



Agenda

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Parks and Recreation Advisory Committee Meeting

to be held at

City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, November 12, 2019
at 3:00 p.m.

1. **Call Regular Committee Meeting to Order**
2. **Introduction of Late Items**
3. **Adoption of Agenda**
4. **Adoption of Minutes**
 - 4.1 Minutes of the August 21, 2019 Parks and Recreation Advisory Committee Meeting **3-5**
Staff Recommendation: THAT the Parks and Recreation Advisory Committee adopt the minutes of the September 25 2019 meeting as presented.
5. **Business Arising from Prior Meetings**
6. **New Business**
 - 6.1 Parks and Recreation Advisory Committee Term Extension – Bregje Kozak **6-7**
 - 6.2 Childcare BC New Spaces Fund – Ben Johnson and JoAnne Kleb **8-16**
Staff Recommendation:
 1. THAT the Parks and Recreation Advisory Committee endorse consult as the IAP2 level of engagement in the zoning amendment application to add 'daycare' as a permitted use in Kiwanis Park; and
 2. THAT the Committee direct staff to implement the proposed engagement plan.

6.3 Skaha Lake Park East Plan – Ben Johnson

17-22

Staff Recommendation:

1. *THAT the Parks and Recreation Advisory Committee endorse creating a plan for the eastern portion of Skaha Lake Park as the priority for the Master Plan Process; and*
2. *THAT the Committee endorse the process to create the plan.*

7. **Council Outcome**7.1 Appointment to Penticton and Ellis Creek Restoration Select Committee Update – Paula McKinnon**Verbal**8. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting date is to be determined.

9. **Adjournment**



Minutes

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Parks and Recreation Advisory Committee Meeting

Held at City of Penticton, Meeting Room A
171 Main Street, Penticton, B.C.

Wednesday, 25, 2019
at 3:00 p.m.

Present: John Archer (*Acting Chair*)
Donna Ritchie
Sandy Ross
Peter Osborne
Michaela Wooldridge
Drew Barnes
Lee Davidson

Staff: Len Robson, Public Works Manager
Bregje Kozak, Director of Recreation and Facilities
Paula McKinnon, Legislative Assistant
Ben Johnson, Manager of Special Projects
JoAnne Kleb, Engagement Strategist
Ysabel Contreras, Parks Technician

1. Call to Order

The Parks and Recreation Advisory Committee was called to order by the Acting Chair at 3:04 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the agenda for the meeting held on September 25, 2019 as presented.

CARRIED UNANIMOUSLY

4. Adoption of Minutes

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the minutes of the August 21, 2019 meeting as presented.

CARRIED UNANIMOUSLY

5. **Business Arising from Prior Meetings**

6. **Correspondence**

7. **New Business**

7.1 Appointment to the Penticton and Ellis Creek Restoration Select Committee

The Manager of Public Works informed the Committee that the Penticton and Ellis Creek Restoration Advisory Committee's Terms of Reference have been amended to include one member from the Parks and Recreation Advisory Committee in a voting capacity. Committee members who are interested in the appointment are to provide their name to Paula McKinnon, Legislative Assistant, to be considered by Council.

Lesley Chapman and Sandy Ross volunteered to be considered for appointment by City Council to the Penticton and Ellis Creek Restoration Advisory Committee.

7.2 Skaha Lake Park Master Plan

The Manager of Special Projects provided the Committee with a presentation on the Skaha Lake Park Master Plan draft engagement strategy. The Committee was briefed on the first phase of the initial community engagement objectives and the timeline.

Following the presentation, members at large provided feedback to staff regarding various engagement options which included approaching the local service clubs, elementary and middle schools for input, creating a gathering place at the park for the engagement sessions as well as holding the engagement sessions at various locations and times to accommodate all community members.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee endorse the proposed scope of engagement for the initial round of engagement on the Skaha Lake Park Master Plan.

CARRIED UNANIMOUSLY

8. **Delegations**

8.1 Skaha Lake Park Amenity Upgrades – Peter Osborne

Mr. Osborne informed the Committee regarding the concerns raised by current lease holders of facilities on the east side of Skaha Lake Park regarding the Master Plan process and timelines.

Mr. Osborne also provided the Committee with a presentation of future concepts to be taken into consideration during the Master Plan process for east beach of Skaha Lake Park which include replacement of marina docks, addition of green space and a new structure to accommodate the boat house, concession stand and washrooms.

