

## 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](mailto: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, November 2, 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 August 31, 2020 Parks and Recreation Advisory Committee Meeting 3-5  
**Staff Recommendation:**  
*THAT the Parks and Recreation Advisory Committee adopt the minutes of the August 31, 2020 meeting as presented.*
4. **New Business**
  - 4.1 Roundtable Introductions Verbal
  - 4.2 Open Space (Parks) Development Cost Charges Update – Michael Hodges, Development Infrastructure Manager 6-8  
**Staff Recommendation:**  
*THAT the Parks and Recreation Advisory Committee support the project list of Development Cost Charge applicable park projects for incorporation into the revised Open Space Development Cost Charge calculations.*
  - 4.3 2021 Parks and Recreation Advisory Committee Meeting Schedule – Paula McKinnon, Legislative Assistant 9  
**Staff Recommendation:**  
*THAT the Parks and Recreation Advisory Committee 2021 meetings be held on January 18, February 22, March 15, April 19, May 17, June 14, July 19, August 17, September 21, October 19, November 15 and December 6 at City Hall or via Zoom at 3:00 p.m. unless otherwise specified.*

5. **Next Meeting**

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6. **Public Question Period**

7. **Adjournment**

## Parks and Recreation Advisory Committee Meeting

Held via Zoom  
Monday, August 31, 2020  
at 3:00 p.m.

- Present:** John Archer, Acting Chair  
Drew Barnes  
Lee Davidson  
Susan Fraser  
Robert (Sandy) Ross  
Julia Barber  
Gary Dean  
Laura Harp (*Left the meeting at 4:06 p.m.*)
- Council Liaison:** Campbell Watt, Councillor
- Staff:** Bregje Kozak, Director of Recreation and Facilities  
JoAnne Kleb, Engagement Strategist  
Len Robson, Public Works Manager  
Paula McKinnon, Legislative Assistant  
Todd Whyte, Parks Supervisor  
Ysabel Contreras, Parks Technician  
Donny van Dyk, Chief Administrative Officer (*Left the meeting at 4:23 p.m.*)
- Regrets:** Isaac Gilbert, Chair  
Jake Kimberley, Councillor  
Michaela Wooldridge  
Tyson Bull  
Jeff Leonard  
James Palanio, Vice Chair
- Guest:** Fiona Barton, Outland Design (*Left the meeting at 4:28 p.m.*)

1. **Call to Order**

The Parks and Recreation Advisory Committee was called to order by the Acting Chair at 3:01 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 August 31, 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 July 6, 2020 meeting as presented.

**CARRIED UNANIMOUSLY**

4. **New Business**

4.1 Parks and Recreation Advisory Committee Terms of Reference Update – Paula McKinnon, Legislative Assistant

The Legislative Assistant provided a brief overview of the notable changes made to the Committee's updated Terms of Reference. The Committee was also informed that the City has advertised all Committee vacancies and two new voting members have been appointed to the Committee for the remainder of the term. An introduction roundtable will take place at the next meeting when both new members can be present.

4.2 Draft Concepts for Skaha Lake Park – East Plan – JoAnne Kleb, Engagement Strategist

The Engagement Strategist briefly reviewed with the Committee an activity summary since the last Committee meeting and reviewed the community and Committee engagement findings to-date for the Skaha Lake Park East Plan.

Fiona Barton, Outland Designs, presented in detail the key features of each Concept (A, B and C) and the Public Works Manager provided a review of the high-level estimated costs associated with each concept. The Committee was also informed that budgeting has not yet been secured.

Members at large inquired and provided comments about the landscaping (trees), the chain-link fencing area surrounding the Marina, boardwalk seating, balance of green space vs. boat storage space, marina boat storage user trends and waitlists, boat launch access, current marina operator license to use, user group trends of the current facilities, dragon boat storage capacities and a potential need for boat tie offs near the boardwalk.

The Director of Recreation and Facilities presented in detail the proposed building plans and key features included in the boathouse and marina concepts as well as the associated estimated costs.

Donny van Dyk entered the meeting at 4:13 p.m.

