean Young	583.67
01-12-2017	Receive Payment		907-Charles G. Abraham	583.67
01-12-2017	Receive Payment		503-Jordon Alber	594.54
01-12-2017	Receive Payment		1903-Eric Lapointe	594.54
01-12-2017	Receive Payment		1303-Terence Dhanraj	594.54
01-12-2017	Receive Payment		1607-Joshua Bowie & Laura ...	601.79

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-12-2017	Receive Payment		1407-Laura Heron	601.79
01-12-2017	Receive Payment		2107-Tamizan Kherani	601.79
01-12-2017	Receive Payment		607-Sandra Byrne	601.79
01-12-2017	Receive Payment		2007-Ronald Burich	601.79
01-12-2017	Receive Payment		1007-Stephanie Boxhill & Cla...	601.79
01-12-2017	Receive Payment		407-Samantha Boggs	601.79
01-12-2017	Receive Payment		1107-D. Mudric & S. Karadzic	601.79
01-12-2017	Receive Payment		1207-Judith & Robert Penski	601.79
01-12-2017	Receive Payment		307-Jean-Luc Castonquay	601.79
01-12-2017	Receive Payment		1507 - Nathalie Rochon & Ka...	601.79
01-12-2017	Receive Payment		1707-Austin & Mary Comerton	601.79
01-12-2017	Receive Payment		1307-Claude Zaor & Eric Bed...	601.79
01-12-2017	Receive Payment		1907-Philip Piazza	601.79
01-12-2017	Receive Payment		807-Pamela Suzanne Roper	601.79
01-12-2017	Receive Payment		1807-Gaetan & Helene Grenier	601.79
01-12-2017	Receive Payment		403-Sonia Lala	612.67
01-12-2017	Receive Payment		803-Ryan Adam Gauthier	612.67
01-12-2017	Receive Payment		1803-Doris Neurath	612.67
01-12-2017	Receive Payment		1103-Benoit Achim	612.67
01-12-2017	Receive Payment		1503-Martine Clement	612.67
01-12-2017	Receive Payment		1603-Stephen Lidington	612.67
01-12-2017	Receive Payment		1403 - Fletcher, Daniel	612.67
01-12-2017	Receive Payment		2103 - Cory Chow	612.67
01-12-2017	Receive Payment		2003-John Gordon Perrin	612.67
01-12-2017	Receive Payment		303 -Yufeng Chen	612.67
01-12-2017	Receive Payment		1203-Johann Kwan	612.67
01-12-2017	Receive Payment		2001-David Wex	619.92
01-12-2017	Receive Payment		501-Dong Wang & Yanqi Liu	619.92
01-12-2017	Receive Payment		101-6239871 Canada Inc.	634.06
01-12-2017	Receive Payment		1701-Cathlyn Ann Kaufman	638.05
01-12-2017	Receive Payment		1401 - Douglas Janoff	638.05
01-12-2017	Receive Payment		2101-Michael Enns	638.05
01-12-2017	Receive Payment		1601 - Victor and Colleen Ler...	638.05
01-12-2017	Receive Payment		1801-Aydin & Beaubien, Ama...	638.05
01-12-2017	Receive Payment		1301-Gilbert & Martha Stadel...	638.05
01-12-2017	Receive Payment		801-Rickesh Kumar Agarwala	638.05
01-12-2017	Receive Payment		401-Sophia Muller	638.05
01-12-2017	Receive Payment		901-Tina Kwok & Andrew Ng	638.05
01-12-2017	Receive Payment		1001-Nam Pham	638.05
01-12-2017	Receive Payment		1101-John Arnold & Paula Th...	638.05
01-12-2017	Receive Payment		601-Christian Jolicoeur	638.05
01-12-2017	Receive Payment		701 - Luc Drapeau	638.05
01-12-2017	Receive Payment		1208-Francois Bilodeau	658.35
01-12-2017	Receive Payment		308-Shawn McCleery	658.35
01-12-2017	Receive Payment		1908-Nicholas Logan Giesbr...	698.23
01-12-2017	Receive Payment		1008-Ivan Fong	698.23
01-12-2017	Receive Payment		1408- MLJFS Holding Inc	716.35
01-12-2017	Receive Payment		908-Ilario Maiolo	716.35
01-12-2017	Receive Payment		508-Annie Larivee	716.35
01-12-2017	Receive Payment		2008-Kevin Li	716.35
01-12-2017	Receive Payment		205-Amin Mirzaee	716.35
01-12-2017	Receive Payment		1708-Richard & Devitt, John ...	716.35
01-12-2017	Receive Payment		1308-Anne-Marie Vogel	716.35
01-12-2017	Receive Payment		408-Ryan Cody	716.35
01-12-2017	Receive Payment		808-Grant & Arlene Malkoske	716.35
01-12-2017	Receive Payment		1508-Mario Gasperetti	716.35
01-12-2017	Receive Payment		708-Anna Boudakian	716.35
01-12-2017	Receive Payment		1808 - Gerard Bourdeau	716.35
01-12-2017	Receive Payment		2108-Rene Blais & Jessica D...	716.35
01-12-2017	Receive Payment		1608-Darryl Hood & Shiho Sa...	716.35
01-12-2017	Receive Payment		203-C. Walters-Stewart	751.15
01-12-2017	Receive Payment		1106-Michael & Christopher ...	769.28
01-12-2017	Receive Payment		306-Hild Rygnestad & Rob P...	769.28
01-12-2017	Receive Payment		2106-Saloni negi	769.28
01-12-2017	Receive Payment		2006-David Teed & Maria Ele...	769.28
01-12-2017	Receive Payment		1906-Peter Delong	769.28
01-12-2017	Receive Payment		506-Marc Labrom	769.28
01-12-2017	Receive Payment		1506-David Rain	769.28
01-12-2017	Receive Payment		1706-Shawn O'Reilly & Sarah...	769.28

