

**Parks & Recreation Master Plan Steering Committee Meeting**  
to be held at  
City of Penticton, Committee Room A  
171 Main Street, Penticton, BC

Thursday, October 26, 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 August 30, 2017 Parks & Recreation Master Plan Steering Committee Meeting
  - 3.2 Minutes of the September 12, 2017 Parks & Recreation Master Plan Steering Committee Meeting
4. **Business Arising from Prior Meetings**
  - 4.1 Sub-Committee Presentations
    - Section 4 – Parks
    - Section 5 – Trails
    - Section 6 – Beaches
    - Section 7 – Outdoor Recreation Amenities
  - 4.2 Park Protection & Use Work Discussion
    - Process for continuation/completion
5. **Next Meeting**
  - 5.1 Agenda Review
    - Confirm dates for Sub-Committees to present on Sections 1, 2, 3.3, 8, 9, 10 & Appendices.
6. **Adjournment**

## Parks & Recreation Master Plan Steering Committee Meeting

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

Wednesday, August 30, 2017  
at 9:00 a.m.

**Present:** Andrew Jakubeit, Mayor  
Ron Ramsay, Chair  
James Palanio, Vice-Chair  
Roland Curnow, Organized Field Sport Representative  
Adolf Steffen, Development Community Representative  
Sharon Devlin, Member at Large  
Peter Dooling, Member at Large

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

### 1. Call to Order

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 9:20 a.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 August 10, 2017 as amended. Refer item to item 5.1.

**CARRIED UNANIMOUSLY**

### 3. Adoption of Minutes

3.1 Minutes of the August 10, 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 August 10, 2017 meeting as amended.

**CARRIED UNANIMOUSLY**

#### 4. Business Arising from Prior Meetings

##### 4.1 Vision and Values

The Chair presented the new vision statement for consideration by the committee. Discussion followed and it was suggested to add 'and programs' following recreation facilities in the second sentence of the statement.

**It was MOVED and SECONDED**

**THAT the Parks & Recreation Master Plan Steering Committee adopt the vision statement as follows:**

**Penticton is a place to stay forever because we cherish our exceptional natural setting between two lakes.**

**We will continue to invest in accessible and equitable parks and recreation facilities and programs for the well-being of all our citizens.**

**Our city will remain the destination of choice for those who appreciate the opportunities that our Okanagan home provides.**

**CARRIED UNANIMOUSLY**

The Chair presented the Values Statement for review and consideration by the committee. Discussion ensued and the following value statement amendments were suggested:

- Fair Resource Allocation
  - Insert the words 'parks and' before recreation opportunities
  - Remove the word "it must seek to achieve maximum benefit to the whole community"
- Fiscal Efficiencies & Partnerships

It was agreed more debate and a full committee discussion is needed over licence-to-use and leaseholds agreements and the issue of entitlement as it pertains to this item.

  - Remove the 'not-for-profit' wording
  - Replace the word 'facilities' with 'parks and recreation'
  - On hold for future discussion
- Sustainability
  - Replace 'urban ecosystem' with 'livable city'. Staff recommended changing the word 'city' to 'community'
- Acquisition

It was agreed to defer discussion on this statement until differences in lands can be discussed ie. sport fields and parks. Staff suggested this value is maintaining or supplying land. On hold for future discussion.
- Communications
  - Suggestion that this value should be geared more towards communication and to take out the first sentence. Item deferred to a future meeting.
  - Suggested to include "engagement"
  - On hold for future discussion.

#### 4.2 Parks & Recreation Advisory Committee Update

The Recreation & Culture Manager confirmed the process is moving forward commenting that Council will be reviewing the Terms of Reference for this new committee in October.

#### 4.3 Sub-Committee

The Chair outlined the benefit of having a line by line review of sections by sub-committees, stating this is an efficient way in dealing with specific topics contained in the draft master plan and noted that 4-6 members will be needed per sub-committee that will include one staff member. The Chair confirmed sub-committees will not be changing the content in the draft master plan, only to review and provide recommendations for the committee to consider. Discussion and questions followed. Staff provided a list of sections/topics to assign to each sub-committee and asked interested members to sign up for the section they are most interested in. The Chair suggested this review be done by the end of September. It was also suggested that rather than having four sub-committees to have two sub-committees to complete the master plan review.

The Chair recessed the meeting at 10:25 am

The Chair reconvened the meeting reconvened at 10:40 am

#### 4.4 Parks Use Workshop Continuation

The Director of Development Services reviewed the items covered from previous meetings and outlined the direction needed on the Park Protection & Use Policy and park zoning structure.

It was recommended that all future references of Park Use should be stated as Park Protection and Use.

