

BOARD OF DIRECTORS  
YORK CONDOMINIUM YCC323

*PROTECTING CONDOMINIUM OWNERS ACT, 2015*

The Condominium Act, 1998 has been amended. The new act as noted above was enacted along with the *Condominium Management Services Act, 2015*. Bill 106 received Royal Assent on December 3, 2015. On November 1, 2017 first phases of the Act came into force.

The attached documents were prepared recognizing the need for Preliminary Notices and Notices of Meeting. A preliminary notice of meeting is to be sent at least 16 days before sending the final notice of meeting. This allows owners to respond to the proposed meeting. Further, when there is an election for a director's position, the preliminary notice must include a request that candidates notify the board in writing of their intention to be candidate.

The attached documents address these new requirements. Should you have any questions on these new procedures, please send to [yorkcondo323@rogers.com](mailto:yorkcondo323@rogers.com) or leave a written request in the management office.

Thank you.  
Board of Directors.

**YORK CONDOMINIUM CORPORATION NO. 323**

**50 Quebec Avenue, Toronto, Ontario M6P 4B4**

**(416) 763 6919**

**Email: [yorkcondo323@rogers.com](mailto:yorkcondo323@rogers.com)**

*August 07, 2018*

**IMPORTANT NOTICE OF  
ANNUAL GENERAL MEETING**

Dear Unit Owner:

Please be advised that the Annual General Meeting of Owners will be held on September 27, 2018 and, that there will be an election for one (1) Director Position. The term of the Director will be for three (3) years.

Furthermore, in accordance with Section 28 (3) of the Condominium Act, we wish to inform you that the one position available is reserved for voting by owners of owner-occupied units only.

Following the proclamation of the Condominium Act, 1998, and in accordance with Section 28 (2) of the Condominium Act 1998, "Individuals who wish to be a candidate in the election for Directors may submit in writing their name and address" by August 31 to Management Office, or by fax (416) 763-2138. All submissions received by the Management Office will be included in the notice of meeting and will have the advantage of being eligible to be listed on a proxy. Candidates who are nominated at the meeting obviously will not be listed on any proxy and therefore will not be able to obtain votes from any proxy holders.

An agenda of matters, the official notice and all other pertinent documents will be delivered in advance of the meeting September 4, 2018 electronically by the means prescribed under the Condominium Act 1998.

Should you have any questions, please do not hesitate to contact me at (416)-763-6919.

Yours very truly,

CROSSBRIDGE RESIDENTIAL SERVICES LTD.  
Agent for and on behalf of YCC 323

*Isan Murat*  
Condominium Manager

**Preliminary Notice of Meeting  
of Owners**Advance information for owners about a  
proposed meeting of owners**Instruction**

This PDF form can be filled out electronically and then saved or printed. When filled out electronically, the form is dynamic - for example, text boxes will expand as you enter information, and checking certain boxes may cause items to appear or disappear as necessary. The blank form can also be printed in full, and then filled out in hard copy. If you are filling out the form in hard copy and you need more space, you may enclose additional sheets of paper with the form.

The purpose of this preliminary notice of meeting is to provide additional advance notice of a planned owners' meeting, before the notice of meeting is prepared and sent to owners. Among other things, this preliminary notice provides ways for owners to suggest material to be included in the notice of meeting. The corporation is still required to send out a notice of meeting to confirm the meeting date and provide additional information to owners about the meeting.

Condominium corporation's name  
YORK CONDOMINIUM CORPORATION 323

**General Meeting Information**

1. Projected date of the meeting (yyyy/mm/dd)

2018/09/27

2. You may provide information to the board in response to this notice in the following ways:

a. By delivering the information to the address for service of

the corporation: 50 Quebec Ave

condominium management provider or the condominium manager: \_\_\_\_\_

any other person responsible for the management of the property: \_\_\_\_\_

b. By delivering the information using an electronic method of communication:

Yes

The electronic method of communication is: yorkcondo323@rogers.com

No

Instruction for person filling out the form: If the board has approved an electronic method for receiving requests for records, you must provide an electronic method of communication here.

c. By delivering information in an additional way

Yes

No

3. Purposes of the Meeting:

a. The purpose of this meeting is:

ANNUAL GENERAL MEETING

b. This is a meeting requisitioned by owners under s. 46 of the *Condominium Act, 1998*.

Yes  No

c. This meeting will include discussion of proposed changes to the declaration, description, by-laws, rules, or agreements.

