

## Attachment 6 – Membership and Terms of Reference of the Night Economy External Working Group

### *Membership*

#### **Chair**

Councillor Paul Ainslie, Night Economy Champion

#### **Vice-Chair**

Meg Marshall, Manager Ossington BIA, Coordinator Queen West BIA

#### **Members**

<b>Name</b>	<b>Organization</b>	<b>Title</b>
Cassandra Alves	Downtown Yonge BIA; SafeTObia	Community Well-Being & Safety Officer
Justin Antheunis	IATSE Local 58	President
Michael Bethke	Federation of South Toronto Residents' Associations (FoSTRA); East Waterfront Community Association	Director Ward 10; President
Steven Biasutti	Live Nation	General Manager, History
Ingrid Buday	No More Noise	Founder
Andrew Cash	Canadian Independent Music Association	CEO
Renée Charles	SugarKane Restaurant	Co-Owner
Steve Georgiev	Kontrast Entertainment	Director
Arthur Geringas	Queen West BIA	Chair
Christina Giannelia	North York Arts	Executive Director
Alex Gonzalez-Rendon	Toronto Harm Reduction Alliance	Steering Committee Member
Sarah Jarvis	Destination Toronto	Director of Community Engagement
Mike Josifovic	Toronto Downtown West BIA	Director of Safety & Security
Geoff Kettel	Federation of North Toronto Residents' Associations (FoNTRA)	Co-Chair
John Kiru	Toronto Association of Business Improvement Areas	Executive Director
Meg Marshall	Ossington BIA; Queen West BIA	Manager; Coordinator
Angela Mastronardi	IATSE Local 873	President
Emily Murphy	SOAK Collective; Combo Breaker; Resident Advisor	Co-Founder; Toronto City Manager
Fiona Persaud	Wexford Heights BIA	Coordinator
Wendy Rading	Arts Etobicoke	Executive Director
Kelvin Seow	Exhibition Place	Chief People & Strategy Office
Ansley Simpson	Gizhiwe	Musician
Derek Spooner	Scarborough Arts; FabCollab	Executive Director
Dane Williams	Black Urbanism Toronto	Co-Founder, Director of Relationships

**City Staff**

Name	Division	Title
Alok Sharma	Economic Development & Culture	Manager, Visitor Economy Office
Lauren McCallum	Economic Development & Culture	Sector Development Officer, Visitor Economy Office
Mike Tanner	Economic Development & Culture	Manager, Sector Development, Music Office

**Terms of Reference****Terms of Reference (July 31, 2024)  
Night Economy External Working Group****Purpose**

The Night Economy External Working Group is a collective of representatives across the many sectors that make up and contribute to Toronto's night economy. Its purpose is to work collaboratively alongside City staff within the Night Economy Internal Working Group (NE IWG) to advise and make recommendations on the implementation of the Toronto Nightlife Action Plan and the Toronto Night Economy Review.

**Name**

The Night Economy External Working Group is hereafter referred to as the Group.

**Governance**

The formation of the Group comes from the Night Economy Action Plan's recommendation for advice from nightlife and creative sectors including for-profit and not-for-profit enterprises, do-it-yourself event organizers, and equity-deserving groups on best practices to enhance inclusive social culture across Toronto. Staff reports adopted in December 2023 further recommend that the Group membership composition reflect broad geographic representation and that it includes members from cultural organizations, community groups, Business Improvement Areas, gig workers, unions, Residents Associations, and owners of businesses active at night.

This Group is to be led by a Chair and a Vice-Chair. The role of Chair will be held by the Night Economy Champion and a Vice-Chair will be drawn from the Group. City staff leading Night Economy work will propose the Group meeting agendas to the Chair and Vice-Chair, prioritizing the execution of Council-approved directives related to Night Economy, and supporting the needs of the NE IWG. A minute-taker will present at each meeting to record discussion and document decisions/recommendations.

