

Ottawa Carleton Standard Condominium Corporation

No.893

Property Manager:

Anne Makuch, Capital Integral Property Management

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MANAGEMENT REPORT

prepared for the MEETING OF THE BOARD OF DIRECTORS

Guest Suite - 808 Bronson - March 13, 2019 - 7:00 p.m.

- ▶ AGENDA
- ▶ MANAGEMENT REPORT
- ▶ ANNUAL SCHEDULE
- ▶ CONTRACTS/INFO
- ▶ MINUTES
- ▶ FINANCIAL STATEMENTS
- ▶ CORRESPONDENCE

Agenda

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF DECEMBER 15, 2018 AND JANUARY 16, 2019 BOARD MINUTES
4. ACCEPTANCE OF THE JANUARY 2019 FINANCIALS
5. CURRENT BUSINESS/MANAGEMENT REPORT
 - a. Action Items Listing
6. NEW BUSINESS
 - Sanitary Sump Pump
 - Lock Box Decision
 - Bike Storage Locker Clean-up
 - Guest Suite
 - Minimum bookings
 - Process to ensure bookings are communicated to Karissa
 - Keys - addition of common element key
 - Other Business
7. CORRESPONDENCE
8. NEXT MEETING

2018 ANNUAL SCHEDULE

JANUARY

Secure Insurance Renewal (Gifford and Associates - Aviva expires Jan 20/2020)

FEBRUARY

Commence Audit Prep

MARCH

Secure Landscaping Contract (contract expires October 31, 2020)

APRIL

Audit early in month

Prepare AGM for May or June

Inspect Winter Damage

Garage Cleaning end of month

MAY

AGM

Spring Inspection/Commence Spring Repairs

Carpet Cleaning

Window Cleaning

JUNE/JULY

AGM - June

AUGUST

SEPTEMBER

Secure Winter Snow Removal Contract (Contract expires April 30, 2021)

OCTOBER

Garage Cleaning end of month

NOVEMBER

Window Cleaning early in month

Winterize Property

Create Draft Budget

DECEMBER

Approve/Set Budget

Budget Package Out (Year End January 31)

CONTRACT & GENERAL INFO SCHEDULE O.C.S.C.C. 893

CONTRACTOR INFORMATION

Cleaners	Karissa Bayne	(613) 606-9339
Landscaping	Lindsay	(613) 293-8246
Plumbing	Cundell	(613) 744-1133
Plumbing	Multi Drain/CWW	(613) 737-6500
Roofing	Raymond Roofing	(613) 233-4833
HVAC Boilers/MUA	Cantwell	(613) 828-1200
HVAC Unit Heat Pumps	Cantwell	(613) 828-1200
Snow Removal	Lindsay	(613) 293-8246
Garage Door	Pivotech	(613) 774-1361
Elevator	Kone	1-877 276-8691
Electric	Dan Can	(613) 741-4070

CORPORATION INFORMATION

Next Reserve Fund Study	2021 - Update with site review - Morrison Hershfield
Reserve Fund Study Update	Completed December 2018 - Morrison Hershfield
Year End	31 January
Insurance	Gifford and Associates - Aviva (20 January 2019)
Auditor	OHCD
Last AGM	13 June, 2018

BOARD OF DIRECTORS AS OF LAST AGM

Name	Position	Telephone	E-mail
Anna Basile	President	613-621-2208	anna.basile76@gmail.com
Ritu Banerjee	Director	613-220-2300 613-991-1979	ritubanerjee@rogers.com
Mary Nickelson	Director	613-822-7939	maryp.nic@gmail.com
Sonja Nagpal	Director	613-413-9900 613-413-9900	snagpal@bankofcanada.ca
Chris Lavergne	Director	613-599-6480 613-601-9384	clavergn@bell.net

OCSCC 893 SECOND AVENUE WEST 2018 CONDO BOARD BUDGET/PLANNING MEETING MINUTES

Location: 904 Lady Ellen Place

Date: December 15, 2018

Time: 9:30am

Attendance

Name	Presence	Position
Anna Basile	Present	President
Chris Lavergne	Present	Director / Treasurer
Sonya Nagpal	Present	Director / Secretary
Ritu Banerjee	Present	Director
Mary Nickelson	Present	Director
Yawar Khan	Present	Co-owner, Capital Integral
Anne Makuch	Present	Property Manager, Capital Integral

Initial Agenda Items

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. REVIEW OF DRAFT RESERVE FUND STUDY
 - Review draft Reserve Fund Study submitted by Morrison Hershfield
4. 5-YEAR PLANNING FOR CONDO IMPROVEMENTS
 - Set a five-year roadmap for improving the condo common elements
 - Communication
5. FINALIZE BUDGET FOR 2019-2020 FISCAL YEAR
 - Review and finalize the budget for the upcoming fiscal year that begins February 1, 2019

6. ADJOURNMENT

A decorative graphic consisting of several overlapping, wavy, horizontal bands of different shades of blue, ranging from a light sky blue to a deep navy blue. The waves flow from the left side of the page towards the right, creating a sense of movement and depth. The graphic occupies the top third of the page, partially obscuring the header text.

Action Items

Note, Sonya estimated deadline to be 1 month for immediate action items

Action Items	Owner(s)	Deadline	Status
1. Provide estimates for condo fee amounts with increases for years 2019, 2020, 2021 for each unit.	Anne	Jan 15, 2019	Assigned
2. Insurance renewal with no add-ons	Anne	Jan 15, 2019	Assigned
3. CI to do a property assessment/appraisal this year to ensure asset amount is properly covered through insurance	Anne	June 15, 2019	Assigned
4. Double check garage leak repair is ok: There is 2 leaking spots in the garage, north side and south side. V73 is still leaking	Anne	Jan 15, 2019	Assigned
5. Confirm that the garage leak was identified from Tarion	Anne	Jan 15, 2019	Assigned
6. Talk to Domicile after to try to recoup expenses from garage repair	Anne, Anna, Chris	Feb 15, 2019	Assigned
7. Fob technology estimate needs to be revised to add fob to front door and garage only	Anne	Jan 15, 2019	Assigned
8. Will need quote to modify side entrances to become exit only doors	Anne	Feb 15, 2019	Assigned
9. Anne to proceed with contract for CCTV cameras	Anne	Jan 15, 2019	Assigned
10. Ask Morrison Hershfield to include landscaping estimate	Anne	Jan 15, 2019	Assigned
11. CI to start process of gathering landscape quotes this year	Anne	August 15, 2019	Assigned
12. Start process of obtaining quotes for proposals from interior designers	Anne	June 15, 2019	Assigned
13. Send out questionnaire to determine current gym use	Mary	April 15, 2019	Assigned
14. Livable roof feature: obtain estimate on assessment	Anne	August 15, 2019	Assigned

Action Items	Owner(s)	Deadline	Status
15. Bike room: send Sonya examples of process and rules from other buildings	Anne	Jan 15, 2019	Assigned
16. Bike room maintenance: prepare to move bikes and repair bike room	Anne	Jan 15, 2019	Assigned
17. Send out copy of all rules and regulations for OCSCC 893	Anne	Jan 15, 2019	Assigned
18. Read/review rules and regulations for OCSCC 893 and propose amendments/new rules	All Directors	March 15, 2019	Assigned
19. Perform audit of forms needs for signing authority, Chris and Sonya are missing ID forms at minimum	Anne	Jan 15, 2019	Assigned
20. Send out board meeting invites for 2019	Sonya	Dec 31, 2019	Assigned
21. Draft, edit and send out message from the President	Sonya Anna, Anne	Dec 19, 2018	Complete
22. Town hall meeting on Feb 13 th : Invite Morrison Hershfield and bring screen and projector	Anne	Jan 15, 2019	Assigned
23. Newsletter	Ritu	Feb 15, 2019	Assigned
24. Send Director Training Information taking place a weekend in March	Yawar	Feb 15, 2019	Assigned

MEETING MINUTES

1. AGENDA APPROVED

2. FINALIZED BUDGET FOR 2019-2020 FISCAL YEAR

- Have a \$18,000 surplus from 2018
- Budget available here: <https://docs.google.com/spreadsheets/d/13T-uPdfPQvqmZPwZy7sOfuT35yLZyYQilPTH-KCFhCw/edit#gid=1479492492>

3. REVIEW OF DRAFT RESERVE FUND STUDY submitted by Morrison Hershfield

- The results of the Reserve Fund Study, will result in increases to our condominium fees to ensure that we have the funds needed for component replacement towards the end of the 30-year period.
- Annual reserve contribution increase: options 1 and 2 reviewed
 - Option 1 – increase in first year is not viable as the increase is too drastic
 - Option 2 – increase over 3 year span was decided. Some of the surplus has been applied to offset the first year increase (to be applied February 1, 2019) to help with the transition.
- From this years' budget, we have a surplus about \$18,000
- Will use about \$10,000 from surplus of 2018 budget to off-set increased condo fee contributions for next year
- CI will provide exact numbers of the increases over 3 years, but with the surplus there will be an estimated 5.5% increase to condo fees for 2019, then that will increase in 2020, then again in 2021. These increases will aim to bring the reserve fund in line with the estimates of option 2 in the reserve fund study – **Action 1**

4. 5-YEAR PLANNING FOR CONDO IMPROVEMENTS / ROADMAP

- **Insurance renewal:**
 - Timeframe: Immediate, renew with no add-ons - **Action 2**
 - CI to do a property assessment/appraisal this year to ensure asset amount is properly covered through insurance – **Action 3**
- **Garage Leak Repair**
 - Timeframe: Immediate
 - Double check repair is ok: There is 2 leaking spots in the garage, north side and south side. V73 is still leaking – **Action 4**
 - \$7000 for repairs so far
 - Spending \$700 – for 2 hours of legal opinion

- Confirm that the garage leak was identified from Tarion – **Action 5**
- Talk to Domicile after to try to recoup expenses – **Action 6**
- **Installing Fob system– replacement of master key:**
 - Timeframe: Immediate
 - Cost estimate less than \$15,000
 - Funded from reserve fund
 - Contract needs to be revised to add fob to front door and garage – **Action 7**
 - Will need to modify side entrances to become exit only doors – **Action 8**
- **Installing CCTV Cameras**
 - Timeframe: Immediate
 - Cost estimate \$6000
 - Funded from reserve fund
 - Anne to proceed with contract - – **Action 9**
- **Landscaping**
 - Timeframe: 2019 get design, but not to be implemented until after 2020 (after revitalization of Bronson)
 - Ask Morrison Hershfield to include landscaping estimate around 2021, and ask them to include the cost estimate, current board estimate is \$15,000-20,000 – **Action 10**
 - Funded from reserve fund
 - Scope: exterior front of the building and the exterior back of the building
 - CI to start process of gathering landscape quotes this year – **Action 11**
- **Décor for building to add value**
 - Timeframe: Start process of obtaining quotes for proposals from interior designers – **Action 12**
 - Cost estimate for proposals: \$2000
 - Scope:
 - A nice modern look, and seasonal considerations
 - Lobby wall colour, artwork, furniture, seasonal decor
 - Redesign of guest suite to make it more of a multipurpose room such as larger dining table
 - Redesign of gym (mirror, fan, equipment)
 - Send out questionnaire to determine current gym use–**Action 13**
 - Exterior lighting in bushes
 - Colour scheme for hallways
- **Livable feature on roof**
 - Timeframe: This summer obtain quote for engineering study/assessment
 - Cost estimate for quote for assessment: \$500
 - Review plans if even feasible to look at it–**Action 14**
- **Bike room: general maintenance**
 - Timeframe: Immediate
 - Start a registration program, 1 bike per unit
 - Anne to send Sonya examples of process and rules from other buildings – **Action 15**
 - i.e. one bike per unit with assigned spot on main floor bike room, primarily meant for commuters

- Repair and maintenance of bike room on 1st floor – January is a good time – **Action 16**
- Will need to move the bikes to the garage and provide a safe locking area
- Then can replace the bike stands and paint the bike room over 1 month
- **Review of rules and home owner's manual**
 - Owner's manual to be developed should be tips on how to live, rules are appendix
 - Cannabis rules in place – Anne to send out copy of all rules – **Action 17**
 - Board directors to review all rules – **Action 18**
 - Smoking Rule
 - Door locks in keeping with the style
 - Focus on beautifying properly over next few years, then add some additional rules to maintain the beauty such as window coverings
- **Building – add Disability friendly features**
 - Timeframe: Not the priority in the next few years

5. Other notes

- Signing authority – is it sorted, treasurer needs to have signing authority
 - Get an audit of authorizers - Sonya and Chris need ID forms – **Action 19**
- Services to the building
 - Should be limited to Sunday to Friday 8am-12pm
 - This is when Karissa is there to supervise, so lessens need for general access
- Process for handling of arrears
 - Call, then demand letter sent by registered mail, and mortgage carrier also informed
 - Then legal process begins, then lean registered on title, then power of sale

6. Communication / Planning

- Board logistics:
 - Meet once a month – Anne joining approximately every 2 months
 - Sonya to send out meeting invites – **Action 20**
 - Next meeting: Jan 16th 7pm – with Anne, March 17,
 - Budget planning meeting Sat Nov 16th, 2019 at 9:30am
 - Teleconference at noon when needed for urgent items
 - Contracts under \$2500 don't need board approval, CI can move ahead
- Communications
 - Draft message from the Board – **Action 21**
 - Letter explaining the budget
 - Expect to see in January (modest increases)
 - Town hall date
 - Town hall meeting – present reserve fund study
 - Town hall – Feb 13th 7pm – 6:15
 - Invite Morrison Hershfield – **Action 22**
 - Add a screen and projector – **Action 23**

- AGM date – June 12 7pm
- Newsletter/Communication Ideas for next newsletters – **Action 24**
 - Beautification and security
 - Recall notice on smoke detectors again
 - Water conservation tips
 - After hour service letter protocol
 - i.e. when to call in urgently vs not, and the charge back consequences
 - Landscaping – will wait for construction to end in the back and Bronson revitalized in 2020
 - Newsletter communication ideas from previous board meetings:
 - Close the door in the garbage room
 - Flatten boxes for recycling
 - Community events going on in the glebe like new restos or events
 - Inform board if you want to be contacted regularly (to ensure all is ok)
 - Mail and packages:
 - Junkmail – don't want junkmail? put a sticker on the inside on your mail,
 - make sure you dispose of confidential mail appropriately,
 - take extra vigilance of delivery packages being left in public spaces

7. ADJOURNMENT

OCSCC 893 SECOND AVENUE WEST 2019 JANUARY CONDO BOARD MEETING MINUTES

Location: 808 Bronson Ave
Date: January 16, 2019
Time: 7pm

Attendance

Name	Presence	Position
Anna Basile	Present	President
Chris Lavergne	Present	Director / Treasurer
Sonya Nagpal	Present	Director / Secretary
Ritu Banerjee	Absent	Director
Mary Nickelson	Present	Director
Yawar Khan	Absent	Co-owner, Capital Integral
Anne Makuch	Absent	Property Manager, Capital Integral

Action Items

Note, Sonya estimated deadline to be 1 month for immediate action items

Action Items	Owner(s)	Deadline	Status
1. Provide estimates for condo fee amounts with increases for years 2019, 2020, 2021 for each unit. Still need more detailed breakdown.	Anne	Jan 15, 2019	In progress
2. Insurance renewal with no add-ons	Anne	Jan 15, 2019	In progress
3. CI to do a property assessment/appraisal this year to ensure asset amount is properly covered through insurance	Anne	June 15, 2019	Assigned
4. Double check garage leak repair is ok: There is 2 leaking spots in the garage, north side and south side. V73 is still leaking, site visit, still waiting for report.	Anne	Jan 15, 2019	In progress
5. Confirm that the garage leak was identified from Tarion. CI needed Board permission to get access to the Tarion records	Anne	Jan 15, 2019	In progress
6. Talk to Domicile after to try to recoup expenses from garage repair	Anne, Anna, Chris	Feb 15, 2019	Assigned
7. Fob technology estimate needs to be revised to add fob to front door and garage only. Originally assigned to Anne in December, Anna to follow up to add FOB cost estimate.	Anne	Jan 15, 2019	In progress
8. Will need quote to modify side entrances to become exit only doors	Anne	Feb 15, 2019	Assigned
9. Anne to proceed with contract for CCTV cameras	Anne	Jan 15, 2019	Complete
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18. Read/review rules and regulations for OCSCC 893 and propose amendments/new rules	All Directors	March 15, 2019	In progress
19. Perform audit of forms needs for signing authority, Chris and Sonya are missing ID forms at minimum. Chris was completed, Sonya did not receive.	Anne	Jan 15, 2019	In progress
20. Send out board meeting invites for 2019	Sonya	Dec 31, 2019	Complete
21. Draft, edit and send out message from the President	Sonya Anna, Anne	Dec 19, 2018	Complete
22. Town hall meeting on Feb 13 th : Invite Morrison Hershfield and bring screen and projector	Anne	Jan 15, 2019	Complete
23. Newsletter	Ritu	April 15, 2019	Assigned (new)
24. Send Director Training Information taking place a weekend in March	Yawar	Feb 15, 2019	Assigned
25. Town Hall – pick up cheese platter	Mary	Feb 13, 2019	Assigned
26. Follow up with Anne for 5 items	Anna	Feb 13, 2019	Assigned
27. Security Camera cables are exposed which could be cut	Anne	Feb 13, 2019	Assigned
28. Follow up with Anger to get details on cost of FOB hardware (2 FOBs per unit)	Anna	Feb 13, 2019	Assigned
29. Completing the FOB solution such as	Anne	Feb 13,	Assigned

purchasing PC for security room		2019	
30. Standard monthly cleaning contract: ask CI to forgo the regular approval process specifically for this monthly contract unless there is an exception	Chris	March 16, 2019	Assigned
31. Anne to ask Parking monitor if there is a maximum number of visitors allowed	Anne	June 16, 2019	Assigned
32. investigate installation of e-vehicle charge station – pay per use	Anne	June 16, 2019	Assigned
33. investigate installation of car wash station – pay per use	Anne	June 16, 2019	Assigned
34. Chris to open up maintenance ticket for condensation on windows.	Chris	Feb 13, 2019	Assigned

