



THE METROPOLE

19 November 2020

Minutes of MTCC 1170 Meeting Number 201119R — Held on 19 November 2020

Present: Board — Keith Bricknell, Scott Froebe, James Louttit, Nives Malara, and Sheila Sproule; and, PropertyWright Management: Nancy Bijelic (all by Microsoft Teams).

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 1817h.

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

Resolution 201119R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 201119R, as presented.

Scott Froebe/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #201119R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 201119R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 201108S, as presented.

Sheila Sproule/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) Insurance Renewal: Please refer to Section 11(a) of these Minutes.
- (ii) Victoria Street's Planters: Please refer to Section 11(b) of these Minutes.
- (iii) Additional Winter Mats: Please refer to Section 11(c) of these Minutes.
- (iv) DHW Boiler: Please refer to Section 11(d) of these Minutes.
- (v) 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 201119R03: 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 2020, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2019 to 30 September 2020, and the Front Desk Security Report for the period 05 October 2020 to 03 November 2020.

Nives Malara/Sheila Sproule — Carried

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

(a) In-Suite Security Panels:

Resolution 201119R04: Amending Resolution #201022R04

WHEREAS miscommunication about prices has occurred; therefore,

BE IT RESOLVED that MTCC 1170 deletes “...\$22,600.0...” from Resolution #201022R04 and inserts “...\$24,700.00...”
Nives Malara/Sheila Sproule — Carried

(b) Upper Zone’s MUA: Keith Bricknell surrendered the Chair to James Louttit.
Resolution 201119R05: Engineering Services — Upper Zone’s MUA and EV Charging

WHEREAS MTCC 1170 seeks professional advice about the Upper Zone’s make-up air unit (MUA) and, while the engineering consultancy is attending the building, about the feasibility and/or logistics of EV charging facilities; THEREFORE,

BE IT RESOLVED that MTCC 1170 accepts Building Sciences’ quote for the following services...
(a) MUA: One site visit [to] review site conditions and document [them], review documentation available including preventative maintenance contract [and] any technical documentation, interview [the HVAC contractor], interview [the] manufacturer of equipment, [and] provide report and recommendations for \$2,200 (+HST); AND,
(b) EV Charging Assessment: One site visit, document site conditions, review all site information, interview three manufacturers, and provide report with recommendations for \$1,700 (+HST); AND, FURTHER,

BE IT RESOLVED that payment for services described in section “(a)” shall be from the Reserve Fund and payment for services described in section “(b)” shall be from the Operating Fund.
Scott Froebe/Keith Bricknell — Carried

Keith Bricknell resumed the Chair.

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) Insurance Renewal:

Resolution 201119R06: Renew Building and Boiler Insurance

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, inter alia, the following terms and PST-inclusive premiums:

01a) Royal Sun Alliance Insurance Company of Canada’s coverage of building and Corporate-owned contents at \$138,987,688; AND,

01b) Royal Sun Alliance Insurance Company of Canada’s per-incident coverage of boiler and machinery at \$138,987,688 per incident, for a combined annual premium of \$110,760.48 (incl 8% PST).

02a) Victor Insurance’s locked-in three-year-term coverage of directors’ and officers’ errors and omissions at \$5,000,000.00, for an additional annual premium of \$2,700.00 (incl 8% PST); AND,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise payment of \$113,460.48 (incl 8% PST) as the sum of the premiums described herein to Paisley Manor Insurance Brokers for the coverages also described herein.

Sheila Sproule/Nives Malara — Carried

(b) Victoria Street's Planters:

Resolution 201119R07: Authorising Wintertime Planter-Décor

Whereas Section 22(a) of MTCC 1170's Declaration makes MTCC 1170 responsible for the townhouses' planters along Victoria Street; therefore,

Be It Resolved that MTCC 1170 authorises Fedak Landscaping to provide wintertime arrangements for \$1,440.75 (incl HST); and, further,

Be It Resolved that payment for this service shall be from the Operating Fund.

James Louttit/Scott Froebe — Carried

(c) Additional Winter Carpeting:

Resolution 201119R08: Authorising Additional Winter Carpets

WHEREAS the refurbishment consultant's scope of work inadvertently omitted the winter carpets necessary for the elevators' lobbies and cabs; THEREFORE,

BE IT RESOLVED that MTCC 1170 authorises Tri-Can Contract Inc to provide the above-noted carpets for \$6,960.80 (incl HST); AND, FURTHER,

BE IT RESOLVED that payment for these items shall be from the Reserve Fund.

Nives Malara/James Louttit — Carried

(d) DHW Boiler Repairs:

Resolution 201119R09: Authorising DHW Boiler Repairs

WHEREAS the Superintendent and the HVAC contractor report that one of the domestic hot water (DHW) boiler's burners has failed; THEREFORE,

BE IT RESOLVED that MTCC 1170 authorises Ambient Mechanical to replace the burner for \$7,263.08 (incl HST); AND, FURTHER,

BE IT RESOLVED that payment for this replacement shall be from the Reserve Fund.

Scott Froebe/James Louttit — Carried

(e) Front-Line Service Personnel's COVID Top-Ups: The Board authorised COVID-19 (*ie*, "temporary") top-ups for Security, Cleaners, and Superintendent-staff, similar to those authorised during Meeting #200414S. 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.*)

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 #201217R: 1800h on Thursday 17 December 2020.

14 Motion for Adjournment

Resolution 201119R10: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 201119R at 1825h on Thursday 19 November 2020.

Scott Froebe/James Louttit — Carried

President: Keith Bricknell

Secretary: Sheila Sproule