A member at large inquired whether a time extension of five minutes per additional speaker may be granted to accommodate the remaining speakers of the delegation.

It was MOVED and SECONDED

THAT the delegation time limit be extended to five minutes per participant of the delegation request to provide a fair opportunity to share information with the Parks and Recreation Advisory Committee.

CARRIED UNANIMOUSLY

Mr. Don Mulhall, Penticton Dragon Boat Society, provided an overview of the dragon boat events that take place on Skaha Lake Park and the society's current challenges with the size and state of the boat house.

Mr. Randy Gallagher, Skaha Marina/NautiDog, informed the Committee that significant funds, with the help of the City, have been spent in updating and improving the marina for esthetic and safety purposes. Mr. Gallagher advised that further improvements are still required.

9. **Council Outcome**

10. **Next Meeting**

The next Parks and Recreation Advisory Committee Meeting has been scheduled for Wednesday, October 16, 2019 beginning at 3:00 p.m. in Meeting Room A, City Hall.

11. **Adjournment**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on Wednesday, August 21, 2019 at 4:22 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Paula McKinnon
Legislative Assistant

Terms of Reference

Parks & Recreation Advisory Committee

1. The Committee shall consist of **Thirteen (13)** voting members appointed by City Council for a term ending December 31, 2019. That half of the Parks & Recreation Advisory Committee's membership terms be staggered to allow for consistency and the opportunity for new members. Preference will be given for:
 - One (1) member from SD67
 - Twelve (12) members of the community on the basis of their knowledge, interest and/or experience in community parks and recreation. Preference will be given for:
 - Nature appreciation
 - Indoor recreation
 - Outdoor recreation
 - Organized sports
 - Trails
 - Health and fitness
 - Water based activities
 - Sports tourism and special events
2. The Committee Members shall appoint a Chair and Vice-Chair each year.
3. Council shall appoint one (1) voting Penticton Indian Band Representative and one (1) non-voting Regional District Okanagan Similkameen Representative to the committee.
4. Council shall appoint one (1) non-voting Council Representative to the committee.
5. Role of Council Representative
 - Non-Voting Member
 - Liaison to City Council
6. A majority of appointed voting members shall constitute a quorum.
7. The Public Works Manager/Parks Supervisor and Director, Recreation Facilities and or designate, shall attend committee meetings to provide operational support to the Committee. Other City staff will attend meetings as required to provide information and or comments on their individual areas of expertise.
8. The Corporate Administration Department shall arrange for secretarial services to the Committee.

9. The Committee shall meet quarterly, or as required when a new piece of business is referred to the Committee requiring immediate action.
10. The Committee mandate is to make recommendations to Council on all matters referred to the Committee including:
 - Act as an Advisory Committee to the Council with respect to provision, protection and promotion of parks and recreation services;
 - Support and maintain the vision and values of the 2018 Parks and Recreation Master Plan;
 - Review and provide feedback or comments on Parks and Recreation proposed projects, initiatives or challenges;
 - Advise on the implementation of recommendations outlined in the 2018 Parks and Recreation Master Plan;
 - Review, evaluate and provide recommendations on park uses and protection as per the Parkland Protection and Use Policy;
 - Make recommendations on community engagement requirements related to Parkland Protection and Use Policy;
 - Make recommendations on proposals for any leasing of Park space;
 - Make recommendations on City policies and bylaws that affect Parks and Recreation Services.
 - The committee will not participate in operational matters respecting the City of Penticton.
11. Disqualification from Office

If an advisory committee member is continuously absent from committee meetings for a period of three (3) consecutive regularly scheduled meetings, unless the absence is because of illness or with the leave of the committee member, Council shall replace the member. The person who held the office is disqualified from holding office on any advisory committee of the City of Penticton for a period of one year.
12. Should a Closed meeting be held by the Committee, members must keep in confidence, any information considered in any part of said meeting until such time as the information is released to the public as lawfully authorized or required. Should the municipality suffer loss or damage due to contravention of confidentiality, the municipality may recover damages from the person(s) for the loss or damage.
 - Closed Meeting - No meeting or part thereof shall be closed to the public except in accordance with Section 90 of the Community Charter.
13. The Mayor will sign all correspondence initiated by the Committee on behalf of the City of Penticton.
14. For certainty, the rules and procedures of Council Procedure Bylaw 2018-35 and all amendments thereto shall be observed as far as may be applicable.

