

Parks and Recreation Advisory Committee Meeting to be held via Zoom

**Public attendance at committee meetings continues to be restricted due to limited space and the physical distancing requirements. If you'd like to watch or listen to the live Committee meeting, please email Committees@Penticton.ca 24-hours prior to the commencement of the meeting for the Zoom meeting participation details. You will have an opportunity to ask questions related to the agenda at the end of the meeting.*

**Monday, August 31, 2020
at 3:00 p.m.**

1. **Call Regular Committee Meeting to Order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
 - 3.1 Minutes of the July 6, 2020 Parks and Recreation Advisory Committee Meeting **2-5**
Staff Recommendation:
THAT the Parks and Recreation Advisory Committee adopt the minutes of the July 6, 2020 meeting as presented.
4. **New Business**
 - 4.1 Parks and Recreation Advisory Committee Terms of Reference Update – Paula McKinnon, Legislative Assistant **5-10**
 - 4.2 Draft Concepts for Skaha Lake Park – East Plan – JoAnne Kleb, Engagement Strategist **11-25**
 - a. Concept A Skaha Lake Waterfront
 - b. Concept B Skaha Lake Waterfront
 - c. Concept C Skaha Lake Waterfront
 - d. Skaha Lake BoathouseStaff Recommendation:
THAT the Parks and Recreation Advisory Committee endorse the draft concepts or the Skaha Lake Park East Plan and the plans for the next phase of engagement.
5. **Next Meeting** **26**
6. **Public Question Period**
7. **Adjournment**



Minutes

penticton.ca

Parks and Recreation Advisory Committee Meeting

Held via Zoom
Monday, July 6, 2020
at 3:00 p.m.

- Present:** Drew Barnes
Isaac Gilbert, Chair
James Palanio, Vice Chair
John Archer
Julia Barber
Lee Davidson
Michaela Wooldridge
Peter Osborne
Robert (Sandy) Ross
- Council Liaison:** Campbell Watt, Councillor
Frank Regehr, Councillor
- Staff:** Blake Laven, Director of Development Services
Bregje Kozak, Director of Recreation and Facilities
JoAnne Kleb, Engagement Strategist
Len Robson, Public Works Manager
Paula McKinnon, Legislative Assistant
- Regrets:** Gary Dean
Jake Kimberley, Councillor
Laura Harp
Tyson Bull

1. **Call to Order**

The Parks and Recreation Advisory Committee was called to order by the Chair at 3:00 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the agenda for the meeting held on July 6, 2020 as presented.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adopt the minutes of the June 1, 2020 meeting as presented.

CARRIED UNANIMOUSLY

4. **Business Arising from Prior Meetings**

5. **New Business**

5.1 Edmonton Avenue Centre (Kiwanis Park) Update

The Director of Development Services and the Engagement Strategist provided the Committee with an update regarding the Edmonton Avenue Centre. The Committee was informed that the City has entered into a memorandum of understanding with One Sky Community Resources, a draft design was completed by Landform Architecture and that a grant application has been submitted.

The Engagement Strategist briefly reviewed the community engagement plan.

Members inquired about the school pick-up and drop-off traffic, amount of childcare that will be available through the center, catchment area and clarification on the zoning designation.

5.2 Responsible Consumption Pilot Project Discussion

The Director of Development Services and the Engagement Strategist provided the Committee with a presentation on the Responsible Consumption Pilot Project findings and community engagement results as well as a summary of the Parks and Recreation Advisory Committee members feedback. The Committee was informed of the next steps which include three options for Council's consideration at the July 7, 2020 regular meeting.

Members at large inquired about the need for clearer signage and messaging in the community, the possibility of including portions of Skaha Lake Park, review of enforcement and promotion, reported RCMP/Bylaw incidents, increasing garbage and recycling cans in approved areas and impacts on tourism.

A member at large expressed concerns regarding the value of preserving the peace of the parks.

Discussions ensued regarding the three options being presented to Council and the possibility of expanding the pilot project to a portion of Skaha Lake Park and the Ale Trail.

Main Motion:

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee support the continuation of the responsible liquor consumption in designated public places program, in the current locations.

Continued...

5.2 Responsible Consumption Pilot Project Discussion - Continued

Amendment:

It was MOVED and SECONDED

That the following language be inserted: "...and a portion of Skaha Lake Park under the discretion of City of Penticton Staff."

CARRIED

Opposed: Peter Osborne

Amendment:

It was MOVED and SECONDED

THAT the following language be inserted: "...and the Ale Trail".

CARRIED

Opposed: Lee Davidson, Peter Osborne, Sandy Ross, Isaac Gilbert

Amendment:

It was MOVED and SECONDED

THAT the following language be inserted: "AND THAT Council consider the inclusion of..."

CARRIED

Opposed: Peter Osborne

Main Motion as Amended:

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee support the continuation of the responsible liquor consumption in designated public places program, in the current locations;

AND THAT Council also consider the inclusion of a portion of Skaha Lake Park under the discretion of City of Penticton Staff and the Ale Trail.

CARRIED

Opposed: Peter Osborne

5.3 Maintaining Public Washrooms

It was MOVED and SECONDED

THAT Item 5.3 - Maintaining Public Washrooms be postponed to the next Committee meeting.

CARRIED UNANIMOUSLY

6. **Council Outcome**

7. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting is scheduled to be held on August 4, 2020 at 3:00 p.m.

9. **Adjournment**

It was MOVED and SECONDED

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on Wednesday, July 6, 2020 at 4:46 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Paula McKinnon
Legislative Assistant

DRAFT



2020-2022 Terms of Reference Parks & Recreation Advisory Committee

penticton.ca

1. The Committee shall consist of **THIRTEEN (13)** voting members appointed by City Council for a term ending December 31, 2022. Preference will be given for individuals with direct knowledge or interest and/or experience in community parks and recreation that include, but is not limited to:
 - 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.
3. Council shall appoint one (1) Council Representative to the Committee.
4. Role of Council Representative
 - Non-Voting Member
 - Liaison to City Council
5. The Mayor or their Deputy will act as an alternate Council representative.
6. A majority of appointed voting members shall constitute a quorum.
7. The Public Works Manager and Director of Recreation and Facilities and/or designates, shall attend Committee meetings to provide operational support to the Committee.
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:
 - 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 Park land Protection and Use Policy;
- Make recommendations on proposals for any leasing or licensing of Park space; and
- 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. Conflict of Interest

All Committee members are expected to review and sign a Conflict of Interest Declaration and adhere to the requirements set out in the declaration.

If a Committee member attending a meeting considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter, or for any other reason, the member must declare this and state the general nature of why he or she considers this to be the case and immediately leave the meeting or the part of the meeting during which the matter is under consideration.

The member's declaration must be recorded in the minutes, and the Committee member must not attempt in any way, whether before, during or after the meeting to influence the voting on any question in respect to the matter.

12. Removal of a Member from Committee

Council may remove a Committee member from a Committee for good and sufficient reason, which may include any of the following, without limitation:

- (a) the absence of a Committee member from three (3) consecutive regularly scheduled Committee meetings, unless the absence is because of illness or is with leave of the Committee;
- (b) a finding by Council that the Committee member has engaged in misconduct, such as bullying or harassment of another Committee member or a City employee; or
- (c) participation by a Committee member in circumstances where the Committee member has a conflict of interest.

In any case where Council proposes to remove a member from a Committee, the member will be provided with notice and an opportunity to be heard by Council prior to Council voting on the matter.

