



THE METROPOLE

22 February 2013

Minutes of MTCC 1170 Meeting Number 130124R — Held on 24 January 2013

Present: Board — Keith Bricknell, Scott Froebe, and Sylvia Furlong; and, ICC Property Management — Nancy Bijelic

Regrets: James Louttit and Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.32pm.

02 Adoption of Agenda and Additions:

Resolution 130124R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130124R, as presented.

Scott Froebe/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130124R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130124R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 121218R, as presented.

Sylvia Furlong/Scott Froebe — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) Recommendation for Insurance Appraisal: Directors accepted the underwriter's recommendation that the Corporation should conduct an insurance appraisal. After reviewing quotes that Management provided before and during the Meeting, Directors agreed that American Appraisal shall conduct the aforementioned appraisal for \$2,400+HST.

(ii) Financials for 01 December 2011 to 30 November 2012 and for 01 December 2012 to 31 December 2012: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130124R03: Receiving Administrative and Security Reports as Information

BE IT RESOLVED Be It Resolved that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC

1170 Management Office's Administrative Report for January 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the periods 01 December 2011 to 30 November 2012 and 01 December 2012 to 31 December 2012, and the Front Desk Security Report for the period 10 December 2012 to 07 January 2013.
Scott Froebe/Sylvia Furlong — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

(a) MUA Unit(s) Repairs and Other HVAC Issues:

- (i) Corridors' Heating: Directors noted that restoration of corridors' heating had occurred roughly within the timelines that the 10 January 2013 newsletter had predicted. Directors then agreed that Management and the President should ensure receipt of the TSSA's post-repair inspection report and initiate communications and/or closure regarding contractual issues that might arguably flow from these evidently successful repairs.
 - (ii) Cooling Tower Repairs: Directors agreed that Management should issue a RfP for repairs that would, at very least, bid fair to allowing the cooling tower to attain its estimated additional longevity (≈ 15 years). Directors also asked Management to get information on the costs/benefits of a "closed" system.
 - (iii) MUAs' DX Cooling Units: Directors agreed that Management should issue a RfP for repairs to the MUAs' DX units.
 - (iv) Main Chiller — Purge Unit and Control Panel: Directors asked Management to reconfirm pricing in a quote originally received on 26 September 2012 and the cost-benefits of the choice that Directors tentatively favoured. Also, Directors asked Management to get further information about costs/benefits accruing replacing the main chiller's control panel.
- (b) General Aesthetic Refurbishment: Pending recirculation of the original questionnaire to Units that had failed to participate in the original mailing.
- (c) Keyscan Software/Hardware Upgrade: Following the President's research, a supplier has sourced compatible, economical hardware. Thus, work progresses on this file.
- (d) Leaky Washing Machines: Management and the President are working on a newsletter to all owners.
- (e) Approval for Undertaking Work on a Commercial Owner's Behalf: Directors authorised Management's discretion to undertake work on behalf of a commercial unit's owner and to charge the cost of such work to the owner in question.
- (f) Receiving Committees' Reports:

Resolution 130124R04: Receiving Reports as Information

WHEREAS MTCC 1170 has received two reports during Meeting 130124R; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 respond as follows to the above-noted items.

01 MTCC 1170 Staff Fund Committee: MTCC 1170 accepts the Staff Fund Committee's written report as information. The Board of Directors thanks residents for their continuing support of the Staff Fund and the Fund's Chairperson for her administration thereof.

02 Children's Aid Society Toy Drive: MTCC 1170 accepts Management's oral rendering of the Vice President's report as information. The Board of Directors thanks residents for their continuing support of the CAS Toy Drive and the Vice President for her sponsorship thereof.

Sylvia Furlong/Scott Froebe — Carried

(g) Appendix of Pending Items: If information is available in time for Meeting 130124R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) Directors authorised Management to set strict conditions on a Unit's future use of the 5th Floor Lounge, and/or to prohibit that Unit's future use of the 5th Floor Lounge.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting: 6.30pm on Thursday 28 February 2013.

16 Motion for Adjournment

Resolution 130124R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130124R at 7.19pm on Thursday 24 January 2013.

Scott Froebe/Sylvia Furlong — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130124R)

- (A) Residents' Handbook: In progress.
- (B) Electrical Protection during Single-Phase Outages: Pending
- (C) Telcos and the Entry-Phone System: Pending



THE METROPOLE

28 February 2013

Minutes of MTCC 1170 Meeting Number 130228R — Held on 28 February 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Sylvia Furlong, James Louttit, and Nives Malara; and, ICC Property Management — Nancy Bijelic

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.56pm.

02 Adoption of Agenda and Additions:

Resolution 130228R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130228R, as presented.
Scott Froebe/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130228R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130228R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130124R, as presented.
Sylvia Furlong/James Louttit — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) HVAC Maintenance Contract: Pending Management's receipt of additional quotes and Directors' subsequent evaluation of all quotes.

(ii) Sheave-Jammer Class Action Lawsuit: Management advised Directors of her completion of the required paperwork and of MTCC 1170's possible recovery of at least partial costs of supplanting Elevator #1's sheave-jammer brake with a conventional rope-gripper brake in September 2007. Directors thanked Management for pursuing this potential cost-recovery.

(iii) Financials for 01 December 2012 to 31 January 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130228R03: Receiving Administrative and Security Reports as Information

BE IT RESOLVED Be It Resolved that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for February 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 31 January 2013, and the Front Desk Security Report for the period 08 January 2013 to 11 February 2013.
Nives Malara/Scott Froebe — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) **Dryer-Vent Cleaning:** Directors discussed MTCC 1170's imminent biennial dryer-vent cleaning. Management agreed to canvass Owners to ascertain their interest in concurrent Owner-paid replacement of their dryer's drive-belts and/or installation of burst-resistant, metal-clad hoses on their washing machines. Directors and Management also agreed that this maintenance-exercise might facilitate the research necessary for attaining goals implicit in Section 07(e) of these Minutes.
- (b) **MUA Unit(s) Repairs and Other HVAC Issues:**
 - (i) **Corridors' Heating:** Directors noted the inclusion, in their meeting-packages, of the TSSA's favourable inspection-report on the repairs that successfully and economically restored corridors' heating, as well as extending the useful life of the equipment in question.
 - (ii) **Cooling Tower Repairs:** Pending completion of steps described in Section 05(a)(i) of these Minutes.
 - (iii) **MUAs' DX Cooling Units:** Pending completion of steps described in Section 05(a)(i) of these Minutes.
 - (iv) **Main Chiller — Purge Unit and Control Panel:** Pending completion of steps described in Section 05(a)(i) of these Minutes.
- (c) **General Aesthetic Refurbishment:** Pending recirculation of the original questionnaire to previous non-participants.
- (d) **Keyscan Software/Hardware Upgrade:** Work should be complete within the next week.
- (e) **Leaky Washing Machines:** Directors thanked the President for preparing the newsletter and authorised its distribution to all Units.
- (f) **Approval for Undertaking Work on a Commercial Owner's Behalf:** Directors reaffirmed Management's decision-making authority described, *inter alia*, in Section 07(e) of the Minutes for Meeting #131024R.
- (g) **Proposed Use of a Commercial Unit:** Directors thanked the President for providing MTCC 1170's written response to the Alcohol and Gaming Commission of Ontario (AGCO) and reaffirmed their previously-communicated approval of that letter. Additionally, Directors discussed the proposed use's possible non-compliance with portions of MTCC 1170's Declaration.
- (h) **Appendix of Pending Items:** If information is available in time for Meeting 130228R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:
- (a) Directors asked Management to investigate possible benefits of MTCC 1170's passage of a by-law that could give the Corporation the benefit of the apparent intentions of Section 105(3) of the *Condominium Act*.
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting: 6.30pm on Thursday 28 March 2013.
- 16 Motion for Adjournment
- Resolution 130228R04: Adjournment
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130228R at 7.24pm on Thursday 28 February 2013.
Scott Froebe/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130228R)