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-12-2017	Receive Payment		606-Mona Yacoub	769.28
01-12-2017	Receive Payment		706-Jeffrey Stoss & Holly Ma...	769.28
01-12-2017	Receive Payment		1606-Dr. Rosalind Ashton	769.28
01-12-2017	Receive Payment		1006-J. David Birchard Medic...	769.28
01-12-2017	Receive Payment		1306 - 1101247 Ontario Inc	769.28
01-12-2017	Receive Payment		1406-Wladimir Araujo	769.28
01-12-2017	Receive Payment		406 Daniela Blaga	769.28
01-12-2017	Receive Payment		1206-Angela Marjorie Crawford	769.28
01-12-2017	Receive Payment		906-Craig & Donna Wilson	769.28
01-12-2017	Receive Payment		806-Samuel Cormier-Iijima	769.28
01-12-2017	Receive Payment		1806-Maha Surani	769.28
01-12-2017	Receive Payment		2202-David & DeSouza, Nige...	921.54
01-12-2017	Receive Payment		2203-Carlos Emilio Munante	924.44
01-12-2017	Receive Payment		2201-Michel Joseph Gallant	992.60
01-12-2017	Receive Payment		1108-Gias Uddin & Chantal O...	1,046.25
01-12-2017	Receive Payment		2205-Marc Rochon & Louise ...	1,169.51
01-12-2017	Receive Payment		2204-1351231 Ontario Inc.	1,376.87
04-12-2017	Deposit			124.80
20-12-2017	Deposit		2003-John Gordon Perrin	50.00
20-12-2017	Receive Payment		1703 - Lilia Sapounzi	612.67
27-12-2017	Deposit			38.40
29-12-2017	Deposit			62.40

Total 113,938.13

Additional Information

Uncleared cheques and payments as of 29-12-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
31-10-2015	Journal	1		-400.00
26-07-2016	Cheque		Clean Water Works Inc.	-683.85
03-08-2016	Bill Payment		Enbridge-179 GEORGE ST	-1,429.68
07-12-2016	Journal	35		-28,247.00

Total -30,760.53

Uncleared deposits and other credits as of 29-12-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
12-05-2016	Receive Payment		Natasha Ida Amendola (710)	2.25
12-05-2016	Receive Payment		Natasha Ida Amendola (710)	3.85
12-05-2016	Receive Payment		Natasha Ida Amendola (710)	467.35
12-05-2016	Receive Payment		2204-1351231 Ontario Inc.	1,323.62
06-06-2016	Receive Payment		1408- MLJFS Holding Inc	113.00
01-10-2016	Receive Payment		1401 - Douglas Janoff	122.60
14-12-2017	Bill Payment	FCN_8765-13	Rochester Midland Canada C...	0.00
14-12-2017	Bill Payment	FCN_8765-14	Technical Standards and Saf...	0.00
14-12-2017	Bill Payment	FCN_8765-11	Planteriors Inc.	0.00
14-12-2017	Bill Payment	FCN_8765-10	Paramount Door & Window S...	0.00
14-12-2017	Bill Payment	FCN_8765-12	Pyrone Fire Protection Inc.	0.00
14-12-2017	Bill Payment	FCN_8765-1	CI Property Management	0.00
14-12-2017	Bill Payment	FCN_8765-2	Clean Water Works Inc.	0.00
14-12-2017	Bill Payment	FCN_8765-3	Evolution Building Services	0.00
14-12-2017	Bill Payment	FCN_8765-4	Gifford Associates Insurance	0.00
14-12-2017	Bill Payment	FCN_8765-5	Lock Solutions Inc.	0.00
14-12-2017	Bill Payment	FCN_8765-6	Matthew McCauley	0.00
14-12-2017	Bill Payment	FCN_8765-7	Optimum Mechanical Solutions	0.00
14-12-2017	Bill Payment	FCN_8765-9	Ottawa Pool Works	0.00
14-12-2017	Bill Payment	FCN_8765-8	Ottawa Mechanical Contracti...	0.00

Total 2,032.67

Uncleared cheques and payments after 29-12-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-01-2018	Bill Payment	FCN_8748-06	Hydro Ottawa-179 GEORGE ...	-14,785.28
02-01-2018	Bill Payment	FCN_8748-05	CI Property Management	-5,380.71

Total	-20,165.99
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Uncleared deposits and other credits after 29-12-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-01-2018	Receive Payment		608-Gregory Lo	716.35
02-01-2018	Receive Payment		1901-Michael Binder	638.05
02-01-2018	Receive Payment		903-Kristine Bujold	612.67
02-01-2018	Receive Payment		703-Stephany Tremblay	612.67
02-01-2018	Receive Payment		1610-Eve & Simunic, Mark Tsai	556.12
02-01-2018	Receive Payment		905-Samuel Godefroy & Mar...	414.01
02-01-2018	Receive Payment		502-Louise Chartrand	385.00
02-01-2018	Receive Payment		PB-85-Eric Monette	58.00

