



THE METROPOLE

26 March 2020

Minutes of MTCC 1170 Meeting Number 200326R — Held on 26 March 2020

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

Regrets: None

- 01 Call to Order: Keith Bricknell called the meeting to order at 1829h.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:
Resolution 200326R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 200326R, as presented.
Sheila Sproule/James Louttit — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #200326R, as all corporate officers were present.
(b) Ensuring Availability of Onsite Signing Officers: Until further notice, James Louttit graciously agreed to be Corporate Secretary and Sheila Sproule equally graciously agreed to be Vice President. There are no changes to other officers' assignments.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 200326R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 200227R, as presented.
Scott Froebe/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) Audited Financial Statements: Please refer to Sections 11(a) of these Minutes
(ii) GermGuard™ Services: Please refer to Section 11(b) of these Minutes.
(iii) Lobby's and Lounges' Furniture: Please refer to Section 07(a) of these Minutes.
(iv) Main Lobby's Carpeting: Please refer to Section 11(c) of these Minutes.
(v) Amendment of a Prior Resolution: Please refer to Section 11(d) of these Minutes.
(vi) Swimming Pool Maintenance: Please refer to Section 11(e) of these Minutes.
(vii) Semi-Annual Fancoil Maintenance: Please refer to Section 11(f) of these Minutes.

- (viii) Sundry Reports: Directors commented briefly on the Administrative, and/or Security Reports encompassed in Section 06 of these Minutes.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 200326R03: 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 2020, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2019 to 29 February 2020, and the Front Desk Security Report for the period 05 February 2020 to 04 March 2020.

Nives Malara/Sheila Sproule — Carried

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

- (a) Lobby Refurbishment — Furniture and Carpeting: Management supplied additional information and quotes. Given the logistics of completing work during the COVID-19 pandemic, Directors agreed to continue exchanging ideas by email, and to attempt closure of this file sometime during the summer of 2020.

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) Audited Financial Statements:

Resolution 200326R04: Accepting the Auditor's Report

WHEREAS the Board of Directors of MTCC 1170 has received MTCC 1170's audited statements from Rapkin Wein LLP, for the fiscal year beginning 01 December 2018 and ending 30 November 2019; 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.

Nives Malara/Sheila Sproule — Carried

- (b) GermGuard Services:

Resolution 200326R05: Confirming GermGuard's Prior Treatment of Touch-Areas

WHEREAS MTCC 1170 wishes to provide as many safeguards as possible during the COVID-19 pandemic; AND,

WHEREAS civic entities such as the TTC are also deploying similar safeguards for touch-areas; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 confirms GermGuard's treatment of MTCC 1170's touch-areas for \$5,500.00, incl HST; AND, FURTHER,

BE IT RESOLVED that payment for the aforementioned measures shall be from the Operating Fund.

James Louttit/Scott Froebe — Carried

(c) Main Lobby's Carpeting:

Resolution 200326R06: Main Lobby's Permanent and Seasonal Carpeting

WHEREAS MTCC 1170's Main Lobby and Lounges were within the scope of the overall aesthetic refurbishment project; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises the purchase of carpeting described hereunder:

- (a) Permanent Carpeting — Supplied by TriCan for \$9,625.00+HST; AND,
 - (b) Seasonal Carpeting — Supplied by TriCan for \$7,050.00+HST; AND,
- FURTHER,

BE IT RESOLVED that payment (and applicable taxes) for the aforementioned replacements shall be from the Reserve Fund.

James Louttit/Nives Malara — Carried

(d) Amendment of a Prior Resolution:

Resolution 200326R07: Amending Resolution Number 200227R

BE IT RESOLVED that MTCC 1170 amends the amount for Regional Fire's services from \$38,195.00+HST to \$38,675.00+HST; AND, FURTHER,

BE IT RESOLVED that payment (and applicable taxes) for the amended amount shall be from the Reserve Fund.

Sheila Sproule/Scott Froebe — Carried

(e) Swimming Pool Maintenance:

Resolution 200326R08: Authorising Swimming Pool Maintenance

WHEREAS MTCC 1170's swimming pool requires routine maintenance; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises PPL Aquatic, Fitness & Spa Group Inc to perform maintenance described hereunder:

- (a) filter servicing for \$1,840.00+HST; AND,
 - (b) sensor probes and flow switch replacements for \$2,093.00+HST; AND,
- FURTHER,

BE IT RESOLVED that payment (and applicable taxes) for item (a) shall be from the Operating Funds and for item (b) from the Reserve Fund.

Scott Froebe/James Louttit — Carried

(f) Semi-Annual Fancoil Maintenance: Given the issues surrounding the COVID-19 pandemic, Directors and Management agreed to defer this maintenance until further notice.

(g) Affirmation of Emails and Safety-Related Expenses: Directors affirmed their prior emailed agreement to newsletters and/or circulars already issued. Directors also affirmed their consent to Management's prior purchases of safety-equipment relevant to COVID-19. Finally, Directors gave Management leeway for ongoing acquisition of such equipment, subject only to timely emailed notification thereof

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) Special Meeting #200414S: 1800h on Tuesday 14 April 2020.

(b) Regular Meeting #200423R: 1800h on Thursday 23 April 2020.

16 Motion for Adjournment

Resolution 200326R09: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 200326R at 1849h on Thursday 26 March 2020.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“James Louttit”

Secretary: James Louttit

Adopted at Meeting #200414S