

Parks & Recreation Master Plan Steering Committee Meeting

to be held at

City of Penticton, Committee Room A
171 Main Street, Penticton, BC

Wednesday, March 6, 2017
at 2:00 p.m.

1. **Call Regular Committee Meeting to Order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
 - 3.1 Minutes of the February 8, 2017 Parks & Recreation Master Plan Steering Committee Meeting
4. **Business Arising from Prior Meetings**
5. **New Business**
 - 5.1 Commercial Use Workshop Follow Up –Lori/Jeff/Anthony
 - 5.2 Chairman’s Comments
 - Review of Feb. 24, 2017 Facilitation Meeting
 - Commercial Operations in Parks Discussion (Skaha Park)
6. **Council Outcome**
 - 6.1 Council Resolution 30/2017 from the minutes dated December 14, 2016. (Receive)
7. **Next Meeting**

The next scheduled meeting of the Parks & Recreation Master Plan Steering Committee to be determined.
8. **Adjournment**

Parks & Recreation Master Plan Steering Committee Meeting

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

Wednesday, February 8, 2017
at 2:00 p.m.

Present: Andrew Jakubeit, Mayor
Judy Sentes, Councillor
Ron Ramsay, Chair
James Palanio, Vice-Chair
Ezra Cremers, Organized Field Sport Representative
Roland Curnow, Organized Field Sport Representative
Adolf Steffen, Development Community Representative
Peter Dooling, Member at Large
Gary Denton, Member at Large

Staff: Jeff Lynka, Parks Supervisor
Lori Mullin, Recreation & Culture Manager
Anthony Haddad, Director of Development Services
Lorraine Williston, Corporate Committee Secretary

Guests: Amberlee Erdmann, YES Project Representative
Aaron McRann, YES Project Representative

1. Call to Order

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 2:01 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the Parks & Recreation Master Plan Steering Committee adopt the agenda for the meeting held on February 8, 2017 as circulated.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

3.1 Minutes of the January 18, 2017 Parks & Recreation Master Plan Steering Committee Meeting

It was MOVED and SECONDED

THAT the Parks & Recreation Master Plan Steering Committee adopt the minutes of the January 18, 2017 meeting as circulated.

CARRIED UNANIMOUSLY

4. Delegation

The Yes Project (Youth Engagement Strategy)

The Yes Project representatives provided an overview of the Youth Engagement Strategy project. Community Foundations Okanagan Similkameen (CFSO) received a donation in the amount of \$180,000 to be specifically used to build positive youth self-esteem. The United Way has committed to match funds and the two organizations have been working together on ways to develop, build and open a youth resource centre in Penticton. A lot of research and consultations has been done to determine the needs of youth in our community. The general consensus was that a youth centre that had integrated activities, services and specialized care in the downtown core would meet those needs. Discussion and questions followed. The Chair asked how this committee can help. The representative stated that this is a collaborative concept and any suggestions or recommendations from this committee would be of assistance.

Gary Denton arrived at the meeting at 2:18 p.m.

5. Business Arising from Prior Meetings

5.1 Master Plan – 2nd Draft

The Recreation & Culture Manager reviewed the Proposed Report Revisions for Draft 2 of the additional areas the Steering Committee requested to be updated and/or expanded. Additional comments and/or revisions were noted for the following sections:

Commercial use section – Peter Dooling noted the need remains to identify the differences and to resolve the appropriateness of commercial vs. concession policy in public parks; this task remains on the table hopefully for committee resolution.

Public Consultation Process – The Chair stated that anything related to parks and recreation should have a public consultation process.

Esplanade – Peter Dooling stated there has been substantial discussion regarding the two different areas and whether to keep it as one or two zones and he would like to see clarification on this. The Chair noted this still needs to be discussed.

Zoning – the Director of Development Services confirmed there will be staff support for all zoning related areas. To be further discussed in agenda item 5.4.

Capital allocation methodology – To be discussed in agenda item 5.2.

Encroachments of parkland – Peter Dooling stated there is a need to address encroachments on city parks, trails and stream sides. On the Esplanade encroachments are clearly evident.

Bylaw – Staff stated there are several bylaws identified in the master plan already and asked the committee if there are others they feel should be included.

Vision – The Chair stated there needs to be more emphasis on certain areas that reflects back on the full body of the work for the vision statement.

Discussion ensued on revisions. Additional comments were noted as follows:

- The Chair stated a Parks & Recreation Board is needed.
- Gary Denton stated the master plan should not have a commercial use section as commercial use in parks should not be permitted. Water craft rentals or food concessions do not apply and this still needs to be addressed. He has reviewed master plans from other municipalities and they do not contain a commercial use policy.
- Peter Dooling stated a section on definition of terms used and agreed to by this committee and that enables understanding by the public, needs to be included in the master plan document.
- Councillor Sentes stated the term 'advisory committee' is the correct wording to use instead of 'board'. The City has had a Parks and Recreation Advisory Committee in the past and she would strongly recommend reinstatement of that committee again.

