



Exhibition Place

Management Report

December 31, 2016

2016 Year End Review

The year began with Exhibition Place receiving the Smart Commute Silver Workplace designation, awarded by Metrolinx and Smart Commute.

BioSteel Centre opened on February 10th, in time for the NBA All-Star event. NBA Centre Court was a huge event for both the City and Exhibition Place and required extensive, detailed planning on the part of staff. NBA Centre Court in Enercare Centre and the Legends Brunch in Allstream Centre were both hugely successful.

Tony Porter joined the Exhibition Place team in April, as Director of Parking and Security Services, and Gilles Bouchard joined in May, as the Director of Event Management Services. Their innovative and fresh perspectives have resulted in new procedures that have been very well received by staff, management and clients.

The newly renovated BMO Field welcomed the Toronto FC for their home opener in May, and Exhibition Place welcomed the Toronto Argonauts for their inaugural season at BMO Field in June.

Other large events that required extensive planning and preparation on the part of staff included Perfect China (May), a highly-coveted annual world-wide incentive event and gala dinner for 4,500 attendees, and the Lolë White Tour (July), which stopped in Toronto on their Canada-wide mission to promote yoga and foster peace. Close to 3,000 attendees, all dressed in white, gathered on Princes' Blvd. for sunset yoga; a beautifully uplifting and visually stunning event. Staff once again supported a successful CNE, Honda Indy and Caribbean Carnival and RAWF.

Dianne Young, CEO of Exhibition Place, was elected as a member of the UFI (Global Association of the Exhibition Industry) Executive Committee, the first Canadian ever to be elected to the Board of Directors. Dianne attended and was a presenter at UFI's 83rd Global Congress in Shanghai, China, in November.

Exhibition Place staff provided services to BMO Field events for Grey Cup on November 27th, the MLS Cup on December 10th, the NHL Centennial Classic Alumni Game on December 31st, and the NHL Centennial Classic on January 1st. Comprehensive planning on the part of staff and close coordination with MLSE resulted in smoothly run, safe and successful activities that were hugely well received by the public.

2016 was a busy, challenging and extremely rewarding year for staff. It was also a fiscally rewarding year for Exhibition Place. The 2016 year end Financials will be reported to the Finance & Audit Committee, and then the Board, in May 2017.

Executive Summary

- Combined Operating Income (Loss) for Exhibition Place and Allstream Centre for the eleven (11) months ended November 30, 2016 before net naming fees, building loan interest and amortization expense for the Allstream Centre was an income of \$2,271,994 compared to a budgeted income of \$978,922 for a favourable variance of \$1,293,072.
- Net Income for Exhibition Place and Enercare Centre for the eleven (11) months ended November 30, 2016 was \$1,525,917 compared to budget net income of \$881,593 for a favourable variance of \$644,324.
- Operating Income (Loss) before interest and amortization expense for Allstream Centre for the eleven (11) months ended November 30, 2016 was \$746,077 compared to a budget income of \$97,329 for a favourable variance of \$648,748. Favourable variance primarily due to the Perfect China event held May 13 – 16 and the Ontario Medical Association General Meeting held August 14.
- The Sales & Marketing team secured 28 new events for Exhibition Place in November and December
- Dianne Young attended UFI's 83rd Global Congress in Shanghai, China, from November 9th to 12th, which was attended by over 600 event professionals from more than 50 countries. CEOs, young leaders, and international experts showed how businesses can thrive in today's fast-changing exhibition industry environment. Dianne's presentation featured a North American perspective on the elements of successful large venues of the future, including sustainability, flexibility, convenience and community.

November 2016 Financials for Combined Exhibition Place and Allstream Centre

Combined Operating Income (Loss) for Exhibition Place and Allstream Centre for the eleven (11) months ended November 30, 2016 before net naming fees, building loan interest and amortization expense for the Allstream Centre was an income of \$2,271,994 compared to a budgeted income of \$978,922 for a favourable variance of \$1,293,072.

Exhibition Place

Net Income for Exhibition Place and Enercare Centre for the eleven (11) months ended November 30, 2016 was \$1,525,917 compared to budget net income of \$881,593 for a favourable variance of \$644,324.

- Rental income from events of \$8,494,870 is favourable to budget by \$333,562 primarily due to higher than budgeted rental income from the Boat Show, Ride for Heart, Run Expo and new business.
- Net electrical commissions of \$1,127,535 are favourable to budget by \$74,615 primarily due to lower than budgeted commission from NBA Jam Session offset by higher than budgeted net electrical commissions from Restaurants Canada Show and from unbudgeted events.
- Food & Beverage concessions of \$563,238 are unfavourable to budget by (\$66,974) primarily due to lower than budgeted revenue for NBA Jam Session offset by higher than budgeted food and beverage from new events.
- Show services from third party billings at \$3,746,305 are unfavourable to budget by (\$192,367) primarily due to higher than budgeted show services revenue offset by lower than budgeted revenue for NBA Jam Session and show services revenue from new events.
- Parking revenues at \$7,690,597 are favourable to budget by \$606,097 primarily due higher than budgeted revenue from tenants and Toronto Marlies games at RICOH, offset by lower than budgeted revenue from the Boat Show, NBA Jam Session and OOAK Spring event.
- Program recoveries and interest income at \$366,335 are unfavourable to budget by (\$18,655) primarily due to lower than budgeted interest income.
- Direct and indirect expenses at \$25,993,826 are favourable to budget by \$8,195 primarily due to lower utilities due to the energy savings initiatives, lower operational costs offset by higher than budget direct expenses. Indirect expenses include costs from various

departments; these are Chief Executive Officer, Chief Financial Officer, General Manager, Marketing/Event Services, Corporate Secretary, Records & Archives, Purchasing & Stores, Human Resources, Security, Finance, Operations, Facilities, Utilities, Special Appropriations, Telecommunications and wages & materials for base building upkeep and general maintenance of the grounds.

Energicare Centre accounts receivable as at November 30, 2016 was \$2,166,474 consisting primarily of:

- \$1,516,474 for services on future events of which \$320,236 (21%) has been received by December 2, 2016.
- \$621,873 for services on completed events of which \$209,443 (34%) has been received by December 2, 2016.
- \$7,692 owed by Spectra of which nil has been received by December 2, 2016

Exhibition Place accounts receivable as at November 30, 2016 was \$4,580,760 consisting primarily of:

- \$1,215,195 owed by MLSE - BMO Field for payroll costs and utilities of which \$561,379 (46%) have been received by December 2, 2016.
- \$841,158 owed by the CNEA of which nil has been received by December 2, 2016.
- \$593,082 owed by MLSE (Ricoh) for services of which \$41,235 (7%) has been received by December 2, 2016.
- \$453,412 owed by City of which \$330 has been received by December 2, 2016.
- \$414,435 owed by tenants of which \$29,974 (7%) has been received by December 2, 2016. Collection efforts are made by staff on a regular basis to collect all outstanding amounts.
- \$161,544 for show services on completed events of which nil has been received by December 2, 2016.
- \$95,228 of deposits owed as contractual for future events of which nil has been received by December 2, 2016.
- \$56,461 owed by MLSE, BioSteel Centre for payroll and utility costs of which nil has been received by December 2, 2016.

