

MINUTES
BUSINESS DEVELOPMENT COMMITTEE
Salon 102 – Enercare Centre – Exhibition Place
December 16, 2015 – 10:00 am

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PRESENT: Jim Karygiannis, Chair
Connie Dejak, Victoria Mancinelli, Mark Teeple

APOLOGIES: Mark Grimes

ATTENDING: Dianne Young, Fatima Scagnol

Jim Karygiannis presided and Fatima Scagnol acted as Secretary of the meeting. The meeting was called to order at 10:15 am.

The Chair declared that notice having been served in accordance with the by-laws the meeting was duly constituted for the transaction of business.

Before proceeding with the regular business of the meeting, the Chair requested members to indicate the report on the public agenda wherein they have an interest, together with the nature of the interest. None were declared.

1. **Minutes of Previous Meeting – November 27, 2015**

On motion duly made by Connie Dejak, seconded and **carried**, it was **resolved that the following areas of** the Minutes of Meeting of the Business Development Committee held on November 27, 2015, be **amended** as follows wherein the amendments are in ***bold italics***:

City of Toronto Lease – 275 Manitoba Drive

Connie Dejak noted that there is a Toronto Police report that notes ***that Police Services should be distributed throughout community locations and this should be taken into consideration with leasing this building*** and does not feel Exhibition Place should be locking down any of its vacant facilities, ***given the Committee’s mandate***.

On a question from Connie Dejak with respect ***to assuming that the trailer would leave the site***, Dianne Young responded that Parks staff presently using the trailer would move into the Building but that their equipment which is used for turf management on the grounds will remain under the Gardiner.

Connie Dejak questioned why, given the mandate of the Business Development Committee, we are moving forward locking down leases without discussion by this Committee and issues being brought directly to the Board. With respect to items being brought directly to the Board, Dianne Young responded that if the Board wanted items on the Board to be referred to the Business Development Committee, then there would need to be a motion to that effect approved by the Board.

Connie Dejak reiterated that staff should carefully review locking down any Exhibition Place vacant building ***given the development of the next Strategic Plan***.

and the Minutes, as amended, were **verified**.

2. Lease for Riding School in Horse Palace

Dianne Young provided an overview with respect to subject report.

On a question from Jim Karygiannis with respect to the need to tender this opportunity in the Horse Palace, Dianne Young responded that the leased area (18 horse stalls) wouldn't attract many proposals.

On a question from Connie Dejak with respect to the timing of a tender process, Dianne Young responded it would take approximately one year – City tender call; receipt of proposals; review of proposals; negotiation with proponent; committee review; and then Board review and approval.

Connie Dejak noted we need a consistent approach with all tenant leases.

On a question from Mark Teeple with respect to how the arena is used, Dianne Young responded that both the Mounted Police Unit and Sunnybrook Riding School use the arena – Police in the morning and Sunnybrook in the afternoons, and that both tenants are responsible for the cost of maintaining the arena dirt.

On motion duly made by Mark Teeple, seconded and **carried**, it was resolved that Report No. 2 dated December 8, 2015 from the Chief Executive Officer with respect to a Lease for the Riding School in the Horse Palace, be recommended to the Board for **approval**.

2(b) Supplementary Information - Lease for Riding School in Horse Palace

On motion duly made by Mark Teeple, seconded and **carried**, it was resolved that the Report No. 2 (b) dated December 9, 2015 from the Chief Executive Officer with respect to a Supplementary Information report regarding a Lease for the Riding School in the Horse Palace, be received for **information**.

3. Hotel Development Report – Background Information

Connie Dejak noted she was quite taken back at the December 4th meeting of the Board as to how it unfolded with respect to this tenant and the discussion regarding exclusive issues – banquet facilities, rooftop lounge, etc., and how these types of issues can be better communicated to the Board.

In response to Connie Dejak's comments, Jim Karygiannis noted that an e-mail was circulated by the Corporate Secretary to all members of the Board requesting who would like to receive a copy of all tenant leases.

On a question from Jim Karygiannis with respect to other tenants being advised that the hotel will have banquet facilities, theatre, and rooftop lounge, Dianne Young responded that all tenant leases have specific exclusive rights related to their leased facility and that the rights of the hotel tenant were not in conflict with other rights granted to tenants. She further added that the same hotel presentation received by the Board was presented to the tenants in the Spring which presentation included the banquet facility, theatre, rooftop lounge and other features and there were no negative comments from other tenants.

Barb Cappell provided an overview of the hotel lease and it being similar to other Toronto hotel leases.

Dianne Young noted that the Board's other tenants will benefit from the hotel – Liberty Grand weddings will make use of the bridal/groom suites; Muzik attendees will have the opportunity to stay on site rather than driving after an event and out-of-town exhibitors of the various shows will have a location on site they can stay in rather than travelling to downtown hotels.

Connie Dejak noted that from a governance perspective, all the information discussed should have been submitted to the Business Development Committee first.

