

Ottawa Carleton Standard Condominium Corporation 947



Management Report

Prepared for the Meeting of the Board of Directors
108 Lisgar Street, February 11th 2019 at 4:30 p.m.

**Board of Directors Meeting OCSCC 947
February 11th, 2019
4:30pm
Agenda**

- 1. Welcome and Announcement of Quorum**
- 2. Approval of Agenda**
- 3. Approval of Board Minutes and Summary of minutes of the previous Board of Directors' Meeting January 8th, 2019.**
- 4. Managers' Reports**
 - Items Arising from Minutes of last meeting**
 - Items for discussion**
 - Items for Board Information**
- 5. Ratification of decisions made between meetings**
- 6. Monthly Financial Report**
- 7. Other Business**
- 8. Status Certificate Review**
- 9. Notice of Next Meeting and Adjournment**
 - February 11th, 2019 4:30 pm Billings Room**
 - April 16th, 2019 4:30 pm Honeywell Room**
 - May 21st, 2019 4:30 pm Honeywell Room**
 - June 25th, 2019 4:30 pm Billings Room**
 - August 20th, 2019 4:30 pm Billings Room**
 - September 23, 2019 4:30 pm Billings Room**

OCSCC 947 - Board of Directors Meeting

Date: January 8, 2019

PRESENT: President, Treasurer, Secretary, Director, Property Manager

ABSENT: One Director

MEETING CALL TO ORDER – The meeting was called to order at 4:05 pm

APPROVAL OF AGENDA – The Board reviewed and approved the meeting agenda

APPROVAL OF MINUTES AND SUMMARY - The Board reviewed and approved the minutes and summary for the previous meeting.

FINANCIALS

No financial items discussed at this meeting.

MANAGEMENT REPORT

Property Manager confirms that 65 units have had their heat pumps serviced (64 by DILFO & 1 by Optimum). There remain 9 units whose status is uncertain. PM will follow-up. Reminder to change filters will be provided in the Spring newsletter.

Slush mats installed however some shifting and slippage in the mats has been noted. PM will have contractor come in to assess and secure loose mats.

There have been issues with residents leaving boots and other items in the hallways. Reminder not to do this will be included in next Newsletter.

Mircom ordered new remotes and receivers for garage door/gate. These will be distributed to residents along with usage instructions.

Board will investigate options for accessibility buttons at the waste disposal doors as well as the lobby front doors and obtain cost estimates in 2019.

Bike registration tags and spreadsheets will be carried out in 2019. Reminder will be included in Newsletter.

Electronic Vehicle Charging Station update - still underway for Hydro to provide estimate.

Visitor parking control need to have someone deputized. Board will consider options and report back at next meeting.

Management Report - February 11th, 2019 OCSCC 947

Maintenance Completed:

- Sensor replaced in Boiler House Air make up unit venting to prevent further false fire alarms
- Heat Pump maintenance records requests sent to the owners (103, 201, 301, 304, 407, 501, 503, 602, 701, 902, 1101, 1204)
- Garbage Room hallway light sensor repaired
- Sump pump for elevators ceased and had to be replaced
- Strong odour of gas in the garage. Unknown source

Maintenance Ongoing:

- Received contract price from Optimum HVAC comparison of two contracts attached. Questions back to Optimum to have responses not received as of yet.
- 2101 Roof Leak: Inspection with Engineer scheduled for January 11th at 9:30 am. PM & Bruce to attend. Access also given by 2202 for that time. Price received from Engineers to investigate.
- Mircom operator/remotes replaced and new remotes released to owners.
- Cat 5 elevator test to be completed in May and Skin on elevator to be replaced week of the 11th.
- Bicycle Rack for 903 2nd parking PM searching for racks. A stream of emails between Wendy and PM to be discussed.

Management Decisions/Discussions:

- Handicapped access for front door
- Visitor Parking Control Kristof declined
- Medeco locks and keys \$3,200 by Avenue Lock
- Open discussion

Financial Summary:

Please see Board portal for the entire package.

CONTRACT SUMMARY

OCSCC No. 947

CONTRACT	SUPPLIER	EXPIRATION	PHONE NUMBER/NOTES
Snow Removal	Auer Landscaping		613-913-4344
Landscaping	Same as above		
Plumbing	S & R Mechanical		613-830-0165
Window/Doors	State		416-646-1421
Roofing			
Electrical	Day View		613-737-9608
Sprinklers	Mircom		613-526-2969
Cleaners	Ibex Cleaning		613-252-8663
Monitoring	JTech		613-823-3044
Elevator	Thyssen Krupp		613-731-0353
Generator	Genrep		613-225-9244
Window Cleaning	Soulard		613-233-0608
Fitness	Dan's Bodybuilding		613-835-3434
Waste	BFI		613-749-8000
Containers	Jet Waste		613-443-0744
Pest control	Regionex		613-563-8136
Access Control	Mircom		613-526-2969
Garage Doors	Pivotech		613-774-1361

CORPORATION INFORMATION

Next Reserve Fund Study	2021
Reserve Study Update	2018
Year End	30-June
Insurance	Aitrens
Auditor	BDO
Last AGM	Dec. 6th, 2018

2019 ANNUAL SCHEDULE

JANUARY

FEBRUARY

MARCH

Secure Landscape Contract

APRIL

Start preparation on Draft budget
Inspect Winter Damage

MAY

Spring Inspection/Commence Spring Repairs
Sweep Parking /Window Cleaning
Ensure Final Budget to Owners - May 31st
Rooftop Patio and Furniture to be cleaned and set up

JUNE/JULY

Annual Alarm Inspection
Year End June 30th Secure auditor

AUGUST

Send out pre notice for AGM

SEPTEMBER

Secure Snow Removal Contract

OCTOBER

AGM

NOVEMBER

Close Rooftop access
Remove Rooftop furniture for storage

DECEMBER

Decorate building for Christmas

MINUTES OF THE MEETING OF THE BOARD

Ottawa-Carleton Standard Condominium Corporation No. 947

Location : City Hall - Billings Room

Tuesday, 8 January 2019, 4:00 PM

Present :

June Jones	President
Daniel Kimmel (by phone)	Treasurer
Tom Donnelly	Director
Matt Eason	Secretary
Barbara Ravanelli	Capital Integral Property Management

Absent :

Stan Ages	Director
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1. Call to order

The meeting was called to order at 4:05 PM

2. Agenda Approval

Moved: June Jones

Second: Tom Donnelly

Carried

3. Approval of Minutes / Summary for 27 November 2019 Board Meeting

Approval of Minutes

Moved: June Jones

Second: Tom Donnelly

Carried

Approval of Summary

Moved: June Jones

Second: Tom Donnelly

Carried

4. Financials

Financials to be discussed at next meeting.

5. Property Manager's Report

5.1 Maintenance Complete

Heat Pump Maintenance - Property Manager confirms that 65 units have had their heat pumps serviced (64 by DILFO & 1 by Optimum). There remain 9 units whose status is uncertain.

Action: PM will follow up with outstanding units to obtain proof of maintenance. M. Eason will include a reminder to change HVAC filters in the next Newsletter.

Slush mats installed however some shifting and slippage in the mats has been noted.

Action: PM will have the contractor come in to assess and secure the mats that have been shifting.

5.2 Maintenance Ongoing

A contract price from Optimum HVAC was received. There was discussion around the pricing and additional services.

Action: PM to provide Board with correspondence from Optimum on this matter for discussion and decision regarding changing contractors.

Bike registration tags and spreadsheets will be carried out in 2019.

Action: M. Eason to include a note in the next Newsletter announcing the bike registration program for all bikes starting in the spring.

There have been issues with residents leaving boots and other items in the hallways.

Action : M. Eason to include a note reminding residents that this is against condo rules and presents a risk in the event of fire.

Request received to investigate the possibility of placing an accessibility button on the entrance to the waste disposal room.

Action: PM to investigate pricing to put a button on each of the two doors or the front door that would open both doors.

Received request to update front lobby door key lock to a Med-Loc or other system

Action: PM to investigate cost implications.

Mircom ordered new remotes and receivers for garage door/gate.

Action: PM to make arrangements for all owners to receive their remotes.

5.3 Management Decision/Discussions

New Board Members have received a link from the CAO website to take the Director's course.

Action : Directors (M. Eason, D. Kimmel, T. Donnelly) who have not yet taken the course are to complete with the next six months.

Electronic Vehicle Charging Station update - still underway.

Action: R. Hill has met with consultants and they are developing options to bring to the Board. T. Donnelly is

picking up this file from R. Hill and will report to the Board once options are received.

Handicap access to front door - project to be discussed in 2019.

Action: PM to investigate options to provide an accessibility button at the main entrance and/or the pedestrian entrance to the parking garage.

Visitor parking control need to have someone deputized. Discussion around PM deputization indicated that there may be after hours charges associated depending on timing. Board determined to explore whether an appropriate resident deputy could be approached.

Action: PM to reach out to Christoph to determine interest and availability.

Outstanding request for an additional bike rack on P4 where there is currently only one rack in the space.

Action: PM to review documentation related to the racks in that spot and investigate cost implications for a similar rack.

Dates selected for remaining 2019 Board Meetings based on Directors & PM's availability.

Action: PM to confirm rooms for those meeting dates.

6. Adjournment

The next Board Meeting will be held February 11th at 4:30 PM at City Hall, room TBD.

The meeting was adjourned at 5:15 PM.

Method of transmission: by e-mail only
bravanelli@cimanagement.ca

Ottawa, February 1, 2019

Ms. Barbara Ravanelli – Property Manager
Capital Integral Property Management
904 Lady Ellen Pace
Ottawa, ON K1Z 5L5

Subject: The MERIT, 108 Lisgar, Ottawa, ON
Water Leakage Investigation
o/r: O-0767-A

Dear Ms. Ravanelli,

Pursuant to our site meeting and recent correspondence, CLEB consulting Inc. (CLEB) is pleased to present our offer of services to investigate the on-going water infiltration occurring through the exterior wall at unit 2101. During our tour, we visited the overlying unit no.2202 in order to observe the exterior construction and if a possible water infiltration path could be observed. However, there were no obvious signs of water infiltration via this unit into the underlying unit. Through an opening made in the ceiling in unit no.2101, we were able to discern water infiltration staining and light corrosion of the metal studs and steel I beam. We did identify on the drawings that were available in the mechanical penthouse, three potential infiltration pathways that need to be investigated. CIPM would like to understand the reasons for the water infiltration, and find the appropriate remedial measures.

Given the objectives of this study, we propose the following phases of work:

1. Conduct an initial site review to familiarize ourselves with the nature of the water infiltration, wall construction and roof-top access to the test areas (done).
2. Obtain and review original architectural drawings and specifications, as well as approved shop drawings, if available, for the fenestration.
3. Sub-contract a supplier to install a swingstage, and coordinate with you an electrical source for the equipment in order to access areas of the exterior wall for investigation and testing.
4. Supply and install a blower door with high volume fans to generate the -ve or +ve pressure differential required to conduct the tests.
5. Conduct field testing on the sample area to determine whether the components and/or assemblies meet the required performance levels, notably with respect to the resistance to water penetration and/or air infiltration. This would include masking off sections of the wall to separate it from other suspect components and by process of elimination, locate the defective part of the assembly. The testing will include:

LABORATORY, FIELD TESTING AND ADVISORY SERVICES FOR THE BUILDING ENVELOPE
30 YEARS STRONG, UL AND CLEB SERVING CUSTOMERS ACROSS NORTH AMERICA

CHICAGO
US Headquarters
750 Anthony Trail
Northbrook, IL 60062
chicago@cleb.com

MONTREAL
Canada Headquarters
1320 Lionel-Boulet Blvd
Varenes, QC J3X 1P7
montreal@cleb.com

QUEBEC
420 Charest East Blvd
Suite 300
Quebec, QC G1K 8M4
quebec@cleb.com

OTTAWA
29 Capital Drive
Suite 200
Ottawa, ON K2G 0E7
ottawa@cleb.com

TRURO
64 Inglis Place
Suite 203
Truro, NS B2N 4B4
truro@cleb.com

NEW YORK
747 Third Avenue
2nd Floor
New York, NY 10017
newyork@cleb.com

T: 855.353.2532 W: ul.com/buildingenvelope

- Resistance to water penetration: ASTM E-1105 entitled "Standard Test Method for Field Determination of Water Penetration of Installed Exterior Windows, Curtain Walls and Doors by Uniform or Cyclic Static Air Pressure Difference" for a given static pressure difference, and possibly,
 - Smoke exfiltration: ASTM E1186 entitled "Standard practices for Air Leakage Site Detection in Building Envelopes and Air Barrier Systems" for a given static pressure difference.
6. Upon completion of the testing, we will work with a contractor engaged by CLEB, and with their assistance disassemble samples of the wall to obtain details of the wall construction, presence and condition of drainage paths, and identify possible water infiltration points.
 7. For infiltration paths identified within the assembly, we will conduct repairs and re-test to ensure water infiltration pathways have been remediated. Items 6 and 7 would be considered Phase II of the investigation and conducted following discussion and approval by CIPM.
 8. Prepare a letter report that presents our field observations, test results, and our opinion about the factors that are resulting in the observed water infiltration, repairs made and results.

Notes on performance tests:

- i. A current inspection certificate of the anchorage system for the swing stage must be provided prior to our site access.
- ii. Access to the interior side of the sample (with sufficient clear space) may be needed to set up a test chamber.
- iii. A water output for a minimum flow of 3.4 L/min•m² (5.0 US gal/hr•ft²) must be available near the samples on the outside.
- iv. A power output of 110V must be available near the samples on the inside.
- v. An elevator must be available for the transportation of materials and equipment to different floors.
- vi. The external temperature of the samples must be above 5°C during testing.
- vii. The fire system (smoke detectors) must be temporarily disabled and/or muted when performing smoke tests.

FEES

Our fees are based on hourly rates for staff and equipment. Our staff rates are:

Principal: \$195.00/hr

Director/Senior Project Manager: \$160.00/hr

Project Manager: \$120.00/hr

Equipment: \$100/hr

Sub-contractors: Cost +10%

When conducting these types of investigations, it is very difficult to precisely calculate the amount of time we will require as we cannot anticipate site conditions or obstructions that may impede the work. However, for discussion purposes for items 1 through 5, we estimate a budget, including the swingstage sub-contractor, to be in the order of \$12,000.00.

Once we have conducted the first phase of the work, CLEB would, with the approval of CIPM, engage a specialist sub-contractor to assist with removals to more closely investigate the leakage paths and determine an appropriate method of repair. Following the repairs, we would re-test with the sub-contractor on hand to ensure the repairs are working as intended, and make any adjustments as required.

These costs are exclusive of HST, which will be calculated and shown separately on our invoices. Our fees are invoiced on a monthly basis and invoices are due upon receipt. Invoices outstanding 30 days past the invoice date are subject to a 1.5% per month interest charge on the outstanding balance.

By accepting this Quotation, you certify that you have read and agreed to the referenced terms and conditions located on the following pages; you are authorized to accept this Quotation on behalf of your company, and authorize us to commence work on the services described above.

We thank you for your confidence and we remain at your disposal for any additional information you may require.

Yours truly,



Myles A. Carter, M.Sc., P.G.
Advisory Services Manager, Ottawa Office
CLEB consulting Inc.

CLEB UL Terms and Conditions:

All services are governed by the following Terms and Conditions.