Allstream Centre

Operating Income (Loss) before interest and amortization expense for Allstream Centre for the eleven (11) months ended November 30, 2016 was \$746,077 compared to a budget income of \$97,329 for a favourable variance of \$648,748. Favourable variance primarily due to the Perfect China event held May 13 – 16 and the Ontario Medical Association General Meeting held August 14.

- Rental income of \$1,173,142 is favourable to budget income by \$72,279 primarily due to new events, Perfect China event and OMA General Meeting.
- Food & Beverage concessions of \$1,115,964 are favourable to budget by \$376,012 primarily due to new events, Perfect China event and OMA General Meeting.
- Net electrical income of \$96,537 is favourable to budget by \$30,636 primarily due to new events, Perfect China and OMA General Meeting.
- Show services revenue from third party billings of \$1,543,559 is favourable to budget by \$619,532 primarily due to new events, Perfect China event and OMA General Meeting.
- Parking revenue \$229,405 is favourable to budget by \$109,296 primarily due higher than budgeted parking revenue from new events.
- Direct and indirect expenses at \$2,292,690 are unfavourable to budget by (\$71,615) primarily due to lower utilities due to the energy savings initiatives and higher than budgeted direct expenses from new events, Perfect China event and OMA General Meeting event. Indirect expenses include costs from various departments. These are Marketing, Event Services,

Security, Concierge, Finance, Cleaning and Décor, House Technician, Operations, Utilities and wages & materials for base building upkeep and general maintenance of the buildings.

Allstream Centre accounts receivable as at November 30, 2016 was \$484,156 consisting primarily of:

- \$194,162 for services on completed events of which 49,426 (25%) has been received by December 2, 2016.
- \$137,491 owed by Cerise Fine Catering of which nil has been received by December 2, 2016.
- \$92,939 owed as contractual deposits for future events of which nil has been received by December 2, 2016
- \$59,563 for accounts with City Legal; this amount is fully provided for as a bad debt in the financial statements or the rental revenue has not been recognized as income and deferred as appropriate.

Sales and Marketing

November - December Sales Effort

During this period, our Sales & Marketing team secured 28 new events for Exhibition Place. The events are categorized as follows:

- 17 meetings & conventions
- 6 trade & consumer shows / festivals
- 1 film/photo shoot
- 3 sporting events/marathons
- 3 examinations
- 5 holiday parties & receptions
- 1 press conference
- 4 other

Business Travel

On November 9th, Geoff Mak and Wassim Dawoud attended the MPI Toronto Chapter Professional Development Session and Signature Series Event at the Holiday Inn Toronto International Airport Hotel. It was a fantastic opportunity to network and develop relationships with 50+ industry professionals.

Lyne Montpetit attended the FICP International Annual Conference on November 9th to 12th in Nashville, Tennessee. It was the largest attendance to date of insurance and financial meeting and event planners, welcoming 268 planners and 412 worldwide hospitality partners. The conference offered educational sessions, networking opportunities and a tradeshow.

On November 16th, Don Leddy attended CSAE monthly lunch & learn followed by a series of sales visits to potential clients. The CSAE Ottawa Gatineau lunch & learn sessions continue to be a valuable opportunity to meet with potential national association clients.

Barbara Outschoorn, Don Leddy and Marvin Self attended the PCMA Canadian Innovation Conference on November 20th to 22nd, in St. John's NL, a well-attended and educational program. Don once again participated on an industry meeting planner panel garnering very good exposure to potential clients and in doing so continues to raise the Allstream Centre profile.

On November 29th, Marvin Self and Barbara Outschoorn attended the MPI Festive Dinner in Ottawa. It was an evening to network amongst various third party meeting planners, Canadian

Associations and Government clientele. Other client meetings were coordinated around this event.

Marvin Self, Barbara Outschoorn and Don Leddy hosted a number of clients at the CSAE Holiday Season Reception and Dinner on December 5th. As an ongoing member of the organizing committee, Don continues to put Allstream Centre front and centre in the minds of potential clients.

On December 6th, Geoff Mak, Wassim Dawoud and Lyne Montpetit attended the annual MPI Holiday Gala. The Nutcracker-themed Gala welcomed over 500 meeting planners and suppliers at the Universal by Peter & Paul. Staff had the opportunity to network and welcome clients and prospects at our table.

Wassim Dawoud attended the CanSPEP Holiday Party Event at the Radisson Admiral Toronto Hotel on December 7th. It was a great opportunity to network and develop relationships with 60+ Meeting planners

On December 7th, Arlene Campbell, Laura Purdy, Ellen de Boer, Christine Wong and Jennifer Foster attended the CAEM Holiday Luncheon at the MTCC in Toronto. This annual event is a great networking opportunity with over 300 Canadian exhibition organizers and industry people in attendance.

On December 14, Lyne Montpetit attended the SITE Holiday Social on December 14th. This event brought 100 incentive planners and suppliers to the Azure Restaurant at the InterContinental Toronto Centre. The event also featured a silent auction which benefits SITE education opportunities as well as a charity.

Publicity

Allstream Centre

November 3 hits

Top Stories: Ontario Wood Design Awards, Mirror Ball 2016, CSAE 2016 Conference & Showcase

December (1-12) 6 hits

Top Stories: 100 Resilient Cities, Toronto Wood Solutions Fair, Mirror Ball 2016

Enercare Centre

November 75 hits

Top Stories

- Royal Agricultural Winter Fair, Budweiser Game Day Fan Zone for Grey Cup, One of A Kind Christmas Show and Sale
- On Nov 23 Torontoist.com published an article mentioning Enercare Centre at Exhibition Place as a filming location for the TV show "The Strain" (with photos):
<http://torontoist.com/2016/11/where-the-strain-season-3-was-filmed-in-toronto-part-2/>

December (1-12) 22 hits

Top Stories: One of A Kind Show, 2017 Boat Show, 2017 Motorcycle Show

Exhibition Place

November 196 hits

Top Stories:

