



## THE METROPOLE

22 October 2020

### Minutes of MTCC 1170 Meeting Number 201022R — Held on 22 October 2020

Present: Board — Keith Bricknell, Scott Froebe, James Louttit, and Sheila Sproule  
(all by Zoom).

Regrets: Nives Malara

Excused: ICC Property Management

01 Call to Order: Keith Bricknell called the meeting to order at 1810h.

02 Waiver of Notice, and/or Adoption of Agenda and Additions:

Resolution 201022R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 201022R, as presented.

Scott Froebe/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #201022R.

(b) Reassignments of Officers' Duties: Directors agreed to James Louttit's resumption of the Vice-Presidency and Sheila Sproule's resumption of the Corporate Secretaryship.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 201022R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 200917R, as presented.

James Louttit/Nives Malara — Carried

05 Administrative and Security Reports:

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

(i) Emergency Generator Contract: Please refer to Section 11(c) of these Minutes.

(ii) Annual Fire Inspection: Please refer to Section 11(d) of these Minutes.

(iii) East King St Door: Please refer to Section 11(e) of these Minutes.

(iv) 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 201022R03: 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 2020, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2019 to 31 August 2020, and the Front Desk Security Report for the period 04 September 2020 to 03 October 2020.

Nives Malara/James Louttit — Carried

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

(a) In-Suite Security Panels:

Keith Bricknell surrendered the Chair to James Louttit

Resolution 201022R04: Awarding a Security Maintenance Contract

WHEREAS obsolescence and/or deterioration reduce security systems' functionality;  
AND,

WHEREAS MTCC 1170 has an obligation to ensure the proper and secure integration  
of security systems' components; THEREFORE,

BE IT RESOLVED that MTCC 1170 accepts Regional Fire and Security Systems' Quote  
#18757 to complete the following work in accordance with terms and con-  
ditions therein:

01 "...Card Access Upgrade..." and related work for \$41,684.00 (+HST);  
and,

02 "...Suite Security Integration..." and related work for \$22,600.00  
(+HST); AND, FURTHER,

BE IT RESOLVED that payment for the above-noted shall be from the Reserve Fund.  
Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

(b) Upper Zone's MUA: Management continues to await an engineer's opinion on the best  
course of action for the air conditioning component in this MUA.

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) Reconstituting *Ad Hoc* Committees and Appointing/Reappointing Chairs:

(i) Toronto Fire Department Toy Drive: Directors agreed that the Vice President  
should continue as sponsor of this activity and thanked him in advance for his  
involvement.

(ii) MTCC 1170 Staff Fund: Directors agreed that Mrs Margaret "Peggy" Bricknell  
should continue as Chair of this committee and thanked her in advance for her  
involvement.

(b) Budget for Fiscal 2020-2021:

Keith Bricknell surrendered the Chair to James Louttit

Resolution 201022R05: Approval of the 2020-2021 Budget

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 2020 to 30  
November 2021 (inclusive of both dates):

(a) an Operating Budget of \$2,080,048.00; and,

(b) a Reserve Fund Contribution of \$635,790.00; AND, FURTHER,

BE IT RESOLVED 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.  
Keith Bricknell/Sheila Sproule — Carried

Keith Bricknell resumed the Chair.

(c) Emergency Generator Contract:

Resolution 201022R06: Renewing a Generator Maintenance Contract

WHEREAS MTCC 1170 wishes to be proactive about the emergency generator's serviceability and reliability; THEREFORE,

BE IT RESOLVED that MTCC 1170 accepts Wajax Industrial Components' Quote Number A20-0172SP(R) for \$5,352.00 (+ HST) per annum to provide the preventive maintenance services described in the Quote from 01 December 2020 to 30 November 2022 (inclusive of both dates) AND, FURTHER,

BE IT RESOLVED that payment for work described in Quote Number A20-0172SP(R) shall be from the Operating Fund.

Scott Froebe/James Louttit — Carried

(d) Annual Fire Inspection: These Minutes Package includes a draft motion

Resolution 201022R07: Authorising an Annual Fire Safety Inspection

WHEREAS MTCC 1170's wishes to perform due diligence regarding fire-safety; THEREFORE,

BE IT RESOLVED that MTCC 1170 accepts Regional Fire and Security Systems' Quote Number 35887 for \$3,800.00 (+HST) to complete the procedures that the Quote describes; AND, FURTHER,

BE IT RESOLVED that payment for procedures described in Quote Number 35887 shall be from the Operating Fund.

James Louttit/Scott Froebe — Carried

(e) East Front Door: Management reported that the contractor had to source a special component, and that repairs should be occurring on 27 October 2020.

(f) MTCC 1170's Management Agreement

Keith Bricknell surrendered the Chair to James Louttit

Resolution 201022R08: Review of MTCC 1170's Condominium Management Agreement

WHEREAS Metropolitan Toronto Condominium Corporation's Board of Directors had previously agreed that any change in onsite Property Management personnel would trigger a review of the Corporation's condominium management services; THEREFORE,

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall terminate its Condominium Management Agreement with ICC Property Management Limited, effective 31 December 2020, as per the Termination Article(s) in the above-noted Condominium Management Agreement.

Keith Bricknell/Sheila Sproule — Carried

Keith Bricknell resumed the Chair

(g) Employing a Property Management Company

Resolution 201022R09: Employing a Property Management Company

WHEREAS MTCC 1170's Board of Directors has prior favourable knowledge of one of PropertyWright Management Inc's principals; AND,

WHEREAS the above-noted management company has offered favourable terms over a three-year contract; THEREFORE,

BE IT RESOLVED that MTCC 1170 shall employ PropertyWright Management Inc as its property management company, **commencing 10 November 2020 and ending on 30 November 2020, for good and sufficient consideration of ten dollars (\$10.00) and recommencing on 01 December 2020 and ending on 30 November 2023 for \$11,500.00 per month (+HST) for each of the 36 months in the contract-period;** AND FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 **authorises the President and any one of MTCC 1170's other corporate officers** to act on MTCC 1170's behalf, in consultation with the Treasurer, with regard to the following:

(a) negotiating and/or completing minor contractual details that PropertyWright Management Inc might have omitted in its response to the RfP;

**and.**

(b) signing the resulting contract on MTCC 1170's behalf.

Scott Froebe/James Louttit — Carried

**Note: Resolution #201022R09 was amended by Resolutions #2000414S03 and #201108S03**

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 Date of the Next Meeting(s):

(a) Regular Meeting #201119R: 1800h on Thursday 19 November 2020.

14 Motion for Adjournment

Resolution 201022R10: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 201022R at 1825h on Thursday 22 October 2020.

Scott Froebe/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sheila Sproule"

Secretary: Sheila Sproule