

**STAFF REPORT**

**Date:** 04 Jan 2018 **File** BEDS

**To:** **Chair Russell and Boundary Community Development Committee**

**From:** Mark Andison, Chief Administrative Officer

**Re:** Boundary Economic Development Service Review Process

**Issue Introduction**

A staff report from Mark Andison, Chief Administrative Officer, outlining the service review provisions relating to the Boundary Economic Development Service pursuant to Service Establishment Bylaw No. 1389, 2009.

**History/Background Factors**

At its November meeting, the Boundary Community Development Committee directed staff to prepare a report outlining the service review process for the Boundary Economic Development Service. The original service establishment bylaw, Regional District of Kootenay Boundary Service Establishment Bylaw No. 1389, 2009 establishes the procedural framework for regular service reviews. It established that the first service review would occur in the fourth quarter of 2009 and every three years thereafter. Based on the review schedule dictated by the original service establishment bylaw, the service is due for a regular service review in 2018.

**Implications**

As the Province's attached service review document describes, there are three types of service review that regional districts may undertake: an informal review; a bylaw-based review; or a statutory review. For informal reviews, there is no tie-in to service withdrawal for participants - the process is simply intended to improve the functioning of the existing service. Service withdrawal may occur as a consequence of either a bylaw-based service review or a statutory service review. The benefit of having service review provisions included in the service establishment bylaw for the Boundary Economic Development Service is that they allow greater flexibility in how the participants design the service review process. The statutory service review

process, on the other hand, is strictly dictated by the provisions of the *Local Government Act* and would be the default process if there were no service review provisions included in the service establishment bylaw.

So, with the original service establishment bylaw having included service review provisions, the Boundary Economic Development Service participants have flexibility in how they may wish to proceed with the service review process. For bylaw-based reviews, it is the Board of Directors that initiates the service review process and either the Board or a Board-appointed steering committee is responsible for undertaking the service review process.

The attached service review document prepared by the Provincial government outlines some recommendations relating to the process.

The first step in the process would be for the Boundary Community Development Committee to recommend to the Board of Directors that the regular three-year service review, as dictated by the Boundary Economic Development Service Establishment Bylaw, be initiated.

### **Advancement of Strategic Planning Goals**

The initiation of a service review in 2018, as dictated by Boundary Economic Development Service Establishment Bylaw No. 1389, advances the Board's strategic priorities to "...continue to focus on good management and governance" and "...review and measure service performance"

### **Background Information Provided**

*Regional Service Reviews: An Introduction*

### **Alternatives**

1. Recommend to Board of Directors that a service review be initiated for the Boundary Economic Development Service; or
2. Defer consideration of the service review pending further information.

### **Recommendation(s)**

That the Boundary Community Development Committee recommend to the Board of Directors that a service review be undertaken in 2018 for the Boundary Economic Development Service pursuant to the service review provisions included in Service Establishment Bylaw No. 1389, 2009.