MEETING MINUTES

1. Budget package: still needs to be revised. Missing the breakdown in reserve fund contribution increase for each unit. **Action 1 - updated**
2. Agenda/Speaking notes for town hall:
 - a. Explain breakdown in condo fees: operating and reserve fund
 - b. Explain audit process and preparedness
 - i) The building is now 7 years old
 - ii) Each audit looks forward 30 years
 - iii) Audit looked at 37 years from now. Use a specific example, it was estimated that in year 38 must replace windows.
 - c. Explain increase to condo fees
 - i) Made use of the surplus to minimize the impact
 - ii) Phased approach to the increase
 - iii) Action – do not need screen
 - d. Explain new security we are adding, FOB system and the process to distribute FOBs (here is the breakdown we decided:
 - i) Date and time, given at least 2 weeks prior: On a Saturday morning for 2 hours
 - ii) Anne will have a list of residents, and cross out units as they are given out
 - iii) 2 fobs will be given out per unit to the owner
 - iv) If you cannot be here, have a representative to collect the FOB for you, and inform Anne via email by date x.
 - v) Owners must authorize tenant to collect FOBs on their behalf through a communication to Anne
 - vi) The owner/or the entrusted must provide their driver's license or some form of photo ID to receive the FOB
3. Other notes in preparation of town hall
 - i) Anne to send reminder to residents exactly 1 week prior to town hall on Feb 13, and in that reminder let them know they can bring their own beverages, as we will be providing refreshments.
 - ii) Mary to pick up cheese platter – **Action 25**
4. Items for Anna to follow up with Anne to produce - **Action 26**
 - i) Inform Anne that if the engineering firm is not presenting, then no need for screen and projector for the town hall.
 - ii) New quote for doors A and B – for Anger
 - iii) Need timeline of break in
 - iv) Summary of how other condo buildings are handling keys
 - v) List of parking spots and their owners needs to be sent to the board

- vi) What is the detailed procedures emergency staff can use when dealing with our new Fob system to get into the building
- 5. Replacement of keys to units: There have been had 3 opportunities for residents to rekey their units, if it has not been done the Board has decided not to pursue any further rekeying events.
- 6. The security cameras have been installed - **Action 9 complete**
 - a. However, cables are exposed which could be cut. Anne to follow up – **Action 27**
- 7. FOB
 - a. Board approved current quote, but Anna to follow up with Anger to get details on cost of FOB hardware (2 FOBs per unit) - **Action 28**
 - b. Anne to follow through on completing the solution such as purchasing PC for security room **Action 29**
- 8. Standard Invoicing for cleaning services - Chris to follow up with CI as this is a standard monthly contract, and forgo the regular approval process specifically for this monthly contract unless there is an exception – **Action 30**
- 9. Investigation of second garage leak – still awaiting result
- 10. Parking– Anne to ask Parking monitor if there is a maximum number of visitors allowed – **Action 31**
- 11. Anne to investigate installation of e-vehicle charge station – pay per use- **Action 32**
- 12. Anne to investigate installation of car wash station – pay per use- **Action 33**
- 13. Condensation on windows – noticed it for units for 4 board members present. Chris to open up maintenance ticket. **Action 34**

MONTHLY FINANCIAL REPORT

OCSCC 893

January 2019

OCSCC 893 Monthly Financials

Table of Contents

Operating Reports

1. Financial Summary Report
2. Budget vs Actuals Comparison- Monthly
3. Budget vs Actuals Comparison- Year to Date
4. Profit and Loss Statement- Monthly
5. Balance Sheet- Monthly
6. Accounts Receivable Summary
7. Accounts Payable Summary
8. Monthly Transaction List- By Supplier
9. General Ledger- Monthly
10. Operating Account Bank Reconciliation
11. Operating Account Bank Statement

Reserve Reports

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

MONTHLY FINANCIAL REPORT SUMMARY

OCSCC 893

January 2019

Revenue

All condo fees to date have been invoiced to owners however the percentage invoice is showing 98.8% due to the 10 condo corporation owned parking spots. Condo fee amounts were included in the budgeted but not invoiced/collected.

Expenses

Overall utilities are showing under budget for the year except for telecom which is showing slightly over.

Contracts are overall showing under budget or except for security which is showing considerable over budget due to the need to have security guards patrol the building after the building keys were stolen.

Overall General Repairs and Maintenance year to date are showing slightly over budget due in large part due to Emergency Calls because of the bio-hazard clean-up in unit 316 however we received in December a payment of \$4,764.60. HVAC Repairs are over budget year to date due to repairs to the furnace/AC unit in 406. Garage Maintenance was over budget due to the repair of the garage door when a spring broke.

Overall administrative expenses are over budget year to date. CAO fees are showing over budget as they include the prior year amount of \$487.89 that was paid by CIPM and not recorded until June (to the incorrect GL) and then transferred to the correct GL in August. Bank charges are over partially due to NSF charges that are being charged back to unit owner, as well as the \$40 bank confirmation fee in April for the audit. Normal monthly bank charges hover around \$45-55. Taxes-Parking Spaces is showing over budget due to the payment of a City tax bill.

Overall we are trending well and showing expenses under budget.

OCSCC #893

BUDGET VS. ACTUALS: 2018/19 - FY19 P&L

January 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4001 Condo Fees	26,764.40	27,035.62	-271.22	99.00 %
4030 Other incomes	576.00		576.00	
4037 Misc. Income		583.37	-583.37	
Total Income	\$27,340.40	\$27,618.99	\$ -278.59	98.99 %
Cost of Goods Sold				
4500 Contribution to Reserve Fund	5,831.63	5,831.63	0.00	100.00 %
Total Cost of Goods Sold	\$5,831.63	\$5,831.63	\$0.00	100.00 %
GROSS PROFIT	\$21,508.77	\$21,787.36	\$ -278.59	98.72 %
Expenses				
5000 Utilities				
5010 Gas	2,625.56	1,250.00	1,375.56	210.04 %
5020 Hydro	1,338.42	4,605.12	-3,266.70	29.06 %
5030 Water & Sewer	2,123.25	2,539.88	-416.63	83.60 %
5040 Telecom Expenses	366.08	337.88	28.20	108.35 %
Total 5000 Utilities	6,453.31	8,732.88	-2,279.57	73.90 %
5400 Contracts				
5405 Fire Panel Monitoring	53.10		53.10	
5410 General Cleaning	1,861.15	1,865.63	-4.48	99.76 %
5415 Waste management	290.18	391.13	-100.95	74.19 %
5426 Parking Monitor and Security	275.81	276.00	-0.19	99.93 %
5430 Fire System Maintenance	279.10	532.25	-253.15	52.44 %
5440 Mechanical Maintenance/HVAC	282.50	1,000.00	-717.50	28.25 %
5455 Elevator Maintenance	950.76	1,250.00	-299.24	76.06 %
5465 Landscaping		1,041.63	-1,041.63	
5470 Snow Removal	1,382.98	1,500.00	-117.02	92.20 %
5475 Pest Control		25.00	-25.00	
Total 5400 Contracts	5,375.58	7,881.64	-2,506.06	68.20 %
5500 General Repairs & Maintenance				
5502 Building Supplies		208.37	-208.37	
5503 General Repairs & Maint	1,004.91	1,458.37	-453.46	68.91 %
5504 Emergency Calls	610.20	50.00	560.20	1,220.40 %
5507 Recreation Room		75.00	-75.00	
5510 Guest Suite Maintenance	60.44	145.87	-85.43	41.43 %
5518 Window Cleaning		666.63	-666.63	
5525 Garage Cleaning/Maintenance		250.00	-250.00	
5530 Fire System Repairs	233.48		233.48	
5540 HVAC		333.37	-333.37	
5555 Elevator	226.00		226.00	
5570 Additional Snow/Salt		166.63	-166.63	
Total 5500 General Repairs & Maintenance	2,135.03	3,354.24	-1,219.21	63.65 %
5800 Administrative & Professional Expenses				
5801 Property Management Fees	2,690.48	2,614.25	76.23	102.92 %
5805 CAO Fees		81.33	-81.33	
5810 Office Expenses		72.42	-72.42	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5812 Bank Charges	39.60	37.38	2.22	105.94 %
5830 Insurance Expense/General & Liability Insurance	28,007.28	1,979.37	26,027.91	1,414.96 %
5832 Legal		183.37	-183.37	
5833 Audit-Accounting		250.00	-250.00	
5850 Taxes- Parking Spaces		236.87	-236.87	
Total 5800 Administrative & Professional Expenses	30,737.36	5,454.99	25,282.37	563.47 %
5900 Contingency/ Initiatives				
5905 General Contingency		1,500.00	-1,500.00	
Total 5900 Contingency/ Initiatives		1,500.00	-1,500.00	
Total Expenses	\$44,701.28	\$26,923.75	\$17,777.53	166.03 %
NET OPERATING INCOME	\$ -23,192.51	\$ -5,136.39	\$ -18,056.12	451.53 %
NET INCOME	\$ -23,192.51	\$ -5,136.39	\$ -18,056.12	451.53 %

OCSCC #893

BUDGET VS. ACTUALS: 2018/19 - FY19 P&L

February 2018 - January 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4001 Condo Fees	321,133.89	324,427.00	-3,293.11	98.98 %
4030 Other incomes	2,427.00		2,427.00	
4031 Key Replacement	60.00		60.00	
4032 NSF fees charged to customers	360.00		360.00	
4037 Misc. Income	-60.95	7,000.00	-7,060.95	-0.87 %
Billable Expense Income-1	5,035.80		5,035.80	
Total Income	\$328,955.74	\$331,427.00	\$ -2,471.26	99.25 %
Cost of Goods Sold				
4500 Contribution to Reserve Fund	68,990.00	68,990.00	0.00	100.00 %
Total Cost of Goods Sold	\$68,990.00	\$68,990.00	\$0.00	100.00 %
GROSS PROFIT	\$259,965.74	\$262,437.00	\$ -2,471.26	99.06 %
Expenses				
5000 Utilities				
5010 Gas	11,846.81	15,000.00	-3,153.19	78.98 %
5020 Hydro	29,168.13	55,261.00	-26,092.87	52.78 %
5030 Water & Sewer	25,572.72	30,479.00	-4,906.28	83.90 %
5040 Telecom Expenses	4,472.71	4,055.00	417.71	110.30 %
Total 5000 Utilities	71,060.37	104,795.00	-33,734.63	67.81 %
5400 Contracts				
5405 Fire Panel Monitoring	330.99		330.99	
5410 General Cleaning	22,591.30	22,388.00	203.30	100.91 %
5415 Waste management	3,191.98	4,694.00	-1,502.02	68.00 %
5426 Parking Monitor and Security	8,777.79	3,312.00	5,465.79	265.03 %
5430 Fire System Maintenance	5,003.60	6,387.00	-1,383.40	78.34 %
5440 Mechanical Maintenance/HVAC	3,672.50	12,000.00	-8,327.50	30.60 %
5455 Elevator Maintenance	11,292.93	15,000.00	-3,707.07	75.29 %
5465 Landscaping	9,769.45	12,500.00	-2,730.55	78.16 %
5470 Snow Removal	4,209.37	9,000.00	-4,790.63	46.77 %
5475 Pest Control	254.25	300.00	-45.75	84.75 %
Total 5400 Contracts	69,094.16	85,581.00	-16,486.84	80.74 %
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	-224.97		-224.97	
5502 Building Supplies	3,392.71	2,500.00	892.71	135.71 %
5503 General Repairs & Maint	9,880.20	17,500.00	-7,619.80	56.46 %
5504 Emergency Calls	6,921.87	600.00	6,321.87	1,153.65 %
5507 Recreation Room	632.80	900.00	-267.20	70.31 %
5510 Guest Suite Maintenance	1,376.02	1,750.00	-373.98	78.63 %
5516 Plumbing R&M	-383.12		-383.12	
5518 Window Cleaning	5,819.50	8,000.00	-2,180.50	72.74 %
5525 Garage Cleaning/Maintenance	5,190.10	3,000.00	2,190.10	173.00 %
5530 Fire System Repairs	2,233.58		2,233.58	
5540 HVAC	4,277.11	4,000.00	277.11	106.93 %
5555 Elevator	1,749.16		1,749.16	
5570 Additional Snow/Salt	339.00	2,000.00	-1,661.00	16.95 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 5500 General Repairs & Maintenance	41,203.96	40,250.00	953.96	102.37 %
5800 Administrative & Professional Expenses	0.00		0.00	
5801 Property Management Fees	27,327.04	31,371.00	-4,043.96	87.11 %
5805 CAO Fees	1,327.89	975.96	351.93	136.06 %
5810 Office Expenses	828.38	869.04	-40.66	95.32 %
5812 Bank Charges	647.26	449.00	198.26	144.16 %
5830 Insurance Expense/General & Liability Insurance	49,779.36	23,752.00	26,027.36	209.58 %
5832 Legal		2,200.00	-2,200.00	
5833 Audit-Accounting	-17.90	3,000.00	-3,017.90	-0.60 %
5835 Consulting Fees- General	3,813.19		3,813.19	
5850 Taxes- Parking Spaces	3,008.42	2,842.00	166.42	105.86 %
Total 5800 Administrative & Professional Expenses	86,713.64	65,459.00	21,254.64	132.47 %
5900 Contingency/ Initiatives				
5905 General Contingency		18,000.00	-18,000.00	
Total 5900 Contingency/ Initiatives		18,000.00	-18,000.00	
Uncategorized Expense	0.25		0.25	
Total Expenses	\$268,072.38	\$314,085.00	\$ -46,012.62	85.35 %
NET OPERATING INCOME	\$ -8,106.64	\$ -51,648.00	\$43,541.36	15.70 %
NET INCOME	\$ -8,106.64	\$ -51,648.00	\$43,541.36	15.70 %

OCSCC #893

PROFIT AND LOSS

January 2019

	TOTAL
INCOME	
4001 Condo Fees	26,764.40
4030 Other incomes	576.00
Total Income	\$27,340.40
COST OF GOODS SOLD	
4500 Contribution to Reserve Fund	5,831.63
Total Cost of Goods Sold	\$5,831.63
GROSS PROFIT	\$21,508.77
EXPENSES	
5000 Utilities	
5010 Gas	2,625.56
5020 Hydro	1,338.42
5030 Water & Sewer	2,123.25
5040 Telecom Expenses	366.08
Total 5000 Utilities	6,453.31
5400 Contracts	
5405 Fire Panel Monitoring	53.10
5410 General Cleaning	1,861.15
5415 Waste management	290.18
5426 Parking Monitor and Security	275.81
5430 Fire System Maintenance	279.10
5440 Mechanical Maintenance/HVAC	282.50
5455 Elevator Maintenance	950.76
5470 Snow Removal	1,382.98
Total 5400 Contracts	5,375.58
5500 General Repairs & Maintenance	
5503 General Repairs & Maint	1,004.91
5504 Emergency Calls	610.20
5510 Guest Suite Maintenance	60.44
5530 Fire System Repairs	233.48
5555 Elevator	226.00
Total 5500 General Repairs & Maintenance	2,135.03
5800 Administrative & Professional Expenses	
5801 Property Management Fees	2,690.48
5812 Bank Charges	39.60
5830 Insurance Expense/General & Liability Insurance	28,007.28
Total 5800 Administrative & Professional Expenses	30,737.36
Total Expenses	\$44,701.28
PROFIT	\$ -23,192.51

OCSCC #893

BALANCE SHEET

As of January 31, 2019

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1010 Operating Account	602.95
1020 Reserve Account	236,969.66
Total Cash and Cash Equivalent	\$237,572.61
Accounts Receivable (A/R)	
1100 Accounts Receivable	5,170.03
1205 Accounts Receivable - Misc	0.00
Total Accounts Receivable (A/R)	\$5,170.03
1200 Due to/from	-17,902.37
1300 Prepaid Expenses	1,185.73
1310 Petty Cash	200.00
Total Current Assets	\$226,226.00
Non-current Assets	
1410 Investments- Reserve- Cash	3,533.77
1420 Investments- Reserve- Holdings	241,477.00
1430 Investments- Reserve- Interest	3,417.28
Total Non Current Assets	\$248,428.05
Total Assets	\$474,654.05
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2000 Accounts Payable	36,021.61
Total Accounts Payable (A/P)	\$36,021.61
1610 Deferred Revenue	0.00
2005 Accrued Liabilities	6,354.40
2500 Due to/from Operating	-17,902.37
Total Current Liabilities	\$24,473.64
Total Liabilities	\$24,473.64
Equity	
Opening Balance Equity	9,796.88
Opening Balance Equity- RESERVE	323,823.65
Retained Earnings	79,254.71
Profit for the year	37,305.17
Total Equity	\$450,180.41
Total Liabilities and Equity	\$474,654.05

