



Staff Report for Council Meeting

Date of Meeting: April 22, 2020

Report Number: SRCM.20.07

Department: Office of the City Manager
Division: Strategy, Innovation and Engagement

Subject: Recover Richmond Hill Task Force - Terms of Reference (SRCM.20.07)

Purpose:

The purpose of this report is to provide Council with the Terms of Reference for the Recover Richmond Hill Task Force to be formed in response to COVID-19.

Recommendation(s):

- a) That the Terms of Reference for the Recover Richmond Hill Task Force, attached as Appendix A to SRCM.20.07, be approved; and,
- b) That Councillor West, Councillor Chan and Councillor Muench be appointed to the Recover Richmond Hill Task Force.

Contact Person:

Anthony Ierullo, Manager, Economic Innovation and Partnerships

Report Approval:

Submitted by: Meeta Gandhi, Director of Strategy, Innovation and Engagement

Approved by: Mary-Anne Dempster, Interim City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

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Background:

The global escalation of the COVID-19 pandemic has triggered a public health crisis in Canada and abroad. The measures to stop the spread of COVID-19 have resulted in a number of unintended consequences including significant local and regional economic impacts. To mitigate the economic impacts, Economic Development staff have been working with local businesses to coordinate access to available support programs and launching new programs to assist businesses to adapt to the current business environment.

As part of these efforts, staff are recommending that the City plan for the recovery of the local economy post COVID-19 by establishing a Recover Richmond Hill Task Force. This report recommends a Terms of Reference for the proposed Task Force. The Task Force will be responsible for providing strategic recommendations to Council on programs and strategies to assist Richmond Hill businesses to recover from the economic impact of the COVID-19 pandemic. The Task Force will work with stakeholders (provincial and federal governments, community agencies, educational institutions, business associations and local businesses) to develop and recommend economic recovery programs to Council. These stakeholders may be asked to attend Task Force meetings to encourage collaboration and joint service delivery. Where possible and available, the Task Force will make recommendations that leverage and advocate for regional, provincial and federal government economic assistance and funding to support Richmond Hill businesses.

The Recover Richmond Hill Task Force is proposed to include representation from Council, the Richmond Hill Board of Trade, the Village of Richmond Hill Business Improvement Association and the Richmond Hill, Markham, Vaughan Chinese Business Association. Council will need to appoint three (3) Council members to the proposed Recovery Richmond Hill Task Force.

To assist, staff have suggested that Councillor West, Councillor Muench and Councillor Chan be considered for appointment based on their current and past experience with economic development committees, the Richmond Hill Board of Trade and the Village of Richmond Hill Business Improvement Association. However, Council can choose to appoint any Council member to the Recover Richmond Hill Task Force at their sole discretion.

The recommended Terms of Reference for the Recover Richmond Hill Task Force is outlined in Appendix A.

Financial/Staffing/Other Implications:

There are no immediate costs associated with the appointment of the Recover Richmond Hill Task Force. The Task Force will present any future request for funding to Council for consideration.

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The Director of Strategy, Innovation and Engagement and Manager of Economic Innovation and Partnerships will attend all meetings, act as a staff resource, and provide the Task Force with technical assistance. The Clerk's Office will provide administrative support services to the Task Force as required.

Relationship to the Strategic Plan:

The creation of the Recover Richmond Hill Task Force in response to the impact of COVID-19 to Richmond Hill's business community supports the Strategic Plan Goal of Stronger Connections by engaging with businesses, agencies and other levels of government to understand to the changing needs of the community and advocate for other levels of government and agencies to support us to meet our community's needs. It also supports the Goal of A More Vibrant Richmond Hill by initiating change through leadership, collaboration, innovation and the exchange of ideas.

Conclusion:

The global escalation of the COVID-19 pandemic has triggered a public health crisis in Canada and abroad. The measures to stop the spread of COVID-19 have resulted in a number of unintended consequences including significant local and regional economic impacts. It is recommended that the City begin to plan for recovery with the establishment of a Recover Richmond Hill Task Force. The recommended Terms of Reference for the Recover Richmond Hill Task Force is outlined in Attachment 1.

Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. If you require an alternative format please call the contact person listed in this document.

- Draft Terms of Reference for the Recover Richmond Hill Task Force

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Report Approval Details

Document Title:	SRCM.20.07.docx
Attachments:	- Recover Richmond Hill Task Force - Terms of Reference_Draft 3.doc
Final Approval Date:	Apr 14, 2020

This report and all of its attachments were approved and signed as outlined below:

Meeta Gandhi - Apr 14, 2020 - 3:32 PM

MaryAnne Dempster - Apr 14, 2020 - 5:54 PM