



## THE METROPOLE

26 January 2012

### **Minutes of MTCC 1170 Meeting Number 120126R — Held on 26 January 2012**

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

Regrets: James Louttit and Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.32pm.

02 Adoption of Agenda and Additions:

Resolution 120126R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120126R, as presented.

Sylvia Furlong/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120126R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120126R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 111229R, as presented.

Scott Froebe/Sylvia Furlong — 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) Window Cleaning Contract:

Resolution 120126R03: Awarding an Exterior Window-Cleaning Contract

BE IT RESOLVED that the Board of Directors of MTCC 1170 awards the Corporation's contract for exterior window-cleaning in 2012 (hereinafter, "the calendar year") to Canada Wide, subject to the following terms:

01 Price: \$14,655 + HST for the calendar year;

02 Frequency of Services: Three (3) times per calendar year; and,

03 Scope of Services: Clean all exterior windows and all exterior metal cladding panels during each instance of providing services referenced in Section 02 (*supra*).

Sylvia Furlong/Scott Froebe — Carried

- (ii) Glass Blocks — West Elevation: After reviewing the engineering consultant's preliminary report of observations, the Board agreed that the engineering consultant should identify causes of minor cracking/flaking and propose remediation. On receipt of information about causation and remediation, the Board will give further directions to Management.
- (iii) Financials for 01 December 2011 to 31 December 2011: Directors commented briefly on the YTD Financials.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120126R04: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 December 2011, and the Front Desk Security Report for the period 12 December 2011 to 09 January 2012.  
Scott Froebe/Sylvia Furlong — Carried

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

- (a) Cooling Tower — All Items: Directors deferred discussion, pending receipt of advice from corporate legal counsel and/or engineering consultants.
- (b) General Aesthetic Refurbishment — All Items: Discussions herein continues to depend on Management's being able to find mutually convenient dates/times for a preliminary meeting between Directors and colleges' design students.
- (c) Elevators — Operating Log: Having discussed the Operating Log, Directors agreed that Management should consult with Solucore about Elevator #1.
- (d) Garages' Water-Penetration: Management confirmed that the contractor has agreed to the request to delay the onset of work until March 2012.
- (e) Residents' Handbook: In Progress.
- (f) DVR Replacement: Management provided an update on specifications and pricing. The General Manager and the President agreed to review the specifications and e-mail recommendations to other Directors.
- (g) Make-Up Air Heat Exchangers — All Floors: Directors deferred discussion, pending receipt of advice from corporate legal counsel and/or engineering consultants.
- (h) P1 Exhaust Fan Dampers: Further testing will occur when a commercial tenant resumes operations.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports:

- (a) MTCC 1170 Staff Fund Report:

Resolution 120126R04: Receiving a Committee Report as Information

WHEREAS MTCC 1170 has received one report during Meeting 120126R; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 respond as follows to the above-noted item.

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.

Sylvia Furlong/Scott Froebe — Carried

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) 40 Scott Street: The President provided information about a Committee of Adjustment meeting on Tuesday 14 February 2012. Directors reaffirmed their permission(s) in Section 08(a) of the Minutes for Meeting 110929R. Additionally, the Board agreed that the President may represent and/or communicate MTCC 1170's concerns to the Committee of Adjustment.

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: 6.30pm on Thursday 23 February 2012.

16 Motion for Adjournment

Resolution 120126R06: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120126R at 7.03pm on Thursday 26 January 2012.

Scott Froebe/Sylvia Furlong — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong



## THE METROPOLE

23 February 2012

### **Minutes of MTCC 1170 Meeting Number 120223R — Held on 23 February 2012**

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

Regrets: Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.31pm.

02 Adoption of Agenda and Additions:

Resolution 120223R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120223R, as presented.  
James Louttit/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120223R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120223R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 120126R, 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) Recent Outage — Elevator #01: The contractor installed a diagnostic computer on 01 February 2012. Remediation occurred on 03 February 2012. Nonetheless, the contractor prudently left the diagnostic computer in place until 14 February 2012. No further issues have occurred.

(ii) Reports of XX08 Hot Water Outages: Technicians' investigation confirmed Management's belief that a defective cartridge was causing hot water outages in that suite and elsewhere on the XX08 riser. In response, Directors asked Management to investigate the possibility of deploying temperature-sensors to pinpoint locations where cold water was infiltrating the hot water pipes via defective cartridges.

(iii) Financials for 01 December 2011 to 31 January 2011: Directors commented briefly on the YTD Financials and other reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120223R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 January 2012, and the Front Desk Security Report for the period 09 January 2012 to 05 February 2012.

Scott Froebe/Sylvia Furlong — Carried

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

(a) DVR Replacement: Having reviewed Brampton Fire's revised specifications, Directors agreed that MTCC 1170 shall replace its three temperamental DVRs with low-wattage DVRs that use H.264 "Realtime" technology. A ratifying motion, as to final costs (≈\$1,800+HST per DVR), will occur on presentation of the final invoice.

(b) Elevators — Operating Log: Management will be providing this separately.

08 Correspondence Requiring Action and/or Response: Dealt with in Section 11 (*infra*).

09 Special Committee Reports:

(a) Response to the Community Council — 40 Scott Street: The President reported briefly on his attendance at the Community Council Meeting on 14 February 2012. Afterwards, he also met with Cllr McConnell and her constituency assistant, Tom Davidson, and with the developers of the 40 Scott Street site — to discuss on-going congestion problems in the Scott-Yonge stretch of Colborne Street. To ensure that the matter continues to receive the attention that it deserves, Directors agreed that the President should post MTCC 1170's Community Council brief on MTCC 1170's Web site.

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) Dog-Bite Incident:

Resolution 120223R04: Removing an Animal from MTCC 1170

WHEREAS Security and Management have verified an incident that occurred on 15 February 2012 and have provided a description of that incident to MTCC 1170's Board of Directors; AND,

WHEREAS MTCC 1170's Rule Number 11.02 specifies the Board of Directors' duties and powers as regards safeguarding MTCC 1170's residents from incidents that lie within the aforementioned Rule's ambit; AND,

WHEREAS MTCC 1170's Management has consulted with Corporate Legal Counsel, whose advice is reflected herein; AND,

WHEREAS Section 37 of the *Condominium Act* describes the validity of condominium boards' actions when relying on professional advice (including, *inter alia*, legal advice); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 requires the immediate removal from MTCC 1170 of the animal described herein.

James Louttit/Sylvia Furlong — Carried  
Recorded Votes “Yea”: 4/Recorded Votes “Nay”: 0

Following passage of Resolution 120223R04, Directors perused and approved correspondence to the dog’s owner (*ie*, Management’s notification-letter and the Board’s response to requests from the dog’s owner).

- 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: 6.30pm on Thursday 22 March 2012.
- 16 Motion for Adjournment

Resolution 120223R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120223R at 7.12pm on Thursday 23 February 2012.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120223R)**

- (A) Cooling Tower — All Items: Pending receipt of Corporate Legal Counsel’s advice.
- (B) General Aesthetic Refurbishment — All Items: Pending arrangement of a meeting-date with colleges’ design students and their instructors.
- (C) Caulking West-Side Glass Blocks: Pending receipt of specifications.
- (D) Garages’ Water-Penetration: Work will begin in March 2012.
- (E) Residents’ Handbook: In Progress.
- (F) Make-Up Air Heat Exchangers — All Floors: Pending receipt of Corporate Legal Counsel’s advice.



## THE METROPOLE

22 April 2012

### **Minutes of MTCC 1170 Meeting Number 120322R — Held on 22 March 2012**

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

Regrets: Scott Froebe

01 Call to Order: Keith Bricknell called the meeting to order at 6.37pm.

02 Adoption of Agenda and Additions:

Resolution 120322R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120322R, as presented.

James Louttit/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120322R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120322R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 120223R, as presented.

Sylvia Furlong/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) Replacement of Elevators' Service-Quilts: Directors accepted Management's recommendation for replacement-products costing \$495+HST. A ratifying motion, as to final costs, will occur on presentation of the invoice.
- (ii) Reports of Sundry Water Outages: Management reported on completion of the first stage of individual units' compliance with the requirement to replace cartridges that were leaking cold water into the hot water lines.
- (iii) Garage-Repair Parking Rentals: Directors asked Management to contact the Corporate Auditor and ascertain whether payment for this specific item should be from the Operating Fund or the Reserve Fund.
- (iv) Draft Audited Financials: Directors examined these, asked Management to seek clarifications, and agreed to discuss them further during April 2012's Regular Meeting.