- (A) Residents' Handbook: In progress.
- (B) Electrical Protection during Single-Phase Outages: Pending
- (C) Telcos and the Entry-Phone System: Pending



THE METROPOLE

28 March 2013

Minutes of MTCC 1170 Meeting Number 130328R — Held on 28 March 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Sylvia Furlong, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.47pm.

02 Adoption of Agenda and Additions:

Resolution 130328R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130328R, as presented.
Scott Froebe/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130328R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130328R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130228R, as presented.
James Louttit/Scott Froebe — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) HVAC Maintenance Contract: Sylvia Furlong assumed the Chair.

Resolution 130328R03: Awarding a HVAC Maintenance Contract

BE IT RESOLVED that MTCC 1170 awards its HVAC/Mechanical contract to Ambient Mechanical, subject to the following terms in Years 1 to 5:

Y1 01 April 2013 to 30 November 2013 — \$22,815.00 + HST (0.75yrs);

Y2 01 December 2013 to 30 November 2014 — \$31,028.40 + HST;

Y3 01 December 2014 to 30 November 2015 — \$31,648.97 + HST;

Y4 01 December 2015 to 30 November 2016 — \$32,281.95 + HST; AND,

Y5 01 December 2016 to 30 November 2017 — \$32,927.59 + HST.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (ii) Equipment-Protection during Electrical Outages: After discussing initial suggestions, Directors asked Management to seek additional information.
- (iii) Financials for 01 December 2012 to 28 February 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130328R04: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for March 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 28 February 2013, and the Front Desk Security Report for the period 12 February 2013 to 11 March 2013.
Sylvia Furlong/James Louttit — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) Biennial Dryer-Vent Cleaning: Given proposed costs (*re services per se* and optional owner-paid "extras"), and given favourable reports about prior years' work, Directors agreed to re-employ Dryerfighters for this recurring safety-procedure.
- (b) MUA Unit(s) Repairs and Other HVAC Issues: Sylvia Furlong assumed the Chair.

Resolution 130328R05: Authorising HVAC Remediation

WHEREAS some of MTCC 1170's HVAC components appear to have suffered premature deterioration; AND,

WHEREAS other HVAC components are functioning below currently optimal standards of electrical and/or thermal efficiency; THEREFORE,

BE IT RESOLVED that MTCC 1170 authorises Ambient Mechanical to complete the following remedial work:

01 replace the existing cooling tower — \$99,625.00 + HST;

02 replace a DX chiller's compressor in the lower zone MUA — \$18,900.00 + HST;

03 replace the main chiller's purge unit — \$13,125.00 + HST; and,

04 replace the main chiller's controller(s) — \$38,450.00 + HST; AND,
FURTHER,

BE IT RESOLVED that MTCC 1170 deems the aforementioned remedial work to be a Reserve Fund expenditure.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (c) General Aesthetic Refurbishment: Following recirculation of the survey-instrument to prior non-respondents, Management reported receiving 53 additional responses. Following tabulation, Management will report to the Board.
- (d) Leaky Washing Machines: Management reported receiving favourable responses to the Board's newsletter (for being proactive), as well as communications from 11 owners who reported that they had already replaced their "OEM" washing machines.

- (e) Approval for Undertaking Work on a Commercial Owner's Behalf: Directors and Management will meet with the Owner in question during the work-week commencing Tuesday 02 April 2013.
 - (f) Proposed Use of a Commercial Unit: Directors and Management will meet with the Owner in question during the work-week commencing Tuesday 02 April 2013.
 - (g) Appendix of Pending Items: If information is available in time for Meeting 130328R.
- 08 Correspondence Requiring Action and/or Response: None
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:
- (a) Triennial Reserve Fund Study: After discussing prices and satisfaction with the company's prior diligence, Directors agreed that Building Sciences shall undertake the 2013 Reserve Fund Study.
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting: 6.30pm on Tuesday 23 April 2013.
- 16 Motion for Adjournment
- Resolution 130328R06: Adjournment
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130328R at 7.18pm on Thursday 28 March 2013.
Scott Froebe/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130328R)

- (A) Residents' Handbook: In progress.
- (B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*.
- (C) Telcos and the Entry-Phone System: Pending



THE METROPOLE

23 April 2013

Minutes of MTCC 1170 Meeting Number 130423R — Held on 23 April 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Sylvia Furlong, James Louttit, and Nives Malara; and, ICC Property Management — Nancy Bijelic

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.50pm.

02 Adoption of Agenda and Additions:

Resolution 130423R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130423R, as presented.
Scott Froebe/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130423R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130423R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130328R, as presented.
Sylvia Furlong/Nives Malara — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) Landscaping Contract:

Resolution 130423R03: Provision of Annual Vegetation & Enhancements

WHEREAS MTCC 1170's outdoor plants, shrubs, and/or trees are Common Elements (as described in the Declaration and/or as part of long-established aesthetic expectations); THEREFORE,

BE IT RESOLVED that MTCC 1170 shall employ Fedak Landscaping to provide the following services:

- (a) \$510.00 per month (plus applicable taxes) for summer maintenance from 15 April 2013 until 15 November 2013 (inclusive of both dates);
- (b) \$520.00 per month (plus applicable taxes) for watering from 01 May 2013 until 31 October 2013 (inclusive of both dates);

(c) \$2,180.00 (plus applicable taxes) for supplying and planting annual plants on the roof's terrace, the 5th floor's terrace, and the Victoria Street townhouses' planters; AND,

(d) \$390.00 (plus applicable taxes) for soil amendment, as described in the contract.

James Louttit/Scott Froebe — Carried

(ii) Fire Protection Devices — Management Office and Mailroom: 130423R04

(iii) Intercom Call-Buttons and Speakers: 130423R04

Resolution 130423R04: Authorising Security Upgrades

WHEREAS Management has had reason to report that the Management Office and the Mail Room lack heat detectors and smoke detectors; AND;

WHEREAS MTCC 1170's building-wide intercom call-buttons and speakers are part of a proprietary system whose age-related deterioration and obsolescence have recently begun causing costly "per incident" repairs that can be typical of proprietary systems; THEREFORE,

BE IT RESOLVED that MTCC 1170 authorises the following remedial actions:

01 Brampton Fire shall install heat detectors and smoke detectors in the Management Office and in the Mail Room, and shall connect all such detectors to the fire-system's annunciator panel(s) for \$2,339.10 + HST.

02 Regional Fire shall install a building-wide, non-proprietary call-button and speaker system, including articulation with the Security Desk, for \$29,550.00 + HST.

Nives Malara/James Louttit — Carried

(iv) Financials for 01 December 2012 to 31 March 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130423R05: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for April 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the periods 01 December 2012 to 31 March 2013, and the Front Desk Security Report for the period 12 March 2013 to 08 April 2013.

Scott Froebe/James Louttit — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

(a) Dryer Vent Cleaning: Directors thanked the President for preparing the advisory news-letter and authorised distribution to Owners.

(b) Equipment-Protection during Electrical Outages: Ambient Mechanical is investigating strategies for addressing this need.

(c) HVAC Remediation — Timing of Repairs: Replacement of the lower floors' DX air conditioning equipment will occur when Ambient Mechanical receives the components

and can schedule installation. Ambient Mechanical has ordered components necessary for replacement of the cooling tower, the purge unit, and the control panel. Of necessity, these installations will disrupt in-suite air conditioning. Ideally, then, installations will occur in mid-to-late September, when demand for air conditioning abates. Coincidentally, this date will also provide a “soft” start-up for the new equipment and an opportunity for the contractor to make any adjustments that might be necessary.

- (d) General Aesthetic Remediation/Refurbishment: Management and the Committee will be meet on 24 April 2013 and report to the Board.
 - (e) Relocation of a Commercial Owner’s Equipment: Relocation will soon occur. Management and/or the President will advise parties affected by this process.
 - (f) Proposed Use of a Commercial Unit: Directors agreed that the Corporate solicitor shall examine the Commercial Owner’s counter-proposal and provide advice to the Board.
 - (g) Reserve Fund Study: Management will advise Building Sciences of all pending repairs and will seek to ensure that the Fund’s contribution tables reflect this refurbishment.
 - (h) Appendix of Pending Items: If information is available in time for Meeting 130423R.
- 08 Correspondence Requiring Action and/or Response: None
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:

(a) Accepting the Audited Financial Statements:

Resolution 130423R06: Accepting the Auditor’s Report

WHEREAS the Board of Directors of MTCC 1170 has received MTCC 1170’s audited statements from Daurio & Franklin LLP (Chartered Accountants), for the fiscal year beginning 01 December 2011 and ending 30 November 2012; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted audited statements as information; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 agrees that the above-noted audited statements fairly and truly represent MTCC 1170’s financial operations during the fiscal year in question.

James Louttit/Sylvia Furlong — Carried

(b) Setting the Date for AGM 2013:

Resolution 130423R07: AGM and AGM Package

WHEREAS MTCC 1170’s Board of Directors has received and adopted the Corporation’s audited financial statements for 01 December 2011 to 30 November 2012 (inclusive of both dates); THEREFORE,

BE IT RESOLVED the Board of Directors of MTCC 1170 agrees to and/or authorises the following:

- (a) MTCC 1170’s AGM (hereinafter, “AGM 2013”) shall commence at 7:30pm on Thursday 30 May 2013 (with registration beginning one-half hour earlier);

- (b) AGM 2013's information package to owners shall include, *inter alia*, the following items:
 - (i) an information-letter, agenda, proxy-form, and instructions, in the same general format that MTCC 1170 used for AGM 2012; and,
 - (ii) a President's Report, in the same general format that MTCC 1170 used for AGM 2012.
 - (c) any other items and/or procedures that the Management Office deems necessary for facilitating the conduct of AGM 2013.
- Sylvia Furlong/James Louttit — Carried

- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting: 6.30pm on Thursday 23 May 2013.
- 16 Motion for Adjournment

Resolution 130423R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130423R at 7.16pm on Tuesday 23 April 2013.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130423R)

- (A) Residents' Handbook: In progress.
- (B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*.
- (C) Telcos and the Entry-Phone System: Pending



THE METROPOLE

23 May 2013

Minutes of MTCC 1170 Meeting Number 130523R — Held on 23 May 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Sylvia Furlong, James Louttit, and Nives Malara; and, ICC Property Management — Nancy Bijelic

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.50pm.

02 Adoption of Agenda and Additions:

Resolution 130523R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130523R, as presented.
Nives Malara/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130523R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130523R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130423R, as presented.
Sylvia Furlong/James Louttit — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) XX05 Renovation Approval: Before even considering approval of a partition of this Unit's southernmost room, Directors required Management to secure undertakings from the Unit's Owner as regards making no changes in the number of "as built" electrical outlets and as regards making no changes in the Unit's "sleeping areas" and/or "sleeping rooms" as described and/or prescribed in MTCC 1170's Occupancy Standards By-Law.

(ii) Unsafe Cigarette-Disposal: Reacting to complaints about inconsiderate and/or unlawful disposal of lit cigarette butts from some residents' unscreened windows, the Board directed Management to ensure that all Units had intact screens installed. Of equal importance, this directive also reflects the Corporation's general obligation to provide a secure environment for all residents — within and outside individual Units.

(iii) King Street Entrance Canopy — Painting/Restoration: Directors agreed that KS Contracting shall fulfil this requirement to maintain for \$10,550+HST.

- (iv) Financials for 01 December 2012 to 30 April 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130523R03: Receiving Administrative and Security Reports as Information
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for May 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the periods 01 December 2012 to 30 April 2013, and the Front Desk Security Report for the period 09 April 2013 to 09 May 2013.

James Louttit/Sylvia Furlong — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) Equipment-Protection during Electrical Outages: Having considered one quote, Directors asked the President and the General Manager to exchange ideas and conduct further investigations.

- (b) General Aesthetic Remediation/Refurbishment:

Resolution 130523R04: Receiving a Directors' Report as Information

WHEREAS MTCC 1170 has received a Directors' report on eventual refurbishment of some of MTCC 1170's Common Elements (hereinafter, "the Report");
THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 authorises the following actions:

- (a) inclusion of the Report as an attachment to the Minutes for Meeting #130523R; AND,
(b) permission for the Report's presenters to carry out steps described in Section 03 of the Report.

Nives Malara/James Louttit — Carried

- (c) Relocation of a Commercial Owner's Equipment: Given recent outcomes, Management will be pursuing this matter further.

- (d) Proposed Use of a Commercial Unit:

Resolution 130523R05: Receiving a Director's Report as Information

WHEREAS MTCC 1170 has received the President's report (hereinafter, "the Report") on an agreement among MTCC 1170, a commercial Unit's Owner, and the aforementioned commercial Unit's tenant (hereinafter, "the Agreement");
THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's Directors reaffirm their prior e-mailed adoption of the Agreement.

James Louttit/Nives Malara — Carried

(e) Reserve Fund Study: Management indicated that a draft should be available early in the working week commencing 27 May 2013.

(f) Appendix of Pending Items: If information is available in time for Meeting 130523R.

08 Correspondence Requiring Action and/or Response:

(a) Directors agreed that a Unit's very specific request for approval of non-attached floor covering for its balcony did not require the Corporation's approval — in this instance, at least.

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business: None

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting: 6.30pm on Thursday 20 June 2013.

16 Motion for Adjournment

Resolution 130523R06: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130523R at 7.22pm on Thursday 23 May 2013.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130523R)

(A) Residents' Handbook: In progress.

(B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*.

(C) Telcos and the Entry-Phone System: Pending



THE METROPOLE

23 May 2012

Refurbishment of the Common Areas: Report to the BoD — MTCC 1170

01 Background:

- (a) Anticipating an eventual need to begin planning refurbishment of the common areas, the BoD agreed that some Directors could begin researching potential designs and costs. Those Directors then agreed to survey Owners about...
- (i) need for refurbishment; and,
 - (ii) prioritisation of elements for inclusion in any such refurbishment.

02 Survey Results:

- (a) 31.25% of 320 Owners (*ie*, 100 Owners) chose to complete the survey-instrument.
- (b) Of those 100 Owners, 65% agreed that there is a need to refurbish, 14% disagreed, and 21% did not answer that specific question but did complete the balance of the survey.
- (c) In rank-order, prioritisation for refurbishment was the corridors, the lobby, the rooftop lounge, and the 5th floor lounge. Prioritisation within those elements was...
- (i) corridors — carpeting, wall paper, and trim; and,
 - (ii) lobby and the two lounges — furniture and carpeting.
- (d) Regarding time-lines, the majority of the 100 respondents (76%) felt that either 6-12 months or 12+ months would be reasonable.
- (e) As for staging any eventual refurbishment, the survey asked Owners' preferences. Choices included *either* all elements on a few floors at a time; *or*, one element at a time (*eg*, wallpaper) on all floors. A majority, 69%, chose "all elements, a few floors at a time."

03 Next Steps:

- (a) The subcommittee recommends moving forward with the design portion of the project at a cost of not more than \$19,000 + HST. In furtherance thereof, the subcommittee proposes...
- (i) to select a provider to scope the work (in accordance with priorities that Owners identified in their survey-responses) and to provide two design options, costing, and a project time-line for completion of the work; and,
 - (ii) to ensure fiscal responsibility, the Directors who are steering this project shall clearly define and communicate the project's scope to the provider. [*For example, as regards the corridors, lobby, and two lounges, the scope shall comprise only wallpaper, paint, carpet, trim, furniture, and door refreshing. Excluded items shall comprise existing hard finishes (eg, marble, stainless steel, etc), lighting fixtures, door hardware, and the original design elements.*]

Respectfully submitted

"Sylvia Furlong"

Sylvia Furlong – Secretary

"James Louttit"

James Louttit – Treasurer

"Nives Malara"

Nives Malara – Vice-President



THE METROPOLE

20 June 2013

Minutes of MTCC 1170 Meeting Number 130620R — Held on 20 June 2013

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), and Sylvia Furlong; and, ICC Property Management — Nancy Bijelic
- Regrets: James Louttit and Nives Malara
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.45pm.
- 02 Adoption of Agenda and Additions:
Resolution 130620R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130620R, as presented.
Sylvia Furlong/Scott Froebe — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130620R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 130620R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130523R, as presented.
Scott Froebe/Sylvia Furlong — Carried
- 05 Administrative and Security Reports:
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.
(i) Sundry Policies and/or Protocols Suggested by ICC: Directors agreed to examine these suggestions' congruency with, and/or duplication of, MTCC 1170's current governing documents. Directors also agreed to consider jurisdictional and contractual issues — *inter alia*, as regards condominiums that employ contractors, rather than directly employing staff.
(ii) Financials for 01 December 2012 to 31 May 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 130620R03: Receiving Administrative and Security Reports as Information
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management

Office's Administrative Report for June 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the periods 01 December 2012 to 31 May 2013, and the Front Desk Security Report for the period 09 May 2013 to 10 June 2013.

Sylvia Furlong/Scott Froebe — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: The Committee has scheduled additional meetings — with inclusion of Owners who expressed interest during AGM 2013.
- (b) Relocation of a Commercial Owner's Equipment: The Owner has indicated that relocation should be occurring within a fortnight. Management will pursue this matter.
- (c) Reserve Fund Study: Directors deferred the motion to adopt — reflecting their consideration of the General Manager's and the President's analyses, and pending Management's inquiries about data that drive the calculation of the contribution table.
- (d) Appendix of Pending Items: If information is available in time for Meeting 130620R.

08 Correspondence Requiring Action and/or Response:

- (a) Directors affirmed their agreement with the President's procedural response to a XX16 Unit's initial requests. Directors then affirmed their agreement with Management's decision to seek Corporate Legal Counsel's advice regarding the aforementioned Unit's subsequent requests.

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) Update to MTCC 1170's Insurance Appraisal/Valuation:

Resolution 130620R04: Receiving an Insurance Appraisal as Information

WHEREAS MTCC 1170 has received American Appraisals' report on the insurable value of MTCC 1170's building and machinery (hereinafter, "the Report"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 authorises the following actions:

- (a) transmission of the Report to MTCC 1170's insurance broker and to its insurance underwriter; AND,
- (b) use of the Report's information as the basis for deciding the extent of insurance coverage that MTCC 1170 will acquire on an ongoing annual basis.

Scott Froebe/Sylvia Furlong — Carried

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting: 6.30pm on Thursday 25 July 2013.

16 Motion for Adjournment

Resolution 130620R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130620R at 7.03pm on Thursday 20 June 2013.

Sylvia Furlong/Scott Froebe — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130620R)

- (A) Residents’ Handbook: In progress.
- (B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*: Pending
- (C) Telcos and the Entry-Phone System: Pending
- (D) Equipment-Protection during Interruptions in Electrical Service: Pending
- (E) Owners’ Suggestions during AGM 2013: Pending

Adopted at Meeting #130725R



THE METROPOLE

01 August 2013

Minutes of MTCC 1170 Meeting Number 130725R — Held on 25 July 2013

- Present: Board — Keith Bricknell, Sylvia Furlong, James Louttit, and Nives Malara; and, ICC Property Management — Nancy Bijelic
- Regrets: Scott Froebe
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.39pm.
- 02 Adoption of Agenda and Additions:
Resolution 130725R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130725R, as presented.
Nives Malara/Sylvia Furlong — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130725R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 130725R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130620R, as presented.
James Louttit/Nives Malara — Carried
- 05 Administrative and Security Reports:
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.
(i) Reserve Fund Study — 2013 to 2016:
Resolution 130725R03: Adopting the Reserve Fund Plan
WHEREAS MTCC 1170's Board of Directors has received its 2013 Reserve Fund Study Update from Building Sciences; THEREFORE,
BE IT RESOLVED that the Board of Directors of MTCC 1170 adopts the 2013 Reserve Fund Study Update that Building Sciences has proposed; AND, FURTHER,
Be It Resolved that the Board of Directors of MTCC 1170 approves, as its Reserve Fund Plan, the annual contributions described, *inter alia*, in Table 4 of Building Sciences' 2013 Reserve Fund Study Update.
James Louttit/Sylvia Furlong — Carried
(ii) Financials for 01 December 2012 to 30 June 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 130725R04: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for July 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the periods 01 December 2012 to 30 June 2013, and the Front Desk Security Report for the period 11 June 2013 to 08 July 2013.

James Louttit/Sylvia Furlong — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: The Committee has met with Owners who expressed interest during and/or shortly after AGM 2013, and the Committee continues to work with designers.
- (b) Relocation of a Commercial Owner's Equipment: Directors agreed that Management should seek additional professional advice on this matter.
- (c) Appendix of Pending Items: If information is available in time for Meeting 130725R.

08 Correspondence Requiring Action and/or Response:

- (a) Directors reaffirmed their prior e-mailed agreement with Management's and Corporate Legal Counsel's resolution of Security Incident #2013-05/06-44.

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) Non-Resident's Request to Establish a Business: Having examined promotional materials from a company seeking permission to establish a business in MTCC 1170's Common Elements, Directors denied permission.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting: 6.30pm on Wednesday 28 August 2013.

16 Motion for Adjournment

Resolution 130725R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130725R at 7.19pm on Thursday 25 July 2013.

Sylvia Furlong/Scott Froebe — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130725R)

- (A) Residents' Handbook: In progress.
- (B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*: Pending
- (C) Telcos and the Entry-Phone System: Pending
- (D) Equipment-Protection during Interruptions in Electrical Service: Pending
- (E) Owners' Suggestions during AGM 2013: Pending

Adopted at Meeting #130828R



THE METROPOLE

28 August 2013

Minutes of MTCC 1170 Meeting Number 130828R — Held on 28 August 2013

Present: Board — Keith Bricknell, Sylvia Furlong, and James Louttit (electronic attendance); and, ICC Property Management — Nancy Bijelic

Regrets: Scott Froebe and Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.46pm.

02 Adoption of Agenda and Additions:

Resolution 130828R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130828R, as presented.
Sylvia Furlong/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130828R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130828R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130725R, as presented.
James Louttit/Sylvia Furlong — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) Fire Safety Deficiencies: After discussing competing bids, Directors agreed that Regional Fire and Security Systems of Bradford ON shall perform remediation; namely, fire alarm deficiencies (\$5,062.40+tax), sprinkler deficiencies (\$2,128.92+tax), and fire extinguisher deficiency (\$150.29+tax).

(ii) Financials for 01 December 2012 to 31 July 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130828R03: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for August 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 31 July 2013, and the Front Desk Security Report for the period 09 July 2013 to 12 August 2013.

Sylvia Furlong/James Louttit — Carried

- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:
- (a) General Aesthetic Remediation/Refurbishment: The Committee, including Owners who expressed interest during and/or shortly after AGM 2013, will be meeting again in mid-September 2013. Subsequently, with ample notice, presentations to Owners will occur.
 - (b) Relocation of a Commercial Owner's Equipment: Directors agreed that Management should pursue and report on a contractor's suggestions about possible alternative arrangements beneficial to all parties.
 - (c) Appendix of Pending Items: If information is available in time for Meeting 130828R.
- 08 Correspondence Requiring Action and/or Response: None
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:
- (a) Lower Parking Garage — Ingress/Egress Lanes: The Treasurer reported on investigations of lanes' directions when the building was a finance tower (when vehicles were longer/wider). The current configuration replicates the prior one; thus, no excuse exists for residents to misuse or "transpose" lanes in an era when vehicles are shorter/narrower.
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting: 6.30pm on Thursday 26 September 2013.
- 16 Motion for Adjournment

Resolution 130828R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130828R at 7.02pm on Wednesday 28 August 2013.

James Louttit/Sylvia Furlong — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130828R)

- (A) Residents' Handbook: In progress.
- (B) Investigating a by-law pertaining to Section 105(3) of the *Condominium Act*: Pending
- (C) Telcos and the Entry-Phone System: Pending
- (D) Equipment-Protection during Interruptions in Electrical Service: Pending
- (E) Owners' Suggestions during AGM 2013: Pending



THE METROPOLE

26 September 2013

Minutes of MTCC 1170 Meeting Number 130926R — Held on 26 September 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance) Sylvia Furlong, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.46pm.

02 Adoption of Agenda and Additions:

Resolution 130926R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 130926R, as presented.
Scott Froebe/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #130926R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 130926R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130828R, as presented.
James Louttit/Sylvia Furlong — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

- (i) Entrance Canopy — Metal Painting: The Board rescinded its directions to Management in Section 05(a)(iii) of the Minutes for Regular Meeting 130523R and issued new directions; namely, that CPL shall undertake the work for \$10,444 (inclusive of the permit allowance, but exclusive of a \$1,000 contingency fee and exclusive of \$600 *per diem* for a mandatory TPS pay-duty officer).
- (ii) Table Tennis Set — 5th Floor Lounge: Responding to residents' requests, the Board directed Management to acquire a \$489 table tennis set for use in the 5th Floor Lounge, and to establish procedures for its safe storage and deployment.
- (iii) Office Hours: On a six-month trial basis, the Board agreed to Management's suggestion to amend office hours *from* 08.30am-4.30pm *to* 08.00am-4.00pm.
- (iv) By-Law Suggestions: Please refer to Section 07(c) of this Agenda.

- (v) Financials for 01 December 2012 to 31 August 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 130926R03: Receiving Administrative and Security Reports as Information
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for September 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 31 August 2013, and the Front Desk Security Report for the period 12 August 2013 to 10 September 2013.

Sylvia Furlong/James Louttit — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: The Corporate Secretary and Management reported briefly on the Committee's last meeting (16 September 2013) with a contractor. The meeting comprised discussion of preliminary design concepts, further examination of product-brochures, and discussions of concepts implemented in other buildings. Subsequent meetings will allow the Committee to begin focussing on designs for presentation the whole Board; thereafter, for presentation to Owners for their consideration and input.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Having received a contractor's suggestions about possible alternative arrangements beneficial to all parties, Directors agreed that Management should seek an engineering opinion and initiate discussions with the commercial owner.
- (c) Recommendations *re* By-Laws — Insurance and Standard Unit: Management recommended that MTCC 1170 should initiate work on an insurance by-law and resume work on a standard unit by-law. Directors agreed that the President and the Corporate Secretary should work with Management and Corporate Legal Counsel on both by-laws.
- (d) Appendix of Pending Items: If information is available in time for Meeting 130926R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) The Board identified criteria for Management to prohibit misfeasors from using and/or having access to the Common Elements and directed Management to issue prohibitions based on those criteria.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD — reflecting Fiscal 2013-14's Budget-preparations.

14 Next Special Meeting: TBD — reflecting Fiscal 2013-14's Budget-preparations.

15 Date of the Next Regular Meeting: 6.30pm on Thursday 24 October 2013.

16 Motion for Adjournment

Resolution 130926R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 130926R at 7.26pm on Thursday 26 September 2013.

Scott Froebe/Sylvia Furlong — Carried

“Keith Bricknell”

“Sylvia Furlong”

President: Keith Bricknell

Secretary: Sylvia Furlong

Appendix: Pending Items (not discussed during Meeting 130926R)

- (A) Residents’ Handbook: In progress.
- (B) Telcos and the Entry-Phone System: Pending
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending
- (D) Owners’ Suggestions during AGM 2013: Pending

Adopted at Meeting #130926R



THE METROPOLE

24 October 2013

Minutes of MTCC 1170 Meeting Number 131024R — Held on 24 October 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance) Sylvia Furlong, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 7.00pm.

02 Adoption of Agenda and Additions:

Resolution 131024R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 131024R, as presented.

James Louttit/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #131024R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 131024R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 130926R, as presented.

Sylvia Furlong/James Louttit — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) Entrance Canopy — Metal Painting: Because of the necessity to re-award the contract for this work, and because of issues with arranging permits and a paid duty TPS presence, work could not have begun until late October or early November (and the onset of weather incompatible with metal-painting). Thus, the contractor recommended deferral until May 2014 and agreed to honour current pricing. Directors accepted the contractor's recommendations and pricing.

(ii) Financials for 01 December 2012 to 30 September 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 131024R03: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for October 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 30 September 2013, and the Front Desk Security Report for the period 10 September 2013 to 07 October 2013.

Scott Froebe/Sylvia Furlong — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: On 28 October 2013, the Committee will meet with design professionals to review preliminary concepts for corridors' carpeting and wall-coverings.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits the written report resulting from Building Sciences' visit to the building and review of a contractor's suggestions.
- (c) Owners' Suggestions during AGM 2013 — Providing Wi-Fi Access in Common Elements such as the Lobby, Lounges, and/or Recreational Areas:
 - (i) Before refusing this suggestion, Directors spent considerable time conducting research, exchanging e-mails, and considering legal, technical/logistical, and administrative issues.
 - o Liability: If MTCC 1170 were to accept a role as "provider" of Wi-Fi access, MTCC 1170 would also have to anticipate potential legal liability for issues such as illegal downloads, visitation of inappropriate sites, and users' inconvenience/losses that *might* be attributable to unreliable connections.
 - o Technology and Cost: Consumption of bandwidth varies extremely. Directors' inquiries indicate that some of MTCC 1170's residents consume a relatively modest 20-60GB of "traffic" per month. Others generate a whopping 150-200GB per month. Extrapolating from those data, even if uptake were to comprise only "occasional" or "casual" users of CE-based Wi-Fi, Directors identified three issues. First, there is the considerable subscription-cost of providing unlimited, high quality, high-speed, complaint-free access. Second, there is the equity-related issue of installing "choking" technology necessary for rationing available bandwidth among/between prudent and excessive users. Third, there is the amount of management time that would inevitably be necessary for administering the system.
 - o Necessity: Ubiquitous mobile telephones and/or "smartphones" are already capable of being mobile Wi-Fi "hotspots". Thus, the very few Owners who do need/want to use Wi-Fi connections in the aforementioned Common Elements have ample alternatives via their own providers.
 - (d) Appendix of Pending Items: If information is available in time for Meeting 131024R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) Budget for Fiscal 2013-2014:

Resolution 131024R04: Authorising Transfer from Operating Surplus to Reserve

WHEREAS market-uncertainties preclude MTCC 1170 (and all other bulk-billed condominiums) from budgeting precisely for utility-costs; AND,

WHEREAS MTCC 1170 wishes to give its unit-owners a reasonable time-frame in which to make adjustments for inevitable and unpredictable increases in utility costs; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises the following actions and/or sets the following conditions, applicable only to the fiscal year beginning 01 December 2013 and ending 30 November 2014, inclusive of both dates (hereinafter, "Fiscal 2013-2014"):

01 MTCC 1170's Directors prefer that the Corporation's accumulated operating surplus should remain at no less than 3.5% of the Total Budget (Operating Budget plus Reserve Fund Contribution);

02 if Fiscal 2013-2014's utility costs exceed relevant budget line(s), MTCC 1170 shall use the difference between Section 01 (above) and Accumulated Surplus to attempt defraying only those increased costs that are attributable to higher utility rates per unit of consumption (*inter alia*, kilowatt-hours of electricity, cubic metres of gas, *etc*); AND,

03 as and when funds described in Section 02 (above) are insufficient to cover any and/or all costs of utility-consumption, MTCC 1170 shall order a Special Assessment to defray the above-noted shortfall(s); AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise the transfer of \$87,393.00 from the Accumulated Surplus to the Reserve Fund, effective no earlier than 01 December 2013 and no later than 01 January 2014, to reduce Owners' Reserve Fund Contributions for Fiscal 2013-2014.

