



MINUTES of the Economic Resiliency Task Force Meeting held on Thursday, May 28, 2020 at 3:30 p.m. via video conferencing.

**PRESENT:**

Voting Members: R. Chisholm  
Mayor Dingwall \*  
C. Hamm  
Councillor MacDonald  
Councillor Meachen (Chair)  
T. Pigott  
M. Roberts, CAO  
P. Robinson  
M. Salonga  
C. Sawant

Staff: T. Barr, Deputy Corporate Officer  
D. Chamberlain, Director of Parks, Recreation, Arts & Culture \*  
J. Lemire, Marketing Coordinator

Regrets: E. Mollema  
J. Sidhu

Secretary: Tatiana McCaw, Committee Clerk II

**1. CALL TO ORDER**

The meeting was called to order at 3:30 p.m.

**2. LATE ITEMS**

None.

**3. APPROVAL OF AGENDA**

It was **MOVED** and **SECONDED** THAT the agenda for the May 28, 2020 Economic Resiliency Task Force Meeting be approved.

**CARRIED.**

#### 4. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the Minutes of the Economic Resiliency Task Force Meeting held on May 21, 2020 be adopted.

**CARRIED.**

#### 5. NEW BUSINESS

(1) Update on Action Items

Task Force members provided a brief update on all Action Items from the previous meeting.

*\* D. Chamberlain left the meeting at 4:00 p.m.*

(2) Community Fundraiser

There was general consent amongst the Task Force to postpone this agenda item until the next meeting.

(3) Business Listing Revisit

The Task Force participated in a discussion regarding the business listing project, privacy issues, and next steps. Highlights included:

- City Staff to finalize and distribute the drafted letter to local businesses.

(4) Contact Forms for Business Support & Outreach

T. Pigott and M. Salonga provided an update to the Task Force on the questionnaire for distribution to local businesses. Highlights included:

- Questionnaire and introductory letter are completed; and
- The questionnaire is to be physically distributed to local businesses as the Task Force members see fit.

*\* Mayor Dingwall joined the meeting 4:13 p.m.*

(5) Good News Stories

The Task Force shared positive events and/or activities in the community. Highlights included:

- Local food distributor donated a palate of nutritional bars to the local foodbank who was in need.

(6) **Set Next Meeting Date/Time**

The next ERTF Meeting is scheduled for June 11, 2020 at 3:30 p.m.

There was general consent amongst the Task Force to change the meeting frequency to every two weeks.

## **6. ROUND TABLE**

The Task Force participated in a roundtable of discussions. Highlights included:

- Contact information is missing from the bottom of the ERTF directory;
- Shop Local campaign is working great;
- Recognition was made in regards to the consistency with the Hire Local campaign;
- Encourage the development of the tamp/coupon program for the summer as businesses are reopening;
- Reflection on what has been achieved through this Task Force which has exceeded all expectations;
- Sincere thanks was given from the Mayor on behalf of the City of Pitt Meadows;
- [www.smallbusinessbc.ca](http://www.smallbusinessbc.ca) has a lot of useful resources; and
- Ridge Meadows Chamber of Commerce is working on the distribution of a business reopen plan similar to the COVID-19 business reopen plan published by the Tri-Cities Chamber of Commerce.

## 7. SUMMARY OF TODAY'S ACTION ITEMS

The following items were added as Action Items:

- Councillor Meachen to forward the drafted business letter to T. Barr to finalize and arrange mail out; final copy to be emailed to Task Force.
- C. Sawant wishes to bring Board of Trade items to next meeting
- Cross check of links on ERTF page vs Tri-Cities Website Resources
- Research Resource Allocation: Setting businesses up for online success

## 8. ADJOURNMENT

It was **MOVED** and **SECONDED** THAT the meeting be adjourned at 4:30 p.m.

**CARRIED.**

*The next meeting for the Economic Resiliency Task Force is set for June 11th, 2020 at 3:30 p.m. via video conferencing.*