



THE METROPOLE

23 January 2014

Minutes of MTCC 1170 Meeting Number 140123R — Held on 23 January 2014

Present: Board — Keith Bricknell, Nives Malara, and James Louttit; and, ICC Property Management — Nancy Bijelic

Regrets: Scott Froebe and Sylvia Furlong

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

02 Adoption of Agenda and Additions:

Resolution 140123R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140123R, as presented.

James Louttit/Nives Malara — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: James Louttit graciously accepted appointment as Corporate Secretary for the duration of Meeting #140123R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 140123R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 131217R, 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) Financials for 01 December 2013 to 31 December 2013: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 140123R03: 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 January 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 31 December 2013, and the Front Desk Security Report for the period 09 December 2013 to 07 January 2014.

James Louttit/Nives Malara — Carried

- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:
- (a) General Aesthetic Remediation/Refurbishment: The Vice President described the Committee's progress to date and praised Committee members' dedication and enthusiasm.
 - (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management described document-revisions that she had requested of Corporate Legal Counsel. Additionally, Directors discussed and refused a requested variance from Section 17(b)(ii) of the Declaration.
 - (c) Appendix of Pending Items: If information is available in time for Meeting 140123R.
- 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) Auditor's Request to Attend AGMs Electronically: Directors noted that, since the Auditor reports to all Owners, rather than to the Board and Management, it would be appropriate to receive all Owners' input into their preferred method of interacting with the Auditor during AGMs. Therefore, the request will appear on AGM 2014's Agenda.
 - (b) Tenant's Request for MTCC 1170 to Solicit Interest: *Ex gratia*, Directors discussed a tenant's request to canvass potential interest on behalf of an "indie" ISP that had favourably attracted the tenant's attention. Following discussion, which included, *inter alia*, concerns that some residents might conflate "canvassing" with "endorsement", Directors agreed that service-providers bore sole responsibility for soliciting new customers.
 - (c) Bell Request for a Presentation-Venue: Directors noted that MTCC 1170 By-Law Number 7 does give Bell some grandfathered grounds for requesting a venue to present and/or demonstrate its services. Therefore, Directors authorised Management to make only the 5th Floor Lounge available for a fee and duration that Management shall determine.
 - (d) Resident Owner's Request — Venue for a Book Club: Before addressing this request, Directors asked Management to engage in further discussions with the Owner — in part, to ascertain whether any decisions by the Board were really necessary.
 - (e) Non-Resident Owner's Agent's Appeal of a Charge-Back: Following a review of circumstances leading to the charge-back, the Board agreed to a partial reduction.
 - (f) Receiving Staff Fund and CAS Toy Drive Reports: With considerable pride in their fellow-residents' generosity to Staff and the CAS, MTCC 1170's Directors noted that both reports show support persisting at or slightly above previous years' levels.

Keith Bricknell surrendered the Chair to Nives Malara.

Resolution 140123R04: Receiving Committee Reports as Information

WHEREAS MTCC 1170 has received two reports during Meeting 140123R; 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 the Vice President's oral 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.

Keith Bricknell/James Louttit — 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 #140220R: 6.30pm on Thursday 20 February 2014

16 Motion for Adjournment

Resolution 140123R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140123R at 7.35pm on Thursday 23 January 2014.

Nives Malara/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"James Louttit"

Acting Secretary: James Louttit

Appendix: Pending Items (not discussed during Meeting 140123R)

- (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

21 February 2014

Minutes of MTCC 1170 Meeting Number 140220R — Held on 20 February 2014

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

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 7.12pm.

02 Adoption of Agenda and Additions:

Resolution 140220R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140220R, as presented.

Scott Froebe/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: James Louttit graciously accepted appointment as Corporate Secretary for the duration of Meeting #140220R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 140220R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140123R, 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) X015/X017 Heat Risers: Please refer to Section 11(a) of the Minutes for Meeting #140220R.

(ii) Pinhole Leaks — DHW Recirculation Line: The President and the General Manager asked Management to investigate possible causes (*eg*, friction arising from constant water-flow in that line, possible absence of strategically-placed sacrificial anodes, developer's choice of materials in 1997, and possible changes in the pH of the municipal water supply). Additionally, the President and the General Manager asked Management to investigate repair-options (*eg*, piecemeal, holistic with materials similar to installed materials, holistic with materials thicker than installed materials, and/or deployment of interior-coating options advertised, *inter alia*, in CCI and/or ACMO publications). Management agreed to e-mail recommendations to Directors prior to Meeting #140320R.

- (iii) Barbecue Installation — Penthouse Terrace: Given the presence of gas-supply on that level, and given the desirability of keeping gas-lines as short as possible, Management advised placing barbecue facilities on that level. Additionally, the recommended placement would preclude cooking-odours from troubling other residents (as well as providing close proximity to a bar-sink in the adjacent non-rentable lounge). Directors agreed with Management’s recommendation and gave Management freedom to choose the specific location on the Penthouse Terrace. Management then advised that equipment costs would likely be in the range of \$5,000 to \$7,500. Directors asked Management to forward specifications, brochures, etc — to allow Directors the opportunity to for e-mailed input prior to Meeting #140320R (and definitely prior to AGM 2014).
- (iv) Financials for 01 December 2013 to 31 January 2014: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 140220R03: 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 February 2014, ICC’s rendering of MTCC 1170’s unaudited Financial Statements for the period 01 December 2013 to 31 January 2014, and the Front Desk Security Report for the period 08 January 2014 to 05 February 2014.

Scott Froebe/James Louttit — Carried

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

- (a) General Aesthetic Remediation/Refurbishment: Acknowledging the loss of two Directors from the Committee, the Board suggested that the Treasurer should convene a Committee Meeting attended only by Management, volunteer members, and the President (*ex officio*). This would enable the Committee to regroup and discuss recent suggestions prior to meeting anew with the design professionals.
- (b) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Management reported briefly on a commercial unit’s ongoing renovations.
- (c) Appendix of Pending Items: If information is available in time for Meeting 140220R.

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) Fan Coil Riser Investigation:

Resolution 140220R04: Receiving an Engineering Report as Information

WHEREAS M&E Engineering Limited (hereinafter, “the Consulting Engineers”) has conducted and reported on a “Fan Coil Riser Investigation for The Metropole” (hereinafter, “the Report”); THEREFORE,

BE IT RESOLVED that MTCC 1170 receives the Consulting Engineers' Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 authorises the Consulting Engineers to undertake the following tasks:

- 01 prepare the remedial specifications and RfP;
 - 02 select qualified contractors and issue the remedial specifications and RfP to those contractors;
 - 03 assist MTCC 1170 in selecting a contractor; and,
 - 04 manage the remedial project on MTCC 1170's behalf.
- James Louttit/Scott Froebe — Carried

(b) Director's Ineligibility:

Resolution 140220R05: Acknowledging a Director's Ineligibility

WHEREAS 31 January 2014 ("the effective date") was Nives Malara's final day as a Unit Owner in MTCC 1170; AND,

WHEREAS ownership of a Unit in MTCC 1170 is a fundamental qualification for being a member of MTCC 1170's Board of Directors; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 regretfully acknowledges the termination of Nives Malara's membership on the Board of Directors, as at the effective date; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 wholeheartedly thanks Nives Malara for the diligence, skill, insight, incisiveness, and perspicacity that she reliably and unstintingly contributed to MTCC 1170's wellbeing during her entire time as a Director and Corporate Officer.
Scott Froebe/ James Louttit — Carried

(c) Director's Passing

Scott Froebe assumed the Chair.

