



Canadian Condominium Institute, Nova Scotia Chapter
Annual General Meeting
Wednesday, September 25th, 2024, 7:00 pm AT
ZOOM video teleconferencing

Draft Minutes

1. Call to Order/Confirmation of Quorum: (President/Secretary)
The President called the meeting to order at 7:11 p.m. Quorum required for the meeting is 13, based on 10% of the membership as at June 30, 2024. The Administrator confirmed that quorum was met with 18 members attending on Zoom and one member attending via proxy.
2. Approval of Agenda: (President)
A motion to approve the agenda was made by Lorena Macdonald. Seconded by Tracey Wright. All in favour. Approved.
3. Minutes of the previous meeting: (Secretary)
 - a. 2023 09 27 DRAFT AGM minutes
A motion to approve the draft minutes from the 2023 09 27 AGM was made by Tom Birchall. Seconded by Michael Kennedy. All in favour. Approved.
4. Business Arising from the Minutes: None
5. Old Business: None
6. Correspondence: None
7. Financial Stewardship: (Treasurer)
 - a. Presentation of Review Engagement Financial Statements as at 30 Jun 24

The Treasurer reviewed the Engagement Financial Statements as at 30 Jun 24 while they were shown on screen.

- b. Board approved budget for the period 01 Jul 24 - 30 Jun 25
The Treasurer reviewed the Board approved budget on screen.
- c. Appointment of Bishop and Company as auditor of record for fiscal year ending 30 Jun 25

A motion to approve the appointment of Bishop and Company as auditor of record for the fiscal year ending 30 Jun 25 was made by Tracey Wright. Seconded by Lorena MacDonald. All in favour.
Approved.

8. Committee Reports:

- a. Education and Website Committee (M Kennedy)
The new Education plan for the coming year is published on our website, based on input from members. May do a couple seminars as meetings so we can have breakout rooms. There are 8 education sessions scheduled from October to June. We are continuing to accept sponsors for this year's sessions.
We have contracted with Neon Train to develop a full interactive on-line Director's Course using Bright Space. It will be self-paced and will have a quiz after each segment. Aim to launch in the new year. If successful, we will look at developing other courses, possibly for condo property managers and real estate agents.
Website: We post blogs each month to share information.
Webinar recordings are posted to the website for access by members. We are continually updating and upgrading website and sending out email blasts with information. We are also posting updates on LinkedIn and Facebook.
- b. Membership Committee (T Birchall)
We are well on our way to matching last year's membership numbers. We continue to try to find ways to reach out to more condo corporations. The on-line payment system for memberships and renewals is very efficient and reduces workload.

- c. Advocacy (D Campbell)
Committee interacts with Nova Scotia's Registrar of Condominiums and other officers. We started a group with the presidents of large downtown Halifax condos and have been in touch with city officials regarding issues identified there. We invite anyone who has issues with or suggestions to improve the Act to contact us so we can represent you.
- d. National Liaison (D Cassidy)
Devon Cassidy is current President of CCI National. The National Executive and National Council work together. We had great attendance when we hosted the National Leaders' Forum and CCI National Conference in June in Halifax. With the National Marketing Plan, we recently hired Theresa Place Media to handle streamlined social media for CCI. The CCI-N AGM is on November 21st and all CCI members can attend.
Michael Kennedy provided information on CCI National's deal with RONA. Working on some details for condominium corporations. Will announce by e-blast once details are worked out.
- e. President's Report
We are focussing on education and advocacy and ensuring you are getting value for your membership dollars. We are excited about the development of the on-line Director's Course. We welcome your input at any time.

- 9. Nominations Committee Report & Election (M Kennedy)
Michael Kennedy introduced the 5 candidates who are standing for election and read their bios, with three positions available on the Board of Directors. Candidates are: Dan Campbell, Michael Kennedy, Tom Birchall, Vaughn Keeble and Lola Gentile. Michael called for nominations from the floor. There were none.
Michael Kennedy made a motion to close nominations. Seconded by Devon Cassidy. All in favour. Approved.

An election was conducted via a poll on Zoom, with Geri Loukes, CCI-NS Administrator handling the poll. Voting resulted in the following candidates being welcomed to positions on the Board of Directors: Dan Campbell, Michael Kennedy and Tom Birchall.

10. New Business: None

11. Next Meeting:

- a. AGM: Wednesday, September 24th, 2025, via zoom
(Note: this date could change one week either way due to scheduling conflicts)

12. Adjournment

The meeting was adjourned by the Chair at 7:51 p.m.