



## THE METROPOLE

26 January 2015

### **Minutes of MTCC 1170 Meeting Number 150126R — Held on 26 January 2015**

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

Regrets: None

01 Call to Order: Keith Bricknell called the meeting to order at 6.42pm.

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

Resolution 150126R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150126R, as presented.  
James Louttit/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #150126R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 150126R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 141218R, as presented.  
Sheila Sproule/Jonathan Doyle — Carried

05 Administrative and Security Reports:

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

(i) Carpet Cleaning: Please refer to Sections 00(b) and 11(a) of this Agenda.

(ii) Management Office Hours: Please refer to Section 11(b) of this Agenda.

(iii) Audible Alarm — Garages' and Loading Dock's Doors: Please refer to Section 11(c) of this Agenda.

(iv) DHW Booster Heater Addendum: Please refer to Section 07(e) of this Agenda.

(v) Financials for 01 December 2014 to 31 December 2014: Directors commented briefly on the aforementioned Financials, and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 150126R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 December 2014, and the Front Desk Security Report for the period 08 December 2014 to 05 January 2015.  
Jonathan Doyle/Sheila Sproule — Carried

- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:
- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Directors asked Management to schedule a meeting solely for the Design/Refurbishment Committee's members, *ex officio* Directors, and Management at 7.00pm on Wednesday 25 February 2015.
  - (b) Necessity for Undertaking Work on a Commercial Owner's Behalf: Resolution of this matter still depends largely upon the availability of a signed alteration agreement.
  - (c) Reserve Fund Study Update — Major Contemplated Work: Management indicated that the Update would be available by 26 January 2015.
  - (d) Emergency Generator — Dual Fuel: Management indicated that the Report would be available by 30 January 2015.
  - (e) DHW Booster Heater — Lower Floors: Management reported that the replacement booster heater had arrived and that the HVAC contractor shortly would be scheduling its installation. Additionally, Management reported on the contractor's request to alter the existing configuration and to install a pan under the new booster heater. Before agreeing to the requests, Management needs additional details of the requests' ramifications. When those details are available, Management will report to the Board.
  - (f) DCW Booster Pump — Energy Audit: Management indicated that the Report would be available by 30 January 2015.
  - (g) Phase-Protection during Hydro Outages: Having perused Aviva's three-page brochure on phase-protection ([www.avivacanada.com/webfm\\_send/733](http://www.avivacanada.com/webfm_send/733)), Directors concurred with the President's and the General Manager's recommendation that Management should seek Aviva's input and report to the Board.
  - (h) Appendix of Pending Items: If information is available in time for Meeting 150126R.
- 08 Correspondence Requiring Action and/or Response:
- (a) Responses to 19 December 2014's Newsletter: Directors approved replies to Owners who chose to respond to the aforementioned Newsletter.
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business:
- (a) Management Office Hours: Directors approved the Site Administrator's request to revert to 08.30h to 16.30h.
  - (c) Audible Alarm — Garages' and Loading Dock's Doors: Directors approved Management's recommendation that Regional Fire should install audible alarms on the garages' and loading dock's doors for \$1,240.00+HST, with payment from the Operating Fund.
  - (d) Motion to Receive Committees' Reports as Information:
- Resolution 150126R04: Receiving Committees' Reports as Information
- WHEREAS MTCC 1170 has received two reports during Meeting 150126R; THEREFORE,
- BE IT RESOLVED that the Board of Directors of MTCC 1170 respond as follows to the above-noted items.

01 MTCC 1170 Staff Fund Committee: MTCC 1170 accepts the Staff Fund Committee's written report as information. The Board of Directors thanks residents for their continuing support of the Staff Fund and the Fund's Chairperson for her facilitation thereof.

02 Children's Aid Society Toy Drive: MTCC 1170 accepts the Vice President's oral report as information. The Board of Directors thanks residents for their continuing support of the CAS Toy Drive and the Vice President for his facilitation thereof.

Jonathan Doyle/Sheila Sproule — Carried

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #150126R: Thursday 26 February 2015.

16 Motion for Adjournment

Resolution 150126R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150126R at 7.09pm on Monday 26 January 2015.

Scott Froebe/Jonathan Doyle — Carried

"Keith Bricknell"

President: Keith Bricknell

"Jonathan Doyle"

Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150126R)**

(A) Residents' Handbook: Undergoing completion by the Treasurer.

(B) Standard Unit By-Law: Pending upcoming discussions with Corporate Legal Counsel.



## THE METROPOLE

26 February 2015

### Minutes of MTCC 1170 Meeting Number 150226R — Held on 26 February 2015

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

Regrets: James Louttit

01 Call to Order: Keith Bricknell called the meeting to order at 6.42pm.

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

Resolution 150226R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150226R, as presented.  
Scott Froebe/Jonathan Doyle — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #150226R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 150226R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150126R, as presented.  
Jonathan Doyle/Sheila Sproule — Carried

05 Administrative and Security Reports:

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

(i) RFS Update: Please refer to Section 07(b) of these Minutes.

(ii) Dryer Vent Cleaning: Please refer to Section 11(a) of these Minutes.

(iii) Recirculation Lines: Please refer to Section 11(b) of these Minutes.

(iv) Financials for 01 December 2014 to 31 January 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 150226R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 January 2015, and the Front Desk Security Report for the period 05 January 2015 to 04 February 2015.  
Sheila Sproule/Jonathan Doyle — Carried

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

(a) General Aesthetic Remediation/Refurbishment (Ongoing Item): The Design Committee's next meeting has had to be rescheduled *from* 25 February 2015 *to* 18 March 2015.

(b) Reserve Fund Study Update:

Resolution 150226R04: Adopting the Reserve Fund Plan

WHEREAS MTCC 1170's Board of Directors has received its 2015 Reserve Fund Study Update from Building Sciences; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 adopts the Reserve Fund Study Update that Building Sciences has proposed; AND, FURTHER,

Be It Resolved that the Board of Directors of MTCC 1170 approves, as its Reserve Fund Plan, the annual contributions described, *inter alia*, in Table 4 of Building Sciences' Reserve Fund Study Update.  
Scott Froebe/Jonathan Doyle — Carried

(c) DHW Booster Heater — Lower Floors: Management awaits information first referenced at Section 07(e) of the Minutes for Meeting #150126R.

