

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 REGION VACANT LAND CONDOMINIUM CORPORATION NO. 968

General Meeting Information

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

2021/06/23

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

a. By delivering the information to the following address of

☒ the corporation: **FirstService Residential, 2645 Skymark Ave., Suite 101, Mississauga, ON L4W 4H2**

☐ 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: **BY EMAIL: adam.hassan@fsresidential.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 above.

c. By delivering information in an additional way

☒ Yes

The additional way to deliver information is: **By mail to the Management Office (above) or by fax 416.293.5904**

☐ No

Section 3. Summary of the Purpose of the Meeting:

ANNUAL GENERAL MEETING - this will be a Virtual Meeting

Section 4. Please check any of the following that apply to the upcoming meeting:

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

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

☒ c. 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 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:

ONE (1) position for a THREE (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 and that are reserved for voting by owners of owner-occupied units

0

The total number of positions on the board

5

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)

2021/05/27

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.

Note: 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.

☒ d. This is a meeting to remove or appoint an auditor.

This meeting will involve the removal or appointment of an auditor for the corporation. If you wish to propose a candidate for auditor and you wish for that person to appear in the Notice of Meeting of Owners, you must notify the board in writing of that person's name and business address no later than: (yyyy/mm/dd)

2021/05/27

You may deliver your notice to the addresses or in the manner specified above (see item 2 of this form).

☐ e. 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 or for the purpose of considering the installation of an electric vehicle charging system to be carried out in accordance with s. 24.3 (5) of Ontario Regulation 48/01 made under the *Condominium Act, 1998*.

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

Section 5. Request by owners to include material (including any record of the corporation) 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)

2021/05/27

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 of Ontario website, and s. 12.8(1)(a) of Ontario Regulation 48/01 under the *Condominium Act, 1998*.

Section 6.

☐ A by-law of the corporation requires that additional material be 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".

Section 7.

Optional: Additional material that is not required by a by-law of the corporation is included with this notice.

Dated this 19 day of MAY, 2021.

day of month month year

YORK REGION VACANT LAND CONDOMINIUM CORPORATION NO. 968

IMPORTANT NOTICE TO OWNERS OF THE ANNUAL GENERAL MEETING

Please be advised that there will be an election for **ONE (1) Director's position** at the **ANNUAL GENERAL MEETING** to be held **on Wednesday, June 23, 2021.**

New regulations for the Condominium Act came into force November 1, 2017, which states that the preliminary notice must be provided via a mandatory form. As the meeting is to elect four directors, the preliminary notice instructs individuals interested in becoming a candidate, to complete the *Candidate Disclosure* form attached. Candidates may also complete the attached *Resume form*, which will also be included in the Notice of Meeting.

Individuals who would like to be a candidate in the election for the Board of Directors must submit the completed ***Candidate Disclosure*** form and your ***Resume form*** for nomination to the Board of Directors **by 9:00 a.m. on Thursday, May 27, 2021 by:**

Mail to FirstService Residential at
2645 Skymark Avenue, Suite 101, Mississauga, ON L4W 4H2

or **by Fax** to the Management Office at 416.293.5904

or **by e-mail** to adam.hassan@fsresidential.com

All submissions with the required completed forms shall be included in the notice of meeting if received before the deadline stated above.

In addition to the disclosure requirements, Candidates must satisfy the minimum qualifications prescribed by Section 29 of the *Condominium Act* (18 years of age or older, not bankrupt, mentally competent and not in arrears with respect to the payment of common expenses).

Candidates should also be committed to attend all Board meetings be prepared to complete Board Member training courses and have an attitude of open-mindedness, cooperation and good judgment.

Note: To reduce costs for photocopying and the mailing of packages to all Owners and Mortgagees, we ask that you please complete the attached Agreement to Receive Notices Electronically form to provide your consent and confirmation of your email address if you have not already done so.

**FIRSTSERVICE RESIDENTIAL
AGENTS FOR AND ON BEHALF OF YRVLCC 968**



Adam Hassan
Property Manager

YRVLCC 968
Stouffville, ON
www.ontario.fsrconnect.ca/YRVLCC968



FirstService Residential | Ontario
2645 Skymark Avenue | Suite 101 | Mississauga, ON L4W 4H2
Tel 416.293.5900 | Fax 416.293.5904
www.fsresidential.com

Resident Care 1.855.244.8854

Section 11.6 Of Regulations

Directors and Officers

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 an occupier of a unit that the person or the person's spouse owns or that the person occupies with the occupier is a party to any legal action to which the corporation is a party, a statement of that fact, the name of the occupier and a brief general description of the action.
4. 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.
5. 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.
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. If the person is not an owner of a unit in the corporation, a statement of that fact.
9. If the person is not an occupier of a unit in the corporation, a statement of that fact.
10. All other information that a by-law of the corporation requires the person to disclose.

(2) In paragraphs 2 and 3 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 5 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 provide 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
 - (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,
 - (i) the person provides the statements and information before the meeting at which the person is appointed to the board, or
 - (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.