Total	3,992.87
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ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_6118392 E D 02124 00840

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

OPERATING ACCOUNT

C/O CAPITAL CONCIERGE

904 LADY ELLEN PLACE

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 02124 100-278-1

How to reach us:

Please contact your RBC Banking representative or call

1-800-Royal®2-0

(1-800-769-2520)

www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

211 CENTRUM BLVD, ORLEANS, ON K1E 3X1

Opening balance on November 30, 2017	\$217,474.10
Total deposits & credits (6)	+ 113,938.13
Total cheques & debits (19)	- 92,232.03
Closing balance on December 29, 2017	= \$239,180.20

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			217,474.10
01 Dec	Direct Payment (PAD's) service total GRADS6145110000		108,727.09	326,201.19
	eCheque deposit 13770		4,322.77	
	Misc Payment CAPITAL INTEGRA	5,380.71		325,143.25
04 Dec	INTERAC e-Transfer - 5688	327.00		
	INTERAC e-Transfer fee	1.50		324,814.75
	Misc Payment STRIPE		124.80	
	Hydro Bill Pmt Hydro Ottawa	18,857.68		306,081.87
05 Dec	Pre-authorised payment returns GRADS6145110000	716.35		
	Direct Deposits (PDS) service total GRADS7517810000	2,350.40		303,015.12
06 Dec	Activity fee	15.14		



Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 02124 100-278-1

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
06 Dec	Activity fee	76.85		
	RoyalDirect Fee	8.50		302,914.63
08 Dec	Direct Deposits (PDS) service total GRADS7517810000	2,056.60		300,858.03
13 Dec	Online Transfer to Deposit Account-2810	28,811.92		272,046.11
18 Dec	Direct Deposits (PDS) service total GRADS7517810000	20,172.88		
	Hydro Bill Pmt Hydro Ottawa	20.71		
	Telephone Bill Pmt BELL CANADA EFT	125.86		251,726.66
19 Dec	Utility Bill Pmt OTTAWA WATER	8,383.51		243,343.15
20 Dec	eCheque deposit 13770		662.67	
	Direct Deposits (PDS) service total GRADS7517810000	2,056.60		241,949.22
27 Dec	Misc Payment STRIPE		38.40	
	Direct Deposits (PDS) service total GRADS7517810000	2,569.82		
	Cheque - 319	150.00		
	Cheque - 320	150.00		239,117.80
29 Dec	Misc Payment STRIPE		62.40	239,180.20
	Closing balance			239,180.20

Account Fees: \$101.99



ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

November 30, 2017 to December 29, 2017
Account number: 02124 100-278-1

Serial #: 319

Amount: \$150.00

OTTAWA-CARLETON STANDARD 735 ROYAL BANK OF CANADA
OTTAWA BRANCH
211 CENTENNIAL BLVD
OTTAWA, ON K1Z 9H1

DATE 18122017
DDMMYYYY

PAY One hundred fifty and 00/100
TO THE ORDER OF Gener Bernard

PER *[Signature]*
PER *[Signature]*

000319 02124-0030 100-278-1

DZ3MQ 222039111365
60236-002 8467153
Scotiabank
CARLING & WOODROFFE,
OTTAWA, ONT.
23-DEC-2017
8467153 60236-002
60236

Printer ID# 1021
ID d'imprimeur 1021

Endorsement - Signature or Stamp
Endossement - Signature ou Stamp

BACKVERSO

05051-002 BNS
CIBC Toronto ON
27-Dec-2017
2227009194

Serial #: 320

Amount: \$150.00

OTTAWA-CARLETON STANDARD 735 ROYAL BANK OF CANADA
OTTAWA BRANCH
211 CENTENNIAL BLVD
OTTAWA, ON K1Z 9H1

DATE 18122017
DDMMYYYY

PAY One hundred fifty and 00/100
TO THE ORDER OF Rahat's Eco-Cleaning Services
13 Canbury Crescent
Nepean ON K2G 4L3

PER *[Signature]*
PER *[Signature]*

000320 02124-0030 100-278-1

20171223
Hollu2
3263 00212270
1242675632 1000000329365221890
18122017 BNS 114167083
CIBC 31056-331890

Printer ID# 1021
ID d'imprimeur 1021

Endorsement - Signature or Stamp
Endossement - Signature ou Stamp

BACKVERSO

MONTHLY RESERVE FINANCIAL REPORT

OCSCC 735

December 2017

OCSCC No. 735
Financial Reserve Summary December 2017

Revenue

As of November 30th, 2017 the balance in the cash reserve account was \$241,894, with \$2,118,508 in investments.

Expenses

There were no expenses made from the Reserve Fund this month.

