



THE METROPOLE

14 April 2020

Minutes of MTCC 1170 Meeting Number 200414S — Held on 14 April 2020

Present: Board — Keith Bricknell, Scott Froebe, James Louttit, Nives Malara, and Sheila Sproule (*all attendees, including ICC, via GoToMeeting*); and,
ICC Property Management: Nancy Bijelic

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 1824h.

02 Waiver of Notice for a Special Meeting: Unnecessary, as Directors received notice on 26 March 2020.

03 Adoption of the Agenda:

Resolution 200414S01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 200414S, as presented.

James Louttit/Scott Froebe — Carried

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 200414S02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 200326R, as presented.

Sheila Sproule/Nives Malara — Carried

05 New and/or Urgent Business:

(a) Procedural Amendment of a Prior Resolution:

Resolution 200414S03: Amending Resolution 040825R10 [25 August 2004]

WHEREAS Ontario's social distancing expectations, *vis à vis* COVID-19, have precluded MTCC 1170's signing officers from manually signing cheques payable to MTCC 1170's suppliers and/or service-providers; THEREFORE,

BE IT RESOLVED that MTCC 1170 shall vary Resolution 040825R10 by employing Yardi Systems Canada to affix signing officers' signatures electronically to the cheques payable to MTCC 1170's suppliers and/or service-providers, subject to two (2) of the aforementioned signing officers' prior electronic review of, and joint consent to, any and all such payments and/or electronic signings.

Nives Malara/Sheila Sproule — Carried

(b) Front-Line Service Personnel's COVID-19 Top-Up: The Board agreed to service-contractors' suggested COVID-19 (*ie*, "temporary") top-ups for Security, Cleaners, and Superintendent-staff. Such top-ups recognise risks inherent in these workers' inability to work remotely. (*Since office staff can work remotely, they are ineligible for the top-up.*)

(c) AGM 2020 and the AGM 2020 Information Package:

Sheila Sproule assumed the Chair.

Resolution 200414S04: Motion for an AGM and AGM Package

WHEREAS MTCC 1170's Board of Directors has received and adopted the Corporation's audited financial statements for 01 December 2018 to 30 November 2019 (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 2020") shall commence *at a date to be determined in consultation with Corporate Legal Counsel and ICC, having due regard for any and all governmental expectations of social distancing and personal safety during the current COVID-19 pandemic*;
- (b) AGM 2020'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 2019, but amended, as might be necessary, to reflect recent changes in the *Condominium Act*; AND,
 - (ii) a President's Report, in the same general format that MTCC 1170 used for AGM 2019.
- (c) any other items and/or procedures that the Management Office deems necessary for facilitating the conduct of AGM 2020.

Keith Bricknell/James Louttit — Carried

Keith Bricknell resumed the Chair.

- (d) Temporary Suspension of Elevators' Refurbishment: Management reported on aspects of social distancing that could affect technicians' ability to continue with refurbishment. Refurbished Elevator #1 has passed the TSSA's inspection and needs only to be integrated with the central control system. If work were to begin on Elevator #2, and mandatory work-suspension were to occur, MTCC 1170 would have only two operational "tower" elevators — but no benefit of ongoing refurbishment. Thus, the Board agreed with Management's recommendation to put refurbishment in abeyance. Three "tower" elevators should be available until refurbishment can resume under predictable conditions.

06 Date of the Next Regular Meeting(s):

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

07 Motion for Adjournment

Resolution 200414S05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 200414S at 1830h on Tuesday 14 April 2020.

Scott Froebe/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"James Louttit"

Secretary: James Louttit