Members at large shared concerns regarding the proposed architectural styling of the building and proposed including an upper level observation area or gathering space for consideration as another interest point for users and also the inclusion of graphics and color for the exterior façade to enhance the overall visual appeal. Members were reminded that these are preliminary renderings.

*Continued...*

The Engagement Strategist informed the Committee of the next phase of community engagement activities with plans to return to the Committee on October 5 to share further findings.

**It was MOVED and SECONDED**

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

**CARRIED UNANIMOUSLY**

5. **Next Meeting**

The next Parks and Recreation Advisory Committee meeting is scheduled to be held on October 5, 2020 at 3:00 p.m.

6. **Public Question Period**

7. **Adjournment**

**It was MOVED and SECONDED**

THAT the Parks and Recreation Advisory Committee adjourn the meeting held on August 31, 2020 at 4:44 p.m.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Paula McKinnon  
Legislative Assistant



# Committee Report



**Date:** November 2, 2020  
General

File No: 3150-01/

**To:** Parks and Recreation Advisory Committee

**From:** Michael Hodges, Development Infrastructure Manager

**Subject:** Open Space (**Parks**) Development Cost Charge Update

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## Staff Recommendation

THAT the Parks and Recreation Advisory Committee support the project list of Development Cost Charge applicable park projects for incorporation into the revised Open Space Development Cost Charge calculations.

## Strategic priority objective

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

**Community Design:** The City of Penticton will attract, promote and support sustainable growth and development congruent with the community's vision for the future.

## Background

At the August 21, 2019 Parks and Recreation Advisory Committee meeting, City staff outlined the project to update the Open Space (Parks) component of the City's Development Cost Charge (DCC) program. Since that meeting, Parks staff and Planning Department staff have extracted all the projects listed in the City's newly adopted Parks and Recreation Master Plan and Official Community Plan and presented that information back to this Committee on the 18<sup>th</sup> of November 2019.

After that meeting staff reviewed the list in more detail to ensure the projects are in line with the Parks and Recreation Master Plan and Open Space DCC best practices. Staff have provided a more defined scope and costing for each of these projects. The individual project scopes are now being presented to this committee for their support and the costing is being provided for reference only. The list of projects is included in Attachment A herein.

Project that are crossed out, are those projects that were in the original presentation to this committee, but have been removed from the project list. This is typically because they do not meet the requirements for inclusion into the Open Space DCC.

Following the support from this committee the costings and financial analysis will be completed on the individual projects and the Open Space DCC. Once the Open space DCC is calculated the updated DCC Bylaw will be presented directly to Council for their consideration.

### **Financial implication**

This project is aligning the Open Space DCC with the Parks and Recreation Master Plan. The financial implications are that the Open Space DCC will be increased, providing funding to complete the vision of the Parks and Recreation Master Plan and Official Community Plan.

### **Analysis**

Council have directed Staff to bring the revised Open Space DCC to Council for consideration. To achieve this Council direction, Staff have reviewed the Park and Recreation Master Plan to identify projects that are in line with the legal requirements for inclusion into an Open Space DCC. Only projects that are identified to address future growth demands can be included in the Open Space DCC. Those projects identified to address existing gaps and existing deficiencies cannot be included.

Staff are recommending that the committee support the list.

