



COLUMBIA SHUSWAP REGIONAL DISTRICT

Municipal Directors' Committee Meeting

AGENDA

Date: Wednesday, April 19, 2023
Time: 2:00 PM
Location: CSRD Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Land Acknowledgement

We acknowledge that we are meeting in service to the Columbia Shuswap Regional District which is on the traditional and unceded territories of the Secwepemc, Syilx Okanagan, Sinixt and Ktunaxa Nation. We are privileged and grateful to be able to live, work and play in this beautiful area.

Declaration on the Rights of Indigenous Peoples Act
Article 7:

1. Indigenous individuals have the rights to life, physical and mental integrity, liberty and security of person.

2. Indigenous peoples have the collective right to live in freedom, peace and security as distinct peoples and shall not be subjected to any act of genocide or any other act of violence, including forcibly removing children of the group to another group.

2. Call to Order by Corporate Officer

3. Elections Conducted by Corporate Officer

3.1 Election of Chair

3.2 Election of Vice Chair

4. Adoption of Agenda

Motion

THAT: the agenda of April 18, 2023 Municipal Directors' Committee meeting be approved.

5. Meeting Minutes

5.1 Adoption of Minutes

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Motion

THAT: the minutes of the June 16, 2021 Municipal Directors' Committee meeting be adopted.

6. Reports by Staff

None.

7. Reports by Municipal Directors

7.1 Municipal Directors Committee Terms of Reference Review

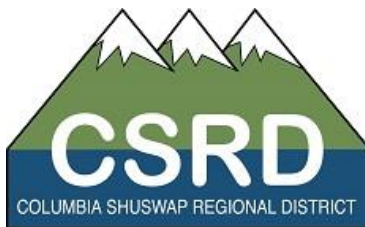
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Request from Director Oszust to review the Committee Terms of Reference.

8. Adjournment

Motion

THAT: the Municipal Directors' Committee meeting of April 19, 2023 be adjourned.



MUNICIPAL DIRECTORS' COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at the next Municipal Directors' Committee meeting.

Date: June 16, 2021
Time: 2:00 PM
Location: CSRD Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Directors Present	C. Moss^ G. Sulz (Chair)^ T. Lavery (Vice Chair)^ T. Rysz^	Town of Golden City of Revelstoke City of Salmon Arm District of Sicamous
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Directors Absent	K.Flynn	City of Salmon Arm
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Staff in Attendance	C. Hamilton J. Sham C. Robichaud	Chief Administrative Officer (CAO) Deputy Manager, Corporate Administration Legislative Clerk
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^electronic participation

1. Call to Order

The Chair called the meeting to order at 2:00 PM.

2. Adoption of Agenda

Moved By Director Lavery
Seconded By Director Rysz

THAT: the agenda of June 16, 2021 Municipal Directors' Committee meeting be approved.

CARRIED

3. Meeting Minutes

3.1 Adoption of Minutes

Moved By Director Moss

Seconded By Director Lavery

THAT: the minutes of the March 17, 2021 Municipal Directors' Committee meeting be adopted.

CARRIED

3.2 Business Arising from the Minutes

6.1 Grant-in-Aid/Corporate Sponsorship item brought forward for discussion.

6.2 Discussion of municipal visitor services/tourism models brought forward for further discussion.

4. Reports by Staff

None.

5. Reports by Municipal Directors

5.1 Grant-in-Aid/Corporate Sponsorship

Request by Director Moss.

Director Moss asked how other municipalities approach Grant-in-Aid (GIA) requests and how each municipality works in conjunction with the regional district for GIA. The Town of Golden no longer offers GIA funding and switched to a sponsorship model administered by the mayor and CAO, removing any perceived political benefit.

Director Rysz advised the District of Sicamous budgets funding to Shuswap Community Foundation (SCF) and they are responsible for the adjudication and disbursement the funds. SCF receives a small percentage of the budgeted funds for managing the service. The District of Sicamous is satisfied with this arms-length model.

Director Lavery commented that like the District of Sicamous, City of Salmon Arm also provides budgeted funds in the amount of \$55,000 to SCF. A smaller amount of discretionary funding is available for Council initiatives or groups that may not qualify as non-profit.

Chair stated the City of Revelstoke budgets \$25,000 for GIA funding. Applications are submitted and a committee reviews and disperses most of the funds once per year to non-profit groups. A small amount of the budgeted funds is held aside for emergency type request that arise throughout the year.

