

**Boundary Country Tourism Steering Committee  
Terms of Reference 01/30/19**

**Mandate**

Provide input and make recommendations to support the strategic direction and funding of the Municipal Regional District Tax (MRDT), in support of a Destination Management Organization (DMO) function. Identify partnerships where economies of scale can be achieved by working together. Identify opportunities to share experiences and industry best practice between stakeholders to encourage effective tourism growth across Boundary Country. Identify potential product and destination development opportunities.

**Scope**

The Boundary Country Tourism Steering Committee (“Steering Committee”), volunteer group is responsible for providing input and recommendations as it relates to the 5-year Municipal Regional District Tax and annual business and marketing plan. The Steering Committee is required to participate in a minimum of at least 3 meetings per year and a maximum of four, either in person or by electronic means. The Boundary Country Tourism Steering Committee has no legal authority to bind, contractually any MRDT funds.

**Committee**

The Steering Committee members will be recruited from fixed roof accommodators located from all areas of Boundary Country. With the exception of Big White (as Big White collects their own MRDT) including a representative from the Boundary Country Advisory Committee.

There will be a minimum of one participate from each Municipality and/or Regional District Area up to a maximum of eleven.

Steering Committee participants will serve a minimum one-year term with half the committee serving a two-year term. For two year terms, the maximum an individual can serve is two consecutive terms.

Anyone in the committee who cannot participate in at least half of the scheduled meeting should step down to allow adequate representation from their area.

Participants will work in cooperation for the best interest of Boundary Country as a whole.

Outcomes of the Steering Committee will be shared with all the Boundary accommodators to ensure transparency and open communication from the industry. Boundary Country News Centre.

### **Governance**

The Steering Committee will elect a chair person for a one-year term. Consecutive terms are permitted, or an option to select a chair which could be the Tourism Stakeholder Liaison.

### **Responsibilities**

Specific responsibilities of the Steering Committee include but are not limited to:

- Providing recommendations and input for the annual plan submission to Destination BC required by November 30 each year and every 5 years for renewal
- Review and comment on progress updates.

### **Recommendations**

Recommendations will be recognized by each individual representative and where necessary by consensus of the majority.

### **Amending the Terms of Reference**

The Terms of Reference may be amended from time to time. If an amendment is proposed by the MRDT Accommodators, and/or the steering committee, all MRDT will be consulted and input provided to support the committee to come to a consensus.