

## Parks & Recreation Master Plan Steering Committee Meeting

Held at Penticton Trade & Convention Centre, Meeting Rooms 1 & 2  
273 Power Street, Penticton, B.C.

Thursday, June 8, 2017  
at 12:00 p.m.

**Present:** Andrew Jakubeit, Mayor  
Ron Ramsay, Chair  
James Palanio, Vice-Chair  
Doug Gorcak, Penticton School District Representative  
Ezra Cremers, Organized Field Sport Representative  
Roland Curnow, Organized Field Sport Representative  
Adolf Steffen, Development Community Representative  
Barb Hoolaeff, Special Event Group Representative  
Sharon Devlin, Member at Large  
Peter Dooling, Member at Large  
Gary Denton, Member at Large

**Staff:** Peter Weeber, Chief Administrative Officer  
Jeff Lynka, Parks Supervisor  
Lori Mullin, Recreation & Culture Manager  
Anthony Haddad, Director of Development Services  
Jim Bauer, Chief Financial Officer  
Lorraine Williston, Corporate Committee Secretary

### 1. Call to Order

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 12:06 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 June 8, 2017 as amended refer to item 4.2.

**CARRIED UNANIMOUSLY**

### 3. Adoption of Minutes

#### 3.1 Minutes of the May 31, 2017 Parks & Recreation Master Plan Steering Committee Meeting

The Chair stated that the video recording for the May 31, 2017 meeting and future meetings will be available on the City's YouTube channel and a link will be provided by staff and noted in future meeting minutes and on the committee web page.

**It was MOVED and SECONDED**

THAT the Parks & Recreation Master Plan Steering Committee adopt the minutes of the May 31, 2017 meeting as circulated.

**CARRIED UNANIMOUSLY**

**4. Business Arising from Prior Meetings**

**4.1 Receive for Information – Draft 2 Community Input Reports**

**It was MOVED and SECONDED**

THAT the Parks & Recreation Master Plan Steering Committee receive for information the Draft 2 Community Input Reports.

**CARRIED UNANIMOUSLY**

**4.2 Call for Volunteers – Values and Vision Sub-Committee**

The Chair invited members from both the committee and interest groups to contact him if they are interested in forming a sub-committee to develop examples of a values and vision statement for the master plan for review by this committee. Discussion and questions followed. Concerns were expressed over the lack of full committee involvement. It was suggested and generally agreed that committee members and interest groups should provide two or three written ideas of their own vision and values for presentation and discussion at a future meeting. It was agreed to bring this item back to the next meeting for further discussion to decide if there is enough interest to move forward with creating a sub-committee.

**6. Park Use Workshop (Continued from May 31, 2017 Meeting)**

The Chair invited the interest groups in attendance to the table.

The Director of Development Services provided a quick review of the last meeting and an overview of the topics to be presented and discussed.

**6.1 Park Zone Review (Permitted and Accessory uses in each zone)**

The Director of Development Services provided an outline of the revisions underway, existing zoning structure, definitions and classifications. Further information was presented on the structure of the existing zones, purpose, permitted uses, subdivision and development regulations (a separate workshop is recommended to review this category) and site specific provisions. Staff stated definitions for permitted uses and accessory park uses need to be better defined. Discussion and concerns were raised over the 'accessory park use' category and whether that was the right terminology.

**6.2 Zoning Definitions**

The Director of Development Services reviewed the draft Parks and Recreation Master Plan park zones including the proposed permitted and/or accessory park uses and definitions and provided an example using an 'Accessory Park Building or Structure'. Discussion and questions followed and what types of buildings might be found in a park used by the City and non-profit groups and examples included washrooms, storage for equipment and maintenance (small) building examples. It was suggested staff go through an example to assist members in understanding how zoning plays a part. The Director of Development Services moved to item 6.5.

### 6.3 Decision Making Criteria

Tabled to a future meeting.

### 6.4 Licenses vs. Leases

Tabled to a future meeting.

### 6.5 Case Studies (use examples to test tools)

The Director of Development Services provided the first workshop example for the committee to work through using a city storage shed that included a description of proposed use, location, proposed zone using the Parks and Recreation Master Plan classification and zoning bylaw definition and whether it would be a permitted /accessory/prohibited use and if there is any relevant policy procedure.

James Palanio left the meeting at 1:20 p.m.