OCSCC #735

PROFIT AND LOSS

December 2017

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Other Income	
6001 Contribution from operating	28,811.92
Total Other Income	\$28,811.92
Expenses	
Total Expenses	
PROFIT	\$28,811.92

OCSCC #735

PROFIT AND LOSS

September - December, 2017

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Other Income	
6001 Contribution from operating	115,247.68
Total Other Income	\$115,247.68
Expenses	
Total Expenses	
Other Expenses	
6101 Reserve- General	7,870.45
Total Other Expenses	\$7,870.45
PROFIT	\$107,377.23



CIBC
Wood Gundy

YOUR INVESTMENT ACCOUNT STATEMENT — DECEMBER 2017

*0003119

OTTAWA CARLETON STANDARD
CONDOMINIUM CORPORATION
NO 735
C/O CAPITAL CONCIERGE
904 LADY ELLEN PL
OTTAWA ON K1Z 5L5



Account Information

Account number
479-04065

This statement is for
the period
December 1 to
December 29, 2017

Your last statement was for
the period
November 1 to
November 30, 2017

U.S. Exchange Rate
on December 29, 2017

U.S. \$1.00 = CAN \$1.25700
CAN \$1.00 = U.S. \$0.79554

For Your CIBC Wood Gundy
Contacts, see the back pages
of your statement.

www.cibcwoodgundy.com

SUMMARY OF YOUR INVESTMENTS in Canadian Dollars

	Value on Nov 30, 2017 (\$)	Value on Dec 29, 2017 (\$)	% of total value on Dec 29, 2017
Cash and cash equivalents	0.26	1,814.07	0.1
Fixed income	1,975,036.31	1,996,690.27	92.8
Equities	—	—	—
Mutual funds/segregated funds	152,875.34	152,994.71	7.1
Other	—	—	—
Total investments	2,127,911.91	2,151,499.05	100.0

SUMMARY OF YOUR INCOME

	This month (\$)	Year to date (\$)
 Canadian Dollars		
Interest	1,107.82	19,465.19


INVESTMENT OBJECTIVES AND RISK FACTORS

Our records show that your stated investment guidelines for this account are as follows:

Percentage weighting of investment objectives		Percentage weighting of risk tolerance	
Income:	50 %	Lower risk:	50 %
Short term capital gains:	25 %	Medium risk:	50 %
Medium term capital gains:	25 %	Higher risk:	0 %
Long term capital gains:	0 %		

Member of the Canadian Investor Protection Fund

SUMMARY OF YOUR ACCOUNT ACTIVITY

 Canadian Dollars	Deducted from your account (\$)	Added to your account (\$)	Cash balance (\$)
Cash balance on Dec 1, 2017			0.26
Added to your account			
Interest		1,107.82	
Other		28,811.52	
Total added		29,919.34	
Deducted from your account			
Investments bought	28,105.53		
Total deducted	28,105.53		
Cash balance on Dec 29, 2017			1,814.07

DETAILS OF YOUR INVESTMENTS — CANADIAN DOLLARS

	Book value (\$)	Value on Dec 29, 2017 (\$)
Cash and cash equivalents		
CASH	1,814.07	1,814.07

	Face value segregated † custody c (\$)	Unit cost (\$)	Book value (\$)	Price per \$100 on Dec 29, 2017 (\$)	Value on Dec 29, 2017 (\$)
Fixed income					
CPN ONTARIO HYDRO DUE MAY 27 2020	100,482 †	93.300	93,749.71	94.972	95,429.66
B2B BANK GTD INVESTMENT CERT A DUE JUN 04 2020 2.260%	100,000 †	100.000	100,000.00	100.000	100,000.00
LAURENTIAN BANK OF CANADA GTD INVESTMENT CERT A DUE JUN 04 2020 2.260%	100,000 †	100.000	100,000.00	100.000	100,000.00
EQUITABLE BANK GTD INVESTMENT CERT A DUE JUN 04 2020 2.300%	100,000 †	100.000	100,000.00	100.000	100,000.00
HOME BANK GTD INVESTMENT CERT A DUE JUN 04 2020 2.350%	10,000 †	100.000	10,000.00	100.000	10,000.00
HOME TRUST CO GTD INVESTMENT CERT A DUE JUN 04 2020 2.350%	90,000 †	100.000	90,000.00	100.000	90,000.00



DETAILS OF YOUR INVESTMENTS — CANADIAN DOLLARS (CONTINUED)

	Face value segregated † custody c (\$)	Unit cost (\$)	Book value (\$)	Price per \$100 on Dec 29, 2017 (\$)	Value on Dec 29, 2017 (\$)
Fixed income (continued)					
BANK OF NOVA SCOTIA GTD INVESTMENT CERT A FULL SER DUE JUN 30 2020 2.380%	20,931 †	100.000	20,931.00	100.000	20,931.00
ICICI BANK (CANADA) GTD INVESTMENT CERT A DUE JUL 16 2020 2.260%	20,916 †	100.000	20,916.00	100.000	20,916.00
BANK OF NOVA SCOTIA GTD INVESTMENT CERT A DUE AUG 31 2020 2.220%	20,917 †	100.000	20,917.00	100.000	20,917.00
PRESIDENT'S CHOICE BANK GTD INVESTMENT CERT A DUE SEP 15 2020 2.220%	24,309 †	100.000	24,309.00	100.000	24,309.00
ICICI BANK (CANADA) GTD INVESTMENT CERT A DUE OCT 21 2020 2.250%	24,309 †	100.000	24,309.00	100.000	24,309.00
CANADIAN WESTERN BANK GTD INVESTMENT CERT A DUE NOV 16 2020 2.350%	24,309 †	100.000	24,309.00	100.000	24,309.00
CANADIAN WESTERN BANK GTD INVESTMENT CERT A DUE DEC 18 2020 2.330%	24,309 †	100.000	24,309.00	100.000	24,309.00
NATIONAL BANK OF CANADA GTD INVESTMENT CERT A DUE JAN 25 2021 2.250%	24,309 †	100.000	24,309.00	100.000	24,309.00
NATIONAL BANK OF CANADA GTD INVESTMENT CERT A DUE FEB 22 2021 2.160%	24,309 †	100.000	24,309.00	100.000	24,309.00
NATIONAL BANK OF CANADA GTD INVESTMENT CERT A DUE MAR 15 2021 2.180%	24,311 †	100.000	24,311.00	100.000	24,311.00
MANULIFE BANK OF CANADA GTD INVESTMENT CERT A DUE APR 15 2021 2.150%	24,309 †	100.000	24,309.00	100.000	24,309.00
CANADIAN WESTERN BANK GTD INVESTMENT CERT A DUE MAY 13 2021 2.400%	24,309 †	100.000	24,309.00	100.000	24,309.00

