

## TERMS OF REFERENCE

### DOWNTOWN WELLNESS AND SAFETY TASK FORCE

#### INTRODUCTION:

Like many downtowns and many communities, Brandon has seen an increase in difficulties that are all too common with the economic slide of downtowns and more recently with social difficulties brought on by poverty, homelessness, mental health and addictions struggles. City Council's Strategic Plan identifies six priority areas: economic development; recreation and green spaces; infrastructure, social issues; downtown resurgence; and fiscal sustainability. The success of the Plan requires the City to balance the social, policing and business needs of the Downtown.

#### BACKGROUND/LEGISLATIVE AUTHORITY:

The Downtown Wellness and Safety Task Force is created as a means of growing partnerships and building a common understanding between all stakeholders to overcome any barriers to a better sense of safety in our downtown as well as examining the social needs of residents accessing services there.

In accordance with Section 17 of Organization By-law No. 6650, Council may by resolution, or by-law, establish such committees as necessary or deemed expedient for the orderly and efficient handling of the business affairs of the municipality. The Task Force will be subject to the provisions of Procedure By-law No. 6634 and Organizational By-law No. 6650 in fulfilling its mandate.

#### PURPOSE:

The purpose of the Task Force is to:

- Make recommendations to Council on a holistic and balanced approach to improving downtown safety, business economy and people's wellness
- Identify issues related to the perception of the cleanliness and security of the downtown core and recommend appropriate action and strategies to rectify the perception.
- Determine potential actions for immediate implementation and cultivate a long-term action plan involving partnerships and associated funding implications
- Ascertain means to advance the Strategic Plan pillars of Downtown Resurgence, Economic Development and Social Issues/Community Safety through a lens of being bold and innovative

Recommendations will be within the municipal authority as mandated by The Municipal Act.

## MEMBERSHIP AND TERMS OF OFFICE

Members will be appointed by resolution of City Council to The Downtown Wellness and Safety Task Force for a one (1) year term, which may be extended by Council.

The Task Force will consist of ten (10) regular members:

- One (1) representative of the not-for-profit sector
- One (1) member who is a downtown business owners
- One (1) member of the Indigenous community
- One (1) representative of Prairie Mountain Health
- One (1) member who is commercial property owner or developer in the City of Brandon
- Three (3) members at large (to be residents of the City of Brandon)
- Two (2) members of City Council

The Mayor will be an ex-officio member of the Task Force.

Mr. Len Isleifson, MLA for Brandon –East will act as the Special Liaison with the Province of Manitoba.

The Downtown Wellness and Safety Task Force will select a non-council member as its Chair.

The positions as Members at Large on the Task Force will be advertised in the community with applications to be submitted to Legislative Services. City Council will determine the final make-up of the Task Force.

An **Advisory Sub-Group** comprised of service delivery groups, community stakeholders and organizations is available to provide information and advice to assist the Task Force in its mandate.

Representatives of the Advisory Sub-Group will participate in discussions with the Task Force on an as-needed basis

## MEETINGS AND REPORTING

The Downtown Wellness and Safety Task Force will meet monthly. Meetings will be held between task force members and members of the Advisory sub-group for specific topics as required. Additional meetings may be scheduled as the Task Force deems appropriate and reasonable.

Support to the Task Force will be provided via:

- City of Brandon staff liaison
- City of Brandon legislative support
- Fiscal resources for research and analysis

The work of the Task Force will encompass three phases:

- (1) Learning – gathering of information
- (2) Idea Generation – examining best practices and what other communities are doing successfully
- (3) Analysis and Recommendations

The Downtown Wellness and Safety Task Force will provide at a minimum, quarterly updates at a regular meeting of City Council which may include recommendations for immediate action, prior to submission of its final report. Upon receipt of the final report, the Task Force will be discharged at the discretion of City Council.

## SCOPE

The Task Force will review various strategies and tactics that may be implemented to assist in fulfilling its mandate. There may be overlap with other organizations and the Task Force's role in this regard is to work collaboratively with non-profit organizations, governments and government agencies to identify areas of concern and provide recommendations that support their work.