5.2 Allocation of Funding for Groups Submitting Parks and Recreation Proposals

The Chair stated that part of this committee's purview is to make a recommendation on funding for proposals as this is as important as any other mandate. Ezra Cremers stated there needs to be a formula or system in place that guides Council and Parks & Recreation and shows transparency that is not based on opinion but on the system in place. The Recreation & Culture Manager stated section 10.2 of the draft master plan does address funding strategies and that the consultant can work on bringing key messages up front. These changes will be included as part of draft 2 for review and comment.

The Recreation & Culture Manager provided an example of the Parks & Recreation Master Plan Implementation Table outlining every recommendation in the plan noting currently there are approximately 93-100 recommendations listed with a priority ranking for the group to consider. Consideration has been given to what's already in the 10 year capital budget, what is identified in the Asset Management Plan, requirements outlined in the Facilities Master Plan, aligns with the Official Community Plan, is consistent with the City of Penticton's organizational focus and what can be managed within operational capacity and department priorities. The Chair stated it's important the public understand what filters have been used and that better language is needed. The Recreation & Culture Manager identified that major projects typically consider: needs assessment (demonstration of current and future need), feasibility studies (confirmation the City is well positioned to manage the project, consideration of the infrastructure deficit, aligns with the City's organizational focus), business case (consideration of all associated costs-capital and operating, economic cost-benefit analysis) and community engagement. Discussion and questions followed. A question was raised regarding the Penticton Arena Task Force, what is their objective and how does that fit in with the master plan. Staff confirmed the Arena Task Force objectives are to look at all arenas and make recommendations to Council. Several options are being considered. Discussion and questions followed on Memorial Arena and allocating funds equally and not just in one area.

5.3 Proposed Timeline Update

The Recreation & Culture Manager stated June 20, 2017 is the target date for recommendations to be presented to Council. Key dates were reviewed as followed:

March 3	Final input to Urban Systems for draft 2 of master plan
April 5	Workshop - Review revisions and provide feedback
May 1,2 or 3	Open House #3 – Draft 2 of master plan
June 1	Final draft presented to Steering Committee
June 20	Master Plan presented to Council

Discussion and questions followed.

5.4 Commercial Use of Parkland – Next Steps

The Chair noted not much progress has been made and we need to provide thoughtful guidance on this subject and suggested a facilitated workshop is needed to deal with this issue. The Chair asked the question if the committee was in agreement to bringing in a facilitator for a Commercial Use workshop. Roundtable discussion followed.

Councillor Judy Sentes left the meeting at 3:44 p.m.

The Chair reaffirmed this committee needs to sit down and come up with a good strategy as there are a lot of other major issues that need to be dealt with in all the different areas of parklands.

The Director of Development Services stated zoning is where definitions come to reality as to what can happen in a park. A current zoning classification map for Penticton was provided for reference and explained. Each zone has a purpose and specific use definitions are then added. If you are looking at creating a new zone, amending or adding any uses to an existing zone that would require an amendment to the zoning bylaw. The Official Community Plan is the highest direction on what can or cannot occur and noted you cannot prohibit uses in a park. The Director of Development Services further stated that you can create many zones however it is important to note that the more zones created the messier it gets and it is better to group parks. Questions followed on what zones other communities had and if the Park Dedication Bylaw could be amended. Staff confirmed that was an option.

Further discussion followed on whether a facilitator was needed and if it could be done pro bono. Suggestions included staff providing additional information on zoning and to look at one park, Okanagan Lake as an example, and come up with permitted uses with the assistance of staff for that park. The goal would be to then look at each park individually and go through the same process. Debate followed on whether that would be possible due to the diversity of our parks. By general consensus the committee agreed to a facilitator. The Recreation & Culture Manager confirmed she has contacted potential facilitators, two local and one through Urban Systems. The two local were not available and Urban Systems provided a quote in the amount of \$10,000. Another option would be for the Development Services team could facilitate the process. Discussion followed on all options and if the facilitator should be independent of the City. The general consensus was that the facilitator should be independent of the City. It was suggested that someone from the RDOS could facilitate a workshop.

It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommends that Development Services staff facilitate the Commercial Use workshop.

DEFEATED

James Palanio, Gary Denton, Peter Dooling and Ezra Cremers, Opposed

Further discussion ensued. It was generally agreed that the RDOS should be contacted to see if someone would be willing and available to facilitate a workshop first and if not, outside sources should be contacted.

