



647 296 2501
 admin@sumoproject.com
 sumoproject.com

MEETING MINUTES

Suzita Morita Inc.

date/time: 16 April 2019
 project: Kensington Market Public Realm Master Plan
 project no.: 18-003
 location: CSI Annex, 720 Bathurst, June’s Room

attendees: Ruth Mora, Suzita Morita Inc. (RM/SUMO)
 Mike Shepherd (MS/KMBIA), Cassandra Alves (CA/KMBIA), Zenon Mandziuk (ZM/KMBIA), Gwen Bang (GB/KMBIA)

distribution: All + Gaston Soucy (SUMO), Mika Bareket (MB/KMBIA), Pouria Lotfi (PL/KMBIA), Anthony Aarts (AA/KMBIA), Jerrold McGrath (JM/Ukai)

re: Meeting Minutes Client Meeting No.5

The following minutes constitute the author’s understanding of the meeting. Please report any discrepancies to the author within seven (7) calendar days

Item	Description	Action by / Comment by
1.0	BIA Board Meeting Updates	
1.1	New BIA Board Members The BIA had a Board meeting in which they selected the new members of the Streetscape Sub committee. They are: Mike Shepherd, Puria Lotfi, Mika Bareket and Anthony Aarts. Gwen Bang has indicated her keen interest in participating in the Master Plan (Streetscaping Subcommittee) and the HCD Plan for the benefit of the community, so she will continue to attend the meetings. The Board also approved \$50,000 towards the construction of 2 pilot projects. Pilot project 1 and 2 as per plans attached dated April 27, 2019.	KMBIA
1.2	New BIA Treasurer The new treasurer is David Beaver, nevertheless CA clarified invoices are to be sent to her, as the coordinator	CA/KMBIA

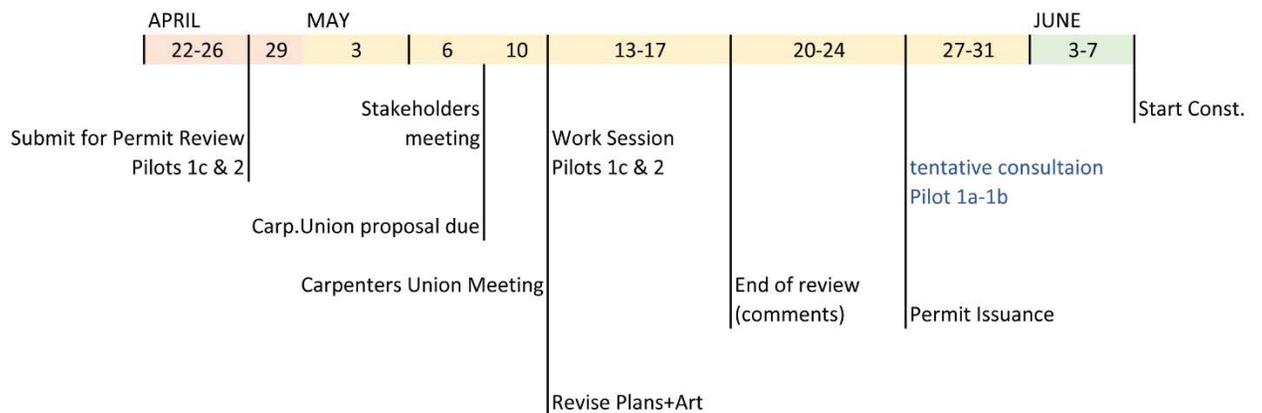
	<p><i>“The coordinator collects, stores and distributes all of the invoices — So, yes I can confirm the entire board has all seen all the invoices, including Gwen (past treasurer) and David (current treasurer). All invoices are passed around at the our monthly meetings so the board approves of all invoices and payments made and payments received. So, as far as I have been here, we have all of them up to date and they have all been paid for. The treasurer just manages the BIA’s account monthly, updates the BIA at meetings regarding what their money is being used for (what comes in and out of the account) and also has signing authority.”</i></p>	
1.3	<p>Other Updates (financial / expectations/ billing)</p> <p>RM clarified that all billing has been done based on the revised fee schedule (dated May 29, 2018), line by line. The billing has been done under two separated project numbers: 18-003 for the Masterplan and 18-004 for the Pilot Project (As the pilot projects are financed through a private donation to the BIA).</p>	
2.0	<p>Project Update-Masterplan</p>	
2.1	<p>Current Status & Time lines</p> <p>RM explained that the Masterplan has been delayed in favour of pushing the Pilot Projects due to their time sensitive nature. Pilot Projects require prompt action to guarantee permit and construction will happen this summer-fall so that they can be tested. That includes securing permits, funds, consultation, artist, etc.</p> <p>The money approved by the board is a kickstart for construction. Additional funding for consultation and art is being sought through grant applications and other initiatives (see 3.0)</p> <p>-SUMO will provide a Draft of the masterplan document for review within a month</p>	<p>RM/SUMO</p>
3.0	<p>Project Update-Pilot Projects</p>	
3.1	<p>Meeting with Councillor</p> <p>There have been 2 meetings with Councillor Layton: the first one to introduce the project to the councillor, at the time replacing Joe Cressy. The second to introduce the project to the City of Toronto’s Transportation Department and get ‘informal’ preliminary comments.</p> <p>A third meeting was supposed to take place with the different departments but that has not yet happened. Instead comments were provided over the phone by Mike</p>	

