

THE METROPOLE
38 Metropole Private Ottawa, Ontario
OCSCC No. 687

BOARD OF DIRECTORS MEETING
October 26th, 2017

9:30 a.m. in the Entertainment Room

AGENDA

- 1. Opening of the Meeting**
- 2. Confirmation of Agenda**
- 3. Review of the Minutes**
- 4. Property Manager's Report**
 - 4.1 Review of the Property Management's report / discussion
- 5. Action Items List Review (JM)**
- 6. Treasurer's Report**
- 7. New Business:**
 - 7.1 The legalization of Marijuana
 - 7.2 Allan Window Settlement - Discussion on completing the work
 - 7.3 Ron Brown
 - 7.4 Bonus Structure
- 8. Next Meeting**
 - November 30, 2017
- 9. Close of the Meeting**

THE METROPOLE
38 Metropole Private Ottawa, Ontario
OCSCC No. 687

BOARD OF DIRECTORS MEETING

September 28, 2017
9:30 a.m. in the Entertainment Room

Minutes

Present:

John Tavel - Vice-President
Peter Cooney - Director
John Mallon - Secretary
Des Clair - Treasurer

Capital Integral:

Yawar Khan – Property Manager
Becky Aiken – Assistant Property Manager

Regrets:

Carole Dence (President)

1. Opening of the Meeting

The meeting was called to order at 9:30am.

2. Confirmation of Agenda

The agenda was approved as presented.

3. Review of the Minutes

The Board reviewed the minutes of August 31, 2017. Some minor amendments were suggested.

Moved by D. Clair and seconded by J. Mallon that the minutes of the August 31, 2017. Board meeting be approved as amended. CARRIED.

4. Property Manager's Report

Water Leaks - Management was directed to get the report on unit 2202 from CLEB. Unit 2002 reported a damp carpet in their closet. CLEB lifted the carpet and found it wet and discovered mold. CLEB will begin inspection and repairs if needed in unit 2002 once 2202 is fixed.

3301 & 3302 - These units reported water infiltration and it was confirmed that a leak is most

probably occurring from the terraces. The terraces may not have water proofing along the vertical sides sometimes allowing water to infiltrate into the unit. The patio blocks will need to be removed in order to investigate and repair. Bassi Construction will provide a quote for the required work.

Allen Windows - The Board has received the Settlement Agreement. Moved by J.Tavel to accept the Settlement Agreement as circulated. Seconded by Desmond Clair. Agreement has been signed. **Carried.**

- Management will need to schedule a time with Allen Windows for the repairs. This issue will be brought forward in the spring of 2018.

Landscaping - The board was provided a plan for the landscaping with minimal pricing. Management is still waiting on final pricing.

- Management to get more final plans and pricing from Marietta.

Gym issues - Management was directed to proceed asap with the new signage as agreed at the previous meeting. Management's recommendation is to go with new machines and not refurbished ones. Prices are very similar. Moved by Desmond Clair that the Gym Proposal be approved. John Tavel second the proposal. **Carried.**

T.V.'s on treadmills were not recommended due to issues with vibrations that shorten their life span and cause problems. Steven Deveau is working on getting a new chair and padding for the gym costing about \$10,000.00. Heather James has seen and approved the plans. Board would like to get rid of the stretch equipment.

- Management will check with Heather James to get her comments on the Stretching chair and if it's useful or if we should get rid of it.
- Management to look into how much the corporation is paying per line for the T.V.s currently there.

Reserve Fund Study - This should be done by the end of the calendar year.

- Management to set up a meeting with Keller. The Board would like to be at the meeting with management.

Power shut down

The Board reviewed the power shutdown report. Management was directed to create an annual, semi-annual and a monthly check list for the building and a detailed maintenance list for the Superintendent for power shut-downs. J. Mallon to check as he believes there is one already.

Garage

Various walls still require painting. Management was directed to check with Robert to do the painting during his working hours. Management to get a quote for this work done after hours if Robert cannot complete it during his work hours.

Concierge Proposal

Management provided a proposal for the Board's consideration. It was recommended by management that the Board hire their own daytime staff to be able to have a good reliable staff on the front desk that are Metropole employees. Securitas would still be used for the evening shift and night shifts and to cover during absences.

One option is to have 2 people each do a 12 hour shift 3 days a week instead of having just a morning and just an evening person.

Moved by J. Mallon and seconded by D. Clair that the Corporation will hire its own staff for the concierge desk during daytime hours. CARRIED.

Management was directed to implement this proposal and undertake the appropriate next steps as required.

Charging Station Proposal

Management met with an EV charging company called FLO in Toronto to discuss details installing charging stations in condominiums. Management presented a discussion documents outlining the various issues that need to be resolved when considering the installation of charging stations.

Management was directed to provide a cost proposal for the Metropole to install a charging station in the parking garage.

Elevators

Management is coordinating a meeting with Andrew McGregor of Rooney Irving and Associates (RIA) to discuss our options for resolving the issues with the elevators. The Board will be apprised of date and time options for the meeting.

Snow Removal - Board has no issue going with the company Burns from last year. Andrea Burns will let Burns knows that they have the contract again.

House Committee

J. Tavel reported on the meeting of the House Committee.

- There are not enough carts downstairs for owners to use. Management to look into getting new Carts. Management will have Robert clean the carts that are currently there
- Management was asked to get a quote on a table mat for the table in the lounge area.
- Committee would like to make some minor changes to the decor in the lobby. They will provide the Board with a rough estimate on how much they would like to spend on these items.
- Management will look into getting a bench to put in the basement by the elevator for people waiting for the elevator. The committee will assist in the search.

Water Leakage - The storm that hit Ottawa for a short time produced extremely heavy winds. The library doors were pushed slightly open by the wind allowing rain water to pour in. The

Board discussed what could be done outside the library door to prevent this. It cannot be cut off due to it being an emergency exit. Management suggested a grate there to allow the water to fall through before reaching the doors. The House Committee will look into a solution for the door issue in the library.

5. Action Items List Review (JM)

The Board reviewed each item on the list. J. Mallon will update the document to reflect the discussed next steps.

Short Term Rentals - In the AirBnB ad listed online, it states free parking. Management to confirm if owner means visitor parking. If so, Management will send a notice to the owner to advise them that visitor parking cannot be used as free parking for tenants.

Signage for Gym - Steven Deveau has ordered the Signage.

Security Desk Screens - Management confirmed that this is a fire code issue and the screens cannot be removed. Tremblay Fire was given the go ahead to do whatever is required to fix the screens. One screen comes down but has difficulty coming back up. Another screen does not come down at all.

Notice of Rule Change - Management will develop a communication to owners regarding the change to the rules regarding contractor hours which was adopted at a previous meeting of the Board.

6. Treasurer's Report

D. Clair provided the Treasurer's Report for August.

- The Generator cost of \$75,000.00 is not assigned to the reserve but it will be reclassified.
- Board will need to have a special meeting to go over the budget.
- The operating and reserve funds are currently blended on the balance sheet. By next year they will be separated to be more easily understood.
- Management has caught up on chargeback invoices for repairs to units.
- Management is looking into placing notes on invoices for the board to see when approving payments.
- Management needs the state of the accounts to be caught up to show actual results and variances, then the budget will be worked on.

7. New Business

7.1. Smoking

J.Tavel received multiple complaints regarding smoke migrating from a unit that keeps its front door open. This causes smoke to seep into the hallways and other units. Management was directed to send a notice to those owners advising that doors to the hallway must be kept closed.

7.2. Notices

Residents are receiving many email notices. Management was directed to be more judicious when sending out notices and not to send so many at one time.

7.3. Cleaning

The Board discussed the lack of cleaning staff on site during long weekends. Management was directed to ensure that two consecutive days do not go by without a cleaner at the building. Management will speak with Spot to get extra cleaning on long weekends.

7.4. Garbage Chute Cleaning

The sprinkler cleaning system in the garbage chute is not connected to the building's water supply. Management will have Tremblay investigate this issue the next time they are on site.

7.5. Energy Savings Plan

Ron Brown would like to present an energy savings plan to the Board. The anticipated payback periods for replacing certain equipment are 3-5 years. Mr. Brown will be invited to the October 26th Board meeting to discuss the plan and decide how to proceed.

7.6. Garage Cleaning

Management was directed to get the lines repainted by Vans after they clean the garage.

8. Owner Suggestions/Communication

Unit 3301 suggested that the security view be addressed as the Concierge does not have a very good view. Management and the Board discussed this and concluded that Security has cameras to ensure they see all angles. No action required.

Owners suggested having a call button installed in each unit to reach the front desk. Management and the Board discussed this and concluded that this is a potentially costly initiative. Residents can save the number on their phone. No action required.

9. Next Meeting

The next meeting of the Board will occur on October 26, 2017 at 10:30am.

10. Close of the Meeting

John Tavel moved the meeting be adjourned. John Mallon seconded the motion. **Carried.**

The meeting adjourned at 12:18pm

MANAGEMENT REPORT

To: Board of Directors, OCSCC No. 687

From: Yawar Khan, Property Manager
Steven Deveau, Property Manager
Becky Aiken, Assistant Property Manager

Meeting Date: Thursday, October 26, 2017

Time & Location: 9:30 a.m. in the Entertainment Room

Date of Report: Thursday, October 26, 2017

1. MINUTES

- 1.1. The minutes of the board meeting held on September 28, 2017 are attached.

2. FINANCIAL STATEMENTS

- 2.1. The financial statements for the period ending September 30, 2017 are attached.

3. ITEMS FOR DISCUSSION / ACTION REQUIRED

- 3.1. Minto Deficiencies Update

Precast – to – Precast:

2202 - Met with CLEB on Oct. 20. Their intervention appear to have resolved the water leak. Maintenance staff have cleaned the affected area to clearly show any future water stains.

CLEB is now working on the repairs and water testings of unit 2002.

Unit 2201 has reported water leaking into their unit. Their unit will be investigated after unit 2002 has been completed.

Unit 3203 - CLEB will test the unit after Nov. 20th. Displace kitchen refrigerator to investigate potential water leak behind wall. Also to perform testing in bedroom to determine why there is accumulated condensation.

1204 - CLEB did an inspection and confirmed that there are damaged and discoloured floor boards, indicating that there is an active leak in the unit. A full inspection will be done soon.

902 - Investigated this unit with CLEB on Oct. 20. Patio door needs to be properly adjusted as the locking clamps are not performing as they should. Robert B. to schedule door technicians. This should solve the water infiltration.

405 - Air draft from living room window. Weatherstripping may not be effective or locking mechanism may need adjusting. Bedroom window leaking issue may be same as that of 202. This will be investigated further after Nov 20th.

202 - Bedroom window leaking issue was seen on video. CLEB to perform testing after Nov. 20th.

3.2. Allen Window Settlement

The cheques for the settlement have been received and deposited.

3.3. Landscaping

M. Ruhland and Justin from AAR are continuing their communication on information needed for Rulands landscaping plans. As per Carole's request, Steven to speak with M. Ruhland to include gardening plans for roundabout.

The rest of the SOD for the side yard will be delivered and laid on October 26th, 2017.

3.4. Security Cameras/Security computer screen

A new security monitor has been installed.

3.5. Hot and Cold water

Becky has received feedback from owners regarding the hot and cold issues residents are having in their units. This report will be provided to WSP for their investigation.

3.6. Gym issues

AC/DC Fitness Equipment delivered and installed a new treadmill and removed the old elliptical machine. The floor mats, workout bench pads and cycle seat have all been ordered. An electrician is required to install a power source for the two new monitors. Once the electrical, Rogers boxes and Monitors have been placed, AC/DC will return to spin the treadmills towards the wall.

Heather James mentioned to Steven Deveau that the stretch chair is still periodically used. In order to maximize space Steven has moved the bar bells toward the mirrored wall along with the stretching chair giving the area more room.

There were changes to the signage for the gym. The signage should arrive in the next week or two.

3.7. Reserve Fund Study Update

The first draft of the study was received. Management will coordinate a meeting between the Engineers and the Board to discuss and finalize the study.

3.8. Concierge Proposal

Management has spoken with Gord and it seems unlikely that he will move to the Metropole as our employee. He is currently unionized and has a benefits plan that he cannot lose. An ad has been posted and interviews will be scheduled once a shortlist of potential candidates has been developed.

3.9. Charging Station Proposal

Management has asked Flo (an EV charging company) to develop a proposal for the Metropole. The report will be sent to the Board once received.

3.10. Elevator Issues

The Board met with A. McGregor of RIA. He presented options for next steps. The Board needs to confirm which option they would like to choose.

4. ITEMS FOR INFORMATIONAL PURPOSES

4.1. Scheduling of Garage Cleaning

The garage cleaning went extremely well. No incidents to report.

4.2. Unit 1201 Condo Fees

Executor of state has agreed to have their unit checked by Robert since no one is living in the unit at the moment. We should be receiving their cheque and information soon.

4.3. Status Certificate

A status certificate was issued for the following units:

- 2305: October 3, 2017

4.4. Library Water Leak (Unit 205, 206, 305, 306 Repair)

The broken glass pane and tiles on unit 205 balcony arrived and were installed. The owner is very pleased with their work.

4.5. Cleaning

The cleaning team was replaced on Monday, October 16th and they have done a good job to date. Management will keep monitoring this situation.

Steven Deveau has spoken with Spot Cleaning regarding an extra half day of cleaning on a Sunday if it is a long weekend to ensure that the Condo does not go 2 consecutive days without cleaning.

4.6. Smoking Notice - Unit 3201

Steven Deveau has sent an official letter to Nancy Sheahan regarding leaving the door open while smoking.

4.7. Ordered supplies

Management spoke with Mrs. Hartman who confirmed that Mr. Hartman no longer has the same connections. Management is looking further into purchasing more carts. New hangers have been purchased for the Guest Room Suites. Steven has moved the bench that was in front of the gym to downstairs by the elevator for residents and has taken one of the chairs in the pool area and placed it by the gym where the bench use to be.

4.8. Legalization of Marijuana

Muriel Earle, Unit 1803 asked if the Board could discuss the issue of the legalization of marijuana.

"Marijuana will be legal as of July 1, 2018 to smoke and grow marijuana.

- One can grow 3 to 4 plants and the size restriction has just been lifted. To grow marijuana requires constant lights that will increase the potential of fire.
- To grow marijuana requires a lot of water and creates significant humidity.
- The smoke from marijuana is very strong. It will get into the ventilation system and will infiltrate all parts of the building. Even if smoked on balconies you will smell it in your condo as I have experienced this often. During the summer, I am in my bedroom with the balcony door open late at night and I could smell it in my condo.
- This will increase water and hydro costs and I wonder what the liability will be regarding the insurance company in particular common elements.
- I would suggest that this will become a privacy issue I am allowed to do what I want in the privacy of my own condo however it will affect other individuals. We should try to at least have a by-law before the end of the year stating that we cannot grow plants in our condos."

4.9. Line Painting

Steven Deveau has spoken with Van's regarding the repainting of the lines. This work will be completed in the spring of 2018 after the spring garage cleaning. Line painting and the relocation of the stop sign in the parking garage that has already been approved by the Board, will also be looked into at that time.

Committee Items:

House Committee:

All penthouse floors now have a centerpiece on their tables. We are still waiting for the light fixtures which will arrive in November. Once the centerpieces are installed, the penthouse rejuvenation will be completed.

OMD Building Committee:

Podium – The podium work has been completed.

Generator – See item 4.2

Crumbling of the balconies – The restoration work has been completed as specified.

Joint Use Committee: The Board agreed to continue with Burns for snow removal. They have been contacted and we are awaiting their proposal.

5. INSPECTION REPORT

The building inspection was completed on Monday, October 23rd.

6. CONTRACTS

CONTRACT	CONTRACTOR	PERIOD
Snow Removal	Burns Landscaping	Nov 2015-April 2017
Auditor	Ousley Hanvey Clipsham Deep	May 2016 – April 2017
Elevator	ThyssenKrupp	July 1, 2012 -June 30, 2022
Pest Control	Envirocontrol	Month to Month
Exercise Equipment	AC/DC	Month to Month
Fire Safety	JCI	By release order (hold til summer)
CO Detection	JCI	Covered by new JCI contract
Generator	Gentech	Month to Month
Garage Door	Al Parsons	January 1, 2017-December 31, 2017
HVAC	JCI	By release order
Landscaping	Peter Smith Landscaping	Fall 2016
Property Management	Capital Integral Property Management	May1, 2017- May 1, 2020

Security	Securitas	Month to Month
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7. OTHER

7.1. Units for Sale/Rent

SUITE	FOR SALE / SOLD / FOR RENT
1705	Sale of unit complete
2805	Sale in progress

7.2. Board of Directors

POSITION	NAME	SUITE	PHONE #	E-MAIL	EXPIRY
**Director	Peter Cooney	1702	613-729-2507	cooneypw@sympatico.ca	2018
President	Carole Dence	2602	613-225-3737	carole_dence@rogers.com	2019
Vice President	John Tavel	3003	613-783-9606	jtavel@rogers.com	2020
Treasurer	Desmond Clair	1005	613-866-0192	dclair@rogers.com	2020
Secretary	John Mallon	202	613-722-1586	mallonjf@sympatico.ca	2019

**Owner occupied Board position

7.3. Other Information

ACTIVITY	DETAILS
AGM	May 25, 2017
Fiscal Year	Dec 1- Nov 30
Insurance Appraisal	Completed on September 15, 2015, updated September 15, 2016
Insurance	Sept 24, 2017- Sept 24, 2018
Reserve Fund Study	Comprehensive Completed August 2014 Update in progress

7.4. Reserve Fund Study Work

YR budgeted	Budget	Project	Progress
2016/2017	\$10,000	Landscaping	HOLD until podium completed
2016/2017	\$154,000	Interior Finishes	House Committee under review
2016/2017	\$3,200	Reserve Fund Study Update	Due in October 2017

#	Date	Status	Action
			Delayed Agenda Items
	Jul 16	Open	HR Policy
	Jul 16	Open	Handbook (Carole)
99	Jul 16	Open	Electric plugs
	Dec-15	Open	Proposed Revision to Condo Act.
	Dec-15	Open	Insurance deductible
75	Jul-16	Open	Common elements changes: What can Board really approve?
54	Jan-16	Hold	Emergency procedures (With #56 below)
56	Feb-16	Hold	Consult with Linda Wood re Emergency protocols. - John M.
77	Sep-16	Hold	Management: WSP hourly charge
79	Sep-16	Hold	Carole: Joint reserve fund: Escalation factors; and ?
			Closed action items from Previous meeting
118	May-17	Closed	Management: More info regarding Concierge proposals (report for Aug 17 meeting)
101	Jun-17	Closed	Management: Gym repairs & codes: A comprehensive plan to be present in Sep 17 meeting
112	Aug 17	Closed	Management: Document the particulars of the power shutdown and what is being done to correct the problems discovered.
115	Aug 17	Closed	Management: Arrange a meeting with the finance group to discuss various issues outlined in the Aug17 'Treasurers' Report
113	Aug 17	Closed	Management: Find out if the roll-down screens are indeed part of the fire code and therefore need to be fixed.
117	Sep 17	Closed	Management/BOD: Undertaking issuing from the PM Review Meeting of Sep 12 meeting
			Old open action items from previous meetings
87	Jan-17	Open	Board: Contractor working hours
98	Mar-17	Open	Management: Steps to clarify amended contractor working hours
99	Mar-17	Open	Management: Options for charging stations
95	Dec-15	Reopened	Board: AirBNB -Short Term Rentals
86	Dec-16	Open	Further research post Doug Holden Review of parking exit and entrance lights
96	May-17	Open	John M: Duration of visitors parking
102	Jun-17	Open	Management: Quotes for alternative suppliers of security issues
109	Aug 17	Open	Management: See to signage in gym as per a previous BoD meeting
110	Aug 17	Open	Management: Talk to CLEB to determine intervention needed on the PH deck, due to leaks
111	Aug 17	Open	Management: Directed to speak to landscapers re replacing spruce trees out front.
114	Aug 17	Open	Management: Obtain estimate of the cost for removing the glazing stops on the windows
116	Aug 17	Open	Management: Bring forward in the spring the suggestion of having a garbage bin for disposal of household articles.
			New action items last meeting
119	Sep-17	Open	Management: Landscaping information from Marietta
120	Sep-17	Open	Management: Final decisions gym, stretching machine,
121	Sep-17	Open	Management: Cost per line for TVs in gym.
122	Sep-17	Open	John M.: Check for existing put shut down procedures.
123	Sep-17	Open	Management: Check with Robert re painting within working hours.
124	Sep-17	Open	Management: Concierge "Upgrade" proposal.
125	Sep-17	Closed	Management: Organize a meeting with Irving Rooney
126	Sep-17	Open	Management: Discuss with 602 re free parking for leasees
127	Sep-17	Open	Management: Extra cleaning on weekends/long weekends
128	Sep-17	Open	Management: Line painting in garage

MONTHLY FINANCIAL REPORT

OCSCC 687

September 2017

MONTHLY FINANCIAL REPORT SUMMARY

OCSCC 687

September 2017

Revenue

Slightly greater than 100% of condo fees have been invoiced. We are \$506.76 over budget. This is related to a combination of parking rent being allocated to the incorrect income account and rounding differences in fees.

