



Governance Advisory Committee

Shuswap North Okanagan Rail Trail

March 19, 2021, 9:00 am - 12:00 pm via ZOOM

Agenda Updated: March 18, 2021

AGENDA

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 update/discuss project development, fund raising, and upcoming priorities
- To direct communications to update the public

Agenda:

1. Welcome, Secwépemc Acknowledgement (Splatsin), and Introductions
2. Approval of Agenda
 - a. Resolution: ***THAT: the agenda of the March 19, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be approved.***
3. Adoption of Minutes
 - a. Resolution: ***THAT: the minutes of the January 15, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated.*** ([GOV, Jan 15/21](#))
4. Presentations
 - a. Unfolding the True Story: Splatsin & Secwepemc History, Values, & Interests – PENDING
5. Reports
 - a. Financial Update – see Project Financial Report ([March 5 2021](#))
 - i. Project Management and Work Plan 2021-2023 – Discussion Brief ([Mar 15, 2021](#))
 - b. Technical Operational Committee Reports – ([TOC Update, Mar. 19, 2021](#))
 - i. ALC Decision ([February 24, 2021](#)) – see [online](#) for full Decision package
 - ii. Jurisdictional technical meetings and trail access/amenity planning update
 - iii. Update on District of Sicamous re adjacent property encroachments
 - iv. Design standards for revegetation within rail corridor (rural, waterfront, urban)
 - v. Trespass and removal of vegetation within rail corridor
 - vi. CP Rail Lansdowne-to-Smith Drive – lease update
 - vii. Enderby-Splatsin Test Section update ([combined project plan overview](#))



- c. Capital Fundraising Campaign
 - i. Grant Updates – CERIP [declined](#); BCRDP [extended](#); CVRIS, TOTA, Coop, CHCI submitted
 - ii. Recognition Plan Brief and Recommendation (Alex de Chantal) [DRAFT](#)
 - iii. Shuswap Magazine feature; Donor Presentation Folder [DRAFT](#)
 - iv. Segmented Grant Funding Approach – Discussion Brief ([Mar. 14, 2021](#))
6. Correspondence
 - a. Email from Ministry of Transportation and Infrastructure re Bruhn Bridge Public Design Update ([January 27, 2021](#)) – with [final public website display](#) attached
 - b. Maintenance Request for Rail Corridor from City of Enderby ([February 4, 2021](#))
 - c. Letter of support emphasizing ongoing dialogue from City of Enderby ([February 4, 2021](#))
 - d. Letter from Mayor Rysz announcing appointment of Councillor Jeff Mallmes as Governance Advisor for District of Sicamous ([February 12, 2021](#))
7. Business Arising
 - a. Appointment of Governance Advisory Vice-Chair (See: [GAC Terms-of-Reference](#))
 - b. MOU between owners and the Community Foundations – Draft MoU PENDING
Resolution: ***THAT: The Governance Advisory Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splatsin Kukpi7 & Tkwamipla7 (Chief and Council) sign the Memorandum-of-Understanding with the Shuswap Community Foundation and Community Foundation of North Okanagan to hold donor funds on behalf of the Rail Trail inter-jurisdictional owners.***
8. New Business
 - a. [Donor Recognition Plan](#) Recommendation
Resolution: ***THAT: The Governance Advisory Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splatsin Kukpi7 & Tkwamipla7 (Chief and Council) support the Donor Recognition Plan as outlined in the March 19, 2021 Briefing Report for the Capital Fundraising Campaign of the Shuswap North Okanagan Rail Trail***
 - b. City of Enderby request for support in principle of a linear SROW for a trunk water main between Mill Ave. and Bass Ave. within the rail corridor
9. Direction on next communication updates to the public
 - a. News Release re ALC Decision PENDING
10. Summary and Next Steps
11. Next Meeting:
 - a. Regular Advisory – May 21, 2021, 9:00 am – 12 Noon – Location: Online ZOOM
12. Adjournment: Resolution: ***THAT: the March 19th, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adjourned.***



Site-Visit: Due to COVID-19 restrictions, on-site field visits following the meeting along the rail-trail corridor are on hold.

