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Sent: Tuesday, March 13, 2018 3:47 PM
To: Charles Hamilton; David Sewell; Ray Cormier
Subject: Discussion Summary and Follow-up Actions: Rail Corridor Inter-Jurisdictional Workshop Feb 19
Attachments: SUMMARY Sic-to-Arms Rail-Trail Leadership Workshop Feb 19 2018.pdf; 18 02 19 Sicamous-to-Armstrong Rail Trail Interjurisdictional Workshop Presentation.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

To all participants in the Feb 19th Rail Corridor Inter-Jurisdictional Workshops. . .

Weytkp/hello,

It was a privilege meeting with you all last month at the Splatsin Community Centre. Attached are the final Discussion Summary and Follow-up Actions to the Rail Corridor workshop. The document also includes a copy of the Workshop Update Brief, MoU, and Acquisition Terms-of-Reference.

As well, attached as promised is a copy of the slide presentation for the workshop and links to the Shuswap Regional Trails Strategy documents and Roundtable Letter-of-Understanding which might provide a baseline from which to build the inter-jurisdictional and operational body terms. Note: many of the jurisdictional partners have already adopted the Shuswap Trails Strategy and Roundtable LoU terms for working together.

Key follow-up actions from the workshop included:

1. **ACTION: RDNO** will call the next meeting of the Inter-Jurisdictional Governance Body to complete the Terms-of-Reference and activate the Operational Body within 3 months.
2. **ACTION: Current Interjurisdictional team/CAOs** – to prepare draft Terms-of-Reference notes for consideration by the new Inter-Jurisdictional Governance Body.
3. **ACTION: Current Interjurisdictional team/CAOs** – to proceed with risk management actions of immediate concern along the corridor (signage, structural liabilities, preventative maintenance & repairs, environmental management)
4. **ACTION: Splatsin/RDNO/CSRD** - to prepare a public statement in follow-up from the inter-jurisdictional workshop to inform the public of progress on the rail-trail. Kukpi7 Wayne Christian said it was important the inter-jurisdictional partners are seen as speaking with one voice of collaboration. RDNO Chair, Bob Fleming, recommended this statement might be issued through the Splatsin office to affirm that collaboration.

Also: Each of the 12 jurisdictions within the two regional districts were invited to designate one representative to participate in the next Inter-Jurisdictional Meeting, plus two-to-three Splatsin representatives (as directed by Splatsin Council), as well as additional staff representation including CAOs and/or designates (to be determined).

Finally - Can I ask each of the Splatstsin/regional/and municipal staff to forward this to your respective Board's and Councils to ensure those not in attendance receive the Discussion report and action commitments?

Victor and I were privileged to facilitate the workshop with you, and look forward to continuing to support you all in this important legacy initiative together.

Kukstemc/thank you,

Phil McIntyre-Paul

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Sicamous-to-Armstrong Rail Corridor Inter-Jurisdictional Government Leadership Workshop: Monday, Feb. 19th, 2018, 9:30 am - 1:30 pm

Hosted at the Splatsin Community Centre (5767 Old Vernon Rd, Enderby)

DISCUSSION SUMMARY

Update Version: March 8, 2018

Attendance: elected officials, CAOs, and other staff as applicable for respective government partners, especially where they may be working more closely at the technical level moving forward. (See attendance register attached.)

Facilitation: Phil McIntyre-Paul (Shuswap Trail Alliance), joined by Victor Cumming (Westcoast CED).

Meeting Purpose: to provide policy direction in order to mandate the Inter-Jurisdictional Team to move forward with implementation following the workshop.

Objectives:

- To report on final acquisition of the rail corridor
- To confirm vision and directional goals
- To understand organizational structure and roles
- To formalize direction for the inter-jurisdictional team Terms-of-Reference and MoU
- To highlight key strategic next steps

Workshop Agenda:

1. Welcome (Splatsin Kupki7 Wayne Christian) and Introductions
2. Acquisition Update
3. Vision & Directional Goals
4. Business Plan Development & Organizational Structure
5. Inter-Jurisdictional Terms-of-Reference/MoU
6. Summary and Next Steps

Refreshments and a light lunch were provided (catered by Joan Edwards.)

Pre-Workshop Update Brief: a pre-workshop Update Brief was prepared and circulated, including copies of the Acquisition MoU Agreement & Terms-of-Reference (see attached)

Discussion Summary:

1. **Welcome and Introductions** – Splatsin Kupki7 Wayne Christian welcomed participants to the Splatsin Community Centre, introducing the Splatsin Council. He acknowledged the importance of the rail-corridor acquisition for the Splatsin within Secwepemc Nation Territory, and as a Legacy for all the participating communities and local governments. (See attached attendance register for list of workshop participants.)