- Royal Agricultural Winter Fair, Toronto FC at BMO Field, One of A Kind Christmas Show and Sale, Grey Cup, Exhibition Go Station capacity issues, Sex assault on the Exhibition Place Grounds (BMO Field) during Grey Cup, Hotel X, development at Exhibition Place
- On November 4 Insidetoronto.com published “No TTC Service to Exhibition Place until the new year” No TTC service to Exhibition Place until New Year:
<http://www.insidetoronto.com/news-story/6945985-no-ttc-service-to-exhibition-place-until-new-year/>
- On November 4 Insidetoronto.com published More green space, less development wanted for Exhibition Place <http://www.insidetoronto.com/news-story/6945947-more-green-space-less-development-wanted-for-exhibition-place/> with quotes from Mike Layton
- On November 12, the Toronto Star published “Troubles at the Hotel X” with quotes from Dianne Young <https://www.thestar.com/news/gta/2016/11/12/troubles-at-the-hotel-x.html>

December (1-12) 44 hits

Top Stories:

- Honda Indy, NHL Centennial Classic, MLS Cup, Go & TTC service upped for MLS Cup (Exhibition stops), Hotel X
- On Dec 9 insidetoronto.com published Hotel X at Exhibition Place on track to open May 2017
<http://www.insidetoronto.com/news-story/7012797-hotel-x-at-exhibition-place-on-track-to-open-may-2017/>

Social Media

	November	December (until Dec 12 only)
Impressions	<ul style="list-style-type: none"> ▪ Twitter – 106.5 K ▪ Facebook – 4,989,550 	<ul style="list-style-type: none"> ▪ Twitter – 34.2K ▪ Facebook – 7539
Number of Posts	<ul style="list-style-type: none"> ▪ Twitter – 200 ▪ Facebook - 39 	<ul style="list-style-type: none"> ▪ Twitter – 78 ▪ Facebook – 13
Growth	<ul style="list-style-type: none"> ▪ Twitter – 81 ▪ Facebook – 30 	<ul style="list-style-type: none"> ▪ Twitter – 72 ▪ Facebook – 1

Upcoming Sales Missions & Travel for 2017

Please see attached Appendix B for the 2017 Sales Mission and Travel schedule as outlined in the Annual Plan. The budgeted value of \$113,000 represents registration, travel and accommodation fees. As part of our sales strategy, the sales team participates and sponsors industry/client golf tournaments, which represents \$12,000.

Event Management Services

During the months of November and December, Event and Meeting Co-ordinators and Exhibitor Services staff were involved in the following events:

Exhibitions/Meetings/Conventions/Corporate Events	
November 2016	
<ul style="list-style-type: none"> ▪ Royal Agricultural Winter Fair ▪ CPA Conference 2016 (AC) ▪ CAEM CEM Courses (AC) ▪ Deloitte - DU NORTH All Analyst Meeting 	<ul style="list-style-type: none"> ▪ Grey Cup Celebrations ▪ CNEA Meeting (AC) ▪ CNEA BOD Meeting (AC) ▪ Enercare Home Services (AC)

<ul style="list-style-type: none"> (AC) ▪ ExAc Exams (AC) ▪ CNE Accessibility Committee Meeting (AC) ▪ School Library Resource Fair ▪ TD Digital Channels Town Hall Mtg. (AC) ▪ Ontario Centres of Excellence Meeting (AC) ▪ 2016 ACG Toronto Capital Connection (AC) ▪ Toronto Wood Solutions Fair 2016 and The Wood Design Awards Night (AC) ▪ Indoor Winter Carnival at the Ex ▪ Grey Cup Press Conference Princes' Gates 	<ul style="list-style-type: none"> ▪ CATC Physician Meeting (AC) ▪ College of Physicians & Surgeons of Ontario Methadone Prescribers Conference (AC) ▪ Grey Cup Partner Activation ▪ Grey Cup Broadcast ▪ Budweiser Game Day Fan Zone ▪ CIBC Holiday Party ▪ One of a Kind Christmas Craft Show ▪ CFL Parking & COW ▪ Home Trust Children's Holiday Party (AC) ▪ The Home Depot (AC) ▪ 2017 Canadian Supplier Partnership Meetings (AC) ▪ Trademark Agent Examinations (AC)
December 2016	
<ul style="list-style-type: none"> ▪ Walter Wright Day - Update in Ophthalmology (AC) ▪ Community Living Toronto Fundraiser ▪ Bang Albino Meeting (AC) ▪ Toronto UAV Expo & Conference (AC) ▪ BOG Committee Meetings ▪ Alumni Game (BMO) ▪ Centennial Classic & Alumni Spectator Activation (BMO) ▪ Metcap Living Holiday Party (AC) 	<ul style="list-style-type: none"> ▪ Resilient Cities Workshop (AC) ▪ UBC Dec. 2016 Real Estate Exams (AC) ▪ Scotiabank Holiday Party ▪ Landmark (AC) ▪ Metcap Living (AC) ▪ MLS Cup Championships (BMO) ▪ Centennial Classic (BMO) ▪ CIBC Gala ▪ UAV Expo

Event Services

During the month of November, in addition to our regular events which included the Royal Agricultural Winter Fair, School Library Resource Fair and One of a Kind Christmas Craft Show and Sale, Exhibition Place hosted the Grey Cup Celebrations.

The School Library Resource Fair was the second edition of two events this year and the client was pleased with the attendance. One of a Kind Christmas Craft Show opened the same weekend as the Grey Cup and ran very smoothly. Staff conducted extensive preparations for The Royal, including a new road closure layout and coordination with the TTC to keep traffic flowing smoothly. Daily Operations meetings were conducted to discuss details of the previous day and the schedule for current day. The Grey Cup Celebrations consisted of several different components, beginning with the Grey Cup Conference at the Princes' Gate and continuing with Partner Activations and the Budweiser Game Day Fan Zone on Grey Cup Sunday. Preparations were thorough and intense and permitted all departments to work seamlessly to provide exceptional service and to ensure that annual clients were provided for at expected levels. The clients for each component were very pleased.

During November and into December, we also serviced the Indoor Winter Carnival, a series of private Christmas Parties by several different organizations. All went well, as did the CIBC Holiday Party and the Scotiabank Holiday Party. The Community Living Toronto Fundraiser featured Sam Roberts as the entertainment headliner for the Evening. The Unmanned Aerial

Vehicle (UAV) Expo, a first time event, was launched and comments from show management indicate a successful event.

During December Event Services staff were extremely busy with sporting events at BMO Field. Starting with the semi-final playoff game for the TFC; their win established BMO Field as the location of the MLS Championship Final (first time in league history!). The game was a long battle and was decided by penalty kicks. In addition to the game there was a large VIP event in the QE Building for the league following the game. The event was very successful. The NHL selected BMO Field as the site for the Centennial Classic and Alumni Game; both games featured Toronto vs. Detroit. 2016 ended on a very busy note.

