



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.**

**Monday, February 3, 2020
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 November 12, 2019 Parks and Recreation Advisory Committee Meeting **3-5**
Staff Recommendation: *THAT the Parks and Recreation Advisory Committee adopt the minutes of the November 12, 2019 meeting as presented.*
5. **Business Arising from Prior Meetings**
6. **New Business**
 - 6.1 Parks and Recreation Advisory Committee Term Extension Update – Bregje Kozak **6-7**
 - 6.2 Skaha Lake Park East Plan Phase 1 Engagement Update – JoAnne Kleb **8-23**
Staff Recommendation:
THAT the Parks and Recreation Advisory Committee receive the presentation titled “Skaha Lake Park East Plan Phase 1 Engagement Update” into the public record.
 - 6.3 Skaha Park East Plan Update – Ben Johnson **24-40**
Staff Recommendation:
THAT the Parks and Recreation Advisory Committee receive the presentation titled “Skaha Park East Plan” into the public record.

7. **Council Outcome**

8. **Next Meeting**

- 8.1 Proposed 2020 Parks and Recreation Advisory Committee Regular Meeting Schedule –
Paula McKinnon, Legislative Assistant

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Staff Recommendation:

THAT the Parks and Recreation Advisory Committee Meetings to be held on February 3, March 2, April 6, May 4, June 1, July 6, August 4 and 31, October 5, November 2 and December 7 at City Hall at 3:00 p.m.

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.

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

Present: Isaac Gilbert, Chair
John Archer
Julia Barber
Gary Dean
Donna Ritchie
Peter Osborne
Tyson Bull
Drew Barnes
Lee Davidson
Councillor Regehr

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

1. **Call to Order**

The Parks and Recreation Advisory Committee was called to order by the Chair at 3:00 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 November 12, 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 September 25, 2019 meeting as presented.

CARRIED UNANIMOUSLY

5. **Business Arising from Prior Meetings**

6. **New Business**

6.1 Parks and Recreation Advisory Committee Term Extension – Bregje Kozak

The Director of Recreation and Facilities informed the Committee that the Parks and Recreation Advisory Committee term is concluding on December 31, 2019, however, Staff would like to recommend to Council that the Committee term be extended for another year ending on December 31, 2020.

Members at large who are not able to commit to another term were asked to notify Paula McKinnon, Legislative Assistant, as soon as possible.

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee accepts the proposed extension of term into 2020.

CARRIED UNANIMOUSLY

6.2 Childcare BC New Spaces Fund – Ben Johnson and JoAnne Kleb

The Manager of Special Projects provided the Committee with a presentation on the time-limited grant program called Childcare BC New Spaces Fund. The proposal 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 was presented to Council at the November 5, 2019 regular meeting.

The Engagement Strategist reviewed with the Committee the proposed engagement needs.

Members at large inquired about the proposed increase to daycare spaces that will become available, the location and whether other city-owned locations have been considered to minimize the foot print and maintain as much green space as possible, the current lease-holder and how this proposal affects them, costs incurred by the City in maintaining the property and current structures and the construction timeline.

It was MOVED and SECONDED

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

THAT the Committee endorse the implementation of the proposed engagement plan.

CARRIED

Donna Ritchie, Opposed

6.3 Skaha Lake Park East Plan – Ben Johnson

The Manager of Special Projects provided the Committee with a presentation on the Skaha Lake Park East Plan.

The Engagement Strategist provided a high level overview of the community engagement needs and process which includes stakeholders and the community in the development of a plan. The Committee was informed that the Parks and Recreation Advisory Committee will be involved throughout the engagement process.

It was MOVED and SECONDED

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.

CARRIED UNANIMOUSLY

7. **Council Outcome**

8. **Next Meeting**

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

11. **Adjournment**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on Tuesday, November 12, 2019 at 3:47 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, 2020**. 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.