- (v) Financials for 01 December 2011 to 29 February 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120322R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 29 February 2012, and the Front Desk Security Report for the period 06 February 2012 to 07 March 2012.  
Nives Malara/James Louttit — Carried

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

- (a) Cooling Tower Repairs: The Board discussed their concerns and Corporate Legal Counsel's preliminary advice, gave directions to Management, and agreed that Corporate Legal Counsel should present MTCC 1170's concerns to the contractor.
- (b) MUA Unit(s) Repairs: The Board discussed their concerns and Corporate Legal Counsel's preliminary advice, gave directions to Management, and agreed that Corporate Legal Counsel should present MTCC 1170's concerns to the contractor.
- (c) General Aesthetic Refurbishing: Directors agreed on the scope of work that co-op college students could consider when formulating their recommendations. Management then indicated that a meeting with prospective co-op college students could occur as early as 29 March 2012.
- (d) TPS Assistance within MTCC 1170: Directors asked Management to communicate with local TPS personnel — to ensure mutuality of understanding about the TPS's role in responding to issues within condominium buildings, and to ensure that the TPS is aware that condominium owners pay the same taxes and have the same expectations as owners of freestanding dwellings do.

(e) Appendix of Pending Items: All items therein remain pending.

08 Correspondence Requiring Action and/or Response: Dealt with in Section 11 (*infra*).

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) Overflow Venue for the Exercise Room: Directors and Management noted that some of the Exerciser Room's users engage in quasi-gymnastic exercises that can unintentionally exacerbate space-constraints. Directors reminded Management that, several years ago, the 5<sup>th</sup> Floor Lounge often became the "overflow space" for such exercises — a fact that explains the non-cable television/DVR player in the 5<sup>th</sup> Floor Lounge. Directors asked Management to investigate whether some residents would like to resume scheduled use of the 5<sup>th</sup> Floor Lounge for that prior purpose.



- 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: 6.30pm on Thursday 26 April 2012.
- 16 Motion for Adjournment

Resolution 120322R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120322R at 7.38pm on Thursday 22 March 2012.

James Louttit/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120322R)**

- (A) Caulking West-Side Glass Blocks: Pending receipt of specifications.
- (B) Garages’ Water-Penetration: Work will begin in March 2012.
- (C) Residents’ Handbook: In Progress.
- (D) P1 Exhaust Fan Dampers: Further testing awaits full warm-weather resumption of commercial operations.



## THE METROPOLE

26 April 2012

### **Minutes of MTCC 1170 Meeting Number 120426R — Held on 26 April 2012**

Present: Board — Keith Bricknell, Scott Froebe, Sylvia Furlong, and Nives Malara (6.50pm); and, ICC Property Management — Nancy Bijelic

Regrets: James Louttit

01 Call to Order: Keith Bricknell called the meeting to order at 6.30pm.

02 Adoption of Agenda and Additions:

Resolution 120426R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120426R, as presented.

Scott Froebe/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120426R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120426R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 120322R, as presented.

Sylvia Furlong/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) **Vehicular Damage**: MTCC 1170's CCTV footage shows that, at about 2.30am on Sunday 22 April 2012, a motorist attempted to drive south in Victoria Street (which, south of Adelaide Street, is a one-way northbound street) and had to take evasive action to avoid another motorist who was legitimately driving north in Victoria Street. The evasive action caused a collision with MTCC 1170's NE corner. Management has received the police report and has contacted the motorist's insurer. Additionally, Management is contacting masonry contractors to ensure a colour-matching restoration.

(ii) **Minor Damage to Non-Loadbearing Walls**: Management noted the apparent coincidence between renovations to a building immediately west of the 5<sup>th</sup> Floor Terrace and recent appearance of masonry-damage to non-loadbearing walls in MTCC 1170's upper parking garages. [*Section 11(a) of these Minutes provides Directors' response herein.*]

- (iii) Solucore's Report on Completion of Work: Management described its response to this report [*Section 11(b) of these Minutes provides Directors' response herein.*]
- (iv) Reports of Hot-Water Fluctuations: Management reported that the Superintendent's investigations and Jermark's ensuing repairs had addressed fluctuations apparently resulting from individual units' bath/shower cartridges.
- (v) Garage-Repair Parking Rentals: Having received confirmation from Corporate Auditors that these rentals are a legitimate Reserve Fund expenditure, Directors' consensus was to approve them as such, with a ratifying motion to occur on receipt of the final invoice (dependent on duration of repairs).
- (vi) Financials for 01 December 2011 to 31 March 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120426R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 March 2012, and the Front Desk Security Report for the period 08 March 2012 to 08 April 2012.

Scott Froebe/Sylvia Furlong — Carried

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

- (a) Cooling Tower and MUA Units' Repairs: Directors approved Corporate Legal Counsel's written communications with a contractor. To facilitate resumption of air conditioning, Directors approved Ambient Mechanical's offer to ready the cooling tower for 2012's air conditioning season. A ratifying motion, as to costs, will occur on presentation of the invoice (estimated to be ≈\$3,700+HST).
- (b) General Aesthetic Refurbishing: The Vice President, the Corporate Secretary, and Management reported on preliminary materials provided by Sheridan College's co-op students. All were unanimous in their praise of students' enthusiasm, knowledge, and professionalism, and with their recognition of MTCC 1170's probable requirement for a gradualist approach to refurbishment.
- (c) TPS "On Request" Assistance within Condominiums: Given the fact that ICC's Vice President is on the Executive of the CCI, ICC's recommendation, accepted by MTCC 1170's Directors, was that CCI would most efficacious in pursuing this issue.
- (d) Use of the 5th Floor Lounge as an "Overflow" Area for the Exercise Room: Management continues to investigate this concept — for times when the 5<sup>th</sup> Floor Lounge would not, in any event, be occupied.
- (e) Appendix of Pending Items: All items therein remain pending.

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) Exp's Report on Damage to Non-Loadbearing Garage Walls:

Resolution 120426R04: Receiving a Damage-Report as Information

WHEREAS MTCC 1170 has received Exp Services' report "BRM-00066208-G0" (hereinafter, "the Report"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 directs Management to comply with Exp Services' recommendations on Page 4 of the Report and to work with Exp Services and Corporate Legal Counsel) to resolve issues described in the Report and to protect MTCC 1170's interests herein.

Sylvia Furlong/Scott Froebe — Carried

(b) Solucore's Report on Completion of an Elevator-Refurbishment Contract:

Resolution 120426R05: Receiving an Elevator Consultant's Report as Information

WHEREAS MTCC 1170 has received Solucore's "Final Approval of Elevator Document 191193" (hereinafter, "Final Approval Document"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Final Approval Document as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 directs Management to comply with Solucore's financial recommendation on Page 1 of 4 of the Final Approval Document and to ensure that the elevator contractor completes the work described on Page 3 of 4 of the Final Approval Document.

Nives Malara/Sylvia Furlong — Carried

(c) Acceptance of the Auditor's Report

Resolution 120426R06: Accepting 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 2010 and ending 30 November 2011; 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.

Sylvia Furlong/Nives Malara — Carried

(d) AGM 2012

Resolution 120426R07: AGM 2012 and the AGM Package

WHEREAS MTCC 1170's Board of Directors has received and adopted the Corporation's audited financial statements for 01 December 2010 to 30 November 2011 (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 2011") shall commence at 7:30pm on 30 May 2012 (with registration beginning one-half hour earlier);
- (b) AGM 2012'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 2011; and,
  - (ii) a President's Report, in the same general format that MTCC 1170 used for AGM 2011.
- (c) any other items and/or procedures that the Management Office deems necessary for facilitating the conduct of AGM 2012.

Nives Malara/Sylvia Furlong — 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: 6.30pm on Thursday 24 May 2012.
- 16 Motion for Adjournment

Resolution 120426R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120426R at 7.20pm on Thursday 26 April 2012.