In December, Gilles Bouchard, Director of Event Management Services, travelled to Stuttgart, Germany, to perform a site inspection of a European trade show (ARCHITECT@work) that has selected Enercare Centre as its location for the only North American stop of its 22 show cycle. The event organizers are very particular with the design, style and set-up of the show, creating a trademarked look for all 22 events. We are looking forward to servicing the event in May 2017.

Exhibitor Services

Exhibitor Services processed orders for six events during November and December. Service forms were prepared and sent out to show management for the events taking place during the first quarter of 2017.

Staff are finalizing our fourth quarter tasks, which include completion of the Spectra and Allstream inventory audits.

The Wandering Bean is now occupying the former Chef Express concession in Hall B. Renovations are on-going, including the removal of old shelving, painting and electrical work. Further enhancements to the Wandering Bean concession are planned for early 2017, prior to the Boat Show.

Exhibitor Services is preparing order forms for the first quarter of 2017.

Allstream Centre

November proved to be the busiest month on record for Allstream Centre; staff serviced 18 events, two of which were internal. There were also three Cerise Galas; the Annual Police Chief's Gala, Home Trust Children's Party (a first time client) and the Mirror Ball, all of which were great success. It was great seeing Allstream Centre filled with families, games and entertainment for the Home Trust Children's party. The CNEA hosted two meetings and other returning clients included ACG, CAEM, CATC, College of Physicians, Exac Exams, TD, Deloitte and the Wood Solutions Fair.

December was a busier month than in the past, with twelve events. Cerise hosted a 10th Anniversary Party for Youth in Policing, the Metcap Living Holiday Party, and the Annual Cerise Christmas Party for staff. Returning clients included the BOG and CSAE Board Meetings, Landmark and UBC Exams. A new event for the University of Toronto, the Walter Wright Day, also took place. All of these events went well.

Parking

November

A new check in procedure for exhibitors was instituted this year for RAWF, allowing access for vehicles and trailers. Check points were erected at Manitoba at Princes' Blvd and Nova Scotia

at Manitoba to reduce congestion of moving vehicles on the load-in area. To maintain traffic flow, closures on Nunavut at Princes' Blvd and Manitoba at Princes' Blvd were set up to divert traffic to a new temporary road through Lot 852. The new road through Lot 852 and the Grey Cup Bleachers reduced the capacity of Lot 852 by approximately 175 spots.

Move in and implementation of parking operations went smoothly for the start of One of a Kind. The Grey Cup took place on November 27th and coincided with One of a Kind, however had little to no impact on daily operations as the Grey Cup kick-off took place at night; One of a Kind patrons were able to get into the show and out smoothly. Taxis and Uber continue to be a challenge as we search for the best marshalling area on site. In comparison to 2015, One of a Kind revenue was even with 2016.

December

Weekends continue to be busy as we accommodate the various Holiday parties that are held on site. The need for Security and Paid Duty increased this month as traffic plans were put in place for the various games at BMO Field. The month will wrap up with the NHL Centennial Classic Alumni Game on December 31st with hockey in the BMO Field for the first time ever!

IT/Telecommunications

Exhibition Place is in the process of procuring additional SIP (Session Initiated Protocol) trunks to augment and replace the current Avaya PBX PRI's (Primary Rate Interface) telephony feeds. The ease of deployment and cost saving benefits will provide additional scalable capacity as well as the potential to take advantage of the City of Toronto's SIP trunk feeds in a shared service environment when this option becomes technically viable.

Exhibition Place's newest naming rights partner, Beanfield Metroconnect, will become the official sponsor of the Automotive Building on March 2017. IT staff have reached out to Beanfield in order to procure additional internet bandwidth for the campus as well as other services. Exhibition Place intends to upgrade data/internet feeds to multiple 10GB backbones and similar bandwidth internet feeds across critical sections of the campus, which should place our facilities in the super elite top end of similar data centric event venues worldwide.

IT staff recently rolled out a new suite of multifunction printers from Ricoh Canada. The new system takes advantage of a novel cloud based printer server, reducing our direct carbon footprint (no server on campus) as well as allowing the equipment to appear as if it is a local device on our campus LAN. Ricoh indicated that we are one of very few customers to take advantage of this unique trend setting off site integration. The new printers also provide a mobile interface that allows users to use follow me RFID printing directly from their mobile devices.

Staff are completing the process of electronic employee time clock integration for the Parking and Security departments.

Staff are beginning the process of working with ADP on deploying a new Payroll/HRIS system. The intention is to migrate to the new cloud based payroll and HRIS systems by the end of the 1st quarter of 2017.

Building Operations

Electrical

- Completed annual high voltage maintenance on the NTX (National Trade) substation
- Completed JHSC (Joint Health and Safety Committee) report items

- Completed re-lamping/ballasts/burnouts at east and west garage outside entrances, east annex, inside parking garage, galleria, 2nd floor management offices, 3rd floor mechanical room, RAWF Office, industry building and vault room
- Examined issues regarding exit lights in the garage, west annex air handler, west garage roll up door and the loading dock doors/air curtains
- Fixed door 28 power and industry building HVAC issues
- Installed temporary meters on RAWF services
- Repaired louver motor in the Enercare Centre north extension
- Replaced controls in RAWF boiler room, the heater in paint storage area, sump pump in the pedestrian tunnel and broken loading dock thermostats
- Reset Galleria tower LED lights from CNE
- Rewired new AODA door in the SE garage
- Trouble shooting salon lighting controls

Mechanical

- Assisted the plantation of new Enercare Centre south and east foliage
- Continued repairs from CNE Damage work orders
- Completed various floor repairs using epoxy compound
- Prepared and assisted CNE, Fall Home Show, Screamers and RAWF move in/out
- Repaired roof leaks in the Galleria
- Repaired irrigation break outside ECC caused by re-planting
- Winterization of grounds outside water sources and irrigation
- Repaired roll up doors #4, #7, #9, #33 including the west underground exit and Allstream docks

Facility Services

Below are activities/ projects that are completed or are currently in progress:

- Delivered Production, Housekeeping and Labour services for the 2016 Royal Agricultural Winter Fair (RAWF), Grey Cup and the MLS Finals
- Currently completing the post RAWF sanitization of the Industry Building and the North Extension of the Enercare Centre
- Placed de-icing supply boxes in key indoor and outdoor locations in preparation for winter
- Reviewing and assessing snow removal scope and requirements with consideration of the new bike lanes and cross walks on the grounds
- Completed a reviewed of fleet and other equipment relating to our weather response ensuring readiness
- Provided information relating to the update of the grounds master canopy drawing following the tree planting activities completed in the late fall
- Reviewing Production Technician labour force requirements for the upcoming winter classic and analyzing similar staffing levels for the Grey Cup and MLS finals, two new large scale events which is now complete
- Organized and hosted the first of two specialized rigging and hoisting course specifically for our Labourers and the Facility Coordinators whom supervise the work force
- Continue to facilitate multi day trainings in conjunction with the Education Coordinator for the production technicians including High Reach, Propane Handling and Fork Lift Operation; training includes in class sessions and an extension practical component
- Authored documentation and presentation to be delivered to key production technicians in the new year, focused on head or crew chief supervisor expectations and competency
- Reviewing new projector technologies and preparing recommendations relating the fixed and permanent audio visual assets to meet client requirements and expectations

