**YORK CONDOMINUM CORPORATION NO. 84**

**PRELIMINARY NOTICE**

**ANNUAL GENERAL MEETING**

**OCTOBER 23, 2017 (Monday)**

**September 1, 2017**

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| External Auditor | The meeting agenda calls for the election of an External Auditor for a term ending July 31, 2018. If you would like a specific auditor considered, **BY SEPTEMBER 20** complete the form at the bottom of this notice and deliver it to the Property Manager.  Should the corporation pay the auditor to attend our Annual General Meeting to answer questions? If yes, complete the form at the bottom of this notice and deliver it to the Property Manager. |

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| Member Meeting Agenda Item(s) | If you would like a particular item(s) to appear on the meeting agenda, **BY SEPTEMBER 20** provide written detail by completing the form at the bottom of this notice and delivering it to the Property Manager.  Note: the Board of Directors is not always required to include such material. |

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| Soliciting Director Candidates | Election of Directors to take effect at the close of this meeting. Two positions open each being for a three year term.  The Condominium Act states any qualified person wishing to run for a director’s position & wanting their name on the proxy, must give written notice. Qualified persons names will appear on the AGM proxy form sent out. A person who’s intention is to run for a directors’ position but does not give written notice in sufficient time, may announce their candidacy at the AGM; however, they will not have the benefit of having their name on the proxy. Absentee candidates may be nominated. They also will not have their names on the proxy form. In addition, if elected they must give written acceptance within 10 days. Before becoming a director that person must complete the required questionnaire.  *Excerpt from the Condominium Act.* Election of directors  28. Notice of candidates  (2) The notice of a meeting to elect one or more directors shall include the name and address of each individual who has notified the board in writing of the intention to be a candidate in the election ….”  Qualified persons who have the intention on running for a director’s position are asked to fill out the attached form and deliver it to the Property Manager. If the nominees name is to be appear on the meeting’s proxy form management must have the competed nomination form returned **BY SEPTEMBER 20**.   |  |  | | --- | --- | | Act 29(1)  (Act requirement to quote) | Qualifications  29.(1) No person shall be a director if,  (a) the person is under eighteen years of age;  (b) the person is an undischarged bankrupt; or,  (c) the person is incapable of managing property within the meaning of the Substitute Decisions Act 1992. 1998. C. 19, s. 29(1); 2009, c.33, Sched. 2,s. 17(1) |  |  | | --- | | IN BRIEF A DIRECTOR IS TO:   1. Have a general knowledge of the Condominium Act of Ontario, The Protecting Condominium Owners Act & Bill 106 Property Managers Qualifications & Ethics; &, a detailed knowledge of our, Declaration, By-laws &, Rules & Regulations. 2. Attend meetings - Participate in meeting discussions. Do research. Volunteer. The Act allows for finning an individual director for specific Act violations. Personal information learned about neighbours must always be kept confidential. The voting position of individual directors, on any topic, is confidential. Anything said during discussions is confidential. 3. Make business decisions not personal decisions. 4. Between meetings do research to ensure you are knowledgeable. A meeting agenda is provided 10 days early. 5. Between meetings walk around. Concerns or suggestions are to be added to the agenda. Immediately report violations of the Act; our, Declaration, By-laws and Rules & Regulations to the property manager for action & follow up at the next directors meeting. Talk to neighbours. Bring points up for discussion. 6. Each director has equal say in the corporation’s business:   **PRESIDENT** – chairs meetings **VICE PRESIDENT** – assumes the role of president in the absence of the president **SECRETARY** – Keep meeting minutes & some other secretarial duties. Get meetings minutes emailed to the other directors within one week of the meeting. **TREASURER** – quarterly audit the accounting books & any financial statements. **DIRECTOR** – attend meetings & participate in discussions. Volunteer for tasks.  Directors are volunteers & do not receive any compensation for being a director. |   ***DO NOT TELEPHONE THE PROPERTY MANAGER OR ADVICE A DIRECTOR OF YOUR INTENTION. DO NOT GIVE YOUR WRITTEN NOTICE TO A DIRECTOR. ONLY WRITTEN NOTICES RECEIVED BY THE PROPERTY MANAGER WILL BE ACCEPTED*.**   |  | | --- | | Act – Regulation 11.6 (Act requirement to quote)  Condo Act, 2015  Regulation 11.6  **Disclosure obligations** 11.6 (1) For the purpose of clause 29 (1) (f) of the Act, a person shall provide the following statements and information in accordance with this section:  1. If the person mentioned in that clause is a party to any legal action to which the corporation is a party, a statement of that fact and a brief general description of the action.  2. If the spouse, child or parent of the person, or the child or parent of the spouse of the person, is a party to any legal action to which the corporation is a party, a statement of that fact, the name of the spouse, child or parent and a brief general description of the action.  