

St. Lawrence Centre Redevelopment Committee

Terms of Reference

(Adopted November 11, 2019)

Committee Purpose

The purpose of the St. Lawrence Centre Redevelopment Committee (StLC-RC) is to:

1. Provide advice and recommendations to the President and CEO, TO Live and the Board of Directors of TO Live with respect to the future use of the St. Lawrence Centre property. The StLC-RC will establish processes, monitor, and approve actions related to the planning and budgeting of the redevelopment of the St Lawrence Centre to include preparation of required operating and capital budgets.
2. Work with the President and CEO, TO Live and the Vice President of StLC Redevelopment, as well as the TO Live management team, to manage all relationships and partnerships with the City of Toronto, the owner of the property, and the various stakeholders, including the local community, the broader arts community, current employees of TO Live and applicable Unions.

Committee Goals

1. To prepare a well-documented recommendation for the future of the St. Lawrence Centre for review by the President and CEO, TO Live and the Board of Directors of TO Live, prior to its recommendation to City Council. The recommendation should include a vision and rationale for any future redevelopment that reflects the original purpose of the building, and its potential future place in Toronto's performing and visual arts communities.
2. Based on City Council's decision, prepare a project plan, including fundraising, and a fully developed five-year business plan with operating and capital budgets.
3. Develop and put in place the necessary policies, processes, governance and legal structure that will ensure success. This will include a wide-ranging consultation process, a detailed planning phase and timeline, and the optimal legal and administrative structures.
4. Provide regular, timely progress reports to the President and CEO, TO Live and the Board of Directors of To Live, and to City Council, as required.
5. With the assistance of the President and CEO, TO Live, the Chair of the Board of Directors of TO Live and the Vice President of StLC Redevelopment and the Vice President of Development, strike a capital campaign committee, at least one of whose members will also sit on the StLC-RC.

Organization and Membership

The Board of Directors of TO Live shall appoint the StLC-RC Chair and its members and fill any vacancies as they occur.

The StLC-RC shall not exceed 6 members, to be drawn from the Board of Directors of TO Live, plus the President and CEO, TO Live and the Vice President of StLC Redevelopment.

Committee Responsibilities

Strategy:

- Work with TO Live Management to provide strategic advice and guidance to the President and CEO, TO Live and the Board of Directors of TO Live on all aspects of the St Lawrence Centre redevelopment project.

Risk:

- Monitor risk management metrics.

Project:

- Review project plans, including but not limited to feasibility studies, proposals and competitions, and propose recommendations for the President and CEO, TO Live and the Board of Directors of TO Live and TO Live Management.

Management

1. StLC-RC committee meetings will be held as needed at the request of the committee Chair.
2. Meetings will be conducted in accordance with the Procedures By-law for the Board of Directors of TO Live.
3. Participants will be expected to have read and reviewed all documentation prior to each committee meeting and should be prepared to fully participate during the meeting.
4. An advisory council will be established by the President and CEO, TO Live and Vice President of StLC Redevelopment. The advisory council will have representation from multiple disciplines, diverse cultural communities, and persons with physical abilities, who will advise on the planning and redevelopment of the building.