



Mayor's Tariffs Task Force

Date Approved:	March 17, 2025
Date Revised:	N/A
Approval:	Mayor's Tariffs Task Force
Point of Contact:	Senior Manager, Economic Development

1.0 Background and Context

The Town of Whitby is committed to supporting local businesses, economic growth, and a fair regulatory environment. Recent discussions on tariffs imposed by the government of the United States of America on Canada and their impact on businesses, trade, and the local economy have highlighted the need for a focused approach to address challenges and opportunities. In response, the Mayor is establishing the Mayor's Tariffs Task Force to examine tariff-related issues affecting Whitby businesses and provide recommendations to ensure competitiveness and economic resilience.

2.0 Purpose, Objectives and Responsibilities

The Mayor's Tariffs Task Force will provide multi-sector leadership and direction to advise and address the challenges and opportunities of tariffs on the Town of Whitby business community by:

- Assessing how existing and proposed tariffs affect local businesses and industries.
- Engaging with business stakeholders, industry experts, and government representatives to gather insights and data.
- Identifying key actions to position and strengthen the Town of Whitby's local economy.
- Identifying issues and opportunities to convey to other levels of government for potential advocacy at the regional, provincial, and federal levels.
- Exploring the diversification of Whitby's trade relationships to prioritize and protect Canadian supply chain opportunities in Whitby.

- Exploring strategies for supporting businesses affected by tariff changes, including potential municipal initiatives.

3.0 Lead Department

The Economic Development Section of the Strategic Initiatives Division in the Office of the Chief Administrative Officer will be the lead Department for the Mayor's Tariffs Task Force. Staff from other departments may attend meetings as required to provide expertise or report on matters.

4.0 Membership and Composition

#	Committee Members	Member Type
1	Elizabeth Roy, Mayor	Chair
1	Karol Murillo Corrigan, Sr. Manager, Economic Development, Town of Whitby	Secretary
1	Whitby Chamber of Commerce	Member at large
1	Whitby BIA	Member at large
8*	Business Representatives <i>*up to 8 members</i>	Member at large

5.0 Governance and Decision Making

- The Task Force will operate on a consensus basis where possible; if needed, decisions will be made by majority vote, where all Committee members have a vote.
- Recommendations from the Mayor's Tariffs Task Force will be presented to Whitby Town Council for consideration.
- The Task Force will not have decision-making authority but will provide advisory recommendations.

6.0 Meeting Frequency and Schedule

6.1 The Mayor's Tariffs Task Force will meet on a bi-monthly basis, or as required.

7.0 Duration and Sunset Clause

7.1 The Mayor's Tariffs Task Force is expected to operate for a period of six months, beginning in March 2025. The duration of the Task Force is subject to reassessment based on ongoing needs. Upon completion of its mandate, the Task Force will be dissolved unless extended by the Mayor.

8.0 Amendments to Terms of Reference

- 8.1 The Terms of Reference for the Mayor's Tariffs Task Force may be reviewed and amended by the Task Force.

This Terms of Reference is hereby approved by the Mayor's Tariffs Task Force on March 17, 2025.