1. **Advisory Services.** The UL Contracting Party ("we", "us", or "our" as the context requires) will perform advisory, consulting, regulatory research, training, protocol development, and/or other professional advisory services ("Services") in accordance with your instructions as described in this order, scope of work, project proposal, quotation, or order acknowledgment ("Quotation").
2. **Payment Terms.** You will pay, without set off, our fees and related expenses in accordance with the Quotation including the cost of all taxes, wire or transfer fees, duties, and other fiscal charges which become due on the quoted price and will indemnify us from and against liabilities, incurred as a result of failure to pay any such sums when they become due. We may charge interest at 1% per month (12% per year), or the maximum legal rate if less than 1.0% per month, from the due date until paid fully. You agree to pay reasonable collection costs, including attorneys' fees, if necessary, in the event of late or non-payment.
3. **Your Responsibilities.** As a prerequisite to UL Contracting Party's delivery of Services or any portion thereof, you will: (a) fulfill your responsibilities as specified in the Quotation; (b) ensure that all assumptions contained in the Quotation are accurate; (c) provide us with reliable, accurate and complete information, as required; and (d) make timely decisions and obtain required management approvals ("Your Responsibilities"). We will be entitled to rely on all your decisions and approvals made before and during the provision of Services. Nothing in these Terms and Conditions will require us to evaluate, advise on, modify, confirm, or reject such decisions or approvals.
4. **Deliverables.** Upon full performance by you of Your Responsibilities and payment of fees due, you will have a perpetual, irrevocable, non-exclusive, right and authorization to use, reproduce, display, distribute, modify and make derivative works of the deliverable items specifically described in the Quotation (the "Deliverables"). Unless separately agreed to in writing to the contrary, UL will retain all right, title and interest in and to: (a) the Deliverables including, without limitation, all patent, copyright, trademark, and other intellectual property rights in the Deliverables; and (b) all methodologies, processes, techniques, ideas, concepts, trade secrets, and know-how embodied in the Deliverables or that UL may develop or supply in connection with these Terms and Conditions ("UL's Knowledge").
5. **Acceptance.** You will accept Deliverables that conform to the requirements of the Quotation and notify us of any non-conformance of the Deliverables with such requirements (the "Non-conformance") within ten (10) business days of receipt. We will have a reasonable period of time, based upon the severity and complexity of the Non-conformance, to correct the Non-conformance. If you use the Deliverables before acceptance or fail to promptly notify us of any Non-conformance, then the Deliverables will be considered accepted by you.
6. **Disclaimer.** The Services are provided independently of UL's conformity assessment services such as preliminary product investigations or product certification services. We do not guarantee, warranty or provide an assurance (express or implied) to any party that a positive test result, compliance report, or issuance of a UL certification mark will result from our delivery of Services hereunder. We do not guarantee that our opinions or findings will be recognized or accepted by third parties. The Services are provided for general information purposes only and are not intended to convey legal advice.
7. **Use of Names and Marks.** Except as otherwise authorized by us in writing, you will not use our name, abbreviation, symbols, marks, or the name of any of our subsidiaries, affiliates, or parent on any goods or their containers or packaging, or in connection with any advertising, promotions, or otherwise.
8. **Warranty.** We warrant that the Services will be performed with reasonable care in a diligent and competent manner. Our sole obligation will be to correct any non-conformance with this warranty, provided that you give us written notice within thirty (30) business days after the Services are accepted in accordance with these Terms and Conditions. THE WARRANTY SET FORTH ABOVE IS OUR ONLY WARRANTY CONCERNING THE SERVICES AND ANY DELIVERABLES, AND IS MADE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES AND REPRESENTATIONS, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE, OR OTHERWISE.
9. **Your Information.** You represent and warrant that all information and data provided to us by you, or on your behalf, is complete and accurate and may be relied upon to provide Services. In addition, you represent and warrant that all of Your Information is owned or licensed by you, and does not infringe on the intellectual property rights of any third party. If any information or data provided to us by you or on your behalf is either incomplete or inaccurate, we will not be liable in any manner for any deficiencies in the Services.
10. **Web Services.** We may provide you with certain website tools and related services, including the ability to order services online through a website (collectively, the "Web Services"). The Web Services are provided to you as a convenience and are provided on an "as is, as available" basis. By using the Web Services, you

acknowledge and agree that no data or content transmitted over our networks, the Internet, or wirelessly, or through or in connection with the Web Services, is guaranteed to be secure or free from unauthorized intrusion, and that data stored by us, our affiliates, or our service providers may be deleted, modified, or damaged. You acknowledge that if you wish to protect your transmission of data or files to us, it is your responsibility to use a secure encrypted connection to communicate with and use the Web Services. Your use of the Web Services is at your sole risk and is subject to any terms of use applicable to such Web Services. Web Services are included in the definition of Services above.

11. **Confidentiality.** "Confidential Information" means any information, technical data, know-how, tangible products or materials provided by one party to the other party under these Terms and Conditions. Confidential Information shall not include any information that: (a) was previously known to the recipient or independently developed by the recipient without reference to the Confidential Information; (b) is or becomes publicly available through no fault of the recipient; (c) is disclosed by the recipient with the discloser's prior written approval; or (d) required to be disclosed by law or regulatory authority. The recipient shall use Confidential Information only for the parties' mutually agreed upon purpose as described in the Quotation. The recipient shall not disclose Confidential Information to any third party except its officers, directors, trustees, employees, consultants or agents who need access to the Confidential Information to perform the parties' mutually agreed upon purpose.
12. **LIMITATION OF LIABILITY.** OUR LIABILITY FOR ANY CLAIMS FOR LOSS, DAMAGE, OR EXPENSE OF ANY NATURE AND HOWSOEVER ARISING FOR ANY BREACH OF CONTRACT AND/OR ANY FAILURE TO EXERCISE APPROPRIATE SKILL AND CARE BY US WILL UNDER NO CIRCUMSTANCE EXCEED THE FEES RECEIVED FOR THE SPECIFIC SERVICES WHICH GIVE RISE TO SUCH CLAIMS. UNDER NO CIRCUMSTANCE WILL WE HAVE ANY LIABILITY FOR ANY CLAIMS FOR INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY NATURE WHATSOEVER, INCLUDING BUT NOT LIMITED TO: LOSS OF PROFITS, GOODWILL, USE, DATA, FUTURE BUSINESS, OR PRODUCTION; CANCELLATION OF CONTRACTS ENTERED INTO BY YOU; OR OTHER INTANGIBLE LOSSES (EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES). UNDER NO CIRCUMSTANCE WILL WE BE LIABLE TO YOU FOR ANY CLAIMS FOR LOSS, DAMAGE, OR EXPENSE UNLESS SUCH CLAIM IS BROUGHT UNDER SECTION 17 (DISPUTES) WITHIN TWELVE MONTHS AFTER THE DATE OF THE PERFORMANCE BY US OF THE SERVICES WHICH GIVE RISE TO THE CLAIM OR, IN THE EVENT OF ANY ALLEGED NON-PERFORMANCE, WITHIN TWELVE MONTHS OF THE DATE WHEN SUCH SERVICES SHOULD HAVE BEEN COMPLETED.
13. **Indemnification.** You are responsible for the safety, performance, and reliability of any product developed by you using the Deliverable. We do not warrant the safety of the Deliverable or any use thereof by you. We shall have no liability for any products liability or similar claim alleging injuries suffered using a product developed by you. As such, you will defend, hold harmless, and indemnify us and our officers, directors, trustees, employees, agents, or subcontractors against all claims made by any third party for loss, damage, or expense arising out of these Terms and Conditions, including without limitation, the performance or non-performance of any Services or the Web Services.
14. **Subcontracting and Personnel.** We will be responsible for assigning and re-assigning our personnel, as appropriate, to perform the Services. For the duration of the engagement and for a period of twelve (12) months after the Services are completed, you will not actively solicit the employment of our personnel involved directly with providing the Services to you. You agree that we may subcontract the Services to third parties. You authorize us to disclose all information to the subcontractor, including Confidential Information, necessary for such performance of the Services by the subcontractor. We will provide as a term of any such subcontract that the subcontractor shall meet our current qualification requirements and will comply with our requirements for confidentiality, conflicts of interest, and ethical standards.
15. **Termination and Notice.** These Terms and Conditions will continue in effect until terminated by either party upon thirty days written notice or, in the event of your breach of these Terms and Conditions, immediately upon receipt of written notice to you. You will pay those fees and expenses incurred by us prior to termination. Notice to either party may be made by hand delivery, courier service, mail, facsimile, or e-mail transmission at the receiving party's designated principal place of business. Notice to us must be sent to: UL LLC, Attn.: General Counsel at 333 Pfingsten Road, Northbrook, Illinois 60062. Notice will be effective upon receipt.
16. **Governing Law:** These Terms and Conditions will be governed and interpreted by the laws of the State of Illinois, United States of America, except if: (i) UL Contracting Party's principal place of business is Asia, Australia, or New Zealand, then Singapore law, and (ii) UL Contracting Party's principal place of business is Europe, then Swiss law, without reference to the applicable jurisdiction's choice of law principles.
17. **Disputes.** Any dispute or disagreement, other than nonpayment of fees, relating to these Terms and

Conditions or the Services, will be settled by confidential, binding arbitration administered by the International Centre for Dispute Resolution of the American Arbitration Association (“AAA”) pursuant to the AAA Commercial Arbitration Rules and the Procedures for Large, Complex Commercial Disputes. The arbitration venue will be Chicago, Illinois, except if: (i) UL Contracting Party’s principal place of business is in Europe, the venue will be Geneva, Switzerland, and (ii) UL Contracting Party’s principal place of business is in Asia, Australia, or New Zealand, the venue will be Singapore, Republic of Singapore. The arbitration will be conducted before a panel of three (3) arbitrators. The arbitration panel will be selected as follows: the parties will request a list of ten (10) arbitrators drawn from the AAA’s panel of commercial arbitrators (who are experienced in and familiar with the AAA’s Procedures for Large, Complex Commercial Disputes). From this list, both parties will each choose one arbitrator. After they have been notified of their panel selection, the two (2) arbitrators will agree on a third arbitrator from the list of ten (10), who will be the chair of the panel, and the panel will be final. The decision of the majority of the arbitrators will be the panel’s decision. The arbitrators will not have the authority to add, change, or disregard any term of this Agreement to award incidental, consequential, or punitive damages (including, but not limited to, loss of use, unjust enrichment, and/or lost profits), or exceed the remedies provided by the limitation of liability of this Agreement. The panel’s decision will be binding and judgment on the arbitration award may be entered by a court of competent jurisdiction. Arbitration will be the final remedy for any dispute between the parties arising out of this Agreement, provided, however, that nothing herein will prevent either party from seeking a court order for injunctive relief (in addition to other remedies) to stop or prevent misuse or misappropriation of its marks, confidential or proprietary information, or infringement of its intellectual property, in a court of law. All arbitrations will be conducted in English.

18. **Severability.** If any section of these Terms and Conditions is held invalid, void, or unenforceable for any reason that section will be severed, and all other sections of these Terms and Conditions will remain valid to the extent permissible under law.
19. **Modifications.** These Terms and Conditions along with the Quotation are the entire and complete agreement between the parties and supersedes any other communications, representations, or agreements with respect to its subject matter. Under no circumstances will any preprinted, additional, or different terms and conditions on your requests for quotation, purchase orders, invoices, sales or marketing materials, emails, any acceptance communications, or other business documents apply to any Services or Quotation or bind us in any manner. Modifications that have not been made by us or that have not been accepted by us in a written or emailed confirmation from us are not accepted by us, and commencement of performance will not signify acceptance by us of any such modifications. Any such modifications are excluded from our agreement, and such modifications will not be a binding agreement on us.
20. **Order of Precedence.** Except for conflicts with Section 2 (Payment Terms), these Terms and Conditions will take precedence over any conflicting terms in any Quotation.
21. **Electronic Signature.** These Terms and Conditions and Quotation may be executed and delivered by facsimile, PDF, or by means of other electronic signature. Our electronic, digital, or hard copies of these Terms and Conditions, your acceptance, and Quotations as signed, or otherwise accepted, by you will be the true, complete, valid, authentic, and enforceable copies of these documents. You agree that you will not contest the admissibility or enforceability of our copies in a court or any proceeding arising out of such documents.
22. **Force Majeure.** Neither party will be liable for any failure or delay in the performance of its obligations due to fire, flood, earthquake, elements of nature, or acts of God, acts of war, terrorism, riots, civil disorder, rebellions, or other similar cause beyond the reasonable control of the party affected, provided such default or delay: (i) could not have been prevented by reasonable precautions; (ii) cannot reasonably be circumvented; (iii) and the party hindered or delayed immediately notifies the other party describing the circumstance causing delay.
23. **Complete Agreement.** These Terms and Conditions take precedence over any conflicting provisions in a Quotation or project confirmation. Under no circumstances will any preprinted, additional, or different terms or conditions on your requests for Quotation, purchase orders, invoices, sales or marketing materials, or other business documents, apply to any services provided hereunder or bind us.

VINCENT DAGENAIS GIBSON

LAWYERS • AVOCATS

SINCE • DEPUIS 1897

Ian Houle
Direct Line: (613) 241-2701 x240
Email: ian.houle@vdg.ca

Our File No. 2918074

January 30, 2019

Davidson Houle Allen LLP
410 Laurier Avenue West, Suite 800
Ottawa, Ontario K1R 1B7

Attention: Nancy Houle

TO FAX NO.: (613) 788-3677
ATTENTION: Nancy Houle
NO. OF PAGES: 4
FAXED BY: Tia Halajko
ORIGINAL BY MAIL: No

Dear Ms. Houle:

Re: **1065954 Ontario Ltd. v. Charlesfort Development Corporation et al.**
Court File No. CV-18-00077427-0000

This is further to your letter dated November 20, 2018.

Please find enclosed our client's Response to Demand for Particulars which is being served upon you pursuant to the *Rules of Civil Procedure*.

Regards,


VINCENT DAGENAIS GIBSON LLP/s.r.l.

Ian Houle
IBH/tah

Enclosure

c.c. Trevor J. Tynan (by fax 1-855-891-1343)

Court File No.: 18-77427

**ONTARIO
SUPERIOR COURT OF JUSTICE**

BETWEEN:

1065954 ONTARIO LTD.

Plaintiff

- and -

**CHARLESFORT DEVELOPMENT CORPORATION and
OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION No. 947**

Defendants

RESPONSE TO DEMAND FOR PARTICULARS

1. The OCSCC947 breached its duties to repair, maintain and/or complete repairs in a workmanlike and timely fashion of common elements which include but are not limited to those elements relating to the area of the alcove of the Premises. Further details of the OCSCC947's failures and breaches are within the knowledge of the defendants, including as a result of the defendants ultimately took the required steps to fix the Water Infiltration problem.
2. Please refer to paragraph 1.

Date: January 30, 2019

VINCENT DAGENAIS GIBSON LLP/s.r.l.
Barristers & Solicitors
400-260 Dalhousie Street
Ottawa, Ontario K1N 7E4

Ian Houle - LSO #46332P
Tel.: 613-241-2701
Fax: 613-241-2599

Lawyers for the Plaintiff

2

TO: **GORBET & ASSOCIATES**
165 University Avenue, 7th Floor
Toronto, Ontario M5H 3B9

Trevor Tynan
Tel.: 416-369-3866
Fax: 1-855-891-1343

Lawyers for the Defendant,
Charlesfort Development Corporation

AND TO: **DAVIDSON HOULE ALLEN LLP**
800-410 Laurier Avenue West
Ottawa, Ontario K1R 1B7

Nancy Houle~ LSO #45205U
Tel.: 613-231-8222
Fax: 613-788-3677

Lawyers for the Defendant,
OCSCC 947

1065954 ONTARIO LTD.
Plaintiff

-and- CHARLESFORT DEVELOPMENT CORPORATION et al.
Defendants

Court File No.: 18-77427

**ONTARIO
SUPERIOR COURT OF JUSTICE**

PROCEEDING COMMENCED AT OTTAWA

**RESPONSE TO DEMAND FOR
PARTICULARS**

VINCENT DAGENAIS GIBSON LLP/s.r.l.

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K1N 7E4

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Fax: 613-241-2599

Lawyers for the Plaintiff

**OPTIMUM MECHANICAL SOLUTIONS**

84 BENTLEY AVE.
OTTAWA ON K2E6T9
(613) 228-9500

WORK ORDER**PLT00170****Jan 19 2019**

Plumbing

PO #:**Cust WO #:****Technician:** DBOUCHARD

Page 1 of 2

Bill To

CAPITAL INTEGRAL PROPERTY MANAGEMENT
(CI MANAGEMENT)
904 LADY ELLEN PLACE
OTTAWA ON K1Z 5L5

Service Location

CAPITAL - 108 LISGAR
108 LISGAR STREET
OTTAWA ON K2P 0C2

Dispatch Instructions

Elevator sump pump not working.

Work Description

Electrical breakers to the pit pannel were tripped. reset everything to find the pump not working. The bottom union on the check valve was completely unthreaded causing the pump to run continuously most likely burning the motor. Temporarily bypassed with a new pump and float. the pump is 1 phase 208v 2w. We need 2 float weights to properly re install the floats. the High limit float was wrapped around the float bracket no being used at all.

Jan 21

Supplied new elevator sump pump with equivalent rating.

Fished elector supply wiring into pump panel.

Repiped discharge. Removed temporary setup.

Install new elevator pump into same location and tied into check valve union.

Assign float levels for to ensure proper operation. Installed new floats weights where necessary.

Confirmed operation and working properly.

Labour

Date	Start	Finish	Hours	Description
2019/01/19	12:30 PM	06:30 PM	6.00	EMARLEAU-OVERTIME
2019/01/19	01:00 PM	03:00 PM	2.00	MHILL-OVERTIME-help out with sump pit
2019/01/21	09:30 AM	04:30 PM	7.00	SDUVAL-REGULAR-supply and replace elevator pump p4
2019/01/21	10:30 AM	04:30 PM	6.00	DBOUCARD-REGULAR-supply and replace elevator pump p4
2019/01/21	04:30 PM	06:30 PM	2.00	DBOUCARD-OVERTIME-replaced elevator pump and tested operation
2019/01/21	04:30 PM	06:30 PM	2.00	SDUVAL-OVERTIME-replaced elevator pump and tested operation

Jobs

Qty	Unit	Description
1.00	EACH	Truck Charge
1.00	EACH	Shop Supply

Parts

Qty	Unit	Description
1.00	EACH	SINGLE PHASE, 1HP, SUMP PUMPM (TOBIN)
2.00	EACH	2" SCH 40 PVC COUPLING (CRANE)
1.00	EACH	2" SCH 40 PVC LENGTH (CRANE)

**OPTIMUM MECHANICAL SOLUTIONS**

84 BENTLEY AVE.
OTTAWA ON K2E6T9
(613) 228-9500

WORK ORDER**PLT00170****Jan 19 2019**

Plumbing

PO #:**Cust WO #:****Technician:** DBOUCHARD

Page 2 of 2

Parts

Qty	Unit	Description
1.00	EACH	2" SCH 40 MALE ADAPTER PVC (CRANE)
2.00	EACH	FLOAT WEIGHTS(TOBIN)

Date/time:

Jan 19 2019 7:12PM

Signee:

N/A

Signature

Limited Warranty: All materials, parts and equipment are warranted by the manufacturer or suppliers' written warranty only. All labour performed by Optimum Mechanical is warranted for 30 days, unless otherwise specified in writing. Optimum Mechanical makes no other warranties, expressed or implied, and its agents or technicians are not authorized to make any such warranties on behalf of Optimum Mechanical.