Maintenance charges were over budget by \$8,924.59. Financial information provided by Taggart was originally set up in the wrong account, therefore moved to Maintenance Income Account as requested by treasurer.

Guest Suite Revenue is now indicating an over budget amount of \$1,757.00.

Operating Interest Income is under budget by \$2,291.31. Interest from the operating accounts is being applied on a monthly basis as reported on the bank statement. Any accrued income on investments is reported by the auditor after the annual audit.

Expenses

Our utilities expense year-to-date are as a whole under budget by \$106,596.34. For utilities that vary based on temperature, we have experienced a warmer than average winter and cooler than average summer. The warmer than usual fall could also be a contributor to this.

Employee Salaries and Benefits are \$41,897.92 lower than budgeted because we are working with one superintendent instead of the two that were budgeted. Additionally, the cleaning duties have been outsourced to Spot Maintenance.

Overall, contract expenses are over budget by \$43,780.16.

- **Cleaning:** \$20,609.54 over budget because the duties of the in-house cleaner have been outsourced to Spot Maintenance. This will be an ongoing variance until the end of the fiscal year.
- **Mechanical Maintenance:** Maintenance to the HVAC system is over-budget by \$33,987.259. Notably, there was a final invoice of \$9,616.19 from a contract awarded to Baxtec to supply and install 2 hot water boilers.
- **Snow Removal:** As explained last month due to high snowfall for the 2016-2017 season, there was an overage amount of \$4,201.37. This will be an ongoing variance until the end of the fiscal year.

Overall, General Repairs and Maintenance expenses are over budget by \$85,900.02.

- **Building Supplies:** Various building supplies such as an industrial vacuum, hose & nozzle and spray paint as examples were required. The actuals indicate a total of \$6,663.57 that was not budgeted for.

- **General Repairs & Maintenance:** Over-budget by \$3,326.34. Unexpected equipment rentals for the Library were a contributor to this increase.
- **Additional Building Cleaning Supplies:** Cleaning supplies such as bleach, extendable duster and nitrile gloves as examples were required to perform certain housekeeping. The actuals indicate a total of \$2,433.28 that were not budgeted for.
- **Waste System:** Over-budget by \$685.39 due to garbage compactor and garbage chute cleaning.
- **Electrical R&M:** A high number of ballasts were replaced resulting in an over-budget amount of \$7,555.92. Notably, work performed by HD Supply to replace a volt zone valve motor added an additional \$1,971.10.
- **Fire System Repairs:** There were several large expenses that account for the variance. Parts and labor to replace expansion power supply & amplifier, booster pump replacement, removal of the temporary pump and the addition jockey pump all came to an cumulative amount of over \$30k.
- **Doors, Keys, Locks:** Over budget by \$14,303.89. Numerous service calls to Com-Net were made to repair/replace elevator control boards and keyscans resulting in fees of approximately \$9,000. Important to note that every time Com-Net accesses the elevator room for servicing, Thyssen is called resulting in additional fees.
- **Security:** Over-budget by \$14,004.61 due to the replacement the video recording and security camera system.
- **Elevator:** Over budget by \$6,859.86 of which approximately \$2,300 was for entrapment related calls and \$3,500 was to allow Com-Net access to elevator room.

OCSCC #687

BUDGET VS. ACTUALS: 2016/2017 - FY17 P&L

September 2017

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
4000 Income				
4001 Condo Fees	160,628	160,730	-102	100%
4030 Maintenance Charges Income	4,976	666	4,310	747%
4031 Guest Suite Revenue	9,819	1,834	7,985	535%
4037 Party Room Revenue		250	-250	
4038 Billable Expense income	-13,696		-13,696	
4039 Operating Interest income		250	-250	
4040 Other Income	756	875	-119	86%
4041 Parking	500	400	100	125%
Total 4000 Income	162,983	165,005	-2,022	99%
Total Income	\$162,983	\$165,005	\$ -2,022	99%
COST OF GOODS SOLD				
4500 Contribution to Reserve	28,787	28,786	1	100%
Total Cost of Goods Sold	\$28,787	\$28,786	\$1	100%
GROSS PROFIT	\$134,196	\$136,219	\$ -2,023	99%
EXPENSES				
5000 Utilities				
5010 Gas	6,428	12,325	-5,897	52%
5020 Hydro	38,042	40,000	-1,958	95%
5030 Water & Sewer	9,692	8,925	767	109%
5040 Telecom Expenses	594	550	44	108%
Total 5000 Utilities	54,756	61,800	-7,044	89%
5100 Employee Salaries & Benefits				
5110 Taxes	91	617	-525	15%
5120 Wages	4,000	11,333	-7,333	35%
5122 Payroll Processing/WSIB		583	-583	
Total 5100 Employee Salaries & Benefits	4,091	12,533	-8,442	33%
5400 Contracts				
5410 General Cleaning	6,268	2,316	3,952	271%
5415 Waste management		167	-167	
5430 Fire System Maintenance		1,158	-1,158	
5435 Private Security	15,477	16,667	-1,190	93%
5440 Mechanical Maintenance/HVAC	1,918	3,883	-1,965	49%
5450 Generator Maintenance	1,146		1,146	
5455 Elevator	2,603	2,043	560	127%
5460 Fitness Equipment		70	-70	
5465 Landscaping	456	1,166	-710	39%
5470 Snow Removal		0	0	
5475 Pest Control	283	104	178	271%
Total 5400 Contracts	28,151	27,574	577	102%
5500 General Repairs & Maintenance				
5502 Building Supplies	559		559	
5503 General Repairs & Maint	-7,009	1,167	-8,175	-601%

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5505 Pool supplies	110	250	-140	44%
5507 Standard Unit Repairs	12,316		12,316	
5509 Guest suite	66	167	-101	39%
5510 Additional Building Cleaning	560		560	
5515 Waste System	685		685	
5516 Plumbing R&M	2,094	2,167	-72	97%
5518 Window Cleaning		0	0	
5520 Electrical R&M	1,997	500	1,497	399%
5525 Garage Cleaning/Maintenance		283	-283	
5530 Fire System Repairs	396	417	-21	95%
5532 Security	254	167	88	153%
5537 Doors, Keys & Locks	3,785	125	3,660	3,028%
5540 HVAC	3,277	1,583	1,694	207%
5550 Generator	302	250	52	121%
5555 Elevator	596	833	-237	72%
5560 Amenitiy R&M		500	-500	
5562 Common Area upgrades		1,250	-1,250	
5565 Landscape	480		480	
5580 Shared Facility Expense		2,333	-2,333	
Total 5500 General Repairs & Maintenance	20,470	11,992	8,479	171%
5600 Staffing				
5625 Uniforms		42	-42	
Total 5600 Staffing		42	-42	
5800 Administrative & Professional Expenses				
5801 Property Management Fees	8,372	6,920	1,451	121%
5810 Office expenses		292	-292	
5811 Board of Directors Education		83	-83	
5812 Bank charges	102	133	-32	76%
5813 Meeting Expense		33	-33	
5815 Miscellaneous Expenses		1,417	-1,417	
5830 Insurance Expense/General & Liability Insurance	17,968	9,083	8,885	198%
5831 Insurance Deductible		2,083	-2,083	
5832 Legal	88	292	-204	30%
5833 Audit-Accounting		0	0	
5835 Consulting Fees- Architect/Designer		83	-83	
5836 Consulting- Engineering	3,076	2,083	993	148%
Total 5800 Administrative & Professional Expenses	29,606	22,504	7,102	132%
5900 Contingency/ Initiatives				
5905 General Contingency		833	-833	
5910 General Upgrades/ Improvements		583	-583	
Total 5900 Contingency/ Initiatives		1,417	-1,417	
Total Expenses	\$137,074	\$137,861	\$ -786	99%
NET OPERATING INCOME	\$ -2,878	\$ -1,642	\$ -1,237	175%
NET INCOME	\$ -2,878	\$ -1,642	\$ -1,237	175%

OCSCC #687

BUDGET VS. ACTUALS: 2016/2017 - FY17 P&L

December 2016 - September 2017

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
INCOME				
4000 Income				
4001 Condo Fees	1,607,807	1,607,300	507	100%
4030 Maintenance Charges Income	15,593	6,668	8,925	234%
4031 Guest Suite Revenue	20,089	18,332	1,757	110%
4037 Party Room Revenue	2,916	2,500	416	117%
4038 Billable Expense income	0		0	
4039 Operating Interest income	209	2,500	-2,291	8%
4040 Other Income	10,139	8,750	1,389	116%
4041 Parking	2,700	4,000	-1,300	68%
Total 4000 Income	1,659,452	1,650,050	9,402	101%
Total Income	\$1,659,452	\$1,650,050	\$9,402	101%
COST OF GOODS SOLD				
4500 Contribution to Reserve	287,869	287,860	9	100%
Total Cost of Goods Sold	\$287,869	\$287,860	\$9	100%
GROSS PROFIT	\$1,371,583	\$1,362,190	\$9,392	101%
EXPENSES				
5000 Utilities				
5010 Gas	107,700	123,250	-15,550	87%
5020 Hydro	319,370	400,000	-80,630	80%
5030 Water & Sewer	79,461	89,250	-9,789	89%
5040 Telecom Expenses	4,873	5,500	-627	89%
Total 5000 Utilities	511,404	618,000	-106,596	83%
5100 Employee Salaries & Benefits				
5110 Taxes	502	6,167	-5,665	8%
5120 Wages	75,896	113,333	-37,438	67%
5122 Payroll Processing/WSIB	7,038	5,833	1,204	121%
Total 5100 Employee Salaries & Benefits	83,435	125,333	-41,898	67%
5400 Contracts				
5410 General Cleaning	43,778	23,168	20,610	189%
5415 Waste management	596	1,667	-1,071	36%
5426 Parking Monitor and Security	0		0	
5430 Fire System Maintenance	9,054	11,583	-2,529	78%
5435 Private Security	157,904	166,667	-8,762	95%
5440 Mechanical Maintenance/HVAC	63,205	38,834	24,371	163%
5450 Generator Maintenance	1,146		1,146	
5455 Elevator	21,866	20,425	1,441	107%
5460 Fitness Equipment	678	700	-22	97%
5465 Landscaping	5,853	5,834	19	100%
5470 Snow Removal	16,367	12,166	4,201	135%
5475 Pest Control	2,148	1,042	1,106	206%
Total 5400 Contracts	322,596	282,086	40,510	114%
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	0		0	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5502 Building Supplies	8,635		8,635	
5503 General Repairs & Maint	14,993	11,667	3,326	129%
5505 Pool supplies	2,470	2,500	-30	99%
5507 Standard Unit Repairs	12,316		12,316	
5509 Guest suite	771	1,667	-896	46%
5510 Additional Building Cleaning	2,433		2,433	
5515 Waste System	685		685	
5516 Plumbing R&M	20,707	21,667	-960	96%
5518 Window Cleaning	20,183	20,000	183	101%
5520 Electrical R&M	10,585	5,000	5,585	212%
5525 Garage Cleaning/Maintenance	1,355	2,833	-1,478	48%
5530 Fire System Repairs	24,555	4,167	20,388	589%
5532 Security	2,043	1,667	376	123%
5537 Doors, Keys & Locks	15,554	1,250	14,304	1,244%
5540 HVAC	17,168	15,833	1,335	108%
5550 Generator	3,305	2,500	805	132%
5555 Elevator	15,193	8,333	6,860	182%
5560 Amenitiy R&M	1,218	5,000	-3,782	24%
5562 Common Area upgrades	4,244	12,500	-8,256	34%
5565 Landscape	802		802	
5580 Shared Facility Expense	15,166	23,333	-8,167	65%
Total 5500 General Repairs & Maintenance	194,382	139,917	54,466	139%
5600 Staffing				
5625 Uniforms	142	417	-274	34%
Total 5600 Staffing	142	417	-274	34%
5800 Administrative & Professional Expenses				
5801 Property Management Fees	73,962	69,203	4,759	107%
5810 Office expenses	2,512	2,917	-405	86%
5811 Board of Directors Education		833	-833	
5812 Bank charges	1,411	1,333	77	106%
5813 Meeting Expense	1,366	333	1,032	410%
5815 Miscellaneous Expenses	7,659	14,167	-6,507	54%
5830 Insurance Expense/General & Liability Insurance	98,129	90,833	7,296	108%
5831 Insurance Deductible	9,977	20,833	-10,856	48%
5832 Legal	9,838	2,917	6,921	337%
5833 Audit-Accounting		7,600	-7,600	
5835 Consulting Fees- Architect/Designer	21,290	833	20,457	2,555%
5836 Consulting- Engineering	18,580	20,833	-2,253	89%
5890 Building Staff Bonus	175		175	
Total 5800 Administrative & Professional Expenses	244,899	232,636	12,263	105%
5900 Contingency/ Initiatives				
5905 General Contingency	-454	8,333	-8,787	-5%
5910 General Upgrades/ Improvements		5,833	-5,833	
Total 5900 Contingency/ Initiatives	-454	14,167	-14,620	-3%
Total Expenses	\$1,356,405	\$1,412,555	\$ -56,150	96%
NET OPERATING INCOME	\$15,178	\$ -50,364	\$65,542	-30%
NET INCOME	\$15,178	\$ -50,364	\$65,542	-30%

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PROFIT AND LOSS

September 2017

	TOTAL
INCOME	
4000 Income	
4001 Condo Fees	160,627.77
4030 Maintenance Charges Income	4,976.37
4031 Guest Suite Revenue	9,819.00
4038 Billable Expense income	-13,696.37
4040 Other Income	756.00
4041 Parking	500.00
Total 4000 Income	162,982.77
Total Income	\$162,982.77
COST OF GOODS SOLD	
4500 Contribution to Reserve	28,786.92
Total Cost of Goods Sold	\$28,786.92
GROSS PROFIT	\$134,195.85
EXPENSES	
5000 Utilities	
5010 Gas	6,428.40
5020 Hydro	38,041.83
5030 Water & Sewer	9,691.69
5040 Telecom Expenses	594.05
Total 5000 Utilities	54,755.97
5100 Employee Salaries & Benefits	
5110 Taxes	91.28
5120 Wages	4,000.00
Total 5100 Employee Salaries & Benefits	4,091.28
5400 Contracts	
5410 General Cleaning	6,267.74
5435 Private Security	15,476.93
5440 Mechanical Maintenance/HVAC	1,918.28
5450 Generator Maintenance	1,146.32
5455 Elevator	2,602.75
5465 Landscaping	456.34
5475 Pest Control	282.50
Total 5400 Contracts	28,150.86
5500 General Repairs & Maintenance	
5502 Building Supplies	559.09
5503 General Repairs & Maint	-7,008.64
5505 Pool supplies	110.18
5507 Standard Unit Repairs	12,316.28
5509 Guest suite	65.66
5510 Additional Building Cleaning	560.48
5515 Waste System	685.39
5516 Plumbing R&M	2,094.43
5520 Electrical R&M	1,997.17
5530 Fire System Repairs	395.50
5532 Security	254.25

	TOTAL
5537 Doors, Keys & Locks	3,784.56
5540 HVAC	3,277.01
5550 Generator	302.28
5555 Elevator	596.37
5565 Landscape	480.36
Total 5500 General Repairs & Maintenance	20,470.37
5800 Administrative & Professional Expenses	
5801 Property Management Fees	8,371.74
5812 Bank charges	101.50
5830 Insurance Expense/General & Liability Insurance	17,968.45
5832 Legal	87.71
5836 Consulting- Engineering	3,076.43
Total 5800 Administrative & Professional Expenses	29,605.83
Total Expenses	\$137,074.31
PROFIT	\$ -2,878.46

OCSCC #687

BALANCE SHEET

As of September 30, 2017

	TOTAL
ASSETS	
Current Assets	
1200 Due to/from	0.00
1300 Prepaid expenses	
1305 Prepaid Insurance	99,679.14
1306 Prepaid Elevator	5,205.50
Total 1300 Prepaid expenses	104,884.64
1350 Accrued interest	42,545.49
Cash and cash equivalents	
1010 Operating Account	99,961.15
1011 TRM Operating Account	0.00
1020 Reserve Account	220,127.38
1021 TRM Reserve Account	0.00
1030 Operating Savings	45,404.49
1031 TRM Operating Savings	7.50
1050 Petty Cash	100.00
Total Cash and cash equivalents	\$365,600.52
Accounts receivable (A/R)	
1100 Accounts Receivable	26,283.90
Total Accounts receivable (A/R)	\$26,283.90
Total Current Assets	\$539,314.55
Non-current Assets	
1016 Investments	2,502,407.38
Total Non-current Assets	\$2,502,407.38
Total Assets	\$3,041,721.93
LIABILITIES AND EQUITY	
Current Liabilities	
2005 Accrued Liabilities	71,346.76
2010 Accrued Liab - Water Infiltration	125,119.00
2500 Due to/from Operating	0.00
2600 Payroll Liabilities	861.08
2601 Federal Taxes	-759.91
2602 Payroll liabilities - CPP/EI	1,050.73
2603 Payroll Liabilities - WSIB	300.84
Total 2600 Payroll Liabilities	1,452.74
Accounts Payable	
2000 Accounts Payable	293,664.90
Total Accounts Payable	\$293,664.90
Total Current Liabilities	\$491,583.40
Equity	
Opening Balance Equity	2,334,123.53
Retained Earnings	171,309.65
Profit for the year	44,705.35
Total Equity	\$2,550,138.53
Total Liabilities and Equity	\$3,041,721.93

OCSCC #687

A/R AGING SUMMARY

As of September 30, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
0301 - Jadu Gopal Saha		47.03				\$47.03
0305 - Hyun Soo Lee		32.03				\$32.03
0403 - Abdulmotaleb & Gladys De Elsaddik		31.95				\$31.95
0501 - Norma Gore		0.94				\$0.94
0502 - Judith Haswell		49.06				\$49.06
0506 - William & Marilyn Newman		15.00				\$15.00
0606 - Mohamed Peera					15.00	\$15.00
0702 - Donald DeGenova & Charles Mustard		15.00				\$15.00
1002 - Louise Tardif		25.72				\$25.72
1103 - Zahra Pourjafai-Zaiaei		22.91				\$22.91
1202 - Peter & Joan Gillespie		180.80				\$180.80
1401 - Nicole Hanson		15.00				\$15.00
1403 - Goldie Braman		271.20				\$271.20
1501 - Janis Byron		21.16				\$21.16
1502 - Simone Gardner		29.96				\$29.96
1604 - Mark & Nina Dover		135.60				\$135.60
1704 - Catherine Hart		166.30				\$166.30
1705 - Sharron Kavanagh		-826.40				\$ -826.40
1801 - Evelyn Lieff		15.00				\$15.00
1802 - Terry Kim		19.75				\$19.75
1804 - Dr. Pablo Nery		15.00				\$15.00
1902 - Robert Ratcliffe		77.15				\$77.15
1903 - Dr. Someshwar & Saraswa Rao		60.00				\$60.00
2003 - Gabriel Coifan		30.00				\$30.00
2101 - James Daniel					15.00	\$15.00
2102 - Paul Dion		55.68				\$55.68
2103 - Pedram Fouladirad & Fatemehladan Zoka					15.00	\$15.00
2202 - Alan Netherton		-0.04				\$ -0.04
2305 - Monica & Alvin Stein		37.54				\$37.54
2402 - Edward & Pilar Doe		14.95				\$14.95
2601 - Helen Thomas		39.11				\$39.11
2602 - Michael & Carole Dence		22.91				\$22.91
2702 - Pedram Fouladirad & Fatemehladan Zoka		-0.04				\$ -0.04
2801 - Doug McCarthy		15.00				\$15.00
2902 - Laine & Barry Cooper					30.00	\$30.00
3102 - Marie & James Morrissey Minto		20.52			25,000.00	\$25,000.00
OCSCC 691	643.61					\$643.61
P057-01 -Pedram Fouladi-Rad		-49.05		-96.20		\$ -145.25
P195-01 - Edward & Loretta MacDonald		50.95	3.80			\$54.75
TOTAL	\$643.61	\$657.69	\$3.80	\$ -96.20	\$25,075.00	\$26,283.90