The revised Park Protection & Use Policy was presented for review and discussion. Further revisions were suggested by the committee as follows:

##### 1. PURPOSE

###### 1.1.1

- Insert 'and protection measures that are acceptable' after the word 'uses'. It was further suggested to include 'protection & uses'

###### 1.1.4

- Change the wording 'outstanding' to 'good' park stewardship

##### 2. GUIDING PRINCIPLES

Staff commented this section is where the vision is referenced and section 2.1.2 will reflect the values once they have been finalized.

##### 3. POLICY

The Director of Development Services reviewed the changes suggested from previous discussions and noted there are sections that require additional work and will be updated from further discussions at the committee level.

### 3.1.2

- A question was raised concerning the fact that there is no mention of an engagement process for non-permitted uses. Staff noted another section can be added referencing engagement for non-permitted uses.

### 3.3 Protect public ownership

Committee discussion ensued on the definition of a license and a lease. Staff to work on the definitions and bring them back to the committee for review. Staff further commented an engagement piece will also be added and will be brought to the committee for review.

### 3.4 Protect, Preserve and grow parkland

A suggestion was made to revise the title to read 'Promote, Provide, Protect Penticton Parks'.

## 4. Legacy Licenses and Leases

The Director of Development Services commented this section goes into the legacy of licenses and leases noting section 4.2 still needs to be finalized. Discussion and questions followed. Staff noted the committee needs to consider the use, if transferable, number of topics inside this section, if long standing leases should be renewed and if agreements already in place are respected. Staff to bring back a revised document.

## 5. PROCEDURES – ZONING BYLAW

The Director of Development Services stated this section gets into the actual procedures beyond the permitted uses noting the structure of zoning is based on permitted uses that do not require approval.

Committee discussion followed on accessory uses. Comments included:

- Concerns over the number of accessory uses, outnumbering permitted uses
- Concerns over that it may be too easy to change park zoning to accommodate use requests
- Need to define small, medium and large
- Permitted uses should be well defined
- The percentage of land use allowed to be developed needs to be determined
- The length of events that tie up parks needs to be discussed
- Change accessory to conditional use
- Permitted/conditional uses need to be identified

Staff commented this is the first draft and additional work still needs to be done.

### 5.2 Accessory Park Uses

The Chair stated this section needs to be an exclusive agenda item to deal with permitted and non-permitted uses.

## 6. PROCEDURE – LICENSE TO USE RENEWAL

Committee discussion ensued on wording around timelines and the Council and committee review process. A question was raised if licenses are renewable or transferable. Discussion followed on investment anchored around the length of the lease. Staff noted once the zoning is determined, this issue can be addressed. The Director of Development Services asked that

members review the definitions on uses prior to the next meeting. Peter Dooling provided additional clarification of his proposed classification system noting his are only 5 classes that provide more of a geographical analysis of the land base on which the park was established – tableland and waterfront, the 2 most valued assets of the city which provides a total different perspective.

5. **New Business**

5.1 Correspondence received from Hannah Hyland

Correspondence from Hannah Hyland was received for information by the committee.

**Next Meeting**

6.1 August 30, 2017 Meeting Agenda Review

Staff reviewed agenda items for the next meeting. The next meeting to be determined.

6. **Adjournment**

**It was MOVED and SECONDED**

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Thursday, August 10, 2017 at 12:00pm

**CARRIED UNANIMOUSLY**

Certified Correct:

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Lorraine Williston  
Corporate Committee Secretary

## Parks & Recreation Master Plan Steering Committee Meeting

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

Tuesday, September 12, 2017  
at 2:00 p.m.

- Present:** Andrew Jakubeit, Mayor  
Judy Sentes, Councillor  
Ron Ramsay, Chair  
James Palanio, Vice-Chair  
Doug Gorcak, Penticton School District 67 Representative  
Roland Curnow, Organized Field Sport Representative  
Ezra Cremers, Organized Field Sport Representative  
Barb Hoolaeff, Special Event Group Representative  
Sharon Devlin, Member at Large  
Peter Dooling, Member at Large
- Staff:** Jeff Lynka, Parks Supervisor  
Lori Mullin, Recreation & Culture Manager  
Anthony Haddad, Director of Development Services  
Lorraine Williston, Corporate Committee Secretary

### 1. Call to Order

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 2:02 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 September 12, 2017 as amended.

**CARRIED UNANIMOUSLY**

### 3. Business Arising from Prior Meetings

#### 3.1 Vision and Values – Sub-Committee Update

The Chair deferred this item to the next meeting until the full committee is in attendance to review and approve.