Skaha Lake Park East Plan

Phase 1 Engagement Update

Jan. 21, 2020

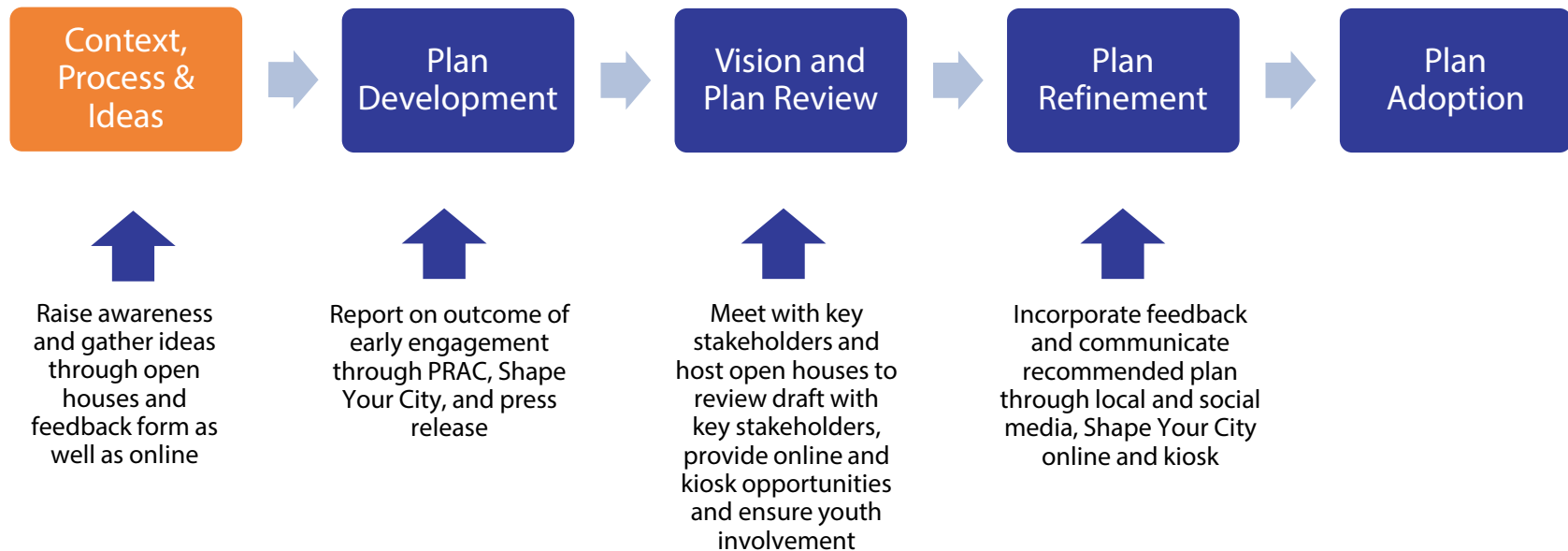


Background

- City kicked off process to develop plan for east end of Skaha Park
- Provide an update on activities conducted and the outcomes of first phase



Process



Activity Summary

Date	Activity
Nov	Raise awareness <ul style="list-style-type: none"> • Council presentation • Press release to announce process and Hot Topics open houses • Launch of Shape Your City page and email blasts • Hot Topics newspaper / radio / social media advertising
Dec	Gather feedback <ul style="list-style-type: none"> • Hot Topics Open House #1 Dec. 4 PTCC • Hot Topics Open House #2 Dec. 5 PSDIC • Online feedback form / Places map until Dec. 19 • New! Engagement Kiosk