(d) DCW Booster Pump — Energy Audit: Building Sciences' report very recently became available to Directors. Informal exchanges of opinion may now precede formal receipt of the report during March 2015's Regular Meeting.

(e) Phase-Protection during Hydro Outages: Management awaits quotes from Aviva's recommended contractors.

(f) Appendix of Pending Items: If information is available in time for Meeting 150226R.

08 Correspondence Requiring Action and/or Response:

(a) Responses to 19 December 2014's Newsletter: Directors approved the reply to an additional Owner who chose to respond to the aforementioned Newsletter.

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) Dryer Vent Cleaning:

Resolution 150226R05: Authorising Dryer Vent Cleaning

WHEREAS MTCC 1170's Board of Directors passed Resolution #061030S04 to ensure ongoing biennial dryer-vent cleaning; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises DryerFighters to undertake dryer-vent cleaning for \$55.00+HST per Unit, commencing on a date that Management shall determine.

Scott Froebe/Sheila Sproule — Carried

(b) RfP Documents for the Recirculation Lines:

Keith Bricknell surrendered the Chair to Sheila Sproule.

Resolution 150226R06: Adopting a Request for Proposals

WHEREAS MTCC 1170's Board of Directors has received Building Sciences' Request for Proposals to replace MTCC 1170's recirculation lines ("03136"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 adopts 03136 and authorises its communication to the qualified contractors that Building Sciences has named therein; AND, FURTHER,

Be It Resolved that the Board of Directors of MTCC 1170 directs Management to communicate the results of the bid-competition, and Building Sciences' recommendations, to Directors for their e-mailed discussions of those results.  
Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

(c) Corridors' Air Pressurisation/Provision of Make-Up Air: Directors and Management agreed to the following measures:

- (i) ask the HVAC contractor to report on the ductwork;
- (ii) solicit quotes for pressure-balancing of the pressurisation/make-up air systems on all floors; and
- (iii) seek additional information about filtration products for the above-noted systems.

(d) Defibrillation Capability for MTCC 1170: Directors asked Management to contact the Heart & Stroke Foundation, as well as qualified commercial contractors, about information and equipment that would provide in-house defibrillation capability.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #150326R: Monday 30 March 2015.

16 Motion for Adjournment

Resolution 150226R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150226R at 7.15pm on Thursday 26 February 2015.

Scott Froebe/Jonathan Doyle — Carried

"Keith Bricknell"

"Sheila Sproule"

President: Keith Bricknell

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150226R)**

- (A) Residents' Handbook: Undergoing completion by the Treasurer.
- (B) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.
- (C) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

30 March 2015

### Minutes of MTCC 1170 Meeting Number 150330R — Held on 30 March 2015

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), James Louttit (6.46pm to 6.56pm via electronic attendance), and Sheila Sproule; and, ICC Property Management — Nancy Bijelic
- Regrets: Jonathan Doyle
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.46pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150330R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150330R, as presented.  
Sheila Sproule/Scott Froebe — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Corporate Secretary for the duration of Meeting #150330R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150330R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150226R, as presented.  
Sheila Sproule/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) Front Canopy: Please refer to Section 11(c) of these Minutes.  
(ii) Recirculation Lines: Please refer to Section 07(g) of these Minutes.  
(iii) Financials for 01 December 2014 to 28 February 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150330R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 28 February 2015, and the Front Desk Security Report for the period 05 February 2015 to 04 March 2015.  
Scott Froebe/Sheila Sproule — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): It was necessary to cancel the Design Committee's 18 March 2015 meeting. In lieu thereof, the President is preparing a newsletter for the Committee.
- (b) DHW Booster Heater — Lower Floors: Upon reconsideration, the HVAC contractor advises that placement of the new heater will be the same as for the existing heater. Therefore, no further deliberation is necessary. Management reports that installation should be occurring during the first half of April 2015.
- (d) DCW Booster Pump — Energy Audit:

Keith Bricknell surrendered the Chair to Sheila Sproule.

Resolution 150330R04: Receiving an Engineering Report

WHEREAS MTCC 1170 has received Building Sciences' report on "Potential Replacement of Domestic Water Pressure Booster System" (hereinafter, "Water Pressure Booster Report"); THEREFORE,  
BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the Water Pressure Booster Report as information and directs Management to complete the process described in the "Recommendations" portion of the Water Pressure Booster Report.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

- (e) Phase-Protection during Hydro Outages: Management continues to await quotes from Aviva's recommended contractors.
- (f) Defibrillator Purchase: Management continues to research technical data and costs of acquisition and training.
- (g) Recirculation Lines/Riser Shutoff Valves: Management awaits additional quotes from suppliers recommended by this project's engineers.
- (h) Corridors' Air Pressurisation/Provision of Make-Up Air:
  - (i) Directors authorised changing external filters according to Management's assessment of fluctuating external air conditions, rather than according to a fixed schedule.
  - (ii) Directors authorised paying Ambient Mechanical \$1,450.00+HST to balance the airflow from all corridors' make-up air ducts.
- (i) Appendix of Pending Items: If information is available in time for Meeting 150330R.

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) Parking Garages:



- (i) Directors asked Management to ensure that all of the garages' control-signage (eg, "one way", "do not enter", etc) is consistent with signage at [http://www.e-laws.gov.on.ca/html/regs/english/elaws\\_regs\\_900615\\_e.htm](http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_900615_e.htm).
  - (ii) Further to standards described, *supra*, at 11(a)(i), Directors asked Management to acquire and post signage prescribing appropriate maximum vehicular speeds in the parking garages
  - (iii) Directors asked the President and Management to prepare a newsletter reminding residents of the absolute necessity for using the correct ramps and/or lanes when entering and/or exiting the parking garages.
- (b) Road Closures — Scott Street between Colborne and Wellington Streets: Directors asked Management to contact the local councillor's office to ensure that all such closures occurred only according to permits issued *a priori*.
- (c) Front Canopy:

Resolution 150330R05: Addendum to Resolution #140724R04

WHEREAS the front canopy requires additional remediation; THEREFORE,  
BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Alliance Restoration to perform the above-noted remediation for \$2,800.00 (plus HST and costs of any permits that might be necessary); AND, FURTHER,  
Be It Resolved that payment for the above-noted remediation shall be from the Reserve Fund.  
Scott Froebe/Sheila Sproule — Carried

(d) Adopting the Auditor's Report:

Resolution 150330R06: Adopting 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 2013 and ending 30 November 2014; 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.  
Sheila Sproule/Scott Froebe — Carried

(e) AGM 2015:

Resolution 150330R07: AGM 2015 and the AGM Package

WHEREAS MTCC 1170's Board of Directors has received and adopted the Corporation's audited financial statements for 01 December 2013 to 30 November 2014 (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 2015") shall commence at 7:30pm on Wednesday 27 May 2015 (with registration beginning one-half hour earlier);

- (b) AGM 2015'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 2014; and,
  - (ii) a President's Report, in the same general format that MTCC 1170 used for AGM 2014.
- (c) any other items and/or procedures that the Management Office deems necessary for facilitating the conduct of AGM 2015.  
Sheila Sproule/Scott Froebe — Carried

- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting(s):  
(a) Regular Meeting #150423R: Thursday 23 April 2015.
- 16 Motion for Adjournment  
Resolution 150330R08: Adjournment  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150330R at 7.00pm on Monday 30 March 2015.  
Scott Froebe/Sheila Sproule — Carried

“Keith Bricknell”

President: Keith Bricknell

“Jonathan Doyle”

Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150330R)**

- (A) Residents' Handbook: Undergoing completion by the Treasurer.
- (B) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.
- (C) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

23 April 2015

### Minutes of MTCC 1170 Meeting Number 150423R — Held on 23 April 2015

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), Jonathan Doyle, and Sheila Sproule (electronic attendance); and, ICC Property Management — Nancy Bijelic
- Regrets: James Louttit
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.45pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150423R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150423R, as presented.  
Scott Froebe/Jonathan Doyle — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #150423R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150423R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150330R, as presented.  
Sheila Sproule/Jonathan Doyle — Carried
- 05 Administrative and Security Reports:  
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.  
(i) Cable TV “Feed” from the Lobby: Please refer to Section 11(a) of this Agenda.  
(ii) Financials for 01 December 2014 to 31 March 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150423R03: 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 2015, ICC’s rendering of MTCC 1170’s unaudited Financial Statements for the period 01 December 2014 to 31 March 2015, and the Front Desk Security Report for the period 04 March 2015 to 05 April 2015.  
Sheila Sproule/Jonathan Doyle — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Next meeting TBD.
- (b) DHW Booster Heater — Lower Floors: The Board noted that installation is completed.
- (c) DCW Booster Pump — Energy Audit: Management continues to pursue Building Sciences’ “Recommendations” referenced in Resolution 150330R04.

(d) Defibrillator Purchase:

Resolution 150423R04: Acquiring Defibrillation Capability

WHEREAS MTCC 1170 wishes to acquire defibrillation capability and install such capability in locations that should facilitate its timely use; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises purchase of three (3) defibrillators and accessories, as well as personnel-training, from HeartSafe for a cost not to exceed \$6,700.00+HST (payable from the Operating Fund); AND, FURTHER,

BE IT RESOLVED that Management shall install each of the aforementioned three defibrillators in the Main Lobby, and in locations that Management deems appropriate in the recreational areas on the Fifth Floor and on the Penthouse Floor.

Scott Froebe/Jonathan Doyle — Carried

- (e) Recirculation Lines/Riser Shutoff Valves: Management noted that one of the invitees had not yet submitted a bid; hence, all currently submitted bids remain sealed. Directors asked Management to e-mail an update no later than the end of the week commencing 26 April 2015.
- (f) Corridors’ Air Pressurisation/Provision of Make-Up Air: Directors agreed that cleaning of the MUAs’ ducts should precede air balancing. To that purpose, Directors authorised DryerFighters to clean the MUAs’ ducts for \$1,800.00+HST. Ambient Mechanical’s previously authorised air balancing would ensue only when duct cleaning is complete.
- (g) Appendix of Pending Items: If information is available in time for Meeting 150423R.

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) Request to Provide Cable TV Feed from Lobby: Management advised the Board that a major cable-provider had quoted a bare minimum of \$5,000.00 to provide this service. After comparing costs and benefits, the Board agree to deny the request.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

- (a) Regular Meeting #150423R: Wednesday 20 May 2015.

16 Motion for Adjournment

Resolution 150423R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150423R at 6.57pm on Thursday 23 April 2015.

Scott Froebe/Sheila Sproule — Carried

“Keith Bricknell”

“Sheila Sproule”

President: Keith Bricknell

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150423R)**

- (A) Residents’ Handbook: Undergoing completion by the Treasurer.
- (B) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Pending receipt of documentation from the Unit’s owner.
- (C) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (D) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (E) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

20 May 2015

### Minutes of MTCC 1170 Meeting Number 150520R — Held on 20 May 2015

- Present: Board — Keith Bricknell, James Louttit (electronic attendance), and Sheila Sproule; and, ICC Property Management — Nancy Bijelic
- Regrets: Jonathan Doyle and Scott Froebe
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.45pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150520R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150520R, as presented.  
Sheila Sproule/James Louttit — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Corporate Secretary for the duration of Meeting #150520R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150520R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150423R, as presented.  
James Louttit/Sheila Sproule — Carried
- 05 Administrative and Security Reports:  
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.  
(i) Landscaping: Please refer to Section 11(a) of these Minutes.  
(ii) Sundry Plumbing Repairs: Please refer to Section 11(b) of these Minutes.  
(iii) Sundry Recreational Repairs: Please refer to Section 11(c) of these Minutes.  
(iv) Reports for 01 December 2014 to 20 May 2015: Directors commented briefly on the aforementioned Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150520R03: 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 2015 and the Front Desk Security Report for the period 05 April 2015 to 04 May 2015.  
Sheila Sproule/James Louttit — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:  
(a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Management will try to schedule the Committee's next meeting for mid-June 2015.