Resolution 140220R06: Acknowledging a Director's Passing

WHEREAS Sylvia Furlong passed away on 19 February 2014; AND,

WHEREAS the Board of Directors of MTCC 1170 profoundly regrets Sylvia Furlong's passing; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 offers its deepest sympathy to Michael Furlong and to Sylvia Furlong's extended family and friends; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 wholeheartedly acknowledges Sylvia Furlong for the diligence, skill, insight, incisiveness, and perspicacity that she reliably and unstintingly contributed to MTCC 1170's wellbeing during her entire time as a Director and Corporate Officer.
Keith Bricknell/James Louttit — Carried

Keith Bricknell resumed the Chair

(d) Appointment to the Board: Directors noted that the Board would likely meet a maximum of three times between Meeting #140220R and AGM 2014. To protect quorum and to avoid the expense of possibly having to call a pre-AGM 2014 Owners' Meeting, as prescribed by Section 34(4) of the *Condominium Act*, Directors agreed to fill the vacancy

implicit in Resolution 140220R06 of the Minutes for Meeting #140220R. Directors' choice reflected, *inter alia*, the merit, longevity, and relative recentness of their choice's past service on MTCC 1170's Board of Directors.

Resolution 140220R07: Appointing a Director

WHEREAS the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 deems it prudent to fill one vacancy on the Board in order to protect continuity of quorum between now and AGM 2014; THEREFORE,

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall appoint Jason Hum, a non-resident owner, as a Director, effective 20 February 2014 and continuing until AGM 2014, as prescribed in Sections 34(2) and 34(3) of the *Condominium Act*; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's Board of Directors deems that the above-noted appointment is for the completion of the late Sylvia Furlong's term of office — subject, as noted *supra*, to Sections 34(2) and 34(3) of the *Condominium Act*.

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 #140320R: 6.30pm on Thursday 20 March 2014

16 Motion for Adjournment

Resolution 140220R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140220R at 7.35pm on Thursday 20 February 2014.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

“Jason Hum”

President: Keith Bricknell

Secretary: Jason Hum

Appendix: Pending Items (not discussed during Meeting 140220R)

- (A) Residents' Handbook: Potentially, in abeyance, given the previous Corporate Secretary's recent passing.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit and Insurance By-Laws: Potentially, in abeyance (see *supra*).



THE METROPOLE

20 March 2014

Minutes of MTCC 1170 Meeting Number 140320R — Held on 20 March 2014

Present: Board — Keith Bricknell, Scott Froebe, Jason Hum (electronic attendance), and James Louttit; 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 140320R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140320R, as presented.

James Louttit/Scott Froebe — Carried

03 Assignment of Duties:

(a) Corporate Secretary: Jason Hum graciously accepted appointment as Corporate Secretary, to serve until no later than AGM 2014.

(b) *Pro Tempore* Reassignments: Unnecessary for Meeting #140320R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 140320R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140220R, as presented.

Jason Hum/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) Financials for 01 December 2013 to 28 February 2014: Directors commented briefly on the aforementioned Financials and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 140320R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 28 February 2014, and the Front Desk Security Report for the period 06 February 2014 to 06 March 2014.

James Louttit/Scott Froebe — Carried

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

- (a) General Aesthetic Remediation/Refurbishment: Management suggested that the Committee's next meeting could be as early as 14 April 2014 — with e-mailed confirmation to follow.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management continues to work with the Owner on this matter.
- (c) Barbecue on the Penthouse Terrace: Management continues to work with potential suppliers on this matter.
- (d) X015/X017 Heat Risers: During Meeting #140320R, Management distributed the engineering consultant's initial proposal to Directors, who agreed to peruse the proposal and respond by e-mail to each other, and to Management, in preparation for further discussion as early as Meeting #140417R.
- (e) Pinhole Leaks — Long-Term Remediation: During Meeting #140320R, Management distributed a contractor's initial proposal to Directors. In addition, Management recommended investigating alternative strategies and possible energy-related grants. Directors agreed to peruse the proposal, together with any additional information that Management can provide, and to respond by e-mail to each other, and to Management, in preparation for further discussion as early as Meeting #140417R.
- (f) Appendix of Pending Items: If information is available in time for Meeting 140320R.

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) Memorial Event: Directors agreed that the Penthouse Lounge would be exclusively available, *gratis*, from 2.00pm to 4.00pm on Saturday 19 April 2014 (*ie*, on Easter Saturday) to celebrate the life of a Director who passed away in February 2014, after more than 10 years of service (before and after 2003) on MTCC 1170's Board of Directors. In their discussion, and when making their offer, Directors noted that MTCC 1170 had relatively recently provided similar exclusive use, *gratis*, to recognise an internal contractor's employee who had begun a tenth year of service to MTCC 1170's residents prior to submitting a resignation. Thus, Directors agreed that the offer for 19 April 2014 was congruent with MTCC 1170's earlier precedents.

- (b) Commemoration of a Previous Director:

James Louttit assumed the Chair.

Resolution 140320R04: Acknowledging a Previous Director's Passing

WHEREAS MTCC 1170's Board of Directors only recently became aware of Dan Chiu's having passed away on 01 September 2013; AND,

WHEREAS MTCC 1170's Board of Directors profoundly regrets Dan Chiu's passing;
THEREFORE,

BE IT RESOLVED that the Board offers its deepest sympathy to Dan Chiu's partner, and to his family and friends; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 wholeheartedly reaffirms Resolution 070620R, wherein the Board lauded Dan Chiu for the diligence, skill, insight, incisiveness, and perspicacity that he reliably and unstintingly contributed to MTCC 1170's wellbeing during his entire time as a Director and Corporate Officer (*inter alia*, from June 2003 until ceasing to be an Owner on 28 June 2007).

Keith Bricknell/Jason Hum — Carried

Keith Bricknell resumed the Chair.

(c) Audited Statements for 01 December 2012 to 30 November 2013:

Resolution 140320R05: Acceptance of 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 2012 and ending 30 November 2013; 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/Jason Hum — Carried

(d) AGM 2014:

Resolution 140320R06: Date and Procedures for AGM 2014

WHEREAS MTCC 1170's Board of Directors has received and adopted the Corporation's audited financial statements for 01 December 2012 to 30 November 2013 (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 2014") shall commence at 7:30pm on Wednesday 28 May 2014 (with registration beginning one-half hour earlier);

(b) AGM 2014'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 2013; and,

(ii) a President's Report, in the same general format that MTCC 1170 used for AGM 2013.

(c) any other items and/or procedures that the Management Office deems necessary for facilitating the conduct of AGM 2014.

Jason Hum/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(s):

(a) Regular Meeting #140417R: 6.30pm on Thursday 17 April 2014

16 Motion for Adjournment

Resolution 140320R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140320R at 7.12pm on Thursday 20 March 2014.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

“Jason Hum”

President: Keith Bricknell

Secretary: Jason Hum

Appendix: Pending Items (not discussed during Meeting 140320R)

- (A) Residents’ Handbook: Potentially, in abeyance, given the previous Corporate Secretary’s recent passing.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit and Insurance By-Laws: Potentially, in abeyance (see *supra*).



