

## ENDERBY AND DISTRICT SERVICES COMMISSION

Brad Case  
Roxanne Davyduke

Herman Halvorson  
Denis Delisle

### AGENDA

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**DATE:** Wednesday, December 16, 2015  
**TIME:** 8:30 a.m.  
**LOCATION:** Council Chambers, Enderby City Hall – 619 Cliff Avenue

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**1. APPROVAL OF AGENDA**

**2. ADOPTION OF MINUTES**

[Regular Meeting Minutes of November 6, 2015](#)

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**3. REPORTS**

**4. UNFINISHED BUSINESS**

[Ratification of Sponsorship Agreement with North Okanagan Minor Hockey](#) –  
Memo from Chief Administrative Officer dated December 14, 2015

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**5. NEW BUSINESS**

[2016-2019 Operational Contribution Agreement with Shuswap Trail Alliance](#) –  
Memo from Assistant Corporate Officer and Planning Assistant dated  
November 23, 2015

pg 12-59

[Parks, Recreation and Culture Fees Bylaw](#) – Memo from Chief Financial  
Officer dated November 20, 2015

pg 60-62

[Shuswap Trails Roundtable Letter of Understanding](#) – Memo from Assistant  
Corporate Officer and Planning Assistant dated November 24, 2015

pg 63-67

[Spray Park and Peanut Pool Feasibility](#) – Verbal report by Brad Case

**6. PUBLIC QUESTION PERIOD**

**7. CLOSED MEETING RESOLUTION**

Closed to the public, pursuant to Section 90 (1) (i) of the *Community Charter*

**8. ADJOURNMENT**

## **ENDERBY AND DISTRICT SERVICES COMMISSION**

MINUTES of a regular meeting of the **ENDERBY AND DISTRICT SERVICES COMMISSION** held on Friday, November 6, 2015 at 11:00 a.m. in the Council Chambers of Enderby City Hall.

**Members:** Brad Case City of Enderby  
Roxanne Davyduke City of Enderby  
Herman Halvorson Electoral Area F  
Denis Delisle Electoral Area F

**Staff:** Tate Bengtson – Chief Administrative Officer, City of Enderby  
Kurt Inglis – Assistant Corporate Officer and Planning Assistant, City of Enderby  
Bettyann Kennedy – Recording Secretary

**Others:** Press  
Parks and Recreation staff

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### **APPROVAL OF AGENDA**

Moved by Brad Case, seconded by Denis Delisle that the agenda be approved as circulated.  
Carried

### **ADOPTION OF MINUTES**

Regular Meeting Minutes of October 2, 2015

Moved by Denis Delisle, seconded by Roxanne Davyduke that the minutes of the regular meeting of October 2, 2015 be adopted as presented.  
Carried

### **REPORTS**

Recreation Inventory / Analysis and Survey Report

Cheryl Hay reviewed the highlights of the report and the processes involved in obtaining the data and getting feedback from the community. The report will serve as a good baseline to measure improvements.

In response to queries:

- Childminding is a barrier to participation – Interagency meetings has identified some existing programs. AL Fortune youth group offer babysitting services. They are looking at different ways to address childminding.
- Maximizing the facilities – Last year's chiller incident presented scheduling problems. Introduction of a non-prime time booking rate at the arena is helping. Drop-ins and free skates are well attended and creating interest in the facility. Expanding the season for the pool and arena will maximize attendance by drawing from other centres that shut down early. Feasibility cost analysis being conducted.

- Demographics – There is a large baby boom happening now. This offers a bright future if we start targeting young programs now. Salmon Arm use of facilities is high – lots of families come to the pool to enjoy the outside experience.
- How do Splatsin fit in? – They use the arena and the pool. Work is being done to improve connections with other recreation programs being offered. Recreation Services is communicating with them and is willing to help them with their new community centre.

#### Parks and Recreation Services 3<sup>rd</sup> Quarter Report

- Recommendations will be forwarded to budget.
- Leadership program at AL Fortune is great opportunity for Recreation Services. Schools were visited to educate on drowning and diving safety. The videos were well received and a very powerful tool.
- Recreation Services estimated that a lift to provide access to the pool for disabled persons would cost between \$1,500 - \$2,500.

#### Enderby and District Recreations Services 2015 Annual Report

This report is a compilation of the previous quarterly reports.

Moved by Denis Delisle, seconded by Roxanne Davyduke that the three reports from Parks and Recreation Services be received and filed.

Carried

#### **NEW BUSINESS**

Recreation Services Proposed New Logo – Correspondence from Parks and Recreation Services dated October 14, 2015

Moved by Brad Case, seconded by Denis Delisle that the Commission have no concerns regarding use of the new logo by Parks and Recreation Services.

Carried

Curling Rink Entrance Sign – Memo from Chief Administrative Officer dated October 26, 2015

Moved by Brad Case, seconded by Denis Delisle that the Enderby and Commission supports the installation of the Enderby and District Curling Club entrance sign at Commission expense, on the condition that the Club is responsible for associated repair or replacement costs.

Carried

Location of Outdoor Green Gym Equipment in Barnes Park – Memo from Assistant Corporate Officer and Planning Assistant dated November 4, 2015

The Assistant Corporate Officer and Planning Assistant presented his report.

Moved by Denis Delisle, seconded by Brad Case that the Commission approves the proposed location of the outdoor green gym equipment in Barnes Park, as shown on the circulated site plan.

Carried

Discussion:

- Vandalism is always a possibility, but the installation will be in a fairly visible area.
- There will be no designated lighting other than existing street lighting in the area.

Enderby – Splatsin Riverwalk Extension and Enhancement Plan – Memo from Assistant Corporate Officer and Planning Assistant dated November 2, 2015

The Assistant Corporate Officer and Planning Assistant reviewed his report and recommendation from the engineer. The engineer recommends that the lighting be either wired or solar, but not a combination of the two. The most cost effective option is being presented, but should grant opportunities arise for solar, the options could be re-addressed.

Moved by Brad Case, seconded by Roxanne Davyduke that the Commission endorse the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan*;

AND THAT the preferred lighting option be the “Bollard / Post Top Style Combination – Wired” and recommends that this option be integrated into the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan*;

AND THAT the Commission recommends that Enderby City Council adopt the *Enderby-Splatsin Riverwalk Extension and Enhancement Plan* once the preferred lighting option has been integrated into the Plan.

Carried

Belvidere Hand Launch Improvements – 2016 Budget Approval – Memo from Assistant Corporate Officer and Planning Assistant dated November 2, 2015

The Assistant Corporate Officer and Planning Assistant presented his memo. The increase in the estimate is due to additional environmental works that were required.

Moved by Brad Case, seconded by Roxanne Davyduke that the Commission give preliminary 2016 budget approval of \$40,569.60 for the Belvidere Hand Launch improvements;

AND THAT the Commission direct Staff to advance the project to tender.

Carried

**PUBLIC QUESTION PERIOD**

None

**CLOSED MEETING RESOLUTION**

Moved by Brad Case, seconded by Roxanne Davyduke that, pursuant to Section 92 of the *Community Charter*, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (k) of the *Community Charter*.

Carried

**ADJOURNMENT**

The regular meeting re-convened at 12:15 p.m.

Moved by Denis Delisle, seconded by Brad Case that the meeting adjourn at 12:15 p.m.

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CHAIR

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CHIEF ADMINISTRATIVE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

Commission  
Agenda

MEMO

To: Enderby & District Services Commission  
From: Tate Bengtson, CAO  
Date: December 14, 2015  
Subject: Ratification of Sponsorship Agreement with North Okanagan Minor Hockey Association

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**RECOMMENDATION**

THAT the Enderby & District Services Commission ratifies the Sponsorship Administration Agreement with the North Okanagan Minor Hockey Association as presented.

**BACKGROUND**

Further to direction provided at the Commission's in camera meeting on November 6, 2015, Staff developed a Sponsorship Administration Agreement with the North Okanagan Minor Hockey Association ("NOMHA"). The Agreement formalizes and clarifies a long-standing sponsorship arrangement. Given the timeline for execution of the Agreement, it was circulated by email to the Commission for approval. As a next step, the Commission needs to formally ratify the Agreement with a resolution.

The consideration exchanged between the two parties is as follows:

- 1) NOMHA will administer sponsorship of the rink boards and zamboni for a five-year term, for which it shall enjoy specified revenues; and
- 2) The Commission will receive assets in the form of a new scoreboard, clock, and related appurtenances for the Enderby Arena, which will be supplied by NOMHA.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

**This Agreement** dated for reference this \_\_\_\_ day of \_\_\_\_\_, 2015.

**Between:**

CORPORATION OF THE CITY OF ENDERBY  
619 Cliff Avenue – PO Box 400  
Enderby, British Columbia V0E 1V0

(hereinafter referred to as the "City")

**AND:**

NORTH OKANAGAN MINOR HOCKEY ASSOCIATION  
Box 116  
Armstrong, BC V0E 1B0

(hereinafter referred to as the "Association")

**WHEREAS** the Association was constituted to foster, improve and perpetuate the playing of the game of hockey, and to encourage sportsmanship and good citizenship by all minors in the City of Armstrong, the City of Enderby, the Township of Spallumcheen and the surrounding districts;

**AND WHEREAS** the City is responsible for certain joint services with the Regional District of the North Okanagan, for which it created the Enderby & District Services Commission to which it delegated authority pursuant to City of Enderby Bylaw No. 1446, 2009;

**AND WHEREAS** the joint services includes administration and operation of the Enderby Memorial Arena,

**AND WHEREAS** the City desires a sponsorship administrator for specified opportunities within the Enderby Memorial Arena;

**NOW THEREFORE** in consideration of the mutual covenants and agreements herein contained, the Association and the City hereby mutually agree as follows:

1. This Agreement shall be effective on the 12th day of November 2015;
2. The Association will administer sponsorship of the Rink Boards and the Zamboni for a term of five (5) years, commencing January 1, 2016 and expiring on December 31, 2020 (the "Term").
3. All parties note that this Agreement is strictly limited to the sponsorships explicitly described in Article 2, and excludes the Curling Rink, the Scoreboard Clock, the building exterior, the building name, or other sponsorship opportunities.
4. All costs associated with the selling, marketing, design, production, and installation of such sponsorships shall be the responsibility of the Association. For certainty, at its sole discretion and subject to available resources, the City may provide staff support to the Association to assist with or otherwise oversee installation. All installations must meet the specifications and reasonable direction of the City.

5. The Association may retain all revenues associated with the selling of Rink Board and Zamboni sponsorships as a fee for service.
6. The Association will submit Rink Board sponsorship design proposals to Enderby & District Recreation Services for approval, which shall not be unreasonably withheld provided the design is inoffensive or otherwise non-controversial.
7. The Association will submit Zamboni sponsorship design proposals to the City for approval, which shall not be unreasonably withheld provided the design is inoffensive or otherwise non-controversial, and does not affect the unit's functionality, staff's ability to operate and maintain the unit, nor make material changes to the unit.
8. The Association will maintain complete and accurate records of its sponsorship sales and will, on request, make such records available for inspection by the City at all reasonable times.
9. The Association agrees to provide and install, at its sole expense, the following assets ("the Assets") at the Arena:
  - a. One (1) OES Model 6225 Hockey Scoreboard Clock;
  - b. One (1) OES Model 1210 Real Time Clock;
  - c. One (1) ISC 9000 Controller for the Scoreboard;
10. The Assets shall, after installation, be owned by the City. The City shall be responsible for maintenance, repair, operations, insurance, and replacement of the Assets.
11. The City is solely responsible for determining the value of Scoreboard Clock sponsorships and is entitled to all revenues generated from the sale of Scoreboard Clock sponsorships.
12. Prior to marketing Scoreboard Clock sponsorships, the City's scheduling and programming agent will provide to the Association a right of first refusal on the purchase of Scoreboard Clock sponsorships, which shall expire after ten (10) days.
13. Prior to selling Scoreboard Clock sponsorships, the City's scheduling and programming agent will give the Association ten (10) days notice of the sponsorship, during which time the Association may, on a reasonable basis, refuse a proposed sponsor should it conflict with an existing sponsorship inside of the Arena which has been sold by the Association. Notwithstanding the foregoing, the Association agrees that it will not take any actions that may adversely or unreasonably impair the City's ability to sell Scoreboard Clock sponsorships.
14. The Association, during the Term, shall:
  - a. maintain its status as a British Columbia non-profit organization in good standing pursuant to the requirements of the laws and regulations of the Province of British Columbia;
  - b. notify the City of any change to its name or any material alteration to its constitution;



- c. ensure compliance with all municipal, provincial and federal requirements with respect to the conduct of its business;
  - d. assume responsibility for engaging or dismissing any of its employees and ensure compliance with all provincial and federal enactments with respect to employee and employer remittances, employment standards, and otherwise;
  - e. obtain and maintain throughout the Term comprehensive liability insurance in the amount of at least \$3,000,000 with the City and the Enderby & District Chamber of Commerce as named insured;
  - f. indemnify and save harmless the City and the Enderby & District Chamber of Commerce, including its officers, employees, elected officials, servants, and agents from and against any and all liabilities, damages, losses, costs, expenses (including lawyer's fees and litigation) incurred in any actions, applications, claims, suits, and other proceedings in connection with or arising from any breach or non-performance with the Association, any loss or damage resulting from the negligence or willful misconduct of the Association, its employees, agents, servants, contractors, and board members, which shall survive the expiration or termination of this agreement;
15. The City shall, in the event of any breach by the Association of the provisions of this Agreement, provide written notice to the Association that such breach must be remedied within thirty (30) days from the date of such notice. Failure by the Association to rectify such breach shall entitle the City to terminate this Agreement effective ninety (90) days from the date of such notice. In the event of such termination, any services required to be rendered by the Association and any payments required to be made by the City shall cease as at the date of termination.
16. The City may terminate this agreement without cause with one (1) year's written notice to the Association.
17. In the event of termination by the City with or without cause, the purchase value of the consideration provided by the Association shall be pro-rated based upon the remaining Term, and the City shall repay the pro-rated value to the Association. All sponsorship agreements shall, at the City's discretion, be assigned by the Association to the City, and any revenues collected from sponsors for consideration not yet received shall be remitted by the Association to the City.
18. Any renewal or amendment of the Agreement shall be made in writing and shall be signed by the Association and the City.
19. It is acknowledged and agreed by the Association and the City that the Association is not the agent, employee or partner of the City and that the relationship of the Association to the City is that of an independent contractor.
20. It is acknowledged and agreed by the Association and the City that any notice required to be given by one of them to the other may be given by personal delivery or by mail to the address set out in the Agreement or to such other address as either of them may advise the other from time to time.