OCSCC #893

A/R AGING SUMMARY

As of January 31, 2019

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
104 - Bruce Fink		-300.01				\$ -300.01
112 - Vilma Coutino-Hill & Jose Rogas-Mendez			-378.11		378.11	\$0.00
203 - Vanessa & Tracy Grant	359.22		17.22	210.48		\$586.92
315 - Yavar Hameed		-38.61				\$ -38.61
316 - Estate of the Late David Blackburn	272.09	224.97	272.09			\$769.15
318 - Vikas Dhawan		-150.00				\$ -150.00
415 - Hassan Aumeerally	448.17	45.00	448.17	448.17	628.17	\$2,017.68
418 - Nitin Chopra & Puran Guram	438.98		438.98	438.98	967.96	\$2,284.90
TOTAL	\$1,518.46	\$ -218.65	\$798.35	\$1,097.63	\$1,974.24	\$5,170.03

OCSCC #893

A/P AGING SUMMARY

As of January 31, 2019

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
10424161 Canada Inc.	728.85	132.21				\$861.06
99-Misc					-16.05	\$ -16.05
Action Lock & Safe Ltd		218.10				\$218.10
ADT Canada Inc		233.48				\$233.48
Ainger		7,887.40				\$7,887.40
Axia Property Management					0.00	\$0.00
Bell Canada					273.50	\$273.50
CI Property Management			1,277.78		-6,689.32	\$ -5,411.54
City of Ottawa- Water & Sewer	154.00					\$154.00
CONDOMINIUM AUTHORITY OF ONTARIO					0.00	\$0.00
ENBRIDGE	1,596.60				0.00	\$1,596.60
GIFFORD ASSOCIATES INSURANCE	26,028.00					\$26,028.00
Hydro Ottawa	53.80					\$53.80
Hydro Ottawa- 513541	1,733.97					\$1,733.97
LINDSAY LANDSCAPE	271.20					\$271.20
Maximum Heating & Cooling Inc					0.00	\$0.00
Morrison Hershfield		833.94				\$833.94
PRO FIRE SYSTEMS		226.00				\$226.00
Quality Window & Glass					225.44	\$225.44
SBL Electric Inc.	415.05					\$415.05
TECHNICAL STANDARDS AND SAFETY AUTHORITY		226.00				\$226.00
THE CONDOMINIUM AUTHORITY OF ONTARIO (CAO)					501.84	\$501.84
Waste Connections of Canada					-290.18	\$ -290.18
TOTAL	\$30,981.47	\$9,757.13	\$1,277.78	\$0.00	\$ -5,994.77	\$36,021.61

OCSCC #893

TRANSACTION LIST BY SUPPLIER

January 2019

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10424161 Canada Inc.						
01-01-2019	Bill	1981	Yes		2000 Accounts Payable	81.36
01-01-2019	Bill	1970	Yes		2000 Accounts Payable	50.85
02-01-2019	Bill	1983	Yes		2000 Accounts Payable	50.85
02-01-2019	Bill	1985	Yes		2000 Accounts Payable	50.85
02-01-2019	Bill	1992	Yes		2000 Accounts Payable	50.85
02-01-2019	Bill	2013	Yes		2000 Accounts Payable	406.80
10-01-2019	Bill Payment (Cheque)	FCN_8733-1	Yes		1010 Operating Account	-682.62
30-01-2019	Bill	453	Yes		2000 Accounts Payable	169.50
9020934 Canada Inc						
10-01-2019	Bill Payment (Cheque)	FCN_8734-8	Yes		1010 Operating Account	-551.62
Action Lock & Safe Ltd						
10-01-2019	Bill Payment (Cheque)	FCN_8735-1	Yes		1010 Operating Account	-5,787.31
15-01-2019	Bill	65955	Yes		2000 Accounts Payable	218.10
ADT Canada Inc						
10-01-2019	Bill Payment (Cheque)	RBCX6378	Yes		1010 Operating Account	-159.30
15-01-2019	Bill	9136254	Yes		2000 Accounts Payable	233.48
Ainger						
15-01-2019	Bill	140067	Yes		2000 Accounts Payable	7,887.40
Anne Basille						
10-01-2019	Bill Payment (Cheque)	FCN_8733-2	Yes		1010 Operating Account	-257.50
Bell Canada						
04-01-2019	Bill	JAN04FEB032019	Yes		2000 Accounts Payable	309.61
16-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-309.61

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Capital General Contracting 2011 Inc.						
10-01-2019	Bill Payment (Cheque)	FCN_8735-2	Yes		1010 Operating Account	-847.50
CAPITAL SYSTEMS						
10-01-2019	Bill Payment (Cheque)	FCN_8733-3	Yes		1010 Operating Account	-152.55
CI Property Management						
01-01-2019	Bill	2719	Yes		2000 Accounts Payable	2,690.48
02-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-2,690.48
City of Ottawa- Water & Sewer						
01-01-2019	Bill	NOV28DEC272018	Yes		2000 Accounts Payable	2,006.88
17-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-2,006.88
25-01-2019	Bill Payment (Cheque)	RBCX7563	Yes		1010 Operating Account	-2,006.88
29-01-2019	Bill	DEC27JAN292019	Yes		2000 Accounts Payable	2,160.88
CODY						
10-01-2019	Bill Payment (Cheque)	FCN_8733-4	Yes		1010 Operating Account	-5,819.50
ENBRIDGE						
01-01-2019	Bill	653002749140	Yes		2000 Accounts Payable	1,179.17
10-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-1,179.17
23-01-2019	Bill	648002824524	Yes		2000 Accounts Payable	1,596.60
ENVIROCONTROL I.P.M SERVICES INC.						
10-01-2019	Bill Payment (Cheque)	FCN_8734-1	Yes		1010 Operating Account	-254.25
EXER-TECH INC.						
10-01-2019	Bill Payment (Cheque)	FCN_8735-3	Yes		1010 Operating Account	-158.20
Fine Touch Renovation						
10-01-2019	Bill Payment (Cheque)	FCN_8734-2	Yes		1010 Operating Account	-2,486.00
GIFFORD ASSOCIATES INSURANCE						
15-01-2019	Bill	423791	Yes		2000 Accounts Payable	26,028.00
Hydro Ottawa						

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
07-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-41.51
18-01-2019	Bill	DEC31JAN042019	Yes		2000 Accounts Payable	53.80
Hydro Ottawa- 513541						
01-01-2019	Bill	NOV05DEC052018	Yes		2000 Accounts Payable	2,111.06
08-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-2,111.06
23-01-2019	Bill	DEC31JAN082019	Yes		2000 Accounts Payable	1,733.97
JOHN D COOMBS MULTI MAINTENANCE LTD						
10-01-2019	Bill Payment (Cheque)	FCN_8734-3	Yes		1010 Operating Account	-1,101.75
KARISSA CLERMONT						
01-01-2019	Bill Payment (Cheque)	FCN_8732	Yes		1010 Operating Account	-2,461.52
30-01-2019	Bill Payment (Cheque)	FCN_8736	Yes		1010 Operating Account	-2,042.49
31-01-2019	Bill	62	Yes		2000 Accounts Payable	2,042.49
LINDSAY LANDSCAPE						
01-01-2019	Bill	QB40335	Yes		2000 Accounts Payable	1,067.89
10-01-2019	Bill Payment (Cheque)	FCN_8735-4	Yes		1010 Operating Account	-3,864.72
15-01-2019	Bill	QB41446	Yes		2000 Accounts Payable	271.20
LOCK SOLUTIONS INC						
10-01-2019	Bill Payment (Cheque)	FCN_8734-4	Yes		1010 Operating Account	-135.60
Morrison Hershfield						
10-01-2019	Bill Payment (Cheque)	FCN_8734-5	Yes		1010 Operating Account	-3,335.76
15-01-2019	Bill	279735	Yes		2000 Accounts Payable	833.94
PIVOTECH DOORS INC						
10-01-2019	Bill Payment (Cheque)	FCN_8735-5	Yes		1010 Operating Account	-2,586.02
PRO FIRE SYSTEMS						
04-01-2019	Bill	978006	Yes		2000 Accounts Payable	226.00
10-01-2019	Bill Payment (Cheque)	FCN_8734-6	Yes		1010 Operating Account	-3,378.70

Response

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10-01-2019	Bill Payment (Cheque)	FCN_8735-6	Yes		1010 Operating Account	-5,417.22
ROGERS						
01-01-2019	Bill	SEP29OCT282018	Yes		2000 Accounts Payable	56.47
01-01-2019	Bill	OCT29NOV282018	Yes		2000 Accounts Payable	56.47
01-01-2019	Bill	NOV29DEC282018	Yes		2000 Accounts Payable	56.47
01-01-2019	Bill	DEC29JAN282019	Yes		2000 Accounts Payable	56.47
30-01-2019	Bill Payment (Cheque)	RBCX7775	Yes		1010 Operating Account	-225.88
SBL Electric Inc.						
30-01-2019	Bill	8389	Yes		2000 Accounts Payable	415.05
SNELLING QUALITY.COMMITMENT.PEACE OF MIND						
10-01-2019	Bill Payment (Cheque)	FCN_8734-7	Yes		1010 Operating Account	-305.03
TECHNICAL STANDARDS AND SAFETY AUTHORITY						
10-01-2019	Bill Payment (Cheque)	FCN_8735-7	Yes		1010 Operating Account	-1,192.16
15-01-2019	Bill	3232976	Yes		2000 Accounts Payable	226.00
WALMAR VENTILATION PRODUCTS						
10-01-2019	Bill Payment (Cheque)	FCN_8734-9	Yes		1010 Operating Account	-1,003.04
Waste Connections of Canada						
01-01-2019	Bill	7140-0000790809	Yes		2000 Accounts Payable	290.18
21-01-2019	Bill Payment (Cheque)		Yes		1010 Operating Account	-290.18

OCSCC #893

GENERAL LEDGER

January 2019

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
1010 Operating Account							
	Beginning Balance						38,738.49
01-01-2019	Bill Payment (Cheque)	FCN_8732	KARISSA CLERMONT		2000 Accounts Payable	\$ -2,461.52	36,276.97
02-01-2019	Payment		407		1100 Accounts Receivable	\$354.38	36,631.35
02-01-2019	Payment		307		1100 Accounts Receivable	\$354.38	36,985.73
02-01-2019	Payment		313 - Giovana Amaro Link		1100 Accounts Receivable	\$354.38	37,340.11
02-01-2019	Payment		107		1100 Accounts Receivable	\$354.38	37,694.49
02-01-2019	Payment		113		1100 Accounts Receivable	\$354.38	38,048.87
02-01-2019	Payment		213 - Ilyas Eray Kucukcay		1100 Accounts Receivable	\$354.38	38,403.25
02-01-2019	Payment		210		1100 Accounts Receivable	\$329.86	38,733.11
02-01-2019	Bill Payment (Cheque)		CI Property Management		2000 Accounts Payable	\$ -2,690.48	36,042.63
02-01-2019	Payment		110		1100 Accounts Receivable	\$329.86	36,372.49
02-01-2019	Payment		410		1100 Accounts Receivable	\$329.86	36,702.35
02-01-2019	Payment		310		1100 Accounts Receivable	\$329.86	37,032.21
02-01-2019	Payment		207		1100 Accounts Receivable	\$327.27	37,359.48
02-01-2019	Payment		404		1100 Accounts Receivable	\$299.20	37,658.68
02-01-2019	Payment		204		1100 Accounts Receivable	\$299.20	37,957.88
02-01-2019	Payment		416		1100 Accounts Receivable	\$272.11	38,229.99
02-01-2019	Payment		102		1100 Accounts Receivable	\$272.09	38,502.08
02-01-2019	Payment		304		1100 Accounts Receivable	\$272.09	38,774.17
02-01-2019	Payment		316 - Estate of the Late David Blackburn		1100 Accounts Receivable	\$272.09	39,046.26
02-01-2019	Payment		216		1100 Accounts Receivable	\$272.09	39,318.35
02-01-2019	Payment		104 - Bruce Fink		1100 Accounts Receivable	\$541.90	39,860.25
02-01-2019	Payment		103 - Kimberly-Ann Sampson		1100 Accounts Receivable	\$2.92	39,863.17
02-01-2019	Payment		415 - Hassan Aumeerally		1100 Accounts Receivable	\$448.17	40,311.34
02-01-2019	Payment		105 - Simon Di Gaetano		1100 Accounts Receivable	\$448.14	40,759.48
02-01-2019	Payment		405		1100 Accounts Receivable	\$448.14	41,207.62
02-01-2019	Payment		305		1100 Accounts Receivable	\$448.14	41,655.76
02-01-2019	Payment		215		1100 Accounts Receivable	\$448.14	42,103.90
02-01-2019	Payment		205, Peter Mackie		1100 Accounts Receivable	\$448.14	42,552.04
02-01-2019	Payment		315 - Yavar Hameed		1100 Accounts Receivable	\$448.14	43,000.18
02-01-2019	Payment		106		1100 Accounts Receivable	\$440.65	43,440.83
02-01-2019	Payment		418 - Nitin Chopra & Puran Guram		1100 Accounts Receivable	\$438.98	43,879.81
02-01-2019	Payment		218		1100 Accounts Receivable	\$438.95	44,318.76
02-01-2019	Payment		402		1100 Accounts Receivable	\$438.95	44,757.71
02-01-2019	Payment		302 - Estate of the Late Priscilla O'Brien		1100 Accounts Receivable	\$438.95	45,196.66
02-01-2019	Payment		202		1100 Accounts Receivable	\$438.95	45,635.61
02-01-2019	Payment		318 - Vikas Dhawan		1100 Accounts Receivable	\$438.95	46,074.56
02-01-2019	Payment		414		1100 Accounts Receivable	\$413.56	46,488.12
02-01-2019	Payment		306		1100 Accounts Receivable	\$413.54	46,901.66
02-01-2019	Payment		214		1100 Accounts Receivable	\$413.54	47,315.20
02-01-2019	Payment		406 Anna Ziegler		1100 Accounts Receivable	\$413.54	47,728.74
02-01-2019	Payment		314		1100 Accounts Receivable	\$413.54	48,142.28
02-01-2019	Payment		114		1100 Accounts Receivable	\$413.54	48,555.82
02-01-2019	Payment		206		1100 Accounts Receivable	\$413.54	48,969.36
02-01-2019	Payment		312		1100 Accounts Receivable	\$403.45	49,372.81
02-01-2019	Payment		408		1100 Accounts Receivable	\$403.45	49,776.26
02-01-2019	Payment		412		1100 Accounts Receivable	\$403.45	50,179.71
02-01-2019	Payment		212		1100 Accounts Receivable	\$403.45	50,583.16
02-01-2019	Payment		208		1100 Accounts Receivable	\$403.45	50,986.61
02-01-2019	Payment		108		1100 Accounts Receivable	\$403.45	51,390.06
02-01-2019	Payment		308		1100 Accounts Receivable	\$403.45	51,793.51
02-01-2019	Payment		411		1100 Accounts Receivable	\$378.04	52,171.55
02-01-2019	Payment		(311) Kirsti A. Bissada		1100 Accounts Receivable	\$378.04	52,549.59
02-01-2019	Payment		409		1100 Accounts Receivable	\$378.04	52,927.63
02-01-2019	Payment		211		1100 Accounts Receivable	\$378.04	53,305.67
02-01-2019	Payment		109		1100 Accounts Receivable	\$378.04	53,683.71
02-01-2019	Payment		209		1100 Accounts Receivable	\$378.04	54,061.75
02-01-2019	Payment		111		1100 Accounts Receivable	\$378.04	54,439.79
02-01-2019	Payment		309		1100 Accounts Receivable	\$378.04	54,817.83
02-01-2019	Payment		419		1100 Accounts Receivable	\$361.44	55,179.27
02-01-2019	Payment		319 - Jean Cloutier & Eileen Bridges		1100 Accounts Receivable	\$361.41	55,540.68
02-01-2019	Payment		401		1100 Accounts Receivable	\$361.41	55,902.09
02-01-2019	Payment		201		1100 Accounts Receivable	\$361.41	56,263.50
02-01-2019	Payment		301		1100 Accounts Receivable	\$361.41	56,624.91
02-01-2019	Payment		219		1100 Accounts Receivable	\$361.41	56,986.32
02-01-2019	Payment		417		1100 Accounts Receivable	\$359.25	57,345.57
02-01-2019	Payment		217		1100 Accounts Receivable	\$359.22	57,704.79
02-01-2019	Payment		317 Nancy Xiao Ming Yu		1100 Accounts Receivable	\$359.22	58,064.01
02-01-2019	Payment		303		1100 Accounts Receivable	\$359.22	58,423.23
02-01-2019	Payment		403		1100 Accounts Receivable	\$359.22	58,782.45
02-01-2019	Payment		413		1100 Accounts Receivable	\$354.41	59,136.86
03-01-2019	Cheque Expense	NSF	316 - Estate of the Late David Blackburn		1100 Accounts Receivable	\$ -272.09	58,864.77