Childcare BC New Spaces Fund

Parks and Rec Advisory Committee

Ben Johnson and JoAnne Kleb

November 12, 2019



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Draft Recommendation

THAT the Parks and Recreation Advisory Committee endorse CONSULT as the IAP2 level of engagement in the zoning amendment application to add 'daycare' as a permitted use in Kiwanis Park.

AND THAT the Committee direct staff to implement the proposed engagement plan.



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Purpose

- Introduce the intention and process to pursue a grant worth up to \$3 million to replace the aging Edmonton Avenue Centre in Kiwanis Park with a new, expanded childcare facility



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Childcare BC New Space Fund

- July 2019 - City invited by Ministry of Children and Family Development (MCFD), to partake in the ***Childcare BC New Spaces Fund***
- The Fund provides up to \$3 million in funding per facility for a municipality, with no matching funding commitment required.
- Time sensitive



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Need for childcare in Penticton

- Shortage of childcare spaces particularly with infant and toddler care (up to 3 yrs) and before- and after-school care.
- Provincial database shows waitlists on most childcare facilities in Penticton
- Lack of childcare is often cited to the Economic Development staff as a deterrent to relocation to the city



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Kiwanis Park Opportunity

- Staff reviewed available City land
- Kiwanis Park identified as a strong opportunity
- Two aging City-owned childcare facilities operated by OneSky Community Resources
- Buildings considered in poor condition in 2013 review and in need of significant investment
- Opportunity to replace Edmonton Avenue building and with a new, expanded childcare facility if grant successful



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Key Requirements

1. Identify a partner and apply for the grant

- The grant requires information on the building and operational details, and requires a 15-year operating commitment.
- City does not intend to operate a childcare facility directly
 - Proposing to work with a partner on the grant application and to design, build, lease and operate the new childcare facility.
- City will need to issue an Expression of Interest to identify and evaluate interested parties.



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Key Requirements cont.

2. Initiate the process to consider a zoning change and involve the community

- A zoning amendment would be required to add the use 'day care centre, major' to the P2 zone for Kiwanis Park.
- The ***Park Land Protection and Use Policy*** provides a detailed procedure for making an application for a zoning amendment for any new use on Park zoned land.



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Who is affected and how?

Stakeholders	Interests
One Sky Community Resources	<ul style="list-style-type: none"> • Lease and operate Little Triumphs and Edmonton Avenue Centre • Continuity of services and future of their aging buildings • Possible opportunities
Safety Village	<ul style="list-style-type: none"> • Located in between childcare facilities • Continuity of their services and future of their aging building • Possible opportunities



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Who is affected and how?

Stakeholders	Interest
Little Triumphs / Edmonton Avenue Centre Families	<ul style="list-style-type: none"> • Potential disruption of services • Future service design
Safety Village Patrons	<ul style="list-style-type: none"> • Ensuring ongoing operation • Possible opportunities
Neighboring Residents	<ul style="list-style-type: none"> • Potential impact of proposal on area residents
Community-at-large	<ul style="list-style-type: none"> • Availability of childcare • Park Land Protection and Use Policy requirement



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Community Engagement Needs

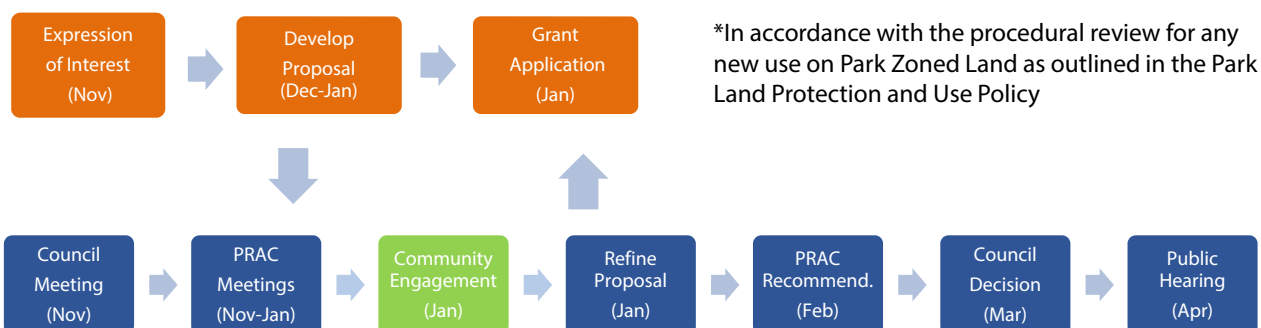
- Ensure the proposal for a new daycare facility to replace Edmonton Avenue Centre in Kiwanis Park meets the community's needs
- Understand if there is support for a zoning amendment to add 'daycare' as a permitted use in Kiwanis Park (P2) in accordance with the process outlined in the Park Land Protection and Use Policy
- Conduct a process that supports the success of the grant application (time sensitive)