21. The City is not responsible for any loss or damage to the Association or another third party resulting from an interruption in the use and enjoyment of the facility for any reason whatsoever.
22. The City is not responsible for any statement, warranty, claim, or agreement made by the Association to a third party, or which a third party makes to the Association.
23. This Agreement shall supersede all communications, negotiations and agreements, either written or verbal, made between the parties in respect of matters pertaining to this Agreement prior to its execution and delivery.
24. The Association agrees to disclose to the City any real or perceived conflict of interest between its sponsorship administration activities and an officer, agent, or employee of the City, the Enderby & District Services Commission, or the Enderby and District Recreation Services.
25. In this Agreement, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a Corporation.
26. The captions and headings contained in this Agreement are for convenience only and are not to be construed as defining or in any way limiting the scope or the intent of the provisions hereof.
27. Any Schedule or Addendum attached to this Agreement forms an integral part of this Agreement.
28. This Agreement shall default if one or more of the following occur: the Association dissolves, commits an act of bankruptcy or becomes insolvent, or breaches any term of the Agreement which cannot be cured in the time set out above.
29. Each provision of the Agreement is severable. If any provision of the Agreement is or becomes illegal, invalid or unenforceable in any jurisdiction, the illegality, invalidity or unenforceability of that provision shall not affect the legality, validity or enforceability of the remaining provisions of this agreement.
30. The Association shall not assign any of its right or obligations under this agreement to any other person without the prior written consent of the City.
31. The terms and provisions of this Agreement shall extend to, be binding upon and inure to the benefit of the parties hereto and their successors, heirs, and permitted assigns.
32. Any dispute arising from time to time between the parties hereto with respect to the interpretation or affect of any of the provisions of this Agreement shall be referred to arbitration pursuant to the Commercial Arbitration Act (British Columbia) except that the venue of the arbitration shall be Vernon, British Columbia and the British Columbia International Commercial Arbitration Centre Rules for Domestic Commercial Arbitration Proceedings shall not apply.
33. This agreement is governed exclusively by, and is to be enforced, construed and interpreted exclusively in accordance with, the laws of the British Columbia, and the laws of Canada applicable in British Columbia which shall be deemed to be the proper law of this agreement.

IN WITNESS WHEREOF the parties have hereunto set their respective hands and seals.

CITY OF ENDERBY by its authorized signatories	NORTH OKANAGAN MINOR HOCKEY ASSOCIATION by its authorized signatories
Greg McCune, Mayor	Authorized Signatory
Tate Bengtson, Chief Administrative Officer	Authorized Signatory

## THE CORPORATION OF THE CITY OF ENDERBY

### MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant  
Date: November 23, 2015  
Subject: 2016-2019 Operational Contribution Agreement with Shuswap Trail Alliance

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#### **Recommendation**

THAT the Enderby & District Services Commission endorses a four-year renewal of the Operational Contribution Agreement with the Shuswap Trail Alliance, with a 1-2% annual contribution adjustment included;

AND THAT the Enderby & District Services Commission recommends that the City of Enderby approve and execute the Agreement.

#### **Background**

In 2013, the Enderby & District Services Commission endorsed partnering with the Shuswap Trail Alliance (STA) to provide services related to trail building, marketing, trail maintenance and planning within the City of Enderby and Area 'F'; the City of Enderby executed a three-year Operational Contribution Agreement with the STA on behalf of the Commission. The STA entered into similar agreements with the City of Salmon Arm and Columbia Shuswap Regional District (Areas C, D, E, and F) and thus have been providing a comprehensive and integrated trail stewardship service throughout a significant portion of the Shuswap and North Okanagan regions over the past 3 years (2013-2015).

The three-year Operational Contribution Agreement involved a \$10,000 yearly contribution from the Commission towards the STA's operational capacity, key tasks of which included:

- a) Organizational coordination;
- b) Strategic development and planning;
- c) Communications and promotion;
- d) Financial management;
- e) Investment and fundraising; and
- f) Human resources management.

The specific core functions that the STA provided under the Agreement include:

- a) General advice on trail development issues as requested by Council or the Commission;
- b) Regional collaboration;
- c) Environmental Screening/Adaptive Planning;

- d) Trail stewardship;
- e) Trail experience development and programs;
- f) Capital projects co-ordination as may be agreed upon; and
- g) Technical trail services.

The current Agreement is expiring on December 31, 2015 and the Trail Alliance is seeking a four-year renewal; the \$10,000 yearly contribution from the Commission is proposed to remain the same although a 1-2% annual contribution adjustment is proposed to address yearly cost increases, starting in year 2 of the agreement cycle, based on the annual CPI (capped at 2%). Please see attached Shuswap Trail Alliance Operational Funding Strategy 2016-2019.

Key projects and initiatives completed by the STA within the City of Enderby and Area 'F' over the term of the existing agreement (2013-2015) include:

- Enderby Cliff's trail maintenance and upgrades;
- Enderby-Splatsin Active Transportation Plan;
- Enderby-Splatsin Riverwalk Extension and Enhancement Plan;
- Grindrod Park Trail development;
- MV Beattie Elementary School greenway trail and retention pond;
- MV Beattie Elementary School greenway trail brushing; and
- Shuswap Okanagan Rail Trail Initiative.

Attached is a complete overview from the STA regarding all projects and initiatives of significance completed within the term of the existing agreement (2013-2015) and within and/or directly accessible to Enderby and Area 'F' residents and visitors; this summary includes shared planning, training, marketing, and educational program development. These projects and initiatives have a combined net value (partner funding, STA funding, and in-kind contributions) of \$153,142.67.

If it is the desire of the Commission to renew the Operational Contribution Agreement with the STA, it is recommended that the Commission endorses a four-year renewal of the Agreement with a 1-2% annual contribution adjustment included, and also that the Commission recommends that the City of Enderby approve and execute the agreement on its behalf.

Respectfully Submitted,



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Kurt Inglis  
Assistant Corporate Officer and Planning Assistant



**Proposal: Shuswap Trail Alliance Operational Funding Strategy 2016 – 2019**

Updated: September 4, 2015

*Submitted by:* The Shuswap Trail Alliance

*Contact:* Phil McIntyre-Paul (Executive Director), Winston Pain (STA Board Chair)

**Purpose:** to renew a 4-year annual agreement supporting the operational capacity of the Shuswap Trail Alliance in order to maintain the regional collaborative effort to grow active healthy living through trails and active transportation networks in communities throughout the Shuswap.

**Supporting Operational Capacity:** Contributions under this proposal go toward the operational capacity of the STA in order that it can in turn coordinate the necessary tasks needed to leverage, approve, fund and implement annual projects on behalf of its contributing partners. This includes:

- a. Organizational Co-ordination
- b. Strategic Development and Planning
- c. Communications and Promotion
- d. Financial Management
- e. Investment and Fundraising, and
- f. Human Resources Management

**Proposed Funding Contribution Strategy:** the following is proposed for the 2016 – 2019 period. . .

1. **Projected Annual Operational Expenses 2016:** 2016 Projection (see attached) = \$170,000
2. **Proposed Regional Partner Contributions:** propose a 4 year renewable commitment, starting in 2016 to ensure balanced overlap of leadership with the new four year election cycles)

a. City of Salmon Arm	\$40,000
b. Columbia Shuswap Regional District Areas C, D, E, F	\$40,000
c. City of Enderby/RDNO Area F	\$10,000
d. District of Sicamous	\$5000
e. Village of Chase	\$5000
f. STA Fundraising	\$40,000
g. Operational Contribution from Project Funds	\$30,000
<b>Annual Operational Funding Commitment</b>	<b>\$170,000.00</b>

3. **CPI Annual Cost Adjustment:** propose a 1 - 2% annual contribution adjustment to address yearly cost increases starting in year 2 of the agreement cycle based on the annual CPI (capped at 2%)
4. **Ongoing Review:** emerging priorities from the 2015 Shuswap Regional Trails Strategy and growing community volunteer stewardship have increased pressure on the operational capacity of the STA. It is recommended we review the agreement as these priorities are developed. They include:
  - a. Management of the Shuswap Regional Trail Strategy steering committee and roundtable, including Secwepemc Nation leadership liaison. Estimated budget need: \$20,000
  - b. Sub-Regional Volunteer Stewardship Development. Estimated budget need: \$25,000



**2016 – 2020 Strategic Priorities:** Key priorities for regional collaboration over the next 5 years include the following strategic goals:

- *Facilitate the Regional Trails Roundtable* – includes motorized and non-motorized reps
- *Continue to Develop & Maintain community trails*, as specified by community strategic plans
- *Implement Access Management Priorities* – see Shuswap Regional Trails Strategy
- *Grow the Volunteer Trail Stewardship Program* and Local Trail Advisories
- *Update the Regional Greenway Trail Strategy, Business Plan, and Marketing Plan*
- *Develop and Implement Community Active Transportation Plans* (Walk/Bicycle)
- *Advance Community-to-Community Trail Connectors* (e.g. Rail-Trail, West Bay. . .)

**Annual Strategic Workplan:** As part of its operational responsibilities, a plan is developed each year to guide project work conducted through the Shuswap Trail Alliance that promotes and implements the strategic plans of the contributing municipalities, regions, and partners. The core functions provided through this annual work plan to the regional partners are:

- a. General advice to partners on trail development issues as requested
- b. Facilitation of regional collaboration, including the Shuswap Trails Strategy
- c. Environmental screening/adaptive planning
- d. Trail Stewardship Development (including volunteer training/support)
- e. Trail Experience Development Programs (with Shuswap Tourism and other partners)
- f. Capital Projects coordination
- g. Technical trail services

2016 workplan targets currently suggest opportunity for a combined leveraged project budget of \$320,000. (see attached) A final 2016 Work Plan and Budget is developed with regional partners during the fall.

**The Results (2020 Targets):** Desired outcomes from this ongoing commitment to work together include:

1. Continued growth, maintenance, promotion, and long-term resilience of trails, pathways, and active transportation infrastructure for walking, bicycling, and other forms of non-motorized travel (including paddling) in communities and sub-regions throughout the Shuswap Watershed;
2. Continued strengthening of community-to-community, organization-to-organization, and government-to-government relationships, accountability, and shared stewardship, including Secwepemc First Nation, Provincial/Federal, and Municipal/Regional collaboration
3. A net increase in community health indicators directly related to increased levels of mobility;
4. Continued growth of economic opportunity for regions, communities, and individuals through lifestyle attraction, property value resilience, tourism opportunity, and health benefits;
5. And improved levels of trail-related environmental stewardship with visible reductions in negative impacts from all recreational access in all regions of the Shuswap watershed. (See Shuswap Regional Trail Strategy strategic work plan)

**The Shuswap Trail Alliance  
2016 Program Budget: DRAFT PROJECTION**

Last Revision: September 04, 2015

Revenues	Budget	Notes:
STA Investment	\$ -	STA funding investment
STA Memberships	\$ 4,000.00	
STA Fundraising	\$ 60,000.00	includes Feb fundraiser, donations, etc
Regional Partners		CSRD, Municipalities, Tourism
CSRD - Operational Funding	\$ 40,000.00	
Salmon Arm - Operational Funding	\$ 40,000.00	
Enderby/NORD Area F - Op Funding	\$ 10,000.00	
Other - Op Funding	\$ 10,000.00	New partners 2016
CSRD Parks - Trail Projects	\$ 120,000.00	2016 trail projects & planning
Salmon Arm - Trail Projects	\$ 30,000.00	2016 trail projects & planning
Other Municipal/Regional - Trail Project	\$ 20,000.00	2016 trail projects & planning
Shuswap Tourism		TBA
Other Funds	\$ 2,000.00	LASS
Grants: BC Community Gaming Grant	\$ -	
Grants: Non-Government	\$ 10,000.00	Various, SCF Trail Mix
Grants: Other Provincial/Federal	\$ -	
Rec Sites and Trails BC	\$ 15,000.00	2016 Projects
BC Parks	\$ 5,000.00	PEFund Target
Additional Funding Needed	\$ 45,000.00	for Regional Trail Strategy & Stewardship
<b>Sub-Total</b>	<b>\$ 411,000.00</b>	
Regional In-Kind	\$ 80,000.00	includes volunteers
<b>Combined Total</b>	<b>\$ 491,000.00</b>	

**Expenses**

Operations		
Accounting and Bookkeeping	\$ 5,200.00	10 hrs/month + BDO review
Amortization Expense	\$ -	
Association Memberships	\$ 300.00	ORC, IMBA
Bank Charges and Interest	\$ 120.00	
Computer	\$ 250.00	supplies under \$500
Conferences		
Incorporation Annual Fees	\$ 25.00	
Insurance	\$ 8,200.00	liability, contents, equipment, directors
Internet/Website	\$ 500.00	domain URLs, server host
IT Service	\$ 500.00	
Legal Services	\$ -	in-kind
Marketing & Communications	\$ 1,500.00	mailings, displays, printing, fees
Meeting Room Rental	\$ -	in resource office & community consult
Office Cleaning	\$ 250.00	Project & Resource Offices
Office Supply	\$ 2,000.00	
Photocopies & Printing	\$ 500.00	
Postage/Courier	\$ 300.00	
Professional Development	\$ 3,000.00	Wildlife/Danger tree
Project Administration	\$ 55,000.00	40 hours/week at \$25/hr + benefits (10 mths)
Coordination & Management	\$ 62,000.00	32 hours/week at \$30/hr + benefits
Registration System	\$ -	programs, huts, etc (on hold)



