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## Governance Advisory Committee

### Sicamous-to-Armstrong Rail Trail Corridor

### Friday, January 17, 2020, 9:00 am - 12:00 pm

Hosted in Columbia Shuswap Regional District Board Room, Salmon Arm

Minutes Version Updated: January 22, 2020

## MINUTES

**Meeting Purpose:** to provide policy direction relative to the planning, development, management and governance of the Rail Trail Corridor project.

### Objectives:

- To review minutes and business arising from the previous meeting
- To review draft co-management agreement
- To update on encumbrance agreements along the corridor
- To update on meetings with agencies, businesses, and stakeholders including the ALC, MoTI, CP
- To update/discuss fund raising, project development, and upcoming priorities
- To direct communications to update the public

### Agenda:

1. **Welcome, Secwepemc Acknowledgement (Splatsin), and Introductions** – 9:12 am - Kukpi7 Christian welcomed everyone, acknowledged and welcomed everyone to this area of the Secwepemc First Nation, and spoke to the significance of the area within the territory. Introductions were shared along with hopes for the New Year. Regrets from City of Salmon Arm representatives were received including correspondence of their continued support for maintaining the contiguous rail corridor.
2. **Approval of Agenda**
  - a. **Motion:** *THAT: the agenda of the January 17, 2020 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be approved.*  
**Moved:** Mayor Terry Rysz, **Seconded:** Mayor Chris Pieper, **Carried:** by consensus
3. **Adoption of Minutes**
  - a. **Motion:** *THAT: the minutes of the November 15, 2019 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated.*  
**Moved:** Director Delisle, **Seconded:** Councillor Baird, **Carried:** by consensus
4. **Business Arising**
  - a. **Preparation for Ministry of Transportation and Infrastructure (MoTI) meeting Jan 24** re: Hwy expansion options utilizing Rail-Trail property, and review of draft Letter to MoTI regarding Hwy expansion options utilizing Rail-Trail property.



Discussion:

- i. The Technical Operational Committee (TOC) provided a background update on the conversation with MoTI to this point.
- ii. Question – would MoTI provide 100 feet beside the Hwy right of way if they take the rail corridor for the Lansdowne section? Would we work with them that way?
- iii. It was suggested we focus on working constructively with MoTI – there's a chance MoTI would assist with paying for construction of the rail trail in exchange for portions of the property. Be open to options.
- iv. Economic benefits and impacts were noted.
- v. Sicamous noted concerns regarding the Bruhn Bridge design and scope – both for Sicamous and related to options for pedestrian/bicycle access and connection to the Rail Trail. Noted that their staff will be following up with MoTI on these designs.
- vi. Noted that any jog in the corridor will effect future long-term transportation options.
- vii. Suggested the District of Sicamous agreement to connect to Sicamous be included in the documentation sent to MoTI
- viii. Sicamous staff noted that negotiations with MoTI are including more information than the Governance Advisory is seeing. Recommend the Rail Trail Governance needs to be involved and get the attention of MoTI. This group needs to be recognized. It is bigger than just the individual local governments. Question: how to ask MoTI to spend more attention to the Rail Trail Governance Advisory.
- ix. Kukpi7 Christian recommends we formalize a relationship with MoTI through this Governance process. Sees Jan 24<sup>th</sup> meeting as exploratory. But follow-up should develop a cooperative partnership with MoTI – Splat'sin, CSR D, RDNO, and MoTI. A preliminary meeting – then ask to meet with the three chairs and MoTI representatives.
- x. Kukpi7 Christian spoke to the Splat'sin interests in the Bruhn Bridge project related to their outstanding claim from 1891 and the significant Secwepemc cultural and archaeological values in the area. Seeking a mandate to negotiate with MoTI and the Province. Encourages a collective approach. Sees an opportunity to work together with MoTI. This was supported by others.
- xi. It was noted we are still just speaking with the messenger from MoTI, so it has been a concern. Question: do we need to ask MoTI staff who and how we need to speak with to engage at a more collaborative level? Kukpi7 Christian is recommending a political process to start this. Affirmed the need for a meaningful dialogue – needs to be taken above the level of the project staff.