DETAILS OF YOUR INVESTMENTS — CANADIAN DOLLARS (CONTINUED)

Fixed income (continued)	Face value segregated † custody c (\$)	Unit cost (\$)	Book value (\$)	Price per \$100 on Dec 29, 2017 (\$)	Value on Dec 29, 2017 (\$)
CPN PROVINCE OF QUEBEC DUE JUN 01 2021	101,902 †	92.000	93,749.84	92.787	94,552.11
ICICI BANK (CANADA) GTD INVESTMENT CERT A DUE JUN 14 2021 2.350%	33,479 †	100.000	33,479.00	100.000	33,479.00
CANADIAN WESTERN BANK GTD INVESTMENT CERT A DUE JUL 19 2021 1.950%	24,807 †	100.000	24,807.00	100.000	24,807.00
HOMEQUITY BANK GTD INVESTMENT CERT A DUE AUG 16 2021 1.920%	24,783 †	100.000	24,783.00	100.000	24,783.00
PRESIDENT'S CHOICE BANK GTD INVESTMENT CERT A DUE SEP 21 2021 1.910%	29,251 †	100.000	29,251.00	100.000	29,251.00
HOMEQUITY BANK GTD INVESTMENT CERT A DUE OCT 14 2021 1.860%	28,247 †	100.000	28,247.00	100.000	28,247.00
PRESIDENT'S CHOICE BANK GTD INVESTMENT CERT A DUE NOV 16 2021 1.920%	28,795 †	100.000	28,795.00	100.000	28,795.00
NATIONAL BANK OF CANADA GTD INVESTMENT CERT A DUE DEC 20 2021 2.000%	27,071 †	100.000	27,071.00	100.000	27,071.00
CANADIAN TIRE BANK GTD INVESTMENT CERT A DUE JAN 13 2022 2.020%	30,564 †	100.000	30,564.00	100.000	30,564.00
CANADIAN TIRE BANK GTD INVESTMENT CERT A DUE FEB 14 2022 2.030%	28,796 †	100.000	28,796.00	100.000	28,796.00
HOMEQUITY BANK GTD INVESTMENT CERT A DUE MAR 28 2022 2.020%	29,303 †	100.000	29,303.00	100.000	29,303.00
CANADIAN TIRE BANK GTD INVESTMENT CERT A DUE APR 19 2022 1.900%	28,770 †	100.000	28,770.00	100.000	28,770.00
CPN PROVINCE OF QUEBEC DUE JUN 01 2022	105,171 †	89.140	93,749.43	90.155	94,817.13



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DETAILS OF YOUR INVESTMENTS — CANADIAN DOLLARS (CONTINUED)

	Face value segregated † custody c (\$)	Unit cost (\$)	Book value (\$)	Price per \$100 on Dec 29, 2017 (\$)	Value on Dec 29, 2017 (\$)
Fixed income (continued)					
RES PROVINCE OF QUEBEC 9.50% 2023 DUE MAR 30 2023	109,011 †	86.000	93,749.46	87.195	95,051.81
CPN PROV OF ALBERTA BK-ENT GENERIC INT DUE JUN 01 2023	66,045 †	88.653	58,550.82	87.129	57,544.02
CPN HYDRO QUEBEC DUE FEB 26 2024	112,748 †	83.150	93,749.96	84.535	95,311.63
CPN PROVINCE OF NOVA SCOTIA DUE JUN 01 2024	135,896 †	84.913	115,392.75	84.321	114,589.14
ONTARIO HYDRO 40 YEARS SERIAL GLOBAL ISSUE DUE APR 11 2025	118,956 †	78.810	93,749.22	81.445	96,884.07
CPN PROVINCE OF NEW BRUNSWICK CDS BK-ENT GENERIC INT JUN 03 2025 DUE JUN 03 2025	161,350 †	82.896	133,753.50	81.016	130,719.64
CPN PROVINCE OF MANITOBA DUE MAR 05 2026	159,400 †	77.223	123,093.61	79.284	126,378.06
Total fixed income			1,988,701.30		1,996,690.27
Mutual funds/segreated funds					
RENAISSANCE HIGH INTEREST SAVINGS ACCOUNT (5000)	152,994,710 †	1.000	152,994.71	1.000	152,994.71
Total Canadian dollar investments			2,143,510.08		2,151,499.05