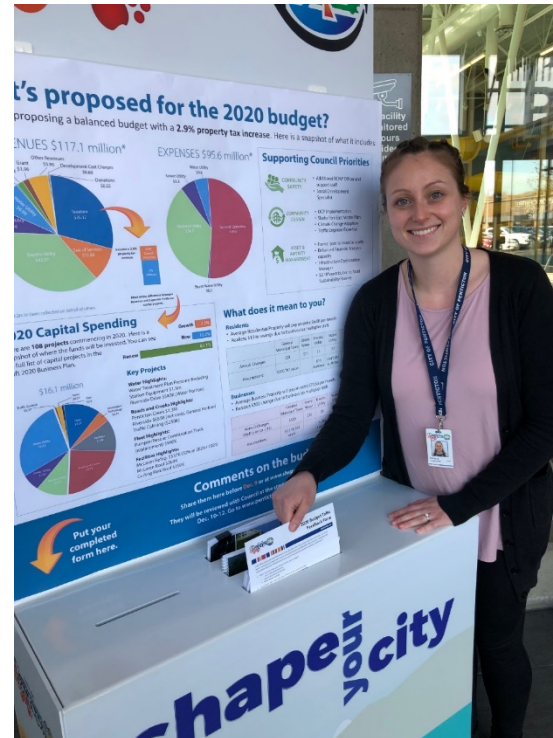
Hot Topics Open Houses



408

Participants

Feedback Form



240

Feedback Forms

Shape Your City



561

Visitors

3,800

Email recipients

31

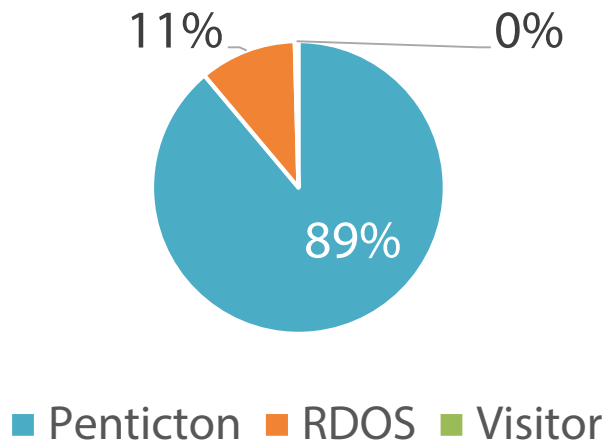
Ideas



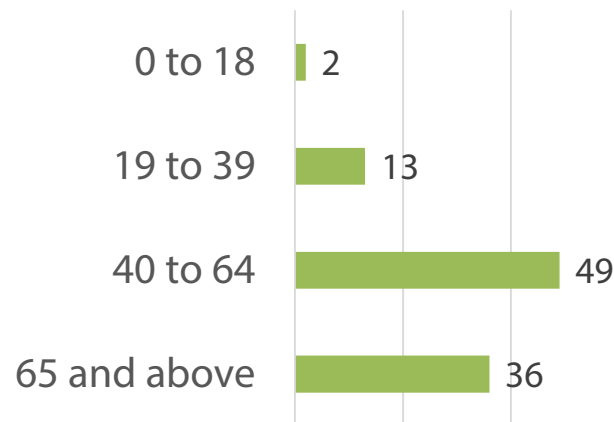
Feedback Form Results

240 Feedback Forms

**Where
do you
live?**

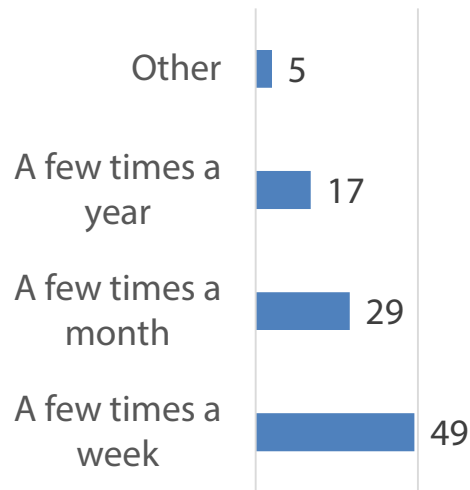


**Which best describes
your age group?**

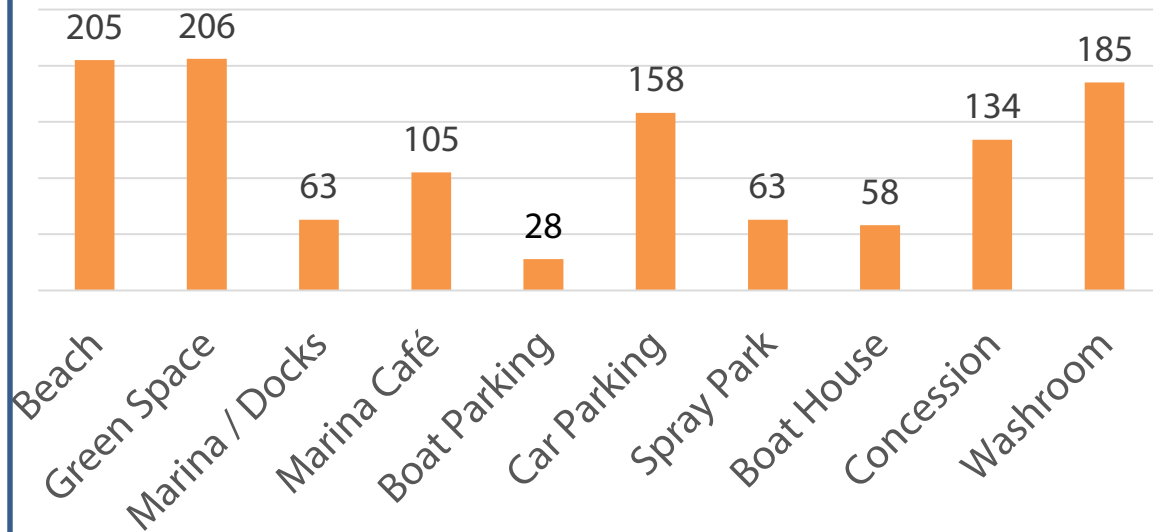


Feedback Form Results

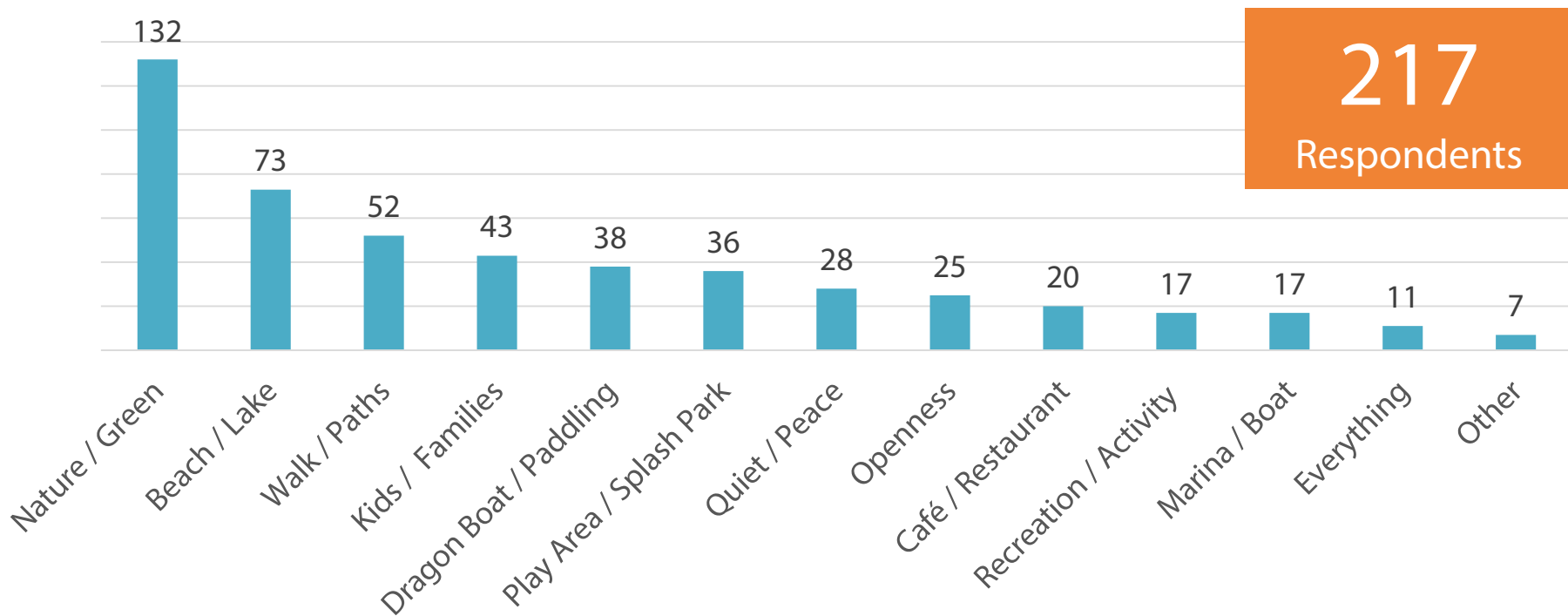
How often do you visit this end of the park?