- Attended General Manager's annual info session for Production employees who work regularly in most tenanted buildings which afforded the opportunity to discuss specific concerns in an open environment
- Completed the Recycling Council of Ontario application to renew our *3R Certification* designation
- Received 30 tonnes of highly viable compost which was generated by our own ongoing organics program at Exhibition Place. The compost will be distributed to required locations by Toronto Parks staff
- Currently reviewing Labour, Production and Housekeeping requirements for the new year with the fast approaching trade show season
- Participated and delivered information relating to compliance and general safety requirements the National Home Show and the Toronto International Boat Show

EXcellence in Action

Barb Outschoorn and Denise DeFlorio received an email dated November 8th from Catherine Canapini regarding the CPA Canada Financial Literacy Conference; "It was a pleasure to work with you (truly). Thank you for walking me through everything beforehand and for all your running around on event day. I hope to work with you and the team in the future."

Gabe Simms of the Royal Agricultural Winter Fair sent an email dated November 11th to , Peter Jeffrey Peter Garraway Craig Shepherd; "On behalf of The Royal I want to extend my personal thanks and Appreciation for Cruz' support and assistance last night. On more than one occasion there were issues which he and his team dealt with. Most impressive was the mess he was asked to attend to in the ROE of which he dealt with quickly and professionally."

Nancy Kloek received an email dated November 17th from Caterina Sisca of ACG Toronto; "Thanks again for everything! A lot of great feedback already coming in from the event and we couldn't have done it without your help!"

Curtis Emerson sent an email dated December 5th to various staff; "Now that it's been over a week and Grey Cup 104 is in our rear view mirror, I just wanted to take a moment to say thanks for all of your assistance and effort in making the event a success in Toronto. Grey Cup is annually Canada's single largest sporting event and unites Canadians across the country. It takes the hard work, dedication and cooperation of so many people, partners and suppliers both locally and nationally to bring it all together. As with every year, there are always bumps in the road along the way. But know that you played an integral role in the planning and successful execution of such a large scale event. It was very much appreciated. On behalf of the CFL Events and Grey Cup planning team - Thank You!"

Alba Mercury received an email dated December 6th from Bram Goldstein of BiG Entertainment Inc.; "I wanted to say thank you for everything that you have done for us over the last few years. You have been so amazing to work with and have always found a way to guide us regardless of any inside or outside issues. Your help and professional attitude has been very much appreciated. Thanks again!"

Colin Love sent an email dated December 7th to Jim MacGregor; "It was a pleasure working with each of you and the Toronto and Region Conservation team looks forward to our paths crossing again soon!"

Spectra by Comcast Spectacor

November 2016

Spectra provided catering for many RAWF staff events and special events, all of which went very well. As well, Spectra provided a small café near the stage, which received good food reviews and revenue was slightly higher over last year.

The One of a Kind Christmas Craft Show was a very busy event for Spectra this year. All outlets saw high volume and returned good revenue.

The Bud Zone in Hall A for the Grey Cup was a great event, attended by approximately 5,000 patrons. Food sales were lower than anticipated, however it was a very fun event. Spectra provided service for many VIP events and meals for staff and cheerleaders in QE as well as servicing various Riders for artists like One Republic.

December 2016

The CIBC Gala, the last one of the 3 year contact, was a flawless event. The client was very happy with the services provided.

MLS was booked on short notice and included a large VIP function on Saturday for about 500 people. This was a very successful event and a very happy client.

Spectra serviced the Scotia Bank kids holiday event with the usual coffee and muffins and concessions.

Cerise Fine Catering

Cerise served over 12,000 guests in attendance from the Toronto Police Chief's Gala, Annual Mirror Ball, Youth in Policing Initiatives Gala, MetCap Living Holiday Party and our first children's Holiday Party with Home Trust to Exhibition Place's repeat conferences including Home Depot, College of Physicians and Surgeons of Ontario, and Ontario Wood Works/Canadian Wood Council, just to name a few. Cotton candy and fresh popped popcorn were a big hit, in addition to our house-made seasonal vegan soups and secret sauces in the various dishes. Rich and savoury Short Ribs have become the number choice for a main entrée. But don't take our word for it; see what guests and clients have to say...

"The staff at Allstream and Cerise catering are such a pleasure to work with and make event planning easy. The facilities are very clean, modern and accessible. The food is always different, plentiful and delicious. Anytime we book an event here, we know it will be a success!"

"The space was clean and bright. Staff were friendly. I heard that it was an expensive venue but after coming here for our event, I know it was worth the price."

"Awesome conference space with some great facilities. It will get even better when the hotel opens next door"

Submitted by:

Submitted by:

Arlene Campbell
General Manager, Sales & Event Management

Dianne Young
CEO, Exhibition Place

APPENDIX A

Combined Exhibition Place and Allstream Centre Financial Summary

	Statement Of Operations Highlights For the eleven months ended November 30, 2016					
				YTD		
	Actual	Current Month Budget	Fav (Unfav) Variance	Actual	Budget	Variance
	\$	\$	\$	\$	\$	\$
Event Income	3,849,923	4,121,822	(271,899)	31,627,212	30,141,601	1,485,611
Direct Expenses	464,611	301,466	(163,145)	3,779,042	3,375,206	(403,836)
Indirect Expenses	2,861,394	2,658,117	(203,277)	25,576,176	25,787,473	211,297
Operating Income (Loss) before building loan interest & amortization and naming fees	523,918	1,162,239	(638,321)	2,271,994	978,922	1,293,072
Interest expense - Allstream Centre	137,572	137,572	-	1,532,723	1,532,723	-
Amortization expense - Allstream Centre	129,218	129,215	-	1,421,372	1,421,372	-
Operating Income (Loss) before naming fees	257,128	895,452	(638,321)	(682,101)	(1,975,173)	1,293,072
Contribution from (to) Conference Centre Reserve Fund	114,968	-	114,968	1,497,569	2,146,317	(648,748)
Net Income (Loss)	372,096	895,452	(523,356)	815,469	171,144	644,324

(1) Operating Income for the Board before interest on City loan, amortization of building improvements net of contribution from naming fees is \$2,271,994 compared to a budgeted Operating Income of \$978,922 for a favourable variance of \$1,293,072.