- xii. Recommend moving the request for meaningful consultation and political context at the beginning of the letter. Bring the “ask” to the beginning. **ACTION: TOC/Phil** – to edit the letter, and then send it out. Include the regional manager in the letter as well.
- xiii. Noted: Jan. 24<sup>th</sup> meeting has been moved to the CSR Board Room in Salmon Arm due to a booking conflict at Splat-sin.

## 5. Reports

### a. Financial Update

- i. *Project expenses to date* (See [Project Financial Report \(Dec. 31, 2019\)](#)) – the TOC provided a financial update of project expenses to December 31, 2019 was presented. **Motion: THAT: the project financial report dated December 31, 2019 be received.** **Moved:** Mayor Pieper, **Seconded:** Councillor Baird, **Carried:** by consensus
- ii. *Canada-BC Investing in Canada Infrastructure Program* – Ryan Nitchie reported that email correspondence was received this week from Ministry of Municipal Affairs and Housing staff who confirmed all the provincial referrals have been completed and announcements on funding should be issued in early 2020.

### b. Technical Operational Committee Report – See [TOC Progress Report \(Jan. 17, 2020\)](#)

- i. *Development Planning and Sub-Consultants Update* – the TOC provided an update on planning progress and technical sub-consultants.
- ii. *Agricultural Consultation and ALC Process* – TOC provided an update on the progress of the Agricultural consultation process to date that included a mailing to all adjacent agricultural properties and two open house meetings in December. Governance Advisory members reported positive feedback from agricultural property owners.

A second mailing was sent to all adjacent agricultural properties in order to capture missed addresses discovered during the December consultations, and a third agricultural property owners meeting has been scheduled for Feb 1, 2020, 2-4 pm, in the main floor meeting room at the Splat-sin Centre. The ALC application will then be submitted in early February 2020.

Question: Has the Okanagan Rail Trail has used the opportunity to promote agri-tourism? Mike Fox noted that it has been discussed in some areas. Some farms are advertising that trail users can leave the trail to access their operations. Kukpi7 Christian suggested inviting the Minister of Agriculture to meet with us as a future agenda item to discuss how to support agricultural operators to take advantage of the economic opportunities.

- iii. *Lansdowne-to-Armstrong Rail Corridor Acquisition* – Ryan Nitchie has been corresponding with CP Rail staff who are working on terms for a Lease Agreement for the section of land along the rail corridor into Armstrong to accommodate the rail trail.



He is awaiting a proposal. Noted the existing agreement with CN and CP does not allow them to discontinue the section at this time, so the option to lease is more desirable until the whole section is available for purchase.

- iv. *Encumbrance Agreements* – The TOC provided an update on progress developing encumbrance agreements, and noted further updates for crossing agreement designs for property owners are being developed thanks to feedback over the last two months from adjacent owners. A revised version of the Technical Guidelines Handout for Encumbrance Agreement Crossing Requests is being prepared. The TOC will send Sicamous Narrows property owners an update. Governance representatives affirmed that the process and communication has been good since the preliminary meetings in November. Final fees for agreement are still to be set following a review by the Inter-Jurisdictional partners of recommendations prepared by Kent-Macpherson, and a new Licence Agreement for requests to use rail corridor lands is being developed.
  - v. *Co-Management Agreement/Statutory Right-of-Way* – The TOC provided an update on development of an agreement to ensure contiguous access along the corridor. Lynda Stokes with Lidstone has been engaged and is consulting with Splat'sin TOC staff. Discussions at this point are affirming that a Statutory Right-of-Way agreement would provide the best tool for this. Confirmed
  - vi. *Fundraising Committee* – Phil McIntyre-Paul provided an update on getting the fundraising committee going. Looking to a date in February. Governance Committee affirmed moving forward and needing to look at both construction and long-term management. The February 7<sup>th</sup> Shuswap Trail Alliance fundraiser was noted as an important event to establish ongoing foundational funds to support the Rail Trail. The project will be profiled and donations invited at that event. The need for funding to support a pedestrian/bicycle bridge into Sicamous was also noted.
  - vii. *Communications* – The TOC provided an update on the public meetings in December and display materials. Indicated they provided good information for planning, as well as showed strong interest in fundraising. The format combined with the Splat'sin/Enderby Farmers Market was noted as particularly well attended. Recommend considering a second round of public information sessions in the spring. Display boards are available for local government offices. Contact Phil and Tracy. (See [poster boards](#))
6. **New Business** – The TOC commented on the Arrears policy for Encumbrance Agreements is being worked on by CSR D staff. Hope to have it approved prior to the March meeting.
7. **Direction on next communication updates to the public** – noted December release went out. Recommend putting out an update release regardless of the Federal/Provincial funding announcement. Suggest a 2020 update on objectives and goals and affirm things are moving forward, including fundraising and current grant applications in process. Also include the next Agricultural info session, management on the trail, and who to contact. Address agricultural owners concern about unwanted use



