

## PRELIMINARY NOTICE OF MEETING OF OWNERS

*Advance information for owners about a proposed meeting of owners*

2018 October 25

### **Ottawa Carleton Standard Condominium Corporation No. 672 Panorama**

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.

### **GENERAL MEETING INFORMATION**

**Section 1.** Projected date of the meeting: 2018 November 27

**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 address for service of

☐ the corporation: N/A

☒ condominium management provider or the condominium manager:

Denise Stimson - dstimson@cimanagement.ca

Capital Integral Property Management

904 Lady Ellen Place

Ottawa ON K1Z 5L5

ATTN: OCSCC 672

Fax: 613-651-0306

☐ any other person responsible for the management of the property: N/A

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

☒ Yes

☐ No

The electronic method of communication is: dstimson@cimanagement.ca

c. By delivering information in an additional way

☐ Yes

☒ No

**Section 3.** Summary of the Purpose of the Meeting:

Special Owners Meeting to discuss and vote on the proposed *Condominium Rules respecting Cannabis*

**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*.

The nature of the business to be presented at the meeting (as stated in the requisition) is: to vote on the proposed *Condominium Rules respecting Cannabis*

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

The purposes of the proposed changes are: *Condominium Rules respecting Cannabis* as previously provided to owners.

☐ 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).

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

☐ 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*. N/A

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

**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: 2018 November 09

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 through the management website's Owner Portal for the condominium. This form is from the government's 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. N/A

**Section 7.**

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