



## Atahualpa Co-operative Homes

110-3 Brimley Rd, Scarborough ON M1M 3W2

Tel: 416-269-1044 Fax: 416-269-1056

E-mail: [atahualpa@rogers.com](mailto:atahualpa@rogers.com)

---

- **3 BEDROOM AVAILABLE**
- **\$1142/MO.**
- **INCLUDES UTILITIES and CABLE**
- **EXCELLENT LOCATION**

**DON'T MISS OUT!**

- Huge balcony
- 24-Hour Security Cameras
- In-Suite Laundry Facilities
- Children's Activity Room & Party Room
- Steps to TTC & beautiful Bluffer's Park & Marina
- Clean and Friendly Building
- Visitor Parking
- Underground Member Parking

Atahualpa Co-operative is a seven-story building offering a family friendly environment. We are located on Brimley Road between St. Clair Ave. and Kingston Rd.

Applications are available in the front lobby, from the Management Office or by fax. Photos available at [www.viewit.ca](http://www.viewit.ca) VIT#61116.

# **Bogart Creek Co-operative Homes Inc.**

## **Available: 3 bedroom Townhouse**

Are you looking for a quiet family setting? Look no further!

Bogart Creek Co-op is a small 40 unit Co-op community which is almost 20 years old. The units are large and spacious and currently there is 3 bedroom unit available.

Here are some great features about the Co-op and available unit:

- Private Road into the Co-op (no through way)
- Laundry room is on the main floor of the 3 bedroom units (no washer or dryer – no problem. Laundry Room facilities on-site only \$1)
- Large Kitchen which can hold a table and chairs easily
- New mid-efficiency furnaces
- New Energy Star Windows being installed this year
- Newly shingled roofs
- Shed with lawnmowers and equipment for member's use
- Pets allowed (only 2 per household)
- Situated beside Prince Charles Public School (kindergarten to grade 8)
- New playground being installed (during Summer of 2009)
- Large Garage
- Democratic Co-op – Membership equals voting power
- Community Centre Rentals for Members for only \$20

**All this for only \$1,199 + utilities**

**Water is included in the housing/charge**

**Call 905-836-6430 to book an appointment to view the unit**

**Hurry – before it's gone...**

If you are interested in a 2 or 3 bedroom unit, please contact the Co-op at 905-836-8430 or by email at: [bogartcreek@rogers.com](mailto:bogartcreek@rogers.com) and request an application be forwarded to you so that you can be placed on our waiting list.

## CO-OP INFORMATION

**Jenny Green Co-operative Homes Inc**  
**300 George Street, Toronto, ON M5A 2N3**  
**416-923-1691**  
[jengreencoop@rogers.com](mailto:jengreencoop@rogers.com)

Jenny Green C-op is located near Dundas Street East and Jarvis Street and is close to the TTC, the Eaton Centre, parks, hospitals and schools. The co-op comprises one, two and three-bedroom units, as well as two and three bedroom townhouses. Townhouses are located on the ground floor of the building and each has a small front garden. Apartments are located on the second and third floors and each has a balcony. The co-op is one of four buildings surrounding and sharing a central courtyard and play area.

Utilities are included. Cable and parking are extra. No subsidy is available.

### **Vacancy September 1, 2009**

2 – bedroom Townhouse                      \$1,175.00 monthly

If you are interested in this townhouse please contact the office immediately.

# Job Posting

## Full Time Co-ordinator

Fieldstone Co-operative Homes is an 67 unit 6 storey apartment and townhouse co-op in the Cabbagetown area of Toronto near Parliament and Wellesley. We are a multicultural and LGBT positive community that singles, couples, families with children and seniors call home.

We are looking for a Co-ordinator to manage the day-to-day operation of the co-op and work closely with the Board of Directors and Committees. The Co-ordinator is expected to work 35 hours a week with one to two evening shifts for attendance at meetings.

### Responsibilities:

- Financial planning and control
- legal issues, arrears and subsidy administration
- Property maintenance and development
- Membership administration
- Corporate affairs management
- General office administration
- Supervision of maintenance worker
- Community Development

### Qualifications:

- minimum of 5 yrs experience managing the operations of a housing co-op.
- Excellence in financial management
- Experience in supervising staff and overseeing contractors.
- Experience in the development and management of operational plans.
- Proficiency in Microsoft software, NewViews and HMWorx.
- Good knowledge of the Section 95 Operating Agreement and the Co-operative Corporations Act
- Experience in acting as a resource and support for the Board of Directors, committees, and for community development work.
- Excellent writing skills for minutes taking at meetings and preparation of correspondences and reports
- Committed to working in a multicultural, diverse and mixed income community

Fieldstone Co-op is committed to equity in employment and encourages people from diverse groups to apply.

A competitive salary and CHF Canada benefits package will be offered.

