

# MINUTES

## St. Lawrence Market Precinct Advisory Committee

**Date:** Wednesday, February 15, 2023

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

**Location:** Virtual Meeting via WebEx

**Attendees:** Suzanne Kavanagh, Kathryn Wakefield, Jeremy Roach, Robert Biancolin, Graham Hnatiw, Marina Queirolo, Larry Smith

**Regrets & Absences:** Elizabeth Seibert, Shane MacMillan, Allison Bain

**Alternates and Guests:** Doug Fry, George Milbrandt, Sara Spector, Brandon Arkinson

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

ITEM	ITEM DESCRIPTION	ACTION ITEMS
1. <b>Welcome</b>	<ol style="list-style-type: none"><li>1. Gather Host (Daniel Picheca) started WebEx meeting.</li><li>2. Suzanne Kavanagh chaired the meeting.</li><li>3. Larry Smith joined SLMPAC is the new St Lawrence Hall Representative</li></ol>	
2. <b>Approval of Agenda and Minutes</b>	<ol style="list-style-type: none"><li>4. Agenda approved.</li><li>5. January minutes approved.</li></ol>	
3. <b>How can we as SLMPAC members' better support the City Staff?</b>	<ol style="list-style-type: none"><li>6. When we have discussions on topics, we should focus more on being strategic rather than getting straight into detail.</li><li>7. Conversations and discussions should align closely to the skills that certain individuals bring.</li><li>8. Members cannot be hesitant to speak to each other and begin to play more on our strengths. We can do this by grouping individuals based on skills: Example having a marketing group, real estate group etc.</li><li>9. We need to be clearer on the mandate of the committee.</li><li>10. Too much time can be spent with disseminating information as opposed to fostering the conversation. Members felt most of the positive interactions are found when we raise a challenge at a high level, we think about and speak about it. The floor is really consumed by the balance of expertise. We wish to do that more.</li><li>11. The Committee should not focus on debating with the group as all perspectives are important</li></ol>	

	<p>and valued and that is what ultimately helps guide management.</p> <p>12. Operating meetings with fewer topics but more discussion is preferred – having "more rich discussion"</p> <p>13. When the Committee has certain types of conversations we tend to get into the "weeds of discussions". Maybe focusing on more high level as strategic rather the details.</p> <p>14. There's a lot of members with some great skills and a variety of skills. We tend to speak to certain individuals when there's a specific topic that aligns with their skills. We sometimes hesitate speaking with them because we feel "they are our go to person on that subject" but we are not being transparent (<i>this is fine as long as its circled back to the advisory committee</i>)</p> <p>15. Suggestion to use the Skills Matrix more often and have groups of people we can speak to rather the same individual</p> <p>16. It's important to report back on how things went. Many times we provide feedback and then we don't have time to see or we don't know how things were implemented or if the advice had impact. Improved communication on both ends would be more beneficial.</p>	
<p><b>4. How can City Staff better utilize the resources of SLMPAC members?</b></p>	<p>17. More intentional at each meeting will be perfect. Bringing a topic to the meeting, one where all can prepare for. Bringing the topic will prevent future onboarding and save more time to address points.</p> <p>18. 10 days prior to the meeting, agenda and minutes will be set up and confirmed giving members' time to prepare talking points and address any issues or concerns. We can use the time in advance to gather items that members wish to bring to the table.</p> <p>19. Market Staff will work on a plan to structure the year on a topic basis. This will allow us all to keep focused.</p> <p>20. The Chair and the Vice Chair meet with Market Management and talk about what we need to see on the agenda. We are trying to give everybody as much lead time as possible.</p>	

	<p>21. It would be very helpful if we had a 2 pager, just the guiding principles of the key points of the strategic plan similar to the terms of reference. We could keep that on hand for an easy, quick reference.</p>	
<p><b>5. How can stakeholder groups commit to communicating to their members and capturing their members' questions/comments?</b></p>	<p>22. Minutes taken from the meetings can be given out to stakeholder groups so the groups can form questions and points based on previous discussions.</p> <p>23. Getting to a point where we can kind of project, at least a quarter in advance. Some of the topics we want to talk about</p> <p>24. For example, in the February meeting, we want to tackle these 2 topics in the March meeting. We want to tackle this 1 topic in the April meeting. We want to try to get at these 3 things. And if we defer things, or they move along or become less relevant.</p>	
<p><b>6. How can we better capture input from SLMPAC members - starting with how we receive documents/presentations through to dissemination of opinions (mentioned because of the disparate ways we send comments)</b></p>	<p>25. 10 days prior to the meeting, agenda and minutes will be set up and confirmed giving members' time to prepare talking points and address any issues or concerns</p>	
<p><b>7. Stakeholder Updates</b></p> <ul style="list-style-type: none"> <li>a. BIA</li> <li>b. Farmers</li> <li>c. Neigh. Assoc.</li> <li>d. St. Law Hall</li> <li>e. Tenant's Association</li> <li>f. Heritage Toronto</li> </ul>	<p>26. No updates shared.</p>	
<p><b>8. Updates on Council items</b></p>	<p>27. No updates shared.</p>	

<b>that affect the Market</b>		
<b>9. Other Business</b>	<p>28. Return to In Person Meetings - Pre-Covid meeting times were 7-9 in person.</p> <p>29. Feedback is a 5:30 or 6:00pm meeting start time is preferred if we decide to have the meetings in person moving forward.</p> <p>30. Members are allowed to call in to the meetings. The boardroom has the ability to host in person, over the phone and online guests.</p> <p>31. Meeting until 9:00PM does not seem to work for everyone.</p> <p>32. If any Member wishes to run for the vice chair position, please let Management know as this position is currently vacant.</p> <p>33. An option to nominate a person is there, it could encourage the person to run for the position</p>	