



AGENDA

**Standing Committee of Business Liaison
to be held on January 6, 2026 at 10 a.m.**

977 South Maquinna Drive in Council Chambers and by electronic means

Remote Access

To attend this meeting remotely via Microsoft Teams/ phone

Join the Village of Tahsis Microsoft Teams Meeting

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Toronto, Canada

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Phone Conference ID: 693 613 527#

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Call to Order

**Land
Acknowledge
ment**

Councillor Moore will acknowledge and respect that we are meeting upon Mowachaht/Muchalaht territory.

**Approval of
the Agenda**

**Business
Arising**

H

1 Review and propose changes to the Standing Committee of Business Liaison Terms of Reference.

(time
permitting)

2 Potential Fund Raising Sources/ Grants

Adjournment

APPENDIX "A"



STANDING COMMITTEE OF BUSINESS LIAISON

TERMS OF REFERENCE

July 8, 2024

Northcott: COW 0027/2024

THAT the Village of Tahsis Action Plan for the 2023 Strategic Economic Development Plan be approved as presented.

CARRIED

From the Action Plan:

- 1.2.2 *Under the provisions of the Council Procedure Bylaw, Council to establish a Standing Committee for Business to interact with Mayor and Council and to develop a dialogue to enable the delivery and future development of the Strategic Economic Development Plan, along with the development and delivery of education and training opportunities to help local business owners to succeed.*
- 1.2.3 *Set terms of reference for the Standing Committee for Business including reporting, meeting schedule and objectives*
- 1..2.4 *Consult with the Standing Committee for Business on long term planning and development initiatives including updates to the Official Community Plan and zoning bylaw amendments.*

Council Procedure Bylaw No. 495, 2012

- 50. (1) Standing Committees must consider, inquire into, report and make recommendations to Council about all the following matters:
 - a) matters that are related to the general subject indicated by the name of the committee,

b) matters that are assigned by Council

c) matters that are assigned by the Mayor.

(2) Standing committees must report and make recommendations to Council at all the following times:

a) In accordance with the schedule of the committee's meetings,

b) on matters that are assigned by Council or the Mayor, or 1. as required by Council or the Mayor, or 2. at the next Council meeting if the Council or Mayor does not specify a time.

1. Objective:

To interact with Mayor and Council and to develop a dialogue to enable the delivery and future development of the Strategic Economic Development Plan, along with the development and delivery of education and training opportunities to help local business owners to succeed.

2. Scope

- Long term planning and development initiatives including updates to the Official Community Plan and zoning bylaw amendments.
- North Island Digital Development Initiative and any other connectivity opportunities arising from Connected Coast.
- Lobbying the Province of BC to improve both capital investment in and ongoing maintenance of the Head Bay Road.
- Identifying funding opportunities and grants for business development.
- Considering information, suggestions and recommendations for economic development and business growth.

3. Composition

- The committee shall be composed of:
 - Two Council Member (one appointed as Chair and one as Vice-Chair)
 - Four representatives from the local business community
 - Village Staff (ex officio capacity)

4. Roles and Responsibilities

- **Chair:** Preside over meetings, set agendas, and ensure the committee's objective is met.
- **Committee Members:** Attend meetings regularly, participate in discussions, provide expertise, and contribute to the development of recommendations.

- **Staff:** To provide management and administrative support, including meeting minutes preparing meeting materials, conducting research and providing policy advice.

5. Meetings

- .The committee must establish a regular schedule of meetings (Council Procedure Bylaw Part 8, s. 52 (1).
- Meetings will be open to the public, and agendas and minutes will be made available on the Village website
- A quorum is a majority of all of the members, but must include the Chair or Vice-Chair.
- Meetings will be conducted as per the Council Procedure Bylaw

6. Reporting

- The committee will report to the Council at least annually for the annual review, but may submit ad hoc reports providing updates on activities, progress, and recommendations.

7. Term

- Committee members will serve for a term of two years, with the possibility of reappointment.
- At Council's discretion, appointments may be staggered for continuity.

8. Annual Review

- The committee's objective and scope will be reviewed annually by Council. Changes to the terms of reference can be effected by Council resolution at any time.