



REPORT FOR ACTION

Appointment of Toronto Parking Authority Representative to Canadian National Exhibition Association Membership - 2021 Term

Date: November 25, 2020

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. In 2019, the term of the CNEA was changed to commence in the spring of each calendar year. However, with the announcement to cancel the 2020 Canadian National Exhibition (CNE) due to the onset of COVID-19, the CNEA's June 2020 Annual Meeting was postponed, and as concerns around the pandemic continue, the CNEA Board of Directors have recently decided to move forward with a virtual meeting format to be scheduled before the end of 2020.

As CNEA member appointments/reappointments must occur annually, and coincide with their annual meetings, the 2020/2021 term will be shortened as the next appointment/re-appointment process will coincide with the CNEA's regular spring meeting in 2021.

The CNEA has requested that the TPA's representative attend their virtual Annual General Meeting to be held on December 3, 2020. 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 re-appoint Anu Aduvala, VP Operations, as 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 December 3, 2020 and ending Spring 2021.

FINANCIAL IMPACT

There is no financial impact associated with this item.

DECISION HISTORY

The Toronto Parking Authority Board, at its meeting of May 10, 2019, in considering Item PA5.3, appointed the TPA's Acting President, Robin Oliphant, or her designate, as its representative to the CNEA membership for the 2019/2020 term.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.PA5.3>

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/re-appointment of the TPA representative and notes that its virtual Annual General Meeting is scheduled for December 3, 2020.

Anu Aduvala, VP of Operations, is the current representative named to the Municipal Section of the CNEA Board and is recommended to continue to complete the term ending Spring 2021.

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



November 5th 2020

Dear Association Officer,

**RE: 2020/2021 TERM
NOTICE REGARDING 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. More information has been included in the enclosure.

Your organization is a member organization of the CNEA and is eligible to appoint / re-appoint a member representative ("Appointee") to the CNE Association for the upcoming new term.

As communicated to you in May of this year and reported in the news, the CNEA announced the difficult decision to cancel the 2020 Canadian National Exhibition. The onset of COVID-19 also led us to postpone our Annual Meeting originally scheduled for June. At the time of the postponement, we distributed a message via e-mail from the CNEA President along with the 2019 Annual Report and Financial Statements to keep members informed as to the financial status of the CNEA. Our original intent was to delay the 2020 Annual Meeting until a time when group gatherings would be permitted. However, with the on-going limited gathering protocols in place, the CNEA Board of Directors has decided to move forward with a virtual Annual Meeting before the end of year.

A member appointment/reappointment must occur at least annually. As our annual meeting was postponed and we align member appointments/reappointments to coincide with our annual meetings, the term of this appointment/reappointment will be shorter than usual since we will have our 2021 annual meeting in the spring and we will seek re-appointments for 2021 prior to that meeting.

Appointment Process

Re-appointing / Returning your current member representative – by Email

In the event that your organization will be re-appointing your current appointee, an email communication to the CNEA is sufficient with key contact information confirming the name of the returning appointee.

New Appointees – Appointment Form Enclosed

If you are nominating a new individual as your Appointee, we ask that you complete the enclosed one-page form and you indicate the name of your Appointee. The nominee 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 share a short background about the person (such as a bio or C.V) to accompany the form.

This term will commence on the date of the Annual Meeting – rescheduled this year to the virtual meeting date of Thursday December 3rd 2020. This term will continue until the spring Annual Meeting in 2021. Please share these dates with your organization Appointee.

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 another officer or executive from your association signs the authorization.

Please have the 'Notice of Appointment' form authorized by the proper authority, signed by the member, and returned to my attention, **not later than Monday November 23rd**.

No Appointment

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 confirming that no appointment will be made.

As always, your organization can change your Appointee or, if there is a vacancy, make the appointment at any time.

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 your Member Appointee.

The 2020 Annual Meeting

Please note that the virtual Annual Meeting of the Canadian National Exhibition Association (CNEA) has been scheduled for:

- Date: Thursday, December 3rd 2020
- Time: 1:00 pm – 2:00 pm (approximate)
- Format: Virtual Meeting – details to be sent in the coming weeks

Please share these meeting details with your Appointee.

In preparation for the Annual Meeting, please complete the attached form or, as applicable and explained above, send a communication by email to Linda Costa / lcosta@theex.com / 416-263-5202.

Let's go to the Ex,

A handwritten signature in cursive script, appearing to read "Sarah Fink".

Sarah Fink
Manager, Corporate Secretariat Services

Encl.

- Further Information about the CNEA
- Notice of Appointment Form



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

Sarah Fink / sfink@theex.com / 416-263-5201
Manager, Corporate Secretariat Services
Canadian National Exhibition, Exhibition Place, Press Building
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 will take place on December 3rd, 2020) and continuing until such time as a successor is appointed.

APPOINTED REPRESENTATIVE FROM: _____
Association Name

CONTACT INFORMATION OF THE APPOINTED REPRESENTATIVE:
(Please Print)

Name:	
<i>* Please indicate which is your preferred contact coordinates.</i>	
Business Address:	Resident Address:
e-mail:	e-mail:
telephone: ()	telephone: ()
mobile: ()	

AUTHORIZATION, CONSENT AND ACKNOWLEDGEMENT:

I, the appointed representative, permit the information noted above to be shared with the CNEA Membership and I consent to the appointment, acknowledge and agree to support the CNEA vision and mission and authorize the release of this information internally within the CNEA, the authorization, consent and acknowledgement of which is evidenced by my signature below. [Please sign below if in agreement.]

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:
--------------------	-------------------

CNE Association Corporate Secretariat Contact: Linda Costa email lcosta@theex.com / 416-263-5202

CERTIFIED BY:

Association Authorized Representative:

Print Name

Signature

ASSOCIATION CONTACT INFORMATION:

Name	
Address	
telephone	()
fax	()
e-mail	

DATED this _____ day of _____, 2020

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, the CNEA Membership and CNE staff. Questions about this collection of personal information should be directed to the CNE Corporate Secretariat at (416) 263-5201 or sfink@theex.com.

We request that you send a signed copy of this form once completed to your member appointee.

CNE Association Corporate Secretariat Contact: Linda Costa email lcosta@theex.com / 416-263-5202