### 3.2 Parks Protection and Use Workshop Continuation

The Director of Development Services presented the zone classification P2a-City-Wide Park Zone for review and discussion. Peter Dooling requested that the classification system he submitted be tabled until it can be reviewed by the new Parks Advisory Committee as it does require a lot more work to be done on it and further recommended this committee not move ahead with accessory uses. Peter Dooling further commented a statement needs to be included with what percentage of a public park is open to development as building spaces and parking lots. Discussion followed on Mr. Dooling's comments. It was generally agreed to continue on with the exercise of reviewing the draft park zone classification and permitted and accessory/conditional uses.

Committee discussions ensued on permitted uses and recommendations including additions, deletions and revisions, were noted by staff and included the following motion made:

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

**THAT "Festivals & Special Events – large" in the Conditional Park Use category be moved to the Permitted Use category with a notation it requires City Staff approval.**

**DEFEATED**

**Barb Hoolaeff, James Palanio, Ezra Cremers, Doug Gorcak, For  
Peter Dooling, Ron Ramsay, Roland Curnow, Sharon Devlin, Opposed**

Jeff Lynka left the meeting at 3:34 p.m.

Review and discussions continued on permitted uses. The Chair requested staff provide a definition for Recreation Equipment Rental under Permitted Use. The Accessory/Conditional Park Use list was reviewed, discussed and recommendations made. An extensive discussion followed on the process involved for rezoning a park. Peter Dooling suggested again that the entire Accessory/Conditional Park Use list should be deleted so that anything that is not a permitted use must go through a consultation process. Staff confirmed that all accessory/conditional uses will have to go through a more robust process regardless of whether it's listed or not.

Andrew Jakubeit left the meeting at 4:05 pm.

The Committee members debated the removal of outdoor market, public parking lot and restaurant from the Accessory/Conditional Park Use list. Peter Dooling stated the conversation still needs to happen on leaseholds before you can continue vetting this list. Anthony outlined the process involved for a conditional use noting there are no guarantees an application would be approved. After extensive discussion, it was generally agreed to remove restaurant from the Accessory/Conditional Park Use list.

## 4. Next Meeting

### 6.1 Agenda Review

The Chair asked staff to bring clarification to the next meeting on what the implications are to the City if all accessory uses are removed entirely. Item 3.2 to be continued at the next meeting.

The next meeting to be determined.

5. **Adjournment**

**It was MOVED and SECONDED**

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Tuesday, September 12, 2017 at 4:41 p.m.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Lorraine Williston  
Corporate Committee Secretary

To: Parks & Recreation Master Plan Sub-Committee  
From: Jeff Lynka  
Subject: Recap Notes from Sub-Committee Section 4-7 Review, Draft 2  
Meeting dates: Sept 15, 22, 29 and October 23, 2017

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Consensus from the sub-committee included:

#### Section 4 - Parks

##### **Section 4.1 - Parkland Supply (NOTE Parkland Supply is numbered 4.1 and 4.2, why is this?)**

- Change Section 4.1 Goal:  
FROM: "Protect and acquire sufficient parkland to make Penticton green and attractive"  
TO: "To promote, to provide and to protect public parks in Penticton."
- Suggestion to add the word 'public' before all references to parkland, to help define and differentiate between other types of parks (ie..industrial parks, car parks, private parks, etc)
- Suggestion to create list of Definitions for entire MasterPlan (similar to what is being done for the Park Protection and use Policy – for discussion.
- Suggestion to replace the word 'Amenities' with 'Facilities', or at least define each term in the MP.
- City-wide Park description (pg 23) – remove the word 'Commercial'.
- Classifications – include largest park size to help show range of sizes.
- Inventory – need to clarify/correct some of the park inventory info. – are Oxbow RV Resort and Japanese Garden lands included in inventory? Ellis & Penticton Creeks in wrong classifications, Kings Park should be Community not City-wide .
- Updating – some information is requires updating since Draft 2 was written – Skaha Trio, Campbell Mountain status update,
- Park Classification system (pgs 25-29) - Peter Dooling suggested to remove his Alternate classification system from the MP, and that SC should handle this as a whole.
- Encroachments (pg 36) - Add the following paragraph: "Protection of public parkland was a paramount message delivered throughout community engagement process. As the community strongly opposes the loss of any parkland, encroachments upon public parkland needs to be prohibited."
- Under Challenges (pg 37) – consider removing the following statement: "The City does not have the financial resources to acquire significant amounts of new parkland at this time."

##### **Section 4.2 Park Design and Development (numbered as 4.3 in the MP, should this be 4.2?)**

- Section 4.2 Goal - check to ensure that this aligns with Vision and Values "Protect and acquire sufficient parkland to make Penticton green and attractive" ;

- Analysis (pg 40-42) – comment: There is not much Analysis in this section to suggest gaps and opportunities exist - what information is there to support the suggested improvements? Should we call this section Observations?
- Gyro Park (pg 40) - suggestion that this park should be higher priority for planning and development and to protect the park trees and bandshell.
- Esplanade (pg 41) – edit to read from: : “this site is composed of two separate parts; an area above the bluff where disc golf is being tried, and the bluff itself that is natural: to “ this site has great potential as a natural park, in need of a Master Plan;”
- Penticton Yacht and Tennis Club (pg 42) – this title no longer applies; and land ownership is unclear.. Sub-committee would like to see the Esplanade, Marina and beach area all addressed as one area; and not separated as special uses.
- Page 44-46: seems to be a duplicate of Analysis - Committee suggests that recommendations should come immediately after analysis: instead of separated at the end of the section. "Analysis and Recommendations"

#### **Section 4.4 - Natural Areas**

- Oxbows (pg 49) ; are the oxbows actually privately owned? Or is this referring to land adjacent to the oxbow?

#### **Section 4.6 - Safety and Security in Parks**

- Page 57 – Homelessness - Can't assume these problems are related to homeless people; possible add term transient? Also emphasize increase presence of sharps from needle use

#### **Section 5 – Trails**

- Change Section 5 Goal to:  
To achieve a network of interconnected trails throughout the City, connecting Skaha Lake to Okanagan Lake to Esplanade to Munson Mountain to Campbell Mountain – a Waterfront to Mountain Peak Trail Corridor offering recreation, enjoyment, and natural beauty.
  - The first goal, in partnership with the Penticton Indian Band, to bring about a River Channel Parkway, a unique opportunity to establish an urban linear parkway between Skaha and Okanagan Lakes; ‘Shining Waters to Shining Waters’ the theme.
  - The second goal, in partnership with the RDOS and the Province of British Columbia, to bring about the linkage of Esplanade Park, Munson Mountain Park with Campbell Mountain (a proposed park) via a trails network linking all three; ‘Waters Edge to Mountain Peak’ the theme.
  - The third goal, in partnership with the Penticton School Board, to bring about linking existing and future parks with existing and future school sites within the City; ‘Recreational Pathways for Kids, Youth & Adults’ the theme.

#### **Section 6 – Beaches**

- Change Section 6 Goal :  
FROM: “Recognize the importance of beaches to the community, and provide varied types of beach experiences that support a wide range of water-based recreation opportunities.”  
TO: “Beaches are the primary key natural resource and attraction of the City, provide varied types of outdoor recreation opportunities, and are in need of civic protection and retention.
- Vendors - Beach vendors should be included in Opportunities and/or Challenges.

- Recommendations for Beaches (pg 67)
  - Planning and Design. Remove “Work on revitalizing the marina area at the Penticton Yacht and Tennis Club, in association with a new development, including docks for day-use and full-time moorage.” Replace with “The recommendation for a Master Plan for the entire Esplanade shall including the current marina and adjacent beach areas.”
- Recommendations for Beaches (pg 67) con’t...
  - Capital Development:
    - Suggestion to add washroom at Marina Way beach
    - suggestion to include awareness and management of protection of native aquatic species or any invasive species

## **Section 7 – Outdoor Recreation Amenities**

### **Section 7.2 Sports Fields and Ball Diamonds**

- Page 80 – suggest to delete: “Soccer participation by adults has stayed about the same, which is a slight decrease in participation in relation to the population. ” and add to previous paragraph “Soccer participation by adults has stayed about the same”.
- Page 80 – who expressed interest in an outdoor artificial field...soccer, lacrosse, baseball ??
- Page 83 – Recommendations. Penticton Soccer Club would prefer to have artificial field at Kings Park, not Pen High

### **Section 7.3 Recreation Amenities in Parks**

- Page 83 – add “Outdoor” to title.
- Page 86 – Disc golf – suggest to edit as follows: This sport is experiencing (significant) growth nationally and locally, and has many benefits ~~including the provision of outdoor experiences, low cost to set up, and appealing to a demographic for whom recreation participation has been decreasing in many activities.~~
- Page 86 – Off Leash Dog Areas – on the River Channel the Penticton Indian Band has recently added signs ‘Dogs must be on leash’ and reportedly issuing fines
- Page 86 – Off Leash Dog Areas - there were also requests for improved accessibility (which is noted in the Recommendations).
- Page 88 – Park Structures – suggestion to remove: “A permanent stage at Okanagan Lake Park would add value to this park and reduce operations costs related to setting up and removing temporary stages.” SubCommittee would rather rather see this wording reflect the input from special events as opposed to a value statement.
- Page 93 – Winter Activities in Parks – please define, what are the winter activities in parks?
- Page 97 – remove “Because of the number of events at Okanagan Lake Park, a permanent stage would offer advantages in the set-up, take-down, and quality of the venue.” SC would rather see this wording reflect the input from special events as opposed to a value statement.

-End -