

September 28, 2020

To: Board of Directors of CreateTO

Re: Update on Position of Chief Executive Officer for CreateTO

SUMMARY

As previously announced, Chief Executive Officer Brian Johnston is stepping down from his position at CreateTO on October 16, 2020.

A special meeting has been called to allow the Board an opportunity to discuss the CEO's departure and next steps. I have included confidential information on this matter as a confidential attachment to this letter.

RECOMMENDATION

That:

1. The Board of Directors of CreateTO direct that the confidential information in the confidential attachment to this letter, remain confidential as it pertains to employee negotiations.

Ron Carinci
Vice Chair

Confidential Attachment