



Minutes

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**Meeting** Standing Committee of Business Liaison  
**Date** August 5, 2025  
**Time** 10:00 a.m.  
**Place** Municipal Hall - Council Chambers and by electronic means

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**Committee Members** Councillor Ryan Moore, Committee Chair  
 Councillor Brenda Lenahan, Committee Vice Chair  
 Dan Dahling, Local Business Community Representative  
 Linda Jordan, Local Business Community Representative  
 Sheryl Roger, Local Business Community Representative  
 Amit Sharma, Local Business Community Representative by video

**Staff** Paige Sawyer, Economic Development Coordinator (Ex Officio) by video  
 Mark Tatchell, Chief Administrative Officer (Ex Officio)  
 Amanda Knibbs, IT Coordinator (Ex Officio) by video

**Public** None.

**Call to Order**

Councillor Moore called the meeting to order at 10:00 a.m.

**Land Acknowledgement**

Councillor Moore acknowledged and respected that the Standing Committee of Business Liaison is meeting upon Mowachaht/Muchalaht territory.

**Introduction of Late Items**

None.

**Approval of the Agenda**

**Dahling: COW 0072/2025**

**THAT** the Agenda for the August 5, 2025 Standing Committee of Business Liaison be adopted as presented.

**CARRIED**

**H. Business Arising**

**1**

**Community Consultation/ Town Hall event preparation-continuation from August 5, 2025 .**

**Dahling: COW 0073/2025**

**THAT** the Standing Committee of Business Liaison discuss the following items in preparation for the Open House event:

**CARRIED**

- a) Budget (\$300) expenditures and material purchases
- b) Presentation Materials
- c) Planning Schedule
- d) Survey Questions and Distribution
- e) Invitations and Public Notifications

- a) **Budget (\$300) expenditures and material purchase**

**Moore: COW 0074/2025**

**THAT** the Standing Committee request \$300 from the Village 2025 operating budget for Open House materials and refreshments.

**CARRIED**

- b) **Presentation Materials**

A discussion followed about types of materials, including; poster boards, writing materials, information boards, and the lay out of materials.

- c) **Planning Schedule**

**1 Lenahan: COW 0075/2025**

**THAT** the Open House be scheduled to be held on September 5, 2025 from 5pm to 7pm and on September 6, 2025 from 3pm to 5pm at the Tahsis Rec Centre.

**CARRIED**

**2 Lenahan: COW 0076/2025**

**THAT** the final draft of Version 4 of the Strategic Economic Development Plan be added to the August 21, 2025 Standing Committee meeting agenda for consideration and decision.

**CARRIED**

- d) **Survey Questions and Distribution**

**THAT** a Standing Committee meeting be scheduled for August 21, 2025 at 10:00 am in Council Chambers. The updated Strategic Economic Development Plan and survey are to be the agenda items for the meeting; and **THAT** members of the Standing Committee be subsequently invited to gather at the Open House venue.

**CARRIED**

- e) **Invitation and Public Notifications**

Discussion followed regarding the method of sending the Open House invitations, creating a list of invited guests, and when the invitations should be sent.

Councillor Moore volunteered to prepare a public notice poster for the Open House event for the Standing Committee to receive and consider at the August 21, 2025 meeting.

**Adjournment**

**Dahling: COW 0077/2025**

**THAT** the Standing Committee of Business Liaison adjourn at 11:37 a.m.

**CARRIED**

**Certified Correct this**

2nd day of September, 2025.



Chief Administrative Officer