- (b) DCW Booster Pump — Energy Audit: To gain the additional information necessary for the Board’s next decision, Management has instructed Building Sciences to proceed with the investigative portions of its “Recommendations”.
- (c) Defibrillator Purchase: Management has placed the order, but anticipates some delay in fulfilment — reflecting high demands on the preferred supplier for the recommended product(s).
- (d) Recirculation Lines/Riser Shutoff Valves: Management reported on bids submitted by the invitees that responded to the RfP. Management has forwarded those bids to Building Sciences for final advice on awarding the contract.
- (e) Appendix of Pending Items: If information is available in time for Meeting 150520R.

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) Landscaping:

Resolution 150520R04: Contract for Annual Vegetation and Enhancements

WHEREAS MTCC 1170’s outdoor plants, shrubs, and/or trees are Common Elements (as described in the Declaration and/or as part of long-established aesthetic expectations); THEREFORE,

BE IT RESOLVED that MTCC 1170 shall employ Fedak Landscaping to provide the following services:

(a) \$\$3,794.00 (plus applicable taxes) for landscape maintenance from 15 April 2015 until 14 November 2015 (inclusive of both dates); AND

(b) \$3,186.00 per month (plus applicable taxes) for watering from 01 May 2015 until 31 October 2015 (inclusive of both dates).

James Louttit/Sheila Sproule — Carried

(b) Sundry Plumbing Repairs:

Resolution 150520R05: Authorising Sundry Plumbing Repairs

WHEREAS MTCC 1170 recognises its obligation to effect timely repairs and/or maintenance and/or replacements of its Common Elements, especially those that provide essential services; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises the following repairs and/or maintenance of affected portions of its plumbing.

01 GO Taps Plus shall replace worn-out portions of MTCC 1170s’ cast iron drain pipes for \$5,950.00 (plus HST), with payment from the Reserve Fund.

02 Jermark Plumbing shall undertake cleaning of the horizontal drains for \$5,200.00 (plus HST), with payment from the Operating Fund.

Sheila Sproule/James Louttit — Carried

(c) Sundry Recreational Repairs:

Resolution 150520R06: Authorising Sundry Recreational Replacement/Repairs

WHEREAS MTCC 1170 recognises its obligation to effect timely repairs and/or maintenance and/or replacements of its Common Elements, including those that provide recreational services; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises the following repairs and/or maintenance and/or replacements of the following recreational Common Elements.

01 Advantage Fitness shall supply an “Integrity Series CLST” treadmill for \$7,349.99 (plus HST), with payment from the Reserve Fund.

02 PPL shall supply a supplementary pool heater for \$4,370.00 (plus HST), with payment from the Reserve Fund.

James Louttit/Sheila Sproule — Carried

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #150623R: Tuesday 23 June 2015.

16 Motion for Adjournment

Resolution 150520R07: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150520R at 7.00pm on Wednesday 20 May 2015.

James Louttit/Sheila Sproule — Carried

“Keith Bricknell”

“Sheila Sproule”

President: Keith Bricknell

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150520R)**

- (A) Residents’ Handbook: Undergoing completion by the Treasurer.
- (B) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Pending receipt of documentation from the Unit’s owner.
- (C) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (D) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (E) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.





## THE METROPOLE

23 June 2015

### Minutes of MTCC 1170 Meeting Number 150623R — Held on 23 June 2015

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), James Louttit (electronic attendance), and Sheila Sproule; and, ICC Property Management — Nancy Bijelic
- Regrets: Jonathan Doyle
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.56pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150623R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150623R, as presented.  
Scott Froebe/James Louttit — Carried
- 03 Assignment of Duties:  
(a) Assignment of Corporate Officers' Duties until AGM 2016: Directors requested no changes in the aforementioned assignments.  
(b) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Corporate Secretary for the duration of Meeting #150623R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150623R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150520R, as presented.  
Sheila Sproule/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) Discussion Items/New Business: Please refer to Section 11 of these Minutes.  
(ii) Recirculation Lines: Please refer to Section 07(c) of these Minutes.  
(iii) Financials for 01 December 2014 to 31 May 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150623R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 May 2015, and the Front Desk Security Report for the period 05 May 2015 to 04 June 2015.

Sheila Sproule/James Louttit — Carried

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

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): The Committee met on 15 June 2015. The Vice-President and other participating Directors reported on the Committee's consensus and requests regarding corridors' carpeting and wall-coverings. During the meeting, Directors reminded the Committee that work on the corridors could begin *no earlier than* the completion-date for work on the recirculation lines — as indicated in Section 07(c) of these Minutes. The Committee's next meeting will be 06 or 08 July 2015.
- (b) DCW Booster Pump — Energy Audit: Pursuant to MTCC 1170's engineering consultant's recommendations, flow-metering began on 20 June 2015. Management will be reporting the results to the Board — to inform their decisions about this initiative.
- (c) Recirculation Lines/Riser Shutoff Valves:

Keith Bricknell surrendered the Chair to James Louttit.

Resolution 150623R04: Awarding a Contract for Recirculation Lines/Riser Shutoffs

WHEREAS MTCC 1170's Board of Directors had previously received Building Sciences' Request for Proposals to replace MTCC 1170's recirculation lines ("03136") and riser shut-off valves, and had authorised 03136 as the basis for Building Sciences' invitational tendering process; AND,

WHEREAS the Board of Directors of MTCC 1170 has received proposals from all of the contractors who responded to Building Sciences' invitations; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 awards the contract for replacing the recirculation lines and riser shut-off valves to Jermark Plumbing & Mechanical Services Limited for \$65,381.80 (including HST), via payment(s) from the Reserve Fund, and with project management as described in MTCC 1170 Board Resolution # 140820R05.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

Management noted that Jermark would be commencing work in mid-November 2015, with anticipated completion about two and one-half weeks thereafter. As noted in Section 07(a) of these Minutes, this anticipated completion-date is coincidentally the *earliest* possible date on which corridors' refurbishment could begin.

- (e) Appendix of Pending Items: If information is available in time for Meeting 150623R.