OCSCC #687

A/P AGING SUMMARY

As of September 30, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Al Parsons Electronics Ltd.	318.66	823.96				\$1,142.62
Athens Rugs Ltd.		15,820.00				\$15,820.00
Bassi Construction LP		43,985.25				\$43,985.25
Boss Electric	780.72					\$780.72
Browns Pick-and Delivery	32.83	32.83				\$65.66
Cafe 1274 Banquets					615.85	\$615.85
CI Management		66.24				\$66.24
City Locksmith Lock & Key Service Inc.	81.36					\$81.36
Cityscape	480.36					\$480.36
Clean Water Works	949.20					\$949.20
Com-Net Communication	14,067.14					\$14,067.14
Davidson Houle Allen LLP	87.71					\$87.71
Dulux Paints					248.29	\$248.29
Enbridge-38 METROPOLE PVT	5,712.00					\$5,712.00
Envirocontrol		84.75				\$84.75
Evolution Building Services	1,091.56					\$1,091.56
Gentech Services	1,146.32	302.28				\$1,448.60
Hydrants-R-us Inc.				272.59		\$272.59
Hydro - 38 Metropole Pvt F/P	110.58	19.88				\$130.46
Hydro-38 METROPOLE PVT P/R	35,690.66					\$35,690.66
Jet Waste Management LTD.	154.31					\$154.31
Johnson Controls	7,033.12					\$7,033.12
Novatech DKI		2,131.93				\$2,131.93
Optimum Mechanical Solutions	230.52					\$230.52
Ottawa Pool Works	110.18					\$110.18
Ottawa Water & Sewer-38 METROPOLE PVT	9,541.03					\$9,541.03
Rogers A/C # 240-662015801				34.87		\$34.87
Rogers A/C # 6-2355-5513	144.03	147.66				\$291.69
Rogers A/C # 7-3161-8336			69.62			\$69.62
Rogers A/C # 7-5091-9334	12.00	11.79	11.76			\$35.55
Rogers A/C #7-3441-7710		309.98	313.22			\$623.20
Rogers Insurance Ltd.		108,740.88				\$108,740.88
Sani-Sol Inc.	369.54					\$369.54
Smith + Andersen	559.35	2,517.08		2,538.26	279.68	\$5,894.37
Spot Maintenance	6,267.74					\$6,267.74
Susan Firestone Design Associates					22,162.97	\$22,162.97
ThyssenKrupp Elevator (Canada) Limited	596.37					\$596.37
Tivoli Florist Ltd.					1,050.90	\$1,050.90
Torbram Electric Supply	792.70					\$792.70
Tremblay Fire Solutions Ltd		395.50				\$395.50
Westboro Flooring					4,316.89	\$4,316.89
TOTAL	\$86,359.99	\$175,390.01	\$394.60	\$2,845.72	\$28,674.58	\$293,664.90

OCSCC #687

TRANSACTION LIST BY SUPPLIER

September 2017

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Al Parsons Electronics Ltd.						
01-09-2017	Bill	11215-45799	Yes		2000 Accounts Payable	141.25
01-09-2017	Bill	11215-47410	Yes		2000 Accounts Payable	494.56
01-09-2017	Bill	11215-47729	Yes		2000 Accounts Payable	329.40
01-09-2017	Bill	11215-48000	Yes		2000 Accounts Payable	198.88
13-09-2017	Bill	11215-47981	Yes		2000 Accounts Payable	119.78
20-09-2017	Bill Payment (Cheque)	FCN_8750-4	Yes		1010 Operating Account	-141.25
Boss Electric						
01-09-2017	Bill	18582	Yes		2000 Accounts Payable	141.25
01-09-2017	Bill	18588	Yes		2000 Accounts Payable	141.25
08-09-2017	Bill Payment (Cheque)	FCN_8747-1	Yes		1010 Operating Account	-1,271.37
14-09-2017	Bill	18947	Yes		2000 Accounts Payable	423.75
14-09-2017	Bill	18959	Yes		2000 Accounts Payable	356.97
20-09-2017	Bill Payment (Cheque)	FCN_8750-1	Yes		1010 Operating Account	-999.43
Browns Pick-nd Delivery						
01-09-2017	Bill	L034217	Yes		2000 Accounts Payable	32.83
01-09-2017	Bill	L035343	Yes		2000 Accounts Payable	32.83
07-09-2017	Bill Payment (Cheque)	FCN_8745-1	Yes		1010 Operating Account	-31.87
Bruce Fuels						
01-09-2017	Bill	*S-008784	Yes		2000 Accounts Payable	67,446.42
20-09-2017	Bill Payment (Cheque)	FCN_8750-2	Yes		1010 Operating Account	-67,446.42
CI Management						
01-09-2017	Bill	1075	Yes		2000 Accounts Payable	8,305.50
01-09-2017	Bill	HA4788	Yes		2000 Accounts Payable	66.24
05-09-2017	Bill Payment (Cheque)		Yes		1010 Operating Account	-8,305.50
City Locksmith Lock & Key Service Inc.						
01-09-2017	Bill	2017-0000005505	Yes		2000 Accounts Payable	20.34
07-09-2017	Bill Payment (Cheque)	FCN_8745-10	Yes		1010 Operating Account	-20.34
20-09-2017	Bill Payment (Cheque)	FCN_8748-1	Yes		1010 Operating Account	-817.71

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
20-09-2017	Bill	2017-0000007275	Yes		2000 Accounts Payable	40.68
21-09-2017	Bill	2017-0000007316	Yes		2000 Accounts Payable	20.34
21-09-2017	Bill	2017-0000007318	Yes		2000 Accounts Payable	20.34
Cityscape						
05-09-2017	Bill	48327	Yes		2000 Accounts Payable	480.36
Clean Water Works						
01-09-2017	Bill	W60057	Yes		2000 Accounts Payable	226.00
01-09-2017	Bill	W60663	Yes		2000 Accounts Payable	271.20
18-09-2017	Bill	W61011	Yes		2000 Accounts Payable	406.80
19-09-2017	Bill	W61073	Yes		2000 Accounts Payable	135.60
20-09-2017	Bill Payment (Cheque)	FCN_8750-3	Yes		1010 Operating Account	-226.00
20-09-2017	Bill	W61145	Yes		2000 Accounts Payable	135.60
Com-Net Communication						
01-09-2017	Bill	47984	Yes		2000 Accounts Payable	254.25
15-09-2017	Bill	48139	Yes		2000 Accounts Payable	676.87
18-09-2017	Bill	48155	Yes		2000 Accounts Payable	1,863.37
20-09-2017	Bill Payment (Cheque)	FCN_8748-2	Yes		1010 Operating Account	-2,864.55
29-09-2017	Bill	48361	Yes		2000 Accounts Payable	11,526.90
Davidson Houle Allen LLP						
15-09-2017	Bill	3892	Yes		2000 Accounts Payable	87.71
Enbridge-38 METROPOLE PVT						
27-09-2017	Bill Payment (Cheque)	RBCX8398	Yes		1010 Operating Account	-4,385.88
28-09-2017	Bill	685002137969	Yes		2000 Accounts Payable	5,712.00
Envirocontrol						
26-09-2017	Bill	22360	Yes		2000 Accounts Payable	84.75
Evolution Building Services						
14-09-2017	Bill	2855	Yes		2000 Accounts Payable	531.08
29-09-2017	Bill	2926	Yes		2000 Accounts Payable	560.48
Gentech Services						
01-09-2017	Bill	20109646	Yes		2000 Accounts Payable	302.28
22-09-2017	Bill	20109773	Yes		2000 Accounts Payable	1,146.32
25-09-	Purchase Order	1005	No		2000 Accounts Payable	367.00

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2017						
Gerald and Mary-Belle Pulvermacher						
19-09-2017	Bill	Reimburse 3301	Yes		2000 Accounts Payable	12,316.28
20-09-2017	Bill Payment (Cheque)	FCN_8750-7	Yes		1010 Operating Account	-12,316.28
Hydro - 38 Metropole Pvt F/P						
29-09-2017	Bill	AU14-SE14 2017	Yes		2000 Accounts Payable	110.58
Hydro-38 METROPOLE PVT P/R						
15-09-2017	Bill	JL31-AU31 2017	Yes		2000 Accounts Payable	35,690.66
19-09-2017	Bill Payment (Cheque)	EFT5004	Yes		1010 Operating Account	-31,859.41
Jet Waste Management LTD.						
01-09-2017	Bill	23070	Yes		2000 Accounts Payable	32.61
05-09-2017	Bill	23154	Yes		2000 Accounts Payable	121.70
Johnson Controls						
02-09-2017	Bill	1-55130636752	Yes		2000 Accounts Payable	3,781.73
02-09-2017	Bill	1-55130707984	Yes		2000 Accounts Payable	2,564.63
05-09-2017	Bill	1-55154454631	Yes		2000 Accounts Payable	686.76
07-09-2017	Bill Payment (Cheque)	FCN_8746-1	Yes		1010 Operating Account	-20,653.26
Labrador						
07-09-2017	Bill Payment (Cheque)	FCN_8745-2	Yes		1010 Operating Account	-183.07
Manderley Turf Products						
07-09-2017	Bill	*EST- OTT21205	Yes		2000 Accounts Payable	2,510.00
08-09-2017	Bill Payment (Cheque)	FCN_8747-3	Yes		1010 Operating Account	-2,510.00
Mr. Robert Briere						
07-09-2017	Bill Payment (Cheque)	FCN_8745-3	Yes		1010 Operating Account	-150.00
15-09-2017	Bill	Sept2017	Yes		2000 Accounts Payable	50.00
21-09-2017	Bill Payment (Cheque)	FCN_8751-2	Yes		1010 Operating Account	-50.00
Multi Cabinets & Millwork Inc.						
07-09-2017	Bill	*3285	Yes		2000 Accounts Payable	1,161.08
21-09-2017	Bill Payment (Cheque)	FCN_8751-1	Yes		1010 Operating Account	-8,254.65
Novatech DKI						
01-09-2017	Bill	SI-26859	Yes		2000 Accounts Payable	2,131.93

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Optimum Mechanical Solutions						
01-09-2017	Bill	03113	Yes		2000 Accounts Payable	914.71
01-09-2017	Bill	03149	Yes		2000 Accounts Payable	357.65
01-09-2017	Bill	03282	Yes		2000 Accounts Payable	181.37
01-09-2017	Bill	03369	Yes		2000 Accounts Payable	230.52
07-09-2017	Bill Payment (Cheque)	FCN_8745-4	Yes		1010 Operating Account	-181.37
07-09-2017	Bill	03448	Yes		2000 Accounts Payable	230.52
20-09-2017	Bill Payment (Cheque)	FCN_8748-3	Yes		1010 Operating Account	-1,684.25
Ottawa Pool Works						
07-09-2017	Bill Payment (Cheque)	FCN_8745-5	Yes		1010 Operating Account	-155.82
18-09-2017	Bill	21925	Yes		2000 Accounts Payable	110.18
Ottawa Water & Sewer-38 METROPOLE PVT						
27-09-2017	Bill Payment (Cheque)	RBCX8411	Yes		1010 Operating Account	-19,923.03
27-09-2017	Bill	AU29-SE27 2017	Yes		2000 Accounts Payable	9,541.03
Peter Smit & Sons Inc.						
20-09-2017	Bill Payment (Cheque)	FCN_8750-8	Yes		1010 Operating Account	-456.34
30-09-2017	Bill	22830	Yes		2000 Accounts Payable	456.34
Preston Hardware						
01-09-2017	Bill	IN01265857	Yes		2000 Accounts Payable	67.73
01-09-2017	Bill	IN01267806	Yes		2000 Accounts Payable	36.52
01-09-2017	Bill	IN01268176	Yes		2000 Accounts Payable	25.56
01-09-2017	Bill	IN01269728	Yes		2000 Accounts Payable	59.74
20-09-2017	Bill Payment (Cheque)	FCN_8748-4	Yes		1010 Operating Account	-189.55
Receiver General						
11-09-2017	Tax Payment		Yes	Tax Payment for Period: 01-08-2017-31-08-2017	1010 Operating Account	-1,291.62
Rogers A/C # 6-2355-5513						
01-09-2017	Bill	1792774610	Yes		2000 Accounts Payable	147.66
15-09-2017	Bill	1803048044	Yes		2000 Accounts Payable	144.03
Rogers A/C # 7-5091-9334						
19-09-2017	Bill	1804336215	Yes		2000 Accounts Payable	12.00
Rogers A/C #7-3441-7710						
01-09-2017	Bill	1796984245	Yes		2000 Accounts Payable	309.98

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Rogers Insurance Ltd.						
20-09-2017	Bill	21104	Yes		2000 Accounts Payable	108,740.88
Ruhland & Associates Ltd						
07-09-2017	Bill Payment (Cheque)	FCN_8745-6	Yes		1010 Operating Account	-6,836.50
Sani-Sol Inc.						
07-09-2017	Bill Payment (Cheque)	FCN_8745-7	Yes		1010 Operating Account	-679.23
13-09-2017	Bill	294105	Yes		2000 Accounts Payable	369.54
Securitas Canada Limited						
01-09-2017	Bill	C0326168	Yes		2000 Accounts Payable	15,476.93
07-09-2017	Bill Payment (Cheque)	FCN_8745-8	Yes		1010 Operating Account	-15,977.79
21-09-2017	Bill Payment (Cheque)	FCN_8751-3	Yes		1010 Operating Account	-15,476.93
Smith + Andersen						
01-09-2017	Bill	102160	Yes		2000 Accounts Payable	932.25
01-09-2017	Bill	102157	Yes		2000 Accounts Payable	1,584.83
26-09-2017	Bill	102197	Yes		2000 Accounts Payable	559.35
Spot Maintenance						
20-09-2017	Bill Payment (Cheque)	FCN_8750-5	Yes		1010 Operating Account	-6,267.74
20-09-2017	Bill	M0917-124-687	Yes		2000 Accounts Payable	6,267.74
ThyssenKrupp Elevator (Canada) Limited						
01-09-2017	Bill	1271450	Yes		2000 Accounts Payable	7,808.25
19-09-2017	Bill	1290642	Yes		2000 Accounts Payable	596.37
20-09-2017	Bill Payment (Cheque)	FCN_8750-6	Yes		1010 Operating Account	-435.03
Torbram Electric Supply						
14-09-2017	Bill	OTC/053994	Yes		2000 Accounts Payable	496.07
22-09-2017	Bill	OTC/054141	Yes		2000 Accounts Payable	296.63
Tremblay Fire Solutions Ltd						
01-09-2017	Bill	12897	Yes		2000 Accounts Payable	395.50
07-09-2017	Bill Payment (Cheque)	FCN_8745-9	Yes		1010 Operating Account	-3,521.65
ULINE Canada Corp.						
21-09-2017	Bill Payment (Cheque)	FCN_8751-4	Yes		1010 Operating Account	-181.46

Walmar Ventilation

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
01-09-2017	Bill	IN167841	Yes		2000 Accounts Payable	1,820.71
20-09-2017	Bill Payment (Cheque)	FCN_8750-9	Yes		1010 Operating Account	-1,820.71
Westboro Flooring						
08-09-2017	Bill Payment (Cheque)	FCN_8747-2	Yes	Voided	1010 Operating Account	0.00

1010 Operating Account, Period Ending 30-09-2017

RECONCILIATION REPORT

Reconciled on: 04-10-2017

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance.....	187,372.57
Cheques and payments cleared (42).....	-329,498.30
Deposits and other credits cleared (197).....	243,884.04
Statement ending balance.....	<u>101,758.31</u>

Uncleared transactions as of 30-09-2017.....	-1,797.16
Register balance as of 30-09-2017.....	99,961.15
Cleared transactions after 30-09-2017.....	0.00
Uncleared transactions after 30-09-2017.....	-7,272.50
Register balance as of 04-10-2017.....	<u>92,688.65</u>

Details

Cheques and payments cleared (42)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
05-09-2017	Bill Payment		CI Management	-8,305.50
05-09-2017	Expense			-28,786.92
05-09-2017	Expense			-12.00
05-09-2017	Expense			-2.42
07-09-2017	Bill Payment	FCN_8745-5	Ottawa Pool Works	-155.82
07-09-2017	Bill Payment	FCN_8745-4	Optimum Mechanical Solutions	-181.37
07-09-2017	Bill Payment	FCN_8745-3	Mr. Robert Briere	-150.00
07-09-2017	Bill Payment	FCN_8745-2	Labrador	-183.07
07-09-2017	Bill Payment	FCN_8745-1	Browns Pick-and Delivery	-31.87
07-09-2017	Bill Payment	FCN_8745-6	Ruhland & Associates Ltd	-6,836.50
07-09-2017	Expense			-95.50
07-09-2017	Bill Payment	FCN_8746-1	Johnson Controls	-20,653.26
07-09-2017	Bill Payment	FCN_8745-10	City Locksmith Lock & Key S...	-20.34
07-09-2017	Bill Payment	FCN_8745-7	Sani-Sol Inc.	-679.23
07-09-2017	Bill Payment	FCN_8745-8	Securitas Canada Limited	-15,977.79
07-09-2017	Bill Payment	FCN_8745-9	Tremblay Fire Solutions Ltd	-3,521.65
08-09-2017	Expense			-59,805.25
08-09-2017	Bill Payment	FCN_8747-3	Manderley Turf Products	-2,510.00
08-09-2017	Bill Payment	FCN_8747-1	Boss Electric	-1,271.37
11-09-2017	Tax Payment		Receiver General	-1,291.62
14-09-2017	Payroll Cheque		Robert Briere	-1,615.10
19-09-2017	Bill Payment	EFT5004	Hydro-38 METROPOLE PVT ...	-31,859.41
20-09-2017	Bill Payment	FCN_8748-1	City Locksmith Lock & Key S...	-817.71
20-09-2017	Bill Payment	FCN_8748-2	Com-Net Communication	-2,864.55
20-09-2017	Bill Payment	FCN_8748-4	Preston Hardware	-189.55
20-09-2017	Bill Payment	FCN_8750-1	Boss Electric	-999.43
20-09-2017	Bill Payment	FCN_8750-2	Bruce Fuels	-67,446.42
20-09-2017	Bill Payment	FCN_8750-3	Clean Water Works	-226.00
20-09-2017	Bill Payment	FCN_8750-4	AI Parsons Electronics Ltd.	-141.25
20-09-2017	Bill Payment	FCN_8750-5	Spot Maintenance	-6,267.74
20-09-2017	Bill Payment	FCN_8748-3	Optimum Mechanical Solutions	-1,684.25
20-09-2017	Bill Payment	FCN_8750-6	ThyssenKrupp Elevator (Can...	-435.03
20-09-2017	Bill Payment	FCN_8750-9	Walmar Ventilation	-1,820.71
20-09-2017	Bill Payment	FCN_8750-8	Peter Smit & Sons Inc.	-456.34
20-09-2017	Bill Payment	FCN_8750-7	Gerald and Mary-Belle Pulver...	-12,316.28
21-09-2017	Bill Payment	FCN_8751-1	Multi Cabinets & Millwork Inc.	-8,254.65
21-09-2017	Bill Payment	FCN_8751-2	Mr. Robert Briere	-50.00
21-09-2017	Bill Payment	FCN_8751-3	Securitas Canada Limited	-15,476.93
21-09-2017	Bill Payment	FCN_8751-4	ULINE Canada Corp.	-181.46
27-09-2017	Bill Payment	RBCX8411	Ottawa Water & Sewer-38 M...	-19,923.03
27-09-2017	Bill Payment	RBCX8398	Enbridge-38 METROPOLE P...	-4,385.88
28-09-2017	Payroll Cheque		Robert Briere	-1,615.10