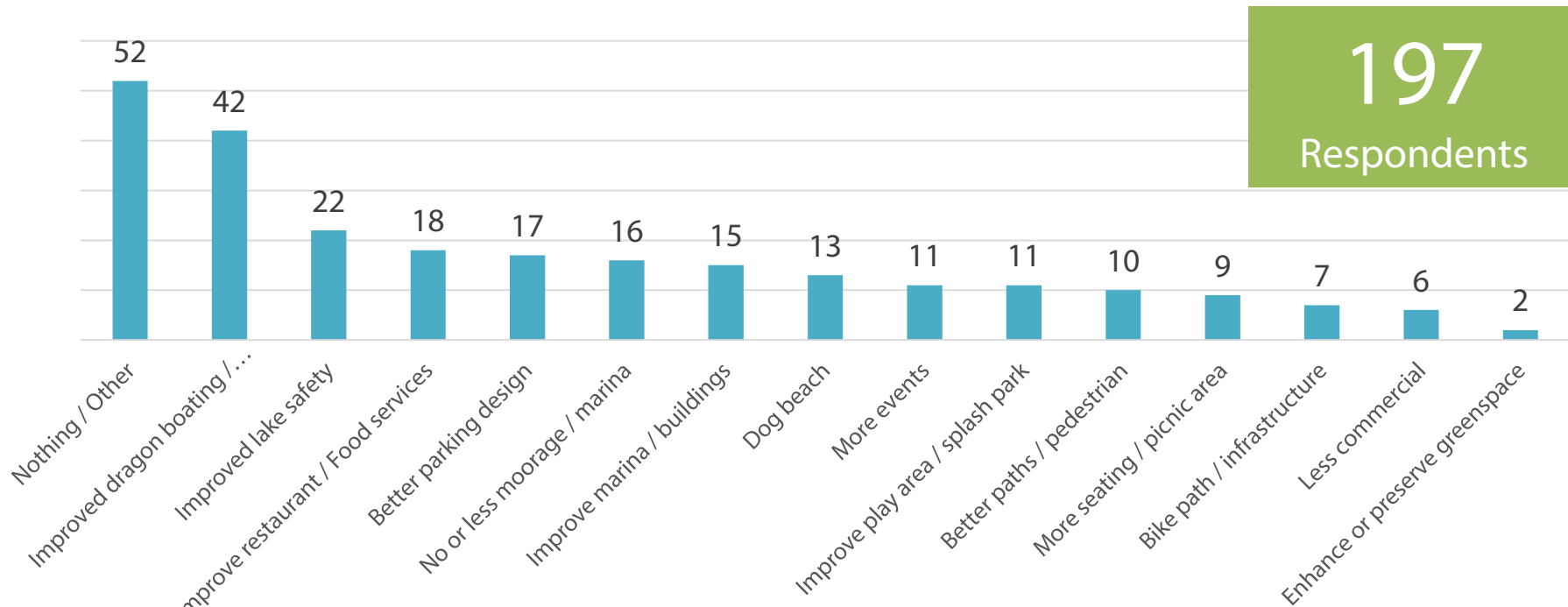
Which of the services or amenities have you used in the past year?



What do you love about the east portion of the park? (Open Ended)

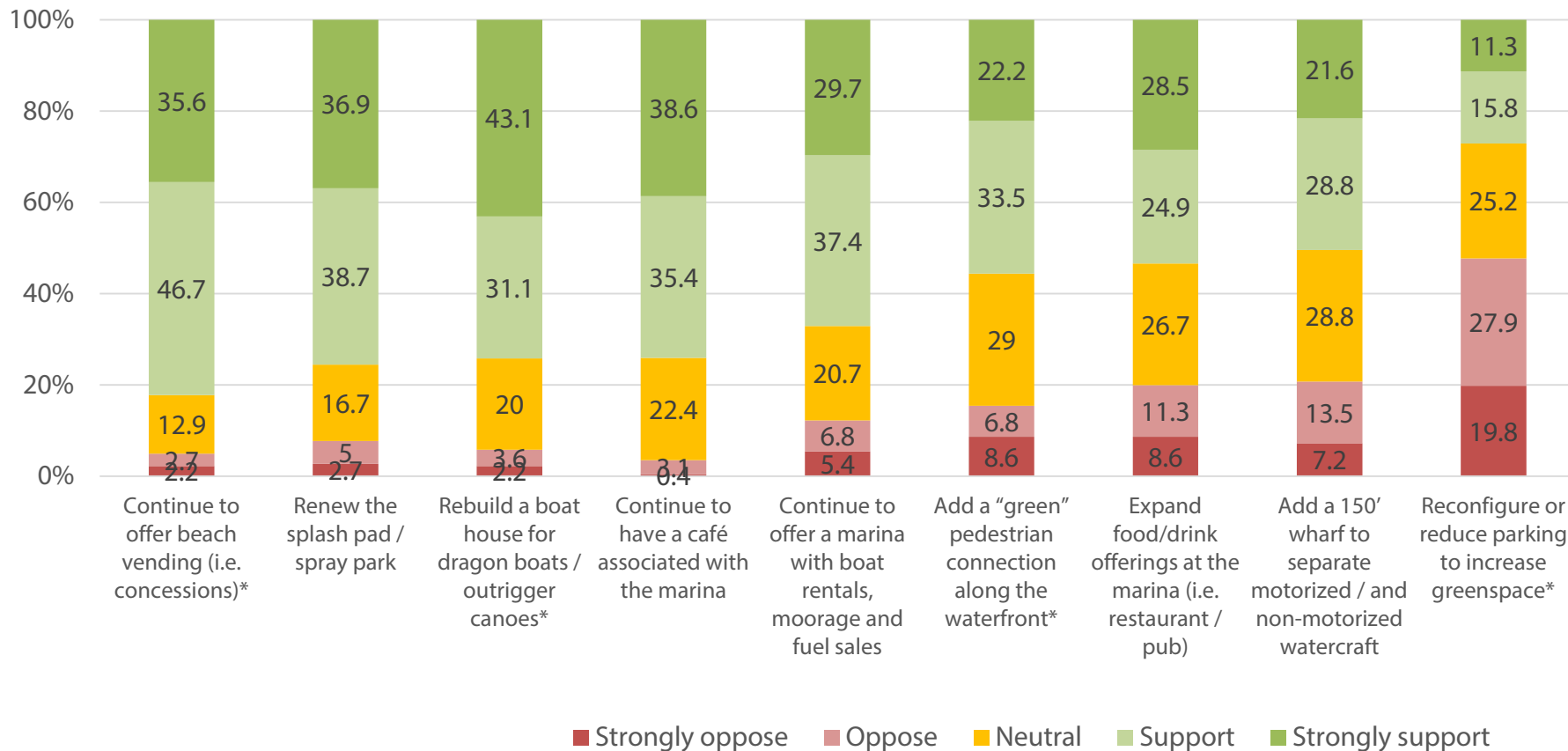


What would improve your experience in the park? (Open Ended)



Support for ideas*

*Ideas with an * were included in the community-led plan



Summary of support for ideas

- Continue to offer beach vending (i.e. concessions)* (82.3% support)
- Renew the splash pad / spray park* (75.6% support)
- Rebuild a boat house for dragon boats / outrigger canoes* (74.2% support)
- Continue to have a café associated with the marina* (74% support)
- Continue to offer a marina with boat rentals, moorage and fuel sales* (67.1% support)
- Add a “green” pedestrian connection along the waterfront* (55.7% support)
- Expand food/drink offerings at the marina (i.e. restaurant / pub) (53.4% support)
- Add a 150’ wharf to separate motorized / and non-motorized watercraft* (50.4% support)
- Reconfigure or reduce parking to increase greenspace* (27.1% support)

What other features if any should be considered?

- Water bottle stations / footwash
- Interpretive / Envir. centre
- Skating Rink
- Clear walkways / heated walkways
- Lighting / Christmas display / Luminary garden
- Accessibility to lake
- Band shell for more events
- Bike valet
- Picnic shelters
- Frisbee golf
- Scooter rentals
- Dog parks
- Pickleball courts
- Replace parking with green
- More flowers
- Get rid of geese and gulls
- No buildings over one storey
- Hot dog stand

Context

- 123 people participated
- Generated 55 'new ideas' or ideas different from what was heard or suggested
- Many also said "leave as is"



- Build new boathouse (one storey).
- Secure bike storage.

- Make safe for swimming.
- Protect lake from oil etc.
- Boaters to use west beach.

- Major upgrade.
- Too congested.
- Relocate boathouse to marina

- Marina run down.
- Get green certification.

- Crosswalk
- Better signage for boat parking

- Lots of green space.
- Replace splash pad. Same footprint.

- How about a dog park?
- Restore the riparian area.

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Pins

Engagement Next Steps

- Review concept(s)
- Additional open houses combined with community event
- Ensure youth involvement
- Targeted stakeholder involvement
- Consider survey sampling Shape Your City database

Skaha Park East Plan PRAC Meeting

February 3, 2020



Agenda

1. December community engagement overview (JoAnne Kleb)
2. Future of the marina & docks
3. Boat trailer parking area
4. Boat house
5. Spray Park
6. Other issues
7. Next steps

Objective

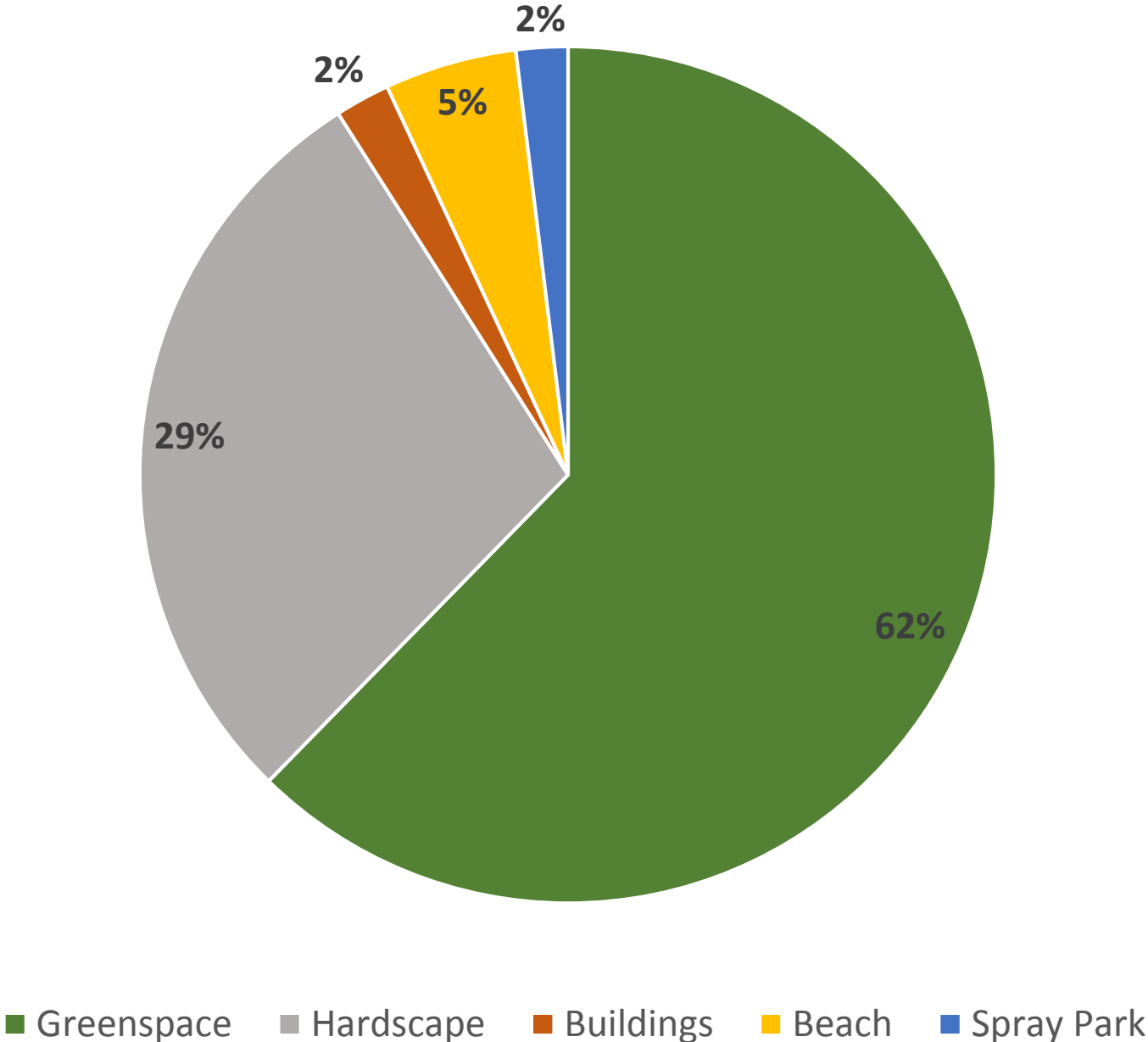
1. Seek PRAC's direction on engaging the broader community on key decisions
 - Appropriate options
 - Reflect community input
 - Clearly-communicated options
 - Opportunities and challenges
 - Defined process

KEY FEATURES

1. Concession | Toilets
2. Spray Park
3. Boat House
4. Parking
5. Boat Launch
6. Marina & Cafe
7. Docks



Land Area: Skaha Park East



Marina



Marina & Docks

Analysis of options:

1. Status Quo
2. Long-term Operator
3. Decommissioning

Marina – Status Quo

Description	Continue current operations with licensee operating the City-owned marina & docks
Tenure	<ul style="list-style-type: none"> Up to 3 year License to use
Financial Implications	<ul style="list-style-type: none"> City continues to maintain docks (safety issues) and marina building in short term (~\$100k per year). Replacement of the docks is required at the cost of ~\$1m, to be publically funded. Competes with other Capital priorities Long-term maintenance of the marina building and docks is the responsibility of the City
Opportunities	<ul style="list-style-type: none"> Provides flexibility
Challenges	<ul style="list-style-type: none"> Significant long-term cost implications for the City Private investment in Marina buildings unlikely Operator may change on a periodic basis
Process	<ul style="list-style-type: none"> City required to issue Request for Proposals and select operator, and issue license-to-use on an annual basis (3 years maximum) Capital funding for dock replacement requires approval through Budget process

Marina – Long-term Operator

Description	City engages in long-term arrangement with operator who takes on responsibility for upgrading, operating and maintaining docks and marina building
Tenure	<ul style="list-style-type: none"> • Long-term lease (10-25 years?)
Financial Implications	<ul style="list-style-type: none"> • The lease holder is likely required to take on responsibility for long-term investment in the marina building and the docks • City to receive compensation over term
Opportunities	<ul style="list-style-type: none"> • Leaseholder can invest in marina and create a new vision for the operation including full-service marina, etc. Requires City review and approvals. • Private investment in facilities • Offerings could be expanded (e.g., restaurant, boat storage, repair)
Challenges	<ul style="list-style-type: none"> • Requires lease and commercialization of public park land • Approval of the electors may not succeed
Process	<ul style="list-style-type: none"> • Lease of dedicated park land requires approval of the electors (e.g., referendum) • Any new uses proposed (e.g., restaurant) would follow the process in the Parkland Protection and Use Policy, and require a zoning amendment and public hearing

Marina – Complete Decommission

Description	Commercial operations cease, marina building is demolished and area may revert to green space. Boat launch and boat trailer parking could remain.
Tenure	<ul style="list-style-type: none"> • n/a
Financial Implications	<ul style="list-style-type: none"> • Costs of demolishing marina building and decommissioning docks, plus design and capital costs associated with possibly reverting to green space
Opportunities	<ul style="list-style-type: none"> • Potential expansion of park land greenspace • New recreational opportunities in area
Challenges	<ul style="list-style-type: none"> • Loss of amenities (marina operations, café , docks)
Process	<ul style="list-style-type: none"> • City to approve budget for decommissioning through annual budget process • Public process to determine green space opportunities

Boat Trailer Parking Area

- Waterfront walkway
- Opportunities for reconfiguration & repurposing
- Community interest in not reducing parking



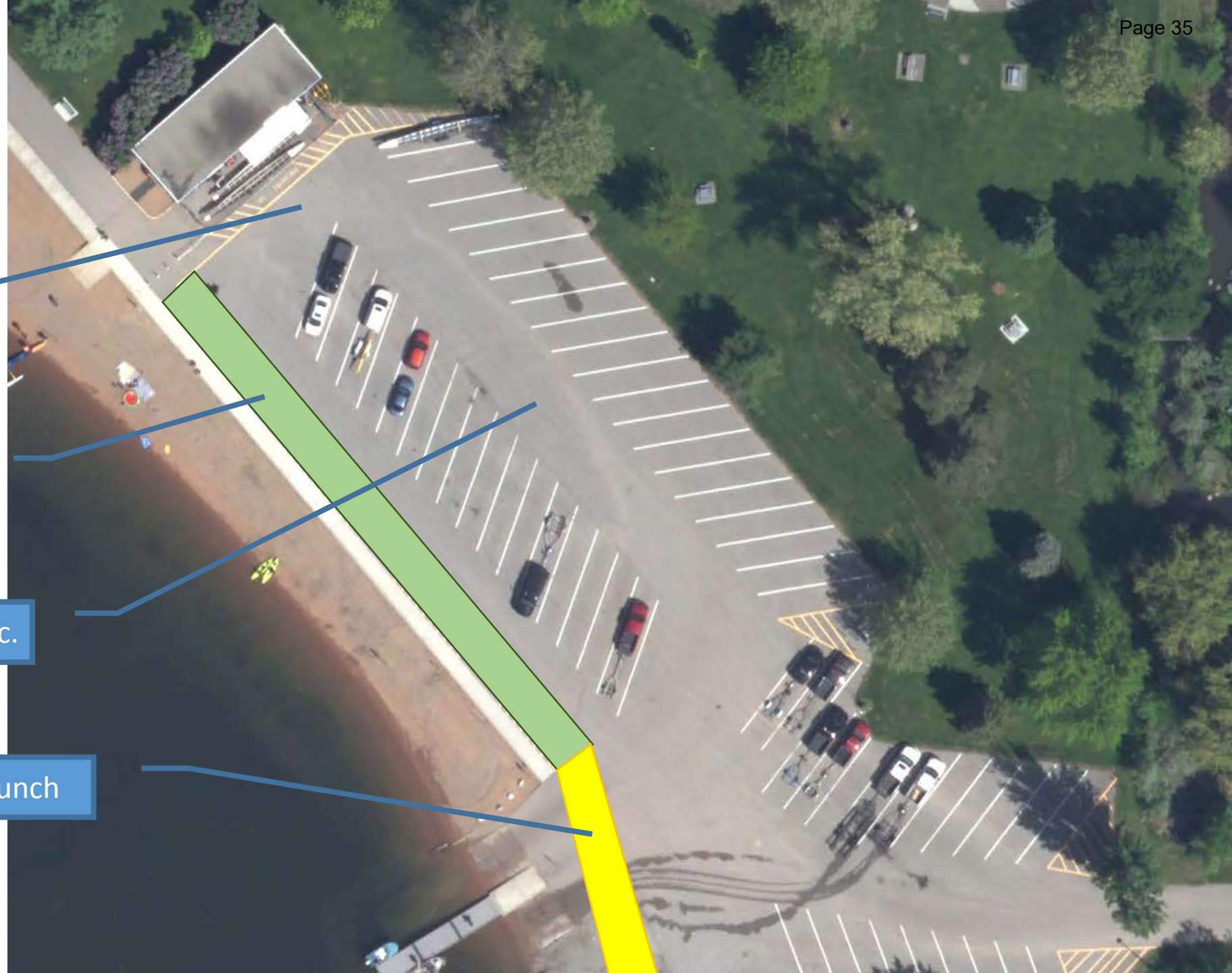
Boat Trailer Parking Area

Area for food trucks

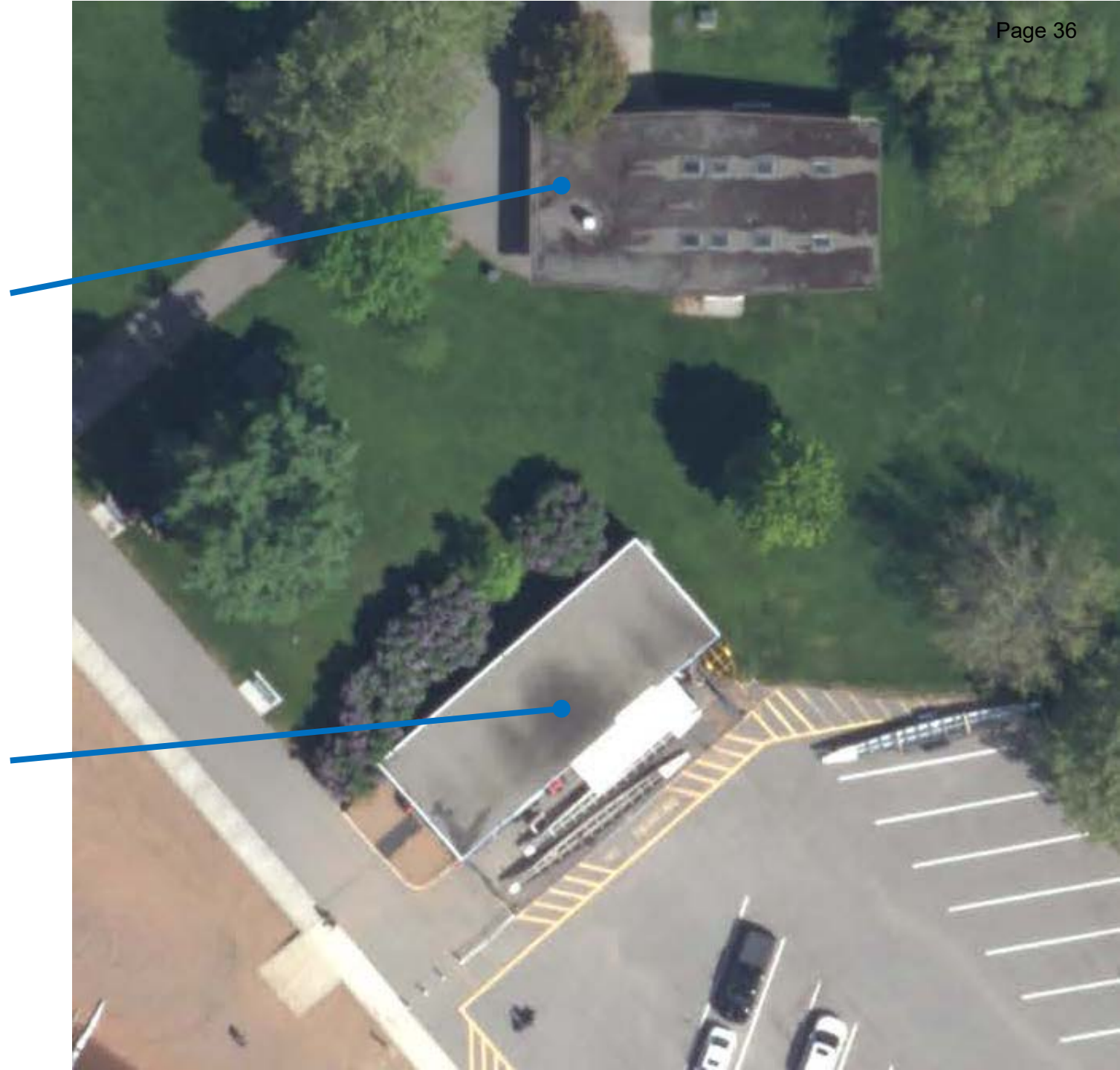