THE METROPOLE

17 April 2014

Minutes of MTCC 1170 Meeting Number 140417R — Held on 17 April 2014

- Present: Board — Keith Bricknell, Jason Hum (electronic attendance), and James Louttit; and, ICC Property Management — Nancy Bijelic
- Regrets: Scott Froebe
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.48pm.
- 02 Adoption of Agenda and Additions:
Resolution 140417R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140417R, as presented.
James Louttit/Jason Hum — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #140417R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 140417R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140320R, as presented.
Jason Hum/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) Financials for 01 December 2013 to 31 March 2014: Directors commented briefly on the aforementioned Financials and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 140417R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 31 March 2014, and the Front Desk Security Report for the period 07 March 2014 to 03 April 2014.
James Louttit/Jason Hum — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment: To facilitate ongoing and *ex officio* attendance, Management reminded Directors that the Committee's next meeting is 07.00pm on Monday 28 April 2014.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Barbecue on the Penthouse Terrace: Management provided details of two preliminary quotes and agreed to e-mail additional information to Directors for further discussion during Meeting #140521R.
- (d) X015/X017 Heat Risers: Given this matter's potential complexity, and given the desirability of a durable solution, Management continues to seek information that would allow MTCC 1170 to implement Resolution #140220R04.
- (e) Recirculation Lines' Pinhole Leaks:
 - (i) Management provided preliminary comparisons between the costs of internal coatings for existing lines and replacement of those self-same lines. Given the apparently minor difference between those costs, Directors asked Management to investigate further and to report promptly by e-mail — to inform discussions during Regular Meeting #140521R.
 - (ii) Additionally, Management provided preliminary cost-benefit data for replacing the recirculation lines' booster pump systems in conjunction with initiatives such as <http://www.torontohydro.com/sites/electricsystem/electricityconservation/businessconservation/Pages/RetrofitProgram.aspx>. In addition to conserving energy (*ie*, reducing electrical costs), any such replacement could greatly reduce stress on the booster pumps' recirculation lines. Again, Directors asked Management to investigate further and to report promptly by e-mail — to inform discussions during Regular Meeting #140521R.
- (f) Appendix of Pending Items: If information is available in time for Meeting 140417R.

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 By-Law: Following Management's further investigation, Directors agreed that MTCC 1170 By-Law #10 is sufficient to protect the Corporation's interests.
- (b) Replacement of Luggage Carts: Directors and Management agreed with the President's e-mailed comments about the luggage carts, and about the necessity for replacement of both carts. Directors then asked Management to research and e-mail replacement-prices for these inexplicably costly products in time for discussion during Regular Meeting 140521R.
- (c) Unit-Owner's Request *re* Apparent Water-Damage: Directors set guidelines and asked Management to initiate discussions with the Unit-Owner — subject, throughout, to those aforementioned guidelines.

- (d) Redundancy for Domestic Hot Water (DHW) Heating: Directors discussed a redundant (*ie*, “auxiliary” and/or “supplementary”) heating source’s ultimate efficacy in providing DHW heating when a main DHW heater’s endplate cracked (an admittedly unusual occurrence) and needed replacement. Directors then asked Management to investigate means of making this sort of redundancy available at all times of the year.
- 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 #140521R: 6.30pm on Wednesday 21 May 2014
- 16 Motion for Adjournment

Resolution 140417R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140417R at 7.08pm on Thursday 17 April 2014.

Jason Hum/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Jason Hum”

Secretary: Jason Hum

Appendix: Pending Items (not discussed during Meeting 140417R)

- (A) Residents’ Handbook: Potentially, in abeyance, given the previous Corporate Secretary’s recent passing.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit By-Law: Potentially, in abeyance (*see supra*).



THE METROPOLE

21 May 2014

Minutes of MTCC 1170 Meeting Number 140521R — Held on 21 May 2014

Present: Board — Keith Bricknell, Scott Froebe, Jason Hum (electronic attendance), and James Louttit; and, ICC Property Management — Nancy Bijelic
Regrets: None

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.40pm.
- 02 Adoption of Agenda and Additions:
Resolution 140521R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140521R, as presented.
James Louttit/Jason Hum — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #140521R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 140521R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140417R, 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) Intermittent Lack of Hot Water: Relying on information from contractors, Management reported that recent deficiencies on the 8th, 10th, and 11th floors had all originated from faulty mixer cartridges within individual Units.
(ii) Luggage Carts: Please refer to Section 07(f) of these Minutes.
(iii) Landscaping: Please refer to Section 11 of these Minutes.
(iv) Emergency Generator Fuel System: Please refer to Section 11 of these Minutes.
(v) Chiller Refrigerant: Please refer to Section 11 of these Minutes.
(vi) Financials for 01 December 2013 to 30 April 2014: Directors commented briefly on the aforementioned Financials and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 140521R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 30 April 2014, and the Front Desk Security Report for the period 04 April 2014 to 05 May 2014.
Scott Froebe/James Louttit — Carried

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

- (a) General Aesthetic Remediation/Refurbishment: The Treasurer, who is Chair of the Design Committee, reported on the Committee's Meeting on 13 May 2014. Given the almost complete change in the Board's participants on the Committee, the Chair wished to ensure that all participants were clear about the Committee's mandate (attached to Board Meeting #140521R's Minutes). To facilitate and record discussions, the President, having joined the Committee as an *ex officio* participant, provided a criteria table (also attached to Board Meeting #140521R's Minutes) for participants to use when recording and/or subsequently comparing their evaluations of designs and/or materials.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Barbecue on the Penthouse Terrace (from Meeting #140417R): Directors agreed with Management's recommendation that Ambient Mechanical shall, for \$3,300.00, plus applicable taxes, install a gas line for barbecue facilities on the Penthouse Terrace. In furtherance of providing this amenity, Management agreed to e-mail equipment-brochures to Directors for their exchanges of e-mailed opinions.
- (d) Redundancy for Domestic Hot Water (DHW): The HVAC contractor has assured Management that domestic heating boilers (DH boilers) are available year-around for providing back-up DHW.
- (e) Pinhole Leaks and Recirculating Lines' Booster Pumps (from Meeting #140417R): Directors agreed that Management shall, for \$3,500.00, plus applicable taxes, initiate an energy audit of, *inter alia*, the recirculating lines' booster pumps. In their agreement with Management, Directors noted that Toronto Hydro offers a 50% refund of such energy audits, and that the balance of the audit fee is refundable if a client agrees to proceed with energy-saving work.
- (f) Luggage Carts: Directors accepted Management's recommendation to replace the two existing luggage carts — for \$1,006, plus applicable taxes (that, *mirabile dictu*, being the best price available among several competing Canadian suppliers).
- (g) Appendix of Pending Items: If information is available in time for Meeting 140521R.

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) Exercise Room: Directors asked Management to revise some of the signage.
- (b) Landscaping Contract:

Resolution 140521R04: Annual Landscaping Contract

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) \$535.00 per month (plus applicable taxes) for summer maintenance from 15 April 2014 until 14 November 2014 (inclusive of both dates);
- (b) \$531.00 per month (plus applicable taxes) for watering from 01 May 2014 until 31 October 2014 (inclusive of both dates);
- (c) \$2,190.00 (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) \$392.00 (plus applicable taxes) for soil amendment, as described in the contract.

James Louttit/Jason Hum — Carried

- (b) Emergency Generator's Fuel Tank: Following discussion of inspection reports and Management's information (summarised at http://www.acmo.org/cmmag/B_SP14.pdf), and following comparisons of competing remedial proposals, Directors agreed that compliance with the TSSA's recently imposed implementation of CSA-B139ON-06 and CSA 282-9 (on all of Toronto's condominium buildings, as the ACMO article indicates) was unfortunately unavoidable.

James Louttit assumed the Chair.