Attending: appointed inter-jurisdictional representatives (one designate from each of the 12 jurisdictions within the two regional districts, plus two Splatstin representatives), as well as additional staff representation including CAOs and/or designates.

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

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

1. Rail Trail Governance Advisory Committee Minutes – [January 15, 2021 DRAFT](#)
2. Letter from City of Enderby to Governance Committee regarding upkeep for Rail Trail ([February 9, 2021](#))
3. Project Financial Report ([March 5 2021](#))
4. ALC Decision ([February 24, 2021](#)) – see [online](#) for full Decision package
5. Enderby-Splatstin Test Section update ([combined project plan overview](#))
6. Grant Updates – CERIP [declined](#); BCRDP [extended](#); CVRIS, TOTA, Coop, CHCI submitted
7. Donor Presentation Folder [DRAFT](#)
8. Email from Ministry of Transportation and Infrastructure re Bruhn Bridge Public Design Update ([January 27, 2021](#)) – with [final public website display](#) attached
9. Maintenance Request for Rail Corridor from City of Enderby ([February 4, 2021](#))
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Background Documents: (for Reference)

1. [Rail Trail Development Plan](#) (Jan 15, 2021) and [Staged Class C Costing](#) (Sept 9, 2020)
2. [Capital Investment Strategy – Staged Leverage Proposal](#)
3. [Rail Trail ½ KM Markers Reference Mapbook](#) (Aug. 01, 2019)
4. [Communications Plan & Consultation Strategy FINAL](#)
5. [Memorandum of Understanding \(Master Agreement\) between CSR D, RDNO, and Splatstin – FINAL](#)
6. [Terms of Reference - Governance Advisory Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
7. [Terms of Reference - Technical Operational Committee - Sicamous to Armstrong Rail Trail Corridor FINAL](#)
8. [Preliminary Concept Design Report – Sicamous-to-Armstrong Rail Trail Corridor \(Updated Aug 2019\)](#)
9. [Overview Map – Rail Corridor](#)
10. [Information Poster Board Display Set \(Nov. 05, 2019\)](#)
11. [Information Bulletin #1 \(Nov. 05, 2019\)](#)
12. [Draft Call to Investors Flat Sheet](#) and [Website](#)

Summary of Actions from Minutes – January 15, 2021:



Task or Action	Responsibility	Timeframe/Status
Schedule follow-up planning meetings with municipalities and electoral areas to address safe road crossings, adequate parking, and trail head amenities	TOC	In progress
Finalize Shuswap North Okanagan Rail Trail Development Plan for distribution to and approval by CSR D and RDNO, and Splatsin	Secretariat	Complete
Technical Operational Committee staff meet with District of Sicamous staff to review the RAPR Assessment report and coordinate a strategy related to communication, compliance and procedures for adjacent property owners to address encroachments within the Rail Corridor property and recommendations from the meeting be presented to the next Governance Advisory Committee.	TOC	In progress
Set up zoom meeting for next GAC March 19 th , 2021	Mary	Complete

Summary of Carry Forward Actions from Minutes – November 20th, 2020:

Task or Action	Responsibility	Timeframe/Status
Prepare recommendation for funding rail trail project management beyond May 31 st , 2021 to the next Governance Advisory Committee meeting in January	TOC	In progress

Summary of Carry Forward Actions from Minutes – October 9th, 2020:

Task or Action	Responsibility	Timeframe/Status
Follow-up with MoTI to set up next workshop meetings (sooner than later).	TOC/Secretariat (Phil)	Pending
Review and continue sharing updates on technical meetings between Rail Trail TOC and MoTI, as available	TOC	Ongoing
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)