



West Rutherford Homeowners Association
PO Box 22617 Southbrook
Edmonton, Alberta T6W 0C3
E info@westrutherford.ca
Website www.westrutherford.ca

INFORMATION

TO: West Rutherford Homeowners Association
RE: Annual General Meeting 2021

Notice is hereby given to The West Rutherford Homeowners Association of the Annual General Meeting to be held:

TIME: 6:00 P.M. – Registration
7:00 P.M. – Meeting Commencement

DATE: Tuesday, October 5th, 2021

PLACE: Virtual – Zoom

Please find enclosed herewith the following:

1. Notice of the Annual General Meeting;
2. Meeting Agenda;
3. Minutes of 2020 Annual General Meeting;
4. Audited Financial Statement as of November 30th, 2020;
5. Budget for year ending November 30th, 2021;

Yours truly,

GROUP THREE PROPERTY MANAGEMENT INC.
AGENTS FOR WEST RUTHERFORD HOMEOWNERS ASSOCIATION

Sundas Khan – Associate
Property Manager
Enclosure



West Rutherford Homeowners Association
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WEST RUTHERFORD HOMEOWNERS ASSOCIATION NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given to The West Rutherford Homeowners Association of the Annual General Meeting to be held:

TIME: 6:00 P.M. – Registration
7:00 P.M. – Meeting Commencement

DATE: Tuesday, October 5th, 2021

PLACE: Virtual - Zoom

For the following purposes:

- 1) To receive general information;
- 2) To review the Financial Statements and other reports;
- 3) To elect Members of the Board;
- 4) Any other business that may come legally before the meeting can be emailed to the Property Manager.

You are encouraged to attend this meeting. In addition to the Annual General Meeting documents, please find enclosed your statement of account.

All owners are reminded that their HOA fees MUST be paid in full in order to participate during the WRHOA Annual General Meeting. We encourage payments are made 24 hours prior to the meeting. For more information about your community please visit the website: www.westrutherford.ca.

Yours truly,

GROUP THREE PROPERTY MANAGEMENT INC.
AGENTS FOR WEST RUTHERFORD HOMEOWNERS ASSOCIATION

Sundas Khan – Associate
Property Manager

Enclosure

Zoom Information:

Topic: West Rutherford AGM

Time: Oct 5, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86940772104?pwd=VHNXVFIEaGNXdEdRS1FhejRPaTJZdz09>

Meeting ID: 869 4077 2104

Passcode: 131752

One tap mobile

+12042727920,,86940772104#,,,,*131752# Canada

+14388097799,,86940772104#,,,,*131752# Canada

Dial by your location

+1 204 272 7920 Canada

+1 438 809 7799 Canada

+1 587 328 1099 Canada

+1 647 374 4685 Canada

+1 647 558 0588 Canada

+1 778 907 2071 Canada

Meeting ID: 869 4077 2104

Passcode: 131752

Find your local number: <https://us02web.zoom.us/u/kz0F9YmEv>

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

AGENDA – ANNUAL GENERAL MEETING

1. Call to Order by the Chairperson;
2. Call of the roll
3. Proof of notice of meeting or waiver of proof of notice;
4. Reading and disposal of any unapproved minutes;
5. Board of Directors Report
6. Financial Report/Budget and Appointment of Auditors (if necessary);
7. Specified Items of New Business;
8. Election of Members of the Board;
9. Adjournment

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

AGENDA – ANNUAL GENERAL MEETING

Held at 7:00 pm on Thursday, March 6, 2020
Ellerslie Rugby Park, 11004 Ellerslie Road SW, Edmonton, AB

CHAIRPERSON: Vicki Anderson

RECORDING SECRETARY: Bill Marples (G3)

1. **Call to Order by the Chairperson;** Vicki Anderson
2. **Call of the roll, establish quorum;**
 - 3.1 (d) in bylaws states Ten (10) Members personally present constitutes quorum.
 - 22 Owners personally present; quorum has been established.
3. **Proof of notice of meeting or waiver of proof of notice;**

Our Bylaws state that Notice of the Annual General Meeting must be provided to homeowners in advance of the meeting.