(2) Amortization is a non cash item as related to the capitalization of the asset for the Allstream Centre.

**EXHIBITION PLACE
FINANCIAL STATEMENT HIGHLIGHTS
NOVEMBER 2016 AND COMPARATIVES**

	MONTH			YTD			2015 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	15			94			101	(7)
	\$	\$	\$	\$	\$	\$	\$	\$
Direct Event Income	1,475,966	1,917,626	(441,660)	15,918,859	15,752,180	166,679	18,269,412	(2,350,553)
Ancillary Income	513,410	231,860	281,550	2,656,708	2,654,836	1,872	4,225,496	(1,568,788)
Advertising and Sponsorship	5,313	15,166	(9,853)	58,440	166,833	(108,393)	63,657	(5,217)
Rent-MLSE-Ricoh Coliseum	75,346	76,387	(1,041)	828,805	840,265	(11,460)	660,058	168,747
Naming Rights	97,153	85,416	11,737	1,068,702	939,583	129,119	952,613	116,089
Parking EP	1,291,051	1,299,000	(7,949)	6,469,224	6,123,500	345,724	6,054,855	414,369
Parking - BMO Events	76,215	24,000	52,215	1,221,372	961,000	260,372	1,037,324	184,048
Program Recoveries and Other	48,372	35,000	13,372	366,335	385,000	(18,665)	354,898	11,437
Total Event Income	3,582,826	3,684,455	(101,629)	28,588,445	27,823,197	765,248	31,618,314	(3,029,868)
Direct Expenses	446,634	242,837	(203,797)	3,381,437	3,074,462	(306,975)	3,575,884	(194,447)
Indirect Expenses	2,604,343	2,398,154	(206,189)	22,612,389	22,927,559	315,170	23,321,145	(708,756)
Naming Rights	97,154	85,416	(11,738)	1,068,702	939,583	(129,119)	952,613	116,089
Total Event Expenses	3,148,131	2,726,407	(421,724)	27,062,528	26,941,604	(120,924)	27,849,642	(787,114)
Net Income (Loss)	434,695	958,048	(523,353)	1,525,917	881,593	644,324	3,768,672	(2,242,754)

**ALLSTREAM CENTRE
FINANCIAL STATEMENT HIGHLIGHTS
NOVEMBER 2016 AND COMPARATIVES**

	MONTH			YTD			2015 YTD	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	YOY VARIANCE
Number of Events	22			132			108	24
	\$	\$	\$	\$	\$	\$	\$	\$
Direct Event Income	103,975	253,441	(149,466)	1,547,913	1,349,968	197,945	1,240,984	306,929
Ancillary Income	134,903	162,729	(27,826)	1,261,449	848,327	413,122	866,407	395,042
Parking Revenue	28,218	21,196	7,022	229,405	120,109	109,296	177,692	51,713
Total Event Income	267,096	437,366	(170,270)	3,038,767	2,318,404	720,363	2,285,083	753,684
Direct Expenses	17,977	58,629	40,652	397,605	300,744	(96,861)	369,373	28,232
Indirect Expenses	159,897	174,547	14,650	1,895,085	1,920,331	25,246	1,734,219	160,866
Total Event Expenses	177,874	233,176	55,302	2,292,690	2,221,075	(71,615)	2,103,592	189,098
Operating Income (Loss) before building loan interest & amortization and naming fees	89,222	204,190	(114,968)	746,077	97,329	648,748	181,491	(564,586)
Interest expense	137,572	137,572	-	1,532,723	1,532,723	-	1,579,033	(46,310)
Amortization expense	129,218	129,215	-	1,421,372	1,421,372	-	1,421,376	(4)
Operating Income (Loss) before naming fees	(177,568)	(62,597)	(114,971)	(2,208,018)	(2,856,766)	648,748	(2,818,918)	(610,896)
Contribution from Conference Centre Reserve Fund	114,968	-	114,968	1,497,569	2,146,317	(648,748)	1,616,988	(119,419)
Net Income (Loss) before transfers	(62,600)	(62,597)	(3)	(710,449)	(710,449)	-	(1,201,930)	730,315

Note 1. 2016 Allstream Centre Total Event Income Budget was based on Proforma and 2015 actual.

**ENERCARE CENTRE AND ALLSTREAM CENTRE
EVENT STATISTICS
FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2016**

ENERCARE CENTRE

	<u>MONTH ACTUAL</u>	<u>YTD ACTUAL</u>	<u>PRIOR YEAR ACTUAL</u>
Attendance [Note:1]	279,660	868,642	1,256,957

<u>EVENT</u>	<u>ACTUAL # OF EVENTS</u>			<u>NET EVENT INCOME</u>		<u>(NOTE 2) REFRESHMENT PER CAP'S</u>
	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>
	<u>#</u>	<u>#</u>	<u>#</u>	<u>\$(IN '000'S)</u>	<u>\$(IN '000'S)</u>	
Consumers Show	31	30	35	7,687	4,045	3.32
Trade Show	3	4	7	507	491	2.01
Exam	6	6	7	374	162	14.22
Photo/Film Shoot	9	2	0	126	-	8.90
Meeting/Corporate	22	12	4	201	15	23.37
	71	54	53	8,895	4,713	-

ALLSTREAM CENTRE

<u>EVENT</u>	<u>ACTUAL # OF EVENTS</u>			<u>NET EVENT INCOME</u>		<u>(NOTE 2) REFRESHMENT PER CAP'S</u>
	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>
	<u>#</u>	<u>#</u>	<u>#</u>	<u>\$(IN '000'S)</u>	<u>N/A</u>	
Gala	6	5	8	13,803	-	-
Conference	48	43	37	2,186	-	129.31
Reception	12	8	9	5,252	-	124.78
Meeting	57	44	44	-	-	58.23
Photo/Film Shoot	0	0	8	624	-	-
Exam	9	8	1	-	-	2.93
	132	108	107	21,866	-	-

Note: 1 Attendance estimates provided by Show Management.

Note: 2 Refreshment per cap's based on information reported by Ovations/Cerise.

Note: 3 Net event income includes rent and services, ancillary income includes catering and electrical commissions.