Resolution 140521R05: Compliance with CSA-B139ON-06 and CSA 282-9

WHEREAS the TSSA has recently, and perhaps precipitously, decided to begin implementation and enforcement of CSA-B139ON-06 and CSA 282-9; AND,

WHEREAS MTCC 1170 wishes to ensure continuity for deliveries of diesel fuel for the Corporation's emergency generator; THEREFORE,

BE IT RESOLVED that MTCC 1170 shall accept TPL Installations Incorporated's Quote #TPI-14-0075 ("the Quote") to provide the following services:

- (a) for compliance with CSA-B139ON-06, \$83,958,00, plus applicable taxes, plus engineering fees, for remedial work summarised, without limiting and/or prejudicing the scope of the Quote, as being "...the Installation of two (2) new Main DTE 250G/1110L Double Wall Fuel Tank and a new Day DTE 50G/227L Double Wall Fuel Tank Including Modifying the existing Fuel Pump Set with Split Control Panels and other Fuel System Upgrades and Modifications c/w Engineered approved Heat Test on the Exhaust Piping..."; AND,
- (b) for compliance with CSA 282-9, \$2,135.00, plus applicable taxes; AND, FURTHER,

BE IT RESOLVED that payment for compliance with CSA-B139ON-06 shall be from the Reserve Fund and that payment for compliance with CSA 282-9 shall be from the Operating Fund.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

Having dealt with this arbitrarily imposed issue in the only way possible, Directors asked Management to investigate two additional issues. First, given the sad history of arbitrary, unannounced, mid-budget governmental impositions on condominiums, is it necessary for the Corporation's consulting engineer to revise the Reserve Fund Plan, and, if so, at

what cost? Second, what are the costs and benefits of pursuing the President's suggestion to investigate whether the emergency generator can be adapted to run on natural gas?

- (c) **Chiller Refrigerant:** Management reported that the main chiller's new diagnostic micro-processor had identified a deficiency in the chiller's refrigerant. Directors agreed with Management's recommendation that MTCC 1170's HVAC contractor shall supply and charge (*ie*, "inject") 91kg of R-123 refrigerant for \$3,155.00, plus applicable taxes.
- 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 #140626R: Thursday 26 June 2014.
- 16 **Motion for Adjournment**

Resolution 140521R06: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140521R at 7.22pm on Wednesday 21 May 2014.

Jason Hum/Scott Froebe — Carried

"Keith Bricknell"

President: Keith Bricknell

"Jonathan Doyle"

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 140521R)

- (A) Residents' Handbook: Potentially, in abeyance, given the previous Corporate Secretary's recent passing.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit By-Law: Potentially, in abeyance (see *supra*).



THE METROPOLE

27 June 2014

Minutes of MTCC 1170 Meeting Number 140626R — Held on 26 June 2014

- Present: Board — Keith Bricknell, Jonathan Doyle, Scott Froebe (electronic attendance), James Louttit, and Sheila Sproule; and, ICC Property Management — Nancy Bijelic
- Regrets: None
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.44pm.
- 02 Adoption of Agenda and Additions:
Resolution 140626R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140626R, as presented.
Sheila Sproule/Jonathan Doyle — Carried
- 03 Assignment of Duties:
(a) Directors' Assignments as Corporate Officers:
- Keith Bricknell — President
 - Jonathan Doyle — Secretary
 - Scott Froebe — General Manager
 - James Louttit — Vice President
 - Sheila Sproule — Treasurer
- (b) *Pro Tempore* Reassignments: Unnecessary for Meeting #140626R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 140626R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140521R, 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) Barbecue Purchase: Please refer to Section 07(c) of these Minutes.
 - (ii) Reserve Fund Study Update: Please refer to Section 07(d) of these Minutes.
 - (iii) Emergency Generator Fuel System: Please refer to Section 07(e) of these Minutes.
 - (iv) Financials for 01 December 2013 to 31 May 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 140626R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 31 May 2014, and the Front Desk Security Report for the period 06 May 2014 to 08 June 2014.

Jonathan Doyle/James Louttit — Carried

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

- (a) General Aesthetic Remediation/Refurbishment: During the Committee's meeting on 18 June 2014, participants agreed on two patterns for presentation to the Board of Directors (*ie*, patterns independent of colour schemes). During the Committee's next meeting, on 14 July 2014, participants intend selecting a third pattern. As well, they intend discussing three possible colour schemes for presentation to the Board of Directors — and, eventually, for presentation to all interested Owners.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Barbecue on the Penthouse Terrace (from Meeting #140521R): Directors affirmed their prior e-mailed consent for Management's purchase, from Global Industrial, of a commercial-grade, commercially guaranteed "Crown Verity mcb-30" barbecue — for ≈\$2,600.00, plus minor costs for accessories, plus applicable taxes.
- (d) Minor Reserve Fund Study Update: In the current fiscal year, MTCC 1170 must complete two mandatory tasks for which it received incredibly short notice. Additionally, within the current and/or next fiscal year(s), MTCC 1170 might have an opportunity to "bundle" impending work on the DHW recirculation lines with subsidised energy-conservation measures. Details of the total scope of work follow:
 - (i) mandatory dual-wall fuel tank for the emergency generator (as described in Resolution #140521R05);
 - (ii) mandatory backflow preventer valves;
 - (iii) potentially-subsidised booster-pump replacement, as explained in Section 07(e) of the Minutes for Meeting #140521R; and,
 - (iv) replacement of part or all of the DHW recirculation lines, as adumbrated in Section 07(e) of the Minutes for Meeting #140521R .

Two implications flow from this scope of work. First, the Reserve Fund's existing tables encompass neither the impending new components' longevity nor longevity's impact on future contributions. Second, the Reserve Fund's existing tables do not encompass the depletive impact of financing the above-noted scope of work. Acknowledging those two issues, Directors authorised Management to ask Building Sciences to undertake a "mid-term" Reserve Fund adjustment, for ≈\$800.00, plus applicable taxes.

- (e) Emergency Generator — Dual Fuel: Before passing Resolution #140521R05, Directors exchanged e-mails about the President's suggestion to adapt the generator to operate on natural gas (thus possibly sidestepping TSSA-mandated costs). However, as the aforementioned Resolutions confirms, tight timelines prevented immediate action. Nonetheless, adaptation to natural gas could still provide redundancy (*ie*, safety-margins) in the event of a diesel-system failure. Indeed, natural gas (cheaper and cleaner burning) could become the primary fuel and diesel oil could be secondary. In pursuit of safety margins

and lower costs, Directors authorised Management to ask Building Sciences to assist Directors' eventual decisions by providing a feasibility report on the dual fuel option.

(f) Reported DHW Fluctuations: Management reported that a vertical investigation continued to identify individual Units' faulty mixer-cartridges as the sole source of fluctuations. Management will now investigate whether the recirculation system can cause horizontal flow of cold water from faulty mixer-cartridges.

(g) Appendix of Pending Items: If information is available in time for Meeting 140626R.

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) Access to Parking: Directors discussed and affirmed Management's communications with a commercial tenant regarding access to parking and regarding appropriate interaction with Security.

(b) Proper Disposal — Diapers and Pets' Faeces: Directors discussed and affirmed Management's communications with residents.

(c) Newspaper Dispensing Boxes — King Street: The President explained that Section 743-3 of Toronto's Municipal Code (www.toronto.ca/legdocs/municode/1184_743.pdf) encompasses placement of dispensing boxes. Management noted that minor relocation of these boxes appears to be imminent.

(d) Balcony Fire: Management described results of the investigation of this incident. Directors affirmed Management's proposed preventive measures for ensuring safe disposal of smoking-related materials.

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 #140724R: Thursday 24 July 2014.

