

January 6, 2022

To: All Owners
Toronto Standard Condominium Corporation No. 1918
30 Canterbury Place,
North York, Ontario
M2N 1X8

RE: TORONTO STANDARD CONDOMINIUM CORPORATION 1918
Operating Budget for the period of February 1, 2022 – January 31, 2023

Dear Owner(s),

We have attached a copy of the approved operating budget for the 12 months beginning **February 1, 2022**. After carefully reviewing all expenses, the monthly maintenance fee will increase by 8%.

Please find attached the schedule showing your new common element fees.

The Board understands fully the importance of keeping costs down as much as possible, even more so today than ever before due to the unforeseen circumstances that we are all facing.

Three major categories that contribute the most to the common element fees are; reserve fund contribution, utilities and contracts.

The reserve fund contribution as stated in the study completed in May 2019 calls for a contribution of **\$554,948** or a **16.45%** increase. The reserve fund contribution accounts for **36%** of the overall budget.

The other large operating expenditure category is utilities, which accounts for **22%** of the operating budget, or **\$341,093**. The three (3) main components of this category are gas, hydro and water.

City of Toronto water costs are expected to increase by **3%**, however, due to COVID-19 and many still working from home, we have seen a large increase in consumption. This has increased the costs significantly in the budget. Some ideas to help conserve water include:

- ensure that leaking taps or running toilets are repaired as soon as possible
- ensure that your laundry water level indicator is accurate for the amount of clothing you are washing
- run your dishwasher only with full loads
- turn off the tap while brushing your teeth or shaving

In the past year the Corporation has experienced an extremely high amount of plumbing issues resulting in major expenses to the Corporation. The Board would like to remind all owners/residents that these plumbing issues drive up the operating expenses which end up being absorbed by all unit owners with the increase in common element fees. The Corporation completed the stack flushing this past year to help mitigate further plumbing issues and expenses. All residents are reminded not to throw grease, food items, etc. down their kitchen drain to avoid clogging the pipes, and avoiding kitchen sink back-ups. A best practice for all residents would be to put metal strainers in the sink to avoid additional clogging.

With an increase in cleaning costs, a separate category has been created for COVID-19 related expenses. So far, the staff at the building have done very well keeping the building clean without additional staffing. The staff have been and will continue to clean the high traffic areas and commonly touched items more often with disinfectant.

Please note, Maple Ridge Community Management charges a \$25 + HST late fee for all payments not received by the 1st of each month. To avoid additional fees, we recommend signing up for Pre-authorized Payment Plan (PAP).

If you are currently on the Pre-authorized Payment Plan (PAP), your fee will continue to be automatically deducted. If you are not already using PAP and wish to begin paying your fees through automatic bank withdrawals, please complete and sign the enclosed form (and attach a VOID cheque).

Please also note we have provided a link to our website for electronic mailing. This will help reduce administrative costs significantly by cutting our mailings and reduce printing. If you would like to sign up for electronic mailing, please complete the form on our website at <https://mrcm.ca/records>.

Thank you for your attention to the above matter.

Yours truly,
MAPLE RIDGE COMMUNITY MANAGEMENT LTD.
Agents for and on behalf of TSCC 1918