Rent and Utilities	\$ 12,000.00
Sponsorship and Fundraising	\$ 14,000.00
Storage	\$ -
Telephone	\$ 2,800.00
Travel	\$ 2,000.00
<b>Sub-Total</b>	<b>\$ 170,445.00</b>

Workshop & Office  
Feb Fundraiser expenses  
in-kind  
Telus & cell phones

#### Regional Collaboration

Community Consultations	\$ 20,000.00
<b>Sub-Total</b>	<b>\$ 20,000.00</b>

Regional Trail Strategy: \$20,000 required

#### Environmental Planning

Project: Trail Assessments (EA, etc)	\$ 2,500.00
<b>Sub-Total</b>	<b>\$ 2,500.00</b>

Consultations, BC Parks PEF

#### Trail Stewardship

Maintenance: Hut	\$ -
Maintenance: Trail	\$ 4,000.00
Stewardship Coordination	\$ 25,000.00
Volunteer Trail Events	\$ 4,000.00
<b>Sub-Total</b>	<b>\$ 33,000.00</b>

on hold  
materials, targeted support, trailreport.com  
stewardship coordinator: \$25,000 required  
training, materials, trail shirts

#### Experience Development

Programs	\$ 5,000.00
Project: Trail Map/Guide/Web	\$ -
<b>Sub-Total</b>	<b>\$ 5,000.00</b>

Trail Mix Project  
web upgrade, guide/map additions

#### Trail Development

Equipment >\$500	\$ 1,500.00
Equipment <\$500	\$ 4,000.00
Equipment: Repair	\$ 2,000.00
Equipment: Safety Gear	\$ 800.00
Equipment: Mini-Skid Steer	\$ 500.00
Equipment: Truck	\$ 6,500.00
Projects: Hut Layout & Construction	\$ -
Projects: Route Plotting/Planning/Design	\$ 10,000.00
Projects: Trail Building	\$ 18,600.00
Trail Development(er)	\$ 32,000.00
Trail Crew Wages	\$ 43,400.00
Trail Projects Manager	\$ 60,000.00
Merch	
Additional Benefits	
Team Development	\$600.00
<b>Sub-Total</b>	<b>\$ 179,900.00</b>

incl chain saw replacement  
hand tool replacement  
safety review/renewals  
includes maintenance and repair  
includes fuel, maintenance, repair  
on hold  
trail planning projects  
materials, equipment rental, etc  
contracts  
seasonal crew (see labour budget)  
40 hours/week at \$25/hr + benefits (12 mths)  
in wages  
in wages

<b>Regional In-Kind Contributions</b>	<b>\$ 80,000.00</b>
---------------------------------------	---------------------

**Program Expenses Total \$ 490,845.00**  
**Surplus / Deficit \$ 155.00**

## Enderby &amp; Area: Project Summary TO DATE

Updated: November 23, 2015



Projects of significance within and/or directly accessible to Enderby/RDNO Area Residents and visitors. Also - Includes shared planning, training, marketing, and educational program development.  
 Note: this summary only reflects a partial audit. Final audit of full value (funding, in-kind, and volunteer) will be conducted at the end of the fiscal calendar.

Projects (Completed): 2013 - 2015				Partner Funding		STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1501	Bigfoot Winter Events - Enderby Cliffs/Upper Violet Ck	\$1,370.00		Completed 2013	BC Parks/Splatsin/HNS/STA			Completed 2013	BC Parks/Splatsin/HNS/STA					
	Art Exhibition 2016 (Trail Mix)			In progress	SDAC/STASCF		\$479.50							
	Enderby Cliffs Trail Maintenance - 2013	\$2,500.00		Completed 2013	BC Parks PEF		\$1,884.00							
1402	Enderby Cliffs Trail Upgrades - 2014	\$1,700.00		Completed 2014	BC Parks/Splatsin		\$2,050.30				300	4500		
	Enderby Cliffs Trail Decommission & Planting			In-kind	BC Parks/Kelth Cox/STA volunteers		\$842.50				100			
1300	Enderby-Splatsin Active Transportation Plan	\$3,500.00		Completed 2014	Enderby, Splatsin, IHA		\$5,895.10				50			
1519	Enderby-Splatsin Riverwalk Extension Plan	\$17,000.00		Completed 2015	Enderby/Splatsin/BC HealthyCom/STA								750	
1441	Enderby/NORD Area F Planning: General			2014, 2015	Enderby/NORD-F/Grindrod Park		\$757.60							
1439	Environmental Screening Revisions 2014	\$2,087.50		Completed 2015	Rec Sites Trails/Jeremy Ayotte/STA									
	Environmental Trail Standards Pilot 2013	\$22,665.00		Completed 2013	Rec Sites Trails/Jeremy Ayotte/STA									
1303	Experience Development: Nature Education			2014, 2015	Shuswap Community Foundation, SOLF, SD83		\$611.75							
1448	Experience Development: Tourism			2014, 2015	ST/EDS/Operators/STB/Adams/RFAM		\$1,049.30							
1427	Grindrod Park Trail	\$8,708.42	\$4,097.38	Completed 2014	STA/Grindrod Assoc/Git Guides/Canada Seniors Grl		\$13,710.36			760			760	2
1449	Healthy Communities (Shuswap Coalition)			2014, 2015	IHA and Regional/Municipal/NGO partners		\$2,380.10							
1200	Larch Hills Non-Winter Trail Advisory & Mngt Plan			2014, 2015	LHNS, Rec Sites Trails, BC Parks, etc		\$3,083.95							
1314	Larch Hills (Upper Violet Creek): Trail Stille Project	\$3,460.08	\$2,271.22	Completed 2014	BC Parks/Rec Sites/LHNS/SCF/Advisory Partners		\$11,380.03							17
1404	Larch Hills Traverse - Mica Connector	\$14,994.00	\$3,828.17	Completed 2014	Rec Sites Trails/STA		\$5,515.13			1700			1700	2
	Larch Hills Traverse - Raspberry Hill Finish	\$7,995.00		Completed 2013	Rec Sites Trails, CSRD Parks #43		\$4,163.14			822				3
1509	Larch Hills Traverse - Hyde Mtn Connector	\$25,000.00	\$25,000.00	Completed 2015	NTC/ORC/BC Rec Sites/STA/Voy		\$5,000.00			3000			4000	4
1451	Larch Hills Traverse: General			Completed 2014			\$598.50							
1406	Mara Meadows Ecological Reserve Monitoring 2013	\$4,000.00		Completed 2013	BC Parks									
1521	Mara Meadows Ecological Reserve Monitoring 2014	\$1,970.00		Completed 2014	BC Parks/1429/Jeremy Ayotte/Gacacuv		\$424.10							
	Mara Meadows Ecological Reserve Monitoring 2015	\$2,400.00		Completed 2015	BC Parks/Jeremy Ayotte		\$3,500.00							
	MV Beattie School Greenway Trail & Retention Pond	\$36,351.55		Completed 2013	Enderby/SD83 E-03					421				
1443	Nordic Trail Mnt Guide and Maps (Shuswap Tourism)			In-kind	Damon Kent/MV Beattie PAC volunteers		\$135.00					30		
1504	Owlshed Access Management Plan			Completed 2015	Shuswap Tourism/TOTAL/HNS/Skmana		\$1,301.40							
	Regional Rec Access Trail Plan - 2013	\$7,770.03		In progress	Splatsin/BC Parks/Rec Sites/EVSC/SicAT/Vtoko					1000				8
1201	Regional Rec Access/Trail Plan - 2014	\$10,997.60	\$2,498.98	Completed 2013	Shuswap Tourism #34									
1201	Regional Rec Access/Trail Plan - 2015	\$18,413.68		Completed 2014	Rec Sites Trails, ST, Lks Div, Fraser Basin		\$5,605.68							
1201	Regional Rec Access/Trail Plan - Planting Maps	\$5,261.65	ALIB mapping	Completed 2015	Rec Sites Trails, ST, Lks Div, Fraser Basin		\$2,982.50							
1416	Routes and Blues Interpretive Program 2014	\$1,131.97	\$462.56	Completed 2015	Rec Sites Trails, ST, Lks Div, Fraser Basin, ALIB		\$3,081.30							
	Routes and Blues Interpretive Program 2013	\$1,760.00		Completed 2014	R&B/BC Parks/Partners		\$2,890.94							
1431	Shuswap Okanagan Rail Trail Initiative		\$74.49	Completed 2013	BC Parks PEF		\$2,549.37							
1417	Shuswap Trail Displays 2014		\$463.71	Completed 2014	Splatsin/ALL PARTNERS								50000	
	Shuswap Trails Website, Facebook, Trailreport			Completed 2014	CSJ, ST, R&B, etc									
1444	Stewardship Review Fall 2014		\$461.25	ongoing	STA/Shuswap Tourism/Clnt Smith/Elnadon		\$5,000.00							
1515	Stewardship Review Fall 2015		\$750.00	Completed 2014	STA subsidized/Volunteer/in-kind									
	TOTAL Summit Shuswap Gala (Kevin Pattison)	\$2,513.33		Completed 2015	STA subsidized/Volunteer/in-kind									
1506	Trail Stewards Workshop (April 10-11) - 2015		\$1,103.71	Completed 2013	Shuswap Tourism #37		\$424.93							
1426	Trail Stewards Workshop (May 23-24) - 2014		\$696.09	Completed 2015	STA subsidized/Volunteer/Tim Hortons		\$445.00							
	Trail Stewards Workshop - 2013		\$700.00	Completed 2014	STA subsidized/Volunteer/in-kind		\$400.00							
	TrailRider (Adaptive Accessible Trail Program)	\$18,223.00		Completed 2014	STA subsidized/Volunteer/in-kind									
	Totals	\$221,772.81	\$43,121.66	Completed 2013	Dabra McDonald/BCF/ASACU/BC Parks/Stella Jones		\$88,151.48			6703	1450	4530	57210	36
Combined Net Value							\$353,045.83							

## Additional Projects of Relevance and Regional Summary Totals



The South Canoe Trail System is within a 15 minute drive of Enderby, overlaps into the RDNO region, and is utilized by Enderby and Area residents and visitors. It is one of the region's most visited trail systems.

South Canoe Trail Projects: 2013 - 2015											
Partner Funding		STA Funded	In-Kind	Status	Partners	New m	Fix m	Maintain m	Plan m	Signs #	
1452	Single Track 6										
	South Canoe: Lower Trail Sign - Layout & Install	\$4,896.36	\$536.00	Completed 2015	TransRockies/SAEDS/ST/SBikeC/Chamber/Stookum						
	South Canoe: Malibu Upgrades - Dec 27/12	\$35,951.41		Completed 2013	City SA #SA27					60	
1511	South Canoe: Middle Entry & Stubby's	\$5,000.00	\$4,774.12	Completed 2013	City SA, South Canoe Advisory, Rec Sites Trails	2124					
1510	South Canoe: Upgrades 2015 - General	\$20,000.00	\$4,430.00	Completed 2015	Horse Council BC, BCHBC, CSA	600	500				
1526	South Canoe: South EQ Connector	\$5,000.00	\$14,000.00	Completed 2015	SASCU Grant, Rec Sites Trails, City SA, SCAdvisory			32000			
1400	South Canoe: EQ Trail Upgrades			In progress 2015	City SA	846	200	1000	1646	5	
1418	South Canoe: Ongoing Planning & Upgrades		\$841.51	Completed 2014	EQ Trail Association		In 1421				
1419	South Canoe: Spring 2014 - General		\$302.91	Completed 2014	STA subsidized/Volunteer/In-kind				3500		
1420	South Canoe: Spring 2014 - P2		\$2,230.31	Completed 2014	City SA, Rec Sites, SCAdvisory, etc	300		10000			
1421	South Canoe: Spring 2014 - Prudential Upgrades	also in 1419	\$1,392.89	In undercut	Completed 2014	City SA, Rec Sites, SCAdvisory, etc	100	740	100		
1422	South Canoe: Spring 2014 - Triangle Trail	\$3,000.00	\$5,079.76	Completed 2014	EQ Trails, STA subsidized/Volunteer/In-kind		150	1600	150		
1423	South Canoe: Spring 2014 - Undercut (bridge)		\$2,424.86	Completed 2014	City SA, Rec Sites, SCAdvisory, etc		630		630		
1203	South Canoe: Upper Trail Signs (Crown)	\$5,000.00	\$1,251.68	Completed 2014	City SA, Rec Sites, SCAdvisory, CanoeFP	145		50	195		
Totals		\$78,847.77	\$19,826.40	Completed 2014	Rec Sites Trails	4015	1580	45390	6221	125	
Combined Net Value		\$163,142.67									

The above summaries show only those trails within immediate access of Enderby and Area. It must be acknowledged, however, residents and visitors to the area access the entire Shuswap regional trail system. Following is the 3-year project snapshot for the full Shuswap Regional Trails Program made possible by the combined contributions of regional partners through the Shuswap Trail Alliance.