and impacts. Message – it is being looked after, and if you see something, who to contact. Public input is sought. Also include update on the 12 consultants hired to do different things. Noted the website is live and feedback and donation links. **ACTION: TOC/Secretariat** – to prepare next draft media release.

8. **Summary and Next Steps** – highlighted Jan 24 meeting letter, fundraising committee, and press release.

9. **Next Meetings:**

- a. (with MoTI) Friday, January 24, 2020, 9:00 am – 11:00 am – Location: CSR D Board Room
- b. Regular Governance Advisory – Friday, March 20, 2020, 9:00 am – 12 Noon – Location: try again for Mara or Grindrod. **ACTION: Councillor Delisle/Secretariat (Phil)** – book Mara or Grindrod Hall for March 20 Governance meeting.

10. **Adjournment** – 11:00 am

- a. **Motion:** *THAT: the January 17, 2020 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adjourned.*

**Moved:** Councillor Baird, **Seconded:** Mayor Rysz, **Carried** by consensus

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**Site-Visit:** no site visit scheduled for this meeting.  
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**Attending:** appointed inter-jurisdictional representatives (one designate from each of the 12 jurisdictions within the two regional districts, plus two Splitsin representatives), as well as additional staff representation including CAOs and/or designates. *\*Invitation also extended to staff and political leadership of inter-jurisdictional municipalities and Splitsin to join Jan. 17, 2020 meeting and provide guidance to our conversation with MoTI.*

**RSVP Contact: Secretariat/Facilitation** – Phil McIntyre-Paul (Shuswap Trail Alliance) – interim secretariat to the Governance Advisory Committee (Contact: [phil@shuswaptrails.com](mailto:phil@shuswaptrails.com), 250-804-1964)

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**Meeting Documents:** (Note: linked to Dropbox – requires free Dropbox app installed on device or computer)

1. [Minutes – November 15, 2019: Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee](#)
2. [Project Financial Report \(Dec. 31, 2019\)](#)
3. [Technical Operational Committee: Progress Report \(Jan. 17, 2020\)](#)
4. [News Release \(Nov. 26, 2019\)](#)

**Background Documents:** (for Reference)

1. [Rail Trail ½ KM Markers Reference Mapbook \(Aug. 01, 2019\)](#)
2. [Communications Plan & Consultation Strategy FINAL](#)
3. [Memorandum of Understanding \(Master Agreement\) between CSR D, RDNO, and Splitsin – FINAL](#)
4. [Terms of Reference - Governance Advisory Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
5. [Terms of Reference - Technical Operational Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
6. [Preliminary Concept Design Report – Sicamous-to-Armstrong Rail Trail Corridor \(Updated Aug 2019\)](#)



7. [Overview Map – Rail Corridor](#)
8. [Information Poster Board Display Set \(Nov. 05, 2019\)](#)
9. [Information Bulletin #1 \(Nov. 05, 2019\)](#)