13. Resignation

Any member may resign upon sending written notice to the Corporate Officer.

In the event of a vacancy occurring during a regular term, the vacancy may be filled for the remainder of that term in the same way the initial appointments were made.

14. Closed Meeting

All Committee members are expected to review and sign a Confidentiality Declaration and adhere to the requirements set out in the declaration.

No meeting or part thereof shall be closed to the public except in accordance with Section 90 of the *Community Charter*. 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.

15. The Mayor will sign all correspondence initiated by the Committee on behalf of the City of Penticton.

16. For certainty, the rules and procedures of Council Procedure Bylaw No. 2018-35 and all amendments thereto shall be observed as far as may be applicable.



City of Penticton
 171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

CONFLICT OF INTEREST

Throughout your Committee term you are required to ensure that you do not participate in matters when you have a conflict of interest.

A conflict of interest includes a pecuniary interest or another interest in a matter that constitutes a conflict, such as personal interest in a matter that is a distinct from the interest other citizens would have in the matter generally.

A pecuniary interest refers to an interest a matter which may have financial consequences for you, such that you might be seen to have a recognizable incentive to vote for financial reasons. The phrase “pecuniary interest” is interpreted broadly. The interest does not mean there is a direct financial benefit or loss to you. It is sufficient if a matter has the potential to impact your pecuniary interests, whether directly or through another person or corporation, such as a close family member or your employer.

Accordingly, you hereby acknowledge the following:

1. It is your responsibility, as an individual committee member, to be aware of a potential conflict of interest and to declare the conflict when it arises.
2. If you are unsure of whether you may have a conflict, it is your responsibility to obtain further advice or information in respect of the matter.
3. Once you have declared a conflict in relation to a matter coming before the committee, you must not:
 - a. Participate in any discussion of the matter;
 - b. Vote; or
 - c. Attempt in any way, whether before, during or after the committee meeting, to influence the decision of others.
4. If you participate when you have a conflict, the consequence is removal from the committee by Council.

Please confirm your acknowledgement and agreement with the foregoing by signing and returning this declaration to the City.

 Signature

 Date

Print Name: _____



City of Penticton
 171 Main St. | Penticton B.C. | V2A 5A9
www.penticton.ca | ask@penticton.ca

CONFIDENTIALITY DECLARATION

Throughout your Committee term you will be exposed to and have access to confidential "information" which is the property of The Corporation of The City of Penticton (the "City"). Committee members with access to this information must not use it for personal benefit or in any way that could be detrimental to the City. The term Information will not, however, include information which is or becomes publicly available other than as a result of a disclosure by you.

Accordingly, you hereby agree that:

1. You will keep Information confidential and will not (except as required by applicable law, regulation or legal process), without the City's prior written consent, disclose any Information in any manner whatsoever;
2. You will not (except as required by applicable law, regulation or legal process), without the City's prior written consent, disclose to any person the fact that the Information exists;
3. You will safeguard all Information to which you have access against inappropriate and unauthorized access by others;
4. You agree to report incidents of misuse or abuse of information;
5. *The Freedom of Information and Protection of Privacy Act* gives individuals a right of access to records subject to certain conditions. The City has procedures in place for handling requests for information under this Act. Any questions regarding privacy or the release of information not covered by these procedures should be referred to the Corporate Officer;
6. This declaration will be governed and construed in accordance with the laws of the Province of British Columbia and the British Columbia Courts will have exclusive jurisdiction to hear all matters arising here-from.

Please confirm your declaration with the foregoing by signing and returning to the City herewith.

 Signature

 Date

Print Name: _____



Committee Memo

penticton.ca

Date: August 31, 2020 **File No:** 6120-20
To: Parks and Recreation Advisory Committee
From: JoAnne Kleb, Engagement Strategist
Subject: Draft concepts for Skaha Lake Park – East Plan

Staff Recommendation

THAT the Parks and Recreation Advisory Committee endorse the draft concepts for the Skaha Lake Park East Plan and the plans for the next phase of engagement.

Strategic priority objective

Vision: A vibrant, innovative, healthy waterfront city focused on sustainability, community and economic opportunity.

Background

The Parks and Recreation Master Plan recommended that a separate plan be developed to guide future decisions in Skaha Lake Park. Work began on this plan in 2019. Recognizing the immediate need for direction on assets such as the marina, the spray park and the boathouse, the scope of the plan was narrowed to the east end of the park. The City has since worked consulted with key stakeholders and the community and worked with architects to develop options for the east section of Skaha Lake Park. Three different concepts have been developed for discussion with the Parks and Recreation Advisory Committee. Each features a range of options and preliminary costing and funding options. Staff are inviting feedback from the committee on the options and seeking direction to proceed to review the options with the community. This report provides a summary of the key features of the concepts and the next steps for engagement.

Concept A

Concept A focuses on the balance of uses as they exist today. All existing greenspace is protected. The experience of the park user is enhanced by improvements to the walkway system, including a new waterfront greenway, greening of the parking lot, and renewal of the spray park. The majority of land and infrastructure dedicated to watersports is focused on motorized boating. This includes a commercially-operated marina building and docks, plus the existing boat launch and boat trailer parking area. Non-motorized boating is supported by rebuilding and expanding the boat house in its current location.

The key features of Concept A include:

- New expanded non-motorized boathouse on existing footprint (unheated, uninsulated, durable materials).
- Renew the marina as a full-service facility allowing for rentals, moorage and fuel sales and possible dryland boat storage.
- Continue renewal of the docks to accommodate the existing number of slips (no expansion).
- Continue to allow a cafe associated with marina building.
- Replace the spray park on the existing footprint.
- Enhancement to existing riparian area.
- Enhance the pedestrian connections between the existing trail and the marina with the addition of boardwalk seating, benches and public art.
- No change to public parking facilities.
- Integrate separation between motorized and non-motorized watercraft in the lake.

The estimated costs for Concept A include:

Landscape Plan	\$818,345
Spray Park	\$450,000
New Boathouse	\$456,317
New Marina (replace existing)	
Marina (like for like)	\$698,000
Building (base building)	\$400,000
Total*	\$2,822,662

*Includes contingency fees.

Concept B

Concept B maintains a focus on non-motorized boating while transitioning motor boat usage to day use only. All existing greenspace is protected and potentially expanded. The experience of the park user is enhanced by improvements to the walkway system, including a new waterfront greenway, greening of the parking lot, and renewal of the spray park. The boat house is replaced and expanded, and the boat launch and boat trailer parking area are retained for motorized use. The docks are decommissioned for the most part, and some of the paved area around the marina is converted to green space. The marina building may be retained and licensed for commercial use (e.g., a café and/or paddleboard/kayak rental)

The key features of Concept B include:

- Repurpose marina building for café or commercial rental.
- Demolish the non-motorized boathouse and replace with expanded facility on existing footprint for non-motorized watercraft (unheated, uninsulated, durable materials).
- Maintain motorized boat launch and reduce dock slips to support day use.
- Replace the spray park on the existing footprint.
- Enhance the pedestrian connections between the existing trail and the marina with the addition of boardwalk seating, benches and public art.

- Enhance and expand the riparian area adjacent to marina building
- No change to public parking facilities.
- Integrate separation between motorized and non-motorized watercraft in the lake.

The estimated costs for Concept B include:

Landscape Plan	\$913,673
Spray Park	\$450,000
New Boathouse	\$456,317
Day Moorage Marina	\$200,000
Base building upgrades	\$400,000
Total*	\$2,419,990

*Includes contingency fees.

