

Parks & Recreation Master Plan Steering Committee Meeting

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

Wednesday, February 7, 2018
at 6:00 p.m.

- Present:** Andrew Jakubeit, Mayor
Judy Sentes, Councillor
Ron Ramsay, Chair
James Palanio, Vice-Chair
Doug Gorcak, Penticton District School District 67 Representative
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:** Anthony Haddad, Director of Development Services
Len Robson, Public Works Manager
Lorraine Williston, Corporate Committee Secretary

1. Call to Order

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 6:00 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 7, 2018 as amended (refer to item 5.1)

CARRIED UNANIMOUSLY

3. Adoption of Minutes

3.1 Minutes of the January 8, 2018 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 8, 2018 meeting as circulated.

CARRIED UNANIMOUSLY

4. **Business Arising from prior meetings**

4.1 **Parks and Recreation Advisory Committee**

Terms of Reference

The Director of Development Services reviewed the proposed revisions as recommended by the sub-committee. Discussion followed on whether to include the RDOS and PIB as non-voting representatives on the committee. Mayor Jakubeit noted that it is unusual to invite entities/organizations to sit on a committee as non-voting members. When items concerning the RDOS and PIB are being considered, representatives are invited to attend a meeting as required. Councillor Sentes noted there are four councilors who currently sit on the RDOS Board as City liaisons. It was generally agreed by the committee that they would like to include the RDOS and PIB as non-voting members.

It was suggested the term for this committee be extended to December 2019 due to the fact the committee will not be in effect until June or July of 2018 leaving only a few short months for the committee to function if the term were to end December 2018. It was further suggested to have a staggered membership to keep consistency and to allow for new members who are interested, an opportunity to participate.

A wording change in paragraph 11 regarding disqualification was proposed. It was recommended the word 'may' be replaced with the word 'shall' in the sentence 'Council may choose...' to provide a stronger direction with respect to disqualifying members. After all discussions the following recommendations were made:

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

THAT Council approve the Parks & Recreation Advisory Committee's Terms of Reference as proposed that includes the following amendments:

- 1. Reflects a term ending December 31, 2019;**
- 2. That half of the Parks & Recreation Advisory Committee's membership terms be staggered to allow for consistency and the opportunity for new members;**
- 3. Includes the addition of paragraph 3 that states: 'Council shall appoint one (1) non-voting Penticton Indian Band Representative and one (1) non-voting Regional District Okanagan-Similkameen Representative to the committee; and**
- 4. The word 'shall' replace the word 'may' in paragraph 11 in the sentence that reads "Council may choose to replace the member".**

CARRIED UNANIMOUSLY

The Chair commented notification to committee members regarding absences should be done as soon as possible and would like to see more authority for a Chair to make the decision to remove a member who is consistently absent. Discussion ensued on the number required for quorum for the Parks & Recreation Master Plan Steering Committee and the Chair noted it has been difficult to achieve quorum and recommended that quorum be set at four.

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

THAT Council set quorum at four (4) members for the Parks & Recreation Master Plan Steering Committee.

CARRIED UNANIMOUSLY

Application Form

The Council Advisory Committee/Board Application Form was reviewed by the committee. By consensus it was recommended and agreed to remove 'One person will be selected to represent each category' in the section titled "Area(s) of Knowledge/Experience". Staff to remove that sentence before advertising or posting.

4.2 Section 7 – Park Protection and Use – Parks & Recreation Master Plan

The Director of Development Services reviewed the proposed revisions as follows:

7.1 Park Protection and Use

It was agreed by the committee that data information including graphs and tables be relocated to the appendix and referenced in the applicable sections in the document and that all data should be kept together. The Chair noted another section with respect to encroachment should be included in the document. Additional minor word changes and items as agreed to by the committee were noted by staff.

Figure 7.1 and 7.2 Types of Park Uses

The Chair suggested adding a column to identify the type of contractual uses.

Use Gaps and Opportunities

It was requested the word "Gaps" be replaced with a more appropriate word. Staff to provide alternate wording at the next meeting.

Additional suggestions, minor word changes and items as agreed to by the committee were noted by staff.

Summary of Strengths and Challenges

Minor word changes as agreed to by the committee were noted by staff.

Preliminary Work on Park Uses

A lengthy discussion ensued on the detriment of long terms for licence/lease terms inclusive of subsequent renewal clauses and how to define Short, Medium and Long term. It was agreed that the wording in the Park Protection and Use Policy should be reviewed first before considering any changes to this section. It was further recommended the word 'preliminary' be removed within the entire document. Additional minor word changes as agreed by the committee were noted by staff.

Physical Criteria

The preliminary framework for evaluating new park uses was reviewed and discussed. Additional criteria items were suggested and noted by staff.

Following review of section 7, staff commented the revisions will be sent back to Urban Systems and the finalized document will be brought back to the committee. The Chair questioned whether the executive summary could be moved to the beginning of the master plan instead of being at the back due to the size of the document. Staff to forward that recommendation to Urban Systems.

4.3 Proposed Parkland Protection & Use Policy

The Director of Development Services presented the proposed policy for review and comment. Section 3.4.1. brought forth an in-depth discussion on how to ensure there is no net loss of green space. It was also noted that no loss of beach frontage is essential and should be recognized and protected for its uniqueness. Staff agreed to revamp the wording in this section. Minor wording changes and grammar corrections as recommended and agreed to by the committee were noted by staff. It was agreed by the committee that sections 4. Legacy Licenses and Leases, 5.1 Permitted Uses and section and 6. Procedure – License to Use Renewal be added to the next agenda for review and discussion.

4.4 Proposed Zoning Bylaw Amendments

Deferred to next meeting.

4.5 Review of Tracking List and Agenda – February Meetings

Items not discussed at this meeting will be added to the next agenda.

5. **New Business**

5.1 Community Policing – Safety in Parks

The Chair stated that safety in parks was noted in the public feedback as a concern for some citizens and recommended this be addressed in the master plan.

6. **Next Meeting**

The next scheduled meeting of the Parks & Recreation Master Plan Steering Committee is Thursday, February 15, 2018.

7. **Adjournment**

It was MOVED and SECONDED

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Wednesday, February 7, 2018 at 9:24 pm

CARRIED UNANIMOUSLY

Certified Correct:



Lorraine Williston
Corporate Committee Secretary