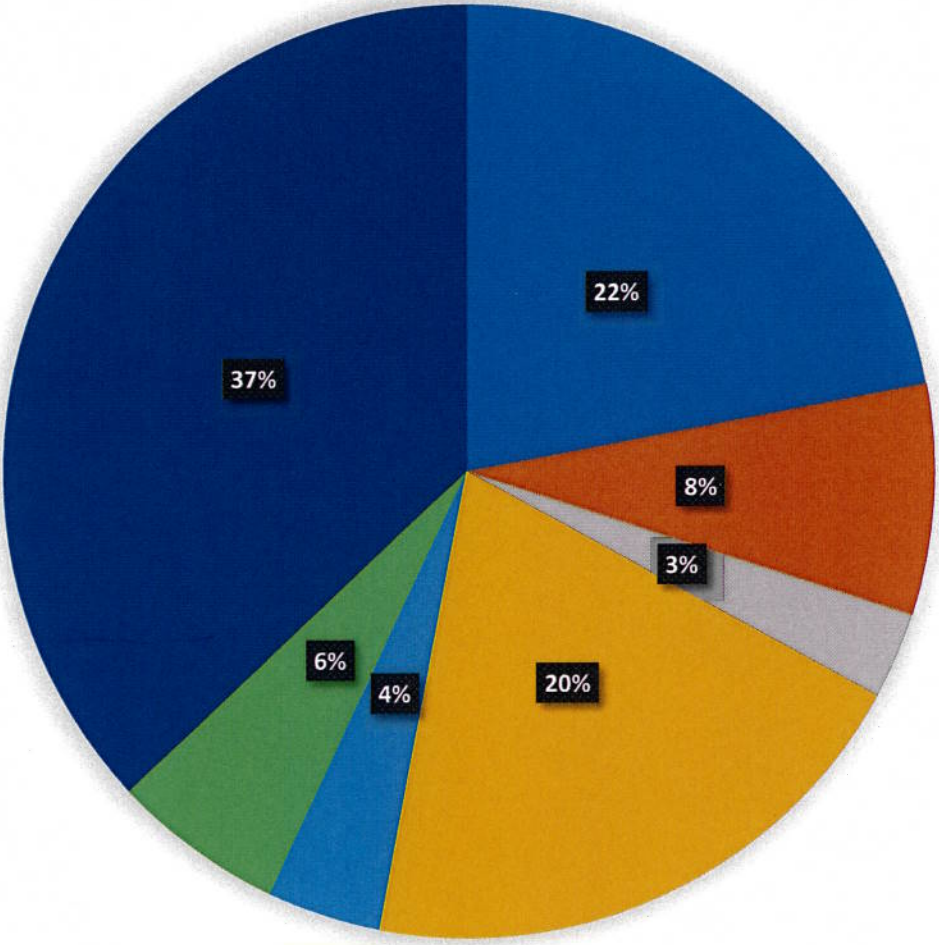
Alex Cvetkovic
Property Manager

TSCC1918 BUDGET FOR FISCAL YEAR
FEBRUARY 1, 2022 TO JANUARY 31, 2023

Acct	Description	Projected Year End	Current Year Budget	Expected Variance	2022 to 2023 Budget	% Change
REVENUE						
OPERATING INCOME						
4100	Common Element Fees	1,406,321.07	1,407,066.83	745.76	1,519,610.00	8.00%
TOTAL OPERATING INCOME		1,406,321.07	1,407,066.83	745.76	1,519,610.00	8.00%
4130	Interest Income	1,762.86	3,000.00	1,237.14	2,000	-33.33%
4150	Late Payment Interest Income	698.18	500	-198.18	500	0.00%
4160	Guest Suite Income	975.00	0	-975	6,000	
4125	Party Room Income		0		2,000	
4180	Other Income	874.27	1,500.00	625.73	1,000	-33.33%
4225	Key and Access Cards	1,233.36	1,300.00	66.64	1,300	0.00%
TOTAL REVENUE		1,411,864.74	1,413,366.83	1,502.09	1,532,410.00	8.42%
EXPENSES						
UTILITIES						
5005	Gas	87,688.06	85,000.00	-2,688.06	97,055	14.18%
5010	Hydro	116,985.64	149,000.00	32,014.36	120,495	-19.13%
5015	Water	122,743.49	122,000.00	-743.49	123,000	0.82%
5016	Telephone	3,741.41	2,000.00	-1,741.41	543	-72.85%
TOTAL UTILITIES		331,158.60	358,000.00	26,841.40	341,093.00	-4.72%
ON-SITE WAGES & BENEFITS						
5125	Cleaning Services	118,276.28	118,439.83	163.55	117,447	-0.84%
TOTAL ON-SITE WAGES & BENEFITS		118,276.28	118,439.83	163.55	117,447.00	-0.84%
COMMON AREA HOUSEKEEPING						
5154	Security and Other Hardware	3,945.38	2,500.00	-1,445.38	3,000	20.00%
5158	Cleaning Supplies and Repairs	2,504.28	2,000.00	-504.28	2,000	0.00%
5165	Mat Cleaning/Rental	2,783.39	3,000.00	216.61	3,145.00	4.83%
5174	Compactor - R and M	3,911.33	3,000.00	-911.33	3,000	0.00%
5175	Waste Disposal	18,941.51	17,000.00	-1,941.51	19,000	11.76%
5177	Window Cleaning	8,186.74	6,600.00	-1,586.74	6,800	3.03%
5178	Windows and Screens	1,994.39	2,000.00	5.61	2,000	0.00%
5185	Pest Control	1,476.89	1,500.00	23.11	4,320	188.00%
5191	Doors Maintenance	333.36	1,000.00	666.64	500	-50.00%
5196	Roof Anchor Inspection	612.11	565	-47.11	500	-11.50%
5197	Signs	166.64	500	333.36	0	-100.00%
5198	Condo Owned Units - R and M	726	1,500.00	774	1,000	-33.33%
TOTAL HOUSEKEEPING		45,582.02	41,165.00	-4,417.02	45,265.00	9.96%
MECHANICAL						
5205	Elevator - Contract	12,531.08	12,697.00	165.92	12,450	-1.95%
5210	Elevator - Repairs and Maintenance	2,987.81	1,500.00	-1,487.81	3,000	100.00%
5215	HVAC - Contracts	14,938.63	15,000.00	61.37	15,100	0.67%
5217	Fan/Coil Inspection Contract	3,622.64	6,800.00	3,177.36	6,800	0.00%
5225	HVAC - Misc Repairs and Maintenance	9,405.82	5,000.00	-4,405.82	5,000	0.00%
5230	Fire Protection	13,319.80	7,500.00	-5,819.80	4,620	-38.40%
5235	Plumbing Repairs and Maintenance	58,122.97	8,000.00	-50,122.97	8,000	0.00%