16 Motion for Adjournment

Resolution 140626R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140626R at 7.22pm on Thursday 26 June 2014.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sheila Sproule”

for Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 140626R)

- (A) Residents' Handbook: Potentially, in abeyance, given the previous Corporate Secretary's recent passing.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit By-Law: Potentially, in abeyance (see *supra*).

Adopted at Meeting #140724R



THE METROPOLE

24 July 2014

Minutes of MTCC 1170 Meeting Number 140724R — Held on 24 July 2014

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), and Sheila Sproule; and, ICC Property Management — Nancy Bijelic
- Regrets: Jonathan Doyle and James Louttit
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.40pm.
- 02 Adoption of Agenda and Additions:
Resolution 140724R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140724R, as presented.
Sheila Sproule/Scott Froebe — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Acting Secretary for the duration of Meeting #140724R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 140724R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140626R, as presented.
Scott Froebe/Sheila Sproule — 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 — Updated Costs: Please refer to Section 11(a) of these Minutes.
(ii) City-Mandated Backflow Valve: Please refer to Section 11(b) of these Minutes.
(iii) Financials for 01 December 2013 to 30 June 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 140724R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 30 June 2014, and the Front Desk Security Report for the period 09 June 2014 to 07 July 2014.
Scott Froebe/Sheila Sproule — Carried

- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:
- (a) General Aesthetic Remediation/Refurbishment: The Committee's next meeting will occur on Monday 15 September 2014.
 - (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
 - (c) Barbecue on the Penthouse Terrace (from Meeting #140626R): Management noted that 12 bookings occurred in the first four days after installation.
 - (d) Reserve Fund Study Update — Major Contemplated Work: Management is in the process of providing Building Sciences with requisite data, especially as regards mandated alterations to the Common Elements.
 - (e) Emergency Generator — Dual Fuel: Having received and discussed Building Sciences' costing for the feasibility-study (\$3,900.00, plus disbursements, plus HST), Directors reaffirmed their direction to Management, as recorded in Section 7(e) of the Minutes for Board Meeting #140626R.
 - (f) DHW Fluctuations: Directors and Management discussed one instance of Management's data sampling and the President's statistical analysis thereof. While awaiting receipt of a report first referenced in Section 07(e) of the Minutes for Meeting #140521R, and further to ongoing investigations referenced in Section 07(f) of the Minutes for Meeting #140626R, Management will undertake additional data sampling.
 - (g) Appendix of Pending Items: If information is available in time for Meeting 140724R.
- 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) Entrance Canopy Metal Painting — Updated Costs:
Resolution 140724R04: Authorising Changes to Previous Directions
WHEREAS the City of Toronto refuses to permit the daytime use of a lift necessary for facilitating repainting of the canopy over MTCC 1170's King Street doors;
AND,
WHEREAS the aforementioned refusal necessitates the contractor's design and use of scaffolding, at cost additional to the amount described in Section 05(a)(i) of the Minutes for Regular Meeting #130926R; THEREFORE,
BE IT RESOLVED that the Board of Directors of MTCC 1170 amends Section 05(a)(i) of the aforementioned Minutes to show that costs for the canopy repainting are \$18,470 (inclusive of the permit allowance, but exclusive of a \$1,000 contingency fee and exclusive of \$600 *per diem* for the mandatory Paid Duty TPS officer); AND, FURTHER,
BE IT RESOLVED that the Board of Directors of MTCC 1170 orders that payment for the above-noted repainting shall be from the Reserve Fund.
Sheila Sproule/Scott Froebe — Carried
 - (b) City-Mandated Backflow Valve:

Resolution 140724R05: Authorising Compliance with the Municipal Code

WHEREAS Chapter 851 of the City of Toronto's Municipal Code requires the installation of backflow valves ("valves") in the two main pipes that supply MTCC 1170's water; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 awards the contract for installing the valves to Regional Fire for \$14,500.00 plus HST; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 orders that payment for the above-noted installation shall be from the Operating Fund.
Scott Froebe/Sheila Sproule — 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 #140821R: Thursday 21 August 2014.

16 Motion for Adjournment

Resolution 140724R06: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140724R at 7.02pm on Thursday 24 July 2014.

Sheila Sproule/Scott Froebe — Carried

"Keith Bricknell

President: Keith Bricknell

"Jonathan Doyle"

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 140724R)

- (A) Residents' Handbook: To be completed by the current Treasurer.
- (B) Telcos and the Entry-Phone System: Pending.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit By-Law: Potentially, in abeyance.



THE METROPOLE

20 August 2014

Minutes of MTCC 1170 Meeting Number 140820R — Held on 20 August 2014

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

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.38pm.

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

Resolution 140820R01: Waiver of Notice for a Regular Meeting

IT RESOLVED that the Board of Directors of Metropolitan Condominium Corporation 1170 waives notice for the calling of Regular Meeting 140821R on 20 August 2014 instead of 21 August 2014 (hereinafter, “Regular Meeting Number 140820R”).

Jonathan Doyle/Sheila Sproule — Carried Unanimously

Resolution 140820R02: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140820R, as presented.

James Louttit/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #140820R.

04 Review and Adoption of Previous Meetings’ Minutes:

Resolution 140820R03: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140724R, as presented.

Scott Froebe/Sheila Sproule — 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) Pinhole Leaks — DHW Recirculation Lines: Please refer to Section 07(e) of this Meeting’s Minutes.

(ii) Phase Monitors — Low Zone MUA: Please refer to Section 11(a) of this Meeting’s Minutes.

(iii) Cooling Tower — Chemical Feed Station Repairs: Please refer to Section 11(b) of this Meeting’s Minutes.

- (iv) DHW Booster Heater — Low Zone: Please refer to Section 11(c) of this Meeting's Minutes.
- (v) DCW Booster Pump — Energy Audit: Please refer to Section 07(f) of this Meeting's Minutes.
- (vi) Financials for 01 December 2013 to 31 July 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 140820R04: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 31 July 2014, and the Front Desk Security Report for the period 07 July 2014 to 05 August 2014.

James Louttit/Sheila Sproule — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): The Committee's next meeting will occur on Monday 15 September 2014.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Reserve Fund Study Update — Major Contemplated Work: Having received Management's data and opinions about the impact of major contemplated work, Building Sciences will now be proceeding with the requested update.
- (d) Emergency Generator — Dual Fuel: Pending Building Sciences' attendance at MTCC 1170 and provision of an opinion.
- (e) Pinhole Leaks — DHW Recirculation Lines:

Keith Bricknell surrendered the Chair to James Louttit

Resolution 140820R05: Initiating Remediation of the DHW Recirculation Lines

WHEREAS MTCC 1170's domestic hot water (DHW) recirculation lines require extensive remediation, including possible replacement; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 awards the project management contract to Building Sciences ("the project management company" for \$9,800.00, plus disbursements, plus applicable taxes; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Management to work with the project management company in issuing requests for proposals (RfPs) to contractors that the project management company deems qualified to perform the above-noted remediation; AND, FURTHER,

BE IT RESOLVED that all payments for the above-noted remediation shall be from the Reserve Fund.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (f) DCW Booster Pump — Energy Audit:

Resolution 140820R06: Receiving a DCW Energy-Efficiency Report

WHEREAS MTCC 1170's Board of Directors has received an audit summary report from a contractor whose products are reportedly eligible for incentives described, *inter alia*, at www.torontohydro.com/sites/electricsystem/electricityconservation/businessconservation/Pages/Hydraulics.aspx; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the aforementioned audit summary report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's Management shall continue to investigate and report to Directors on DCW energy-efficiency audit and/or purchase incentives, with the objective of co-ordinating any such implementation with other domestic water-service work that the Board of Directors has authorised.
Jonathan Doyle/Sheila Sproule — Carried

(g) Appendix of Pending Items: If information is available in time for Meeting 140820R.