Total	-329,498.30
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Deposits and other credits cleared (197)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-09-2017	Deposit			455.00
01-09-2017	Receive Payment		0604 - Marilyn Knock	632.78
01-09-2017	Receive Payment		0703 - Samuel Yin Sun Lee	632.79
01-09-2017	Receive Payment		0804 - Elpida Agathocleous	632.79
01-09-2017	Receive Payment		0204 - Helen Bucosky	664.94
01-09-2017	Receive Payment		2003 - Gabriel Coifan	676.18
01-09-2017	Receive Payment		2603 - Rachel Purser	676.18
01-09-2017	Receive Payment		0205 - Carolyn & Therese Mo...	915.69
01-09-2017	Receive Payment		0402 - Theresa & Susan Berk...	915.69
01-09-2017	Receive Payment		2004 - Peggyann Frost	1,353.98
01-09-2017	Receive Payment		P057-01 -Pedram Fouladi-Rad	100.00
01-09-2017	Receive Payment		0503 - Radha Seshadri	632.79
01-09-2017	Receive Payment		0904 - Geoff Riggs	632.79
01-09-2017	Receive Payment		0404 - Doug McCarthy	632.79
01-09-2017	Receive Payment		0704 - Steven Dubreuil Clend...	632.79
01-09-2017	Receive Payment		1003 - Robert Hansen	632.79
01-09-2017	Receive Payment		0403 - Abdulmoteleb & Gladys...	632.79
01-09-2017	Receive Payment		0803 - Dianne Caufield	632.79
01-09-2017	Receive Payment		0504 - Patrick Soucy	632.79
01-09-2017	Receive Payment		1004 - Rheal & Ron Gellinas	632.79
01-09-2017	Receive Payment		0603 - Todd McLaughlin	632.79
01-09-2017	Receive Payment		0203 - Pedram Fouladirad & ...	664.94
01-09-2017	Receive Payment		0303 - Edvardo Del Campo	664.94
01-09-2017	Receive Payment		0304 - Elsia & Mauizio Bonardi	664.94
01-09-2017	Receive Payment		1903 - Dr. Someshwar & Sar...	676.18
01-09-2017	Receive Payment		2403 - Hashem Hoda	676.18
01-09-2017	Receive Payment		2503 - Thomas & Karen Cole	676.18
01-09-2017	Receive Payment		2103 - Pedram Fouladirad & ...	676.18
01-09-2017	Receive Payment		1503 - Rob & Margaret Noffke	676.18
01-09-2017	Receive Payment		1603 - Hani & Mira Chouocral...	676.18
01-09-2017	Receive Payment		1103 - Zahra Pourjafai-Zaiaei	676.18
01-09-2017	Receive Payment		2203 - Jennifer Cole	676.18
01-09-2017	Receive Payment		1803 - Muriel Earle	676.18
01-09-2017	Receive Payment		2703 - Jitka Popelar	676.18
01-09-2017	Receive Payment		2303 - 7214626 Canada Inc.	676.18
01-09-2017	Receive Payment		2803 - Wing Sum Chan	676.18
01-09-2017	Receive Payment		0903 - Selena Wai Man Che	683.74
01-09-2017	Receive Payment		1203 - Karen Switzer	695.35
01-09-2017	Receive Payment		1403 - Goldie Braman	695.45
01-09-2017	Receive Payment		1703 - Alex & Lenka Mach	727.13
01-09-2017	Receive Payment		0302 - Kathleen Laing	915.69
01-09-2017	Receive Payment		0405 - David Nicholson	915.69
01-09-2017	Receive Payment		0305 - Hyun Soo Lee	915.69
01-09-2017	Receive Payment		0202 - John & Elsie Mallon	915.69
01-09-2017	Receive Payment		0502 - Judith Haswell	915.69
01-09-2017	Receive Payment		0902 - Wayne Harrison	915.69
01-09-2017	Receive Payment		0905 - Nelson Ning & Jean H...	915.69
01-09-2017	Receive Payment		0605 - Douglas & Louise Hol...	915.69
01-09-2017	Receive Payment		0805 - Nadia Safarian	915.69
01-09-2017	Receive Payment		0705 - Janet Clarke-Armstrong	915.69
01-09-2017	Receive Payment		0505 - Velma & Barry Cornish	915.69
01-09-2017	Receive Payment		0802 - Claude Garneau	915.69
01-09-2017	Receive Payment		1002 - Louise Tardif	915.69
01-09-2017	Receive Payment		0602 - Teresa Mersereau	934.96
01-09-2017	Receive Payment		0702 - Donald DeGenova & ...	934.96
01-09-2017	Receive Payment		1005 - Des Clair	966.64
01-09-2017	Receive Payment		1505 - James Finnie & Ollie ...	1,033.00
01-09-2017	Receive Payment		0701 - James & Mary Ann Ge...	1,033.00
01-09-2017	Receive Payment		0801 - Claude Garneau	1,033.00
01-09-2017	Receive Payment		Zelda Freedman (1705)	1,033.00
01-09-2017	Receive Payment		1501 - Janis Byron	1,033.00
01-09-2017	Receive Payment		0806 - Raymonde Haddad	1,033.00
01-09-2017	Receive Payment		2101 - James Daniel	1,033.00
01-09-2017	Receive Payment		1205 - Shedman Tam	1,033.00
01-09-2017	Receive Payment		2601 - Helen Thomas	1,033.00
01-09-2017	Receive Payment		2505 - David & Christine Welch	1,033.00
01-09-2017	Receive Payment		1605 - Geetha & Rangacha J...	1,033.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-09-2017	Receive Payment		0201 - Jacques & Helen Ben...	1,033.00
01-09-2017	Receive Payment		2705 - Bonnie Sigston	1,033.00
01-09-2017	Receive Payment		1805 - Blythe & Carol McCleary	1,033.00
01-09-2017	Receive Payment		0401 - Jacob & Margaret Wiebe	1,033.00
01-09-2017	Receive Payment		2605 - Louis & Diane Tennen...	1,033.00
01-09-2017	Receive Payment		1001 - Jim & Madeleine Low	1,033.00
01-09-2017	Receive Payment		0506 - William & Marilyn New...	1,033.00
01-09-2017	Receive Payment		1006 - Carol Devenny In Trust	1,033.00
01-09-2017	Receive Payment		1105 - Roy & Marianne Wood	1,033.00
01-09-2017	Receive Payment		1405 - Bertram Blevis	1,033.00
01-09-2017	Receive Payment		2701 - Ursula & Richard Stre...	1,033.00
01-09-2017	Receive Payment		1401 - Nicole Hanson	1,033.00
01-09-2017	Receive Payment		1601 - Lilliane Feig	1,033.00
01-09-2017	Receive Payment		1101 - Carol Stewart	1,033.00
01-09-2017	Receive Payment		2305 - Monica & Alvin Stein	1,033.00
01-09-2017	Receive Payment		2201 - Eileen & Roy Pike	1,033.00
01-09-2017	Receive Payment		2005 - Craig Milne	1,033.00
01-09-2017	Receive Payment		0301 - Jadu Gopal Saha	1,033.00
01-09-2017	Receive Payment		2001 - Leonard Bennett	1,033.00
01-09-2017	Receive Payment		0601 - Jocelyne Arvisais	1,033.00
01-09-2017	Receive Payment		0606 - Mohamed Peera	1,033.00
01-09-2017	Receive Payment		0501 - Norma Gore	1,033.00
01-09-2017	Receive Payment		1701 - Richard & Marjorie Lacy	1,033.00
01-09-2017	Receive Payment		2405 - Ron & Elaine Brown	1,033.00
01-09-2017	Receive Payment		0706 - Vivian Chiu	1,033.00
01-09-2017	Receive Payment		0906 - Anne Bertrand	1,052.28
01-09-2017	Receive Payment		2501 - Arnold Toporowski	1,052.28
01-09-2017	Receive Payment		1905 - Louis Martin	1,052.28
01-09-2017	Receive Payment		0406 - Raymond & Gayle Cor...	1,052.28
01-09-2017	Receive Payment		0206 - Linda Wood	1,065.15
01-09-2017	Receive Payment		0306 - Gerry Derouin	1,065.15
01-09-2017	Receive Payment		2402 - Edward & Pilar Doe	1,068.38
01-09-2017	Receive Payment		1502 - Simone Gardner	1,068.37
01-09-2017	Receive Payment		2202 - Alan Netherton	1,068.37
01-09-2017	Receive Payment		2102 - Paul Dion	1,068.37
01-09-2017	Receive Payment		1802 - Terry Kim	1,068.37
01-09-2017	Receive Payment		1102 - Ron Gelinis	1,068.38
01-09-2017	Receive Payment		1702 - Peter Cooney	1,068.38
01-09-2017	Receive Payment		1602 - Tedd & Toby Nathanson	1,068.38
01-09-2017	Receive Payment		2602 - Michael & Carole Dence	1,068.38
01-09-2017	Receive Payment		1801 - Evelyn Lieff	1,083.95
01-09-2017	Receive Payment		2401 - Shelley Rothman	1,083.95
01-09-2017	Receive Payment		2205 - Malcolm McKechnie	1,083.95
01-09-2017	Receive Payment		1901 - John Mierins	1,083.95
01-09-2017	Receive Payment		2105 - Val & Paul Puddicombe	1,083.95
01-09-2017	Receive Payment		2301 - Doug & Marie Wong	1,083.95
01-09-2017	Receive Payment		0901 - Alain & Brenda Paquet	1,133.00
01-09-2017	Receive Payment		1202 - Peter & Joan Gillespie	1,087.66
01-09-2017	Receive Payment		2802 - Bruce & Ulla Maynard	1,106.94
01-09-2017	Receive Payment		2302 - Rita Savard	1,119.32
01-09-2017	Receive Payment		2702 - Pedram Fouladirad & ...	1,119.32
01-09-2017	Receive Payment		1902 - Robert Ratcliffe	1,119.32
01-09-2017	Receive Payment		1402 - Ingrid Levitz	1,119.33
01-09-2017	Receive Payment		2801 - Doug McCarthy	1,134.89
01-09-2017	Receive Payment		2502 - Anna Turner	1,138.61
01-09-2017	Receive Payment		2002 - Judy Edgar	1,157.89
01-09-2017	Receive Payment		2804 - Leona Cunningham	1,303.03
01-09-2017	Receive Payment		1904 - Dr. Marie Kiar	1,353.98
01-09-2017	Receive Payment		2704 - Francois & Anne Borde	1,353.98
01-09-2017	Receive Payment		2404 - Frank & Mary Dooher	1,353.98
01-09-2017	Receive Payment		1604 - Mark & Nina Dover	1,353.98
01-09-2017	Receive Payment		1804 - Dr. Pablo Nery	1,353.98
01-09-2017	Receive Payment		1704 - Catherine Hart	1,353.98
01-09-2017	Receive Payment		2604 - Lorraine Fage	1,353.98
01-09-2017	Receive Payment		1104 - Paul Manson	1,353.98
01-09-2017	Receive Payment		2104 - Richard & Nathalie Vill...	1,353.98
01-09-2017	Receive Payment		2204 - Gail Victor	1,373.26
01-09-2017	Receive Payment		2304 - James Jarvis	1,373.26
01-09-2017	Receive Payment		1404 - Dr. Vijay & Beverly Mo...	1,373.26

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-09-2017	Receive Payment		1504 - Jonathon Fisher & Lin...	1,373.27
01-09-2017	Receive Payment		1204 - Kenny & Jocelyne Ars...	1,392.54
01-09-2017	Receive Payment		2504 - Eddy & Sandra Gordo...	1,424.20
01-09-2017	Receive Payment		3102 - Marie & James Morris...	1,553.28
01-09-2017	Receive Payment		2902 - Laine & Barry Cooper	1,553.28
01-09-2017	Receive Payment		3202 - Carol Greenberg	1,553.28
01-09-2017	Receive Payment		3002 - Shirley Redmond	1,572.56
01-09-2017	Receive Payment		2901 - Karen Ellis & Jim Mac...	1,612.76
01-09-2017	Receive Payment		3001 - Jeremy Colman	1,612.76
01-09-2017	Receive Payment		3101 - Brian Fogarty	1,612.76
01-09-2017	Receive Payment		3201 - Margaret & Nancy Sh...	1,612.76
01-09-2017	Receive Payment		3301 Gerald & Mary-Belle Pu...	1,717.24
01-09-2017	Receive Payment		2903 - Lori Loeb	2,046.73
01-09-2017	Receive Payment		3103 - Francesca Clacerano	2,097.67
01-09-2017	Receive Payment		3203 - Larry Hartman	2,097.68
01-09-2017	Receive Payment		3003 - Sonia Tavel	2,116.95
01-09-2017	Receive Payment		3302 - Elissa Iny	2,191.54
06-09-2017	Deposit			14.42
07-09-2017	Receive Payment	PAP	2805 - Larry O'Brien	1,083.95
08-09-2017	Deposit			67,903.51
11-09-2017	Receive Payment	E-transfer	1201 The Estate of Barbara F...	4,132.00
20-09-2017	Deposit			8,254.65
25-09-2017	Receive Payment		1604 - Mark & Nina Dover	45.00
25-09-2017	Receive Payment		0201 - Jacques & Helen Ben...	324.93
25-09-2017	Receive Payment		2103 - Pedram Fouladirad & ...	15.00
25-09-2017	Receive Payment		2701 - Ursula & Richard Stre...	30.00
25-09-2017	Deposit			1,400.00
25-09-2017	Receive Payment		0201 - Jacques & Helen Ben...	15.00
25-09-2017	Receive Payment		0306 - Gerry Derouin	15.00
25-09-2017	Receive Payment		2605 - Louis & Diane Tennen...	15.00
25-09-2017	Receive Payment		2002 - Judy Edgar	15.00
25-09-2017	Receive Payment		0201 - Jacques & Helen Ben...	15.00
25-09-2017	Receive Payment		0705 - Janet Clarke-Armstrong	15.00
25-09-2017	Receive Payment		0406 - Raymond & Gayle Cor...	15.00
25-09-2017	Receive Payment		2103 - Pedram Fouladirad & ...	15.00
25-09-2017	Receive Payment		1003 - Robert Hansen	15.00
25-09-2017	Receive Payment		1403 - Goldie Braman	15.00
25-09-2017	Receive Payment		0606 - Mohamed Peera	15.00
25-09-2017	Receive Payment		1405 - Bertram Blevis	15.00
25-09-2017	Receive Payment		1404 - Dr. Vijay & Beverly Mo...	36.74
25-09-2017	Receive Payment		2401 - Shelley Rothman	15.00
25-09-2017	Receive Payment		2804 - Leona Cunningham	15.00
25-09-2017	Receive Payment		0306 - Gerry Derouin	15.00
25-09-2017	Receive Payment		1403 - Goldie Braman	15.00
25-09-2017	Receive Payment		1003 - Robert Hansen	15.00
25-09-2017	Receive Payment		0402 - Theresa & Susan Berk...	15.00
25-09-2017	Receive Payment		1703 - Alex & Lenka Mach	15.00
25-09-2017	Receive Payment		2401 - Shelley Rothman	15.00
25-09-2017	Receive Payment		1505 - James Finnie & Ollie ...	15.00
25-09-2017	Receive Payment		0803 - Dianne Caufield	15.00
25-09-2017	Receive Payment		0302 - Kathleen Laing	17.03
25-09-2017	Receive Payment		2204 - Gail Victor	17.03
25-09-2017	Receive Payment		0604 - Marilyn Knock	17.03
25-09-2017	Receive Payment		0501 - Norma Gore	18.00
25-09-2017	Receive Payment		2301 - Doug & Marie Wong	19.07
25-09-2017	Receive Payment		2204 - Gail Victor	24.04
25-09-2017	Receive Payment		2205 - Malcolm McKechnie	25.17
25-09-2017	Receive Payment		2002 - Judy Edgar	25.72
25-09-2017	Receive Payment		2603 - Rachel Purser	26.61
25-09-2017	Receive Payment		1404 - Dr. Vijay & Beverly Mo...	29.97
26-09-2017	Receive Payment	393	1705 - Sharron Kavanagh	826.40

Total				243,884.04
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Additional Information

Uncleared cheques and payments as of 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
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DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
22-06-2017	Bill Payment	EFT1384	Metropole Mingle Committee	-75.00
15-07-2017	Tax Payment		Receiver General	-861.08
14-08-2017	Tax Payment		Receiver General	-861.08
Total				-1,797.16

Uncleared deposits and other credits as of 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
08-09-2017	Bill Payment	FCN_8747-2	Westboro Flooring	0.00
Total				0.00

Uncleared cheques and payments after 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-10-2017	Bill Payment		CI Management	-8,305.50
Total				-8,305.50

Uncleared deposits and other credits after 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-10-2017	Receive Payment	PAP	2305 - Monica & Alvin Stein	1,033.00
Total				1,033.00



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

Business Account Statement

RBBD30000_4053276 E D 00006 00853

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
OPERATING
C/O CAPITAL CONCIERGE
904 LADY ELLEN PLACE
OTTAWA ON K1Z 5L5

August 31, 2017 to September 29, 2017

Account number: 00006 102-414-0

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

RBC Business Essentials® Variable Pricing Account

Royal Bank of Canada
90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on August 31, 2017	\$187,372.57
Total deposits & credits (8)	+ 243,884.04
Total cheques & debits (18)	- 329,498.30
Closing balance on September 29, 2017	= \$101,758.31

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			187,372.57
01 Sep	Direct Payment (PAD's) service total GRADS6419710000		151,711.75	339,084.32
	eCheque deposit 13770		7,556.02	346,640.34
	Electronic transaction fee 11 Drs @ 0.75 5 Crs @ 0.75	12.00		
	Items on deposit fee 11 ID @ 0.22	2.42		346,625.92
05 Sep	Account transfer ACTR4724800124	28,786.92		
	Misc Payment	8,305.50		309,533.50
06 Sep	Misc Payment RBC Offer/Offre PROMOTION		14.42	309,547.92
07 Sep	Direct Payment (PAD's) service total GRADS6419710000		1,083.95	310,631.87
	Activity fee	95.50		310,536.37
08 Sep	Account transfer reserve expense		67,903.51	378,439.88



Business Account Statement

August 31, 2017 to September 29, 2017
Account number: 00006 102-414-0

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
08 Sep	Account transfer ACTR4725101168	59,805.25		318,634.63
11 Sep	Account transfer Unit 1201 687		4,132.00	322,766.63
12 Sep	Direct Deposits (PDS) service total GRADS4105110000	20,653.26		302,113.37
13 Sep	Account transfer ACTR4725600453	1,291.62		
	Direct Deposits (PDS) service total GRADS4105110000	27,737.64		273,084.11
14 Sep	Direct Deposits (PDS) service total GRADS4105110000	1,615.10		271,469.01
18 Sep	Direct Deposits (PDS) service total GRADS4105110000	3,781.37		267,687.64
19 Sep	Bill payment - 5004 HYDRO OTTAWA	31,859.41		235,828.23
20 Sep	Account transfer For Reserve Exp		8,254.65	244,082.88
22 Sep	Direct Deposits (PDS) service total GRADS4105110000	5,556.06		238,526.82
25 Sep	eCheque deposit 13770		3,227.74	
	Direct Deposits (PDS) service total GRADS4105110000	90,109.20		151,645.36
27 Sep	Bill payment - 8398 ENBRIDGE	4,385.88		
	Bill payment - 8411 OTT WTR & SEWER	19,923.03		
	Direct Deposits (PDS) service total GRADS4105110000	1,615.10		
	Direct Deposits (PDS) service total GRADS4105110000	23,963.04		101,758.31
	Closing balance			101,758.31
Account Fees: \$109.92				



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

Business Account Statement

August 31, 2017 to September 29, 2017
Account number: 00006 102-414-0

Important Account Information

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

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MONTHLY RESERVE FINANCIAL REPORT