DETAILS OF YOUR ACCOUNT ACTIVITY — CANADIAN DOLLARS

Date	Activity	Description	Number of shares or units	Price per share or unit (\$)	Added to (deducted from) your account (\$)	Cash Balance (\$)
Dec 1		Cash balance				0.26
Dec 1	Interest	RENAISSANCE HIGH INTEREST SAVINGS ACCOUNT (5000) REINVEST. NOV 30 2017 @ 1.00	119.370		0.00	
Dec 11	EFT	DEBIT BANK ACCOUNT E 125873410			28,811.52	
Dec 18	Interest	CANADIAN WESTERN BANK GTD INVESTMENT CERT A DUE DEC 18 2020 INT 2.330% CPN INT ON 24309 BND REC DEC 15 2017 PAY DEC 18 2017			566.40	
Dec 20	Interest	NATIONAL BANK OF CANADA GTD INVESTMENT CERT A DUE DEC 20 2021 INT 2.000% CPN INT ON 27071 BND REC DEC 19 2017 PAY DEC 20 2017 IFM DEC 20 2016 F/C DEC 20 2017			541.42	
Dec 20	Bought	CPN PROV OF ALBERTA BK-ENT GENERIC INT DUE JUN 01 2023 SOLICITED ANN YLD= 2.19% SA YLD= 2.18% >R-XLW-Z: R#5603492 YIELD TO MATURITY: 2.180 %	31,629	88.860	-28,105.53	
Dec 29		Cash balance				1,814.07



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YOUR CIBC WOOD GUNDY CONTACTS

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Fax: (613) 271-1509

CIBC Wood Gundy Client Relations

1 800 563-3193
(8am-5pm EST weekdays)

MESSAGES

CIBC Wood Gundy news

This year's CIBC Miracle Day took place on December 6, 2017 to raise money for children in our communities across the country. CIBC Miracle Day is one of the largest single-day corporate fundraisers in Canada benefiting children's charities. Thank you for making December 6 a great day!

Can a Financial Portrait capture the real you? We believe it can. Visit the new CIBC Private Wealth Management web site to see how: cibcprivatewealth.com

Changes have been made to the referral arrangement between CIBC Wood Gundy (a division of CIBC World Markets Inc.), CIBC Commercial Banking Mid-Market and CIBC Commercial Banking Independent Business. For a copy of the updated referral disclosure statement, or to find out if these changes impact you, please speak with your Investment Advisor.

Disclosures

The following abbreviations may appear on your statement: Non-Vtg for Non-Voting Shares; Res Vtg for Restricted Voting Shares; Sub Vtg for Subordinate Voting Shares.

† These securities are held in segregation and cannot be used in the conduct of our business.



If this statement does not agree with your records, please write to us at Client Relations, P.O. Box 500, Brookfield Place, Toronto, Ontario, M5J 2S8. We may adjust this statement for errors and omissions. Any errors or omissions or unauthorized transactions must be reported in writing within 21 days of the date of this statement.

Although we believe that the sources of our prices are reliable, we cannot guarantee the accuracy of the prices used in this statement, which may not reflect its actual market value.

Cash balances in your non-registered account represent funds payable on demand. These funds are not segregated from other funds and may be used for our business. Cash balances in registered accounts are held in trust by CIBC Trust Corporation.

DSC, BE and ACC refer to deferred sales charges on mutual funds. Please see the mutual fund's simplified prospectus for details.

Customers' accounts are protected by the Canadian Investor Protection Fund within specified limits. A brochure describing the nature and limits of coverage is available upon request.

We must disclose securities transactions annually to the Canada Revenue Agency. Please keep this statement for tax purposes. GST/HST/QST # 105734750 RT0001.

CIBC Wood Gundy is a division of CIBC World Markets Inc., a subsidiary of CIBC and Member of the Canadian Investor Protection Fund and Member of the Investment Industry Regulatory Organization of Canada.

CIBC Trust Corporation acts as trustee for all CIBC Wood Gundy registered plans.

CIBC, Instant Teller and Instant Cash are registered trade-marks of Canadian Imperial Bank of Commerce.

CIBC and CIBC World Markets Inc. are licensed users of the Visa mark.

Insurance services are available through CIBC Wood Gundy Financial Services Inc. In Quebec, insurance services are available through CIBC Wood Gundy Financial Services (Quebec) Inc.

For certain foreign transactions CIBC World Markets Inc. may receive remuneration from the broker/dealer, which may be an affiliate of CIBC World Markets Inc., through whom the transactions are executed. The amount of remuneration will be disclosed upon request.

Wood Gundy Asset Advantage Account and Asset Advantage Account are registered trade-marks of CIBC World Markets Inc.

Transactions which have not settled by the end of the month are shown under Trades Still to be Settled.

Foreign exchange rates are provided as of the end of the month. Rates are subject to change without notice.

Interest rate calculations used for payments on cash balances or charged on debit balances in your CIBC Wood Gundy account are subject to change without notice. Interest paid or charged on accounts is subject to minimum dollar amounts.

Certain domestic or foreign governments may charge financial transaction taxes on securities transactions in your account. We will collect and remit these taxes to such governments on your behalf. Please contact your CIBC Wood Gundy representative if you require details of financial transaction taxes charged on securities transactions in your account.