5240	Life and Safety Systems	403.36	1,210.00	806.64	0	-100.00%
5246	Security Services	214,672.74	217,740.00	3,067.26	234,500	7.70%
5255	Generator Repair and Maintenance				2,770	
5250	Fire Equipment Repairs and Maintenance	1,000.00	3,000.00	2,000.00	2,000	-33.33%
5262	Garage Doors	333.36	1,000.00	666.64	1,000	0.00%
TOTAL MECHANICAL		331,338.21	279,447.00	-51,891.21	295,240.00	5.65%

Acct	Description	Projected Year End	Current Year Budget	Expected Variance	2022 to 2023 Budget	% Change
GROUNDSKEEPING						
5310	Groundskeeping - Contract	27,210.00	24,000.00	-3,210.00	23,235	-3.19%
5325	Landscape Improvements	8,929.58	5,000.00	-3,929.58	3,000	-40.00%
TOTAL GROUNDSKEEPING		36,139.58	29,000.00	-7,139.58	26,235.00	-9.53%
RECREATION						
5410	Recreation - Contract	4,150.00	12,450.00	8,300.00	2,000	-83.94%
5420	Recreation - Misc Repairs and Maintenance	833.36	2,500.00	1,666.64	1,000	-60.00%
TOTAL RECREATION		4983.36	14950	9966.64	3,000	-79.93%
BUILDING REPAIRS						
5501	General Repairs and Maintenance	16,702.69	12,000.00	-4,702.69	12,000	0.00%
5510	Garage Cleaning	690	2,070.00	1,380.00	2,500	20.77%
5512	Catch Basins	834.36	2,503.00	1,668.64	1,000	-60.05%
5525	Electrical - Repairs and Maintenance	666.64	2,000.00	1,333.36	1,000	-50.00%
5541	Roof and Eaves	333.36	1,000.00	666.64	0	-100.00%
TOTAL BUILDING REPAIRS		19,227.05	19,573.00	345.95	16,500.00	-15.70%
R&M EXPENSES						
OPERATING EXPENSES						
5610	Insurance	37,438.24	38,000.00	561.76	43,500	14.47%
5630	Realty Taxes	33.36	100	66.64	0	-100.00%
5640	Condominium Fees	9.36	0	-9.36	0	
5670	Social Committee	166.64	500	333.36	500	0.00%
TOTAL OPERATING EXPENSES		37,647.60	38,600.00	952.40	44,000.00	13.99%
ADMINISTRATION EXPENSES						
5710	Audit Fees	5,808.16	4,000.00	-1,808.16	4,700	17.50%
5720	Legal Fees	2,114.17	2,000.00	-114.17	2,000	0.00%
5740	Bank Charges	908.24	1,100.00	191.76	1,000	-9.09%
5744	Postage and Courier	100.00	300	200	200	-33.33%
5750	Office Expenses	3,247.12	4,500.00	1,252.88	5,500	22.22%
5770	AGM Expense	4,633.13	2,500.00	-2,133.13	4,000	60.00%
5775	Meeting Expenses	2,491.06	3,100.00	608.94	3,000	-3.23%
5780	Miscellaneous Expenses	452.00	1,356.00	904	500	-63.13%
5810	Management Fees	63,148.92	62,349.00	-799.92	63,910	2.50%
5815	Condominium Authority Assessment	1,410.00	1,422.00	12	1,872	31.65%
5880	Reserve Fund Allocation	476,565.00	476,565.00	0	554,948	16.45%
5890	Recovery of Prior Year Deficit/(Surplus)	-50,000.00	-50,000.00	0.00	0	-100.00%
5899	COVID Expenses	2,194.57	5,000.00	2,805.43	2,000	-60.00%
TOTAL ADMINISTRATION EXPENSES		513,072.37	514,192.00	1,119.63	643,630.00	25.17%
TOTAL EXPENSES		1,437,425.07	1,413,366.83	-24,058.24	1,532,410.00	8.42%
NET INCOME		-25,560.33	0.00	25,560.33	0.00	

