



TERMS OF REFERENCE

MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE

PURPOSE:

The purpose of the Mayor's Task Force on Recovery and Resilience (the "Task Force") is to:

- Provide strategic recommendations to Council which will inform the forthcoming five year fiscal plan and align with the current adopted Strategic Plan;
- Work in collaboration with public bodies, private institutions and community organizations to build local resilience;
- Work in collaboration with the business community and other community organizations to identify immediate economic recovery strategies for residents, businesses and community organizations;
- Develop a plan for the coordination and implementation of recovery and relief efforts to support the community through the COVID-19 pandemic and its recovery process; and
- Identify and support community driven ideas and solutions to assist in the recovery process, including the design and implementation of activities and programs.

MEMBERSHIP:

The membership of the Task Force will be as follows:

- The Mayor
- One Councillor
- Five (5) to seven (7) additional members appointed by the Mayor

The Mayor will be the Chair of the Task Force and an alternate may be appointed in his absence.

ELIGIBILITY:

- Members of the Task Force shall be appointed on the basis of their availability, experience and expertise which they bring to the work of the Committee;

- Task Force members will have no conflict of interest with Council or the Task Force and should advise the members when a potential conflict may exist on a specific issue and recuse themselves for the duration of the discussions to which they have declared a conflict of interest; and
- Task Force members will represent knowledge, experience and perspectives of various industry sectors and community interests.

TERM:

The Task Force will exist for a limited period of time in correlation to the purpose identified in the Terms of Reference. It is envisioned the work of the Task Force will be finished by the end of September 2020. Upon completion of the mandate, the Task Force will cease.

The Mayor may, at his discretion, extend the length of time or increase the mandate of the Task Force.

MEETING FREQUENCY:

The initial Task Force meeting will be called by the Chair, with the remaining meeting schedule established by the Task Force.

SUB-GROUPS:

The Task Force may establish sub or working groups to accomplish particular tasks or explore specific topics. A sub or working group can only be established by a majority vote of the Task Force with the Mayor voting in the affirmative.

Membership of any sub or working group will be established by the Task Force.

STAFF SUPPORT:

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines:***

- The Office of the Chief Administrative Officer
- Legislative Services
- Community Development
- Corporate Services
- Other departments as required