### **Attachments**

Attachment A – Project list for inclusion into the Open Space DCC

Respectfully submitted,

Michael Hodges  
Development Infrastructure Manager

Park	Park Planning	Land Acquisitio	Trails	Fencing	Drainage and Irrigation	Landscaping	Restrooms	Changing	Playground Eq't	Playing Field Eq't	Total
<b>Carmi School</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Columbia Heights Park &amp; Trail System</b>		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Dartmouth Park</b>	\$ 20,000	\$ -	\$ 25,000	\$ 10,000	\$ -	\$ 45,000	\$ -	\$ -	\$ 20,000	\$ -	\$ 120,000
<b>Ellis Creek Pathway</b>	\$ 10,000		\$ 180,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
<b>Esplanade</b>	\$ 150,000	\$ -	\$ 200,000	\$ -	\$ 20,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 430,000
<b>Gyro Park</b>	\$ -	\$ -	\$ 50,000	\$ -	\$ 90,000	\$ 20,000		\$ -	\$ 400,000	\$ -	\$ 560,000
<b>Kings Park</b>	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Kiwanis Park</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
<b>KVR Trail</b>	\$ 100,000		\$ 800,000	\$ -	\$ 35,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 965,000
<b>Lakawanna Park</b>	\$ 20,000	\$ -	\$ 100,000	\$ -	\$ 50,000	\$ 34,000	\$ -	\$ -		\$ -	\$ 204,000
<b>Lake Okanagan Beach Area</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
<b>Lions Park</b>	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ 500,000	\$ 60,000	\$ 660,000
<b>McLaren Park</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>McNicol Park</b>							\$ -	\$ -	\$ -		\$ -
<b>N'kwala School</b>	\$ 20,000	\$ 2,900,000	\$ 20,000	\$ -	\$ 100,000	\$ 84,000	\$ -	\$ -	\$ 200,000	\$ -	\$ 3,324,000
<b>Off-leash Dog Park</b>	\$ 20,000	\$ 1,000,000	\$ -	\$ 75,000	\$ 125,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 1,320,000
<b>Parkway School</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Penticton Creek Pathway</b>	\$ 30,000	\$ 250,000	\$ 500,000	\$ -	\$ 40,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 880,000
<b>South West Neighbourhood Park</b>	\$ 20,000	\$ 1,800,000	\$ 20,000	\$ 20,000	\$ 30,000	\$ 25,000			\$ 80,000		\$ 1,995,000
<b>Wiltse South Neighbourhood Park</b>	\$ 20,000	\$ 1,800,000	\$ 20,000	\$ 20,000	\$ 30,000	\$ 25,000			\$ 80,000		\$ 1,995,000
<b>Wiltse North Neighbourhood Park</b>	\$ 20,000	\$ 1,800,000	\$ 20,000	\$ 20,000	\$ 30,000	\$ 25,000			\$ 80,000		\$ 1,995,000
<b>Robinson Park</b>	\$ -	\$ -	\$ 80,000	\$ 20,000	\$ 20,000	\$ 45,000	\$ 80,000	\$ -	\$ -	\$ 5,000	\$ 250,000
<b>Skaha Park</b>	\$ -	\$ 1,500,000	\$ 80,000	\$ -	\$ 15,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 1,655,000
<b>Spiller Road Park &amp; Trail System</b>	\$ 15,000		\$ 135,000	\$ -	\$ 250,000	\$ 200,000	\$ -	\$ -	\$ 85,000	\$ -	\$ 685,000
<b>Stocks Court</b>	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
<b>Three Blind Mice</b>	\$ 60,000	\$ -	\$ 40,000	\$ 30,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 145,000
<b>Upper Wiltse Trail System</b>											\$ -

%DCC	Amount DCC	Amount City
	\$ -	
	\$ -	
100%	\$ 120,000	\$ -
100%	\$ 220,000	\$ -
100%	\$ 430,000	\$ -
75%	\$ 420,000	\$ 140,000.00
100%	\$ -	\$ -
100%	\$ 50,000	\$ -
80%	\$ 772,000	\$ 193,000.00
100%	\$ 204,000	\$ -
100%	\$ 100,000	\$ -
100%	\$ 660,000	\$ -
	\$ -	
	\$ -	
80%	\$ 2,659,200	\$ 664,800.00
100%	\$ 1,320,000	\$ -
	\$ -	
100%	\$ 880,000	\$ -
	\$ -	
	\$ -	
	\$ -	
	\$ -	
100%	\$ 250,000	\$ -
	\$ -	
70%	\$ 1,158,500	\$ 496,500.00
	\$ -	
	\$ -	
80%	\$ 116,000	\$ 29,000.00
	\$ -	



## 2021 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	18
February	22
March	15
April	19
May	17
June	14
July	19
August	16
September	20
October	18
November	15
December	6



## 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
<b>December</b>	<b>7</b>