OCSCC 687

September 2017

OCSCC #687

PROFIT AND LOSS

September 2017

TOTAL	
INCOME	
Total Income	
GROSS PROFIT	\$0.00
OTHER INCOME	
6001 Contribution from operating	28,786.92
6002 Interest income for reserve	5,612.67
Total Other Income	\$34,399.59
EXPENSES	
6102 Building Interior R&M	1,161.08
6110 Reserve- Grounds	2,510.00
6136 Generator R&M	67,446.42
6160 Reserve- Major Repairs	11,526.90
Total Expenses	\$82,644.40
PROFIT	\$ -48,244.81

OCSCC #687

PROFIT AND LOSS

December 2016 - September 2017

	TOTAL
INCOME	
Total Income	
GROSS PROFIT	\$0.00
OTHER INCOME	
6001 Contribution from operating	287,869.19
6002 Interest income for reserve	19,042.52
Total Other Income	\$306,911.71
EXPENSES	
6003 Reserve bank charges	21.60
6102 Building Interior R&M	75,494.18
6110 Reserve- Grounds	2,510.00
6115 Reserve - Exterior R&M	43,985.25
6136 Generator R&M	68,546.00
6142 Reserve - Electrical	1,271.37
6160 Reserve- Major Repairs	23,244.89
6190 Reserve- General Repairs	40,112.28
Total Expenses	\$255,185.57
PROFIT	\$51,726.14

1020 Reserve Account, Period Ending 30-09-2017

RECONCILIATION REPORT

Reconciled on: 04-10-2017

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance.....	207,655.39
Cheques and payments cleared (2).....	-76,158.16
Deposits and other credits cleared (3).....	88,630.15
Statement ending balance.....	<u>220,127.38</u>
Register balance as of 30-09-2017.....	220,127.38
Cleared transactions after 30-09-2017.....	0.00
Uncleared transactions after 30-09-2017.....	40.56
Register balance as of 04-10-2017.....	<u>220,167.94</u>

Details

Cheques and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
08-09-2017	Expense			-67,903.51
20-09-2017	Expense			-8,254.65
Total				-76,158.16

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
05-09-2017	Deposit			37.98
05-09-2017	Deposit			28,786.92
08-09-2017	Deposit			59,805.25
Total				88,630.15

Additional Information

Uncleared deposits and other credits after 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-10-2017	Deposit			40.56
Total				40.56



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

Business Account Statement

RBDDA30000_4053276 E D 00006 00905

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

RESERVE

C/O CAPITAL CONCIERGE

904 LADY ELLEN PLACE

OTTAWA ON K1Z 5L5

August 31, 2017 to September 29, 2017

Account number: 00006 102-556-8

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

RBC Business Essentials® Savings Account

Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on August 31, 2017	\$207,655.39
Total deposits & credits (3)	+ 88,630.15
Total cheques & debits (2)	- 76,158.16
Closing balance on September 29, 2017	= \$220,127.38

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Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			207,655.39
01 Sep	Deposit interest		37.98	207,693.37
05 Sep	Account transfer 687 RF transfer		28,786.92	236,480.29
08 Sep	Account transfer over RE willPay		59,805.25	296,285.54
	Account transfer ACTR4725101115	67,903.51		228,382.03
20 Sep	Account transfer ACTR4726301284	8,254.65		220,127.38
	Closing balance			220,127.38

Deposit Interest Earned: \$37.98



Business Account Statement

August 31, 2017 to September 29, 2017
Account number: 00006 102-556-8

Important Account Information

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

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1030 Operating Savings, Period Ending 30-09-2017

RECONCILIATION REPORT

Reconciled on: 04-10-2017

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance.....	45,410.49
Cheques and payments cleared (1).....	-6.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>45,404.49</u>
Register balance as of 30-09-2017.....	45,404.49
Cleared transactions after 30-09-2017.....	0.00
Uncleared transactions after 30-09-2017.....	-6.00
Register balance as of 04-10-2017.....	<u>45,398.49</u>

Details

Cheques and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
05-09-2017	Expense			-6.00
Total				-6.00

Additional Information

Uncleared cheques and payments after 30-09-2017

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-10-2017	Expense			-6.00
Total				-6.00



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

Business Account Statement

RBBD30000_4053276 E D 00006 00927

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/O CAPITAL CONCIERGE
904 LADY ELLEN PLACE
OTTAWA ON K1Z 5L5

August 31, 2017 to September 29, 2017

Account number: 00006 102-604-6

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

RBC Business Essentials® Variable Pricing Account

Royal Bank of Canada
90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on August 31, 2017	\$45,410.49
Total deposits & credits (0)	+ 0.00
Total cheques & debits (1)	- 6.00
Closing balance on September 29, 2017	= \$45,404.49

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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			45,410.49
01 Sep	Minimum monthly fee	6.00		45,404.49
	Closing balance			45,404.49

Account Fees: \$6.00



Business Account Statement

August 31, 2017 to September 29, 2017
Account number: 00006 102-604-6

Important Account Information

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RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

SEPT 29
2017

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13214



OTTAWA CARLETON STANDARD
CONDOMINIUM CORPORATION NO 687
38 METROPOLE PRIVATE
BUILDING MANAGEMENT OFFICE
OTTAWA ON K1Z 1E9

Your Account Number: 641-44150-1-5

Date of Last Statement: AUG. 31, 2017

ADVISORY TEAM

Investment Advisor(s):

Jeffrey P White
(613) 566-3505 1-800-461-1958

Team Member(s):

Janine Fawcett (613) 566-3503
Josie Ibrahim (613) 566-3507

Branch Address:

World Exchange Plaza
45 O'Connor Street, Suite 900
Ottawa, Ontario
K1P 1A4

Branch Manager:

Paul Higgins / Peter Chisholm
(613) 566-7500

ASSET SUMMARY

	MARKET VALUE AT SEPT 29	PERCENTAGE OF MARKET VALUE
Cash	\$28.67	0.00 %
Fixed Income	\$2,029,195.28	79.38 %
Preferred Shares	\$0.00	0.00 %
Common Shares	\$0.00	0.00 %
Mutual Funds **	\$527,086.57	20.62 %
Foreign Securities	\$0.00	0.00 %
Managed Assets	\$0.00	0.00 %
Other	\$0.00	0.00 %
Total Value	\$2,556,310.52	100.00 %

INCOME SUMMARY

	THIS MONTH	YEAR-TO-DATE
Dividends	\$0.00	\$0.00
Interest	\$484.98	\$11,102.54
Other	\$0.00	\$0.00
Total Income	\$484.98	\$11,102.54

CASH BALANCE

ACCOUNT TYPE	OPENING BALANCE AT AUG. 31	CLOSING BALANCE AT SEPT 29
Cash	\$28.67	\$28.67

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RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

SEPT 29
2017

Your Account Number: 641-44150-1-5 2 of 5

ASSET REVIEW

(Exchange rate 1USD = 1.2475 CAD as of SEPT 29, 2017)

SECURITY SYMBOL	QUANTITY/ SEGREGATED	MKT. PRICE	BOOK COST	MARKET VALUE
--------------------	-------------------------	---------------	--------------	-----------------

FIXED INCOME

PACIFIC & WESTERN	100,000	103.479	100,000.00	\$103,479.30
GIC - ANNUAL COMPOUND	100,000			
DUE 11/18/2017 1.850%				
LAURENTIAN BANK	100,000	103.442	100,000.00	\$103,442.80
GIC - ANNUAL COMPOUND	100,000			
DUE 12/18/2017 1.910%				
BANK OF NOVA SCOTIA	100,000	103.005	100,000.00	\$103,005.40
GIC - ANNUAL COMPOUND	100,000			
DUE 01/15/2018 1.750%				
LAURENTIAN BANK	100,000	102.876	100,000.00	\$102,876.70
GIC - ANNUAL COMPOUND	100,000			
DUE 02/20/2018 1.770%				
LAURENTIAN BANK	100,000	102.758	100,000.00	\$102,758.80
GIC - ANNUAL COMPOUND	100,000			
DUE 03/15/2018 1.780%				
HOME BANK	101,932	100.789	101,932.00	\$102,737.16
GIC - ANNUAL COMPOUND	101,932			
DUE 04/16/2018 1.860%				
ROYAL BANK OF CANADA	100,000	100.000	100,000.00	\$100,350.96 ¹
GIC - ANNUAL	100,000			
DUE 05/30/2018 1.050%				
BANK OF NOVA SCOTIA	100,000	100.000	100,000.00	\$100,302.06 ¹
GIC - ANNUAL	100,000			
DUE 06/16/2018 1.050%				
LAURENTIAN BANK	100,000	101.969	100,000.00	\$101,969.50
GIC - ANNUAL COMPOUND	100,000			
DUE 07/23/2018 1.650%				
LAURENTIAN BANK	100,000	101.855	100,000.00	\$101,855.30
GIC - ANNUAL COMPOUND	100,000			
DUE 08/15/2018 1.650%				
EQUITABLE BANK	100,000	101.713	100,000.00	\$101,713.80
GIC - ANNUAL COMPOUND	100,000			
DUE 09/17/2018 1.650%				
HOME TRUST COMPANY	100,000	101.164	100,000.00	\$101,164.30
GIC - ANNUAL COMPOUND	100,000			
DUE 01/16/2019 1.660%				
ROYAL BANK OF CANADA	100,000	100.870	100,000.00	\$100,870.70
GIC - ANNUAL COMPOUND	100,000			
DUE 02/14/2019 1.400%				
ROYAL BANK OF CANADA	100,000	100.759	100,000.00	\$100,759.50
GIC - ANNUAL COMPOUND	100,000			
DUE 03/15/2019 1.400%				

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- CONTINUED ON NEXT PAGE -



RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

SEPT 29
2017

Your Account Number: 641-44150-1-5 3 of 5

ASSET REVIEW

(Exchange rate 1USD = 1.2475 CAD as of SEPT 29, 2017)

SECURITY SYMBOL	QUANTITY/ SEGREGATED	MKT. PRICE	BOOK COST	MARKET VALUE
ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 04/18/2019 1.250%	100,000 100,000	100.561	100,000.00	\$100,561.60
NAT'L BANK OF CANADA GIC - ANNUAL COMPOUND DUE 05/21/2019 1.250%	100,000 100,000	100.455	100,000.00	\$100,455.50
MONTREAL TRUST CDA GIC - ANNUAL COMPOUND DUE 06/16/2019 1.250%	100,000 100,000	100.359	100,000.00	\$100,359.60
ROYAL TRUST CORP GIC - ANNUAL COMPOUND DUE 07/17/2019 1.400%	100,000 100,000	100.283	100,000.00	\$100,283.80
MANULIFE BANK CDA GIC - ANNUAL COMPOUND DUE 08/16/2019 1.600%	100,000 100,000	100.192	100,000.00	\$100,192.90
ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 09/16/2019 1.450%	100,000 100,000	100.055	100,000.00	\$100,055.60
Total Value of Fixed Income			2,001,932.00	\$2,029,195.28

MUTUAL FUNDS

RBC INVESTMENT SAVINGS ACCOUNT SR A (2010)	RBF2010	52,708.657 52,708.657	10.000	527,086.57	\$527,086.57
Total Value of Mutual Funds **				527,086.57	\$527,086.57

Total Value of All Securities 2,529,018.57 \$2,556,281.85

ACCOUNT ACTIVITY

DATE	ACTIVITY	DESCRIPTION	QUANTITY	PRICE /RATE	DEBIT	CREDIT
		Opening Balance (AUG. 31, 2017)				\$28.67
SEPT 01	INTEREST	RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) AS OF 08/31/17 REINVEST @ \$10.00	48.498			
SEPT 15	SOLD	RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) SOLICITED AS OF 09/14/17	10,000	10.00		100,000.00

0052839 -11114

- CONTINUED ON NEXT PAGE -

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RBC Dominion Securities Inc.**CANADIAN DOLLAR
ACCOUNT STATEMENT****SEPT 29
2017**

Your Account Number: 641-44150-1-5 4 of 5

ACCOUNT ACTIVITY

DATE	ACTIVITY	DESCRIPTION	QUANTITY	PRICE \\RATE	DEBIT	CREDIT
SEPT 15	BOUGHT	ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 09/16/2019 01.450% MATURITY VALUE \$102,925.11 #170915-B02633	100,000	100.00	100,000.00	
		Closing Balance (SEPT 29, 2017)				\$28.67

JTA1750442-0105708-13214

- CONTINUED ON NEXT PAGE -



RBC Dominion Securities Inc. CANADIAN DOLLAR ACCOUNT STATEMENT

SEPT 29
2017

Your Account Number: 641-44150-1-5 5 of 5

Head Office Address:

RBC Dominion Securities Inc.

P.O. BOX 50

Royal Bank Plaza

Toronto, Ontario

Canada M5J 2W7

GST/HST Registration # 889767471

If you have a service request or a question about your statement or a service charge, please phone your Investment Advisor at the phone number listed on the front of this statement. Unresolved problems or complaints should be forwarded in writing to:

RBC DOMINION SECURITIES

Compliance Department

P.O. BOX 50, Royal Bank Plaza

Toronto, Ontario

M5J 2W7

Telephone: (416) 363-1019

Internet: www.rbc.ds.com

QST Registration # 889767471



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 - 1 - Includes accrued interest.
 - 2 - Part of or all of the Book Cost on this security position is unknown resulting in the use of market value. The market value applied was September 30, 2015 or later, depending on the transaction activity for this security position. Please contact your Investment Advisor to update the statement records.
 - 3 - The Book Cost of this security is temporarily unavailable due to a pending corporate action event. Please contact your Investment Advisor for additional information.
 - ° - Market value of non-prospectus qualified investment funds (each a "Fund"), disclosed on this statement, is calculated by the fund manager in arrears and may not reflect the actual net asset value from the previous calendar quarter. This market value is an estimate and excludes any unrealized gain / loss on the underlying positions of the Funds for the current calendar quarter.
 - - The Book Cost of this security cannot be determined. Please contact your Investment Advisor for additional information.
- ** - Segregated Funds are included in the Total Value of Mutual Funds.
- *** - Converted U.S. dollar contributions or withdrawals are included in your plan summary.
- 4 - This security may be subject to a deferred sales charge at the time that it is sold.
- " - There is no active market for this security so its market value has been estimated.



RBC Dominion Securities Inc. CANADIAN DOLLAR ACCOUNT STATEMENT

Statement for July 1 to September 30, 2017

Page 1 of 1

PORTFOLIO REVIEW

Your Account Number:

641-44150-1-5

INVESTMENT RETURN	Current Quarter (July 1, 2017 - Sept. 30, 2017)	Year-to-Date (Jan. 1, 2017 - Sept. 30, 2017)	Since: (Jan. 1, 2013 - Sept. 30, 2017)
Interest	2,655.98	11,102.54	38,359.61
Dividends	0.00	0.00	0.00
Managed Fund Distributions	0.00	0.00	35,785.65
Other Distributions	0.00	0.00	0.00
Change in Market Value	6,015.05	15,969.81	55,808.52
Total Investment Return	8,671.03	27,072.35	129,953.78

CAPITAL REVIEW	Current Quarter (July 1, 2017 - Sept. 30, 2017)	Year-to-Date (Jan. 1, 2017 - Sept. 30, 2017)	Since: (Jan. 1, 2013 - Sept. 30, 2017)
Beginning Portfolio Value	2,547,639.49	2,429,238.17	865,000.00
Deposits/Transfer Ins	0.00	100,000.00	1,561,356.74
Withdrawals/Transfer Outs	0.00	0.00	0.00
Total Investment Return	8,671.03	27,072.35	129,953.78
Ending Portfolio Value	2,556,310.52	2,556,310.52	2,556,310.52

For the current quarter:

Your Beginning Portfolio Value includes accrued interest of 129.45.

Your Ending Portfolio Value includes accrued interest of 653.02.

This statement should not be used for income tax reporting purposes.

(over)

0052841 -11114

UNDERSTANDING YOUR PORTFOLIO REVIEW

Your Portfolio Review provides a summary of the activity within your portfolio over various time periods. The definitions of the various terms included in this statement are listed below.

INVESTMENT RETURN

This section summarizes the Total Investment Return of your portfolio, in dollar terms, over various time periods. The components of your Total Investment Return include:

Interest - Includes interest payments paid to you from investments such as bonds, debentures, guaranteed investment certificates, term deposits, and cash balances in accounts. Interest income earned on discounted securities, such as strip bonds, treasury bills, bankers acceptances and commercial paper, are not included in this category. Interest income that accrues from such discounted securities is reflected in the category listed below titled, "Change in Market Value".

Dividends - Includes dividends paid to you from common and preferred shares.

Managed Fund Distributions - Includes distributions paid to you from investments such as mutual funds, pooled funds and segregated funds of life insurance companies.

Other Distributions - Includes distributions paid to you from any other investment not covered in the previous categories such as Real Estate Investment Trusts, Royalty Trusts and Income Trusts.

Change In Market Value - Includes the change in market value of all the securities, including cash balances, within your portfolio between the end of the previous period and the end of the current period.

Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions.

CAPITAL REVIEW

This section summarizes the change in value of your portfolio over various time periods. The components that contribute to your change in portfolio value include:

Beginning Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the previous period. The value of accrued dividends are not included in this value.

Deposits/Transfer Ins - The value of all cash and/or securities deposited to your portfolio, including currency transfers and cash and/or securities transferred in from other RBCDS accounts.

Withdrawals/Transfer Outs - The value of all cash and/or securities withdrawn from your portfolio, including currency transfers and cash and/or securities transferred out to other RBCDS accounts.

Withholding Tax - Various sources of income earned in portfolios may be subject to withholding taxes. These include withdrawals from registered accounts such as Registered Retirement Savings Plans (RRSPs) and Registered Retirement Income Funds (RRIFs) and income received from foreign investments.

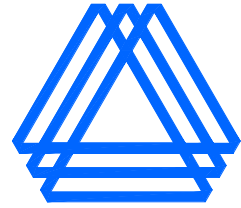
Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions. This value is calculated in the "Investment Return" section of this Portfolio Review.

Ending Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the current period. The value of accrued dividends are not included in this value.

Definition of Time Periods:

Current Quarter:	Refers to the 3-month period ending as of the indicated reporting date.
Year-to-Date:	Refers to the period between January 1st of the current year and the indicated reporting date.
5 Year:	Refers to the 60-month period ending as of the indicated reporting date.
Since:	Refers to the period between the date on which your account was funded and the indicated reporting date.

Should you have any questions, regarding this statement, please contact your Investment Advisor.



October 2, 2017

Capital Integral
904 Lady Ellen Place
Ottawa, Ontario
K1Z 5L5

Attention: Yawar Khan

**Re: Metropole Podium Repairs
Structural Project Completion Notice
Our Ref. No.: 3119-10**

We are pleased to confirm that Adjeleian Allen Rubeli Limited carried out periodic and random field review of the structural work of the above noted project. The scope of work included podium slab membrane replacement and repairs as well as repairs to east-facing balconies on levels 2 and 3.

These reviews were in accordance with the requirements of Division C section 1.2.2 of the 2012 Ontario Building code and the requirements of Section 78 of Ontario Regulation 941/90 as amended, made under the Professional Engineer Act 1990, as amended. These reviews were conducted following procedures described in the "Professional Engineers of Ontario Guideline for Professional Engineers Providing General Review of Construction as required by the Ontario Building Code". The reports for these reviews were issued under separate cover throughout the construction phase.