CAO commented that from a regional district view, funding can be a very divisive issue and raises the question to financial responsibility. Certainly, at times GIA funding can be perceived as circumventing the service establish process if the same user groups are asking for operational funding annually.

Director Lavery asked how GIA differs regional district to regional district.

CAO advised that some regional districts have little to no GIA funds available. Policy F-30 that sets out the GIA program for the CSRD.

Director Rysz asked how much GIA funding each of the Electoral Areas receive. CAO answered that the GIA funding amount is based on the Electoral Area tax assessment amounts. A break down of GIA funding to Electoral Areas can be found on the 2021 budget.

Director Moss was pleased with the comprehensive discussion and noted that he was not looking for any action from this conversation, he simply wanted to be better informed when making decisions at the Board table.

5.2 Municipal Visitor Services/Tourism

Request by Director Lavery.

Discussion regarding municipal visitor services/tourism models brought forward from March 17 Committee meeting.

Director Lavery stated that the City of Salmon Arm recently made a switch to their visitor services strategy by moving from a contracted third party service to an in-house model.

Chair mentioned City of Revelstoke visitor services are run by the Chamber of Commerce. Direction is received from various boards and committees and recommendations are submitted to City Council for approval and spending authorization.

Director Rysz had been intrigued by the Town of Golden model for some time. Currently the Sicamous Chamber of Commerce manage the visitor services for the District of Sicamous.

Director Moss advised of the success with the current model. Tourism Golden is a non-profit group that is funded through hotel tax. The group is well run and has significantly increased positive exposure to the area and has excelled at creating a good community partnership base. Tourism Golden and economic development work hand in hand but are separate; Town of Golden is arms-length and has very little to do with tourism.

6. Adjournment

Moved By Director Rysz

Seconded By Director Moss

THAT: the Municipal Directors' Committee meeting of June 16, 2021 be adjourned.

CARRIED

2:36 PM

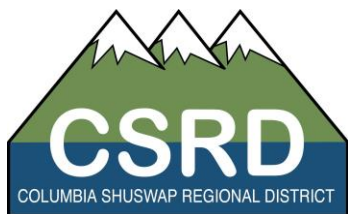
CORPORATE OFFICER

CHAIR



Request for MDC Meeting Business Item

SUBJECT:	MDC Committee Terms of Reference Review
REQUEST BY:	Ron Oszust
DESCRIPTION/ CONTEXT:	Do a review of the Terms of Reference as there are new members at the table.
DISCUSSION:	The intent is just to have a review of the Terms of Reference, determine if there is felt to be a need for any changes or affirming the support for the existence of the committee and passing this information along to the Board at one of the upcoming Regular Board meetings.
OTHER COMMENTS:	Thanks for the opportunity.



MUNICIPAL DIRECTORS' COMMITTEE

Terms of Reference

1.0 Overview

The Chair of the Board of Directors (the 'Board Chair') for the Columbia-Shuswap Regional District has established the Municipal Directors' Committee (the 'Committee') to provide advice and guidance to the Regional Board concerning matters for which a unique municipal interest has been identified. In accordance with the *Local Government Act*, the Committee shall continue to exist during the term of or until terminated by the Board Chair.

2.0 Purpose and Mandate

- 2.1 The mandate of the Committee is to provide advice and recommendations to the Regional Board concerning matters which:
 - are deemed to be of interest primarily to member municipalities;
 - have been referred to the Committee by the Regional Board;
 - have been referred to the Committee in accordance with Regional District policy; or,
 - are related to the assumption of additional advisory responsibilities which the Committee believe should fall within the Committee's mandate.
- 2.2 The Committee may also make decisions on matters that corporate authority has been specifically delegated by the Regional Board.

3.0 Membership

- 3.1 Membership on the Committee shall be comprised of all Municipal Directors.
- 3.2 The Committee will elect a Chair (the 'Committee Chair') and Vice Chair at its inaugural meeting each year.
- 3.3 The Committee Chair will serve in that capacity until the next inaugural meeting unless the Committee Chair ceases to hold the qualifications for the position.

4.0 Meetings

- 4.1 The Committee will meet as required to fulfill its mandate, up to four (4) times a year.
- 4.2 Meetings will be scheduled in advance by resolution of the Regional Board at its inaugural meeting.
- 4.3 The Committee will be subject to the Regional Board's Procedure Bylaw.

5.0 Reporting

The Committee will provide its advice and recommendations to the Regional Board through receipt and endorsement of the committee meeting minutes, or in the form of a written report from the Committee Chair.