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
03-01-2019	Payment		112 - Vilma Coutino-Hill & Jose Rogas-Mendez		1100 Accounts Receivable	\$403.45	59,268.22
04-01-2019	Cheque Expense	NSF	418 - Nitin Chopra & Puran Guram		1100 Accounts Receivable	\$ -438.98	58,829.24
07-01-2019	Expense			ACTIVITY FEE	5812 Administrative & Professional Expenses:Bank Charges	\$ -9.10	58,820.14
07-01-2019	Expense			ACTIVITY FEE	5812 Administrative & Professional Expenses:Bank Charges	\$ -29.00	58,791.14
07-01-2019	Bill Payment (Cheque)		Hydro Ottawa		2000 Accounts Payable	\$ -41.51	58,749.63
08-01-2019	Bill Payment (Cheque)		Hydro Ottawa- 513541		2000 Accounts Payable	\$ -2,111.06	56,638.57
10-01-2019	Bill Payment (Cheque)	FCN_8733-3	CAPITAL SYSTEMS		2000 Accounts Payable	\$ -152.55	56,486.02
10-01-2019	Bill Payment (Cheque)	FCN_8734-1	ENVIROCONTROL I.P.M SERVICES INC.		2000 Accounts Payable	\$ -254.25	56,231.77
10-01-2019	Bill Payment (Cheque)	FCN_8734-2	Fine Touch Renovation		2000 Accounts Payable	\$ -2,486.00	53,745.77
10-01-2019	Bill Payment (Cheque)	FCN_8734-3	JOHN D COOMBS MULTI MAINTENANCE LTD		2000 Accounts Payable	\$ -1,101.75	52,644.02
10-01-2019	Bill Payment (Cheque)	FCN_8734-4	LOCK SOLUTIONS INC		2000 Accounts Payable	\$ -135.60	52,508.42
10-01-2019	Bill Payment (Cheque)	RBCX6378	ADT Canada Inc		2000 Accounts Payable	\$ -159.30	52,349.12
10-01-2019	Bill Payment (Cheque)	FCN_8733-1	10424161 Canada Inc.		2000 Accounts Payable	\$ -682.62	51,666.50
10-01-2019	Bill Payment (Cheque)	FCN_8733-2	Anne Basille		2000 Accounts Payable	\$ -257.50	51,409.00
10-01-2019	Bill Payment (Cheque)	FCN_8733-4	CODY		2000 Accounts Payable	\$ -5,819.50	45,589.50
10-01-2019	Bill Payment (Cheque)	FCN_8734-5	Morrison Hershfield		2000 Accounts Payable	\$ -3,335.76	42,253.74
10-01-2019	Bill Payment (Cheque)	FCN_8734-6	PRO FIRE SYSTEMS		2000 Accounts Payable	\$ -3,378.70	38,875.04
10-01-2019	Bill Payment (Cheque)	FCN_8734-7	SNELLING QUALITY.COMMITMENT.PEACE OF MIND		2000 Accounts Payable	\$ -305.03	38,570.01
10-01-2019	Bill Payment (Cheque)	FCN_8734-8	9020934 Canada Inc		2000 Accounts Payable	\$ -551.62	38,018.39
10-01-2019	Bill Payment (Cheque)	FCN_8734-9	WALMAR VENTILATION PRODUCTS		2000 Accounts Payable	\$ -1,003.04	37,015.35
10-01-2019	Bill Payment (Cheque)	FCN_8735-1	Action Lock & Safe Ltd		2000 Accounts Payable	\$ -5,787.31	31,228.04
10-01-2019	Bill Payment (Cheque)	FCN_8735-2	Capital General Contracting 2011 Inc.		2000 Accounts Payable	\$ -847.50	30,380.54
10-01-2019	Bill Payment (Cheque)	FCN_8735-3	EXER-TECH INC.		2000 Accounts Payable	\$ -158.20	30,222.34
10-01-2019	Bill Payment (Cheque)		ENBRIDGE		2000 Accounts Payable	\$ -1,179.17	29,043.17
10-01-2019	Bill Payment (Cheque)	FCN_8735-7	TECHNICAL STANDARDS AND SAFETY AUTHORITY		2000 Accounts Payable	\$ -1,192.16	27,851.01
10-01-2019	Bill Payment (Cheque)	FCN_8735-6	Response		2000 Accounts Payable	\$ -5,417.22	22,433.79
10-01-2019	Bill Payment (Cheque)	FCN_8735-5	PIVOTECH DOORS INC		2000 Accounts Payable	\$ -2,586.02	19,847.77
10-01-2019	Bill Payment (Cheque)	FCN_8735-4	LINDSAY LANDSCAPE		2000 Accounts Payable	\$ -3,864.72	15,983.05
15-01-2019	Deposit			MISC PAYMENT STRIPE	4030 Other incomes	\$144.00	16,127.05
16-01-2019	Bill Payment (Cheque)		Bell Canada		2000 Accounts Payable	\$ -309.61	15,817.44
16-01-2019	Deposit			MISC PAYMENT STRIPE	4030 Other incomes	\$72.00	15,889.44
17-01-2019	Bill Payment (Cheque)		City of Ottawa- Water & Sewer		2000 Accounts Payable	\$ -2,006.88	13,882.56
18-01-2019	Expense			ACCOUNT TRANSFER ACTR4901800024	4500 Contribution to Reserve Fund	\$ -5,741.67	8,140.89
18-01-2019	Deposit			MISC PAYMENT STRIPE	4030 Other incomes	\$360.00	8,500.89
21-01-2019	Bill Payment (Cheque)		Waste Connections of Canada		2000 Accounts Payable	\$ -290.18	8,210.71
25-01-2019	Expense			WEB PAYMENT WIRE4902500064	4500 Contribution to Reserve Fund	\$ -5,375.00	2,835.71
25-01-2019	Bill Payment (Cheque)	RBCX7563	City of Ottawa- Water & Sewer		2000 Accounts Payable	\$ -2,006.88	828.83
30-01-2019	Bill Payment (Cheque)	RBCX7775	ROGERS		2000 Accounts Payable	\$ -225.88	602.95
30-01-2019	Bill Payment (Cheque)	FCN_8736	KARISSA CLERMONT		2000 Accounts Payable	\$ -2,042.49	-1,439.54
31-01-2019	Journal Entry	126		Reserve expense paid by operating account due to fund not enough-Karissa	-Split-	\$2,042.49	602.95
Total for 1010 Operating Account						\$ -38,135.54	
1020 Reserve Account							
Beginning Balance							227,523.55
03-01-2019	Deposit			DEPOSIT INTEREST	6002 Interest income for reserve	\$373.43	227,896.98
07-01-2019	Expense			ACTIVITY FEE	5812 Administrative & Professional Expenses:Bank Charges	\$ -1.50	227,895.48
18-01-2019	Deposit			ACCOUNT TRANSFER 893 RFT	6001 Contribution from operating	\$5,741.67	233,637.15
25-01-2019	Deposit			WEB PAYMENT RFA TRNSFR 893	6001 Contribution from operating	\$5,375.00	239,012.15
31-01-2019	Journal Entry	126		Reserve expense paid by operating account due to fund not enough-Karissa	-Split-	\$ -2,042.49	236,969.66
Total for 1020 Reserve Account						\$9,446.11	
1100 Accounts Receivable							
Beginning Balance							3,648.38
01-01-2019	Invoice	2463	111		4001 Condo Fees	\$378.04	4,026.42
01-01-2019	Invoice	2462	309		4001 Condo Fees	\$378.04	4,404.46
01-01-2019	Invoice	2461	108		4001 Condo Fees	\$403.45	4,807.91
01-01-2019	Invoice	2460	310		4001 Condo Fees	\$329.86	5,137.77
01-01-2019	Invoice	2459	219		4001 Condo Fees	\$361.41	5,499.18
01-01-2019	Invoice	2458	206		4001 Condo Fees	\$413.54	5,912.72
01-01-2019	Invoice	2457	203 - Vanessa & Tracy Grant		4001 Condo Fees	\$359.22	6,271.94
01-01-2019	Invoice	2456	202		4001 Condo Fees	\$438.95	6,710.89
01-01-2019	Invoice	2455	103 - Kimberly-Ann Sampson		4001 Condo Fees	\$454.28	7,165.17
01-01-2019	Invoice	2454	415 - Hassan Aumeerally		4001 Condo Fees	\$448.17	7,613.34

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01-01-2019	Invoice	2453	318 - Vikas Dhawan		4001 Condo Fees	\$438.95	8,052.29
01-01-2019	Invoice	2452	315 - Yavar Hameed		4001 Condo Fees	\$448.14	8,500.43
01-01-2019	Invoice	2451	308		4001 Condo Fees	\$403.45	8,903.88
01-01-2019	Invoice	2520	414		4001 Condo Fees	\$413.56	9,317.44
01-01-2019	Invoice	2519	105 - Simon Di Gaetano		4001 Condo Fees	\$448.14	9,765.58
01-01-2019	Invoice	2518	418 - Nitin Chopra & Puran Guram		4001 Condo Fees	\$438.98	10,204.56
01-01-2019	Invoice	2517	306		4001 Condo Fees	\$413.54	10,618.10
01-01-2019	Invoice	2516	217		4001 Condo Fees	\$359.22	10,977.32
01-01-2019	Invoice	2515	214		4001 Condo Fees	\$413.54	11,390.86
01-01-2019	Invoice	2514	404		4001 Condo Fees	\$299.20	11,690.06
01-01-2019	Invoice	2513	319 - Jean Cloutier & Eileen Bridges		4001 Condo Fees	\$361.41	12,051.47
01-01-2019	Invoice	2512	317 Nancy Xiao Ming Yu		4001 Condo Fees	\$359.22	12,410.69
01-01-2019	Invoice	2511	312		4001 Condo Fees	\$403.45	12,814.14
01-01-2019	Invoice	2510	411		4001 Condo Fees	\$378.04	13,192.18
01-01-2019	Invoice	2509	(311) Kirsti A. Bissada		4001 Condo Fees	\$378.04	13,570.22
01-01-2019	Invoice	2508	409		4001 Condo Fees	\$378.04	13,948.26
01-01-2019	Invoice	2507	408		4001 Condo Fees	\$403.45	14,351.71
01-01-2019	Invoice	2506	406 Anna Ziegler		4001 Condo Fees	\$413.54	14,765.25
01-01-2019	Invoice	2505	419		4001 Condo Fees	\$361.44	15,126.69
01-01-2019	Invoice	2504	303		4001 Condo Fees	\$359.22	15,485.91
01-01-2019	Invoice	2503	416		4001 Condo Fees	\$272.11	15,758.02
01-01-2019	Invoice	2502	413		4001 Condo Fees	\$354.41	16,112.43
01-01-2019	Invoice	2501	401		4001 Condo Fees	\$361.41	16,473.84
01-01-2019	Invoice	2500	210		4001 Condo Fees	\$329.86	16,803.70
01-01-2019	Invoice	2499	201		4001 Condo Fees	\$361.41	17,165.11
01-01-2019	Invoice	2498	407		4001 Condo Fees	\$354.38	17,519.49
01-01-2019	Invoice	2497	405		4001 Condo Fees	\$448.14	17,967.63
01-01-2019	Invoice	2496	307		4001 Condo Fees	\$354.38	18,322.01
01-01-2019	Invoice	2495	211		4001 Condo Fees	\$378.04	18,700.05
01-01-2019	Invoice	2494	313 - Giovana Amaro Link		4001 Condo Fees	\$354.38	19,054.43
01-01-2019	Invoice	2493	107		4001 Condo Fees	\$354.38	19,408.81
01-01-2019	Invoice	2492	102		4001 Condo Fees	\$272.09	19,680.90
01-01-2019	Invoice	2491	218		4001 Condo Fees	\$438.95	20,119.85
01-01-2019	Invoice	2490	314		4001 Condo Fees	\$413.54	20,533.39
01-01-2019	Invoice	2489	304		4001 Condo Fees	\$272.09	20,805.48
01-01-2019	Invoice	2488	110		4001 Condo Fees	\$329.86	21,135.34
01-01-2019	Invoice	2487	403		4001 Condo Fees	\$359.22	21,494.56
01-01-2019	Invoice	2486	305		4001 Condo Fees	\$448.14	21,942.70
01-01-2019	Invoice	2485	301		4001 Condo Fees	\$361.41	22,304.11
01-01-2019	Invoice	2484	113		4001 Condo Fees	\$354.38	22,658.49
01-01-2019	Invoice	2483	109		4001 Condo Fees	\$378.04	23,036.53
01-01-2019	Invoice	2482	412		4001 Condo Fees	\$403.45	23,439.98
01-01-2019	Invoice	2481	207		4001 Condo Fees	\$327.27	23,767.25
01-01-2019	Invoice	2480	204		4001 Condo Fees	\$299.20	24,066.45
01-01-2019	Invoice	2479	114		4001 Condo Fees	\$413.54	24,479.99
01-01-2019	Invoice	2478	213 - Ilyas Eray Kucukcay		4001 Condo Fees	\$354.38	24,834.37
01-01-2019	Invoice	2477	212		4001 Condo Fees	\$403.45	25,237.82
01-01-2019	Invoice	2476	209		4001 Condo Fees	\$378.04	25,615.86
01-01-2019	Invoice	2475	112 - Vilma Coutino-Hill & Jose Rogas-Mendez		4001 Condo Fees	\$403.45	26,019.31
01-01-2019	Invoice	2474	104 - Bruce Fink		4001 Condo Fees	\$541.90	26,561.21
01-01-2019	Invoice	2473	417		4001 Condo Fees	\$359.25	26,920.46
01-01-2019	Invoice	2472	316 - Estate of the Late David Blackburn		4001 Condo Fees	\$272.09	27,192.55
01-01-2019	Invoice	2471	216		4001 Condo Fees	\$272.09	27,464.64
01-01-2019	Invoice	2470	215		4001 Condo Fees	\$448.14	27,912.78
01-01-2019	Invoice	2469	106		4001 Condo Fees	\$440.65	28,353.43
01-01-2019	Invoice	2468	205, Peter Mackie		4001 Condo Fees	\$448.14	28,801.57
01-01-2019	Invoice	2467	410		4001 Condo Fees	\$329.86	29,131.43
01-01-2019	Invoice	2466	402		4001 Condo Fees	\$438.95	29,570.38
01-01-2019	Invoice	2465	302 - Estate of the Late Priscilla O'Brien		4001 Condo Fees	\$438.95	30,009.33
01-01-2019	Invoice	2464	208		4001 Condo Fees	\$403.45	30,412.78
02-01-2019	Payment		317 Nancy Xiao Ming Yu		1010 Operating Account	\$ -359.22	30,053.56
02-01-2019	Payment		303		1010 Operating Account	\$ -359.22	29,694.34
02-01-2019	Payment		403		1010 Operating Account	\$ -359.22	29,335.12
02-01-2019	Payment		413		1010 Operating Account	\$ -354.41	28,980.71
02-01-2019	Payment		407		1010 Operating Account	\$ -354.38	28,626.33
02-01-2019	Payment		307		1010 Operating Account	\$ -354.38	28,271.95
02-01-2019	Payment		313 - Giovana Amaro Link		1010 Operating Account	\$ -354.38	27,917.57
02-01-2019	Payment		107		1010 Operating Account	\$ -354.38	27,563.19
02-01-2019	Payment		113		1010 Operating Account	\$ -354.38	27,208.81
02-01-2019	Payment		213 - Ilyas Eray Kucukcay		1010 Operating Account	\$ -354.38	26,854.43
02-01-2019	Payment		210		1010 Operating Account	\$ -329.86	26,524.57
02-01-2019	Payment		110		1010 Operating Account	\$ -329.86	26,194.71
02-01-2019	Payment		410		1010 Operating Account	\$ -329.86	25,864.85
02-01-2019	Payment		310		1010 Operating Account	\$ -329.86	25,534.99
02-01-2019	Payment		207		1010 Operating Account	\$ -327.27	25,207.72
02-01-2019	Payment		404		1010 Operating Account	\$ -299.20	24,908.52
02-01-2019	Payment		204		1010 Operating Account	\$ -299.20	24,609.32
02-01-2019	Payment		416		1010 Operating Account	\$ -272.11	24,337.21
02-01-2019	Payment		102		1010 Operating Account	\$ -272.09	24,065.12

