

March 20, 2019

City Clerk's Office  
Cathy Saunders, City Clerk  
300 Dufferin Avenue, PO Box 5035  
London, ON N6A 1V5

**Re: Annual Shareholder's Meeting**

Dear Ms. Saunders:

The London & Middlesex Community Housing (LMCH) is requesting a shareholder meeting with City of London in order to present our 2018 Annual Report and 2018 Audited Financial Statements at the Special Priorities and Policy Committee (SPPC) meeting of Monday, June 24, 2019. We are also requesting delegation status at that time to provide an update on the corporation's Regeneration Plan.

In advance of the Annual Shareholder meeting, the Board will prepare and approve an "Annual Report" and submit the report to the Shareholder by June 7, 2019, in accordance with the required provisions of the *Declaration of the Sole Shareholder, 2012*. The Annual Report shall include, but not be limited to the following:

- a) Such explanations, notes and information as are required to account for any variances between the actual results from operations and the budgeted amounts set forth in the approved budget, and any material variances in the projected ability of any business activity to meet or continue to meet the financial objectives of the Shareholder.
- b) Information that is likely to materially affect the Shareholder's objectives.
- c) Information regarding any matter, occurrence or other event which is a material breach or violation of any law, including major findings of internal and other audits.
- d) Information on progress and accomplishments relative to the strategic business plan in place.
- e) Information regarding the performance of LMCH such that the Shareholder can determine that the strategic business plan has been respected.
- f) Information regarding the performance of LMCH such that the Shareholder can determine that the Shareholder Agreement has been respected.
- g) Such additional information as the Shareholder may specify from time to time.

We look forward to meeting with the City of London and making our annual presentation. Please confirm that the requested date and time for the Shareholder's meeting can be scheduled as requested.

Sincerely,

Josh Browne  
Chief Executive Officer

cc: LMCH Board of Directors  
D. Purdy, Housing Services Manager – Housing Division  
S. Datars Bere, Managing Director, Social Services, Housing and Dearness Home