Scott Froebe/Nives Malara — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120426R)**

- (A) Caulking West-Side Glass Blocks: Pending receipt of specifications.
- (B) Garages' Water-Penetration: Work will begin in March 2012.
- (C) Residents' Handbook: In Progress.
- (D) P1 Exhaust Fan Dampers: Further testing awaits full warm-weather resumption of commercial operations.



## THE METROPOLE

23 June 2012

### **Minutes of MTCC 1170 Meeting Number 120524R — Held on 24 May 2012**

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

Regrets: Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.50pm.

02 Adoption of Agenda and Additions:

Resolution 120524R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120524R, as presented.  
James Louttit/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120524R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120524R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 120426R, as presented.  
Sylvia Furlong/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) Sump Pump: Directors agreed that Management should proceed with repairs and attribute costs upon completion thereof.
- (ii) PH Lounge Water Damage to Carpeting: Management reported that flooding had originated from a blocked toilet. However, efforts to determine responsibility for the blockage were inconclusive.
- (iii) Fire Alarm Inspection: Management awaits Brampton Fire's report.
- (iv) Garage-Repair Progress: Work on the east side is on schedule.
- (v) Emergency Generator Testing: Management awaits the post-inspection report and recommendations.

- (vi) Financials for 01 December 2011 to 30 April 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120524R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 30 April 2012, and the Front Desk Security Report for the period 09 April 2012 to 06 May 2012,  
Scott Froebe/Sylvia Furlong — Carried

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

- (a) Cooling Tower Repairs: Management awaits communications from Corporate Legal Counsel.
- (b) MUA Unit(s) Repairs: Management awaits communications from Corporate Legal Counsel.
- (c) General Aesthetic Refurbishing: Directors and Management commented briefly on preliminary cost-estimates — in the context of current maintenance obligations.
- (d) Vehicular Damage — Corner of King & Victoria: Management awaits information from the driver's insurance underwriter and from contractors qualified to effect repairs.
- (e) Damage to Above-Ground Parking: Management is getting quotes for repairs and is in ongoing discussions with the contractor that is working on a neighbouring building.
- (f) Solucore's Report on Completion of Elevator-Work: Management awaits the contractor's completion-timetable and continues to withhold final payment.
- (g) Glass Block Repairs and Sealant Remediation: Management reported that remediation-costs would be approximately \$1,080 per affected floor. Directors authorised the expenditure, with ratification to occur on presentation of the final invoice.
- (h) Appendix of Pending Items: Items therein continue to be pending.

08 Correspondence Requiring Action and/or Response: Directors offered suggestions about revisions to some of the rationales that Management presents to owners in some of its cautionary correspondence.

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: 6.30pm on Thursday 27 June 2012.

16 Motion for Adjournment

Resolution 120524R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120524R at 7.50pm on Thursday 24 May 2012.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Nives Malara”

Secretary *Pro Tem*: Nives Malara

**Appendix: Pending Items (not discussed during Meeting 120524R)**

(A) Residents’ Handbook: In Progress.

(B) P1 Exhaust Fan Dampers: Further testing awaits full warm-weather resumption of commercial operations.





## THE METROPOLE

13 July 2012

### Minutes of MTCC 1170 Meeting Number 120627R — Held on 27 June 2012

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

Regrets: Sylvia Furlong and James Louttit

01 Call to Order: Keith Bricknell called the meeting to order at 6.35pm.

02 Adoption of Agenda and Additions:

Resolution 120627R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120627R, as presented.

Nives Malara/Scott Froebe — Carried

03 Assignment of Duties:

(a) On-going Assignment of Corporate Officers' Duties: Directors agreed to retain the assignments that were in place as at the commencement of AGM 2012.

(b) *Pro Tem* Reassignments: Nives Malara graciously accepted assignment as Corporate Secretary for the duration of Regular Meeting 120627R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120627R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting(s) Number(s) 120524R, as presented.

Scott Froebe/Nives Malara — Carried

05 Administrative and Security Reports:

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

(i) MUA DX Repairs: Refer to Section 07(c) — *infra*.

(ii) PH Lounge Water Damage: The Board agreed that carpet-replacement is necessary. Management will ensure that the new carpeting is consistent with the suggested general theme(s) for major refurbishment. A ratifying motion, as to costs, will occur on presentation of the invoice for the above-noted carpet.

(iii) Fire Alarm Inspection: After discussing the charge-backs that occur because owners sometimes damage in-suite components, the Board agreed to proceed with the report's required items. A ratifying motion, as to "required" costs, will occur on presentation of the invoice. The Board then asked Management to get quotes for costs of implementing the report's "recommended" items.

- (iv) Garage-Repair Progress: Aside from extra time and cost necessary for the change-order affecting a ramp, work is progressing on time and on budget.
- (v) Reimbursement of Damage to Personal Property: After discussing MTCC 1170's obligations *vis à vis* damage to Owners' and/or residents' personal property, the Board agreed to deny two claims that Management had (without comment) brought to the Board's attention.
- (vi) Emergency Generator: Management awaits further details of recommended maintenance for the emergency generator. As for the generator's capability, the Board asked Management to get an assessment of its actual load during service-outages and compare this with its rated capacity of 350kW.
- (vii) Financials for 01 December 2011 to 31 May 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120627R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 May 2012, and the Front Desk Security Report for the period 07 May 2012 to 07 June 2012.  
Nives Malara/Scott Froebe — Carried

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

- (a) Sump Pump: Repairs await delivery of a component.
- (b) Unresolved HVAC Issues: Having received Corporate Legal Counsel's prior agreement, the Board asked the President and Management to meet with the contractor.
- (c) MUA Unit(s) Repairs:
  - (i) Lower MUAs' DX Cooler: The Board authorised the purchase of components necessary for returning this DX cooler to service. A ratifying motion, as to costs, will occur on presentation of the invoice. Directors also noted that, even if MTCC 1170 were to adopt hydronic heating of the corridors in winter, continuation of DX cooling for the corridors in summer would offer two advantages: avoidance of overload on the main chiller, as well as cooling system redundancy if problems were to occur with the main chiller.
  - (ii) MUAs' Heating Capability: Directors asked Management to seek information about the cost-benefits of repairing existing heating equipment *versus* installing alternative heating-devices. Management noted that this would likely also be part of discussions contemplated in Section 07(b) of these Minutes.
- (d) General Aesthetic Refurbishing: The Vice-President and Management reported further on the co-op student's work and cost-estimates. They recommended, and the Board agreed, that additional quotes would be necessary, as would the Vice-President's suggested survey of Owners' décor-preferences. However, given other pending obligations, the Board and Management agreed that a multi-stage or gradual approach would be necessary.

- (e) Vehicular Damage — Corner of King & Victoria: The Board reviewed the defendant-insurer's estimate of damages. As for the timing of repairs, Management explained that contractors are having difficulty in finding an exact match for the damaged fascia.
  - (f) Damage to Above-Ground Parking: The Board accepted Management's recommendation that Alliance Restoration should undertake these repairs (thus avoiding additional mobilisation and demobilisation costs, since Alliance is already on-site). A ratifying motion, as to costs, will occur on presentation of the invoice (although MTCC 1170 will be seeking recovery from a third party).
  - (g) Solucore's Report on Completion of Work: Refer to Section 11(b)(ii) — *infra*.
  - (h) Glass Block Repairs and Sealant Remediation: Work is on schedule and on budget.
  - (i) P1 Exhaust-Fan Dampers: Exp Engineering will perform further tests of this equipment's ability to maintain consistent temperatures on this parking-level.
  - (j) Appendix of Pending Items: If information is available in time for Meeting 120627R.
- 08 Correspondence Requiring Action and/or Response: Refer to Section 05(a)(v) — *supra*.
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:

- (a) Communications with the Toronto Film and Television Office:

Resolution 120627R04: Receiving Correspondence from External Entities

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the following responses to MTCC 1170's 15 June 2012 letter to the Toronto Film and Television Office (TFTO):

- 01 the TFTO's response to MTCC 1170, dated 15 June 2012;
- 02 Flashpoint Season V Productions Incorporated's response to MTCC 1170, dated 19 June 2012; and,
- 03 Flashpoint Season V Productions Incorporated's response to MTCC 1170's residents, dated 19 June 2012; AND, FURTHER,

BE IT RESOLVED that all letters mentioned herein, and any response(s) thereto that MTCC 1170 might choose to make, shall comprise Appendix "A" to the Minutes for Meeting Number 120627R.

