



AGM's and COVID

Uncertainty and Confusion

Our Program will begin shortly!





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Uncertainty and Confusion

WELCOME!

Dec 5, 2020



Welcome



Condo Owners Forum

A non-profit society of Alberta
Condominium owners focused on
improving condominium

- Governance
- Education
- Networking



Our Mission

The Mission of the Condominium Owners Forum Society of Alberta (COFSAB) is to provide condo owners and occupants with opportunities for networking, education and advocacy to improve the management and value of their properties, strengthen governance of their corporations, enhance the public perception of condominium living, and foster a greater sense of community and collaboration amongst all stakeholders.





Why Are We Here?

*Supporting Better Living
for all Alberta Condo
Communities*



Good Morning!

Thank-you for attending our members of Condo Owners Forum Society of Alberta and guests.

If you are not members, please consider becoming one!



Upcoming Virtual CondoChats

- Jan. 11: Why You Need Appraisals & SIUDS (Standard Insurable Unit Descriptions)
- Jan. 30: Effective Meetings





Thank-you!

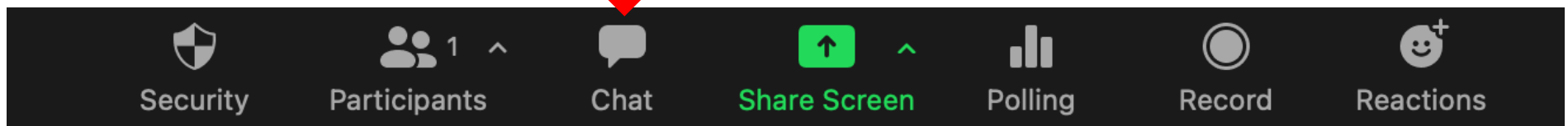
Requests

- Please tell your friends and neighbours about COF!
- Please give us your feedback
- Please network with others - ask questions of others on our online FORUM!



Logistics

- Please turn off your cell phones and your microphones
- When you speak, please first state your first name and location
- Reminder: we do record these sessions
- To ask a question, please type it in 'chat'



Introducing Bob MacLeod



Why Virtual Meetings?



COF
CONDO OWNERS FORUM

Bob MacLeod

December 5, 2020



COF

CONDO OWNERS FORUM

*Supporting Better Living for all
Alberta Condo Communities*

About My Condo

(RiversEdge Condominium Association)

- Cochrane “*Spirit of the West*” at confluence of Bow River and Jumping Pound Creek
- 86 units – 78 bare land/2, 4-unit conventional apartments. Bare land units are a combination of townhouses, duplexes and singles family homes
- Founded in 2001, development initiated in 2002
- Consistently self-managed



Why Virtual Meetings?

- With COVID restrictions in place, Boards remain obliged to:
 - Communicate with the Owners (the ultimate Customer)
 - Conduct essential business of the Corporation
- Lack of Service Alberta support through renewal of the Ministerial Order is both a challenge and an opportunity

AB Regulation

- Supports electronic transfer of documentation and use of Proxies with conditions
- Virtual meetings (e.g. ZOOM) possible but balanced representation questionable
- Proxies must:
 - Contain name & unit number of Owner/Mortgagee
 - Name of individual to whom the Proxy is given
 - Date the proxy is given
 - Signature of Owner/Mortgagee giving the Proxy





Feedback

- Owner/Mortgagee feedback
- Board must lead these processes demonstrating transparency to Owners/Mortgagees – sustaining customer focus
- All communication relevant to these processes must be recorded



Feedback

Options include:

- a. Talking to Owners wherever encountered
- b. Email – e.g. info@yourcondoboard.xxx
- c. Virtual (ZOOM) meetings with Rules
- d. Surface mail – to Board, not property manager
- e. Voice mail – to Board members



AGMs

Due to silence of Act & Regulation on electronic conduct of meetings, Boards can achieve the effect of an AGM by releasing information to all Owners/Mortgagees containing

- Agenda
- Minutes of the previous AGM or facsimile
- Financial statements for the prior year (audited/reviewed)
- Progress reports from Directors
- Budget & business plan
- List of Owners/mortgagees standing for election to Board

Proxy Example

AGM Quorum (25% of Unit Factors): based on proxies received and scrutinized by Board and Owner volunteers

Resolutions requiring Owner/Mortgagee approval:

- Approval of accounting firm
- Approval of Minutes of prior AGM/facsimile
- Approval of Financial Statements
- Approval of Budget for current year
- Approval of slate of nominees to Board (max per Bylaws). Note: if more nominees than permitted by Bylaws, balloting process must be used – paper/electronic

SGMs

Used to resolve issues by 15%
(1,500 Unit Factors)

Requirements:

- a) Board manages this process
- b) Clearly stated question agreed to by proponents and the Board
- c) Opportunity (time) to research all aspects of question and present to Owners/Mortgagees
- d) Distribution of Proxies per AB Regulation
- e) Counting of Proxies by Board and representative of question raised
- f) Communication of results

Introducing Dionne Levesque





DISCUSSION



Thank-you!



