



AGM FAQ's: Do You Know...

1. Do I need to check in at registration?

Yes, all attendees must check in at registration. Only unit owners, proxyholders and guests invited by the board are permitted by right to attend the meeting. Many Corporations permit other individuals such as unit owners' family members or tenants to attend, but only an owner or proxyholder can vote.

2. If a proxy is registered for a unit, will ballots be issued for that unit?

Unit owners can only vote via one method. If you are a unit owner who previously completed a proxy, please let the registration desk know if you would like to cancel your proxy and vote by ballot. If you are a proxyholder, you may or may not receive ballots depending on how the unit owner whom you represent filled out their proxy.

3. Can I vote if the common expenses for my unit are in arrears?

You will not be permitted to vote if the common expenses for your unit are in arrears for 30 or more days.

4. Can I record the meeting?

You may only record the meeting if you inform the Chair of your intention to do so and obtain the consent of attendees.

5. What do I do if I want to ask a question or make a comment? What kinds of questions can I ask / What kinds of comments can I make?

Please raise your hand and wait to be recognized by the Chair. When you are recognized, say your name and unit number clearly before your question or comment. Questions/comments should pertain to Corporation business, not individual unit matters. This is not the appropriate venue to raise unit-specific items, which should instead be brought to the attention of property management in writing outside of the meeting.

6. What can I ask the auditor?

Questions for the auditor should be limited to matters involving the financial statements and the auditor's report.

7. Who can be a scrutineer and what do they do?

Anyone other than a candidate can volunteer to be a scrutineer. The scrutineers assist registration staff in the collection and counting of ballots and proxies.

8. What if I make a mistake on my ballot?

Please do not try to scratch out or clarify portions of your ballot. Bring the ballot to the registration table and you will be given a fresh one.

9. What can be discussed during the New Business/Other Business section of the agenda?

This is the opportunity for owners to raise items of interest to the Corporation as a whole. However, it is important to note that, beyond basic procedural motions, owners are not permitted to make motions about substantive business items that are not on the agenda or are within the discretion of the board, such as the hiring/firing of contractors, decisions on maintenance/repair projects, etc.