

MINUTES

SPECIAL MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2020-MAY-14, AT 1:00 P.M.

Present: Mayor Krog, Chair
Councillor T. Brown
J. Byrne, Regional Managing Partner, Vancouver Island, MNP
D. Hais, Board Chair, Nanaimo Port Authority
S. Madden, Executive Director, United Way
D. Saucier, President and Vice-Chancellor, Vancouver Island University (joined electronically)
I. Simpson, Chief Executive Officer, Petroglyph Development Group, Snuneymuxw First Nation

Staff: J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services
S. Legin, General Manager, Corporate Services
K. Robertson, Deputy City Clerk
S. Snelgrove, Recording Secretary

1. CALL THE SPECIAL MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE MEETING TO ORDER:

The Mayor's Task Force on Recovery and Resilience Meeting was called to order at 1:00 p.m.

Mayor Krog announced that the meeting would be held in accordance with the *Community Charter*, "Council Procedure Bylaw 2018 No. 7272" and Ministerial Order No. M083.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. REPORTS:

(a) Welcome and Introductions

Mayor Krog introduced members of the Task Force and staff

(b) Task Force Terms of Reference

Mayor Krog and Jake Rudolph, Chief Administrative Officer provided the following overview

- All aspects of residents lives have been impacted by the COVID-19 virus

- With the leadership and intelligence found in the Task Force, the group will be able to provide Council with strategic recommendations for creating resiliency regarding challenges the City may face
- The concept for this group is based on the idea that the work will be done by the Task Force and staff will provide support
- The Task Force membership is a broad representation of the community
- The City has fundamental issues around housing and homelessness that can’t and shouldn’t be ignored
- The municipality has received Provincial directives regarding changes in other sectors which are tracked by municipal staff
- Staff and the Mayor have received updates from WorkSafe BC regarding guidelines for various sectors
- Frequently the City is notified of provincial changes at the same time as the general public
- The City has mostly maintained service levels since the shutdown commenced
- A briefing, including a session on capital projects, was provided to Council in early April and financial reports have been presented to Council
- Reference documents that were circulated to the Task Force as part of the agenda included legislation pertaining to municipalities and organizations that represent municipalities such as the:
 - Union of British Columbia Municipalities
 - Federation of Canadian Municipalities
- The City has a strategic plan and will be undertaking a coordinated strategic policy review process
- Two other task forces are underway: Health and Housing Task Force and Economic Development Task Force
- The role and strategic direction of the group needs to be determined

The Task Force reviewed the Terms of Reference. Highlights of the discussion included:

- Determining who will be gathering information and providing a summary of changes each member is observing in their various sectors
- Determining what information should be used when making an assessment on impacts of COVID-19
- Potentially using BC based statistics to make projections for the next 10 months
- Type of information needed to make informed decisions and staff sharing and distributing information to the Task Force
- Receiving an assessment from the largest employers in Nanaimo to provide statistics related to COVID-19 short-term and long-term layoffs
- Receiving statistics from the City such as how many businesses are unable to pay their business licences etc.
- Differences in responses to requests for information and what information is publically or privately shared
- Defining how statistics will be analyzed will help inform the response to future situations
- Anticipating what the world will look like in the future including how organizations and consumer behaviour has shifted. Some shifts will be

permanent and others temporary, and using that to inform the direction of the Task Force

- Decisions may not need to be related to the City’s strategic plan as changes could be bigger than what would fit within those boundaries
- Problems the Task Force may face such as how to determine and ask the right questions in order to get to a point where the Task Force can make solid recommendations
- Moving forward rather than returning to normal as normal was not ideal for some residents
- Figuring out how to thrive in an era of global uncertainty, whether negative or positive
- Being mindful of the principle of what a good City sets out to do and provides for businesses and people
- Pandemic has created a trend of businesses being decentralized from one location

Dale Lindsay, General Manager, Corporate Services, provided an overview of the mandate of the Economic Task Force. Highlights included:

- The Economic Development Task Force met for the first time on 2020-MAY-13 following Council’s decision to put committees on hold during the pandemic
- Council has selected a hybrid model for economic delivery comprised of an in-house and external agency
- The Task Force will determine a governance model and key deliverables for the external agency as well as the new economic development strategy for the City of Nanaimo
- The consultant’s strategy was developed pre-COVID-19 and it is being determined how this will work post COVID-19
- The goal of the task force is to return to Council with an economic development strategy and framework for Council’s endorsement

The Mayor’s Task Force on Recovery and Resilience continued their discussion:

- The Mayor’s Task Force can take a high level approach
- Conversations need to be had around job creation and sustainability
- There may be opportunities to perform better than pre-COVID-19
- Short-term, mid-term and long-term strategies need to be considered:
 - Short-term must be completed first in order to lay the ground work for the future
- The Task Force needs to understand what the community is facing and drive change in their various sectors to be more efficient
- Requesting a recovery piece from the Provincial and Federal governments
- Importance of the City as a whole to provide meaningful employment within the community
- The Task Force needs to understand who is doing what in each industry and if there are opportunities to be leveraged currently to provide a quick response
- How to enhance the level of resiliency for Nanaimo and build on that so when the next emergency takes place, collectively the City is in a better place

- Determining how the Task Force can provide alignment of goals and provide agreed upon pillars to ensure from Council’s perspective all goals have been met
- Clarification regarding timelines for this process
- Hosting a charrette to determine community driven ideas in order to solve issues
- Needing a baseline of information to make decisions from
- Determining the desired end goal and working backwards to determine impediments
- Distinguishing between temporary measures put in place during the next year or two and what permanent shifts will be made

(c) Government Directives/Guidelines

Introduced by Jake Rudolph, Chief Administrative Officer:

- Agenda attachments provided for background information
- City has activated the Emergency Coordination Centre Level II which currently is staffed virtually 24/7 with coordinated calls and meetings
- Official directives from the government are analyzed upon receipt
- Emergency is ongoing

(d) City’s Response to COVID-19

Jake Rudolph, Chief Administrative Officer, advised that the material attached to the agenda was provided as background information.

(e) Sector Discussion

Jake Rudolph, Chief Administrative Officer, advised that the sector list was provided as a guide to stimulate conversation. There are multiple avenues for the Task Force to receive information from sectors that could include receiving feedback from groups at meetings, inviting submissions, or Task Force members providing information.

Task Force discussion took place regarding the following:

- Task Force members are to provide to Mayor Krog, via email, a preliminary list of people who represent various sectors across Nanaimo.
- Options for collecting information include using a blind survey where information provided can’t be attributable to organizations or using the City’s Bang the Table software
- Clarity required regarding organizations speaking on behalf of a membership group or individual businesses
- Determining community health by asking businesses directly rather than sector representatives
- Education sector has access to Statistics Canada data that can be used
- Needing a professional to structure questions in order for information received to be valid
- Each Task Force member preparing their own industry research

(f) Initial List of Reference Documents

Jake Rudolph, Chief Administrative Officer, advised that the reference documentation was provided for the Task Force’s information.

(g) Schedule and Next Steps

Mayor Krog advised that the goal of the Task force is to provide a report, with recommendations, to Council by September 2020.

Next Steps:

- By Friday, 2020-MAY-22 each member to provide the Mayor with a list of names of sector leaders and the sector that could present to the Task Force
- Provide tourism sector statistics for the next meeting
- Consider ways to involve the Economic Development Task Force
- Briefing on the Health and Housing Task Force
- Intersection of the Official Community Plan review engagement process, Economic Development Task Force engagement strategy, and Mayor’s Task Force on Recovery and Resilience engagement
- Provide an update regarding the Official Community Plan review engagement process at the next meeting
- Provide information to the Task Force on demographics, trends, and projections.
- Meetings to be held every two weeks on Fridays from 9:00 a.m. to 11:00 a.m. with the next meeting to be held on 2020-MAY-29

4. ADJOURNMENT:

It was moved and seconded at 3:04 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER