

# MINUTES

## St. Lawrence Market Precinct Advisory Committee

**Date:** Wednesday, March 17, 2021

**Time:** 4:00pm-6:00pm

**Location:** Virtual Meeting via WebEx

**Attendees:** Simon Miles, Suzanne Kavanagh, Robert Biancolin, Lawrence Mosselson, Jeremy Roach, Liz Seibert, Alexandra Skoczylas, Kathryn Wakefield, Graham Hnatiw, Marlene Cook, Allison Bain, Marina Queirolo

**Regrets & absences:** Marvin Creighton, Sara Spector

**Alternates and Guests:** George Milbrandt,

**City Staff:** Daniel Picheca, Samantha Wiles, Graham Leah, Edward LaRusic

ITEM	ITEM DESCRIPTION	ACTION ITEMS
<b>Gather</b>	Host (Daniel P.) started WebEx meeting Suzanne Kavanagh chaired the meeting	
<b>1. Approval of Agenda and Minutes</b>	<ul style="list-style-type: none"> <li>a) Agenda approved.</li> <li>b) Previous minutes approved with minor amendments.</li> <li>c) Daniel to recirculate the governance information document from the October meeting.</li> </ul>	<b>Recirculate the governance documents</b>
<b>2. Subcommittee Discussion</b>	<ul style="list-style-type: none"> <li>a. Subcommittees will be divided into the following buckets: planning, operations and marketing communications</li> <li>b. City staff and the Committee Chair and Vice Chair went through the 2021 goals and divided them into these sections for subcommittee meetings.</li> <li>c. Committee members have been assigned to subcommittees based on their skills, the group they represent and their preferences.</li> <li>d. Alternate members are also on subcommittees and have been assigned based on their skills.</li> <li>e. Some 2021 goals will go to regular subcommittee meetings. Some goals will have ad hoc subcommittee meetings. Some of the goals do not require subcommittee meetings.</li> <li>f. Additional City staff will be assisting with the development of the governance and strategic plan.</li> <li>g. Governance and Strategic Plan subcommittee meetings will be ad hoc.</li> <li>h. Rather than have full meeting minutes for subcommittees, subcommittee notes will be circulated as a general summary of the meeting. This will include action items and a list of next steps.</li> <li>i. Some subcommittees will meet regularly while some may only meet once a year. It will depend on the needs of staff and what they hope to get out of the meeting.</li> <li>j. The goal is to hold subcommittee meetings on Wednesdays from 4pm-6pm but some dates and times may vary. A schedule will be developed and circulated.</li> <li>k. Marlene requested to have the subcommittees that she is on reviewed.</li> <li>l. The finance committee will not be standalone but instead a component of the main committee meetings.</li> <li>m. Financial information will be provided to help committee members make informed decisions.</li> </ul>	<b>Develop and circulate a subcommittee schedule</b>

	<ul style="list-style-type: none"> <li>n. The committee needs to define terms such as precinct, strategic plan, and long term planning.</li> <li>o. The strategic plan and precinct plan should work side by side rather than one and then the other.</li> <li>p. The precinct footprint goes from King St down to Wilton St and Jarvis St to Market St.</li> <li>q. The precinct plan is about physical space and how we animate it – more of a master plan.</li> <li>r. Daniel will connect with other City divisions to see if they have examples of these types of plans.</li> <li>s. The current Strategic Plan needs to be refreshed. The next version will have a 3 to 5 year scope.</li> <li>t. The governance model will likely only be a onetime discussion that goes back to SLMPAC.</li> <li>u. The planning subcommittee will discuss the St. Lawrence Hall venue partner.</li> <li>v. Subcommittee for Market Lane Park and the North Market Redevelopment will engage with consultants from Parks, Forestry and Recreation.</li> <li>w. The Marketing Communications subcommittee will meet to review the 2021/2022 Marketing Communications plan that will primarily be focused on plan when we can relaunch the hours of operation.</li> <li>x. Community Engagement will need to be picked up to see how we can achieve the goals of Community Engagement in the reality of COVID-19.</li> <li>y. Operations subcommittee will discuss items such as the environmental and waste management plan.</li> </ul>	
<p><b>3. JC Williams Report</b></p>	<ul style="list-style-type: none"> <li>a. Committee members expressed confusion coming out of the JC Williams report meeting.</li> <li>b. Graham expressed that further information and facilitation is required from the JC Williams meetings.</li> <li>c. Too much clarification was required by the group at the last meeting.</li> <li>d. The information that JC Williams provides needs to deliver more value.</li> <li>e. What was presented didn't integrate with the many valuable programs and ideas that the group has given feedback on.</li> <li>f. The spaces in St. Lawrence Hall that are being considered need to be defined.</li> <li>g. Community goals and social return on investment is a component of what we are looking to achieve.</li> <li>h. The City will work with JC Williams and come back to the group with more concrete information on a plan that will work for the Hall.</li> <li>i. Committee members discussed that the Hall is not a correct space for conferences.</li> <li>j. Need to ensure that the St. Lawrence Hall site and use of the site is connected to the mission of the St. Lawrence Market Complex.</li> <li>k. Committee members shared ideas that it may be helpful to meet with companies that would be potential venue partners to get their ideas and thoughts on the space.</li> </ul>	<p><b>Staff to go back to JC Williams to include what was missing in the report</b></p>

	<ul style="list-style-type: none"> <li>l. Insight on areas such as renovations would be helpful.</li> <li>m. Renovations would need to respect the historic aspects of the space and maintain that integrity.</li> <li>n. Need to define the audience and purpose of the space and when a venue manager can be selected.</li> <li>o. What is the fallback plan if we do not have a venue manager onboard prior to opening the North Market site?</li> <li>p. Suggestion that the City with Heritage Preservation Services should be who completes the renovation.</li> <li>q. What JC Williams has presented thus far is an event manager, not a building manager.</li> <li>r. Must consider the situation that event managers are currently in. With COVID-19 their business is down very low and they may not have the capital to invest in a project like this.</li> <li>s. We need to understand if there is an opportunity with Biagio restaurant to be included in the venue management.</li> <li>t. Staff will go back to JC Williams to include what is missing in the report.</li> </ul>	
<p><b>4. Stakeholder Update</b></p>	<ul style="list-style-type: none"> <li>a. BIA No updates. CafeTO being discussed.</li> <li>b. Farmers No update</li> <li>c. Neighborhood Association Foundry demolition is still paused. Still fundraising for legal fees. Market Lane Park design RFP is out. Working on First Parliament Site project.</li> <li>d. St. Lawrence Hall Opera Atelier is doing rehearsal and filming in the Great Hall and 2<sup>nd</sup> floor spaces.</li> <li>e. Sunday Antique Market Still closed.</li> <li>f. Tenant's Association Looking forward to spring and more customers as lockdown measures relax.</li> <li>g. Heritage Toronto Digital Walking Tours have launched. Looking at options to get back to in person tours.</li> </ul>	
<p><b>5. Other Business</b></p>	<ul style="list-style-type: none"> <li>a. Bike Lanes on The Esplanade Community consultation in progress. Lanes closest to the Market are not possible until the Temporary Market is down.</li> </ul>	