Scott Froebe/Nives Malara — Carried

- (b) Elevator Maintenance:

- (i) Directors noted the specific regulatory circumstances that facilitated the President's use of ultimatums to resolve a recent service-outage and affirmed his actions in successfully resolving this particular issue.
- (ii) Directors asked Management to expedite the final adjustments that are necessary for allowing the new door-operators to reach their full potential for enhanced reliability. If necessary, Management has the Board's permission to expedite these final adjustments by employing a third party and by using holdback funds to pay for the work.

- (iii) Directors asked Management to assess feasibility and get quotes for replacing any proprietary main machine-controllers with generic controllers that might be more readily serviceable.
- (c) Telcos and the Entry-Phone System: In response to an e-mail exchange initiated by the General Manager, Directors asked Management to research methods of saving MTCC 1170 harmless when telcos inadvertently compromise the entry system whilst performing installations — thus causing inconvenience and necessitating remedial work.
- 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: 6.30pm on Thursday 19 July 2012.
- 16 Motion for Adjournment  
Resolution 120627R05: Adjournment  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120627R at 7.23pm on Wednesday 27 June 2012.  
Scott Froebe/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120627R)**

(A) Residents' Handbook: In Progress.



## THE METROPOLE

### Without Prejudice

15 June 2012

Mr Peter Finestone — Film Commissioner  
Toronto Film & Television Office — Toronto City Hall  
100 Queen Street West  
Main Floor — Rotunda North  
Toronto ON M5H 2N2

Dear Mr Finestone

**Re Filming in Colborne and Scott Streets — 13 & 14 June 2012**

MTCC 1170 deems that the above-noted filming violates, *inter alia*, Section 6 of TFTO's *Code of Conduct for Cast and Crew*, "Cast and crew shall not trespass on residents' or merchants' property. They must remain within the boundaries of the property that has been permitted for filming." A partial description of observed violations follows.

- ❖ Late in the afternoon of 13 & 14 June 2012, MTCC 1170 endured false fire alarms emanating from one of its above-ground parking garages (whose ventilation-fans draw and/or expel air from/to Colborne and Victoria Streets). After attending one of the false alarms, the Toronto Fire Department (TFD) advised our building's Security that the TFD would be billing the film company for the alarm. Our Management will be contacting the TFD to ascertain whether both false fire alarms were attributable to the film company and will be advising you therein. In these instances, the "trespass" comprises the emanations into our building that caused us to have to endure false fire alarms.
- ❖ On both days, filming necessitated the strewing of vast quantities of letter-sized sheets of paper on Colborne and Victoria Streets. A large quantity of that paper blew into our parking garages, and it might also have blown into our townhouses along Victoria Street. The same principle of "trespass" described above is applicable to this nuisance. Our Management will ascertain the extra cost of removing this paper from our property and will reserve the right to contact your office about recovering that cost.

MTCC 1170 deems that the TFTO and the TPS' "paid duty" police officers have provided miserably unacceptable supervision of a film company on, at very least, 13 & 14 June 2012. Absent an apology to all residents of MTCC 1170, full repayment of MTCC 1170's costs as described herein, and your undertaking to prevent recurrences, MTCC 1170 will have to consider seeking an injunctive remedy against future filming in Colborne and Victoria Streets.

Yours sincerely

Metropolitan Condominium Corporation Number 1170

Keith Bricknell — President of the Board

Mr Keith Bricknell  
President of the Board  
The Metropole , 7 King Street East  
Toronto, Ontario M5C 3C5

June 15, 2012

Dear Mr. Bricknell:

**RE: Filming on Colborne and Scott Street - 13 & 14 June**

I received your letter this morning with regret. As you may be aware, two of your residents had contacted me with similar concerns. I expressed my apology to them and I extend an apology to you and all of the resident and owners of the Metropole. My office and I take comments such as yours and the situations you describe very seriously. We do regret the inconvenience and disruption experienced.

I have spoken to both the Location Manager (LM) and Assistant Location Manager (ALM). First, I can assure you that any costs associated with the false alarms will be covered by the production company. The conditions which lead to the triggering of the alarm were unpredictable and surprising. The LM and ALM were clear with me that they will take responsibility.

As a result of my debrief with the locations staff and the Paid Duty Officer, I understand that the scene, chaos following a bombing of a government building, resulted in that feeling to onlookers. The 100 extras, ambulances, a fire truck and many stretchers along with the prop debris was very significant. It was, however to the extent possible, managed by the crew. It is my belief that the terms of the permit were observed. It is likely the case, and I take responsibility for this, that the communication of the extent of the scene and its impact was inadequate. My office and film companies can and will do better in the future.

The ALM, Mr. Stan Lidon, informed me that as they were cleaning up last evening, and having seen some paper blow into the garage periodically as it opened and closed during the day, approached the Concierge and offered to send cleaners into the garage and gather any paper and/or debris which might have entered. Permission was refused. The production is not aware of the volume of the mess but has told me that it will work with the Condominium with respect to the costs of clean-up.

I will take this opportunity to inform you that another shoot is taking place at 40 Scott Street next week. The production has been planning the shoot for some time and based on the

activity we decide that we would issue the permits. Notices will go out this weekend. The scenes are inside of the building or its off-street courtyard so they will not impact your building. I was concerned about the potential consequence of the parking. Based on the experience of this week, therefore, the Film Officer responsible and I spent more than an hour with the locations people for that shoot. We had them reduce their on-street parking to the bare minimum. Most equipment will be ferried to the location, unloaded and the truck will park out of the area. Any vehicles to be parked will be kept as far away as possible from your building.

My staff and I will continue to be vigilant with regards to the use of area. We will work to maintain, as best we can, the balance between the Council direction to work to facilitate the film and television industry and the interests of residents and businesses.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Finestone', with a long horizontal stroke extending to the right.

Peter Finestone  
Film Commissioner

Appendix A to the Minutes of Meeting #12062719

Appendix A to the Minutes of Meeting #120627R



**Explanation:**The "small token of [the film company's] appreciation" was the floral display that appeared at the Front Desk shortly after the two false fire alarms.



## THE METROPOLE

14 July 2012

Mr Peter Finestone — Film Commissioner  
Toronto Film & Television Office — Toronto City Hall  
100 Queen Street West  
Main Floor — Rotunda North  
Toronto ON M5H 2N2

Dear Mr Finestone

**Re Follow-Up to Filming in Colborne and Scott Streets — 13 & 14 June 2012**

Thank you for replying on 15 June 2012 to issues that MTCC 1170 described on 14 June 2012. Thank you, also, for ensuring that the film company was aware of our concerns. To bring closure to this specific set of circumstances, MTCC 1170 offers the following responses.

- 01 Windblown Paper Infiltrating Our Garage(s): We acknowledge that the film company did offer to send its workers into the garage(s) to remove the debris. However, liability and security issues precluded our acceptance of that offer. *Inter alia*, we would have required proof that their workers had WSIB coverage. We would also have had to detach our staff from normal duties to supervise the film company's workers. Thus, we chose to clean the affected areas ourselves. If overtime payments were necessary, our Management will be invoicing the film company.
- 02 False Fire Alarms on 13 & 14 June 2012: Without additional information, MTCC 1170 cannot conclusively say that the false alarm on the 13<sup>th</sup> was predictable. However, the false alarm on the 14<sup>th</sup> was predictable and preventable — or, at very least, amenable to better management. On the 13<sup>th</sup>, did attending TFD personnel communicate with the film company and the paid-duty TPS constable? Did the TPS constable ask his/her Unit Commander for instructions about managing special-effects filming on the 14<sup>th</sup>? Did the film company offer to employ paid-duty TPS and/or TFD personnel to assist MTCC 1170 with managing our fire alarm system in ways that could have prevented the false alarm on the 14<sup>th</sup>? Attention to such details might have prevented the false alarm on the 14<sup>th</sup> — a false alarm that tied up several fire-trucks whilst a real emergency might have been unfolding elsewhere.

