

# JUNIPER HOUSING CORPORATION

## 松柏樓公司

408 Ave. F South, Saskatoon, Saskatchewan, Canada S7M 1T4

www.juniperhousing.com

---

### 2015 Juniper Housing Corporation Annual Report

#### 1 Introduction 介绍

The Juniper Housing Corporation (JHC) Board of Director is pleased to present the 2015 annual report. The primary purpose of JHC is the ownership and operation of Juniper Manor or Juniper House. Juniper House is a 43 unit affordable senior housing complex located on 408 Avenue F South. In November 2012, JHC also the owner of a house/property at 408 Avenue F South, located immediately south of Juniper Manor. 松柏樓公司董事會非常高兴报告 2015 年度松柏樓公司所有權和運作情況。松柏樓擁有 43 個單元低租金老年及新移民的公寓，位於 408F 大道南部，於 2012 年 11 月建成並使用。

#### 2 Building Development and Operation 建筑开发和经营

Construction of Juniper Manor started in July, 2007 when a design-build contract for the value of \$3.94M was awarded to Northridge Development Corporation of Saskatoon. The 43 unit building was substantially completed in December 2008. Following occupancy clearance from the City, the first tenant started to move into the building between December, 2008 and January 2009. An official grand opening was held on January 2009. The event was attended by the general public, community association leaders and representatives of Federal, Provincial and Municipal governments. This past year will mark the 7<sup>th</sup> anniversary for Juniper.

松柏樓公司籌建於 2007 年 7 月，當時造價為 3.94 百萬加元，此工程被薩斯卡通北嶺房地產開發公司承包，並於 2008 年 12 月完工。由於城市住房緊缺，租戶從 2008 年 12 月到 2009 年 1 月起入住，2009 年 1 月舉行了開業典禮。社區的各協會，社團及省市各級政府的代表都參加了開幕式，今年將是松柏樓開業 7 周年紀念。

Since substantial completion, Juniper with approval from the Board has undertaking ongoing building improvements. Some of these improvements were deleted from the capital construction due to budget constrain. Recent examples of building improvements conducted include expansion of the basement assembly hall by removal of an internal wall and the servery and installation of large mirrors to enhance tenant programming. The basement expansion was officially completed in time for the 2014 year end function. The cost of the mirrors were partially funded by a donation and the City of Saskatoon Sask. Lottery Grant. Their assistance is acknowledged. 自竣工以來，松柏樓董事會決定對內部築做一些合理的改進，但由於預算的約束，其中的有些改進項目被刪除。地下室改造包括加大，並安裝大型鏡子為租戶和社團的活動供了方便，地下室的擴建在 2014 年年底基本完成。在此感謝薩斯卡通市彩票資金所贊助支持的材料及按裝費。

Also, we continued with ongoing maintenance activities such as repairs to mechanical heating system, damaged water pipes and the elevator. In 2015, Juniper procured a sound system including a new mixer in

support of our tenant and social activities. The sound system is also being used by other community associations. 此外，我们除保持日常的维护，如修理机械加热系统，受损水管和电梯外。2015年为支持我们的租户及社区的社会活动，还购买了新的混频器等音响系统。

The above improvements plus other day to day maintenance activities by our staff allows Juniper Manor to remain in good condition. The Board has also passed a motion in 2012 to establish a building reserve fund in anticipation of future major repairs such as replacement of carpet, flooring, windows, etc. However, the reserve fund was not established due to purchasing of 414 Avenue F south and surplus funds used to reduce the mortgage. 为使松柏楼能够保持日常维护及管理工作处于良好的状态，董事会也在2012年通过了一项议案，建立储备基金来预防未来的重要维修，包括更换地毯、地板、窗户等。由于购买了F大道南的414住宅，然而，储备基金计划并没能实现，而是将剩余资金用于了降低抵押贷款。

Juniper purchased 50 stackable chairs to supplement the existing stock. The older chairs in the inventory were purchased used in 2009 and some of the chairs are starting to fall apart. 2009年松柏楼购买使用的一些椅子，目前部分已经被损坏。为满足需求我们购买了50把新折叠椅，以补充现有库存可用椅子的短缺。