James Louttit/Sylvia Furlong — Carried

Resolution 131024R05: Approving the Budget for Fiscal 2013-2014

WHEREAS the *Condominium Act* and *Regulations* require condominiums' boards to assume sole responsibility for passing annual budgets; AND,

WHEREAS the Board of Directors of Metropolitan Toronto Condominium Corporation Number 1170 has received, examined, and discussed recommendations from ICC Property Management's personnel; THEREFORE,

BE IT RESOLVED that the Board of Directors of Metropolitan Condominium Corporation Number 1170 authorises the following budget for 01 December 2013 to 30 November 2014 (inclusive of both dates):

(a) an Operating Budget of \$1,862,182.00; and,

(b) a net Reserve Fund Contribution of \$276,748.00; AND, FURTHER,

BE IT RESOLVED that that the Board of Directors of Metropolitan Condominium Corporation authorises the Treasurer, the General Manager, or the President, or any of them, to append materials to distribution-copies of the above-noted Budget, explaining the Budget *per se*, and/or any circumstances that might

give rise to a Special Assessment during the above-noted Budget's operating period.

James Louttit/Sylvia Furlong — Carried

(b) Reconstituting *Ad Hoc* Committees and Reappointing Chairs:

- (i) Children's Aid Society Toy Drive: Directors agreed that the Vice President should continue as Chair of this committee, and thanked her in advance for her involvement.
- (ii) MTCC 1170 Staff Fund: Directors agreed that Mrs Margaret Bricknell should continue as Chair of this committee, and thanked her in advance for her involvement.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting: 6.30pm on Thursday 28 November 2013.

16 Motion for Adjournment

Resolution 131024R06: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 131024R at 7.18pm on Thursday 24 October 2013.

Scott Froebe/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"James Louttit"

Acting Secretary: "James Louttit"

Appendix: Pending Items (not discussed during Meeting 131024R)

- (A) Residents' Handbook: In progress.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Owners' Suggestions during AGM 2013: Partly pending.
- (E) Standard Unit and Insurance By-Laws: In progress.



THE METROPOLE

28 November 2013

Minutes of MTCC 1170 Meeting Number 131128R — Held on 28 November 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Nives Malara, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Sylvia Furlong

01 Call to Order: Keith Bricknell called the meeting to order at 6.35pm.

02 Adoption of Agenda and Additions:

Resolution 131128R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 131128R, as presented.

Scott Froebe/Nives Malara — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: James Louttit graciously accepted appointment as Corporate Secretary for the duration of Meeting #131128R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 131128R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 131024R, as presented.

Nives Malara/Scott Froebe — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) HVAC Remediation List: Following Management's recommendations, Directors authorised the remedial work described in Appendix One of these Minutes.

(ii) Expansion of the HVAC Contract: See Section 11(a) of these Minutes.

(iii) Chemical Window Cleaning: For the next scheduled window cleaning, Directors approved paying additionally for a one-off use of mild chemicals to remove persistent stains from prior deposition of airborne limestone particles and other pollution. Additionally, given the demolition and construction occurring south of MTCC 1170 (with possible increases in airborne issues noted above), Directors asked Management to investigate methods of establishing a baseline condition of MTCC 1170's windows and metal panels — to facilitate post-construction comparisons and any actions dependent, *inter alia*, thereupon.

- (iv) Roof Anchor System: See Section 11(b) of these Minutes.
- (v) P1 Air Extraction: See Section 07(b) of these Minutes.
- (vi) Financials for 01 December 2012 to 31 October 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 131128R03: Receiving Administrative and Security Reports as Information
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management Office's Administrative Report for November 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 31 October 2013, and the Front Desk Security Report for the period 08 October 2013 to 10 November 2013.
James Louttit/Nives Malara — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) The Vice President reported that the Committee had met with Trican for initial discussions about prospective carpeting and wall coverings. Whilst updating the Board, the Vice President praised her colleagues on the Committee for their focus and over-all task-orientation. Further Committee meetings will occur early in 2014.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management has advised the commercial Owner to comply with engineers' recommendations and the Owner has agreed, subject to receiving advice about legal obligations. In furtherance thereof, Management will ask Corporate Legal Counsel to prepare documentation, with costs thereof attributable to the Owner.
- (c) Appendix of Pending Items: If information is available in time for Meeting 131128R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) Winter Carpeting — Main Lobby: The President offered advice about optimal angular placement and/or lateral relocation of the westernmost north-south "runner" (the "runner" leading directly to the elevator lobby). Additionally, he commented hypothetically about alternative lobby configurations that would improve the line-of-sight from the Security Desk, as well as facilitating the flow of pedestrian traffic to and from the western King Street doors. Directors agreed that either of the President's suggestions/comments would eliminate the necessity for a currently troublesome triangular piece of winter carpeting. In the meantime, though, with aesthetic refurbishment pending, the entire Board agreed simply to replace the existing triangular piece with one that would adhere properly to the underlying marble and fulfil expectations of winter carpeting.

- (b) Expansion of the HVAC Contract:

Resolution 131128R04: Amending Resolution 130328R03

WHEREAS the Corporation's Property Manager has noted items not included in the HVAC maintenance contract when it devolved to Ambient Mechanical; THEREFORE,

BE IT RESOLVED that MTCC 1170 shall purchase Ambient Mechanical's coverage of the omitted items for additional annual costs described below.

Year 2: 01 December 2013 to 30 November 2014 — \$1,550.00 + HST;

Year 3: 01 December 2014 to 30 November 2015 — \$1,581.00 + HST;

Year 4: 01 December 2015 to 30 November 2016 — \$1,612.00 + HST;

AND,

Year 5: 01 December 2016 to 30 November 2017 — \$1,644.00 + HST.

James Louttit/Nives Malara — Carried

(c) Roof Anchor System:

Resolution 131128R05: Awarding a Roof Anchors' Inspection and Testing Contract

WHEREAS all condominium buildings must comply with Occupational Health and Safety Act RRO 1990, Regulation 859 ("Window Cleaning") and with CAN/CSA Z271-10 clause 9.4.3 (b) (quinquennial testing of roof anchors' adhesive expansion fasteners); THEREFORE,

BE IT RESOLVED that MTCC 1170 shall employ Pro-Bel Safety Systems to provide the following services from 01 December 2013 to 30 November 2018, inclusive of both dates:

(a) inspect and certify all roof anchors once per year for \$300.00 per year (plus applicable taxes);

(b) test and certify all roof anchors' adhesive expansion fasteners in 2014 (on or before the quinquennial anniversary date that the Corporation's Property Manager shall determine) for \$1,095.00 (plus applicable taxes).

Scott Froebe/Nives Malara — Carried

(d) St Lawrence Neighbourhood Association — Membership Renewal:

James Louttit assumed the Chair.