**COMBINED EXHIBITION PLACE AND ALLSTREAM CENTRE
CHEQUE DISBURSEMENTS - NOVEMBER 2016
GREATER THAN \$50,000**

Cheque No	Date	Amount	Description	
			\$	
	02/11/2016	ADP CANADA	305,334.95	HOURLY PAYROLL
	09/11/2016	ADP CANADA	317,512.62	HOURLY PAYROLL
	10/11/2016	ADP CANADA	335,055.17	SALARY PAYROLL
	16/11/2016	ADP CANADA	344,383.79	HOURLY PAYROLL
	23/11/2016	ADP CANADA	287,275.31	HOURLY PAYROLL
	24/11/2016	ADP CANADA	324,894.67	SALARY PAYROLL
	30/11/2016	ADP CANADA	328,659.13	HOURLY PAYROLL
10490	18/11/2016	CITY OF TORONTO	50,415.54	2016 OCTOBER WATER
10389	07/11/2016	JOHNSON PATERSON INC	50,681.63	EQUIPMENT MAINTENANCE
10404	07/11/2016	PRESSURE KLEEN SERVICES	61,677.33	2016 FOOD BUILDING CLEANING
10486	18/11/2016	CITY OF TORONTO	69,711.47	2016 LEGAL THIRD QUARTER
10429	08/11/2016	CITY OF TORONTO	82,113.38	PREMIUM FOR DENTAL & LIFE FOR NOVEMBER 2016
10392	07/11/2016	LOCAL 58 BENEFITS FUND	143,583.08	2016 OCTOBER UNION DUES
10465	14/11/2016	OMERS	167,364.32	2016 OCTOBER REMITTANCE
10488	18/11/2016	CITY OF TORONTO	187,277.00	2016 BMO THIRD LOAN PAYMENT
10427	30/11/2016	CITY OF TORONTO	222,689.97	2016 DECEMBER LOAN PAYMENT
10545	30/11/2016	CITY OF TORONTO	285,632.79	2016 LEGAL FIRST & SECOND QUARTER
10428	30/11/2016	CITY OF TORONTO	358,065.20	2006 DECEMBER LOAN PAYMENT
10485	18/11/2016	CITY OF TORONTO	449,849.80	2016 INSURANCE
10483	18/11/2016	CANADA CUSTOMS AND REVENUE	521,704.36	2016 OCTOBER H.S.T. REMITTANCE
10522	18/11/2016	TORONTO HYDOR-ELECTRICE SYSTEM	528,055.10	2016 OCTOBER REMITTANCE
10443	14/11/2016	CITY OF TORONTO	1,000,000.00	TERM INVESTMENT
		DISBURSEMENTS OVER \$50,000	6,421,936.61	
		OTHER DISBURSEMENTS	973,155.09	
		TOTAL DISBURSEMENT	<u>7,395,091.70</u>	

**BOARD OF GOVERNORS OF EXHIBITION PLACE
BALANCE SHEET
AS AT NOVEMBER 30, 2016**

	2016 November \$	2015 November \$
FINANCIAL ASSETS		
CASH	1,191,515	1,477,869
SHORT-TERM INVESTMENTS	1,250,000	4,750,000
ACCOUNTS RECEIVABLE		
TRADE ACCOUNTS RECEIVABLE	7,132,407	9,069,007
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(712,900)	(651,224)
NET ACCOUNTS RECEIVABLE	6,419,506	8,417,782
SALES TAX RECOVERABLE	133,109	269,860
OTHER RECEIVABLE	3,533,708	2,873,217
RECEIVABLE FROM THE CITY OF TORONTO	7,411,019	6,946,337
TOTAL FINANCIAL ASSETS	19,938,857	24,735,066
LIABILITIES		
ACCOUNTS PAYABLES - TRADE	422,135	1,526,032
ACCRUED LIABILITIES	4,560,690	5,012,623
SALES TAX PAYABLE	572,341	686,839
DEFERRED REVENUE	6,416,294	7,589,023
OTHER CURRENT LIABILITIES	800,657	771,621
EMPLOYEE BENEFITS PAYABLE - PSAB	8,576,026	8,595,444
OTHER LIABILITIES	313,208	353,558
LOAN PAYABLE - ERP PROJECTS	10,658,842	9,350,290
GOVERNMENT ASSISTANCE	1,095,666	1,234,533
LOAN PAYABLE- FCM CAPITAL ASSET	1,461,892	1,552,742
LOAN PAYABLE- CONFERENCE CENTRE ASSET	32,718,123	33,752,351
NET INCOME (LOSS) CURRENT	815,469	2,566,739
PRIOR YEAR SURPLUS	(5,854,340)	(5,547,388)
TOTAL LIABILITIES	62,557,003	67,444,405
NET DEBT	(42,618,145)	(42,709,339)
NON-FINANCIAL ASSETS		
INVENTORIES	20,922	60,359
PREPAID EXPENSES	614,000	108,626
STEP UP RENT/OTHER RECEIVABLE	2,015,016	2,051,740
FIXED ASSETS		
EQUIPMENT	60,559,164	58,278,238
ACCUMULATED DEPRECIATION - EQUIPMENT	20,590,957	17,789,623
EQUIPMENT - NET	39,968,207	40,488,614
TOTAL NON-FINANCIAL ASSETS	42,618,145	42,709,339

Summary of Sole Source Commitment Activity by Reason - November 1 to November 30, 2016

Part A of the report below informs the Board of the sole source activity for Exhibition Place including sole source purchases approved through the Board. The format used to provide the information below is the same used by the City of Toronto Purchasing and Materials Management Division (PMMD) so as to maintain consistency and uniformity in reporting.

Procedures for the processing of sole source purchase are outlined below and include due diligence measures to ensure that:

- (1) Detailed explanation is provided for the sole source purchase.
- (2) Sole sourcing is an appropriate method to obtain the needed goods and/or services
- (3) Proper approvals as outlined in the Board Financial By Laws are obtained before processing a sole source purchase; and
- (4) Where possible, the process is in accordance with current market conditions and prices offered to other customers.

Total sole source activity from November 1 to November 30 , 2016 total is nil (\$0). The percentage of dollar value of sole source purchasing activity for goods and services compared to the total purchasing expenditures of \$355,839 is 0 % for this period. The revised annual percentage year to date is 3.6 % on purchasing expenditures of \$4,151,580.