The Board met with the Sask Housing Consultant (Morgan) on two occasions to review the 2015 rent structure. The Board will review and follow up. 董事会两次与萨市房屋管理顾问（摩根）举行会议，审查了2015年松柏楼的租金结构。董事会还将继续审查和跟进。

## **2.1 Parking and Land Purchase 停车位和土地购买**

On property and on street parking has always been an issue at Juniper since initial development. Complaints have been received from neighbours and the City. The Property Manager and the Board has been reviewing short/long term options to resolve this issue. The City advised that the number of On Property parking spaces were short of the actual required for multiple unit dwelling. In the spring of 2012, the lot located immediately south of JHC at 408 Avenue F South was available for private sale by the Owner. This lot offered an opportunity for Juniper to develop additional parking to satisfy City requirements. The Juniper Board conducted a number of meetings and discussion with the Owner. To establish the market value of the lot, a professional assessment was conducted. Based on the assessment, an initial offer was made to the Owner but was rejected by the seller as being too low. 松柏楼建成后停车位始终是一个问题，并经常收到来自邻居的投诉。董事会和物业经理从近期及长期来考虑解决这个问题。按照城市多单元住宅停车位数规定，我们的停车位短缺。在2012年春天，位于松柏楼408 F大道南面的414房产由私人上市出售。这为松柏楼提供了一个开发额外停车位以解决符合城市房建停车位规定的机会。松柏楼董事会多次与业主会晤和商讨，并在市场价评估的基础上首次提出了买价，但被卖方认为出价太低而拒绝。

After further discussions and preparation of concept plans incorporating 408 Ave. F south, the Board determined that purchasing this lot, even at a higher cost than market assessment is in the best long term interest of Juniper. In September, 2012, Juniper made another offer to the Owner of 408 Avenue F south. The offer of \$220,000 was accepted contingent on Juniper obtaining approval from the City to re-zone the property so a parking lot can be developed. An open house was held by the City to advise local residents of the re-zoning. No objections were received. Based on this successful event, Juniper finalized the offer and took possession of the property on November 1. Final rezoning at City council was approved on November 27<sup>th</sup>, 2014. 经过进一步的讨论和我们的长远规划，董事会认为虽然该房要价高于市场评估成本，但从最佳及长远利益考虑，提出了以\$220,000的价格购买，此价格被卖方接受，与2012年9月，终于买下F大道南部414房，并11月1日过户。在董事会的继续努力下，通过本区域居民意见征求，在没有收到反对意见之后，终于在11月27日获市政府审查批准，从此松柏楼的可开发新停车场的计划实现。

With this land purchase, Juniper installed fencing and 8 temporary gravel parking spaces in 2014 to bring our total spaces to 21. This will resolve a long outstanding parking issue. Once Juniper has sufficient funds, an asphalt parking lot will be constructed. Juniper also conducted renovation at the existing house so both upstairs and down stairs can be rented out to cover the cost of land purchase. 与此同时，松柏楼还按装了围栏，及 8 个临时砂石停车位，使我们可以拥有 21 个停车空间，解决长期悬而未决的停车困难。将来松柏楼有足够的资金，沥青停车场建造将在计划中。同时还对购买的 414 房楼上，楼下进行了全部翻新装修，用出租的租金来偿还这次土地购置成本。

In 2015, Juniper installed additional exterior lighting in order to improve access during the night time. 为加强松柏楼夜间的安安全全，2015 年松柏楼还安装了额外的楼外部照明。

### **3 Juniper Manor Organization and staff 松柏楼的组织结构与员工**

The overall management of Juniper Manor is the responsibility of the Board of Directors. The Bylaw for Juniper Housing Corporation allows a maximum of eight (8) board members. The 2015 board consists of four (4) members: 松柏楼公司的管理是由董事会负责，松柏楼公司的规章制度最多允许八个董事会成员组成。2015 年董事会有四名成员：