Dianne Young provided clarity with respect to the hotel report being submitted directly to the Board. Councillor Mammoliti requested a report to the Board through his member motion to the Board at its September meeting, deferred it to the October meeting of the Board, which resulted in the Board receiving the report at its December 4th meeting. If a member of the Board thought that the matter should be reported to the Business Development Committee rather than directly to the Board, then the member motion brought by Councillor Mammoliti would have had to be amended at the September meeting to direct that to happen.

On motion duly made by Victoria Mancinelli, seconded and **carried**, it was resolved that the Report No. 3 dated December 8, 2015 and the Confidential Attachment 1 from the Chief Executive Officer with respect to the Hotel Development Report – Background Information, be **approved**.

4. **Tenant Leases for Exhibition Place – Background Information**

Connie Dejak noted she would like to understand what is performed for tenants, i.e. the CNEA, and is not outlined in their lease.

Jim Karygiannis suggested, and members agreed, that he schedule meetings with each tenant.

On a question from Connie Dejak with respect to the significant items undertaken for tenants that is outside their lease, Dianne Young responded there are no items undertaken for tenants outside of their lease. She further added that the CNEA lease has a number of schedules attached to the Master Agreement, and noted that members were asked if they wished a copy of the schedules they were to contact the Corporate Secretary.

On motion duly made by Connie Dejak, seconded and carried, it was resolved that Report No. 4 dated December 8, 2015 from the Chief Executive Officer with respect to Tenant Leases for Exhibition Place – Background Information, be received for **information**.

5. **Structure Plan Presentation – Background Information**

Dianne Young provided a detailed overview with respect to subject report.

Connie Dejak noted that the last strategic planning session with the Board was rushed given the projects the Board was dealing with at the time – possible merger with Ontario Place and the placing of a year-round Casino at Exhibition Place, and believes that a “future uses plan” needs to be undertaken within the context of the next Strategic Planning session.

Dianne Young noted that the consultants engaged for the Strategic Plan are specific to that type of plan and that a Planning Consultant would be required to undertake a future uses / development / structure plan study.

Mark Teeple noted he does not believe that undertaking both a strategic planning exercise and future use / development plan can be done at the same time, and that this discussion on the process of a new future use / development plan can take place in time for inclusion in the next strategic plan.

On motion duly made by Connie Dejak, seconded and carried, it was resolved that Report No. 5 dated December 8, 2015 from the Chief Executive Officer with respect to the Structure Plan Presentation – Background Information, be received for **information**; and **further** that, the Business Development Committee recommend to the Board to begin the process for the engagement of a Consultant to undertake a future uses / development / structure plan study of Exhibition Place.

6. **2017 – 2020 Strategic Planning Exercise – Background Information**

Both Lyle Hall and Ken Lambert joined the meeting at 11:20 a.m. and provided an overview of their report distributed at the meeting entitled “Understanding of Client Requirements & Work Process”.

Connie Dejak noted that the Business Development Committee needs to advise who the consultants should be meeting with.

Dianne Young noted that the Board approved the engagement of HLT Advisory to commence phase 1 of the project – meeting with the Board members and management; and that phase 2 of the project, interviewing outside partners, would require approval of the Board.

Jim Karygiannis noted he will reach out to the Mayor’s office and City Manager’s office advising that the Board is undertaking this Strategic Planning session.

Connie Dejak suggested that Jim Karygiannis provide his “reaching out” in letter format with a copy to the committee.

Dianne Young noted that she has already spoken with a number of City staff regarding the Strategic Planning session.

On motion duly made by Connie Dejak, seconded and carried, it was resolved that Report No. 6 dated December 8, 2015 from the Chief Executive Officer with respect to 2017 – 2020 Strategic Planning Exercise – Background Information, and the HLT reports distributed at the meeting, be received for **information**.

7. **Request for Proposals for Queen Elizabeth Executive Offices**

Dianne Young provided a detailed overview with respect to subject report and that the process of the Request for Proposals would take approximately one year.

Mark Teeple noted that the existing tenant lease within the building (theatre and dining room) is expiring in 2020 and a new lease for the office area for a longer period than 2020 may pose an issue for future development of the entire building.

Dianne Young noted that the RFP could be revised to provide that the expiry date for a new lease in the office area could also end in 2020 with an option to negotiate a renewal.

On motion duly made by Mark Teeple, seconded and **carried**, it was resolved that Report 7 dated December 8, 2015, and the Confidential Attachment 1, from the Chief Executive Officer with respect to Request for Proposals for Queen Elizabeth Executive Offices, be **approved**; and **further** that, the expiry date of the lease for the offices be contiguous with the expiry year of the existing tenant's lease.

New Business

8. Committee Meeting Schedule

Dianne Young suggested, and members agreed, that a schedule of six meetings of the Business Development Committee be developed for 2016.

ADJOURNMENT

There being no further business, the meeting adjourned at 12 noon.

Jim Karygiannis, Chair