TSCC1918 Operating Budget 2022-2023



- Utilities
- On-Site Waes & Benefits
- Housekeeping
- Mechanical
- Groundskeeping, Building Reairs, Recreation
- Insurance + Administration
- Reserve Fund Contribution

TSCC1918 SCHEDULE OF FEES EFFECTIVE FEBRUARY 1, 2022

Unit	From Date	To Date	New Fee
101	2022-02-01	2023-01-31	946.02
201	2022-02-01	2023-01-31	835.85
202	2022-02-01	2023-01-31	885.25
203	2022-02-01	2023-01-31	778.84
204	2022-02-01	2023-01-31	848.52
205	2022-02-01	2023-01-31	678.81
206	2022-02-01	2023-01-31	686.40
301	2022-02-01	2023-01-31	897.90
302	2022-02-01	2023-01-31	934.63
303	2022-02-01	2023-01-31	577.49
304	2022-02-01	2023-01-31	857.38
305	2022-02-01	2023-01-31	857.38
306	2022-02-01	2023-01-31	776.32
307	2022-02-01	2023-01-31	813.06
308	2022-02-01	2023-01-31	916.89
309	2022-02-01	2023-01-31	550.90
310	2022-02-01	2023-01-31	728.18
501	2022-02-01	2023-01-31	804.18
502	2022-02-01	2023-01-31	696.54
503	2022-02-01	2023-01-31	875.11
504	2022-02-01	2023-01-31	1,185.38
505	2022-02-01	2023-01-31	842.17
506	2022-02-01	2023-01-31	782.65
507	2022-02-01	2023-01-31	892.83
508	2022-02-01	2023-01-31	845.97
509	2022-02-01	2023-01-31	577.49
510	2022-02-01	2023-01-31	857.38
511	2022-02-01	2023-01-31	776.32
512	2022-02-01	2023-01-31	813.06
513	2022-02-01	2023-01-31	920.69
514	2022-02-01	2023-01-31	550.90
515	2022-02-01	2023-01-31	728.18
601	2022-02-01	2023-01-31	804.18
602	2022-02-01	2023-01-31	714.26
603	2022-02-01	2023-01-31	519.24
604	2022-02-01	2023-01-31	701.59
605	2022-02-01	2023-01-31	661.07
606	2022-02-01	2023-01-31	776.32
607	2022-02-01	2023-01-31	813.06
608	2022-02-01	2023-01-31	916.89
609	2022-02-01	2023-01-31	550.90