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Recommended Process

Grant Application Process



Zoning Amendment Process*



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Recommended Level of Engagement

IAP2 Spectrum of Participation

Inform	Consult	Involve	Collaborate	Empower
<i>Provide with balanced and objective information to assist them in understanding the problem, alternatives or solutions.</i>	<i>Obtain feedback on the analysis, alternatives and / or decisions.</i>	<i>Work directly with the public throughout the process to ensure their interests are consistently understood and considered.</i>	<i>Partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</i>	<i>To place final decision making in the hands of the public.</i>



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Community Engagement Plan

Staff will gather feedback on the proposal and gauge support for the zoning amendment including:

- Contact all stakeholders involved with Kiwanis Park (currently underway) to inform them of the proposal and provide opportunities for involvement
- Prepare a website on shapeyourcitypentticton.ca to provide a central resource for information related to the process
- Issue a press release and advertising on social and local media to let the community know about the proposal to change the zoning and build a new facility and the opportunities to get involved



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Community Engagement cont.

- Send a mailout to neighboring residents to directly inform them about the proposal and opportunities to get involved
- Host two open houses to provide stakeholders and the community an opportunity to discuss the proposal with staff and the partner organization
- Provide a feedback form online and at the open houses to gauge support for the proposal and zoning amendment
- Prepare a report on the outcome for PRAC to consider in determining their recommendation



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Conclusion

- The Province is offering a grant program with the potential to fund much-needed new, high-quality childcare spaces
 - No cost commitment from the City.
- Initiative could see the replacement of buildings nearing the end of their useful life with a new and expanded facility.
- Staff will seek a partner for the grant proposal through an EOI process
- Community will be engaged on the zoning amendment and proposal as per the ***Park Land Protection and Use Policy***



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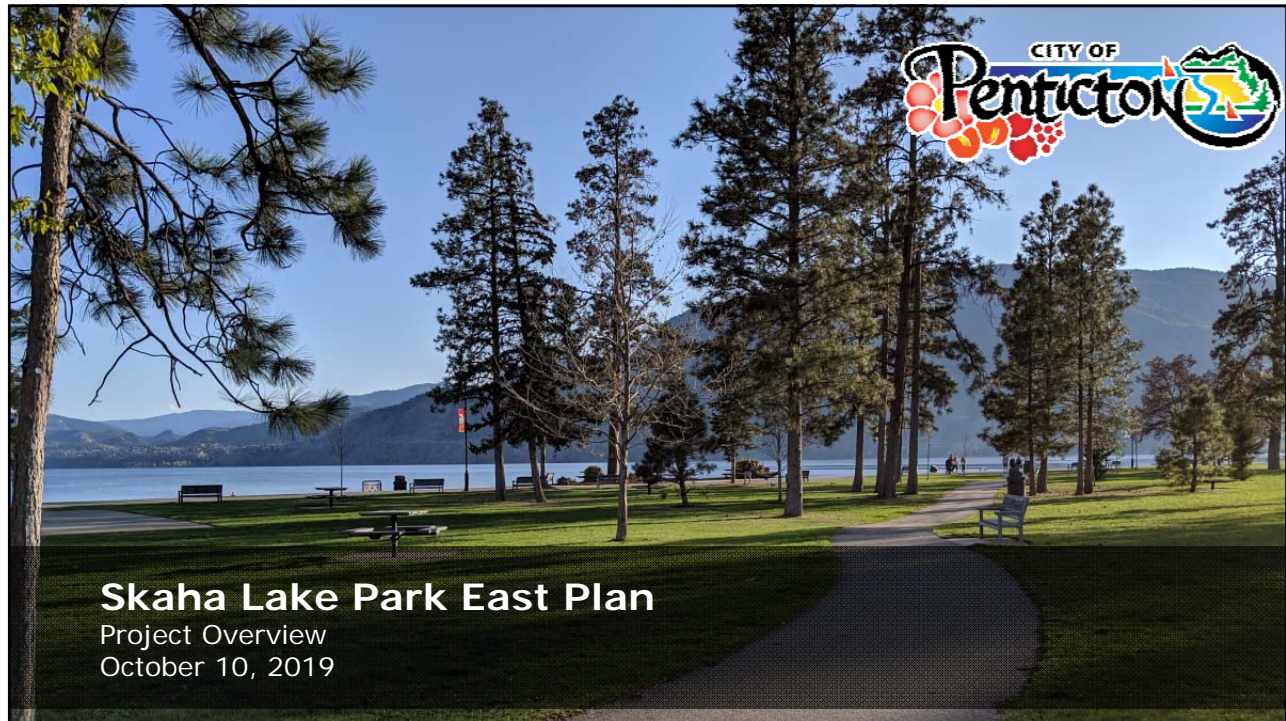
Draft Recommendation

