

REPORT FOR INFORMATION



Exhibition Place

Committee Structure Review - Supplementary Report

Date: July 11, 2017

To: The Board of Governors of Exhibition Place

From: Dianne Young, Chief Executive Officer

Wards: All

SUMMARY

This is a supplementary report providing further details to the recommendations in the Committee Structure Review report dated April 26, 2017 deferred by the Board at its meeting of May 18, 2017. This Supplementary Report sets out in further detail the parameters of the Community Liaison Consultation Meeting and the Tenant Liaison Consultation Meeting proposed in the original report.

FINANCIAL IMPACT

There is no financial impact to this report.

DECISION HISTORY

At its meeting of May 18, 2017, the Board deferred to the next meeting of the Board the report entitled Committee Structure Review, dated April 26 2017.

<https://www.explace.on.ca/files/file/59147f1c281ed/EP3.18---Committee-Structure-Review---REVISED.pdf>

At its meeting of January 20, 2017, the Board directed the Chief Executive Officer, Exhibition Place, in consultation with the City Clerk and the City Solicitor, to review the Committee structure of the Board of Governors of Exhibition Place, and report back to the Board by the end of the second quarter 2017 on committee requirements, mandates, composition and procedures.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.EP1.11>

At its meeting of September 4, 2015, the Board approved Report No. 6 Standing Committees of the Board.

<https://www.explace.on.ca/files/file/58bdc17bd6236/Item-1-Minutes-Sept-4-15.pdf>

COMMENTS

For the information of the Board, outlined below are detailed parameters being proposed for structure and processes regarding the Community Liaison Consultation Meeting and the Tenant Liaison Consultation Meeting.

Community Liaison Consultation Meeting

Purpose:

- To liaise on a regular basis with members of the communities surrounding Exhibition Place within a public consultation meeting format to present new Board directions, address major Exhibition Place events and to listen and respond to issues and feedback raised by the community relating to Exhibition Place.

Board / Exhibition Place Attendees:

- Chair of Board and local Councillor, as co-hosts ("Co-Hosts") of the consultation meeting with other interested Board members welcome to attend;
- The Chief Executive Officer and key Exhibition Place staff will be in attendance

Community Invitees:

- Broad community invitation to residents and local resident associations and BIA's to be issued through Chief Executive Officer

Guest Invitees:

- Exhibition Place will issue invitations to relevant City officials as required: Toronto Police Services, Toronto Emergency Services, Toronto Fire Services, Toronto Public Health, Toronto Transit Commission, City Planning, Parks Forestry & Recreation, Ontario Place, Local Councillors for both Wards 14 & 19

Timing:

- Consultation meetings will be held at least twice annually in the evening on dates as determined by the Co-hosts and additional meetings, if needed, may be called at the direction of the Co-hosts

Consultation Meeting Format

- Meeting is not a formal committee meeting pursuant to the Board's procedures by-law and therefore, restrictions of the by-law do not apply
- The City Clerk's Office will not be in attendance and no formal minutes will be produced
- Meeting is a public consultation meeting
- Summary notes of the meeting will be completed and forwarded by the CEO to the next meeting of the Board of Governors in an information report
- Meeting discussion items would be established by the Exhibition Place CEO and sent in advance to the community which may include presentation items. The program will always include an informal question and answer period. Community invitees can also request discussion topics be added to upcoming meetings.

Tenant Liaison Consultation Meeting

Purpose:

- To liaise on a regular basis with tenants of Exhibition Place within a public consultation meeting format to present new Board directions, address major Exhibition Place events and to listen and respond to issues raised by the tenants.

Board / Exhibition Place Attendees:

- Chair of Board and Councillor Karygiannis, as co-hosts ("Co-Hosts") of the meeting with other interested Board members welcome to attend
- The Chief Executive Officer and key Exhibition Place staff will be in attendance

Tenant Invitees:

- All tenants at Exhibition Place will be invited
- There will be a limit of two representatives for each of the tenanted premises

Guest Invitees:

- Exhibition Place will issue invitations to relevant City officials as required depending on agenda: Toronto Police Services, Toronto Emergency Services, Toronto Fire Services, Toronto Public Health, Toronto Transit Commission, City Planning

Timing:

- Meetings will be held at least once annually at a date as determined by the Co-Hosts and additional meetings, if needed, may be called at the direction of the Co-Hosts

Consultation Meeting Format

- Meeting is not a formal committee meeting pursuant to the Board's procedural by-law and therefore, restrictions of the by-law do not apply
- The City Clerk's Office will not be in attendance and no formal minutes will be produced
- Meeting is a public consultation meeting
- Summary notes of the meeting will be completed and forwarded by the CEO to the next meeting of the Board of Governors in an information report
- Meeting discussion items would be established by the Exhibition Place CEO and sent in advance to the tenants which may include presentation items. The program will always include an informal question and answer period. Tenant representatives can also request discussion topics be added to upcoming meetings.

CONTACT

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SIGNATURE

Dianne Young
Chief Executive Officer