2. **Acquisition Update** – participants reviewed the acquisition history of the corridor (see attached), and a brief update on the current status of the purchase was provided. It was reported CP Rail has a few environmental site clean-up obligations in the sale agreement. Lease agreements transferred with the sale - which includes recreational use, crossing agreements, and utility access - will not be altered for the next 5 years, after which surplus lands might be considered for sale if not required for the corridor. Revenue from leases beginning in mid-2018.
3. **Vision & Directional Goals** – participants reviewed the Vision & Directional Goals agreed to-date for the corridor, including policy level questions still to be addressed. These form the basis on which development and management plans will be built. (See attached) The need for safety & enforcement bylaws on the corridor was added to this list.
4. **Business Plan Development & Organizational Structure** – the organizational structure, short and long-term development and management priorities, funding, and key management goals were discussed. (See attached) Key discussion themes included:
 - **Managing Short-Term Liability** - it was confirmed immediate short-term risk management liability is the responsibility of the inter-jurisdictional owners. These include informational signage, existing structures, preventative maintenance and repairs. Through the acquisition due-diligence process, several environmental clean-up sites were identified and remain the responsibility of CP Rail. Any other environmental issues that arise are the responsibility of the owners. CSRD and RDNO staff acknowledged budgeting is being allocated for these short-term needs.
 - **Managing Public Expectations** – it was acknowledged there is an immediate need for public communications to manage expectations regarding the development and long-term management of the rail-trail corridor, including timelines and resourcing.
 - **Funding Strategy** – the challenge of development funding and municipal/regional resource limitations was acknowledged. Corridor lease revenues have been committed to support planning and short-term management needs, but regional CAOs noted no capital development funding commitments have been made at this time, and affirmed the need to also look at wider non-tax-based fundraising. The success of the Okanagan Rail-Trail Initiative Society’s fundraising support for the central rail-trail was noted. CSRD Chair, Rhona Martin, observed that here in the North, community and municipal/regional leadership have also been working together for the last 9 years in preparation, but chose to set the collaborative foundation in place as the first step toward building the strategy and messaging we need on which to secure funding. Crucial to success is the need for someone to be responsible for managing this part of the work going forward. Regarding potential partnership with utilities, it was reported while there is nothing immediate, Fortis BC expressed interest in possibly obtaining a right-of-way to provide natural gas to Sicamous. Follow-up with Provincial and Federal leadership to discuss potential partnerships was also acknowledged as a priority action.

- **Planning Research and Informed Decision-Making** – all decisions should be informed by best-practices research and a solid look at what the best trails in North America and the globe are doing. It was affirmed much of this research has/and is being done through the Shuswap Trail Alliance, the Okanagan Rail-Trail Initiative Society, Vernon’s Ribbons-of-Green, the Thompson Okanagan Tourism Association, and others. A solid body of research and expertise has been assembled to support development of the strategic plan. (See: Shuswap Trail Strategy, Okanagan Rail-Trail Impact Assessment, Thompson Okanagan Tourism Association Rail-Trail Marketing Strategy, etc.)
5. **Inter-Jurisdictional Terms-of-Reference/MoU** – Victor Cumming (Westcoast CED) facilitated this section of the workshop formalizing the direction of the Inter-Jurisdictional structure, terms-of-reference, and next step actions. Through a process of table discussion and plenary reporting, the following was agreed to:
- **2-part Governance/Operational structure:** it was agreed unanimously that a 2-part inter-jurisdictional structure should be created consisting of: 1) a politically accountable governance body for policy, planning and decision-making, and 2) a technical operational body to organize, implement and manage corridor development.
 - **Representation:** it was agreed representation on the governance body would initially include invitation for one designate from each of the 12 jurisdictions within the two regional districts, plus two-to-three Splitsin representatives (as directed by Splitsin Council), as well as additional staff representation including CAOs and/or designates (to be determined). This will ensure all are engaged and heard. Going forward as decision-making and communication evolves this body could be reworked into a smaller group. The secretary/executive will be designated by the governance body.
ACTION: RDNO to call the first meeting within 3 months.
 - **Operational Body:** Establishing the Operational Body will be the first order of business for the Governance Body. The Operational Body will include staff from the Inter-Jurisdictional government partners. It is anticipated they will assist with reporting to the Governance body.
 - **Terms-of-Reference, Decision-Making Process, and Communications Policy:** The Inter-Jurisdictional governance body will prepare a formalized Terms-of-Reference for the Governance and Operational bodies based on agreement terms to date, and will clearly outline which level of organization is responsible for what decisions, how decisions are to be agreed to (Consensus? By vote?), and how they will be communicated to all jurisdictional levels. The existing Acquisition MoU, Terms-of-Reference, best-practices from other rail-trail initiatives, and tools such as the Shuswap Regional Trails Strategy and Roundtable agreement were identified as supporting documents. It was recommended draft terms be prepared to assist the first governance meeting develop the final ToR. **ACTION: Current Interjurisdictional team/CAOs** – to prepare draft Terms-of-Reference notes for consideration by the new Inter-Jurisdictional Governance Body.

- **Staff involvement:** Involvement of key staff from each jurisdictional partner was acknowledged as important for both implementation and ensuring communications between the operational and political governance levels.
- **Resourced operational support:** Full-time operational management and administrative support was affirmed as critical to successful implementation. Paid staff is needed. The logistics of contracting this service, possibly through a third-party, is a key task for the Inter-Jurisdictional governance and operational bodies to determine.
- **Deadline for Implementation of Governance & Operational Bodies:** Within 3 months.
- **Implementation of Short-Term Risk Management Actions:** as noted above, short-term risk management actions of immediate concern (signage, structural liabilities, preventative maintenance & repairs) will continue at the discretion of Splatsin, RDNO, and CSRD CAOs and designated supporting staff. CSRD and RDNO acknowledged budgeting is in place to administer these immediate needs.
- **Long-Term Interests:** It was acknowledged the process going forward must be respectful of the long-term interests for each of the jurisdictions.

6. **Summary and Next Steps** – Kupki7 Wayne Christian spoke to the need to move quickly, noting the Federal Government leadership’s interest in the rail-trail initiative. It was acknowledged there is a need to develop a clear “ask” with common language showing all jurisdictions are working together. A summary of next-step strategic actions was provided (see attached), the following immediate actions were agreed to:

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The workshop concluded with lunch shared by all in celebration of this milestone in the successful acquisition and development of the Sicamous-to-Armstrong Rail-Trail Corridor together.