Unit	From Date	To Date	New Fee
610	2022-02-01	2023-01-31	728.18
701	2022-02-01	2023-01-31	804.18
702	2022-02-01	2023-01-31	714.26
703	2022-02-01	2023-01-31	519.24
704	2022-02-01	2023-01-31	701.59
705	2022-02-01	2023-01-31	661.07
706	2022-02-01	2023-01-31	776.32
707	2022-02-01	2023-01-31	813.06
708	2022-02-01	2023-01-31	916.89
709	2022-02-01	2023-01-31	550.90
710	2022-02-01	2023-01-31	728.18
801	2022-02-01	2023-01-31	804.18
802	2022-02-01	2023-01-31	820.64
803	2022-02-01	2023-01-31	519.24
804	2022-02-01	2023-01-31	701.59
805	2022-02-01	2023-01-31	661.07
806	2022-02-01	2023-01-31	776.32
807	2022-02-01	2023-01-31	813.06
808	2022-02-01	2023-01-31	916.89
809	2022-02-01	2023-01-31	550.90
810	2022-02-01	2023-01-31	728.18
901	2022-02-01	2023-01-31	804.18
902	2022-02-01	2023-01-31	714.26
903	2022-02-01	2023-01-31	519.24
904	2022-02-01	2023-01-31	701.59
905	2022-02-01	2023-01-31	661.07
906	2022-02-01	2023-01-31	776.32
907	2022-02-01	2023-01-31	813.06
908	2022-02-01	2023-01-31	916.89
909	2022-02-01	2023-01-31	550.90
910	2022-02-01	2023-01-31	728.18
1001	2022-02-01	2023-01-31	804.18
1002	2022-02-01	2023-01-31	714.26
1003	2022-02-01	2023-01-31	519.24
1004	2022-02-01	2023-01-31	701.59
1005	2022-02-01	2023-01-31	661.07
1006	2022-02-01	2023-01-31	776.32
1007	2022-02-01	2023-01-31	813.06
1008	2022-02-01	2023-01-31	916.89
1009	2022-02-01	2023-01-31	550.90
1009	2022-02-01	2023-01-31	550.90

TSCC1918 SCHEDULE OF FEES EFFECTIVE FEBRUARY 1, 2022

Unit	From Date	To Date	New Fee
1010	2022-02-01	2023-01-31	728.18
1101	2022-02-01	2023-01-31	804.18
1102	2022-02-01	2023-01-31	714.26
1103	2022-02-01	2023-01-31	519.24
1104	2022-02-01	2023-01-31	701.59
1105	2022-02-01	2023-01-31	661.07
1106	2022-02-01	2023-01-31	776.32
1107	2022-02-01	2023-01-31	813.06
1108	2022-02-01	2023-01-31	916.89
1109	2022-02-01	2023-01-31	550.9
1110	2022-02-01	2023-01-31	728.18
1201	2022-02-01	2023-01-31	804.18
1202	2022-02-01	2023-01-31	714.26
1203	2022-02-01	2023-01-31	518.28
1204	2022-02-01	2023-01-31	701.59
1205	2022-02-01	2023-01-31	661.07
1206	2022-02-01	2023-01-31	776.32
1207	2022-02-01	2023-01-31	813.06
1208	2022-02-01	2023-01-31	916.89
1209	2022-02-01	2023-01-31	550.90
1210	2022-02-01	2023-01-31	728.18
1501	2022-02-01	2023-01-31	804.18
1502	2022-02-01	2023-01-31	714.26
1503	2022-02-01	2023-01-31	519.24
1504	2022-02-01	2023-01-31	701.59
1505	2022-02-01	2023-01-31	661.07
1506	2022-02-01	2023-01-31	776.32
1507	2022-02-01	2023-01-31	813.06
1508	2022-02-01	2023-01-31	1,455.15
1509	2022-02-01	2023-01-31	728.18
1601	2022-02-01	2023-01-31	804.18
1602	2022-02-01	2023-01-31	1,148.65
1603	2022-02-01	2023-01-31	701.59
1604	2022-02-01	2023-01-31	661.07
1605	2022-02-01	2023-01-31	776.32
1606	2022-02-01	2023-01-31	813.06
1607	2022-02-01	2023-01-31	916.89
1608	2022-02-01	2023-01-31	550.90
1609	2022-02-01	2023-01-31	852.30