**Summary of Actions from Minutes – January 21<sup>st</sup>, 2020:**

<b>Task or Action</b>	<b>Responsibility</b>	<b>Timeframe/Status</b>
Edit the draft letter to MoTI, and then send it out. Include the MoTI regional manager in the letter as well.	TOC/Secretariat (Phil)	Done
Prepare next draft media release	TOC/Secretariat (Phil)	In progress
Book Mara Hall or Grindrod Hall for March 20, 2020 meeting	Councillor Delisle/ Secretariat (Phil)	To do
Develop a policy recommendation for Encumbrance Agreement Arrears	TOC/CSR D Staff	In progress
Prepare business access use policy and process for review	TOC	Carry forward
review the dialogue to date regarding Vernon to Armstrong Connection, and bring forward a resolution to the Governance Advisory for moving forward on this	TOC	Carry forward

*Abbreviations: GAC (Governance Advisory Committee), TOC (Technical Operational Committee), PMT (Project Management Team)*



## Attendance: Sicamous-to-Armstrong Rail Trail Governance Advisory Committee – January 17, 2020

### Acting Governance Representatives at Meeting:

- Kukpi7 Christian – Splatsin – Kukpi7 (Chief) – Appointed Rep (Chair)
- Chris Pieper – City of Armstrong – Mayor – Appointed Rep
- Denis Delisle – RDNO Area F – Director – Appointed Rep
- Jay Simpson – CSRD Area F – Director – Appointed Rep
- Paul Demenok – CSRD Area C – Director – Appointed Rep
- Randal Ostafichuk – District of Lumby – Councillor – Alternate Rep
- Rhona Martin – CSRD Area E – Director/CSRD Chair – Appointed Rep
- Shawn Tronson – Splatsin – Councillor – Alternate Rep
- Terry Rysz – District of Sicamous – Mayor – Appointed Rep (Co-Vice Chair)
- Tundra Baird – City of Enderby – Councillor – Appointed Rep

### Alternate Representatives (Observing):

- Shirley Fowler – City of Armstrong – Councillor – Alternate Rep

### Staff:

- Charles Hamilton – CSRD – Chief Administrative Officer
- David Sewell – RDNO – Chief Administrative Officer
- Evan Parliament – District of Sicamous – CAO
- Ira Adams – Township of Spallumcheen – Manager of Planning & Development
- Joe McCulloch – District of Sicamous – Operations Manager
- Melinda Smyrl – District of Sicamous – Planner
- Mike Fox – RDNO – General Manager of Community Services
- Ryan Nitchie – CSRD – Team Leader, Community Services
- Sharen Berger – CSRD/RDNO – Rail Corridor Lease Agreements (Contractor)
- Tate Bengston - City of Enderby – CAO
- Trina Antoine – Splatsin – Cultural Coordinator

### Other:

- Malcolm Makayev – District of Sicamous – Councillor
- Phil McIntyre-Paul – Shuswap Trail Alliance – Governance Advisory Secretariat
- Raquel Knust – City of Enderby - Councillor
- Roxanne Davyduke – City of Enderby – Councillor
- Shawn Shishido – City of Enderby – Councillor

### Regrets:

- Alan Harrison – City of Salmon Arm – Mayor – Alternate Rep
- Chad Eliason – City of Salmon Arm – Councillor – Appointed Rep
- Gord Buschell – District of Sicamous – Councillor – Alternate Rep
- Jeff Mallmes – District of Sicamous – Councillor – Alternate Rep



- Kevin Acton – Village of Lumby – Mayor/RDNO Chair – Appointed Rep (Co-Vice Chair)
- Kevin Bertles – City of Armstrong – Chief Administrative Officer
- Rick Fairbairn – RDNO Area D – Director – Appointed Rep
- Theresa William - Splatsin – Councillor – Appointed Rep
- Todd York – Township of Spallumcheen – Councillor – Appointed Rep
- Tracy Lundberg-Schimpf – Shuswap Trail Alliance – Project Assistant