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) Unauthorised Piggy-Back Parking by Patrons of a Nearby Building: Directors agreed with Management's recommendations about site-specific signage. If such signage

proves inefficacious, Directors authorised Management to seek Corporate Legal Counsel's assistance.

- (b) Potential AODA-Mandated Access — King Street Doors: Management, Security, and the President have identified residents who might possibly fall under the ambit of the AODA. Hence, Directors authorised Management to seek Building Sciences' opinion about providing robust, reliable automatic doors — preferably, by retrofitting the existing doors or, failing that, by acquiring a new entranceway system. If the latter were necessary, there would be implications regarding eventual lobby-refurbishment.
  - (c) Non-Resident's Request to Establish a Business: Having examined promotional materials from a company seeking permission to establish a business in MTCC 1170's Common Elements, Directors denied permission.
  - (d) Matters Arising from AGM 2015: Having assessed other Owners' reactions to an Owner's suggestion during AGM 2015, and having also studied Section 107 of the *Condominium Act* and Section 14(a) of MTCC 1170's *Declaration*, Directors unanimously agreed to give no further consideration to the suggested amendment(s) to Section 18 of MTCC 1170's *Declaration*.
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting(s):  
(a) Regular Meeting #150723R: Thursday 23 July 2015.
- 16 Motion for Adjournment  
Resolution 150623R05: Adjournment  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150623R at 7.08pm on Tuesday 23 June 2015.  
Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sheila Sproule”

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150623R)**

- (A) Residents' Handbook: Undergoing completion by the Treasurer.
- (B) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.
- (C) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (D) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (E) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

23 July 2015

### Minutes of MTCC 1170 Meeting Number 150723R — Held on 23 July 2015

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

Regrets: Jonathan Doyle

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.57pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150723R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150723R, as presented.  
Scott Froebe/Sheila Sproule — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Corporate Secretary for the duration of Meeting #150723R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150723R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150623R, as presented.  
Sheila Sproule/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) Domestic Cold Water (DCW) Booster Pumps: Please refer to Section 07(b) of these Minutes.  
(ii) Financials for 01 December 2014 to 30 June 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150723R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 30 June 2015, and the Front Desk Security Report for the period 05 June 2015 to 02 July 2015.  
James Louttit/Sheila Sproule — Carried

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

(a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Participating Directors reported on the Refurbishment/Design Committee's meeting on 20 July 2015. At that meeting, the Committee agreed on two corridor designs for presentation to Owners. To that purpose, Directors agreed to convene an Owners' meeting on Tuesday 29 September 2015.

(b) DCW Booster Pump — Energy-Efficiency:

Keith Bricknell surrendered the Chair to James Louttit.

Resolution 150723R04: Authorising a Request for Proposals

WHEREAS MTCC 1170's Board of Directors has received Building Sciences' application (P0316) to develop a Request for Proposals (RfP) for the replacement of MTCC 1170's Domestic Cold Water (DCW) booster pumps with a more energy-efficient alternative, and to be project managers if MTCC 1170 decides to proceed with the aforementioned replacement; AND,

WHEREAS Building Sciences has already completed work described in Section 2.0 of P03136, and has reported results indicative of the potential appropriateness and feasibility of energy-efficient DCW booster technology; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Building Sciences to complete work described in Section 3.0 of P03136 (*ie*, to develop a RfP) for the Board's and Management's consideration.

Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair.

(c) Residents' Handbook: The Treasurer and Management reported that Directors should be receiving drafts of the Handbook by about 31 July 2015.

(d) Appendix of Pending Items: If information is available in time for Meeting 150723R.

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) AODA-Compliance — King Street Doors: Having previously consulted with Building Sciences, Management was able to report that only one of the King Street doors would require automation. As for the possibility of retrofitting one of those existing doors, Management will be consulting with contractors that specialise in such installations.

(b) Elevators #1 & #2's Indicator-Lights: Management anticipates that the contractor will be replacing these lights no later than the week ending 31 July 2015 (but possibly earlier).

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #150827R: Thursday 27 August 2015.

16 Motion for Adjournment

Resolution 150723R05: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150723R at 7.08pm on Thursday 23 July 2015.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sheila Sproule”

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150723R)**

- (A) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Pending receipt of documentation from the Unit’s owner.
- (B) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (C) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.

Adopted at Meeting #150827R



## THE METROPOLE

27 August 2015

### **Minutes of MTCC 1170 Meeting Number 150827R — Held on 27 August 2015**

- Present: Board — Keith Bricknell, Scott Froebe (electronic attendance), James Louttit, and Sheila Sproule (electronic attendance); and, ICC Property Management — Nancy Bijelic
- Regrets: Jonathan Doyle
- 01 Call to Order: Keith Bricknell called the meeting to order at 6.51pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 150827R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150827R, as presented.  
Sheila Sproule/Scott Froebe — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Corporate Secretary for the duration of Meeting #150827R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 150827R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150723R, as presented.  
James Louttit/Sheila Sproule — Carried
- 05 Administrative and Security Reports:  
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.  
(i) Domestic Hot Water (DHW) Boiler: Please refer to Section 07(a) of these Minutes.  
(ii) Fan Coil Drainage: Please refer to Section 11(a) of these Minutes.  
(iii) Air Balancing Recommendations: Please refer to Section 11(b) of these Minutes.  
(iv) Financials for 01 December 2014 to 31 July 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 150827R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 July 2015, and the Front Desk Security Report for the period 03 July 2015 to 03 August 2015.

Scott Froebe/James Louttit — Carried

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

(a) Domestic Hot Water: Directors agreed that additional data would be necessary to inform a "repair vs replace" decision. Management undertook to get that information within the fortnight — to allow Directors to make an e-mailed decision whose ratification could occur during September 2015's Regular Board Meeting.

(b) AODA Compliance: Management advised that MTCC 1170's engineering consultants had confirmed that one automated King Street door would suffice for AODA compliance. Management also advised of a contractor's opinion that the existing King Street doors could not readily undergo retrofitting for automation. Management undertook to get additional information about a configuration that would allow reliable automation of one King Street door, and about the aesthetic implications of reconfiguring one of the King Street doors.

(c) Residents' Handbook: Directors received a draft copy for e-mailed consideration and suggestions before September 2015's Regular Board Meeting.