Charge Sale

1150286 Ontario Inc. o/a



499 Industrial Ave., Ottawa, ON • K1G 0Z1
Phone: 613.247.8742 • Fax: 613.247.7266
www.FitnessEquipmentServiceandSetUp.com

Date : 2019-01-11
Invoice # : **S271234**

Time : 1:35:15 PM

Page : Page 1 of 1

Sold to:

OCSCC#947 c/o Capital Intergral
904 Lady Ellen Place
Ottawa ON

613-804-1175

Description	Ordered	Shipped	List	Price	Total	Tax
<p>On site 12:30 to 4 Jan 9, 2018 at 108 Lisgar St. to perform maintenance to all the fitness equipment.</p> <p><u>Items of note :</u></p> <p>Cybox 770T Serial # H1121-770TX074N working great, The attached Tv has defect in Tuner Tuner Part# PKCP-22564 \$1050 retail plus shipping and Brokerage</p> <p>Cybox 8700 Gym - 4.5 pulley requires replacement next visit \$25 for pulley</p> <p>Please email if you want Items of Note above fixed</p>						
Trip Charge	1.00	1.00	55.00	55.00	55.00	H
repair labour	3.50	3.50	80.00	80.00	280.00	H
Parking fees	1.00	1.00	12.00	12.00	12.00	H

ALL SALES FINAL. NO
EXCHANGE OR REFUNDS

MINIMUM \$55.00 LOCAL
HOUSE CALL FEE
"PARTS AND/OR LABOUR"
WARRANTY DOES NOT
INCLUDE TRAVEL

Interest at the rate of **24%** per annum is charged on all overdue
accounts.

HST# 893444349

Sub Total	\$347.00	
H.S.T. 13%	\$45.11	
G.S.T. 5%	\$0.00	
N.S. 15%	\$0.00	
Alberta 5%	\$0.00	
BC 12%	\$0.00	
Total	\$392.11	CAD
Paid	\$0.00	CAD
Balance	\$392.11	CAD

MONTHLY FINANCIAL REPORT

OCSCC 947

December 2018

OCSCC 947 Monthly Financials

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1. Financial Summary Report
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Reserve Reports

1. Financial Summary Report
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3. Profit and Loss Statement- Year to Date
4. Reserve Fund Bank Reconciliation
5. Reserve Fund Bank Statement

MONTHLY FINANCIAL REPORT SUMMARY

**OCSCC 947
December, 2018**

Revenue

100% of condo fees have been invoiced.

For outstanding arrears:

201 - \$175.15 - Owner has supplied a copy of the invoice for the new heat pump provided by the HVAC contract (Not Dilfo) and the pleated filters purchased in August 2017. She also advised that she never opted for Dilfo to enter the unit and unfortunately the tenant allowed them in because unit 201 was on the Dilfo list. PM reached out to Miranda early this week to see if she could confirm the resident request for service. PM has received nothing as of yet. This item will be on the next board meeting for a decision on collection.

501 - \$175.15 - 3 attempts to collect this amount have been made via email: June 11, July 30 and Sept 25, 2018. A final notice will be sent via regular mail giving owner 10 days to remit payment. The additional costs to the owner for the lawyer to issue a: Demand Notice is \$250; A Notice to Lien is \$700 and to Register & Discharge the Lien it would be \$1,400. Awaiting confirmation from the corporations' law office to find out if a lien could be placed on a unit for a chargeback service invoice.

507 - Owner has been charged for the move out expenses and has not paid as of yet. PM emailed him regarding his statement that we took funds without his approval. The owner was incorrect and in fact it was his condo fees for the month of November that was withdrawn so PM when advising it was condo fees reminded the owner of the outstanding arrears for the move. Owner asked at AGM for Board to review expenses.

No other major variances to report in the revenues for the current year. It was found however, that condo fees were incorrectly calculated for several units in the prior fiscal year and letters have been sent to those units affected.

Expenses

Utilities:

Overall utilities are under budget due to lack of gas usage. Currently in a credit balance of \$21,872.

Gas is currently showing as under budget by \$5,366. Invoiced up to December 3rd and an accrual done for December 4th-31st.

Hydro: the amounts represented in these statements are based on accruals and do not include any actual invoices for the first three months of this year as Priority Submetering is generally 45 to 60 days behind on invoicing. Hydro bills paid up to October 31st, accrual for the period of November & December. This accrual will be reversed once the actual invoice has been received.

Water invoices are sent bi-monthly. Water bills received and paid up to October 25th and accrual done up to December 31st.

Contracts:

Ordered 10 garage door remotes as a few had failed and minimum order is a quantity of 10.(\$355.95). The new remotes and operator have been ordered resulting in the code over budget. This is an accrual not a payment until the work is completed.

Mechanical Maintenance HVAC is over budget due to increase in repairs due to hot summer and stresses on the equipment.

Generator Maintenance: The annual test completed in August due to poor weather for both scheduled dates of June and July. As year progresses this code will clear itself.

Elevator Maintenance under budget due to invoices not being paid until work completed as per Andrew McGregor, RIA, consultants report.

Landscaping is under budget however tree trimming which will only occur in the spring.

General Repairs & Maintenance:

Surveillance Equipment is over budget by \$ 1,780. due to replacing power supply and the switch for the cameras 9-16 that failed.

Security:

This is the 3 guards for Canada Day Rooftop and front entrance.

Electrical Repairs & Maintenance is under budget by \$ 480.75 as budget monthly allocation has increased funds to clear repairs done for the exterior lighting.

Keys,locks,doors over budget due to \$9,030. unbudgeted door closure repair to front main entrance door and several minor repairs while the parts were on order

OCSCC #947
Budget vs. Actuals: 2018/19 Budget - FY18 P&L

		December 2018				July to December 2018			
	2018/19	Total				Total			
	Approved Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income									
4001 Condo Fees	684,913	56,907.45	57,076.08	-168.63	99.70%	340,407.78	342,456.48	-2,048.70	99.40%
4030 Other incomes	700		58.33	-58.33	0.00%	40	349.98	-309.98	11.43%
4031 Key Replacement						50		50	
4038 Move In / Move Out Fees	500		41.67	-41.67	0.00%		250.02	-250.02	0.00%
4045 Billable Expense Income		419.51		419.51		4,379.51		4,379.51	
4048 Services						506.85		506.85	
Total Income	\$686,113	\$57,326.96	\$57,176.08	\$150.88	100.26%	\$345,384.14	\$343,056.48	\$2,327.66	100.68%
Cost of Goods Sold									
4500 Contribution to Reserve Fund	216,720	18,060.00	18,060.00	0	100.00%	108,360.00	108,360.00	0	100.00%
Total Cost of Goods Sold	\$216,720	\$18,060.00	\$18,060.00	\$0.00	100.00%	\$108,360.00	\$108,360.00	\$0.00	100.00%
Gross Profit	\$469,393	\$39,266.96	\$39,116.08	\$150.88	100.39%	\$237,024.14	\$234,696.48	\$2,327.66	100.99%
Expenses									
5000 Utilities				0					
5010 Gas	30,859	6,090.08	4,000.00	2,090.08	152.25%	7,633.69	13,000.00	-5,366.31	58.72%
5020 Hydro	96,535	911.32	8,000.00	-7,088.68	11.39%	33,242.59	50,000.00	-16,757.41	66.49%
5030 Water & Sewer	35,264	3,902.03	1,500.00	2,402.03	260.14%	24,875.21	24,500.00	375.21	101.53%
5040 Telephone Internet Expense	9,646	724.17	803.83	-79.66	90.09%	4,699.54	4,822.98	-123.44	97.44%
Total 5000 Utilities	\$172,304	\$11,627.60	\$14,303.83	-\$2,676.23	81.29%	\$70,451.03	\$92,322.98	-\$21,871.95	76.31%
5400 Contracts				0				0	
5410 General Cleaning - Janitorial	52,000	4,300.00	4,333.33	-33.33	99.23%	25,787.86	25,999.98	-212.12	99.18%
5415 Waste management	7,225	481.89	602.08	-120.19	80.04%	3,123.81	3,612.48	-488.67	86.47%
5425 Garage Door Maintenance	3,750	152.27	312.5	-160.23	48.73%	5,942.65	1,875.00	4,067.65	316.94%
5430 Fire System Maintenance	10,225	265.55	852.08	-586.53	31.16%	1,644.15	5,112.48	-3,468.33	32.16%
5440 Mechanical Mntce/HVAC	20,000	-933.57	1,666.67	-2,600.24	-56.01%	13,178.56	10,000.02	3,178.54	131.79%
5450 Generator Maintenance	10,000	401.16	833.33	-432.17	48.14%	4,853.40	4,999.98	-146.58	97.07%
5455 Elevator Maintenance	16,000	779.37	1,333.33	-553.96	58.45%	4,727.07	7,999.98	-3,272.91	59.09%
5460 Gym Equipment Expense	5,369		447.42	-447.42	0.00%	0	2,684.52	-2,684.52	0.00%
5463 Irrigation Systems	923		0	0		1,239.61	615.32	624.29	201.46%
5465 Landscaping	8,000		0	0		3,920.98	5,333.32	-1,412.34	73.52%
5470 Snow Removal	7,500	960.5	1,250.00	-289.5	76.84%	1,921.00	2,500.00	-579	76.84%
Total 5400 Contracts	\$140,992	\$6,407.17	\$11,630.74	-\$5,223.57	55.09%	\$66,339.09	\$70,733.08	-\$4,393.99	93.79%
5500 General Repairs & Maintenance				0				0	
5426 Surveillance Monitoring Equipment	1,500		125	-125	0.00%	2,405.77	750	1,655.77	320.77%
5427 Security	1,500		125	-125	0.00%	2,019.76	750	1,269.76	269.30%
5429 Entry Phone System	1,600		133.33	-133.33	0.00%		799.98	-799.98	0.00%
5441 HVAC Water Treatment	4,500		375	-375	0.00%		2,250.00	-2,250.00	0.00%
5501 Reimbursable Expense		419.51		419.51		4,620.54		4,620.54	
5503 General Repairs & Maint	9,520	2,801.27	793.33	2,007.94	353.10%	2,600.99	4,759.98	-2,158.99	54.64%
5510 Cleaning Supplies Expense	1,200		100	-100	0.00%		600	-600	0.00%
5516 Plumbing R&M	1,500		125	-125	0.00%		750	-750	0.00%

5517 Painting	2,000		166.67	-166.67	0.00%		1,000.02	-1,000.02	0.00%
5518 Window Cleaning	22,550		0	0		10,870.60	0	10,870.60	
5520 Electrical R&M	10,000		833.33	-833.33	0.00%	1,852.00	4,999.98	-3,147.98	37.04%
5525 Garage Cleaning/Maintenance	9,530		794.17	-794.17	0.00%		4,765.02	-4,765.02	0.00%
5527 Carpet Cleaning	905		75.42	-75.42	0.00%	0	452.52	-452.52	0.00%
5528 Carpet Runner Maintenance	4,000		333.33	-333.33	0.00%		1,999.98	-1,999.98	0.00%
5537 Doors, Keys & Locks	1,500		125	-125	0.00%	9,779.88	750	9,029.88	1303.98%
5540 HVAC R & M	0	5,861.88		5,861.88		5,861.88	0	5,861.88	
5575 Slurry Wall Repairs	2,000		166.67	-166.67	0.00%		1,000.02	-1,000.02	0.00%
Total 5500 General Repairs & Maintenance	\$73,805	\$9,082.66	\$4,271.25	\$4,811.41	212.65%	\$40,011.42	\$25,627.50	\$14,383.92	156.13%
5800 Administrative & Professional Expenses				0				0	
5801 Property Management Fees	43,385	3,615.32	3,615.42	-0.1	100.00%	21,691.92	21,692.52	-0.6	100.00%
5805 CAO Fees	912	76	76	0	100.00%	456	456	0	100.00%
5812 Bank Charges		50.96		50.96		538.28		538.28	
5813 Condo Functions	3,500		291.67	-291.67	0.00%		1,750.02	-1,750.02	0.00%
5814 Property Encroachment Tax	140		11.67	-11.67	0.00%		70.02	-70.02	0.00%
5830 Insurance Expense/General & Liability Insurance	35,000	3,021.39	2,916.67	104.72	103.59%	18,128.34	17,500.02	628.32	103.59%
5832 Legal	4,500		375	-375	0.00%	1,629.18	2,250.00	-620.82	72.41%
5833 Audit-Accounting	3,334	0	277.83	-277.83	0.00%	0	1,666.98	-1,666.98	0.00%
5835 Professional Fee Expense	3,500		291.67	-291.67	0.00%	2,553.80	1,750.02	803.78	145.93%
5842 Postage & Printing Expense	1,500		125	-125	0.00%		750	-750	0.00%
5900 Contingency/ Initiatives	5,000		416.67	-416.67	0.00%		2,500.02	-2,500.02	0.00%
Total 5800 Administrative & Professional Expenses	\$100,771	\$6,763.67	\$8,397.60	-\$1,633.93	80.54%	\$44,997.52	\$50,385.60	-\$5,388.08	89.31%
6150 Reserve Fund Study						0		0	
Total Expenses	\$487,872	\$33,881.10	\$38,603.42	-\$4,722.32	87.77%	\$221,799.06	\$239,069.16	-\$17,270.10	92.78%
Net Operating Income	-\$18,479	\$5,385.86	\$512.66	\$4,873.20	1050.57%	\$15,225.08	-\$4,372.68	\$19,597.76	-348.19%
Other Income									
6001 Contribution from operating	216,720	18,060.00	18,060.00	0	100.00%	108,360.00	108,360.00	0	100.00%
6002 Interest income for reserve		684.88		684.88		5,066.68		5,066.68	
Total Other Income	\$216,720	\$18,744.88	\$18,060.00	\$684.88	103.79%	\$113,426.68	\$108,360.00	\$5,066.68	104.68%
Net Other Income	\$216,720	\$18,744.88	\$18,060.00	\$684.88	103.79%	\$113,426.68	\$108,360.00	\$5,066.68	104.68%
Net Income	\$198,241	\$24,130.74	\$18,572.66	\$5,558.08	129.93%	\$128,651.76	\$103,987.32	\$24,664.44	123.72%

OCSCC #947

PROFIT AND LOSS

December 2018

	TOTAL
INCOME	
4001 Condo Fees	56,907.45
4045 Billable Expense Income	419.51
Total Income	\$57,326.96
COST OF GOODS SOLD	
4500 Contribution to Reserve Fund	18,060.00
Total Cost of Goods Sold	\$18,060.00
GROSS PROFIT	\$39,266.96
EXPENSES	
5000 Utilities	
5010 Gas	6,090.08
5020 Hydro	911.32
5030 Water & Sewer	3,902.03
5040 Telephone Internet Expense	724.17
Total 5000 Utilities	11,627.60
5400 Contracts	
5410 General Cleaning - Janitorial	4,300.00
5415 Waste management	481.89
5425 Garage Door Maintenance	152.27
5430 Fire System Maintenance	265.55
5440 Mechanical Mntce/HVAC	-933.57
5450 Generator Maintenance	401.16
5455 Elevator Maintenance	779.37
5470 Snow Removal	960.50
Total 5400 Contracts	6,407.17
5500 General Repairs & Maintenance	
5501 Reimbursable Expense	419.51
5503 General Repairs & Maint	2,801.27
5540 HVAC Maintenance	5,861.88
Total 5500 General Repairs & Maintenance	9,082.66
5800 Administrative & Professional Expenses	
5801 Property Management Fees	3,615.32
5805 CAO Fees	76.00
5812 Bank Charges	50.96
5830 Insurance Expense/General & Liability Insurance	3,021.39
5833 Audit-Accounting	0.00
Total 5800 Administrative & Professional Expenses	6,763.67
Total Expenses	\$33,881.10
PROFIT	\$5,385.86