Total Shuswap Regional Projects: 2013 - 2015									
2015 Project Total	Partner Funding	STA Funded	In-Kind	Status	New m	Fix m	Maintain m	Plan m	Signs #
2014 Project Total	\$212,896.17	\$74,591.43	\$68,979.99	In progress	11002	1465	195590	73614	97
2013 Project Total	\$222,250.88	\$44,847.68	\$161,888.66	Completed 2014	12037	1398	146440	103920	120
	\$379,936.33	\$53,200.00	\$65,000.00	Completed 2013	11809	2675	93652	63725	277
<b>Totals</b>	<b>\$815,083.38</b>	<b>\$172,639.11</b>	<b>\$296,868.66</b>		<b>34848</b>	<b>5538</b>	<b>433882</b>	<b>241259</b>	<b>494</b>
<b>Combined Net Value</b>	<b>\$1,283,591.14</b>								

## Enderby & Area: Photo Gallery

Updated: November 23, 2015



*Bigfoot Winter Events -  
Enderby Cliffs*



*Enderby Cliffs Tplaqin Trail  
Decommission & Plant*



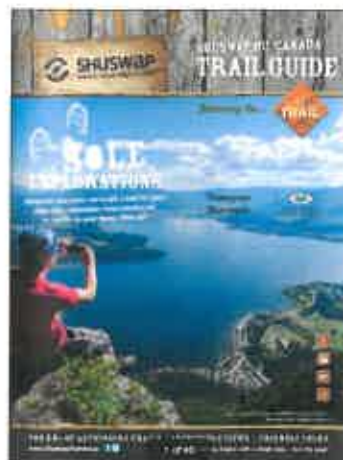
*Grindrod Park Trail*



*Bigfoot Winter Events -  
Upper Violet Creek*



*Enderby-Splatsin Active  
Transportation Plan*



*Experience Development:  
Tourism (incl. Trail Guide)*



*Enderby Cliffs Maintenance -  
2013*



*Enderby-Splatsin Riverwalk  
Extension Plan*



*Larch Hills (Upper Violet  
Creek): Trail Stiles*



*Enderby Cliffs Upgrades -  
2014*



*Enderby/NORD Area F  
Planning: General*



*Larch Hills Traverse:  
Additions 2013 - 2015*





**Mara Meadows Ecological  
Reserve Monitor**



**Regional Recreation Access  
Trail Plan (Roundtable)**



**Shuswap Okanagan Rail Trail  
Initiative**



**MV Beattie School Greenway**



**Shuswap Trail Displays**



**Trail Stewards Workshop  
(Spring)**



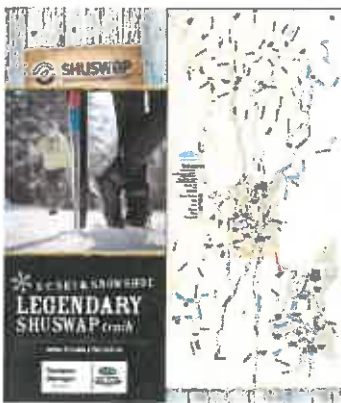
**MV Beattie Trail Brushing**



**South Canoe: Upgrades**



**TrailRider (Adaptive Trail  
Program)**



**Nordic Trail Mini Guide**



**Shuswap Trails Website,  
FaceBook, Trailreport**



**Owishead Access  
Management Plan**



**Stewardship Review (Fall) –  
2013 BC Parks Award**



**Trail Recon above Kingfisher**

## Enderby & Area: Location Map

Updated: November 23, 2015



*Enderby and Area: Trail Projects 2013 – 2015*



# Did you know, in 2014 we completed



- ✓ **over 60 projects**
- ✓ **38+ partners**
- ✓ **7 new trails built**
- ✓ **totaling 12,037 meters**
- ✓ **1398 meters repaired**
- ✓ **144,640 meters maintenance**
- ✓ **10 new boardwalks**
- ✓ **16 trailhead stiles**
- ✓ **3 sets of stairs**
- ✓ **131 new trail signs**
- ✓ **103,000 meters planned**
- ✓ **54 volunteer trail events**
- ✓ **over 513 volunteers**
- ✓ **over 3/5ths young people**
- ✓ **12 interpretive events**
- ✓ **4 provincial presentations**
- ✓ **3 conservation projects**
- ✓ **2 guides with Shuswap Tourism**
- ✓ **1 Active Transportation Plan**

**Please join us:**

**[www.shuswaptrails.com](http://www.shuswaptrails.com)**



*The Shuswap*  
**TRAIL ALLIANCE**



# FIELD NOTES

Build-a-Metre | 2014 Year of the Boardwalk | A Dream of Rail Trails

## Impressive stats

2014 saw over 60 trail projects with more than 38 partner organizations, 54 volunteer events, 498 volunteers, half who were young people, 7 new trails totalling 12 km, 1398 metres upgraded, 144,640 metres maintained, and an impressive 10 new boardwalks.

## Regional Strategy

Secwepemc, Regional, Municipal, and Provincial leadership met this November at Pierre's Point to identify new priorities for regional trails. The strategy will further improve trail management practices in the Shuswap and guide the STA's work ahead.

## Build-A-Metre

This year a new capital trail funding campaign launches at the February 6th Trail Party. The goal is to raise an additional \$50,000 to support annual trail stewardship projects throughout the Shuswap. At \$20/metre that equals 2500 metres. Make a contribution at [www.shuswaptrails.com](http://www.shuswaptrails.com).



## Shuswap Trail Highlights

2014 was the year of the boardwalk for Shuswap Trails, with 10 new boardwalks installed at four different trail locations. Each helped to improve sustainability and reduce erosion. Beautiful curves define several as destinations in their own right thanks to trail designer, Sutra Brett. Check the new Mt Baldy deck below. (Also Balmoral, South Canoe, and Park Hill.)

Along with an impressive list of project stats (see side bar teaser), Shuswap Trail Alliance partners were working together on the new regional trail strategy with support from the Fraser Basin Council, the new Enderby Splatins Active Transportation Plan







### **Splatsin negotiations with CP bring Rail Trail dream closer**

Splatsin Chief and Council have secured a 1.5 km section of the corridor just south of Sicamous and a 6 km section south of Enderby. It is an important acknowledgement of the title and rights of the Splatsin community and the wider Secwepemc Nation territory through which the abandoned rail corridor runs.

The Splatsin have re-established their role as primary caretaker in the region and opened the door for new uses of the corridor for tourism and transportation.

Splatsin Chief and Council will now take the lead in regathering local leadership to discuss options to work together and acquire the remaining sections of corridor not included in their final agreement with CP Rail.

The STA will support Splatsin leadership and local municipal, regional and provincial partners in those discussions which include the potential for a continuous linear greenway corridor for walking and cycling.

Visit the website to get involved.

[www.shuswaptrails.com](http://www.shuswaptrails.com)

with Interior Health support, invasive plant reduction by White Lake trail stewards and support from the Columbia Shuswap Invasive Species Society, BC Parks, and TRU, the official opening of the Mount Baldy Lookout trail with the Sorrento and Area Community Association and CSRD Area C Parks Commission, significant upgrades with the South Canoe trail advisory, exciting partnerships with the Shuswap Outdoor Learning Foundation, School District 83, CSRD Parks and the North Fork Wild conservation trails, and the Nordic guide with Shuswap Tourism.

### *2015 is a pivotal year*

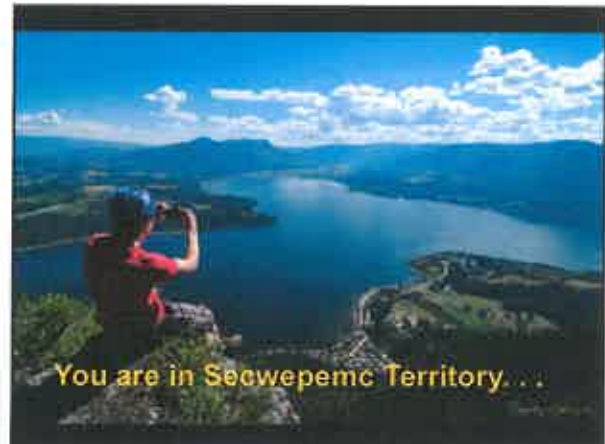
2015 is year three of the 3-year pilot agreement with the STA and CSRD Area C, D, E, and F, Salmon Arm, Enderby, and NORD Area F greenway programs. Planning is underway to determine what the next 5 years will look like. Discussions will also include Sicamous and Chase. Secwepemc and Provincial leaders are providing direction through the regional trail strategy process. Priorities include trail management plans in sensitive habitat, additions to existing trails, active transportation planning, and the pending Sicamous to Armstrong rail trail opportunity.



## Shuswap Trails 10<sup>th</sup> Anniversary 2014/2015 Progress Report

August 18, 2015

Presented by: The Shuswap Trail Alliance  
[www.shuswaptrailalliance.com](http://www.shuswaptrailalliance.com)



You are in Secwepemc Territory...



### The Shuswap Trail Strategy...

Establish the entire Shuswap Watershed as a united destination trail centre known for its active lifestyle, vibrant culture, natural beauty, and commitment to sustainable ecology



Well designed,  
Well signed,  
Well maintained,  
Well promoted



### The Shuswap Trail Alliance...

the organizational body (formed in 2005) through which local and regional leadership work together to develop and implement the Shuswap Trails Strategy...

...as First Nations, stewardship, government, industry, business, and community stewardship organizations and individuals.

Weaving it Green for Generations  
in a spirit  
of respect, cooperation,  
and stewardship



#### The outcome ~ with partners ~ since 2006. . .

- 170 completed greenway trail projects.
- 11 signature trail systems, over 90 regional trails
- 95+ km of new trails valued over \$1.7 million
- Over 650 new trail signs, 5000 blazes
- Emerging four-season trail based marketing
- \$3,750,000 in leveraged cash/in-kind investment



#### And in 2014 we completed. . .

- 62 projects
- with 38 partners
- 7 new trails, 12,000 meters, 6 locations
- 146,000 meters maintained and upgraded
- 131 new signs, 11 locations
- 54 volunteer events, 513 people, over 3/5 youth



#### And 10 new boardwalks!



#### Projects completed in all 5 Core Pillars. . .

1. Regional Collaboration
2. Trail Stewardship
3. Environmental Adaptive Planning
4. Experience Development
5. Capital projects/technical trail services



#### 2014 Regional Collaboration. . .

- Shuswap Recreation Trail Access Strategy
- Regional trail marketing with Shuswap Tourism
- Healthy Communities Initiative (IHA)
- Enderby-Splatsin Active Transportation Plan
- Roderick Haig-Brown Trail Upgrade Plan
- Sicamous-to-Armstrong Rail Trail Initiative
- Stewardship partner support (LHNS, ECTrails, BCRC, Shuswap Cycling, White Lake, SCA Advisory, SO, SABNES, Adams River, Sakana)



#### 2014 Trail Stewardship. . .

- TrailReport@shuswaptrails.com hotline
- Annual stewardship schedule
- Spring "workshop-in-the-woods" training
- Trail Stewardship Advisories
- November Stewardship review
- Trail environmental screening tool (T.E.S.T.)



### 2014 Environmental Adaptive Planning. . .

- Erosion & stream protection upgrade projects
- Larch Hills wetland protection trail stile project
- Invasive plant workshops and pulls with CSISS
- Trail environmental screening tool (T.E.S.T.)
- Turtle monitor by White Lake trail stewards
- Mara Meadows plant survey and terrain study



### 2014 Experience Development. . .

- Shuswap Trail Guides with Shuswap Tourism
- Outdoor Education support with S.O.L.F.
- Guide operators tenure support and MoUs
- Interpretive walks with Routes&Blues, BC Parks
- ShuswapTrails.com online maps and info



### 2014 Trail Development: Regional Highlights. . .



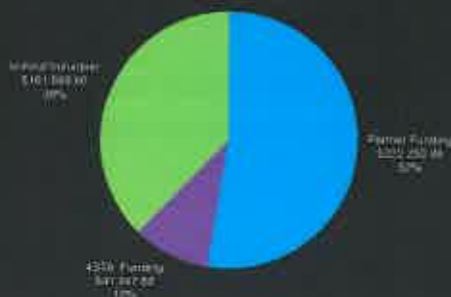
### Leveraged Resources. . .

- Community Fundraising
- CSRD Parks Area C, D, E, F
- City of Salmon Arm
- City of Enderby/NORD Area F Parks
- Rec Sites and Trails BC
- Interior Health
- BC Parks
- Shuswap Community Foundation
- National Trails Coalition
- Canadian Seniors Health Grant
- Community, Volunteers, In-kind



Value: \$428,987.22

2014 Project Resources



Champions. . .







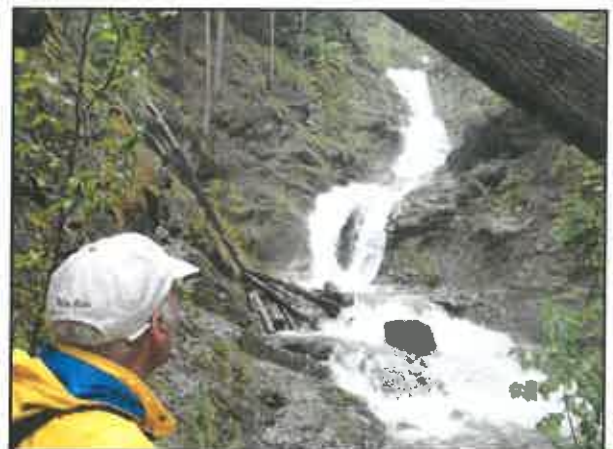




























#### 2015 **Priorities**...

- Regional Trail Strategy and Access Management
- Support Sicamous – Armstrong Rail Trail
- Update Trail Guide and MTB/Hike Trail Map
- Annual Partnership Agreement Renewals
- Annual Trail Maintenance Schedule
- New Trail Planning & Projects



#### New Trail Targets in 2015...

- Larch Hills Traverse Additions
- South Canoe Middle Trails
- Rubberhead Climb Trail
- Mt Tuam Bike Pump Trail
- Mt Baldy Upper Loop Addition
- North Fork Wild Phase 1 & 2
- Enderby/Splatsin AT Round 2
- Salmon Arm Trail Route Signs
- Herald Park Upper Trail Reroute
- Park Hill Centre Trail addition



#### New Trail Targets in 2015...

- Sorrento Hwy West Trail
- NORD Area F Trail Inventory
- Sicamous-Armstrong Rail Trail
- Balmoral Harvest Reroute Plan
- White Lake Nature Trail Plan
- Bear Creek Flume Trails
- Scatchard Historic Trail Loop
- Glenemma Multi-Use Trail Plan
- Salmon Arm Bay Trail Planning
- and...