On the basis of these reviews and our last site visit on September 29, 2017, it is our opinion, that the structural work is in general conformity with drawings, specifications, field sketches and site instructions prepared by Adjeleian Allen Rubeli Limited under the professional seal of Justin Vienneau, P.Eng., with the exception of the following:

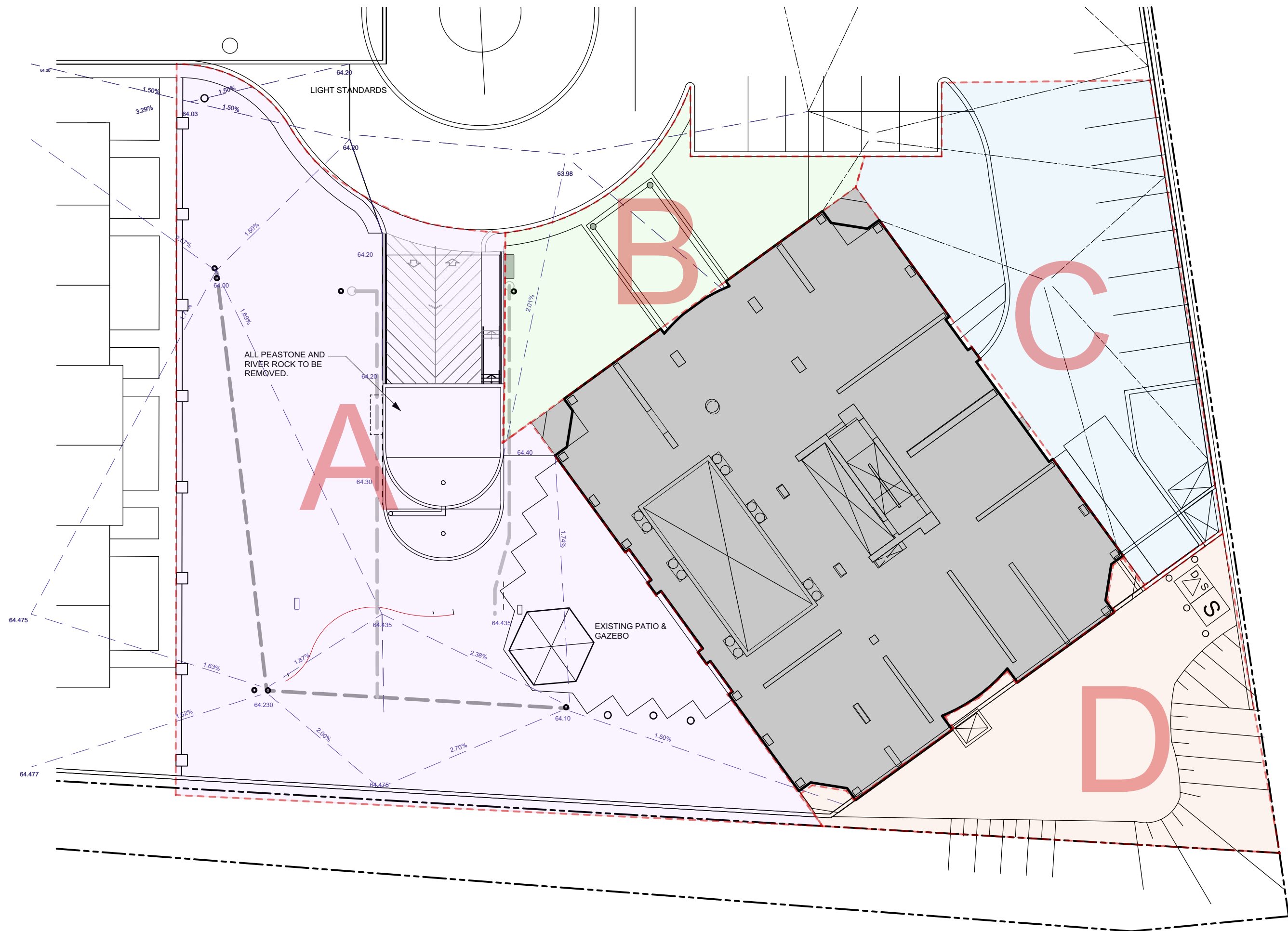
- Testing of irrigation system within low planter area.
- Repair to slanted concrete base of light post (bollard) near gridline A-3.

Yours truly,

ADJELEIAN ALLEN RUBELI LIMITED


Justin Vienneau, P.Eng.





38 Metropole - Podium Landscape Rehabilitation Class D Budget Estimate

No.	DESCRIPTION	AREA A	AREA B	AREA C	AREA D	TOTALS	REMARKS
1	Site Works	\$21,495.00	\$5,249.75	\$3,560.00	\$2,140.00	\$32,444.75	removals, salvage and reinstatement
2	Soft Landscape	\$45,422.50	\$17,205.00	\$10,010.00	\$7,375.00	\$80,012.50	plantings, sod, topsoil augmentation
3	Hard Landscape	\$36,077.50	\$2,260.00	\$540.00	\$980.00	\$39,857.50	pavers, edgings
4	Site Furnishings & Miscellaneous	\$17,750.00	\$1,500.00	\$750.00	\$750.00	\$20,750.00	includes irrigation, lighting adjustments
SUBTOTAL		\$120,745.00	\$26,214.75	\$14,860.00	\$11,245.00	\$173,064.75	
Contingeny 15%		\$18,111.75	\$3,932.21	\$2,229.00	\$1,686.75	\$25,959.71	
TOTAL		\$138,856.75	\$30,146.96	\$17,089.00	\$12,931.75	\$199,024.46	

OCSCC 687: Spreadsheet For Major Repair & Replacement Costs, Fiscal Years 2017 to 2046

AGE OF COMPLEX	13 Years	14 Years	15 Years	16 Years	17 Years	18 Years	19 Years	20 Years	21 Years	22 Years	23 Years	24 Years	25 Years	26 Years	27 Years
REPAIR/REPLACEMENT ITEMS ²	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
5.1 CIVIL, ARCHITECTURAL															
5.1.1 Site Services			\$5,200					\$10,300					\$5,200		
5.1.2 Parking Garage															
5.1.3 Asphalt Pavement															
5.1.4 Pavers								\$51,600							
5.1.5 Exterior Concrete			\$10,300												
5.1.6 Landscaping	\$10,300								\$15,500						
5.1.7 Fencing												\$16,500			
5.1.8 Foundation Walls															
5.1.9 Balconies			\$218,900												
5.1.10 Precast Concrete Panels															
5.1.11 Metal Cladding															
5.1.12 Exterior Coatings						\$10,300						\$10,300			
5.1.13 Caulking														\$258,100	
5.1.14 Windows & Balcony Doors															\$20,600
5.1.15 Doors			\$4,600												
5.1.16 Roofing Systems								\$309,700							
5.1.17 Interior Finishes	\$159,000								\$243,600		\$66,100		\$72,300		
5.1.18 Furnishings & Appliances								\$20,600							
5.1.19 Swimming Pool & Saunas			\$25,800		\$25,800										
5.2 ELECTRICAL SYSTEMS															
5.2.1 Electrical Distribution				\$6,200					\$6,200					\$6,200	
5.2.2 Lighting															
5.2.3 Fire Alarm System															
5.2.4 Emergency Power System															
5.2.5 Security System															\$36,100
5.3 MECHANICAL SYSTEMS															
5.3.1 Ventilation System			\$31,000					\$5,200					\$361,300		
5.3.2 Heating & A/C System								\$1,182,300	\$284,700	\$284,700	\$284,700	\$284,700			
5.3.3 Plumbing System								\$46,500							
5.3.4 Pool Mechanical Systems			\$20,600					\$51,600							
5.3.5 Sump Pumps															
5.3.6 Elevators				\$5,700					\$5,700	\$593,600				\$5,700	
5.3.7 Fire Protection System															
Reserve Fund Study Update	\$3,300			\$5,500			\$3,400			\$5,500			\$3,400		
YEARLY EXPENDITURE TOTALS	\$172,600	\$0	\$316,400	\$17,400	\$25,800	\$10,300	\$3,400	\$1,677,800	\$555,700	\$883,800	\$350,800	\$311,500	\$442,200	\$270,000	\$56,700
EXPENDITURES INCL. INFLATION ¹	\$172,600	\$0	\$329,183	\$18,465	\$27,927	\$11,372	\$3,829	\$1,927,265	\$651,091	\$1,056,223	\$427,623	\$387,311	\$560,817	\$349,274	\$74,814
CONTRIBUTIONS FROM FEES	\$345,443	\$530,000	\$540,600	\$551,412	\$562,440	\$573,689	\$585,163	\$596,866	\$608,803	\$620,979	\$633,399	\$646,067	\$658,988	\$672,168	\$685,612
ADDITIONAL CONTRIBUTIONS															
INTEREST CONTRIBUTIONS ¹	\$53,027	61,197	\$69,923	\$78,854	\$91,230	\$104,152	\$117,808	\$112,621	\$101,031	\$98,249	\$97,915	\$104,586	\$110,304	\$116,786	\$128,576
REMAINING RESERVE FUND	\$2,764,266	\$3,355,463	\$3,636,803	\$4,248,604	\$4,874,347	\$5,540,816	\$6,239,957	\$5,022,180	\$5,080,923	\$4,743,928	\$5,047,620	\$5,410,961	\$5,619,437	\$6,059,117	\$6,798,490

Security system replacement moved up 5 years

ESTIMATED RESERVE FUND = \$2,538,396 November 30, 2016
 CURRENT ANNUAL CONTRIBUTIONS = \$345,443 December 1, 2016
 FUTURE ANNUAL CONTRIBUTIONS = \$530,000 December 1, 2017

NOTES:

1) Interest contributions for each year are based on the average remaining reserve fund for that year at an interest rate of 2.0%.

2) Estimates for expenditures include HST and, where appropriate, engineering fees.

28 Years	29 Years	30 Years	31 Years	32 Years	33 Years	34 Years	35 Years	36 Years	37 Years	38 Years	39 Years	40 Years	41 Years	42 Years		AGE OF COMPLEX
2031/32	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41	2041/42	2042/43	2043/44	2044/45	2045/46	TOTALS	REPAIR/REPLACEMENT ITEMS
		\$10,300					\$5,200					\$10,300			\$46,500	5.1 CIVIL, ARCHITECTURAL
		\$822,800													\$822,800	5.1.1 Site Services
		\$130,400													\$130,400	5.1.2 Parking Garage
		\$28,600													\$80,200	5.1.3 Asphalt Pavement
		\$70,000													\$80,300	5.1.4 Pavers
\$10,300			\$15,500										\$15,500	\$10,300	\$80,300	5.1.5 Exterior Concrete
															\$77,400	5.1.6 Landscaping
															\$16,500	5.1.7 Fencing
															\$0	5.1.8 Foundation Walls
		\$218,900										\$412,900			\$850,700	5.1.9 Balconies
							\$103,200								\$103,200	5.1.10 Precast Concrete Panels
		\$10,300						\$10,300							\$0	5.1.11 Metal Cladding
														\$10,300	\$51,500	5.1.12 Exterior Coatings
													\$258,100		\$516,200	5.1.13 Caulking
											\$2,167,900	\$2,167,900	\$2,167,900	\$2,167,900	\$8,692,200	5.1.14 Windows & Balcony Doors
		\$35,600													\$40,200	5.1.15 Doors
		\$103,200	\$243,600		\$66,100								\$243,600		\$309,700	5.1.16 Roofing Systems
		\$20,600										\$20,600			\$1,197,500	5.1.17 Interior Finishes
		\$25,800								\$25,800					\$61,800	5.1.18 Furnishings & Appliances
															\$103,200	5.1.19 Swimming Pool & Saunas
																5.2 ELECTRICAL SYSTEMS
			\$6,200				\$139,400	\$6,200				\$206,500	\$6,200		\$383,100	5.2.1 Electrical Distribution
															\$0	5.2.2 Lighting
							\$51,600								\$51,600	5.2.3 Fire Alarm System
							\$154,900								\$154,900	5.2.4 Emergency Power System
															\$36,100	5.2.5 Security System
																5.3 MECHANICAL SYSTEMS
		\$51,600										\$5,200			\$454,300	5.3.1 Ventilation System
		\$10,300													\$2,331,400	5.3.2 Heating & A/C System
		\$191,000					\$10,300					\$56,800			\$304,600	5.3.3 Plumbing System
							\$20,600					\$51,600			\$144,400	5.3.4 Pool Mechanical Systems
		\$31,000													\$31,000	5.3.5 Sump Pumps
			\$5,700					\$5,700					\$5,700		\$627,800	5.3.6 Elevators
		\$41,300													\$41,300	5.3.7 Fire Protection System
\$5,500			\$3,400			\$5,500			\$3,400			\$5,500			\$44,400	Reserve Fund Study Update
\$15,800	\$0	\$1,801,700	\$274,400	\$0	\$66,100	\$5,500	\$485,200	\$22,200	\$29,200	\$0	\$2,167,900	\$2,937,300	\$2,697,000	\$2,188,500	\$17,785,200	YEARLY EXPENDITURE TOTALS
\$21,265	\$0	\$2,522,815	\$391,911	\$0	\$98,221	\$8,336	\$750,109	\$35,007	\$46,966	\$0	\$3,627,803	\$5,013,638	\$4,695,542	\$3,886,436	\$27,095,843	EXPENDITURES INCL. INFLATION
\$699,324	\$713,310	\$727,576	\$742,128	\$756,971	\$772,110	\$787,552	\$803,303	\$819,369	\$835,757	\$852,472	\$869,521	\$886,912	\$904,650	\$922,743	\$20,905,327	CONTRIBUTIONS FROM FEES
															\$0	ADDITIONAL CONTRIBUTIONS
\$144,192	\$161,160	\$153,487	\$141,991	\$156,044	\$173,649	\$191,835	\$204,119	\$216,702	\$236,971	\$258,336	\$244,305	\$179,694	\$103,349	\$37,208	\$4,049,298	INTEREST CONTRIBUTIONS
\$7,620,742	\$8,495,211	\$6,853,460	\$7,345,668	\$8,258,682	\$9,106,220	\$10,077,271	\$10,334,583	\$11,335,648	\$12,361,408	\$13,472,216	\$10,958,239	\$7,011,207	\$3,323,664	\$397,179	\$397,179	REMAINING RESERVE FUND
															REMAINING RESERVE FUND IN 2017 DOLLARS	\$223,656

3) Inflation assumed to be at an average rate of 2.0% over the time frame examined above.

4) The inflation increase of 3.2% for the past 3 years is derived from the data posted by Statistics Canada.


5) The market increase are based on Keller Engineering's experience over the past 3 years on similar projects.

Metropole – Energy Savings Project Bid Review

Metropole OMD Committee
Review with
BOD

Metropole – Energy Savings Project

Energy Saving Components:



Design specifications
established by engineering
firm Smith Andersen

Domestic Cold Water Booster Pumps:

- Replace three (3) 50 HP pumps with three (3) 15 HP Pumps or two (2) 20 HP
- Replace constant lead pump and lag control secondary pump(s) system with Variable Flow Drive (VFD).

Note:


1. Pump technical output advancements allow lower HP.

Replacement Benefits:

- Reduced energy consumption via lower HP size and VFD allowing pumps to operate only at a load (demand amount) needed to produce to a pre-set pressure
- Maintain constant water pressure versus excess pressure relieved via pressure relief valves (PRVs). Pumps run on demand vs constant with excess discharge.
- Allows pressure settings to be adjusted up or down to suit
- Longer equipment life for booster system and related flush valves
- Reduced maintenance costs (pressure controlled - less wear)
- Eliminate failures of pipe fittings and valves due to excess pressure
- Less noise
- Water conservation. Constant pumps bleed ½ gallon to 3 gallons per hour

Metropole – Energy Savings Project

Energy Saving Components:



Design specifications
established by engineering
firm Smith Andersen

Free Cooling:

- Add heat exchanger to process cool air (1 degree C) from cooling tower when available versus using chiller produced air. Added controls will automatically turn chiller off and on when needed.

Benefits:

- Reduced energy consumption in shoulder season and cooler days/evenings as chiller is not always operating/needed.
- Provides year round cooling capability

Add VFD to Chiller:

- Allows chiller to operate only at a load level (demand amount) needed – Will work less hard or harder or not at all as temperatures/ availability of cool air from cooling tower and heat exchanger vary.

Benefits:

- Reduced energy consumption when operating at lower load (demand) and/or not operating

Metropole – Energy Savings Project

Steps Taken:

1. Hydro Ottawa Rebate Application(s) Completed – Required before Contract Award. Note: Proof of replaced equipment disposal from a authorized waste facility is required before payment.
2. A Hydro Ottawa Data Logger was installed on our booster pumps for 1 1/2 weeks to determine actual power consumption. The July tracking may not reflect average consumption (Many residents are at cottages).
3. Developed formula to calculate power consumption savings for cooling system and booster pumps– Formula reviewed for integrity with Hydro Ottawa and Smith Andersen. Hydro Ottawa added a weather factor.
 1. Cooling system too complex to use data loggers. Chiller, pumps, cool tower etc.
 2. Hydro Ottawa rebate formulas are not based on actual consumption or billing rates.
4. Hydro Ottawa recommend upgrade go no go decisions be based on a 10 year NPV versus 3 years as power rates keep escalating. They provided a calculation tool.
5. Bids obtained by Smith Andersen using Metropole Contract Forms

Metropole – Energy Savings Project

Escalating Rate Impact over time:

Rate Year	2016 Consumption	Rate	Total
2013	2,942,896.92	\$0.13234970	\$389,491.52
2014	2,942,896.92	\$0.13534270	\$398,299.61
2015	2,942,896.92	0.15233540	\$448,307.38
2016	2,942,896.92	\$0.1684055	\$495,600.03

Hydro Ottawa
recommends applying 10
year NPV

Power consumption over time:

Billings year over year have been
very consistent:

Year over year power
consumption has varied
only 1-2 percent.

* Estimate only. Consumption
may be overstated.

Jan	*215,018.00	205,995.39	187,698.00	201,512.00
Feb	*182,625.00	178,789.20	171,565.00	181,323.00
Mar	*194,048.00	193,828.00	181,574.00	190,075.00
Apr	249,262.68	219,830.00	194,189.00	216,543.00
May	295,695.12	277,777.00	273,132.00	274,478.00
Jun	283,325.76	284,815.00	277,110.00	276,970.00
Jul	295,095.48	294,441.36	295,323.00	309,830.00
Aug	285,425.28	295,007.00	295,133.00	312,693.00
Sep	265,909.56	273,306.24	274,373.00	276,007.00
Oct	277,972.32	274,468.68	243,730.00	258,604.32
Nov	236,180.42	221,261.52	244,873.00	234,463.56
Dec	217,731.91	192,122.40	246,078.00	210,398.04
Total	2,998,289.53	2,911,641.79	2,884,778.00	2,942,896.92
	2013 Adjusted	2014 Adjusted	2015	2016

Metropole – Energy Savings Project

Energy Savings Booster Pumps:

Load converted to match
actual data logger
consumption 23.5 KWH / Hr.

Current Cost Conditions

Hp	Hrs Operate	Input Kwh	Annual KWH	Electrical Rate	Total Annual Cost	Bldg Units	Unit Owner Cost Per Mth
3 X 50	8760	23.5	205860	\$0.16840550	\$34,667.96	153	\$18.88

New Replacement Pumps

Hp	Hrs Operate	Input Kwh	Annual KWH	Electrical Rate	Total Annual Cost	Bldg Units	Unit Owner Cost Per Mth
3 X 15	8760	10.34	90578.4	\$0.16840550	\$15,253.90	153	\$8.31

New Pumps 56 % more
efficient. As per
manufacturer (Armstrong
Pump) estimate. Rebate
18.43K\$

Total Savings \$19,414.06

153 \$10.57

Metropole – Energy Savings Project

Armstrong Pump Design Basis Data

Energy Savings Booster Pumps:

Existing vs. DE Booster Efficiency		<i>Existing Booster Efficiency</i>	
	10%		15.8%
	@ 30% Load		38.5%
	@ 50% Load		51.7%
	@ 70% Load		58.3%
	@ 100% Load		61.6%
		<i>DE Booster Efficiency</i>	
	@ 10% Load		41.3%
	@ 30% Load		71.1%
	@ 50% Load		73.3%
	@ 70% Load		72.4%
	@ 100% Load		73.4%

Daily Load / Hrs.

