

The Corporation of the City of Kawartha Lakes
Minutes
Community Pandemic Recovery Task Force

CPRTF2020-001
Monday, June 15, 2020
10:00 A.M. – Electronic Participation Only
Human Services Boardroom
68 Lindsay Street North, Lindsay, Ontario

Members:
Councillor Ron Ashmore
Councillor Pat Dunn
Councillor Doug Elmslie
Councillor Tracy Richardson
Fire Chief Mark Pankhurst
Director Rod Sutherland

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1. **Call to Order**

Director Sutherland called the meeting to order at 10:00 a.m. Councillor Ashmore, Councillor Dunn, Councillor Elmslie, Councillor Richardson, Fire Chief Pankhurst were in attendance. Community members Penny Barton Dyke Executive Director, United Way City of Kawartha Lakes, Marina Hodson Executive Director, Kawartha North Family Health Team, Heather Kirby Executive Director Kawartha Lakes Food Source, Lynda Nydam Executive Director, Children's Services Council, Pam Stuckless Director Health Promotion Haliburton Kawartha Pine Ridge District Health Unit and Amy Terrill Executive Director, Boys & Girls Clubs of Kawartha Lakes were in attendance. Staff in attendance Jamie Anderson CEO Kawartha Lakes Public Library, Barb Condie Accessibility Officer, Shelly Cooper Community Partnership and Programs Supervisor, Holly Russett Executive Assistant Human Services, Brenda Stonehouse Strategy and Innovation Specialist.

2. **Adoption of Agenda**

Moved By Councillor Dunn

Seconded By Councillor Elmslie

That the June 15, 2020 Community Pandemic Recovery Task Force Agenda be adopted.

Carried

3. **Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

4. **Adoption of Minutes from Previous Meeting**

5. **Business Arising from Minutes**

6. **New Business**

6.1 CPRTF2020-01.5.1 Appointment of Community Members

Appointments

Director Sutherland advised the existing Terms of Reference accounted for six community members to be appointed, through a process by which the four City Councillors made recommendations and the decision to appoint the members. The six community members to be appointed at this time are Penny Barton Dyke Executive Director United Way City of Kawartha Lakes, Marina Hodson Executive Director Kawartha North Family Health Team, Heather Kirby Executive Director Kawartha Lakes Food Source, Lynda Nydam Executive Director

Children's Services Council, Pam Stuckless Director Health Promotion Haliburton Kawartha Pine Ridge District Health Unit, Amy Terrill Executive Director Boys & Girls Clubs of Kawartha Lakes.

Moved By Councillor Elmslie

Seconded By Councillor Richardson

That Penny Barton Dyke, Marina Hodson, Heather Kirby, Lynda Nydam, Pam Stuckless and Amy Terrill be appointed to the Community Pandemic Recovery Task Force.

Carried

6.2 CPRTF2020-01.5.2 Appointment of Chair and Vice Chair

Moved By Councillor Dunn

Moved By Amy Terrill

That Heather Kirby be nominated for Chair.

Carried

Moved By Heather Kirby

Seconded By Councillor Ashmore

That Amy Terrill be nominated for Chair

Carried

Moved By Councillor Elmslie

Seconded By Councillor Richardson

That Heather Kirby and Amy Terrill be appointed as Co-Chairs

Carried

6.3 CPRTF2020-01.5.3 Review and Confirm - Terms of Reference for the Community Pandemic Recovery Task Force

Director Sutherland gave a summary overview from the Terms of Reference, intent and expectations of the Task Force.

Director Sutherland will be doing a brief memo to the Mayor with an update of this first Task Force meeting and will include the recommendation to Council to have the Terms of Reference revised to include the Task Force choice to have Co-Chairs.

7. Focus Area

Director Sutherland reviewed the Primary Focus of the Task Force is to identify areas to focus on, ways we can connect with various community groups or identify what is needed in terms of gaps, services, needs, to solicit input. An area of focus identified in relation to this task force, funding programs managed by the City (eg, Community Partnership Funds). Amy Terrill endorsed this area of focus. Heather Kirby asked for a list to be compiled of City funding programs to be provided for review by the Task Force with regards to the pandemic. Brenda Stonehouse, Shelley Cooper to help compile list.

Councillor Dunn recommended a list of community agencies/partners that do need financial help. Director Sutherland referred to the existing work with agencies/partners that do already receive funding and there may be some crossover that will be identified along with gaps and needs.

Heather Kirby asked for a list of existing organizations in need of programming supports, to be reviewed and added to. To then reach out to other networks to ensure they are captured.

Councillor Elmslie suggested Shelley Cooper would have the knowledge of groups active in the community working helping out and has possibly heard from these groups already.

Councillor Dunn recommended Mental Health as a focus area.