#### 2016 - 2020 **Priorities**...

- Mobilize **Regional Trail Committee** and Implement Access Management Priorities
- Grow the **Volunteer Trail Stewardship Program** and Local Trail Advisories
- Update **Regional Greenway Trail Strategy, Business Plan, and Marketing Plan**
- Develop and Implement **Community Active Transportation Plans**
- Advance **Community-to-Community Trail Connectors**



#### Abandoned Rail **Trail?** Corridor...



#### Abandoned Rail **Trail?** Corridor...







### ACTION

- Use the trails
- Tell others about the trails
- Join a local trail organization
- Speak with our elected officials
- Become an Alliance member
- Volunteer – become a steward
- Make a charitable contribution



### Build-a-Metre Campaign

- Target: \$75,000 in 2015
- \$5 posts a blaze
- \$10 digs the tread
- \$20\* buffs a whole metre
- \$50\* caps it in gravel
- \$100\* decks it with boardwalk

Make your contribution at

[www.shuswaptrails.com](http://www.shuswaptrails.com)



A little taste of  
the work...



Thank you!

Please visit...

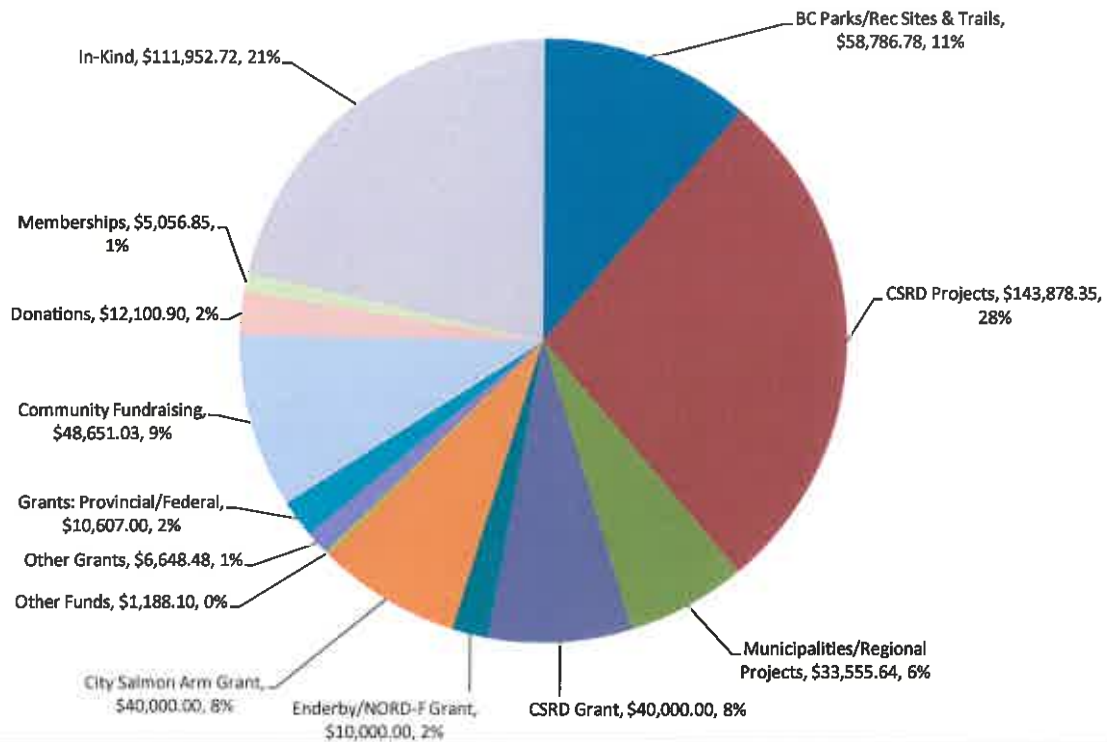
[ShuswapTrails.com](http://ShuswapTrails.com)

**Shuswap Trail Projects**  
Updated: May 07, 2015 - PMcP  
Projects (Completed): 2014

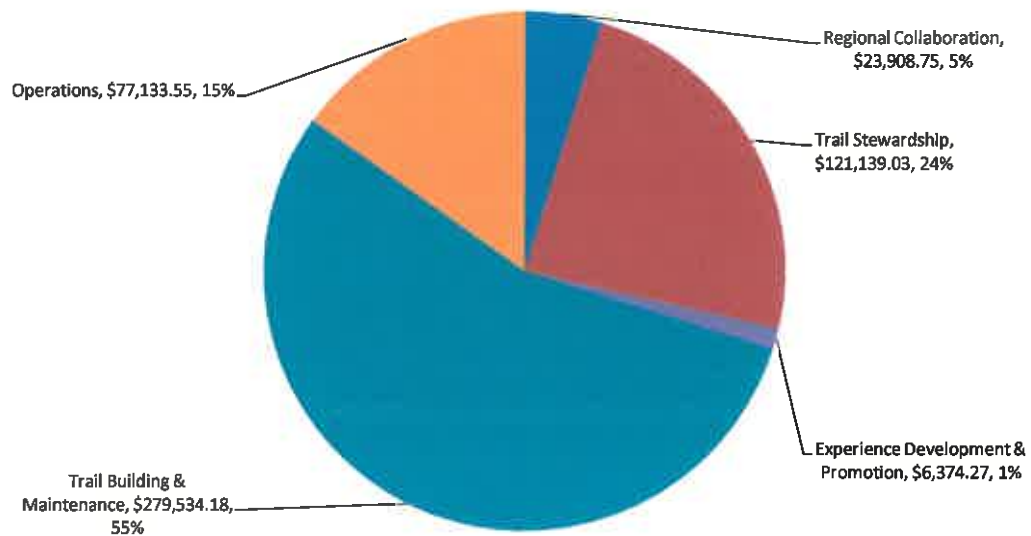
		Partner Funding	STA Funded	In-Kind	Lead Partners	New m	Fix m	Maintain m	Plan m	Signs #
1414	CSRD Trail Maintenance 2014: Spring Clean-up	\$6,592.40		\$112.50	CSRD Parks Inv#60					
1413	CSRD Trail Maintenance 2014: Sic Crk	\$747.01			CSRD Parks (for final Sic Crk repair/plc bnc)			44500		
1401	CSRD Trail Maintenance 2014: Fall/Winter	\$6,500.00		\$1,987.46	CSRD Parks (incl 2014 counters #1430)		16	200		
1440	CSRD Trail Planning: General (2014)	\$3,291.31		\$360.00	CSRD Parks #Inv1423			63000		
1402	Enderby Cliffs Upgrades - Part 1	\$4,000.00		\$2,007.24	BC Parks/Splatish		see next		3200	
1402	Enderby Cliffs Upgrades - Part 2	\$1,700.00		\$2,050.30	BC Parks/Splatish		100			
1441	Enderby/NORD Area F Planning: General			\$368.10	Enderby/NORD-F/Grindrod Park					
1300	Enderby Splatish Active Transportation Plan	\$3,500.00	\$714.00	\$5,895.10	Enderby, Splatish, IHA					
1403	Evelyn Falls Trail	\$9,843.39			CSRD Parks	see next				
1403	Evelyn Falls Trail - season finish	\$11,156.61	\$4,310.80	\$7,876.30	CSRD Parks	1600			3000	5
1303	Experience Development: Nature Education			\$393.75	Shuswap Community Foundation					
1448	Experience Development: Tourism			\$447.30	STEDS/Operators/STG/AdamsRFAM					
1427	Grindrod Park Trail - Volunteer (Guides)		\$4,097.38	\$13,710.36	STA/Grindrod Assoc/Guides/Fed Seniors Grt	760			760	2
1449	Healthy Communities (Shuswap)	\$8,708.42		\$1,353.60	IHA and Regional/Municipal/NGO partners					
1200	Larch Hills Non-Winter Advisory & Plan			\$2,613.95	LHNS, Rec Sites Trails, BC Parks, etc					
1451	Larch Hills Traverse: General			\$598.50						
1404	Larch Hills Traverse - Phase 2: Mica Connector	\$14,994.00	\$3,828.17	\$5,515.13	Rec Sites Trails/STA	1700			1700	2
1405	Little Mountain: Hurling Reroute	\$2,617.38		\$1,560.00	City SA PO#37225		103			
1438	Little Mountain: Subdivision Connector	\$3,000.00	\$1,284.99	\$1,540.50	City SA PO#37140	200				
1406	Mara Meadows Ecological Reserve Monitoring	\$1,970.00		\$424.10	BC Parks#1429/Jeremy Aoytla/Geosurv					
1407	Mt Baldy Trail Connector Phase 1: 2014	\$24,000.00	\$2,161.25	\$7,102.18	Sorrento Comm/Assoc/CSRD/PKts Inv#48	2000		4300	2750	3
1301	Mt Ida View Trail Plan	\$552.97			City SA PO#2291				see above	
1443	Nordic Trail Mini Guide - 2014			\$1,047.60	Shuswap Tourism/TOTAL/HNS/Skman					
1408	North Fork Wild - Phase 1 (Perry River)	\$20,089.61		\$367.50	CSRD Parks/SD83/SOLF Inv#1406-CSRD	see next				
1408	North Fork Wild - Phase 1 (Perry River)	\$14,658.87		\$518.00	CSRD Parks/Stella/Jones Inv#1421-CSRD	1900				8
1302	Okanagan to Underpass Connectors Plan	\$395.37			City SA PO#2100	see above				
1435	Park Hill Trails: Outer Loop South - Boardwalk	\$8,926.01		\$683.50	City SA		108			
1434	Pleated Woods: Hawk Heights	\$2,410.06		\$720.00	City SA/SA/SS POLE/Pileaters	77	175			4
1201	Regional Rec Access/Trail Plan	\$10,997.60	\$2,498.98	\$5,605.68	Rec Sites Trails, ST, Lts Div, Fraser Basin					
1304	Roderick Haig-Brown Trail Assessment	\$3,943.50	\$3,664.50	\$2,643.21	BC Parks #BCPark012				34000	
1415	Roderick Haig-Brown Trail Assessment (Specs)	\$2,083.40		\$714.06	BC Parks #1402-BCParks					
1416	Routes and Blues Interpretive Program	\$1,131.97	\$462.56	\$3,091.30	R&B/BC Parks/Partners					
1409	Rubberhead Trail System - Additions 2014	\$20,536.00		\$2,672.52	Rec Sites Trails FIA	see next				
1409	Rubberhead Trail System - Additions 2014				Rec Sites Trails FIA	1975			1975	6
1446	Salmon Arm Fall Trail Maintenance 2014	\$4,454.00	hold to 2015		City SA - hold to spring 2015					
1305	Salmon Arm Greenway Planning: General		\$2,229.50	\$1,111.75	City SA					
1306	Salmon Arm Sign Connections Plan	\$180.00			City SA					see above
1307	Salmon Arm Sign Inventory	link with 1410		link with 1410	City SA PO#33709					
1410	Salmon Arm Sign Replacement	\$4,679.19			City SA					see above
1202	Scatchard Mtn Trail Plan	\$212.80		\$243.05	City SA PO#36325				1000	
1431	Shuswap Okanagan Rail Trail Initiative		\$74.49	\$2,549.37	David Lepsoe, Village of Chase	1000			50000	
1417	Shuswap Trail Displays 2014		\$463.71		Splatish/VALL PARTNERS					
1411	Sicamous Creek Replant Maintenance 2014				CSJ, ST, R&B, etc					
1452	Single Track 6	\$2,455.34		\$531.45	CSRD Parks, Prov BC #1403-CSRD			250		
1309	Sorrento Hwy West Trail: Plan	\$1,000.00		\$1,068.34	TransRockies/SAEDS/ST/SBikeC/Chamber/Stookum				580	
1400	South Canoe: EQ Trail Upgrades	in 1421	\$841.51	\$360.00	Sorrento Comm Assoc/MoT/CSRD					
1418	South Canoe: Ongoing Planning & Upgrades			\$8,543.40	EQ Trail Association					
1419	South Canoe: Spring 2014 - General		\$2,230.31	\$12,330.40	STA subsidized/Volunteer/in-kind	300			10000	
1420	South Canoe: Spring 2014 - P2	also in SC General	\$1,392.89	In undercut	City SA, Rec Sites, SCAdvisory, etc		100		740	100
1421	South Canoe: Spring 2014 - Prudential Upgrade:	\$3,000.00	\$5,079.76	\$3,545.45	EQ Trails, STA subsidized/Volunteer/in-kind		150		1600	150
1422	South Canoe: Spring 2014 - Triangle Trail		\$2,424.86	\$3,229.00	City SA, Rec Sites, SCAdvisory, etc		630		630	630
1423	South Canoe: Spring 2014 - Undercut (bridge)		\$1,251.68	\$1,521.50	City SA, Rec Sites, SCAdvisory, CanoeFP	145		50	195	
1203	South Canoe: Upper Trail Signs (Crown)	\$5,000.00	\$381.03	\$1,199.63	Rec Sites Trails					60



### 2014 Resource Partners: Leveraged Funding Summary



### 2014 Project Expenditures: by Strategic Pillars



**Shuswap Trail Alliance**  
**Income Statement 01/01/2014 to 12/31/2014**

**REVENUE**

**Revenues**

Donations - Corporate		6,538.25
Donations - Individuals		5,407.65
Donations- In-kind hours		111,952.72
Memberships - Corporations		986.50
Memberships - Individual		4,070.35
In Memoriam		155.00
Community Fundraising Events		48,651.03
Sponsorships - Service Clubs		3,000.00
Sponsorships		0.00
Merchandise Sales		0.00
Programs		6.00
CSRD	169,869.95	
Provincial / Federal Invoiced	32,795.18	
Municipalities/ Regional	33,555.64	
Local Government (Total)		236,220.77
Other Funds	620.20	
Interest Earned	403.77	
SASCU Dividends and Rebates	55.63	
Program Fees	102.50	
Other Funds (Total)		1,182.10
Grants: BC Direct Access Grant		0.00
Grants: Municipalities/ Regional		90,000.00
Grants: Provincial/Federal		10,607.00
Grants: other		3,648.48
<b>Total Revenue</b>		<b>522,425.85</b>