Group Three Property Management Inc. circulated notice of the Annual General Meeting to all unit holders which were mailed to all homeowners on February 5, 2020. If required, copy of the notice was provided upon request.

Motion made by Liz Acheson that quorum was met and notification was properly circulated as per the bylaws;
Seconded by Cheryl Senek Peters **CARRIED**
4. **Reading and disposal of any unapproved minutes;**

Approval of March 7, 2019 Minutes

The minutes of the last Annual General Meeting of the WRHOA were circulated to all homeowners with tonight's Agenda.

Those in attendance have had an opportunity to review the minutes of our last AGM, Vicki called upon any of the attendees to report any errors or omissions. As follows:

 1. Change to wording for Atco pipeline submission
 2. Irene Greg Simard; remove the name Greg

Motion made by Irene Simard to approve the March 7, 2019 minutes as amended;
Seconded by David Matear **CARRIED**
5. **Board of Directors Report::** See Appendix 'A'

6. **Financial Report/Budget and Appointment of Auditors;**

Financial Statements presented by Barb Surry

Motion by Nick Harrington to accept the Audited Financial Statements for the year ending November 30, 2019, **seconded by** Liz Acheson **CARRIED.**

Motion by Darryl Short to appoint Barbara Surry to complete the financial audit for the upcoming year, **seconded by** Brenda Lee Gardner **CARRIED.**

7. **Specified Items of New Business;**

- a. **Slime in Pond Update:** Epcor to add aeration at their cost and the Home Owners Association pays for the power.
- b. **Bio-degradable doggy bags:** research to see if they are available
- c.

8. **Election of Members of the Board;**

- a. Bylaw 4.1(a) states a minimum of **3** and a maximum of **9** can serve.
- b. Members who will be stepping down;
 - o Vicki Anderson
- c. Name members who would like to continue;
 - o Kirsten Burrows, Paul Rampersaud, Wendy Chorley, Leiah Luoma, James Soltys
- d. Vicki opened the floor to any volunteers.
 - i. Second call for nominees;
 - ii. Third and final call for nominees.

Motion by Darryl Short to close the call for nominations;
Seconded by Nick Harrington. **CARRIED.**

Name persons who have volunteered to join the Board.

- o Nick Harrington

The following Owners have been elected to the Board for 2020/2021:

- o Kirsten Burrows
- o Paul Rampersaud
- o Wendy Chorley
- o Leiah Luoma
- o James Soltys
- o Nick Harrington

9. **Adjournment: 8:10 PM**

APENDIX 'A'

Board of Directors Report – March 2020

Welcome to our 2020 West Rutherford Homeowners Annual General Meeting.

Most of you have attended our AGM's in the past, but for the few new faces in the crowd I'd like to remind everyone that the West Rutherford HOA is a private, not-for-profit association operating for the long-term benefit of its members. Currently we have 1938 members.

The HOA was established by the area developer, Delcon Ellerslie Lands Limited who placed encumbrances and restrictive covenants upon each lot. These documents allow the HOA to collect the annual fee and ensure that the look and feel of the community is preserved by specifying requirements - such as fence design and colour. To obtain specifics on your property refer to the encumbrance registered against your land title. If you do not have a copy of this you can obtain a copy from Land Titles Office. Contact information is posted on our website.

In 2010 the Association was transferred to the community to manage. Within these past 10 years of operation, the Association has experienced some challenges however I am pleased to report that we are financially stable with 99% of our members in good standing, and, as you heard from the financial report we have managed to build a healthy reserve fund to cover off any major expenses.

The HOA is governed by a Board of Directors. All board positions are voluntary and unpaid. We elect members annually. Currently we have 6 members, which include:

- Leiah Luoma,
- Kirsten Burrows,
- Wendy Chorley,
- James Soltys,
- Paul Ramperstaud; and myself
- Vicki Andersen.

Personally I found working with the board to be an interesting and rewarding experience. Later in tonight's meeting there will be opportunity for you to indicate your interest in participating as a board member for the coming year. We have the liberty of having a maximum of nine (9) members. I encourage you to step forward so the Association can benefit from your knowledge and experiences as you add your voice to the discussions and decision making.