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AND THAT the Committee direct staff to implement the proposed engagement plan.



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Plan Rationale

- Skaha Lake Park Master Plan key implementation item in **Parks and Recreation Master Plan**
- Much of Skaha Lake Park is **functioning well** and is in good condition
- Need for a **long-term vision for marina area** and address **commercial uses**
- Need for a plan maintaining and renewing **City facilities and amenities**: marina building, docks, boat house, spray park
- Concerns about **park vulnerabilities**, especially erosion



Plan Scope

Concession/Toilets

Spray Park

Boat House

Parking

Boat Launch

Marina & Café

Docks



Plan Objectives

- “Temperature check” on **commercial uses** in park
 - e.g., support for marina, scope of associated commercial use (café, restaurant, etc.)
- Create foundation for **long-term lease for marina operation** (referendum process)
- Vision for maintenance and/or renewal of **City facilities & amenities**
 - Marina, docks, spray park, boat house
- **Improved connections and integration** with the rest of the park
- Strategy to address **ecological threats and vulnerabilities**
- Recognition of **Indigenous relationship** to park area



Stakeholders

Gov. Partners	City Stakeholders	Community Stakeholders
<ul style="list-style-type: none"> • Okanagan Nation Alliance • Penticton Indian Band • Provincial Government • Federal Government 	<ul style="list-style-type: none"> • Council • Parks and Recreation Advisory Committee • City of Penticton 	<ul style="list-style-type: none"> • Park Advocates and Supporters • Recreation – Water Sports • Recreation – Marina • Vendors • Rotary • Community-at- large • Other?



Community Engagement Needs

- Involve stakeholders and community in development of a vision and plan for the east section of the park
- Gauge stakeholder and community views for existing commercial uses in the park
- Conduct a process that allows for meaningful involvement and addresses priority needs
- Integrate and celebrate efforts by citizens



Process



IAP2 Level of Engagement

IAP2				
Inform	Consult	Involve	Collaborate	Empower
<i>Provide with balanced and objective information to assist them in understanding the problem, alternatives or solutions.</i>	<i>Obtain feedback on the analysis, alternatives and / or decisions.</i>	<i>Work directly with the public throughout the process to ensure their interests are consistently understood and considered.</i>	<i>Partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</i>	<i>To place final decision making in the hands of the public.</i>



Community Engagement Plan

- Conduct engagement in two phases to support 'visioning' and 'confirmation' the plan
- Meet with stakeholders as required to confirm their interests and support for the plan
- Prepare a website on shapeyourcitypenticton.ca to provide a central resource for information related to the process
- Issue a press release and advertising on social and local media to let the community know about the opportunities to get involved
- Provide a feedback form online and at the open houses to gauge support for the uses in the park and the park plan
- Prepare a report on the outcome for PRAC to consider in determining their recommendation





Draft Recommendation

THAT the Parks and Recreation Advisory Committee endorse creating a plan for the eastern portion of Skaha Lake Park as the priority for the Master Plan Process.

AND THAT the Committee endorse the process to create the plan.