**TOTAL REVENUE** 522,425.85

**EXPENSE**

**Expenses**

Accounting		5,110.13
Administration		7,825.06
Amortization Expense		5,864.00
Bank charges and interest	121.20	
Interest on long term debt	0.00	
Bank Charges & Interest (Total)		121.20
Community Consultations		12,563.89
Computers		738.35
Conferences		0.00
Coordination & Mgmt-contract/wages		57,576.90
Committees		0.00
Equip>500=Cap.asset holding till YE		665.00
Equipment under \$500		4,046.67
Equipment Repair		1,555.14
Equipment - Safety Gear		844.49
Equipment - Skid Steer R&M	0.00	
Equipment - SkidSteer loan interest	35.34	
Equipment - Skid Steer (Total)		35.34
Equipment - Truck R&M	3,086.19	

Equipment - Truck loan interest	<u>0.00</u>	
Equipment - Truck (Total)		3,086.19
Incorp Ann Fees & Memberships		181.00
Insurance		8,062.78
Internet and website	486.53	
Website design	<u>0.00</u>	
Internet & Website (Total)		486.53
Legal Services		0.00
Maintenance - Trails		54.30
Marketing & Communication	1,463.62	
Meals under Marketing	<u>0.00</u>	
Marketing & Communication (Total)		1,463.62
Materials - General trail building		487.86
Meeting Room Rental		405.25
Office Cleaning		255.07
Office Supplies		2,786.43
Postage / Courier		297.90
Professional Development		951.24
Programs		1,628.74
Project: Co-management Plan		0.00
Project: Route Plotting		0.00
Project: Trail Assessments -E.A.etc		24.86
Project: JCP		0.00
In Kind Hours		111,952.72
Equipment Rental	2,241.40	
Fuel	3,220.13	
Fuel Costs - NOT motor vehicle	189.61	
Materials	17,975.00	
Materials - signage	3,665.98	
Operations Manager-Wages	24,584.60	
Trail Crew Wages- invoiced	0.00	
Wages and Salaries	143,938.33	
EI Expense	4,184.70	
CPP Expense	8,503.89	
WCB Expense	3,816.85	
Trail Building	0.00	
Travel: Mileage	<u>8,394.96</u>	
Project: Trails (Total)		220,725.45
Project: Trail Guide- Map/Web		896.24
Registration System		0.00
Rent & Utilities		10,403.54
Sponsorship & Fundraising		19,273.52
STAB expenses		0.00
Cellular phones		1,339.13
Office Phone		1,352.90
Trail Development		21,781.83
Team Development		622.18
Volunteer Trail Events		2,452.72
Promotional Event		171.83
Bad Debts Expense		<u>0.00</u>
<b>Total Expenses</b>		<b><u>508,089.78</u></b>
 <b>TOTAL EXPENSE</b>		 <b><u>508,089.78</u></b>
 <b>NET INCOME</b>		 <b><u><u>14,336.07</u></u></b>

Generated On: 05/05/2015

## **Shuswap Trail Alliance: Strategic Work Plan 2015**

### **DIRECTION NOTES – STRATEGIC PLANNING COMMITTEE**

Updated: February 11, 2015

**NOTE:** The attached direction notes form the basis for the Shuswap Trail Alliance 2015 Strategic Work Plan. They include measurable objectives (p. 2 and 3) to guide planning and evaluation in 2015. These will be incorporated into the final format for the Annual Strategic Work Plan, which includes action tables, timelines, champions, and contingency plans.

## **2015 Priorities:**

The 2015 Shuswap Trail Alliance Strategic Work Plan and operating budget that follows will be guided, and revised according to the following priorities:

### **1. PRIORITY ONE: maintain and grow our regional trail system**

- a. Complete the Regional Trail Strategy and continue with sub-regional area planning. (Outcomes: Regional Trail Strategy document, Regional Trails Advisory in place, and 3 – 5 subregional access management plans underway)
- b. Prepare and present a renewed Shuswap Trail Alliance 5 year operational partnership proposal to regional partners by May 2015 (Outcomes: Obtain 5 year operational grant agreements with 7 – 9 Municipal and Regional Partners, and dialogue underway exploring similar partnership agreements with Rec Sites & Trails BC and First Nations).
- c. Raise funding to resource a Stewardship Coordinator to engage, assist, and support local trail stewards – (Outcome: by the end of March \$15-20,000 of \$30,000 need to be in place to hire a coordinator by May/June).
  - i. Financial Sustainability Committee (FSC): need to ramp up the fundraising effort to resource this position - main FSC priority for 2015. (Outcome: \$30,000)
- d. Support/advocate the Enderby – Armstrong CPR Rail Trail development. Be prepared to assume a key facilitation role if requested. (Outcome: working group in place actively securing, funding, and developing the corridor as a legacy greenway for walking & cycling)
- e. Host an Active Transportation Planning session (leadership forum) with the Healthy Communities coalition, Regional Partners, and other key players to strategize on how to move this priority forward. (Outcome: Regionally endorsed AT planning strategy)
- f. Finalize Annual Operating Plan and Continue/Complete Ongoing Capital Projects (including South Canoe Upgrades, Larch Hills Traverse additions, Rubberhead additions, North Fork Wild, Evelyn Falls...) (Outcome: AOP complete by end of Feb, partnership agreements with BC Parks, Rec Sites and Trails BC, and project commitments finalized with Municipal/Regional Partners, 10 km new and upgraded capital trail projects)
- g. Improve Electronic Communications and data management system:
  - i. Switch from weekly to monthly ebulletins; trail crew to provide facebook updates; maintain web calendar and news updates (Outcome: reduced but consistent monthly communication with media and contact database)
  - ii. database fix and scrub, then ongoing maintenance (Outcome: 90% or better contact accuracy)
  - iii. website update (Outcome: trail content accurate to 2015 trail guide update, dedicated stewardship resources and information pages linked to trails)
  - iv. Resource a dedicated "web manager" (Outcome: weekly news, events, and notice update posted and accurate)
- h. Financial Sustainability – implement annual capital campaign (Target: \$75,000 Build-a-Metre), raise \$10,000 for endowment – Target MEC funding for 2015/2016 and BC Gaming Grants (Environment Program Deadline Summer 2015)



## **2. PRIORITY TWO:**

- a. Support/promote Shuswap Outdoor Learning Foundation and other educators (Outcome: 20 – 30%??? net growth in trail based outdoor learning programs over 2014)
- b. Experience Developing, Marketing, develop awareness – continue to support Shuswap Tourism including Trail Guide update and new Mountain Bike trail guide (Outcome: reprint and distribution of Shuswap Trail Guide, mountain bike guide print and distribution; 10%???net increase in trail count use; 20%??? net increase in shuswaptrails website traffic)
- c. Develop/sign-off on MOUs with trail guide/operators (Outcome: draft MoU template and recommended compensation structure in place; x 3 signed MoUs)
- d. Implement 2015 Regional Trail Maintenance Proposal (seasonal maintenance crew) (Outcome: min. 140,000 metres trail seasonally maintained)
- e. Hire Summer Student(s) with appropriate skill sets to: manage/improve web site, begin ec-dev study, complete Salmar Film ads, run summer trail challenge program, etc. – if summer suitable students are not found, the default is to rely on volunteer. (Outcome: successful summer trail challenge with 20%???net increase participation over 2014)

## **3. PRIORITY THREE:**

- a. Initiate "Find Your Trail" poster campaign (Outcome: 20%??? net increase in shuswaptrails website traffic)
- b. Complete Salmar Film ads (Outcome: 20%??? net increase in shuswaptrails website traffic)
- c. Signs – develop interpretive sign program and protocol with Secwepemc leadership (Outcome: Secwepemc trail sign strategy and design template developed)
- d. Reactivate Shuswap Hut Pilot Project including the Anstey Highlands - (explore partnership agreement with Eagle Valley Snowmobile Club/Rec Sites & Trails for Eagle Pass Hut. Support the Outdoor Learning Network to be a lead on this initiative.) (Outcome: hiking route approved to Eagle Pass hut, partnership agreement in place with snowmobile club and Rec Sites and Trails BC; Anstey Highlands working group in place and active)

### **Parking Lot:**

1. Engage a researcher to conduct an Economic & Lifestyle Benefits and Attraction Analysis of Trails in the Shuswap Region. Either:

- Primary Research Analysis –
- Or short term, review of existing research only (Secondary Research) and preliminary scan of existing indicators (include input from diverse sources – e.g. realtors)
- Possible leadership includes – Kailey Cannon, Possible PhD topic for TRU Student

Priority One if needed for the 5 year operational partnership proposal. Priority 2/3 if not.

(Outcome: Watershed wide benefits and attraction study document and presentations completed to all orders of government)

2. Office assistant position needed to free up the Executive director and Business Manager/Executive Coordinator – add to the business model for the 5 year proposal – would likely be part-time. (Outcome 2016: 5-year funding strategy in place to sustain Executive Director (full time), Business Manager/Executive Coordinator (full time), and Administrative Assistant (half time))

**Therefore – 2015 Budget Direction and Actions: Target Top Tier Priorities**

***Values Statement:***

To foster a healthy, engaged community in the Shuswap Region – economic/environmental/social – through well designed, maintained, and promoted trails connecting people, culture, and landscape; and to do so through collaboration, stewardship, fiscal responsibility, and economic development.



***Mission Statement:***

THE PURPOSE OF THE SHUSWAP TRAIL ALLIANCE IS to develop, operate, maintain, and promote a network of non-motorized trails, waterway and hut-to-hut routes throughout the Shuswap watershed region in the Province of British Columbia for educational, recreational, economic, and environmental benefit to the public, and to do so collaboratively through community partnerships.



***Lines of Business (Pillars):***

1. Regional Collaboration
2. Trail Stewardship
3. Environmental Screening and Adaptive Planning
4. Experience Development
5. Capital Projects and Technical Trail Services

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6. Alliance Operations



## **Goals:**

### **1. Regional Collaboration**

- a. development of the regional trails strategy and capital plan
- b. facilitation of regional partners in planning
- c. ongoing relationship development
- d. leveraged capacity of time, talent, and resources throughout the region

### **2. Trail Stewardship**

- a. the framework to support and grow local trail leadership and volunteers,
- b. develop regional stewardship agreements
- c. establish environmental monitoring program,
- d. manage ongoing trail maintenance throughout the region

### **3. Environmental Screening and Adaptive Planning**

- a. determine the ecological suitability of existing and proposed trail alignments
- b. develop adaptive monitoring plans for every trail throughout the region
- c. resource local volunteer monitoring program

### **4. Experience Development (supports the work of Shuswap Tourism and regional partners)**

- a. to create targeted online and print tools to share trails (maps, guides, website) with each other and the world
- b. to increase active, healthy living through promotion of the greenway trail systems,
- c. to support the growth of local interpretive programs and guides,
- d. to grow sustainable trail-based business opportunities and service providers,

### **5. Capital Projects and Technical Trail Services**

- a. ongoing research and standards development on trail design best practices
- b. technical knowledge and consultative support (plot, plan, design, and implement sustainable trail and integrated sign programs)
- c. capital project implementation – greenway trail design, build, upgrade, restore
- d. annual trail crew programs (summer & winter)

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### **6. Alliance Operations**

- a. Organizational coordination
- b. Strategic development
- c. Communications and PR
- d. Financial management
- e. Investment and fundraising
- f. Human resources
- g. Membership services



## ***Detailed Strategic Targets:***

### ***1. Regional Collaboration:***

1. Complete the regional trail strategy and begin sub-regional area planning (underway)
2. Prepare and present a renewed Shuswap Trail Alliance 5 year operational partnership proposal to regional partners for a (include CSRD, NORD, Salmon Arm, Enderby, Sicamous, and Chase, as well as Rec Sites and Trails BC and BC Parks)
  - a. Linked to the Regional Trail Strategy, but clearly focused on a regional greenway trail commitment, including community Active Transportation planning
  - b. commitment to planning that is resourced
  - c. commitment to implementation that is resourced
  - d. includes both capital project development and ongoing maintenance (consider contracting this out)
  - e. linked to the volunteer stewardship program (see 2015 regional maintenance proposal)
  - f. linked to promotional commitment and resources through Shuswap Tourism
  - g. acknowledges major capital projects (i.e. Rail-Trail) require dedicated facilitation capacity to mobilize
3. Target leveraged infrastructure funding grants for 2016 + projects

### ***2. Trail Stewardship:***

1. Prepare regional Annual Operating Plan (Jan) – to include local trail plans for 2015 – to be submitted to Recreation Sites and Trails BC, BC Parks, and Regional Partners
2. Raise funding to resource Stewardship Coordinator for 2015 (Key to get the most effective person possible for this position)
3. Maintain annual schedule, training, volunteer days, and steward liaison and recruitment
4. Expand baseline trail inventories and implement annual inspections program
5. Improve TrailReport hotline response and fund/install trailhead info signs
6. Expand volunteer days to include monthly events in each partner region
7. Expand school group and youth engagement
8. Implement 2015 Regional Trail Maintenance Proposal (seasonal maintenance crew)
9. Improve website tools – dedicated stewards tools/resources page, trail specific stewards pages

### ***3. Environmental Screening and Adaptive Planning:***

1. Implement screening and adaptive plan for all NEW projects (coordinated by Project Manager)
2. Target development of adaptive plans for 5 existing plans (coordinated by Stewardship Coord.)
3. Develop collaboration with Columbia Shuswap Invasive Species Society – look for opportunities to maximize shared efficiencies and mutual objectives (e.g. site inspections)