Our commitment as the HOA executive is to ensure the community continues to be well managed and well maintained in order to provide improved social and aesthetic value to our West Rutherford residents.

- Each year, in the spring, our management company (Group 3) conducts a "walk about" though out the community. Deficiencies within HOA responsibility are noted and corrective action taken. Our community has approximately 17,000 linear feet of fence, which we inspect, replace, repair or paint where needed.
- We also maintained other infrastructure within our common areas.
 - ❖ Broken walkway lights were repaired
 - ❖ Brick /concrete clean up on entrance markers
 - ❖ Replaced doggy bag receptacle that was stolen
 - ❖ Weeding at entrance and divider was completed

❖ Christmas lights were on display

Since our last AGM in March, 2019 the board has explored solutions to issues brought to our attention by homeowners.

- In addition to our web site we have a newsletter which is distributed via email on a quarterly basis. I encourage to sign up for the news-letter —if you haven't already- if any of your neighbours are interested they can complete the contact sheet on our web site or call to be added to the mail out list. We also maintain a presence on social media on FB and IG... and gaining more followers each week.
- We worked with City of Edmonton and Epcor to address the water quality of the north pond. We have secured an aeration device which will be installed in the spring and agreed to cover additional associated power costs. We will continue to monitor the situation and work with our partners to find an acceptable, affordable solution to the problem.

Just as a reminder you can call or email any concerns you have to Group Three. Contact information is on the web site. They will bring the issue to the board's attention.

In addition:

- We have secured a meeting space for the board at Johnny Bright School FREE.
- We worked in partnership with the Heritage Valley Community League – supporting the July 1st celebrations in the park (financial support for fireworks and the children play).
- We outlined the operating principals of the HOA by articulating and posting our Mission, Vision and Values in preparation for the development of a strategic plan. These will be posted on our web site, social media and included in our next newsletter.

Some issues we continue to work on:

- Working closely with the City of Edmonton to address the removal and replanting of the trees lining 119 St Entrance.
- Ensuring the solution for water management in the north pond is effective.
- Identifying common issues with the Heritage Valley Community League to explore how we can work together on these.

The board thanks you for your support over the past year and looks forward to representing your interest in the coming year.

WEST RUTHERFORD HOMEOWNERS ASSOCIATION
FINANCIAL STATEMENTS
NOVEMBER 30, 2020

Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

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BARBARA L. SURRY CPA CMA

CHARTERED PROFESSIONAL ACCOUNTANT

INDEPENDENT AUDITOR'S REPORT

To the members of the: **West Rutherford Homeowners Association**

Opinion

I have audited the financial statements of West Rutherford Homeowners Association, which comprise the Statement of Financial Position as at November 30, 2020, and the Statements of Operations and Changes in Net Assets for the Operating Fund and the Capital Replacement Reserve Fund and the Statement of Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the Homeowners Association as at November 30, 2020, and its financial performance and its cash flows for the year then ended in accordance with Canadian Accounting Standards for not-for-profit organizations.

Basis for Qualified Opinion

The Association derives revenue from amounts charged as member levies, the completeness of which is not susceptible to satisfactory audit verification. As such, I was not able to determine if any adjustments might be necessary to Member levies, accounts receivable, excess of revenue over expenses, and cash flows from operations for the year ended November 30, 2020, current assets and net assets as at November 30, 2020.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Homeowners Association in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence that I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian Accounting Standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Homeowners Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Homeowner Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that

PO BOX 92040 MEADOW BROOK, EDMONTON, ALBERTA T6T 1N1
PHONE 780-467-0562 ~ FAX 780-467-0839

INDEPENDENT AUDITOR'S REPORT (continued)

includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

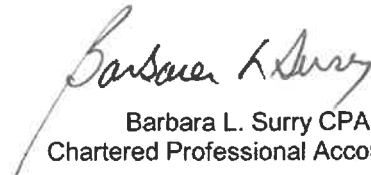
Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Homeowner Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Homeowner Association's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Homeowner Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Edmonton, Alberta
July 12, 2021


Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

STATEMENT OF FINANCIAL POSITION

NOVEMBER 30, 2020

	Operating Fund	Reserve Fund	Total 2020	Total 2019
ASSETS				
Current assets				
Cash	\$ 460,136	\$ 170,420	\$ 630,556	\$ 483,613
Investments (Note 4)	-	328,091	328,091	400,761
Accrued interest receivable	-	24,570	24,570	18,280
Accounts receivable	172,687	-	172,687	123,264
Prepaid expenses	<u>300</u>	<u>-</u>	<u>300</u>	<u>2,427</u>
	<u>\$ 633,123</u>	<u>\$ 523,081</u>	<u>\$ 1,156,204</u>	<u>\$ 1,028,345</u>
LIABILITIES AND NET ASSETS				
Current liabilities				
Payables and accruals	\$ 8,217	\$ -	\$ 8,217	\$ 16,272
Prepaid member levies	<u>20,000</u>	<u>-</u>	<u>20,000</u>	<u>20,538</u>
	<u>28,217</u>	<u>-</u>	<u>28,217</u>	<u>36,810</u>
Net assets				
Reserve Fund	-	523,081	523,081	467,147
Operating Fund	<u>604,906</u>	<u>-</u>	<u>604,906</u>	<u>524,388</u>
	<u>604,906</u>	<u>523,081</u>	<u>1,127,987</u>	<u>991,535</u>
	<u>\$ 633,123</u>	<u>\$ 523,081</u>	<u>\$ 1,156,204</u>	<u>\$ 1,028,345</u>

Approved by the Board

_____ Director

_____ Director

Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION
OPERATING FUND - STATEMENT OF OPERATIONS
AND CHANGES IN NET ASSETS

FOR THE YEAR ENDED NOVEMBER 30, 2020

	2020	2019
REVENUE		
Member levies	\$ 238,525	\$ 238,525
Less early payment discounts and adjustments	<u>(49,350)</u>	<u>(58,960)</u>
Net member levies	189,175	179,565
Recovery of prior year expense	11,049	-
Interest and other	<u>-</u>	<u>75</u>
	<u>200,224</u>	<u>179,640</u>
EXPENSES		
Administration		
Management fees	32,760	32,760
Office	11,545	9,303
Professional fees	2,601	3,537
Insurance	2,367	2,320
Bank charges	<u>1,482</u>	<u>1,553</u>
	<u>50,755</u>	<u>49,473</u>
Maintenance and utilities		
Repairs and maintenance	18,035	30,410
Utilities	2,686	3,343
Grounds maintenance	1,030	3,627
Community events	<u>-</u>	<u>5,000</u>
	<u>21,751</u>	<u>42,380</u>
Total expenses	<u>72,506</u>	<u>91,853</u>
Excess of revenue over expenses	127,718	87,787
Net assets, beginning of year	524,388	482,961
Apportioned to Reserve Fund	<u>(47,200)</u>	<u>(46,360)</u>
Net assets, end of year	<u>\$ 604,906</u>	<u>\$ 524,388</u>

Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

**RESERVE FUND - STATEMENT OF OPERATIONS
AND CHANGES IN NET ASSETS**

FOR THE YEAR ENDED NOVEMBER 30, 2020

	2020	2019
REVENUE		
Interest income	\$ 8,734	\$ 9,874
EXPENSES	<u>-</u>	<u>-</u>
Excess of revenue over expenses	8,734	9,874
Reserve Fund net assets, beginning of year	467,147	410,913
Apportioned from the Operating Fund	<u>47,200</u>	<u>46,360</u>
Reserve Fund net assets, end of year	<u>\$ 523,081</u>	<u>\$ 467,147</u>

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WEST RUTHERFORD HOMEOWNERS ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED NOVEMBER 30, 2020