Should the Group wish to provide advice to City Council through the Committee structure, the Group will do so through the Night Economy Champion's participation in Committees reporting to Council such as the Toronto Music Advisory Committee or other appropriate Committees.

**Frequency**

Meetings of the full Group are to take place as needed but are anticipated to be quarterly and will be approximately two hours in length. Members may be individually requested to attend NE IWG subcommittee meetings or events based on skills and expertise to advance specific initiatives, while reporting back to the Group.

**Location**

Meetings will take place online through Webex or in-person as required.

## Meeting Protocol

Meetings of the Group will be led by the Chair. All Group members are encouraged to participate actively in discussions and initiatives and may be requested by a Chair or Vice-Chair to offer advice on specific projects. Members should respect one another's expectations of mutual respect and confidentiality and not share comments made in Group meetings externally with attribution without the consent of those directly involved.

## Resources

The Group has at its disposal a number of resources that members should review, including:

- [Strengthening Toronto's Nighttime Economy](#)
- [Toronto Nightlife Action Plan](#)
- [DIY Events in Toronto: Understanding Challenges to Access and Space](#)
- [Toronto Sociable City at Night: Hospitality Zone Assessment](#)
- [City-owned Spaces for DIY \(Do-It-Yourself\) Music Organizations](#)
- [Emerging Entertainment Areas Outside of the Downtown Core](#)
- [Music Industry Strategy 2022-2026](#)
- [Supporting the Growth of the Night Economy](#)
- [Recommended Amendments to Chapter 545, Licensing for Bars, Restaurants, and Entertainment Venues as part of the Night Economy Review](#)
- [Recommended Amendments to Zoning By-laws for Bars, Restaurants and Entertainment Venues as part of the Night Economy Review - Final Report](#)
- [Toronto Night Economy Review Licensing and Zoning for Restaurants, Bars and Entertainment Venues Public Consultation Summary](#)

## Membership

Membership length is a two-year term. A commitment is expected from all Group members to attend all Group meetings. If a member is absent, an 'Acting' designate should attend.

## Evaluation

The work of City Staff in effectively leveraging the Group will be evaluated, measuring progress – especially tangible accomplishments – against the goals laid out in the Night Economy Action Plan and the Night Economy Review. Also, Group members will be formally surveyed by the Chair at the conclusion of each year of activity for their feedback and thoughts on improvements. Any necessary adjustments will be made to ensure the Group remains a proactive and productive group.

## Group Membership/Roles and Responsibilities

**Chair(s):** The Chair and Vice-Chair are responsible for the following:

- Supporting the completion of Council-approved Night Economy directives through the work of the Group;
- Supporting the work of the NE IWG by leveraging the knowledge and skill of the Group as needed;
- Reviewing and approving agendas proposed by City staff;
- Chair meetings in a manner that all members feel free to raise items of interest;
- The Chair is the Councillor liaison in support of the work of the Group;
- Assume all responsibilities required of Group members, below;

**Group members** are responsible for the following:

- Attending Group meetings and partaking in open, honest and constructive discussion;
- Providing advice and proposing ideas and initiatives through the Group to ensure Council-approved directives related to Toronto's Night Economy are met.

**Minute-Taker:** The minute-taker will be City staff and is responsible for the following:

- Preparing meeting minutes and records of decisions;
- Tracking forward agenda and action items;
- Sending out calendar invitations and tracking attendance.

### **Confidentiality**

Members shall use discretion and good business judgment in discussing the affairs of the Night Economy External Working Group with third parties. Members shall not discuss or disclose information about the Group or its activities that have been deemed by the Group to be confidential. Any member of the Group may make a motion to deem information confidential, having that motion seconded and having the motion approved by majority of the Group present.

### **Conflict of Interest**

Group members have been selected based on their expertise and engagement in the Night Economy. From time to time, members may find they have a direct personal or business interest related to items before the Group for discussion. Members shall promptly disclose the existence of their interest, the Chair and Vice Chair will determine if a conflict exists or could appear to exist, and if so, the member will recuse themselves from the discussion.