Concept C

Concept C places a strong emphasis on non-motorized boating while still supporting the multi-use character of Skaha Lake Park. All existing greenspace is protected and potentially expanded. The experience of the park user is enhanced by improvements to the walkway system, including a new waterfront greenway, greening of the parking lot, and renewal of the spray park. There is a rebalancing of land and infrastructure from motorized to non-motorized boating. The focus is more on day use of the lake. While the boat launch and boat trailer parking area are retained for motorized use, the marina building and surrounding area are converted and expanded for paddling uses. The docks are decommissioned for the most part, and the former paddling boat house is demolished and that area returned to green space.

The key features of Concept C include:

- Repurpose the marina and docks for use by non-motorized water craft. Demolish the existing boat house and restore green space.
- Maintain boat launch for use by motorized watercraft but remove docking, storage and marina services.
- Continue to have cafe associated with marina building.
- Replace the spray park on the existing footprint.
- Enhance the pedestrian connections between the existing trail and the marina with the addition of boardwalk seating, benches and public art.
- Integrate separation between motorized and non-motorized watercraft in the lake.
- Enhance and expand the riparian area adjacent to marina building.

The estimated costs for Concept C include:

Landscape Plan	\$806,881
Spray Park	\$450,000
Remove boathouse	-
New Paddling Centre	
Remove Marina and replace with paddling docks	\$200,000
Base building upgrades	\$400,000

Paddling Centre building upgrades	\$205,813
Total*	\$2,062,694
*Includes contingency fees.	

Funding Options

The City is investigating options to fund the improvements in order to offset the investment of tax dollars that would be required. Some of the opportunities that are being explored include:

- lease or license to use the boathouse or marina buildings
- grants to support riparian restoration
- donations to support the spray park

Community Engagement

Through the next phase of engagement this fall, the City is seeking to work with the community and key stakeholders to identify the preferred options from each concept to develop a single plan. Citizens will be asked to consider the costs and funding options as part of sharing their feedback. To achieve this, staff are proposing:

- PRAC meeting
- Council meeting
- Stakeholder meetings and communication
 - Marina / Dragon Boat Society / Paddling Community
 - Protect Penticton Parks Society
 - South Okanagan Similkameen Conservation Program
- Community Review
 - Shapeyourcitypenticton.ca
 - Video Presentation / Livestream
 - Outdoor open house in the park
 - Kiosk at City Hall
 - Feedback Form (preference and comments)

