



**MINUTES OF THE COVID-19  
COMMUNITY RECOVERY TEAM (CRT) COMMITTEE  
MEETING HELD ON WEDNESDAY, MAY 20, 2020, 2:00 PM**

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing

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**MEMBERS**

John Jack, Chairperson, ACRD Chairperson & Councilor, Huu-ay-aht First Nations

**PRESENT:**

Sharie Minions, Mayor, City of Port Alberni & ACRD Director

Wendy Thomson, (Acting CAO), GM of Administrative Services, ACRD

Tim Pley, CAO, City of Port Alberni

Stephanie Bruvall, Environmental Health Officer, Island Health

Heather Zenner, Protective Services Manager and EOC Director, ACRD

Alex Dyer, Planner and EOC Recovery Planning Unit Coordinator, ACRD

**REGRETS:**

Douglas Holmes, CAO, ACRD

**STAFF PRESENT:**

Julia Martin, Administrative Assistant, ACRD

**1. CALL TO ORDER**

The EOC Director called the meeting to order at 2:01 pm.

The EOC Director recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Territories.

**2. APPROVAL OF AGENDA**

*THAT the agenda was approved as circulated by consensus.*

**3. ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2020**

**ELECTION OF CHAIRPERSON FOR 2020**

The EOC Director conducted the election for Chairperson of the CRT Committee for 2020.

The EOC Director requested nominations three times. Tim Pley nominated John Jack. John Jack accepted the nomination. Tim Pley nominated Sharie Minions. Sharie Minions declined the nomination.

The EOC Director declared John Jack to the position of Chairperson of the CRT Committee for 2020.

#### **ELECTION OF VICE-CHAIRPERSON FOR 2020**

The EOC Director conducted election of Vice- Chairperson of the CRT Committee for 2020.

The EOC Director requested nominations three times. Tim Pley nominated Sharie Minions. Sharie Minions accepted the nomination.

The EOC Director declared Sharie Minions to the position of Vice-Chairperson of the CRT Committee for 2020.

Chairperson Jack assumed the Chair.

#### **4. MEETING SCHEDULE, FREQUENCY AND FORMAT**

During the initial phase, meetings will be conducted more frequently. Will start with bi-weekly meetings to see if it meets the needs of the group.

#### **5. COMMUNITY STAKEHOLDER GROUP (CSG) MEMBERSHIP**

Committee discussion included the following:

- Breaking down the CSG into an Economic Recovery Working Group and a Health Recovery Working Group
- Pat Deakin, Economic Development Officer, CPA and Bill Collette, AV Chamber of Commerce have both reached out and requested to be a part of the CSG
- Webinar format for the first CSG meeting to limit the number of people participating directly
- Request consistency of members from each group that participates – set schedule ahead of time and make the groups aware
- The Path to Recovery Plan identifies a Health Recovery Working Group and an Economic Recovery Working Group. Discussion around looking for other natural clusters within the stakeholder group
- Add banks and churches that do not fall within the merchants associations already mentioned as well as the Friendship Centre

#### **6. ACTION PLAN PROGRESS TRACKER**

- The Action Plan Progress tracker will be posted to the ACRD and City of Port Alberni websites regularly to show the progress that is being made
- Have a notes column that is only visible to the CRT group to add progress notes

#### **7. OTHER BUSINESS**

**8. ADJOURN**

*It was determined by consensus that this meeting be adjourned at 2:45.  
The next meeting of the CRT will be on June 2, 2020 at 9:30 am.*

Certified Correct:



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John Jack,  
Chairperson



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Heather Zenner  
Protective Services Manager  
EOC Director