Resolution 131128R06: Renewal of Membership in the SLNA

WHEREAS MTCC 1170 wishes, on behalf of its unit-owners, to continue maximising its ability to influence political and/or public policy decisions affecting the Corporation; AND,

WHEREAS MTCC 1170 believes that the St Lawrence Neighbourhood Association could have potential for fulfilling MTCC 1170's above-noted objectives; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises MTCC 1170's renewal of its membership in the St Lawrence Neighbourhood Association for 2014, together with payment of membership fees applicable thereto; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's delegates to the St Lawrence Neighbourhood Association shall be any three members of the Board of Directors and/or any three volunteers that the Board designates.

Keith Bricknell/Nives Malara — Carried

Keith Bricknell resumed the Chair.

- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting(s):
 - (a) Regular Meeting #131217R: 6.30pm on Tuesday 17 December 2013.
 - (b) Regular Meeting #140123R (tentative date): 6.30pm on Thursday 23 January 2014

16 Motion for Adjournment

Resolution 131128R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 131128R at 7.06pm on Thursday 28 November 2013.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“James Louttit”

Acting Secretary: James Louttit

Appendix: Pending Items (not discussed during Meeting 131128R)

- (A) Residents’ Handbook: In progress.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Owners’ Suggestions during AGM 2013: Partly pending.
- (E) Standard Unit and Insurance By-Laws: In progress.

Location	Device	Component &/or Service	Cost
Boiler Room	Condenser Pump	Cuno Filter and Fittings	\$ 752.00
Chiller Room	Fan Coil Unit	Fan Motor	\$ 856.00
Rooftop	Condenser and Evaporator Coils	Pressure Washing	\$ 1 586.00
Garbage Room	DX Air Conditioning Unit	Leak test and Replenishment	\$ 1 680.00
Compactor Room	Heater	Thermostat	\$ 484.00
P2	Main Building Loop Pump	Top Bearing	\$ 622.00
Chiller Room	SCBA	Remove Redundant Equipment	\$ -
Upper Floors	Make-Up Air Unit	Low Ambient Control	\$ 644.00
Upper Floors	Make-Up Air Unit	Monitor Noisy 2nd Stage Compressor	\$ -
Chiller Room	Refrigerant Monitoring System	Refrigerant Monitor and Sensor, etc	\$ 7 795.00
		Pre-Tax Total	\$ 14 419.00
		HST	\$ 1 874.47
		Grand Total	\$ 16 293.47



THE METROPOLE

17 December 2013

Minutes of MTCC 1170 Meeting Number 131217R — Held on 17 December 2013

Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Nives Malara, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Sylvia Furlong

01 Call to Order: Keith Bricknell called the meeting to order at 6.48pm.

02 Adoption of Agenda and Additions:

Resolution 131217R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 131217R, as presented.

Scott Froebe/Nives Malara — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: James Louttit graciously accepted appointment as Corporate Secretary for the duration of Meeting #131217R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 131217R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 131128R, as presented.

Nives Malara/James Louttit — Carried

05 Administrative and Security Reports:

(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.

(i) Revised HVAC Contract (Circulated to Directors as Information): Dealt with via Resolution #131128R04.

(ii) Third Party Report: Please refer to Section 11(a) of these Minutes.

(iii) Snow Clearing Contract: Please refer to Section 11(b) of these Minutes.

(iv) Insurance Renewal: Please refer to Section 11(c) of these Minutes.

(v) Financials for 01 December 2012 to 30 November 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 131217R03: Receiving Administrative and Security Reports as Information

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the MTCC 1170 Management

Office's Administrative Report for December 2013, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2012 to 30 November 2013, and the Front Desk Security Report for the period 11 November 2013 to 08 December 2013.

James Louttit/Scott Froebe — Carried

07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: The Vice President deferred commentary pending the meeting scheduled for 20 January 2014.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits Corporate Legal Counsel's preparation of documents.
- (c) Appendix of Pending Items: If information is available in time for Meeting 131217R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) 5th Floor Lounge: Directors asked Management to prepare a first draft of revised rules for rentals of the facility. Additionally, Directors authorised Management to set restrictions and/or conditions for a specific Unit's further rental of the facility.

(b) Third Party Report:

Resolution 131217R04: Receiving a Third Party Report as Information

WHEREAS the developers of the 88 Scott Street site have commissioned and received a third party's pre-condition survey of MTCC 1170 ("the survey") and have provided a copy of the survey to MTCC 1170; THEREFORE,

BE IT RESOLVED that MTCC 1170 receives the survey as information; that is, without prejudice to MTCC 1170.

Scott Froebe/Nives Malara — Carried

(c) Snow Clearing Contract:

Resolution 131217R05: Receiving a Third Party Report as Information

WHEREAS Chapter 629 and, *inter alia*, Chapter 719 of the City of Toronto's Municipal Code require property owners to remove snow from footpaths (*aka* "sidewalks") adjacent to their properties; THEREFORE,

BE IT RESOLVED that MTCC 1170 awards its snow clearing contract to M&G Maintenance for \$850.00 per month (plus taxes) for the period 01 November 2013 to 31 March 2014.

Nives Malara/James Louttit — Carried

(d) Renewal of Insurance Policies:

Resolution 131217R06: Renewing Building and Boiler/Machinery Insurance Policies

WHEREAS Paisley Manor Insurance Brokers have submitted an insurance renewal quotation ("the Quotation") for providing building, boiler, and machinery coverage to MTCC 1170; AND,

WHEREAS the Quotation includes the following terms:
01 Royal & Sun Alliance Insurance Company of Canada's coverage of building and Corporate-owned contents at \$115,000,000.00 (reflecting this underwriter's reliance on MTCC 1170's most recent insurance appraisal); and,
02 Royal & Sun Alliance Insurance Company of Canada's per-incident coverage of boiler and machinery at \$115,000,000.00 (reflecting this underwriter's reliance on MTCC 1170's most recent insurance appraisal); THEREFORE,
BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise payment of \$49,600.00 (plus taxes) to Paisley Manor Insurance Brokers for the building insurance premium; AND, FURTHER,
BE IT RESOLVED that the Board of Directors of MTCC authorise payment of \$3,968.00 (plus taxes) to Paisley Manor Insurance Brokers for the boiler and machinery insurance premium.

James Louttit/Scott Froebe — Carried

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #140123R: 6.30pm on Thursday 23 January 2014

16 Motion for Adjournment

Resolution 131217R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 131217R at 7.01pm on Tuesday 17 December 2013.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“James Louttit”

Acting Secretary: James Louttit

Appendix: Pending Items (not discussed during Meeting 131217R)

- (A) Residents' Handbook: In progress.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Owners' Suggestions during AGM 2013: Partly pending.
- (E) Standard Unit and Insurance By-Laws: In progress.