



# Minutes

## Coronavirus Recovery Task Force

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**Meeting Date:** April 1, 2020  
**Meeting Time:** 11:00 a.m.  
**Location:** Microsoft Teams Meeting  
**Prepared by** Sarah Merrifield, Executive Assistant Committees of Council

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### A. Call to Order

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Alar Soever called the meeting to order at 11:05 a.m. with the following Council members and Town staff in attendance:

- Councillor Rob Sampson
- Councillor Peter Bordignon
- Shawn Everitt, Chief Administrative Officer
- Ruth Prince, Director of Finance and IT Services
- Tim Hendry, Manager of Communications and Economic Development

### B. Key Action Items

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1. Revise Draft Terms of Reference and circulate for feedback
  - a. Change name to Community Recovery Task Force
  - b. Voting members: 3 members of Council, all other members are **advisory** only
  - c. Make reference to urgent matters being determined by members of Council on the Task Force, in consultation with Town staff, while non-urgent matters will be sent to Council for consideration
2. Schedule a Special Meeting of Council for the week of April 6
  - a. Will include a staff report to approve the Terms of Reference, identify potential initiatives
3. Research easily implemented initiatives for community members and businesses, and consider potential long term strategies
  - a. Virtual Tours of Town, virtual marketplace
  - b. Food bank assistance, volunteer initiatives, bag tag program
  - c. Consider potential programs and partnerships that would include local residents

4. Schedule follow-up meeting for Friday, April 3
  - a. Review of Revised Terms of Reference
  - b. Proposal for long term strategies, and any budget estimates

### **C. Adjournment**

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The meeting was adjourned at 11:45 a.m.