- Stephen Chan
- Gu, DeQiang
- Garry Mak, Co-Chair
- Lionel Wong, Co-Chair

All board members are volunteers and do not receive any salary or numeration. The Board is actively recruiting new members and currently have 1 member at large. The Board generally meets every 6 weeks or as needed to address any issues arising. The term for Board Members are 3 years and can be extended as determined by the Board and with input from the founding Chinese community associations. New members are added or appointed by the existing Board or at annual meeting. Mr. Garry Mak and Lionel Wong have agreed to act as Co-Chairs. 所有董事会成员都是志愿者不拿任何工资。董事会通常每 6 周开会，并根据需要解决出现的各种问题。董事会成员的任期为 3 年，也可以延长，决定在于董事会和华人社区及社团协会的意见。添加或指定新成员将由现任的董事会在年度会议上决定。目前盖瑞·麦先生和莱昂，黄担任主席。

The day to day operation of Juniper Manor is under the direction of the Property Manager (PM). The Property Manger reports to the Board of Director. The current Juniper staff is: 松柏楼公司的日常工作在物业经理(Felix 梅)的指导下，并由梅经理并向董事会董事汇报。当前松柏楼公司的员工有：

- Property Manger – Felix Mui;
- Part time assistant - Shiyang (Kathy) Liang
- Program/Activity coordinator – Zhen Yuan
- Caretakers – Ming Xu Li, Jian and Ghag Gan.

The Board would like to thank all the staff for their assistance and dedication during this past year. 董事会要感谢全体员工对松柏楼公司在过去的一年里的协助和奉献。

#### **4 Volunteers 志愿者**

From time to time, Juniper also rely on volunteers to assist with committee work, fund raising, special activities and operations, legal, accounting and web site maintenance. The Board of Director would like to thank the following persons for their generous support: 松柏楼公司经常依靠社团的志愿者对各项筹资, 特别的社区活动运作、及法律、会计和网站维护等工作。董事会在此要特别感谢下列人员的慷慨支持:

Theresa Ma, Lily Yu, Mabel Mack, Linda Mak, Shawn Zheng, XiaoPei Zhang, Jayson Mak, Betty Mui, Josephine Mui, Anthony Kong, Julie Yu and Daniel, Liqun Kong, Linda, MeiBo, Baoheng Wang, Jiapei Wang, Liu Xia, Shi Andy, Allen Yu, Geoffrey Yu, Karen Zeng, Queena Lin, Karen Chen.

Web Site/Master – Pei Lui

Federation of Saskatoon Chinese Canadian Organization 萨斯卡通华人社团联合总会

The Board would also like to acknowledge numerous individuals who has volunteered their time and contributed financially during the Juniper Manor development stage. A list of major contributor is recognized on the donation wall located at the entrance to Juniper Manor. 董事会还要感谢许多人在松柏楼初建阶段, 在时间和经济上的奉献, 主要捐赠者的名字被刻在了松柏楼的入口处捐赠墙上。

#### **5 Juniper Occupancy and Rental Policy 松柏楼居住及租赁政策**

Juniper Manor is developed to meet the needs of low income seniors and immigrants. We have a total of 43 units. The following guidelines were established by the Board: 松柏楼的开发是为满足低收入, 老年人及新移民的需要, 一共有 43 个单元。以下住房条例是由董事会所制定:

Seniors (65 years or older) – The annual income for a single person or a couple must not exceed \$45,000 as determined by actual tax filing with the Canada Revenue Agency (CRA). In the event that there are surplus units that not occupied, the Board may decide at its discretion to lower the qualifying age of senior in order to utilize Juniper Manor fully. 老年人(65 岁以上)一个人的年收入或一对夫妇不得超过 4.5 万加元, 由实际申报加拿大税务署纳税单为准(CRA)。但如果有空房, 董事会也可考虑降低老年人入住年龄标准以利于松柏楼的入住率。