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) Sundry HVAC Remediation/Repairs:

Resolution 140820R07: Sundry HVAC Remediation/Repairs

WHEREAS issues relating to power supply jeopardise components in MTCC 1170's lower zone make-up air unit (MUA); AND,

WHEREAS MTCC 1170's cooling tower's chemical feed station requires replacement of several components; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Ambient Mechanical to undertake the following remedial measures (described briefly herein without limiting the generality of the bid-documents).

01 Lower Zone MUA: For \$1,303.00 plus HST, isolate the MUA's power supply, supply and install two new voltage phase monitors, and start up and test the new phase monitors.

02 Cooling Tower Chemical Feed Station: For \$3,608.00, plus disbursements for unanticipated valve repairs/replacement, plus HST, supply and install two new pulsation pumps, two new seven-day timers, and one new feed tank; and, supply and install one new pot feeder for the primary heating loop; AND, FURTHER,

BE IT RESOLVED that all payments for the "Lower Zone MUA" shall be from the Operating Fund and all payments for the "Cooling Tower Chemical Feed Station" shall be from the Reserve Fund.

Jonathan Doyle/James Louttit — Carried

(b) DHW Booster Heater — Low Zone: After discussing and agreeing with Management's reasons for recommending replacement of the aforementioned DHW booster heater, Directors also agreed that Management should continue to research a suitable replacement

and circulate information to Directors to inform their decision as early as September 2014's Regular Board Meeting.

(c) Fire Inspection:

Resolution 140820R08: Receiving a Fire Inspection Report

WHEREAS MTCC 1170's Board of Directors has received Regional Fire and Security Systems' "Annual Fire Inspection Record" ("the Record"); THEREFORE,
BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the aforementioned Record as information; AND, FURTHER,
BE IT RESOLVED that MTCC 1170's Management shall continue communicating with Regional Fire and Security Systems regarding the Record's and other associated documents' recommendations, and report to the Board of Directors in time sufficient for the drafting and circulation of an enabling Motion prior to the Board of Directors' Regular Meeting in September 2014.
James Louttit/Jonathan Doyle — Carried

(d) Renewing a Management Contract

Resolution 140820R09: Renewing a Management Contract

WHEREAS Metropolitan Toronto Condominium Corporation N^o 1170 (MTCC 1170) has received a request to renew its contract with ICC Property Management (ICC); AND,
WHEREAS ICC has presented terms satisfactory to MTCC 1170; AND,
WHEREAS MTCC 1170 ICC's services have fulfilled MTCC 1170's expectations; THEREFORE,
BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise renewal of the above-noted contract, subject to terms and conditions described hereunder:
01 except for effective dates and service-prices, as described hereunder, the original Management Agreement, dated 01 September 2004 to 31 August 2006, shall remain in full force and effect;
02 effective dates for the renewal-contract shall be 01 September 2014 to 31 August 2017, inclusive of both dates; and,
03 pre-tax monthly fees, for the first, second, and third years, respectively, shall be \$10,249.00, \$10,556.00, and \$10,873.00.
James Louttit/Sheila Sproule — 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 #140918R: Thursday 18 September 2014.
- 16 Motion for Adjournment
Resolution 140820R10: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140820R at 7.06pm on Wednesday 20 August 2014.

Scott Froebe/Jonathan Doyle — Carried

“Keith Bricknell”

President: Keith Bricknell

“Jonathan Doyle”

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 140820R)

- (A) Residents’ Handbook: To be completed by the current Treasurer.
- (B) Telcos and the Entry-Phone System: Pending Management’s assessment of new procedures.
- (C) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (D) Standard Unit By-Law: Pending.

Adopted at Meeting #140820R



THE METROPOLE

18 September 2014

Minutes of MTCC 1170 Meeting Number 140918R — Held on 18 September 2014

Present: Board — Keith Bricknell, Jonathan Doyle, Scott Froebe (electronic attendance), James Louttit; and, ICC Property Management — Nancy Bijelic
Regrets: Sheila Sproule

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.50pm.
- 02 Waiver of Notice, and Adoption of Agenda and Additions:
Resolution 140918R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 140918R, as presented.
James Louttit/Scott Froebe — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #140918R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 140918R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140820R, as presented.
Jonathan Doyle/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) Fire Protection Deficiencies: Please refer to Section 07(e) of this Meeting's Minutes.
(ii) DHW Booster Heater — Low Zone: Please refer to Section 07(f) of this Meeting's Minutes.
(iii) DCW Booster Pump — Energy Audit: Please refer to Section 07(g) of this Meeting's Minutes.
(iv) Financials for 01 December 2013 to 31 August 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 140918R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December

2013 to 31 August 2014, and the Front Desk Security Report for the period
06 August 2014 to 04 September 2014.
Scott Froebe/Jonathan Doyle — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): The Committee's meeting could not occur on Monday 15 September 2014. Management will be canvassing to set a new date.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Reserve Fund Study Update — Major Contemplated Work: Building Sciences' review is in progress.
- (d) Emergency Generator — Dual Fuel: Building Sciences' report is in progress.
- (e) Fire Protection Deficiencies:

Resolution 140918R04: Authorising Fire Safety Remediation

WHEREAS MTCC 1170's Board of Directors received Regional Fire and Security Systems' "Annual Fire Inspection Record" ("the Record") during Regular Meeting #140820R; AND,

WHEREAS that the Board of Directors of MTCC 1170 concurs with Management's recommendations arising from the aforementioned Record; THEREFORE,

BE IT RESOLVED the Board of Directors of MTCC 1170 authorises Regional Fire and Security Systems to perform the following remedial tasks, with payment, in all instances, to be from MTCC 1170's Reserve Fund.

- (a) replace fire extinguishers for \$4,445.00, including sales tax;
 - (b) complete fire alarm repairs, including the replacement of 116 smoke detectors that are ≥ 10 years old, for \$15,509.25 including sales tax;
- AND,
- (c) complete sprinkler repairs for \$2,502.95, including sales tax.

James Louttit/Jonathan Doyle — Carried

- (f) DHW Booster Heater — Lower Floors: Management awaits information about alternatives to the original galvanised steel components.
- (g) DCW Booster Pump — Energy Audit: Management awaits receipt of a contract that will address MTCC 1170's concerns about incentives, energy-savings, and payback period.
- (h) Telcos and the Entry Phone System: Management was able to report that, following last month's trial implementation of the following procedures, telcos have not caused any interruptions in MTCC 1170's entry-phone system:
 - (i) all telcos' technicians and MTCC 1170's site staff check operation of the entry-phone(s) to commencement of work;
 - (ii) all telcos' technicians sign a guarantee that they will not disconnect MTCC 1170's entry-phone(s) and that they are responsible, at no cost to MTCC 1170, for repairs/restoration if they do disconnect MTCC 1170's entry-phone(s); and,

- (iii) all telcos' technicians and MTCC 1170's site staff verify the entry-phone's(s') integrity when telcos' technicians' work is completed and before the aforesaid technicians leave MTCC 1170.

(i) Appendix of Pending Items: If information is available in time for Meeting 140918R.

08 Correspondence Requiring Action and/or Response: None

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(s):

(a) Regular Meeting #141027R: Monday 27 October 2014.

16 Motion for Adjournment

Resolution 140918R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 140918R at 6.59pm on Thursday 18 September 2014.