Section 29(1) of Condominium Act

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).

CANDIDATE DISCLOSURE FORM

To: York Region Vacant Land Condominium Corporation No. 968 the "Corporation")

CANDIDATE INFORMATION

Name:

I submit this Candidate Disclosure Form in support of my candidacy for election to the Board of Directors of the Corporation. I make the following declarations pursuant to s. 29(1)(f) of the Condominium Act, 1998, as amended, subject to any additional disclosure obligations required by the Corporation's by-laws.

I. OWNERSHIP/OCCUPANCY STATUS

1. I am a registered owner of a unit in the Corporation. ☐ Yes ☐ No

[If you answered "Yes" to the above]

The contributions to the common expenses payable for my unit(s) are in arrears for 60 days or more. ☐ Yes ☐ No

2. I am an occupant of a unit in the Corporation. ☐ Yes ☐ No

II. LEGAL PROCEEDINGS

3. I, my spouse, my child, my parent, my spouse's child, my spouse's parent, an occupier of a unit I own, an occupier of a unit my spouse owns, and/or someone with whom I occupy a unit is/are a party to a legal action to which the Corporation is a party. ☐ Yes ☐ No

If you answered "Yes" to the above, please provide the name and relationship of the person involved along with a brief general description of the action(s). Please attach additional pages as necessary.

III. CONDOMINIUM ACT CONVICTIONS

4. Within the past 10 years, I have been convicted of an offence under the *Condominium Act, 1998*, as amended or under the regulations to the *Condominium Act, 1998*, as amended. ☐ Yes ☐ No

If you answered "Yes" to any of the above, please provide a brief general description of the offence(s). Please attach additional pages as necessary.

IV. CONFLICTS OF INTEREST

5. I have a material interest, either directly or indirectly, in a material contract or transaction to which the Corporation is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit). ☐ Yes ☐ No

6. I have a material interest, either directly or indirectly, in a material contract or transaction to which the declarant or an affiliate of the declarant is a party (other than in my capacity as a purchaser, mortgagee, owner, or occupier of a unit). ☐ Yes ☐ No

If you answered "Yes" to any of the above, please provide a description of the nature and extent of the interest(s). Please attach additional pages as necessary.

CONFIRMATION

The declarations that I have made above, and in any additional pages, are true as of the date I have signed this form. I will notify the Corporation in writing immediately if any of the information I have provided on this form changes prior to the election. ☐ Yes ☐ No

Date

Signature

**RESUME FOR NOMINATION
TO THE BOARD OF DIRECTORS OF YORK REGION VACANT LAND
CONDOMINIUM CORPORATION NO. 968**

The following information is required by the corporation for the purpose of carrying out the objects and duties of the corporation in managing the assets on behalf of the owners and shall be used for that purpose only.

Name of Candidate (please print)

Address

Request that their name be submitted for consideration for Election to the Board of Directors of YORK REGION VACANT LAND CONDOMINIUM CORPORATION NO. 968.

BRIEF RESUME

Please note: the information provided below is intended to be an informal collection of relevant material, rather than a highly personal document. There is no intention to intrude on the privacy of any resident.

FINANCIAL EXPERIENCE:

CONDOMINIUM BOARD EXPERIENCE:

**NEGOTIATING, CONFLICT RESOLUTION, LONG TERM THINKING AND
BUSINESS EXPERIENCE:**

VOLUNTEER COMMUNITY EXPERIENCE:

I CONSENT TO SERVE ON THE BOARD OF DIRECTORS, IF ELECTED

SIGNATURE

DATE

All resumes will be distributed to unit owners with the notice of meeting.

**To Be Faxed To The FirstService Residential At 416-293-5904
Or by email to adam.hassan@fsresidential.com
No Later than Wednesday, May 19, 2021 at 9:00 a.m.**



Ontario

Ministry of Government
and Consumer Services

Agreement to Receive Notices Electronically

Agreement by owner or mortgagee to
receive notices from the corporation by
electronic delivery

Owner's or mortgagee's name

Condominium corporation's name

York Region Vacant Land Condominium Corporation No. 968

Unit # _____

In order for your condominium corporation to enter into this agreement, the board of your corporation must have passed a resolution to determine the methods of electronic communication that it will use for serving notices on owners or mortgagees. Before filling out this form, you should consider contacting the corporation to find out what those methods are.

Method the corporation will use to deliver notices to me:

☒ Email

My email address is _____

☐ Facsimile

My fax number is _____

☐ Other _____

☐ I agree that I am sufficiently served, as described in section 54 of the *Condominium Act, 1998*, if the corporation uses the method of delivering notices identified in this agreement.

Signature of owner or mortgagee

Date (yyyy/mm/dd)

Signature of individual on behalf of the
condominium corporation

Date (yyyy/mm/dd)

Signature of individual on behalf of the
condominium corporation

Date (yyyy/mm/dd)

Please affix the corporate seal or add a statement below that the person signing has the authority to bind the corporation.