Thank you for your attention herein, and for the TFTO's anticipated co-operation in mitigating the future impact on MTCC 1170 of all aspects of filming.

Yours sincerely  
Metropolitan Condominium Corporation Number 1170

Keith Bricknell — President of the Board

cc Flashpoint Season V Productions



## THE METROPOLE

20 July 2012

### Minutes of MTCC 1170 Meeting Number 120719R — Held on 19 July 2012

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

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.34pm.

02 Adoption of Agenda and Additions:

Resolution 120719R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120719R, as presented.

Scott Froebe/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tem* Reassignments: Unnecessary for Regular Meeting 120719R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120719R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 120627R, 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) Unresolved HVAC Issues: The President and Management reported on their meeting with the contractor on 11 July 2012. They will wait only a reasonable time for the contractor's response before returning any unresolved issues to Corporate Legal Counsel's hands.
- (ii) Preventive HVAC Maintenance: The Board asked Management to get quotes for components whose availability will extend the longevity of the chiller's control panel, as well as quotes for eventual replacement of the purge-unit.
- (iii) PH Lounge Water Damage: The Board examined carpet-samples that Management had brought to the meeting and delegated the selection process to the Vice-President, the Corporate Secretary, and Management. Approximate cost of replacement is \$1,600. A ratifying motion, as to final costs, will occur on presentation of the invoice.
- (iv) Garage-Repair Progress: Although ramp-refurbishment requires slightly more time than anticipated, the over-all project is still on schedule.

- (v) Exp's Recommendations *re* P1: The Board discussed Exp's information about P1's air-handling equipment and gave additional direction to Management.
- (vi) Emergency Generator: The Board accepted Wajax Power Systems' \$6,055.94 quote for refurbishment (\$4,231.74 for parts, consumables, disposal, and testing; and, \$1,824.20 for labour and related costs). A ratifying motion, as to final costs, will occur on receipt of the invoice. During discussions of this quote, and of circumstances that trigger use of the emergency generator, the General Manager reminded the Board about Section (C) in these Minutes' Appendix of Pending Items. To assist Directors' understanding of this item's importance, the President and the General Manager explained the difference between brownouts across all three electrical phases (usually at the utility company's initiative during periods of high demand) and potentially harmful outages that occur on only one electrical phase (usually unplanned).
- (vii) Financials for 01 December 2011 to 30 June 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120719R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 30 June 2012, and the Front Desk Security Report for the period 08 June 2012 to 08 July 2012.

Sylvia Furlong/Scott Froebe — Carried

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

- (a) Sump Pump: Components should be arriving next week. Work will proceed immediately thereafter, as will investigations regarding attribution of costs.
- (b) Cooling Tower Refurbishment or Replacement: While awaiting the outcome of discussions described *supra* in Section 05(a)(i), Management will be getting quotes for both possibilities. Also, after considering information that the President provided, Management will be seeking professional advice about the relative merits of "open" versus "closed" cooling tower configurations.
- (c) MUA Units — Immediate and Pending Repairs:
  - (i) Management reported on completion of repairs to the electronic controls for the DX unit that provides the lower floors' air conditioning. As a point of interest, Management was able to provide the DX unit's recently failed component — for the President's and the General Manager's examination and comments.
  - (ii) In anticipation of the heating season, the Board authorised Management to seek other methods of restoring the existing gas-fired units to full functionality by late October 2012. During this time, Management will also get quotes for a hybrid system that would allow hydronic heating of the corridors in winter and DX cooling in summer.

- (d) General Aesthetic Refurbishment: The Vice-President, the Corporate Secretary, and Management reported on their meeting with a second contractor on 16 July 2012, and distributed brochures to the Board. Shortly, they will also be meeting with other contractors. Additionally, the Vice-President and the Corporate Secretary are preparing a survey instrument to facilitate Owners' input into an admittedly subjective area of condominium maintenance.
  - (e) Vehicular Damage — Corner of King & Victoria: Because this is the busy season for contractors, Management has had difficulty finding stonemasons who are willing to devote the time necessary for researching and doing small jobs, such as finding and installing a precise aesthetic match with the damaged corner. To end this matter, the Board asked Management to investigate the possibility of generically redoing the relevant fascia on all four street-level corners of the building and saving the undamaged portions of discarded fascia for future use in uninsured damage-incidents.
  - (f) Damage to Above-Ground Parking: Work will begin after Alliance Restoration has completed work in the parking garages.
  - (g) Elevator-Related Issues:
    - (i) The contractor avows completion of the door-operator adjustments. However, MTCC 1170's release of the hold-back will occur only after Solucore has completed its inspection and confirmed the contractor's avowal.
    - (ii) Management awaits quotes for supplanting proprietary main controllers with "generic" equivalents. Management will also be seeking engineering advice about the feasibility and cost-benefits of using any such "generic" equipment.
    - (iii) The Board asked Management to work with Solucore regarding RfPs for other elevator-related matters.
  - (h) Glass Block Repairs and Sealant Remediation: This item is complete and on cost.
  - (i) Appendix of Pending Items: If information is available in time for Meeting 120719R.
- 08 Correspondence Requiring Action and/or Response:
- (a) The Board directed Management to respond to an Owner's inquiry about lack of air conditioning in the lower floors' corridors. The Board also noted that resolution of this matter had already occurred, as described, *supra*, in Section 07(c)(i) of these Minutes, and that materials distributed in the AGM 2012 package explained some of the issues related to the MUA units' operability.
  - (b) The TFTO's responses to the President's letter dated 14 July 2012.

Resolution 120719R04: Receiving Correspondence from an External Entity

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall receive, as information, the following responses to MTCC 1170's 14 July 2012 letter to the Toronto Film and Television Office (TFTO):

- 01 the TFTO's e-mailed response and assurances, dated 8.36am on 17 July 2012; and,
- 02 the TFTO's e-mailed description, dated 6.24pm on 17 July 2012, of a film-shoot that will be occurring on 24 July 2012; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's Management shall ensure that all residents are aware of the "Notes to Production" portion of the e-mail dated 6.24pm on 17 July 2012 [*attached to these Minutes "as information"*].

Sylvia Furlong/Nives Malara — Carried

- (c) Release of Liability — Contractor's Damage to the Loading Dock's Door: Having refused to accept the contractor's "general" release of liability form, the Board authorised Management to sign an alternative form (suggested by the President) that was specific to the incident in question and that did not impair the Corporation's ability to pursue other matters.

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: 6.30pm on Thursday 23 August 2012.

16 Motion for Adjournment

Resolution 120719R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120719R at 7.32pm on Wednesday 19 July 2012.

Scott Froebe/Nives Malara — Carried

"Keith Bricknell"

"James Louttit"

President: Keith Bricknell

Secretary *pro tem*: James Louttit

**Appendix: Pending Items (not discussed during Meeting 120719R)**

- (A) Residents' Handbook: In Progress.
- (B) Assessing the Emergency Generator's Current Load vs Rated Capacity: Pending
- (C) Electrical Protection during Single-Phase Outages: Pending
- (D) Telcos and the Entry-Phone System: Pending



## THE METROPOLE

19 July 2012

### Impending Film Shoot

As the Minutes for Board Meeting 120627R indicate ([www.mtcc1170.com](http://www.mtcc1170.com)), your Board of Directors has responded to the false fire alarms on 13 & 14 June 2012, and to other film-related issues, by communicating with the Toronto Film and Television Office (TFTO). On 17 July 2012, the TFTO e-mailed our President a description (quoted below) of the restrictions that they have placed on the film shoot that will occur on 24 July 2012. Residents (and especially motorists) might wish to retain a copy of this memorandum for use in the event of disputes with the film crew and/or paid-duty TPS personnel.

#### **NOTE TO THE PRODUCTION: Nikita Film Shoot on 24 July 2012**

##### **Filming**

- Filming to remain south of Colborne on Scott St, mostly in front of doors to 10 Wellington.
- No filming on Victoria St north of Colborne.
- No equipment on Colborne St, west of Victoria. Equipment on N/s Wellington St E.
- Lighting crane on N/s Colborne at least 25m east of Scott St.
- 30 background extras walking on Scott St near Colborne, but NOT walking, overflowing or dispersing onto Victoria St. Filming extras reactions to sniper shot, but not screaming or mass panic.
- No cast/crew/extras at all lingering, smoking or having a presence on Colborne St west of Scott, or on Victoria St north of Scott.
- Crew will be well informed of these conditions. LM/ALM will enforce these conditions on site.