EP Program

Reason for Sole Source	Number of Commitments	Number of Suppliers	Total Value
Match Existing Equipment/Service	0	0	\$ -
Specialized Services	0	0	\$ -
Ensure Warranty Maintenance	0	0	\$ -
Emergency	0	0	\$ -
Time Constraints	0	0	\$ -
Bridging Contract	0	0	\$ -
Proprietary/Trademark/Patent	0	0	\$ -
Health & Safety Issues	0	0	\$ -
Other Reasons -	0	0	\$ -
Total	0	0	\$ -

APPENDIX A

2017 Sales Mission Calendar

ASSOCIATION			
DATE	LOCATION	EVENT/SALES ACTIVITY/ORGANIZERS MARKETING PROGRAM	TARGET AUDIENCE
January, 2017	Hilton Lac Leamy, Gatineau, QC	Lunch & Learn Seminar	Canadian Association
March, 2017	Ottawa	Breakfast & Speaker Seminar	Canadian Association
April, 2017	Ottawa, Ontario	Lunch & Learn Seminar	Canadian Association
May, 2017	Ottawa, Ontario	Lunch & Learn Seminar	Canadian Association
September, 2017	Ottawa, Ontario	Lunch & Learn Kickoff event	Canadian Association
November, 2017	Ottawa, Ontario	Lunch & Learn Seminar	Canadian Association
February to June September to November	Toronto, Ontario	CSAE Monthly Meetings	Canadian Association
June, 2017	Ottawa, Ontario	Volunteer Appreciation & Summer Bash	Canadian Association
January 8-11, 2017	San Antonio, Texas	PCMA Convening Leaders	Canadian Association
February-01-17	Ottawa	Reveal Social	Canadian Association
February-02-17	Shaw Centre Ottawa	CSAE Tete a Tete MPI - Silent Auction and Dinner	Canadian Association
January 19-20, 2017	Sheraton Hamilton Hamilton, Ontario	CSAE Trillium - Winter Summit	Canadian Association
TBA	Ottawa	Tourism Toronto - Canadian Association Sales Mission and HVA Client Event	Canadian Association
April or May, 2017	Ottawa	Association Ottawa Client Event - Spring	Canadian Association

ASSOCIATION Cntd...			
DATE	LOCATION	EVENT/SALES ACTIVITY/ORGANIZERS MARKETING PROGRAM	TARGET AUDIENCE
April, 2017	Mowat Block Toronto, Ontario	Tourism Toronto - Mowat Building Mini Trade Show	Canadian Association
May, 2017	Ottawa, Ontario	MPI Prix Prestige Awards Gala	Canadian Association
July, 2017	Nottawasaga Inn Orangeville, Ontario	CSAE Annual Summer Summit	Canadian Association
August 12-15, 2017	MTCC Toronto, Ontario	ASAE Annual Meeting	Canadian Association
August, 2017	Ottawa	Tourism Toronto - Canadian Association August Sales Mission & HVA Client Event and MPI golf tourney	Canadian Association
August, 2017	MTCC Toronto, Ontario	MPI Incentive Works Opening Night	Canadian Association
October, 2017	Toronto, Ontario	CSAE Awards Gala	Canadian Association
October, 2017	St. John's Newfoundland, Canada	CSAE Annual Conference and Showcase	Canadian Association
November 2017	Ottawa, Ontario	Tourism Toronto - HVA Signature Event	Canadian Association
November, 2017	Niagara Falls, Ontario	PCMA Canadian Innovation Conference	Canadian Association
November	Toronto, Ontario	Ontario Federation of Labour Convention	Canadian Association
November, 2017	Mowat Block Toronto, Ontario	Tourism Toronto - Mowat Building Mini Trade Show	Canadian Association
December, 2017	Toronto, Ontario	CSAE - Trillium Chapter Holiday Season Reception & Dinner	Canadian Association
December, 2017	Ottawa, Ontario	CSAE - Gatineau Chapter Holiday Gala	Canadian Association
December, 2017	Ottawa, Ontario	MPI Ottawa Chapter Festive Holiday Dinner	Canadian Association

CORPORATE			
DATE	LOCATION	EVENT/SALES ACTIVITY/ORGANIZERS MARKETING PROGRAM	TARGET AUDIENCE
January 2017	GTA	MPI Signature Series- January	Canadian Corporate
January 2017	GTA	MPI Board Retreat	Canadian Corporate
Spring 2017	GTA	MPI PD Session & Signature Series Event	Canadian Corporate
TBA	GTA	Toronto Board of Trade Networking Event	Canadian Corporate
March 2017	GTA	CRFA Breakfast	Canadian Corporate
Spring 2017	GTA	MPI Toronto Leadership Team Spring Summit	Canadian Corporate
Fall 2017	GTA	MPI AGM & Volunteer Recognition	Canadian Corporate
TBA	GTA	MPI PD Session & Signature Series Luncheon	Canadian Corporate
Fall 2017	GTA	SITE Education Day	Canadian Corporate
TBA	GTA	MPI PD Session & Signature Series Dinner	Canadian Corporate
TBA	GTA	Toronto Board of Trade Monthly Meetings (4 Meetings)	Canadian Corporate
TBA	GTA	PCMA Bi-Monthly 4 Meetings/2 Socials (6 total per year)	Canadian Corporate
TBA	GTA	SITE Monthly Meeting	Canadian Corporate
July 2017	PEI	CanSPEP Annual Conference	Canadian Corporate
Spring 2017	GTA	SITE Canada AGM	Corporate
Spring 2017	GTA	MPI Awards Gala	Corporate
TBA	Montreal	Tourism Toronto Montreal - Signature Event	Corporate

CORPORATE Cntd...			
DATE	LOCATION	EVENT/SALES ACTIVITY/ORGANIZERS MARKETING PROGRAM	TARGET AUDIENCE
April 2017	GTA	SITE Spring Social	Corporate
April 2017	GTA	MPI Global Meetings Industry Day	Corporate
Spring 2017	GTA	BEICC - Cda Meet Week - The Zone	Corporate
Spring 2017	GTA	CanSpep Cda Meet Week	Corporate
TBA	Ontario	Tourism Toronto - South Western Ontario Signature Event	Corporate
May 2017	Muskoka	MPI - Toronto Education Conference	Corporate
August 2017	GTA	MPI Incentive Works Opening Night Canada Rocks	Corporate
August 2017	MTCC	Incentive Works	Corporate
Fall 2017	GTA	CanSPEP Day & AGM	Corporate
TBA	Montreal	Allstream Centre Montreal In Market Sales Calls/ Client Event	Corporate
TBA	TBD	Tourism Toronto Signature Event	Corporate
TBA	TBD	South West Ontario Sales Calls	Corporate
TBA	TBD	Tourism Toronto - West Coast North America (Vancouver/Calgary)	Corporate
December 2017	GTA	MPI Holiday Gala	Corporate
December 2017	GTA	CanSPEP Holiday Party	Corporate
December 2017	GTA	SITE Canada Holiday Social	Corporate
October 2017	Las Vegas	IMEX	Corporate

TRADESHOWS & SPORTS ASSOCIATIONS			
DATE	LOCATION	EVENT/SALES ACTIVITY/ORGANIZERS MARKETING PROGRAM	TARGET AUDIENCE
March	GTA	CAEM Awards Gala	Canadian Association
March	TBD	SISO	USA Association
June	GTA	CAEM Conference	Canadian Association
July	GTA	CAEM Summer Social: Night at the Races	Canadian Association
December	GTA	CAEM Holiday Luncheon	Canadian Association
October	TBD	Convention Centres of Canada	Canadian Association