Attachments

Attachment A – Concept A

Attachment B – Concept B

Attachment C – Concept C

Attachment D –Boat House Concept

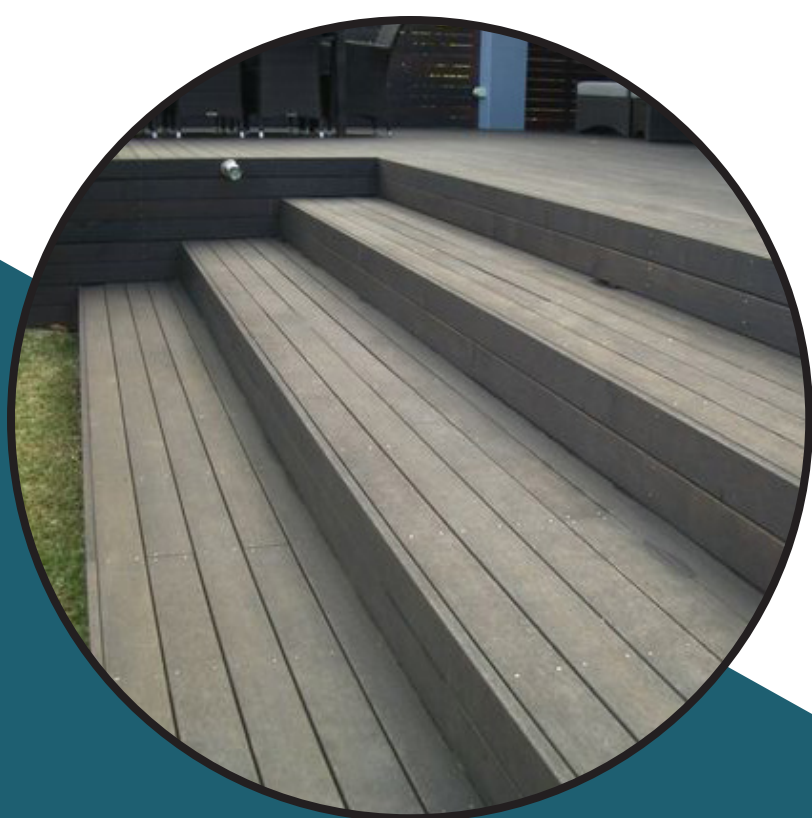
Respectfully submitted,

JoAnne Kleb

Engagement Strategist



① Seating Plaza w/ Tree Bosque



② Boardwalk Seating



③ Waterfront Cafe



④ Promenade Paving Style



⑤ New and Expanded Boathouse

SKAHA LAKE WATERFRONT

Concept A





① Great Lawn



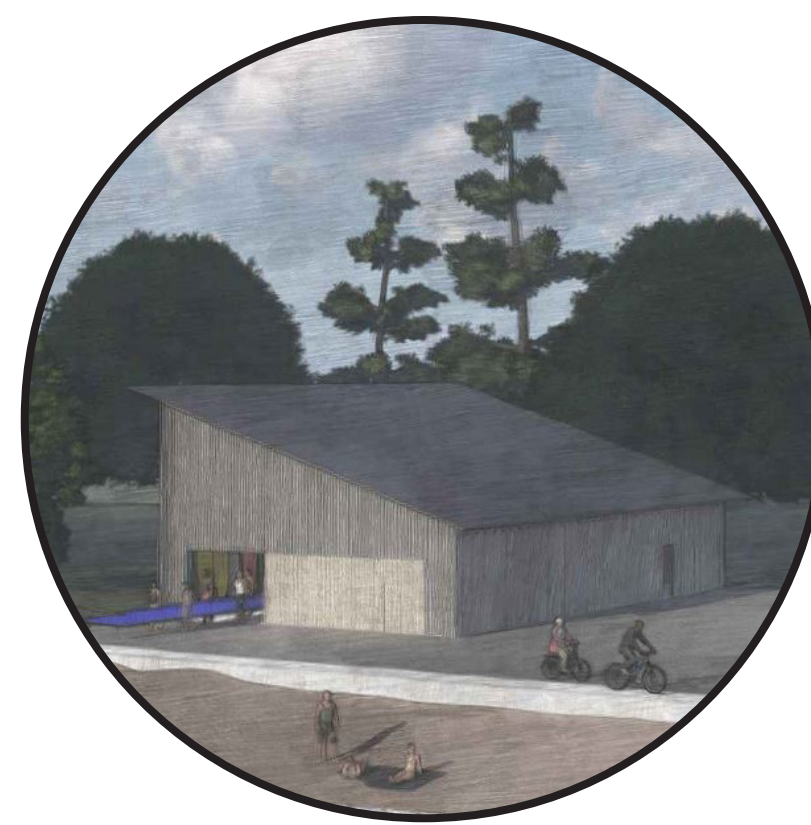
② Waterfront Boardwalk



③ Patio Seating Area



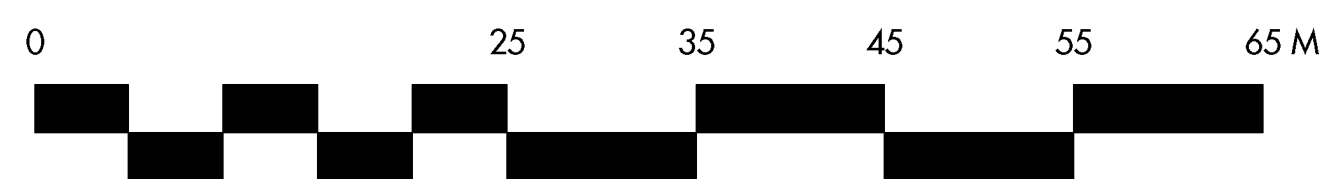
④ Promenade Paving Style



⑤ New and Expanded Boathouse

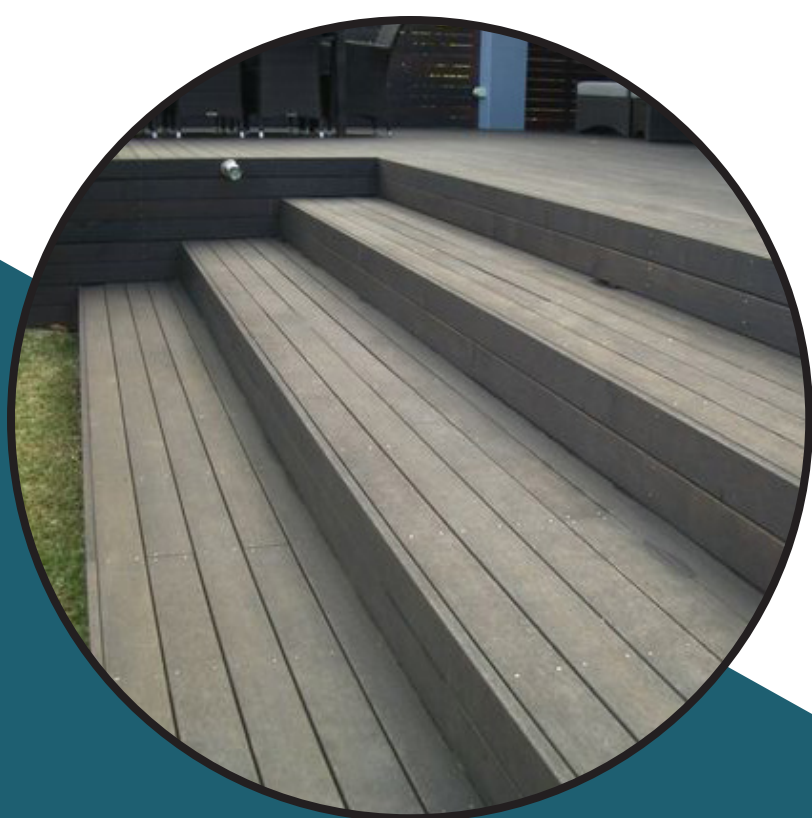
SKAHA LAKE WATERFRONT

Concept B





① Seating Plaza w/ Tree Bosque



② Boardwalk Seating



③ Waterfront Cafe



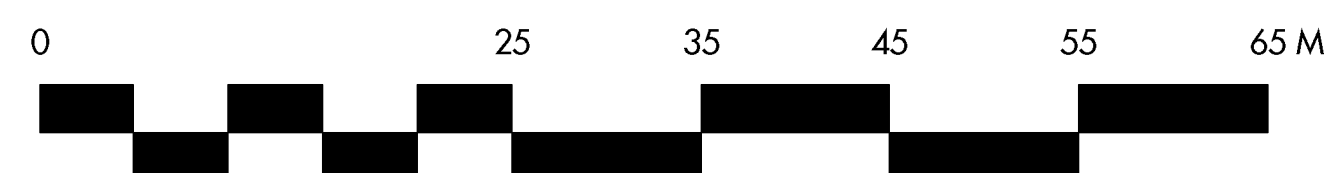
④ Promenade Paving Style

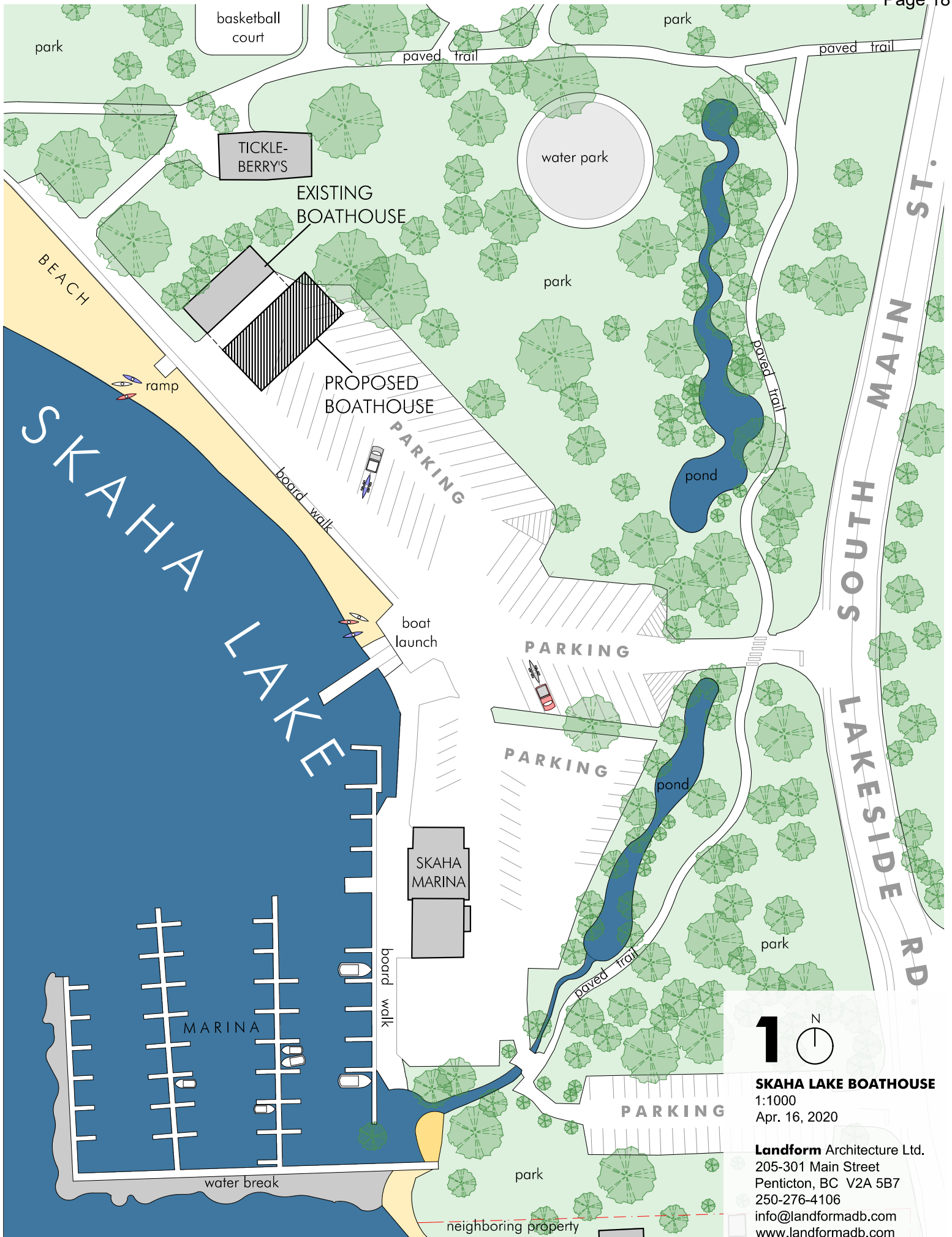


⑤ New and Expanded Boathouse

SKAHA LAKE WATERFRONT

Concept C





SKAHA LAKE BOATHOUSE

1:1000

Apr. 16, 2020

Landform Architecture Ltd.

