

**Canadian Masters Athletics (CMA)
2019 Adjourned Annual Meeting of Members
Held Entirely Through Telephone Conference Facilities
Toronto, ON - Tuesday, April 14, 2020, 6:30 pm EDT**

This is the regular 2019 Annual Meeting of the members of the CMA (“Members”). This Annual Meeting was originally called to be held on March 14, 2020, in Saint John, NB, in conjunction with the CMA Indoor Track & Field Championships. When the Indoor Championships had to be cancelled because of the COVID-19 pandemic, the Meeting was convened by two Members in Saint John, who had to adjourn the Meeting to a later date and time, since there wasn’t a quorum of members present. Since the Meeting wasn’t able to be held, and because the COVID-19 pandemic makes it impossible to hold a physical meeting at this time and likely for a long period into the future, the Board has considered all options for holding a Meeting, or the possibility of cancelling the 2019 Meeting altogether. The Annual Meeting provides to Members the ability to review the activities of the CMA for the past year, as well as to vote in the annual elections for the members of the Board and Officers, which elections are required by the CMA By-Laws. After due consideration, the Board did not wish to cancel the Meeting, but decided instead to reconvene the Annual Meeting, to be held on April 14, 2020, at 6:30 pm.

The CMA By-Laws do not provide for annual Meetings to be held by telephone conference facilities. However, considering the current exceptional circumstances, and what is best for the health and safety of the Members, the Board decided that it was in the best interests of the CMA and the Members to hold the Meeting entirely by telephone conference, and provide for all voting in the Board and Officer elections to be by way of the “Mail/Email Ballot”, which includes online voting through “Trackie”.

All full masters members of each Athletics Canada branch automatically become Members of the CMA each year and, as a result, we have had just over 2,000 members in 2019, and have approximately 1,700 Members at this time. We describe below the arrangements we have made for attendance by Members via Telephone Conference facilities and for voting in the Board and Officer elections.

On the next page, you will find the formal Notice of this Meeting and, on the pages that follow, details about the quorum requirement, the candidates for election to the Board and as Officers, and how to vote. As we do each year, our members across the country will all have a chance to vote in these elections, through the Mail/Email Ballot which is attached. All members of the CMA on the date of the meeting are eligible to take part and to vote.

Instructions for Taking Part in the Annual Meeting and the Elections for Directors and Officers

- 1) In order to be able to efficiently run the Meeting by telephone conference, and to ensure that we will have a quorum, the Board requires that all Members who wish to take part in the Meeting by telephone conference must register their attendance by April 12, and their votes for the Directors and Officers elections, by checking in on Trackie at www.Trackiereg.com/2020-CMAAnnualMeeting2
- 2) As part of registering for the Meeting, Members will be required to provide an email address. All members who register to attend the Meeting will be contacted by email and will be provided with the telephone number, the code and instructions, to access the telephone conference facilities.
- 3) In addition, all other Members who wish to vote in the elections for Directors and Officers, but do not wish to take part in the Meeting, may also do so by 11:59 pm on April 12, via a Mail/Email Ballot, or online on Trackie at www.Trackiereg.com/2020-CMAAnnualMeeting2
- 4) In preparation for the Meeting originally called for March 14 in Saint John, Mail/Email Ballots were received from 43 Members in the elections for Directors and Officers. In accordance with their terms, those ballots will continue to be used in the elections at this adjourned Meeting, unless the Members who provided those ballots provide another ballot. Therefore, Members who provided ballots for the March 14 Meeting are not required to provide another ballot for the April 14 Meeting, unless they wish to change any of the votes on their ballot. In all cases, the latest ballot provided will be used.
- 5) Information pertaining to the use of the Mail/Email Ballot, including the form of the Mail/Email Ballot, are included in Attachments “A” and “C” to the Notice of the Annual Meeting.