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02-01-2019	Payment		304		1010 Operating Account	\$ -272.09	23,793.03
02-01-2019	Payment		316 - Estate of the Late David Blackburn		1010 Operating Account	\$ -272.09	23,520.94
02-01-2019	Payment		216		1010 Operating Account	\$ -272.09	23,248.85
02-01-2019	Payment		104 - Bruce Fink		1010 Operating Account	\$ -541.90	22,706.95
02-01-2019	Payment		103 - Kimberly-Ann Sampson		1010 Operating Account	\$ -2.92	22,704.03
02-01-2019	Payment		415 - Hassan Aumeerally		1010 Operating Account	\$ -448.17	22,255.86
02-01-2019	Payment		105 - Simon Di Gaetano		1010 Operating Account	\$ -448.14	21,807.72
02-01-2019	Payment		405		1010 Operating Account	\$ -448.14	21,359.58
02-01-2019	Payment		305		1010 Operating Account	\$ -448.14	20,911.44
02-01-2019	Payment		215		1010 Operating Account	\$ -448.14	20,463.30
02-01-2019	Payment		205, Peter Mackie		1010 Operating Account	\$ -448.14	20,015.16
02-01-2019	Payment		315 - Yavar Hameed		1010 Operating Account	\$ -448.14	19,567.02
02-01-2019	Payment		106		1010 Operating Account	\$ -440.65	19,126.37
02-01-2019	Payment		418 - Nitin Chopra & Puran Guram		1010 Operating Account	\$ -438.98	18,687.39
02-01-2019	Payment		218		1010 Operating Account	\$ -438.95	18,248.44
02-01-2019	Payment		402		1010 Operating Account	\$ -438.95	17,809.49
02-01-2019	Payment		302 - Estate of the Late Priscilla O'Brien		1010 Operating Account	\$ -438.95	17,370.54
02-01-2019	Payment		202		1010 Operating Account	\$ -438.95	16,931.59
02-01-2019	Payment		318 - Vikas Dhawan		1010 Operating Account	\$ -438.95	16,492.64
02-01-2019	Payment		414		1010 Operating Account	\$ -413.56	16,079.08
02-01-2019	Payment		306		1010 Operating Account	\$ -413.54	15,665.54
02-01-2019	Payment		214		1010 Operating Account	\$ -413.54	15,252.00
02-01-2019	Payment		406 Anna Ziegler		1010 Operating Account	\$ -413.54	14,838.46
02-01-2019	Payment		314		1010 Operating Account	\$ -413.54	14,424.92
02-01-2019	Payment		114		1010 Operating Account	\$ -413.54	14,011.38
02-01-2019	Payment		206		1010 Operating Account	\$ -413.54	13,597.84
02-01-2019	Payment		312		1010 Operating Account	\$ -403.45	13,194.39
02-01-2019	Payment		408		1010 Operating Account	\$ -403.45	12,790.94
02-01-2019	Payment		412		1010 Operating Account	\$ -403.45	12,387.49
02-01-2019	Payment		212		1010 Operating Account	\$ -403.45	11,984.04
02-01-2019	Payment		208		1010 Operating Account	\$ -403.45	11,580.59
02-01-2019	Payment		108		1010 Operating Account	\$ -403.45	11,177.14
02-01-2019	Payment		308		1010 Operating Account	\$ -403.45	10,773.69
02-01-2019	Payment		411		1010 Operating Account	\$ -378.04	10,395.65
02-01-2019	Payment		(311) Kirsti A. Bissada		1010 Operating Account	\$ -378.04	10,017.61
02-01-2019	Payment		409		1010 Operating Account	\$ -378.04	9,639.57
02-01-2019	Payment		211		1010 Operating Account	\$ -378.04	9,261.53
02-01-2019	Payment		109		1010 Operating Account	\$ -378.04	8,883.49
02-01-2019	Payment		209		1010 Operating Account	\$ -378.04	8,505.45
02-01-2019	Payment		111		1010 Operating Account	\$ -378.04	8,127.41
02-01-2019	Payment		309		1010 Operating Account	\$ -378.04	7,749.37
02-01-2019	Payment		419		1010 Operating Account	\$ -361.44	7,387.93
02-01-2019	Payment		319 - Jean Cloutier & Eileen Bridges		1010 Operating Account	\$ -361.41	7,026.52
02-01-2019	Payment		401		1010 Operating Account	\$ -361.41	6,665.11
02-01-2019	Payment		201		1010 Operating Account	\$ -361.41	6,303.70
02-01-2019	Payment		301		1010 Operating Account	\$ -361.41	5,942.29
02-01-2019	Payment		219		1010 Operating Account	\$ -361.41	5,580.88
02-01-2019	Payment		417		1010 Operating Account	\$ -359.25	5,221.63
02-01-2019	Payment		217		1010 Operating Account	\$ -359.22	4,862.41
03-01-2019	Cheque Expense	NSF	316 - Estate of the Late David Blackburn	January fees returned	1010 Operating Account	\$272.09	5,134.50
03-01-2019	Payment		112 - Vilma Coutino-Hill & Jose Rogas-Mendez		1010 Operating Account	\$ -403.45	4,731.05
04-01-2019	Cheque Expense	NSF	418 - Nitin Chopra & Puran Guram	January 2019 condo fees returned NSF: Funds not cleared	1010 Operating Account	\$438.98	5,170.03
Total for 1100 Accounts Receivable						\$1,521.65	
1200 Due to/from							
Beginning Balance							-3,909.82
01-01-2019	Journal Entry	124R		to reallocate RF transfer to January contribution	-Split-	\$ -5,375.00	-9,284.82
31-01-2019	Journal Entry	126		Reserve expense paid by operating account due to fund not enough-Karissa	-Split-	\$2,042.49	-7,242.33
31-01-2019	Journal Entry	130		to reallocate over contribution to 2019/20 fiscal year	-Split-	\$ -10,660.04	-17,902.37
Total for 1200 Due to/from						\$ -13,992.55	
1300 Prepaid Expenses							
Beginning Balance							4,115.77
01-01-2019	Journal Entry	121		RECORD PREPAID INSURANCE EXPENSE, MONTHLY 2018	-Split-	\$ -1,979.28	2,136.49
31-01-2019	Journal Entry	125		to transfer monthly elevator expense from prepaid	-Split-	\$ -950.76	1,185.73
Total for 1300 Prepaid Expenses						\$ -2,930.04	
1310 Petty Cash							
Beginning Balance							200.00
Total for 1310 Petty Cash							
1410 Investments- Reserve- Cash							
Beginning Balance							3,533.77

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 1410 Investments- Reserve- Cash							
1420 Investments- Reserve- Holdings							
Beginning Balance							241,477.00
Total for 1420 Investments- Reserve- Holdings							
1430 Investments- Reserve- Interest							
Beginning Balance							3,417.28
Total for 1430 Investments- Reserve- Interest							
2000 Accounts Payable							
Beginning Balance							36,194.50
01-01-2019	Bill Payment (Cheque)	FCN_8732	KARISSA CLERMONT		1010 Operating Account	\$ -2,461.52	33,732.98
01-01-2019	Bill	1970	10424161 Canada Inc.		5504 General Repairs & Maintenance:Emergency Calls	\$50.85	33,783.83
01-01-2019	Bill	NOV05DEC052018	Hydro Ottawa- 513541		5020 Utilities:Hydro	\$2,111.06	35,894.89
01-01-2019	Bill	SEP29OCT282018	ROGERS		5040 Utilities:Telecom Expenses	\$56.47	35,951.36
01-01-2019	Bill	NOV28DEC272018	City of Ottawa- Water & Sewer		5030 Utilities:Water & Sewer	\$2,006.88	37,958.24
01-01-2019	Bill	QB40335	LINDSAY LANDSCAPE		5470 Contracts:Snow Removal	\$1,067.89	39,026.13
01-01-2019	Bill	1981	10424161 Canada Inc.		5503 General Repairs & Maintenance:General Repairs & Maint	\$81.36	39,107.49
01-01-2019	Bill	7140-0000790809	Waste Connections of Canada		5415 Contracts:Waste management	\$290.18	39,397.67
01-01-2019	Bill	2719	CI Property Management		5801 Administrative & Professional Expenses:Property Management Fees	\$2,690.48	42,088.15
01-01-2019	Bill	OCT29NOV282018	ROGERS		5040 Utilities:Telecom Expenses	\$56.47	42,144.62
01-01-2019	Bill	NOV29DEC282018	ROGERS		5040 Utilities:Telecom Expenses	\$56.47	42,201.09
01-01-2019	Bill	DEC29JAN282019	ROGERS		5040 Utilities:Telecom Expenses	\$56.47	42,257.56
01-01-2019	Bill	653002749140	ENBRIDGE		5010 Utilities:Gas	\$1,179.17	43,436.73
02-01-2019	Bill Payment (Cheque)		CI Property Management		1010 Operating Account	\$ -2,690.48	40,746.25
02-01-2019	Bill	1983	10424161 Canada Inc.		5504 General Repairs & Maintenance:Emergency Calls	\$50.85	40,797.10
02-01-2019	Bill	1992	10424161 Canada Inc.		5504 General Repairs & Maintenance:Emergency Calls	\$50.85	40,847.95
02-01-2019	Bill	2013	10424161 Canada Inc.		5504 General Repairs & Maintenance:Emergency Calls	\$406.80	41,254.75
02-01-2019	Bill	1985	10424161 Canada Inc.		5504 General Repairs & Maintenance:Emergency Calls	\$50.85	41,305.60
04-01-2019	Bill	JAN04FEB032019	Bell Canada		5040 Utilities:Telecom Expenses	\$309.61	41,615.21
04-01-2019	Bill	978006	PRO FIRE SYSTEMS		5430 Contracts:Fire System Maintenance	\$226.00	41,841.21
07-01-2019	Bill Payment (Cheque)		Hydro Ottawa		1010 Operating Account	\$ -41.51	41,799.70
08-01-2019	Bill Payment (Cheque)		Hydro Ottawa- 513541		1010 Operating Account	\$ -2,111.06	39,688.64
10-01-2019	Bill Payment (Cheque)	FCN_8735-6	Response		1010 Operating Account	\$ -5,417.22	34,271.42
10-01-2019	Bill Payment (Cheque)	FCN_8734-1	ENVIROCONTROL I.P.M SERVICES INC.		1010 Operating Account	\$ -254.25	34,017.17
10-01-2019	Bill Payment (Cheque)	FCN_8734-2	Fine Touch Renovation		1010 Operating Account	\$ -2,486.00	31,531.17
10-01-2019	Bill Payment (Cheque)	FCN_8734-3	JOHN D COOMBS MULTI MAINTENANCE LTD		1010 Operating Account	\$ -1,101.75	30,429.42
10-01-2019	Bill Payment (Cheque)	FCN_8734-4	LOCK SOLUTIONS INC		1010 Operating Account	\$ -135.60	30,293.82
10-01-2019	Bill Payment (Cheque)	RBCX6378	ADT Canada Inc		1010 Operating Account	\$ -159.30	30,134.52
10-01-2019	Bill Payment (Cheque)	FCN_8733-1	10424161 Canada Inc.		1010 Operating Account	\$ -682.62	29,451.90
10-01-2019	Bill Payment (Cheque)	FCN_8733-2	Anne Basille		1010 Operating Account	\$ -257.50	29,194.40
10-01-2019	Bill Payment (Cheque)	FCN_8733-3	CAPITAL SYSTEMS		1010 Operating Account	\$ -152.55	29,041.85
10-01-2019	Bill Payment (Cheque)	FCN_8733-4	CODY		1010 Operating Account	\$ -5,819.50	23,222.35
10-01-2019	Bill Payment (Cheque)	FCN_8734-5	Morrison Hershfield		1010 Operating Account	\$ -3,335.76	19,886.59
10-01-2019	Bill Payment (Cheque)	FCN_8734-6	PRO FIRE SYSTEMS		1010 Operating Account	\$ -3,378.70	16,507.89
10-01-2019	Bill Payment (Cheque)	FCN_8734-7	SNELLING QUALITY.COMMITMENT.PEACE OF MIND		1010 Operating Account	\$ -305.03	16,202.86
10-01-2019	Bill Payment (Cheque)	FCN_8734-8	9020934 Canada Inc		1010 Operating Account	\$ -551.62	15,651.24
10-01-2019	Bill Payment (Cheque)	FCN_8734-9	WALMAR VENTILATION PRODUCTS		1010 Operating Account	\$ -1,003.04	14,648.20
10-01-2019	Bill Payment (Cheque)	FCN_8735-1	Action Lock & Safe Ltd		1010 Operating Account	\$ -5,787.31	8,860.89
10-01-2019	Bill Payment (Cheque)	FCN_8735-2	Capital General Contracting 2011 Inc.		1010 Operating Account	\$ -847.50	8,013.39
10-01-2019	Bill Payment (Cheque)	FCN_8735-3	EXER-TECH INC.		1010 Operating Account	\$ -158.20	7,855.19
10-01-2019	Bill Payment (Cheque)	FCN_8735-4	LINDSAY LANDSCAPE		1010 Operating Account	\$ -3,864.72	3,990.47
10-01-2019	Bill Payment (Cheque)	FCN_8735-5	PIVOTECH DOORS INC		1010 Operating Account	\$ -2,586.02	1,404.45
10-01-2019	Bill Payment (Cheque)		ENBRIDGE		1010 Operating Account	\$ -1,179.17	225.28
10-01-2019	Bill Payment (Cheque)	FCN_8735-7	TECHNICAL STANDARDS AND SAFETY AUTHORITY		1010 Operating Account	\$ -1,192.16	-966.88
15-01-2019	Bill	QB41446	LINDSAY LANDSCAPE		5470 Contracts:Snow Removal	\$271.20	-695.68
15-01-2019	Bill	3232976	TECHNICAL STANDARDS AND SAFETY AUTHORITY		5555 General Repairs & Maintenance:Elevator	\$226.00	-469.68
15-01-2019	Bill	140067	Ainger		6190 Reserve- General Repairs	\$7,887.40	7,417.72
15-01-2019	Bill	423791	GIFFORD ASSOCIATES INSURANCE		5830 Administrative & Professional Expenses:Insurance Expense/General & Liability	\$26,028.00	33,445.72

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
15-01-2019	Bill	9136254	ADT Canada Inc		Insurance 5530 General Repairs & Maintenance:Fire System Repairs	\$233.48	33,679.20
15-01-2019	Bill	279735	Morrison Hershfield		6150 Reserve Fund Study	\$833.94	34,513.14
15-01-2019	Bill	65955	Action Lock & Safe Ltd		5503 General Repairs & Maintenance:General Repairs & Maint	\$218.10	34,731.24
16-01-2019	Bill Payment (Cheque)		Bell Canada		1010 Operating Account	\$ -309.61	34,421.63
17-01-2019	Bill Payment (Cheque)		City of Ottawa- Water & Sewer		1010 Operating Account	\$ -2,006.88	32,414.75
18-01-2019	Bill	DEC31JAN042019	Hydro Ottawa		5020 Utilities:Hydro	\$53.80	32,468.55
21-01-2019	Bill Payment (Cheque)		Waste Connections of Canada		1010 Operating Account	\$ -290.18	32,178.37
23-01-2019	Bill	DEC31JAN082019	Hydro Ottawa- 513541		5020 Utilities:Hydro	\$1,733.97	33,912.34
23-01-2019	Bill	648002824524	ENBRIDGE		5010 Utilities:Gas	\$1,596.60	35,508.94
25-01-2019	Bill Payment (Cheque)	RBCX7563	City of Ottawa- Water & Sewer		1010 Operating Account	\$ -2,006.88	33,502.06
29-01-2019	Bill	DEC27JAN292019	City of Ottawa- Water & Sewer		5030 Utilities:Water & Sewer	\$2,160.88	35,662.94
30-01-2019	Bill	453	10424161 Canada Inc.		5503 General Repairs & Maintenance:General Repairs & Maint	\$169.50	35,832.44
30-01-2019	Bill Payment (Cheque)	FCN_8736	KARISSA CLERMONT		1010 Operating Account	\$ -2,042.49	33,789.95
30-01-2019	Bill Payment (Cheque)	RBCX7775	ROGERS		1010 Operating Account	\$ -225.88	33,564.07
30-01-2019	Bill	8389	SBL Electric Inc.		5503 General Repairs & Maintenance:General Repairs & Maint	\$415.05	33,979.12
31-01-2019	Bill	62	KARISSA CLERMONT		-Split-	\$2,042.49	36,021.61
Total for 2000 Accounts Payable						\$ -172.89	
2005 Accrued Liabilities							
Beginning Balance							10,570.54
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -10,570.54	0.00
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$6,354.40	6,354.40
Total for 2005 Accrued Liabilities						\$ -4,216.14	
2500 Due to/from Operating							
Beginning Balance							-3,909.82
01-01-2019	Journal Entry	124R		to reallocate RF transfer to January contribution	-Split-	\$ -5,375.00	-9,284.82
31-01-2019	Journal Entry	126		Reserve expense paid by operating account due to fund not enough-Karissa	-Split-	\$2,042.49	-7,242.33
31-01-2019	Journal Entry	130		to reallocate over contribution to 2019/20 fiscal year	-Split-	\$ -10,660.04	-17,902.37
Total for 2500 Due to/from Operating						\$ -13,992.55	
Opening Balance Equity							
Beginning Balance							9,796.88
Total for Opening Balance Equity							
Opening Balance Equity- RESERVE							
Beginning Balance							323,823.65
Total for Opening Balance Equity- RESERVE							
Retained Earnings							
Beginning Balance							79,254.71
Total for Retained Earnings							
4001 Condo Fees							
Beginning Balance							294,369.49
01-01-2019	Invoice	2456	202		1100 Accounts Receivable	\$438.95	294,808.44
01-01-2019	Invoice	2455	103 - Kimberly-Ann Sampson		1100 Accounts Receivable	\$454.28	295,262.72
01-01-2019	Invoice	2454	415 - Hassan Aumeerally		1100 Accounts Receivable	\$448.17	295,710.89
01-01-2019	Invoice	2453	318 - Vikas Dhawan		1100 Accounts Receivable	\$438.95	296,149.84
01-01-2019	Invoice	2452	315 - Yavar Hameed		1100 Accounts Receivable	\$448.14	296,597.98
01-01-2019	Invoice	2451	308		1100 Accounts Receivable	\$403.45	297,001.43
01-01-2019	Invoice	2520	414		1100 Accounts Receivable	\$413.56	297,414.99
01-01-2019	Invoice	2519	105 - Simon Di Gaetano		1100 Accounts Receivable	\$448.14	297,863.13
01-01-2019	Invoice	2518	418 - Nitin Chopra & Puran Guram		1100 Accounts Receivable	\$438.98	298,302.11
01-01-2019	Invoice	2517	306		1100 Accounts Receivable	\$413.54	298,715.65
01-01-2019	Invoice	2516	217		1100 Accounts Receivable	\$359.22	299,074.87
01-01-2019	Invoice	2515	214		1100 Accounts Receivable	\$413.54	299,488.41
01-01-2019	Invoice	2514	404		1100 Accounts Receivable	\$299.20	299,787.61
01-01-2019	Invoice	2513	319 - Jean Cloutier & Eileen Bridges		1100 Accounts Receivable	\$361.41	300,149.02
01-01-2019	Invoice	2512	317 Nancy Xiao Ming Yu		1100 Accounts Receivable	\$359.22	300,508.24
01-01-2019	Invoice	2511	312		1100 Accounts Receivable	\$403.45	300,911.69
01-01-2019	Invoice	2510	411		1100 Accounts Receivable	\$378.04	301,289.73
01-01-2019	Invoice	2509	(311) Kirsti A. Bissada		1100 Accounts Receivable	\$378.04	301,667.77
01-01-2019	Invoice	2508	409		1100 Accounts Receivable	\$378.04	302,045.81
01-01-2019	Invoice	2507	408		1100 Accounts Receivable	\$403.45	302,449.26
01-01-2019	Invoice	2506	406 Anna Ziegler		1100 Accounts Receivable	\$413.54	302,862.80
01-01-2019	Invoice	2505	419		1100 Accounts Receivable	\$361.44	303,224.24
01-01-2019	Invoice	2504	303		1100 Accounts Receivable	\$359.22	303,583.46
01-01-2019	Invoice	2503	416		1100 Accounts Receivable	\$272.11	303,855.57
01-01-2019	Invoice	2502	413		1100 Accounts Receivable	\$354.41	304,209.98
01-01-2019	Invoice	2501	401		1100 Accounts Receivable	\$361.41	304,571.39
01-01-2019	Invoice	2500	210		1100 Accounts Receivable	\$329.86	304,901.25
01-01-2019	Invoice	2499	201		1100 Accounts Receivable	\$361.41	305,262.66
01-01-2019	Invoice	2498	407		1100 Accounts Receivable	\$354.38	305,617.04