	Operating Fund	Reserve Fund	Total 2020	Total 2019
Cash flows from operating activities:				
Homeowner fees received	\$ 139,214	\$ -	\$ 139,214	\$ 196,514
Other revenue received	11,049	-	11,049	75
Interest received	-	2,444	2,444	835
Suppliers paid	<u>(78,434)</u>	<u>-</u>	<u>(78,434)</u>	<u>(89,993)</u>
Net cash provided by (used for) operating activities:	<u>71,829</u>	<u>2,444</u>	<u>74,273</u>	<u>107,431</u>
Cash flows from investing activities:				
Cash transferred to the Reserve Fund	(47,200)	-	(47,200)	(46,360)
Cash transferred from the Operating Fund	-	47,200	47,200	46,360
Sale of investments	<u>-</u>	<u>72,670</u>	<u>72,670</u>	<u>840</u>
Net cash provided by (used for) investing activities:	<u>(47,200)</u>	<u>119,870</u>	<u>72,670</u>	<u>840</u>
Increase in cash	24,629	122,314	146,943	108,271
Cash, beginning of year	<u>435,507</u>	<u>48,106</u>	<u>483,613</u>	<u>375,342</u>
Cash, end of year	<u>\$ 460,136</u>	<u>\$ 170,420</u>	<u>\$ 630,556</u>	<u>\$ 483,613</u>

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Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

NOVEMBER 30, 2020

1. PURPOSE OF ORGANIZATION

The purpose of the Association is to maintain the common facilities for the benefit of the residents in the West Rutherford Subdivision. Any registered owner (over the age of 18) of residential property in the West Rutherford Subdivision is a member of the Association and is required to pay the maintenance fees. Each residential property in the subdivision has an encumbrance filed on title in respect of this Association. The common facilities that the Association maintains consist of fences, flower beds, entrance signs and the two fountains and other such improvements.

The West Rutherford Homeowners Association was incorporated under the Societies Act on November 30, 2009. The Association is a not-for-profit organization and is exempt from taxes under 149(1) of the Canadian Income Tax Act.

These financial statements include only the assets, liabilities, revenues and expenses relating to the operations of West Rutherford Homeowners Association. These statements do not include the cost of the land and buildings and the outstanding principal balances owing on the mortgages, which are the responsibility of the owners.

2. SIGNIFICANT ACCOUNTING POLICIES

General

These financial statements have been prepared using Canadian Accounting Standards for not-for-profit organizations.

Revenue recognition

The Association follows the restricted fund method of accounting for contributions.

The Operating Fund reports the Association's maintenance activities. The Association's member levies are recognized as revenue when assessed to the members of the Association. Owners of residential condominium dwellings pay member levies at one half the rate of single family home owners. The annual fees are assessed to the members on December 1 of each year, with a discount available to members who pay the levy on or before August 31. Interest is recognized in the period earned.

The Reserve Fund reports interest earned on the Reserve Fund assets. The Reserve Fund is an internally restricted fund set up to accumulate funds for the purpose of replacing the common elements when needed.

Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

NOVEMBER 30, 2020

Contributed services

Volunteer services contributed to the Association to assist in carrying out the activities of the Association, are not recognized in these financial statements because of the difficulty in determining their value.

Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in the period in which they become known.

3. FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, investments, accounts receivable, accrued interest receivable, and accounts payable. The financial instruments are initially measured at fair value, and then at amortized cost. The financial assets recorded at amortized cost include cash, investments and accounts receivable. Financial liabilities recorded at amortized cost include accounts payable and accrued liabilities.

Financial assets are tested for impairment when there are indicators of impairment. The amount of the write down is recognized on the statement of operations. Transaction costs are recognized in the period of occurrence, unless it is related to an asset that is measured at amortized cost, in which case the asset value will be adjusted by the related transaction cost.

The Association is exposed to several risks through its financial instruments.

Credit risk arises from the potential that another party will fail to perform its obligations. Credit risk includes the risk that members will fail to pay their member's levies. In order to minimize credit risk, the Association has a registered encumbrance on the title of the property owned by each member.

Liquidity risk is the risk that the Association may not be able to meet its ongoing commitments to repair, replace or maintain the common property as necessary. The Association meets its liquidity requirements by preparing an annual budget, having an insurance appraisal performed, ensuring that there is a Reserve Fund Study and a long

Barbara L. Surry CPA CMA
Chartered Professional Accountant

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

NOTES TO FINANCIAL STATEMENTS

NOVEMBER 30, 2020

3. FINANCIAL INSTRUMENTS continued

term plan. The Association may also increase member fees and assess special levies if necessary, in order to meet ongoing maintenance and other commitments.

