



REPORT FOR ACTION

Appointment of Toronto Parking Authority Representative to Canadian National Exhibition Association Membership - 2019-2020 Term

Date: April 26, 2019
To: Board of Directors, Toronto Parking Authority
From: Acting President, Toronto Parking Authority
Wards: Ward 10 - Spadina-Fort York

SUMMARY

Canadian National Exhibition Association (CNEA) legislation provides that the Municipal Section of the CNEA Board shall include one representative named and appointed annually by the Toronto Parking Authority (TPA). The TPA representative is nominated by the TPA Board annually for a term of one year. Historically, the new term of the CNEA would commence in the fall of each calendar year, but recently the term has been changed to the spring of each year. The CNEA has requested that the TPA's representative attend their Annual General Meeting to be held on Wednesday, June 5, 2019. See Appendix A - Notice of Appointment of Representative.

RECOMMENDATIONS

The Acting President of the Toronto Parking Authority recommends that:

1. The Toronto Parking Authority Board of Directors appoint a representative to the Canadian National Exhibition Association, in accordance with the provisions of the Canadian National Exhibition Association's legislation, for a term of office commencing June 5, 2019 and ending June 1, 2020, and until a successor is appointed.

FINANCIAL IMPACT

There is no financial impact associated with this item.

DECISION HISTORY

The Toronto Parking Authority Board, at its meeting of October 23, 2017, in considering Item PA4.3, appointed the TPA's Acting President, Andrew Koropeski, as its representative to the CNEA membership for the 2017/2018 term.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2017.PA4.3>

COMMENTS

The CNEA legislation provides that the Municipal Section of the CNEA Board, shall include one representative named and appointed annually by the TPA, in addition to other representatives of the City, its Agencies and Commissions. The appointment is to be made by the TPA Board of Directors. The legislation does not, however, stipulate that the appointee must be a TPA Board member. The Board could therefore, appoint anyone it sees fit, either Board member, staff, or person unrelated to the Board.

The CNEA, through correspondence from its Manager, Corporate Secretariat Services, is requesting appointment of the TPA representative and notes that its Annual General Meeting is scheduled for Wednesday, June 5, 2019.

CONTACT

Robin Oliphant, Acting President, Toronto Parking Authority, (416) 393-7282,
Robin.Oliphant@toronto.ca.

SIGNATURE

Robin Oliphant, Acting President
Toronto Parking Authority

ATTACHMENTS

Appendix 'A' CNEA Notice of Appointment

APPENDIX 'A'

CNEA NOTICE OF APPOINTMENT



April 12, 2019

Dear Association Officer,

**RE: 2019/2020 TERM
NOTICE OF APPOINTMENT OF REPRESENTATIVE TO
THE CANADIAN NATIONAL EXHIBITION ASSOCIATION (CNEA) MEMBERSHIP**

The Canadian National Exhibition Association (CNEA) is a not-for-profit organization that was founded in 1879 for the purpose of fostering the development of agriculture, industry and the arts. The CNEA has a long history of planning and executing the 18-day Canadian National Exhibition, often referred to as The Ex, and is one of the top ten agricultural fairs in North America attracting approximately 1.5 million visitors annually.

Your organization is a member organization of the CNEA and is eligible to appoint / re-appoint a member representative to the CNE Association for the upcoming new term. The CNEA term has recently changed. Historically the new term began in the fall of each year, and has been changed to the spring of each year. Please find enclosed an accompanying letter with more detail about recent and forthcoming governance changes.

Please complete the attached form (if applicable, see appointment process below), have it certified by the appropriate authority within your organization and return the completed form to Linda Costa / lcosta@theex.com / 416-263-5202.

The **Annual Meeting** of the Canadian National Exhibition Association (CNEA) is scheduled for:

- Date: Wednesday June 5th 2019
- Time: 10:30 a.m.
*(*light breakfast offered as of 10 am and light lunch served after the meeting)*
- Venue: Liberty Grand , 25 British Columbia Road, in the Centennial room
- Location: Exhibition Place

Appointment Process

If Re-appointing / Returning your current member representative

In the event that your organization will be re-appointing, returning or continuing your current appointee, an email communication with this information confirming the name of the re-appointment is sufficient.