Canadian Masters Athletics (CMA)
Notice of Adjourned 2019 Annual Meeting of Members
To be Held in Toronto, ON, Entirely by Telephone Conference Facilities
Tuesday, April 14, 2020, 6:30 pm EDT

Notice is hereby given of the Adjourned Annual Meeting (the "Meeting") of the Members of Canadian Masters Athletics, to be held on Tuesday, April 14, 2020, at 6:30 pm EDT entirely by telephone conference facilities, in Toronto, ON, for the following purposes:

1. Approval of the minutes of the previous CMA Annual Meeting, held on March 9, 2019 (Note 3);
2. Review of the following Reports from Officers, Provincial Directors, Record Chairs and others, contained in the 2018-2019 Annual Report (Note 3):
 - President's report;
 - Treasurer's report, including the Financial Statements for the year ended October 31, 2019;
 - Vice-President, Stadia report;
 - Vice-President, Non-Stadia report;
 - Membership Secretary report;
 - Reports from Provincial Directors; and
 - Other reports;
3. Elections for **five positions** on the Board of Directors for 2019-2020 (see note 2);
4. Election of Officers for 2019-2020, from among the elected Directors (see note 2); and
5. Other Business, if any.

This notice is provided by the Board of Directors of the CMA.

Vern Christensen

**Vern Christensen,
Secretary**

March 31, 2020

Notes:

1) This is the adjourned 2019 Annual Meeting of members, which is the continuation of the Meeting initially called and convened at 7:00 pm on March 14, 2020, in Saint John, NB. Since a quorum wasn't present at that time, the Meeting was adjourned to a later time and date, set by the CMA Board as 6:30 pm on April 14, 2020.

2) **The CMA By-Laws do not provide for Members' Meetings by Telephone Conference Facilities. However, the Board has considered the current situation regarding COVID-19, which makes it impossible to hold a physical meeting, and the importance of holding a meeting at an early date, and has concluded that it is in the best interests of the CMA and its Members to convene this Meeting at this time and in this way.**

3) The 2018-2019 Annual report, containing the minutes of the previous Annual Meeting and the various reports referred to in item 2 above, was previously posted on the CMA web site, will be provided to members upon request, and will be discussed at the Meeting.

4) **Please refer to the following Attachment "A", which contains important information about the Meeting, how Members can take part in the Meeting, and the elections for Directors and Officers.**

**Canadian Masters Athletics (“CMA”)
2019 Annual Meeting of Members – April 14, 2020 (the “Meeting”)
Information for Members on Organization of Meeting
Including Election of Directors and Officers**

Attachment “A”

The following information is provided for the benefit of the members of the CMA (“Members”) by the CMA Board of Directors (the “Board”), in accordance with the By-Laws of the CMA (the “By-Laws”), as varied by the Board for the purposes of holding the 2019 Annual Meeting of Members.

Holding of Meeting by Telephone Conference Facilities

The By-Laws do not provide for the holding of the Annual Meeting of Members by telephone conference facilities. However, the Board has considered the current situation regarding the COVID-19 pandemic, which makes it impossible to hold a physical meeting, and has also considered the strong likelihood that a physical meeting may not be possible for many months. Wishing to provide to the Members the ability to discuss the CMA’s activities during 2018-2019, and the ability to take part in elections for Directors and Officers, which are mandated by the CMA By-Laws, the Board has concluded that it is in the best interests of the CMA and its Members to hold the Meeting at this time and by telephone conference facilities.

Quorum for Meeting

The quorum for the Meeting is the lesser of 20 Members and 3% of the number of Members. As we have approximately 1,700 members at this time, the quorum will be 20 Members, and the Meeting will have to be adjourned to another time, unless we have that quorum of Members in attendance at the time when the Meeting is to start. Attendance by telephone conference will be considered as being present for purposes of forming a quorum.

Attendance at Meeting

All Members of the CMA at the date of the Meeting have the right to attend the Meeting by telephone conference facilities. In order to facilitate the holding of the Meeting, **Members who wish to attend are required to register their attendance, and their votes for the Directors and Officers elections, by checking in on Trackie by 11:59 pm at www.Trackiereg.com/2020-CMAAnnualMeeting2**

As part of registering for the Meeting, Members will be required to provide an email address. All members who register to attend the Meeting will be contacted by email and **will be provided with the telephone number, the code and instructions, to allow them to access the telephone conference facilities.** In this manner, the CMA will know the number of members who are in attendance at the Annual Meeting.

Voting at Meeting

All members, whether in attendance in the manner described above or not, have the right to vote in the election of Directors and Officers, by means of an “Mail/Email Ballot”, described under “Use of Mail/Email Ballot”, below. Members who vote using the Mail/Email Ballot but do not register and attend via telephone conference will not be considered to be in attendance at the Meeting, for purposes of forming a quorum for the Meeting.

Board of Directors

The By-Laws provide for a Board of Directors made up of 10 Directors who are elected by the Members (“Elected Directors”), and up to 10 others who are nominated by individual provinces. The 10 Elected Directors serve for a period of 3 years each, on a rotating basis, so that approximately one-third of the Elected Directors must either be re-elected or replaced at each Annual Meeting (the “Director Rotation”). On the basis of the Director Rotation, the terms of the current Elected Directors are slated to expire as follows: expiring at the 2019 Annual Meeting (April 14, 2020) – **Amy Ballon, Bill McIlwaine, John Powell and Katherine Willis**; expiring at the 2020 Annual Meeting – **Jack Castle, Vern Christensen and Robert Jackson**; and expiring at the 2021 Annual Meeting – **Paul Osland, Mike Sherar and Stafford Whalen.**

Election of Directors by Members

Based on the Director Rotation, the four Elected Directors whose terms expire at the Meeting (**Amy Ballon, Bill McIlwaine, John Powell and Katherine Willis**) must either be re-elected or replaced at the Meeting. In addition, an Elected Director whose term expires at the 2021 Annual Meeting, Stafford Whalen, has resigned as a Director, effective on April 14, 2020. **As a result, elections for 5 Directors will take place at the Meeting.** One of the above-mentioned Directors, Bill McIlwaine, has indicated that he does not wish to stand for re-election, while three of them (**Amy Ballon, John Powell and Katherine Willis**) have indicated that they are willing to stand for re-election. In addition, as a result of a request for volunteers from a Nominating Committee named by the Board, four other

Members, **Bill Krezonoski, Wendy Melvin, Dan Parsons and Jay Yakabowich**, have agreed to stand for election as Directors, **so that there are seven nominees for election to the five Director positions available**. As provided in the By-Laws, **a description of each of these candidates for election as Directors is included in Attachment “B”**. Each Member of the CMA may vote in this election by completing a “Mail/Email Ballot”. An explanation of the use of the Mail/Email Ballot is given below, and a copy of the form of Mail/Email Ballot is included as Attachment “C”.

Provincial Directors

The By-Laws provide that provinces may name in total up to 10 Directors to our Board, provided that the provinces have agreed to be part of an agreement between the CMA and Athletics Canada (AC), under which full masters members of the provincial AC branch will automatically also be members of CMA, upon the payment of an agreed-upon fee to the CMA. We have extended this to include territories. All provinces and territories have agreed to be part of such agreement. Directors named by provinces or territories must at all times when they are Directors be Members of the CMA. When provinces or territories do not name a Director, the Board may appoint their Directors. Under these arrangements, Directors were named during the past year representing the following provinces or territories: British Columbia, Northwest Territories; Alberta, Saskatchewan, Manitoba, Ontario, Quebec, New Brunswick and Nova Scotia. The Board anticipates that these provinces or territories will continue to name representatives as Directors.

Officers

The By-Laws provide that, at the Annual Meeting, the Members of the CMA must elect certain Officers, referred to as the “Elected Officers”. The Elected Officers are the following: President; Vice-President, Stadia; Vice-President, Non-Stadia; Secretary; and Treasurer; and they must be elected from among the Elected Directors. The Board also may, if it wishes, appoint other Officers from among the members of the Board. Under this provision, the Board has named one of the Directors to the position of Vice-President.

Election of Officers by Members

The following members of the Board have indicated that, if they are Directors after the election of Directors at the Meeting, they will be willing to stand for election for the following Elected Officer positions: **President – Paul Osland; Vice-President, Stadia – Vern Christensen; Vice-President, Non-Stadia – Robert Jackson; Secretary – Vern Christensen; and Treasurer – Jack Castle**. As provided in the By-Laws, **a description of each of the candidates for these positions as Elected Officers is included in Attachment “B”**. As with the election of Directors, Members must use the Mail/Email Ballot for the election of these Officers.

Use of Mail/Email Ballot

Attachment “C” is the standard form of Mail/Email Ballot which may be used by Members to vote for the Directors and Officers. To use this Mail/Email Ballot, please complete it by placing marks in the boxes opposite up to five of the candidates for the election as Directors, and one candidate for each of the five Elected Officer positions. After completing the Ballot, please print your name and address, sign the Ballot and return it by mail, email or fax to the CMA at the following address: **Annual Meeting Ballot, c/o Vern Christensen, 73 Pine Crescent, Toronto, ON M4E 1L3; or by scanned email to vchristensen@guardiancapital.com; or to fax number (416) 364-2067**. As an alternative, you may use the equivalent online ballot, through the following “Trackie” link:

www.Trackiereg.com/2020-CMAAnnualMeeting2

All Mail/Email Ballots received in any of the formats as stated above by 11:59 pm on April 12, 2020 will be included in the voting at the Meeting, provided that they will be used in the election to vote only for each person who continues to be a candidate in that election. If the Meeting is adjourned, they will be used at the adjournment of the Meeting.

In preparation for the Meeting originally scheduled for March 14, 2020, Mail Ballots for the elections of Directors and Officers were received from 43 Members. In accordance with their terms, those ballots will be used in the elections at this adjourned Meeting, unless the Members who provided those ballots provide other ballots. Therefore, Members who provided ballots for the March 14 Meeting are not required to provide another ballot for the April 14 Meeting, unless they wish to change any of the votes on their ballot. In all cases, the latest ballot provided will be used.

Vern Christensen

**Vern Christensen,
Secretary**

March 31, 2020

**Canadian Masters Athletics (CMA)
2019 Annual Meeting of Members – April 14, 2020
Names and Descriptions of Candidates for Director and Officer Elections**

The following detailed information on each of the named candidates for election as Directors or Officers at the April 14 Annual Meeting of the CMA has been provided by the individual candidates:

Candidates for Election as Directors:

Amy Ballon –

- Small Business Advisor for the Business Development Bank of Canada, with a focus on strategic planning and sales and marketing.
- Elected a member of the CMA Board of Directors in 2017.
- Appointed by CMA Board to lead public relations and communication activities for the CMA, with a goal to bring more awareness of CMA activities to our membership and the general public..
- Started, grew and sold a small business. Published author on the subject of entrepreneurship.
- MBA from the Rotman School of Management, University of Toronto (2000).
- Past volunteer for not-for-profit organizations, including the Heart and Stroke Foundation.
- Recreational athlete since the mid-1990s, road races from 5K to Marathon, including two Boston Marathons
- Active as a Masters athlete for UTTC since 2012, competing Indoors, Outdoors and in Cross Country.
- Competed in WMA Outdoor Championships - 800m in Lyon, France (2015), and 5000m and the Marathon in Malaga, Spain (2018).

Bill Krezonoski -

- Active in Masters Athletics for over 30 years, specializing in Road Racing and Cross Country
- Educator, teacher, principal - coach and convenor in Elementary + HS T+F and X country
- Numerous podium finishes at Canadian Cross Country Championships (2 titles last 3 years)
- Record holder of the Ontario and Canadian Road Running M65-69, 25km distance
- 17 times Regional K-Star Runner of the Year - over 83% AG scores (mile, 5km,10km,10 mile)
- Volunteer (24 years) at George Walters Mid-Canada Elementary School X country champs
- Past Vice President, Lakehead Running Club - involved with finances, coaching, promotion
- Proud coordinator, volunteer and member (36 years) of local Terry Fox Colour Guard
- First place two-person team 1990, 1991 in Edmund Fitzgerald 100 km Road Relay Race
- Member of baseball team inducted into NWO Sports Hall of Fame.

Wendy Melvin –

- Currently acting Chief Operating Officer - International Group of Start Up Companies – Canada/Europe/US.
- Earlier experience – all corporate functional areas including VP Human Resources and store operations.
- My experience at Rotman School of Management has provided good finance and reporting knowledge.
- Joined Masters running in 2013, have competed in sprints in CMA Championships, WMA Poland, NCCMA Toronto - preparing for CMA Saint John and Toronto 2020.
- Team Canada Manager at WMA Budapest, Torun, Poland and NCCMA Toronto, representing Canada at daily country Manager Meetings, gaining knowledge of WMA Champs organization, rules and procedures.
- Team Manager for Toronto 2020 – so far involved with athlete bulletins and replying to athlete queries, will be using Manager experience in athlete record keeping/reporting, communications, help for Team.
- Rotman School of Management courses in Human Resources and other areas relevant to CMA include Negotiation and Persuasion, Finance and Accounting, Organizational Strategy, Board Selection, and others.
- Past Board and Humanitarian experience includes: Rotman School HR Curriculum Planning Committee, Canadian Children's Opera Company, UNHCR and UN advocacy to protect refugees of war, and House of Commons Award for Community Leadership, advocating on a National platform.
- Wish to be considered for a Board seat to work in finance, marketing, PR, membership or athlete engagement. I believe I possess understanding of ways to champion CMA's and athletes' best interests.

Dan Parsons –

- Masters competitor since 2013 (World Championships, NCCMA, USATF Masters, Canadian Masters)
- Coach for 35 years (32 in athletics) including McMaster University, University of Toronto, Etobicoke Huskies/Striders, Precision Athletics and others.
- Athletics Performance Coach Certified (Throws and Combined Events), coaching athletes at the Olympics, World Championships, NACAC Games, FISU Games
- Education – McMaster University, B.P.E.; U of Windsor, B.Ed.; National Coaching Institute, Toronto
- Masters meet organizer – Iratus Throws Series
- Board member – Ontario Coaches' Council, OTFA, TTFC Advisory Council, Recreational Hockey Calgary, Calgary Junior High School Athletics Association, as well as others
- Canadian Masters Record Holder (discus) and Canadian Championships Record Holder.
- Looking to represent the masters Field Events community on the CMA board

John Powell –

- Active in Masters athletics for just over 37 years; favourite events are Track Sprints and Cross Country
- Competed in WAVA Championships: 3 Outdoor (Eugene 1989, Buffalo 1995, Gateshead 1999)
- Meet Director of CMAA Interclub Track & Field Championships, 1991-95
- Served as Canadian delegate to WAVA General Assemblies in 1995 and 1999
- Member of CMAA Executive/CMA Board for past 29 years, including President in 1996-97
- CMAA Vice-President, Stadia, 1991-95, with successful Championships in cities such as Ottawa and Regina
- CMAA/CMA Vice-President, Non-Stadia, 2005 - present
- Race Director of CMA Don Farquharson Memorial XC Race, 2010-2013

Katherine Willis –

- Post-secondary education, U of T Health Education (1976-80)
- Small business owner
- Member of the CMA Board of Directors since 2017.
- Previously Scouts Canada leader, and director of Group Committee
- Active member of Masters Athletics for over 20 years
- Top-ranked W50 800m 2010 Indoor and Outdoor
- NCCWMA W50 800m champion 2008
- Assisted with registration and awards, OMA, CMA and USATF

Jay Yakabowich –

- Competitive Track & Road Race athlete (3000M - Marathon); former carded athlete (1977 Canadian Record - Junior Men's 4 x 400M).
- Masters competitor since 2005; actively involved in local through international running community.
- Board of Directors of Ontario Masters Athletics since 2010 (Executive, Secretary).
- Designed, procured and coordinated CMA, OMA & NCCMA Championship medals since 2010.
- Extensive Board experience - Wells Scholarship Foundation, Royal Canadian Military Institute, National Press Club, Ontario Masters Athletics and Career Edge Organization.
- Current Roles: Running Room Store Manager (Beaches Toronto), and Chief Revenue Officer, High Road Human Capital Consulting.
- Human capital policy, business development and operations background.
- University of Manitoba, CIM Designation (Canadian Institute of Management).
- Former serving member of Canadian Armed Forces - Medical disability discharge (PWD).

Candidates for Election as Officers:

Paul Osland (Candidate for election as President) –

- Currently, CEO of Athletics Ontario, since April, 2018
- Previously, Vice-President of a not-for-profit organization for 17 years
- President of CMAA/CMA since 2009
- Vice-President of OMA, 2007-2009
- Involved in athletics for over 40 years (400, 800 & 1500)
- Member of Canadian Senior Track & Field Team from 1987 to 1992
- Represented Canada at the Olympic Games, Commonwealth Games, Pan American Games and many other international events
- Holds the Ontario open indoor 600m record (1:17.91) from 1985 to present
- Competed at 7 outdoor, and 3 indoor, World Masters Championships (4 gold, 7 silver, 5 bronze medals)
- Instrumental in finalizing CMA & AC membership agreement

Vern Christensen (Candidate for election as Secretary and Vice-President, Stadia) –

- Chartered Public Accountant, Senior Vice-President/Secretary of public investment management company
- Active in Masters running for over 27 years; favourites are Steeplechase and Cross Country
- Member of CMAA/CMA Executive/Board since 1998; Vice-President/Secretary for past 12 years
- CMA Vice-President, Stadia last 2 years; Championships in BC, Alberta, Quebec and NB.
- Responsible for arrangements for all CMA Board and Annual Members Meetings
- Competed in WMA Championships: 13 Outdoor (all since Buffalo in 1995) and five Indoor
- Race Director for local 5K competitive/charitable race in Toronto for 8 years
- Serves often as Canadian delegate to World/Regional General Assemblies
- Serves often as Canadian Team Manager/Assistant Manager for WMA Outdoor and Indoor Championships
- Instrumental in incorporation of CMA and conversion from old CMAA.
- Vice-President, Non Stadia of NCCMA since 2012.

Robert Jackson (Candidate for election as Vice-President, Non-Stadia) -

- Lawyer since 1979, now Insurance Director for the Law Society of New Brunswick, 2013 to date
- Participated in Masters running since 2001; competed in WMA Lyon 2015
- Member of CMA Board since 2014; Track and Jumps Records Chair
- In 2009 created records database for all road race distances for all age groups in NB
- Member (2005-2017) and President (2014-2017) of Run New Brunswick Board
- 2011 and 2012 member of the University of New Brunswick varsity cross-country team
- Member of the Board of Directors of Toronto Athletics Event Management Inc.
- Holds 28 NB road and track records; ranked # 1 in 10 Athletics Canada rankings events.
- Now wishing to take on the duties of the CMA Vice-President, Non-Stadia.

Jack Castle (Candidate for election as Treasurer) -

- Retired after 38 years filling a number of management positions with a major property and casualty insurance company
- Active in masters running since 1986; primarily Road Races and Cross Country
- Member of CMAA Executive or CMA Board since 1987
- Treasurer of CMAA/CMA continuously since 1990, as well as President and Vice-President at various times during that period
- Treasurer of NCCWMA continuously from 1990 until 2017.
- Competed at each WAVA/WMA Outdoor Championship from 1989 thru 2007
- Canadian delegate to WAVA/WMA General Assemblies several times
- Assistant Team Manager at World Championships a number of times
- Meet Director at a number of CMAA events

Mail/Email Ballot
2019 CMA Annual Meeting of Members – April 14, 2020

This Ballot is the standard format provided by the Board of Directors of the CMA, in accordance with the CMA By-Laws, for use at the Annual Meeting of Members of the CMA, being held on April 14, 2020. This Ballot may be used by Members to vote **in the election for a maximum of five Directors**, and in the election of Officers, which votes will take place at the Meeting, or its adjournment. In order to be used, **this ballot must be signed**, unless provided via "Trackie". Attachment "B" contains the names and information about each of the candidates for the elections as Directors and Elected Officers, who were known when the Notice was prepared.

The undersigned Member of the CMA hereby wishes to vote as follows:

Election of Directors (You may vote for a maximum of 5 Directors):

<u>Names of Candidates</u>	<u>Vote For</u>
Amy Ballon	[]
Bill Krezonoski	[]
Wendy Melvin	[]
Dan Parsons	[]
John Powell	[]
Katherine Willis	[]
Jay Yakabowich	[]

Election of Officers:

<u>Position</u>	<u>Names of Candidates</u>	<u>Vote For</u>
President	Paul Osland	[]
Vice-President, Stadia	Vern Christensen	[]
Vice-President, Non-Stadia	Robert Jackson	[]
Secretary	Vern Christensen	[]
Treasurer	Jack Castle	[]

Member's Name	Member's Signature	Date
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Member's Province of Residence	Member's Athletics Canada Membership Number
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Notes:

1) Each Member may vote for a maximum of five Director candidates, and for each of the Officer candidates, by placing a mark in the boxes opposite the names of the desired candidates. This Ballot will **not** be voted with regard to a specific candidate, if: a) a vote is not indicated for that candidate; b) a Member's vote is not clear with regard to that specific candidate; c) a candidate withdraws before the Ballot is used; or d) **more than 5 choices are indicated for Director candidates, in which case none of the choices for Director candidates will be voted.**

2) The Ballot will be used only if it is received before 11:59 pm on April 12, 2020, at: **Annual Meeting Ballot, c/o Vern Christensen, 73 Pine Crescent, Toronto, ON M4E 1L3; or by scanned email to vchristensen@guardiancapital.com; or to fax number (416) 364-2067.**

3) The form of online ballot provided on "Trackie" may be used in substitution for this ballot, by 11:59 pm on April 12, 2020, at the following link: www.Trackiereq.com/2020-CMAAnnualMeeting2 .