Walkway: 6m separated, trees

Improve parking lot area – trees, etc.

Safe marked crossing over boat launch



Boat House



Boat House

Issues to resolve:

- Clarify program with 2 user clubs
 - Racing Canoe Club & Dragon Boat Society
- Rebuild vs. concession bldg. expansion
- Design concept
- Capital costs
- Operating & maintenance model
- Formalize tenure



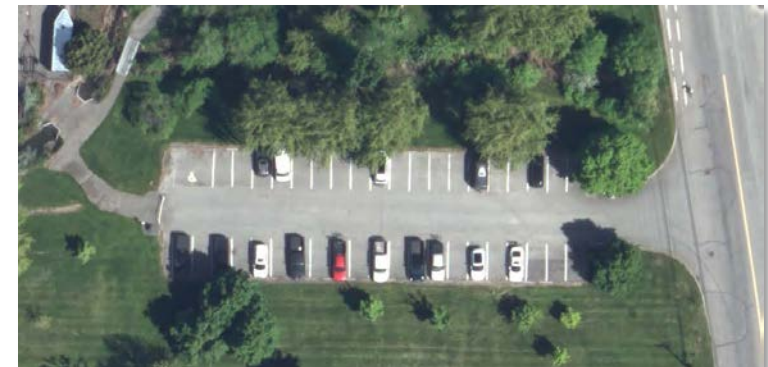
Spray Park

- Strong public support
- Costs & cost-sharing (Rotary)
- Footprint to remain the same



Other Issues

- Separating motorized & non-motorized boating
- Off-leash dog park
- Role of southern parking lot



Next Steps

- Targeted Stakeholder meetings
 - PIB, paddling clubs, etc.
- Generation of design option(s), technical and financial analysis
- Public engagement
- Draft plan
- Council consideration



2020 Parks and Recreation Advisory Committee Meeting Dates

Meeting commences at 3:00 p.m.

Council Chambers, City Hall, 171 Main Street (Second Level)

Month	Date
January	-
February	3
March	2
April	6
May	4
June	1
July	6
August	4 & 31
September	-
October	5
November	2
December	7