Immigrant – Must be landed immigrant eligible for Canadian Citizenship. The purpose of affordable immigrant housing is to assist settlement of newly arrived immigrant. To ensure the units are not occupied over a long term, the length of stay by qualified immigrant is limited to 3 years. If after 3 years and there is vacancy and no waiting list, the Board may decide at its discretion to extend the length of rental contact as appropriate. Immigrants must be 18 years or older. 移民 – 必须是永久居民并将有条件申请加拿大国籍者, 目的是协助解决新来的移民能有负担得起的住房。为确保单元不被新移民长期占住, 合格的移民申请居住期可限 3 年。如果 3 年后, 此房仍空置, 没有等候名单, 董事会可根据情况决定延长租赁期。新移民必须年满 18 周岁。

Children – Juniper Manor is not designed to accommodate children. Therefore children are not allowed to stay at Juniper as residents. 孩子-松柏楼不是为儿童而设, 因此不允许孩子留住。

Application form can be obtained by contacting Juniper Manor, attention Property Manger by mail at [felixmui@hotmail.com](mailto:felixmui@hotmail.com) or by phone at (306) 382-2222. Application form can also be downloaded from the Juniper Housing Web site <http://www.juniperhousing.com>. 申请表可以通过电话联系松柏楼物业经理 (306) 382-2222.或邮件@ [felixmui@hotmail.com](mailto:felixmui@hotmail.com) 或也可以在松柏楼网站 <http://www.juniperhousing.com> 下载申请表。

In 2012, the Board has also updated the Juniper Common Area rental policy. 2012 年董事会还更新了松柏楼公共区域租赁政策。

## **6 Community Relations 公共关系**

Juniper Housing was developed by the Saskatoon Chinese Community. As such, we encourage all community associations to use the Juniper facility. In 2010, numerous groups used the Juniper facilities for meetings and activities. These groups include: 松柏楼公司是由萨斯卡通华人社团创建。因此,我们鼓励所有社团协会使用其设施,2010 年许多团体租用松柏楼设施用于会议和活动。这些组织包括:

- Saskatoon Chinese Benevolent Association; 萨斯卡通中国慈善协会
- Saskatoon Chinese Wellness Society – hosting of weekly Tai Chi classes. 萨斯卡通养生会-太极班
- Federation of Saskatoon Chinese Canadian Organizations. 萨斯卡通华人社团联合总会
- Saskatoon Chinese Dance School. 萨斯卡通中国舞蹈学校
- U of S Confucius Institute. (CI) 萨省大学孔子学院

The Board encourages tenant and cultural activities and we look forward to networking with all community organizations. The U of S CI has requested some storage space from Juniper to store the Lion and Dragon Dance hardware. The Board approved this cooperation. 董事会鼓励租户参与文化活动,我们期待着与所有社团组织有更多的交往。孔院要求用我们的空间储存他们的狮子舞和舞龙的道具,董事会批准了此合作要求。

## **7 Board Activities and Meeting 董事会的活动和会议**

In addition to regular Board meetings, the Board also organized other activities. In 2015, some highlights are:

除了常规的董事会会议外,董事会还组织一些其他活动。2015 年的活动亮点是:

- 6<sup>th</sup> annual BBQ/Block Party. Organized by Board Members and Juniper Tenants.
- 庆祝松柏楼六周年街区烧烤聚会。由董事会成员和松柏楼租户筹委会组织。
- Co-operation with Saskatoon Family with Asian Children (SFAC) in September. 九月与萨斯卡通家庭亚洲儿童寄养协会的合作的庆祝灯节活动。
- Christmas appreciation event for residents, staff and supporters. 圣诞节感谢晚宴,由租户,员工及赞助者组织的庆祝活动。

- We are also pleased to utilize recreation and cultural grants to organize events such as weekly Tai Chi (in conjunction with the Wellness Society), Mother's Day congee social function. 我们也很高兴利用娱乐和文化赠款组织了每周的太极班（由养生会协调组织的）及庆祝母亲节喝粥活动。
- Informal ballroom dancing class, Sing class and volunteered English class on Sunday. 交谊舞班, 唱歌班及自愿者教授的周日英语课
- U of S Confucius Institute cooking demonstration – 2 events. 与萨大孔院 2 次合作的中国传统食品技法示范活动。

