



Governance Advisory Committee

Shuswap North Okanagan Rail Trail

May 21, 2021, 9:00 am - 12:00 pm via ZOOM

Agenda Updated: May 14, 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, Splitsin te Secwépemc Acknowledgement, and Introductions
2. Approval of Agenda
 - a. Resolution: ***THAT: the agenda of the May 21, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be approved.***
3. Adoption of Minutes
 - a. Resolution: ***THAT: the minutes of the March 19, 2021 Sicamous-to-Armstrong Rail-Trail Governance Advisory Committee meeting be adopted as circulated.*** ([March 19, 2021](#))
4. Presentations
 - a. Unfolding the True Story: Splitsin & Secwepemc History, Values, & Interests – PENDING
 - b. Bruhn Bridge Presentation with MoTI Delegation (See 11:00 am)
5. Reports
 - a. Financial Update – see Project Financial Report ([April 30/2021](#))
 - i. Project Support Contract update – extension to [Dec. 31/2021](#), 2022-2023
 - b. Technical Operational Committee Report
 - i. Jurisdictional technical meetings and trail access/amenity planning update
 - ii. CP Rail Lansdowne-to-Smith Drive – lease update
 - iii. Enderby-Splitsin Test Section update ([combined project plan overview](#))
 - iv. Follow-up with DoS staff re adjacent property encroachments
 - c. Funding Strategy



- i. Grant Updates –
 1. [TOTA](#) - \$250,000 successful
 2. [CHCI](#) - unsuccessful (May 11/2021); second intake deadline June 25/21
 3. [CVRIS](#) - still waiting
 4. [Coop](#) - still waiting (June announcement)
 - ii. Capital Funding Campaign Update (Alex de Chantal) –
 1. MoU with Community Foundations Signed
 2. Recognition Update
 - iii. Recommendation to develop a segmented approach (See 7.b. below)
6. Correspondence
- a. MoTI Letter of Response to TOC ([May 12, 2021](#))
7. Business Arising
- a. Project Support Contract Extension – to [Dec. 31/2021](#)
Resolution: ***That: The Governance Advisory Committee recommends that the Board of the Columbia Shuswap Regional District authorize an extension to the existing contract with the Shuswap Trail Alliance for project support to the end of December 2021, based on the new work plan.***
 - b. Implementation/Funding Strategy – follow-up to March 19, 2021 Resolution (See: Segmented Grant Funding Approach – Discussion Brief - [Mar. 14, 2021](#))
8. New Business
- a. Recommendation for three Agricultural License Agreement requests (See: [Brief May 14/21](#))
Resolution: ***THAT: The Governance Advisory Committee recommends that the Boards of the Columbia Shuswap Regional District, Regional District of North Okanagan and the Splatstin Kukpi7 & Tkwamipla7 (Chief and Council) approve CSR D/RDNO enter into Agricultural License Agreements with these three adjacent agricultural landowners, for use of portions of the rail corridor lands, subject to the following conditions:***
 - ***that Agreements be for 10-year terms;***
 - ***that the notice of termination be one-year;***
 - ***that the fee be calculated at a rate of \$200 per acre;***
 - ***that there be no increase in the fee over the term of the Agreements;***
 - ***consultation with Splatstin;***
 - ***that the Licensee be responsible for any fencing necessary;***
 - ***that the Licensee be responsible for providing an accurate sketch (surveyed);***
 - ***that the Licensee carry adequate insurance naming the RDNO and CSR D as Additional Insureds; and***
 - ***that the Agreements provide for an option to renew for an additional 10-year term.***

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- 9. **11:00 am:** Presentation – Bruhn Bridge Design Update (MoTI Delegation)
 - i. [Winter 2021 R.W. Bruhn Bridge Information Boards](#)
 - ii. [Drive Through Video - Trans Canada Highway Eastbound](#)
 - iii. [Drive Through Video - Old Sicamous Road to Old Spallumcheen Road](#)
 - iv. MoTI Letter of Response to TOC ([May 12, 2021](#))

- 10. Direction on next communication updates to the public
 - a. MoU with Community Foundations/Capital Campaign Call to Action

- 11. Summary and Next Steps
 - a. Appreciation to Mary Scheidegger for Project Administration support through over the last year.

- 12. Next Meeting:
 - a. Regular Advisory – July 16?, Sept 17?, 2021, 9:00 am – 12 Noon – Location: Online ZOOM

- 13. Adjournment
 - a. Resolution: ***THAT: the May 21st, 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 – [March 19, 2021](#)
- 2. Project Financial Report – [April 30, 2021](#)
- 3. Bruhn Bridge Public Design Update –
 - a. [Winter 2021 R.W. Bruhn Bridge Information Boards](#)
 - b. [Drive Through Video - Trans Canada Highway Eastbound](#)
 - c. [Drive Through Video - Old Sicamous Road to Old Spallumcheen Road](#)
 - d. MoTI Letter of Response to TOC ([May 12, 2021](#))
- 4. Segmented Grant Funding Approach – Discussion Brief ([Mar. 14, 2021](#))
- 5. Agricultural License Agreement requests (See: [Brief May 14/21](#))



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, RDNO, and Splatins – 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. [Website](#)

Summary of Actions from Minutes – March 19, 2021:

Task or Action	Responsibility	Timeframe/Status
Bring a Project Management and Work Plan proposal for 2021-2023 back to the GAC within a month.	TOC	Complete
Draft a MOU with ALC based on the ORT	TOC	In progress
Communicate with all adjacent agricultural properties about the decision and we can go ahead with crossing agreements.	TOC	Complete
Send correspondence to adjacent properties with update on rail trail progress, ALC decision, plans going forward, goals to protect/restore natural habitat within corridor, support for agriculture, and need for authorization to alter rail property or remove vegetation.	TOC	Complete
Report back to the TOC with updates on the CP Rail Lansdowne to Smith Drive draft lease	Ryan	Complete
Bring the question regarding signage 3 year terms at kiosks to the community fundraising committee (CFC).	Alex	Complete
Invite MoTI delegation to present at the May meeting.	Phil	Complete
Get pricing estimates for interim maintenance and get back to toc.	Brad	In progress
Forward to Community Foundation MoU to GAC for review and approval after wording is finalized.	TOC	Complete
Set up zoom meeting for next GAC May 21 st , 2021	Mary	Complete

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

Task or Action	Responsibility	Timeframe/Status
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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)