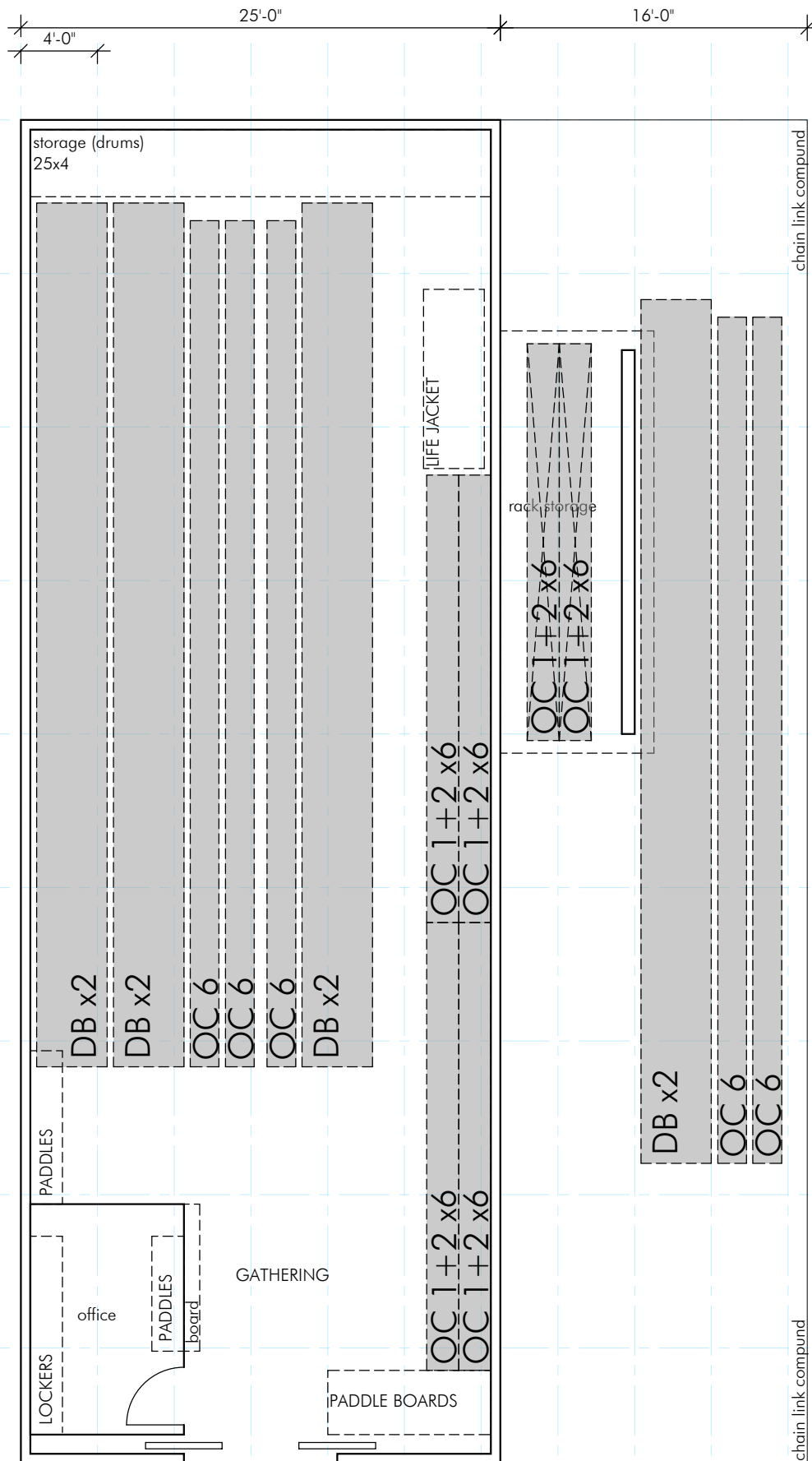
205-301 Main Street

Penticton, BC V2A 5B7

250-276-4106

info@landformadb.com

www.landformadb.com



NOTES:

- existing building 25 x 70 w/ 16 x 70 compound
- boat totals provided
- all measurements taken on site and approximate

- OC 1/2 36 total
- OC 6 3 total
- DB 7 total

2

SKAHA LAKE BOATHOUSE

1:96

DATE

Landform Architecture Ltd.

