



# Exhibition Place

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## Item No. 11

January 25, 2014

**FOR INFORMATION**

To: The Board of Governors of Exhibition Place

From: Dianne Young  
Chief Executive Officer

**Subject: Publication of Senior Staff Expenses - 2013**

### Summary:

This report provides a summary of expenses for the period of May 1 to December 31, 2013 for Senior Staff, which publication enhances the accountability and transparency of Exhibition Place.

### Financial Implications:

There are no financial implications to this report.

### Decision History:

The Exhibition Place 2009-2012 Strategic Plan had an Organizational/Staffing Goal to *Review and revise our corporate systems* and a Strategy to support this Goal we will *complete an annual review of By-Laws, and policies and procedures of the Board of Governors*.

At its meeting of January 27, 2012, the Board approved a policy entitled “Publication of Senior Staff Expenses”, wherein expenses for the Chief Executive Officer, Corporate Secretary, Chief Financial Officer, General Manager/Operations, and General Manager/Sales & Event Management are to be posted to the Exhibition Place websites on a semi-annual basis, wherein the first report was posted the end of June, 2013.

### Issue Background:

One of the recommendations within the policy is that in advance of publishing the expense details of Senior Staff to the websites, the Board is to receive the report at its meeting prior to posting.

### Comments:

The attached Appendices (“A to E”) outline the summary of expenses for Senior Staff of Exhibition Place for the period of May 1 to December 31, 2013. The total amount of all expenses noted on the Appendices is \$9,334.17.

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Dianne Young

Chief Executive Officer

**Exhibition Place  
Senior Management Expenses  
May 1 to December 31, 2013**

Appendix "A"

**Division:** CEO  
**Employee:** Dianne Young  
**Job Title:** Chief Executive Officer

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 29	Parking – Meeting with City Labour Relations	26.55
Jul 18	Parking – Examination for Discovery - Legal Matter	10.62
Jul 22	Parking – Luncheon Meeting with Client	8.85
Jul 26	Parking – OP Revitalization Meeting	8.85
Aug 21	Parking – Breakfast Meeting with Client	14.16
Sep 13	Parking – COT Energy Conservation – MASH Stakeholder	15.93
Sep 17	Parking – OP/EP Revitalization Meeting	16.81
Sep 20	Parking – Meeting with Urban Strategies	2.21
Sep 20	Parking – Meeting with Client	3.32
Sep 30	Taxi – NBA Media Launch (cab for 5 EP Team members)	15.04
Oct 23	Parking – Professional Development Seminar	7.96
Oct 28	Parking – Tourism Toronto AGM	19.47
Nov 22	Parking – Luncheon Meeting on Pan Am	4.42
Nov 28	Parking – Green Leaders Symposium	24.78
Dec 16	Parking – Meeting with Urban Strategies	3.32
Dec 17	Parking – Tourism Toronto Meeting	8.85
		<b>\$191.14</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
April 22	Professional Development Seminar	248.60
June 17-20	UFI Open Seminar – Success Factors for Tomorrow's Exhibition Business (registration, airfare, accommodation, transportation, meals)	2,395.28
June 24	CAEM Annual Conference	300.00
Oct 23	Professional Development Seminar	210.00
Dec 11-12	UFI Conference - Focus on Sustainability Development (airfare, accommodation, transportation, per diem)	2,876.14
		<b>\$6,030.02</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 7	Luncheon Meeting on Pan Am	49.11
July 22	Luncheon Meeting with Client	122.21
Nov 22	Luncheon Meeting on Pan Am	33.64
		<b>\$204.96</b>
<b>Employee Total</b>		<b>\$6,426.12</b>

**Exhibition Place  
Senior Management Expenses  
May 1 to December 31, 2013**

Appendix "B"

**Division:** CEO

**Employee:** Fatima Scagnol

**Job Title:** Corporate Secretary

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
Dec 9	Taxi to St. Lawrence Hall re City of Toronto United Way Event and return taxi to Exhibition Place	34.20
		34.20

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
		\$0.00

<b>Employee Total</b>	<b>\$34.20</b>
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**Exhibition Place  
Senior Management Expenses  
May 1 to December 31, 2013**

Appendix "C"

**Division:** Finance

**Employee:** Hardat Persaud

**Job Title:** Chief Financial Officer

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 23	Accommodation for CAEM Conference – Niagara Falls, On	384.05
June 23/25	Vehicle Mileage re CAEM Conference – Niagara Falls, On	109.91
		<b>\$493.96</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 23/24	Registration Fees re CAEM Conference – Niagara Falls, On Full Delegate	535.50
		<b>\$535.50</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
		<b>\$0.00</b>

<b>Employee Total</b>	<b>\$1,029.46</b>
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**Exhibition Place  
Senior Management Expenses  
May 1 to December 31, 2013**

Appendix "D"

**Division:** Operations

**Employee:** Mark Goss

**Job Title:** General Manager

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
June 25	Parking – Hotel District Energy Meeting	15.04
		<b>\$15.04</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
		<b>\$0.00</b>

<b>Employee Total</b>	<b>\$15.04</b>
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**Exhibition Place  
Senior Management Expenses  
May 1 to December 31, 2013**

Appendix "E"

**Division:** Sales & Events Management

**Employee:** Arlene Campbell

**Job Title:** General Manager

**Business Travel**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 28	Taxi re Tourism Toronto Office for TT/Greater Toronto Hotel Association Meeting	10.62
July 22	Taxis re Tourism Toronto Executive Committee Meeting	23.89
Sept. 26	Parking re Tourism Toronto Audit Committee Meeting	10.62
Oct. 7	Parking re Tourism Toronto Board Meeting	10.62
Oct. 11	Parking re Chris Hadfield Event	10.62
Dec. 9	Airfare to New Orleans to attend move-in of NBA All Star Event	545.69
Dec. 9	Hotel in New Orleans for NBA All Star Event in Feb. 2014	271.81
		<b>\$883.87</b>

**Conferences & Training**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
July 3	Registration for CAEM Sports Day	180.00
Sept. 29	CMA Ontario – One Ticket re Chris Hadfield Event	85.16
		<b>\$265.16</b>

**Hospitality & Protocol**

Dates	Purpose, Description & Location	Total Expenses (Net of HST Rebate)
May 24	Lunch meeting with Rep of College of Family Physicians of Canada	191.21
June 4	Hosting clients at Annual Client Event	30.00
June 14	Lunch meeting with Rep of Metro Toronto Convention Centre	26.62
June 18	Lunch meeting - Directors re Contingency Planning	91.81
July 8	Tickets to Toronto FC Game for client	194.69
Oct. 2	Lunch meeting with Rep of Royal Agricultural Winter Fair	53.80
Dec. 2	Coffee meeting with Rep of Scotiabank	5.00
Dec. 6	Supplies for hosting guests in General Manager's office	87.19
		<b>\$680.32</b>

<b>Employee Total</b>	<b>\$1,829.35</b>
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