OCSCC #947			
BALANCE SHEET - Unaudited			
As of December 31, 2018			
	Operating	Reserve	TOTAL
Assets			
Current Assets			
Cash and Cash Equivalent			
1010 Operating Account	28,797.62	-	28,797.62
1020 Reserve Account	-	429,785.44	429,785.44
Total Cash and Cash Equivalent	28,797.62	429,785.44	458,583.06
Accounts Receivable (A/R)			
1100 Accounts Receivable	3,882.91	-	3,882.91
1105 AR - Miscellaneous	-	-	-
Total Accounts Receivable (A/R)	3,882.91	-	3,882.91
1200 Due to Reserve / from Operating	215,294.05	-	215,294.05
1300 Prepaid Expenses	54,215.70		54,215.70
Total Current Assets	302,190.28	429,785.44	731,975.72
Non-current Assets			
1016 Investments - Scotia McLeod	-	300,000.00	300,000.00
1017 Investments - CIBC (holding)	-	340,000.00	340,000.00
1018 Investments - CIBC (interest)	-	5,543.20	5,543.20
1019 Investments - Scotia (interest)	-	10,053.00	10,053.00
Total Non Current Assets	-	655,596.20	655,596.20
Total Assets	302,190.28	1,085,381.64	1,387,571.92
Liabilities and Equity			
Current Liabilities			
Accounts Payable (A/P)			
2000 Accounts Payable	24,232.80	-	24,232.80
2005 Accrued Liabilities	85,806.77	-	85,806.77
2500 Due to Reserve / from Operating	-	215,294.05	215,294.05
Total Current Liabilities	110,039.57	215,294.05	325,333.62
Total Liabilities	110,039.57	215,294.05	325,333.62
Equity			
Opening Balance Equity	176,925.63	756,660.91	933,586.54
Profit for the year	15,225.08	113,426.68	128,651.76
Total Equity	192,150.71	870,087.59	1,062,238.30
Total Liabilities and Equity	302,190.28	1,085,381.64	1,387,571.92

OCSCC #947

A/R AGING SUMMARY

As of December 31, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
1401 - Jamie Benidickson		1,032.51	1,032.51			\$2,065.02
1702 - Dan & Marilyn Kimmel			310.19			\$310.19
201 - Weichang Shi & Wei Sun					175.15	\$175.15
206 - Mark & Lorraine Whitton			263.86			\$263.86
207 - Matthew Eason & Mary-Rose Brown		419.51				\$419.51
2201 - Franceen Florence Ages			432.13		-37.20	\$394.93
304 - Judy Faulkner					-175.15	\$ -175.15
501 - Naresh & Lok Vanaik					175.15	\$175.15
507 - Mehdi Shabnam					254.25	\$254.25
TOTAL	\$0.00	\$1,452.02	\$2,038.69	\$0.00	\$392.20	\$3,882.91

OCSCC #947

A/P AGING SUMMARY

As of December 31, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
AUER General Renovation & Landscaping Ltd.		960.50	960.50			\$1,921.00
ENBRIDGE		3,147.68				\$3,147.68
Optimum Mechanical Solution		419.51				\$419.51
PRIORITY SUBMETERING SOLUTIONS		4,693.62				\$4,693.62
Rogers 240-745014607					-102.77	\$ -102.77
Sani-Sol		2,801.27				\$2,801.27
SOULARD MULTI-SERVICE			10,870.60			\$10,870.60
WASTE CONNECTIONS OF CANADA INC.	481.89					\$481.89
TOTAL	\$481.89	\$12,022.58	\$11,831.10	\$0.00	\$ -102.77	\$24,232.80

OCSCC #947

TRANSACTION LIST BY SUPPLIER

December 2018

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
AUER General Renovation & Landscaping Ltd.						
01/12/2018	Bill	6052	Yes		2000 Accounts Payable	960.50
Bell						
10/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-612.36
20/12/2018	Bill		Yes		2000 Accounts Payable	612.36
Capital Integral Property Management						
01/12/2018	Bill		Yes		2000 Accounts Payable	3,615.32
03/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-3,615.32
ENBRIDGE						
06/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-596.54
19/12/2018	Bill	NOV07DEC032018	Yes		2000 Accounts Payable	3,147.68
Optimum Mechanical Solution						
01/12/2018	Bill	PLT00148	Yes		2000 Accounts Payable	419.51
PRIORITY SUBMETERING SOLUTIONS						
17/12/2018	Bill	30484	Yes		2000 Accounts Payable	4,693.62
Reliance 008 727 278 4966 127						
31/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-16.71
Rogers 240-745014607						
10/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-111.81
13/12/2018	Bill	NOV08DEC072018	Yes		2000 Accounts Payable	111.81
Rogers 240-747070504						
27/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-91.41
Rooney ,Irving & Associates Ltd						
06/12/2018	Bill Payment (Cheque)		Yes			0.00
Sani-Sol						
01/12/2018	Bill	340751	Yes		2000 Accounts Payable	2,801.27
WASTE CONNECTIONS OF CANADA INC.						
01/12/2018	Bill	7140-0000787095	Yes		2000 Accounts Payable	481.89
20/12/2018	Bill Payment (Cheque)		Yes		1010 Operating Account	-481.89
31/12/2018	Bill	7140-0000791212	Yes		2000 Accounts Payable	481.89

OCSCC #947

GENERAL LEDGER

December 2018

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
1010 Operating Account							
Beginning Balance							-3,583.17
03/12/2018	Payment		505 Tina Fedeski & Gary McMillen		1100 Accounts Receivable	\$318.26	-3,264.91
03/12/2018	Payment		403 - Barry Schneider		1100 Accounts Receivable	\$318.26	-2,946.65
03/12/2018	Payment		603 - Jutta & Robert Hof		1100 Accounts Receivable	\$318.26	-2,628.39
03/12/2018	Payment		503 - 9564063 Canada Corp		1100 Accounts Receivable	\$318.26	-2,310.13
03/12/2018	Payment		301 - Faruk & Mona Virani		1100 Accounts Receivable	\$316.94	-1,993.19
03/12/2018	Payment		501 - Naresh & Lok Vanaik		1100 Accounts Receivable	\$316.94	-1,676.25
03/12/2018	Payment		207 - Matthew Eason & Mary-Rose Brown		1100 Accounts Receivable	\$315.63	-1,360.62
03/12/2018	Payment		201 - Weichang Shi & Wei Sun		1100 Accounts Receivable	\$312.49	-1,048.13
03/12/2018	Payment		1202 - Claudia & Doug McKeen		1100 Accounts Receivable	\$90.40	-957.73
03/12/2018	Payment		1701 - Stanley & Franceen Ages		1100 Accounts Receivable	\$1,348.14	390.41
03/12/2018	Payment		1801 - Orchid Development Corporation		1100 Accounts Receivable	\$1,041.41	1,431.82
03/12/2018	Payment		1601 - Donald Powell		1100 Accounts Receivable	\$1,041.41	2,473.23
03/12/2018	Payment		2201 - Franceen Florence Ages		1100 Accounts Receivable	\$321.85	2,795.08
03/12/2018	Bill Payment (Cheque)		Capital Integral Property Management		2000 Accounts Payable	\$ -3,615.32	-820.24
03/12/2018	Payment		2001 - Tom Donnelly		1100 Accounts Receivable	\$2,044.07	1,223.83
03/12/2018	Payment		1702 - Dan & Marilyn Kimmel		1100 Accounts Receivable	\$1,350.36	2,574.19
03/12/2018	Payment		1101 - Terry & Joy Walker		1100 Accounts Receivable	\$1,081.65	3,655.84
03/12/2018	Payment		1902 - Jodie Lynn Victor		1100 Accounts Receivable	\$1,047.23	4,703.07
03/12/2018	Payment		1802 - Jane & Colin Beaumont		1100 Accounts Receivable	\$1,047.23	5,750.30
03/12/2018	Payment		2102 -Girts & Sylvia Sipolins		1100 Accounts Receivable	\$1,047.23	6,797.53
03/12/2018	Payment		803 - Marcel Francoeur & Claudette Francoeur		1100 Accounts Receivable	\$1,046.83	7,844.36
03/12/2018	Payment		1203 - Aileen & Stephen Murphy		1100 Accounts Receivable	\$1,046.83	8,891.19
03/12/2018	Payment		1103 - Lorraine Turcotte		1100 Accounts Receivable	\$1,046.83	9,938.02
03/12/2018	Payment		903 - George Parry & Jean-Louis Bouchard		1100 Accounts Receivable	\$1,046.83	10,984.85
03/12/2018	Payment		1003 - Glen & Vicki Robinson		1100 Accounts Receivable	\$1,041.01	12,025.86
03/12/2018	Payment		1603 - Joaquin & Margaret Navarro		1100 Accounts Receivable	\$1,040.10	13,065.96
03/12/2018	Payment		1503 - Brenda & Wayne Cheeseman		1100 Accounts Receivable	\$1,040.10	14,106.06
03/12/2018	Payment		703 - Pasquale & Leslie Santini		1100 Accounts Receivable	\$1,038.78	15,144.84
03/12/2018	Payment		801 - Jonathan & Lilian Lee		1100 Accounts Receivable	\$1,037.02	16,181.86
03/12/2018	Payment		701 - Shannon Doyle		1100 Accounts Receivable	\$1,037.02	17,218.88
03/12/2018	Payment		1001 - Mary June Jones & Russ Jones		1100 Accounts Receivable	\$1,037.02	18,255.90
03/12/2018	Payment		901 - Stephan Robert Mirsky		1100 Accounts Receivable	\$1,037.02	19,292.92
03/12/2018	Payment		1201 - Janet Campbell		1100 Accounts Receivable	\$1,037.02	20,329.94
03/12/2018	Payment		1403 - Dorothy Tremblay		1100 Accounts Receivable	\$1,034.33	21,364.27
03/12/2018	Payment		1901 - Anatolii & Nataliya Klepatskyi		1100 Accounts Receivable	\$1,032.51	22,396.78
03/12/2018	Payment		1501 - Jaye Shuttleworth		1100 Accounts Receivable	\$1,032.51	23,429.29
03/12/2018	Payment		2101 - Michael Hansen & Victoria McInnis		1100 Accounts Receivable	\$992.38	24,421.67
03/12/2018	Payment		602 - Scott & Lise Waller		1100 Accounts Receivable	\$963.56	25,385.23
03/12/2018	Payment		103 - 1065954 Ontario Ltd.		1100 Accounts Receivable	\$938.62	26,323.85
03/12/2018	Payment		606 - Brian & Caroline Chilvers		1100 Accounts Receivable	\$918.92	27,242.77
03/12/2018	Payment		302 - Doris Jalbert & André Lamontagne		1100 Accounts Receivable	\$882.11	28,124.88
03/12/2018	Payment		506 - Marie-Paule Philipe & Bruce Bailey		1100 Accounts Receivable	\$877.60	29,002.48
03/12/2018	Payment		306 - Richard & Roseanne Hill		1100 Accounts Receivable	\$877.60	29,880.08
03/12/2018	Payment		206 - Mark & Lorraine Whitton		1100 Accounts Receivable	\$877.60	30,757.68
03/12/2018	Payment		202 - Helene Corneau		1100 Accounts Receivable	\$877.60	31,635.28
03/12/2018	Payment		502 - Hugh Finsten & Vivian Larose		1100 Accounts Receivable	\$877.60	32,512.88
03/12/2018	Payment		406 - Demetre & Aristea Athanassiadis		1100 Accounts Receivable	\$877.60	33,390.48
03/12/2018	Payment		402 - Chen Song		1100 Accounts Receivable	\$832.97	34,223.45
03/12/2018	Payment		802 - Russell & Linda Grass		1100 Accounts Receivable	\$762.02	34,985.47
03/12/2018	Payment		1002 - Anne Goss		1100 Accounts Receivable	\$762.02	35,747.49
03/12/2018	Payment		1202 - Claudia & Doug McKeen		1100 Accounts Receivable	\$762.02	36,509.51
03/12/2018	Payment		1102 - Sylvie Begin		1100 Accounts Receivable	\$762.02	37,271.53
03/12/2018	Payment		902 - Sol & Harold McNairnay		1100 Accounts Receivable	\$762.02	38,033.55
03/12/2018	Payment		702 - Shady Hamzeh		1100 Accounts Receivable	\$762.02	38,795.57
03/12/2018	Payment		1602 - Pierre Bergeron		1100 Accounts Receivable	\$698.61	39,494.18
03/12/2018	Payment		1502 - Karen Leblanc & Stephen Cutts		1100 Accounts Receivable	\$698.61	40,192.79
03/12/2018	Payment		1402 - Luc Lapointe		1100 Accounts Receivable	\$698.61	40,891.40
03/12/2018	Payment		2202 - Victor & Laraine Kaminsky		1100 Accounts Receivable	\$500.84	41,392.24
03/12/2018	Payment		204 - Courval Courchesne & Micheline-Laurin		1100 Accounts Receivable	\$482.58	41,874.82
03/12/2018	Payment		304 - Judy Faulkner		1100 Accounts Receivable	\$437.94	42,312.76
03/12/2018	Payment		604 - Eason, Matthew & Mary-Rose Brown		1100 Accounts Receivable	\$435.15	42,747.91
03/12/2018	Payment		102 - Christine Tabbert		1100 Accounts Receivable	\$432.12	43,180.03
03/12/2018	Payment		404 - Ann Roy		1100 Accounts Receivable	\$430.58	43,610.61
03/12/2018	Payment		504 - Donald & Martha Hall		1100 Accounts Receivable	\$430.58	44,041.19
03/12/2018	Payment		305 - David & Nevine Robertson		1100 Accounts Receivable	\$412.03	44,453.22
03/12/2018	Payment		205 - Danielle Laurin & Patrick Laliberte		1100 Accounts Receivable	\$412.03	44,865.25
03/12/2018	Payment		203 - Stephen Kelly		1100 Accounts Receivable	\$412.03	45,277.28