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01-01-2019	Invoice	2497	405		1100 Accounts Receivable	\$448.14	306,065.18
01-01-2019	Invoice	2496	307		1100 Accounts Receivable	\$354.38	306,419.56
01-01-2019	Invoice	2495	211		1100 Accounts Receivable	\$378.04	306,797.60
01-01-2019	Invoice	2494	313 - Giovana Amaro Link		1100 Accounts Receivable	\$354.38	307,151.98
01-01-2019	Invoice	2493	107		1100 Accounts Receivable	\$354.38	307,506.36
01-01-2019	Invoice	2492	102		1100 Accounts Receivable	\$272.09	307,778.45
01-01-2019	Invoice	2491	218		1100 Accounts Receivable	\$438.95	308,217.40
01-01-2019	Invoice	2490	314		1100 Accounts Receivable	\$413.54	308,630.94
01-01-2019	Invoice	2489	304		1100 Accounts Receivable	\$272.09	308,903.03
01-01-2019	Invoice	2488	110		1100 Accounts Receivable	\$329.86	309,232.89
01-01-2019	Invoice	2487	403		1100 Accounts Receivable	\$359.22	309,592.11
01-01-2019	Invoice	2486	305		1100 Accounts Receivable	\$448.14	310,040.25
01-01-2019	Invoice	2485	301		1100 Accounts Receivable	\$361.41	310,401.66
01-01-2019	Invoice	2484	113		1100 Accounts Receivable	\$354.38	310,756.04
01-01-2019	Invoice	2483	109		1100 Accounts Receivable	\$378.04	311,134.08
01-01-2019	Invoice	2482	412		1100 Accounts Receivable	\$403.45	311,537.53
01-01-2019	Invoice	2481	207		1100 Accounts Receivable	\$327.27	311,864.80
01-01-2019	Invoice	2480	204		1100 Accounts Receivable	\$299.20	312,164.00
01-01-2019	Invoice	2479	114		1100 Accounts Receivable	\$413.54	312,577.54
01-01-2019	Invoice	2478	213 - Ilyas Eray Kucukcay		1100 Accounts Receivable	\$354.38	312,931.92
01-01-2019	Invoice	2477	212		1100 Accounts Receivable	\$403.45	313,335.37
01-01-2019	Invoice	2476	209		1100 Accounts Receivable	\$378.04	313,713.41
01-01-2019	Invoice	2475	112 - Vilma Coutino-Hill & Jose Rogas-Mendez		1100 Accounts Receivable	\$403.45	314,116.86
01-01-2019	Invoice	2474	104 - Bruce Fink		1100 Accounts Receivable	\$541.90	314,658.76
01-01-2019	Invoice	2473	417		1100 Accounts Receivable	\$359.25	315,018.01
01-01-2019	Invoice	2472	316 - Estate of the Late David Blackburn		1100 Accounts Receivable	\$272.09	315,290.10
01-01-2019	Invoice	2471	216		1100 Accounts Receivable	\$272.09	315,562.19
01-01-2019	Invoice	2470	215		1100 Accounts Receivable	\$448.14	316,010.33
01-01-2019	Invoice	2469	106		1100 Accounts Receivable	\$440.65	316,450.98
01-01-2019	Invoice	2468	205, Peter Mackie		1100 Accounts Receivable	\$448.14	316,899.12
01-01-2019	Invoice	2467	410		1100 Accounts Receivable	\$329.86	317,228.98
01-01-2019	Invoice	2466	402		1100 Accounts Receivable	\$438.95	317,667.93
01-01-2019	Invoice	2465	302 - Estate of the Late Priscilla O'Brien		1100 Accounts Receivable	\$438.95	318,106.88
01-01-2019	Invoice	2464	208		1100 Accounts Receivable	\$403.45	318,510.33
01-01-2019	Invoice	2463	111		1100 Accounts Receivable	\$378.04	318,888.37
01-01-2019	Invoice	2462	309		1100 Accounts Receivable	\$378.04	319,266.41
01-01-2019	Invoice	2461	108		1100 Accounts Receivable	\$403.45	319,669.86
01-01-2019	Invoice	2460	310		1100 Accounts Receivable	\$329.86	319,999.72
01-01-2019	Invoice	2459	219		1100 Accounts Receivable	\$361.41	320,361.13
01-01-2019	Invoice	2458	206		1100 Accounts Receivable	\$413.54	320,774.67
01-01-2019	Invoice	2457	203 - Vanessa & Tracy Grant	February 2018 to January 2019 monthly common element fee	1100 Accounts Receivable	\$359.22	321,133.89
Total for 4001 Condo Fees						\$26,764.40	
4030 Other incomes							
Beginning Balance							1,851.00
15-01-2019	Deposit			MISC PAYMENT STRIPE	1010 Operating Account	\$144.00	1,995.00
16-01-2019	Deposit			MISC PAYMENT STRIPE	1010 Operating Account	\$72.00	2,067.00
18-01-2019	Deposit			MISC PAYMENT STRIPE	1010 Operating Account	\$360.00	2,427.00
Total for 4030 Other incomes						\$576.00	
4031 Key Replacement							
Beginning Balance							60.00
Total for 4031 Key Replacement							
4032 NSF fees charged to customers							
Beginning Balance							360.00
Total for 4032 NSF fees charged to customers							
4037 Misc. Income							
Beginning Balance							-60.95
Total for 4037 Misc. Income							
Billable Expense Income-1							
Beginning Balance							5,035.80
Total for Billable Expense Income-1							
4500 Contribution to Reserve Fund							
Beginning Balance							63,158.37
01-01-2019	Journal Entry	124R		to reallocate RF transfer to January contribution	-Split-	\$5,375.00	68,533.37
18-01-2019	Expense			ACCOUNT TRANSFER ACTR4901800024	1010 Operating Account	\$5,741.67	74,275.04
25-01-2019	Expense			WEB PAYMENT WIRE4902500064	1010 Operating Account	\$5,375.00	79,650.04
31-01-2019	Journal Entry	130		to reallocate over contribution to 2019/20 fiscal year	-Split-	\$ -10,660.04	68,990.00
Total for 4500 Contribution to Reserve Fund						\$5,831.63	
5000 Utilities							
5010 Gas							
Beginning Balance							9,221.25
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -1,031.09	8,190.16
01-01-2019	Bill	653002749140	ENBRIDGE	Nov 15, 2018 - Dec 16, 2018 (INVOICE DATED DECEMBER 21 2018)	2000 Accounts Payable	\$1,179.17	9,369.33
23-01-2019	Bill	648002824524	ENBRIDGE	Dec 17, 2018 - Jan 15, 2019	2000 Accounts Payable	\$1,596.60	10,965.93

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$880.88	11,846.81
Total for 5010 Gas						\$2,625.56	
5020 Hydro							
Beginning Balance							
01-01-2019	Bill	NOV05DEC052018	Hydro Ottawa- 513541	FOR THE PERIOD 2018-11-05 To/Au 2018-12-05 (INVOICE DATED DECEMBER 20 2018)	2000 Accounts Payable	\$2,111.06	27,829.71
							29,940.77
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -3,733.39	26,207.38
18-01-2019	Bill	DEC31JAN042019	Hydro Ottawa	FOR THE PERIOD 2018-12-31 To/Au 2019-01-04	2000 Accounts Payable	\$53.80	26,261.18
23-01-2019	Bill	DEC31JAN082019	Hydro Ottawa- 513541	FOR THE PERIOD 2018-12-31 To/Au 2019-01-08	2000 Accounts Payable	\$1,733.97	27,995.15
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$1,172.98	29,168.13
Total for 5020 Hydro						\$1,338.42	
5030 Water & Sewer							
Beginning Balance							
							23,449.47
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -2,175.47	21,274.00
01-01-2019	Bill	NOV28DEC272018	City of Ottawa- Water & Sewer	Nov 28 to Dec 27 2018 (invoice dated December 27 2018)	2000 Accounts Payable	\$2,006.88	23,280.88
29-01-2019	Bill	DEC27JAN292019	City of Ottawa- Water & Sewer	For the period Dec 27 to Jan 29 2019	2000 Accounts Payable	\$2,160.88	25,441.76
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$130.96	25,572.72
Total for 5030 Water & Sewer						\$2,123.25	
5040 Telecom Expenses							
Beginning Balance							
							4,106.63
01-01-2019	Bill	SEP29OCT282018	ROGERS	ACC # 240736103805 FOR THE PERIOD Sep 29 - Oct 28 (Invoiced on OCT 1, 2018)	2000 Accounts Payable	\$56.47	4,163.10
01-01-2019	Bill	DEC29JAN282019	ROGERS	ACC # 240736103805 FOR THE PERIOD Dec 29 - Jan 28	2000 Accounts Payable	\$56.47	4,219.57
01-01-2019	Bill	NOV29DEC282018	ROGERS	ACC # 240736103805 FOR THE PERIOD Nov 29 - Dec 28 (Invoiced on DEC 01, 2018)	2000 Accounts Payable	\$56.47	4,276.04
01-01-2019	Bill	OCT29NOV282018	ROGERS	ACC # 240736103805 FOR THE PERIOD Oct 29 - Nov 28 (Invoiced on NOV 1, 2018)	2000 Accounts Payable	\$56.47	4,332.51
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -169.41	4,163.10
04-01-2019	Bill	JAN04FEB032019	Bell Canada	Jan 04 to Feb 03, 2019.	2000 Accounts Payable	\$309.61	4,472.71
Total for 5040 Telecom Expenses						\$366.08	
Total for 5000 Utilities						\$6,453.31	
5400 Contracts							
5405 Fire Panel Monitoring							
Beginning Balance							
							277.89
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$53.10	330.99
Total for 5405 Fire Panel Monitoring						\$53.10	
5410 General Cleaning							
Beginning Balance							
							20,730.15
31-01-2019	Bill	62	KARISSA CLERMONT	Cleaning services for the month December 2018	2000 Accounts Payable	\$1,861.15	22,591.30
Total for 5410 General Cleaning						\$1,861.15	
5415 Waste management							
Beginning Balance							
							2,901.80
01-01-2019	Bill	7140-0000790809	Waste Connections of Canada	Waste Removal - December (invoice dated December 31 2018)	2000 Accounts Payable	\$290.18	3,191.98
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -290.18	2,901.80
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$290.18	3,191.98
Total for 5415 Waste management						\$290.18	
5426 Parking Monitor and Security							
Beginning Balance							
							8,501.98
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$275.81	8,777.79
Total for 5426 Parking Monitor and Security						\$275.81	
5430 Fire System Maintenance							
Beginning Balance							
							4,724.50
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -452.00	4,272.50
04-01-2019	Bill	978006	PRO FIRE SYSTEMS	January 2019 Monthly fire alarm test	2000 Accounts Payable	\$226.00	4,498.50
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$53.10	4,551.60
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$452.00	5,003.60
Total for 5430 Fire System Maintenance						\$279.10	
5440 Mechanical Maintenance/HVAC							
Beginning Balance							
							3,390.00
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -1,695.00	1,695.00
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$1,977.50	3,672.50
Total for 5440 Mechanical Maintenance/HVAC						\$282.50	
5455 Elevator Maintenance							
Beginning Balance							
							10,342.17
31-01-2019	Journal Entry	125		to transfer monthly elevator expense from prepaid	-Split-	\$950.76	11,292.93
Total for 5455 Elevator Maintenance						\$950.76	
5465 Landscaping							
Beginning Balance							
							9,769.45

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 5465 Landscaping							
5470 Snow Removal							
Beginning Balance							2,826.39
01-01-2019	Bill	QB40335	LINDSAY LANDSCAPE	January Snow clearing	2000 Accounts Payable	\$1,067.89	3,894.28
01-01-2019	Journal Entry	123R		to reverse December accruals	-Split-	\$ -1,024.00	2,870.28
15-01-2019	Bill	QB41446	LINDSAY LANDSCAPE	Off-Site Snow Removal -	2000 Accounts Payable	\$271.20	3,141.48
				01/11/19 - 12:35A - 12:42A			
31-01-2019	Journal Entry	131		to record January accruals	-Split-	\$1,067.89	4,209.37
Total for 5470 Snow Removal						\$1,382.98	
5475 Pest Control							
Beginning Balance							254.25
Total for 5475 Pest Control							
Total for 5400 Contracts						\$5,375.58	
5500 General Repairs & Maintenance							
5501 Reimbursable Expense							
Beginning Balance							-224.97
Total for 5501 Reimbursable Expense							
5502 Building Supplies							
Beginning Balance							3,392.71
Total for 5502 Building Supplies							
5503 General Repairs & Maint							
Beginning Balance							8,875.29
01-01-2019	Bill	1981	10424161 Canada Inc.	Maintenance Services Time and labour to get new set of building keys cut	2000 Accounts Payable	\$81.36	8,956.65
15-01-2019	Bill	65955	Action Lock & Safe Ltd	REKEY UNIT 213	2000 Accounts Payable	\$218.10	9,174.75
30-01-2019	Bill	8389	SBL Electric Inc.	To replace one ballast 2f14T5, replace one occupancy sensor in gym and reprogram one occupancy sensor in garbage room.	2000 Accounts Payable	\$415.05	9,589.80
30-01-2019	Bill	453	10424161 Canada Inc.	Maintenance. Install Winter mats (located in parking garage in the electrical room) (invoice dated October 29 2018)	2000 Accounts Payable	\$169.50	9,759.30
31-01-2019	Bill	62	KARISSA CLERMONT	Adjust timer on garage door to make door close faster - 1hr	2000 Accounts Payable	\$20.15	9,779.45
31-01-2019	Bill	62	KARISSA CLERMONT	Patched all damage on second floor - 1hr	2000 Accounts Payable	\$20.15	9,799.60
31-01-2019	Bill	62	KARISSA CLERMONT	Painted stair case from 2 down - 4 hrs	2000 Accounts Payable	\$80.60	9,880.20
Total for 5503 General Repairs & Maint						\$1,004.91	
5504 Emergency Calls							
Beginning Balance							6,311.67
01-01-2019	Bill	1970	10424161 Canada Inc.	After Hours Phone Call Service William Anthony unit 305- Alarm detector in unit is beeping.(December 21 2018)	2000 Accounts Payable	\$50.85	6,362.52
02-01-2019	Bill	1992	10424161 Canada Inc.	After Hours Phone Call Service Joanne Steventon unit 308- Smoke detector/fire alarm beeping every few seconds. Would like a call first re: possible charges for the call.	2000 Accounts Payable	\$50.85	6,413.37
02-01-2019	Bill	2013	10424161 Canada Inc.	After Hours On-Site Service. Mary Nicholson- Alarm going off, fire department just arrived on scene.	2000 Accounts Payable	\$406.80	6,820.17
02-01-2019	Bill	1985	10424161 Canada Inc.	After Hours Phone Call Service Louise Rickenbacker unit 306- Smoke detector beeping, no smoke in unit.	2000 Accounts Payable	\$50.85	6,871.02
02-01-2019	Bill	1983	10424161 Canada Inc.	After Hours Phone Call Service Karissa (cleaner) Left her keys in the janitor room on Monday, she needs access on Thursday in order to clean the building.	2000 Accounts Payable	\$50.85	6,921.87
Total for 5504 Emergency Calls						\$610.20	
5507 Recreation Room							
Beginning Balance							632.80
Total for 5507 Recreation Room							
5510 Guest Suite Maintenance							
Beginning Balance							1,315.58
31-01-2019	Bill	62	KARISSA CLERMONT	Cleaned guest suite 1.5hrs	2000 Accounts Payable	\$30.22	1,345.80
31-01-2019	Bill	62	KARISSA CLERMONT	Cleaned guest suite	2000 Accounts Payable	\$30.22	1,376.02
Total for 5510 Guest Suite Maintenance						\$60.44	
5516 Plumbing R&M							
Beginning Balance							-383.12
Total for 5516 Plumbing R&M							
5518 Window Cleaning							
Beginning Balance							5,819.50
Total for 5518 Window Cleaning							
5525 Garage Cleaning/Maintenance							