It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommends:

THAT the City of Penticton inquire if the Regional District of Okanagan Similkameen can provide a facilitator for a Commercial Use workshop;

AND THAT if the Regional District of Okanagan Similkameen cannot accommodate this request, an alternate outside facilitator be found.

**CARRIED
Ron Ramsay, Opposed**

Staff agreed to follow up with the RDOS and prepare a scope to provide to the potential facilitator. Discussion followed. The Chair stated he would be willing to facilitate a workshop if an outside facilitator could not be secured on the condition that City staff were in attendance.

6. New Business

6.1 Parks & Recreation Advisory Committee

The Chair suggested that a Parks & Recreation Advisory committee be established now as it will be another six months before the master plan is adopted. The Mayor confirmed a committee will be needed to prioritize the recommendations contained in the master plan and that there are upcoming projects and issues that need to be dealt with. Discussion followed.

It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommends:

THAT Council establishes a Parks & Recreation Advisory Committee as soon as possible.

CARRIED UNANIMOUSLY

7. Next Meeting

The next meeting of the Parks & Recreation Master Plan Steering Committee to be determined.

8. **Adjournment**

It was MOVED and SECONDED

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Wednesday, February 8, 2017 at 5:08 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Lorraine Williston
Corporate Committee Secretary

**Parks & Recreation Master Plan
Commercial Use of Parkland Workshop
Friday February 24, 2017
WORKSHOP NOTES**

Parking Lot

- Park Classifications
- Encumber definition
- Public Park definition (master plan, Zoning Bylaw – ensure consistency)
- Parks & Recreation Advisory Committee
 - Consider inclusion of Conservation/Sustainability

IDENTIFICATION OF ISSUES

- Small/med/large (def'ns, commercial operation)
- Length of term
- Allowable uses
- # of vendors/uses in a park
- Processes for consideration of new uses & approval processes
- Type of uses
- Commercial exploitation
- Lack of pre-planning of what uses are appropriate and identify needs
- Spatial use – size duration
- Definition of commercialization
- Public process... when to go to referendum
- Differences between leases/licenses – impact on parklands
- Public/private/non-profit commercialization
- Binding nature of document
- Why (or why not) do parks need to be commercialized? – (info to public)
- How do we get public opinion?
- Pro/cons of commercial uses communicated
- Sensitivity to Skaha Park (own classification?)
- Revenue generation via parklands – appropriate/intended?
- Removal of greenspace and trees
- Future park acquisition
- Simple wording
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DEFINITIONS – clear & simple understandable

- Principle/Primary
- Secondary
- Ancillary – change to complimentary
- Amenity – lease

- Vendor – license
- Carnivals – why 30 days? – excessive
 - o Propose to 14 days
 - o Is term current – why is it separated from amusement
- Athletic
- Commercial operation vs. commercialization (be consistent w/plan)
- Commercial operation
- Commercial project – to be added?
- Variables/criteria – length of term, cost of infrastructure, area, location footprint (relative to park), visual impact/height, approval process
- Definition for commercial contract
- Add concession agreement
- Change encroach to encroachment

SKAHA PARK – current uses

- Marinas...gas, rentals
- Restaurant
- Concession buildings
- Pavilion
- Events
- Vendors
- Flyboard/waterski lessons
- Park rentals
- Facility rentals

SKAHA PARK – what is acceptable?

- Climbing wall
- Bike rentals
- Aqua amenities (eg. WIBIT)
- Tennis/private vs public facility (bubble?)
- Accessory facility (shed)?
- Open air/free?

SKAHA PARK - Considerations

- Loss of green space & trees
- Small/medium/large (who makes the decision?)
- Lease holds (entitlement)
- Length of lease
- Decision tree
- Size of commercial use
- Land base
- Operational impacts

- Enforcement requirements
- Citizens voice – when/how much? How much time? (from proposal to agreement signed)
 - o charrettes, town hall meetings, validation
 - o Process
 - o Alternative approval process
 - o Referendum
 - o Opinion poll
 - o Surveys
 - o Advisory committee

COMMUNITY PARKS - Considerations

- Non-competition info (#metres away) – decision tree – variables?
- Vendors – quantity per park
- When does it go to the advisory comm?

CLASSIFICATIONS

New... as proposed by Peter Dooling

- FOREST, MOUNTAIN & NATURE PARKS
- WATERFRONT PARKS
- TABLELAND PARKS
- GREENWAYS & RECREATION CORRIDORS
- AMUSEMENT & SPECIAL PURPOSE



Council Outcome

penticton.ca

Regular Council meeting held Tuesday, February 7, 2017

Parks & Recreation Master Plan Steering Committee meeting of December 14, 2016

30/2017

It was MOVED and SECONDED

THAT Council receive the minutes of the Parks & Recreation Master Plan Steering Committee meeting of December 14, 2016.

CARRIED UNANIMOUSLY