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EXHIBITION PLACE

April 26, 1999

To: The Board of Governors of Exhibition Place

From: Fatima Scagnol, Corporate Secretary

Subject: **Agenda Items – Business Brought Forward from Previous Meetings**

Recommendation:

It is recommended that the Board receive this report for information and request staff to take the necessary action to implement the recommendations of the Board.

Background:

At its meeting of July 28, 1995, the Board requested that staff provide a quarterly report concerning the follow-up items brought forward from previous meetings of the Board and the subsequent action taken.

Discussion:

Listed below is the **thirteenth** report. The follow-up item will indicate at what meeting of the Board and/or Committee that a request was made. The subsequent action concerning this follow-up item is in bold type.

1. **Approval of Accounts – submitted monthly**

The list of accounts payable is prepared and reported to the board for approval on a monthly basis.

2. **1999 Capital Program Progress Report – submitted monthly**

The Manager/Capital Works prepares a monthly Capital Program Progress Report for the information of the Board. This report indicates the contract amount, budget amount, and actual cost of completed projects.

At its meeting of November 26, 1994, the Board suggested that, in the event a capital project was canceled, no further reporting would be required.

At its meeting of April 3, 1997 the Board requested staff to outline the change, if any in the "scope of work" related to capital projects; and previously Board approved capital projects placed on hold (for whatever reason) be submitted to the Board for discussion and recommendation before any work recommences, except those projects that are of any emergency nature.

3. National Trade Centre Management Report – **submitted monthly**

As contained in the Board O&Y/SMG Canada contract, "the Manager" (O&Y/SMG Canada) to provide to the Board a written monthly report in a form approved by the Board and similar to that used in other Manager-managed facilities setting out the NTC's anticipated activities and financial condition for the upcoming month, including a budget update, etc.

4. Agenda Follow-up Items – Board – July 28, 1995

The Board requested staff to provide a quarterly report concerning follow-up items brought forward from meetings of the Board and the subsequent action taken.

The fourteenth report will be submitted to the September 1999 meeting.

5. Capital Works Program – Board – July 28, 1995

All capital improvements to any existing building include a detailed report outlining:

- the costs related to the demolition of a building;
- comparative costs between demolition/rebuilding vs. renovation; and
- costs vis-à-vis restoring and/or refurbishing the historical portion of the said building;

and that the foregoing be submitted to the Finance & Audit Committee for review and recommendation to the Board of Governors.

6. Historical Buildings – Executive – January 20, 1998

The Interim General Manager to report on the cost analysis to maintain historical buildings at Exhibition Place.

7. Plaque Policy – Board – February 27, 1998

Staff to report on a Plaque Policy for Exhibition Place.

8. Capital Tender Awards – Executive – July 20, 1998

The Executive Committee requested that:

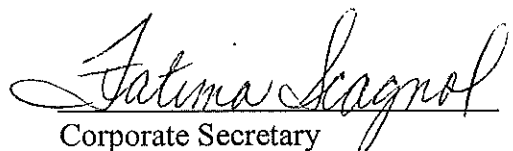
- (a) all future reports to include what the estimated in-house cost of a project was, and what is the actual cost when the project is completed: versus having the work performed by an outside contractor; and
- (b) all future reports outline the details of the capital project.

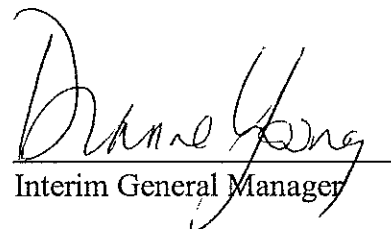
9. Pool/Ice Skating Rink – July 20, 1998

Item 7(2) of the Capital Works Program Report – Concept Study which reflects the pool/ice skating rink be deferred to a future meeting Executive Committee pending additional information from staff regarding the cost of developing this area.

Submitted by:

Reviewed by:


Corporate Secretary


Interim General Manager