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/12/2018	Payment		101 - Marcie Lane Beausoleil Doran		1100 Accounts Receivable	\$385.95	45,663.23
03/12/2018	Payment		303 - Lynn Taylor		1100 Accounts Receivable	\$367.40	46,030.63
03/12/2018	Payment		605 - Vanessa Blais		1100 Accounts Receivable	\$362.89	46,393.52
03/12/2018	Payment		405 - Karen Davis		1100 Accounts Receivable	\$359.58	46,753.10
03/12/2018	Payment		401 - Anna Adamczyk & Krzysztopf Bajkowski		1100 Accounts Receivable	\$358.27	47,111.37
03/12/2018	Payment		601 - Buyi Zhu		1100 Accounts Receivable	\$358.27	47,469.64
03/12/2018	Payment		407 - Andy Lim		1100 Accounts Receivable	\$326.30	47,795.94
03/12/2018	Payment		507 - Mehdi Shabnam		1100 Accounts Receivable	\$326.30	48,122.24
03/12/2018	Payment		607 - Shumeyko Olga & Yavtukhov Volodymyr		1100 Accounts Receivable	\$326.30	48,448.54
03/12/2018	Payment		307 - Brigitte Gomes and Lucas Cutler		1100 Accounts Receivable	\$318.31	48,766.85
04/12/2018	Expense			ACCOUNT TRANSFER ACTR4833800025	4500 Contribution to Reserve Fund	\$ -18,060.00	30,706.85
06/12/2018	Bill Payment (Cheque)		ENBRIDGE		2000 Accounts Payable	\$ -596.54	30,110.31
06/12/2018	Expense			ACTIVITY FEE	5812 Administrative & Professional Expenses:Bank Charges	\$ -49.36	30,060.95
10/12/2018	Bill Payment (Cheque)		Rogers 240-745014607		2000 Accounts Payable	\$ -111.81	29,949.14
10/12/2018	Bill Payment (Cheque)		Bell		2000 Accounts Payable	\$ -612.36	29,336.78
12/12/2018	Payment	Onetime	303 - Lynn Taylor		1100 Accounts Receivable	\$50.85	29,387.63
20/12/2018	Bill Payment (Cheque)		WASTE CONNECTIONS OF CANADA INC.		2000 Accounts Payable	\$ -481.89	28,905.74
27/12/2018	Bill Payment (Cheque)		Rogers 240-747070504		2000 Accounts Payable	\$ -91.41	28,814.33
31/12/2018	Bill Payment (Cheque)		Reliance 008 727 278 4966 127		2000 Accounts Payable	\$ -16.71	28,797.62
Total for 1010 Operating Account						\$32,380.79	
1020 Reserve Account							
Beginning Balance							411,042.16
04/12/2018	Deposit			ACCOUNT TRANSFER 947 RFT	6001 Contribution from operating	\$18,060.00	429,102.16
04/12/2018	Deposit			DEPOSIT INTEREST	6002 Interest income for reserve	\$684.88	429,787.04
06/12/2018	Expense			ACTIVITY FEE	5812 Administrative & Professional Expenses:Bank Charges	\$ -1.60	429,785.44
Total for 1020 Reserve Account						\$18,743.28	
1100 Accounts Receivable							
Beginning Balance							2,572.14
01/12/2018	Invoice	1656	507 - Mehdi Shabnam		4001 Condo Fees	\$326.30	2,898.44
01/12/2018	Invoice	1655	604 - Eason, Matthew & Mary-Rose Brown		4001 Condo Fees	\$435.15	3,333.59
01/12/2018	Invoice	1654	603 - Jutta & Robert Hof		4001 Condo Fees	\$318.26	3,651.85
01/12/2018	Invoice	1653	305 - David & Nevine Robertson		4001 Condo Fees	\$412.03	4,063.88
01/12/2018	Invoice	1652	2101 - Michael Hansen & Victoria McInnis		4001 Condo Fees	\$992.38	5,056.26
01/12/2018	Invoice	1651	1802 - Jane & Colin Beaumont		4001 Condo Fees	\$1,047.23	6,103.49
01/12/2018	Invoice	1650	1403 - Dorothy Tremblay		4001 Condo Fees	\$1,034.33	7,137.82
01/12/2018	Invoice	1649	503 - 9564063 Canada Corp		4001 Condo Fees	\$318.26	7,456.08
01/12/2018	Invoice	1648	502 - Hugh Finsten & Vivian Larose		4001 Condo Fees	\$877.60	8,333.68
01/12/2018	Invoice	1647	501 - Naresh & Lok Vanaik		4001 Condo Fees	\$316.94	8,650.62
01/12/2018	Invoice	1646	406 - Demetre & Aristea Athanassiadis		4001 Condo Fees	\$877.60	9,528.22
01/12/2018	Invoice	1645	207 - Matthew Eason & Mary-Rose Brown		4001 Condo Fees	\$315.63	9,843.85
01/12/2018	Invoice	1644	204 - Courval Courchesne & Micheline-Laurin		4001 Condo Fees	\$482.58	10,326.43
01/12/2018	Invoice	1643	1601 - Donald Powell		4001 Condo Fees	\$1,041.41	11,367.84
01/12/2018	Invoice	1642	201 - Weichang Shi & Wei Sun		4001 Condo Fees	\$312.49	11,680.33
01/12/2018	Invoice	1641	103 - 1065954 Ontario Ltd.		4001 Condo Fees	\$938.62	12,618.95
01/12/2018	Invoice	1640	607 - Shumeyko Olga & Yavtukhov Volodymyr		4001 Condo Fees	\$326.30	12,945.25
01/12/2018	Invoice	1639	605 - Vanessa Blais		4001 Condo Fees	\$362.89	13,308.14
01/12/2018	Invoice	1638	205 - Danielle Laurin & Patrick Laliberte		4001 Condo Fees	\$412.03	13,720.17
01/12/2018	Invoice	1637	2202 - Victor & Laraine Kaminsky		4001 Condo Fees	\$500.84	14,221.01
01/12/2018	Invoice	1636	2201 - Franceen Florence Ages		4001 Condo Fees	\$321.85	14,542.86
01/12/2018	Invoice	1635	2001 - Tom Donnelly		4001 Condo Fees	\$2,044.07	16,586.93
01/12/2018	Invoice	1634	2102 -Girts & Sylvia Sipolins		4001 Condo Fees	\$1,047.23	17,634.16
01/12/2018	Invoice	1633	203 - Stephen Kelly		4001 Condo Fees	\$412.03	18,046.19
01/12/2018	Invoice	1632	702 - Shady Hamzeh		4001 Condo Fees	\$762.02	18,808.21
01/12/2018	Invoice	1708	207 - Matthew Eason & Mary-Rose Brown		4045 Billable Expense Income	\$419.51	19,227.72
01/12/2018	Invoice	1707	1801 - Orchid Development Corporation		4001 Condo Fees	\$1,041.41	20,269.13
01/12/2018	Invoice	1706	1702 - Dan & Marilyn Kimmel		4001 Condo Fees	\$1,350.36	21,619.49
01/12/2018	Invoice	1705	1701 - Stanley & Franceen Ages		4001 Condo Fees	\$1,348.14	22,967.63
01/12/2018	Invoice	1704	1603 - Joaquin & Margaret Navarro		4001 Condo Fees	\$1,040.10	24,007.73
01/12/2018	Invoice	1703	1401 - Jamie Benidickson		4001 Condo Fees	\$1,032.51	25,040.24
01/12/2018	Invoice	1702	1003 - Glen & Vicki Robinson		4001 Condo Fees	\$1,041.01	26,081.25
01/12/2018	Invoice	1701	803 - Marcel Francoeur & Claudette Francoeur		4001 Condo Fees	\$1,046.83	27,128.08
01/12/2018	Invoice	1700	802 - Russell & Linda Grass		4001 Condo Fees	\$762.02	27,890.10
01/12/2018	Invoice	1699	801 - Jonathan & Lilian Lee		4001 Condo Fees	\$1,037.02	28,927.12
01/12/2018	Invoice	1698	703 - Pasquale & Leslie Santini		4001 Condo Fees	\$1,038.78	29,965.90
01/12/2018	Invoice	1697	506 - Marie-Paule Philipe & Bruce Bailey		4001 Condo Fees	\$877.60	30,843.50
01/12/2018	Invoice	1696	505 Tina Fedeski & Gary McMillen		4001 Condo Fees	\$318.26	31,161.76
01/12/2018	Invoice	1695	404 - Ann Roy		4001 Condo Fees	\$430.58	31,592.34
01/12/2018	Invoice	1694	401 - Anna Adamczyk & Krzysztopf Bajkowski		4001 Condo Fees	\$358.27	31,950.61
01/12/2018	Invoice	1693	304 - Judy Faulkner		4001 Condo Fees	\$437.94	32,388.55
01/12/2018	Invoice	1692	403 - Barry Schneider		4001 Condo Fees	\$318.26	32,706.81
01/12/2018	Invoice	1691	402 - Chen Song		4001 Condo Fees	\$832.97	33,539.78

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01/12/2018	Invoice	1690	307 - Brigitte Gomes and Lucas Cutler		4001 Condo Fees	\$318.31	33,858.09
01/12/2018	Invoice	1689	306 - Richard & Roseanne Hill		4001 Condo Fees	\$877.60	34,735.69
01/12/2018	Invoice	1688	1503 - Brenda & Wayne Cheeseman		4001 Condo Fees	\$1,040.10	35,775.79
01/12/2018	Invoice	1687	701 - Shannon Doyle		4001 Condo Fees	\$1,037.02	36,812.81
01/12/2018	Invoice	1686	606 - Brian & Caroline Chilvers		4001 Condo Fees	\$918.92	37,731.73
01/12/2018	Invoice	1685	602 - Scott & Lise Waller		4001 Condo Fees	\$963.56	38,695.29
01/12/2018	Invoice	1684	407 - Andy Lim		4001 Condo Fees	\$326.30	39,021.59
01/12/2018	Invoice	1683	405 - Karen Davis		4001 Condo Fees	\$359.58	39,381.17
01/12/2018	Invoice	1682	206 - Mark & Lorraine Whitton		4001 Condo Fees	\$877.60	40,258.77
01/12/2018	Invoice	1681	202 - Helene Corneau		4001 Condo Fees	\$877.60	41,136.37
01/12/2018	Invoice	1680	102 - Christine Tabbert		4001 Condo Fees	\$432.12	41,568.49
01/12/2018	Invoice	1679	1203 - Aileen & Stephen Murphy		4001 Condo Fees	\$1,046.83	42,615.32
01/12/2018	Invoice	1678	1002 - Anne Goss		4001 Condo Fees	\$762.02	43,377.34
01/12/2018	Invoice	1677	1001 - Mary June Jones & Russ Jones		4001 Condo Fees	\$1,037.02	44,414.36
01/12/2018	Invoice	1676	1902 - Jodie Lynn Victor		4001 Condo Fees	\$1,047.23	45,461.59
01/12/2018	Invoice	1675	1602 - Pierre Bergeron		4001 Condo Fees	\$698.61	46,160.20
01/12/2018	Invoice	1674	1502 - Karen Leblanc & Stephen Cutts		4001 Condo Fees	\$698.61	46,858.81
01/12/2018	Invoice	1673	1101 - Terry & Joy Walker		4001 Condo Fees	\$1,081.65	47,940.46
01/12/2018	Invoice	1672	303 - Lynn Taylor		4001 Condo Fees	\$367.40	48,307.86
01/12/2018	Invoice	1671	302 - Doris Jalbert & André Lamontagne		4001 Condo Fees	\$882.11	49,189.97
01/12/2018	Invoice	1670	101 - Marcie Lane Beausoleil Doran		4001 Condo Fees	\$385.95	49,575.92
01/12/2018	Invoice	1669	601 - Buyi Zhu		4001 Condo Fees	\$358.27	49,934.19
01/12/2018	Invoice	1668	1901 - Anatolii & Nataliya Klepatskyi		4001 Condo Fees	\$1,032.51	50,966.70
01/12/2018	Invoice	1667	1402 - Luc Lapointe		4001 Condo Fees	\$698.61	51,665.31
01/12/2018	Invoice	1666	1202 - Claudia & Doug McKeen		4001 Condo Fees	\$762.02	52,427.33
01/12/2018	Invoice	1665	901 - Stephan Robert Mirsky		4001 Condo Fees	\$1,037.02	53,464.35
01/12/2018	Invoice	1664	504 - Donald & Martha Hall		4001 Condo Fees	\$430.58	53,894.93
01/12/2018	Invoice	1663	301 - Faruk & Mona Virani		4001 Condo Fees	\$316.94	54,211.87
01/12/2018	Invoice	1662	1501 - Jaye Shuttleworth		4001 Condo Fees	\$1,032.51	55,244.38
01/12/2018	Invoice	1661	1103 - Lorraine Turcotte		4001 Condo Fees	\$1,046.83	56,291.21
01/12/2018	Invoice	1660	1102 - Sylvie Begin		4001 Condo Fees	\$762.02	57,053.23
01/12/2018	Invoice	1659	902 - Sol & Harold McNairnay		4001 Condo Fees	\$762.02	57,815.25
01/12/2018	Invoice	1658	1201 - Janet Campbell		4001 Condo Fees	\$1,037.02	58,852.27
01/12/2018	Invoice	1657	903 - George Parry & Jean-Louis Bouchard		4001 Condo Fees	\$1,046.83	59,899.10
03/12/2018	Payment		305 - David & Nevine Robertson		1010 Operating Account	\$ -412.03	59,487.07
03/12/2018	Payment		205 - Danielle Laurin & Patrick Laliberte		1010 Operating Account	\$ -412.03	59,075.04
03/12/2018	Payment		203 - Stephen Kelly		1010 Operating Account	\$ -412.03	58,663.01
03/12/2018	Payment		101 - Marcie Lane Beausoleil Doran		1010 Operating Account	\$ -385.95	58,277.06
03/12/2018	Payment		303 - Lynn Taylor		1010 Operating Account	\$ -367.40	57,909.66
03/12/2018	Payment		605 - Vanessa Blais		1010 Operating Account	\$ -362.89	57,546.77
03/12/2018	Payment		405 - Karen Davis		1010 Operating Account	\$ -359.58	57,187.19
03/12/2018	Payment		401 - Anna Adamczyk & Krzysztopf Bajkowski		1010 Operating Account	\$ -358.27	56,828.92
03/12/2018	Payment		601 - Buyi Zhu		1010 Operating Account	\$ -358.27	56,470.65
03/12/2018	Payment		407 - Andy Lim		1010 Operating Account	\$ -326.30	56,144.35
03/12/2018	Payment		507 - Mehdi Shabnam		1010 Operating Account	\$ -326.30	55,818.05
03/12/2018	Payment		607 - Shumeyko Olga & Yavtukhov Volodymyr		1010 Operating Account	\$ -326.30	55,491.75
03/12/2018	Payment		307 - Brigitte Gomes and Lucas Cutler		1010 Operating Account	\$ -318.31	55,173.44
03/12/2018	Payment		505 Tina Fedeski & Gary McMillen		1010 Operating Account	\$ -318.26	54,855.18
03/12/2018	Payment		403 - Barry Schneider		1010 Operating Account	\$ -318.26	54,536.92
03/12/2018	Payment		603 - Jutta & Robert Hof		1010 Operating Account	\$ -318.26	54,218.66
03/12/2018	Payment		503 - 9564063 Canada Corp		1010 Operating Account	\$ -318.26	53,900.40
03/12/2018	Payment		301 - Faruk & Mona Virani		1010 Operating Account	\$ -316.94	53,583.46
03/12/2018	Payment		501 - Naresh & Lok Vanaik		1010 Operating Account	\$ -316.94	53,266.52
03/12/2018	Payment		207 - Matthew Eason & Mary-Rose Brown		1010 Operating Account	\$ -315.63	52,950.89
03/12/2018	Payment		201 - Weichang Shi & Wei Sun		1010 Operating Account	\$ -312.49	52,638.40
03/12/2018	Payment		1202 - Claudia & Doug McKeen		1010 Operating Account	\$ -90.40	52,548.00
03/12/2018	Payment		1701 - Stanley & Franceen Ages		1010 Operating Account	\$ -1,348.14	51,199.86
03/12/2018	Payment		1801 - Orchid Development Corporation		1010 Operating Account	\$ -1,041.41	50,158.45
03/12/2018	Payment		1601 - Donald Powell		1010 Operating Account	\$ -1,041.41	49,117.04
03/12/2018	Payment		2201 - Franceen Florence Ages		1010 Operating Account	\$ -321.85	48,795.19
03/12/2018	Payment		2001 - Tom Donnelly		1010 Operating Account	\$ -2,044.07	46,751.12
03/12/2018	Payment		1702 - Dan & Marilyn Kimmel		1010 Operating Account	\$ -1,350.36	45,400.76
03/12/2018	Payment		1101 - Terry & Joy Walker		1010 Operating Account	\$ -1,081.65	44,319.11
03/12/2018	Payment		1902 - Jodie Lynn Victor		1010 Operating Account	\$ -1,047.23	43,271.88
03/12/2018	Payment		1802 - Jane & Colin Beaumont		1010 Operating Account	\$ -1,047.23	42,224.65
03/12/2018	Payment		2102 -Girts & Sylvia Sipolins		1010 Operating Account	\$ -1,047.23	41,177.42
03/12/2018	Payment		803 - Marcel Francoeur & Claudette Francoeur		1010 Operating Account	\$ -1,046.83	40,130.59
03/12/2018	Payment		1203 - Aileen & Stephen Murphy		1010 Operating Account	\$ -1,046.83	39,083.76
03/12/2018	Payment		1103 - Lorraine Turcotte		1010 Operating Account	\$ -1,046.83	38,036.93
03/12/2018	Payment		903 - George Parry & Jean-Louis Bouchard		1010 Operating Account	\$ -1,046.83	36,990.10
03/12/2018	Payment		1003 - Glen & Vicki Robinson		1010 Operating Account	\$ -1,041.01	35,949.09
03/12/2018	Payment		1603 - Joaquin & Margaret Navarro		1010 Operating Account	\$ -1,040.10	34,908.99
03/12/2018	Payment		1503 - Brenda & Wayne Cheeseman		1010 Operating Account	\$ -1,040.10	33,868.89
03/12/2018	Payment		703 - Pasquale & Leslie Santini		1010 Operating Account	\$ -1,038.78	32,830.11