##### **Parking**

- No parking on Colborne St, west or east of Victoria/Scott.
- No parking/clearing of Victoria St, north of Colborne.
- 3 picture vehicle SUVs to drive down Colborne from Yonge, turn South on Scott St and park in front of 10 Wellington. No parking/stopping on Colborne.
- Parking on Wellington St E ok.

##### **Intermittent Traffic Stoppages**

- Stoppages ok on Scott St throughout the day south of Colborne to Wellington. When shooting view south on Scott St, Colborne will remain open to traffic.
- Shooting view north on Scott looking at Colborne, will limit stoppages on Colborne/Scott to 3 min max for only few hours. Not the whole day.
- Residents of 7 King St E will be allowed to exit the underground garage unimpeded, going west to Yonge or around the corner and up Victoria. PDO positioned outside garage to advise residents which way to go. If residents do not want to exit via Yonge, they will be permitted to use Victoria.

If you have any questions about this memorandum, please contact the Management Office.

Metropolitan Toronto Condominium Corporation #1170  
Management Office



## THE METROPOLE

24 August 2012

### Minutes of MTCC 1170 Meeting Number 120823R — Held on 23 August 2012

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

Regrets: Sylvia Furlong and Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.34pm.

02 Adoption of Agenda and Additions:

Resolution 120823R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120823R, 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 #120823R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120823R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 120719R, 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) Unresolved HVAC Issues: Since Management had previously scheduled a meeting with consulting engineers (during the week commencing 27 August 2012), the Board asked Management to augment that meeting's agenda by requesting an opinion about alternatives to a contractor's *ex gratia* remedial offer.

(ii) Preventive HVAC Maintenance — Chiller's Control Panel and Purge Unit: Unforeseen events prevented a contractor from providing this information in time for Meeting #120823R.

(iii) Fire Alarm Inspection: Except for testing of the fire hoses, mandatory and recommended work is complete. Acknowledging information that the TFD avoids using buildings' internal fire hoses, Management will be consulting with the insurer about the necessity for such testing.



- (iv) Exp's and Legal Counsel's Opinions *re* P1: The Board directed Management to proceed in full reliance, respectively, on the aforementioned professionals' revised and current opinions.
- (v) Emergency Generator: Remedial work will begin on 12 September 2012.
- (vi) Financials for 01 December 2011 to 31 July 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120823R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 July 2012, and the Front Desk Security Report for the period 08 July 2012 to 12 August 2012.  
Scott Froebe/James Louttit — Carried

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

- (a) Cooling Tower Repairs: Unforeseen circumstances prevented delivery of engineering advice *re* "closed" *versus* "open" configurations, and quotes based on that advice.
- (b) MUA Unit(s) Repairs: Unforeseen circumstances prevented delivery of engineering advice and quotes *re* a hybrid system that would allow hydronic heating and DX cooling. (*As regards Sections 05(a)(ii), 07(a), and 07(b) of these Minutes, Management advised Directors that information will be available well before Meeting 120927R.*)
- (c) General Aesthetic Refurbishing: In part, further discussion of this item will await compilation of Owners' responses to the survey that they will be receiving as early as 24 August 2012.
- (d) Vehicular Damage — Corner of King & Victoria: Directors and Management took time from the Meeting to re-examine stonework at the King-Victoria and Victoria-Colborne corners. During their examination, they noted the difficulty in matching the panel-material at sidewalk-level with the vertical treatment above those panels. Directors then agreed that Management should investigate the feasibility of two alternatives that the President suggested and report to the board within the next fortnight.
- (e) Damage to Above-Ground Parking: Repairs are complete — at no cost to either MTCC 1170 or its underwriter.
- (f) Elevator-Related Issues:
  - (i) Solucore will shortly be providing its report on finalisation of door-operator adjustments. MTCC 1170 will release final payment to the elevator contractor only upon receipt of a favourable report.
  - (ii) Having discussed preliminary information about the cost of supplanting elevators' proprietary main controllers with "generic" equivalents, Directors agreed not to proceed at this time.
  - (iii) Management continues to await the contractor's report on an elevator-outage early in August 2012. During discussion of this incident, the President and

Management described Solucore's assistance in facilitating resolution of the problem(s).

- (iv) Having noted that the current elevator maintenance contract expires at 11.59pm on 30 November 2012, Directors agreed to provide e-mailed feedback *re* Solucore's proposed bid-document for retendering the aforementioned contract.

(g) Loading Dock Door: Management continues to withhold monthly payments pending receipt of information from a contractor's insurer.

(h) Appendix of Pending Items: If information is available in time for Meeting 120823R.

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: 6.30pm on Thursday 27 September 2012.

16 Motion for Adjournment

Resolution 120823R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120823R at 7.14pm on Thursday 23 August 2012.

James Louttit/Scott Froebe — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sylvia Furlong"

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120823R)**

- (A) Residents' Handbook: In Progress.
- (B) Assessing the Emergency Generator's Current Load vs Rated Capacity: Pending
- (C) Electrical Protection during Single-Phase Outages: Pending
- (D) Telcos and the Entry-Phone System: Pending



## THE METROPOLE

27 September 2012

### **Minutes of MTCC 1170 Meeting Number 120927R — Held on 27 September 2012**

Present: Board — Keith Bricknell, Sylvia Furlong, and James Louttit (electronic attendance); and, ICC Property Management — Nancy Bijelic

Regrets: Scott Froebe and Nives Malara

01 Call to Order: Keith Bricknell called the meeting to order at 6.31pm.

02 Adoption of Agenda and Additions:

Resolution 120927R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 120927R, as presented.

James Louttit/Sylvia Furlong — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #120927R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 120927R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 120823R, as presented.

Sylvia Furlong/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) Balcony Glazing Request: Following procedures described in Resolution 031126R05, and in Section 04(a)(x) of the Minutes for Meeting #031222R, Directors approved an owner's request to glaze a balcony on the XX05 riser — as always, at no cost to MTCC 1170.

(ii) Keyscan Software Upgrade: The existing software, which is prone to “freezing”, no longer has technical support from its publisher. Thus, Directors concurred with Management's recommendation to upgrade to a supported version. Directors also asked Management to replace the Keyscan computer — because the existing computer (operating 24/7) is now at least seven years old and its sudden failure could vitiate door-entry security. A ratifying motion, as to final costs, will occur on presentation of the invoice(s).

(iii) Fire Alarm Inspection: Directors agreed to decline test-procedures (estimated cost ≈\$3,500) that neither legislation nor the insurance underwriter requires.

- (iv) Recreational Areas' Horizontal Tiled Surfaces: Directors approved re-grouting these areas for an estimated cost of \$3,450. A ratifying motion, as to final costs, will occur on presentation of the invoice.
- (v) Diesel-Powered Emergency Generator: Directors approved a change-order to allow replacement of the diesel engine's radiator.
- (vi) Renewal of the Management Agreement:

Resolution 120927R03: Renewing a Property Management Contract

WHEREAS Metropolitan Toronto Condominium Corporation N<sup>o</sup> 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, 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 2012 to 31 August 2014, inclusive of both dates; and,

03 pre-tax monthly fees, for the first and second years, respectively, shall be \$9,661.00, and \$9,950.00.

James Louttit/Sylvia Furlong — Carried

- (vii) Financials for 01 December 2011 to 31 August 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 120927R04: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 August 2012, and the Front Desk Security Report for the period 13 August 2012 to 10 September 2012.

Sylvia Furlong/James Louttit — Carried

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

- (a) Report on the Emergency Generator's Capacity: On perusing the report, Directors noted that existing load (comprising fire pumps, one elevator, safety lighting, and corridor pressurisation fans) utilises 345 of the available 350 kilowatts, leaving no leeway for adding optional items to the essential services that the generator currently supports.

Resolution 120927R05: Receiving an Engineering Report as Information

WHEREAS MTCC 1170 has received Exp Services' report "BRM-00066208-M" (hereinafter, "the Report"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information.