#### **4. Experience Development:**

1. Interpretive Walks – (volunteer champion dependant)
  - a. Spring Hospice/Fall Hikes (?),
  - b. Routes (on hold)
2. Hire Summer Student
  - a. Trail display assistance
  - b. Summer trail challenge 2015
  - c. Website/guide information updates
3. Shuswap Tourism
  - a. Mountain Bike/Hike Mini-Guide
  - b. Trail Guide – revisions, new format?, funding?
  - c. Support trail-based FAM tours
4. Shuswap Trails Website - Requires upgrade/overhaul
  - a. Eliminate bugs
  - b. Multi-platform
  - c. Improved Google Maps, kml download, and pdf map uploads
5. Displays – limited capacity
  - a. Shuswap Tourism supported = yes
  - b. STA dedicated – resourced, so only if volunteer capacity
6. Other promotional ideas – only if resources/champions are available
  - a. Find Your Trail poster campaign
  - b. Salmar Film ads
7. Outdoor Education
  - a. Support/promote Shuswap Outdoor Learning Foundation and School Programs
  - b. Support/promote Educators Circle (Trish Wallenstein)
8. Guide Operators
  - a. Finalize MoU template and contribution levels
  - b. Sign off on guide MoUs
9. Special Events – community partner driven
  - a. 2015 Single Track 6 Race – Salmon Arm – with SAEDS, Shuswap Tourism
  - b. 2016 Shuswap Trails Artists Exhibition – with SAGA

#### **5. Capital Projects and Technical Trail Services:**

1. Update standards manuals
2. Focus on targeted, resourced priority projects in each partner area – planning & capital projects
3. Rail-Trail Project – requires dedicated resourcing to coordinate planning and implementation
4. Parallel Roadside Trails – recommend a regional plan/implementation strategy

5. Find funding to mobilize other project priorities:
  - a. South Canoe Middle Trail Planning and Upgrades
  - b. Larch Hills Traverse final sections
  - c. Anstey Highlands
  - d. Priorities from Regional Trail Strategy
  - e. Signs – develop interpretive sign program and protocol with Secwepemc leadership

## **6. Alliance Operations:**

1. **PRIORITY:** redevelop STA Business Plan/Trail Strategy for 2016 – 2021
2. **Communications**
  - a. maintain monthly ebuletin, weekly facebook, web calendar and news updates
  - b. database fix and scrub, then ongoing maintenance
  - c. website update
3. **Finance/Business Operations (budgeted for)**
  - a. Maintain tracking, receipts, payables (1.5 hour/day)
  - b. Maintain receivables (invoicing & claims) (1-2 hours/week)
  - c. Maintain bookkeeping including payroll (12.5 hours/month)
4. **KEY CHALLENGE:** Reception & Email Correspondence
  - a. Filter, distribute, and response (???)
5. Implement shared management calendar
6. Update HR policy manual
7. Membership – consider direct-call campaign (Jan), link with idea of “annual trail pass”
8. Financial Sustainability – implement annual capital campaign, raise \$10,000 for endowment - ongoing

### **Management Model:**

1. Executive Director (full time)
  - a. Oversee strategic planning and regional partner liaison
  - b. Management team coordination
  - c. Board/Management liaison
2. Executive Coordinator (full time)
  - a. Oversee business operations
  - b. Assist Executive Director
3. Administrative Assistant (half time)
  - a. Financial administration – tracking, payables, receivables
  - b. Communications and PR – including database maintenance, reception & email???
4. Stewardship Coordinator (seasonal, full time)
  - a. Manage annual schedule, training, volunteer days, and steward liaison and recruitment
  - b. In-field coordination of volunteer days with lead volunteers
5. Project Operations Manager (seasonal, full time)
  - a. Coordination of trail planning, build, and maintenance, trail crew, and contractors
  - b. Project/tool room coordination with Stewardship Coordinator and lead volunteers
6. Field Coordinator (seasonal, full time)
  - a. Assists Project Operations Manager – field crew supervisor
  - b. (Veda) mapping and sign layout
7. Technical Consultants (contract)
  - a. Planning, trail design, technical direction, sign design, GIS/mapping, etc.
  - b. Project coordination and field crew supervision
8. Consulting Biologist (contract)
  - a. Screening and adaptive planning consultant
  - b. Site review services
9. Special Project Coordinators (contract) – e.g. Rail-Trail project

**The Shuswap Trail Alliance  
2015 Program Budget**

Last Revision: January 29, 2015

Revenues	Budget	Notes:
STA Investment	\$ 45,000.00	STA funding investment
STA Memberships	\$ 4,000.00	
STA Fundraising	\$ 60,000.00	includes Feb fundraiser, donations, etc
Regional Partners		CSRD, Municipalities, Tourism
CSRD - Operational Funding	\$ 40,000.00	
Salmon Arm - Operational Funding	\$ 40,000.00	
Enderby/NORD Area F - Op Funding	\$ 10,000.00	
CSRD Parks - Trail Projects	\$ 150,000.00	2015 trail projects
Salmon Arm - Trail Projects	\$ 56,100.00	2015 trail projects & planning
Other		
Shuswap Tourism		TBA
Other Funds	\$ 2,000.00	LASS
Grants: BC Community Gaming Grant		
Grants: Non-Government	\$ 2,500.00	SCF: Evelyn Falls Project
Grants: Other Provincial/Federal	\$ 25,000.00	NTC Grant for LHTraverse
Rec Sites and Trails BC	\$ 25,000.00	2015 LHT, South Canoe
BC Parks	\$ 6,000.00	PEFund Target
<b>Sub-Total</b>	<b>\$ 465,600.00</b>	

**Expenses**

**Operations**

Accounting and Bookkeeping	\$ 5,200.00	10 hrs/month + BDO review
Amortization Expense	\$ -	
Association Memberships	\$ 750.00	ORC, IMBA
Bank Charges and Interest	\$ 120.00	
Computer	\$ 1,000.00	upgrades & software (ArcMap)
Incorporation Annual Fees	\$ 25.00	
Insurance	\$ 8,200.00	liability, contents, equipment, directors
Internet/Website	\$ 500.00	domain URLs, server host
IT Service	\$ 500.00	
Legal Services	\$ -	in-kind
Marketing & Communications	\$ 1,500.00	mailings, displays, printing, fees
Meeting Room Rental	\$ 500.00	
Office Cleaning	\$ 250.00	Project & Resource Offices
Office Supply	\$ 2,000.00	
Postage/Courier	\$ 300.00	
Professional Development	\$ 3,000.00	Chainsaw course, S-100, danger tree
Project Administration	\$ 50,000.00	40 hours/week at \$25/hr (9.5 mths)
Coordination & Management	\$ 60,000.00	38 hours/week at \$30/hr
Registration System	\$ -	programs, huts, etc (on hold)
Rent and Utilities	\$ 12,000.00	Workshop & Office
Sponsorship and Fundraising	\$ 18,000.00	Feb Fundraiser expenses
Storage	\$ -	in-kind
Telephone	\$ 2,800.00	Telus & cell phones
Travel	\$ 2,000.00	
<b>Sub-Total</b>	<b>\$ 168,645.00</b>	

**Regional Collaboration**



Community Consultations	\$ 5,000.00	Regional Trail Plan
<b>Sub-Total</b>	<b>\$ 5,000.00</b>	
<b>Environmental Planning</b>		
Project: Trail Assessments (EA, etc)	\$ 2,500.00	Consultation support, Mara study
<b>Sub-Total</b>	<b>\$ 2,500.00</b>	
<b>Trail Stewardship</b>		
Maintenance: Hut	\$ -	on hold
Maintenance: Trail	\$ 4,000.00	materials, targeted support, trailreport.com
Stewardship Coordination	\$ -	field coordinator: \$25,000 required
Volunteer Trail Events	\$ 4,000.00	training, materials, trail shirts
<b>Sub-Total</b>	<b>\$ 8,000.00</b>	
<b>Experience Development</b>		
Programs	\$ 1,000.00	outdoor educators support
Project: Trail Map/Guide/Web	\$ 2,500.00	web upgrade, guide/map additions
<b>Sub-Total</b>	<b>\$ 3,500.00</b>	
<b>Trail Development</b>		
Equipment >\$500	\$ 1,500.00	incl brush & chain saw replacement
Equipment <\$500	\$ 4,000.00	hand tool replacement
Equipment: Repair	\$ 2,000.00	
Equipment: Safety Gear	\$ 800.00	safety review/renewals
Equipment: Mini-Skid Steer	\$ 500.00	includes maintenance and repair
Equipment: Truck	\$ 6,500.00	includes fuel, maintenance, repair
Projects: Hut Layout & Construction	\$ -	on hold
Projects: Route Plotting/Planning/Design	\$ 24,000.00	incl City SA planning
Projects: Trail Building	\$ 72,300.00	materials, etc
Trail Development(er)	\$ 32,000.00	contracts (16 days x 10 mths)
Trail Crew Wages	\$ 63,700.00	seasonal crew (see labour budget)
Trail Projects Manager	\$ 70,000.00	40 hours/week at \$28/hr (12 mths)
Team Development	\$600.00	
<b>Sub-Total</b>	<b>\$ 277,900.00</b>	
<b>Program Expenses Total</b>	<b>\$ 465,545.00</b>	
Surplus / Deficit	\$ 55.00	

# Shuswap Trail Projects

Updated: August 18, 2015 - PMcP

Project #	Reserve Accounts	Funding	Status	Partners
1403	Evelyn Falls Trail		2015 finish	SCF
1315	Park Hill East stair upgrades	\$2,000.00	in reserve	Brian Browning
1303	Program Development (Nature Education)	\$2,350.00	in reserve	Shuswap Community Foundation
1201	Regional Rec Access/Trail Plan		in reserve	Lakes Div/STC/BC Rec Sites
1202	Scatchard Mtn Trail Plan	\$2,677.07	in reserve	David Lepcoe, Village of Chase
1204	South Canoe: MTB Play Area	\$1,300.00	in reserve	Tim Robinson Fund
1511	South Canoe Trails - Upgrades 2015 -EQ Trail	\$500.00	in reserve	BC/BC Shuswap - donation
1312	TrailRider Fund	\$2,906.38	in reserve	Donations, SASCU, SCF, BC Parks
1445	Trail Timer	\$2,110.00	in reserve	Skookum, LHNS, Individuals
<b>Reserve Total</b>		<b>\$13,843.45</b>		

tsf Jun 26/15

tsf Jun 26/15

Projects (Confirmed): 2015	Partner Funding	STA Funded	In-Kind	Status	Partners
1433 Glenenna Trail System (Plan)	\$5,000.00			confirmed	CSRD Parks POW3797
1521 Mara Meadows Ecological Reserve Monitoring	\$2,400.00		\$3,500.00	confirmed	BC Parks/Jeremy Ayoite
1522 Mt Baldy: Old Bridge Replacement	\$3,761.21			confirmed	CSRD Parks POW4918
1523 Mt Tuam Pump Track Trails (Blind Bay)	\$24,000.00		\$800.00	confirmed	CSRD Parks POW4914
1524 North Fork Wild - Phase 2 (Riverside Trail)	\$15,177.52			confirmed	CSRD Parks POW4915
1511 South Canoe Trails: Middle Entry & Stubby's	\$4,000.00			confirmed	Horse Council BC, BC/HBC
1510 South Canoe Trails: Upgrades 2015 - General	\$15,000.00	\$750.00		confirmed	Rec Sites
1515 Stewardship Review Fall 2015				Nov-15	STA subsidized/Volunteer/in-kind
<b>Total</b>	<b>\$69,338.73</b>	<b>\$750.00</b>	<b>\$4,300.00</b>		*doesn't include GST

Projects (In Progress): 2015	Partner Funding	STA Funded	In-Kind	Status	Partners
1503 Adams River Pictographs				in progress	BC Parks/STB/ALIB/Chase
Annual Operating Plan Development				in progress	Rec Sites/BC Parks/Regional Partners
1501 Art Exhibition 2016				in progress	SDAC/STA
1505 BC Parks: Planning (General)				ongoing	BC Parks/STA/Stewards/Seq Lakes Div
1447 Chase: General				ongoing	Chase/Stewards
1440 CSRD Trail Planning: General				ongoing	CSRD Parks
1441 Enderby/NORD Area F Planning: General				ongoing	Enderby/NORD-P/G/Indrood Park
1519 Enderby Splats'n Riverwalk Extension Plan	\$8,558.00			in progress	Enderby/Splats'n/BC/HealthyCom/STA
1303 Experience Development: Nature Education	see reserve			ongoing	SCF/SOLF/SD83/OutdoorEd/Circle
1448 Experience Development: Tourism				ongoing	STEDS/Operators/STB/AdamsRFAM
1449 Healthy Communities (Shuswap)				ongoing	IHA and Regional/Municipal/NGO partners
1200 Larch Hills Non-Winter Advisory & Plan				ongoing	LHNS, Rec Sites Trails, BC Parks, etc
1451 Larch Hills Traverse: General		\$5,000.00		ongoing	LHT Spring Clean up and sign fix
1508 LHT Upgrades 2015 (Hyde Mtn Connector)	\$25,000.00	\$25,000.00	\$5,000.00	in progress	NTC/ORC/BC Rec Sites/STAN/oly
1301 Mt Ida View Trail Plan	\$1,628.55			2015 finish	City SA POW2291
1302 Okanagan to Underpass Connectors Plan	\$1,599.48			2015 finish	City SA POW2100
1504 Owlshhead Access Management Plan				in progress	Splats'n/BC Parks/Rec Sites/EVSC/SicATV/Tolko
1201 Regional Rec Access/Trail Plan				in progress	Rec Sites Trails, ST, Lks Div, Fraser Basin
1409 Rubberhead Trail System - Additions 2015	\$4,454.00		\$4,800.00	in progress	Rec Sites Trails/ST/CanoeFP/Stellaj
1305 Salmon Arm Greenway Planning: General	\$3,410.40			ongoing	City SA POW33709
1306 Salmon Arm Sign Connections Plan	see reserve			2015 finish	David Lepcoe, Village of Chase
1202 Scatchard Mtn Trail Plan				in progress	Splats'n/VALL PARTNERS
1431 Shuswap Okanagan Rail Trail Initiative				in progress	TransRockies/SAEDS/STB/Chamber/Stookum
1452 Single Track 6				in progress	Sorrento Comm Assoc/Mot/CSRD/BJ/Survey
1309 Sorrento Hwy West Trail: Plan			\$2,000.00	ongoing	STA subsidized/Volunteer/in-kind
1418 South Canoe - Ongoing - General				ongoing	SASCU Grant
1510 South Canoe Trails: Upgrades 2015 - General	\$5,000.00		\$14,000.00	in progress	STA/Stewards
1453 Stewardship Program: General				2015 finish	City SA POW33711
1310 Syphon Falls/Gayle Creek Plan	\$693.99			ongoing	STA subsidized/CSRD Parks/Rec Sites
1430 Trail Counters					



Commission

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: November 20, 2015  
Subject: Parks, Recreation and Culture Fees Bylaw

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**Recommendation**

THAT the Commission recommends that Council enacts the attached bylaw cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1583, 2015".

