



Committee Terms of Reference

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| Committee Name | The Shuswap Economic Development/Tourism Participant Review Committee (referred to as the 'Committee') |
| Committee Type | Select Committee of the Board |
| Authorization | Resolution passed on the xxth day of xxx, 2024 |
| Remuneration and Expenses Approved? | Yes – as per the Bylaws and Policies in place at the time |
| Elected Participants | Director Gibbons, Electoral Area C Director Trumbley, Electoral Area D Director Martin, Electoral Area E Director Simpson, Electoral Area F Director Melnychuk, Electoral Area G Director Anderson, District of Sicamous Chair Flynn (Ex-officio) |
| Staff Support | Chief Administrative Officer General Manager, Corporate Services (Corporate Officer) General Manager, Financial Services (Chief Financial Officer) Manager, Tourism and Film Legislative Clerk/Executive Assistant |
| Selection of Chair | By the members of the Committee (excluding the Chair of the Board) through an election with secret ballot |
| Decision Making | Decisions and recommendations shall be through consensus |

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| Committee Purpose |
| To purpose of the Committee is to make recommendations to the CSRD Board of Directors as to the provision, or not, of economic development services, including the services currently provided by Shuswap Tourism. |
| Background |
| Economic Development services, including those provided by the current Shuswap Tourism service, have been provided pursuant to a service establishment bylaw in the Shuswap. The service was broken into two components – Shuswap Tourism and Economic Development. The two branches had different participant groups. Recently, participants in the Economic Development component decided to not continue with the current provision of service and the City of Salmon Arm has informed the Board of its intention not to participate in the Tourism component. |

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| Methodology |
| The Committee shall investigate, explore and discuss options for delivery of economic development services in the Shuswap. The Committee has the option of discussing these matters with the community, industry, experts and /or consultants as needed and within the financial resources provided by the Board. |
| Meetings |
| <ol style="list-style-type: none">1. The Committee will meet as required, with the date and times of the meeting being established at its inaugural meeting.2. The Committee will be subject to the Regional Board's Procedure Bylaw. |
| Deliverables |
| <ol style="list-style-type: none">1. Recommendations as to whether Economic Development/Tourism services will be provided in the Shuswap, including identifying the participants in the proposed service.2. Recommendations as to the purposes of the proposed service (what is the service to deliver).3. Recommendations as to the structure of any required service establishment bylaws.4. Recommendations as to cost apportionment of any service to be provided.5. Recommendations as to any service review provisions to be included.6. Recommendations as to any assent provisions if required. |
| Deadlines |
| The Committees final report and recommendations should be received by the Board no later than September 2025. |