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Beginning Balance							5,190.10
Total for 5525 Garage Cleaning/Maintenance							
5530 Fire System Repairs							
Beginning Balance							2,000.10
15-01-2019	Bill	9136254	ADT Canada Inc	Quarterly OC NO DE - Inspection and monitoring fire alarm	2000 Accounts Payable	\$233.48	2,233.58
Total for 5530 Fire System Repairs						\$233.48	
5540 HVAC							
Beginning Balance							4,277.11
Total for 5540 HVAC							
5555 Elevator							
Beginning Balance							1,523.16
15-01-2019	Bill	3232976	TECHNICAL STANDARDS AND SAFETY AUTHORITY	Elevating Devices Follow-up or Subsequent Inspection Minimum Charge - re-inspection with all prior orders resolved(invoice dated November 27 2018)	2000 Accounts Payable	\$226.00	1,749.16
Total for 5555 Elevator						\$226.00	
5570 Additional Snow/Salt							
Beginning Balance							339.00
Total for 5570 Additional Snow/Salt							
Total for 5500 General Repairs & Maintenance						\$2,135.03	
5800 Administrative & Professional Expenses							
5801 Property Management Fees							
Beginning Balance							24,636.56
01-01-2019	Bill	2719	CI Property Management	Property Management Fees monthly condo fees	2000 Accounts Payable	\$2,690.48	27,327.04
Total for 5801 Property Management Fees						\$2,690.48	
5805 CAO Fees							
Beginning Balance							1,327.89
Total for 5805 CAO Fees							
5810 Office Expenses							
Beginning Balance							828.38
Total for 5810 Office Expenses							
5812 Bank Charges							
Beginning Balance							607.66
07-01-2019	Expense			ACTIVITY FEE	1010 Operating Account	\$9.10	616.76
07-01-2019	Expense			ACTIVITY FEE	1020 Reserve Account	\$1.50	618.26
07-01-2019	Expense			ACTIVITY FEE	1010 Operating Account	\$29.00	647.26
Total for 5812 Bank Charges						\$39.60	
5830 Insurance Expense/General & Liability Insurance							
Beginning Balance							21,772.08
01-01-2019	Journal Entry	121		RECORD PREPAID INSURANCE EXPENSE, MONTHLY 2018	-Split-	\$1,979.28	23,751.36
15-01-2019	Bill	423791	GIFFORD ASSOCIATES INSURANCE	INSURANCE : CONDO PACKAGE, BOILER & MACHINERY	2000 Accounts Payable	\$26,028.00	49,779.36
Total for 5830 Insurance Expense/General & Liability Insurance						\$28,007.28	
5833 Audit-Accounting							
Beginning Balance							-17.90
Total for 5833 Audit-Accounting							
5835 Consulting Fees- General							
Beginning Balance							3,813.19
Total for 5835 Consulting Fees- General							
5850 Taxes- Parking Spaces							
Beginning Balance							3,008.42
Total for 5850 Taxes- Parking Spaces							
Total for 5800 Administrative & Professional Expenses						\$30,737.36	
6002 Interest income for reserve							
Beginning Balance							-2,654.50
03-01-2019	Deposit			DEPOSIT INTEREST	1020 Reserve Account	\$ -373.43	-3,027.93
Total for 6002 Interest income for reserve						\$ -373.43	
6003 Reserve Bank Fees							
Beginning Balance							2.25
Total for 6003 Reserve Bank Fees							
6102 Building Interior R&M							
Beginning Balance							4,328.02
Total for 6102 Building Interior R&M							
6103 Building Exterior R&M							
Beginning Balance							1,004.15
Total for 6103 Building Exterior R&M							
6125 Reserve- Doors							
Beginning Balance							8,112.85
Total for 6125 Reserve- Doors							
6145 Garage Repairs & Cleaning							
Beginning Balance							1,101.75
Total for 6145 Garage Repairs & Cleaning							

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6150 Reserve Fund Study							
Beginning Balance							3,335.76
15-01-2019	Bill	279735	Morrison Hershfield	For Professional Services Rendered Through November 30, 2018 (Invoice dated December 12 2018)	2000 Accounts Payable	\$833.94	4,169.70
Total for 6150 Reserve Fund Study						\$833.94	
6190 Reserve- General Repairs							
15-01-2019	Bill	140067	Ainger	Supplied, installed and commission one (1) new high definition camera system and ten (10) cameras as per quote #18-11-29A	2000 Accounts Payable	\$7,887.40	7,887.40
Total for 6190 Reserve- General Repairs						\$7,887.40	
Uncategorized Expense							
Beginning Balance							0.25
Total for Uncategorized Expense							
6001 Contribution from operating							
Beginning Balance							63,158.37
01-01-2019	Journal Entry	124R		to reallocate RF transfer to January contribution	-Split-	\$5,375.00	68,533.37
18-01-2019	Deposit			ACCOUNT TRANSFER 893 RFT	1020 Reserve Account	\$5,741.67	74,275.04
25-01-2019	Deposit			WEB PAYMENT RFA TRNSFR 893	1020 Reserve Account	\$5,375.00	79,650.04
31-01-2019	Journal Entry	130		to reallocate over contribution to 2019/20 fiscal year	-Split-	\$ -10,660.04	68,990.00
Total for 6001 Contribution from operating						\$5,831.63	

OCCSC #893

1010 Operating Account, Period Ending 31-01-2019

RECONCILIATION REPORT

Reconciled on: 05-02-2019

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance.....	38,738.49
Cheques and payments cleared (38).....	-66,707.85
Deposits and other credits cleared (73).....	28,572.31
Statement ending balance.....	<u>602.95</u>

Register balance as of 31-01-2019.....	602.95
Cleared transactions after 31-01-2019.....	0.00
Uncleared transactions after 31-01-2019.....	403.45
Register balance as of 05-02-2019.....	<u>1,006.40</u>

Details

Cheques and payments cleared (38)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-01-2019	Bill Payment	FCN_8732	KARISSA CLERMONT	-2,461.52
02-01-2019	Bill Payment		CI Property Management	-2,690.48
03-01-2019	Cheque	NSF	316 - Estate of the Late Davi...	-272.09
04-01-2019	Cheque	NSF	418 - Nitin Chopra & Puran ...	-438.98
07-01-2019	Bill Payment		Hydro Ottawa	-41.51
07-01-2019	Expense			-9.10
07-01-2019	Expense			-29.00
08-01-2019	Bill Payment		Hydro Ottawa- 513541	-2,111.06
10-01-2019	Bill Payment	FCN_8734-4	LOCK SOLUTIONS INC	-135.60
10-01-2019	Bill Payment	FCN_8734-5	Morrison Hershfield	-3,335.76
10-01-2019	Bill Payment	FCN_8734-3	JOHN D COOMBS MULTI M...	-1,101.75
10-01-2019	Bill Payment	FCN_8734-2	Fine Touch Renovation	-2,486.00
10-01-2019	Bill Payment	FCN_8734-1	ENVIROCONTROL I.P.M SE...	-254.25
10-01-2019	Bill Payment	FCN_8733-4	CODY	-5,819.50
10-01-2019	Bill Payment	FCN_8733-3	CAPITAL SYSTEMS	-152.55
10-01-2019	Bill Payment	FCN_8733-2	Anne Basille	-257.50
10-01-2019	Bill Payment	FCN_8733-1	10424161 Canada Inc.	-682.62
10-01-2019	Bill Payment	RBCX6378	ADT Canada Inc	-159.30
10-01-2019	Bill Payment	FCN_8734-6	PRO FIRE SYSTEMS	-3,378.70
10-01-2019	Bill Payment		ENBRIDGE	-1,179.17
10-01-2019	Bill Payment	FCN_8735-7	TECHNICAL STANDARDS A...	-1,192.16
10-01-2019	Bill Payment	FCN_8735-6	Response	-5,417.22
10-01-2019	Bill Payment	FCN_8735-5	PIVOTECH DOORS INC	-2,586.02
10-01-2019	Bill Payment	FCN_8735-4	LINDSAY LANDSCAPE	-3,864.72
10-01-2019	Bill Payment	FCN_8735-3	EXER-TECH INC.	-158.20
10-01-2019	Bill Payment	FCN_8735-2	Capital General Contracting ...	-847.50
10-01-2019	Bill Payment	FCN_8734-7	SNELLING QUALITY.COMM...	-305.03
10-01-2019	Bill Payment	FCN_8734-8	9020934 Canada Inc	-551.62
10-01-2019	Bill Payment	FCN_8734-9	WALMAR VENTILATION PR...	-1,003.04
10-01-2019	Bill Payment	FCN_8735-1	Action Lock & Safe Ltd	-5,787.31
16-01-2019	Bill Payment		Bell Canada	-309.61
17-01-2019	Bill Payment		City of Ottawa- Water & Sewer	-2,006.88
18-01-2019	Expense			-5,741.67
21-01-2019	Bill Payment		Waste Connections of Canada	-290.18
25-01-2019	Expense			-5,375.00
25-01-2019	Bill Payment	RBCX7563	City of Ottawa- Water & Sewer	-2,006.88
30-01-2019	Bill Payment	RBCX7775	ROGERS	-225.88
30-01-2019	Bill Payment	FCN_8736	KARISSA CLERMONT	-2,042.49

Total -66,707.85

Deposits and other credits cleared (73)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
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DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-01-2019	Receive Payment		216	272.09
02-01-2019	Receive Payment		316 - Estate of the Late Davi...	272.09
02-01-2019	Receive Payment		304	272.09
02-01-2019	Receive Payment		102	272.09
02-01-2019	Receive Payment		416	272.11
02-01-2019	Receive Payment		204	299.20
02-01-2019	Receive Payment		404	299.20
02-01-2019	Receive Payment		207	327.27
02-01-2019	Receive Payment		310	329.86
02-01-2019	Receive Payment		410	329.86
02-01-2019	Receive Payment		110	329.86
02-01-2019	Receive Payment		210	329.86
02-01-2019	Receive Payment		213 - Ilyas Eray Kucukcay	354.38
02-01-2019	Receive Payment		113	354.38
02-01-2019	Receive Payment		107	354.38
02-01-2019	Receive Payment		313 - Giovana Amaro Link	354.38
02-01-2019	Receive Payment		307	354.38
02-01-2019	Receive Payment		407	354.38
02-01-2019	Receive Payment		413	354.41
02-01-2019	Receive Payment		403	359.22
02-01-2019	Receive Payment		303	359.22
02-01-2019	Receive Payment		317 Nancy Xiao Ming Yu	359.22
02-01-2019	Receive Payment		217	359.22
02-01-2019	Receive Payment		417	359.25
02-01-2019	Receive Payment		219	361.41
02-01-2019	Receive Payment		301	361.41
02-01-2019	Receive Payment		201	361.41
02-01-2019	Receive Payment		401	361.41
02-01-2019	Receive Payment		319 - Jean Cloutier & Eileen ...	361.41
02-01-2019	Receive Payment		419	361.44
02-01-2019	Receive Payment		309	378.04
02-01-2019	Receive Payment		111	378.04
02-01-2019	Receive Payment		209	378.04
02-01-2019	Receive Payment		109	378.04
02-01-2019	Receive Payment		211	378.04
02-01-2019	Receive Payment		409	378.04
02-01-2019	Receive Payment		(311) Kirsti A. Bissada	378.04
02-01-2019	Receive Payment		411	378.04
02-01-2019	Receive Payment		308	403.45
02-01-2019	Receive Payment		108	403.45
02-01-2019	Receive Payment		208	403.45
02-01-2019	Receive Payment		212	403.45
02-01-2019	Receive Payment		412	403.45
02-01-2019	Receive Payment		408	403.45
02-01-2019	Receive Payment		312	403.45
02-01-2019	Receive Payment		206	413.54
02-01-2019	Receive Payment		114	413.54
02-01-2019	Receive Payment		314	413.54
02-01-2019	Receive Payment		406 Anna Ziegler	413.54
02-01-2019	Receive Payment		214	413.54
02-01-2019	Receive Payment		306	413.54
02-01-2019	Receive Payment		414	413.56
02-01-2019	Receive Payment		318 - Vikas Dhawan	438.95
02-01-2019	Receive Payment		202	438.95
02-01-2019	Receive Payment		302 - Estate of the Late Prisc...	438.95
02-01-2019	Receive Payment		402	438.95
02-01-2019	Receive Payment		218	438.95
02-01-2019	Receive Payment		418 - Nitin Chopra & Puran ...	438.98
02-01-2019	Receive Payment		106	440.65
02-01-2019	Receive Payment		315 - Yavar Hameed	448.14
02-01-2019	Receive Payment		205, Peter Mackie	448.14
02-01-2019	Receive Payment		215	448.14
02-01-2019	Receive Payment		305	448.14
02-01-2019	Receive Payment		405	448.14
02-01-2019	Receive Payment		105 - Simon Di Gaetano	448.14
02-01-2019	Receive Payment		415 - Hassan Aumeerally	448.17
02-01-2019	Receive Payment		103 - Kimberly-Ann Sampson	2.92
02-01-2019	Receive Payment		104 - Bruce Fink	541.90

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-01-2019	Receive Payment		112 - Vilma Coutino-Hill & Jo...	403.45
15-01-2019	Deposit			144.00
16-01-2019	Deposit			72.00
18-01-2019	Deposit			360.00
31-01-2019	Journal	126		2,042.49
Total				28,572.31

Additional Information

Uncleared deposits and other credits after 31-01-2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-02-2019	Receive Payment		112 - Vilma Coutino-Hill & Jo...	403.45
Total				403.45



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

Business Account Statement

RBBD30000_8100453 E D 00006 00549

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/O CAPITAL INTEGRAL PM
904 LADY ELLEN PL
OTTAWA ON K1Z 5L5

December 31, 2018 to January 31, 2019

Account number: 00006 108-057-1

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on December 31, 2018	\$38,738.49
Total deposits & credits (6)	+ 28,572.31
Total cheques & debits (19)	- 66,707.85
Closing balance on January 31, 2019	= \$602.95

Have your business needs changed? We can help.

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Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			38,738.49
02 Jan	Direct Payment (PAD's) service total GRADS5209910000		25,550.37	64,288.86
	Direct Deposits (PDS) service total GRADS7788110000	2,461.52		
	Misc Payment CAPITAL INTEGRA Management Fees	2,690.48		59,136.86
03 Jan	eCheque deposit 18969		403.45	
	Pre-authorised payment returns GRADS5209910000	272.09		59,268.22
04 Jan	Pre-authorised payment returns GRADS5209910000	438.98		58,829.24
07 Jan	Activity fee	9.10		
	Activity fee	29.00		
	Hydro Bill Pmt Hydro Ottawa	41.51		58,749.63



Business Account Statement

December 31, 2018 to January 31, 2019
Account number: 00006 108-057-1

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
08 Jan	Hydro Bill Pmt Hydro Ottawa	2,111.06		56,638.57
10 Jan	Bill payment - 6378 ADT SECURITY	159.30		
	Direct Deposits (PDS) service total GRADS7788110000	39,317.05		
	Utility Bill Pmt Enbridge Gas Pre-authorized	1,179.17		15,983.05
15 Jan	Misc Payment STRIPE		144.00	16,127.05
16 Jan	Misc Payment STRIPE		72.00	
	Telephone Bill Pmt BELL CANADA EFT	309.61		15,889.44
17 Jan	Utility Bill Pmt OTTAWA WATER	2,006.88		13,882.56
18 Jan	Misc Payment STRIPE		360.00	
	Account transfer ACTR4901800024	5,741.67		8,500.89
21 Jan	Misc Payment WASTE DISP	290.18		8,210.71
25 Jan	Web payment WIRE4902500064	5,375.00		
	Bill payment - 7563 OTT WTR & SEWER	2,006.88		828.83
30 Jan	Bill payment - 7775 ROGERS CABLE	225.88		602.95
31 Jan	Account transfer RESERVE		2,042.49	2,645.44
	Direct Deposits (PDS) service total GRADS7788110000	2,042.49		602.95
	Closing balance			602.95

Account Fees: \$38.10

Important Account Information

RBC Business Advisors are available 24 hours a day, 7 days a week

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

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- Credit and debit card processing solutions
- Your nearest ATM or Night Deposit location
- Help with your personal banking needs
- And more

Please check this Account Statement without delay and advise us of any error or omission within 45 days of the statement date.
An image included on this Account Statement does not indicate that a cheque has been successfully processed as of the statement date.
Please retain this statement for your records. Additional copies will be subject to a nominal fee.
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MONTHLY RESERVE FINANCIAL REPORT

OCSCC 893

January 2019

MONTHLY RESERVE FINANCIAL REPORT SUMMARY

OCSCC 893

January 2019

Revenue

All transfers from Operating to Reserve have been done.