Unit	From Date	To Date	New Fee
1701	2022-02-01	2023-01-31	804.18
1702	2022-02-01	2023-01-31	1,148.65
1703	2022-02-01	2023-01-31	701.59
1704	2022-02-01	2023-01-31	661.07
1705	2022-02-01	2023-01-31	861.19
1706	2022-02-01	2023-01-31	813.06
1707	2022-02-01	2023-01-31	916.89
1708	2022-02-01	2023-01-31	550.9
1709	2022-02-01	2023-01-31	728.18
1801	2022-02-01	2023-01-31	804.18
1802	2022-02-01	2023-01-31	714.26
1803	2022-02-01	2023-01-31	519.24
1804	2022-02-01	2023-01-31	701.59
1805	2022-02-01	2023-01-31	661.07
1806	2022-02-01	2023-01-31	776.32
1807	2022-02-01	2023-01-31	813.06
1808	2022-02-01	2023-01-31	916.89
1809	2022-02-01	2023-01-31	550.90
1810	2022-02-01	2023-01-31	714.25
1901	2022-02-01	2023-01-31	804.18
1902	2022-02-01	2023-01-31	714.26
1903	2022-02-01	2023-01-31	519.24
1904	2022-02-01	2023-01-31	701.59
1905	2022-02-01	2023-01-31	661.07
1906	2022-02-01	2023-01-31	776.32
1907	2022-02-01	2023-01-31	1,838.88
1908	2022-02-01	2023-01-31	699.07
B154	2022-02-01	2023-01-31	52.08
GUEST	2022-02-01	2023-01-31	1.26
PH101	2022-02-01	2023-01-31	2,602.51
PH102	2022-02-01	2023-01-31	1,051.14
PH103	2022-02-01	2023-01-31	2,311.25
PH201	2022-02-01	2023-01-31	1,051.14
TH01	2022-02-01	2023-01-31	1,678.01
TH02	2022-02-01	2023-01-31	1,571.63
TH03	2022-02-01	2023-01-31	1,424.73
TH05	2022-02-01	2023-01-31	1,389.26
TH06	2022-02-01	2023-01-31	1,807.19



PRE-AUTHORIZED PAYMENT PLAN

PAP may commence on the 1st of the month if a void cheque is submitted **no later than the 15th** of the month prior.

Complete and sign the enrolment/authorization form below.
Attach your personal blank cheque marked 'void'.



****Mail or deliver the enrolment/authorization form and void cheque to our head office at
5753 Coopers Avenue, Mississauga, ON L4Z 1R9****

Terms and Conditions

I (we) authorize the payee to debit my (our) account as indicated on the attached 'void' cheque under the terms and conditions agreed to by me (us) with the payee until such time as written notice to the contrary is given. Funds debited will first be applied to any outstanding balances and the remaining funds will be applied to the current common element fee.

I (we) acknowledge that delivery of my (our) authorization to the payee constitutes delivery by me (us) to the branch of the financial institution at which I (we) maintain an account and that such financial institution is not required to verify that the payment(s) are drawn in accordance with this authorization. Termination of this authorization does/may not terminate the contract for goods or services exchanged.

I (we) will notify the Payee in writing of any changes in the account information or termination of this authorization prior to the next due date of the pre-authorized debit.

Items charged under any of the following conditions will be reimbursed subject to written notification by me (us) to the branch of account within 90 days.

- a) I (we), never provided authorization to the payee.
- b) The pre-authorized debit was not drawn in accordance with my (our) authorization.
- c) My (our) authorization was revoked.
- d) The debit was posted to the wrong account due to invalid/incorrect account information supplied by the payee.

I (we) warrant that all persons whose signature(s) are requested to sign on this account have signed this agreement.



Pre-Authorized Payment Authorization	
Name(s) _____	<input type="checkbox"/> Yes! I want to join and enclose my VOID cheque.
Address _____	
Phone _____	
Email _____	
I (we) authorize _____ to process a debit from my (Corporation No.) account in the amount of \$ _____ on my (our) account beginning _____ (month/year)	
I (we) acknowledge that I (we) have read and understood all the provisions contained in the terms and conditions of the pre-authorized payment authorization and that I (we) have received a copy.	
Signature _____	Date _____