If a security was not purchased through CIBC, the book value will be based upon information provided by the transferring firm, or if none is provided then based upon the market value of the security as at the date of transfer in. As a result, the stated book value may not be appropriate for tax reporting purposes.

Our statement of financial position and a listing of all Partners, Directors and Executives are available upon request.

The book value is defined as the total amount paid to purchase a security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate reorganizations.

This statement may represent a credit note for trailer fees received in a previous billing period. Trailer fee rebates received in a non-registered account may be taxable. You should consult your tax advisor to discuss the tax implications of receiving these payments.

CIBC World Markets Inc. or an affiliate thereof owns or controls an equity interest in TMX Group Limited ("TMX Group") and has a nominee director serving on the TMX Group's board of directors.

As such, CIBC World Markets Inc. may be considered to have an economic interest in the listing and trading of securities on any exchange owned or operated by TMX Group, including the Toronto Stock Exchange, the TSX Venture Exchange and the Alpha Exchange.

No person or company is required to obtain products or services from TMX Group or its affiliates as a condition of CIBC World Markets Inc. supplying or continuing to supply a product or service.

In addition, notwithstanding CIBC World Markets Inc.'s ownership interest in TMX Group, CIBC World Markets Inc. acknowledges that it is subject to a number of regulatory requirements, including requirements relating to the handling and execution of orders, that supersede any interest CIBC World Markets Inc. has in TMX Group.

Due to processing cut-off times, mutual fund distributions paid by fund companies on December 29, 2017 do not appear on your December month-end statement; these distributions will be processed in early January and will appear on your January 2018 month-end statement.



CIBC
Wood Gundy



Your Year-end Account Report

Your Year-end Account Report offers a clearer picture of how your investment accounts are performing and what they cost you. Your report contains information to help you assess your progress towards reaching your investment goals.

Account performance

Your report shows how your account's value has changed over time, and considers all activity - deposits, withdrawals, change in value - in your account. Called the individual rate of return, this performance measure presented in your report is unique to your account.

Account fees

Your report also summarizes all fees related to your account that CIBC Wood Gundy has collected during the year. It identifies fees we received from you and any we may have received from others related to investment products and services provided to you over the year.

If you have questions about your Year-end Account Report, please contact us.

Thank you for choosing CIBC Wood Gundy. We appreciate your business and look forward to continuing our relationship.

Robert Orange FMA
Vice President,
Investment Advisor

Contact Us

Your Investment Advisor
Robert Orange FMA

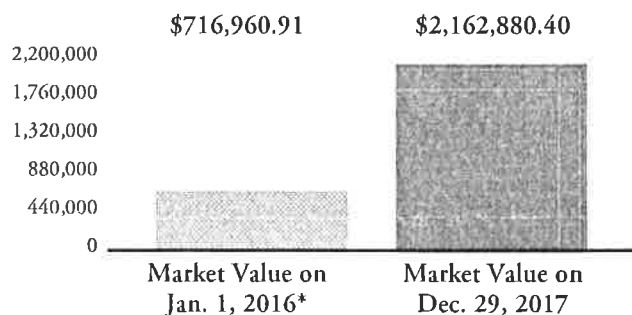
Email
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Phone
(613) 783-6841

Branch Address
555 Legget Drive
Suite 1030 Tower B
Kanata ON K2K 2X3

The Performance of Your Account #479-04065

How Your Account's Market Value Has Changed



Q: The Closing Market Value on my Account Performance Report doesn't match the December month-end value on my statement. Why?

A: Your Account Performance Report includes accrued dividends, distributions, and interest related to your account. As these amounts have not yet been paid, they are not included in your December month-end statement value. Instead, they will be included in the statement for the month you receive them.

	This year	Since Jan. 1, 2016* (CAD)
Opening Market Value	\$1,790,599.25	\$716,960.91
+ Deposits**	339,528.52	1,396,987.88
- Withdrawals**	0.00	0.00
+ Change in Value†	32,752.63	48,931.61
= Closing Market Value	\$2,162,880.40	\$2,162,880.40

How Your Account Has Performed

YOUR AVERAGE ANNUAL INDIVIDUAL RATES OF RETURN

	This year	Since Jan. 1, 2016*
Per Year	1.67%	1.42%

The percentages in this table are your individual rates of return calculated using a money-weighted rate of return after fees have been deducted. The calculation considers the performance of the investment(s) in your account, including both realized and unrealized gains and losses and any income from the investment(s), as well as any deposits to or withdrawals from your account. Contact us for more details about this calculation.

* Although the first transaction in your account occurred prior to January 1, 2016, the start date for your individual rate of return is January 1, 2016.

** Deposits include the total market value of all deposits, contributions, internal and external transfers of cash and securities into the account during the reporting period. Withdrawals include the total market value of all withdrawals, de-registrations, internal and external transfers of cash and securities out of the account during the reporting period. Due to the way we process certain transfers between accounts and transaction cancellations, the Deposit and Withdrawal values may differ from the actual amounts added to or deducted from your account.

† Change in Value of your investments includes income (dividends, interest) and distributions, including reinvested income or distributions, realized and unrealized capital gains or losses in the account, changes in dividend receivables and interest accruals, as well as operating and transaction charges you have paid.



