

Parks and Recreation Advisory Committee Meeting

held via Zoom
Monday, January 17, 2022
at 3:00 p.m.

Present: Isaac Gilbert, Chair
James Palanio, Vice Chair
Andrew Drouin
Drew Barnes
John Archer
Laura Harp
Marc Tougas
Robert (Sandy) Ross
Tyson Bull

Council Liaison: James Miller, Councillor

Staff: Anthony Haddad, General Manager of Community Services
Kelsey Johnson, Manager of Recreation, Arts and Culture
Len Robson, Public Works Manager
Sheri Raposo, Land Administrator
John Schappert, Legislative Assistant
Paula McKinnon, Deputy Corporate Officer

Regrets: Gary Dean
Susan Fraser

1. Call to Order

The Parks and Recreation Advisory Committee was called to order by the Chair at 3:00 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the agenda for the meeting held on January 17, 2022 as presented.

CARRIED UNANIMOUSLY

Robert (Sandy) Ross joined the meeting at 3:01 p.m.

3. Adoption of Minutes

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the minutes of the December 6, 2021 meeting as presented.

CARRIED UNANIMOUSLY

Laura Harp joined the meeting at 3:06 p.m.

4. **New Business**

4.1 Sudbury Beach, Skaha East and Peach Concessions – Request for Proposals 3846 Skaha Lake Road, 3885 South Main Street and 185 Lakeshore Drive West

The Land Administrator provided background information on the upcoming request for proposals (RFP) for license to use agreements for the three noted addresses. She noted the steps taken thus far and what needs to happen to complete the process.

The floor was opened to the Committee for questions and comments. A Committee Member asked if it is one RFP for all 3 locations and staff responded that it is 3 separate RFPs and that they will likely be different operators. A Committee Member asked why the RFPs note “non-exclusive”, and staff responded that all LTUs from the city are “non-exclusive” and allows for some opportunity for the agreement to be cancelled. A Committee Member asked about the food and beverage service at these locations, and staff responded that the particulars of the business operations are determined in the RFP process. A Committee Member asked if these locations are bound by particular hours, and staff responded that certain business hours are noted in the agreement. A Committee Member asked if the washrooms are open for the extent of the business hours, are they required to have liability insurance, and is the damage deposit large enough. Staff responded that washrooms are open, 5 million dollars of liability insurance is required, and that these buildings are cement and the opportunity for damage is limited so they feel the damage deposit is sufficient. A Committee Member asked about the equipment in these locations and staff responded that the city owns some minimal equipment but that the vendor needs to bring in most of their own equipment.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee recommends that Council direct staff to issue the Request for Proposal to seek an operator for the use of the City buildings located at 3846 Skaha Lake Road (Sudbury Beach Concession), 3885 South Main Street (Skaha East Concession) and 185 Lakeshore Drive West (Peach Concession) for the purpose of the operation of a food concession for a 3-year term.

CARRIED UNANIMOUSLY

4.2 2022 Okanagan Lake and Riverside Park Washroom

The General Manager of Community Services spoke to new washrooms at Riverside Park and Okanagan Lake in 2022. He noted that organizations in the area will be consulted to help determine the best location for each of these parks.

The floor was opened to the Committee for questions and comments. A Committee Member asked if new designs are being considered to help limit the cost of repair and maintenance required. Staff responded that they will be looking at a request for proposal to ensure solid designs are selected to help with this. A Committee Member asked if the hours are consistent for all washrooms, and staff responded that most washroom park hours are consistent. A Committee Member asked about the timing of implementation for the washrooms and staff responded that they are hopeful for summer or fall of 2022. Staff noted that surveillance is key to help limit damage and vandalism. A Committee Member asked when we typically see vandalism, and staff responded that they take place all year.

4.3 2022 Parks and Recreation Advisory Committee Meeting Schedule

The Legislative Assistant noted the proposed 2022 Parks and Recreation Advisory Committee meeting schedule included in the agenda package.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee 2022 meetings be tentatively held on January 17, February 14, March 14, April 11, May 16, June 20, July 18, August 15, September 19, October 17, November 14 and December 12 at City Hall or electronically at 3:00 p.m. unless otherwise specified.

CARRIED UNANIMOUSLY

4.4 Electronic Meeting Policy

The Legislative Assistant highlighted the Electronic Meeting Policy adopted by Council in October 2021 as it pertains to electronic meetings for Advisory Committees.

5. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting is tentatively scheduled to be held on February 14, 2022 at 3:00 p.m.

6. **Public Question Period**

7. **Adjournment**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on January 17, 2022 at 3:38 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

for: 
John Schappert
Legislative Assistant