Interest rate risk is the risk that the fair value of the financial instruments or future cash flows will vary due to changes in market interest rates. The exposure of the Corporation to interest rate risk arises from its interest bearing investments.

4. INVESTMENTS

The investments are recorded at cost and consist of four non-redeemable guaranteed investment certificates with the following maturity dates and interest rates:

Maturing December 2020	at 2.40%	\$ 76,216
Maturing December 2021	at 2.47%	71,875
Maturing December 2021	at 2.47%	90,000
Maturing December 2021	at 2.47%	<u>90,000</u>
		<u>\$ 328,091</u>

5. STATEMENT OF CASH FLOW

The statement of cash flow has been prepared using the direct method.

6. COMBINED EXCESS OF REVENUE OVER EXPENSES

Combined excess of revenue over expenses for the Operating and Reserve Funds for the year is \$136,452 , 2019: \$ 97,661 .

7. COVID-19

The outbreak of the novel strain of the corona virus (COVID -19), has resulted in worldwide emergency measures to combat the spread of the virus. These measures, which include lockdown and self-quarantine periods, have caused disruptions to business globally, and have affected employment and financial markets. The length of the impact is not known at this time. Impacts on the Association may include declines in returns on investments, possible negative impacts on the collections of member levies and the ability to obtain services.

Barbara L. Surry CPA CMA
Chartered Professional Accountant

2021 West Rutherford Homeowners Association
Budget Breakdown

	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	TOTAL
4020 Homeowners Association fees	235,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	235,500.00
4022 Homeowners Association fees - Discounts	(6,541.00)	(6,541.00)	(6,541.00)	(6,541.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(78,500.00)
Total Revenue	228,959.00	(6,541.00)	(6,541.00)	(6,541.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	157,000.00
5030 Bank Charges	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	2,100.00
5050 Administration Expenses	916.66	916.66	916.66	916.66	916.66	916.66	916.66	916.66	916.66	916.66	916.66	916.66	11,000.00
5020 Professional Fee/Audit/ Legal	636.66	636.66	636.66	636.66	636.66	636.66	636.66	636.66	636.66	636.66	636.66	636.66	7,640.00
5060 Management Fees	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	2,730.00	32,760.00
5080 Insurance	240.00	240.00	240.00	240.00	240.00	240.00	240.00	241.00	241.00	241.00	241.00	241.00	2,885.00
Total Administration	4,698.32	4,698.32	4,698.32	4,698.32	4,698.32	4,698.32	4,698.32	4,699.32	4,699.32	4,699.32	4,699.32	4,699.32	56,384.84
5110 Power/Water/Gas	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
5120 Premier Mailbox Rental	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.29	350.16
Total Utilities	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.29	3,350.16
5350 General Repairs & Maintenance	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	5,000.00
5387 Fence Maintenance	1,383.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	1,382.00	16,585.00
5385 Doggy Bags	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	3,480.00
5320 Electrical	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00
5386 Sign Maintenance	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.45	4,000.00
5340 Landscaping (Shrubs, flower beds)	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
5390 Fountain	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	4,800.00
Total R & M Expense	4,173.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.00	4,172.12	50,065.00
TOTAL EXPENSES	9,150.49	9,149.49	9,149.49	9,149.49	9,149.49	9,149.49	9,149.49	9,150.49	9,150.49	9,150.49	9,150.49	9,150.73	109,800.00
7310 Reserve Contribution	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	47,200.00
Net Surplus/Shortfall	215,875.18	(19,623.82)	(19,623.82)	(19,623.82)	(19,624.82)	(19,624.82)	(19,624.82)	(19,625.82)	(19,625.82)	(19,625.82)	(19,625.82)	(19,626.06)	0.00



West Rutherford Homeowners
Association
PO Box 22617 Southbrook
Edmonton, Alberta T6W 0C3
E info@westrutherford.ca
Website www.westrutherford.ca

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