

September 20th, 2017

Dear Member,

C.C.I. – Eastern Ontario Chapter - Annual General Meeting

The C.C.I. – Eastern Ontario Chapter Annual General Meeting will take place on Tuesday October 17, 2017 at 7 p.m. at the Hellenic Meeting and Reception Centre, 1315 Prince of Whales Drive, Ottawa, Ontario.

A Proxy is enclosed with the C.C.I. – Eastern Ontario Chapter Annual General Meeting package.

If you are unable to attend this meeting and wish to exercise your vote as a member, please appoint your proxy to the person of your choice. Please complete and sign the enclosed Proxy and fax it to the Chapter office at 613-755-4086 or email it to the address shown above on or before October 16th, 2017.

The Board of Directors' names for 2016/17 currently are as follows:

President –	Nancy Houle
Vice-President/ Education Chair –	Constance Hudak
Secretary/ Membership co-chair –	Andrée Ball
Treasurer –	Stephanie Courneyea
Education Committee/ Newsletter Editor –	Justin Tudor
Membership co-chair –	Ian Davidson
Education Committee/ Social Media –	Michael Lewicki
Education Committee –	Richard Elia
Membership co-chair –	Kimberly Renwick

The Board of Directors of the C.C.I. – Eastern Ontario Chapter thank you in advance for your continued support.

The Board of Directors,
C.C.I. – Eastern Ontario Chapter

Thank you to our Gold and Silver Sponsors



NOTICE OF THE ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting of the Ottawa Chapter of the Canadian Condominium Institute will be held at the Hellenic Community Centre, Ottawa, Ontario, on Tuesday, October 17th, 2017 at 7 p.m. The business to be transacted at the meeting is set out in the following agenda.

1. Call to Order
2. Appointment of Scrutineers
3. Adoption of Minutes of the meeting held on October 19th, 2016*
4. President's Report
5. Treasurer's Report*
6. Appointment of Review Engagement for the fiscal year 2016/2017
7. Report on CCI-National
8. Membership Report
9. Education Report
10. Election of three Directors
11. Election Results
12. New Business
13. Adjournment

Dated at Ottawa, this 20th day of September, 2017 by Order of the Board of Directors.

Sincerely,



Julie Klotz, Administrator
C.C.I. Eastern Ontario Chapter

C.C.I. Eastern Ontario Chapter Annual General Meeting

INSTRUMENT OF PROXY

**THIS PROXY MUST BE RECEIVED BY THE C.C.I. EASTERN ONTARIO OFFICE NO LATER THAN
11:59 PM ON
OCTOBER 16th, 2017. PROXIES WILL NOT BE ACCEPTED AFTER THIS DATE AND TIME.**

The undersigned member of the Canadian Condominium Institute, Eastern Ontario Chapter, hereby appoints

if present, or failing him/her, Nancy Houle, President of the Board of the Canadian Condominium Institute, Eastern Ontario Chapter, as proxy of the undersigned, with power of substitution to attend, vote and act for and on behalf of the undersigned at the Annual General Meeting of members of the Canadian Condominium Institute, Eastern Ontario Chapter, to be held on the 17th day of October, 2017 at 7:00 pm at the Hellenic Meeting and Reception Centre, 1315 Prince of Wales Drive, Ottawa, ON, including all adjournments thereof, in respect of all matters which may come before the meeting in the same manner as the undersigned could do if personally present there at, the undersigned hereby agreeing to ratify all which such proxy holder may lawfully do by virtue thereof.

The undersigned hereby revokes all proxies given.

DATED this day _____ of _____, 2017

Name and/or Corporation
(Please print)

Signature of Member
(I have authority to bind the Corporation)

NOTE: Each member has the right to appoint a person to represent him or her at the meeting other than the person specified above. Such right may be exercised by inserting into the blank space provided the name of the person appointed. There is one vote per Condominium Corporation, professional and business partner membership.

**LIST OF CANDIDATES
CCI-EASTERN ONTARIO CHAPTER
2017-18**

Andrée Ball
Nadia Freeman
Nancy Houle
Robert Roy
Allen Scantland
Justin Tudor

**NOMINATIONS TO THE C.C.I.- EASTERN ONTARIO CHAPTER'S
BOARD OF DIRECTORS**

The 2016-17 Board of Directors term of office expires October 17th, 2017. There are three (3) positions available for a three (3) year term. Written nominations for Candidates to sit on the CCI-Eastern Ontario Chapter's board of Directors will be accepted by the C.C.I.-Eastern Ontario Chapter prior to October 16th, 2017 and may also be submitted at the Annual General Meeting on October 17th, 2017.

Please send all nomination forms to:

C.C.I. Eastern Ontario Chapter
PO Box 32001, 1386 Richmond Rd., Ottawa, ON, K2B 1A1
Fax: 613-755-4086 or
Email: info@cci-easternontario.ca

NOMINATION FORM

Name of Nominee:		
Position:		
Address:		
City:	Prov:	Postal Code:
Telephone (Bus):	(Res):	
Nomination by:		Date:
Please provide a short biography of the nominee's involvement and experience in the condominium industry.		