The Cost of Your Account #479-04065

Fees You Paid

	This Year (CAD)
Total Account Operation Fees	\$0.00
CAD Commissions	1,965.00
Total Transaction Fees	\$1,965.00
Total Fees You Paid	\$1,965.00

Fees Paid By Others In Connection With Your Account

	This Year (CAD)
Service Fee *	349.35
Payment From GIC Issuers	1,467.92
Total Fees Paid By Others In Connection With Your Account	\$1,817.27

* An investment fund pays a management fee to its manager from the assets of the fund. Out of that fee the manager pays us an ongoing Service Fee, also known as a trailing commission, for the services we provide you. The amount of the Service Fee depends on the sales charge option you chose when you purchased the fund. Although you don't pay this fee directly, it does reduce the fund's return to you. For more information about this fee, see the Fund Facts document for the specific fund or contact us for more information.

Q: Is this an invoice?

A: No, these fees have already been paid. For more information about fees, please contact us.

Q: What is an Account Operation Fee?

A: Account Operation Fees are charges associated with the administration and non-trade related activities in your account and will vary dependent upon the account type, investments, and type of activities in your account.

Q: What is a Transaction Fee?

A: Transaction Fees are expenses incurred when you buy or sell securities. Transaction fees include compensation and other costs. Transaction fees also reflect the payments that the dealer receives for their work in processing these transactions.

Q: Why does CIBC Wood Gundy receive fees from others?

A: We receive these fees from others in connection with some of the investments you purchased or the services and advice you received.

You were not directly charged these fees. Contact us for more information about these fees.

Additional Information About Your Report

- For more information about fees applicable to your account, please speak with us.
- The definition of the total percentage return is the cumulative realized and unrealized capital gains and losses of an investment, plus income from the investment, over a specified period of time, expressed as a percentage.
- If the market value for a particular security position is not determinable, the security position will be assigned a value of zero at that time for the performance calculation. Therefore, if the market value for any of your securities becomes not determinable during the reporting period, it may have a negative impact on the performance of your account. If the market value for any of your securities is not determinable, and subsequently becomes determinable during the reporting period, it may have a positive impact on the performance of your account.
- For debt securities purchased or sold for you during the period covered by this report, dealer firm remuneration may have been added to the price of any debt security (in the case of a purchase) or deducted from the price of the debt security (in the case of a sale). This amount is in addition to any commission that may have been charged to you.
- Performance calculations and fees are based on the original process date of the transaction. Subsequent corrections or adjustments processed after year-end do not appear in this report. They will appear in the report for the period in which the transaction is processed. For Money Weighted Rate of Return calculations, all cash corrections or adjustments processed during the year will be reflected as of the processing date.
- Performance calculations are inclusive of accrued, but not paid interest/dividends, and may not be reflective of displayed Market Values.
- This report reflects all fees charged or credited in relation to your account during the previous calendar year and is considered accurate at the time of printing. This report is provided for information purposes only and should not be considered an official tax document. You should consult your tax advisor regarding your own particular tax circumstances and the deductibility of fees for your accounts.
- If your account was opened during this past calendar year, performance will be calculated from the date of account opening and not annualized as suggested by the rate of return table.

Do you have any questions about what you're seeing here?

For more details, contact us or visit our Performance and Cost Report webpage at www.cibc.com/investmentreport

Q: How is the individual rate of return calculated?

A: Individual rate of return is calculated based on the performance of your investment(s) in your account and also includes the amount and timing of any cash flows into or out of the account. This calculation is also known as the money-weighted, or Internal Rate of Return (IRR).

1020 Cash Reserve, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 03-01-2018

Reconciled by: Erin Horwitz

Any changes made to transactions after this date aren't included in this report.

Summary

CAD

Statement beginning balance.....	241,894.71
Cheques and payments cleared (2).....	-28,813.32
Deposits and other credits cleared (1).....	28,811.92
Statement ending balance.....	<u>241,893.31</u>

Uncleared transactions as of 29-12-2017.....	28,247.00
Register balance as of 29-12-2017.....	270,140.31

Details

Cheques and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
06-12-2017	Expense			-1.80
11-12-2017	Expense			-28,811.52
Total				-28,813.32

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
13-12-2017	Deposit			28,811.92
Total				28,811.92

Additional Information

Uncleared deposits and other credits as of 29-12-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-04-2017	Deposit			28,247.00
Total				28,247.00



ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_6118392 E D 02124 00863

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

RESERVE ACCOUNT

C/O CAPITAL CONCIERGE

904 LADY ELLEN PLACE

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 02124 100-428-2

How to reach us:

Please contact your RBC Banking representative or call

1-800-Royal®2-0

(1-800-769-2520)

www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

211 CENTRUM BLVD, ORLEANS, ON K1E 3X1

Opening balance on November 30, 2017	\$241,894.71
Total deposits & credits (1)	+ 28,811.92
Total cheques & debits (2)	- 28,813.32
Closing balance on December 29, 2017	= \$241,893.31

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			241,894.71
06 Dec	Activity fee	1.80		241,892.91
11 Dec	Misc Payment TEF/EFT CIBC	28,811.52		213,081.39
13 Dec	Online Banking transfer - 2810		28,811.92	241,893.31
	Closing balance			241,893.31

Account Fees: \$1.80