3. If the person has been convicted of an offence under the Act or under the regulations within the preceding 10 years, a statement of that fact and a brief general description of the offence.  4. Subject to subsection (3), if the person has, directly or indirectly, an interest in a contract or transaction to which the corporation is a party, in a capacity other than as a purchaser, mortgagee, owner or occupier of a unit, a statement of that fact and a statement of the nature and extent of the interest.  5. If the contract or transaction to which paragraph 4 applies involves the purchase or sale of real or personal property by the corporation that the seller acquired within five years before the date of the contract or transaction, a statement of the cost of the property to the seller, to the extent to which that information is within the person’s knowledge or control.  6. Subject to subsection (3), if the person has, directly or indirectly, an interest in a contract or transaction to which the declarant or declarant affiliate is a party, in a capacity other than as a purchaser, mortgagee, owner or occupier of a unit, a statement of that fact and a statement of the nature and extent of the interest.  7. If the person is an owner in the corporation and if the contributions to the common expenses payable for the person’s unit are in arrears for 60 days or more, a statement of that fact.  8. All other information that a by-law of the corporation requires the person to disclose.  16  (2) In paragraph 2 of subsection (1),  “spouse” means,  (a) a spouse as defined in section 1 of the Family Law Act, or  (b) either of two persons who live together in a conjugal relationship outside marriage.  (3) Paragraphs 4 and 6 of subsection (1) do not apply to a contract or transaction unless both it and the person’s interest in it are material.  (4) The statements and information that subsection (1) requires the person to provide shall be current as of the time the person provides them.  (5) If the person provides notice to the board as described in subsection 28 (2) of the Act or subclause 11.2 (2) (c) (ii) of this Regulation with respect to a meeting of owners described in subsection (6), the person shall provide the statements and information required by subsection (1) to the board in writing at the time of providing the notice.  (6) The meeting of owners mentioned in subsection (5) or (7) is a meeting that is held 40 days or more after the day section 27 of Schedule 1 to the Protecting Condominium Owners Act, 2015 comes into force and for which a notice of meeting has not already been sent before that day.  (7) If the person does not provides notice to the board as described in subsection 28 (2) of the Act or subclause 11.2 (2) (c) (ii) of this Regulation but is a candidate in the election of one or more directors at a meeting of owners described in subsection (6), the person shall provide the statements and information required by subsection (1) to the corporation at the meeting.  (8) For the purpose of subsection (7), the person shall provide the statements and information,  (a) orally or in writing if the person is present at the meeting; or  (b) in writing if the person is not present at the meeting.  (9) If the person is a person appointed to the board as described in subsection 34 (2) of the Act, the person shall provide the statements and information required by subsection (1) of this section to the board,  (a) at any time before being so appointed, unless the corporation has passed a by-law described in clause (b); or  17  (b) within such other period of time that is set out in a by-law of the corporation and that is before the appointment.  (10) The person shall provide the statements and information,  (a) orally or in writing if the person provides them at a time at the meeting when the person is appointed to the board that is before the appointment; or  (b) in writing if,     1. the person provides the statements and information before the meeting at which the person is appointed to the board, or 2. (ii) a by-law of the corporation requires the person to provide the statements and information in writing.   (11) If this section requires a person to provide the statements and information required by subsection (1) in writing, the signature of the person shall be included in the statements and shall accompany the information. |   **YCC 84 MANAGEMENT CONTACT INFORMATION**  KR Property Management Services   * Khairia Rahman - Site Manager * Yasser Rahman - Administrator   416 321 9917 [ycc84@ycc84.ca](mailto:ycc84@ycc84.ca)  207 - 100 McLevin Ave.  Toronto, ON M1B 2V5  Board of Directors [ycc84@ycc84.ca](mailto:ycc84@ycc84.ca) [www.ycc84.ca](http://www.ycc84.ca)   |  | | --- | | Term Exp. | | Peter Baxter | Dir. & President | TH. 37 | 647 932 5124 | 2017 | | Julia Taylor | Dir. & Secretary | TH. 24 | 416 282 5152 | 2019 | | Sandy Mantini | Dir. & Treasurer | TH. 73 | 416 282 3182 | 2018 | | Harold Standard | Director | TH. 71 | 416 283 2711 | 2019 | | John Campbell | Director | TH. 26 | 416 284 8083 | 2019 | | Greg Hurtault | Director | TH. 57 | 416 725 8273 | 2018 | | Vacant | Director |  |  | 2017 | |
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**The YCC 84 Annual General Meeting is scheduled for late October, 2017. Two full term directors for three year positions are open.**