205-301 Main Street

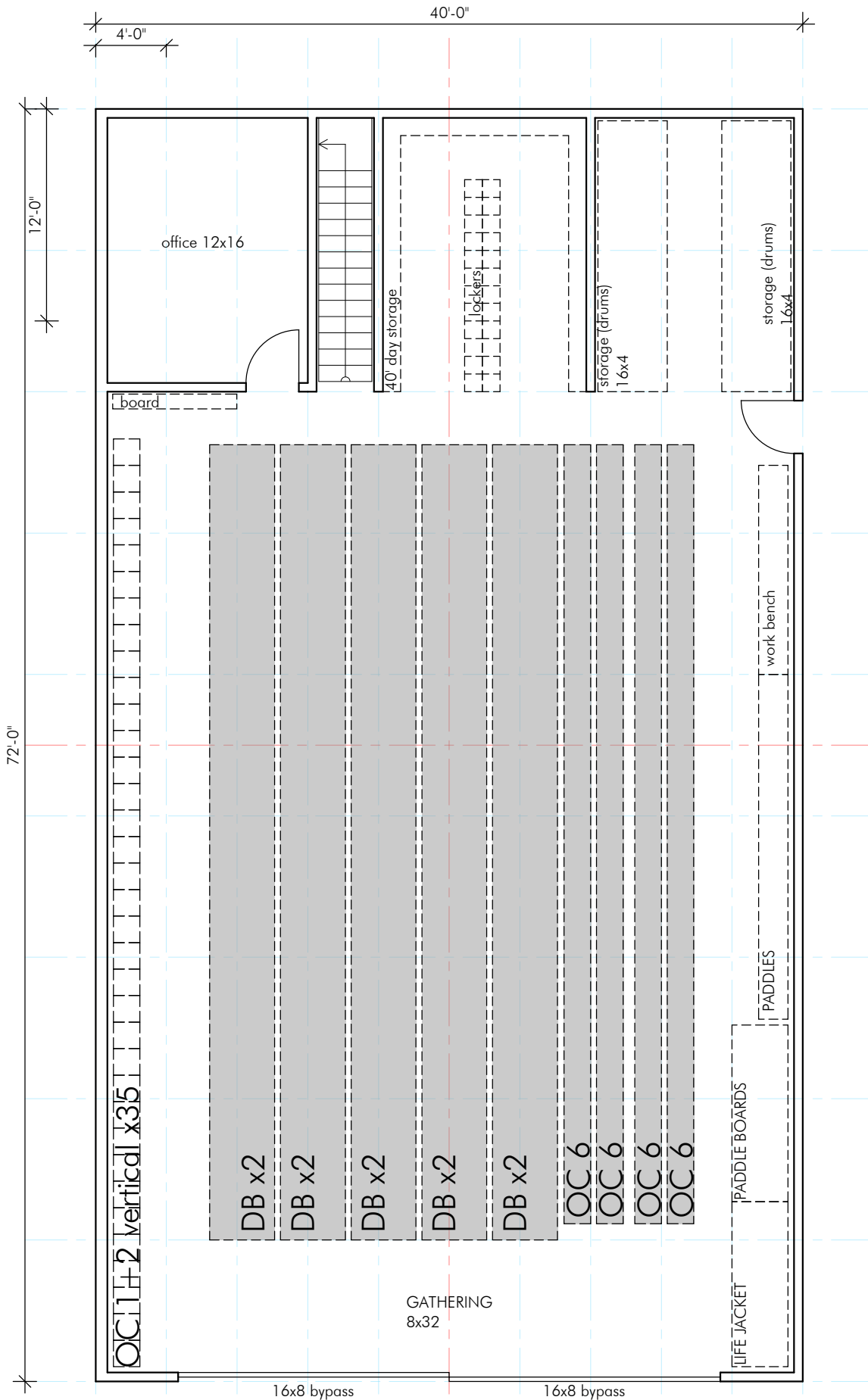
Penticton, BC V2A 5B7

250-276-4106

info@landformadb.com

www.landformadb.com

EXISTING BUILDING PLAN



NOTES:

- SW access remains the same for boat access
 - alternate personale entry from parking
 - relocates office to back
 - monoslope roof, for parallel chord trusses
- | | |
|----------|----------|
| • OC 1/2 | 35 total |
| • OC 6 | 4 total |
| • DB | 10 total |



SKAHA LAKE BOATHOUSE

1:96

April 16th, 2020

Landform Architecture Ltd.

205-301 Main Street

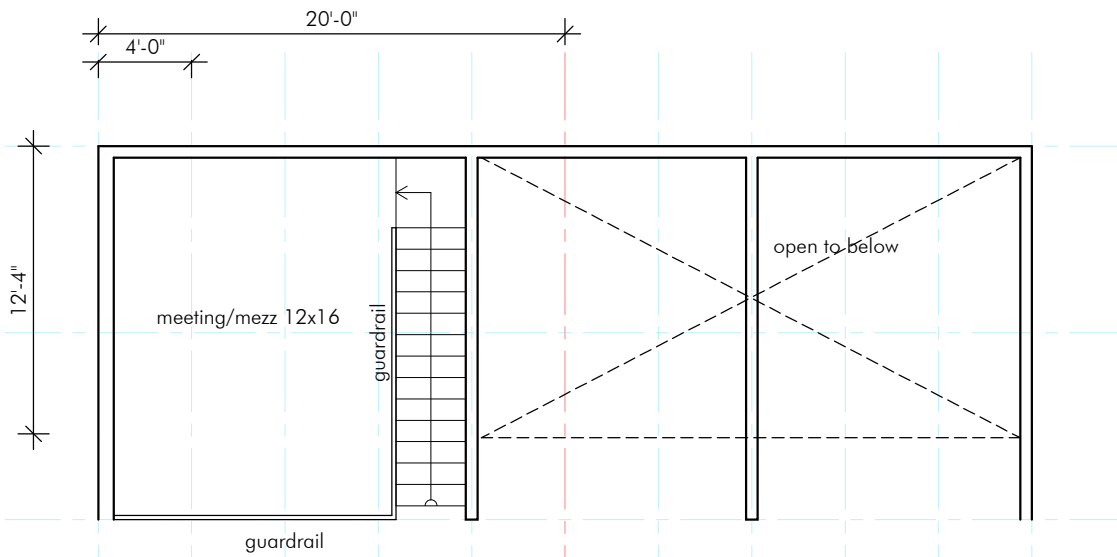
Penticton, BC V2A 5B7

250-276-4106

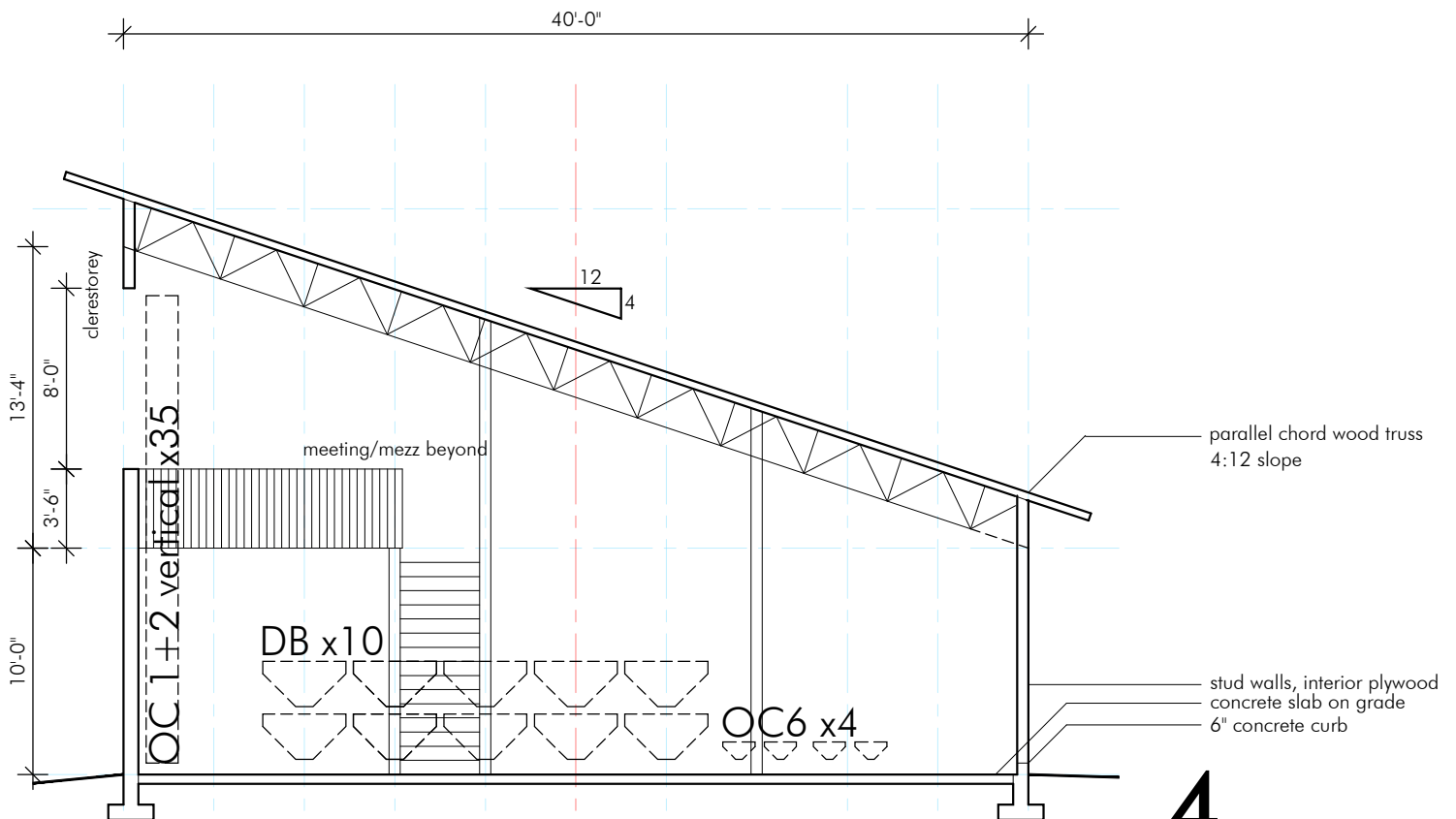
info@landformadb.com

www.landformadb.com

PROPOSED BUILDING PLAN



PROPOSED BUILDING MEZZANINE



PROPOSED BUILDING SECTION

4

SKAHA LAKE BOATHOUSE

1:96

April 16th, 2020

Landform Architecture Ltd.

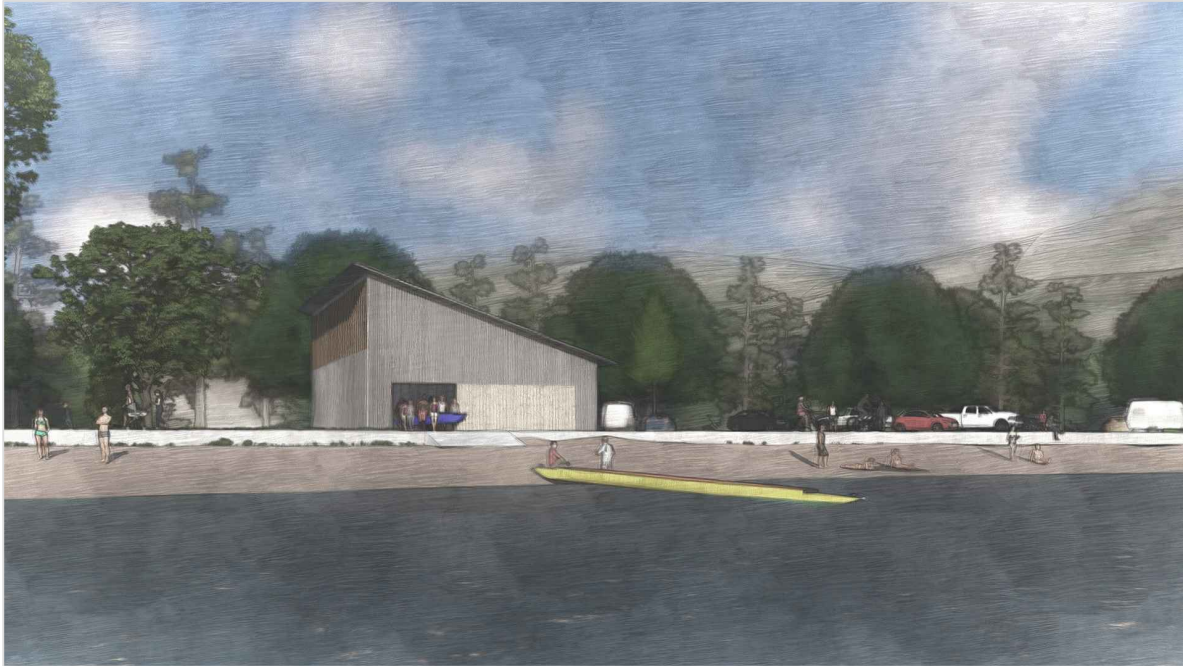
205-301 Main Street

Penticton, BC V2A 5B7

250-276-4106

info@landformadb.com

www.landformadb.com



view from the water



southwest view

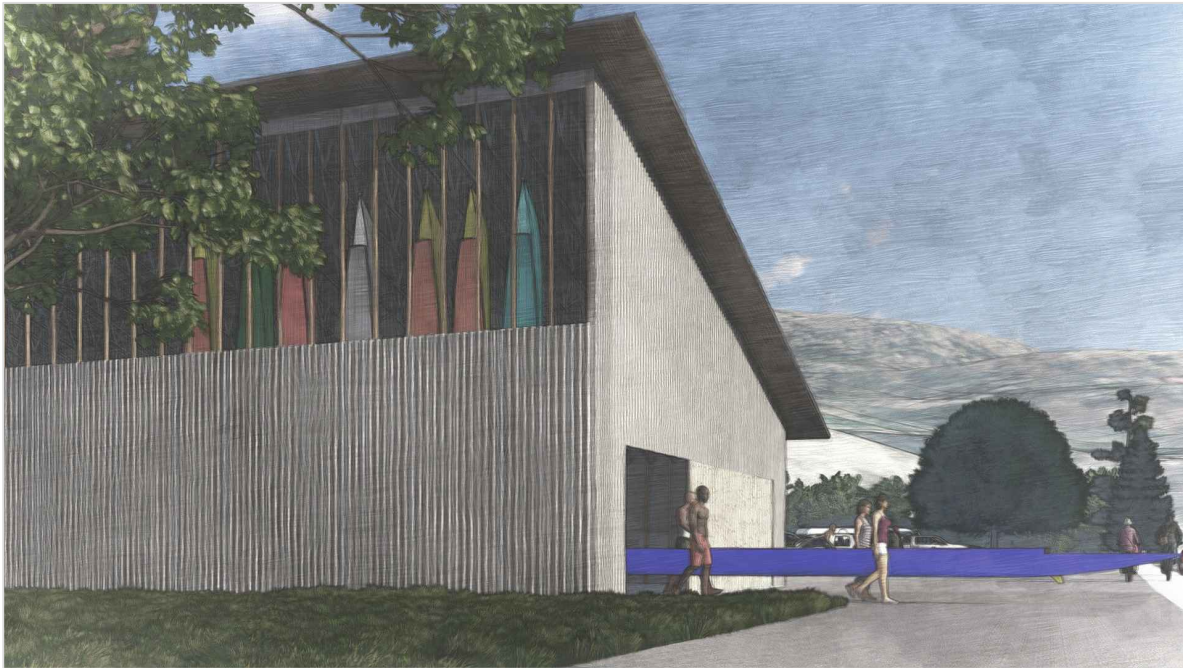
5

SKAHA LAKE BOATHOUSE

Renders

DATE

Landform Architecture Ltd.
205-301 Main Street
Penticton, BC V2A 5B7
250-276-4106
info@landformadb.com
www.landformadb.com



southwest close-up



southeast view

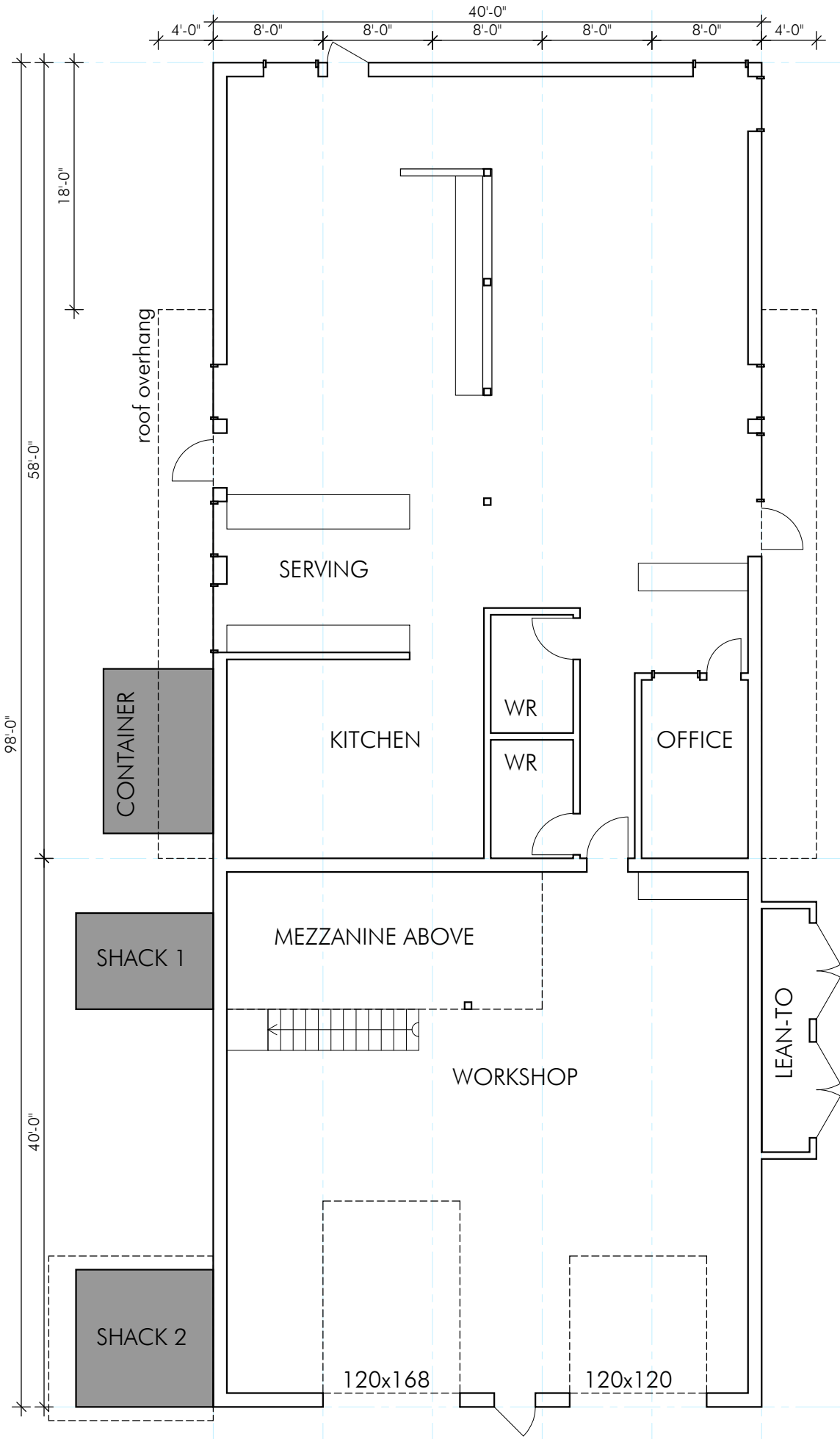
6

SKAHA LAKE BOATHOUSE

Renders

DATE

Landform Architecture Ltd.
205-301 Main Street
Penticton, BC V2A 5B7
250-276-4106
info@landformadb.com
www.landformadb.com

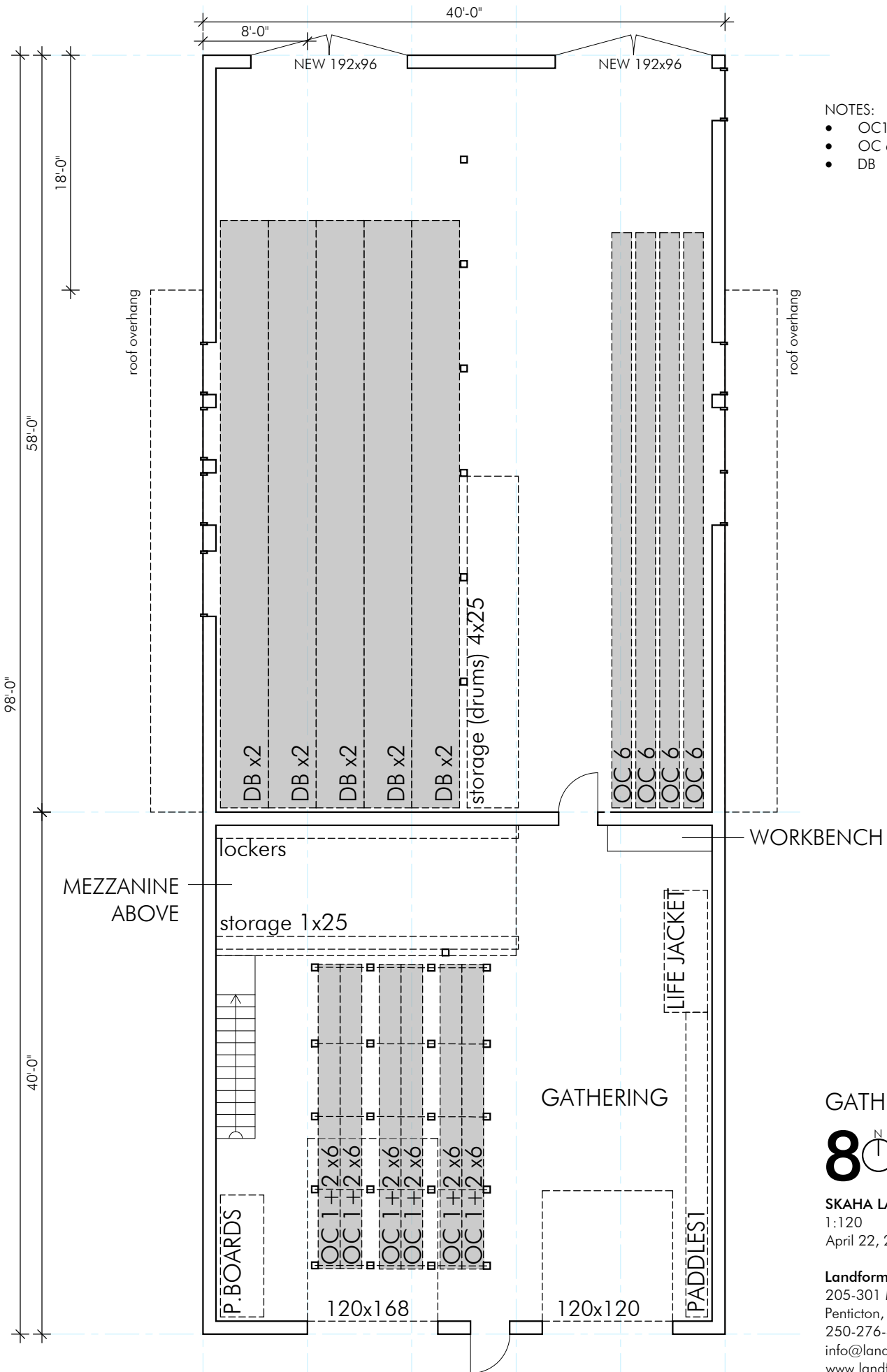


- NOTES:
- all measurements approx.
 - existing layout as per photos



SKAHA LAKE BOATHOUSE
1:120
April 22, 2020

Landform Architecture Ltd.
205-301 Main Street
Penticton, BC V2A 5B7
250-276-4106
info@landformadb.com
www.landformadb.com



- NOTES:
- OC1/2 36 total
 - OC 6 4 total
 - DB 10 total

GATHERING



SKAHA LAKE BOATHOUSE

1:120

April 22, 2020

Landform Architecture Ltd.

205-301 Main Street

Penticton, BC V2A 5B7

250-276-4106

info@landformadb.com

www.landformadb.com



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