Councillor Elmslie recommended Accessibility Groups as a focus area. Penny Barton Dyke identified building community capacity in the not-for-profit sector, opportunities to receive input from people from across the City. There is a great concern for families and children and the mental health aspect due to the backup in the courts, as an example. There are many new gaps being identified.

Lynda Nyman asked for clarity around gaps assessment through a working group doing an environmental scan.

Director Sutherland commented Focus work groups can be established, added, created as time goes on, shifting and expanding as needed.

Amy Terrill suggested to move ahead effectively a group assigned to confirming a list of a survey audience. A group identifying the key things we need to know from Community Agencies. Working simultaneously with the two working groups recommended already. Suggested Economic Development's survey that they sent out might be a good starting point for a questionnaire that could be adjusted to reflect Non-Profit Organizations.

8. Engagement Strategy

Brenda Stonehouse shared about the City's online engagement tool called Jump In Kawartha Lakes, it has a very robust survey tool. There is Q&A's, discussion groups, post news or documents, map pinning. The tool is used quite effectively for the City Strategic Planning and was used for the Deputy Mayor Round Table meetings on Roads. The Q&A portion is very helpful and answers can be private or public. Lots of flexibility is offered. Brenda has a framework already put together for this Task Force. Heather asked Brenda to circulate the parameters of all the available engagement tools before the next meeting, so decisions can be made at the next meeting on how best to move forward once the working groups are established. Brenda will do a demo of the site at the next meeting.

9. Timelines

The next Task Force meeting will be scheduled for 3 weeks - July 6, 2020, from there Working Groups will meet independently.

On-going meeting schedule will be set up and meeting invites will be sent out, bi-weekly, 10:00 a.m. - 12:30 p.m. Mondays to the end of the year.

Moved By Councillor Dunn

Seconded By Councillor Elmslie

That the Task Force meeting frequency will be set to bi-weekly after the next meeting scheduled for July 6, 2020. Meeting invites will be sent out to the end of the year by city staff.

Carried

10. Round Table Discussion

Director Sutherland reviewed setting the context and opening discussions, previously discussed are the working groups. Any content members want to add, what people are seeing and hearing in the community to help inform the work of the Task Force.

A question asked during the coordination and setup of the Task Force and community members, Trillium Lakelands District School Board asked to be included, around the impact of the education sector and the impact on children and youth, the School Board made a specific request to be included in the Task Force. Lynda Nyman encouraged that if there was a Superintendent willing to be apart of the Task Force she would be in support. Councillor Elmslie asked about the focus of the School Board if it would be on CKL for this particular Task Force considering the area they represent. Lynda shared that the School Board is

excellent at breaking down their data for each municipality. Penny Barton Dyke commented if being on the Task Force interferes with the Terms of Reference they'd be great contributors and fit for a Working Group, they have a lot of statistics and local knowledge. Heather Kirby added, an invitation to the Peterborough Victoria Northumberland and Clarington Catholic School Board should be extended to have representation from all schools.

It was clarified through a vote (5 votes for Task Force, 7 votes for Working Group) the invitations would be extended to both School Boards to participate on a Working Group. Heather Kirby clarified if there was a need to change from Working Group to Task Force over time, invitations would be extended.

Director Sutherland noted for the next meeting any opportunity for experience of broader community impacts people are seeing to help set context.

Amy Terrill asked to add to the round table discussion from a procedural lens and to get direction from Director Sutherland, around the guidelines of the conflict of interest (declaring pecuniary interest) as set out in the Code of Conduct. Senior positions of community agencies on the Task Force and these agencies past, current or future applying for City community funding programs, as discussed in item #7. Director Sutherland will review with the Clerk's office for clarification.

Penny Barton Dyke shared the need to prepare for when programs of support (wage subsidy and CERB) fold, we will see unprecedented demands of certain areas in the next 3 to 6 months. Preparing for surges and gaps in services need to be closely monitored, to have this awareness going forward.

Amy Terrill shared a recommendation to be tabled as an agenda item later on, to assist in communicating as services to our community are changed or enhanced or returned to normal service. Lynda Nyman added the Community Planning Table for Children and Youth has started this process. There are some partial lists already generated of services for children youth and families in the community are doing. Lynda will circulate lists she can access. Any other known services lists are asked to be submitted for compiling and sharing as a whole with the Task Force. Director Sutherland shared, on the City's website there is a listing of federal, provincial, municipal services that can be added to the listing.

11. Correspondence

No correspondence (standing item)

12. Next Meeting

The next meeting will be held on Monday, July 6, 2020 at 10:00 a.m. Electronic Participation. Bi-weekly meetings to follow. Working Groups will be established July 6th and meeting dates set.

13. Adjournment

Moved By Councillor Elmslie

That the meeting be adjourned at 11:31 a.m.

Carried