New Appointees

We ask that you completed the enclosed form and you indicate the name of your CNEA representative appointed by your organization. The designated member appointed by your organization is asked to consent to the appointment, acknowledge and agree to support the CNEA mandate and vision and authorize the release of their contact information by signing the 'Authorization, Consent and Acknowledgement' section of the form.

For new appointees, we request that you submit a short background about the Member (such as a bio or C.V) to accompany the forms.

The term, in accordance with the CNEA By-Laws, will commence on the date of the Annual Meeting (Wednesday June 5th, 2019). Please share this date with your incoming / re-appointed member.

The appointment authorization must be signed by an officer of your association and not the representative. If the officer of your association and the representative are the same person, please ensure someone else from your association signs the authorization.

Please have the 'Notice of Appointment' form certified by the proper authority, signed by the member, and returned to my attention, not later than **Wednesday May 8th 2019** so that we may notify your representative of the Annual Meeting and have sufficient administrative time to provide reference materials and information, including regarding elections to the Board of Directors.

If No Appointment will be made from your member organization

In the event that your organization has decided to not appoint any representative at this time to the CNE Association membership, kindly send an email communicating this information.

We thank you for your continued support of the CNEA and the participation of your Member Appointee over the last term. We look forward to continuing to engage with your organization and member appointees during the upcoming 2019 'Ex' event and over the next year.

Let's go to the Ex,



Sarah Fink
Manager, Corporate Secretariat Services

Encl.

Further Information
Memo from the President
Notice of Appointment Form

**CANADIAN NATIONAL EXHIBITION ASSOCIATION
NOTICE OF APPOINTMENT OF REPRESENTATIVE**

Sarah Fink
Manager, Corporate Secretariat Services
Canadian National Exhibition, Exhibition Place
210 Princes' Boulevard, Toronto, ON M6K 3C3

This certifies that the following representative has been appointed to the Canadian National Exhibition Association for a term commencing _____ (please note that the upcoming CNE Association Annual Meeting takes place on June 5 2019) and continuing until such time that a successor is appointed.

APPOINTED REPRESENTATIVE FROM: _____
Association Name

APPOINTED REPRESENTATIVE CONTACT INFORMATION:

(Please Print)

Name:	* Please indicate preferred mailing address
Business Address:	Resident Address:
e-mail:	e-mail:
telephone: ()	telephone: ()

AUTHORIZATION, CONSENT AND ACKNOWLEDGEMENT:

The Member is to sign below if you permit the information noted above to be shared with the CNEA Membership and that the representative consents to the appointment, acknowledges and agrees to support the CNEA vision and mission and authorizes the release of information internally by signing below.

Our Vision: Inspiring Canadians. Creating memories.

Our Mission: To enrich our community by celebrating the past, showcasing the present, promoting the future.

Print Name:	Signature:

Canadian National Exhibition Association Fax to: (416) 263-3850 or email lcosta@theex.com

CERTIFIED BY:

Association Authorized Representative: _____

Print Name: _____
(Please print)**ASSOCIATION CONTACT INFORMATION:**

Name	
Address	
telephone	()
fax	()
e-mail	

DATED this _____ day of _____, 2019

Personal information contained on this form is collected to be used for internal administrative purposes, to facilitate future communication including e-mail mailings between you and the CNE/CNE Association including its licensees and assigns and based on your signature at the bottom of this form will be captured in the CNEA Membership contact list and shared with the CNEA Board of Directors and the CNEA Membership and when requested, with the public. Questions about this collection of personal information should be directed to the CNE Corporate Secretariat at (416) 263-5201 or sfink@theex.com.

A signed copy of this form should be sent to your member appointee.

Canadian National Exhibition Association Fax to: (416) 263-3850 or email lcosta@theex.com