

Via Email: c/o ttakahashi@portmoody.ca

September 3, 2021

City of Port Moody  
100 Newport Drive  
Port Moody, BC V3H 5C3

Dear Mayor Rob Vagramov and Council,

It is my pleasure to invite you to the Annual General Meeting (AGM) of the Shareholders of E-Comm, to be held via video-conferencing, on Thursday, September 23, 2021 at 10:00 a.m. Meeting details will be shared with shareholder representatives in advance of the AGM.

We are asking shareholders to either attend the meeting virtually, by video-conferencing using Zoom, or to complete and provide your form of proxy prior to the AGM.

The enclosed package contains your copy of the Notice of Meeting, the minutes of the 2020 Annual General Meeting, the minutes of the 2021 Extraordinary General Meeting, the Audited Financial Statements for the year ended December 31, 2020, and a form of Proxy.

If you propose to attend the AGM virtually, please provide E-Comm with the name of the individual who will attend the meeting as your voting representative within 7 days of the AGM and their email address and telephone number. *We will provide your representative with meeting registration instructions which must be completed in advance of the AGM.*

If you do not wish to have a representative attend the AGM by Zoom, we urge you to take all necessary steps to have your shares represented by proxy. To vote your shares, please appoint a Proxy: sign and date the enclosed Proxy form and return it as soon as possible. **Your signed proxy must arrive at E-Comm by 10:00 am on September 21, 2021 to be valid (contact details are contained in the notice of meeting attached).**

Should you have any questions about the AGM, please contact [krystal.boros@ecomm911.ca](mailto:krystal.boros@ecomm911.ca).

Sincerely,



Doug Campbell  
Chair, E-Comm Board of Directors

Enclosures

- *Notice of Meeting*
- *Minutes of September 17, 2020 Annual General Meeting*
- *Minutes of June 24, 2021 Extraordinary General Meeting*
- *Audited Financial Statements Year-ended December 31, 2020*
- *Form of Proxy*