Application Deadline: July 2, 2009

Please submit your resume with cover letter in writing by email to:

[michelle@coophousing.com](mailto:michelle@coophousing.com)

or

Board of Directors

Fieldstone Co-op Homes

c/o 658 Danforth Avenue, Suite 306

Toronto, Ontario

M4K 5B9

Attention: Michelle Arscott

No phone calls please. Thank you for your interest in the position but only those chosen for an interview will be contacted

## **Request for Proposal Bookkeeper**

Fieldstone Co-operative Homes is an 67 unit 6 storey apartment and townhouse co-op in the Cabbagetown area of Toronto near Parliament and Wellesley. We are a multicultural and LGBT positive community that singles, couples, families with children and seniors call home.

The bookkeeper works with and reports to the Co-op's Co-ordinator. The job will take approximately 6 hours per month.

### **Responsibilities include:**

General bookkeeping, including:

- Cash disbursements
- Payroll
- Monthly bank reconciliation
- Financial reports and assistance with annual operating budget
- Year end audit work

### **Candidates should have:**

- Strong accounting skills and experience
- Computer proficiency in NewViews
- Understanding of Federally funded co-ops
- Experience in the Co-op sector (preferred)
- Ability to work during the office hours of the co-op co-ordinator

Fieldstone Co-op is committed to equity in employment and encourages people from diverse groups to apply.

Application Deadline: July 2, 2009

Please submit bookkeeping proposal stating experience and proposed rate of pay by Thursday, July 2 to:

[michelle@coophousing.com](mailto:michelle@coophousing.com)

or

Board of Directors  
Fieldstone Co-op Homes  
c/o 658 Danforth Avenue, Suite 306  
Toronto, Ontario  
M4K 5B9  
Attention: Michelle Arscott

No phone calls please. Thank you for your interest in the position but only those chosen for an interview will be contacted



Co-operative Housing Federation of Toronto Inc.

Co-operative Housing Awards 2009

## Century of Co-operation

This year, Century of Co-operation recipients will be honoured at a midday reception in the fall.

Here is how your members would qualify for this award –

Add together the age of the member plus the length of time they have lived in co-op housing. For example, a person who is 80 years old and has lived in co-op housing for 20 years qualifies with an even 100 years.

We will recognize everyone who achieves 100 years or more in 2008.

Please fax this form back to us as soon as possible with the following information:

Please print

Name of the co-op \_\_\_\_\_

Name of the member \_\_\_\_\_

Year of birth \_\_\_\_\_

Years living in co-op housing \_\_\_\_\_

The fax number is **416 465-8337**.

658 Danforth Avenue, Suite 306, Toronto, Ontario M4J 5B9  
Telephone: (416) 465-8688 Fax: (416) 465-8337 E-mail: [info@coophousing.com](mailto:info@coophousing.com)  
Web site: [www.coophousing.com](http://www.coophousing.com)



Co-operative Housing Federation of Toronto Inc.

**Fax to** Angela Calderone  
Co-operative Housing Federation of Toronto

**Fax #** 416- 465-8337

**From** \_\_\_\_\_

**Co-op** \_\_\_\_\_

The Co-operative Housing Awards Night will take place this fall. CHFT's annual Awards Night is a time to

- celebrate the achievements of our co-op communities
- congratulate ourselves on another year of hard work, and
- look forward to a new year of accomplishments.

Last year's Awards Night was a great success. Well over 200 co-op members and friends attended.

Please get your nominations in as soon as possible.

### **Living in Diversity**

This award will honour member co-ops who are working to support and promote diversity within their communities.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.

### **Housing Co-operative Achievement of the Year**

This award is to acknowledge the outstanding achievements of CHFT member co-ops from June 2008 to June 2009.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.



Co-operative Housing Federation of Toronto Inc.

### **Best Co-op Newsletter**

Newsletters can be an important form of communication in co-ops. This award will be given to the co-op whose newsletter is most readable, informative and entertaining .

\_\_\_\_\_ Please check here if your co-op would like a nomination form.

### **Best Co-op Web Site**

Many co-ops now have their own web site. Voting for this award will take place on-line and will account for 50% of the score. Nominated websites will be voted on by a panel of judges to determine the other 50% of the score.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.

### **Long-term Contribution**

This award recognizes housing co-ops that have combined good management with support for social justice over a number of years. The average age of co-ops who have won this award in past years has been 15 years or older.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.

### **Unsung Hero**

This award honours co-op members who are making important contributions to their co-op community. Co-op members participate in many ways. This award will recognize the “unsung hero” in your co-op.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.

### **Youth Award**

This award recognizes a person, committee or a member co-op who has made a contribution towards supporting and mentoring youth in their community.

\_\_\_\_\_ Please check here if your co-op would like a nomination form.