Yes  No

d. Please check any of the following that apply to the upcoming meeting:

This is a meeting to elect one or more directors (including a meeting requisitioned under s. 46 of the *Condominium Act, 1998* that may include the election of one or more directors)

The maximum number of positions on the board that are or could be the subject of an election at the meeting, and the term or remaining term of each position, are:

1 - 3 year term

**Instruction for person filling out this form:** If this is a meeting to elect one or more directors under s. 46 of the *Condominium Act, 1998* (either to fill a vacancy on the board, or following the removal of any directors), please enter the maximum number of positions on the board that could be the subject of an election at the meeting. If the validity of the requisition is the subject of current legal proceedings, then please enter the maximum number of positions that could be the subject of an election at the meeting in the event that the outcome of the legal proceedings is that the requisition is valid.

The number of positions that are or could be the subject of an election at the meeting reserved for voting by owners of owner-occupied units

1

The total number of positions on the board

1

If you want your intention to be a candidate for election to the board included in the upcoming notice of meeting, you must notify the board in writing of your name, address, and your intention no later than: (yyyy/mm/dd)

2018/08/31

You may deliver your notice to the addresses or in the manner specified above (see item 2 of this form). You must include with your notice of candidacy any required disclosure information.

\*\*For information about disclosure obligations and qualifications, see s. 29(1) of the *Condominium Act, 1998* and s. 11.6 of Ontario Regulation 48/01 under the *Condominium Act, 1998*, copies of which are included with this notice.\*\*

This is a meeting to remove or appoint an auditor

This is a meeting for the purpose of considering an addition, alteration or improvement to the common elements, a change in the assets of the corporation, or a change in a service of the corporation

This is a meeting relating to amalgamation under s. 120 of the *Condominium Act, 1998*

4. Request by owners to include material in the upcoming Notice of Meeting

If you wish to request that any material be included in the notice calling this meeting, please deliver that material to the board to the addresses or in the manner specified above (see item 2 of this form) by this date (yyyy/mm/dd)

2018/08/31

Although you can request that material be included in the notice of meeting, the board is not obligated to include this material unless, among other requirements, the owners of at least 15% of the units request that the material be included. For more detail, please refer to the form called "Submission to Include Material in the Notice of Meeting of Owners" which is available on the government's website, and s. 12.8(1)(a) of Ontario Regulation 48/01 under the *Condominium Act, 1998*.

5.  A by-law of the corporation requires that additional material be included with this notice.

The following additional material is included with this notice:

**Note for common elements condominium corporations:** If your corporation is a common elements condominium corporation, all references in this form to "unit(s)" should be read as references to "common interest(s) in the corporation," and all references to "unit owner(s)" should be read as references to "the owner(s) of a common interest in the corporation".

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

I hereby declare that I wish to be a candidate for a seat on the board of directors of York Condominium Corporation 323. I have attached a one page resume. Further, I understand that, if elected, I must successfully complete mandatory director training offered by the Condominium Authority of Ontario, within six months of the election. I further confirm that I am qualified to serve as a director in accordance with Section 29 (1) of the Condominium Act. I also meet the qualification(s) of any by-law that sets out additional qualifications to be a director as noted below:

As a director elected or appointed before November 1, 2017, I agree to submit this Disclosure form to the corporation and declare any changes within 30 days as per the requirements under the *Condominium Act, 1998*.

I agree that all the statements and information I provide below are accurate and true.

Signature: \_\_\_\_\_

**Disclosure Obligations (O. Reg 48/01, Section 11.6)**

1.	<b>Are you a party to any legal action to which the corporation is a party?</b> If yes, please provide a brief general description of the action:	<b>Yes</b>	<b>No</b>

2.	<b>Is your spouse, child or parent a party to any legal action to which the corporation is a party?</b> If yes, please provide a brief general description of the action:	<b>Yes</b>	<b>No</b>

3.	<b>Is an occupier of your unit or an occupier of your spouse's unit or an occupier of the unit which you are an occupier of a party to any legal action to which the corporation is a party?</b> If yes, please provide a brief general description of the action:	<b>Yes</b>	<b>No</b>

4.	<b>Have you been convicted of an offence under the Condominium Act or under the regulations within the preceding 10 years?</b> If yes, please provide a brief general description of the offence.	<b>Yes</b>	<b>No</b>

5.	<b>Do you have, directly or indirectly, a material 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?</b> If yes, please provide the nature and extent of the interest.	<b>Yes</b>	<b>No</b>

6.	<b>Do you have, directly or indirectly, a material 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?</b> If yes, please provide the nature and extent of the interest.	<b>Yes</b>	<b>No</b>

7.	<b>Are you in arrears of the corporation's common expenses payable by your unit for 60 days or more?</b>	<b>Yes</b>	<b>No</b>

8.	<b>Are you an owner of a unit in the corporation?</b>	<b>Yes</b>	<b>No</b>

9.	<b>Are you an occupier of a unit in the corporation?</b>	<b>Yes</b>	<b>No</b>

**CORPORATION USE ONLY**

Date Disclosure Received: \_\_\_\_\_ Submitted to: \_\_\_\_\_

Position: \_\_\_\_\_ Signature: \_\_\_\_\_