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03/12/2018	Payment		801 - Jonathan & Lilian Lee		1010 Operating Account	\$ -1,037.02	31,793.09
03/12/2018	Payment		701 - Shannon Doyle		1010 Operating Account	\$ -1,037.02	30,756.07
03/12/2018	Payment		1001 - Mary June Jones & Russ Jones		1010 Operating Account	\$ -1,037.02	29,719.05
03/12/2018	Payment		901 - Stephan Robert Mirsky		1010 Operating Account	\$ -1,037.02	28,682.03
03/12/2018	Payment		1201 - Janet Campbell		1010 Operating Account	\$ -1,037.02	27,645.01
03/12/2018	Payment		1403 - Dorothy Tremblay		1010 Operating Account	\$ -1,034.33	26,610.68
03/12/2018	Payment		1901 - Anatolii & Nataliya Klepatskyi		1010 Operating Account	\$ -1,032.51	25,578.17
03/12/2018	Payment		1501 - Jaye Shuttleworth		1010 Operating Account	\$ -1,032.51	24,545.66
03/12/2018	Payment		2101 - Michael Hansen & Victoria McInnis		1010 Operating Account	\$ -992.38	23,553.28
03/12/2018	Payment		602 - Scott & Lise Waller		1010 Operating Account	\$ -963.56	22,589.72
03/12/2018	Payment		103 - 1065954 Ontario Ltd.		1010 Operating Account	\$ -938.62	21,651.10
03/12/2018	Payment		606 - Brian & Caroline Chilvers		1010 Operating Account	\$ -918.92	20,732.18
03/12/2018	Payment		302 - Doris Jalbert & André Lamontagne		1010 Operating Account	\$ -882.11	19,850.07
03/12/2018	Payment		506 - Marie-Paule Philipe & Bruce Bailey		1010 Operating Account	\$ -877.60	18,972.47
03/12/2018	Payment		306 - Richard & Roseanne Hill		1010 Operating Account	\$ -877.60	18,094.87
03/12/2018	Payment		206 - Mark & Lorraine Whitton		1010 Operating Account	\$ -877.60	17,217.27
03/12/2018	Payment		202 - Helene Corneau		1010 Operating Account	\$ -877.60	16,339.67
03/12/2018	Payment		502 - Hugh Finsten & Vivian Larose		1010 Operating Account	\$ -877.60	15,462.07
03/12/2018	Payment		406 - Demetre & Aristea Athanassiadis		1010 Operating Account	\$ -877.60	14,584.47
03/12/2018	Payment		402 - Chen Song		1010 Operating Account	\$ -832.97	13,751.50
03/12/2018	Payment		802 - Russell & Linda Grass		1010 Operating Account	\$ -762.02	12,989.48
03/12/2018	Payment		1002 - Anne Goss		1010 Operating Account	\$ -762.02	12,227.46
03/12/2018	Payment		1202 - Claudia & Doug McKeen		1010 Operating Account	\$ -762.02	11,465.44
03/12/2018	Payment		1102 - Sylvie Begin		1010 Operating Account	\$ -762.02	10,703.42
03/12/2018	Payment		902 - Sol & Harold McNairnay		1010 Operating Account	\$ -762.02	9,941.40
03/12/2018	Payment		702 - Shady Hamzeh		1010 Operating Account	\$ -762.02	9,179.38
03/12/2018	Payment		1602 - Pierre Bergeron		1010 Operating Account	\$ -698.61	8,480.77
03/12/2018	Payment		1502 - Karen Leblanc & Stephen Cutts		1010 Operating Account	\$ -698.61	7,782.16
03/12/2018	Payment		1402 - Luc Lapointe		1010 Operating Account	\$ -698.61	7,083.55
03/12/2018	Payment		2202 - Victor & Laraine Kaminsky		1010 Operating Account	\$ -500.84	6,582.71
03/12/2018	Payment		204 - Courval Courchesne & Micheline-Laurin		1010 Operating Account	\$ -482.58	6,100.13
03/12/2018	Payment		304 - Judy Faulkner		1010 Operating Account	\$ -437.94	5,662.19
03/12/2018	Payment		604 - Eason, Matthew & Mary-Rose Brown		1010 Operating Account	\$ -435.15	5,227.04
03/12/2018	Payment		102 - Christine Tabbert		1010 Operating Account	\$ -432.12	4,794.92
03/12/2018	Payment		404 - Ann Roy		1010 Operating Account	\$ -430.58	4,364.34
03/12/2018	Payment		504 - Donald & Martha Hall		1010 Operating Account	\$ -430.58	3,933.76
12/12/2018	Payment	Onetime	303 - Lynn Taylor		1010 Operating Account	\$ -50.85	3,882.91
Total for 1100 Accounts Receivable						\$1,310.77	
1200 Due to Reserve/from Operating							
Beginning Balance							234,999.80
Total for 1200 Due to Reserve/from Operating							
1300 Prepaid Expenses							
Beginning Balance							57,313.09
26/12/2018	Journal Entry	68		Distribute monthly insurance expense	-Split-	\$ -3,021.39	54,291.70
31/12/2018	Journal Entry	69		to record CAO Prepaid	-Split-	\$ -76.00	54,215.70
Total for 1300 Prepaid Expenses						\$ -3,097.39	
1016 Investments - Scotia McLeod							
Beginning Balance							300,000.00
Total for 1016 Investments - Scotia McLeod							
1017 Investments - CIBC (holding)							
Beginning Balance							340,000.00
Total for 1017 Investments - CIBC (holding)							
1018 Investments - CIBC (interest)							
Beginning Balance							5,543.20
Total for 1018 Investments - CIBC (interest)							
1019 Investments - Scotia (interest)							
Beginning Balance							10,053.00
Total for 1019 Investments - Scotia (interest)							
2000 Accounts Payable							
Beginning Balance							12,432.99
01/12/2018	Bill	7140-0000787095	WASTE CONNECTIONS OF CANADA INC.		5415 Contracts:Waste management	\$481.89	12,914.88
01/12/2018	Bill	PLT00148	Optimum Mechanical Solution		5501 General Repairs & Maintenance:Reimbursable Expense	\$419.51	13,334.39
01/12/2018	Bill	6052	AUER General Renovation & Landscaping Ltd.		5470 Contracts:Snow Removal	\$960.50	14,294.89
01/12/2018	Bill		Capital Integral Property Management		5801 Administrative & Professional Expenses:Property Management Fees	\$3,615.32	17,910.21
01/12/2018	Bill	340751	Sani-Sol		5503 General Repairs & Maintenance:General Repairs & Maint	\$2,801.27	20,711.48
03/12/2018	Bill Payment (Cheque)		Capital Integral Property Management		1010 Operating Account	\$ -3,615.32	17,096.16
06/12/2018	Bill Payment (Cheque)		ENBRIDGE		1010 Operating Account	\$ -596.54	16,499.62
06/12/2018	Bill Payment (Cheque)		Rooney ,Irving & Associates Ltd		-Split-		16,499.62
10/12/2018	Bill Payment (Cheque)		Rogers 240-745014607		1010 Operating Account	\$ -111.81	16,387.81
10/12/2018	Bill Payment (Cheque)		Bell		1010 Operating Account	\$ -612.36	15,775.45
13/12/2018	Bill	NOV08DEC072018	Rogers 240-745014607		5040 Utilities:Telephone Internet Expense	\$111.81	15,887.26

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
17/12/2018	Bill	30484	PRIORITY SUBMETERING SOLUTIONS		5020 Utilities:Hydro	\$4,693.62	20,580.88
19/12/2018	Bill	NOV07DEC032018	ENBRIDGE		5010 Utilities:Gas	\$3,147.68	23,728.56
20/12/2018	Bill		Bell		5040 Utilities:Telephone Internet Expense	\$612.36	24,340.92
20/12/2018	Bill Payment (Cheque)		WASTE CONNECTIONS OF CANADA INC.		1010 Operating Account	\$ -481.89	23,859.03
27/12/2018	Bill Payment (Cheque)		Rogers 240-747070504		1010 Operating Account	\$ -91.41	23,767.62
31/12/2018	Bill	7140-0000791212	WASTE CONNECTIONS OF CANADA INC.		5415 Contracts:Waste management	\$481.89	24,249.51
31/12/2018	Bill Payment (Cheque)		Reliance 008 727 278 4966 127		1010 Operating Account	\$ -16.71	24,232.80
Total for 2000 Accounts Payable						\$11,799.81	
2005 Accrued Liabilities							
Beginning Balance							72,399.87
01/12/2018	Journal Entry	67R		to reverse November accruals - PO 1011 Mircom	-Split-	\$ -4,672.80	67,727.07
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -31,470.39	36,256.68
31/12/2018	Journal Entry	71		to record December accruals - Mircom PO 1011	-Split-	\$4,672.80	40,929.48
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$44,877.29	85,806.77
Total for 2005 Accrued Liabilities						\$13,406.90	
2500 Due to Reserve / from Operating							
Beginning Balance							234,999.80
Total for 2500 Due to Reserve / from Operating							
Opening Balance Equity							
Beginning Balance							264,062.63
Total for Opening Balance Equity							
Retained Earnings							
Beginning Balance							669,523.91
Total for Retained Earnings							
4001 Condo Fees							
Beginning Balance							283,500.33
01/12/2018	Invoice	1707	1801 - Orchid Development Corporation	Monthly Common Element Fee	1100 Accounts Receivable	\$1,041.41	284,541.74
01/12/2018	Invoice	1706	1702 - Dan & Marilyn Kimmel	Monthly Common Element Fee	1100 Accounts Receivable	\$1,350.36	285,892.10
01/12/2018	Invoice	1705	1701 - Stanley & Franceen Ages	Monthly Common Element Fee	1100 Accounts Receivable	\$1,348.14	287,240.24
01/12/2018	Invoice	1704	1603 - Joaquin & Margaret Navarro	Monthly Common Element Fee	1100 Accounts Receivable	\$1,040.10	288,280.34
01/12/2018	Invoice	1703	1401 - Jamie Benidickson	Monthly Common Element Fee	1100 Accounts Receivable	\$1,032.51	289,312.85
01/12/2018	Invoice	1702	1003 - Glen & Vicki Robinson	Monthly Common Element Fee	1100 Accounts Receivable	\$1,041.01	290,353.86
01/12/2018	Invoice	1701	803 - Marcel Francoeur & Claudette Francoeur	Monthly Common Element Fee	1100 Accounts Receivable	\$1,046.83	291,400.69
01/12/2018	Invoice	1700	802 - Russell & Linda Grass	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	292,162.71
01/12/2018	Invoice	1699	801 - Jonathan & Lilian Lee	Monthly Common Element Fee	1100 Accounts Receivable	\$1,037.02	293,199.73
01/12/2018	Invoice	1698	703 - Pasquale & Leslie Santini	Monthly Common Element Fee	1100 Accounts Receivable	\$1,038.78	294,238.51
01/12/2018	Invoice	1697	506 - Marie-Paule Philipe & Bruce Bailey	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	295,116.11
01/12/2018	Invoice	1696	505 Tina Fedeski & Gary McMillen	Monthly Common Element Fee	1100 Accounts Receivable	\$318.26	295,434.37
01/12/2018	Invoice	1695	404 - Ann Roy	Monthly Common Element Fee	1100 Accounts Receivable	\$430.58	295,864.95
01/12/2018	Invoice	1694	401 - Anna Adamczyk & Krzysztopf Bajkowski	Monthly Common Element Fee	1100 Accounts Receivable	\$358.27	296,223.22
01/12/2018	Invoice	1693	304 - Judy Faulkner	Monthly Common Element Fee	1100 Accounts Receivable	\$437.94	296,661.16
01/12/2018	Invoice	1692	403 - Barry Schneider	Monthly Common Element Fee	1100 Accounts Receivable	\$318.26	296,979.42
01/12/2018	Invoice	1691	402 - Chen Song	Monthly Common Element Fee	1100 Accounts Receivable	\$832.97	297,812.39
01/12/2018	Invoice	1690	307 - Brigitte Gomes and Lucas Cutler	Monthly Common Element Fee	1100 Accounts Receivable	\$318.31	298,130.70
01/12/2018	Invoice	1689	306 - Richard & Roseanne Hill	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	299,008.30
01/12/2018	Invoice	1688	1503 - Brenda & Wayne Cheeseman	Monthly Common Element Fee	1100 Accounts Receivable	\$1,040.10	300,048.40
01/12/2018	Invoice	1687	701 - Shannon Doyle	Monthly Common Element Fee	1100 Accounts Receivable	\$1,037.02	301,085.42
01/12/2018	Invoice	1686	606 - Brian & Caroline Chilvers	Monthly Common Element Fee	1100 Accounts Receivable	\$918.92	302,004.34
01/12/2018	Invoice	1685	602 - Scott & Lise Waller	Monthly Common Element Fee	1100 Accounts Receivable	\$963.56	302,967.90
01/12/2018	Invoice	1684	407 - Andy Lim	Monthly Common Element Fee	1100 Accounts Receivable	\$326.30	303,294.20
01/12/2018	Invoice	1683	405 - Karen Davis	Monthly Common Element Fee	1100 Accounts Receivable	\$359.58	303,653.78
01/12/2018	Invoice	1682	206 - Mark & Lorraine Whitton	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	304,531.38
01/12/2018	Invoice	1681	202 - Helene Corneau	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	305,408.98
01/12/2018	Invoice	1680	102 - Christine Tabbert	Monthly Common Element Fee	1100 Accounts Receivable	\$432.12	305,841.10
01/12/2018	Invoice	1679	1203 - Aileen & Stephen Murphy	Monthly Common Element Fee	1100 Accounts Receivable	\$1,046.83	306,887.93
01/12/2018	Invoice	1678	1002 - Anne Goss	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	307,649.95
01/12/2018	Invoice	1677	1001 - Mary June Jones & Russ Jones	Monthly Common Element Fee	1100 Accounts Receivable	\$1,037.02	308,686.97
01/12/2018	Invoice	1676	1902 - Jodie Lynn Victor	Monthly Common Element Fee	1100 Accounts Receivable	\$1,047.23	309,734.20
01/12/2018	Invoice	1675	1602 - Pierre Bergeron	Monthly Common Element Fee	1100 Accounts Receivable	\$698.61	310,432.81
01/12/2018	Invoice	1674	1502 - Karen Leblanc & Stephen Cutts	Monthly Common Element Fee	1100 Accounts Receivable	\$698.61	311,131.42
01/12/2018	Invoice	1673	1101 - Terry & Joy Walker	Monthly Common Element Fee	1100 Accounts Receivable	\$1,081.65	312,213.07
01/12/2018	Invoice	1672	303 - Lynn Taylor	Monthly Common Element Fee	1100 Accounts Receivable	\$367.40	312,580.47
01/12/2018	Invoice	1671	302 - Doris Jalbert & André Lamontagne	Monthly Common Element Fee	1100 Accounts Receivable	\$882.11	313,462.58
01/12/2018	Invoice	1670	101 - Marcie Lane Beausoleil Doran	Monthly Common Element Fee	1100 Accounts Receivable	\$385.95	313,848.53
01/12/2018	Invoice	1669	601 - Buyi Zhu	Monthly Common Element Fee	1100 Accounts Receivable	\$358.27	314,206.80
01/12/2018	Invoice	1668	1901 - Anatolii & Nataliya Klepatskyi	Monthly Common Element Fee	1100 Accounts Receivable	\$1,032.51	315,239.31
01/12/2018	Invoice	1667	1402 - Luc Lapointe	Monthly Common Element Fee	1100 Accounts Receivable	\$698.61	315,937.92
01/12/2018	Invoice	1666	1202 - Claudia & Doug McKeen	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	316,699.94
01/12/2018	Invoice	1665	901 - Stephan Robert Mirsky	Monthly Common Element Fee	1100 Accounts Receivable	\$1,037.02	317,736.96
01/12/2018	Invoice	1664	504 - Donald & Martha Hall	Monthly Common Element Fee	1100 Accounts Receivable	\$430.58	318,167.54
01/12/2018	Invoice	1663	301 - Faruk & Mona Virani	Monthly Common Element Fee	1100 Accounts Receivable	\$316.94	318,484.48
01/12/2018	Invoice	1662	1501 - Jaye Shuttleworth	Monthly Common Element Fee	1100 Accounts Receivable	\$1,032.51	319,516.99
01/12/2018	Invoice	1661	1103 - Lorraine Turcotte	Monthly Common Element Fee	1100 Accounts Receivable	\$1,046.83	320,563.82
01/12/2018	Invoice	1660	1102 - Sylvie Begin	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	321,325.84

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01/12/2018	Invoice	1659	902 - Sol & Harold McNairnay	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	322,087.86
01/12/2018	Invoice	1658	1201 - Janet Campbell	Monthly Common Element Fee	1100 Accounts Receivable	\$1,037.02	323,124.88
01/12/2018	Invoice	1657	903 - George Parry & Jean-Louis Bouchard	Monthly Common Element Fee	1100 Accounts Receivable	\$1,046.83	324,171.71
01/12/2018	Invoice	1656	507 - Mehdi Shabnam	Monthly Common Element Fee	1100 Accounts Receivable	\$326.30	324,498.01
01/12/2018	Invoice	1655	604 - Eason, Matthew & Mary-Rose Brown	Monthly Common Element Fee	1100 Accounts Receivable	\$435.15	324,933.16
01/12/2018	Invoice	1654	603 - Jutta & Robert Hof	Monthly Common Element Fee	1100 Accounts Receivable	\$318.26	325,251.42
01/12/2018	Invoice	1653	305 - David & Nevine Robertson	Monthly Common Element Fee	1100 Accounts Receivable	\$412.03	325,663.45
01/12/2018	Invoice	1652	2101 - Michael Hansen & Victoria McInnis	Monthly Common Element Fee	1100 Accounts Receivable	\$992.38	326,655.83
01/12/2018	Invoice	1651	1802 - Jane & Colin Beaumont	Monthly Common Element Fee	1100 Accounts Receivable	\$1,047.23	327,703.06
01/12/2018	Invoice	1650	1403 - Dorothy Tremblay	Monthly Common Element Fee	1100 Accounts Receivable	\$1,034.33	328,737.39
01/12/2018	Invoice	1649	503 - 9564063 Canada Corp	Monthly Common Element Fee	1100 Accounts Receivable	\$318.26	329,055.65
01/12/2018	Invoice	1648	502 - Hugh Finsten & Vivian Larose	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	329,933.25
01/12/2018	Invoice	1647	501 - Naresh & Lok Vanaik	Monthly Common Element Fee	1100 Accounts Receivable	\$316.94	330,250.19
01/12/2018	Invoice	1646	406 - Demetre & Aristea Athanassiadis	Monthly Common Element Fee	1100 Accounts Receivable	\$877.60	331,127.79
01/12/2018	Invoice	1645	207 - Matthew Eason & Mary-Rose Brown	Monthly Common Element Fee	1100 Accounts Receivable	\$315.63	331,443.42
01/12/2018	Invoice	1644	204 - Courval Courchesne & Micheline-Laurin	Monthly Common Element Fee	1100 Accounts Receivable	\$482.58	331,926.00
01/12/2018	Invoice	1643	1601 - Donald Powell	Monthly Common Element Fee	1100 Accounts Receivable	\$1,041.41	332,967.41
01/12/2018	Invoice	1642	201 - Weichang Shi & Wei Sun	Monthly Common Element Fee	1100 Accounts Receivable	\$312.49	333,279.90
01/12/2018	Invoice	1641	103 - 1065954 Ontario Ltd.	Monthly Common Element Fee	1100 Accounts Receivable	\$938.62	334,218.52
01/12/2018	Invoice	1640	607 - Shumeyko Olga & Yavtukhov Volodymyr	Monthly Common Element Fee	1100 Accounts Receivable	\$326.30	334,544.82
01/12/2018	Invoice	1639	605 - Vanessa Blais	Monthly Common Element Fee	1100 Accounts Receivable	\$362.89	334,907.71
01/12/2018	Invoice	1638	205 - Danielle Laurin & Patrick Laliberte	Monthly Common Element Fee	1100 Accounts Receivable	\$412.03	335,319.74
01/12/2018	Invoice	1637	2202 - Victor & Laraine Kaminsky	Monthly Common Element Fee	1100 Accounts Receivable	\$500.84	335,820.58
01/12/2018	Invoice	1636	2201 - Franceen Florence Ages	Monthly Common Element Fee	1100 Accounts Receivable	\$321.85	336,142.43
01/12/2018	Invoice	1635	2001 - Tom Donnelly	Monthly Common Element Fee	1100 Accounts Receivable	\$2,044.07	338,186.50
01/12/2018	Invoice	1634	2102 -Girts & Sylvia Sipolins	Monthly Common Element Fee	1100 Accounts Receivable	\$1,047.23	339,233.73
01/12/2018	Invoice	1633	203 - Stephen Kelly	Monthly Common Element Fee	1100 Accounts Receivable	\$412.03	339,645.76
01/12/2018	Invoice	1632	702 - Shady Hamzeh	Monthly Common Element Fee	1100 Accounts Receivable	\$762.02	340,407.78
Total for 4001 Condo Fees						\$56,907.45	
4030 Other incomes							
Beginning Balance							40.00
Total for 4030 Other incomes							
4031 Key Replacement							
Beginning Balance							50.00
Total for 4031 Key Replacement							
4045 Billable Expense Income							
Beginning Balance							3,960.00
01/12/2018	Invoice	1708	207 - Matthew Eason & Mary-Rose Brown	Call for a Blocked Kitchen Drain in unit 207 (Invoice dated November 22 2018)	1100 Accounts Receivable	\$419.51	4,379.51
Total for 4045 Billable Expense Income						\$419.51	
4048 Services							
Beginning Balance							506.85
Total for 4048 Services							
4500 Contribution to Reserve Fund							
Beginning Balance							90,300.00
04/12/2018	Expense			ACCOUNT TRANSFER ACTR4833800025	1010 Operating Account	\$18,060.00	108,360.00
Total for 4500 Contribution to Reserve Fund						\$18,060.00	
5000 Utilities							
5010 Gas							
Beginning Balance							1,543.61
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -447.41	1,096.20
19/12/2018	Bill	NOV07DEC032018	ENBRIDGE	Nov 07, 2018 - Dec 03, 2018	2000 Accounts Payable	\$3,147.68	4,243.88
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$3,389.81	7,633.69
Total for 5010 Gas						\$6,090.08	
5020 Hydro							
Beginning Balance							32,331.27
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -13,018.13	19,313.14
17/12/2018	Bill	30484	PRIORITY SUBMETERING SOLUTIONS	Hydro Ottawa Charges - SEP 30 to OCT 31 2018	2000 Accounts Payable	\$4,693.62	24,006.76
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$9,235.83	33,242.59
Total for 5020 Hydro						\$911.32	
5030 Water & Sewer							
Beginning Balance							20,973.18
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -4,531.39	16,441.79
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$8,433.42	24,875.21
Total for 5030 Water & Sewer						\$3,902.03	
5040 Telephone Internet Expense							
Beginning Balance							3,975.37
13/12/2018	Bill	NOV08DEC072018	Rogers 240-745014607	Nov 08 - Dec 07, 2018 (bill dated November 22 2018)	2000 Accounts Payable	\$111.81	4,087.18
20/12/2018	Bill		Bell	NOV28-DEC27	2000 Accounts Payable	\$612.36	4,699.54
Total for 5040 Telephone Internet Expense						\$724.17	
Total for 5000 Utilities						\$11,627.60	
5400 Contracts							
5410 General Cleaning - Janitorial							
Beginning Balance							21,487.86
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -4,300.00	17,187.86
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$8,600.00	25,787.86
Total for 5410 General Cleaning - Janitorial						\$4,300.00	

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
5415 Waste management							
Beginning Balance							
01/12/2018	Bill	7140-0000787095	WASTE CONNECTIONS OF CANADA INC.	PULL-OUTS SERVICES CHARGE FOR NOV 2018 (INVOICE DATED NOV 30 2018)	2000 Accounts Payable	\$481.89	3,123.81
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -835.33	2,288.48
31/12/2018	Bill	7140-0000791212	WASTE CONNECTIONS OF CANADA INC.	PULL-OUTS SERVICES CHARGE FOR DEC 2018	2000 Accounts Payable	\$481.89	2,770.37
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$353.44	3,123.81
Total for 5415 Waste management						\$481.89	
5425 Garage Door Maintenance							
Beginning Balance							
01/12/2018	Journal Entry	67R		to reverse November accruals - PO 1011 Mircom	-Split-	\$ -4,672.80	1,117.58
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -152.27	965.31
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$304.54	1,269.85
31/12/2018	Journal Entry	71		to record December accruals - Mircom PO 1011	-Split-	\$4,672.80	5,942.65
Total for 5425 Garage Door Maintenance						\$152.27	
5430 Fire System Maintenance							
Beginning Balance							
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -1,327.75	50.85
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$1,593.30	1,644.15
Total for 5430 Fire System Maintenance						\$265.55	
5440 Mechanical Mntce/HVAC							
Beginning Balance							
01/12/2018	Journal Entry	70		to reallocate to correct R&M account	-Split-	\$ -5,861.88	14,112.13
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$4,928.31	13,178.56
Total for 5440 Mechanical Mntce/HVAC						\$ -933.57	
5450 Generator Maintenance							
Beginning Balance							
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$401.16	4,452.24
Total for 5450 Generator Maintenance						\$401.16	
5455 Elevator Maintenance							
Beginning Balance							
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -2,338.11	3,947.70
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$3,117.48	1,609.59
Total for 5455 Elevator Maintenance						\$779.37	4,727.07
5463 Irrigation Systems							
Beginning Balance							
Total for 5463 Irrigation Systems							1,239.61
5465 Landscaping							
Beginning Balance							
Total for 5465 Landscaping							3,920.98
5470 Snow Removal							
Beginning Balance							
01/12/2018	Bill	6052	AUER General Renovation & Landscaping Ltd.	maintenance November 2018 (invoice dated November 30	2000 Accounts Payable	\$960.50	960.50
Total for 5470 Snow Removal						\$960.50	1,921.00
Total for 5400 Contracts						\$6,407.17	
5500 General Repairs & Maintenance							
5426 Surveillance Monitoring Equipment							
Beginning Balance							
Total for 5426 Surveillance Monitoring Equipment							2,405.77
5427 Security							
Beginning Balance							
Total for 5427 Security							2,019.76
5501 Reimbursable Expense							
Beginning Balance							
01/12/2018	Bill	PLT00148	Optimum Mechanical Solution	Call for a Blocked Kitchen Drain in unit 207 (Invoice dated November 22 2018)	2000 Accounts Payable	\$419.51	4,201.03
Total for 5501 Reimbursable Expense						\$419.51	4,620.54
5503 General Repairs & Maint							
Beginning Balance							
01/12/2018	Bill	340751	Sani-Sol	supplies (Invoice dated November 29 2018)	2000 Accounts Payable	\$2,801.27	-200.28
Total for 5503 General Repairs & Maint						\$2,801.27	2,600.99
5518 Window Cleaning							
Beginning Balance							
Total for 5518 Window Cleaning							10,870.60
5520 Electrical R&M							
Beginning Balance							
Total for 5520 Electrical R&M							1,852.00
5537 Doors, Keys & Locks							
Beginning Balance							
Total for 5537 Doors, Keys & Locks							9,779.88
5540 HVAC Maintenance							
01/12/2018	Journal Entry	70		to reallocate to correct R&M account	-Split-	\$5,861.88	5,861.88
Total for 5540 HVAC Maintenance						\$5,861.88	
Total for 5500 General Repairs & Maintenance						\$9,082.66	
5800 Administrative & Professional Expenses							
5801 Property Management Fees							
Beginning Balance							
01/12/2018	Bill		Capital Integral Property Management	PM fees 2018/2019	2000 Accounts Payable	\$3,615.32	18,076.60
							21,691.92

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 5801 Property Management Fees						\$3,615.32	
5805 CAO Fees							
Beginning Balance							
31/12/2018	Journal Entry	69		to record CAO Prepaid	-Split-	\$76.00	456.00
Total for 5805 CAO Fees						\$76.00	
5812 Bank Charges							
Beginning Balance							
06/12/2018	Expense			ACTIVITY FEE	1020 Reserve Account	\$1.60	488.92
06/12/2018	Expense			ACTIVITY FEE	1010 Operating Account	\$49.36	538.28
Total for 5812 Bank Charges						\$50.96	
5830 Insurance Expense/General & Liability Insurance							
Beginning Balance							
26/12/2018	Journal Entry	68		Distribute monthly insurance expense	-Split-	\$3,021.39	18,128.34
Total for 5830 Insurance Expense/General & Liability Insurance						\$3,021.39	
5832 Legal							
Beginning Balance							
Total for 5832 Legal							1,629.18
5833 Audit-Accounting							
01/12/2018	Journal Entry	67R		to reverse November accruals	-Split-	\$ -4,520.00	-4,520.00
31/12/2018	Journal Entry	71		to record December accruals	-Split-	\$4,520.00	0.00
Total for 5833 Audit-Accounting						\$0.00	
5835 Professional Fee Expense							
Beginning Balance							
Total for 5835 Professional Fee Expense							2,553.80
Total for 5800 Administrative & Professional Expenses						\$6,763.67	
6001 Contribution from operating							
Beginning Balance							
04/12/2018	Deposit			ACCOUNT TRANSFER 947 RFT	1020 Reserve Account	\$18,060.00	108,360.00
Total for 6001 Contribution from operating						\$18,060.00	
6002 Interest income for reserve							
Beginning Balance							
04/12/2018	Deposit			DEPOSIT INTEREST	1020 Reserve Account	\$684.88	5,066.68
Total for 6002 Interest income for reserve						\$684.88	
Not Specified							
06/12/2018	Bill Payment (Cheque)		Rooney ,Irving & Associates Ltd		2000 Accounts Payable		
Total for Not Specified							

OCCSCC #947

1010 Operating Account, Period Ending 31/12/2018

RECONCILIATION REPORT

Reconciled on: 09/01/2019

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance	36,474.11
Cheques and payments cleared (15)	-40,872.33
Deposits and other credits cleared (77)	56,016.19
Statement ending balance	51,617.97

Uncleared transactions as of 31/12/2018	-22,820.35
Register balance as of 31/12/2018	28,797.62
Cleared transactions after 31/12/2018	0.00
Uncleared transactions after 31/12/2018	56,185.13
Register balance as of 09/01/2019	84,982.75

Details

Cheques and payments cleared (15)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
08/11/2018	Bill Payment	0074	IBEX CLEANING AND SER...	-8,712.66
29/11/2018	Bill Payment	0086	PIVOTECH DOORS INC.	-63.00
29/11/2018	Bill Payment	0085	Nutri-Lawn IR	-251.99
29/11/2018	Bill Payment	0084	GENREP	-401.16
29/11/2018	Bill Payment	0083	DILFO HVAC Services Inc.	-7,700.77
29/11/2018	Bill Payment	0080	177863 Canada Inc. Nature	-107.35
03/12/2018	Bill Payment		Capital Integral Property Ma...	-3,615.32
04/12/2018	Expense			-18,060.00
06/12/2018	Bill Payment		ENBRIDGE	-596.54
06/12/2018	Expense			-49.36
10/12/2018	Bill Payment		Bell	-612.36
10/12/2018	Bill Payment		Rogers 240-745014607	-111.81
20/12/2018	Bill Payment		WASTE CONNECTIONS OF...	-481.89
27/12/2018	Bill Payment		Rogers 240-747070504	-91.41
31/12/2018	Bill Payment		Reliance 008 727 278 4966 ...	-16.71

Total -40,872.33

Deposits and other credits cleared (77)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03/12/2018	Receive Payment		1801 - Orchid Development ...	1,041.41
03/12/2018	Receive Payment		1701 - Stanley & Franceen A...	1,348.14
03/12/2018	Receive Payment		1202 - Claudia & Doug McKe...	90.40
03/12/2018	Receive Payment		201 - Weichang Shi & Wei Sun	312.49
03/12/2018	Receive Payment		207 - Matthew Eason & Mary...	315.63
03/12/2018	Receive Payment		501 - Naresh & Lok Vanaik	316.94
03/12/2018	Receive Payment		301 - Faruk & Mona Virani	316.94
03/12/2018	Receive Payment		503 - 9564063 Canada Corp	318.26
03/12/2018	Receive Payment		603 - Jutta & Robert Hof	318.26
03/12/2018	Receive Payment		403 - Barry Schneider	318.26
03/12/2018	Receive Payment		505 Tina Fedeski & Gary Mc...	318.26
03/12/2018	Receive Payment		307 - Brigitte Gomes and Lu...	318.31
03/12/2018	Receive Payment		607 - Shumeyko Olga & Yavt...	326.30
03/12/2018	Receive Payment		507 - Mehdi Shabnam	326.30
03/12/2018	Receive Payment		407 - Andy Lim	326.30
03/12/2018	Receive Payment		601 - Buyi Zhu	358.27
03/12/2018	Receive Payment		401 - Anna Adamczyk & Krz...	358.27
03/12/2018	Receive Payment		405 - Karen Davis	359.58
03/12/2018	Receive Payment		605 - Vanessa Blais	362.89
03/12/2018	Receive Payment		303 - Lynn Taylor	367.40
03/12/2018	Receive Payment		101 - Marcie Lane Beausoleil...	385.95
03/12/2018	Receive Payment		203 - Stephen Kelly	412.03
03/12/2018	Receive Payment		205 - Danielle Laurin & Patri...	412.03

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03/12/2018	Receive Payment		305 - David & Nevine Robert...	412.03
03/12/2018	Receive Payment		504 - Donald & Martha Hall	430.58
03/12/2018	Receive Payment		404 - Ann Roy	430.58
03/12/2018	Receive Payment		102 - Christine Tabbert	432.12
03/12/2018	Receive Payment		604 - Eason, Matthew & Mar...	435.15
03/12/2018	Receive Payment		304 - Judy Faulkner	437.94
03/12/2018	Receive Payment		204 - Courval Courchesne & ...	482.58
03/12/2018	Receive Payment		2202 - Victor & Laraine Kami...	500.84
03/12/2018	Receive Payment		1402 - Luc Lapointe	698.61
03/12/2018	Receive Payment		1502 - Karen Leblanc & Step...	698.61
03/12/2018	Receive Payment		1602 - Pierre Bergeron	698.61
03/12/2018	Receive Payment		702 - Shady Hamzeh	762.02
03/12/2018	Receive Payment		902 - Sol & Harold McNairnay	762.02
03/12/2018	Receive Payment		1102 - Sylvie Begin	762.02
03/12/2018	Receive Payment		1202 - Claudia & Doug McKe...	762.02
03/12/2018	Receive Payment		1002 - Anne Goss	762.02
03/12/2018	Receive Payment		802 - Russell & Linda Grass	762.02
03/12/2018	Receive Payment		402 - Chen Song	832.97
03/12/2018	Receive Payment		406 - Demetre & Aristeia Ath...	877.60
03/12/2018	Receive Payment		502 - Hugh Finsten & Vivian ...	877.60
03/12/2018	Receive Payment		202 - Helene Corneau	877.60
03/12/2018	Receive Payment		206 - Mark & Lorraine Whitton	877.60
03/12/2018	Receive Payment		306 - Richard & Roseanne Hill	877.60
03/12/2018	Receive Payment		506 - Marie-Paule Philipe & ...	877.60
03/12/2018	Receive Payment		302 - Doris Jalbert & André L...	882.11
03/12/2018	Receive Payment		606 - Brian & Caroline Chilvers	918.92
03/12/2018	Receive Payment		103 - 1065954 Ontario Ltd.	938.62
03/12/2018	Receive Payment		602 - Scott & Lise Waller	963.56
03/12/2018	Receive Payment		2101 - Michael Hansen & Vic...	992.38
03/12/2018	Receive Payment		1501 - Jaye Shuttleworth	1,032.51
03/12/2018	Receive Payment		1901 - Anatolii & Nataliya Kle...	1,032.51
03/12/2018	Receive Payment		1403 - Dorothy Tremblay	1,034.33
03/12/2018	Receive Payment		1201 - Janet Campbell	1,037.02
03/12/2018	Receive Payment		901 - Stephan Robert Mirsky	1,037.02
03/12/2018	Receive Payment		1001 - Mary June Jones & R...	1,037.02
03/12/2018	Receive Payment		701 - Shannon Doyle	1,037.02
03/12/2018	Receive Payment		801 - Jonathan & Lilian Lee	1,037.02
03/12/2018	Receive Payment		703 - Pasquale & Leslie Santini	1,038.78
03/12/2018	Receive Payment		1503 - Brenda & Wayne Che...	1,040.10
03/12/2018	Receive Payment		1603 - Joaquin & Margaret N...	1,040.10
03/12/2018	Receive Payment		1003 - Glen & Vicki Robinson	1,041.01
03/12/2018	Receive Payment		903 - George Parry & Jean-L...	1,046.83
03/12/2018	Receive Payment		1103 - Lorraine Turcotte	1,046.83
03/12/2018	Receive Payment		1203 - Aileen & Stephen Mur...	1,046.83
03/12/2018	Receive Payment		803 - Marcel Francoeur & Cl...	1,046.83
03/12/2018	Receive Payment		2102 -Girts & Sylvia Sipolins	1,047.23
03/12/2018	Receive Payment		1802 - Jane & Colin Beaumont	1,047.23
03/12/2018	Receive Payment		1902 - Jodie Lynn Victor	1,047.23
03/12/2018	Receive Payment		1101 - Terry & Joy Walker	1,081.65
03/12/2018	Receive Payment		1702 - Dan & Marilyn Kimmel	1,350.36
03/12/2018	Receive Payment		2001 - Tom Donnelly	2,044.07
03/12/2018	Receive Payment		2201 - Franceen Florence A...	321.85
03/12/2018	Receive Payment		1601 - Donald Powell	1,041.41
12/12/2018	Receive Payment	Onetime	303 - Lynn Taylor	50.85