	Kari after receiving the preliminary design plans with all measurements, renderings and Info. (see3.2)	
3.2	R.O.W permit / City Comments	
	<p>-BIAs don't pay for R.O.W (right of way) permits fees, but a permit must be obtained.</p> <p>-The most important thing are clearances for Fire safety and pedestrian comfort.</p> <p>-No paint can go on the 'walking' area of the sidewalk, but it can be applied in other areas of the concrete outside the 'walking' portion of it.</p> <p>-Paint on the street should not go from sidewalk edge to sidewalk edge, as this might be mistaken by a pedestrian crossing or pedestrian area, instead individual drawings or a more organic design can be applied in an artistic way away from the edges.</p> <p>-If bleachers or other forms of group seating are proposed, guardrails must be provided above a height of 600mm.</p> <p>-Elements on top of the ESM pad at the east corner of Augusta and College need to be reviewed by Toronto Hydro. Mike Kari will provide contact.</p> <p>-Intervention on Augusta and Nassau are ok, as long as ADA standards and other clearances are taken into account. But in general Mike Kari saw no issues with pilot (1c), other than removing the parking (see other comments below)</p> <p><u>-Pilot 1a (see plans attached):</u> Mike Kari said the city could co-share the cost of the proposed Park-let in front of Sonya's Park if we design it in a modular way so it could be removed and re-installed yearly. The process takes a bit longer than a regular permit. Other BIAs have done so successfully.</p>	
3.3	<u>Pilots / Sub-committee comments</u>	
	As per funding approved and comments from the city we will start with Pilots 2 and 1c as per drawings attached (dated April 27th, 2019).	
	<u>Pilot 1c:</u> Is to address the problem of illegal right turns on Augusta Ave. at Nassau St. A permanent solution is needed, but the pilot phase provides an opportunity to explore something unique and appropriate for Kensington Market.	
	<u>Pilot 1c</u> <i>"It is important that any changes/modifications/installations on the roadway should be implemented on Augusta Ave. only, not on Nassau St., and not negatively affect businesses at or near the site (e.g. Augusta Fruit, Oxford Fruit, etc.) or residents on Nassau St.</i>	ZM/KMBIA, GB/KMBIA

<p><i>“Another significant safety problem at the Augusta/Nassau intersection is on the north west corner where cars daily illegally park on the north side of Nassau, too close to the pedestrian crossing and block sight lines. The main reason is the lack of signage to indicate to motorists how close to the intersection cars can legally park. The legal standard is not less than 9 metres unless otherwise posted. New signage would also help enforcement officers.”</i></p>	<p>ZM/KMBIA</p>
<p><i>“The two produce retailers operate several delivery trucks and make extensive use of the loading zone just east of Augusta. Active loading is legal in the No Parking zone on the north side, but not legal in the No Standing zone on the south side.”</i></p>	<p>ZM/KMBIA</p>
<p><u>Pilots 1a and 1b</u>, the sub-committee has agreed that this pilots will be done after to allow for cost co-sharing from the city of Toronto and consultation with businesses and neighbours.</p>	
<p><u>Pilot 2</u>: there is great concern that the seating proposed in this pilot will promote drug users to hang around in this area.</p>	
<p>-It is anticipated that big opposition to the seating will happen particularly by the owner of Sam’s convenience.</p>	
<p>-Several options were proposed: using more individual seating (like the Good Egg) instead of group seating and do the ‘beautification first’ (artist intervention and planting) to discourage the appropriation by homeless and drug users and then add the seating after.</p>	
<p>-We were reminded of the importance of ‘testing the masterplan’ and the temporary nature of this intervention.</p>	
<p>-We talked about the importance of talking to the businesses and neighbours near the pilots (see 4.0)</p>	
<p><i>“We also recently learned that new residents will be coming to the east end of the block at 6 Nassau where a new townhouse development is planned in the current parking lot across from KM Lofts. This will increase the demand for street parking used by residents on Nassau.”</i></p>	<p>ZM/KMBIA</p>
<p>GB talked about the need throughout the Market for more strategically located litter receptacles of appropriate size and design that would integrate with the BIA’s Bag-and-Broom program by the team from St. Stephens.</p>	<p>GB/KMBIA</p>
<p>ZM mentioned that Erika, the property manager at KM Lofts, would like to get in touch with SUMO</p>	

	-Cassandra to provide emails	CA /KMBIA
4.2	It was proposed to organize a 2h work session with business owners and residents adjacent to pilots for Pilot 1c & 2 with Artist(s) (Ukai) to collect feedback and work together in the future artist/community intervention.	
	CA/BIA to secure venue, chairs, tables, refreshment, projector, etc.	CA/KMBIA
5.0	Next Steps	
5.1	Revise preliminary plans for permit, coordinate next key stakeholder meetings and work sessions with artists.	SUMO/Artists
5.2	Construction (Material, Labour, Permit)	
5.3	Programming (Ukai)	
	Programming (Placemaking): Involve the community arts-based activities to complete the pilot (Volunteers, Champions)	
	Programming (Evaluation): arts-based activities to gain feedback.	
5.4	Preliminary Timelines	

TENTATIVE SCHEDULE



END OF MINUTES