## 8 Financial 财政

Juniper is a non-profit and federal regulated Charity. As such, we must retain an independent external auditor to review and prepare an audited financial statement. A copy of the 2014 audited financial statement is attached and is available for viewing at Juniper Manor office and will be posted in our web site:

[www.juniperhousing.com](http://www.juniperhousing.com). 松柏楼是一个非盈利在联邦监管下的慈善机构。因此,我们必须保持一个由独立的外部审计师, 来审查和准备每年的经审计过的财务报表。在此附 2014 年的财务报表副本, 并在松柏楼网页上公布, 您可上网查看 [www.juniperhousing.com](http://www.juniperhousing.com)

The highlights are: 重点:

- Our gross revenue increased slightly from \$284,963 to \$286,212. Expenses (including depreciation) increased from \$302,514 to \$315,541. 我们的总收入从\$284,963 小幅上升至\$ 286,212。费用支出（包括折旧）从 \$302,514 提高到\$315,541。
- In 2015, our mortgage principal for the two Juniper properties were reduced by \$119,970. This includes a lump sum payment of \$60,000 to reduce the principal. The total mortgage remaining for both properties located on 408 and 418 Avenue F South as of Dec. 31, 2015 is \$659,620.71. 在 2015 年 松柏楼的贷款本金降低了 119,970 加元, 这包括一次性支付的\$ 60,000 加元。截至 2015 年 12 月 31 日, 松柏楼 408 和 414 两座房产的总抵押贷款额是 \$659,620.71 加元。
- Juniper recorded a negative net income from operation of \$29,329.00 in 2015. 松柏楼 2015 年财政记录有\$29,329.00 加元的负收益。
- Juniper was not successful in obtaining a community grant from the City of Saskatoon/Sask Lotteries Corporation in 2015. 松柏楼 2015 年申请城市赞助资金不成功,
- The Juniper Board of Directors has retained the firm of Worry Free Book Keeping and Cheryl Woloschuk, Certified General Accountant Prof. Corp. as our external book keeper and auditor for 2016. 松柏楼董事会决定在 2016 年继续雇用了专业认证综合会计公司的谢丽尔作为松柏楼公司外部记账员和审计师。

## 9 Summary 概要

In closing, Juniper welcomed its first resident in 2009 and has reached the 6 year anniversary milestone. We resolved the long outstanding parking issue with the staged development of a parking lot at 414 Ave. F south. Juniper Manor is being maintained in good condition for future generations. 最后, 松柏楼自 2009 年竣

工后迎来了它的第一批住户，至今已经 6 周年过去了。我们解决了长期悬而未决的停车难的问题，分阶段开发了 414 停车场。松柏楼庄园将继续为后人保持良好状态。

The Board is continuing to monitoring income and expenses in 2015. Assuming no major changes, Juniper is in a good financial position. 在 2015 年董事会将继续监控收支。预计将不会有大的变化，并继续保持良好的财务状况。

We would like to thank all members of the Board, committee members and volunteers for their time and valuable assistance to make Juniper Manor a success in 2015. We like to thank the Juniper staff for their professional work in operating Juniper Manor. We would also like to thank local Chinese Community Organizations and donors for their continuing support. 我们要感谢所有董事会成员, 委员会成员和志愿者, 奉献出他们的宝贵时间和援助, 使松柏楼有一个成功的 2015 年。我们感谢松柏楼员工们的敬业。我们感谢当地华人社团组织和捐助者的继续支持。

We are proud to call Juniper Manor our home and look forward to another successful year in 2016. 我们可以自豪地称松柏楼是我们的家, 并期待着 2016 年又是一个成功之年。

Respectfully Submitted by 敬重提交

Garry Mak and Lionel Wong

Co-Chairs, Juniper Housing Corporation

Dated, June 25<sup>th</sup>, 2016