Expenses

There were expenses of \$833.94 for the remaining balance owing for completion of the Reserve Fund Study and \$7,887.40 for the replacement of the security camera system.

Conclusion

The condo corporation at this point is on budget.

OCSCC #893

PROFIT AND LOSS

January 2019

	TOTAL
EXPENSES	
6002 Interest income for reserve	-373.43
6150 Reserve Fund Study	833.94
6190 Reserve- General Repairs	7,887.40
Total Expenses	\$8,347.91
OTHER INCOME	
6001 Contribution from operating	5,831.63
Total Other Income	\$5,831.63
PROFIT	\$ -2,516.28

OCSCC #893

PROFIT AND LOSS

February 2018 - January 2019

	TOTAL
EXPENSES	
6002 Interest income for reserve	-3,027.93
6003 Reserve Bank Fees	2.25
6102 Building Interior R&M	4,328.02
6103 Building Exterior R&M	1,004.15
6125 Reserve- Doors	8,112.85
6145 Garage Repairs & Cleaning	1,101.75
6150 Reserve Fund Study	4,169.70
6190 Reserve- General Repairs	7,887.40
Total Expenses	\$23,578.19
OTHER INCOME	
6001 Contribution from operating	68,990.00
Total Other Income	\$68,990.00
PROFIT	\$45,411.81

1020 Reserve Account, Period Ending 31-01-2019

RECONCILIATION REPORT

Reconciled on: 05-02-2019

Reconciled by: Jen Walker

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

Summary

CAD

Statement beginning balance	227,523.55
Cheques and payments cleared (2)	-2,043.99
Deposits and other credits cleared (3)	11,490.10
Statement ending balance	236,969.66
Register balance as of 31-01-2019	236,969.66

Details

Cheques and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
07-01-2019	Expense			-1.50
31-01-2019	Journal	126		-2,042.49
Total				-2,043.99

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-01-2019	Deposit			373.43
18-01-2019	Deposit			5,741.67
25-01-2019	Deposit			5,375.00
Total				11,490.10



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

Business Account Statement

RBDDA30000_8100453 E D 00006 00550

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION
C/O CAPITAL INTEGRAL PM
904 LADY ELLEN PL
OTTAWA ON K1Z 5L5

December 31, 2018 to January 31, 2019

Account number: 00006 108-059-7

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
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Account Summary for this Period

Business Current Account

Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on December 31, 2018	\$227,523.55
Total deposits & credits (3)	+ 11,490.10
Total cheques & debits (2)	- 2,043.99
Closing balance on January 31, 2019	= \$236,969.66

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			227,523.55
02 Jan	Deposit interest		373.43	227,896.98
07 Jan	Activity fee	1.50		227,895.48
18 Jan	Account transfer 893 RFT		5,741.67	233,637.15
25 Jan	Web payment RFA TRNSFR 893		5,375.00	239,012.15
31 Jan	Account transfer ACTR4903100970	2,042.49		236,969.66
	Closing balance			236,969.66

Deposit Interest Earned: \$373.43

Account Fees: \$1.50



Business Account Statement

December 31, 2018 to January 31, 2019
Account number: 00006 108-059-7

Important Account Information

RBC Business Advisors are available 24 hours a day, 7 days a week

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

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

- Business account transaction information
- Credit and debit card processing solutions
- Your nearest ATM or Night Deposit location
- Help with your personal banking needs
- And more

Please check this Account Statement without delay and advise us of any error or omission within 45 days of the statement date.
An image included on this Account Statement does not indicate that a cheque has been successfully processed as of the statement date.
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			Ongoing Action Item List as at March 8 - 2019				
			O.C.S.C.C. 893				
	Date	Item	Action 1	Action 2	Action 3	Notes	Status
1	July 2017	Garage leaks	RFPs for engineering work sent to 4 engineering firms	Job showings held	1 proposal received from Adjeleian Allen Rubell Ltd (see attached for August Meeting). One engineer from Morrison Hershfield declared conflict as they did some work for Domicile. Keller Engineering did not submit. They were concerned that the scope and locations of the water infiltration did not allow for a firm commitment on how long or costs for the investigation. He said that if the board would still like to see something from them he would be happy to provide but it would be an hourly rate, with an estimated cost rather than a fixed proposal. It was determined at last meeting that Anna would follow up with Derek re: a suitable engineer to approach. PM is meeting with Keller Engineering on site January 25 for a preliminary leak inspection in the garage at and a visual assessment of the area to provide recommendations on next exploratory steps to diagnose the issue that may include water tests and podium excavations. Some exploratory work was done and a report prepared recommending repairs be done to the exterior, requiring further leaking reported at V73. Call Keller to have them investigate further.	Yavar held meeting with Keller and Domicile March 5th. Minutes included with Board material. Revised report to come from Keller. Meeting with Domicile to be set. Second report received from Keller and sent to Board. Meeting held with Domicile, Keller, Board and CIPM April 24th. CIPM met with two contractors on site to obtain further quotes for interior sealant. CIPM obtained permission from Dental Lab to perform small cuts in parking lot. Keller, Multi-Maintenance and CIPM met on site May 17 to review and mark test areas. Locates sent in May 17th. Cuts and water testing to be done once locates approved (likely week of May 21). Report received from Keller. Sent to Board. Report sent to Domicile with request to pay for recommended repairs and costs to date. Summary of costs sent to Domicile. Awaiting a reply. Followed up again with Domicile August 22. Waiting for reply. Domicile at this point is saying that they do not think they should be responsible to cover the costs of investigation to uncover the cost and that they are only willing to cover cost of repair. Management is currently trying to state the case to change their mind. Multi-Maintenance has been tasked with doing the repair and will get it done before the end of November per specs provided by Keller in their report. After several communications, back and forth, with Domicile, they continue to assert they are only willing to pay for the repairs.	In Progress
				Nov. 21: Board requested legal advice if not exceeding 2 hours at \$350/hour. Quote was requested from DHA and opinion provided to Board. Contact Tarion to obtain copy of Performance Audit to ensure leak was in fact identified and documented with Tarion.		Opinion received from Nancy Houle and forwarded to Board. Legal fees may not justify lawyer involvement. Anne has contacted Tarion for report from Performance Audit to verify that leak was identified and reported. Due to the age of the project the file is closed. Must submit a designate form and if the file is located off site a \$100 fee will be charged. There is a leak reported still present at V73. Anne contacted Keller and Engineering to come and investigate. Keller was on site week of January 11th with Multi Maintenance to review. Nothing was found leaking upon their inspection but since further leaks have been reported, they recommend an excavation of the area be done in the Spring. Tarion document was left in the drawer in the lobby in January for Board to sign to release information to CI so that they can obtain Performance Audit info. This signed document is needed in order to proceed with Tarion.	In progress
2	November 2017	Landscape Design of Front	Contacted: Gardening by Design Queen of Spades Ladell Landscape Design	Met Gardening by Design on site	Located building plans which are required. These will be kept in tubes and are currently at CIPM office	All landscape design companies contacted would need copies of or access to building plans. Additionally, they indicated that it would be prudent to work in conjunction with the engineer's findings and recommendations with respect to reinstatement. Adjeleian Allen also recommended that the landscape designer work in consultation with the engineer. On hold until solution to the leak issue is resolved and a plan in place. Now that a hopeful solution to the garage leak has been found, we are approaching landscape designers and can review plans leading up to Spring when they can be implemented. Artistic Landscape, Queen of Spades and Newfoundland Landscape have been contacted for proposals.	On hold
3	June 2018	Quotes for fob system	Quotes being sought for fob system from Ainger, Quality Lock, Mircom and security.ca	Quotes received but some clarification/revision is being sought so that a proper comparison can be made.	Quote from Security.ca attached. Another quote to come in from Quality Lock	Get quotes from Ainger and Mircom for 5 doors. Inquire about garage overhead door fobs and access panel. Quote request changed to 4 doors: Front main; exterior stairwell A; exterior stairwell B; Gym door. Quotes obtained and recommendation provided to Board for May 22 meeting. Discussion should be had regarding need to install fob system and which doors should be fobbed. Contractors met with Mary to review requirements for a fob system on the property. Management received one revised quote from Security.ca and is waiting the others.	In progress
						Revised quote for fob system for front door and garage overhead door sent to Board December 21. Computer for fob system will also require purchase. Ainger to supply quote for computer system.	
4	June 2018	Investigate new Canada Post parcel box set-up	Sent a request to Canada Post to initiate process, there will likely be a waiting list.	Canada Post confirmed the condo corporation is on a waiting list for a new parcel box set-up.	In progress. Waiting to hear further from Canada Post.		In progress
5	June 1, 2018	TSSA ownership issue	Formal change filed again - find out who form was sent to at TSSA	In progress. Awaiting confirmation of change.	Completed January 2019		
6	September 10	Curbs at building entrance could be widened	Anna contacted City to inquire about cutting the curbs down at both Bronson entrance and exits and they will not do this as the specs have been achieved but the condo corporation can apply with bylaw to do this and pay for it.	Management contacted Advance Cutting and is awaiting a quote. Quote not obtained yet due to bylaw. To obtain quote in spring.			Ongoing
7	October 4	Estate of owner of unit 316		Office of the Public Guardian required access to unit 316 to assess assets and attempt to find info on next of kin or a Will.	Access provided to unit and storage locker. Invoices pertaining to unit were sent to the Public Guardian who stated that if they were taking on the administration of the Estate all invoices and outstanding condo fees would be paid through the Estate by the Public Guardian.	Invoices sent to Public Guardian as well as lien notice sent in November 2018. Invoices paid-up. Public Guardian emptied unit week of March 4. Unit will go up for sale.	Completed
							Ongoing
8	November 12	Door at 418 reported not closing locking properly	Contacted Lock Solutions to investigate and repair	Lock Solutions temporarily secured the door but it will require replacement as it looks as though it was kicked in. Email pics sent to Board.	Quotes being sought to replace door with exact match. To be charged back to unit owner.	Ongoing	

			Ongoing Action Item List as at March 8 - 2019				
			O.C.S.C.C. 893				
	Date	Item	Action 1	Action 2	Action 3	Notes	Status
9	November 30	Fire panel beeping	Silenced the panel and had Pro Fire come to investigate. Smoke detector on roof at air handling unit is causing trouble due to condensation build up and heater not working. Pro Fire ordered and will replace the detector	Both Cantwell and ProFire worked together to design a cover that would insulate the detector. There have been no issues since.	The Fire Department was sent a copy of the confirmation that the work was completed by the fire protection company. They acknowledged receipt and no further issues reported. In addition, Karissa met FD on site to ensure the keys in the FD lock box are tagged and identified. Confirmed they were tagged and identified.	Completed	
10	December 16	Condo Insurance Renewal	Confirm with Gifford that Insurance renewal has been accepted by Board but not optional coverage	Completed			
11	January 16	Obtain quote to modify side entrances to become exit only doors	Quote from Action Lock received - Remove existing cylinder on each of the exit doors, install 2 cover plates, Labour and material \$230.00 plus Hst	Ongoing			
12	January 16	Final evening session held by Action lock to re-key unit doors on January 16	Only 1 resident requested lock change on this evening session				
13	January 16	Owners were offered a changing of the handle lock on their locker doors	Twelve owners responded and requested the lock change	Handles purchased at Home Depot for Karissa to install on March 17th in the morning. Residents to be present during re-keying.	Ongoing		
14	January 29/2019	Water leaking from unit 215 washer into the Northside stairwell	OMS attended site afterhours to investigate and did remedial work in the stairwell. No damage to unit. Owner purchased a new washer and the issue was resolved. Owner advised of chargeback for remedial work as well as repairing the stairwell in order to contact their insurer.	OMS to do stairwell repairs.			
15	January 29/2019	Lights in gym and garbage room require electrical repair	Electrician replaced ballast in the gym and repaired the sensor so that the light turns on automatically when entering the gym. The sensor in the garbage room was also repaired.	Completed			
16	February 15/2019	Sump pump indicator light shows not working - sanitary pit	Called CWW out to investigate. They pumped the pit to empty it and found one pump seized and the other not turning well. Both pumps require replacement. They moved a pump from the storm pit over to sanitary pit. CWW provided quote which was sent to Board. Board requested two more quotes. Contacted Mr. Rooter and Drain Pro. Both companies came to site to get further info on the pump requirements. Awaiting both quotes.	Ongoing			
17	February 23/2019	After hours response received multiple call regarding no hot water	Cantwell was called and they arrived on site and found both boilers not working. They got one back up and running and sourced and ordered parts for the other on the Monday. Waiting for confirmation that the second boiler has been repaired completely.	Ongoing			
18	February 25/2019	Audit confirmed with OHCD to take place April 4th	Ongoing	Ongoing			
19	February 27/2019	Resident 218 reported water damage in closet at front entrance	OMS investigated and found Small area inside front closet: paint has peeled, small amount of surface mold. There is also a stain under the bulkhead near the front door which is about 24-36" from the other stain - All areas are completely dry at the time of inspection Repair required is simple patch & paint however trying to determine source of stain requires further information from OMS	Ongoing			
20	March 6	Complaints received regarding cannabis smoke seeping into hallways/units	Notice sent to to all owners and residents reminding of new no smoking rule and consequences.	Ongoing			
21	March 8	Garage Cleaning	Scheduled for May 6	Ongoing			
	March 8	Window Cleaning	Scheduled for week of May 13	Ongoing			
	March 8	Carpet Cleaning	Schedule to occur after garage cleaning complete	Ongoing			
	March 13						

1800 Bantree Street
Ottawa, Ontario K1B 5L6
www.cwwcanada.com

T 613.745.2444
F 613.745.9994
1.866.695.0155



SEWERWORKS

PLUMBING & SEWER SERVICES

February 15th, 2019

QUOTE No. 19-0121-ML

Capital Integral Property Management O.C.S.C.C. 893

Attn. Anne Makuch

Tel: 613-897-7277

Email: amakuch@cimanagement.ca

Re: For repairs to be performed @ 808 Bronson rd.

Clean Water Works Inc. (CWW) is pleased to provide the following quotation as per your request.

1. Work to be performed during regular work hours (8-5).
2. Full crew on site to complete work as described.
3. Replacement of 2x explosion proof pumps Myers SX-50 inside sanitary pit.
4. Electrician included for electrical connections at panel and to verify that new pumps are working as they should be.
5. Includes replacement of floats and check valves inside pits to accommodate new pumps.
6. Panels previously assessed and are in good condition/functioning properly.
7. Includes confined space entry to install pumps and run all wiring from pit to panel.

Note: Any unforeseen will be done at extra cost upon approval.

Cost: = \$7 450.00\$ + HST

Our terms and conditions found on page 2 are part of this agreement.

1800 Bantree Street
Ottawa, Ontario K1B 5L6
www.cwwcanada.com

T 613.745.2444
F 613.745.9994
1.866.695.0155



SEWERWORKS

PLUMBING & SEWER SERVICES

QUOTE No. 19-0121-ML

Terms and Conditions:

- Applicable taxes are extra and are not included in our prices.
- CWW work orders reflecting the time worked on-site to be signed by a client's authorized representative on-site.
- CWW to provide all necessary safety equipment to its workers.
- This quote is valid for 30 days. Upon acceptance of this quote and terms & conditions, must provide a signed Acceptance, as found on page 3 and agrees to accept responsibility to provide payment.
- **CWW did not design or construct the sewer or drain system therefore we do not accept any responsibility for any back-ups into any residential or commercial properties**

Thank you for the opportunity to provide this quotation. If you have any questions or concerns, please don't hesitate to contact me.

Sincerely,

Clean Water Works Inc.

Mitch Lajoie
Assistant Plumbing Manager

613-745-9536 Ext. 256

mlajoie@cwwcanada.com

1800 Bantree Street
Ottawa, Ontario K1B 5L6
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T 613.745.2444
F 613.745.9994
1.866.695.0155



SEWERWORKS

PLUMBING & SEWER SERVICES

QUOTE No. 19-0121-ML

Acceptance:

Please proceed with the work in accordance with the quote and terms & conditions as described above.

Signature: _____ Date: _____

Print Name: _____

Purchase Order (if required): _____

Telephone #: _____