

Condo of the Year

Just tell us what makes your Condo special!

If selected, CCI will send a writer and photographer to interview your Board and Manager and will prepare an article for our 'condovoice' magazine.

The Condo of the Year grand prize winner will receive a street sign of their choosing, and a party in their honour! – a prize worth up to \$5,000.

Full application can be found on the CCI Toronto Website at: <https://ccitoronto.org/about/awards/condo-of-the-year/overview> or by emailing your request to us.

The next winner could be you!

It's easier than you think!



**Canadian Condominium Institute
Toronto and Area Chapter**

2800 14th Avenue, Suite 210, Markham, ON L3R 0E4

Tel: 416-491-6216 | Fax: 416-491-1670

Email: info@ccitoronto.org | Web: ccitoronto.org

DEADLINE DATE IS JUNE 30TH

YOU MUST BE A CURRENT CCI TORONTO CONDOMINIUM CORPORATION MEMBER TO ENTER.
CONTEST IS OPEN TO ALL CONDOS - TOWNHOUSE, HIGHRISE AND LOWRISE CORPORATIONS.

Condo of the Year - Full Application

Name:

Condo Corporation:

Mailing Address:

City:

Province:

Postal Code:

Phone:

Email:

Community Promotion:

1. Please list all Social Committees that are currently active in your community:

2. Please list the annual social events that form part of your normal seasonal activities:

3. Please list all social activities that form part of your Annual General Meeting:

Governance:

1. Have you been able to achieve the required quorum at least two out of the last three years at your Annual General Meeting? Yes No
2. Has your condominium had to levy a special assessment in the past three years?..... Yes No
If yes, please explain:

3. Has your condominium embarked on any energy savings projects in the last three years? Yes No
4. Has your condominium held regular information meetings for owners in the past three years? Yes No

- 5. Has your condominium had to budget for deficit recovery in the past three years?* Yes No
- 6. Has there been a requisitioned meeting for any reason in the past three years? Yes No

Communication:

- 1. Can you attach copies of at least two newsletters per year for the last three years?..... Yes No
- 2. Does your condominium follow up with responses to questions posed at the annual general meeting?..... Yes No
- 3. Do owners have a means of communicating directly with directors without going through the manager? Yes No
- 4. Does your Board of Directors have a formal Communication Policy or Strategy that is communicated to owners?..... Yes No
- 5. What methods of communication do you currently use to reach your residents? cork bulletin board, paper hand-outs, email, telephone, text, website/web portal, digital notice board, survey, Facebook, Google Groups, Twitter, Other?

- 6. How proactive are you with communication?
 - VERY - our reach and frequency ensure that our residents are informed well in advance, and we cover off much more than the essentials by informing them about all aspects of life in a condo with regularly scheduled communication,
 - SOMEWHAT - we are timely with notices about the essentials - window washing, fire alarm testing, fan coil maintenance, but could add some extra info that teaches residents about such things as insurance and particular by-laws,
 - NOT VERY - we are so busy that our communication goes out as required, usually a day or two in advance.

Education:

- 1. Are directors required to attend formal education classes such as the CCI Level 100 or 200 courses? Yes No
- 2. Does your condominium include a portion of resident education as a part of the annual general meeting agenda each year? Yes No
- 3. Are directors aware of Workplace Harassment Legislation as it applies to the workplace? Yes No
- 4. Are directors aware of WHMIS requirements as it applies to the workplace? Yes No
- 5. Are directors aware of Ontario Health and Safety requirements as they apply to the workplace?..... Yes No
- 6. Are condominium documents (ie; declarations, by-laws) mandatory reading for any new director? Yes No

- 7. Is the Condominium Act, 1998 referenced for major decisions made by the board of directors? Yes No
- 8. Does your property manager hold any professional designations that support property management?..... Yes No

Physical Property Management:

- 1. Are your grounds maintained at or better than the condition of original construction?..... Yes No
- 2. Can your condominium demonstrate that the reserve fund repair schedule is being followed properly (repairs are not avoided)? Yes No
- 3. Can your condominium demonstrate that the reserve fund is being properly funded?* Yes No
- 4. Have there been any documented complaints about the cleanliness of the general grounds, lobbies or parking areas? Yes No
- 5. Has your condominium ever been recognized or awarded for the condition of the outside grounds, art work, lobbies etc.?* Yes No
- 6. Do you have work orders or repairs that have been outstanding for more than one year? Yes No

What is unique or outstanding about your community?

***Please provide copies of any substantiating documents etc. to support your comments.**

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