Total 56,016.19

Additional Information

Uncleared cheques and payments as of 31/12/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
30/04/2018	Journal	9		-282.50
30/04/2018	Journal	9		-404.99
07/08/2018	Bill Payment	48	Nutri-Lawn IR	-319.79
26/10/2018	Bill Payment	68	10424161 Canada Inc.	-3,626.35
29/11/2018	Bill Payment	0088	Rooney ,Irving & Associates ...	-2,825.00
29/11/2018	Bill Payment	0081	C. Levett Renovation Inc.	-1,135.65

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
29/11/2018	Bill Payment	0082	Cables Plus	-1,164.51
29/11/2018	Bill Payment	0087	PRIORITY SUBMETERING ...	-13,086.56
Total				-22,845.35

Uncleared deposits and other credits as of 31/12/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
28/08/2018	Journal	39		25.00
Total				25.00

Uncleared deposits and other credits after 31/12/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02/01/2019	Receive Payment		1203 - Aileen & Stephen Mur...	1,046.83
02/01/2019	Receive Payment		2102 -Girts & Sylvia Sipolins	1,047.23
02/01/2019	Receive Payment		1802 - Jane & Colin Beaumont	1,047.23
02/01/2019	Receive Payment		1902 - Jodie Lynn Victor	1,047.23
02/01/2019	Receive Payment		1101 - Terry & Joy Walker	1,081.65
02/01/2019	Receive Payment		1702 - Dan & Marilyn Kimmel	1,660.55
02/01/2019	Receive Payment		2001 - Tom Donnelly	2,044.07
02/01/2019	Receive Payment		201 - Weichang Shi & Wei Sun	312.49
02/01/2019	Receive Payment		207 - Matthew Eason & Mary...	315.63
02/01/2019	Receive Payment		501 - Naresh & Lok Vanaik	316.94
02/01/2019	Receive Payment		301 - Faruk & Mona Virani	316.94
02/01/2019	Receive Payment		503 - 9564063 Canada Corp	318.26
02/01/2019	Receive Payment		603 - Jutta & Robert Hof	318.26
02/01/2019	Receive Payment		403 - Barry Schneider	318.26
02/01/2019	Receive Payment		505 Tina Fedeski & Gary Mc...	318.26
02/01/2019	Receive Payment		307 - Brigitte Gomes and Lu...	318.31
02/01/2019	Receive Payment		607 - Shumeyko Olga & Yavt...	326.30
02/01/2019	Receive Payment		507 - Mehdi Shabnam	326.30
02/01/2019	Receive Payment		407 - Andy Lim	326.30
02/01/2019	Receive Payment		601 - Buyi Zhu	358.27
02/01/2019	Receive Payment		401 - Anna Adamczyk & Krz...	358.27
02/01/2019	Receive Payment		405 - Karen Davis	359.58
02/01/2019	Receive Payment		605 - Vanessa Blais	362.89
02/01/2019	Receive Payment		303 - Lynn Taylor	367.40
02/01/2019	Receive Payment		101 - Marcie Lane Beausoleil...	385.95
02/01/2019	Receive Payment		203 - Stephen Kelly	412.03
02/01/2019	Receive Payment		205 - Danielle Laurin & Patri...	412.03
02/01/2019	Receive Payment		305 - David & Nevine Robert...	412.03
02/01/2019	Receive Payment		504 - Donald & Martha Hall	430.58
02/01/2019	Receive Payment		404 - Ann Roy	430.58
02/01/2019	Receive Payment		102 - Christine Tabbert	432.12
02/01/2019	Receive Payment		604 - Eason, Matthew & Mar...	435.15
02/01/2019	Receive Payment		304 - Judy Faulkner	437.94
02/01/2019	Receive Payment		204 - Courval Courchesne & ...	482.58
02/01/2019	Receive Payment		2202 - Victor & Laraine Kami...	500.84
02/01/2019	Receive Payment		1402 - Luc Lapointe	698.61
02/01/2019	Receive Payment		1502 - Karen Leblanc & Step...	698.61
02/01/2019	Receive Payment		1602 - Pierre Bergeron	698.61
02/01/2019	Receive Payment		802 - Russell & Linda Grass	762.02
02/01/2019	Receive Payment		702 - Shady Hamzeh	762.02
02/01/2019	Receive Payment		902 - Sol & Harold McNairnay	762.02
02/01/2019	Receive Payment		1102 - Sylvie Begin	762.02
02/01/2019	Receive Payment		1202 - Claudia & Doug McKe...	762.02
02/01/2019	Receive Payment		1002 - Anne Goss	762.02
02/01/2019	Receive Payment		402 - Chen Song	832.97
02/01/2019	Receive Payment		406 - Demetre & Aristea Ath...	877.60
02/01/2019	Receive Payment		502 - Hugh Finsten & Vivian ...	877.60
02/01/2019	Receive Payment		202 - Helene Corneau	877.60
02/01/2019	Receive Payment		206 - Mark & Lorraine Whitton	877.60
02/01/2019	Receive Payment		306 - Richard & Roseanne Hill	877.60
02/01/2019	Receive Payment		506 - Marie-Paule Philipe & ...	877.60
02/01/2019	Receive Payment		302 - Doris Jalbert & André L...	882.11
02/01/2019	Receive Payment		606 - Brian & Caroline Chilvers	918.92

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02/01/2019	Receive Payment		103 - 1065954 Ontario Ltd.	938.62
02/01/2019	Receive Payment		602 - Scott & Lise Waller	963.56
02/01/2019	Receive Payment		2101 - Michael Hansen & Vic...	992.38
02/01/2019	Receive Payment		1501 - Jaye Shuttleworth	1,032.51
02/01/2019	Receive Payment		1901 - Anatolii & Nataliya Kle...	1,032.51
02/01/2019	Receive Payment		1403 - Dorothy Tremblay	1,034.33
02/01/2019	Receive Payment		1201 - Janet Campbell	1,037.02
02/01/2019	Receive Payment		901 - Stephan Robert Mirsky	1,037.02
02/01/2019	Receive Payment		1001 - Mary June Jones & R...	1,037.02
02/01/2019	Receive Payment		701 - Shannon Doyle	1,037.02
02/01/2019	Receive Payment		801 - Jonathan & Lilian Lee	1,037.02
02/01/2019	Receive Payment		703 - Pasquale & Leslie Santini	1,038.78
02/01/2019	Receive Payment		1603 - Joaquin & Margaret N...	1,040.10
02/01/2019	Receive Payment		1503 - Brenda & Wayne Che...	1,040.10
02/01/2019	Receive Payment		1003 - Glen & Vicki Robinson	1,041.01
02/01/2019	Receive Payment		803 - Marcel Francoeur & Cl...	1,046.83
02/01/2019	Receive Payment		903 - George Parry & Jean-L...	1,046.83
02/01/2019	Receive Payment		1103 - Lorraine Turcotte	1,046.83
03/01/2019	Receive Payment		2201 - Franceen Florence A...	321.85
03/01/2019	Receive Payment		1701 - Stanley & Franceen A...	1,348.14
03/01/2019	Receive Payment		1601 - Donald Powell	1,041.41
03/01/2019	Receive Payment		1801 - Orchid Development ...	1,041.41

Total				56,185.13
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ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_7286604 E D 00006 00788

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/OCAPITAL INTEGRAL
904 LADY ELLEN PLACE
OTTAWA ON K1Z 5L5

November 30, 2018 to December 31, 2018

Account number: 00006 102-044-5

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

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on November 30, 2018	\$36,474.11
Total deposits & credits (3)	+ 56,016.19
Total cheques & debits (15)	- 40,872.33
Closing balance on December 31, 2018	= \$51,617.97

Have your business needs changed? We can help.

Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			36,474.11
03 Dec	Direct Payment (PAD's) service total GRADS4112510000		52,212.53	88,686.64
	eCheque deposit 18969		3,752.81	
	Bill Payment CAPITAL INTEGRA	3,615.32		88,824.13
04 Dec	Account transfer ACTR4833800025	18,060.00		70,764.13
06 Dec	Activity fee	49.36		
	Utility Bill Pmt Enbridge Gas Pre-authorized	596.54		70,118.23
10 Dec	Cable TV Bill Pmt ROGERS CABLE TV CABLE TV CHARGE	111.81		
	Telephone Bill Pmt BELL CANADA EFT	612.36		69,394.06
12 Dec	Direct Payment (PAD's) service total GRADS4112510000		50.85	69,444.91
14 Dec	Cheque - 74	8,712.66		60,732.25



Business Account Statement

November 30, 2018 to December 31, 2018

Account number: 00006 102-044-5

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
20 Dec	Misc Payment WASTE DISP	481.89		60,250.36
24 Dec	Cheque - 86	63.00		
	Cheque - 80	107.35		60,080.01
27 Dec	Cable TV Bill Pmt ROGERS CABLE TV CABLE TV CHARGE	91.41		
	Cheque - 84	401.16		
	Cheque - 83	7,700.77		51,886.67
28 Dec	Cheque - 85	251.99		51,634.68
31 Dec	Utility Bill Pmt RELIANCECOMFORT	16.71		51,617.97
	Closing balance			51,617.97

Account Fees: \$49.36

Important Account Information

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Our team of business advisors are available whenever you need them.

Call us at 1-800-769-2520 for:

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- Your nearest ATM or Night Deposit location
- Help with your personal banking needs
- And more

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

Business Account Statement

November 30, 2018 to December 31, 2018

Account number: 00006 102-044-5

Serial #: 74

Amount: \$8,712.66

OPERATING BANK ACCOUNT
CARLETON CONDOMINIUM CORPORATION 947
60 CAPITAL INTERIOR PROPERTY MANAGEMENT
80 LADY ELLIEN PLACE
OTTAWA, ON K1Z 5L5

ROYAL BANK OF CANADA
80 SPARKS STREET
OTTAWA, ON K1P 5T6

DATE 03112018
DDMMYYYY

PAY Eight thousand seven hundred twelve and 66/100

IBEX CLEANING AND SERVICES
18 Glendri Place
Ottawa ON K2M 2T8

TO THE ORDER OF

000074 00006-003 102-044-5

CIBC-010
01306 005 12/14/2018
00486 / 8712615
3200113758552 8

00486
9712615

Printer ID # / NI d'imprimeur 1014

Endorsement - Signature or Stamp

BACK/ENDOS

Serial #: 80

Amount: \$107.35

OPERATING BANK ACCOUNT
CARLETON CONDOMINIUM CORPORATION 947
60 CAPITAL INTERIOR PROPERTY MANAGEMENT
80 LADY ELLIEN PLACE
OTTAWA, ON K1Z 5L5

ROYAL BANK OF CANADA
80 SPARKS STREET
OTTAWA, ON K1P 5T6

DATE 29112018
DDMMYYYY

PAY One hundred seven and 35/100

177863 Canada Inc. Nature
97 Avenue Gailneau
Gatineau, Quebec
J8T 4J4

TO THE ORDER OF

000080 00006-003 102-044-5

DSPACC: 1052398
DSPTR: 01581-003
ITMSEQ: 3
LOC: Location001

Printer ID # / NI d'imprimeur 1014

Endorsement - Signature or Stamp

BACK/ENDOS

Serial #: 83

Amount: \$7,700.77

OPERATING BANK ACCOUNT
CARLETON CONDOMINIUM CORPORATION 947
60 CAPITAL INTERIOR PROPERTY MANAGEMENT
80 LADY ELLIEN PLACE
OTTAWA, ON K1Z 5L5

ROYAL BANK OF CANADA
80 SPARKS STREET
OTTAWA, ON K1P 5T6

DATE 29112018
DDMMYYYY

PAY Seven thousand seven hundred and 77/100

DILPO HVAC Services Inc.
1481 Cyrville Road
Ottawa ON K1B 3L7

TO THE ORDER OF

000083 00006-003 102-044-5

20181227
>32816-004< 5009716
TD ISN 1444959693
RDC DEPOSIT TRD DEPOT
TRD DEPOT
CR 22816-004716

Printer ID # / NI d'imprimeur 1014

Endorsement - Signature or Stamp

BACK/ENDOS

Serial #: 84

Amount: \$401.16

OPERATING BANK ACCOUNT
CARLETON CONDOMINIUM CORPORATION 947
60 CAPITAL INTERIOR PROPERTY MANAGEMENT
80 LADY ELLIEN PLACE
OTTAWA, ON K1Z 5L5

ROYAL BANK OF CANADA
80 SPARKS STREET
OTTAWA, ON K1P 5T6

DATE 29112018
DDMMYYYY

PAY Four hundred one and 16/100

GENREP
121 Watline Avenue
Mississauga ON L4Z 1P2

TO THE ORDER OF

000084 00006-003 102-044-5

DSPACC: 1001411
DSPTR: 08802-003
ITMSEQ: 7
LOC: Location001

FOR DEPOSIT ONLY
To the Account of:
Genrep Ltd/Ltee
ACC: #08802-003-1001411

Printer ID # / NI d'imprimeur 1014

Endorsement - Signature or Stamp

BACK/ENDOS

MONTHLY RESERVE FINANCIAL REPORT

Ocsc 947

December 2018

MONTHLY RESERVE FUND REPORT SUMMARY

OCSCC#947

December, 2018

Revenue:

There is \$0.00 money due to reserve from operating.

Expenses:

There have been no Reserve Fund expenditures during this period.

OCSCC #947

PROFIT AND LOSS

December 2018

	TOTAL
OTHER INCOME	
6001 Contribution from operating	18,060.00
6002 Interest income for reserve	684.88
Total Other Income	\$18,744.88
PROFIT	\$18,744.88

OCSCC #947

PROFIT AND LOSS

July - December, 2018

	TOTAL
EXPENSES	
6150 Reserve Fund Study	0.00
Total Expenses	\$0.00
OTHER INCOME	
6001 Contribution from operating	108,360.00
6002 Interest income for reserve	5,066.68
Total Other Income	\$113,426.68
PROFIT	\$113,426.68

OCSCC #947

1020 Reserve Account, Period Ending 31/12/2018

RECONCILIATION REPORT

Reconciled on: 09/01/2019

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance	411,042.16
Cheques and payments cleared (1)	-1.60
Deposits and other credits cleared (2)	18,744.88
Statement ending balance	429,785.44

Register balance as of 31/12/2018	429,785.44
Cleared transactions after 31/12/2018	0.00
Uncleared transactions after 31/12/2018	727.00
Register balance as of 09/01/2019	430,512.44

Details

Cheques and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
06/12/2018	Expense			-1.60

Total	-1.60
-------	-------

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
04/12/2018	Deposit			684.88
04/12/2018	Deposit			18,060.00

Total	18,744.88
-------	-----------

Additional Information

Uncleared deposits and other credits after 31/12/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03/01/2019	Deposit			727.00

Total	727.00
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ROYAL BANK OF CANADA
P.O. BOX 6011 STATION A
MONTREAL QC H3C 3B8

Business Account Statement

RBDDA30000_7286604 E D 00006 00855

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/OCAPITAL INTEGRAL
904 LADY ELLEN PLACE
OTTAWA ON K1Z 5L5

November 30, 2018 to December 31, 2018

Account number: 00006 102-197-1

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

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on November 30, 2018	\$411,042.16
Total deposits & credits (2)	+ 18,744.88
Total cheques & debits (1)	- 1.60
Closing balance on December 31, 2018	= \$429,785.44

Have your business needs changed? We can help.

Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			411,042.16
03 Dec	Deposit interest		684.88	411,727.04
04 Dec	Account transfer 947 RFT		18,060.00	429,787.04
06 Dec	Activity fee	1.60		429,785.44
	Closing balance			429,785.44

Deposit Interest Earned: \$684.88

Account Fees: \$1.60



Business Account Statement

November 30, 2018 to December 31, 2018

Account number: 00006 102-197-1

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