**I WANT TO BE ON THE BOARD OF DIRECTORS OF Y.C.C. # 84**

**I, \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_, of 331 Military Trial, Unit #\_ \_ \_ \_ \_ \_ \_**

*(Please print your name)*

**\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

*(Other legal address)*

Telephone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Due hereby make my intentions known, that I would like to serve on Y.C.C # 84 board of directors and have my name on the proxy form for election at the next AGM. I will complete the required agreement questionnaire.**

**\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_**

DateSignature of Qualified Candidate

Director candidates must complete and deliver to the Property Manager the director’s contract below.

***(Note: Other forms of written notice will be accepted if signed by the candidate.)***

**Only written notice given to the Property Manager will be accepted. To: York Condominium Corporation Number 84**

**Director candidates MUST complete this form & delivered forms to the Property Manager**

**Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Unit # \_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_\_**

**Director’s Contract**

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|  | Condition | **Candidate’s signature** |
| 1. | I am not party to any active legal action to which the corporation is also a party.   * **If yes** - Attach a description of the legal action. |  |
| 2. | My spouse, child, or parent, or the child or parent of the my spouse, is not a  party to any legal action involving the corporation.   * **If yes** - Attach a statement containing the name of the spouse,   child or parent and a description of the legal action. |  |
| 3. | I have not been convicted of an offence under the Condominium Act  or the regulations, within the past 10 years.   * **If yes** – provide a description of the offence. |  |
| 4. | I do not have a material interest directly or indirectly in a material  contract or transaction to which the corporation is also a party,.   * **If yes** – provide a statement of the nature and extent of the interest. |  |
| 5. | If the contract or transaction to which point 4. applies involves the purchase  or sale of property by the corporation that the seller acquired within 5 years  before the date of the contract or transaction.   * **If yes** – provide a statement of the cost of the property to the extent   to which that information is within the candidate’s knowledge or  control. |  |
| 6. | I have a material interest in a material contract or transaction, in a capacity  other than as a purchaser, mortgagee, or owner/occupier of a unit, to which  the developer or a developer’s affiliate is a party as well,   * **If yes** – provide a statement of the of the nature and extent of   this interest. |  |
| 7. | My common expense contributions are not in arrears for 60 days or more. |  |
| 8. | I am an adult, not in an insolvent situation and am mentally sound. |  |
| 9. | I acknowledge that my personal contact information is to be included on  each issued Status Certificate; and will be provided to members & residents;  and elsewhere as required. |  |
| 10. | I will complete the required legislated courses in the required time frame. |  |
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| **Member Meeting Input** | Deliver/Mail to:   |  | | --- | | KR Property Management  100 McLevin Ave. – Suite 207  Toronto, ON M1B 2V5  Email: ycc84@ycc84.ca | |  |

Unit Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**External Auditor Attendance**

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| YES, we should pay to have the external auditor attend the York Condominium Corp # 84, October 23, 2017 Annual General Meeting.  Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Consideration for External Auditor**

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| I suggest the Corporation consider using the following external auditor  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Accreditation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Agenda**

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| Please consider adding the following to the AGM agenda. Supporting material for membership consideration is to be attached. The board is NOT always required to distribute such material in the notice of meeting.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |