

Attachment 1: CreateTO Officers, Financial and Signing Authorities (Effective June 26, 2023)

	CreateTO
Officers	Vic Gupta, Chief Executive Officer Jaspreet Hansra-Kulasingham, Chief Financial Officer Mary Ormond, Chief Legal Counsel & Corporate Secretary Michael Norton Chief Development Officer
Cheque Signing Authority	➤ Up to \$100,000: A Controller, with any one of the following: ▪ Chief Executive Officer ▪ Chief Financial Officer ▪ Chief Legal Counsel & Corporate Secretary ▪ Chief Development Officer ▪ Senior Vice President, Planning & Design ➤ \$100,000 - \$500,000: Any two of: ▪ Chief Executive Officer ▪ Chief Financial Officer ▪ Chief Legal Counsel & Corporate Secretary ▪ Chief Development Officer ▪ Senior Vice President, Planning & Design ➤ Over \$500,000: Chief Executive Officer plus any one of: ▪ Chair of the Board ▪ Vice-Chair
Expenditure Authorization - Within Approved Budget	➤ Up to \$5,000: Manager ➤ Up to \$50,000: Any one of: ▪ Vice President ▪ Controller ▪ Director ➤ Up to \$150,000: Any one of: ▪ Chief Executive Officer ▪ Chief Financial Officer ▪ Chief Legal Counsel & Corporate Secretary ▪ Chief Development Officer ▪ Senior Vice President, Planning & Design ➤ Over \$150,000: Chief Executive Officer
Legal / Contracts	➤ All legal documents require two signing officers