(Current Selection = Apartment/Condo Middle Income)

		Load					
	Hours in day	100%	70%	50%	30%	10%	Total
Hospital with Laundry		0.40	4.80	6.00	5.80	7.00	24.00
Hospital no Laundry		0.40	4.80	6.00	4.80	8.00	24.00
Apartment/Condo Middle Income		0.40	3.60	4.80	4.80	10.40	24.00
University Dormitory		0.40	3.60	4.80	3.00	12.20	24.00
Office Building		5.00	2.00	1.00	7.00	3.00	18.00
Custom Type		5.00	2.00	1.00	7.00	3.00	18.00

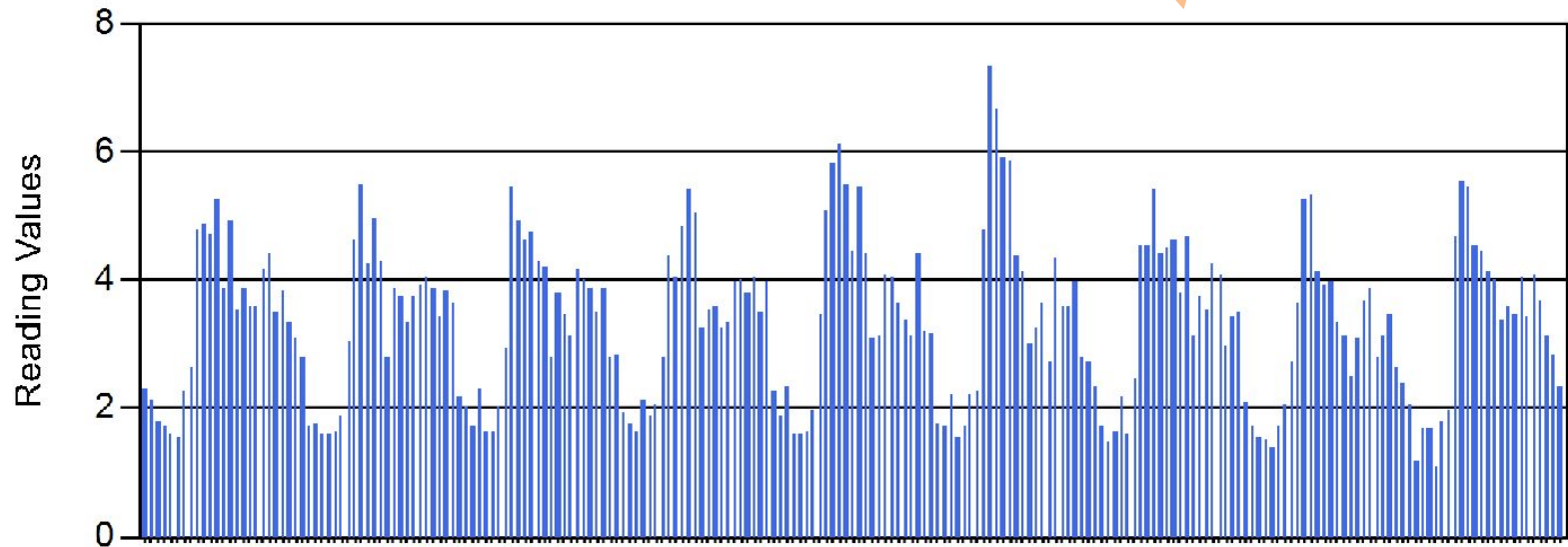
Metropole – Energy Savings Project

Energy Savings Booster Pumps:

City of Ottawa Water Consumption Data
Period July 17 – July 26 2017

Consistent day to day consumption and
pattern

Reading Values



Metropole – Energy Savings Project

Energy Savings Booster Pumps:

Rec #	SPC #	Unit	Reading End Time	Reading Value
1	1	M3	6/8/2017 12:00:00 AM	1.86
2	1	M3	6/8/2017 1:00:00 AM	1.84
3	1	M3	6/8/2017 2:00:00 AM	1.20
4	1	M3	6/8/2017 3:00:00 AM	1.31
5	1	M3	6/8/2017 4:00:00 AM	1.27
6	1	M3	6/8/2017 5:00:00 AM	0.64
7	1	M3	6/8/2017 6:00:00 AM	1.89
8	1	M3	6/8/2017 7:00:00 AM	3.02
9	1	M3	6/8/2017 8:00:00 AM	4.48
10	1	M3	6/8/2017 9:00:00 AM	5.19
11	1	M3	6/8/2017 10:00:00 AM	4.49
12	1	M3	6/8/2017 11:00:00 AM	4.19
13	1	M3	6/8/2017 12:00:00 PM	3.71
14	1	M3	6/8/2017 1:00:00 PM	2.83
15	1	M3	6/8/2017 2:00:00 PM	2.94
16	1	M3	6/8/2017 3:00:00 PM	3.09
17	1	M3	6/8/2017 4:00:00 PM	3.47
18	1	M3	6/8/2017 5:00:00 PM	3.76
19	1	M3	6/8/2017 6:00:00 PM	3.62
20	1	M3	6/8/2017 7:00:00 PM	3.31
21	1	M3	6/8/2017 8:00:00 PM	3.28
22	1	M3	6/8/2017 9:00:00 PM	3.35
23	1	M3	6/8/2017 10:00:00 PM	3.85
24	1	M3	6/8/2017 11:00:00 PM	3.14

Data from City of Ottawa

Typical Hourly Water Consumption Pattern

71.73 Cubic Meters Consumed June 8

1 year average daily consumption
Sept 3, 2016 to Sept 2, 2017
= 67.16 Cubic Meters

Metropole – Energy Savings Project

Energy Savings Cooling System:

Load factors applied are industry standards for calculating IPLV /NPVL energy consumption

Based on 2016 Power Rates. Hydro Ottawa recommends applying 10 year NPV

Current Cost Conditions

Typical Operating					Power Draw				
% Load	Hrs Operate	Input Kwh	Load %	KWH Used	% Chiller Load	kW	Duty Cycle%	Hrs. Operate	KWH Used
100	6500	212.6	1%	13,819	100	212.6	1%	55	11,693
75	6500	127.1	42%	346,983	75	127.1	42%	2310	293,601
50	6500	83.9	45%	245,408	50	83.9	45%	2475	207,653
25	6500	75.7	12%	59,046	25 - above 1.1 C	75.7	12%	660	49,962
					25 - less than 1.1 C				
			100%	665,256		75.7	100%	1000	75,700
								6500	638,609
Total Cost			\$0.17	\$113,093.44	Total Cost			\$0.17	\$108,563.45

Note:

KWH used amount is consistent with annual consumption variability when chiller is on.

- Average 2016 KWH Jan, Feb, Mar = 190,970 KWH / month
- 12 months X 190, 970= 2,291,640 KWH
- 2016 actual consumption 2,942,896 – 2,291,640 = 651,256 KWH

Metropole – Energy Savings Project

Energy Savings Cooling System:

Based on Hydro Ottawa calculation against actual 2016 weather temperatures and free cooling operating design parameters. Rebate 13.5K\$

Revised KWH Inputs by adding a VSD									
		Typical Operating			Power Draw				
% Load	Hrs Operate	Input Kwh	Load %	KWH Used	% Chiller Load	kW	Duty Cycle%	Hrs. Operate	KWH Used
100	6500	216.9	1%	14,099	100	216.9	1%	55	11,930
75	6500	111.8	42%	305,214	75	111.8	42%	2310	258,258
50	6500	56.8	45%	166,140	50	56.8	45%	2475	140,580
25	6500	34.1	12%	26,598	25 - above 1.1 C	34.1	12%	660	22,506
					25 - less than 1.1 C	34.1	100%	1000	34,100
			100%	512,051				6500	467,374
		Reduced KWH		153,205					
		Total Saved	\$0.17	\$26,044.85					
								Reduced KWH	171,235
							Total Cost	\$0.17	\$29,109.95

Metropole – Energy Savings Project

Energy Savings Cooling System:

Based on Hydro Ottawa calculation
against actual 2016 weather
temperatures and free cooling operating
design parameters. Rebate 7K\$

Add Heat Exchanger (with no VSD)

% Load	Hrs Operate	Input Kwh	Typical Operating Load %	KWH Not Used	Power Draw				
					% Chiller Load	kW	Duty Cycle%	Hrs. Operate	KWH Used
100	917	212.6	1%	1,950	100	212.6	1%	55	11,693
75	917	127.1	42%	48,951	75	127.1	42%	2310	293,601
50	917	83.9	45%	34,621	50	83.9	45%	2475	207,653
25	917	75.7	12%	8,330	25 - above 1.1 C	75.7	12%	660	49,962
				93,852	25 - less than 1.1 C	0	100%	1000	0
								6500	562,909
Total Saved			\$0.17	\$15,954.87					
								Reduced KWH	75,700
								Total Cost	\$0.17
									\$12,869.00

Metropole – Energy Savings Project

Energy Savings Cooling System:

Based on Hydro Ottawa calculation against actual 2016 weather temperatures and free cooling operating design parameters. Rebate 20.5K\$

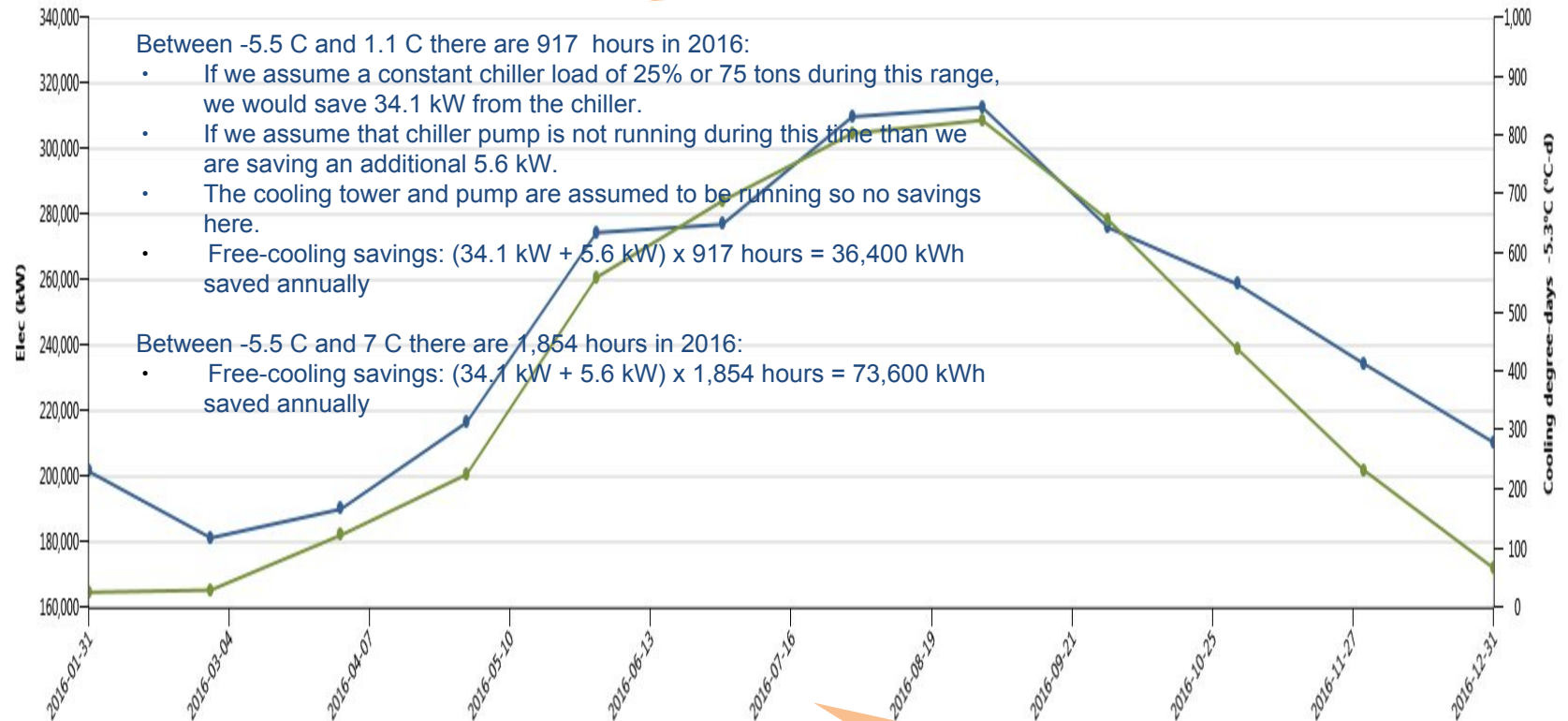
Add Heat Exchanger plus a VSD. Use VSD hrs (5306) above 1.1 degree C.

Typical Operating					Power Draw				
% Load	Hrs Operate	Input Kwh	Load %	KWH Used	% Chiller Load	kW	Duty Cycle%	Hrs. Operate	KWH Used
100	5306	216.9	1%	11,509	100	216.9	1%	55	11,930
75	5306	111.8	42%	249,149	75	111.8	42%	2310	258,258
50	5306	56.8	45%	135,621	50	56.8	45%	2475	140,580
25	5306	34.1	12%	21,712	25 - above 1.1 C	34.1	12%	660	22,506
					25 - less than 1.1 C	0	100%	1000	0
			100%	417,991				6500	433,274
		Reduced KWH		247,265					
		Total Saved	\$0.17	\$42,035.01					
							Reduced KWH	205,335	
						Total Cost	\$0.17	\$34,906.95	

Metropole – Energy Savings Project

Energy Savings Cooling System:

Hydro Ottawa Rebate Program
Calculation 36,400 KWH = \$6188.00



Legend
Elec Cooling degree-days -5.3°C

Blue Line = Electrical KWH
Green Line = Cooling Days < -5.3 C

Metropole – Energy Savings Project

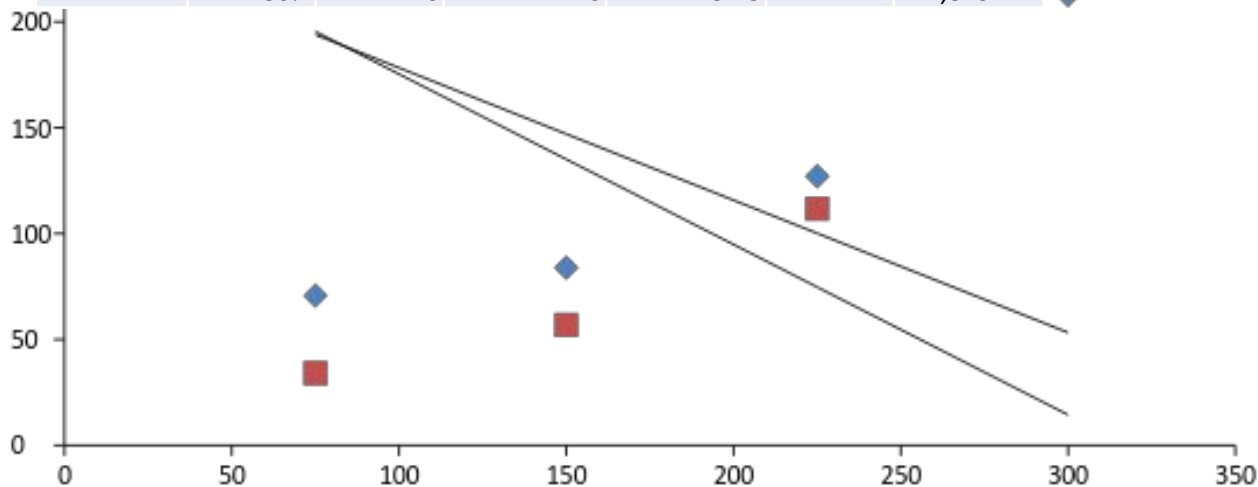
Hydro Ottawa Rebate Program
Calculation 121,879 KWH = 20,719.43

Energy Savings Cooling System:

Duty Cycle	Load	Tons	Old kW	New kW	Hours	Savings
1%	100%	300	212.6	216.9	53	228
42%	75%	225	127.1	111.8	2229	34,096
45%	50%	150	83.9	56.8	2388	64,707
25	12%	75	70.7	34.1	637	23,304
	80%	240	142.6	131.5		121,879

Chiller mechanical mode energy savings based on the performance curves of the old and new chiller.

5306 hours above 1.1 C. Cooling tower, chiller and condenser water pumps ignored as they run for both new and old chiller cases.



Metropole – Energy Savings Project

Bid Invitation:

- **Five (5) Firms Invited to Bid**

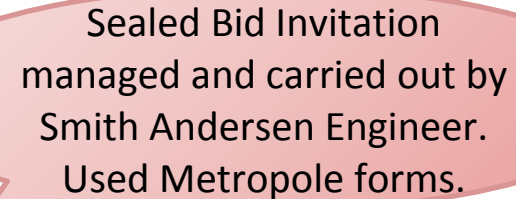
- Baxtec
- S&R
- TPH
- Hydroplumb / XL-Air
- JCI

- **Two (2) Firms Declined to Bid**

- Hydroplumb (Attended job showing)
- JCI (Did not attend job showing)

- **Pump Portion only was re-bid (non-sealed)**

- Pumps based on specification design basis (3x25HP) were not available
- Two bidders had offered a 3 X 15 HP solution. One bidder had offered a 2 X 20 HP solution.
- Re-bid asked all bidders to bid on a 3 pump solution meeting processing specifications. A 3 pump solution would provide better lift pressure if 1 pump fails. Note: Low water pressure could still occur for peak load demand even with the 3 pump solution if one pump failed



Sealed Bid Invitation
managed and carried out by
Smith Andersen Engineer.
Used Metropole forms.

Metropole – Energy Savings Project

Bid Review Unit Rates for Extras:

	Baxtec	Baxtec	S&R	TPH
Booster Pumps	\$42,664.00 Labour \$44,014.00 Equip \$4,492.00 Mat. \$91,175.00	\$39,169.00 Labour \$47,580.00 Equip \$3561.00 Mat. \$90,310.00	\$31,759.50 Labour \$38,835.50 Equip \$34,770.00 Mat. \$105,365.00	\$43,243.00 Labour \$62,166.00 Equip \$34,218.00 Mat. \$139,637.00
Free Cooling Heat Exchanger	\$49,040.00 Labour \$32,000.00 Equip \$7,500.00 Mat. \$88,540.00	\$49,040.00 Labour \$32,000.00 Equip \$7,500.00 Mat. \$88,540.00	\$31,641.00 Labour \$38,833.00 Equip \$30,482.00 Mat. \$100,956.00	\$38,999.00 Labour \$25,115.00 Equip \$53,526.00 Mat. \$117,640.00
Chiller VFD	\$15,400.00 Labour \$59,137.00 Equip \$10,000.00 Mat. \$84,537.00	\$15,400.00 Labour \$59,137.00 Equip \$10,000.00 Mat. \$84,537.00	\$91,000.00	\$18,030.00 Labour \$63,000.00 Equip \$2,000.00 Mat. \$83,030.00
Total	\$264,252.00	\$263,387.00	\$297,300.00	\$340,307.00
	2 X 20 HP	3 X 15 HP	3 X 15 HP	3 X 15 HP

Metropole – Energy Savings Project

Non Price Factors

Bidder	Advantages	Uncertainties
Baxtec	<ol style="list-style-type: none"> 1. Experienced in such work. 2. Past Metropole Experience- HW Boilers 3. Cooling Subcontractor is OEM - Daikin 4. Schedule 6-8 weeks except VFD 17 Wks 5. Lowest price. 	<ol style="list-style-type: none"> 1. Past Job had BAS set-up delays by controls subcontractor Regulvar. 2. Schedule: Assumed we wish VFD installed during winter.
S&R	<ol style="list-style-type: none"> 1. Experienced in such work. 2. Cooling VFD Subcontractor is OEM - Daikin. 	<ol style="list-style-type: none"> 1. Prices are second highest. 2. Longer Schedule 12 weeks 3. Must use Regulvar for BAS controls (see Baxtec)
TPH	<ol style="list-style-type: none"> 1. Experienced in such work. 2. Cooling VFD Subcontractor is OEM - Daikin 3. Past experience providing pipe test 	<ol style="list-style-type: none"> 1. Prices highest. 2. Longer Schedule 18 weeks (7 weeks on-site) 3. Must use Regulvar for BAS controls (see Baxtec)


Metropole – Energy Savings Project

Ottawa Hydro Rebates:

Booster Pumps \$ 18,430.00

Cooling System \$ 20,500.00

Total One Time Rebate \$ 38,930.00



Hydro Ottawa
recommends applying 10
year NPV

Estimated Annual energy savings No Weather Factor:

Booster Pumps \$19,446.42

Chiller VSD + FC \$42,035.01

Total Annual \$ 61,481.43

PAYBACK < 3.6 (4.1) years

Estimated Annual energy savings Weather Factored:

Booster Pumps \$19,446.42

Chiller VSD + FC \$34,906.95

Total Annual \$ 54,353.37

**PAYBACK < 4.1 (4.6)
years**

Estimated Annual energy savings Weather Factored:

Booster Pumps \$19,446.42

Chiller VSD \$29,109.95

Total Annual \$ 48,556.37

**PAYBACK < 2.9 (3.3)
years**

Metropole – Energy Savings Project

Cost Benefit Summary - HST Not Included

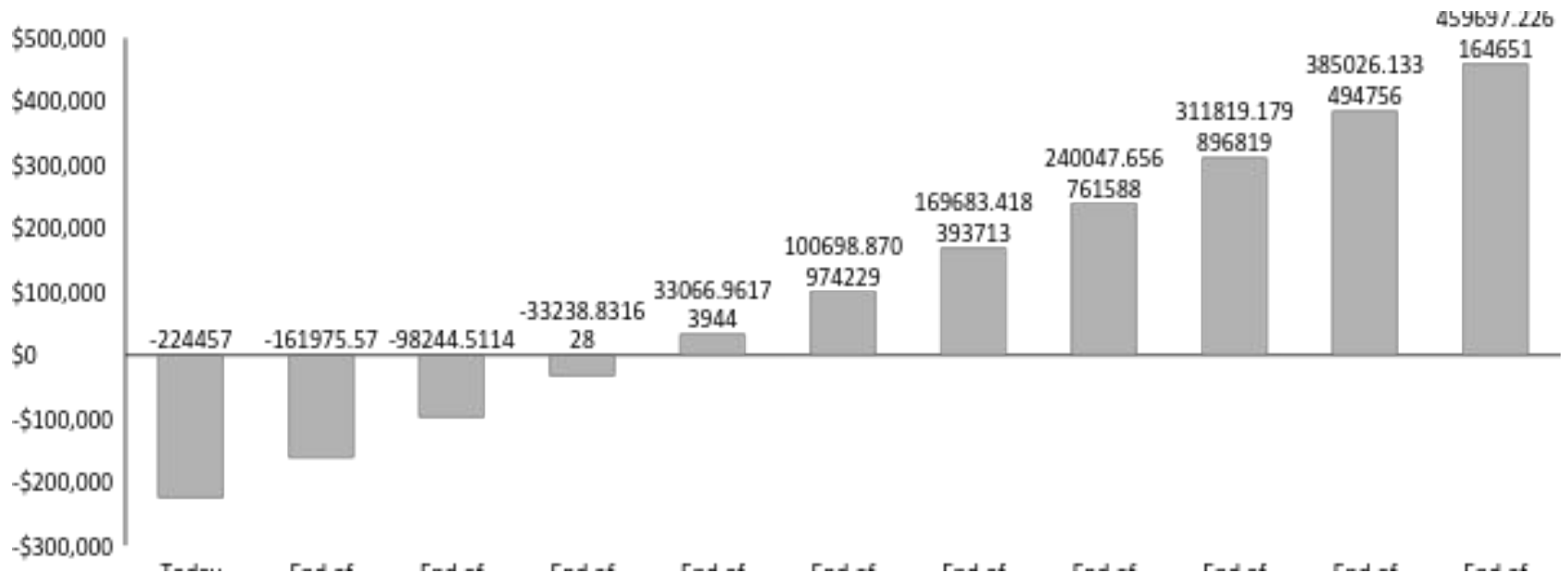
Note: NPV c/w HST in Brackets

		Price	Rebate	Annual Savings - Not Weather Factored	Annual Savings - Weather Factored	NPV Not Weather Factored	NPV Weather Factored
Booster Pumps		\$90,310.00	\$ 18,430.00	\$ 19,414.06	\$ 19,414.06	3.5 (4.0) yrs	3.5 (4.0) yrs
Chiller VFD		\$84,537.00	\$ 13,500.00	\$ 26,044.85	\$ 29,109.95	2.6 (3.0) yrs	2.4 (2.7) yrs
Chiller Free Cooling		\$88,540.00	\$ 7,000.00	\$ 15,954.87	\$ 12,869.00	4.8 (5.4) yrs	5.9 (6.6) yrs
Total Individual		\$263,387.00	\$ 38,930.00	\$ 61,446.14	\$ 61,425.37	3.6 (4.1) yrs	4.1 (4.6) yrs
Booster Pumps		\$90,310.00	\$ 18,430.00	\$ 19,446.42	\$ 19,446.42	3.5 (4.0) yrs	3.5 (4.0) yrs
Chiller VFD + FC		\$173,077.00	\$ 20,500.00	\$ 42,035.01	\$ 34,906.95	3.5 (4.0) yrs	4.2 (4.8) yrs
Total Combined (All)		\$263,387.00	\$ 38,930.00	\$ 61,481.43	\$ 54,353.37	3.6 (4.1) yrs	4.1 (4.6) yrs
Booster Pumps		\$90,310.00	\$ 18,430.00	\$ 19,446.42	\$ 19,446.42	3.5 (4.0) yrs	3.5 (4.0) yrs
Chiller VFD		\$84,537.00	\$ 13,500.00	\$ 26,044.85	\$ 29,109.95	2.6 (3.0) yrs	2.4 (2.7) yrs
Total Combined (No FC)		\$174,847.00	\$ 31,930.00	\$ 45,491.27	\$ 48,556.37	3.1 (3.5) yrs	2.9 (3.3) yrs

Metropole – Energy Savings Project

**Cumulative 10 Year Present Value
All (VFD, FC, Pumps) No Weather Factor:**

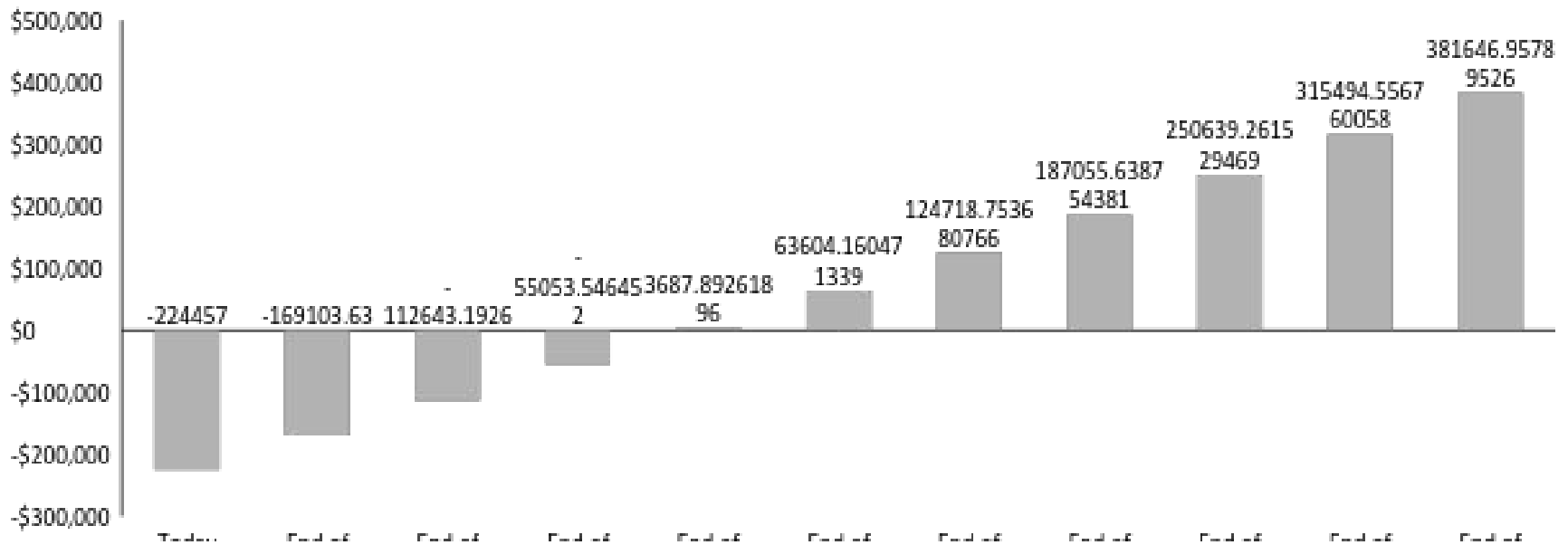
Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

**Cumulative 10 Year Present Value
All (VFD, FC, Pumps) Weather Factored:**

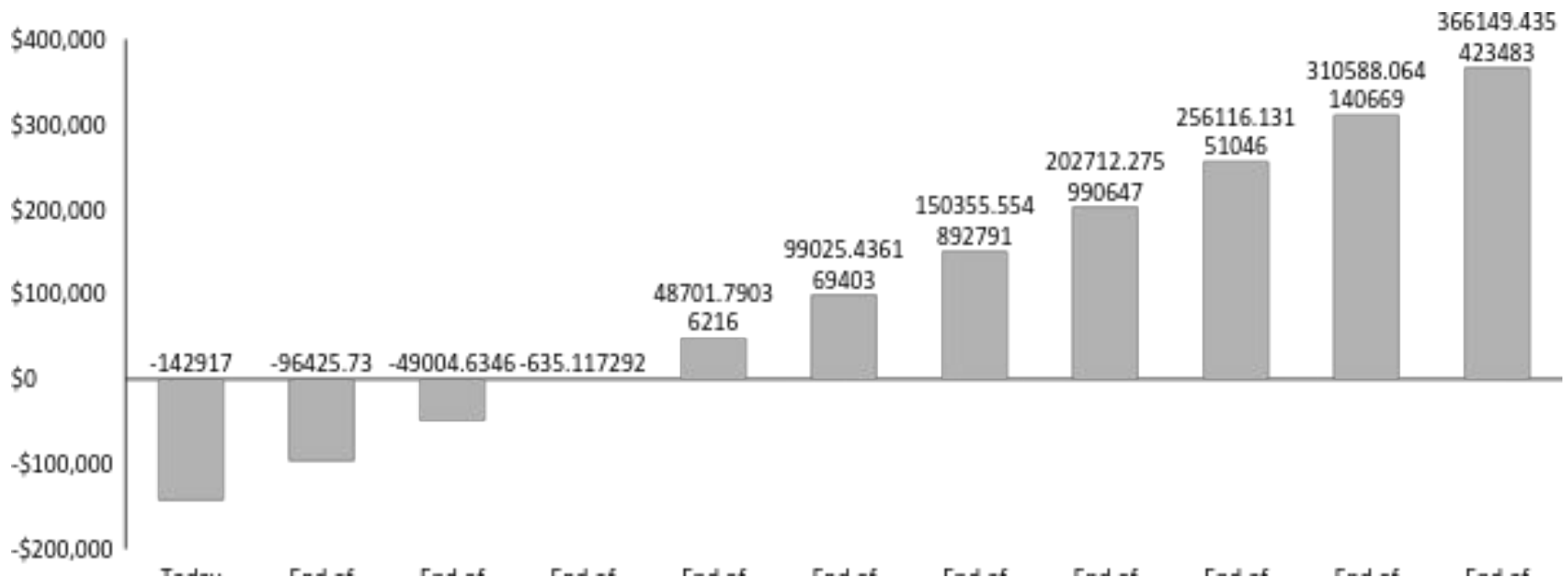
Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

**Cumulative 10 Year Present Value
No Weather Factor For VSD + Pumps (But
No Free Cooling):**

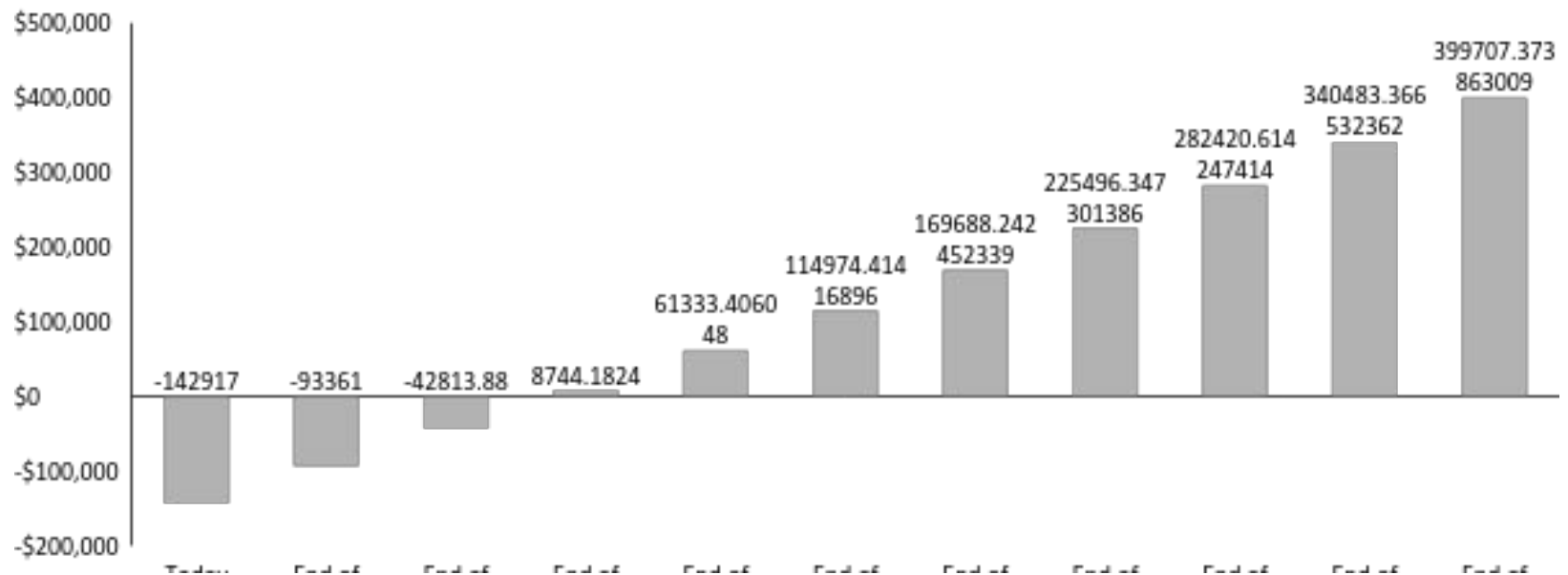
Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

**Cumulative 10 Year Present Value
Weather Factored For VSD + Pumps (But
No Free Cooling):**

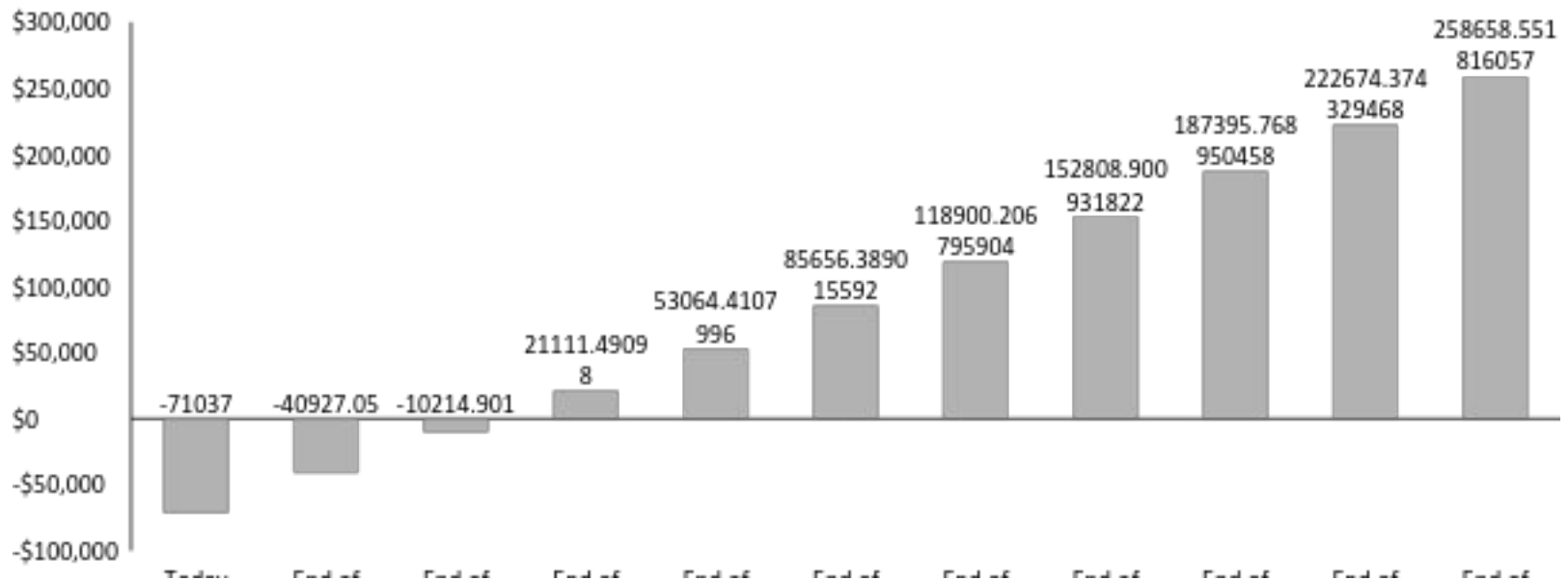
Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

**Cumulative 10 Year Present Value
Weather Factored VSD Only (No Free
Cooling and No Pumps):**

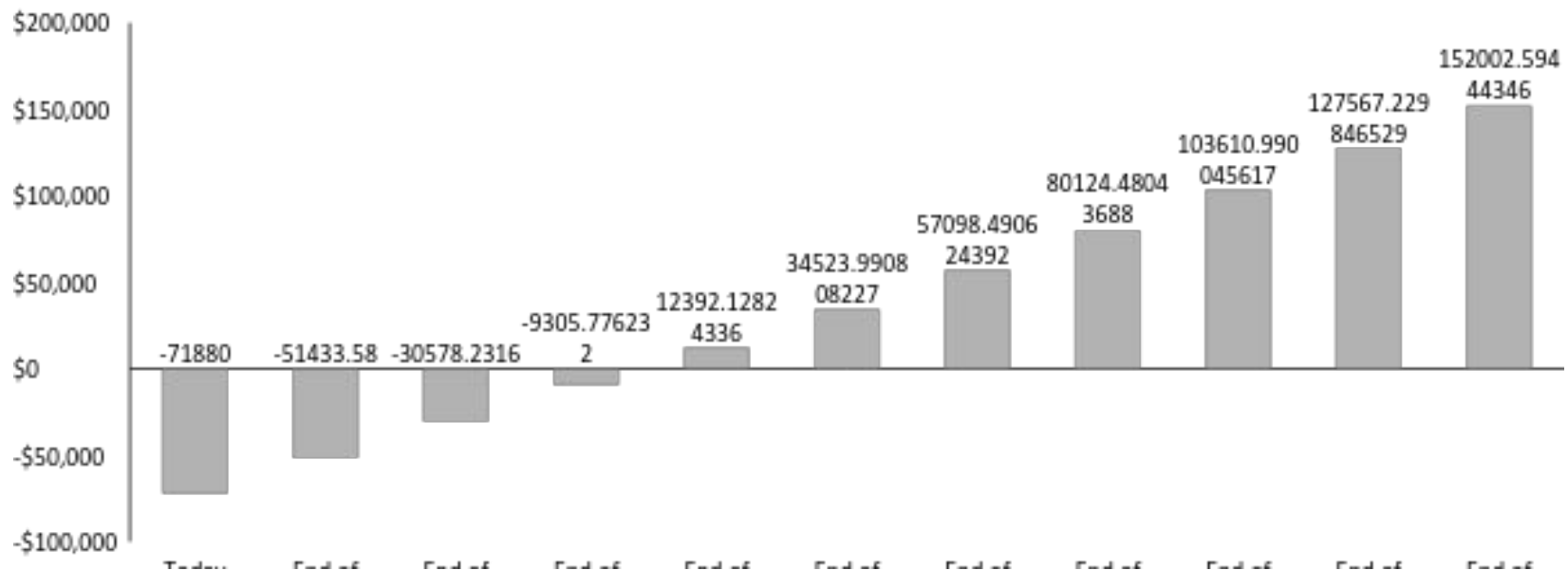
Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

Cumulative 10 Year Present Value Pumps Only:

Hydro Ottawa
recommends applying 10
year NPV



Metropole – Energy Savings Project

Award Recommendation

Baxtec had no change
order requests
directly related to
HW Boiler Work.

If Award then Award VSD + Pumps to Baxtec @ \$174,847.00 + HST

Excludes Free Cooling Option

	ITEM DESCRIPTION			
1.	Lowest price			
2.	Previous Metropole Experience HW Boilers – Understand Site Conditions			
3.	Cooling Subcontractor is Chiller OEM – Understands Equipment Design			
4.				
5.				
	Note: Engineering oversight is under separate Contract with Smith Andersen?			