**Background**

In 2016, Recreation Services is planning on providing new programs based on its program inventory analysis. Some of these programs have already been put in place for 2015. Under Section 194 of the Community Charter, fees imposed by a Municipality must be set by bylaw. As the cost of providing some of the programs (such as an program/event facilitator) will vary depending on the event or user group, a fixed fee in the bylaw is not feasible. In order to ensure that the legislative requirements are met, a line item has been added to the Parks, Recreation and Culture Fees Bylaw to allow the fees for programs with varying costs to be based on cost recovery.

Attached is the bylaw amendment.

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer



## **THE CORPORATION OF THE CITY OF ENDERBY BYLAW No. 1578**

**A bylaw to impose fees for providing recreation programs and facilities**

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**WHEREAS** The Council of the Corporation of the City of Enderby has adopted "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015";

**AND WHEREAS** Council wishes to amend the fees;

**NOW THEREFORE** the Council of the Corporation of the City of Enderby, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015 Amendment Bylaw No. 1583, 2015".
2. Schedule "A" of "The Corporation of the City of Enderby Parks, Recreation and Culture Fees Imposition Bylaw No. 1578, 2015" is deleted and Schedule "A" attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this \_\_\_\_ day of \_\_\_\_, 2015.

READ a SECOND time this \_\_\_\_ day of \_\_\_\_, 2015.

READ a THIRD time this \_\_\_\_ day of \_\_\_\_, 2015.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

### **SCHEDULE "A" – GENERAL CONDITIONS FOR RENTAL OR USE OF FACILITIES**

1. All rental rates include the standard facility, with normal maintenance staff.
2. All rates include GST as applicable, unless stated otherwise. GST is not included in the prices for ball diamond rental, league ice rental, dry floor rental, and gazebo rental.
3. Facility rentals, unless exempted by Commission policy, are subject to the renter obtaining a General Liability Insurance Policy in accordance with the User Group Rating Schedule provided by the City of Enderby insurance provider as amended from time to time.
4. Ushers, ticket sellers, security forces, etc. are the responsibility of the renter (the City of Enderby reserves the right to provide such services at the Renter's expense).
5. Fees for additional programs provided through the Enderby and District Chamber of Commerce will be on a cost recovery basis.
6. Uses beyond the normal operating hours will require payment of additional labour costs.
7. The City of Enderby reserves the right to require a Performance Bond and/or Damage Deposit.
8. The Renter is responsible to ensure that the facility is vacated at the end of the event.
9. Entrance to or use of facilities will only be requested and approved on the Facility Rental Agreement. Prior entry for decorating, setup, etc. will be subject to the approval of the Facility Manager and noted on the application form.
10. The Renter must not exceed the maximum capacity allowed for the facility.
11. The Renter shall be responsible for loss or damage and assume all risk of injury (including death) to any person arising out of the use of the facility.
12. For all rentals involving the serving of liquor, the renter must carry a liability insurance policy naming the City of Enderby and the Regional District of North Okanagan as additional insured.
13. Should the renter cancel all or part of the rental period, within 30 days of the rental date, they shall not be entitled to any refund of the rental fee. All cancellations resulting in a refund of the rental fee will be subject to a ten (10) percent administration fee. Should the ice be re-rented the original renter will be entitled to a credit equal to the revenue generated by the re-rental to a maximum of the original renter's fees, less the administrative fee.
14. Interest in the amount of 2% per month shall apply on all account balances unpaid after 30 days.
15. **Facility Rental Agreement:**

Prior to use of any facilities, the Renter must complete a Facility Rental Agreement. This document includes a waiver or release, which must be read by the participant before signing. If the participant requests an explanation of the meaning of the waiver, the staff shall respond as follows:

*It means that you have carefully read, clearly understand and voluntarily sign this participation, release and indemnification agreement. You intend, by signing this agreement, to adhere to all policies and procedures stated in this rental agreement.*

*Under no circumstances is the document to be signed without drawing the participant's attention to the waiver, and confirming that the proper liability insurance coverage is in place.*

## THE CORPORATION OF THE CITY OF ENDERBY

### MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Assistant Corporate Officer and Planning Assistant  
Date: November 24, 2015  
Subject: Shuswap Trails Roundtable Letter of Understanding

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#### **RECOMMENDATION**

THAT the Enderby & District Services Commission endorses the attached Shuswap Trails Roundtable Letter of Understanding;

AND THAT the Enderby & District Services Commission appoints a representative from the City of Enderby and Area 'F' to attend the December 2, 2015 Shuswap Trails Roundtable gathering to sign the Letter of Understanding.

#### **BACKGROUND**

In 2013, the Enderby & District Services Commission endorsed partnering with the Shuswap Trail Alliance (STA) to provide services related to trail building, marketing, trail maintenance and planning within the City of Enderby and Area 'F'; the City of Enderby executed a three-year Operational Contribution Agreement with the STA on behalf of the Commission. The STA entered into similar agreements with the City of Salmon Arm and Columbia Shuswap Regional District (Areas C, D, E, and F) and thus have been providing a comprehensive and integrated trail stewardship service throughout a significant portion of the Shuswap and North Okanagan regions over the past 3 years (2013-2015).

The Shuswap Trail Alliance and the regional partners throughout the Shuswap and North Okanagan have worked together to develop the Shuswap Regional Trails Strategy, which is a multi-user (motorized and non-motorized) trail strategy for the region which includes appropriate acknowledgement of Secwepemc Nation territory, accountable protocols for planning and approvals, a focus on ecology and access management priorities, and a commitment to work together.

It is proposed that the Shuswap Trails Roundtable will implement the Shuswap Regional Trails Strategy, through direction to a Working Group. The Shuswap Trails Roundtable will provide an annual forum for collaboration and communication, and would represent an agreement to work together; it is recognized that such a Roundtable is non-regulatory and has no authority for decision making regarding land use, permitting or authorizations. The Roundtable will be comprised of anyone with an interest in or responsibility to manage or promote trails, recreation, tourism and economic development in the region, including local, First Nations and provincial governments, motorized and non-motorized trail user groups, industry sectors that overlap with trail use on Crown land, interest groups and others; these groups are to make appointments to the Shuswap Trails Roundtable at their discretion.

The Shuswap Trail Alliance has circulated a draft Letter of Understanding to all user groups and levels of government proposed to provide representation on the Shuswap Trails Roundtable. If the Commission is interested in participating in the Shuswap Trails Roundtable, it is recommended that the Commission endorses the attached Letter of Understanding and appoints a representative from the City of Enderby and Area 'F' to attend the December 2, 2015 Shuswap Trails Roundtable gathering where the Letter of Understanding will be signed by all parties.

Respectfully Submitted,



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Kurt Inglis  
Assistant Corporate Officer and Planning Assistant



## ***Shuswap Regional Trails Strategy - Summary Document***

### ***Purpose***

The purpose of the Shuswap Regional Trails Strategy is to protect, enhance and recognize trails as an integral part of the Shuswap lifestyle, culture and economy. This strategy will ensure trails are appropriately authorized, mapped, developed, maintained, and promoted. It will also protect and promote First Nations interests, reduce/repair ecological damage from all trail use, and manage land access appropriately. The strategy's process will also serve to demonstrate collaborative management between all orders of government, industry sectors and stewardship groups. It will provide stability and security to all user groups, businesses, and the orders of government who invest in them.

### ***Geographic Area***

The strategy covers the entire Shuswap watershed, involving many jurisdictions including Secwepemc, provincial, and the Columbia Shuswap, Thompson-Nicola, and North Okanagan regional districts and some of their member municipalities.

### ***Funding***

It is important to note that the concepts and ideas contained in this strategy do not necessarily have funding in place; support or endorsement of this strategy by any organization does not imply that they have the funds to implement it.

### ***Proposed Outcomes and Deliverables***

It's anticipated that there will be a suite of benefits achieved through collaboration by trail user groups, industry groups and orders of government:

- Greater recognition, protection and enhancement of trails
- Clarity on priority planning areas
- Improved communication and protocols
- Increased value and security, and more effective marketing of trail system assets, through consistent trail design and sign standards
- Optimization of limited shared resources

The four primary deliverables of this strategy are:

- Establishment of a regional Shuswap Trails Roundtable
- A formal commitment to work together (evidenced by signed Letter of Understanding)
- A strategy document and an implementation plan
- Maps of priority planning areas that can be used by all parties

### ***The Shuswap Trails Roundtable***

The role of the Shuswap Trails Roundtable is to implement the Shuswap Regional Trails Strategy, through direction to a Working Group. The Shuswap Trails Roundtable provides an annual forum for collaboration, communication, and forms an agreement to work together; however it is recognized that it is non-regulatory and has no authority for decision making regarding land use, permitting or authorizations. The roundtable is open and inclusive and will be comprised of anyone with an interest in or responsibility to manage or promote trails, recreation, tourism and economic development in the Shuswap, including local, First Nations and provincial governments, motorized and non-motorized trail user groups, industry sectors that overlap with trail use on Crown land, interest groups and others.

### ***Status and Next Steps***

At a public workshop on June 17, 2015, several key chapters were approved; the Shuswap Trails Roundtable and Working Group structures were established. The Shuswap Trails Roundtable is planned for December 2, 2015.

See [www.shuswaptrailalliance.com](http://www.shuswaptrailalliance.com) for more info and links to the Trail Strategy and Planning Map.

For further information contact: Phil McIntyre-Paul, Executive Director, The Shuswap Trail Alliance, at 250-804-1964, email: [phil@shuswaptrails.com](mailto:phil@shuswaptrails.com).

Updated: November 23, 2015

## LETTER OF UNDERSTANDING

for members of the

### Shuswap Trails Roundtable

Appendix 8 of the Shuswap Regional Trails Strategy as at 2 October 2015

#### BACKGROUND

Since 2001, a series of planning initiatives and community projects in the Shuswap have provided a strategic thread for a regional trail strategy to build upon. The concept for this strategy was championed by Secwepemc Nation (as described below), Shuswap Trail Alliance, Recreation Sites and Trails BC (part of BC Ministry of Forests, Lands and Natural Resource Operations), Shuswap Tourism and Columbia Shuswap Regional District Parks in 2010; however an expanded steering committee with broader representation has been developing this strategy since fall 2014. The purpose of the strategy is to protect, enhance and recognize trails as an integral part of the Shuswap lifestyle, culture and economy; going forward, the strategy will be implemented by the Shuswap Trails Roundtable.

#### PURPOSE

This Letter of Understanding outlines the role, composition, and principles of the Shuswap Trails Roundtable (STR).

#### ROLE AND EXPECTATIONS

The role of the Shuswap Trails Roundtable is to implement the Shuswap Regional Trails Strategy, as follows:

- To set direction and provide course correction, as needed
  - in collaboration with the 'Working Group' who have an operational mandate
- To communicate (two ways) with their respective organization and across all orders of government
- To communicate, share information, and learn from one another
- To access or leverage funds to enable sufficient resources for implementation
- To resolve disputes, as needed

The expectation is that any order of government or organization that is part of the roundtable will work to fulfill the roles.

The STR provides a forum for collaboration, communication, and forms an agreement to work together; however it is recognized that it is non-regulatory and has no authority for decision-making regarding land use, permitting or authorizations.

The Shuswap Regional Trails Strategy is the guiding document for the STR.

## COMPOSITION

Representation and participation for the Shuswap Trails Roundtable is desired from the following groups:

- Adams Lake Indian Band
- BC Parks
- Chase
- Columbia Shuswap Regional District
- Enderby
- Little Shuswap Lake Indian Band
- Neskonalith
- Regional District of North Okanagan
- Recreation Sites and Trails BC
- Salmon Arm
- Sicamous
- Splatkin
- Environmental Stewardship and Naturalist Organizations (Shuswap Environmental Action Society, Salmon Arm Bay Nature Enhancement Society, Adams River Salmon Society, Watershed Roundtables)
- Education including School District 83, post-secondary, and outdoor education and interpretive organizations (e.g., Shuswap Outdoor Learning Foundation, Kingfisher Interpretive Centre)
- Motorized recreation groups
- Non-motorized recreation group
- Agricultural Land Commission
- Thompson Nicola Regional District
- Shuswap Indian Band
- Shuswap Trail Alliance
- Shuswap Tourism
- Commercial Guide Operators
- The Switzmalph Cultural Society
- Natural Resource Industry
- Ministry of Transport
- Health
- Economic Development
- Arts and Culture
- Fish and Game

These groups will make appointments to the STR at their discretion.

## PRINCIPLES

The principles by which the STR operates are consistent with those in the Regional Trails Strategy:

- Stewardship or *Y'icwetsutce*
- Recognition of Aboriginal title and rights
- Collaboration
- Respect

## OPT-OUT, DISPUTE RESOLUTION

An opt-out clause and a dispute resolution process will be developed in the terms of reference.

## SIGNATURES

Name	Organization	Date
(repeat signature rows as needed)		