

# MINUTES

## St. Lawrence Market Precinct Advisory Committee

**Date:** Wednesday, August 18, 2021

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

**Location:** Virtual Meeting via WebEx

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

**Regrets & absences:**

**Alternates and Guests:** George Milbrandt, Sara Spector

**City Staff:** Graham Leah, Daniel Picheca, Amanda Diep

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>	a. Agenda approved. b. Previous minutes approved.	
<b>2. Governance</b>	<p>Governance</p> <ul style="list-style-type: none"> <li>a) Kathryn is the chair of the subcommittee</li> <li>b) Terms of reference – current document outlines SLMPAC governance structure</li> <li>c) Conflicts of interest should be declared before any meeting</li> <li>d) SLMPAC is one advisory committee, any discussions should be had at the table – anything outside should be emailed to the chair (Suzanne) or vice chair (Lawrence) and not City of Toronto staff – transparency as much as possible – discussions should be kept at the committee or subcommittee level to keep things a little more neutral</li> </ul> <p>SLMPAC Terms of Reference (TOR) was redistributed to the members</p> <ul style="list-style-type: none"> <li>1) Governance Subcommittee Update/Focus:               <ul style="list-style-type: none"> <li>a) Review Terms of Reference to see where we go next</li> <li>b) Overview of differences between a board of directors and an advisory committee, so that we are clear on definitions and the purpose of the group</li> <li>c) Look at various sections of 2019 TOR and analyzed what the strengths/weaknesses were, areas of opportunity for improvement and next steps</li> <li>d) Alignment or separation between mission and vision statements between precinct and SLMPAC</li> <li>e) Referenced and took a dive into decision making, accountability and reporting</li> <li>f) Orientation on how the committee operates</li> <li>g) Agenda for driving positive outcomes to the meeting</li> <li>h) Minutes will be distributed, key discussion items will be flagged for this group</li> <li>i) Objective: what can be addressed first? What needs to be addressed first? We want to see success even if it is baby steps moving forward.</li> </ul> </li> </ul>	

	<p>It was clarified that declaration of conflict of interest is a best practice. That way you can excuse yourself from certain conversations were conflicts may arise.</p> <p>2) Conflict of Interest – combination of real conflict of interest and the potential/perception of conflict of interest</p> <ul style="list-style-type: none"> <li>a) Access and proper influence over the objective</li> <li>b) Unbiased and impartial exercise of independent judgment and advice that could be seen to comprise apparent or incompatible with the effective performance of their role on the advisory committee</li> </ul> <p>Each of member of SLMPAC has a responsibility to determine whether they are in a conflict. Members can reach out to Daniel, Graham or Suzanne to articulate any potential conflicts.</p>	
<p><b>3. Precinct Plan and Strategic Plan Update</b></p>	<p>1) Precinct Plan and Strategic Plan Update:</p> <ul style="list-style-type: none"> <li>a) Biweekly calls with the consultant 10 days ago</li> <li>b) Environmental scan underway (City, SLMPAC, external)</li> <li>c) Final stages of being processed next week to 10 days, expect communication directly for interviews and workshop – KEEP AN EYE ON YOUR EMAIL</li> <li>d) More or less on schedule, +/- two weeks</li> </ul>	
<p><b>4. Website Update</b></p>	<p>Update on the Website</p> <ul style="list-style-type: none"> <li>a) In progress with IT; they are working on updating the mock up based on the feedback provided by the Committee.</li> <li>b) The timeline is pushed further out; about 1-2 months from September to have a full mock up to show.</li> <li>c) When it is at a level that can be shared with the group, it will be done.</li> </ul>	
<p><b>5. Stakeholder Updates</b></p>	<p>Stakeholders were asked by the Chair how communication is shared to their members and how feedback is gathered.</p> <p>1) BIA:</p> <ul style="list-style-type: none"> <li>a) We haven't had a meeting since the last BIA meeting.</li> <li>b) Market Street Survey discussions going forward.</li> <li>c) Possible vaccination passport for access to the building.</li> <li>d) Good idea to look at certain days where the market will open early, or certain times where a certain age group can shop</li> <li>e) Vaccine passports: City staff are following direction from Toronto Public Health and City Legal surrounding vaccines and passport. The messaging is that we strongly encourage everyone to get vaccinated. There is no mandate at this point; however, we will consult with Legal and PH. They will provide us with direction moving forward. The value of a passport system, if and when it becomes required, if anything changes, we will get this information out to everyone immediately via email.</li> </ul> <p>2) Farmers Market: n/a</p> <p>3) SLNA</p> <ul style="list-style-type: none"> <li>a) Market street closure for 2 weeks. Survey can be filled out as many times as you want and you can be eligible for a \$100 GC.</li> </ul>	

	<p>b) First parliament site is very long work in progress. We are concerned about the impact that the Ontario line will have along all the transit stations. Yonge and Queen will be closed for approximately 5 years.</p> <p>4) St. Lawrence Hall: Will connect with Market Management regarding what needs to be communicated to the tenants of the Hall.</p> <p>5) Sunday Antique Market: After 16 months, opening on August 29th.</p> <p>6) Tenant's Association:</p> <ul style="list-style-type: none"> <li>a) Blocking of Market Street. Left entrance to Front St with big flower pots; a lot of people are complaining about it and asking why it has happened.</li> <li>b) City of Toronto: Transportation department – cycle work that is coming out. Alleviate pressure of going down the esplanade onto Jarvis to get onto the Gardiner.</li> <li>c) Cycle and bicycle paths not happening for another year; however, they are starting the prep now</li> <li>d) Uber – turning point for vehicles to make a U-turn.</li> <li>e) We're trying to keep pace with all the changes that are taking place.</li> </ul>	
<b>6. Updates on Council items that affect the Market</b>	n/a	
<b>7. Other Business</b>	Remarket – Tuesday and Wednesday of next week. Items repurposed or donated to the Salvation Army. Very successful in helping shelters in the area and homeless.	
<b>8. Adjournment</b>	Next meeting: Wednesday, September 22, 2021 from 4pm to 6pm	