James Louttit/Sylvia Furlong — Carried

- (b) MUA Unit(s) Repairs: Directors discussed Building Sciences' report and a quote from an outside contractor. Early next week, Building Sciences will re-attend at MTCC 1170, together with another outside contractor and report additionally by mid-week.

Resolution 120927R06: Receiving an Engineering Report as Information

WHEREAS MTCC 1170 has received Building Sciences' preliminary report "03136" (hereinafter, "the Report"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 directs Management to use the Report's information and recommendations when working with contractors to resolve pending HVAC-related issues.

Sylvia Furlong/James Louttit — Carried

- (e) General Aesthetic Refurbishing: Compilation of survey-responses is not quite complete. Upon completion of compilation, further discussion can ensue.

- (f) Vehicular Damage — Corner of King & Victoria: Directors approved the masonry sample that Management provided, and the scope of work — all paid by the offending vehicle-operator's insurance.

- (g) Elevator-Related Issues:

- (i) Management explained the disparities between Solucore's expectations and work for which a contractor alleges completion. MTCC 1170 continues to withhold payment, pending resolution of the disparities.
- (ii) Directors asked Management to require the contractor to expand a report explaining the elevator-outage that began on approximately 03 August 2012 and lasted until approximately 10 August 2012.
- (iii) Relying on e-mailed permission from Directors, Solucore has issued RfPs for MTCC 1170's elevator maintenance contract.

Resolution 120927R07: Receiving a Tender Document (RfP) as Information

WHEREAS MTCC 1170 has received Solucore's "Tender Document 201229CF RO" (hereinafter, "Tender Document"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Tender Document as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 authorises Management and Solucore to use the above-noted Tender Document as their basis for soliciting bids, pursuant to the Board of Directors' consensus in Section 07(g)(iii) of the Minutes for Meeting 120719R and Section 07(f)(iv) of the Minutes for Meeting 120823R.

James Louttit/Sylvia Furlong — Carried

- (h) Loading Dock Door: Given its conformity with MTCC 1170's previously approved release of liability document, Directors reaffirmed their e-mailed permission to accept a release of liability document that a contractor proffered.

- (i) Appendix of Pending Items: If information is available in time for Meeting 120927R.
- 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: 6.30pm on Wednesday 17 October 2012.
- 16 Motion for Adjournment

Resolution 120927R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 120927R at 6.57pm on Thursday 27 September 2012.  
Sylvia Furlong/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 120927R)**

- (A) Control Panel and Purge-Unit — Main Chiller: Pending further discussion of engineers’ and contractors’ information
- (B) Cooling Tower Refurbishment: Pending further discussion of engineers’ and contractors’ information
- (C) Residents’ Handbook: In Progress.
- (D) Electrical Protection during Single-Phase Outages: Pending
- (E) Telcos and the Entry-Phone System: Pending



## THE METROPOLE

18 October 2012

### **Minutes of MTCC 1170 Meeting Number 121017R — Held on 17 October 2012**

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

Regrets: Scott Froebe

01 Call to Order: Keith Bricknell called the meeting to order at 6.32pm.

02 Adoption of Agenda and Additions:

Resolution 121017R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 121017R, as presented.  
Sylvia Furlong/Nives Malara — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #121017R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 121017R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 120927R, 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) MUA Heating Units: Please refer to Section 07(a) of these Minutes.

(ii) Tenant's Request to Advertise: Please refer to Section 08(a) of these Minutes.

(iii) Budget for Fiscal 2012-2013: Please refer to Section 11(a) of these Minutes.

(iv) Financials for 01 December 2011 to 30 September 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 121017R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 30 September 2012, and the Front Desk Security Report for the period 11 September 2012 to 08 October 2012.  
James Louttit/Nives Malara — Carried

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

- (a) MUA Unit(s) Repairs: Directors accepted a contractor's recommendation to ask a specialised welder to examine the upper and lower gas-fired units — to confirm the feasibility of undertaking repair-procedures authorised by the gas-fired units' manufacturer.
- (b) General Aesthetic Refurbishment: The Vice President scheduled a meeting with the Secretary, the Treasurer, and Management to discuss survey-responses and the logistics for proceeding with this process. The President reminded the parties to this meeting about pending mechanical repairs and asked them to consult with Legal Counsel about the possibility of a borrowing by-law that the Board could present to Owners.

(c) Elevator-Related Issues:

Resolution 121017R04: Receiving an Elevator Consultant's Report as Information

WHEREAS MTCC 1170 has received Solucore's performance report "191618" (hereinafter, "the Report"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the above-noted Report as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 directs Management to use the Report's information and recommendations as a basis for retaining a hold-back and for ensuring a contractor's compliance with MTCC 1170's expectations.

Nives Malara/Sylvia Furlong — Carried

- (d) Loading Dock Door: Management reported that a contractor's insurer had finally remitted full payment for replacement of the loading dock door.

- (e) Appendix of Pending Items: If information is available in time for Meeting 121017R.

08 Correspondence Requiring Action and/or Response:

- (a) In response to a resident's request to post an organisation's notices, the Board agreed that MTCC 1170 will post only the following entities' notices: the two telecommunications providers referenced in MTCC 1170's Declaration and By-Laws, Government of Canada, Government of Ontario, City of Toronto, TDSB, TCDSB, St Lawrence Recreation Centre, and local neighbourhood associations in and for the area bounded by Yonge Street, Queen Street, the Don Valley Parkway, and Lake Ontario.

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

- (a) Budget for Fiscal 2012-2013:

Resolution 121017R05: Authorisation to Use Accumulated Operating 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 2012 and ending 30 November 2013, inclusive of both dates (hereinafter, “Fiscal 2012-2013”):

- 01 MTCC 1170 requires its accumulated surplus to remain at no less than 3.5% of the Total Budget (Operating Budget plus Reserve Fund Contribution);
- 02 if Fiscal 2012-2013’s utility costs exceed relevant budget line(s), MTCC 1170 shall use the difference between Section 01 (above) and Accumulated Surplus to defray 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 \$79,448 from the Accumulated Surplus to the Reserve Fund, effective no earlier than 01 December 2012 and no later than 01 January 2013, to reduce Owners’ Reserve Fund Contributions for Fiscal 2012-2013.

James Louttit/Sylvia Furlong — Carried

Resolution 121017R06: Approval of the 2012-2013 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 personnel; THEREFORE,

BE IT RESOLVED that the Board of Directors of Metropolitan Condominium Corporation Number 1170 authorises the following budget for 01 December 2012 to 30 November 2013 (inclusive of both dates):

- (a) an Operating Budget of \$1,836,550; and,
- (b) a net Reserve Fund Contribution of \$251,589; 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.

James Louttit/Sylvia Furlong — Carried

(b) Reconstituting External Committees and Reappointing Chairs:

- (i) Children’s Aid Society Toy Drive: Directors agreed that the Vice President should continue as Chair of this committee, and thanked her in advance for her 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: 6.30pm on Monday 26 November 2012.
- 16 Motion for Adjournment

Resolution 121017R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 121017R at 7.01pm on Wednesday 17 October 2012.  
Sylvia Furlong/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 121017R)**

- (A) Control Panel and Purge-Unit — Main Chiller: Pending further discussion of engineers’ and contractors’ information
- (B) Cooling Tower Refurbishment: Pending further discussion of engineers’ and contractors’ information
- (C) Residents’ Handbook: In Progress.
- (D) Electrical Protection during Single-Phase Outages: Pending
- (E) Telcos and the Entry-Phone System: Pending



## THE METROPOLE

27 November 2012

### **Minutes of MTCC 1170 Meeting Number 121126R — Held on 26 November 2012**

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

Regrets: None

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

02 Adoption of Agenda and Additions:

Resolution 121126R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 121126R, as presented.  
Sylvia Furlong/James Louttit — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #121126R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 121126R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 121017R, 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) MUA Heating Units: Please refer to refer to Section 07(a).
- (ii) General Refurbishment: Please refer to Section 07(b).
- (iii) Elevator Maintenance Contract: Please refer to Section 07(c).
- (iv) Cleaning Contract: Please refer to Section 11(a).
- (v) Insurance Renewals: Please refer to Section 11(b).
- (vi) Owner's Request to Renovate: Directors deferred consent pending clarification of the Owner's intentions and pending receipt of engineering advice (at the Owner's expense).
- (vii) Leaky Washing Machines: Directors asked Management to assemble information necessary for drafting an advisory letter to Owners of units that are still using the original developer-installed washing machines.
- (viii) Financials for 01 December 2011 to 31 October 2012: Directors commented briefly on the YTD Financials and other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 121126R03: 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 2012, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2011 to 31 October 2012, and the Front Desk Security Report for the period 09 October 2012 to 12 November 2012.  
Sylvia Furlong/James Louttit — Carried