(d) Appendix of Pending Items: If information is available in time for Meeting 150827R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business:

(a) Fan Coil Drainage: Directors authorised an expenditure of ≈\$2,000.00 for flushing the 5<sup>th</sup> and 6<sup>th</sup> floors' main fan coil condensate drains.

(b) Air-Balancing Recommendations: To ensure full airflow, Directors authorised Management to ask the HVAC contractor to replace some pulleys and pulley-belts in the upper zone's MUA.

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #150924R: Thursday 24 September 2015.

16 Motion for Adjournment

Resolution 150827R05: Adjournment



BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150827R at 7.02pm on Thursday 27 August 2015.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

“Jonathan Doyle”

President: Keith Bricknell

Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150827R)**

- (A) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Pending receipt of documentation from the Unit’s owner.
- (B) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (C) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.

Adopted at Meeting #150827R



## THE METROPOLE

24 September 2015

### **Minutes of MTCC 1170 Meeting Number 150924R — Held on 24 September 2015**

Present: Board — Keith Bricknell, Jonathan Doyle (7.05pm), Scott Froebe (electronic attendance), and Sheila Sproule (electronic attendance); and, ICC Property Management — Nancy Bijelic

Regrets: James Louttit

01 Call to Order: Keith Bricknell called the meeting to order at 6.55pm.

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

Resolution 150924R01: Adoption of the Agenda

BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 150924R, as presented.  
Sheila Sproule/Scott Froebe — Carried

03 Assignment of Duties:

(a) *Pro Tempore* Reassignments: Unnecessary for Meeting #150924R.

04 Review and Adoption of Previous Meetings' Minutes:

Resolution 150924R02: Adoption of Minutes

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150827R, as presented.

Scott Froebe/Sheila Sproule — Carried

05 Administrative and Security Reports:

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

(i) DVR Replacement: Please refer to Section 11(b) of this Agenda.

(ii) Fire Inspection Report: Please refer to Section 11(c) of this Agenda.

(iii) Financials for 01 December 2014 to 31 August 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.

06 Motion to Receive Administrative and Security Reports as Information:

Resolution 150924R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 August 2015, and the Front Desk Security Report for the period 04 August 2015 to 04 September 2015.

Sheila Sproule/Scott Froebe — Carried

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

(a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Directors commented briefly about the design consultants' mock-ups in the Main Lobby.

(b) Recirculation Lines:

Resolution 150924R04: Receiving a CCDC *re* Recirculation Lines

WHEREAS MTCC 1170's Board of Directors has received Building Sciences' "CCDC-2008 File 005213" ("the Contract Document"); THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the aforementioned Contract Document as information; AND, FURTHER,

BE IT RESOLVED that MTCC 1170 authorises the Contract Document's use in giving full force and effect to Resolution #150623R04.

Scott Froebe/Sheila Sproule — Carried

(c) Domestic Hot Water:

Resolution 150924R05: Authorising the DHW Boiler's Replacement

WHEREAS the tubes in MTCC 1170's domestic hot water (DHW) boiler have failed; AND,

WHEREAS the cost-differential between effecting repairs and fully replacing the DHW boiler is such that replacement is the most prudent choice; THEREFORE,

BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Ambient Mechanical to install a Lochinvar Power-Fin 2M BTU/Hr DHW boiler for \$87,430.00 +HST; AND, FURTHER,

BE IT RESOLVED that payment for the aforementioned installation shall be from the Reserve Fund.

Scott Froebe/Sheila Sproule — Carried

(d) AODA Compliance — King Street Door(s): Management awaits information.

(e) Residents' Handbook: Directors agreed to dissemination of the Residents' Handbook — in "hard copy" and electronic formats (including MTCC 1170's Web-site).

(f) Air Balancing Recommendations: Management reported that the HVAC contractor had completed fulfilment of the above-noted recommendations.

(g) Appendix of Pending Items: If information is available in time for Meeting 150924R.

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) Enforcement of Rules: Directors clarified protocols for Management to follow when dealing with repeated infractions.

(b) DVR Replacement: Directors authorised Management to spend ≈\$2,500 to replace a failing DVR (with payment from the Reserve Fund). In authorising the replacement,

Directors asked Management to ensure that the replacement DVR has operating temperature specifications/tolerances appropriate for the placement and duty-cycle at MTCC 1170's Front Desk.

(c) Fire Inspection Report:

Resolution 150924R06: Receiving a Fire Inspection Report

WHEREAS MTCC 1170's Board of Directors has received Regional Fire and Security Systems' "Annual Fire Inspection Record" ("the Record"); THEREFORE,  
BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the aforementioned Record as information.  
Sheila Sproule/Scott Froebe — Carried

Resolution 150924R07: Authorising Fire-Safety Remediation

WHEREAS MTCC 1170's Board of Directors received Regional Fire and Security Systems' "Annual Fire Inspection Record" ("the Record") during Regular Meeting #150924R; AND,  
WHEREAS the Board of Directors of MTCC 1170 concurs with Management's recommendations arising from the aforementioned Record; THEREFORE,  
BE IT RESOLVED that the Board of Directors of MTCC 1170 authorises Regional Fire and Security Systems to remediate deficiencies in the following systems and/or components:  
(a) fire alarms — \$11,075.00;  
(b) fire extinguishers and fire hoses — \$113.00;  
(c) sprinklers — \$2,056.60; AND,  
(d) emergency lighting — \$271.20; AND, FURTHER,  
BE IT RESOLVED that payment (and applicable taxes) for the aforementioned remediation shall be from the Reserve Fund.  
Scott Froebe/Sheila Sproule — Carried

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #151022R: Thursday 22 October 2015.

16 Motion for Adjournment

Resolution 150924R08: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 150924R at 7.10pm on Thursday 24 September 2015.  
Jonathan Doyle/Scott Froebe — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sheila Sproule"

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 150924R)**

- (A) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.
- (B) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (C) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.

