

ADMINISTRATIVE REPORT TO COUNCIL  
ON  
**BUILD KAMLOOPS COUNCIL SELECT COMMITTEE**

---

**PURPOSE**

The purpose of this report is to request that Council form a Build Kamloops Council Select Committee to provide Council with recommendations for the implementation of the Recreation Master Plan and potential inclusion of other needed civic facilities. Build Kamloops is a visionary program to re-establish the city's prominence as Canada's Tournament Capital, foster our recognition as a premier destination for arts and culture, and keep pace with our recreation and leisure needs as Canada's third fastest-growing city.

**COUNCIL STRATEGIC PLAN**

This report supports Council's strategic priorities and areas of focus regarding:

- **Governance and Service Excellence**
  - Asset Management: We plan for the development, improvement, repair, and replacement of our infrastructure.
- **Livability and Sustainability**
  - Recreation and Culture: We prioritize the development of amenities to cultivate diverse and equitable opportunities for recreation, arts, and culture.
  - Healthy Community: We foster an environment that supports and promotes healthy living through community, recreation, and social connection.

**SUMMARY**

On April 11, 2023, the Committee of the Whole voted how to use the Growing Communities Grant funding, which resulted in funds being allocated the Summit Drive pedestrian and bicycle overpass and the Riverside Park skating facility as well as \$1.0 million being set aside for the development of the Build Kamloops initiatives.

On June 19, 2023, Council released its 2023–2026 Council Strategic Plan, which included areas of focus on recreation, culture, and a healthy community under the strategic priority of livability and sustainability.

Administration is recommending a Build Kamloops Council Select Committee be formed that would function similarly to the previous Tournament Capital Committee, which was formed prior to the Tournament Capital referendum on November 1, 2003. The possible function and committee's makeup is highlighted in the Discussion section of this report.

It is envisioned that, at minimum, the following four working groups will report up to the Build Kamloops Council Select Committee:

- Communications Working Group

- Concept Development Working Group
- User Engagement Working Group
- Program Finance Working Group

The possible structures and functions of these working groups are highlighted in the Discussion section of this report.

Administration is recommending that five Council members be on the Build Kamloops Council Select Committee instead of the usual three members due to the number of meetings that will be required for this large initiative. It is important that a quorum be achievable for each meeting. As with other working groups, Council members who are part of the Build Kamloops Council Select Committee will be able to attend the working group meetings as observers.

If Council supports the recommendation, Administration will develop an official terms of reference to be submitted at the first Build Kamloops Council Select Committee meeting for review and recommendation to Council. Administration will also develop terms of reference for the working groups, which will be referred to Council through the Build Kamloops Council Select Committee.

### **RECOMMENDATION:**

#### **That Council:**

- authorize forming a Build Kamloops Council Select Committee made up of five Council members**
- name Council members to the Build Kamloops Council Select Committee so meetings can commence**

### **DISCUSSION**

The purpose of the Build Kamloops Council Select Committee will be to provide direction to Council on the Build Kamloops program. Information will be received from the four working groups, and the Build Kamloops Council Select Committee will determine locations, the process of referendum or counter petition, project scope, funding, facility prioritization, and community involvement. The Build Kamloops Council Select Committee will be supported by the working group chairs, the Chief Administrative Officer, and the Executive Assistant to the Chief Administrative Officer.

The working groups that will be reporting up to the Build Kamloops Council Select Committee will be as follows:

#### **Communications Working Group**

The purpose of the Communications Working Group will be to develop and execute communications strategies to keep the public informed on the initiative; liaise with community groups/residents; liaise with other Build Kamloops working groups; determine objectives, key messages, tactics, implementation, timelines, and evaluation measures; complete audience analysis and risk analysis; and develop a campaign. The Communications Working Group

members will include the Acting Communications Manager as the chair, support staff as needed, external groups, and potentially members of the public.

### Concept Development Working Group

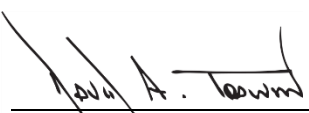
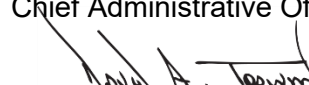
The purpose of the Concept Development Working Group will be to develop the concept/program, determine what is included in the Build Kamloops program, help identify priorities, and work on conceptual designs. The Concept Development Working Group members will include the Civic Operations Director as the chair, support staff as needed, consultants, external groups as required, and potentially members of the public.

### User Engagement Working Group

The purpose of the User Engagement Working Group will be to liaise with user groups on potential projects, determine what components are in each building, and determine building locations. The User Engagement Working Group members will include the Corporate Services Director as the chair, support staff as needed, external groups, and user group representatives as required.

### Program Finance Working Group

The purpose of the Program Finance Working Group will be to determine overall available debt funding and recommend amount for inclusion on public assent, determine overall debt servicing amounts and financial strategies to address how the increase in debt will be funded (taxation, use of reserves, combination) and for what period of time, work to establish financial targets related to grant funding and fundraising (donation), and develop key messaging related to the broader financial impact to the ratepayers of the City of Kamloops. The Program Finance Working Group members will include the Corporate Services Director as the chair, support staff as needed, external groups as required, and potentially members of the public.

  
\_\_\_\_\_  
D. A. Trawin, MURP, BA  
Chief Administrative Officer  
  
\_\_\_\_\_  
Approved for Council

Concurrence: B. J. McCorkell, Community and Protective  
Services Director  
J. Fretz, P.Eng., Civic Operations Director  
D. Hallinan, FCPA, FCMA, Planning and  
Procurement Manager

Reviewed by: K. Rodrigue, Acting Communications  
Manager

DAT/kjm

*Our corporate mission is...*

**MAKING KAMLOOPS SHINE**