

# MINUTES

## St. Lawrence Market Precinct Advisory Committee

**Date:** August 21, 2024

**Time:** 4:00 p.m. to 6:00 p.m.

**Location:** 105 Esplanade Boardroom and Virtual via WebEx

**Attendees:** Robert Biancolin, Marina Queirolo, Elizabeth Seibert, Suzanne Kavanagh, Paul Moyer, Jeremy Roach, Larry Smith, Allison Bain, Kathryn Wakefield

**Regrets & Absences:** Graham Hnatiw, Edward LaRusic

**Alternates and Guests:** George Milbrandt, Brandon Arkinson

**City Staff:** Daniel Picheca, Samantha Wiles, Scott Barrett, Macy Parakh

ITEM	ITEM DESCRIPTION	ACTION ITEMS
<b>1. Welcome, Agenda and Minutes</b>	<ol style="list-style-type: none"><li>1. Introduction and welcoming</li><li>2. Agenda approved.</li><li>3. Approval of the June meeting minutes.</li></ol>	
<b>2. Operational and Governance Review</b>	<ol style="list-style-type: none"><li>4. Meeting took place with Councillor Moise's office, City Staff and various members of SLMPAC to discuss conducting a governance review of the St Lawrence Market District.</li><li>5. There is to be an internal &amp; interdivisional working group, who will meet regularly to develop terms of reference and guiding principals for the work that will be undertaken by this working group.</li><li>6. Once the review is complete, the goal would be to summarize findings into a staff report that would be brought forward to the March 2025 City Council meeting for consideration. The report would be a staff led report which outlines any recommendations.</li><li>7. Emphasis on SLMPAC as one voice &amp; defining the role of SLMPAC in overall context of SLMC District.</li><li>8. What other stakeholders need to be engaged – internal City or external stakeholders?</li><li>9. Recommendation that a timeline or critical path be built as far as next steps.</li><li>10. Be responsive to the issues but be cautious not to threaten the continuity of business operations at the market.</li><li>11. Approach should be to focus on what needs to happen and be an issue-based approach. We should understand what's going well and what's going wrong to help</li></ol>	Develop Terms of Reference  Build timeline/ critical path  Create working group

	<p>guide the advice from the working group to target actions to correct what's not working. Take the issues and align the objectives with the market's strategy.</p> <p>12. Not to rush terms of reference creation and ensure they adhere to the strategic plan of the Market.</p> <p>13. Establish key performance indicators, track implementation success, and identify gaps where work needs to be applied.</p> <p>14. Governance of the District must be in alignment with strategic plan – diversity, accessibility, inclusivity. Greater Indigenous representation.</p> <p>15. Broader policy work – Public Market Action Plan for the City of Toronto. (EDC, Parks &amp; CDTO (grassroots initiative)) brought forward a motion to council, which we supported.</p> <p>16. Marina to capture data, by end of year, from SLMC community (BIA, Market Managers, Vendors, etc.) surrounding markets to assist with the creation of the Public Market Action Plan.</p>	
<p><b>3. Website</b></p>	<p>17. Website is in the works. City's IT division is working on building templates, formatting, and inputting necessary data.</p> <p>18. Staff reviewed the website format and template highlighting sections and subsections that are currently under underdevelopment.</p> <p>19. Phase 2 of development will incorporate an interactive map, ability to shop online, ability to buy gift certificates, etc.</p> <p>20. "Visit Us" tourism page that highlights tours and other things happening in the local St. Lawrence Market community.</p> <p>21. "Meet The Vendors" section to showcase video illustrating ambience of the market and attract people to visit.</p> <p>22. Suggestion that hours should be clearly displayed on homepage without users having to click anything.</p> <p>23. Ensure website is user friendly, driving the right audience and adhering to the strategic plan &amp; AODA compliant.</p>	<p>Website Mock Up progress – share once further developed and can be viewed in a more complete state</p>
<p><b>4. North Market Update</b></p>	<p>24. Contractor to hand over North Market building to the City mid Sept 2024. This date could be pushed back pending contractors progress</p> <p>25. Slow phased in occupancy approach with court staff moving in October 2024.</p>	<p>Provide update at next meeting</p>

	<p>26. Court operations is estimated to commence end of Q1 2025</p> <p>27. Cannot guarantee an opening date.</p> <p>28. North Market Grand Opening Event to take place in late Q1 2025</p> <p>29. Development of policies and processes are being written by SLMC team.</p> <p>30. Once we fully understand how the space functions and its requirements we will finalize a plan to open for public use.</p>	
<b>5. Stakeholder Update</b>	31. Market St. to be pedestrianized year-round. Working on putting together some winter activations.	
<b>a) BIA</b>		
<b>b) Farmers</b>	32. Farmer's waiting on to move out of the temporary market tent and into the new building. Desire to not be rushed.	
<b>c) Neighbourhood Association</b>	33. No Updates	
<b>d) St. Lawrence Hall</b>	<p>34. Capital funds were allocated to purchase new equipment for the North Market &amp; The St Lawrence Hall in preparation of these spaces coming on line.</p> <p>35. Upgrades to the St Lawrence Hall foyer, lobbies and Great Hall will occur this fall/winter months. City staff were able secure funds to undertake these projects. The chandelier and wall sconces in the Great Hall will be converted to electricity due to code compliance issues.</p> <p>36. Discussion surrounding SLM staff to move their offices to the hall.</p>	
<b>e) Tenant's Association</b>	37. No Updates	
<b>f) Heritage Toronto</b>	38. No Updates	
<b>6. Updates on Council Items that Affect the Market</b>	<p>39. Councillor Moise's Office anticipating opening of the North Market.</p> <p>40. "Creating Toronto" bus and cycling tour taking place til October</p> <p>41.</p>	
<b>7. Other Business</b>	<p>42. North Market construction portion is finished but now addressing deficiencies.</p> <p>43. IT infrastructure is currently being installed.</p> <p>44. Courts Services administration staff are moving in a phased approach starting in October.</p> <p>45. Parking authority to move in and parking garage to be open most likely later this year.</p>	
<b>8. Adjournment &amp; Next Meeting Date</b>	46. October 2024	