Scott Froebe/Jonathan Doyle — Carried

“Keith Bricknell”

“Jonathan Doyle”

President: Keith Bricknell

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 140918R)

- (A) Residents' Handbook: Undergoing completion by the Treasurer.
- (B) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (C) Standard Unit By-Law: Pending upcoming discussions with Corporate Legal Counsel.



THE METROPOLE

27 October 2014

Minutes of MTCC 1170 Meeting Number 141027R — Held on 27 October 2014

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

Regrets: None

- 01 Call to Order: Keith Bricknell called the meeting to order at 7.03pm.
- 02 Waiver of Notice, and Adoption of Agenda and Additions:
Resolution 141027R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 141027R, as presented.
Jonathan Doyle/Sheila Sproule — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #141027R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 141027R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 140918R, 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) Owners' Unit-Renovations: Please refer to Section 11(a)(i) of these Minutes.
(ii) Ping-Pong in the Penthouse: Please refer to Section 11(a)(ii) of these Minutes.
(iii) PH Awning: Please refer to Section 11(b) of these Minutes.
(iv) Water Damage — 5th Floor Lounge and Environs: Please refer to Section 11(c) of these Minutes
(v) Financials for 01 December 2013 to 30 September 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 141027R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December

2013 to 30 September 2014, and the Front Desk Security Report for the period 05 September 2014 to 05 October 2014.

Scott Froebe/Sheila Sproule — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Management and the President reported briefly on the meeting that occurred on 20 October 2014 and reiterated their thanks to the non-Board members of the Design Subcommittee.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Reserve Fund Study Update — Major Contemplated Work: Building Sciences' review is in progress.
- (d) Emergency Generator — Dual Fuel: Building Sciences' report is in progress.
- (e) DHW Booster Heater — Lower Floors: Management awaits information about alternatives to the original galvanised steel components.
- (f) DCW Booster Pump — Energy Audit: Given the magnitude of this proposal, and given the necessity for certainty about the technology, Management has asked for an opinion from Building Sciences. Pending receipt of that opinion, the proposal is in abeyance.
- (g) Appendix of Pending Items: If information is available in time for Meeting 141027R.

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) Sundry Requests:

- (i) Owners' Unit-Renovations: Management and Directors discussed balancing Owners' rights to renovate their Units against other Owners' expectations that resulting noise should be minimal in intensity and duration. In their discussions, Management and Directors noted that Chapters 363 and 591 of Toronto's Municipal Code provide some guidance in such matters. (Both Chapters are available at <http://www.toronto.ca/legdocs/bylaws/lawmcode.htm>.)
- (ii) Ping-Pong Relocation: During the 5th Floor Lounge's unavailability, Management will relocate the ping pong table to the Penthouse Lounge and evaluate its ongoing appropriateness to that location (further to an Owner's suggestion).
- (b) Penthouse Terrace's Awning: Directors concurred with Management's recommendation that Pike's Awning shall replace the Penthouse Terrace's awning for \$6,202.57 (inclusive of HST), and that payment for the replacement shall be from the Reserve Fund.
- (c) Water Damage — 5th Floor Lounge and Environs: Management and Directors discussed the President's and Management's suggestions for responding to this event. Management agreed to research all suggestions further, and to e-mail findings to Directors — with the intention to initiate repairs as quickly as possible.

(d) Fiscal 2014-2015:

Resolution 141027R04: Authorisation to Use Accumulated Surplus

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 2014 and ending 30 November 2015, inclusive of both dates (hereinafter, "Fiscal 2014-2015"):

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 2014-2015'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 \$93,140.00 from the Accumulated Surplus to the Reserve Fund, effective no earlier than 01 December 2014 and no later than 01 January 2015, to reduce Owners' Reserve Fund Contributions for Fiscal 2014-2015.

Sheila Sproule/Jonathan Doyle — Carried

Resolution 141027R05: Approval of the 2014-2015 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 2014 to 30 November 2015 (inclusive of both dates):

(a) an Operating Budget of \$ \$1,913,697.00; and,

(b) a net Reserve Fund Contribution of \$ \$296,565.00; 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.

Sheila Sproule/Jonathan Doyle — Carried

(d) Renewing Membership in the SLNA:

Keith Bricknell surrendered the Chair to James Louttit.

Resolution 141027R06: Membership Renewal — 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 (“SLNA”) 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 SLNA for 2015, together with payment of membership fees applicable thereto; AND, FURTHER,

BE IT RESOLVED that MTCC 1170’s delegates to the SLNA shall be any three members of the Board of Directors and/or any three volunteers that the Board designates.

Keith Bricknell/Jonathan Doyle — Carried

Keith Bricknell resumed the Chair.

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

- (i) Children’s Aid Society Toy Drive: Directors agreed that the current Vice President should assume the former Vice President’s role as Chair of this committee, and thanked him in advance for his 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(s):

(a) Regular Meeting #141127R: Thursday 27 November 2014.

16 Motion for Adjournment

Resolution 141027R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 141027R at 7.27pm on Monday 27 October 2014.

Scott Froebe/Jonathan Doyle — Carried

“Keith Bricknell”

President: Keith Bricknell

“Jonathan Doyle”

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 141027R)

- (A) Residents' Handbook: Undergoing completion by the Treasurer.
- (B) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (C) Standard Unit By-Law: Pending upcoming discussions with Corporate Legal Counsel.

Adopted at Meeting #141127R



THE METROPOLE

27 November 2014

Minutes of MTCC 1170 Meeting Number 141127R — Held on 27 November 2014

Present: Board — Keith Bricknell, Jonathan Doyle, Scott Froebe (electronic attendance), and James Louttit; and, ICC Property Management — Nancy Bijelic
Regrets: Sheila Sproule

- 01 Call to Order: Keith Bricknell called the meeting to order at 7.10pm.
- 02 Waiver of Notice, and Adoption of Agenda and Additions:
Resolution 141127R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 141127R, as presented.
Jonathan Doyle/Scott Froebe — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #141127R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 141127R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 141027R, as presented.
James Louttit/Jonathan Doyle — 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) Booster Heater Replacement: Please refer to Section 07(e) of these Minutes.
(ii) Front Awning Repair: Please refer to Section 11(d) of these Minutes.
(iii) Riser Shutoff Valves: Please refer to Section 11(d) of these Minutes.
(iv) Sump Pump Cleaning Station: Please refer to Section 11(d) of these Minutes.
(v) Claim Settlement: Please refer to Section 11(a) of these Minutes.
(vi) Natural Gas Contract: Please refer to Section 11(b) of these Minutes.
(vii) Insurance Renewal: Please refer to Section 11(c) of these Minutes.
(viii) Financials for 01 December 2013 to 31 October 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 141127R03: 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 2014, ICC's rendering of

MTCC 1170's unaudited Financial Statements for the period 01 December 2013 to 31 October 2014, and the Front Desk Security Report for the period 06 October 2014 to 04 November 2014.

Scott Froebe/James Louttit — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Directors reiterated their concerns about attaining congruency/consistency between the design-choices that the Refurbishment Committee might propose for the building-wide refurbishment project *and* the design choices readily available for immediate refurbishment of the 5th floor's lounge and corridors. To expedite matters, Directors asked the President and the Vice President to work with Management and the Corporation's design consultants in proposing as immediate a solution as possible for the entire 5th floor. In the meantime, Management will remove the remaining carpet from the 5th floor's lounge/common room — to allow, at very least, casual use of the facility.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Reserve Fund Study Update — Major Contemplated Work: Building Sciences' review is in progress.
- (d) Emergency Generator — Dual Fuel: Building Sciences' report is in progress.
- (e) DHW Booster Heater — Lower Floors:

Keith Bricknell surrendered the Chair to James Louttit.