Adopted at Meeting #151022R



## THE METROPOLE

22 October 2015

### **Minutes of MTCC 1170 Meeting Number 151022R — Held on 22 October 2015**

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

Regrets: Jonathan Doyle and Scott Froebe

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.50pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 151022R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 151022R, as presented.  
Sheila Sproule/James Louttit — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Acting Corporate Secretary for the duration of Meeting #151022R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 151022R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 150924R, as presented.  
James Louttit/Sheila Sproule — Carried
- 05 Administrative and Security Reports:  
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.  
(i) Lighting Retrofit: Please refer to Section 11(a) of these Minutes.  
(ii) Fiscal 2015-2016: Please refer to Section 11(b) of these Minutes.  
(iii) Financials for 01 December 2014 to 30 September 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 151022R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 30 September 2015, and the Front Desk Security Report for the period 05 September 2015 to 04 October 2015.  
James Louttit/Sheila Sproule — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Noting that MTCC 1170 seeks to assess décor-preferences, Directors reaffirmed their support for the preferences-survey that all Owners would have received during the week ending on 16 October 2015.
  - (b) Recirculation Lines: Work will begin on or about 23 November 2015.
  - (c) Appendix of Pending Items: If information is available in time for Meeting 151022R.
- 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) Lighting Retrofit: The report arrived too late for discussion during Meeting #151022R. Management will be e-mailing information to Directors for their discussion during a subsequent meeting.
  - (b) Elevators' Control Circuit Boards: Given recent atypical issues, Directors authorised Management to acquire new control circuit boards. A ratifying motion, as to costs, will occur at a subsequent Board Meeting.
  - (c) Fiscal 2015-2016:
- Resolution 151022R04: Authorising Use of Part of the 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 2015 and ending 30 November 2016, inclusive of both dates (hereinafter, "Fiscal 2015-2016"):
- 01 MTCC 1170's Directors prefer that the Corporation's accumulated operating surplus should remain at no less than 3.5% of the Total Budget (Operating Budget plus Reserve Fund Contribution);
  - 02 if Fiscal 2015-2016's utility costs exceed relevant budget line(s), MTCC 1170 shall use the difference between Section 01 (above) and Accumulated Surplus to attempt defraying only those increased costs that are attributable to higher utility rates per unit of consumption (*inter alia*, kilowatt-hours of electricity, cubic metres of gas, *etc*); AND,
  - 03 as and when funds described in Section 02 (above) are insufficient to cover any and/or all costs of utility-consumption, MTCC 1170 shall order a Special Assessment to defray the above-noted shortfall(s);
- AND, FURTHER,
- BE IT RESOLVED that the Board of Directors of MTCC 1170 authorise the transfer of \$101,057.00 from the Accumulated Surplus to the Reserve Fund, effective

no earlier than 01 December 2015 and no later than 01 January 2016, to reduce Owners' Reserve Fund Contributions for Fiscal 2015-2016.

Sheila Sproule/James Louttit — Carried

Resolution 151022R05: Approval of the 2015-2016 Budget

WHEREAS the *Condominium Act* and *Regulations* require condominiums' boards to assume sole responsibility for passing annual budgets; AND,

WHEREAS the Board of Directors of Metropolitan Toronto Condominium Corporation Number 1170 has received, examined, and discussed recommendations from ICC Property Management's personnel; THEREFORE,

BE IT RESOLVED that the Board of Directors of Metropolitan Condominium Corporation Number 1170 authorises the following budget for 01 December 2015 to 30 November 2016 (inclusive of both dates):

(a) an Operating Budget of \$1,908,687.00; and,

(b) a net Reserve Fund Contribution of \$321,773.00; AND, FURTHER,

BE IT RESOLVED that that the Board of Directors of Metropolitan Condominium Corporation authorises the Treasurer, the General Manager, or the President, or any of them, to append materials to distribution-copies of the above-noted Budget, explaining the Budget *per se*, and/or any circumstances that might give rise to a Special Assessment during the above-noted Budget's operating period.

Sheila Sproule/James Louttit — Carried

(d) Renewal of Membership in the SLNA:

Keith Bricknell surrendered the Chair to James Louttit.

Resolution 151022R06: Renewal of Membership in the SLNA

WHEREAS MTCC 1170 wishes, on behalf of its unit-owners, to continue maximising its ability to influence political and/or public policy decisions affecting the Corporation; AND,

WHEREAS MTCC 1170 believes that the St Lawrence Neighbourhood Association 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 2016, 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/Sheila Sproule — Carried

Keith Bricknell resumed the Chair.

Since MTCC 1170 has entitlement to as many as three voting delegates to the SLNA, Directors agreed that either or both of Keith Bricknell (President) and/or Sheila Sproule (Treasurer) could represent MTCC 1170 at the SLNA's monthly meetings.

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



- (i) Children’s Aid Society Toy Drive: Directors agreed that the Vice President should continue as sponsor of this activity and thanked him in advance for his involvement.
  - (ii) MTCC 1170 Staff Fund: Directors agreed that Mrs Margaret Bricknell should continue as Chair of this committee, and thanked her in advance for her involvement.
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting(s):  
(a) Regular Meeting #151119R: Thursday 19 November 2015.
- 16 Motion for Adjournment  
Resolution 151022R07: Adjournment  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 151022R at 7.05pm on Thursday 22 October 2015.  
James Louttit/Sheila Sproule — Carried

“Keith Bricknell”

President: Keith Bricknell

“Sheila Sproule”

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 151022R)**

- (A) Necessity for Undertaking Work on a Commercial Owner’s Behalf: Pending receipt of documentation from the Unit’s owner.
- (B) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (C) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (D) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

19 November 2015

### **Minutes of MTCC 1170 Meeting Number 151119R — Held on 19 November 2015**

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

Regrets: Jonathan Doyle

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.45pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 151119R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 151119R, as presented.  
Scott Froebe/James Louttit — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Acting Corporate Secretary for the duration of Meeting #151119R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 151119R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 151024R, as presented.  
Sheila Sproule/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) Lighting Retrofit: Please refer to Section 07(b) of these Minutes.  
(ii) Financials for 01 December 2014 to 31 October 2015: Directors commented briefly on the aforementioned Financials, and on other Management Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 151119R03: 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 2015, ICC's rendering of MTCC 1170's unaudited Financial Statements for the period 01 December 2014 to 31 October 2015, and the Front Desk Security Report for the period 05 October 2015 to 04 November 2015.  
James Louttit/Scott Froebe — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:

- (a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Directors reviewed summary results of the Owners' survey dated 13 October 2015. However, as Management has not yet received the requested additional input from the design consultants, no preliminary discussion of aesthetic matters could occur.
- (b) Lighting Retrofit: Potential providers' responses arrived too late for proper discussion before and/or during Meeting #151119R. Also, Management reported anticipating at least one more provider's response. Further discussions will occur before and/or during Meeting #151217R.
- (c) Appendix of Pending Items: If information is available in time for Meeting 151119R.

08 Correspondence Requiring Action and/or Response: None

09 Special Committee Reports: None

10 Other Reports: None

11 New and/or Brought-Forward Business: None

12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.

13 Next Committee Meeting: TBD.

14 Next Special Meeting: TBD.

15 Date of the Next Regular Meeting(s):

(a) Regular Meeting #151217R: Thursday 17 December 2015.

16 Motion for Adjournment

Resolution 151119R04: Adjournment

BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 151119R at 6.50pm on Thursday 19 November 2015.

Scott Froebe/James Louttit — Carried

“Keith Bricknell”

“Sheila Sproule”

President: Keith Bricknell

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 151119R)**

- (A) AODA Compliance — King Street Doors: Awaiting glaziers' proposals.
- (B) Booster-Pump Audit/RfP: Awaiting engineering consultants' further input.
- (C) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.
- (D) Emergency Generator — Dual Fuel: Pending receipt of engineering expertise on a very complex topic with potential benefits for MTCC 1170.
- (E) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.
- (F) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.



## THE METROPOLE

17 December 2015

### **Minutes of MTCC 1170 Meeting Number 151217R — Held on 17 December 2015**

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

Regrets: Jonathan Doyle

- 01 Call to Order: Keith Bricknell called the meeting to order at 6.38pm.
- 02 Waiver of Notice, and/or Adoption of Agenda and Additions:  
Resolution 151217R01: Adoption of the Agenda  
BE IT RESOLVED that the Board of Directors of MTCC 1170 shall adopt the Agenda for Meeting Number 151217R, as presented.  
Sheila Sproule/Scott Froebe — Carried
- 03 Assignment of Duties:  
(a) *Pro Tempore* Reassignments: Sheila Sproule graciously accepted appointment as Acting Corporate Secretary for the duration of Meeting #151217R.
- 04 Review and Adoption of Previous Meetings' Minutes:  
Resolution 151217R02: Adoption of Minutes  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adopt the Minutes for Meeting Number 151119R, as presented.  
James Louttit/Sheila Sproule — Carried
- 05 Administrative and Security Reports:  
(a) Where applicable, Corporate Officers and/or Nancy Bijelic responded to inquiries regarding items from the Management Report, and/or from other communications to and/or among Directors.  
(i) Lighting Retrofit: Please refer to Section 07(c) of these Minutes.  
(ii) Reports for 01 December 2014 to 06 December 2015: Directors commented briefly on the aforementioned Reports.
- 06 Motion to Receive Administrative and Security Reports as Information:  
Resolution 151217R03: 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 2015 and the Front Desk Security Report for the period 05 November 2015 to 06 December 2015.  
Scott Froebe/James Louttit — Carried
- 07 Unfinished and/or Tabled Business Arising from Previous Meetings' Minutes:  
(a) General Aesthetic Remediation/Refurbishment (Ongoing Item): Management reported that the design consultants intend providing a third design option by mid-January 2016.  
(b) Emergency Generator — Dual Fuel:  
Keith Bricknell surrendered the Chair to James Louttit.

Resolution 151217R04: Receiving an Engineering Report — Emergency Generator  
WHEREAS MTCC 1170's Board of Directors has received Building Sciences' "Preliminary Report on Feasibility of Conversion of Diesel Emergency Generator to Alternate Fuels" ("the Feasibility Report"); THEREFORE,  
BE IT RESOLVED that the Board of Directors of MTCC 1170 receives the aforementioned Feasibility Report as information; AND, FURTHER,  
BE IT RESOLVED that MTCC 1170 agrees with the Feasibility Report's recommendations regarding periodic non-emergency operation of the generator, and regarding the relative cost-benefits of continuing with diesel oil as the sole source of fuel.  
Keith Bricknell/Scott Froebe — Carried

Keith Bricknell resumed the Chair

- (c) Lighting Retrofit: Directors agreed with Management's suggestion to defer further discussion pending receipt of additional quotes and analysis thereof.
- (d) Appendix of Pending Items: If information is available in time for Meeting 151217R.
- 08 Correspondence Requiring Action and/or Response: None
- 09 Special Committee Reports: None
- 10 Other Reports: None
- 11 New and/or Brought-Forward Business: None
- 12 Perusal File of Correspondence Received as Information: Received by e-mail from the Management Office, and/or available in a folder during the Board Meeting.
- 13 Next Committee Meeting: TBD.
- 14 Next Special Meeting: TBD.
- 15 Date of the Next Regular Meeting(s):  
(a) Regular Meeting #160114R: Thursday 14 January 2016.
- 16 Motion for Adjournment  
Resolution 151217R05: Adjournment  
BE IT RESOLVED that the Board of Directors of Metropolitan Toronto Condominium Corporation 1170 shall adjourn Regular Meeting Number 151217R at 6.45pm on Thursday 17 December 2015.  
Scott Froebe/James Louttit — Carried

"Keith Bricknell"

President: Keith Bricknell

"Sheila Sproule"

for Secretary: Jonathan Doyle

**Appendix: Pending Items (not discussed during Meeting 151217R)**

- (A) AODA Compliance — King Street Doors: Awaiting glaziers' proposals.  
(B) Booster-Pump Audit/RfP: Awaiting engineering consultants' further input.  
(C) Necessity for Undertaking Work on a Commercial Owner's Behalf: Pending receipt of documentation from the Unit's owner.  
(D) Phase-Protection during Electrical Outages: Pending receipt of quotes from insurer-recommended suppliers.  
(E) Standard Unit By-Law: Pending future discussions with Corporate Legal Counsel.