Roundtable discussion and questions followed. The Chair called for a show of hands on who wanted to continue with the presentation on zoning and permissive uses or to look at alternatives. Discussion followed on moving forward or not. The majority voted in favour of moving forward with the zoning presentation by staff.

The Director of Development Services continued on with the presentation with further examples and provided an explanation of the process involved for any proposed use applications. Discussion and questions followed.

The Chair recessed the meeting at 1:55 p.m.

James Palanio returned to the meeting at 2:08 p.m.

The Chair reconvened the meeting at 2:25 p.m.

The Director of Development continued with his presentation of case studies and outlined the City's zoning application process. Discussion and questions followed on all scenarios presented.

Peter Weeber left the meeting at 2:31 p.m.

Suggestions made by the committee were noted by staff.

Jim Bauer arrived at the meeting at 2:56 p.m.

Sharon Devlin left the meeting at 2:59 p.m.

The Chair welcomed the Chief Financial Officer and redirected the meeting to Item 5.1.

## 5. **New Business**

### 5.1 **Funding Strategies – Needs vs. Recommendations**

The Organized Field Sport Representative provided an opening statement on his position on this committee, the soccer community and funding strategies noting concerns with the general recommendations in the draft master plan. The Chair acknowledged receipt of the letter from the Penticton Soccer Club & Pinnacles FC and the representatives in attendance, stating their letter will be added to the next agenda as it was not received in time for this meeting. The Chair extended an invitation to the soccer representatives to present their position at the next meeting through requesting to be a delegation. Discussion and questions followed. The Chief Financial Officer provided an overview of the City's capital projects and budget planning process stating staff are working on establishing a more common, rigorous process to establish priorities and raise the level of transparency through a Capital Allocation Framework. Discussion and questions followed. The Chair requested staff provide clarification on how the City determines the best return for projects.

Barb Hoolaeff left the meeting at 3:25 p.m.

The Organized Field Representative asked the question 'how does this committee develop the 10 year plan for the master plan'. Would it be in a workshop based on the needs and be part of the funding discussion? He would like to see more supporting documentation provided and action plan items for this matter. Discussion and questions followed. Suggestions were noted by staff.

The Recreation and Culture Manager and Chief Financial Officer clarified the section in the Terms of Reference referring to funding strategies noting this committee is to help identify various types of funding opportunities as well as the needs and requirements of this community, but not develop the actual 10 year capital plan. Discussion and questions followed. A suggestion was provided to change the word recommendations to needs.

The Recreation and Culture Manager referred to the Implementation Table stating this still requires review and prioritization. It would be useful to develop criteria for that prioritization process or look at simply identifying recommendations/needs to complete the Master Plan and prioritization is considered in consultation with the Parks & Recreation Advisory Committee after the plan is finalized.

Jim Bauer left the meeting at 4:01 p.m.

Sharon Devlin returned to the meeting at 4:01 p.m.

The Chair recessed the meeting at 4:01 p.m.

Peter Dooling left the meeting at 4:05 p.m.

The Chair reconvened the meeting at 4:10 p.m.

### 5.2 **Parks & Recreation Advisory Committee – Review of Draft Terms of Reference**

The draft Terms of Reference were provided for review and input. Discussion followed on the length of term and the number of members and suggestions included having more members at large than special interest groups. The general consensus was for a merit based

membership with thirteen voting members to include a school district representative and a two year term.

Discussion and questions on the mandate followed. Suggestions included adding the involvement of special interest groups as the need arises and community engagement. It was noted the level of consultation will need to be determined in accordance with the policy for clarity on the public consultation process.

### 5.3 Connectivity of Trails – Skaha Lake to Campbell Mountain

Tabled to a future meeting.

## 7. Next Meeting

### 7.1 Agenda review

Adolf Steffen left the meeting at 4:51 p.m.

Discussion followed on agenda items to include for the next meeting and future meetings were noted as follows:

- Length of this meeting - Peter Dooling
- Attendance record for Ezra Cremers
- Items from May 10 email from Gary Denton
  - Park Dedication Bylaw
  - Definition of a public park
  - Recommendations from the master plan and set a process on how to review
- Vision and values discussion
- Connectivity of trails
- Continuation of presentation by the Director of Development Services

### 7.2 Confirm location

The next meeting location will be held at City Hall in Committee Room A.

## 8. Adjournment

**It was MOVED and SECONDED**

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Thursday, June 8, 2017 at 5:05 p.m.

**CARRIED UNANIMOUSLY**

Certified Correct:



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Lorraine Williston  
Corporate Committee Secretary