Resolution 141127R04: Replacing the Lower Zone's DHW Booster Heater

BE IT RESOLVED the Board of Directors of MTCC 1170 authorises Ambient Mechanical to replace the Lower Zone's Domestic Hot Water (DHW) booster heater for \$8,988.58 plus HST, with payment to be from MTCC 1170's Reserve Fund.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (f) DCW Booster Pump — Energy Audit: Given the magnitude of this proposal, and given the necessity for certainty about the technology, Management has asked for an opinion from Building Sciences. Pending receipt of that opinion, the proposal is in abeyance.
- (g) Appendix of Pending Items: If information is available in time for Meeting 141127R.

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) Settlement of a Commercial Unit's Claim: Directors concurred with Management's recommended settlement of a commercial unit's claim for minor water-damage.
- (b) Affirming a Three-Year Gas Contract:

Resolution 141127R05: Contract to Supply Natural Gas

WHEREAS MTCC 1170 strives to provide its Unit-Owners with favourable and predictable prices per cubic metre of natural gas; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 reaffirms its prior e-mailed agreement with terms (encompassing fixed price per cubic meter and daily volumes in cubic metres) that Blackstone Energy Services Incorporated (“Blackstone”) has offered in Blackstone’s contracts numbered as “Confirmation #111414_12692”; AND, FURTHER,

BE IT RESOLVED that MTCC 1170’s Board of Directors agrees, subject to terms referenced herein, that Blackstone shall supply natural gas to MTCC 1170 from 01 December 2014 to 30 November 2017 (inclusive of both dates).

James Louttit/Jonathan Doyle — Carried

(c) Renewing Insurance:

Resolution 141127R06: Renewing 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:

01 Royal & Sun Alliance Insurance Company of Canada’s coverage of building and Corporate-owned contents at \$116,400,000.00; AND,

02 Royal & Sun Alliance Insurance Company of Canada’s per-incident coverage of boiler and machinery at \$116,400,000.00; THEREFORE,

Be It Resolved that the Board of Directors of MTCC 1170 authorise payment of \$50,904.00 (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 \$4,072.32 (plus taxes) to Paisley Manor Insurance Brokers for the boiler and machinery insurance premium.

Jonathan Doyle/James Louttit — Carried

(d) Sundry Items:

(i) Front Awning — Additional Maintenance Issue: Directors agreed with Management’s preliminary suggestions for addressing this minor issue.

(ii) Sump Pump Cleaning Station: Directors agreed with Management’s suggestions regarding analysis and remediation of issues that can sometimes affect/afflict sump pumps and/or sump pits. Directors also agreed with Management’s recommendations regarding attribution of costs for analysis and remediation.

(iii) Brief Maintenance-Related Water Outages: Management reported that there were only five instances of such outages during 2014. In some instances, these outages reflected the necessity to use building-wide shutoff valves, rather than individual risers’ shutoff valves. Given the relative infrequency and brevity of building-wide outages, Directors agreed with Management’s opinion that replacement of risers’ shutoff valves could occur concurrently with planned replacement of the DHW recirculation lines (probably sometime in 2015).

- 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 #141218R: Thursday 18 December 2014.
- 16 Motion for Adjournment
Resolution 141127R07: Adjournment
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 141127R at 7.28pm on Thursday 27 November 2014.
Scott Froebe/Jonathan Doyle — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sheila Sproule”

for Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 141127R)

- (A) Residents’ Handbook: Undergoing completion by the Treasurer.
- (B) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (C) Standard Unit By-Law: Pending upcoming discussions with Corporate Legal Counsel.



THE METROPOLE

18 December 2014

Minutes of MTCC 1170 Meeting Number 141218R — Held on 18 December 2014

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

Regrets: Jonathan Doyle

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.42pm.
- 02 Waiver of Notice, and Adoption of Agenda and Additions:
Resolution 141218R01: Adoption of the Agenda
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 141218R, as presented.
Sheila Sproule/Scott Froebe — Carried
- 03 Assignment of Duties:
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Acting Secretary for the duration of Meeting #141218R.
- 04 Review and Adoption of Previous Meetings' Minutes:
Resolution 141218R02: Adoption of Minutes
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 141127R, as presented.
Scott Froebe/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) Security Contract Renewal: Please refer to Section 11(a) of this Agenda.
(ii) King Street Exterior Door (West Side): Please refer to Section 11(b) of this Agenda.
(iii) Financials for 01 December 2013 to 30 November 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:
Resolution 141218R03: 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 2014, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December

2013 to 30 November 2014, and the Front Desk Security Report for the period 05 November 2014 to 07 December 2014.

James Louttit/Sheila Sproule — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): As regards the overall refurbishment project, the Committee's members have been attending at the Management Office and recording their opinions about a short-list of custom-designed carpet samples. Regarding more pressing décor-related matters, Directors concurred with Management's, the Vice President's, and the President's delegated decisions about carpeting for the 5th floor's corridors and lounge/common room. Directors also approved the Owners' newsletter explaining resolution of this matter.
- (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Management awaits final details and receipt of mandatory signed forms from the Unit's Owner.
- (c) Reserve Fund Study Update — Major Contemplated Work: Building Sciences' review is in progress.
- (d) Emergency Generator — Dual Fuel: Building Sciences' report is in progress.
- (e) DCW Booster Pump — Energy Audit: Given the magnitude of this proposal, and given the necessity for certainty about the technology, Management has asked for an opinion from Building Sciences. Pending receipt of that opinion, the proposal is in abeyance.
- (f) Appendix of Pending Items: If information is available in time for Meeting 141218R.

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) Security Services Contract:

Resolution 141218R04: Renewing a Service Contract with G4S

WHEREAS MTCC 1170 continues to receive desired levels of service from G4S Security; AND,

WHEREAS G4S Security has the required levels of expertise, as well as ongoing familiarity with MTCC 1170's expectations, security systems, and fire-safety systems; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises renewal of its service contract with G4S Security, subject to the following terms (inclusive of both dates in each instance):

Year 1: from 01 December 2014 to 30 November 2015 — \$318,531.63 (including HST);

Year 2: from 01 December 2015 to 30 November 2016 — \$322,463.31 (including HST); and,

Year 3: from 01 December 2016 to 30 November 2017 — \$326,316.52 (including HST).

James Louttit/Sheila Sproule — Carried

(b) King Street Door: Directors agreed with Management’s recommendation that Hi-Lon Glass shall undertake repairs for \$\$4,280.05 plus HST. Payment for these repairs shall be from the Reserve Fund.

(c) Sundry Items:

- (i) With the Board’s concurrence, Management will seek quotes for additional cleaning of horizontal drains.
- (ii) Biennial dryer-vent cleaning will be occurring sometime in the first half of 2015. Beforehand, Directors and Management will be exchanging ideas about Owner-paid services that could be available concurrently with vent cleaning.

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 #141218R: Monday 26 January 2015.

16 Motion for Adjournment

Resolution 141218R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 141218R at 7.11pm on Thursday 18 December 2014.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Jonathan Doyle”

Secretary: Jonathan Doyle

Appendix: Pending Items (not discussed during Meeting 141218R)

- (A) Residents’ Handbook: Undergoing completion by the Treasurer.
- (B) Equipment-Protection during Interruptions in Electrical Service: Pending.
- (C) Standard Unit By-Law: Pending upcoming discussions with Corporate Legal Counsel.