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

- (a) MUA Unit(s) Repairs: Management reported that the recommended repair-plan still awaits the TSSA's approval (ETA: mid-December).
- (b) General Aesthetic Refurbishment: After discussing preliminary compilation of quantifiable and anecdotal survey-results, Directors agreed to facilitate further input from Owners. To that purpose, Directors asked Management to re-solicit input — specifically from those Owners who chose not to respond to the first survey-round.
- (c) Elevator Maintenance Contract: Directors agreed on the necessity for additional information. Directors also agreed that a decision could occur via a Special Meeting, indicated *infra*, or via exchanges of e-mail, with ratification to occur at a subsequent Regular Meeting.
- (d) Keyscan Software/Hardware Upgrade: Management awaits further information from contractors.
- (e) Appendix of Pending Items: If information is available in time for Meeting 121126R.

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) Cleaning Contract:

Resolution 121126R04: Renewing a Cleaning Services Contract

WHEREAS Metropolitan Toronto Condominium Corporation N<sup>o</sup> 1170 (MTCC 1170) has received a request to renew its contract with M&G Maintenance (M&G); AND,

WHEREAS M&G has presented terms satisfactory to MTCC 1170; AND,

WHEREAS M&G'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, the original Cleaning Services Agreement, dated 01 March 2004, shall remain in full force and effect;
- 02 effective dates for the renewal-contract shall be 01 December 2012 to 30 November 2015, inclusive of both dates; AND,

03 HST-inclusive monthly fees, for the first, second, and third years, respectively, shall be \$11,828.46, \$12,065.02, and \$12,306.32.

Scott Froebe/James Louttit — Carried

(b) Insurance Policies:

Resolution 121126R05: Renewing the Corporation's Insurance Policies

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 the following benefits:

01 an increase in Aviva Insurance's coverage of building and Corporate-owned contents from \$110,514,000 to \$115,000,000; and,

02 an increase in Royal & Sun Alliance's per-incident coverage of boiler and machinery from \$110,514,000 to \$115,000,000; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise payment of \$43,220 (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 \$3,600 (plus taxes) to Paisley Manor Insurance Brokers for the boiler and machinery insurance premium.

Scott Froebe/James Louttit — Carried

(c) Membership in the SLNA:

Nives Malara assumed the Chair.

Resolution 121126R06: Renewing Membership in the SLNA for 2013

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 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 St Lawrence Neighbourhood Association for 2013, together with payment of membership fees applicable thereto; AND, FURTHER,

BE IT RESOLVED that MTCC 1170's delegates to the St Lawrence Neighbourhood Association shall be any three members of the Board of Directors and/or any three volunteers that the Board designates.

Keith Bricknell/Scott Froebe — 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: Directors agreed to sufficiency of notice should the President convene a Special Meeting at or shortly after 6.30pm on Friday 30 November 2012.
- 15 Date of the Next Regular Meeting: 6.30pm on Tuesday 18 December 2012.
- 16 Motion for Adjournment

Resolution 121126R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 121126R at 7.38pm on Monday 26 November 2012.

Scott Froebe/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 121126R)**

- (A) Control Panel and Purge-Unit — Main Chiller: A seasonal item, pending further discussion of engineers’ and contractors’ information
- (B) Cooling Tower Refurbishment: A seasonal item, pending further discussion of engineers’ and contractors’ information
- (C) Low-Zone MUA Cooling Repair: A seasonal item, pending further discussion of engineers’ and contractors’ information
- (D) Residents’ Handbook: In progress.
- (E) Electrical Protection during Single-Phase Outages: Pending
- (F) Telcos and the Entry-Phone System: Pending



## THE METROPOLE

18 December 2012

### **Minutes of MTCC 1170 Meeting Number 121218R — Held on 18 December 2012**

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

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.31pm.

02 Adoption of Agenda and Additions:

Resolution 121218R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 121218R, as presented.

Nives Malara/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #121218R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 121218R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 121126R, as presented.

Sylvia Furlong/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) Owner's Request to Renovate: Directors agreed that the Owner may begin preliminary work under the supervision of Building Sciences, and that the Owner shall pay back-charges for Building Sciences' supervisory services.

(ii) Financials for 01 December 2011 to 30 November 2012: Directors were unable to comment on the YTD Financials but did comment briefly on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 121218R03: 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 2012 and the Front

Desk Security Report for the period 13 November 2012 to 09 December 2012.

James Louttit/Nives Malara — Carried

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

- (a) MUA Unit(s) Repairs: Management reported on a contractor's progress with getting the TSSA's approval for a repair procedure that the MUA Units' OEM recommends.
- (b) General Aesthetic Refurbishment: Targeted recirculation of the original questionnaire will occur in January 2013, as initially suggested during Meeting #121126R.

(c) Awarding of the Elevator Maintenance Contract:

Nives Malara Assumed the Chair.

Resolution 121218R04: Awarding an Elevator Maintenance Contract

WHEREAS Solucore Elevator Solutions (hereinafter, "Solucore") acted on MTCC 1170's behalf by preparing a comprehensive bid-document that encompasses detailed specifications and a request for proposals (RfP); AND,

WHEREAS Solucore circulated the above-noted bid-document to no fewer than five qualified service-providers; AND,

WHEREAS Solucore provided an analysis of responses to the bid-document and made recommendations based on those responses; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives and concurs with Solucore's analysis of responses, especially, but non-exclusively, as regards costs, and as regards service-providers' willingness to accept sundry dispute-resolution and/or arbitration procedures; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 awards the Corporation's Elevator Maintenance Contract to Vertical Motion Incorporated, effective 01 December 2012, and according to terms and/or conditions agreed to by Vertical Motion Incorporated in its response to Solucore's bid document; AND, FURTHER,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise the President and/or the Onsite Property Manager to act on the Corporation's behalf in negotiating details relating to the implementation and/or administration of Vertical Motion Incorporated's response to Solucore's bid-document.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (d) Keyscan Software/Hardware Upgrade: Having considered Management's information and comments about an alternative supplier and configuration, Directors agreed that Management should pursue both alternatives and report by e-mail on progress therein.
- (e) Leaky Washing Machines: The Superintendent will be photographing examples of OEM (*ie*, ~1997-model) washing machines and getting their make/model numbers — to facilitate Management's issuance of a cautionary newsletter to Owners.
- (f) Appendix of Pending Items: If information is available in time for Meeting 121218R.

08 Correspondence Requiring Action and/or Response:



- (a) Directors denied a resident Owner's request to use the 5<sup>th</sup> Floor Lounge without having to pay the rental charges which MTCC 1170 levies for the type of usage that the Owner proposed. In their discussion, Directors commented, *inter alia*, on the unsustainability of the precedent that MTCC 1170 would be setting if it were to grant such requests.

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: 6.30pm on Thursday 24 January 2013.

16 Motion for Adjournment

Resolution 121218R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 121218R at 7.01pm on Tuesday 18 December 2012.

Scott Froebe/Nives Malara — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sylvia Furlong”

Secretary: Sylvia Furlong

**Appendix: Pending Items (not discussed during Meeting 121218R)**

- (A) Control Panel and Purge-Unit — Main Chiller: A seasonal item, pending further discussion of engineers' and contractors' information
- (B) Cooling Tower Refurbishment: A seasonal item, pending further discussion of engineers' and contractors' information
- (C) Low-Zone MUA Cooling Repair: A seasonal item, pending further discussion of engineers' and contractors' information
- (D) Residents' Handbook: In progress.
- (E) Electrical Protection during Single-Phase Outages: Pending
- (F) Telcos and the Entry-Phone System: Pending