

# CITY OF VAUGHAN

## **EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 29, 2020**

Item 1, Report No. 27, of the Ready, Resilient and Resourceful Committee, which was adopted without amendment by the Council of the City of Vaughan on June 29, 2020.

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### **1. READY, RESILIENT AND RESOURCEFUL (RRR) COMMITTEE OF COUNCIL – TERMS OF REFERENCE**

**The Ready, Resilient and Resourceful Committee recommends:**

- 1) That the recommendation contained in the following report of the Deputy City Manager, Administrative Services and City Solicitor, dated June 23, 2020, be approved, subject to amending the Terms of Reference Mandate to read as follows:**

**To address issues related to the City’s response to the global COVID-19 pandemic and in particular to identify those responses which shall be part of the new normal, “that will become standard practices”.**

#### **Recommendations**

- 1. That the Terms of Reference for the Ready, Resilient and Resourceful (RRR) Committee of Council, as outlined in Attachment 1, be approved.**

# Ready, Resilient and Resourceful Committee Report

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**DATE:** Tuesday, June 23, 2020

**WARD(S):** ALL

**TITLE: READY, RESILIENT AND RESOURCEFUL (RRR) COMMITTEE  
OF COUNCIL – TERMS OF REFERENCE**

**FROM:**

Wendy Law, Deputy City Manager, Administrative Services and City Solicitor

**ACTION:** DECISION

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**Purpose**

To seek approval of the Terms of Reference for the Ready, Resilient and Resourceful (RRR) Committee of Council.

**Report Highlights**

- Staff have prepared Terms of Reference for the Ready, Resilient and Resourceful (RRR) Committee of Council.
- The mandate of the Committee is to address issues related to the City's response efforts to the global COVID-19 pandemic.

**Recommendations**

1. That the Terms of Reference for the Ready, Resilient and Resourceful (RRR) Committee of Council, as outlined in Attachment 1, be approved.

**Background**

At its meeting on May 27, 2020, Council adopted Item 28, Report No. 20 of the Committee of the Whole (2), a Member's Resolution submitted by Mayor Bevilacqua, titled "*Establishing the Ready, Resilient and Resourceful Committee of Council*". In so doing, Council approved the following recommendations:

1. That Vaughan Council establishes the new Ready, Resilient and Resourceful (RRR) Committee of Council with the mandate to address issues related to the City's response efforts to the global COVID-19 pandemic.
2. That the Head of Council chairs the RRR Committee of Council.
3. That the first meeting of the RRR Committee of Council takes place in June 2020.
4. That a Terms of Reference for the RRR Committee of Council is brought forward during its inaugural meeting for review and approval.
5. That the Procedure By-Law 7-2011, as amended, be amended to give effect to this resolution.

The Procedure By-law 7-2011 was amended by [By-law 069-2020](#) to establish the Ready, Resilient and Resourceful Committee as a Committee of the Whole.

### **Previous Reports/Authority**

[Establishing the Ready, Resilient and Resourceful Committee of Council \(Report 20, Item 28, approved by Council on May 27, 2020\).](#)

### **Analysis and Options**

On March 17, 2020, Mayor Bevilacqua declared a state of Local emergency in accordance with the *Emergency Management and Civil Protection Act, R.S.O. 1990, c E.9 s.4.(1)* ("EMCPA") in response to the 2019 Novel Coronavirus (COVID-19) pandemic to support municipal response and continuity of critical services. On March 17, 2020, due to the growing public health concerns surrounding the 2019 Novel Coronavirus (COVID-19), the Province declared a province-wide emergency under section 7.0.1 of the *Emergency Management and Civil Protection Act* ("EMCPA").

Since that time, the City of Vaughan has undertaken a number of measures to fight the spread of the global COVID-19 pandemic. It is imperative that effective governance structures are in place so all Members of Council are further informed, that all parts of the community are represented and that the public can take part as the City responds to the new realities emerging because of the global COVID-19 pandemic. As COVID-19 persists, further action needs to be taken to ensure city-building continues.

The Ready, Resilient and Resourceful Committee of Council is intended to fill this role, as a mean to inform Council, represent the community and allow the public to participate in the process. The Terms of Reference in Attachment 1 were drafted with these goals in mind.

## **Financial Impact**

There are no financial impacts associated with this report.

## **Broader Regional Impacts/Considerations**

There are no Regional impacts/considerations associated with this report.

## **Conclusion**

It is appropriate that Council approve the Terms of Reference for the Ready, Resilient and Resourceful (RRR) Committee of Council.

**For more information**, please contact: Todd Coles, City Clerk, Extension 8281.

## **Attachments**

1. The Ready, Resilient and Resourceful (RRR) Committee of Council – Terms of Reference

## **Prepared by**

Todd Coles, City Clerk, Extension 8281

## **READY, RESILIENT AND RESOURCEFUL (RRR) COMMITTEE TERMS OF REFERENCE**

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### **Mandate**

To address issues related to the City's response efforts to the global COVID-19 pandemic.

### **Term**

Meetings shall only be held during the 2018–2022 Term of Council, or as determined as necessary by the Chair.

### **Membership**

The Ready, Resilient and Resourceful Committee is composed of the Members of Council. The Mayor shall be the Chair.

### **Meeting Procedures**

The proceedings of the are to be governed by the City's Procedural By-law.

### **Agendas and Reporting**

Agendas shall be prepared by the City Clerk's Office in consultation with the Committee Chair. Agendas shall be posted on the City's website one week prior to the scheduled date of the meeting or as soon as practicable.

The Ready, Resilient and Resourceful (RRR) Committee reports directly to Council.

### **Meetings**

The Ready, Resilient and Resourceful (RRR) Committee of Council shall generally be held once a month in months where there are meetings. Meetings shall only be held during the 2018 – 2022 Term of Council, or as determined as necessary by the Chair.

Meetings are to be open to the public in accordance with the *Municipal Act, 2001*.

### **Notice of Meetings**

Meetings will be noted on the Schedule of Meetings calendar posted on the City's website.

## **Quorum**

The majority of members, including the Chair, shall constitute quorum.

## **Staff Resources**

The role of staff is to act as a resource to the Ready, Resilient and Resourceful Committee, but not to be members of the committee, or to deliberate or draft the findings of the committee.

The City Clerk's Office will be responsible for agenda production and distribution, the giving of procedural advice, and the recording of the proceedings of the committee.

## **Authority**

The Ready, Resilient and Resourceful Committee may not exercise decision-making powers, or commit expenditures save for those specifically delegated by Council. The Ready, Resilient and Resourceful Committee may not direct staff to undertake activities without authority from Council.

## **Amendment / Expansion of Terms of Reference**

Only Council can initiate any amendment and/or expansion of the Terms of Reference.