Agenda

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Regular Council Meeting
to be held at
City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 19, 2018
at 1:00 p.m.

1. **Call Regular Council Meeting to Order**

2. **Introduction of Late Items**

3. **Adoption of Agenda**

4. **Recess to Committee of the Whole**

5. **Reconvene the Regular Council Meeting**

6. **Adoption of Minutes:**

6.1	Minutes of the June 5, 2018 Committee of the Whole	1-2	Receive
6.2	Minutes of the June 5, 2018 Public Hearing	3-4	Receive
6.3	Minutes of the June 5, 2018 Regular Council Meeting	5-12	Adopt

7. **Committee and Board Reports**

7.1 Parks and Recreation Master Plan Committee Minutes of April 30, 2018 — 13-16

Staff Recommendation: THAT Council receive the minutes of the Parks and Recreation Master Plan Committee meeting of April 30, 2018.
Committee Recommendation: THAT Council adopt the Park Dedication Bylaw as presented.
Committee Recommendation: THAT Council adopt the Park Land Protection and Use Policy as amended.
Committee Recommendation: THAT Council adopt the Parks and Recreation Master Plan as amended, those amendments to include editing of the Executive Summary by Ron Ramsay, Peter Dooling and Gary Denton.

7.2 Development Services Advisory Committee Minutes of June 8, 2018 — 17-19

Staff Recommendation: THAT Council receive the draft minutes of the Development Services Adviosry Committee meeting of June 8, 2018.

7.3 Official Community Plan Task Force Minutes of June 4, 2018 — 20-22

Staff Recommendation: THAT Council receive the draft minutes of the Official Community Plan Task Force meeting of June 4, 2018.

8. **Correspondence**

9. **Staff Reports:**

DDS	9.1	Parks & Recreation Master Plan *Staff Recommendation: THAT Council approve the 2018 Parks and Recreation Master Plan.*	23-233
DDS	9.2	Park Dedication Bylaw No. 2018-37 *Staff Recommendation: THAT Council, with at least 2/3 of all members of Council voting in the affirmative, give first, second and third reading to "Park Dedication Bylaw No. 2018-37", a bylaw that dedicates city owned lands as public park and repeals "City of Penticton Park Dedication Bylaw No. 2002-42".*	234-281
DDS	9.3	Park Land Protection & Use Policy *Staff Recommendation: THAT Council approve the Park Land Protection and Use Policy.*	282-297
DDS	9.4	Parks & Recreation Advisory Committee *Staff Recommendation: **Option 1** - THAT Council approve the Parks and Recreation Advisory Committee Terms of Reference as proposed in Attachment A to the Parks & Recreation Advisory Committee report dated June 19, 2018.* ***Option 2** – Parks and Recreation Masterplan Committee Recommendation:* *THAT Council approve the Parks & Recreation Advisory Committee's Terms of Reference as proposed (Attachment B) that includes the following recommendations:* *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 the word 'shall' replace the word 'may' in paragraph 11 in the sentence that reads "Council may choose to replace the member".*	298-304
DDS	9.5	Zoning Bylaw Amendments – Park Zone *Staff Recommendation: THAT Council direct staff to bring forward Zoning Bylaw Amendments for City Park Land.*	305-322
BPM	9.6	Report Back on Short Term Vacation Rental Program *Staff Recommendation: THAT Council direct staff to contract a third party business to count the number of unlicensed short term vacation rental businesses operating as well as locate and determine the length of time each unlicensed vacation rental has been operating; AND THAT Council direct staff to amend the City of Penticton Bylaw Notice Enforcement Bylaw No. 2012-5037 by increasing the fine amounts for operating and advertising a business without a licence to $450.00 per occurrence.*	323-326
Controller	9.7	Statement of Financial Information (SOFI) *Staff Recommendation: THAT Council approve the Statement of Financial Information for the fiscal year ending December 31, 2017.*	327-340
CSC	9.8	Climate Action Reporting for 2017 *Staff Recommendation: THAT Council receive the report titled "Climate Action Reporting for 2017" for information.*	341-373
EUM	9.9	City FortisBC Supply of Electricity Wholesale Service - Amendment Agreement *Staff Recommendation: THAT approve the Amending Agreement as attached to the report titled "City FortisBC Supply of Electricity Wholesale Service – Amendment Agreement"; AND THAT Council authorize the Mayor and Corporate Officer to execute the Agreement.*	374-380
CFO	9.10	Land Acquisition and Lease Renewal Policy *Staff Recommendation: THAT Council approve the Land Acquisition Policy dated June 19, 2018; AND THAT Council approve the Renewal of Leases and Licenses Policy dated June 19, 2018.*	381-388

DDS 9.11 257 Scott Avenue - Correspondence 389-400

Staff Recommendation: THAT Council, after review of the correspondence received by the owner of 257 Scott Avenue and the contents of this report, select from one of the following options:

Option 1: *THAT Council deny the request to remove the Housing Agreement condition for "Development Variance Permit PL2018-8115".*

Option 2: *THAT Council support the request to issue "Development Variance Permit PL2018-8115" without the requirement for the registration of a Housing Agreement against the property; AND THAT staff are directed to prepare a repeal bylaw for "Housing Agreement (257 Scott Avenue) Bylaw No. 2018-17"; AND THAT staff are directed to issue the amended permit accordingly.*

10. **Public Question Period**

11. **Recess to In-Camera Meeting**

Resolution: THAT Council recess to a closed meeting of Council pursuant to the provisions of the Community Charter section 90 (1) as follows: (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (c) labour relations or other employee relations.

12. **Reconvene the Regular Council Meeting following the Public Hearing at 6:00 p.m.**

13. **Reconsideration of Bylaws and Permits:**

13.1	Sign Regulation Amendment Bylaw No. 2018-31	401	Adopt
13.2	Political Signage Regulation Bylaw No. 2018-32	402-416	Adopt
13.3	Bylaw Notice Enforcement Amendment Bylaw No. 2018-33 Re: Political Signage Regulations	417-418	Adopt
13.4	Election and Assent Voting Bylaw No. 2018-34	419-426	Adopt
13.5	Council Procedure Bylaw No. 2018-35	427-451	Adopt
13.6	Pawnbrokers, Secondhand Dealers and Auction Houses Regultaions Amendment Bylaw No. 2018-42	452-453	Adopt
13.7	Bylaw Notice Enforcement Bylaw No. 2018-43 Re: Pawnbrokers, Secondhand Dealers and Auction Houses	454-455	Adopt
13.8	Zoning Amendment Bylaw No. 2018-44 Re: 783 Martin Street	456-457	2nd/3rd
13.9	Zoning Amendment Bylaw No. 2018-45 Re: 456 Main Street	458-459	2nd/3rd/Adopt
13.10	Zoning Amendment Bylaw No. 2018-36 Re: RD3 (Residential Infill)	460-461	2nd/3rd
13.11	OCP Amendment Bylaw No. 2018-38 Zoning Amendment Bylaw No. 2018-39 Re: 157 Abbott Street/198 Van Horne Street	462-463 464-465	2nd/3rd/Adopt 2nd/3rd

14. **Land Matters:**

PM 14.1 Development Variance Permit PL2018-8236 466-478 Del/Sub
Re: 1093 Ohlhausen Road

Staff Recommendation: THAT Council approve "Development Variance Permit PL2018-8236" for Lot A, District Lot 199 and 672 Similkameen Division Yale District Plan 43708, located at 1093 Ohlhausen Road, a permit to allow a necessary agricultural farm help dwelling on a property that is less than 2 hectares (1.87 hectares); AND THAT staff be directed to issue "Development Variance Permit PL2018-8236".

PM 14.2 Zoning Amendment Bylaw No. 2018-46 479-501
Development Variance Permit PL2018-8262
Re: 125 Calgary Avenue

Staff Recommendation: THAT "Zoning Amendment Bylaw No. 2018-46", a bylaw to rezone Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473, located at 125 Calgary Avenue from RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing), be given first reading and forwarded to the July 3, 2018 Public Hearing;
AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-46", a 2.4m road dedication along the south property line (Calgary Avenue) is registered with the Land Title Office.

THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2018-46," approve "Development Permit PL2018-8262" for Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473, located at 125 Calgary Avenue, a permit that allows for the construction of a multi-family development.

PM 14.3 Zoning Amendment Bylaw No. 2018-47 502-531
Development Variance Permit PL2018-8257
Development Permit PL2018-8258
Re: 210 Scott Avenue

Staff Recommendation: THAT "Zoning Amendment Bylaw No. 2018-47", a bylaw to rezone Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue from RD2 (Duplex Housing: Lane) to RM3 (Medium Density Multiple Housing), be given first reading and forwarded to the July 3, 2018 Public Hearing.
THAT delegations and submissions for "Development Variance Permit PL2018-8257" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue, a permit to increase the allowable architectural projection into a yard from one that constitutes less than 25% of the wall face to which the projection is attached to one that constitutes less than 29% of the wall face to which the projection is attached, and to permit the projection of a deck a maximum of 0.6m into an interior side yard, be heard at the July 3, 2018 Public Hearing; AND THAT Council consider "DVP PL2018-8257" following the adoption of "Zoning Amendment Bylaw No. 2018-47."

THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2018-47," approve "Development Permit PL2018-8258" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue, a permit that allows for the construction of a multi-family development.

PM 14.4 Zoning Amendment Bylaw No. 2018-48 532-546
Re: 1449 Government Street

Staff Recommendation: THAT "Zoning Amendment Bylaw No. 2018-48", a bylaw to Rezone Lot 8 District Lot 250 Similkameen Division Yale District Plan 6505, located at 1449 Government Street from RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane), be given first reading and be forwarded to the July 3, 2018 Public Hearing;
AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-48," the following conditions are met:

- *The developer pays the costs for the City to restore the existing sidewalk letdown, which provided vehicle access to the subject property from Government Street.*
- *Council authorizes staff to discharge the Section 215 Covenant KJ77084 on title at the cost of the developer.*

15. **Notice of Motion**

16. **Business Arising**

16.1 Land Sale – 98 Ellis Street
THAT Council approve the land sale of 98 Ellis Street to Ellis Street Ventures Ltd. or their designate for $623,000 plus GST;
AND THAT the City will be responsible for all legal costs associated with the sale of the lands and the Purchaser will be responsible for the legal and registration costs associated with the purchase of the land.

16.2 Purchase of 902 Creston Avenue
THAT Council approves the land purchase of 902 Creston Avenue for $480,000;
AND THAT the City will be responsible for all legal and registration costs associated with the purchase of the property and the seller will be responsible for the legal costs associated with the sale of the land;
AND THAT the purchase is funded through the land acquisition reserve.

16.3 Official Community Plan Task Force Appointment
THAT Council appoint Joan Phillip to replace Dawn Russell as the PIB representative for the Official Community Plan Task Force.

17. **Council Round Table**

18. **Public Question Period**

19. **Adjournment**

Minutes

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Committee of the Whole
held at City of Penticton Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 5, 2018
Recessed from the Regular Council Meeting at 1:00 p.m.

Present: Mayor Jakubeit
Councillor Picton
Councillor Watt
Councillor Sentes
Councillor Konanz
Councillor Martin

Absent: Councillor Sayeed

Staff: Dana Schmidt, Corporate Officer
Peter Weeber, Chief Administrative Officer
Laurie Darcus, Director of Corporate Services
Jim Bauer, Chief Financial Officer
Ian Chapman, City Engineer
Anthony Haddad, Director of Development Services
Angie Collison, Deputy Corporate Officer

1. **Call to order**

The Mayor called the Committee of the Whole meeting to order at 1:01 p.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the agenda for the Committee of the Whole meeting held on June 5, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

3. **Delegations and Community Recognition**

3.1 Delegation – BC Seniors Week – June 3 – 9, 2018

Mignonne Wood, Penticton Seniors' Drop-In-Centre, provided Council with an overview of the Centre and invited Council to celebrate BC Seniors Week, June 3-9, 2018. The Centre would like to be recognized for their contributing efforts to the health and well-being of older citizens. To date, they have been unsuccessful with their preliminary discussions regarding increasing their foot print and parking.

Council requested staff liaise with the Seniors' Centre and Pickleball group to address their changing needs and to recognize BC Seniors Week moving forward.

3.2 Official Community Plan – Commercial & Industrial Capacity Study

Ben Johnson, Special Projects Manager and James Smerdon and Russell Whitehead from Colliers International Consulting and Tradecraft Consulting provided Council with an overview of the Commercial & Industrial Capacity Study.

4. **Adjourn to Regular Meeting**

It was MOVED and SECONDED
THAT Council adjourn the Committee of the Whole meeting held June 5, 2018 at 1:32 p.m. and reconvene the Regular Meeting of Council.

CARRIED UNANIMOUSLY

Certified correct:

_____
Dana Schmidt
Corporate Officer

Confirmed:

_____
Andrew Jakubeit
Mayor

Minutes

Public Hearing

City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Tuesday, June 5, 2018
at 6:00 p.m.

Present: Mayor Jakubeit
Councillor Watt
Councillor Picton
Councillor Martin
Councillor Konanz
Councillor Sentes

Councillor Sayeed

Staff: Peter Weeber, Chief Administrative Officer
Dana Schmidt, Corporate Officer
Jim Bauer, Chief Financial Officer
Anthony Haddad, Director of Development Services
Laurie Darcus, Director of Corporate Services
Ben Johnson, Special Projects Manager
Angie Collison, Deputy Corporate Officer

1. Call to order

Mayor Jakubeit called the public hearing to order at 6:00 p.m. for Zoning Amendment Bylaw No. 2018-40. He explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaw an opportunity to be heard before Council.

The Corporate Officer read the opening statement and introduced the purpose of the bylaw. She then explained that the public hearing was being held to afford all persons who considered themselves affected by the proposed bylaw an opportunity to be heard before Council. She further indicated that the public hearing was advertised pursuant to the *Local Government Act*.

2. <u>"Zoning Amendment Bylaw No. 2018-40" (1386 Commercial Way)</u>

The purpose of "Zoning Amendment Bylaw No. 2018-40" is to amend Zoning Bylaw No. 2017-08 as follows:

Rezone Lot 2 District Lots 2710 and 3821S, Similkameen Division Yale District, Plan 20419 located at 1386 Commercial Way from M3 (Wrecking Yard) to M1 (General Industrial).

The applicant is proposing to operate a restoration business in the existing structures and subdivide the lot into two.

The Corporate Officer advised that no letters have been received since the printing of the agenda.

DELEGATIONS

Mayor Jakubeit asked the public for the first time if anyone wished to speak to the application.

- No one spoke.

Mayor Jakubeit asked the public for the second time if anyone wished to speak to the application.

- Lynn Kelsey, Oakville Street, spoke in support of the application.

Mayor Jakubeit asked the public for the third and final time if anyone wished to speak to the application.

- No one spoke.

The public hearing for "Zoning Amendment Bylaw No. 2018-40" was terminated at 6:04 p.m. and no new information can be received on this matter.

Certified correct:

Dana Schmidt
Corporate Officer

Confirmed:

Andrew Jakubeit
Mayor

Minutes

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171 Main Street, Penticton, B.C.

Tuesday, June 5, 2018
at 1:00 p.m.

Present: Mayor Jakubeit
Councillor Picton
Councillor Sentes
Councillor Konanz
Councillor Martin
Councillor Watt

Absent: Councillor Sayeed

Staff: Dana Schmidt, Corporate Officer
Peter Weeber, Chief Administrative Officer
Laurie Darcus, Director of Corporate Services
Jim Bauer, Chief Financial Officer
Ian Chapman, City Engineer
Anthony Haddad, Director of Development Services
Angie Collison, Deputy Corporate Officer

1. Call to Order

The Mayor called the Regular Council meeting to order at 1:00 p.m.

2. Introduction of Late Items

3. Adoption of Agenda

236/2018 **It was MOVED and SECONDED**
THAT Council adopt the agenda for the Regular Council meeting held on June 5, 2018 as presented.

CARRIED UNANIMOUSLY

4. Recess to Committee of the Whole

Council recessed to a Committee of the Whole Meeting at 1:01 p.m.

5. Reconvene the Regular Council Meeting

Council reconvened the Regular Council Meeting at 1:32 p.m.

6. Adoption of Minutes:

6.1 Minutes of the May 22, 2018 Committee of the Whole

237/2018 **It was MOVED and SECONDED**
THAT Council receive the minutes of the May 22, 2018 Committee of the Whole as presented.

CARRIED UNANIMOUSLY

6.2 Minutes of the May 22, 2018 Public Hearing

238/2018 **It was MOVED and SECONDED**
THAT Council receive the minutes of the May 22, 2018 Public Hearing as presented.

CARRIED UNANIMOUSLY

6.3 Minutes of the May 22, 2018 Regular Meeting of Council

239/2018 **It was MOVED and SECONDED**
THAT Council adopt the minutes of the May 22, 2018 Regular Meeting of Council as presented.

CARRIED UNANIMOUSLY

7. Committee and Board Reports:

7.1 Official Community Plan Task Force Minutes of May 16, 2018

240/2018 **It was MOVED and SECONDED**
THAT Council receive the draft minutes of the Official Community Plan Task Force meeting of May 16, 2018.

CARRIED UNANIMOUSLY

7.2 Arts, Creative and Cultural Innovations Committee Minutes of May 25, 2018

241/2018 **It was MOVED and SECONDED**
THAT Council receive the draft minutes of the Arts, Creative and Cultural Innovations Committee meeting of May 25, 2018.

CARRIED UNANIMOUSLY

242/2018 **It was MOVED and SECONDED**
THAT Council refer the recommendation from the Arts, Creative and Cultural Innovations Committee to approve the establishment of a standing budget, within the Recreation Department's Operating budget in the amount of $25,000, which funds to be used solely for the annual Public Sculpture Project to the budget process.

CARRIED UNANIMOUSLY

8. Correspondence:

8.1 City of Langley
Re: Provincial Employer Health Tax

243/2018 **It was MOVED and SECONDED**
THAT Council receive for information the correspondence dated May 17, 2018 from the City of Langley regarding provincial employer health tax.

CARRIED UNANIMOUSLY

8.2 The Honourable Mobina S.B. Jaffer, Senator for British Columbia
Re: Border implications of Bill C-45

244/2018 **It was MOVED and SECONDED**
THAT Council receive for information the correspondence dated May 3, 2018 from the Honourable Mobina Jaffer, Q.C. Senator, British Columbia regarding the border implications of Bill C-45.

CARRIED UNANIMOUSLY

9. Staff Reports:

9.1 BC Energy Step Code Implementation Strategy

245/2018 **It was MOVED and SECONDED**
THAT Council receive for information, the BC Energy Step Code Implementation Strategy report dated June 5, 2018; AND THAT Council direct staff to continue to engage key stakeholders on the proposed Energy Step Code timeline for the City of Penticton as part of an Okanagan regional strategy.

CARRIED UNANIMOUSLY

9.2 Liquor Licence – Structural Change Application
Re: Sun Country Lanes

246/2018 **It was MOVED and SECONDED**
THAT Council direct staff to commence public notification of the proposed Structural Change (change in hours) to the Liquor-Primary License for Sun Country Lanes located at 1035 Westminster Ave West; AND THAT staff report back to Council at their meeting on July 3, 2018 the results of the public consultation for Council's consideration.

CARRIED UNANIMOUSLY

9.3 Pawnbrokers, Secondhand Dealers and Auction Houses Regulations
Amendment Bylaw No. 2018-42
Bylaw Notice Enforcement Amendment Bylaw No. 2018-43

247/2018 **It was MOVED and SECONDED**
THAT Council rescind third reading and give third reading as amended to "Pawnbrokers, Secondhand Dealers and Auction Houses Regulations Amendment Bylaw No. 2018-42"; AND THAT Council rescind third reading and give third reading as amended to "Bylaw Notice Enforcement Amendment Bylaw No. 2018-43", a bylaw that increases the fine amounts in Appendix 13 to $450 per offence.

CARRIED UNANIMOUSLY

9.4 Video Surveillance Policy

248/2018 **It was MOVED and SECONDED**
THAT Council approve the Video Surveillance Policy as attached to the report dated June 5, 2018.

CARRIED UNANIMOUSLY

9.5 Council Procedure Bylaw No. 2018-35

249/2018 **It was MOVED and SECONDED**
THAT Council give first, second and third reading to "Council Procedure Bylaw No. 2018-35".

CARRIED UNANIMOUSLY

9.6 Election and Assent Voting Bylaw No. 2018-34
Sign Regulation Amendment Bylaw No. 2018-31
Political Signage Regulation Bylaw No. 2018-32
Bylaw Notice Enforcement Amendment Bylaw No. 2018-33

Councillor Martin declared a conflict of interest and left the meeting at 2:21 p.m.

250/2018 **It was MOVED and SECONDED**
THAT Council give first, second and third reading as amended to "Election and Assent Voting Bylaw No. 2018-34".

CARRIED UNANIMOUSLY

251/2018 **It was MOVED and SECONDED**
THAT Council give first second and third reading to "Sign Regulation Amendment Bylaw No. 2018-31".

CARRIED UNANIMOUSLY

252/2018 **It was MOVED and SECONDED**
THAT Council give first, second and third reading to "Political Signage Regulation Bylaw No. 2018-32" ; and repeal the Political Signage Policy dated April 7, 2009.

CARRIED
Councillor Konanz, Opposed

253/2018 **It was MOVED and SECONDED**
THAT Council give first, second and third reading to "Bylaw Notice Enforcement Amendment Bylaw No. 2018-33".

CARRIED UNANIMOUSLY

Councillor Martin returned to the meeting at 2:38 p.m.

10. Public Question Period

11. Recess to In-Camera Meeting

254/2018 **It was MOVED and SECONDED**
THAT Council recess at 3:19 p.m. to a closed meeting of Council pursuant to the provisions of the *Community Charter* section 90 (1) as follows:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
(e) the acquisition, disposition or expropriation of land or improvements if the Council considers that disclosure could reasonably expected to harm the interest of the municipality;
(g) litigation or potential litigation affecting the municipality;
(j) information that is prohibited, or information that if were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

12. Reconvene the Regular Council Meeting following the Public Hearing at 6:00 p.m.

Council reconvened the Regular Council Meeting at 6:04 p.m.

13. Bylaws and Permits:

13.1 Zoning Amendment Bylaw No. 2018-40
Re: 1386 Commercial Way

255/2018 **It was MOVED and SECONDED**
THAT Council give second and third reading to "Zoning Amendment Bylaw No. 2018-40"; AND THAT Council adopt "Zoning Amendment Bylaw No. 2018-40".

CARRIED UNANIMOUSLY

14. Land Matters:

14.1 SOEC Facilities Operation & Management Agreement

256/2018 **It was MOVED and SECONDED**
THAT Council authorize staff to finalize the extension of Spectra Venue Management's (Spectra) Facilities Operation & Management Agreement for the South Okanagan Event Centre (SOEC); AND THAT Council direct the Mayor and Corporate Officer to execute the agreement.

CARRIED UNANIMOUSLY

14.2 Development Variance Permit PL2018-8216
Re: 2753 Evergreen Drive

Delegations/Submissions: Kelly Mercer, Ecora Research Group, showed images of future homes in area. Wade Wagstaff, applicant, apologized for having to ask for variance.

- Trudy Deuschle, Cedar Road, speaking on behalf of Hugo Deuschle, spoke in opposition to the project.
- Greg Deuschle, Cedar Road, spoke in opposition to the application.
- Lynn Kelsey, Oakville Street, believe that the wall should comply with bylaws.
- Dennis O'Gorman, Farrell Street, building permit requirement was not met, concerned this will be the new standard.
- Hugo Deuschle, wall built before 2.5 meter variance was granted, loss of 20% value on three lots, no reason for the height. How many variances can you get on one property.
- Trudy Deuschle, Cedar Road, unrealistic to back fill and raise property.

257/2018 **It was MOVED and SECONDED**
THAT Council deny the variance request for the retaining wall at 2753 Evergreen Drive and require compliance with Zoning Bylaw No. 2017-08.

CARRIED
Councillor Picton, Opposed

14.3 Development Variance Permit PL2018-8225
Re: Timberstone/Balsam

Delegations/Submissions: Carl Bookendall, on behalf of applicant, would like to stabilize slopes, create flat, level backyards in these homes.

- Larry Belik, TImberstone Place, spoke in support of the application.

258/2018 **It was MOVED and SECONDED**
THAT Council approve "Development Variance Permit PL2018-8225", a permit to increase the permitted height of a retaining wall in a required yard from a maximum height of 1.2m to a maximum height of 3.0m for Lots 1-11 and 13-17 of Plan EPP66462, District Lot 2710, Similkameen Division Yale District located at 604, 612, 620, 628 and 692 Balsam Avenue and 101, 107, 115, 121, 133, 139, 145, 151, 157, 163, 169 Timberstone Place; AND THAT staff be directed to issue "Development Variance Permit PL2018-8225."

DEFEATED
Mayor Jakubeit, Councillors Watt, Sentes, Martin and Picton, Opposed

259/2018 **It was MOVED and SECONDED**
THAT Council approve "Development Variance Permit PL2018-8225" with the condition that the walls at 139, 145, 151, 157, 163 and 169 Timberstone Place be terraced.

CARRIED UNANIMOUSLY

14.4 Temporary Use Permit PL2018-8268
Re: 813 Westminster Avenue West

Delegations/Submissions: Jeff Brown, Colliers International Kelowna, requested the Temporary Use Permit for three years.

260/2018 **It was MOVED and SECONDED**
THAT Council approve "Temporary Use Permit PL2018-8268", a permit to allow the use 'motor vehicles sales and rentals' for Lot 1, District Lot 2, Group 7, Similkameen Division Yale (Formerly Yale Lytton) District, Plan 13891, located at 813 Westminster Avenue West, for a one-year period;
AND THAT prior to issuance of "Temporary Use Permit PL2018-8268," the driveway accesses are closed as shown on Attachment F; AND THAT staff are directed to issue the permit.

CARRIED
Councillor Sentes, Opposed

14.5 Zoning Amendment Bylaw No. 2018-44
Re: 783 Martin Street

261/2018 **It was MOVED and SECONDED**
THAT "Zoning Amendment Bylaw No. 2018-44", a bylaw to rezone Lot A District Lot 202 Similkameen Division Yale District Plan 899, located at 783 Martin Street from RD1 (Duplex Housing) to RM3 (Medium Density Multiple Housing), be given first reading and forwarded to the June 19, 2018 Public Hearing;
AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-44", a 1.0m road dedication along the east property line (Martin Street) is registered with the Land Title Office.

THAT delegations and submissions for "Development Variance Permit PL2018-8240" for Lot A District Lot 202 Similkameen Division Yale District Plan 899, located at 783 Martin Street, a permit to reduce the minimum width of a landscape buffer abutting a residential zone from 3.0m to 0.5m, to reduce the minimum rear yard from 6.0m to 5.0m and to increase the maximum hard surfacing of a lot from 81%, be heard at the June 19, 2018 Public Hearing; AND THAT Council consider "DVP PL2018-8240" following the adoption of "Zoning Amendment Bylaw No. 2018-44."

CARRIED UNANIMOUSLY

14.6 Zoning Amendment Bylaw No. 2018-45
Re: 456 Main Street

262/2018 **It was MOVED and SECONDED**
THAT "Zoning Amendment Bylaw No. 2018-45", a bylaw to add section 11.5.4.9 to the C5 (Urban Centre Commercial) zone, "In the case of Lot 9, Block 15, DL 202, SDYD, Plan 269, located at 456 Main Street, one dwelling unit on the first storey behind the commercial space shall be permitted," be given first reading and be forwarded to the June 19, 2018 Public Hearing.

CARRIED UNANIMOUSLY

14.7 Zoning Amendment Bylaw No. 2018-36
Re: RD3 (Residential Infill)

263/2018 **It was MOVED and SECONDED**
THAT "Zoning Amendment Bylaw No. 2018-36", a bylaw to amend Zoning Bylaw No. 2017-08 to create a new zone called RD3 (Residential Infill) be given first reading and be forwarded to the June 19, 2018 Public Hearing.

CARRIED UNANIMOUSLY

14.8 OCP Amendment Bylaw No. 2018-38
Zoning Amendment Bylaw No. 2018-39
Re: 157 Abbott Street/198 Van Horne Street

264/2018 **It was MOVED and SECONDED**
THAT prior to consideration of "OCP Amendment Bylaw No. 2018-38" and in accordance with Section 475 of *Local Government Act*, Council considers whether early and on-going consultation, in addition to the required Public Hearing, is necessary with:

1. One or more persons, organizations or authorities;
2. The Regional District of Okanagan Similkameen;
3. Local First Nations;
4. School District #67; and
5. The provincial or federal government and their agencies;

AND THAT it is determined that the public consultation completed to date and the Public Hearing is sufficient consultation;

AND THAT "OCP Bylaw No. 2002-20", be amended by changing the OCP designation on Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594, located at 157 Abbott Street and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539 located at 198 Van Horne Street from HR (High Density Residential) to MR (Medium Density Residential), and amends Schedule 'H' of the bylaw, including the subject lands in the General Multiple Family Development Permit Area; AND THAT "Official Community Plan Amendment Bylaw No. 2018-38" be introduced, read a first time and forwarded to the June 19, 2018 Public Hearing.

THAT "Zoning Amendment Bylaw No. 2018-39", a bylaw to rezone Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594, located at 157 Abbott Street and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539 located at 198 Van Horne

Street be rezoned from RM4 (Medium Density Multiple Housing) to RD3 (Residential Infill), be given first reading and be forwarded to the June 19, 2018 Public Hearing.

THAT, in accordance with section 507 of the *Local Government Act*, Council require the developer, at the time of subdivision of 157 Abbott Street, include the frontage of 198 Van Horne Street as part of the required frontage improvements, as an 'excess or extended service'.

CARRIED UNANIMOUSLY

15. Notice of Motion

16. Business Arising

17. Council Round Table

18. Public Question Period

19. Adjournment

265/2018 **It was MOVED and SECONDED**
THAT Council adjourn the Regular Council meeting held on Tuesday, June 5, 2018 at 8:24 p.m.

CARRIED UNANIMOUSLY

Certified correct:

_____
Dana Schmidt
Corporate Officer

Confirmed:

_____
Andrew Jakubeit
Mayor

APPROVED

Minutes

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Parks & Recreation Master Plan Steering Committee Meeting

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

Monday, April 30, 2018
at 6:00 p.m.

Present: Andrew Jakubeit, Mayor
Judy Sentes, Councillor
Ron Ramsay, Chair
Doug Gorcak, Penticton School District 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: Len Robson, Public Works Manager
Anthony Haddad, Director of Development Services
Peter Weeber, Chief Administrative Officer
Laurie Darcus, Director of Corporate Services
Lorraine Witowski, Corporate Committee Secretary

Guest: Colin Stewart, Barrister & Solicitor

1. **Call to Order**

The Parks & Recreation Master Plan Steering Committee was called to order by the Chair at 6:02 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 April 30, 2018 as amended (refer to Item 5.1)

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

3.1 Minutes of the February 7, 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 March 5, 2018 meeting as amended.

CARRIED UNANIMOUSLY

4. Business Arising from prior meetings

The Director of Development Services provided an overview of the process and the work the committee has done to date and reviewed the changes to zoning and policy.

4.1 Park Dedication Bylaw Review

The City's solicitor provided information on how municipalities can dedicate land or remove dedicated land pursuant to the *Community Charter*. Sections 29 and 30 of the *Community Charter* appear to serve two different purposes and would typically apply in two distinct situations:

- Section 29 Land dedicated by plan – Park land acquired directly from private property owners as a result of subdivision and is dedicated by plan; and

- Section 30 Land dedicated by bylaw – Real property owned by the municipality provides Council authority to dedicate land for park.

Section 27 of the Community Charter speaks to the disposal of park land. To remove dedicated land, it must go through the electoral process requiring approval of the electors by way of "referendum" or alternative approval process if land is dedicated by Section 29. The City's solicitor noted the definition of the term dispose is broad enough to include lease. A lease would require an electoral process and Council through the bylaw would establish a process to deal with the lease.

Discussion and questions followed. A question was asked on how this bylaw will change an outcome similar to what happened to Skaha Lake Park. The City's solicitor stated that under the proposed bylaw, Council would create an additional process that requires electoral approval.

Peter Dooling brought forth concerns regarding the definition of a 'public park' and 'unencumbered' and the lack of park protection in perpetuity. Mr. Dooling stated that he is strongly against lease and leaseholds on park land. Further discussion and questions ensued regarding sections of the proposed bylaw. Questions were addressed and amendments to the bylaw schedules were noted by staff.

Questions arose pertaining to LocoLanding and the Penticton golf course. The Mayor commented these additional parks need to be dealt with separately and noted there are recommendations in the master plan pertaining to these parks.

Discussion continued on the process for removing LocoLanding from designated park land to commercial. The City's solicitor stated if you are removing or dedicating a parcel of park land, it must go through an electoral process. LocoLanding has already been dedicated so it must go through the elector approval process. Following extensive discussion, the following motion was made:

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

THAT Council adopt the Park Dedication Bylaw as presented.

CARRIED
Adolf Steffen and Peter Dooling, Opposed

4.2 Park Land Protection and Use Policy

The Director of Development Services presented the proposed policy for recommendation and provided a review of the process involved in the development of the policy. The Chair requested that the policy and land classifications be added to the master plan as an appendix. Staff agreed to add that information to the master plan. Questions arose regarding where, in the policy, it deals with the procedure for existing lease renewals. Staff noted the sections contained in the policy regarding existing lease renewals. Peter Dooling suggested the definition of a lease be included in the policy and suggested the definition to read: A lease brings about entitlement interest in the land. Staff commented the definition of a lease could be added to the policy and the City solicitor recommended the following description: "A lessee would be entitled to an interest in the land". Staff agreed to add the definition to the policy. After the discussion, the following motion was made:

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

THAT Council adopt the Park Land Protection and Use Policy as amended.

CARRIED UNANIMOUSLY

4.3 Master Plan Recommendation

The Director of Development Services reviewed the process to date. The Public Works Manager stated the consultant has met the contracted obligation.

Roundtable discussion followed on the proposed Parks and Recreation Master Plan. Mr. Dooling requested the definition of a public park (currently within the Plan) also be included in the Executive Summary stating the summary will be the most read portion of the master plan and should be well considered and fully descriptive. The committee was in agreement that the definition of a public park be inserted into the executive summary. Mr. Dooling requested additional time to review the master plan and made the following motion:

It was MOVED, No Seconder
That the Parks and Recreation Master Plan committee recommendation be deferred to the next meeting.

Mr. Dooling further suggested each committee members may wish to consider signing off on each page and section of the master plan. Following roundtable discussion, members were not in favor of that suggestion.

The Chair asked the committee if another meeting was necessary to review the final amendments to the master plan. It was suggested a sub-committee could review the final amendments. Ron Ramsay, Peter Dooling and Gary Denton volunteered to review the final master plan. It was unanimously agreed by the committee to authorize the sub-committee to review and approve the changes in the Executive Summary.

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

THAT Council adopt the Parks and Recreation Master Plan as amended, those amendments to include editing of the Executive Summary by Ron Ramsay, Peter Dooling and Gary Denton.

CARRIED UNANIMOUSLY

5. **New Business**

5.1 LocoLanding Lease

Gary Denton made the following statement to the committee:

"Although I personally approve of LocoLanding's operation in this location and have stated my support both at the Parks & Recreation Master Plan Steering Committee and in a letter to City Council, I believe that any lease extension, in a park should at least be referred to the parks committee. The City Council should respect the intention of the Parks and Recreation Master Plan that they and the Steering Committee have been working on since the process began in March 2016. There are ways to process and eventually approve this request without creating a significant precedent of allowing commercial use of public park land. LocoLanding must be recognized as an exception and/or the land they occupy be rezoned for commercial use."

Roland Curnow asked the question if the business were to shut down, what would happen to the land designation. The City solicitor stated the land would remain park.

6. **Council Outcome**

2018 Council Outcome was received for information.

7. **Next Meeting**

No further meeting to be scheduled.

8. **Adjournment**

The Chair thanked staff and council for the past three years of work and support including all committee members and public. The Chair acknowledged all the hard work from the previous Parks Supervisor and Recreation Manager and Sharon Devlin for her extensive work on the committee.

It was MOVED and SECONDED

That the Parks & Recreation Master Plan Steering Committee adjourn the meeting held on Monday, April 30, 2018 at 7:53 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

_____

Lorraine Witowski
Corporate Committee Secretary

DRAFT

Minutes

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Development Services Advisory Committee Meeting

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

Friday, June 8, 2018
at 8:00 a.m.

Present: Campbell Watt, Councillor
Frank Conci, Chair
Chris Allen, Member at Large
Chris Marte, Member at Large
Drew Barnes, Member at Large
Jamie Seddon, Member at Large
Jeffrey McGinley, Member at Large
Joseph Walters, Member at Large
Sharon Fletcher, Member at Large

Staff: Anthony Haddad, Director of Development Services
Ken Kunka, Building & Permitting Manager
Ben Johnson, Special Projects Manager
Diane Persoon, Corporate Secretary

1. **Call to Order**

The Development Services Advisory Committee was called to order by the Chair at 8:03 a.m.

2. **Adoption of Agenda**

It was MOVED and SECONDED
THAT the Development Services Advisory Committee adopt the agenda for the meeting held on June 8, 2018.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

It was MOVED and SECONDED
THAT the Development Services Advisory Committee adopt the minutes of February 23, 2018 meeting as circulated.

CARRIED UNANIMOUSLY

4. Business Arising from Prior Meeting

4.1 Building Bylaw Update

The Building & Permitting Manager provided an update on the building bylaw. A regional group meeting took place to work through the bylaw and to identify areas on where they want to go with respect to jurisdiction. The Building Bylaw will be presented to Council for Approval in August 2018.

A review on the BC Energy Step Code was presented, Step One is to begin in 2019. Workshops that have already taken place were well attended with great feedback received. More workshops to continue over the summer. Staff will provide Committee with new website information on Step Code program. Budget process to begin with Step Code incentives for builders. Staff will address Step Code and potential incentives with Council.

5. New Business

5.1 Official Community Plan Update – Ben Johnson, Special Projects Manager

The Special Projects Manager presented information on the Official Community Plan review process, community engagement events to date and public feedback received regarding development at the OCPExpo event. The OCPExpo event was a great success with over 750 people attending, asking questions and providing feedback. The Draft OCP Arts, Culture and Heritage Goals & Policies presentation provided detailed information as to what phase they are at now (Phase 02 of 04), how they arrived there and goals & policies moving forward.

Presentation of the Draft Report, City of Penticton, Commercial and Industrial Capacity Study which was prepared by Colliers International Consulting. This report provided information regarding the City's current retail, industrial, and office inventory, projected population and employment growth under various growth scenarios, expected changes to demographic and economic patterns and the gap between future demand and current supply.

The committee identifies concerns with regards to the creation of increased development regulation around Development Permit and Heritage approval processes an advised staff to continue to work with them on the development of the policies as they get developed. Ensuring that design guidelines are clear and easy to use and not overly prescriptive will be important.

Staff will involve the Development Committee and development community in upcoming design workshops over the coming months.

5.2 Planning and Building Statistics for May 2018

Staff reviewed the Planning and Building Department statistics for May 2018. Planning stats showing future growth. A breakdown of development variance permit applications was provided which reflected DVP's as a percentage of building permit applications which is a true reflection of the actual development activity in the City.

6. **Next Meeting**

The next meeting of the Development Services Advisory Committee will be held in August with a day to be determined.

7. **Adjournment**

It was MOVED and SECONDED that the Development Services Advisory Committee adjourn the meeting held on Friday, June 8 at 9:30 a.m.

Certified Correct:

_____

Diane Persoon
Corporate Secretary

DRAFT

Minutes

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Official Community Plan Task Force Meeting

held at City of Penticton, Council Chambers
171 Main Street, Penticton, B.C.

Monday, June 4, 2018
at 5:30 p.m.

Present: Andrew Jakubeit, Mayor
Judy Sentes, Councillor
Lynn Kelsey, Chair
Kristi Estergaard, Interior Health Representative
Garrett Cruickshank, Member at Large
Brian Symonds, Member at Large
Denis O'Gorman, Member at Large
Randy Manuel, Member at Large
Sharon Fletcher, Member at Large
Jason Cox, Chamber of Commerce Representative
Randy Kowalchuk, Member at Large
Rhys Spencer, Member at Large
Warren Sanders, Member at Large
Joan Phillip, Penticton Indian Band Representative

Staff: Ben Johnson, Special Projects Manager
Diane Persoon, Corporate Secretary

1. Call to Order

The Official Community Plan Task Force was called to order by the Chair at 5:32 p.m.

2. Adoption of Agenda

It was MOVED and SECONDED
THAT the Official Community Plan Task Force adopt the agenda for the meeting held on June 4, 2018 as circulated.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

It was MOVED and SECONDED
THAT the Official Community Plan Task Force adopt the minutes of the May 16th, 2018 meeting as amended to correct attendance.

CARRIED UNANIMOUSLY

4. **Business Arising from Prior Meetings**

4.1 Timeline Update

The Special Projects Manager provided an update on the timeline commenting we are on track with things progressing as expected.

4.2 Consultancy Updates

The Special Projects Manager gave an update on the Commercial & Industrial Land Use Capacity Study. It was noted that Colliers will have two representatives at the Council meeting tomorrow where this Study will be a topic for discussion and it was encouraged that members try to attend. Staff will be setting up an information session for the Task Force with the Consultant following the Council meeting at 2:30 pm. Special Projects Manager will have the Commercial & Industrial Land Use Capacity link added to the Shape Your City website.

5. **New Business**

5.1 Task Force Introductions

The Chair asked for two volunteers to share a little more information on their backgrounds. Volunteers for the July meeting will be Rhys Spencer & Warren Sanders.

5.2 Drafts Arts, Culture & Heritage Goals and Policies

A meeting was held with the Arts Creative & Cultural Advisory Committee and Heritage & Museum Committee to review draft OCP goals and policies resulting in great feedback. The draft policies have been shared online with the Task Force, allowing them to leave comments.

5.3 Land Use Categories Group Exercise

The Special Projects Manager continued with presentation and discussion of land use categories. An exercise was given to the group to divide into two groups and with aerial maps of portions of the City that was provided, each group was tasked to create land use boundaries. Following the exercise, each group was given the opportunity to report out on their experience and findings.

Councillor Judy Sentes left at 7:31 pm

5.4 BCAA Play Here Contest – Support of 'Ecole Entre-Lac (1 of 10 finalists).

Committee was encouraged to provide a show support to 'Ecole Entres-Lac by voting in the BCAA Play Here Contest where the school could win a new play space.

5.5 Upcoming OCP Opportunities:

- June 5th – Capacity Study Presentation & Workshop

6. Next Meeting

The next scheduled meeting of the Official Community Plan Task Force will be in July with the day yet to be determined.

7. Adjournment

It was MOVED and SECONDED
THAT the Official Community Plan Task Force adjourn the meeting held on Monday, June 4, 2018 at 7:59 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

_____

Diane Persoon
Corporate Secretary

Council Report

penticton.ca

Date: June 19, 2018 File No: 6520-20
To: Peter Weeber, Chief Administrative Officer
From: Anthony Haddad, Director of Development Services

Subject: Parks & Recreation Master Plan

Staff Recommendation

THAT Council approve the 2018 Parks and Recreation Master Plan.

Strategic Priority

Good Governance:
- Provide services that support quality of life, protect our health, enhance public safety, and promote economic and social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders

Community Building:
- Ensure City services are customer focused, sustainable, effective, relevant
- Invest in the long term planning of indoor and outdoor parks and recreational infrastructure

Social Development:
- Remove all physical and social barriers which impede the full participation of all citizens

Environmental Sustainability:
- Ensure the sustainability of the environment and the ecosystems within our community

Background

The City of Penticton last updated the Parks and Recreation Master Plan in August of 1993. Work was undertaken to update the Parks section of the 1993 Parks and Recreation Master Plan in 2011 but it was not formally adopted by Council. The City and community recognized that it was time to update the 1993 Parks and Recreation Master Plan.

Urban Systems was the successful proponent in the Request for Proposal process and was awarded the project on March 7, 2016. Since that date, as per the Scope of Work and Deliverables contained in the RFP, Urban Systems has completed:

- Project familiarization and background data gathering;

- Parks classification system and inventory, maps, review of programs, services, fees, review of bylaws and policies, current and projected demographics, use of parks, and benchmarking against other municipalities.

- Analysis;
  - Analyzed the background information, significant findings and issues noted and recommend proposed changes to how parks and recreation in Penticton should move forward for the next ten years.

- Consultation and engagement;
  - Consultation and engagement was in line with International Association of Public Participation (IAP2) principles, and reached the collaboration/empowerment levels of the engagement spectrum. The engagement included statistically valid surveys, individual and group meetings and focus groups with key stakeholders, open houses, online opportunities, and public displays.

- Key findings, strategic direction and recommendations;
  - Based on feedback from the public, Parks and Recreation Master Plan Steering Committee identified the key items to be addressed in the Master Plan; Identified a priority list of strategic short, medium and long term directions and recommendations; Set out a funding model that will include user fees, taxation, borrowing, grants and partnering; and recommend required changes to City Bylaws that speak to Parks, Recreation or Fees and Charges.

- Preparation of a first draft, second draft and final report.

Parks and Recreation Master Plan Steering Committee

The Parks and Recreation Master Plan Steering Committee was created to oversee the development of the Parks and Recreation Master Plan. The committee was made up of eleven members, representing a number of local stakeholders as well as representation from community members. The committee provided guidance and advice to staff and consultants around not only the development of the plan, but the process that was undertaken to engage with the community.

As the draft plan began to develop, a number of sub-groups were formed where each of the sections of the master plan were worked on in great detail. Each of the sub-groups then came back to the larger committee to finalize the relevant sections of the plan.

The commitment, knowledge, contribution and effort put in by the committee members must be recognized as a significant contribution to not only the development of the proposed Parks and Recreation Master Plan, but the creation of the accompanying bylaws and policies.

At their meeting on April 20th 2018, the Parks and Recreation Master Plan Steering Committee passed the following recommendation:

> *It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommend:*
>
> *THAT Council adopt the Parks and Recreation Master Plan as amended, those amendments to include editing of the Executive Summary by Ron Ramsay, Peter Dooling and Gary Denton.*
>
> *CARRIED UNANIMOUSLY*

Community Engagement

The City of Penticton undertook a comprehensive engagement program to support the development of the Parks and Recreation Master Plan. To guide the process, an eleven member task force made up of representatives from the school division, Travel Penticton, user groups and the community at large was established in 2015. The program to involve the broader community was organized around the creation of each draft of the plan. There were nearly 24 opportunities for online or in person engagement and nearly 5,000 people were consulted. A summary of the program is described below.

Community Research

The following engagement activities were conducted to gather community input into the creation of the first draft of the plan.

- To generate excitement and interest in getting involved in the Parks and Recreation Master Plan, the "Say How You Play" brand was created to identify all engagement and communication activities associated with the project.
- The first major activity was a telephone survey conducted in May 2016. The survey invited participants to share their opinions about outdoor recreation, indoor recreation facilities and program and commercial uses of park and recreation spaces. A random sampling method was used to achieve statistical validity. In total, 400 surveys were conducted by Discovery Research in May 2016. A summary of the findings is available here.
- The community–wide survey was augmented with a Youth Survey. Researchers went to both high schools during lunch hour and invited students to complete a brief survey. In total, 156 high school students completed the survey. A summary of the findings is available here.
- Residents also had the opportunity to provide input in person at an Open House on May 26, 2016. Participants were invited to write comments on wall panels in response to the phrase "We want to talk about…" A summary of the findings is available here. An online version of the open house was also held and the findings are available here.
- Tourists were also identified as an important stakeholder in the development of the plan. A separate survey of tourists was conducted between June 25 and October 2016. The City received feedback from 1,019 people responded. A summary of the findings is available here.
- A series of focus groups were also held with the public and with parks and recreation user groups in May and June 2016. In total, 15 focus groups were held. A summary of the findings from the focus groups can be found here.

Draft #1 Engagement Program

The following engagement activities were conducted to gather feedback on the first draft of the plan.

- Residents were invited to provide feedback on Draft #1 of the plan through an Open House on November 16 and online throughout the month of November. Eighty-four feedback forms were completed. A summary of the findings can be found here.

Draft #2 Engagement Program

The following engagement activities were conducted to gather feedback on the second draft of the plan.

- Residents were informed about the key changes to Draft #2 through an Open House on May 1 2017 and online throughout the month of May. A summary of the Open House findings can be found here. A summary of the online feedback can be found here.

Final Draft

Over the course of the development of the second draft, sections of the plan regarding commercial use of parks became very controversial with key interest groups in the community. To address the interests of these groups, the City adjusted the approach to engagement and expanded the work of the Parks and Recreation Master Plan Steering Committee to include involvement from the Penticton Citizen's First and Protect Penticton Parks Society. Representatives from these organizations were invited to participate in all steering committee meetings, reviewing the materials and commenting at the same time as the task force.

Through these discussions, the task force identified the need for a Park Dedication Bylaw and the Park Land Protection and Use Policy in addition to the Parks and Recreation Master Plan to respond to the concerns regarding commercial use of City parks. Recognizing the amount of effort required to properly build these documents, the task force created sub committees to focus on these initiatives. These documents have the support of the task force and the interest groups and are ready for review by Council.

Proposed Parks and Recreation Master Plan

The Parks and Recreation (PR) Master Plan provides the City of Penticton with long-range direction on the provision of parks and recreation services to City residents and visitors. This Master Plan will help the City achieve its goals of becoming more sustainable and livable and build upon the success of its existing park and recreation facilities.

The Parks and Recreation Master Plan Steering Committee developed a new definition of what a park is, in the City. Much thought and debate went into the creation of this definition and it is outlined as follows:

> *"A public park is an unencumbered tract of land wherein the land title is held by a public entity for the benefit, use and enjoyment of the people and for the protection, conservation, preservation of the natural, physical, historical and cultural resources thereon, and wherein an encumbrance is a burden, obstruction, or impediment to the foundational purpose or purposes for which the park was established."*

As the community engagement found through the development of the Plan, parks and recreation are highly valued by Penticton residents for their environmental, social, economic and personal benefits. The following provides a summary of the major components of the Parks and Recreation Master Plan. The complete copy of the proposed plan is provided in Attachment 1 to this report.

The Vision

The vision identified for Parks & Recreation throughout the master plan is 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 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.

There were three key themes that were heard throughout the engagement process, as summarized below:

Protect parkland

Residents place high values on parkland, greenspace and trees. They want parks to be protected from inappropriate development in perpetuity. There is interest in protecting natural areas for their many benefits and including community engagement in any major decisions that affect the protection of parkland.

Provide amenities to keep up with growth

Residents would like recreation facilities and park amenities to meet the needs of existing and future residents, as well as visitors. This involves upgrading or replacing aging infrastructure, providing amenities for activities that are becoming more popular, and planning for the most appropriate uses of parkland with community engagement.

Respect financial considerations

Residents would like the recommendations to consider affordability to residents and to the City. This involves managing costs and fees, exploring multiple financing strategies, and generating and evaluating business cases and the costs/benefits of new developments.

Key Findings and Recommendations

The key findings and recommendations are based on the needs in Penticton. The recommendations are divided into those that can be financed by the City in the 10-year plan, and additional recommendations that are dependent on available resources or other sources of funding such as partnerships.

Parks - Key Findings

The overall supply of parkland in relation to Penticton's population is relatively low, but the high- quality parkland and waterfront parks help to make up for that. The challenge will be to maintain the same rate of supply of active parkland as the population grows. The focus will be on increasing parkland supply where possible, asset renewal and providing some new amenities in response to trends. Investments into existing parks to improve them for our community are also provided for in the plan.

Trails – Key Findings

Penticton has many highly valued trails that are well used. The challenge is to connect trail sections with each other and to provide more infrastructure such as benches to make trail experiences more enjoyable. Investment into improving the City's trail network will benefit our community long term.

Beaches – Key Findings

The beaches are a highlight of Penticton, offering diverse water and land-oriented activities and spectacular scenery. Improvements needed include completion of the waterfront park at the east end of the Okanagan Lake shoreline, some upgrades to existing beaches, and management efforts.

Outdoor Recreation Amenities – Key Findings

Penticton residents are concerned with some uses in parks and there is significant concern about future major uses that could have permanent effects on parkland.

There are many outstanding amenities in the City's parks. However, there is insufficient space available in parks for some new desired sports amenities.

Some City-wide parks need renewal. More amenities for soccer, urban agriculture, outdoor fitness, lacrosse, dog off-leash areas, and pickleball could help to support activities with increasing participation. Renewal is needed for other assets such as playgrounds, washrooms and signage.

Indoor Recreation Facilities – Key Findings

The Community Centre and in particular the Aquatic Centre are very popular with all ages. The SOEC is also a highly valued community asset. It is important for Penticton to ensure the continued availability of four ice surfaces, and for ice to be maintained in three arenas (excluding McLaren) year-round, as hockey is a significant contributor to Penticton's economic prosperity.

The fitness room continues to experience increasing attendance, and provides an opportunity for revenue generation. Tennis is growing in popularity in BC; it is a relatively affordable sport, and a tennis centre would support participation by all ages.

Recreation Programs and Special Events – Key Findings

The residents of Penticton are generally satisfied with the recreation programs. There is a desire for some additional programs for seniors, youth and working adults and families. The Recreation Department successfully works with many community organizations, both profit and non-profit, in the delivery of programs and services.

There are many special events in the City, with major strides recently to support and promote more events and tournaments through some minor adjustments and increased marketing.

Funding Strategies

The proposed 10-year plan is based on available City financing, with a separate list of initiatives based on other funding sources. Projects financed by the City must fit within the City's asset management plan and budgets. There are multiple other potential funding strategies listed in the PR Master Plan.

Priority Setting and Implementation

The Parks and Recreation Master Plan Steering Committee believes the highest priorities for the City of Penticton are the updating of the Parks Dedication Bylaw, instituting the Park Land Protection and Use Policy and adopting the Parks and Recreation Master Plan. In addition to these, the Steering Committee determined the following priorities:

1. Prepare a Master Plan for Esplanade Park, including the marina, using a comprehensive community engagement process.
2. Prepare a Park Master Plan for Skaha Park, using comprehensive community engagement process.
3. Increase trail connectivity by coordinating among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors.
4. Work with the Penticton Indian Band on improvements along the River Channel Parkway to establish a lake-to-lake linear pathway.

5. Acquire property for parkland in key locations as opportunities arise, working with the City's Planning Department to incorporate criteria for parkland within development processes, and working with City experts and a real estate professional to identify potential land for acquisition and to identify funding sources, e.g., DCCs, donations, land trusts, etc.
6. Collect data and prepare a policy related to encroachments on parkland, striving to remove current encroachments
7. Work with the Province, RDOS, First Nations, and private land owners on a long-term management plan for Campbell Mountain that addresses environmental and recreation opportunities.
8. Establish protocols and foster partnerships for major park upgrades.
9. Complete the Penticton Creek Pathway to achieve a continuous trail along the creek.
10. Establish a plan for the protection and use of the Munson Mountain property
11. Continue to foster existing partnerships and develop new partnerships for effective and efficient service delivery in the operations and management of parks and facilities

Accompanying the Park and Recreation Master Plan are the following four important implementation items:

- Park Dedication Bylaw
- Park Land Protection & Use Policy
- Park Zoning Bylaw Amendments
- Parks & Recreation Advisory Committee

All of these items have been addressed and are provided for Council's consideration in subsequent reports on this agenda.

Analysis

The proposed Parks and Recreation Master Plan is meant to be a document that represents the values, desires, and needs identified by stakeholders and the community that will be used to guide staff and Council in making parks and recreation decisions over the coming years. The policies developed within the Master Plan will be included in the new Official Community Plan.

The development of this document included extensive input from the Parks and Recreation Master Plan Steering Committee, stakeholders, and our community. Community input was sought though on-line processes, statistically valid telephone surveys, public open houses, community markets and display boards. This process resulted in a high level of community engagement and staff are confident that the community has been heard in the Master Plan document and the subsequent implementation policies and bylaws.

The consultant's process produced two draft documents that were subsequently reviewed by the PRMP Committee for comments. Comments were considered and included in the later drafts and the final Parks and Recreation Master Plan document. The process that was followed and the final document as submitted meets the original intent of the objectives of the proposal call for the development of a Parks and Recreation Master Plan.

Staff believe that the proposed Parks and Recreation Master Plan provides positive direction for the community moving forward and identified priorities for continued investment moving forward. On behalf of the Parks and Recreation Master Plan Steering Committee, staff recommend that Council support the proposed Parks and Recreation Master Plan.

Respectfully submitted,

Anthony Haddad
Director of Development Services

DDS	CAO
AH	PW

Attachment 1

Parks and Recreation Master Plan

..\Master Plan\2018-05-23 PRMP - FINAL PROPOSED DOCUMENT.pdf

Say How You Play!

PARKS AND RECREATION MASTER PLAN

PROPOSED DOCUMENT JUNE 2018

Parks and Recreation Master Plan

URBAN systems

CITY OF Penticton

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EXECUTIVE SUMMARY

The Parks and Recreation (PR) Master Plan provides the City of Penticton with long-range direction on the provision of parks and recreation services to City residents and visitors. This Master Plan will help the City achieve its goals of becoming more sustainable and livable.

Parks and recreation are highly valued by Penticton residents for their environmental, social, economic and personal benefits. There were over 5,000 contacts with residents and tourists in the process of preparing this Master Plan. Any future proposals that involve major changes to parks or recreation facilities will similarly include a high level of community engagement.

The following vision, values and core meaning of a public park were prepared by the Parks and Recreation Master Plan Steering Committee.

VISION FOR THE PARKS AND RECREATION MASTER PLAN

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 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.

VALUES

The following are the values upon which the PR Master Plan is based.

Our Parks Network	Our public parks must be planned as a network, wherein the whole network benefits the community.
Our Recreation	Our recreation, in its many forms both indoors and outdoors, is fundamental to the health and wellness of our community and needs to be protected and promoted.
Our Quality of Life	Public parks and recreation provide a unique and important contribution to the overall quality of life of our community through the provision of health, environmental, and cultural services.
Our Health	Public parks and recreation shall be protected and developed for their known benefits to the physical, mental and social well-being of our residents.
Our Environment	Urban parks, including agriculture, provide clear health and wellness benefits. They must be conserved and expanded as our population increases.
Our Culture and Heritage	Our parks and facilities shall provide opportunities for cultural expression through public art and entertainment, and the appreciation of local history.
Fair Resource Allocation	The decision process for the allocation of public funding to parks and recreation opportunities must be objective, balanced, and transparent.
Accessibility	The location, distribution and design of our parks, recreation and facilities must enable physical, financial and timely accessibility to citizens and visitors.
Stewardship of Parks and Recreation	The role of our civic leaders is to protect our public parks and recreation on behalf of residents, and to safeguard them as unencumbered assets for public use and enjoyment.
Governance and Transparency	In considering proposals, civic leaders must ensure timely, open and transparent decision-making processes.
Fiscal Efficiencies and Partners	Limited financial resources require that civic leaders consider partners to expand and improve parks and recreation. Opportunities that are presented by interested groups must be dealt with in a transparent and timely fashion. The evaluation of proposals must include community cost/benefit analyses.
Sustainability	A network of public parks and recreation must be recognized as an indispensable element in the creation of a sustainable and livable community.
Acquisition	Civic leaders shall recognize that the continuing acquisition of new park lands, via the Parks Acquisition Fund, is essential.
Adaptability for Parks and Recreation	Parks and recreation planning and design must be adaptable to the evolving community demographics and changing recreational interests.
Communications	Civic leaders shall provide public education regarding the costs and values of parks and recreation to our community. Additionally, civic leaders shall seek public input regarding the level of funding allocated for parks and recreation.

CORE MEANING OF PUBLIC PARK

From the Parks and Recreation Master Plan Steering Committee (PRMP SC):

A Public Park means "an unencumbered tract of land wherein the land title is held by a public entity for the benefit, use, and enjoyment of the people and for the protection, conservation, and preservation of the natural, physical, historical, and cultural resources thereon, and wherein an encumbrance is a burden, obstruction, or impediment to the foundational purpose or purposes for which the park was established.

This core meaning of Public Park commenced, was developed and approved by the Parks and Recreation Master Plan Steering Committee in late 2016 and received strong citizen support throughout the Master Plan review process. This core meaning was instrumental on setting the direction of other key components of the Master Plan culminating in the unanimous approval of the core meaning of a public park in the Park Dedication Bylaw 2002-42 with repeal of clause 3.

The definition of a Public Park was the prerequisite to and foundation for the development of the Park Land Protection and Use Policy and the creation of the proposed Park Dedication Bylaw.

KEY THEMES

There were three key themes that were heard throughout the engagement process, as summarized below:

Protect Park Land

Residents place high values on park land, greenspace and trees. They want parks to be protected from inappropriate development in perpetuity. There is interest in protecting natural areas for their many benefits, and including community engagement in any major decisions that affect the protection of park land.

Provide amenities to keep up with growth

Residents would like recreation facilities and park amenities to meet the needs of existing and future residents, as well as visitors. This involves upgrading or replacing aging infrastructure, providing amenities for activities that are becoming more popular, and planning for the most appropriate uses of park land with community engagement.

Respect financial considerations

Residents would like the community-identified needs to consider affordability to taxpayers and to the City. This involves managing costs and fees, exploring multiple financing strategies, and generating and evaluating business cases and the costs/benefits of new developments.

MASTER PLAN FORMAT AND COMMUNITY-IDENTIFIED NEEDS

The PR Master Plan addresses the following six key topic areas:

For each area, there is a goal, context information, community engagement and benchmarking results where applicable, analysis, and community-identified needs. For ease of implementation, the community-identified needs are divided into the following subheadings:

- Planning and Design
- Land Acquisition
- Capital Development
- Operations and Management
- Service Delivery

The community-identified needs are presented for the consideration of Council and staff based on community input, staff and stakeholder interviews, benchmarking, and best practices. The full list of community-identified needs is not prioritized in the PR Master Plan. It is recommended that prioritization and the phasing of implementation be considered by a Parks and Recreation Advisory Committee with City staff.

The Parks And Recreation Master Plan Steering Committee believes the highest priorities for the City of Penticton are the updating of the Parks Dedication Bylaw, instituting the Park Land Protection and Use Policy and adopting the Parks and Recreation Master Plan. In addition to these, the Steering Committee determined the following priorities:

1. Prepare a Park Master Plan for Esplanade Park, including the marina, using a comprehensive community engagement process
2. Prepare a Park Master Plan for Skaha Park, using a comprehensive community engagement process
3. Increase trail connectivity by coordinating among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors
4. Work with the Penticton Indian Band on improvements along the River Channel Parkway to establish a lake-to-lake linear connection
5. Acquire property for park land in key locations as opportunities arise, working with the City's Planning Department to incorporate criteria for park land within development processes, and working with City experts and a real estate professional to identify potential land for acquisition and to identify funding sources, e.g., DCCs, donations, land trusts, etc.
6. Collect data and prepare a policy related to encroachments on park land, striving to remove current encroachments
7. Work with the Province, RDOS, First Nations, and private land owners on a long-term management plan for Campbell Mountain that addresses environmental and recreation opportunities.
8. Establish protocols and foster partnerships for major park upgrades
9. Complete the Penticton Creek Pathway to achieve a continuous trail along the creek
10. Establish a plan for the protection and use of the Munson Mountain property
11. Continue to foster existing partnerships and develop new partnerships for effective and efficient service delivery in the operations and management of parks and facilities

IMPLEMENTATION

The City may achieve many of its visions through partnerships, some of which are as follows:

RDOS

Vision: Waterfront to Mountain Peak Trail Corridor – Esplanade to Munson Mountain to Campbell Mountain – offering recreation, enjoyment, natural beauty, environment

PIB

Vision: River Channel Parkway – recreation, enjoyment, natural beauty, environment

School District

Vision: Park/School Trails – network through City - recreation, enjoyment, natural beauty, environment

Shared Services

Vision: collaboration to maximize efficiencies, innovation in management

Project Partnerships

Vision: Greening the City – Work with UBC Urban Forestry Program, Strategy for Trees and Environment

Volunteers

Vision: community building, citizen contributions, working together

PRIORITY SETTING AND CAPITAL ALLOCATION

The City is currently working on a Capital Prioritization Framework that will guide staff and Council on budgeting decisions. Once it is available, decisions related to funding of parks and recreation improvements will follow that framework.

The following are some of the considerations that will guide the setting of priorities:

- Organizational Focus – Sustainable, Livable, Smart, Connected and Strong
- Facilities Master Plan
- Asset Management Plan
- Operational capacity – department priorities
- Official Community Plan

For proposed major projects, the following will be the information and processes followed:

- Needs Assessment
- Feasibility Study
- Business Case
- Community Engagement
- Outside funding availability

In addition to the revision of the Parks Dedication Bylaw, passing of the Park Land Protection and Use Policy, and the adoption of the Parks and Recreation Master Plan, the Steering Committee strongly advocates the creation of a Parks and Recreation Advisory Committee.

The Steering Committee urges the present and future city Councils to respect the core meaning of public park, and the vision, values, and priorities identified in the Master Plan. The optimum delivery of parks and recreation services requires openness of communication, respect for the value of park land, and fair and timely delivery of recreation programs.

1.0 INTRODUCTION

1.1 CONTEXT

The City of Penticton is located in the south of the Okanagan Valley within the Regional District of Okanagan Similkameen (RDOS). It is nestled between Okanagan Lake to the north and Skaha Lake to the south. The Penticton Indian Reserve forms the western boundary, and to the east the City is bounded by steep slopes. Two major creeks flow through the centre of the City, and the Okanagan River channel connects the two lakes.

Penticton is a picturesque and vibrant community. Residents and tourists are drawn to the hot, dry climate, stunning scenery, and productive fruit orchards and wineries. There are four seasons of outstanding recreation opportunities, sports training that is world renowned, and many athletic and cultural events that attract a regional population to the parks and facilities.

The City of Penticton developed an Organizational Focus in 2016 to set priorities and make decisions based on the identified four Strategic Pillars: Sustainable, Livable, Smart, and Connected and Strong.

The preparation of a new Parks and Recreation (PR) Master Plan is fundamental to guiding the activities that will help Penticton become more Sustainable and Livable. The City's previous Parks, Recreation and Cultural Master Plan was prepared in 1993 and since that time much has changed. City Council and staff felt that it was important to prepare a new PR Master Plan that integrates new recreation activities and trends, planning related to asset management of facilities, sports and event tourism strategies, and changing demographics.

1.2 PURPOSE OF PROJECT

The purpose of the PR Master Plan is to provide the City of Penticton with long-range direction on the provision of parks and recreation services to City residents and visitors.

This 10-year plan provides guidance to City staff and Council on the following:

- Acquisition, disposition, development and management of parks, open spaces, trails, and beaches
- Development, upgrading and management of indoor recreation facilities
- Delivery of programs and services to best meet the needs of the community
- Review of park uses

This plan focuses on parks and recreation. A Penticton Heritage Strategy was completed in 2005, and an Arts, Creative & Culture Innovations Committee provides input to culture planning in the City.

CORE MEANING OF PUBLIC PARK

From the Parks and Recreation Master Plan Steering Committee (PRMP SC):

A Public Park means "an unencumbered tract of land wherein the land title is held by a public entity for the benefit, use, and enjoyment of the people and for the protection, conservation, and preservation of the natural, physical, historical, and cultural resources thereon, and wherein an encumbrance is a burden, obstruction, or impediment to the foundational purpose or purposes for which the park was established.

This core meaning of Public Park commenced, was developed and approved by the Parks and Recreation Master Plan Steering Committee in late 2016 and received strong citizen support throughout the Master Plan review process. This core meaning was instrumental on setting the direction of other key components of the Master Plan culminating in the unanimous approval of the core meaning of a public park in the Park Dedication Bylaw 2002-42 with repeal of clause 3.

The definition of a Public Park was the prerequisite to and foundation for the development of the Park Land Protection and Use Policy and the creation of the proposed Park Dedication Bylaw.

1.3 PLANNING PROCESS AND METHODS

COMMUNITY ENGAGEMENT IN PENTICTON

The City recognizes the importance of involving residents in shaping the future of the community and has identified community engagement as a strategic priority as part of the City's Organizational Focus. Work in this area is in the early stages and the City is beginning to develop the systems and tools that will allow for meaningful involvement.

Community engagement in Penticton is guided by the Spectrum of Public Participation prepared by the International Association for Public Participation or IAP2 *(Figure 1.1)*.

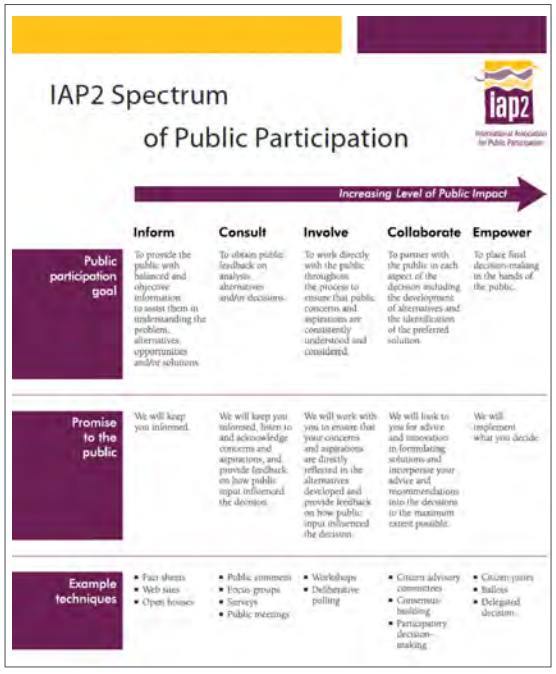


Figure 1.1: Spectrum of Public Participation

MASTER PLAN COMMUNITY ENGAGEMENT

> *"The City of Penticton is going all out to get input to help build a new Parks and Recreation Master Plan."*
>
> *– Steve Kidd, Penticton Western News*

The above quotes reflect the significant efforts taken to obtain community input to the PR Master Plan since it is important that the plan be based on the needs and desires of the community, supported by professional analysis and comparisons with demographic and sector trends. The following methods were used to engage community members in the formulation of the PR Master Plan *(Figure 1.2)*.

Inform

- **Social Media** - excellent post reach, nearly 10,000 people, 200 actions, 67% women, 95% between 25-44 yrs; continued integration with shapeyourcitypenticton.ca

- **Partner Support** – Master Plan information being pushed out by partner organizations such as BikePenticton, Pinnacles FC, Okanagan Similkameen Health Living Coalition

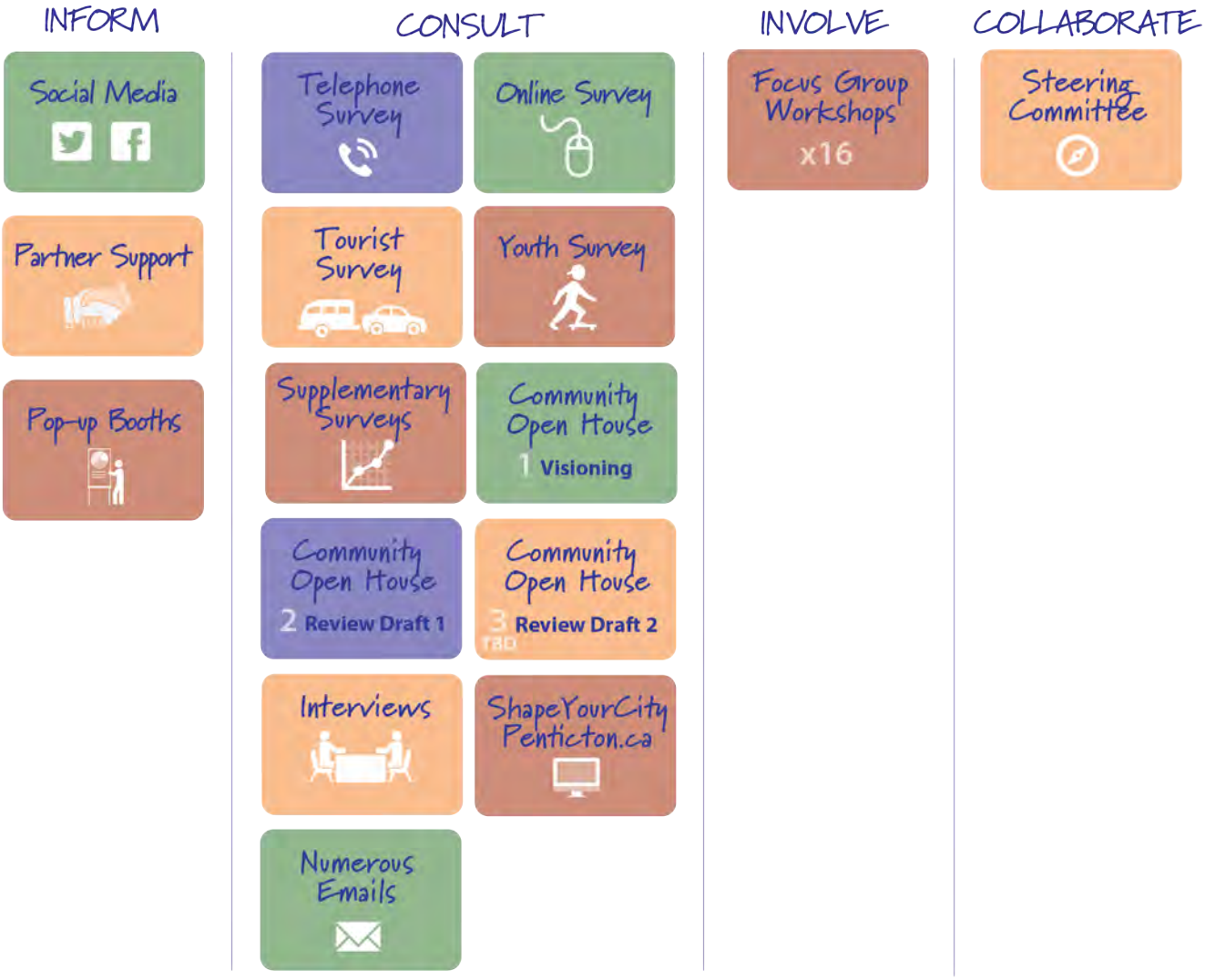


Figure 1.2: Master Plan Engagement Process

- **Pop-up Booths** - Peach City Beach Cruise, Peach Concession plaza – June 25; Canada Day celebrations, Gyro Park – July 1; Saturday Community Market, 100 block Main Street – presence at the City's booth every Saturday beginning May 14 through the summer; ongoing pop-ups at the Community Centre, Library/Museum and City Hall

Consult

- **Telephone Survey** - 400 respondents, randomly selected, statistically valid sample
- **Online Survey #1** – 181 respondents
- **Youth Survey** - 156 participants, 78 from Penticton Secondary School and 78 from Princess Margaret Secondary School
- **Tourist Survey** – 1,019 respondents
- **Supplementary Surveys** – aquatics (14), child and family organizations (3), community service groups (6), event groups (5), parks, trails and environment (10), sports group (35), arenas (13), tourism (8), seniors (11)
- **Community Open House #1**: Visioning, May 25, 2016 – over 140 attendees
- **Community Open House #2**: Review Draft 1 Master Plan, November 16, 2016 – over 100 attendees
- **Community Open House #3**: Review Draft 2 Master Plan, May 1, 2017 – over 80 attendees
- **Interviews** – RDOS, School District, Penticton Indian Band, other authorities and potential partners
- **ShapeYourCity Penticton.ca** - 2150 unique visitors, 300 registrants, over 219 ideas generated (update at end of project)
- **Numerous emails**

Involve

- **Focus Group Workshops** – 16 workshops were conducted with interest groups and the public, over 320 people were invited to participate

Collaborate

- **Parks and Recreation Master Plan Steering Committee** meetings - members of the Steering Committee included the following:
  - 1 member of Penticton School District 67
  - 1 member of Penticton Tourism

- 2 members of an organized field sport (not same sport)
- 1 member from a parks Special Event Group
- 1 member for the Penticton Indian Band
- 1 member for the development community
- 4 members of the general public with an interest in parks
- 2 non-voting Council representatives appointed by Council for the duration of the Master Plan process

After Draft 2 of the Parks and Recreation Master Plan was presented for public review, the City and Steering Committee invited representatives from two key stakeholder groups, Save Skaha Park Society and Penticton Citizens First, to work collaboratively on this project.

TECHNICAL STUDY METHODS

Various methods were used to collect and analyze information in the process of preparing this Master Plan, as described below:

- **GIS analysis** – a computer Geographic Information System was used to classify parks, and to evaluate park land supply and the distribution of parks and trails
- **Literature search** – information on demographics, trends, benefits and best practices was collected through searching and review of documents prepared by others
- **Benchmarking** – 15 communities were selected for benchmarking, i.e., collection of information from these communities to use as a comparison with facilities, services and fees in Penticton. BC communities of a similar size, some in the Okanagan and some with a focus on tourism, lakes and sports, were chosen for the most direct comparisons. Communities in other provinces and the US were selected as potential sources of innovative practices based on their reputation, similar geography, or recreation opportunities. A list of information to be collected from each community was compiled and reviewed with City staff and the Steering Committee. As much information as possible was collected online, with the remainder sought through phone calls. In several cases, repeated emails and phone calls were unanswered so it was not possible to conduct these interviews. Some of the challenges of the benchmarking process were that some of the communities were unable to provide the information requested, and that some data can be collected in different ways making comparisons difficult.

2.0 COMMUNITY PROFILE AND TRENDS

2.1 COMMUNITY OVERVIEW AND TRENDS

Key population trends and demographic factors are anticipated to influence the future parks and recreation needs in Penticton (Appendix A), per data from Statistics Canada, BC Statistics, the City of Penticton, and other sources.

The following are the parks and recreation services that the City can provide to address issues and trends. Penticton is already involved in most of these tasks, which is a testament to the City's quality of services:

- Provide services, facilities, and fee structures to support healthy and active aging
- Identify and address barriers for all people, including those with disabilities
- Consider the needs of all types of families and households, including social opportunities through recreation
- Make the renewal of aging facilities a high priority, where justified
- Examine Penticton's lower health rates and identify what services and amenities could be offered to increase participation
- Collaborate with other organizations on strategies for increasing activities for children and youth, using physical literacy as one tool
- Keep up to date on trends and changing activities, preferences and expectations
- Provide access to trails and park amenities close to home, as well as drop-in activities and special events
- Design trails and outdoor amenities for diverse uses and access to nature

- Provide more drop-in opportunities for youth
- Provide a wide range of swim classes and aquatic programs for all ages
- Work on connecting parks and trails and increasing park land along with new park development
- Protect the natural environment of parks and support stewardship groups
- Support urban agriculture activities
- Work with other organizations to address challenges related to transient people using parks
- Consider new types of facilities, including multi-use facilities, common space hubs, and sustainable design
- Recognize the need for revenues to assist with asset management
- Keep pace with the use of technology in recreation service delivery
- Recognize and acknowledge volunteers as essential to community recreation
- Take advantage of opportunities to expand sports tourism
- Nurture positive partnerships and balance outsourcing with City delivery of services
- Continuously evaluate and refine the role of City departments in delivering parks and recreation opportunities

These items were considered when identifying community needs in this document.

2.2 BENEFITS OF PARKS AND RECREATION

Numerous national, provincial and municipal organizations have been engaged in research regarding the benefits of parks and recreation. The "benefits" approach is a highly effective framework for planning and promoting services because it emphasizes that there are both direct and indirect benefits to the community from investing in parks, recreation and cultural facilities, programs, activities and special events.

The direct benefits accrue to those who participate in terms of healthy and active lifestyles, social and family connections, positive behaviours, a sense of competence, and disease prevention, among others. There are indirect benefits to the community as a whole, even for those who do not participate. This stems from the enhanced vibrancy of the community, strengthened social fabric, healthier business community, more employment opportunities, more local goods to be purchased, and enhanced tourism assets.

Active people lead healthier lives and have stronger connections to their communities. A powerful case exists that investment in recreation infrastructure is a preventative approach to health and social well-being that offsets spending on reactive infrastructure such as hospitals and correctional institutions.

At the national level, the Canadian Parks and Recreation Association (CPRA) has an online resource that collects data to support the following eight benefits of parks and recreation (www.benefitshub.ca). The Leisure Information Network updates the benefits information on behalf of CPRA. This resource identifies that the work and services provided through parks and recreation:

1. Are essential to personal health and well-being
2. Provide the key to balanced human development
3. Provide a foundation for quality of life
4. Reduce self-destructive and anti-social behaviour
5. Build strong families and healthy communities
6. Reduce health care, social service and police/justice costs
7. Are a significant economic generator
8. Provide green spaces that are essential to environmental and ecological well-being, for the survival of natural species, the environmental responsibility and stewardship by humans and creating a sense of place

The benefits of parks and recreation also fit within the framework of sustainability. The following are some examples of this:

ENVIRONMENTAL BENEFITS OF PARKS AND RECREATION

- Protection of habitat, biodiversity and ecological integrity in parks and open space
- Opportunities for human connections with nature, environmental education and stewardship
- Pollution abatement and cooling of air and water, mostly from trees and soil
- Rainwater management
- Climate change adaptation, including mitigation of extreme weather events
- Carbon sinks

SOCIAL BENEFITS OF PARKS AND RECREATION

- Contribution to community pride and identity
- Stronger social networks and community connectedness
- Physical, psychological and spiritual health and well-being
- Support for play as a critical element in learning and child development
- Connecting people with nature, which has proven health benefits
- Development of community leaders

ECONOMIC BENEFITS OF PARKS AND RECREATION

- Attraction of residents and businesses to the community
- Increased viability of adjacent commercial areas
- Contribution to tourism opportunities
- Reduced costs in criminal justice and health care systems
- Recreation, fitness, sport, arts, culture, parks, and open spaces are significant employment generators
- Increased property values

PERSONAL BENEFITS OF PARKS AND RECREATION

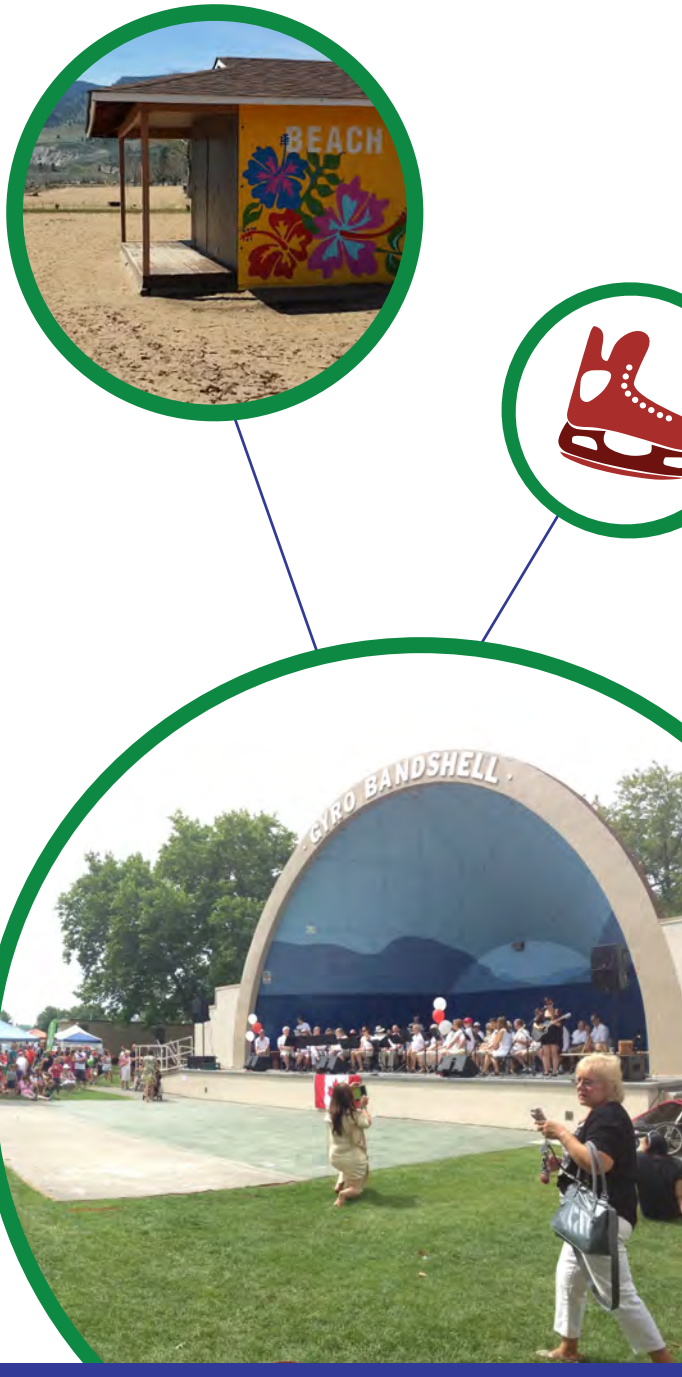
- Helps extend life expectancy (active living, sport, fitness)
- Contributes to mental health and well-being
- Reduces obesity, resulting in many health benefits
- Enhances overall physical and emotional health and improves quality of life
- Combats diabetes and osteoporosis and helps reduce risk of coronary heart disease
- Contributes to academic success and provides exceptional opportunities for lifelong learning

2.3 COMMUNITY INPUT

This section presents a summary of community input. Tables are shown in Appendices C and D and a more complete record of input is available from the City. Because there was a proposal for a commercial waterslide development at Skaha Park approved by Council shortly before this project was undertaken, a significant number of comments from the public referred to that proposal.

COMMUNITY TELEPHONE SURVEY

A statistically valid telephone survey was conducted to understand the interests and preferences of Penticton residents. The survey invited participants to share their opinions about outdoor recreation, indoor recreation facilities and programs, and commercial uses of park and recreation spaces. Per standard survey procedures, the results were weighted based on age. The following is a summary of the findings.



Participation in Outdoor Activities

The top outdoor activities were walking/hiking/jogging for exercise or recreation (75% of households indicated participation within the past year), visiting a beach (67%), and attending a festival or special event in a park (36%). Penticton residents are not as active in outdoor recreation as comparable communities based on other similar surveys conducted by the consultants. This may be related to the older population and health-related data noted in section 2.1.

Satisfaction with Outdoor Recreation Amenities

Overall, the survey results showed high satisfaction for outdoor recreation opportunities. The highest satisfaction scores in terms of numbers were for personal safety in parks during the day, maintenance of parks, and natural park land. Additional items with high satisfaction in terms of percent were for festivals or special events (94% of respondents to this question) and beaches (90%).

In terms of numbers, satisfaction with outdoor recreation was lowest for personal safety in parks after dark (161 of 292 users were not satisfied), and public washrooms (175 of 325 were not satisfied). Satisfaction was also low in terms of percent for off-leash dog parks (57 of 95 users were not satisfied).

Priorities for Outdoor Recreation

Respondents were asked to suggest their first choice improvement for parks, beaches, or trails in Penticton. The most common responses related to cleanliness of public washrooms (38 comments), off-leash dog parks and better control of dog areas (25 comments), and public safety in parks after dark (21 comments).

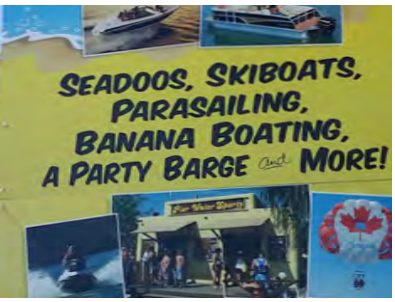
Use of Indoor Recreation Facilities

The most used indoor recreation facilities were the South Okanagan Events Centre (SOEC) Arena (44% of households had someone who attended this facility in the past year) and the Penticton Community Centre Pool (also 44%). In total, 24% of survey respondents reported not having attended any facilities in the past year. Penticton residents are not as active in indoor recreation as comparable communities based on other similar surveys conducted by the consultants.

Satisfaction with Indoor Recreation Facilities

Satisfaction with indoor recreation facilities was high overall. Of those who used the SOEC Arena, 94% reported being satisfied. The Penticton Seniors' Drop-In Centre received the highest satisfaction rating among indoor facilities (95% of 60 respondents were satisfied).

Participation in Indoor Recreation Programs



More than half of survey respondents did not participate in any indoor recreation programs (55%). The highest rate of non-participation was for those 60 years or older, of whom 66% did not participate. The highest rate of participation was for aquatic/pool activities (33%), of which 66% of respondents lived in a household with children.

Satisfaction with Programs in Public Recreation Facilities

Satisfaction with programs was generally high. The highest satisfaction rating was for private facility fitness classes (94% of 41 reported participants) and community organized sport (94% of 36 reported participants). For aquatic/pool activities, 92% of 132 participants were satisfied.

Respondents were asked whether there are any age groups for which recreation or sport programs are insufficient or lacking in Penticton. Most respondents said either no (40%) or they were not sure (44%). Of those who said yes, 45% (31 respondents) said there is insufficient programming for youth aged 13 to 18.

Priorities for Indoor Recreation

Out of 103 comments, the most common suggestions for improvements to indoor recreation facilities were related to affordability and maintenance/updating of facilities. The most common suggestions for improvements to indoor recreation services or programs in Penticton were related to increasing affordability and requests for increased availability of programs outside of regular work hours.

Commercial Uses in Parks

Respondents were asked whether they support commercial uses in parks for a variety of uses. The strongest support was expressed for small food vendors in waterfront parks, off the sand (78% of respondents supported this). Food concession buildings and small merchandise vendors were also strongly supported in waterfront parks, off the sand (75% support each). Respondents expressed support for day use (74%) and full-time (71%) marinas on City beaches, on the sand.

Respondents were asked whether they have any comments or suggestions that could help guide the City when considering new commercial uses in parks. Out of 193 comments, 50 opposed new commercial uses in parks (26% of comments received), 41 opposed waterpark or waterslide development in parks/on beaches (21% of comments received). These results were not consistent with the Master Plan public engagement open houses, which many community members attended to express their opposition to commercial uses in parks.

Role of Penticton

When asked what parks and recreation opportunities Penticton should advertise and focus on to attract more residents to the City, the natural beauty and beaches were rated as the most important opportunities to promote by 93% of respondents.

YOUTH SURVEY

The youth survey provides a snapshot of indoor and outdoor recreation preferences among 156 high school students in Penticton (see **Appendix D** for tables).

Outdoor Recreation

Survey respondents were asked to indicate their favourite outdoor recreation activities, out of a list of 25 choices. The top five activities were:

75%	70%	61%	58%	54%
going to the beach	walking/ hiking/jogging	enjoying nature	attending a festival or special event in a park	hanging out in a park

Indoor Recreation

When asked to indicate their favourite indoor recreation activities (out of a list of 11 choices), the top five activities were:

61%	52%	48%	36%	35%
swimming	working out in the gym	indoor basketball or volleyball	skating	programs such as yoga or dance

After Graduation

The youth were asked how likely they are to live in Penticton after completing high school and/or post-secondary education. Just under one-third (27%) said they would likely stay, 36% said they did not know, and 37% said they would likely leave.

Priorities for Indoor and Outdoor Recreation

Survey respondents were asked to indicate if there is anything the City of Penticton could do in parks and recreation to make people their age happier. The top five initiatives are listed below:

1	2	3	4	5
increase activities for youth and promote them	waterparks	more basketball courts (indoors/ outdoors)	more youth friendly festivals, events, and concerts	more trails for walking and biking

FOCUS GROUPS

Focus groups provide qualitative input that allows for in-depth insights, complementing the results of surveys. The focus group input was used in the formation of the vision, goals, and community-identified needs of the PR Master Plan. The following are some of the key perspectives of those who participated in the focus groups.

Strengths and Challenges Related to Parks

Strengths	Challenges
Free, green open space	Commercial uses of parks (Skaha Park proposal)
Public beaches	Skaha Park proposal
Shady quiet areas	Dirty washrooms
Variety and ease of access, open to everyone	Maintenance of parks
River Channel Parkway	Not enough green space
Trails	Protection of the oxbows
Lakes	Unregulated overnight camping
Clean	Noise
	Smoking

Strengths and Challenges Related to Recreation

Strengths	Challenges
Aquatic Centre and SOEC	Loss of tennis bubble
Hockey programs	Buildings need repair
Soccer programs	Ice and dry floor access
Seniors' Centre	Dressing rooms at McLaren
Swimming programs	Maintenance of facilities
Variety of recreation and sport programs	Different booking systems
Affordable programs, specialized programs	Potential rate increases
Staff	Pool closures
Free parking at facilities	Some types of programs are lacking
Ability to host events	

Vision (Values)

Unique and diverse natural features, beauty
City between two lakes
Healthy and active community
Safe community
Quality recreation facilities supporting many activities
Connectivity of parks and open spaces
Hosts of extraordinary events
Excellent opportunities and welcoming for tourists

Goals / Objectives

Protect parks and green spaces, water resources, ecology
Inclusive and accessible – age, ability, culture, residents/tourists
Affordable - free parks, reasonable fees
Sustainable – triple bottom line
Fiscally responsible – maximize use, maintain assets, economy
Communication and collaboration – community, PIB, etc.
Commitment to implementation
Long term view – population growth, new opportunities
Promote Penticton widely, premiere destination and place to live

KEY THEMES

There were three key themes that were heard throughout the engagement process, as summarized below:

Protect Park Land

Residents place high values on park land, greenspace and trees. They want parks to be protected from inappropriate development in perpetuity. There is interest in protecting natural areas for their many benefits and including community engagement in any major decisions that affect the protection of park land.

Provide amenities to keep up with growth

Residents would like recreation facilities and park amenities to meet the needs of existing and future residents, as well as visitors. This involves upgrading or replacing aging infrastructure, providing amenities for activities that are becoming more popular, and planning for the most appropriate uses of park land with community engagement.

Respect financial considerations

Residents would like the community-identified needs to consider affordability to taxpayers and to the City. This involves managing costs and fees, exploring multiple financing strategies, and generating and evaluating business cases and the costs/benefits of new developments.

3.0 GUIDING STATEMENTS

3.1 VISION

Vision: an aspirational description of what we would like to achieve through this Master Plan.

The following is the vision of the PR Master Plan.

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 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.

The vision and values were prepared by the PR Master Plan Steering Committee.

3.2 VALUES

The following are the values upon which the PR Master Plan is based.

Our Parks Network	Our public parks must be planned as a network, wherein the whole network benefits the community.
Our Recreation	Our recreation, in its many forms both indoors and outdoors, is fundamental to the health and wellness of our community and needs to be protected and promoted.
Our Quality of Life	Public parks and recreation provide a unique and important contribution to the overall quality of life of our community through the provision of health, environmental, and cultural services.
Our Health	Public parks and recreation shall be protected and developed for their known benefits to the physical, mental and social well-being of our residents.
Our Environment	Urban parks, including agriculture, provide clear health and wellness benefits. They must be conserved and expanded as our population increases.
Our Culture and Heritage	Our parks and facilities shall provide opportunities for cultural expression through public art and entertainment, and the appreciation of local history.
Fair Resource Allocation	The decision process for the allocation of public funding to parks and recreation opportunities must be objective, balanced, and transparent.
Accessibility	The location, distribution and design of our parks, recreation and facilities must enable physical, financial and timely accessibility to citizens and visitors.
Stewardship of Parks and Recreation	The role of our civic leaders is to protect our public parks and recreation on behalf of residents, and to safeguard them as unencumbered assets for public use and enjoyment.
Governance and Transparency	In considering proposals, civic leaders must ensure timely, open and transparent decision-making processes.
Fiscal Efficiencies and Partners	Limited financial resources require that civic leaders consider partners to expand and improve parks and recreation. Opportunities that are presented by interested groups must be dealt with in a transparent and timely fashion. The evaluation of proposals must include community cost/benefit analyses.
Sustainability	A network of public parks and recreation must be recognized as an indispensable element in the creation of a sustainable and livable community.
Acquisition	Civic leaders shall recognize that the continuing acquisition of new park lands, via the Parks Acquisition Fund, is essential.
Adaptability for Parks and Recreation	Parks and recreation planning and design must be adaptable to the evolving community demographics and changing recreational interests.
Communications	Civic leaders shall provide public education regarding the costs and values of parks and recreation to our community. Additionally, civic leaders shall seek public input regarding the level of funding allocated for parks and recreation.

Value Statement: a declaration that informs the reader about the municipality's top priorities and core beliefs in relation to this Master Plan.

3.3 GUIDE TO THE COMMUNITY-IDENTIFIED NEEDS

The next sections cover the component areas of the PR Master Plan. For each area, there is a goal, context information, community engagement and benchmarking results where applicable, analysis, and community-identified needs.

A goal is a brief, clear statement of an outcome to be reached within a timeframe.

The community-identified needs are presented for the consideration of Council and staff based on community input, staff and stakeholder interviews, benchmarking, and best practices. The community-identified needs are not prioritized in the Master Plan. It is recommended that prioritization and the phasing of implementation be considered by a Parks and Recreation Advisory Committee with City staff.

The Parks and Recreation Master Plan is a working document and it is understood that parks and recreation are ever-evolving. New needs in the community may arise after this PR Master Plan is finalized. The community is encouraged to bring new and emerging ideas to City staff who work with the community on reviewing and moving ideas forward.

For ease of implementation, the community-identified needs are divided into the following subheadings:

- Planning and Design
- Land Acquisition
- Capital Development
- Operations and Management
- Service Delivery

It is understood that the City is already pursuing actions that comply with many of the community-identified needs in this Master Plan. For that reason "continue to" is typically not included at the front of the needs.

ECONOMIC IMPACT

Many sports and recreation activities have a positive economic impact on the City. The OHG Hockey Academy and Hockey Camps are an example where a specific economic impact analysis has been completed. In 2016 they undertook an economic study that showed that the OHG contributed more than $19.9 million to the Penticton economy annually and their business continues to grow. The OHG programs and tournaments boost sport tourism and showcase Penticton to potential residents. The City supports working with all organizations in the community to assist in developing economic impact assessments promoting their benefit in our community.

4.0 PARKS

4.1 PARK LAND SUPPLY

GOAL

Provide, protect, and promote public parks in Penticton.

DESCRIPTION

Classification System

This Master Plan provides a classification system for park land as an aid to park planning and management (Map 1 and **Appendix E**). A classification system can help to guide the acquisition, disposition, development and maintenance of park land, as well as support for Development Cost Charges.

Some parks are difficult to classify because they fit into more than one definition. In those cases, the most appropriate category is selected based on park use.

- **City-wide park** - City-wide parks draw residents and tourists from a broad area. People may visit these parks due to the beaches, natural features, built facilities, cultural features and opportunities offered. City-wide parks draw people who specifically travel to spend time "in the park", for activities as diverse as water and beach activities, special events, picnics, sports, tourist attractions and recreation. These parks include a wide range of recreational amenities such as playgrounds, spray parks, walkways, sports amenities, and concessions and attractions. Current mean size is 2.51 ha, largest size is 15.97 ha, and smallest size is 0.28 ha. Examples: Okanagan Lake Park, Rotary Park, Gyro Park, Lakawanna Park, Kings Park, Skaha Park

- **Community Park** - these parks draw residents from most of the City. They include a range of recreation facilities, such as playgrounds, walkways or trails, other recreation amenities, and sports fields. They are meant to form the visual, physical and social focus of the community. Current mean size is 1.17 ha, largest size is 5.71 ha, and smallest size is 0.08 ha. Examples: Lions Park, Penticton Senior's Drop-in Centre, Kiwanis Park, Columbia Park, Riverside Park

- **Neighbourhood Park** - neighbourhood parks generally serve the catchment area of or similar to that of an elementary school. Neighbourhood parks that are developed typically include play equipment, pathways, open grass, and seating. They may also include other recreation or athletic facilities. These parks are meant to form the visual, physical and social focus of the neighbourhood. Access is usually by walking so neighbourhood parks don't require parking lots. (Parks previously called tot lots or mini parks are considered undersized neighbourhood parks). Current mean size is 0.4 ha, largest size is 1.28 ha, and smallest size is 0.10 ha. Examples: McGregor Park, Dunant Park, Granby Park, Arasook Park, Sendero Canyon Park
- **Trail Corridor** – these are linear rights-of-way whose primary purpose is to support trails. They may have associated features such as viewpoints and parking areas. Examples: TCT/KVR Trail, Sendero Ravine
- **Special Purpose Park** – parks that have a special purpose that could be recreational or cultural. Whether these parks are for recreation or not, they have high values as open green space. Examples: Penticton Golf and Country Club, Lakeview Cemetery, Loco Landing, Lawn Bowling Club
- **Natural Park** – these parks are mostly undeveloped because they have been protected as natural areas. Most include natural features such as steep slopes, grasslands, forests, watercourses, ravines, or bluffs. The recreational use of natural areas is usually limited to trail uses and nature appreciation. Depending on the size, location and characteristics of the natural open space, it may be used by residents of one neighbourhood or the entire City. Facilities such as parking lots, signs, trails, gathering areas, and washrooms support public access and use. Examples: Cleland Natural Greenbelt, Esplanade, Munson Mountain Park, Wiltse Nature Park, Three Blind Mice, Water Treatment Plant Natural Area, Ellis Creek Pathway, Penticton Creek Pathway
- **Open Space** – this category includes other open space in the community that does not typically support a significant amount of use, but it can be considered important in terms of adding to the landscape character. Depending on the size, location and characteristics of the open space, it may be used by residents of one neighbourhood or a broader area. Examples: Windsor Park, boulevards, Ayres Crescent, KVR Park
- **School Sites** – this includes the green space portion of public school sites. These are considered, though separately from the park system because school sites are not under the jurisdiction of the City; however, the land often has park values (school buildings and parking lots are excluded)
- **Recreation Facility Site** – this includes the land upon which large indoor recreation facilities are located, along with associated parking lots and paved areas. These sites are officially park land, but they do not have park values.

Facilities

- South Okanagan Events Centre (SOEC) (Queens Park)
- Penticton Community Centre (on SOEC site) (Queens Park)
- Memorial Arena (Queens Park)
- OHS Arena (Queens Park)
- Penticton Curling Club (Queens Park)
- McLaren Arena
- Adidas SportsPlex – (Kings Park)
- Penticton Seniors' Drop-In Centre

- **Other City Land** – this includes City-owned land used for institutional or infrastructure purposes, or purchased as future park land. Examples: works yard, firehall, library and museum, houses near Skaha Park, lot near Queens Park, RV lots near the oxbow

In Penticton, a number of properties with park values are managed by others, and these are mapped and documented as follows:

- City-owned park land leased / licensed to others. Examples: Loco Landing, Lawn Bowling Club, Seniors' Drop-in Centre, Marina Disc Golf, Vancouver Ave Community Gardens, Three Blind Mice, Horseshoe Club, Penticton Golf and Country Club, Penticton Yacht and Tennis Club

- Open space owned and managed by others. Example: Campbell Mountain Trails (Crown Land used by City residents for recreation, but not protected as park land). Campbell Mountain is very important to City residents and was mentioned frequently during community engagement. Informal trails are used extensively, but the area is not being managed or planned in a coordinated fashion . As of December 2016, Council directed staff to enter into a recreational license or lease with the Province of BC for a term of about 30 years for a portion of Campbell Mountain. The purpose is to undertake consultation with the public, stakeholders and the Penticton Indian Band to determine the best use for recreational land, to conduct a broad view environmental impact study or environmental inventory, and to work towards a management plan for the area. As of February 2018, the application is on hold. Due to many competing recreational interests on these lands, full public consultation is recommended.

PARK LAND SUPPLY CALCULATIONS

The City of Penticton has 67 park or open space sites covering over 320 hectares (ha) of land. With the addition of public school sites (excluding the buildings and parking lots), there are about 355 ha of green space available for public access and use in Penticton *(Figure 4.1)*. Campbell Mountain has an additional 277 ha of land that is used for recreation purposes, and the trail system known as 'Three Blind Mice' extends beyond the City-owned lot and municipal boundary.

Public Park Type	Count	Area (ha)
City-wide Parks	13	35.2
Community Parks	13	19.8
Neighourhood Parks	9	4.0
Natural Parks	7	184.5
Trail Corridor	4	26.6
Open Space	7	7.2
Special Purpose	6	47.1
Total City Parks	*67*	*324.4*

Other Recreation Lands	Count	Area (ha)
Campbell Mountain	1	277.0
Recreation Facility	4	12.7
School Sites (no buildings)	14	35.2
Total	*86*	*649.3*

Figure 4.1: Park Land Supply

ANALYSIS

Park Land Supply Analysis

This section provides an analysis of the park land supply using several different methods. Many municipalities use population-based standards to calculate and plan their supply of park land. The additional analyses of area-based supply and spatial distribution can increase the understanding of park land supply and needs for future parks.

Standards are controversial, with some believing that the quantitative approach detracts from a qualitative consideration of parks and recognition that conditions are unique in every municipality. In BC, even where standards are not embraced for their inherent value, they are often used to assist in the calculation of park development cost charges (DCCs).

Even in jurisdictions where park land supply standards exist, they are usually used as a guideline, rather than a definitive requirement. Park supply standards can be applied in a flexible manner to ensure that a full range of park types is available to all residents. They also enable a community to measure their supply over time, and to compare themselves with other communities.

Development Cost Charges are fees charged to developers, per lot or unit developed, to cover the costs of municipal services needed to support the additional population. In BC, DCCs can be charged for acquisition of active park land and for certain aspects of park development.

Population-Based Park Land Supply

In the 1993 Parks, Recreation and Cultural Master Plan, the proposed guidelines for Penticton were 1 ha/1,000 population for neighbourhood parks (including school sites) and 3 ha/1,000 population for community level parks (including special purpose areas). That guideline was based on typical national and provincial standards at the time. The previous Master Plan indicated that the standard could be achieved by considering "undeveloped park land and greenbelts". If those criteria were applied now, Penticton would have 10.4 ha/1,000 population.

The current approach is to evaluate population-based park land supply only for the more active types of park land, excluding natural areas and open space, because active parks used by the public form the basis for DCC calculations. Projections of park land supply consider the effects of population growth. School sites

are a very important contributor to the supply of active park space in Penticton, so they are included in this analysis, but separately from parks.

Active Park Type	City Park Land Area (ha)	2016 Population 34,192 (ha / 1,000)	2026 Population 37,769 (ha / 1,000)
City-wide Parks	35.2	1.03	0.93
Community Parks	19.8	0.58	0.53
Neighourhood Parks	4.0	0.12	0.10
Trail Corridor	26.6	0.78	0.71
Sub-Total	*85.6*	*2.50*	*2.27*
School Sites (no buildings)	35.2	1.03	0.93
Total	*120.8*	*3.53*	*3.20*

Figure 4.2: Population-Based Park Land Supply

Figure 4.2 illustrates that the current supply of active park land in Penticton is 2.39 ha/1,000 population for City-wide, Community, Neighbourhood and Trail Corridor Parks. Prior to including Trail Corridor Parks, Penticton has only 1.61 ha/1,000 population of active park land. Trail Corridor Parks are included in this analysis because they support a significant amount of use within the City and the sites are mostly occupied by the trails without extensive greenspace; there are precedents for this in other communities, e.g., City of North Vancouver. Including school sites, which function much like neighbourhood and community parks, the supply is 3.41 ha/1,000 population. With the estimated population increase of one percent annually, and if the City were not to acquire any additional park land by 2026, the City's park land supply would drop to about 2.16 ha/1,000 population for the active parks.

Figure 4.3 illustrates a comparison of Penticton's park land supply in relation to the most comparable benchmark communities and the provincial average from a BC Recreation and Parks Association study conducted in 2006. For many years, the Canadian standard for supply of active park land was 4 ha/1000 population. Many municipalities, particularly the ones with a large land base, still have population-based standards within that range. The inclusion of Trail Corridor Parks increases Penticton's supply in relation to the other communities.

Classification	Penticton 2016	Saanich	Vernon	Maple Ridge / Pitt Meadows	Abbotsford	Kelowna	Provincial Average
City/Destination	0.91	2.40	2.00	1.80	0.60	1.20	1.04
Community	0.58	1.40	1.00	1.30	1.50	0.40	0.80
Neighbourhood	0.12	1.20	1.00	0.90	0.80	0.60	0.67
Other (Trails)	0.78						
Total	*2.39*	*5.00*	*4.00*	*4.00*	*2.90*	*2.20*	*2.51*

Figure 4.3: Population-Based Park Land Supply Comparisons (ha/1,000)

With a trend towards increasing density, especially within downtown cores, population-based standards of supply have been decreasing. Municipalities with smaller land areas, which are mostly built out, cannot meet the traditional supply standards due to the high land values and lack of available undeveloped land. This is the case in Penticton, which is geographically constrained by lakes, hills, agricultural land and PIB land. There are several sites that Penticton could potentially acquire to add to the active park land inventory in the near future, supporting a standard slightly above the existing supply.

Studies in other jurisdictions have also shown that communities with significant waterfront can have less park land without a resulting perception of park land scarcity. This is because waterfront provides the perception of more open space due to the expansive views and the quality of waterfront parks; the water portion itself can also support recreation activities, especially on lakes.

Penticton's expansive natural areas surrounding the City, trail opportunities, especially the KVR, and nearby regional parks and opportunities on Penticton Indian Band land, are not included in the park inventory and analysis, but they do supplement the supply of active parks in relation to population. On the other hand, community input showed that residents are concerned about protecting existing park land and providing additional park space as the population increases.

The school sites in Penticton occupy more land than is typical in a City of this size. These sites are important in meeting active recreation needs. The City also has limited control over recreation amenities on school property; however, the School District is open to considering opportunities for partnering with the City and does not intend to dispose of school properties even when schools close.

Area-Based Park Land Supply

Another way of measuring park land supply is in relation to land area. The Province of BC has a target of 12% of the total land area being occupied by protected areas, and some municipalities are interested in knowing their park land supply compared to this. This measure typically includes the open space, natural areas and parks managed by all jurisdictions. Recreation facility sites are not included in this analysis because it is considered unlikely that they will ever have park values.

Figure 4.4 illustrates the park land supply by area. Penticton, with 7 percent coverage by City-owned park land, and 13.7 percent including school sites and Campbell Mountain, has plentiful parks and open space per this measure. This adds to the visual, recreation and environmental qualities of the community.

Park Type	Area (ha)	% Total Area
City-wide Parks	35.2	0.8%
Community Parks	19.8	0.4%
Neighourhood Parks	4.0	0.1%
Natural Parks	184.5	4.0%
Trail Corridor	26.6	0.6%
Open Space	7.2	0.2%
Special Purpose	47.1	1.0%
Total City Parks	324.4	7.1%
Provincial Target (comparison)		12.0%

Campbell Mountain	277.0	6.0%
School Sites (no buildings)	35.2	0.8%
Total	632.5	13.7%
Provincial Target (comparison)		12.0%

Figure 4.4: Area-Based Park Land Supply

Park Land Distribution Analysis

The third way to analyze park land supply is by spatial distribution, or the distance people have to walk to reach a park *(Map 2)*. This analysis is conducted to determine a resident's ability to walk to a park within a short distance. This assessment is approximate because the distances are measured in straight lines. The Okanagan River (the "channel") is factored into the analysis as a barrier to access because it is not possible to walk across the channel except at the bridges.

This analysis is based on the following target walking distances, which is a typical approach: 10-minute walk (800 metres) to City-wide and Community Parks, 5-minute walk (400 metres) to Neighbourhood Park, unless the park is less than 0.2 ha, in which case it is assumed to serve immediate neighbours within 100 metres only. School sites are also shown in this analysis, with a 400-metre distance, as most of them are similar to Neighbourhood Parks in Penticton. It is a reasonable goal to have all residents located within either a 10-minute walk to a City-wide or Community Parks, or a 5-minute walk to a Neighbourhood Park.

Disposition of Park Land

Some municipalities consider disposition of park sites that are poorly located or too small to serve as optimal park land. Penticton has some park properties that are undeveloped; however, there are very few properties with very low use that could be considered for disposition. Disposition of park land is challenging as community members living near parks often become vocally opposed to this concept. Typically, disposition of park land is only successful where the community can see a direct trade-off, i.e., a site is "exchanged" for a property with obviously higher value as park land.

Penticton has very few properties that are potential candidates for disposition. However, the City could show due diligence by evaluating the possible cost/benefit of disposition in a few limited cases, also identifying the properties that would be acquired as new park land.

Encroachment on Park Land

The City of Penticton recognizes that there a number of private encroachments into existing public park land. There shall be no further encroachments into public park land and existing encroachments will be managed to ensure removal of encroachments where considered feasible. City staff will work with the Parks and Recreation Advisory Committee to review existing encroachments and will manage these on a case-by-case basis. Protection of public park land was a paramount message received throughout the community engagement process.

Park Land Supply Gaps and Opportunities

The park land distribution analysis shows that almost all residents are within a 5-minute or a 10-minute walk of the active parks, per the distances above. There are small areas beyond those limits:

- A location near the oxbow west of Princess Margaret Secondary School
- Two portions of Upper Wiltse, northeast and south of the Wiltse Nature Park

In addition to filling the gaps noted above, there are some specific sites that could help to improve opportunities at existing parks or to provide new recreation options in the community. This could involve aggregation of properties to achieve larger park sites.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton has high quality park land, including a significant amount of waterfront	The City's park land supply in relation to population is relatively low, and the City will be challenged to maintain the existing level of park land supply as the population grows
The City has a wide range of park types within good access of residents	There are some particular locations where acquiring more park land would be beneficial
A number of City-owned properties, currently classified as Open Space or other categories, have the potential to be developed as active park land	There are few potential properties available for active park land in the City that are not in the ALR, not developed and with suitable terrain
Residents did not identify any particular locations as being deficient in park land	Major financial resources may be needed to acquire significant amounts of new park land
	The City does not have a population-based standard for acquisition of active park land in place
	In multiple locations, private properties encroach on park land
	Special events can reduce public access to parks during specific time periods

COMMUNITY-IDENTIFIED NEEDS FOR PARK LAND SUPPLY

Planning and Design

4.1.1 Establish the following guidelines for acquisition of active park land: City-wide parks 0.95ha/1,000 population, Community Parks 0.6ha/1,000 population, Neighbourhood Parks 0.15ha/1,000 population, Trail Corridor 0.8ha/1,000 population, for a total of 2.5 ha/1,000 population, achieving this initially through development of land that is City-owned.

Land Acquisition

4.1.2 Acquire property for park land in the following key locations as opportunities arise.

- Acquire lands at strategic locations to improve opportunities at existing parks, to provide new recreation options in the community, and to improve connectivity between parks
- Review the existing inventory of City land that is undeveloped or used for other purposes, and not designated or zoned as park, to identify potential new park land
- Explore opportunities for either acquisition or use of some of the land for outdoor recreation at or near the oxbow west of Princess Margaret Secondary School
- Work with developers to acquire new park land, targeting 1.55 ha/1,000 population of combined Community and Neighbourhood Parks and Trail Corridors, to serve the existing and new population in each location

Planning and Design

4.1.3 Establish the following siting guidelines for acquiring community and neighbourhood parks in new developments:

- Locate neighbourhood parks next to elementary schools where possible.
- Locate community and neighbourhood parks near protected natural areas where possible.
- Lay out community and neighbourhood parks to include trails that provide continuous connections through the development (off-street if possible using rights-of-way between dead-end roads, cul-de-sacs, etc.), with links to external trails to parks, schools and other destinations.
- Locate trail corridors as connectors between community and neighbourhood parks and external trails.
- Locate community and neighbourhood parks with pedestrian access from all four sides if possible.
- Locate community and neighbourhood parks with significant street frontage to a local or collector road on at least one side.
- Use the minimum sizes of 0.4 ha for community parks and 0.2 ha for neighbourhood parks.
- Site community and neighbourhood parks so that one type or the other will be within 400 metres of most residents.

4.1.4 For large new development projects in the downtown area, negotiate for publically accessible outdoor plaza spaces to serve neighbourhood park needs where possible.

4.1.5 Work with the Province, RDOS and private land owners on a long-term management plan for Campbell Mountain that addresses environmental and recreation opportunities.

4.1.6 When school sites are available for other uses, explore opportunities with the School District for acquiring the open space components of these properties as City parks.

4.1.7 Working with the Parks and Recreation Advisory Committee, identify potential park sites for disposition, gauge neighbourhood interest in these sites, and conduct a cost/benefit analysis related to disposition of these sites in exchange for acquisition of land with better value as park land.

4.1.8 Collect data and prepare a policy related to encroachments on park land.

- Prepare an inventory, including mapping, of encroachments on park land.
- Prepare a policy regarding encroachments on park land that takes into account different levels, types and locations of encroachment.
- Implement measures to manage encroachments in accordance with the policy.

4.2 PARK DESIGN AND DEVELOPMENT

GOAL

Provide a system of diverse parks that are comfortable, safe, accessible and attractive, with social spaces as well as recreation amenities.

DESCRIPTION

This section addresses the overall design and development of parks. Specific park amenities are addressed in section 7.0, and park safety and security are discussed in section 4.4. The following is a summary of the design of Penticton's parks by type (Trail Corridors are addressed in section 5.0):

- The City-wide parks are generally built to a high design standard, with multiple amenities, and landscapes that include trees, grass and some horticulture plantings. Most of these parks have been developed in stages over time. SS Sicamous has a park concept plan. Other City-wide parks have had component parts designed by landscape architects.
- The community parks are more variable in their design. Some are attractive sites that provide a welcoming atmosphere as well as recreation opportunities. Others would benefit from some upgrading. As is appropriate, the level of design and horticulture is lower than for City-wide parks.
- There are not a lot of neighbourhood parks, and these are highly variable, reflecting their distinct settings.
- Most of the special purpose parks are managed by others. An exception is the Lakeview Cemetery, which has a Cemetery Master Plan.
- Natural parks in Penticton are all highly affected by impacts of the urban environment, experiencing encroachments, inappropriate uses, erosion, invasive plants, soil compaction, etc. The major challenge in these parks is to protect and enhance their natural vegetation and habitat values.

- The open spaces are also highly variable. Some of these have the potential to be developed into active parks.
- Many undeveloped properties contain a mix of indigenous and non-indigenous plant species; non-indigenous plants (commonly referred to as weeds) can be invasive and have a negative impact on local environments. Weeds require regular cutting and maintenance, which does take place in these park properties.
- School sites are not designed nor maintained to the same level as City parks. There are some school sites in Penticton where the City has made a contribution to achieve a higher level of design or maintenance. There are also schools where Parent Advisory Committees (PACS) have raised money for playgrounds or other amenities.
- Recreation facility sites are mostly occupied by parking lots. Since most of these sites have existed for a long time, there are not a lot of green spaces, plazas, trees, plantings or features such as rain gardens within them.

The City does not have a clear process for the design of parks associated with new developments. This has been requested as a component of this Master Plan. The City has also expressed the need for guidance on processes for upgrading or redeveloping existing parks.

ANALYSIS

Park Design Gaps and Opportunities

Many of Penticton's parks are well established and the only needs are related to upgrading of infrastructure and amenities over time (section 7). The following are parks that require some planning or design:

City-wide parks

- **Gyro Park** - special events have impacted tree health in the park (50% of mature trees removed in past 16 years); the park needs improvements for more day-to-day uses including play and more seating as per the Downtown Revitalization Concept vision of a 'North Park', and large events need to be relocated elsewhere
- **Kings Park** – the park would benefit from improvements to modernize the facilities, particularly to support large-scale tournaments, e.g., more change rooms

- **Lakawanna Park** – the south parcel contains tennis courts (which are old and substandard in quality) and part of the property (about 1,500 m2) is undeveloped containing only weeds; there are opportunities to redevelop this area with usable greenspace or new amenities
- **Okanagan Lake Park** – this otherwise excellent park would benefit from establishing more of a destination viewpoint on the spit to attract more park users to this outstanding viewpoint
- **Skaha Park** – rated the #1 beach in Canada per Chatelaine, this park has many popular amenities; challenges include an old spray park, losing sand on the beach, loss of pine trees, etc; the park would benefit from a Master Plan to consider the natural environment, upgrading of older amenities, linking of amenities, potential new uses, and new properties, i.e., Elm Avenue houses
- **SS Sicamous** – a Concept Plan for this park has been prepared but not implemented; components include expanded parking, plaza, boardwalk, viewing decks, canoe/kayak launch, boatshed, enhanced rose garden, PIB Cultural Centre, wetland restoration
- **Sudbury Beach** – parts City land, Crown land and PIB locatee land (locatee is someone holding a Certificate of Possession to a particular property on an Indian Reserve), the park would benefit from coordination regarding uses, amenities and maintenance

Community Parks

- **Lions Park** – the relocation of the BMX track is a potential loss to children in the neighbourhood; the park would benefit from a Master Plan to review the park as a whole and to prepare a design that meets the needs of the neighbourhood, including children and seniors (a neighbourhood-level bike skills park could be considered)
- **Seniors Drop-In Centre** – use of the horseshoe pitch is declining, bocce players would like a picnic shelter, and the pickleball club wants more courts; the park would benefit from a Master Plan prepared in collaboration with the license holder as an undeveloped portion of the site and changing

Neighbourhood Parks

- **McGregor and Baskin Parks** –these neighbourhood parks are not developed; it would be appropriate to contact the respective neighbourhoods to identify either their vision for the parks or if they prefer that these parks be sold in exchange for park land or park amenities in other locations

Natural Parks

- **Esplanade** – this site has great potential as a natural park, and is in need of a Master Plan along with the Penticton Marina and Tennis Club area; challenges in this area include unregulated camping, risks of fire, exclusive licensed use, encroachment onto park land, invasive plants, and lack of planning and direction in the face of competing demands; opportunities are significant due to the excellent views, unique habitat and wildlife, and relationship to the waterfront (see section 4.3)
- **Penticton Creek Pathway** – this is a popular trail, and it is a challenge managing the riparian conditions as the creek was previously channelized; the corridor is not wide enough for a multi-use trail in all locations; there is a creek restoration plan to continue to naturalize it and to improve and connect the trail

- **Three Blind Mice** – this large park and the adjacent Crown land are an asset to the community; the City portion is leased to PACA and disc golf, and the area is a popular destination for hiking, mountain biking and disc golf; improvements are needed to the staging area in the City, e.g., more parking and washrooms, and a long-term management strategy for the area as a whole (City and Crown portions) could help to address challenges

Open Space

- **630 Munson Mountain Road** – this site is an undeveloped 4 ha property in the ALR; a portion of the site has been developed as a BMX track; a bike skills area may also be appropriate here due to the proximity to Campbell Mountain and Three Blind Mice; the City will need to consider long-term uses such as urban agriculture that are compatible with the ALR
- **Duncan Avenue Reservoir** – the top of this reservoir has an excellent view; there is an opportunity to develop it with a look-out and potentially other amenities so it could serve as a neighbourhood park

Special Purpose

- **Lakeview Cemetery** – there are opportunities to make the cemetery more accessible for walking and experiencing the culture and history of the site as described in the 2013 Cemeteries Master Plan
- **Penticton Marina and Tennis Club** – this area includes the marina and tennis club; the former yacht club building is beyond its lifespan; there is a major opportunity to redevelop this space into a shoreline City-wide park, potentially with some mixed recreational use development behind it; ultimately the work coming out of a Master Plan for this specific area will determine how these lands are used into the future; the process will involve significant public engagement and direction from the Parks and Recreation Advisory Committee
- Lawn Bowling Club – see section 7.3

School Sites

- Sports fields are addressed in Section 7

Summary of Strengths and Challenges

Strengths	Challenges
Penticton has many attractive parks that meet a wide range of community needs	Several parks need master plans
Some parks have significant trees and other vegetation	Some parks need upgrading of older infrastructure
Some parks have gathering spaces large and small	Some parks would benefit from improvements such as tree planting, loop paths, improvements to accessibility, and addition of seating and gathering spaces
Some parks are being provided in new developments	There is no direction to guide park design in new developments

COMMUNITY-IDENTIFIED NEEDS FOR PARK DESIGN AND DEVELOPMENT

Planning and Design

4.2.1 Apply the design guidelines in Figure 4.5 to the design of new and upgraded parks

Park Design Guidelines	
☑	Use universal design principles to welcome all park visitors, including some pathway loops that are fully accessible in City-wide parks, and other parks where possible.
☑	Encourage parks to include gathering places, with seating and spaces appropriate for picnics and group activities according to the type and size of the park.
☑	For parks that include parking areas, design the parking efficiently, minimize the amount of hard (or gravel) surface, and keep the parking as close to the perimeter of the park as possible.
☑	For large parking lots, include trees, planting and rain gardens during upgrading projects or new construction.
☑	Plant trees in parks to the degree possible for shade and as a contribution to the urban forest.
☑	Use Crime Prevention through Environmental Design (CPTED) principles, balancing these with the need to protect and enhance habitats.
☑	Provide seating in all parks and along multi-use trails.
☑	Design parks with the goal of increasing creativity and interest, e.g., more interactive play environments and equipment, allow children to experience more nature in parks, and provide options for all ages of children, youth and adults.
☑	Consider the following amenities in parks as they offer wide-ranging benefits; creative nature-based playgrounds, sport courts, urban agriculture, and dog off-leash areas.
☑	When planning and designing new parks, consider life cycle cost analysis and water and energy consumption.
☑	Design parks with consideration for protection and enhancement of environmental resources and include rainwater/stormwater infiltration where possible.
☑	Celebrate local artists in parks, with more public art such as murals, mosaics, and sculptures.

Figure 4.5: Park Design Guidelines

Universal Design involves designing spaces so that they can be used by the widest range of people possible. Universal Design evolved from Accessible Design, a design process that addresses the needs of people with disabilities. Universal Design goes further by recognizing that there is a wide spectrum of human abilities. Everyone, even the most able-bodied person, passes through childhood, periods of temporary illness, injury and old age. By designing for this human diversity, we can create things that will be easier for all people to use. Universal Design makes places safer, easier and more convenient for everyone.

4.2.2 Conduct park Master Plans for the following parks, in no specific order, using the process in Figure 4.6:

- Skaha Park
- Lions Park
- Seniors Drop-in Centre
- Lakawanna Park
- Esplanade Park

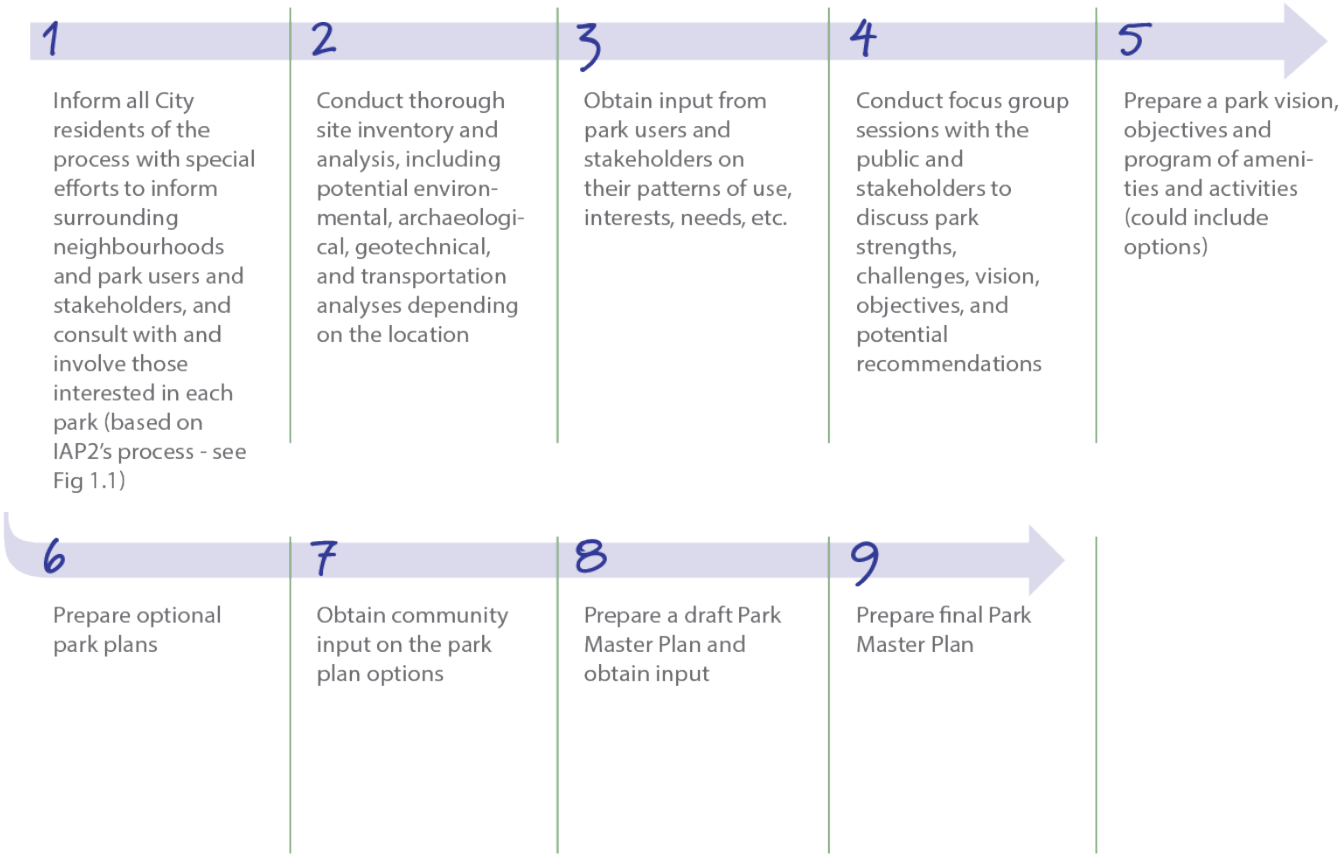


Figure 4.6: Park Master Planning Process

Capital Development

4.2.3 Upgrade amenities in existing parks, considering options in the following parks as described in more detail above and in section 7: IAP2 Inform surrounding residents of proposed improvements (e.g, sign in the park), Consult with residents on improvements that affect the functioning or uses within the park

- Gyro Park – tree planting, play, more seating
- Kings Park – entry improvements
- Marina Way Park – pedestrian access improvements
- Okanagan Lake Park – upgrades for events, viewpoint on the spit
- Skaha Park – new spray park, beach and tree management, upgrading older amenities, paths, and potential new uses per new Master Plan
- SS Sicamous Park – expanded parking, plaza, boardwalk, viewing decks, canoe/kayak launch, boatshed, enhanced rose garden, PIB Cultural Centre, wetland restoration
- Sudbury Beach – clarify uses and amenities
- Lions Park – upgraded and potential new amenities per new Master Plan to be created for this park
- Seniors Drop-In Centre – potential picnic shelter, more pickleball courts and other amenities per new Master Plan to be created for this park
- Esplanade – upgrade park per new Master Plan, based on environmental and geotechnical assessments; opportunities include a viewpoint, link to the waterfront, environmental protection and restoration, and potential recreation uses
- Penticton Creek Pathway – naturalization
- Three Blind Mice – improve staging area in City
- 630 Munson Mountain Road – BMX and potential bike skills area
- Duncan Avenue Reservoir – look-out and potentially other amenities
- Penticton Yacht and Tennis Club – redevelopment into a shoreline City-wide park, potentially with mixed recreational use development

4.3 NATURAL AREAS

GOAL

Protect Penticton's natural areas within parks to the degree possible.

DESCRIPTION

Penticton is within a larger regional ecosystem recognized as one of the country's most endangered natural systems. The area is considered to have international importance as the biodiversity of the area supports significant concentrations of species at risk. Important habitats that have been identified within Penticton include wetland / riparian, grassland / shrub-steppe, coniferous forest, and rugged terrain. The South Okanagan Similkameen Conservation Program is a partnership of 48 organizations, including the City of Penticton, who are working together to maintain the unique natural areas of this region.

The City of Penticton's Official Community Plan Bylaw 2002-20 provides background information and policies related to the City's environment and landscape, from which the following paragraphs are derived. The OCP's Schedule "D" Natural Features Map is intended to heighten awareness of the natural areas, and to ensure that any human activity in and around the creeks is cognizant of the fragile habitat. Schedule "H" designates the an Environmentally Sensitive Development Permit Area, Environmental Protection Areas, and Riparian Assessment Areas.

The City of Penticton is situated on glacial and fluvial deposits that physically separate Okanagan Lake from Skaha Lake. The physiography of the City is characterized by the flat valley floor that accommodates a large portion of the urban area, the Okanagan River Channel that connects the two lakes, the dramatic silt bluffs forming an escarpment along the east side of the City, and the steep rock cliffs that provide a backdrop to the silt bluffs. Other features include two major creeks, oxbows and ravines.
The following is a summary of the City's natural features.

Silt Bluffs

The silt bluffs form an impressive vertical boundary along portions of the east side of the City. Formed from glacial deposits of fine sand and clay, the silt bluffs have been eroded by surface water runoff creating dramatic valleys through the bluffs to upland watersheds. The Esplanade is a portion of the silt bluffs, providing important habitat, ecological value, and interpretive opportunities.

Lakes

The long-term sustainability the City of Penticton, and the area's fish and wildlife, is dependent on the health and quality of Skaha and Okanagan Lakes. Both lakes support populations of numerous fish, amphibian, reptile and mammal species, in addition to providing a tremendous natural resource for summer recreation.

River Channel

The Okanagan River Channel was constructed as a post-war effort to reduce the risk of flooding that previously occurred in Penticton. The channel, which is approximately 5 km long, transports water from Okanagan Lake to Skaha Lake. It is a conduit for fish between the two lakes and provides important habitat, namely migration, rearing, spawning, and incubation habitat for Kokanee, Rainbow Trout, Whitefish, and numerous non-game species. The channel is also a tourist attraction and heavily used during the summer months for recreation.

Creeks

There are two major creeks that flow through Penticton. Penticton Creek and Ellis Creek both originate east of the City draining different watersheds. Both of these watercourses provide habitat for fish, mammals, reptiles, amphibians, and songbirds, and they are important fish spawning areas.

As a result of a major flood in the late 1940s, when Penticton Creek breached its banks, flood control measures were constructed within Penticton Creek. Although the intent was valid, history has shown that the concrete channelization of the creek has had detrimental effects on fish habitats. Efforts are underway, per the Penticton Creek Restoration Master Plan, to naturalize the creek bed to enhance fish habitat and restore fish stocks to historic levels. The showcase section has been completed.

Oxbows

Prior to the Okanagan River being channelized to its present condition, it used to meander through Penticton in the same general location as the current channel. During this historic meandering process and the eventual channelization of the river, a number of oxbows were created.

Unfortunately very few of the original oxbows still exist. Those that do remain in Penticton are on the east side of the Okanagan River Channel. These oxbows provide critical habitat for a variety of flora and fauna, including species that are on the provincial "Red List".

Some oxbows are used to collect stormwater before being drained into the Okanagan River Channel. Discharge of storm-water that contains sediment, nutrients, and hydrocarbons may have an impact on the habitats within the oxbows.

Ravines

A number of ravines carve through the landscape on the east side Penticton, containing permanent and intermittent creeks. Varying in size, most of the ravines are important as wildlife corridors, providing necessary habitat for approximately half of the species at risk in the South Okanagan. The banks of a majority of the ravines are characterized as grasslands / shrub-steppe habitat, which has been identified as one of the key habitats in the South Okanagan containing species at risk. The bottoms of most ravines are often dominated by riparian vegetation, supporting riparian communities at risk.

OCP Policies on Natural Areas

The City's OCP supports healthy ecosystems by:

- Preserving and enhancing the ecological systems and diversity throughout the City by applying the Riparian development permit area and the Environmental Protection development permit area. (s.6.10-11)
- Recognizing the City's special natural places including the Esplanade, Silt Bluffs, Skaha Climbing Cliffs, Oxbows, lakes, Munson Mountain, wildlife corridors, creeks and take pride in protecting and enhancing these natural features. (s.3.1)
- Recognizing the inextricable links between the long-term health of our natural environment, the economy and community livability. (s.3.1.8)
- Promoting policies, programs and initiatives that ensure the sustainability of our environment. (s.3.1.8)
- Recognizing that water quality and water conservation is essential and has developed water conservation initiatives. (s.3.3.4)

Natural Areas in Parks

Map 4 identifies the natural areas from the OCP in relation to parks. This map focuses on the developed portion of the City; there are other natural areas in locations such as Three Blind Mice and Campbell Mountain. In 2012, a Review of Local Government Park Resources within the South Okanagan-Similkameen

Regional District was prepared, providing an inventory of the South Okanagan's city and regional parks including current park land types and amounts.

The report identified the need for biodiversity conservation plans and a science-based approach to determine the critical amounts of conservation lands needed in the region. Cooperation among related government agencies, and partnerships with non-profit organizations and environmental non-profit groups, along with the business community and educational institutions, were noted as important approaches to protecting the values of this unique and sensitive region.

Many of Penticton's parks contain natural areas of indigenous plants and habitat, which are important to local habitat and biodiversity. There is not a management plan in place for these areas.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton contains some very important ecosystems and habitats	Some of Penticton's natural areas are not identified as such or protected from development
Some of Penticton's important natural areas are protected within parks	The Oxbows are not designated as parks
There are opportunities for interpretive programs within parks	There is no management plan for natural areas in parks

COMMUNITY-IDENTIFIED NEEDS FOR NATURAL AREAS

Planning and Design

4.3.1 Expand the inventory of natural and environmentally sensitive areas in Penticton to include locations outside the urban area, through the appropriate environmental analysis.

4.3.2 Prepare management plans for natural areas in parks and for Three Blind Mice, including ways of protecting, enhancing and managing these areas.

4.3.3 Prepare a strategy for vegetation management, including weed control and potential native planting, in undeveloped parks.

4.3.4 Acquire additional natural areas and classify them as natural parks as opportunities arise.

4.3.5 Acquire natural corridors between parks, especially natural parks, to provide connectivity for wildlife where possible

4.3.6 Establish interpretive programs, including sign and activities, in parks with natural features.

4.3.7 Collaborate with other jurisdictions on biodiversity conservation plans.

4.4 PARK OPERATIONS AND MANAGEMENT

GOAL

Maintain parks in keeping with their role and use sustainable practices to the degree possible.

DESCRIPTION

The Parks Department, which falls under Public Works, has a wide range of responsibilities that include the following tasks:

- Parks operations including maintenance and repair of all landscape and amenities in parks, annual horticulture features, park planning and design, park security, special events, gifting programs, snow removal, urban forestry, natural areas management and adopt-a-park
- Parks capital projects, planning and implementation
- Cemetery operations and development
- Special interest group liaison (service clubs, community groups, sport groups, special event groups)
- Budget preparation and control – operating and capital
- Communications with all other City departments on operations and capital

The Parks Department regularly maintains extensive infrastructure including many park benches, picnic tables, litter receptacle, pet stands and lake buoys. There are also eight lake rafts.

Between 2009 and 2014, in support of a corporate strategy to reduce operational costs, the department implemented cost reductions of approximately $400,000 or 20% of its operating budget, resulting in a reduction of over 5,000 labour hours. The amount of park land to manage was not reduced. To achieve this, the department established maintenance standards, implemented operational efficiencies and, in some cases, reduced maintenance standards. Every budget item was itemized and quantified,

including labour, equipment, materials and contracted work. The department categorized all parks, trails, and beaches and set specific maintenance standards for each. This enables the department to accurately predict cost impacts related to requests for increased (or decreased) service levels or changes in park land or park infrastructure.

Budgets and service delivery were reduced in several areas including hanging baskets and ornamental gardens (quantity reduction), urban forestry (less tree planting and maintenance), removal of lake slides (due to safety), and reduced maintenance in 'B' and 'C' level parks, natural areas, undeveloped lots and trails. Through careful scheduling and fiscal management, many of the areas have not suffered significant reductions in quality, and complaints by the public are relatively few.

The following are strategies the City has implemented in order to be more sustainable and efficient in its operations:

- Reducing crew sizes and purchasing larger equipment
- Staff retention programs
- Large, in-ground garbage cans that hold 10 to 15 times more than a standard can and help to reduce garbage collection costs
- A centralized computer irrigation system that saves water and greatly increases staff efficiency, and reduction of the use of potable water in parks using alternative sources for irrigation
- An Irrigation Masterplan in 2010 outlined a replacement strategy over 10 years; finances did not allow for implementation within 10 years, so one irrigation system is replaced annually
- Integrated Pest Management (IPM) and xeriscape practices result in the use of very few pesticides and minimal water

ANALYSIS

Currently park planning and design work is shared between the Parks and Engineering departments. In Parks most of this work is performed by the Parks Technician. Balancing time among planning new projects, administering the work, and developing/maintaining technical records and as-builts has been an ongoing struggle for a number of years.

The Parks Department does not have a complete asset management plan for parks infrastructure. Asset management is a focus of many municipalities, including Penticton, as infrastructure renewal has become a critical municipal concern. With many projects built in parks between 1995 and 2005, these amenities and infrastructure will need renovation or replacement in the next 10 to 20 years. The City will be preparing a five-year asset management plan and integrating it with the 2017 budget planning process.

Following the recent cutbacks, the most noticeable impact has been in the area of urban forestry, as staff attempt to meet the demands of maintaining a healthy and growing urban forest with reduced resources. There have been significant trees losses of 5 to 15 year old non-irrigated street trees in the past few years. This may be attributed to inadequate planting standards (no irrigation, poor soil conditions) combined with multiple years of dry weather, drought stress, and a reduction of the manual tree-watering program. In 2016 Parks reallocated funds to provide more consistent tree watering during summer in an attempt to protect the investment of planted boulevard trees. Tree 'gator' bags were also purchased to improve watering efficiency, and residents are encouraged to water new trees planted in front of their yard. New tree planting standards have been implemented to improve the growing conditions for new trees and staff are experimenting with drought-tolerant tree species.

Per the community telephone survey, respondents were satisfied with parks maintenance, with maintenance of parks (81% satisfied) and maintenance of trails (80% satisfied) ranking second and fourth respectively in terms of number of respondents satisfied with outdoor recreation. This is significantly higher than the ratings of maintenance in other communities.

The comments on the survey included many negative statements about maintenance of washrooms (section 7), although this could be partly due to the condition of the buildings. The most common specific comments related to the maintenance of parks were the need for more dog bags, and requests for more and better maintained trees.

The benchmarking process included some questions regarding the resources dedicated to parks operations, including FTE staff and budgets. Municipalities include different types of items in their budgets so this information has to be evaluated with caution. Figure 4.6 illustrates some comparisons for BC municipalities that provided information.

In general, Penticton's parks operations budget is just above the average in relation to population; this makes sense as Penticton likely has more tourists staying for more time than the other communities. Penticton's budget seems to be very low in relation to the hectares of park land, i.e., lower budget and fewer staff resources per hectare. This could be due to the fairly large area of natural park land included in Penticton's inventory.

Category	Penticton	Courtenay	Kamloops	Langford	Vernon	West Kelowna	White Rock	Benchmark Communities Average (w/o Penticton)
Operations budget per 1,000 residents	$58,903			$51,320	$33,736	$72,722	$36,196	$55,751
Operations budget per hectare park land	$6,046			$14,258	$6,187	$17,851	$18,134	$15,788
Hectares park land per staff member**	30.2	8.1	12.5		15.1	9.5	5.8	10.2

***Calculation assumes 0.5 FTE for each summer staff member*

Figure 4.6: Operations Budget Comparisons

Park Operations and Management Gaps and Opportunities

The following are some of the gaps and opportunities related to park operations and management:

- The responsibilities of the Parks Technician position are becoming too extensive for one person
- The Parks Department does not have a complete asset management plan for parks infrastructure yet, but work on this is in progress
- Newly planted trees are not all being provided with drip irrigation, which would increase their chances of survival and reduce maintenance needs
- The City does not have an Urban Forest Management Plan
- The City has a Tree Protection Bylaw (2001-26) but in order to provide more protection of the urban forest, it needs updating to address trees on private land (see **Appendix B**)

Summary of Strengths and Challenges

Strengths	Challenges
Staff have done an exceptional job of maximizing the use of reduced resources	A complete asset management program for parks is lacking
The classification of parks into different maintenance standards has been successful	Reduced tree maintenance has resulted in tree loss
Some asset management is occurring, e.g., the City has various inventories that note construction dates	Washrooms appear to be maintained less than parks
Natural areas are partially protected in parks and stewardship groups and volunteers assist in their management	There are opportunities to put more resources into managing natural areas in collaboration with other jurisdictions and non-government partners
The City has an "Adopt a Park" program and some of the groups maintain trails	More recycling bins were requested by a number of community members

COMMUNITY-IDENTIFIED NEEDS FOR PARK OPERATIONS AND MANAGEMENT

Operations and Management

4.4.1 Establish and implement an asset management program for all parks infrastructure.

4.4.2 Review the "Adopt a park" program for possible expansion.

4.4.3 As the City's park land inventory and amenities increase, consider a park planner position in addition to the existing staff team.

4.4.4 Prepare an Urban Forest Management Plan to guide care of the City's trees.

4.4.5 Update the Tree Protection Bylaw.

4.4.6 Continue to improve irrigation systems, and replace one irrigation system annually.

4.4.7 Encourage or require the installation of drip irrigation connected to the City's system for new street trees

4.4.8 Continue to expand irrigating using alternative sources to treated potable water.

4.4.9 Focus on natural area management in collaboration with others.

4.4.10 Consider a need for more recycling bins.

4.5 SAFETY AND SECURITY IN PARKS

GOAL

Manage the use of parks so that all residents and visitors feel safe and secure using them.

DESCRIPTION

There are a number of components to managing safety and security in parks. These include the initial design of the park, reducing risks related to conditions in the park, and addressing the uses that occur within parks.

The key design strategies for addressing safety in parks are captured through an approach called Crime Prevention Through Environmental Design (CPTED). The objective of CPTED is to reduce crime by designing spaces from the beginning in a manner that will affect the choices made before a crime is committed. CPTED strategies include real and perceived surveillance, controlling access, and reinforcing territory. Strategies for activating and maintaining spaces signify to potential criminals that the space has constituents who care about it. Planning and designing for "eyes on the street" (promoted by the famous planner Jane Jacobs), minimizing places where people can hide, maintaining site lines, and controlled access points are typical CPTED guidelines.

The second component relates to risk management and Penticton uses a variety of approaches for that, including the following:

- Inspections - there are a number of inspection programs to pro-actively check the parks for hazards – monthly written inspections of playgrounds, sports fields, play courts, waterparks and fitness equipment, bi-weekly inspections of water equipment and buoys, and quarterly inspections for walkways. Walkways and trails are inspected in the winter for snow and ice. Staff are trained in conducting inspections, hazard identification and risk management, and there are policies and procedures to support these programs.

- Maintenance - tree canopies are raised in established parks for better visibility, overgrown shrub beds are cleared where practical, and the City responds to public concerns or complaints about safety (there are very few). In the summer staff clean beaches and waterfront parks seven days a week, often finding broken bottles, and they clean the firepits and surrounding sand for nails, etc. Staff are constantly reminded to report problems, vandalism or deficiencies in parks that could lead to someone getting injured.
- Security and policing – City staff have a good relationship with the RCMP, who respond to problems as their resources allow. There is an active community policing program with an office next to the Peach Concession so they have a good presence at that beach. The City also hires private security for spot checks at beach firepits at closing time (midnight); security staff will either ask people to leave the beach or call the police or Fire Department if there is a big party. The City also hires security for short-term problems when neighbours call and complain about campers or kids partying in a neighbourhood park. Recreation has the Youth Ambassador program, with staff working at the Youth Park during the summer, and this has helped to stopping bullying and a negative culture at the skatepark. Facilities has its own security program for many of the buildings, and they are installing security cameras at many City facilities.
- Calls for service – the City tracks all calls for service or public concerns/complaints and follows up in a timely fashion.

- Vandalism - efforts to combat vandalism include design and use of materials that are relatively vandal-resistant. Irrigation is not run on weekends when sprinkler heads are most likely to get kicked. The City has partnered with the Downtown Penticton Association to manage graffiti in the downtown core and along Lakeshore Drive; a contractor manages and removes graffiti.

The third component is the management of use. The presence of transient people in parks is becoming more prevalent in BC, and there have been some high-profile locations with camps in parks, e.g., Victoria, Abbotsford. In some cities, public space is becoming a location of tension between those who have no other option but to live in a park or on the street and those who fear them. Penticton is experiencing an increase in the presence of transient people in parks and vandalism of park infrastructure. Despite the City's efforts, drug use is occurring in parks and facilities, with needles and drug paraphernalia left behind.

ANALYSIS

In terms of the first two topics discussed above, CPTED and risk management in parks, Penticton implements a broad range of strategies that reflect best practices. Homelessness and transients, and related effects on parks, are an increasing challenge. Although Penticton has made efforts to address this through some of the strategies listed above, the City requested an exploration of this subject. One of the challenges is that CPTED is treating a symptom rather than a cause.

The first step in the analysis was to include questions about personal safety in parks on the community survey. The positive news is that the most respondents were more satisfied with personal safety in parks during the day (91% satisfied, 344 of 378 respondents to this question) than with any other outdoor recreation topic. Less positive was that personal safety in parks after dark received the second-most unsatisfied responses (45% satisfied, 161 out of 292 respondents to this question not satisfied) for outdoor recreation. Lack of satisfaction with personal safety in parks after dark was higher for those living with children (66% not satisfied), female respondents (65% not satisfied), and those aged 60 and over (62% not satisfied). Comments on this topic most frequently mentioned not enough police/security, inadequate lighting, and transients.

It is very likely that residents are concerned about safety in parks after dark in most cities in BC. In addition to the type of homelessness occurring in many municipalities in BC, Penticton, summer fruit pickers have impacts on the City's parks and washroom facilities.

The terminology used when discussing homelessness can be divisive, e.g., transient, vagrant. Advocates for parks, affordable housing, and the homeless find themselves speaking different languages, which can result in tension and misunderstanding among groups (Your Park, Their Address. Landscape Architecture Magazine, July 2016. Rebecca Leonard). Best practices focus on breaking down these types of barriers.

There are three main approaches to addressing these issues:

- Design, particularly CPTED, which is discussed above
- Collaborative approach
- Engaging those experiencing homelessness or transience

The second approach is collaboration. It is the community's policies and support for affordable housing, job training, affordable commercial spaces, emergency shelters, health, wellness and policing combined that are needed to make progress on issues related to homelessness. Parks departments can achieve more by collaborating with the service organizations involved in supporting the homeless population. For example, washrooms are often a target of vandalism and inappropriate behaviour, but homeless people rely on these and there can be more negative results by limiting access to washrooms. Building understanding and stewardship is a more productive approach.

The third approach is involving the people experiencing homelessness. In order to find solutions, it is important to understand those who are using the parks and to learn about their lives and challenges. The following are some engagement-based proactive approaches to discouraging crime:

- Problem-Oriented Policing Response Guide for Dealing with Crime and Disorder in Urban Parks suggests CPTED, as well as engaging the community in the problem-solving process (i.e., hearing the concerns of the public and involving them in decision making). This helps to build a sense of ownership and inspire community members to act as guardians, helping to ensure that the park is mostly for legal/safe uses http://www.popcenter.org/responses/urban_parks/
- Attracting guardians to parks (e.g., parents watching over children, coaches watching over players, people caring for dogs, etc.) is mentioned in several other sources as a means of discouraging crimes
- A sense of community ownership can be built through positive use of public space (e.g., community gatherings/celebrations, outdoor movies, community gardens, play areas, sports courts, public art and murals, community clean-ups, dog parks). (Richelieu Park in Ottawa (p.3): http://ottawa.ca/calendar/ottawa/citycouncil/cpsc/2012/09-20/03%20-%20Document%203%20Why%20Community-Base.pdf)
- Active participation by homeless individuals such as in focus groups, surveys, writing, research, facilitation, and as ad hoc steering committee members in planning processes can help to get to the root of the problem while also building their capacity (e.g., Calgary's Community Action Plan: Reducing Homelessness).
- Social recreational programming involving homeless individuals and the general community can help foster social skills and provide a way of sharing information about counselling and social services/support
- Providing information and referrals is emphasized by most examples

Safety and Security Gaps and Opportunities

The following are some of the gaps and opportunities related to safety and security in parks:

- More collaboration with other organizations could help to identify broader solutions to issues surrounding homelessness and those camping or living in parks
- Engaging the homeless and transient populations could help to reduce some of the current challenges
- Working with those who employ seasonal workers to ensure that their housing needs are met could help to address some concerns

Summary of Strengths and Challenges

Strengths	Challenges
Penticton employs CPTED strategies in park design and maintenance	There are some homeless and transient people staying in parks, especially during the harvesting season
Penticton' strategies for risk management are comprehensive and mostly effective	Vandalism of park amenities and drug use are concerns, especially in washrooms
Penticton's parks are perceived as safe during the day	Penticton's parks are perceived as less safe after dark

COMMUNITY-IDENTIFIED NEEDS FOR SAFETY AND SECURITY IN PARKS

Operations and Management

4.5.1 Work with social service organizations, the police, the health sector, and community stewards to address the needs of the homeless and transient populations.

4.5.2 Work with organizations who are engaging the homeless and transient populations in information sessions, problem-solving, programming and stewardship to identify potential strategies for making parks feel safe for everyone.

4.5.3 Develop procedures to address the increased presence of drugs and needles in parks.

5.0 TRAILS

GOAL

Achieve a network of interconnected trails throughout the City, connecting the lakes, mountains, and community destinations, and offering recreation, enjoyment, and natural beauty.

DESCRIPTION

Penticton's trail network includes a variety of trail types, including off-road trails that are interconnected with bicycle routes and lanes (*Figure 5.1, Map 1*). The Cycling Network Plan has identified a number of additional proposed trails and bicycle routes and lanes.

Existing Trails	
Multi Use Trails	17.09
Shared Used Bicycle Routes	7.66
Bicycle Lanes	11.54
Penticton Indian Band Multi Use Trails	11.99
Subtotal	*48.28*
Proposed Trails	
Proposed Bike Lanes	25.96
Proposed Multi Use Trails	1.63
Proposed Separated Bike Facilities	6.55
Proposed Shared Bike Route	0.59
Subtotal	*34.73*
Total	*83.01*

Figure 5.1: Existing and Proposed Trails

The highlight of the trail system is the KVR Trail. Extending north and south from Penticton, the trail is part of the TransCanada Trail. It offers outstanding experiences and views, passing through varied landscapes with rich cultural and historic artifacts and rebuilt trestles along the route. The KVR trail extends well into the City, offering residents easy access to this corridor. The RDOS, in partnership with the PIB and other jurisdictions, is exploring the opportunity to extend the KVR trail north to Summerland and south along the west side of Skaha Lake.

The other primary trail corridors used by City residents include the following:

- Penticton Creek Pathway extends along the Penticton Creek corridor, but it currently has gaps
- Ellis Creek Pathway follows Ellis Creek, and also has gaps

- River Channel pathway is on Penticton Indian Band land across the Okanagan River from Penticton and is used extensively by City residents
- Per the community telephone survey, the top outdoor activities were walking/hiking/jogging for exercise or recreation (75% of households indicated participation within the past year). This was also the use participated in most frequently, with more than 55% of participants engaged three times a week or more. In terms of satisfaction, about 70% of respondents to the survey were satisfied with long trails or loop trails for long walks or rides, and almost 80% were satisfied with the maintenance of trails. About 60% of respondents were satisfied with paths and trails for walking close to home.
- About 12% of survey respondents rated trails for mountain biking, and of those most were satisfied. Even fewer, about 8%, rated places for road biking. Many comments were received about the high values of the trail system. There were also many suggestions related to the need for improvements and monitoring of use along the River Channel pathway. On the youth survey, walking/hiking/jogging was cited as a favourite outdoor activity by 70% of respondents, the second highest rated activity on that survey.
- Biking is an extremely popular and important activity in Penticton. Mountain biking, road biking, recreational cycling, and biking as a form of (active) transportation are all engaged in by many residents, as evidenced by the number of groups and resources focused on cycling, as follows:
- Penticton and Area Cycling Association (PACA) is a non-profit, member-based organization that is run by volunteers. They have several excellent projects—one of which is an online, publicly populated mapping platform that uses PDFs, GPS and Google Earth files.
- Sweet Single Track: South Okanagan Trail Guide is a website that links to over 100 trails in the South Okanagan. It represents 67 chapters of a digital book and includes downloadable GPS and Google Earth files (maps, images and comprehensive trail descriptions).
- Bike Okanagan is an online resource for mountain bike trails in the North, Central and South Okanagan that is run and maintained by volunteers. It was started in 2014 and is still growing quickly.
- RDOS Click Hike Bike is an online interactive resource that identifies regional biking trails (including details like the route surface, activities allowed on the trail, trail description, PDF map and nearby communities).

Tourists also bike in Penticton, so the activity contributes to the City's economy. Bike-oriented races and events draw visitors to the City. Rental shops offer bikes and guided tours to tourists. For example, the Gran Fondo and the ITU Multisports Worlds Triathlon contributed significantly to the local economy in 2016 and these types of events have a rich history in the community. Trail running is growing in popularity.

ANALYSIS

It is difficult to compare trail lengths among communities because different types of routes can be counted as trails and many communities have not documented their trail inventory. The benchmarking showed that some communities have significantly more trails (Campbell River 50km, Kamloops 113km, Vernon 275km, and West Vancouver 68km). These municipalities are all much larger in land area than Penticton, so the trails

need to extend farther to connect neighbourhoods. On the other hand, Mission has 13.8km and numerous municipalities were unable to provide this information (Courtenay, Langford, Port Moody, West Kelowna, White Rock).

An analysis was conducted to show access to trails. About half of the urban area is within a 10-minute walk of the KVR trail or a 5-minute walk of another trail *(Map 3)*. Bicycle routes and lanes, and sidewalks, help to provide access to the remaining residents.

Trail Gaps and Opportunities

The following are some of the gaps and opportunities related to the trail network:

- At a high level, there is a lack of connections from Skaha Lake to Okanagan Lake to Esplanade to Munson Mountain to Campbell Mountain, which could ultimately offer a Waterfront to Mountain Peak trail corridor
- There are gaps in trails between parks and schools
- Proposed trails and bicycle routes and lanes identified in the Cycling Network Plan have not been constructed

- The Penticton Creek Pathway has a gap
- The Ellis Creek Pathway has not been completed
- The River Channel pathway requires upgrading to the path surface, amenities such as benches and garbage bins, and signage (wayfinding, regulatory and interpretive)
- There is a gap in the trail system along Airport Beach
- Many of the trails would benefit from greater corridor widths to improve the experience, and more rest areas and infrastructure, including benches, viewpoints, garbage/recycling bins, etc.
- The public expressed interest in more lighting along trails, but this needs to be considered with caution as lights are easily vandalized, expensive to install and maintain, and may not attract the types of use desired

Summary of Strengths and Challenges

Strengths	Challenges
Penticton has multiple trails that are appreciated and well used	There are significant gaps in the trail system
The KVR Trail is an outstanding trail renowned as an international tourist destination	There is limited space available for trails in some locations within the urban area
	The River Channel pathway corridor is not within the control of the City, nor is the Airport Beach corridor

COMMUNITY-IDENTIFIED NEEDS FOR TRAILS

Planning and Design

5.0.1 Coordinate among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors.

- Link trail networks with major parks and recreation facilities, shopping areas, schools, and other destinations in the City.
- Link trails within the City to existing and future trails in surrounding jurisdictions.

5.0.2 Work with other jurisdictions on major trail networks to achieve active transportation, recreation and tourism opportunities.

- Partner with the Penticton Indian Band to bring about a River Channel Parkway, a unique urban linear parkway between Skaha and Okanagan Lakes – potential theme "Shining Waters to Shining Waters".

- Partner with the RDOS and the Province of British Columbia to achieve a trail network linking Esplanade Park, Munson Mountain Park and Campbell Mountain – potential theme 'Waters Edge to Mountain Peak".
- Partner with the Penticton School Board to link existing and future parks with existing and future school sites within the City – potential theme "Recreational Pathways for Kids, Youth and Adults".

5.0.3 Coordinate with the PIB locatee and the RDOS on trail connections at Airport Beach and to surrounding jurisdictions.

Capital Development

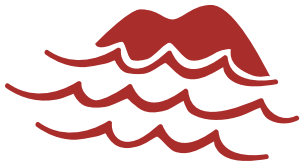
5.0.4 Build more trails based on the planning and design efforts, along with rest areas / viewpoints, and infrastructure such as benches, garbage and recycling containers, distance markers and signage.

- Strive to acquire sufficient corridor widths to provide a trail user experience befitting the trail; ideal widths would be 20 metres for KVR, 10 metres for major trail through City, and 6 metres for a local connector trail.

5.0.5 Work with the PIB on improvements along the River Channel.

- Work on short-term improvements to the pathway, including upgrading the path surface, and adding amenities such as benches and garbage bins, and signage (wayfinding, regulatory and interpretive).
- Strive to convert the entire corridor into a "parkway" in the future, with an attractive riparian landscape, picnic areas, dog off-leash area, interpretive nodes, and other features.

6.0 BEACHES



GOAL

Protect and provide a variety of outdoor recreation opportunities at beaches, recognizing that they are the primary natural resource and attraction of the City.

DESCRIPTION

Penticton has six beaches and two additional waterfront areas, each of which offers unique experiences and amenities:

- Okanagan Beach has one kilometre of premium, sandy beach and it is one of the City's most popular and beautiful beach areas. Features include a swimming area, rest rafts, and kiddie slides with associated amenities along Okanagan Lake Promenade and at Rotary Park. In the summer, a commercial operator runs a play feature in the lake.
- Okanagan Lake Park Beach, just east of Okanagan Beach and the Penticton Lakeside Resort, is a small beach with a fenced dog off-leash area and day moorage for pleasure boats.
- Marina Way Beach, located adjacent to Marina Way Park, has a small sandy beach, swimming area, and shallow entry into the water.
- Skaha Beach, fronting Skaha Park, is another popular, beautiful sandy beach with an international reputation. The red sand beach is suited for sunbathing and wading in the warm water, and other features include fire pits, rest rafts, a beach-front promenade, and marina and boat launch.
- Three Mile Beach includes two beach areas – one for swimming and one for day-moorage boating. Dogs are permitted on the boating beach and there is limited parking available. This is a beautiful location that would benefit from some upgrades. The swimming side is often used as an unofficial clothing-optional or "naturist" beach.
- Sudbury Beach features a large beach, swimming area, and rest rafts, with associated amenities on land including a concession, limited parking, and a fire pit. The Crown and a PIB locatee own portions of the beach, and it is leased to the City.
- Lakeside Road is a waterfront area that is designated as a "dog off-leash area".
- The shoreline area east of Marina Way is composed of a marina, tennis club and Esplanade natural beach area.

Airport Beach is not within the City boundary but it is adjacent to Sudbury Beach so it is often perceived as a City of Penticton beach. It is owned by a PIB locatee and is fenced.

ANALYSIS

Per the community telephone survey, visiting a beach was the second most popular outdoor activity in Penticton, with 67% of households participating. Of those households, about 60% reported someone visiting a beach three times per week or more and 90% were satisfied with beaches. In terms of commercial uses of waterfront areas, most residents supported marinas next to park land (74% in favour of day-use marinas, and 71% full-time marinas). On the youth survey, going to the beach was cited as a favourite outdoor activity by 74% of respondents, the highest rated activity on that survey.

Water activities such as dragon boating and stand-up paddleboarding (SUP) are increasing in popularity, appealing to a wide range of age groups. The Dragon Boat Festival contributed significantly to the local economy in 2016.

Beaches Gaps and Opportunities

The following are some of the key gaps and opportunities related to beaches:

- The 2016 – 2017 proposal for a marina and commercial water park at Skaha Park was controversial in the community in relation to the impact it could have on Skaha Park and Skaha Beach. In the fall of 2017, the City announced that they had enacted the terms of the agreement to terminate the 29-year contract completely.
- During the community engagement process, non-motorized boaters lacked locations to launch their non-motorized boats. As of late 2017, three kayak launch points were approved for Okanagan Lake.
- Vendors along the waterfront need to be sensitively located to ensure that they provide a positive experience for the community and visitors. There are opportunities to review vending agreements on an ongoing basis to ensure a positive impact on our parks.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton has world renowned beaches	Competing uses and interests can cause conflicts related to the precious beach resources
The beaches are diverse and cater to those with varying interests	Some residents are concerned about personal watercraft use on beaches in terms of noise and safety impacts
The major beaches are very attractive with scenic views and shade trees nearby	Some beaches have experienced erosion of beach sand
	There are demands for additional boat launches, especially for non-motorized boats
	There are no docks for day-use moorage available on Okanagan Lake
	There is a significant gap in waterfront access and use at the east end of the Okanagan Lake shoreline because the marina and tennis club areas are private

COMMUNITY-IDENTIFIED NEEDS FOR BEACHES

Planning and Design

6.0.1 Prepare a Master Plan for the east waterfront of Okanagan Lake, including the Esplanade, marina, and tennis club areas, to revitalize the area with land and water activities, including a high level of community engagement.

Capital Development

6.0.2 Construct the boat launch for non-motorized craft at SS Sicamous Park.

6.0.3 Upgrade Three Mile Beach with additional parking and potential washrooms.

6.0.4 Consider adding washrooms at Marina Way Park.

Operations and Management

6.0.5 Establish regulations at designated beaches to address the multitude of users including swimmers, non-motorized boaters, and stand-up paddleboarders.

6.0.6 Explore sustainable solutions to address erosion of beaches.

6.0.7 Prepare signs and public information to raise awareness about the protection and management of native and invasive aquatic species.

7.0 OUTDOOR RECREATION AMENITIES

7.1 PARK LAND PROTECTION AND USE

GOALS

- Protect parks as public assets of the City of Penticton.
- Ensure that parks support the community's use and enjoyment of the parks.
- Provide opportunities for primarily outdoor recreation and nature appreciation while ensuring the protection, conservation, and preservation of the natural, physical, historical and cultural resources within public park land.

DESCRIPTION

Penticton has a wide range of uses subject to agreements in parks *(Figure 7.1)*. They vary in their size, duration, clientele, location, and relationship with the park.

Type of Operator	Number of Operators	Land Use	Lease / Licence	Location	Examples
Beach Vendors (portable)	20	100-400 sq ft	Licence	Okanagan, Skaha, Sudbury; on sand & off sand	Food, merchandise, jewelry, services, water equip rentals,
Mobile vendor / business	5	Mobile truck	Licence	Various parking stalls	Food trucks, horse carriage
Concession – beach or park	6	City Building	Licence	Okanagan (Peach), Skaha (2), Sudbury, Lions, Lakawanna	Seasonal food & beverage
Recreational business	4	Varies	Leases & Licences	Rotary Park, Riverside Park, Okanagan Beach	Pier Water Sports, Loco Landing, Coyote Cruises, WIBIT
Marina, boating	2	City building, Land & water	Lease	Okanagan, Skaha	PY&TC, Skaha Marina
Special Event – non profit	Varies		Licence	Misc. parks and beaches	Peach City Beach Cruise, Peach Festival, Dragonboat Festival, Farmers Market
Special Event – company sponsored	Varies	Varies	Licence	Misc. parks and beaches	Challenge Triathlon, Granfondo, Rock the Peach, Red Bull
Other / Third-party use	4	Varies	Licence	Main St & Front, Marina Way Park, Sicamous, McNicoll Park	Starbucks, Prague Café, Crepe vendor (SS Sicamous), Ecole Entre Lacs

Figure 7.1 Types of Park Use Agreements

The City currently regulates uses in parks through a variety of mechanisms:

- Official Community Plan
- Zoning Bylaw
- Parks and Recreation Master Plan
- Specific Park Master Plans and Management Plans
- Park Dedication Bylaw
- Specific Use Policies such as:
    - Licence to Use and Leases
    - Beach Vending Program
    - Park Bookings

Figure 7.2 identifies the types of existing agreements in relation to the park types. In addition to these, the City has 20 arrangements with beach vendors.

Type of Park	Number of Leases	Types of Leases	Number of Licences	Types of Licences	Total
City-wide parks	6	Concessions, gallery, water park, marina, tourist attraction	6	Sports Club, café, concessions, recreation businesses	12
Community Parks	1	Private	9	Child care facility, sports (BMX, horseshoes, disc golf), community gardens, rental concession	10
Neighbourhood Parks			3	Community gardens, private residences	3
Trail Corridor	1	Agriculture	3	Private residences	4
Special Purpose Park	4	Sports (lawn bowling, golf), marina, amusement park	1	Tennis	5
Natural Park			6	Health facility, private residences, sports (disc golf, cycling trails)	6
Open Space			2	Sports (BMX), cafe	2
Recreation Facility Site	7	Sports (soccer, hockey, curling), social club, health services, private business	5	Sports educator, sports (swim club, dragon boats), concession, tourism organization	12
Other	1	Arts club	1	Recreation business	2
Total	20		36		56

Figure 7.2 Types of Use Agreements within Park Types

Generally there a greater intensity of uses in the larger and higher-level parks, e.g., City-wide, community, and special purpose parks, and recreation facility sites. The distinctions between uses with leases vs licences-to-use are not clear. The agreements with private residences indicate that, were these to be terminated, more land could become available for public use.

Prior to the launch of the Parks and Recreation Master Plan, the City conducted a process to obtain proposals for Skaha Marina. The objective was to have "more amenities and energy at Skaha Lake, injecting vibrancy into Penticton's southern lake as part of the waterfront enhancement strategic priority" (City website). A proposal for an expanded marina, restaurant and water slide on park land leased from the City was received and approved.

Many City residents rallied in opposition to the water slide proposal, because of the reduction of green space and free public access, cutting of trees, and the change in character this project would cause at Skaha Park. The controversy had a significant effect on the Parks and Recreation Master Plan engagement process, with many residents voicing opposition to the proposal specifically, and support generally for protecting and expanding park land, keeping parks free for all, and including more community input in considerations of large impactful uses in parks.

ANALYSIS

According to the telephone survey (Appendix C), a significant majority of respondents supported small merchandise vendors, small food vendors , and food concession buildings in waterfront parks off the sand. Support was significantly lower for amusements. At Master Plan open houses, many community members attended to express their opposition to commercial uses in parks.

The management of park uses is challenging. Parks are for the benefit of everyone, and it is a basic principle that parks be open and available to all members of the community. On the other hand, parks are expensive to maintain, and municipal resources are usually stretched. Certain types of park uses subject to agreements can help to fund parks development and operations, and they can also contribute to economic development and attracting tourists and residents to the community.

In order to evaluate potential park uses subject to agreements, their effects must be considered within the context of the net benefits and costs to the community and the parks system. It may be possible that Penticton has reached its perceived capacity in terms of operations such as large amusements in parks due to the limited and valued park spaces available. There were comments received from the public stating that uses like this should be located on private rather than public land. In the past, there have been other controversial uses opposed by the community, e.g., on Okanagan Lake in the early 2000s.

Gaps and Opportunities

The following are some of the key gaps and opportunities related to uses subject to agreements in parks:

- The City does not have a policy for the use and protection of park land.
- There appear to be inconsistencies in how leases and licences-to-use were allocated in the past.

- Some of the licence-to-use agreements for concessions are not being used to their maximum potential.
- The Zoning Bylaw's Park Zone provides too broad of a discretion for the specific types of parks that exist in Penticton. Further detail is required to better identify specific uses in the categories of parks that exist.
- The City of Penticton recognizes that there a number of private encroachments into existing public park land. There shall be no further encroachments into public park land and existing encroachments will be managed to ensure removal of encroachments where considered feasible.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton's parks have a long history, helping to attract new residents, and to serve the needs of residents and tourists	Many Penticton residents are opposed to the potential "loss" of park land for uses that may not be acceptable to the community, as shown by responses to the Skaha Lake proposal
Most residents support small-scale park uses in waterfront parks off the sand (per telephone survey)	Residents want to be consulted when the City is considering new uses or changes to existing uses in park land

Preliminary Work on Park Uses

It is clear that the City of Penticton requires new tools for regulating uses within parks. This is typically done through the development of a Council Policy; the City is also exploring the potential for regulating park uses through zoning. The PR Master Plan Steering Committee gathered information and conducted some preliminary work on this topic. The following are the steps required to complete this task:

1. Identify the goal of the park use regulations. A preliminary goal is as follows:
    - To establish procedures for identifying park uses that respect the values of park land, as expressed in the Parks and Recreation Master Plan, that are also generally acceptable to the residents of Penticton
2. Define the levels of park use subject to agreements– preliminary definitions are as follows:
    - Small - temporary, able to set-up and take-down on same day; maximum area 40 sq metres; examples include tents, tables, trailers, portable structures, special events
    - Medium - may be temporary or permanent; area typically between 40-100 sq metres; examples include concessions, equipment rentals
    - Large - permanent structure(s), usually exclusive use of land; examples include marina, restaurant, amusement park, golf course
    - Define the types of park uses to be considered as licence-to-use, or other mechanisms, e.g., concession agreement, or at least the criteria for use of each mechanism – the following is a preliminary approach to this

3. 3. Establish the appropriate period for each type of use, recognizing that longer terms may be required for some park uses based on the level of investment required, and that the term of licence will be adjusted accordingly.

4. Identify the types of park uses to be considered in each park , potentially through the Zoning Bylaw.

5. Identify the appropriate mechanism(s) for regulating park uses, with the input of the City's legal advisor, e.g. Park Protection & Use Policy and Zoning

6. As part of the new process, identify the information to be required with applications for new park uses, including but not limited to the following:

    - Characteristics – land required, footprint of structures, height of structures, temporary or permanent, length of time of park use (short, medium, long term)
    - Potential effects on park – environmental (vegetation, wildlife, fish), heritage/cultural, safety and security, existing park users, future park use, site infrastructure and utilities, visual character/ aesthetics, number of people served
    - Relationship to public use of park – park area remains completely accessible to all, access is for members of a club or league only, payment is required for access
    - Business case – need for the use, similar offerings, consideration of alternate locations

7. Establish a decision-making framework and criteria for evaluating new park uses, in accordance with the information in **Appendix H**.

8. Establish a review procedure for uses that are not permitted within the City's Zoning Bylaw.

9. Identify the procedures to be followed for renewals of long-term leases that were in effect prior to the establishment of the new regulations.

10. Identify the level of community engagement required based on the size and duration of the proposal.

RECOMMENDATIONS FOR USES IN PARKS

Planning and Design

7.1.1 Amend the City's Zoning Bylaw to create new park zones that better reflect the permitted uses that exist within each of the park classifications.

7.1.2 Create a new Park Dedication Bylaw that repeals and replaces the existing bylaw and provides for the long term protection of the parks contained within the dedication bylaw. It must clearly outline the requirement for the community to be involved in the decision to lease the park land contained within the bylaw.

7.1.3 Create a Park Protection & Use Policy that clearly outlines the procedure and decision making criteria for new uses to occur in parks.

7.1.4 Update the Parks Consolidation (Regulation) Bylaw and other relevant City bylaws to include small vendors and concessions, marinas and non-motorized boat rentals as park uses.

7.2 SPORTS FIELDS AND BALL DIAMONDS

GOAL

Provide access to the number, distribution and quality of sports fields and ball diamonds needed to support community field sports.

DESCRIPTION

Penticton owns, maintains, and books 13 sport fields, including 4 soccer pitches, 4 baseball diamonds, 4 slo-pitch/ softball fields, and one rugby field *(Figure 7.3)*. There is also one indoor fieldhouse with an artificial turf field.

Type of Fields	Number of Fields	Total Hrs Booked (2016)	Use Trends Since 2008	Location of Fields
Soccer – youth and adult				
City Fields	4	3366	▲ Significant steady increase (1327 hours in 2008)	Kings Park
School District Fields (11 schools)	14	340	▼ Significant steady decrease (1981 hours in 2008)	Parkway, Columbia, Princess Margaret (3), KVR, Queens, Uplands, Pen High (2), West Bench, Carmi, McNicoll, Wiltse
Baseball and Fastball - youth				
City Fields (5 parks)	5	3421	▲ Significant steady increase (1746 hours in 2008)	McNicoll, McLaren, Kiwanis, PT&CC, Columbia
School District Fields (2 schools)	2	0	▼ Decrease to none (50 hours in 2008)	Carmi, Wiltse
Slo-pitch - adult				
City Fields (3 parks)	3	767	▼ Steady decrease (1186 hours in 2008)	Lions, Skaha, Parkway 1
School District Fields (6 schools)	8	586	▼ Steady decrease (918 hours in 2008)	Parkway 2, Princess Margaret NE, KVR East, KVR West, Queens, Uplands, Pen High, West Bench
Other				
Rugby - adult	1	86	▼ Significant steady decrease (208 hours in 2008)	McNicoll
Youth Football (use soccer and rugby fields)	0	0	▼ Decrease to none (240 hours in 2008)	Pen High and McNicoll
Lacrosse (use soccer fields)	0	77	▲ Significant increase (10 hours in 2008)	Kings and Pen High

Figure 7.3: Sports Field Inventory Summary

The School District has 23 sport fields in Penticton, including 13 soccer pitches, 1 baseball diamond and 9 slo-pitch / softball fields. The School District maintains these fields, with the exception of the senior baseball diamond at Carmi Elementary, where an extra level of maintenance is budgeted for by the City.

The City began work on a Strategy for Outdoor Sports Fields in 2010, but it was not adopted. Recommendations from the Strategy that have been implemented include improvements to Kings Park fences, a seasonal porta-toilet at Skaha Ball field, and renovations to Princess Margaret West along with decommissioning of the west diamond.

ANALYSIS

According to the community telephone survey, 8% of households have someone who plays sports on a diamond like baseball or softball, and 6% of households have someone who plays sports on outdoor fields like soccer or rugby. This is extremely low compared to other communities surveyed by the consultants, where this type of activity is usually in the 30% range. This may relate to Penticton's older population and higher rate of health issues.

According to the benchmarking conducted for the Sports Fields Strategy in 2010, Penticton has a potential under-supply of sports fields. While the needs of some groups are being met and there are some excellent fields, other groups are having trouble booking space at their preferred locations. Although the City's school sites occupy more space than in most municipalities of comparable population and there are many sports fields at the schools, sports leagues do not want to use school fields due to the differences in quality. Per the benchmarking conducted for this Master Plan, Penticton is the only community in its size range with an indoor fieldhouse.

The following are some of the trends in sports field uses over the past six to eight years, some of which are evident on Figure 7.3:

- Soccer has a rich history in Penticton, with 2016 participation including 1,100 youth players and 350 adults. It is the largest youth sport in Penticton, and participation is increasing consistent with worldwide and national trends (soccer was the most played sport by youth in Canada in 2012 – Statistics Canada). It is an inclusive sport providing

opportunities for all ages and abilities of players; it is also popular among many cultures. Soccer is a signature sport in Penticton, supported by a passionate and committed community. In line with these overall trends, soccer bookings for youth have increased, with most of the play shifting to City fields and away from school fields. Soccer also has a significant economic impact due to the number of tournaments hosted in the City. Soccer participation by adults has stayed about the same.

- Soccer participation by adults has stayed about the same, which is a slight decrease in participation in relation to the population
- Baseball bookings for youth on City fields have increased significantly, while school field use has dropped slightly; overall hours of use are up significantly
- Youth fastball bookings have increased
- Slo-pitch use has decreased on City and school fields; men's fastball folded in 2013
- Rugby play has decreased significantly
- There has been a significant growth of interest and participation in lacrosse, and field lacrosse, which is played in the fall, is competing for space with the growth of soccer and demands for fields at Kings Park
- The City has hired a sports and events manager and is putting a greater focus on sports tourism

The following are some of the requests provided by Penticton's sports field user groups:

- Generally there is a desire for more high quality fields, with some interest in an outdoor artificial turf field
- Kings Park is in need of upgrading, including more/better change rooms, player shelters/dugouts
- South Okanagan Women's Soccer League – would like more time at Kings Park, better maintenance at Pen High
- Penticton Coed Soccer – would like more time at Kings Park
- SOMBA baseball association wants 4 to 5 fields in one location, and more storage, field improvements and washrooms at some City and school fields
- PMFSA – Penticton Fastpitch – would like more fields especially for tournaments
- Slo-pitch / softball players indicated that there are not enough regulation size fields, and no clustering of fields for tournaments; as a result of changing standards for slo-pitch diamonds, Penticton no longer has any "regulation" fields
- Penticton Harlequins Rugby Club and Pen-high Rugby – want washrooms/change rooms at McNicoll
- Penticton Minor Lacrosse Association (field lacrosse) – would like better lighting at Kings, goal nets, and adequate access to lit fields

In relation to other broader trends, baseball and softball have significant opportunities to host tournaments, but this is challenging without clusters of fields. Cricket is growing in popularity, but does not yet appear to have gained popularity in Penticton.

Sports Field Fees and Charges

Figure 7.4 shows the comparison of Penticton's sports field fees with those of the other communities in BC that provided data during the benchmarking process. For every category, except adult use of ball diamonds, Penticton's fees are lower than the comparison communities. Port Moody has extremely low fees that are bringing the average down. Vernon and West Kelowna are the most similar communities and both have significantly higher rates in every category.

Field Type	Category	Penticton	Campbell River	Port Moody	Vernon	West Kelowna	West Vancouver	White Rock	Benchmark Communities Average (w/o Penticton)
Soccer	General/ Adult	10.58*	22.00^	2.00*	18.24	17.00	10.80	X	12.01
	Minor	3.53*	10.00^	0.50*	9.11	8.50	10.80	No fee	5.78
Ball diamond	General/ Adult	10.58*	X	2.00*	98.04°	17.00	10.80	X	9.93
	Minor	3.53*	X	0.50*	X	17.00	10.80	No fee	7.08
Premium (lighting, artificial turf, other add-ons)	General	16.53	288.00^	39.05	40.00	n/a	49.80	n/a	42.95

**Charge for local, non-profit use*

^Charged per person, per season and excluded from average calculations

°Charge per day

Figure 7.4: Sports Field Fees and Charges Comparisons

Sports Fields Gaps and Opportunities

The following are some of the key gaps and opportunities related to sports fields:

- There are demands for more soccer bookings at Kings Park by certain groups. Expectations have changed and groups no longer want to play on the school fields; the opportunity is to partner with the School District to improve field(s) for community play similar to what was achieved at the Carmi ball diamond.
- The imbalance of use is causing stress on the higher quality fields and could lead to challenges maintaining them in top condition.

- There may be opportunities to increase participation in adult soccer through recruiting graduating youth players, provided that quality fields are available.
- Baseball would like access to a cluster of fields for youth play and tournaments.
- Slo-pitch / fastpitch / softball players would like a tournament facility; however, Penticton does not have the space available and Summerland, which is about a 20-minute drive away, has an excellent ball diamond complex with capacity for more use.
- Slo-pitch registrations have been declining and there appears to be more capacity for use of City fields, which are preferred due to their better quality; should use increase, the main opportunity will be to improve a diamond at a school site.
- Penticton's fees for use of sports fields could be higher, yet need to remain affordable.
- Lacrosse is a growing sport with interest in access to indoor and outdoor venues. There could be space for this in Penticton or on Penticton Indian Band (PIB) land; PIB expressed openness to considering this.
- The undeveloped portion of the Uplands School property is large enough to accommodate a ball diamond, sports field or lacrosse box, though there would be significant regrading required.
- Summerland has soccer fields that need improvement at Dale Meadows and these could support use by both communities.
- As the population grows, more sports fields and ball diamonds may be required.

Summary of Strengths and Challenges

Strengths	Challenges
High quality fields, especially Kings Park	No clustering of ball diamonds to support tournaments in Penticton
Good field maintenance and service by Parks staff	Kings Park can be difficult to book at prime times
Good volunteer involvement and support	Overuse of some fields
Affordable fees	School fields need improvements and washrooms to support more use
Indoor turf has boosted participation and opportunities	Booking errors have occurred
Summerland has a ball diamond complex that is reportedly under-used, and a cluster of three soccer fields that require upgrading	Participation rates in sports vary over time and it can be difficult to determine the extent to which supply may affect declining use
PIB and the RDOS may have available space and interest in supporting new sports fields	

COMMUNITY-IDENTIFIED NEEDS FOR SPORTS FIELDS AND BALL DIAMONDS

Planning and Design

7.2.1 Review and update the Outdoor Sports Field Strategy.

- As part of the review, consider an artificial turf field, and potential impacts to the indoor field.

7.2.2 Explore opportunities for partnering with Summerland to share use of the ball diamond complex and advocate for the improvement of at least two Dale Meadows soccer fields for use by both communities.

7.2.3 Explore opportunities for partnering with PIB and/or RDOS to build sports fields on PIB or RDOS land.

7.2.4 Explore the potential use of the undeveloped portion of the Uplands School site for a sports field, lacrosse box or ball diamond in the future if and as demand increases over time.

7.2.5 Consider the option of building an outdoor covered lacrosse box, potentially suitable for other outdoor sports as well, as part of park master plans (section 4.2).

Capital Development

7.2.6 Upgrade sports fields and/or ball diamond in City parks if and as demand increases over time.

7.2.7 Partner with the School District on upgrading sports fields and/or ball diamonds on school sites if and as demand increases over time, e.g., regulation slo-pitch diamond.

Operations

7.2.8 Contribute to a higher level of maintenance of any school sports fields that are upgraded.

7.3 OUTDOOR RECREATION AMENITIES IN PARKS

GOAL

Provide the number, distribution and quality of amenities needed to support outdoor recreation activities in parks as these change over time.

DESCRIPTION

Penticton has many types of amenities in its parks and open space, a summary of which is illustrated in Figure 7.5 (in alphabetical order):

Amenity Type	Number	Comments
Basketball Court	1 full (Riverside) and 4 half courts (Skaha)	There are also basketball courts at all of the schools
Beach Volleyball	9 courts	8 at Skaha Park, 1 at Sudbury Beach
Bocce Club	1	
Community Garden	2 sites	Vancouver Avenue and Baskin Parks, run by community groups
Disc Golf	2 courses	Three Blind Mice and Rotary Marina View (new temporary 9-hole trial disc golf course in Esplanade Park above the bluff)
Dog Off-leash Area	6	3 dog parks, 3 dog beaches
Fitness Equipment	1	Skaha Park
Horseshoe Club	1	Membership appears to be declining
Lawn Bowling	1	Club operated by volunteer group, lease will expire in 2020
Mountain Biking, Skills Park and BMX	2 – 3	Three Blind Mice, BMX at Lions Park (see section 4.2), proposed BMX at Munson Mountain
Pickleball Court	5 courts	4 at Seniors Drop-in Centre, 1 multi-use at Columbia
Park Structure	2	Pavilion at Skaha Park, bandshell at Gyro
Playground	10	7 school sites also have playgrounds
Skatepark	2	
Spray Park	2	Lakawanna and Skaha
Sport Court	3	(plus 7 at school sites)
Tennis Court	9	4 sites (plus 7 at school sites)
Track	1	McNicoll – cinder track (plus 1 at Pen High)
Washroom	12	

Figure 7.5: Existing Park Amenities

ANALYSIS

This section provides relevant information from the community survey, other community input, benchmarking, and trends related to the park amenities listed above. The analysis and community-identified needs are in alignment with the guiding principles and strategies in Eventful Penticton.

Basketball Courts

According to the community survey, 6% of households include someone who played basketball within the previous year. On the youth survey, basketball was cited as a favourite outdoor activity by 45% of respondents. There were a few comments on both surveys requesting more basketball courts, better outdoor surfaces and better maintenance of basketball courts and nets; this could refer to school sites.

Beach Volleyball

According to the community survey, 4% of households include someone who played beach volleyball within the previous year. On the youth survey, beach volleyball was cited as a favourite outdoor activity by 43% of respondents. No specific comments were received on this activity. Beach volleyball can attract large numbers of participants to a community and infrastructure costs are low. The courts at Skaha Park were booked for 148 hours in 2015.

Bocce Club

According to the community survey, 3% of households (12) include someone who played bocce ball within the previous year. All of them were satisfied with the activity, and no specific comments were received on this activity. Bocce ball players have requested a covered shelter at their site, which is part of the Seniors' Centre Drop-in Centre lease.

Community Gardens

According to the community survey, 3% of households (12) include someone who gardened in a community garden within the previous year. The Vancouver Avenue Park community garden has a long waiting list for plots.

Community gardens and other forms of urban agriculture are a growing trend due to the many benefits that include social connections, crime prevention, cultural sharing, mixing of age groups, food security, health and

education. Urban Agriculture encompasses a wide range of sustainable food-producing activities within urban areas. These can include community gardens, community-based food production sites, community kitchen programs, shared harvesting on private land, food share programs, and farmers' markets.

Penticton has shown its enthusiasm for urban agriculture due to the thriving farmers' market. As a hub of commercial agriculture, it also like draws residents who care about locally produced food. Community gardens are of particular benefit to residents of multi-unit housing and as the City grows, there will likely be more of this housing form.

Community-based food production plots involve volunteers communally growing fruits or vegetables in planting beds on City land.

Disc Golf

According to the community survey, 1% (4) of households include someone who played disc golf within the previous year. On the youth survey, disc golf was cited as a favourite outdoor activity by 17% of respondents. The disc golf community is relatively new in Penticton and has worked with the City to establish the trial course at Rotary Marina View in Esplanade Park.

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. The Professional Disc Golf Association membership has increased from under 10,000 in 2005 to over 30,500 in 2015. Over 63% of participants are in the 20 to 40 year age group.

Dog Off-leash Areas

The City has six areas where dogs are permitted off-leash, and these include beaches and park sites. There are no designated trails for dogs off-leash.

Of the community survey respondents, 32% of households owned dog(s). According to the survey, 28% of households included someone who walked dog(s) within the previous year. On the youth survey, walking a dog was cited as a favourite outdoor activity by 46% of respondents. Over 85% of dog walking households participated in the activity three times weekly or more. Dog owners also participated more frequently in most of the other outdoor recreation activities.

Satisfaction was low among users of off-leash dog parks (60% or 57 of 95 users were not satisfied). In terms of improvements to parks, beaches or trails, off-leash dog parks and better control of dog areas were a high priority (25 comments were received). Most of the comments were about the quantity of dog off-leash areas (10), followed by the size and maintenance (both 7) and the location (4). More and/or bigger dog parks, separation of off-leash areas, designated dog spaces, better accessibility to and within dog areas, and more management and enforcement of dog regulations were some of the specific requests.

The presence of dogs in parks is a significant issue throughout North America. While dog-lovers support the social and health benefits of owning and interacting with dogs, others are concerned about the negative impacts dogs can have on those who dislike or fear dogs, and on the environment. Dog walking is an activity

with strong public views from a variety of perspectives. Those who own dogs generally want more off-leash opportunities, and some residents (dog and non-dog owners) are concerned about inappropriate behaviour by some dogs and their owners. Best practices are to offer a range of types of dog off-leash areas, including parks, trails and beaches, and to provide reasonable access to these areas for most residents.

The benchmarking for the BC communities of a similar population showed that Penticton is at the high end in terms of provision of dog off-leash areas *(Figure 7.6)*. Most of the other communities do not have beach access for dogs so that is another strength of Penticton. On the other hand, Penticton's dog off-leash parks are relatively small.

Category	Penticton	Campbell River	Langford	Mission	Port Moody	Vernon	West Kelowna	Benchmark Communities Average (w/o Penticton)
Off-leash Areas (#)	6	1	3	1	4	6	2	2.8

Figure 7.6: Dog Off-leash Area Comparisons

Fitness Equipment

According to the community survey, 7% of households include someone who used the outdoor fitness equipment within the previous year. This is a significant number for this type of facility. Most of those who used the fitness equipment (88%) were satisfied with it.

Fitness parks are a relatively new amenity in parks and they tend to be successful in locations where there are already many people and/or where there are programmers who can hold sessions there. The fitness equipment has definitely been a good fit within Skaha Park. There were several comments requesting additional fitness equipment.

Horseshoe Club

The horseshoe club occupies a fairly large area on City land adjacent to the Seniors' Drop-in Centre. There are interests in expanding pickleball in this location.

Lawn Bowling Club

According to the community survey, 2% of households (8) include someone who played lawn bowling within the previous year. All of them were satisfied with the activity, and no specific comments were received on this activity. The lease of this site expires in 2020 and the City does not intend to renew the lease. Given that it takes two years to establish a new lawn bowling green, the City would need to build a new lawn bowling green in 2018 if a decision is made to do this.

The level of participation in this activity will be factored into the City's consideration of this. In general, participation in lawn bowling has been declining in Canada, as most players are older adults. Efforts have been made in some lawn bowling clubs to expand their membership base, with varying degrees of success. It is possible that the increasing participation in pickleball is having an effect on lawn bowling as players shift to the former activity.

Pickleball Courts

According to the community survey, 1% of households (4) include someone who played pickleball outdoors within the previous year. Pickleball is a relatively new activity that is played mostly by seniors. It provides an active, outdoor (or indoor), fun opportunity for that age group and it is growing in popularity in BC, and in particular in the Okanagan. Penticton's pickleball club is growing rapidly and had over 200 members as of August 2016. The four outdoor courts are solidly booked.

Pickleball has seen significant increases in participation in Canada and the US in the past decade or so. Pickleball began its expansion in retiree-centric communities, and though the demographic is starting to skew younger, the sport is still primarily popular among baby boomers (particularly former tennis players who still love court sports.) According to the American Sports Builder Association, there are currently 2 million players in the US, and there are estimated to be 8 million by 2018. There has been a 358% increase in places to play pickleball between 2010 and 2016 in the US. Pickleball Canada Organization (PCO) is running a membership drive to raise the total number of active PCO members to 5000, after which PCO can become a National Sport Organization.

The benchmarking for the BC communities of a similar population shows that there is a wide range of numbers of courts, and that Penticton is near the middle of the range *(Figure 7.7)*. The very active pickleball community has been lobbying the City for more pickleball courts for some time due to their popularity.

Category	Penticton	Campbell River	Langford	Mission	Port Moody	Vernon	West Kelowna	Benchmark Communities Average (w/o Penticton)
Pickeball Courts (#)	5	11	3	3	1	16	5	5.6

Figure 7.7: Pickleball Court Comparisons (Data includes shared-use courts)

Park Structures

The City currently has two key structures in parks; a pavilion at Skaha Park and the bandshell at Gyro, the latter of which was booked for 336 hours in 2015. There are no structures at Okanagan Lake Park, even though it is the City's premier outdoor event space. A permanent stage at Okanagan Lake Park would reduce operations costs related to setting up and removing temporary stages that are fairly frequently set up for events in this park.

Playgrounds

There are ten playgrounds in City parks *(Figure 7.8)*. Many of them were built around 15 years ago.

Playground name	Location	Year constructed	Features
Community Centre Playground	Penticton Community Centre	2016	Composite play structure
Discovery Park	Skaha Park	2014	Slides, climbing ropes and rocks, swings
Dunant Playground	Dunant Park	2000-01	Composite play structure, swings
Granby Playground	Granby Park	2001-02	Composite play structure, swings
Kiwanis Playground	Kiwanis Park	2004-05	Composite play structure, swings
Lakawanna Playground	Lakawanna Park	2000	Composite play structure, swings
Lions Playground	Lions Park	2001	Composite play structure, swings
McGregor Park	McGregor Park	1980s	Swings only
Rotary Playworld	Skaha Park	2008	Composite play structure, swings
Sendero Canyon Playground	Sendero Canyon Park	2015	Composite play structure, swings

Figure 7.8: Playground Inventory

According to the community survey, 17% of households include someone who visited a playground or spray park within the previous year. This can be considered in relation to the fact that 22% of survey respondents lived in households with children. About 81% of the households visiting playgrounds or spray parks were satisfied with them.

The City does not currently have a replacement cycle for playgrounds, which is a standard practice In order to maintain assets responsibly. The lifespan is dependent on the climate, maintenance and other practices. In Penticton, playgrounds should last approximately 20 years. The City builds new playgrounds with an engineered wood fibre surface placed over deep gravel for good drainage. The newest type of playground surface is poured rubber; this is a durable surface that allows options for creativity in the design and a high level of accessibility; however, it is expensive.

Trends in playgrounds are to incorporate more creative play elements and nature. These are sometimes called "natural" playgrounds, and there is increasing literature on the importance of higher risk play environments to help children understand challenges, build self-esteem, and develop ways of cooperating with each other. Penticton has one natural play area at Skaha Park.

Skateparks

According to the community survey, 3% of households (12) include someone who went skateboarding within the previous year. On the youth survey, skateboarding was cited as a favourite outdoor activity by 15% of respondents.

Penticton's premiere skatepark, situated within the Penticton Youth Park, is a 30,000 square foot modern skateboard park with a variety of bowls, street features, ramps, stairs, rails, and curbs suitable for users of varying skill levels. It is an extremely popular destination that fully follows best practices for youth parks, integrating a variety of activities and covered spectator seating.

The Penticton Skatepark was the City's first skatepark, built in 1995, initiated by a local service club and a few skateboard enthusiasts. The site adjacent to the #2 Firehall was chosen for its central location and distance from residences. It was relatively well used until the new skatepark was built. It still gets occasional use, but the design does not meet current standards. The future of this amenity needs to be determined.

Spray Parks

The City's two spray parks are located at Lakawanna and Skaha Parks. The one at Skaha Park is due for replacement (see section 4.2). Because of water play opportunities at the lakes and the location of a spray park near each of the lakes where they help to expand opportunities, there does not appear to be a significant demand for additional spray parks in Penticton. As the population expands, an additional spray park could be warranted due to the hot summers and the fact that not all residents can easily access a beach park. A location near the centre of the City, e.g., Lions Park, could be a benefit to seniors with visiting grandchildren.

Sport Courts

Sport courts are a relatively new style of feature in parks, providing opportunities for multiple sports and activities, including roller hockey, ball hockey, lacrosse, children riding on bicycles or tricycles, basketball, etc. depending on the design and size of the court. Penticton's three sport courts, at Columbia, McLaren

and Skaha Parks, support a wide range of activities. For example, pickleball is played at Columbia Park and lacrosse is practiced at Skaha Park.

There does not appear to be a demand for more sport courts at this time, but it is a good use to consider in new community or neighbourhood parks.

Outdoor Tennis Courts

Tennis is played outdoors in Penticton, and it was previously played indoors as well. Section 8 discusses indoor tennis courts, which need to be considered in relation to the overall supply of tennis courts in the City.

According to the community survey, 6% of households include someone who played tennis within the previous year. Of the participants, 60% were satisfied with the courts.

The benchmarking for the BC communities of a similar population shows that there is a wide range in the numbers of tennis courts, and that Penticton is near the middle of the range *(Figure 7.9)*.

Category	Penticton	Campbell River	Langford	Mission	Port Moody	Vernon	West Kelowna	Benchmark Communities Average (w/o Penticton)
Tennis Courts	9	10	2	4	9	11	15	8.6

Figure 7.9: Tennis Court Comparisons
(Figure shows public City courts only, Penticton also has 7 courts at schools and 4 courts licensed to a private tennis club)

The Penticton Tennis Club has over 200 active members and has introduced tennis to all age groups by offering free lessons to beginners. For the past three summers, the club has run one-week junior camps in July and August with 30 or more participants each week. The number of members has exceeded the available prime court time, and Penticton in not able to host many tournaments because the courts are so spread out. Most clubs that host tournaments have eight courts in one location.

Tennis is increasing in popularity for youth and adults across Canada, with BC one of the leaders in growth. Tennis Canada did a National Study in 2014, which showed a 32% increase in tennis participation since 2012. There was an 80% increase in growth for the 6-11 age category. It is an affordable, family friendly, accessible sport with many physical, social and emotional benefits.

With the loss of the tennis bubble (Section 8) and uncertainty around the future of the tennis courts at the Penticton Yacht and Tennis Club, the tennis community is concerned about a shortfall in tennis courts for their active community of players.

Tracks

There are two tracks in Penticton, a cinder track in McNicoll Park and a rubberized track at Penticton Secondary School. These tracks appear to be meeting community needs.

Washrooms

There are 12 washrooms in City parks in Penticton, and these are managed and maintained by the Facilities department. Currently there is not a strategy in place to add or change washroom facilities in parks. In the summer of 2016, the frequency of cleanings was increased in response to community concerns. A major challenge is that inappropriate activities are taking place in some public washrooms. Washrooms are locked each night and there have been repeated problems with vandalism. Several porta-toilets are being placed next to key washroom facilities for summer use to provide a toilet overnight without having to keep the buildings open.

Satisfaction with public washrooms was low on the community survey, with 54% of respondents to that question indicating low satisfaction. The written comments on washrooms mentioned cleanliness as the key concern; when facilities are older it is difficult to maintain them so that they appear clean. Other comments related to inadequate stocking of supplies, inappropriate uses, and operating hours.

Natural Park Land

Natural park land is not an amenity per se, but it is a highly valued feature of Penticton's park system. According to the community survey, 16% of households include someone who participated in nature appreciation or wildlife viewing within the previous year. In terms of satisfaction with natural park land, 81% were satisfied. On the youth survey, enjoying nature was cited as a favourite outdoor activity by 61% of respondents, the third highest rated activity on that survey. The management of natural park land is discussed more in section 4.3.

Winter Activities in Parks

According to the community survey, 3% of households (13) include someone who participated in winter activities in parks within the previous year. Most of those (10) were satisfied. On the youth survey, winter activities in parks were cited as a favourite outdoor activity by 34% of respondents. It is likely that respondents may have considered activities such as skiing and snowboarding outside the City when answering this question.

Penticton, like many other southern BC communities, has challenges enlivening parks in winter because of the unpredictable and variable weather. It is not cold enough to be able to count on opportunities for natural outdoor ice rinks, cross-country skiing or tobogganing. The City's many indoor recreation activities satisfy most of the winter interests in recreation. Since many activities in parks can occur year-round, maintenance of trails and play areas so they can satisfy year-round uses are important.

Some cities have made substantial investments in outdoor opportunities for winter, e.g., artificial ice surfaces. Because of Penticton's substantial ice supply indoors, it is unlikely that this type of outdoor expenditure could be justified. However, if funding could be obtained, an outdoor skating rink or loop in a City-wide park would bring a high level of winter animation.

Park Signage

A number of comments were received from the community in relation to signage. Penticton has excellent way-finding signs in key tourist locations, but has not implemented a consistent set of signage for other types of signs in the park system, which are as follows:

- Consistent park identification signs
- Park and trail maps with names, locations (you are here) and distances
- Regulatory signs outlining park rules and etiquette
- Interpretive signs with environmental and cultural/historical information

It is ideal for all of the signs to be branded with the City's graphics, and to integrate as much information onto signs as possible to avoid a proliferation of different types of signs.

Outdoor Recreation and Tourism

The combination of Penticton's natural resources, recreation amenities, and other outdoor recreation opportunities close to the City make it a destination for outdoor recreation enthusiasts. An Outdoor Adventure Tourism Strategy (Grant Thornton) was prepared in 2010. It found that Penticton's tourism industry has long been associated with family-oriented, lake-based activities, high-profile events such as Challenge Penticton, conferences and meetings, the Kettle Valley Rail Trail, and wine tourism built around the region's many vineyards and wineries. In addition to these tourism strengths, Penticton has many outstanding natural assets that provide the foundation for outdoor adventure tourism growth. The study indicated that while residents and visitors participated in a range of outdoor adventure activities, that this sector was underdeveloped in 2010.

The outdoor adventure tourism vision at that time was as follows:

"Penticton will be recognized by residents and visitors as a premier outdoor adventure tourism destination which offers exceptional and affordable outdoor adventure experiences that:

* **are available in all four seasons; and,**
* **feature the community's outstanding natural assets and beauty."**

It appears that Penticton has made significant advances in outdoor adventure tourism since 2010.

An online survey of tourists was conducted as part of the PR Master Plan. Figure 7.10 illustrates some of the key survey results. Tourists appreciate Penticton for the natural beauty, beaches, events and outdoor sports. Hockey was not rated as high for uniqueness and potential; however, the survey was conducted during the summer when hockey fans are not around. Hockey offerings are extremely unique in the City and contribute high economic values.

Around 74% of tourist respondents agreed that Penticton has a unique image and almost all (93%) indicated having a positive opinion of Penticton.

HOW WOULD YOU RATE PENTICTON ON THE FOLLOWING:

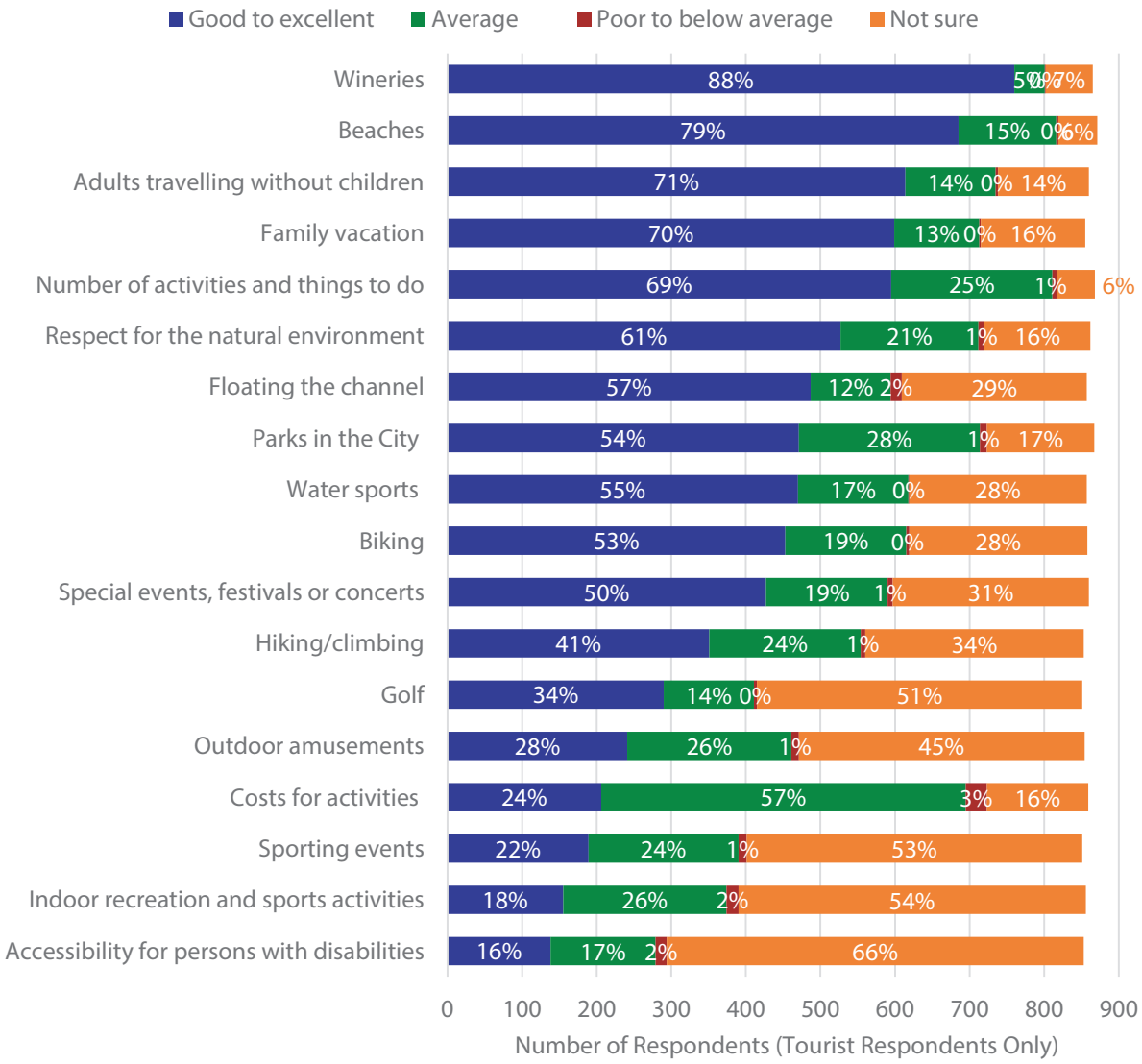


Figure 7.10: Tourism Survey Responses - continued on next page

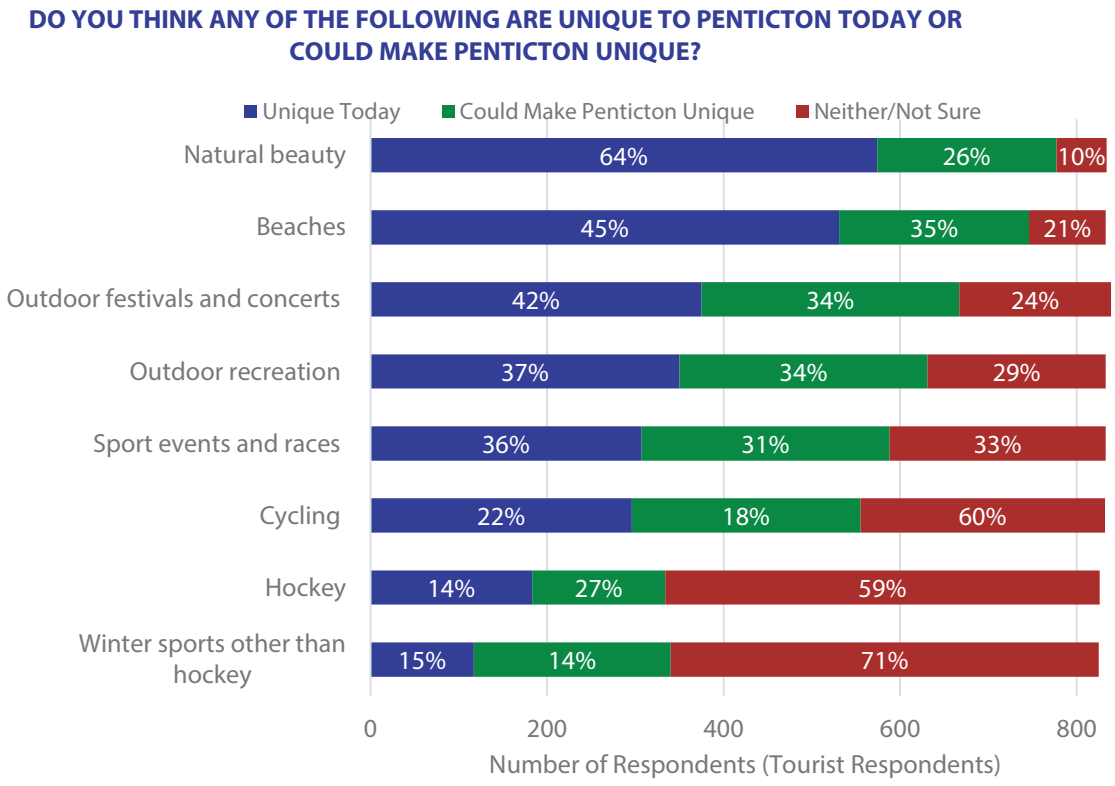


Figure 7.10: Tourism Survey Responses

The following were the top five suggestions from the tourist survey on what the City could do in terms of parks and recreation to make their experience more enjoyable:

1	2	3	4	5
Limit/stop development of green space (i.e. Skaha Beach)	More/free parking	Improved information (online, hardcopy) and signage for tourists	Improved cleanliness and maintenance	Initiate 'think local' campaigns and initiatives (e.g., shuttle services to attractions, more markets for local vendors, promotion campaigns, advertising/marketing

Park Amenities Gaps and Opportunities

The following are some of the key gaps and opportunities related to park amenities:

- More community gardens and other urban agriculture opportunities could draw more people into parks to enjoy this activity, enlivening parks and providing multiple benefits. The new property at Munson Mountain has the potential to support urban agriculture consistent with its ALR designation,

and activities could include a vineyard, vegetable gardens, fruit growing, community food program, education and more.

- Given the high participation in dog walking and the relatively low cost of infrastructure in relation to the benefits achieved, a larger dog off-leash area is justified. Several years ago, the City conducted an extensive search to find site for a large off-leash park; this effort was unsuccessful after which a number of small off-leash areas were built.
- The City could benefit from another outdoor exercise area in the north part of the City, near SOEC or Okanagan Lake, and/or along well-used trails.
- Because of the number of events at Okanagan Lake Park, a permanent stage could offer advantages in relation to the costs of set-up and take-down, and quality of the stage.
- The Skaha Park spray park is due for replacement (see section 4.2)
- More sport courts in new community and neighbourhood parks could add value to these spaces.
- Tennis requires a facility with eight courts, potentially to be provided indoors.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton generally has a sufficient supply of park amenities	Some of the amenities are aging, and some gaps exist because of changing trends
Community gardens and urban agriculture are well supported in the community	There is not enough community garden space to meet demand and other forms of urban agriculture may also be popular
Penticton has multiple opportunities for dogs off-leash	There are demands for more and better off-leash opportunities; the de facto use of PIB lands may not always be available
The pickleball club is active, growing and inclusive	There are not enough pickleball courts to meet increasing demands
The tennis club is active, growing and inclusive	The City lacks a tennis facility with eight courts needed for tournaments
Playgrounds in the City are well distributed (including school playgrounds)	Many of the playgrounds are aging
The City has a significant number of outdoor washrooms	The washrooms are older and are perceived to be inadequately maintained, and there are not enough washrooms downtown and in other locations
Wayfinding signage in the downtown area is quite good	There are no sign standards for identification of parks, or for regulatory and interpretive information.
The skatepark and other amenities at the youth park make this a dynamic and popular venue	The Penticton Skatepark (Warren Avenue) is out of date and not well used
	The lawn bowling club is losing its site

COMMUNITY-IDENTIFIED NEEDS FOR RECREATION AMENITIES IN PARKS

Planning and Design

7.3.1 Expand urban agriculture opportunities.

- Work with the community group to identify one or two more locations for community gardens or other forms of urban agriculture in parks, potentially including the ALR property at Munson Mountain.

7.3.2 Consider additional outdoor fitness equipment near Okanagan Lake, the SOEC, along a well-used trail, and or integrated within or near a playground in a City-wide park.

7.3.3 Work with the seniors' group, horseshoe club, bocce club and pickleball players as part of the Seniors' Drop-in Centre planning process to identify the most appropriate amenities for the site.

7.3.4 Establish replacement cycles for park amenities as part of asset management, with the following as general guidelines:

- 20 years for playgrounds
- 15 years for spray parks
- 20 years for washrooms

7.3.5 Identify potential upgrades to existing washrooms and locations that may require public washrooms or porta-toilets.

7.3.6 Consider a new spray park in the centre of the city, subject to park planning processes.

7.3.7 Consider an artificial outdoor skating rink or loop in a City-wide park, subject to park master planning processes.

7.3.8 Work with the lawn bowling club on a relocation strategy at least two years before the current license-to-use expires.

Note: tennis is addressed in recommendation 8.02

Capital Development

7.3.9 Improve dog off-leash opportunities.

- Develop an additional larger dog off-leash area in a suitable location, potentially on PIB or RDOS land, at Munson Mountain, or the undeveloped portion of the Uplands School site.
- Work with PIB on the management of dogs along the River Channel, potentially designating an area along it for dogs off-leash.
- Improve the quality and accessibility of existing dog off-leash areas.
- Consider a designated dog off-leash trail where bikes are not allowed, potentially on Campbell Mountain.

7.3.10 Replace one playground every two years, subject to annual condition inspections.

7.3.11 Replace or renovate one washroom every two years, subject to annual condition inspections.

7.3.12 Replace the spray park at Skaha Park (assuming this will be part of the Park Master Plan).

7.3.13 Improve signage related to parks.

- Prepare a signage system for identification (park signs), regulatory and interpretive signs, based on the City's branding, and install these throughout the park and trail system.
- Install more wayfinding signs in other locations as needed.

Operations and Management

7.3.14 Provide more public information on proper dog walking rules and etiquette, and consider the involvement of stewards in informing the public about this.

8.0 INDOOR RECREATION FACILITIES

GOAL

Continue to provide and maintain facilities that, in combination with outdoor parks and amenities, serve the recreation needs of the citizens of Penticton, provide positive economic impacts, and support tourism opportunities.

DESCRIPTION

The City of Penticton has a combination of multi-use and single purpose recreational facilities that are described below.

Community Centre

The Penticton Community Centre was constructed in 1981, with major renovations and an expansion to the Aquatic Centre in 2011. The Community Centre is now 100,331 square feet, and it includes a number of recreational spaces including the following:

- The Aquatic Centre with a 10 lane, 25 metre square lap pool, a leisure pool featuring a lazy river and large whirlpool, spray features, a waterslide, sauna and steam room, change rooms for men, women and families, plus two specialized change rooms for person with disabilities.
- A gymnasium 80' by 120' with hardwood floor that can be set up as a full-size basketball court, 6 badminton courts, two volleyball courts, pickleball courts, and for indoor soccer and gymnastics
- Six meeting rooms - Rooms 2 & 3 are 21' by 24' with maximum occupancy 50 - Tile floor, sink tables and chairs, TV; Room 4 is 40' by 38' and includes sink, tables, chairs, DVD player TV; Rec Room is 16' x 30' with maximum occupancy of 30; Fitness Program space with mirrors; Small pre-school program room
- A child minding room
- A pre-school early learning centre, with an outdoor play space
- A Fitness Room with free weights, a circuit and cardio area including treadmills, stationary bikes, ellipticals and rowing machines
- Dance Studio - 40' by 40' with hardwood floors , mirrored walls, ballet barres, sound system and a piano
- Lease Space, including Private Physiotherapy, Dragonboat Society, Pacific Sport

South Okanagan Events Centre

This 229,575 square foot multi-faceted facility opened in 2008. It includes an NHL size arena (85' by 200') that can be converted to Olympic size ice (100' by 200'). This 5,000 seat arena features a retractable seating system that reduces set up time between hockey use and events. A second sheet of ice, the Okanagan Hockey Training Centre (OHTC), is an NHL size surface with 400 spectator seats, change rooms, referee rooms and other ancillary facilities. The OHS also leases a fitness/training facility on site and occupies office space on the second floor. The facility also contains space leased to Interior Health. The South Okanagan Events Centre (SOEC) is owned by the City of Penticton, and operated by Spectra under a management agreement.

Memorial Arena

This facility was originally constructed in 1951, with the main entrance added in 1997 and an additional dressing room added in 2004. The building is more than 60,000 square feet in size, with an ice sheet of 80' by 180' and spectator seating for 2,212. It has a small concession area as well as a full kitchen, five regular dressing rooms, a referee room, some under-bleacher storage, and mechanical areas. The upper area of the arena around the seating is used as a walking track. Memorial Arena is owned by the City of Penticton and operated by Spectra under a management agreement.

McLaren Arena

This single sheet arena, built in 1972, has an ice surface that is 80' by 180', with spectator seating to accommodate 200. The overall size of the facility is 23,950 square feet with four change rooms plus referee room. There is a meeting room 15' by 23' with a maximum occupancy of 30, which is available for community use such as birthday parties. The facility is owned and operated by the City of Penticton.

Penticton Curling Rink

The Curling Rink was constructed around 1980. In addition to six curling sheets the facility includes a lobby/viewing area and an upstairs lounge and bar area that accommodates 150 people. The facility is owned by the City of Penticton and is operated by the Penticton Curling Club.

Adidas SportsPlex

The SportsPlex, an indoor soccer facility, is located in Kings Park. The SportsPlex, a fabric roof structure, includes an indoor artificial turf field, dressing rooms and offices. It is owned by the City and operated by the Pinnacles FC.

Penticton Seniors Drop-In Centre

This Centre, also known as the Johansen Robinson Centre, is operated by the Penticton Seniors Drop-In Centre Society, and is situated on City land. The facility has a number of spaces including the Great Hall that has a full kitchen and a seating capacity of 250 people for banquets. The Ken Wignes Room can accommodate 80 for meetings and gatherings, and the Board Room holds 10 to 15 people. There is also a casual lounge with tables and chairs for informal use by members.

Proposed Youth Centre

Penticton is the hub of many services for youth who live throughout the South Okanagan Similkameen region, and the City ranks in the bottom ten places in the province with the highest number of children and youth living in poverty. Recognizing that youth are facing ever-increasing challenges and that a holistic approach is necessary to support them, 20 community organizations and family doctors partnered to prepare a business case in 2016 for a Penticton Youth Wellness Space (YWS). This proposal flowed from previous work by the Youth Engagement Strategy (YES), a project committed to creating positive change for Penticton youth by working side-by-side young people who want to make a difference.

While the YWS is focused primarily on health, Penticton's recreation department, the school district, and other organizations that have recreation as a service are participants, and part of the strategy is to offer recreation spaces and opportunities to youth. Addressing youth health issues in a holistic manner has also been shown to reduce behaviours that are associated with some of the challenges facing the City in parks and recreation facilities.

Facility Operations

The Recreation Department is responsible for the management of the Community Centre and the McLaren Arena. This includes day-to-day operations and administration, including facility rentals and liaison with the facility users. The Facilities Department is responsible for day-to-day maintenance and functioning of the Community Centre and McLaren Arena. They ensure the buildings are clean, safe and that they are operating appropriately to support the recreation programming. Facilities staff are responsible for all aspects of the buildings' performance including ice making and maintaining, pool maintenance and testing, setting up/ take down for special events and meetings, environmental conditions and occupant comfort. They are also responsible for ongoing maintenance and operation of the major building systems including mechanical, electrical, refrigeration equipment and pool equipment. The Facilities Department is responsible for major capital items for all Recreation facilities.

Spectra operates the South Okanagan Events Centre, including the Okanagan Hockey Training Centre and Memorial Arena, under a Management Contract with the City. Spectra looks after all aspects of operating those facilities with the exception of major capital items, which are the responsibility of the Facilities Department. The Manager of Recreation and Culture is responsible for the oversight of the contract with Spectra.

ANALYSIS

Indoor Facility Supply

The City of Penticton ranks on par in comparison with ten other like-sized communities in BC in the number of indoor recreational facilities, except for arenas as described below *(Figure 8.1)*.

Community	Population	Aquatic*	Gymnasiums	Fitness/ Weight Rooms	Arenas*
Penticton	32,877	1	1	1	4
Campbell River	31,186	1	2	1	2
Courtenay	24,099	0	2	1	0
North Cowichan	29,990	1	1	1	2
Langford	29,228	1	1	1	1
Mission	36,426	1	1	1	1
Port Moody	32,975	0	2	1	2
Vernon	38,150	1	1	1	3
West Kelowna	30,892	1	1	1	2
West Vancouver	42,694	1	2	1	1
White Rock	19,339	0	0	1	1
Totals		7	13	10	15
**Counts do not include seasonal/outdoor pools or outdoor ice rinks*					
AVERAGES (not including Penticton)		0.7	1.3	1.0	1.5

Figure 8.1: Indoor Facility Comparison

There are no longer accepted "professional" standards for facilities based on population. The recreation profession has recognized that community needs and wants can be significantly different, and that the many other factors to be considered, such as proximity to facilities in neighbouring municipalities, private sector facilities, and local demographics, make it impossible to apply rigid facility standards. Decision-makers tend to rely on community consultation and recreation Master Plans when making decisions regarding the development of new or enhanced facilities.

Penticton's four arenas provide a significantly higher level of service for ice sports and other arena sports compared to similar communities. This is due to the nature of the business of the SOEC, the presence of the Okanagan Hockey Group (OHG), and the ongoing participation rates in hockey and figure skating. A review of the ice time that has been booked over the past three years indicates steady growth in ice bookings. In 2013 there were 8,635 hours booked at the four arenas. In 2014 this increased to 8,916, and in 2015 to 9,277 hours. This is an increase of 7.43 % over the past three years. There is and will continue to be strong demand for ice time in Penticton for the foreseeable future.

The presence of the OHG distinguishes Penticton from other BC communities. The OHG is the largest user of ice time in Penticton and during the 2016/17 season, they booked 4,500 hours of ice time including 4,000 non-prime hours during the day and summer when most arenas sit empty.

The SOEC's main arena is home to not only hockey (including the renowned Penticton Vees) but a variety of events including music concerts, screenings of major events, monster truck events, wine tasting, farmers' market events, and festivals such as the Elvis Festival and Oktoberfest. Forty-four percent (44%) of the telephone survey respondents indicated that they had attended the SOEC. The management of the SOEC has stated that 51% of the event attendees are from out of town.

Memorial Arena is at the end of its useful life. McLaren Arena is also in need of significant capital investment. The Facilities Master Plan also indicated that McLaren Arena should not operate summer/spring ice as it does not have an underfloor heating system to prevent frost penetration under the ice slab. As of spring 2017, there will be no ice available at McLaren Arena from approximately mid-March to the end of June. This will continue until such time that the future of the building is confirmed or a new under-slab heating system is installed.

An Arena Task Force was struck in January 2017 to prepare an Arena Development Strategy. Their final report to Council confirmed that Penticton's arenas are highly utilized and that the City needs to maintain at least as many arena facilities as there are currently, in order to maintain existing services and programs to the community. The Arena Task Force's vision is for future arenas that are fully functional, multi-purpose facilities that allow for flexible, efficient and optimized year-round use.

The next phase of work is to complete assessments and feasibility studies for both Memorial and McLaren Arenas. In August 2017, Council endorsed the Arena Task Force recommendation for their future development strategy - construction of an additional twin-pad arena on the SOEC site, converting Memorial Arena to dry floor and decommissioning McLaren Arena. The next phase of work will be to finalize the financial analysis and review possible non-tax funding sources.

The Aquatic Centre is sufficient to serve the needs of the current and the ten-year projected population for Penticton. The enhancement and enlargement of the aquatic facility in 2011, along with recent minor repairs have resulted in a facility that will meet the aquatic recreational needs of the community for many years.

The Community Centre's many program rooms and specialty spaces, such as the dance studio, the preschool spaces, the gymnasium and the fitness room, are well used and will also continue to adequately serve the recreation needs of residents and visitors.

The community telephone survey indicated that 24% of respondents reported not having attended any facilities in the past year. The two most popular facilities were the SOEC and the Aquatic Centre. The pool saw the highest use from younger respondents with 77% of households with children and 44% of respondents aged 20 to 44 reporting use of the facility in the past year.

Satisfaction with indoor recreation facilities was high overall, with the most common suggestions for improvement relating to affordability and maintenance/updating of facilities. Of those who used the SOEC, 94% were satisfied, and the Penticton Seniors Centre received a 95% satisfaction rating.

With respect to what improvements are needed to the indoor facilities, most comments related to the pool, specifically to some deficiencies in the pool area and reliable functioning of the facility. Due to problems with the new pool deck, it was necessary to close the pool for extended periods of time. The pool deck has now been repaired. Other comments related to the Fitness Room (equipment) and the arenas, specifically the need for upgrades or replacement of Memorial Arena.

In addition to the telephone survey, information and opinions were obtained from a voluntary on-line community survey as well as from a community open house and focus groups. There were a number of facility-related issues that came up frequently in these consultations, including the following:

- Aging facilities
- No indoor tennis/need racquet facility
- Lack of accessibility in older facilities
- Pool closures due to repairs and for seasonal cleaning

- Need for ongoing maintenance of facilities
- Cleanliness in arenas and pool areas
- Lack of indoor box lacrosse facility to support this growing sport
- Need for updated equipment in Fitness Room
- No Youth Centre
- Conflict between spring/summer ice users and dry floor user groups

Lacrosse is one of the oldest organized sports in North America. While at one point it was a field game or ritual played by First Nations, it became popular among non-Aboriginal peoples in the mid-1800s. When the National Lacrosse Association of Canada was formed in 1867, it was the Dominion of Canada's first governing body of sport. Lacrosse was confirmed as Canada's official summer sport in 1994. The Canadian national lacrosse teams (men and women) rank highly in the world standings, both in field and box lacrosse.

Whereas lacrosse was traditionally played outdoors, box lacrosse evolved as a game usually played indoors. The games are different. Field lacrosse can be played on a soccer field, whereas a lacrosse box is much smaller and requires surrounding boards. In Penticton there has been increasing participation in box lacrosse, particularly among PIB members as lacrosse is experiencing a resurgence of interest among First Nations in Canada. Box lacrosse is currently played mostly indoors in Penticton, with some use of the Skaha Park sport court for practices. Field lacrosse is also played on the soccer fields in the fall season.

There have been challenges to obtain access to indoor dry floor space for box lacrosse groups due to the increase in demands for ice time in Penticton's arenas. The removal of ice in Memorial in the spring has created conflict between dry floor and ice users. Ice has remained in Memorial during the summer months due to ice demands. The ice requirements for Okanagan Hockey Group, hockey programs, figure skating club, and provincial and national tournaments, among others, during the spring and summer are growing and bring significant direct revenues to the City along with a large economic impact (indirect revenues).

McLaren Arena will no longer be offering spring ice due to maintenance requirements so there is an opportunity for lacrosse to use that facility. The younger players could potentially use the arena for their practices and games whereas the older groups may be able to have practices only in that facility. A solution for lacrosse needs to be worked out on a regional basis. The lacrosse groups have stated that the ceiling height in McLaren is too low for any type of play; however, the BC Lacrosse Association has stated that there is no current height standard for indoor box lacrosse.

Penticton had a three-court indoor tennis facility/bubble located beside the Penticton Community Centre prior to 2007. The tennis community has stated that when the tennis facility was removed for the construction of the South Okanagan Events Centre, they were informed that the facility would be relocated in the future, which has not happened. The tennis community would like to see an indoor tennis facility constructed to replace the removal of the previous one.

Indoor Facility Gaps and Opportunities

The following are some of the indoor recreation facility gaps and opportunities based on the community input and the analysis:

- Lack of an indoor tennis or complete racquet facility (previous indoor tennis facility was removed and never replaced; tennis participation is on the increase in BC; strong tennis advocates in the community are raising funds towards self-funding a new facility
- The Curling Facility could be better utilized in the off season (resulting in greater revenues) with some upgrades
- There is no indoor facility that is suited for box lacrosse. The current use of the arenas does not allow lacrosse to start playing in Penticton at the start of their season (March) through to the end of their season (July)
- There is an opportunity to improve the arena/ice facilities with the replacement of Memorial Arena as part of the SOEC complex
- Opportunity exists to attract more hockey tournaments and support the expansion of the hockey academy and summer camps in Penticton, building on the City's Sport Tourism initiatives

Summary of Strengths and Challenges

Strengths	Challenges
Multi-use community centre with aquatic centre, fitness room; great family change rooms; open to public all day	Need for ongoing upgrades to fitness equipment and cost of pool operations; summer pool closures for maintenance; pool cleanliness
Community Centre program spaces - dance studio, dedicated preschool area	No Youth Centre, or dedicated youth space within a facility
Open, welcoming areas, lots of glass, good pool viewing	Need a welcoming gathering/waiting space with healthy food options
South Okanagan Events Centre and the OHS Training Centre (encompasses two arenas)	Ongoing operations costs to the City
Two additional arenas for community use; reasonable fees; great ice	Maintenance cost, functionality and accessibility issues at Memorial and McLaren Arenas; competition for spring and summer ice and dry floor
The City has applied to Canada 150 Infrastructure grant program for upgrades to the Curling Centre	The curling facility needs capital upgrades to reduce operating costs and increase revenue opportunities
Good arena facility staff; community connection with staff	Maintaining aging facilities, budget constraints
Strengths	Challenges
Arena tournament facility - good for Sport Tourism	Availability of ice/floor time for tournaments
Sports Bubble	Lack of an indoor multi-purpose facility that could support tennis, box lacrosse facility, and other sports

COMMUNITY-IDENTIFIED NEEDS FOR INDOOR RECREATION FACILITIES

Capital Development

8.0.1 Plan for the continued availability of four ice surfaces within three fully functioning multi-purpose facilities in addition to the SOEC.

- Support replacement/renovation of the Memorial arena with minimal disruption to the user groups
- Prepare a plan to deal with the lack of spring / summer ice at McLaren Arena and the condition of this aging facility
- Consider a long-term plan for two new arenas at SOEC /Queen's Park area for the future (replacing McLaren and Memorial)
- Investigate options for the replacement (Design/Build/Finance and Operate models) as well as upgrades for Memorial and McLaren Arenas.

8.0.2 Explore partnerships for the funding and development of an indoor and/or outdoor tennis centre, potentially including pickleball as well.

- Conduct an analysis of tennis needs in the community
- Determine the need and scope of a new facility
- Invite potential private sector partners to participate in the process
- Investigate options for community fund-raising through a non-profit organization, e.g., a service club or tennis association
- Identify a suitable location and provide the land (City)

8.0.3 Enhance the Curling Centre to improve accessibility, energy efficiency, and off-season use.

- Undertake necessary upgrades as identified in Facility Study and Canada 150 Grant Application; focus on energy efficiency and accessibility
- Work in partnership with the Curling Club to enhance revenue opportunities, e.g., the acquisition of a conversion package/netting to allow for quick conversion between floor/ball hockey uses and convention or trade fair uses
- Explore a partnership with Spectra regarding ice technicians to reduce the operating costs for the curling rink

8.0.4 Explore solutions to provide space for indoor lacrosse through local and regional partnerships.

- Consider developing a new multi-use facility on PIB land in partnership with the Penticton Indian Band
- Work with neighbouring communities to identify opportunities for access to existing facilities by Penticton lacrosse players, e.g., Summerland

8.0.5 Continue to work with community organizations to increase opportunities for youth.

- Provide support for the development of a Youth Wellness Centre in Penticton.
- Review opportunities to provide an interim space in a City facility for a youth drop-in area

8.0.6 Explore opportunities for commercial uses and additional revenue generation in indoor facilities.

- Consider developing lease spaces such as a coffee shop in the Community Centre with healthy food or a retail sports shop
- Promote room rentals for private events
- Promote rink board advertising priced in line with other arenas

8.0.7 Acquire new fitness equipment as a priority.

- Provide annual funding for fitness equipment to ensure viability of the fitness room

9.0 RECREATION PROGRAMS AND SPECIAL EVENTS

9.1 RECREATION OPERATIONS AND MANAGEMENT

GOAL

Provide exceptional service through efficiencies and innovation, and support the development and delivery of quality recreation programs and services.

DESCRIPTION

Recreation facilities and programs are managed by the Recreation Department in cooperation with the Facilities Department. The Recreation Department has responsibility for the delivery of a wide variety of programs and services through direct programming and through partnerships with non-profit organizations and private sector businesses and contractors (Appendix F). The Recreation Department is also responsible for the operations and programs of the pool, park and facility bookings, reception services, marketing and promotion, and recreation business development.

Their tasks include:

- Develop and deliver recreation programs and services in Penticton
- Implement day-to-day operations of the Penticton Community Centre and Pool
- Liaise with local event organizers and with the Sports & Events Project Manager to support efforts to implement and attract tournaments and events to Penticton
- Cooperate with Facilities Department on facility operations and capital planning
- Develop and implement operating budgets annually
- Schedule and book City-run recreation facilities and parks
- Registration and fee collection for programs and admissions
- Provide low-cost opportunities and financial assistance
- Implement Recreation Department marketing and promotions
- Implement recreation business strategies to increase revenue, participation and facility optimization to reduce the net subsidy for recreation
- Implement the City's mobile food truck program
- Develop and nurture partnerships with a variety of community organizations and agencies

ANALYSIS

The delivery of recreation services and programs is the responsibility of the Recreation section, with support from other departments and external service providers. The Facilities Department operates and maintains the City-run facilities, whereas Spectra, a private management company, operates the South Okanagan Events Centre and Memorial Arena for a fee. This results in three of the City's four arenas being operated by a private business, while the City is still responsible for the major capital requirements of all of the facilities. There is good cooperation among all of the parties. The potential extensive renovations to or replacement of Memorial Arena is a significant capital expenditure.

The Recreation program and administration staff strive to meet the demands for a variety of programs and services for all age groups. With the exception of aquatics programs, private contractors are hired to deliver the recreation programs. This is a challenge for staff as there is a shortage of suitable contractors. Staff works with many community organizations to enhance the levels of service particularly in the areas of youth services and health and wellness programs.

The Department is in the process of replacing their recreation software program. This is targeted to be completed in August 2018. The technology provided by the new system will make the current processes more efficient and user-friendly, but there are significant staff impacts with the transition between software programs.

The Recreation Department staffing model has recently changed. The Department is reprioritizing roles and responsibilities, practicing transformational leadership, and focusing on the City's strategic priorities. "Lean" strategies will be implemented to focus time, energy and resources on high value work, to eliminate waste, and to create capacity through better processes, partnerships and employee culture.

In the area of aquatics, one of the key issues is the ability to attract, train and retain staff. Specialized qualifications are required to work as a lifeguard/instructor, and these require a high skill level, ongoing certification and significant cost. There is a demand for specialty programs in the pool, which means that the aquatics staff also need fitness certification.

The community engagement process indicated a desire for more programs for various age groups as well as longer operating hours. The community also expressed the importance of keeping recreation opportunities affordable and not a profit generator for the City.

Recreation Operations and Management Gaps and Opportunities

The following are some of the gaps and opportunities related to the operations and management aspects of the delivery of recreation programs and services:

- There are challenges finding qualified contractors to provide a variety of programs, which may be mitigated through new partnerships and implementation of new recruitment strategies for new contractors

- A need to reach the demographics that are not users of the programs or facilities, as well as optimizing participation of existing patrons, could be addressed through a Marketing Plan and Strategy
- Replacing the current recreation software provides an opportunity to implement new technology with additional features
- The change in the staffing structure has facilitated a change in responsibilities and a focus on processes
- The demand for facilities particularly in peak times may require a review of the allocation policies and fees

Summary of Strengths and Challenges

Strengths	Challenges
Fees are in line with or lower than other communities	Concern with affordability of programs
Variety of programs for all age groups Bugaboo University - great success	Finding a variety of diverse, qualified contractors to provide current programs and additional programs to meet needs of specific groups such as working families
Online and printed copies of seasonal brochures	Prioritizing marketing tactics with greatest return on investment based on existing capacity and new staffing model
Engaged and qualified staff	New staffing model and determining new priorities for the department while managing demands and service expectations
Ongoing work with community partners - both private and non-profit	Developing new partnerships to meet emerging needs and address any service gaps

COMMUNITY-IDENTIFIED NEEDS FOR RECREATION OPERATIONS AND MANAGEMENT

9.1.1 Continue to review fees and charges annually to ensure they meet the needs of the residents while still providing sufficient revenue to meet the Department's revenue target.

9.1.2 Develop a Marketing Plan and Strategy that provides direction for the promotion of programs and services, along with a strategy for the recruitment of contractors for program delivery.

9.1.3 Continue to foster existing partnerships and develop new partnerships for effective and efficient service delivery.

9.1.4 Purchase and implement new recreation software in 2017/2018.

9.2 RECREATION PROGRAMS AND SERVICES

GOAL

Provide a variety of exceptional programs and services through the delivery and support of recreation, sports, events and active living opportunities, balancing fiscal responsibility with affordability, access and inclusion.

DESCRIPTION

The City of Penticton offers a considerable number of programs and services for all ages. The program descriptions, schedules and fees are listed in the bi-annual program guides - Spring/Summer and Fall/Winter. The guides are available on line and in print format. Programs are offered in City facilities, in schools, and outdoors in parks and on the lakes.

The following is a brief description of the programs offered by or supported by the City of Penticton. A more complete list can be found in the Recreation Programs Inventory in **Appendix F**.

Aquatics

The aquatic programs consist of Red Cross Swim Lessons for ages 4 months to seniors, specialty lessons such as stroke correction and scuba, aquatic leadership courses, aquatic fitness classes, and REACT – an aquatic rehabilitation program. The pool is open seven days a week with opportunities for recreational swim, lane swimming, and designated times for the lazy river, waterslide and use of the diving boards.

The City supports the KISU Swim Club and the Penticton Pikes summer swim club, through subsidized pool rental space for their swimmers. These clubs provide competitive swimmers of all abilities with programs and coaching in a team environment.

Skating

Skating lessons are offered at McLaren Arena throughout the fall and winter for all ages and skill levels, starting at three years old. The "little Vees" program teaches introductory hockey skills for 3 to 6 year olds. Parent and Tot lessons are available, as are adult skating lessons. The Glengarry Figure Skating Club offers a complete range of figure skating programs (StarSkate) as well as CanSkate for learning to skate and CanPowerSkate geared to hockey and ringette.

General Programs

- **Tots & Tykes:** This category covers infants to age 5. Limited programs are offered for this age group – dance-related activities, some music and Sportball. In the summer there are "One Day Wonders" activities for this age group as well as half-day camps. A new addition to the pre-school age group is Bugaboo University, which is a half-day program for Early Childhood Learning for 3 to 5 year olds. Other "Bug" programs are also offered for this and younger age group.

- **Children:** For the 5 to 12 year olds, there is more variety than for the younger ages. There are opportunities to learn new sport skills or play recreational games; participate in arts and crafts, dance or yoga; or take part in an outdoor adventure. Summer Day Camps are offered for 6 to 12 year olds. A partnership with Pacific Sport allows children and teens the opportunity for sport development.
- **Youth:** The programs designed for youth include learn to dance, yoga, fitness, and sports. Radar is a unique youth diversity program that aims to create a sense of belonging for youth of all identities. It is a safe space for youth, which takes place weekly at the Library. It was funded by a grant from the Community Foundation of the South Okanagan Similkameen. The City also supports "YES", the Youth Engagement Strategy an initiative of the Community Foundation of the Okanagan Similkameen, designed to create positive change in the lives of youth across Penticton. The City continues to develop partnerships for the delivery of youth services.
- **Adults:** The City offers an extensive list of programs and activities for adults (including seniors) from drop-in sports and clinics to art or dancing classes. In the area of fitness there is also a long list of water-based and dry-land options including Yoga and Pilates, Strength and Cardio and Deep Water Running.
- **Seniors:** There do not appear to be any programs specifically for seniors listed in the program brochures. Seniors are recognized in the admission fees, but not in the program fees. The City offers programs that cater specifically to seniors but are not advertised as such.
- **Family:** There are programs that are targeted to family participation, mostly in the spring and summer, with a few in the fall and winter. Some are excursions and hikes and some are indoor artistic ventures.

Additional Programs and Services

There are many non-profit organizations that provide social and recreation programs and services, and/or funding in Penticton. Some of these organizations are the Penticton Seniors Drop-In Society, the YMCA, the Boys and Girls Club, the Penticton & District Community Resource Society, the United Way, the Community Foundation, Interior Health, Pacific Sport and the large number of community sports organizations that provide hockey, figure skating, soccer, baseball, lacrosse, tennis, cycling, mountain biking and other sports.

Affordable and No Cost Recreation

The City offers the LIFE (Leisure Involvement for Everyone) program for individuals and families with low income to access free and low cost recreation programs and activities. For those with cognitive or physical disabilities, the Community Centre Access Pass provides discounts on pool and fitness centre memberships. Assistance is also available for children and youth for sport and recreation participation through the Canadian Tire Jump Start Program, and through KidsSport that provides assistance to children in Penticton, Kaleden, Naramata and the Penticton Indian Band. The City promotes free or low cost programs offered by other agencies in the community and highlights low cost program options throughout the Recreation Guide.

Community Grants

The City supports many sport and recreation activities through their Community Grants program. The groups that received grants in 2016 (related to sports and recreation) were: OK Thunderbirds (Soccer Tournament) $900, Youth Engagement Strategy $8750, Okanagan Hockey Group $10,000, Penticton and Area Cycling Association $9,930, Penticton Dragon Boat Festival $14,120 In-Kind, Prospera Granfondo Axel Merckx Okanagan $45,624, and Upper Deck Vees Hockey $7,800 In-Kind.

ANALYSIS

The telephone survey indicated that more than half of the respondents did not participate in any indoor recreation programs (55%). The highest rate of non-participation was for those 60 years or older, of whom 66% did not participate. The highest rate of participation was for aquatic/pool activities (33%) of which 66% of participants lived in a household with children.

For fitness, the same percentage of residents used private fitness facilities as the City's facility (19%), and a higher percentage of residents attended private fitness classes versus City classes. Satisfaction rates for private sector fitness classes was very high.

Satisfaction with City programs was generally high as expressed through all forms of community engagement. The highest satisfaction ratings were for aquatic/pool activities, and community organized sports. The lowest level of satisfaction was for community centre drop-in sports programs, although the participation rate was fairly low based on the survey results. The satisfaction rate was only 36%, which was the lowest satisfaction rate for indoor programs.

Some specific comments were:

- Great programming
- Open and accessible to everyone
- Contributes to family well-being and sense of community
- Good value for money spent
- Good program options in the pool
- Love the Radar program

Respondents to the telephone survey were asked whether there were any age groups for which recreation or sport programs were lacking. Of those who said "yes", 45 % said there is insufficient programming for youth aged 13 to 18. The City is working in partnership with community agencies to address the youth issue. "Radar" is a great example of a community service/recreation program that the City is offering for youth of all identities. The City's support of the Youth Engagement Strategy is another way in which the recreation staff work with various agencies on social issues in the community.

The most frequent suggestions for improvements to indoor programs or services were related to increasing affordability, requests for programs outside of regular work hours, more or expanded programs and better quality staff.

Despite the general satisfaction with the programs and services, the input and analysis revealed a number of areas for improvement:

- There is a lack of facilities and programming for youth, and youth are not being heard
- People have difficulty accessing programs and using facilities due to timing, space, and the booking process

- Inconsistent booking system has different pricing and deadlines between City and Spectra
- Issue with affordability: cost of swimming, fitness room, arenas; want more affordable winter activities
- Need more programs for all ages and year-round, particularly for families and seniors
- Should offer programs after working hours for adults and families
- Stay open longer hours - earlier, later - particularly for the pool
- Ensure fairness and equity among sports groups
- Need more promotion for facilities and programs
- The LIFE program is not well advertised
- No wheelchair sports; no youth ball hockey
- Should have a stronger diversity lens
- There is a desire for better quality/friendlier staff and instructors

Fees and Charges

The City determines their fees and charges through reviewing operating costs, market comparisons and what people are willing to pay. This method of setting fees is very common in municipal recreation. Periodically municipalities review their operating costs for each facility. These costs should include overhead, depreciation and debt. It is a very complex exercise to determine the allocation of these costs to each facility component and the programs that take place within those components. Some areas are easier than other, for example arena costs can be allocated on an hourly basis and then rental rates based on those costs. However, if the municipality wishes to subsidize youth hockey for example, then other groups would need to make up the difference. The benefit of conducting a thorough cost analysis is that it allows the municipality to determine the levels of subsidy they are prepared to support for each type of activity.

As market rates are used as "comparables" or "targets", it is useful to have current information on other communities. Penticton staff have recently compiled fees and charges for the Okanagan region. The benchmarking study done as part of this master plan also looked at fees and charges for admission rates to various activities and some basic lessons.

Admission Fees: The admission fees for the pool, fitness and skating were reviewed and compared with other municipalities in the Okanagan. The pool and fitness admissions were also part of the benchmarking study.

Recreational Swims: The Penticton single recreational swim admission fees for children, youth, adults and seniors are consistently higher than in West Kelowna, Summerland, Kelowna (Parkinson Recreation Centre), Vernon and Oliver *(Figure 9.1)*. The ten benchmarked communities that offer swimming also showed average rates below those of Penticton. The affordability of swimming was an issue raised during the community engagement. It is very important from a lifelong health benefit perspective and safety on the lakes and rivers for all ages to be able to participate in swimming throughout the year. Access to recreational swimming encourages participants to want to learn to swim.

Category	Penticton	West Kelowna	Summerland	Kelowna (PRC)	Vernon	Oliver	Benchmark Communities Average (w/o Penticton)
Child	4.25	2.65	2.50	2.85	n/a	3.49	3.22
Youth	5.25	3.55	3.25	3.85	4.15	3.49	3.68
Adult	6.25	4.50	4.50	5.15	5.50	4.58	5.59
Senior	5.25	3.60	3.75	3.85	4.15	3.82	3.68
Family	16.00	10.00	9.50	11.20	12.35	10.19	11.45

Figure 9.1: Recreational Swim Admission Rate Comparisons

Skating: The analysis of recreational skating admission rates shows a somewhat different picture. Penticton's rates for skating are considerably lower than for swimming, whereas most communities have higher fees for skating than Penticton, and some use the same rates for skating and swimming *(Figure 9.2)*. The operating costs for the pool, including lifeguards, are higher than arena operational costs, so the higher swim rates could be justified. However, some communities specifically keep their pool rates low due to the many benefits of swimming.

Recreational Skate Admission Rates

Category	Penticton	West Kelowna	Summerland	Osoyoos	Vernon	Oliver	Benchmark Communities Average (w/o Penticton)
Child	2.25	3.50	2.50	Free	4.10	2.41	3.97
Youth	3.25	3.50	3.25	Free	4.10	2.41	2.65
Adult	4.25	3.50	4.50	Free	5.40	3.05	5.50
Senior	3.25	3.50	3.75	Free	4.05	2.55	2.77
Family	11.00	10.00	9.50	Free	12.95	10.09	11.93

Figure 9.2: Recreational Skating Admission Rate Comparisons

Fitness: Penticton offers fitness-only passes as well as a fee for a combination of the pool and fitness room. This analysis only looks at the Fitness Room drop-in rates for comparison. Not all communities offer the combination feature, and the benchmarking only included Fitness Centre Drop-in as a category. Penticton's admission fees are higher than all of the comparison communities in the Okanagan and the benchmark communities *(Figure 9.3)*. It is difficult to accurately compare municipal fitness rates with the private sector centres, as they generally have a vast number of options, categories, specials, etc.

Fitness Drop-In Rates

Category	Penticton	West Kelowna	Osoyoos	Oliver	Benchmark Communities Average (w/o Penticton)
Youth	4.50	3.15	3.00	3.20	4.30
Adult	6.50	4.35	4.00	3.80	5.95
Senior	4.50	3.45	3.00	3.20	3.21

Figure 9.3: Fitness Drop-In Rate Comparisons

Programs: The benchmarking survey used Swim Kids 1, Summer Day Camp and Zumba classes for comparison. Penticton is on the low end of fees for swimming lessons, in the middle for summer camp, and on the high end for Zumba classes *(Figure 9.4)*. The Swim Kids lessons category provides the most accurate comparison as it is a Red Cross program that stipulates class size, instructor qualification and length of instructional period. Summer Camps are difficult to compare as there are many variables including staff to camper ratios, types of activities, location and so on. Zumba classes are also somewhat difficult for accurate comparisons. Class size, facility, length of class, and instructor qualifications are all factors that may vary.

Program Fees

Category	Penticton	Vernon	West Kelowna	Port Moody	Kamloops	Mission	Average (w/o Penticton)
Swim Kids 1	46.00	55.00	42.00	50.75	47.75	52.00	49.50
Summer Camp	135.00	167.00	177.50	135.00	115.00	160.00	150.90
Zumba Class	10.00	n/a	6.05	9.00	7.27	5.62	6.98

Figure 9.4: Program Fee Comparisons

Facility Rental Rates: Arena rental rates are the easiest to compare among municipalities as the categories almost always include a minor or youth rate, an adult rate and a commercial rate *(Figure 9.5)*. The benchmarking exercise did not include arena rates however staff conducted a regional survey of current rates. Penticton is close to the average, if only the McLaren rates are considered. One of the potential issues in Penticton is the commercial rate. Most municipalities do not have a higher rate for "commercial groups". It makes sense to charge the adult rate, but to continue to give local resident adult groups priority. There is generally no prime time and very little time at all left for commercial groups, once the minor and local adult needs have been met.

The arena rates for Memorial and OHS shown below are set by Spectra as part of their business plan, and are generally higher than other municipal arenas in the region.

The average rates for arena rentals, not including Penticton are: youth -$82.77, adult - $143.04, commercial - $171.16.

Category	Penticton McLaren	Penticton Memorial	OHS	Summerland	Osoyoos	Oliver	West Kelowna	Kelowna	Vernon	Kamloops
Youth	$82	$88	$177	$84	$51	$46.42	$83.87	$85.97	$120.54	$107.60
Adult	$155.50	$160	$206	$117	$95.50	$91.65	$167.72	$171.95	$185.44	$172.00
Commercial	$188.25	$160	$206	$148	n/a	n/a	$193.54	$171.95	n/a	n/a

Figure 9.5: Arena Rental Rate Comparisons (hourly, prime time)

The data on rental rates for pools were collected by lane per hour rate, throughout the region *(Figure 9.6)*. Penticton rates appear to be low based on this survey. Data from 2014 from other municipalities shows the per lane/per hour rates all at $10 and more. The setting of pool fees is particularly difficult as the pool can be used for several activities at the same, so the allocation of lifeguard time, supervisor's time, maintenance staff and pool operation costs (heat, chemicals etc.) is somewhat arbitrary. Pool rates are generally set based on "market" which is comparison to similar municipal facilities.

Category	Penticton	Kelowna	Kelowna H2O	Kamloops	Salmon Arm	Average w/o Penticton
Youth	$5.07	$8.83	$9.94	$5.99	$10.25	8.75
Adult	$12.00	$13.25	$14.91	$5.99	$13.15	11.83

Figure 9.6: Pool Rental Rate Comparisons (per lane/per hour)

Fees & Charges Summary

The discussions in the recreation sector regarding the best way to set fees and charges are ongoing. There is no universally accepted resolution to this issue. Ideally the fees and charges should be based on costs. Once the costs are determined the municipality determines the acceptable level of subsidy for each type of activity, each type of participant and so on.

There is no industry standard for subsidies, although most municipalities provide significant subsidies for minor (youth) sport and recreation, with some level of subsidy for resident adults. Non-residents and commercial groups may receive no subsidy, particularly for arena rental rates. Penticton subsidizes their minor sports by 75%, and local non-profit adult organizations by 50% in most facilities. Arena rates and subsidy levels are set based on regional market standards.

The arena rates for commercial and non-resident rates could be reviewed with a view to reducing the rates in order to attract more of this type of user to non-prime times. This would not impact the subsidized users, as the allocation policies would address the booking priority.

In Penticton the overall subsidy level is calculated by determining all costs for the facility operations (utilities, salaries, capital), recreation expenses and depreciation and debt. This results in a subsidy in the range of 60% (which is down from 67% in 2012).

The subsidy and management fee to Spectra for the management and operations of the SOEC, the OHS training centre and Memorial Arena is not included in the above-mentioned calculations. Their facilities have separate budgets.

Most fees are set based on a combination of market rates, the operating costs, and the willingness of the community to pay. It is beneficial to know the operating cost of each facility. These calculations should be updated every two to three years, and more frequently if there are significant changes, such as facility replacement, major repairs/upgrades or a facility closure.

Two-tier Pricing

Two-tier pricing, the setting of different fees and charges for non-residents versus residents, has been implemented in some municipalities. The basic principle behind two-tier pricing is that taxpayers in a particular jurisdiction subsidize the participation of non-residents as recreation/parks fees do not cover the full capital and operating costs of the parks and facilities. The City of Penticton reviewed the notion of implementing a two-tier system in 2011, but decided not to proceed at that time, as the business case did not support this approach. A study in 2009 indicated that 18% of city facility use was by RDOS residents.

Most communities do not have varying rates for residents versus non-residents, except for facility rental rates. Some municipalities receive a financial contribution from adjoining areas to help support their facilities, to allow for equal fees for all users.

The implementation of two-tier pricing, or requiring a contribution from other areas, is a long and complex process. Several communities have implemented a two-tier system and then have returned to the same fees for residents and non-residents. Some that have abandoned the two-tier system have been able to negotiate recreation funding agreements with Regional Districts, adjoining communities or First Nations.

The introduction of two-tier pricing can cause considerable negative responses from non-residents who are used to paying the same fees as residents. There are communities that have responded to the negative impact on their residents by reimbursing individuals for their extra fees, which is an administrative burden and inconvenient for residents.

Some examples of communities that have maintained the two-tier system are the City of Trail, the Resort Municipality of Whistler, and Port Alberni. Each municipality has different methods of administering the two-tier programs.

The following is a preliminary list of steps involved in the implementation of a two-tier system:

- Determine place of residency of current users (could include business owner's addresses)
- Calculate percentage of non-users and what facilities/parks they primarily use
- Establish operating costs of key facilities (operating & capital/depreciation)
- Review potential benefits vs costs of such a policy
- Determine potential fee structure - how much additional fees for non-residents
- Develop a bylaw with legal input
- Consider assets/facilities of other communities being used by Penticton residents

It is important to bring Council into the discussion early and for Council to discuss the matter with the Councils in affected communities. The analysis does not indicate that the City implement a two-tier system at this time, although a dialogue with the RDOS and neighbouring communities regarding some level of financial contribution to Penticton's recreation costs would be beneficial.

Allocation Policies

The purpose of allocation policies is to responsibly manage recreational spaces in a manner that meets current and future demands for both organized and casual users. It is important to consider the needs of diverse populations, groups and individuals while recognizing the tax-based contribution provided by residents towards the development and operation of community recreation assets.

Penticton's current Fees and Charges Procedure outlines the rationale for recreation fees and provides the principles surrounding the fees and charges. It states that "this procedure is meant to ensure that facility time is allocated fairly". The Facility Allocation section outlines the allocation process and the allocation priorities.

Penticton's Allocation Procedure for arenas and sports fields gives priority to local youth, and then local adults, before non-residents and commercial groups. Penticton is somewhat unique in ice allocation in that there is a well-established major Hockey Academy and large summer hockey camp, both operated by a private organization. In order to accommodate these programs, an exception has been provided in the allocation procedure for groups that have a negotiated license agreement with the City of Penticton.

Penticton's Allocation Procedure is comprehensive and effective. It would benefit from the addition of the following statement "the Facility Allocation Procedure is designed to ensure optimum usage and programming while being fiscally responsible".

Program and Services Gaps and Opportunities

The following are some of the indoor recreation programs and services gaps and opportunities based on the community input and the analysis:

- Lack of enough affordable sport and recreation opportunities for all ages

- Insufficient numbers of qualified, diverse program contractors available to run programs
- Need for more programs for children, youth and families
- Few programs designed and promoted to the seniors' population
- Lack of variety of programs for working adults and parents (offered evenings and weekends)
- Inconsistent booking practices and fees between arenas run by the City versus Spectra
- Opportunity to approach a service club to provide free recreational skating or recreational swimming for children and/or families
- There may be an opportunity to increase revenue through contributions by RDOS and neighbouring municipalities for recreation facilities and programs used by their residents
- The Glengarry Figure Skating Club already operates the Can Skate and other instructional programs and could potentially expand this to Learn to Skate programs. The City's administrative and program staff have significant workloads and this change would free up time to focus on other issues in this Master Plan. GFSC has expressed an interest in taking on the Learn to Skate programs, as this would provide exposure to their programs. There are other contractors that currently provide skating services that could also be considered.

Summary of Strengths and Challenges

Strengths	Challenges
Collaboration with community agencies to provide a larger variety of programs and services	Securing qualified contractors to provide programs and services
Ability to deliver a wide variety of programs and services with limited full-time staff resources	Keeping fees at a reasonable level to allow for participation from all community members and groups
Excellent pool staff	Better training for staff; aquatic staff recruitment
YES (Youth Engagement Strategy) youth consortium; Radar program	Lack of youth programs and services
Variety of programs across age groups	Multi-cultural community not well represented; no wheelchair sports; lack of sufficient programs for children and families
Seniors are welcome in all adult programs; Seniors' Centre has some programs for seniors	No programs specifically identified for seniors in program guide
Good program guides; popular programs are full	Need more program promotion for new and unknown programs
Qualified, dedicated full-time staff	Large areas of responsibility and workloads
High level of participation in arena activities	Separate process for booking for McLaren Arena than for other three arenas (City and Spectra)

COMMUNITY-IDENTIFIED NEEDS FOR RECREATION PROGRAMS AND SERVICES

9.2.1 Expand recreation programs for children, youth, families and seniors.

- Recruit new, qualified contractors to offer additional programs, through an extensive communications campaign with the assistance of Corporate Communications
- Promote the delivery of programs as business opportunities, and run the campaign both within and beyond Penticton
- Explore partnerships with Penticton non-profit organizations and local businesses to develop and offer programs
- Design and market programs for seniors at the Community Centre

9.2.2 Offer some programs that meet the "schedule needs" of working adults.

- Try adult classes with a later start time in the evenings and more options on weekends
- Try pre-school swim programs a little later in the evening, e.g., at 6:00 pm and earlier on weekends
- Consider extending pool hours to open earlier on weekends

9.2.3 Review the pool rental rates and the pool admission fees in the context of the findings that rental fees appear to be low, while admission fees for public swim are high.

- Approach local Service Clubs to sponsor recreational swimming

9.2.4 Address the "affordability" comments/concerns.

- Improve the promotion of the LIFE program and other options for those who cannot pay the regular fees
- Consider lower pool admission fees in non-prime time

9.2.5 Review attendance numbers in fitness classes to determine reasons for declining numbers.

- Offer options for different fee structures such as options for shorter sessions, different classes, different instructors
- Increase promotion of classes in relation to offerings by private sector

9.2.6 Review the service delivery and financial model for Learn to Skate programs.

9.2.7 Consider changes to the arena rental rates.

- Offer commercial and non-resident groups the same rate applied to adult residents, which could help attract potential commercial clients and non-residents to the arenas during off-peak times
- Work with Spectra towards consistency in fees between Memorial and McLaren arenas

9.2.8 Develop strategies to attract under-represented groups.

- Prepare a Communications Strategy and Plan to inform and attract multicultural groups and First Nations
- Work with organizations serving persons with disabilities to develop programs and promote access to facilities and programs

9.2.9 Work with other jurisdiction on contributions towards operating costs in lieu of two-tier pricing.

9.2.10 Explore opportunities to develop for a consolidated booking system for all four arenas.

9.3 SPECIAL EVENTS AND TOURNAMENTS

GOAL

Encourage and support a variety of special events and tournaments that draw residents and visitors to the City's parks and facilities.

DESCRIPTION

Eventful Penticton is a strategy that involved analysis of the existing events and tournaments, and recommendations for expanding Penticton's events. The strategy includes the following goals:

- Network (Connected) Goal: Expand support system for events
- Capacity (Sustainable) Goal: Enable hosts beyond sport, summer
- Promotion (Livable) Goal: Engage key event markets, sponsors
- Digitize/Optimize (Smart) Goal: Encourage content, data sharing

The City hosts a large number of special events and tournaments in its parks and facilities **(Appendix G)**. From 2008 to 2015, the average hours booked annually in parks was 1,727 hours. In 2015, 1850 hours were booked *(Figure 9.7)*. The revenue to the City for these bookings in 2015 was just under $52,000. The economic development benefits were far greater. Park bookings are increasing in number each year. The revenue for bookings in 2017 was over $69,000 for the parks noted in Figure 9.7.

Parks	Hours 2015	Hours 2016	Hours 2017
Rotary Park	528	620	951
Okanagan Lake Parks	473	510	600
Gyro Park	449	440	690
Skaha Parks	310	326	290
Lakawana Park	64	51	137
Marina Way Park	10	46	33
Munson Mountain	8	11	2
Rose Garden	8	15	27
Total	1850	2019	2730

Figure 9.7: Event Hours Booked in Parks 2015-2017

In 2015/2016, there were 80 sports tournaments, and 60 festivals and events in Penticton (Appendix E). The largest of these was PeachFest, drawing around 100,000 over five days. Particularly popular events among locals are the Community Market and Farmer's Market held on Saturdays from spring until fall.

The Citychampions support and assist sporting events, festivals and group/meeting organizers in obtaining the right permitting, resources, and information to plan and safely execute successful community events in and around Penticton.

ANALYSIS

Implementation of the Eventful Penticton strategy will be the key tool for expanding Penticton's events and tournaments. The following analysis was conducted specifically for this Master Plan.

According to the community survey, 36% of households included someone who attended a festival or special event in a park within the previous year; this was the third most popular outdoor activity, and almost 95% of these were satisfied. This rate of attendance is lower than what is often seen in other communities; it is possible that respondents may have been unclear on what an "event" includes, e.g., the Farmers' Market. On the youth survey, festivals or events in parks were cited as a favourite outdoor activity by 58% of respondents.

In the benchmarking, very few communities were able to provide data on the number of events they host, and all of these had far fewer than Penticton's 60 events. The ones with data included Port Moody (15 events), West Kelowna (12 events), and West Vancouver (40 – 50 events).

Four communities provided annual numbers of tournaments, and only Kamloops has more than Penticton's 80 tournaments. Port Moody indicated the community has 7 tournaments annually, while Campbell River and Coeur d'Alene both indicated they have 10. Kamloops, "Canada's Tournament Capital," had 111 tournaments in 2015. West Vancouver and White Rock have very few annual tournaments.

Penticton has an Outdoor Events Guide that outlines the processes and forms for booking events, venue information, fees and charges, equipment available, guidelines and deadlines, and policies and conditions of use. Three locations are offered as wedding venues. The City has hired a Sports and Events Project Manager in 2016, who will help to coordinate and manage events.

The fees charge for festivals and events are highly variable among communities in terms of the way they are charged and the rates. Penticton appears to be the only community that charges solely by the hour (plus rentals), according to its online information. The following are some examples:

- Booking fee (Campbell River $29.00)
- Permit fee (Campbell River $29.00, Vernon $240 for minor sports group to $3,168 for commercial non-resident business event, West Kelowna $130.08 permit, plus $295.63 fee for events with more than 500 attendees, West Vancouver $150 for not-for-profit events to $300 for commercial events, Collingwood $100 permit fee for 1000+ attendees not-for-profit and $750 permit fee for 1000+ attendees for-profit, Orillia $1,655.72 for exclusive use of park for the day plus other rental fees)
- Charges per vendors and services (Couer d'Alene - $32.36/day for each art/gift vendor, $64.72/day for each food vendor, $25.89/hour monitoring fee to cover costs of staff overtime)

Okanagan Lake Park is the City's premier location for outdoor events. In 2016, the City held meetings with some of the key event organizers, who identified that their priority for the park is a "green room", a building with washrooms and dressing rooms for performers. Future priorities will include a permanent stage and washrooms. It is assumed that funding for the green room will be acquired through event organizers.

Special Events and Programs Gaps and Opportunities

The following are some of the key gaps and opportunities related to special events and programs in parks:

- There is no one location or calendar where all types of events are listed.
- Given the number of events in Penticton, it may be possible to increase some of the fees and charges, especially for the commercial components of events.

Summary of Strengths and Challenges

Strengths	Challenges
Penticton has far more events than most communities of its size	There is no one place where all of the events are listed
There is a Sports and Events Project Manager who will be implementing multiple strategies to expand the City's events	Infrastructure in Okanagan Lake Park is needed to better support events
There is an outstanding variety of excellent event venues	It is possible that Penticton's charges for events are lower than they could be, especially for commercial events or commercial activities (e.g., vendors) at events
Policies and procedures for events are well organized and presented	Trees at Gyro Park may be affected by high-use events

COMMUNITY-IDENTIFIED NEEDS FOR SPECIAL EVENTS AND TOURNAMENTS

Planning and Design

9.3.1 Implement the recommendations of Eventful Penticton as these evolve over time.

9.3.2 Establish an online calendar that includes all types of special events and programs in parks (and indoor facilities), including sports tournaments and other festivals and events.

9.3.3 Support the efforts of event organizers who wish to expand event infrastructure at Okanagan Lake Park.

9.3.4 Review the City's fees and charges for special events and programs in parks.

Capital Development

9.3.5 Establish a "green room" to support events at Okanagan Lake Park.

- Build a stage and washrooms at Okanagan Lake Park in the longer term.

Operations

9.3.6 Operate and maintain new infrastructure at Okanagan Lake Park.

10.0 IMPLEMENTATION PLAN

10.1 ACHIEVING VISIONS THROUGH PARTNERSHIPS

The City collaborates with many partners in the delivery of parks and recreation services, as described in this section. These partnerships have the potential to enable Penticton to achieve grand visions.

The Steering Committee for the PRMP sees the opportunity for Penticton to achieve visionary parks and trails equivalent in magnitude to Stanley Park and the Seawall in Vancouver, the River Valley in Edmonton, or the Gatineau River in Ottawa.

RDOS

The RDOS and the City have an excellent relationship and have partnered on many projects, e.g., the recently prepared South Okanagan Similkameen Cycling Guide, City contributions to a regional trail system, a new Regional Heritage Program.

Vision

Waterfront to Mountain Peak Trail Corridor – Esplanade to Munson Mountain to Campbell Mountain – offering recreation, enjoyment, natural beauty, environment

RDOS residents currently use City facilities for the same fees as City residents, even though their taxes do not contribute to capital or operating costs. A 2009 study showed 18% use of City facilities by regional district residents. Section 9 provides information on potential cost contributions.

There are significant opportunities for additional partnerships with the RDOS, including regional trail connectivity (west side of Okanagan Lake, west side of Skaha Lake, Airport Beach link), integrating programs in the Recreation Guide, sharing of equipment (e.g., beach grooming) and operations, sports fields, provision of facilities as RDOS has more space (e.g., indoor tennis, lacrosse box), establishment of Campbell Mountain as a park (RDOS, City, and/or PIB), and marketing.

PIB

The City and the Penticton Indian Band (PIB) are holding Council to Council meetings, working on improving lines of communication with each other. To date, PIB makes a contribution to the City for the use of facilities. The City and PIB work together on management of the River Channel (Okanagan River), which is a major destination for floating. Coyote Cruises, run by PIB, rents tubes and runs a shuttle. Many Penticton residents use the walkway along the west side of the river channel.

Vision

River Channel Parkway – recreation, enjoyment, natural beauty, environment

There are significant opportunities for additional partnerships with the PIB, including potential improvements to the River Channel Walkway, with designated dog off-leash areas and better dog management, plus the potential development of new amenities such as a ball diamond complex

and/or lacrosse box/field on PIB land. PIB is interested in having the City include Syilx place names for new parks and trails, with signage, and cultural interpretive signs.

SCHOOL DISTRICT

The City and School District have a good working relationship. This includes coordination regarding the booking of facilities (until the end of 2016), school fields for community use, special joint field construction projects, and City contributions to maintaining school fields that are used by the community. Many playgrounds and half of the City's tennis courts are on school property. Schools use the City's arenas, theatre, fitness room and pool. A Joint Use Agreement that outlines the relationship between the City and School District is out of date, and there are plans to update it.

Vision

Park/School Trails – network through City - recreation, enjoyment, natural beauty, environment

After expecting three schools to close, it is confirmed that only one is closing - McNicoll School. The School District does not plan to sell closed school sites, rather they will be leased to private schools or community groups. Population growth will likely be where schools are already full, e.g., Sendero, Wiltse. The Uplands Elementary School site has a portion of land in the ALR that is undeveloped; this property may become available for another use.

SHARED SERVICES

Exploration of shared services have begun among the City, RDOS, PIB, Summerland and School District. The purpose is to consider all facilities, programs, and services and to determine how to maximize efficiencies through collaboration and even potential land swaps. This is an innovative approach with funding support by the Province to conduct several pilot projects, and establish a potential model for other communities. Parks and recreation services will be considered as part of this initiative.

Vision

Collaboration to maximize efficiencies, innovation in management

PROJECT PARTNERSHIPS

Many amenities and facilities constructed in Penticton's parks were funded through partnerships with local service clubs, or through donations made by the public or private business. Numerous playgrounds, spray parks, sport courts and trails were all developed through the financial support of local partners. In some cases local sport groups fund or have shared in funding park and facility improvements.

Vision

Greening the City – Work with UBC, Strategy for Trees and Environment

The City also sources federal/provincial grants to supplement project costs. Recent examples include the Penticton Youth Park, the Skaha Outdoor Fitness Park, new pickleball courts, Ellis Creek Park, and tree planting projects. Since 1995 over $1.5 million has been donated towards park infrastructure or special projects. Building and maintaining partnerships with various community organizations has been key to this success.

VOLUNTEERS

Vision

Community building, citizen contributions, working together

Like most cities, volunteer organizations drive the majority of the organized activities happening in local parks. The Parks Department actively works with many groups to assist in the organizations' goals; and in some cases the city licenses areas to local non-profit groups for exclusive or non-exclusive use. Some examples of partnerships include Penticton and Area Cycling association (PACA), Penticton Community Garden, BMX Club, Penticton Disc Golf Club, Penticton Japanese Garden Society, South Okanagan Conservation Alliance, Okanagan Stewardship Society and the many sport associations that use parks.

The Parks Department manages a modest Adopt-a-Park program, currently with seven registered groups or individuals, who provide light maintenance duties to supplement existing parks maintenance. The department always encourages and supports volunteer clean-up or tree planting events, by loaning tools or equipment, giving guidance and support, or providing expertise or materials. Penticton was successfully chosen as a Tree Canada Green Streets community in 2012 and 2013 and organized park tree planting events involving high school students and service clubs. Since 2010, the Parks Department has also organized and led an annual TD Tree Days planting event.

The Recreation Department also runs a volunteer program. Volunteers are utilized in the Community Centre primarily to check-in/check-out fitness room users and at the Theatre. They help with the REACT, which is a medically supervised program for those with post injury or surgery rehabilitation issues. They do not actively recruit volunteers as they have more volunteers than positions available. The volunteers are usually teens or seniors.

10.2 FUNDING STRATEGIES

Community-identified needs must be realistic in relation to the City's ability to finance them. The City is currently updating its asset management plans that guide the capital needs of its 2018-22 financial plan. The City's strategy is to maintain existing facilities first. A recent Asset Management Plan for Penticton's parks assets provides the following information:

- Total Asset Value: $34 million
- Remaining Life: 36% (it is getting old)
- Park assets that have passed their theoretical service life: $18 million (backlog)
- Average annual investment required to sustain infrastructure into the future: $1.5 million per year

Once City Council determines how much it is willing to pay for improving existing amenities and building new projects, the proposed expenditures within the 10-year plan will be identified.

Potential funding strategies for projects not covered in the 10-year budget include the following:

- Sharing services regionally, e.g., Summerland, Oliver, PIB, RDOS
- Promotion, fund-raising and grant applications by stakeholder groups for federal, provincial and society grants
- Borrow funds – any City borrowing should be done in a responsible manner for capital investment
- Disposition of park land – if acceptable to the community, but there is very little suitable for sale
- P3 – public/private partnerships for capital development or program delivery
- Philanthropy or bequests, which can be increased through setting up a structure and marketing for this
- Increased stewardship activities, such as Adopt-a-Park and environmental programs
- Revenue from new leases, licenses and commercial uses
- Increases or additions to user fees
- Pay parking, which is not popular, but can be effective as a revenue source (see below)
- Innovative self-funding or proposed alternative funding options are encouraged

Park assets include structures (e.g., gazebos, pavilions), amenities (e.g., courts, playgrounds, skate parks, sports fields), landscaping (e.g., grass, shrub beds), and infrastructure (e.g., irrigation, electrical systems, lighting).

Pay Parking

Many comments opposing pay parking were received during community engagement for the Parks and Recreation Master Plan. Lakeshore Drive was mentioned in particular as a location where residents did not want pay parking. The community provided significant input on the desire to keep parks and recreation opportunities affordable.

On March 21, 2017, Council decided not to expand pay parking around the parks or the lakefront, including Lakeshore Drive. The pay stations at Lakawanna and Riverside Drive were removed.

Park Land Reserve Fund

A Parks DCC reserve fund currently has had about $475,000 in late 2017, which was generated from DCCs (see pages 28 and 113). Penticton's DCCs for park land acquisition and improvement are illustrated in Figure 10.1 in relation to the DCCs of comparison communities.

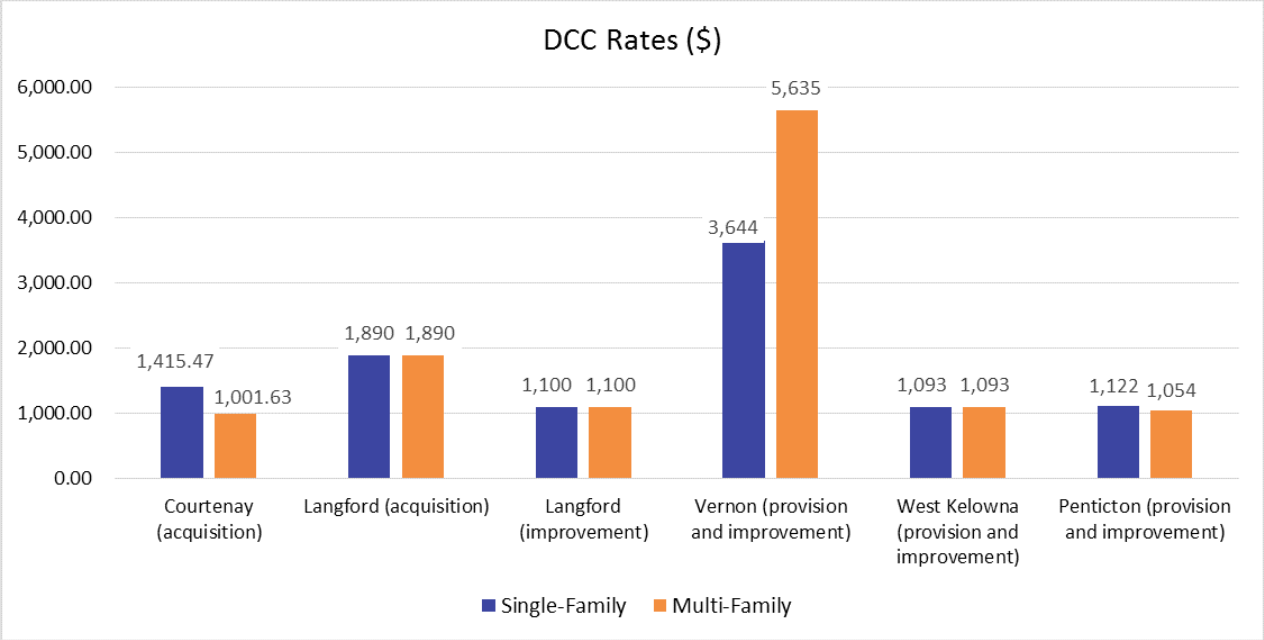


Figure 10.1 DCCs in Penticton and Elsewhere

10.3 PRIORITY SETTING AND CAPITAL ALLOCATION

During the master planning process, community members raised questions about how priorities would be established in relation to the allocation of funds to capital projects. The City of Penticton has developed a new Capital Prioritization Framework which is being tested as part of the 2018 budget process. The goal of the project is to create a more rigorous and consistent approach to prioritize capital investment across the City.

The desired outcomes of the Capital Prioritization Framework project include:

- Team approach to decision-making
- Clear and transparent process for prioritizing capital projects
- Budgets developed based on future needs (incorporation of asset management)

The Capital Prioritization Framework has a weighted matrix in which to evaluate projects based on the following categories:

- Public Health and Safety
- Regulatory Requirement
- Environmental (Risk or Enhancement)
- Financial (Risk or Enhancement)
- Asset Replacement (Maintaining Service Levels)
- Strategic Investment / Council Priority / Community Need

It is recommended that the capital projects that are noted in the Master Plan as "Community-Identified Needs" should be prioritized using the same framework, also considering community engagement input before decision-making.

The following are some of the other considerations that will guide the setting of priorities:

- Organizational Focus – Sustainable, Livable, Smart, Connected and Strong
- Facilities Master Plan
- Asset Management Plan
- Operational capacity – department priorities
- Official Community Plan

For proposed major projects, the following will be the information and processes followed:

- Needs Assessment – demonstration of current and future need

- Feasibility Study – confirm the City is well positioned to manage the project; consideration of the infrastructure deficit; alignment with City's Organization Focus and priorities
- Business Case – consideration of all associated costs (capital and operating); economic cost-benefit analysis
- Community Engagement – the level of engagement will depend on the scale, impacts and importance of the project, and community interest
- Outside funding availability
- Principles of fairness and access, specifically in relation to parks and recreation

10.4 NEXT STEPS

The next steps in implementing the Parks and Recreation Master Plan involve following the plan's community-identified needs. The following are some key tasks:

10.4.1 Continue to pursue partnerships, recognizing that a regional approach to service delivery is essential to responsible management of fiscal resources.

10.4.2 Establish a Parks and Recreation Advisory Committee to provide input to City staff and Council on parks and recreation topics.

10.4.3 Continue to invest resources in the qualities and offerings that make Penticton unique, including outdoor sports and recreation, hockey, and special events year-round.

10.4.4 Incorporate relevant recommendations from this Master Plan into higher level City bylaws and policies, as they are prepared and amended, e.g., OCP.

10.4.5 Review the Park Dedication Bylaw in relation to its original intent and to determine if more parks should be dedicated.

10.4.6 Revise the Arena and Field Allocation Procedure, Joint Use Agreement with the School District, Parks Consolidation (Regulation) Bylaw, Parks, Recreation and Culture - Advertising Policy, and Parks, Recreation and Culture - Sponsorship Policy.

10.4.7 Establish checklists or other practices for incorporating community-identified needs listed as Planning and Design into the procedures and processes used by City staff, as applicable.

10.4.8 For community-identified needs listed as Park Land Acquisition, work with City planners to incorporate criteria for park land within development processes, and work with City experts and a real estate professional to identify potential land for acquisition and funding sources, e.g., DCCs, donations, land trusts, etc.

10.4.9 Establish protocols and foster partnerships for major park upgrades.

10.4.10 Include capital costs within annual budgets, and plan projects accordingly.

10.4.11 For community-identified needs listed as Operations and Management, incorporate these within the work plans and practices of operations staff, allowing for contributions by volunteers or partners where appropriate.

10.4.12 For Service Delivery, plan to incorporate community-identified needs within the work plans of City staff.

10.4.13 Continue to support community partners in their efforts.

10.4.14 Review and update the implementation table annually along with a review of progress towards achieving objectives.

The Master Plan is intended to cover a 10-year timeframe. Certain changes in the City could trigger a need to revisit the plan in less than 10 years, e.g., growth slows down or growth exceeds expectations. The critical factor in implementing the Master Plan is to remain committed to the values, vision, goals, and community-identified needs in all aspects of parks and recreation service delivery.

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix A: Community Overview and Recreation Trends

URBAN systems

CITY OF Penticton

APPENDIX A: COMMUNITY OVERVIEW AND RECREATION TRENDS

A.1 Community Overview

Population

Population projections are based on past population trends and current population characteristics. Though not an exact science, population projections are an essential tool to guide decision-making about the future needs of a community.

Penticton's population grew from 31,909 in 2006 to 32,877 in 2011, a 3% increase over a five-year period. The population further grew to an estimated 33,854 in 2015, a growth rate of about 0.08% annually. Net migration to the area is anticipated to rise and population growth is expected to be strong over the next two decades. The City is anticipating future growth to be approximately 1% annually, resulting in the population projection shown in Figure A.1.

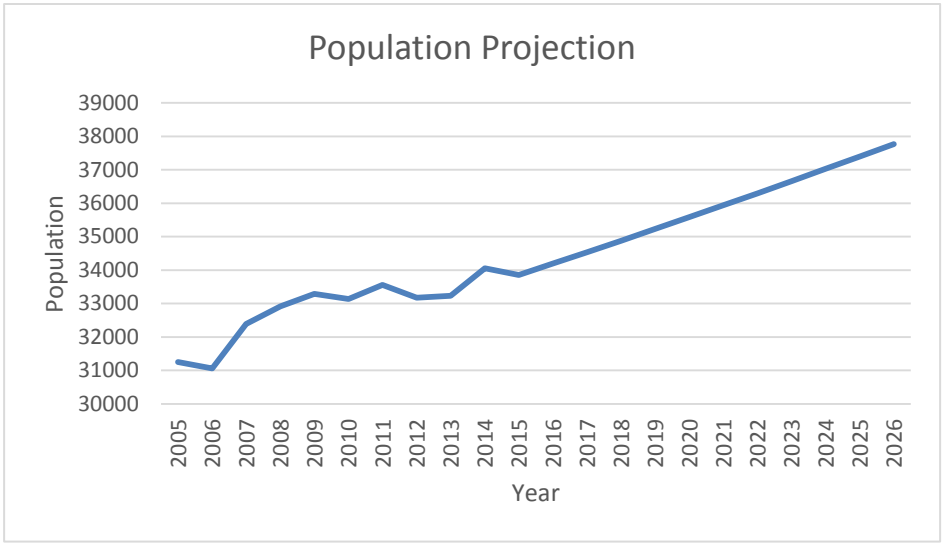


Figure A.1 - Population Projection – Penticton 2005-2026
Source: BC Stats

The pleasant climate of the South Okanagan and attractive lifestyle have made Penticton a popular retirement destination. This contributes to a median age that is higher than the provincial median age. As of 2011, Penticton had 12.4% of its population in the age group of 0-14, 61.8% of the population aged 15-64, and 25.9% at 65 years and over. Figure A.2 shows Penticton's age group distribution compared to British Columbia as a whole. Between 2006 and 2011, there were slight changes in age group distribution in Penticton. The most significant was a 4.9% decline in the 0-14 age group, and a

growth of 4.7% in the age group of 15-64. Ministry of Education projections show no increase in student numbers for the next 20 to 25 years based on current demographics.

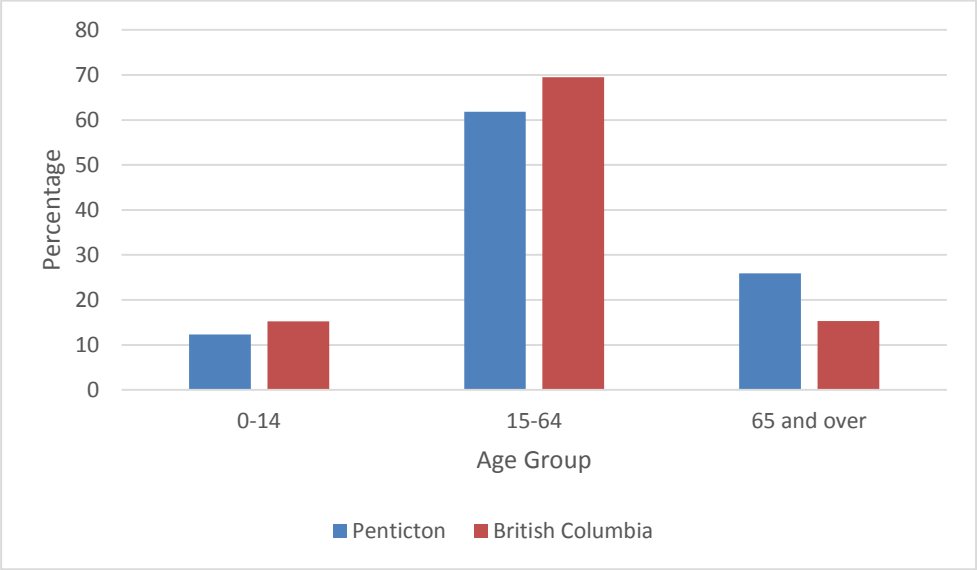


Figure A.2 - Age Distribution Percentage, Penticton Vs British Columbia
Source: Statistics Canada 2011

Families and Households

The number of census families in Penticton grew by 0.5% from 2006 to 9,205 in 2011. Census family refers to a married couple (with or without children), a common-law couple (with or without children) or a lone-parent family. Lone-parent-family household refers to all lone-parent-households regardless of age of children. In 2011, 68.1 % of census families were married couples, while 14% were common-law-couples and 17.9% were lone-parent families.

The 2011 Census shows that there were 15,253 private households in Penticton, of which 5,540 (36.4%) were one-person households, 2,355 (15.5%) were couple-family households with children aged 24 and under at home, and 4,920 (32.3%) were couple-family households without children; 1,540 (10.1%) were lone-parent family households and 690 (4.5%) were other households, i.e., two or more people who share a private dwelling but who do not constitute a census family (Figure A.3). The remaining 190 (1.2%) were multiple family households, which refers to a household in which two or more census families (without additional persons) occupy the same private dwelling.

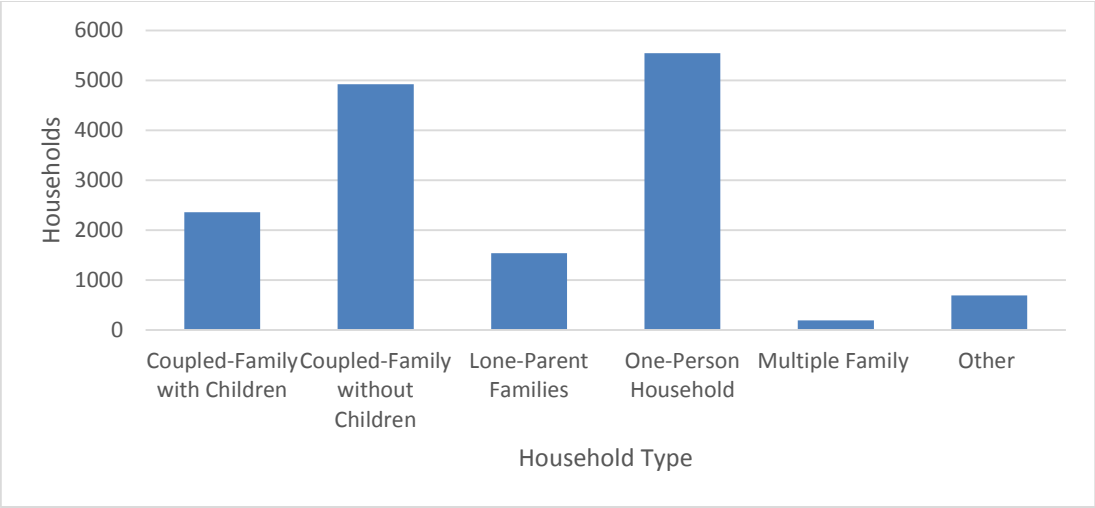


Figure A.3 - Types of Private Households
Source: Statistics Canada 2011

Employment and Income

In 2010, 58.9 % of Penticton`s population earned income from wages and salaries; 4.0 % came from self-employment; 5.6 % was from investment income; 9.6 % was from retirement, superannuation and annuities; and 1.5 % came from other income which refers to regular cash income received during the calendar year and not reported in any of the other sources listed on the questionnaire.

In 2011, there were a total of 27,545 residents aged 15 years and over by labour force status. Of the occupations in the National Occupational Classification (NOC 2011), the top occupations in Penticton were Sales and Services (13%), Trades, Transport and Equipment Operators and related occupations (7.4 %) and Finance Business, Finance and Administration occupations (7%).

The South Okanagan has one of the highest percentages of persons on pensions and relying on investment income found anywhere in BC (City website). There is a growing proportion of income from self-employment.

Ethnic Diversity

Penticton's immigrant population was 4,210 in 2011, or 12.8 % of the population. The ethnic profile of the population remained relatively consistent between the 2006 and 2011 census years, with only 300 additional individuals who identified as visible minorities or immigrants. In 2011, 62% of the immigrants were of European origin, 21% were Asian, 13 % American, and 3% were of African origins. Of the total 4,210 immigrants in 2011, 47% arrived before 1971.

A.2 Parks and Recreation Trends

In the past few decades across North America, there have been significant changes in parks and recreation interests, amount and use of leisure time, and activity choices. The following is a list of broader trends that are relevant to the City of Penticton; the sources include benchmarking, community input, analysis and local knowledge. The provision of parks and recreation services need to evolve as interests and demands change over time; this helps to ensure that investments are wisely spent.

Demographics

More Older Adults

As the number of older adults in the community increases, a greater percentage of recreation facility space and program staff generally becomes dedicated to serving the needs of this population. This group may have higher expectations in terms of quality services and facilities. Many municipalities are becoming “age-friendly communities”, where the policies, services and structures related to the physical and social environment are designed to help seniors "age actively", living safely, enjoying good health and staying involved. This supports the trend of a healthier and more active aging population than in previous generations, sometimes referred to as “super seniors”.

Persons with Disabilities

Barriers can be physical, architectural, informational, communicational, attitudinal, technological, financial, or resulting from a policy or practice. Overcoming these barriers requires improving accessibility to all parks and facilities, and fostering an environment that supports participation by all persons regardless of their disability.

Changing Families and Households

Families are more diverse, with more common-law and lone-parent families. People are marrying later in life, an average of five years older since the 1970’s. There has been an increase in one-person households. Young people (aged 20-29) are staying home longer. The growing numbers of people living alone, particularly older residents, increases the need for opportunities that provide socialization through recreation.

Health and Wellness

Wellness and Chronic Disease Prevention

There is recognition of the connections between health and recreation. The benefits of recreation activities, both in water and on dry land, support a healthy active lifestyle and help to prevent chronic disease. More people are acknowledging this as they incorporate activities related to lifestyle and wellness into their daily routines.

Figure A.4 and Figure A.5 show prevalence data for two forms of chronic disease in communities throughout Interior Health. The orange bars show communities in the South Okanagan Similkameen,

and the black bar shows the provincial average. Case definition requires that the individual has had two physician visits or one hospital admission within a 12 month period with the relevant diagnosis. Penticton has the second highest prevalence of depression / anxiety and a significant prevalence of diabetes, both well above the provincial average.

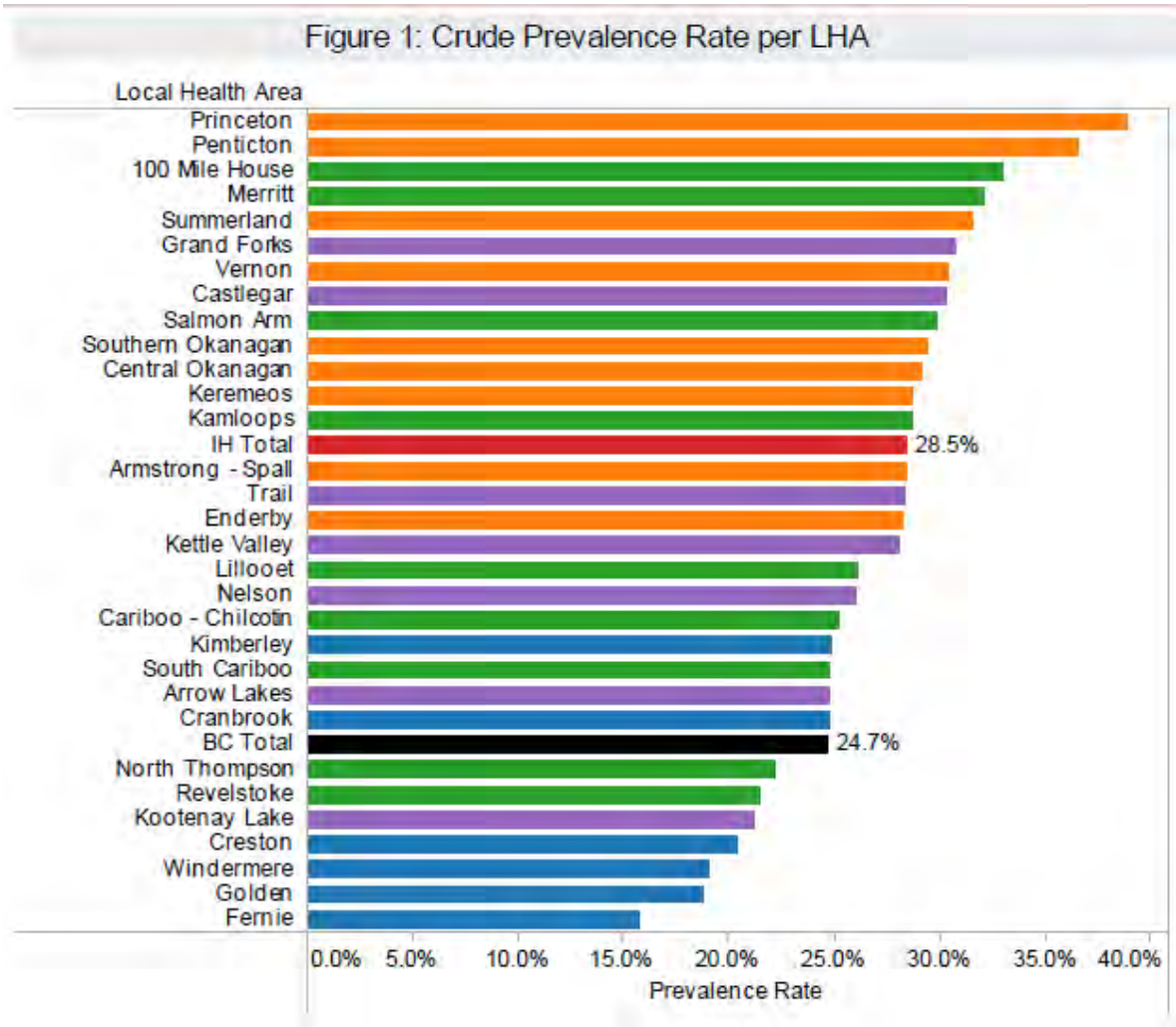


Figure A.4 - Data for Depression / Anxiety in Local Health Area, 2013/14

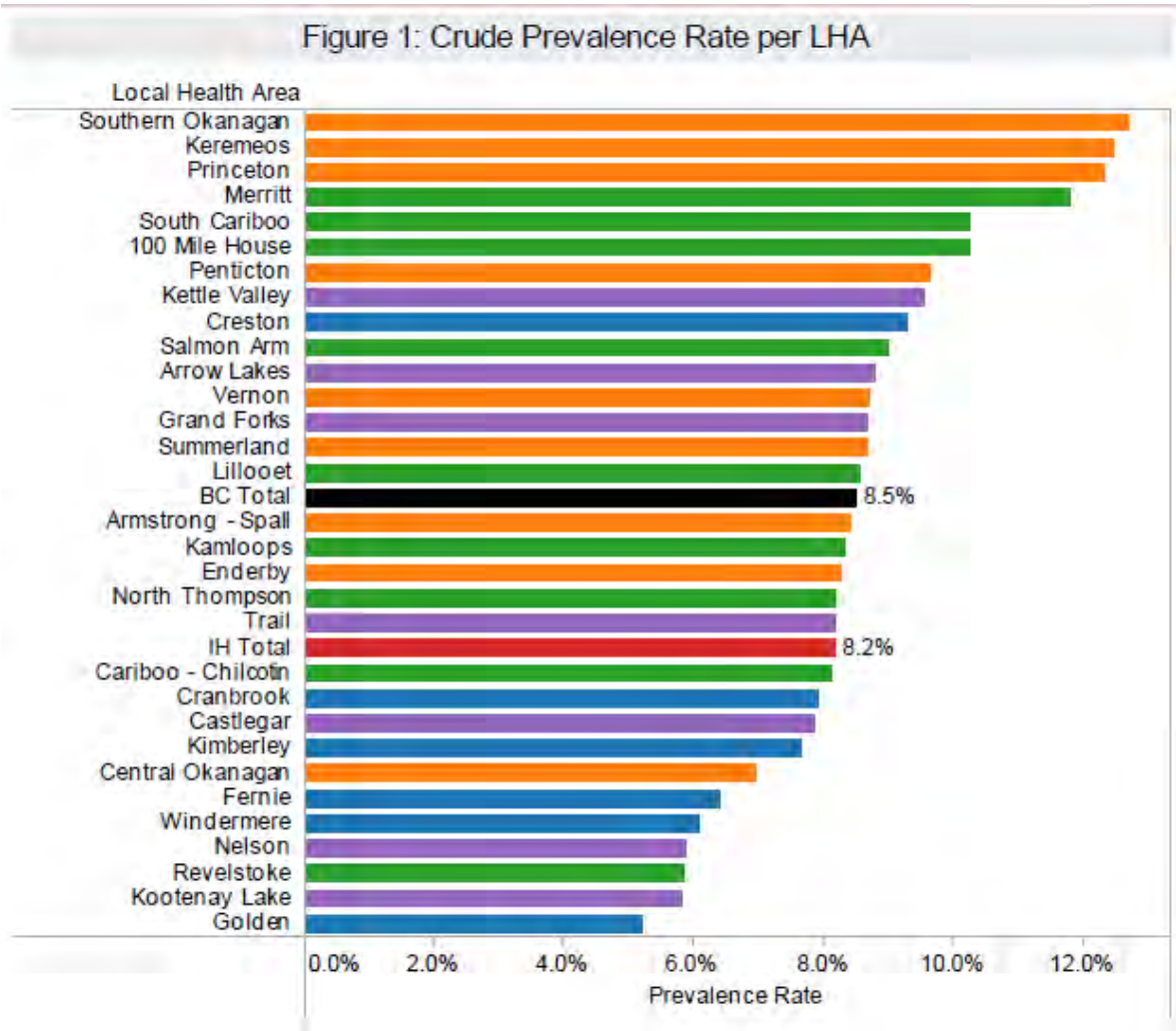


Figure A.5 - Data for Diabetes in Local Health Area, 2013/14

Children and Youth Inactivity

According to the 2016 ParticipACTION Report Card on Physical Activity, only nine percent (9%) of Canada's children are getting the 60 minutes of heart-pumping activity they need each day. Participation in organized physical activity and sport is notably lower among girls, children and youth with a disability, and those with a low household income. As children move into adolescence the levels of participation drop drastically.

Physical Literacy

A trend over the past five years or so has been to embrace the concept of "physical literacy" in programs for children. Physical Literacy has been defined and promoted by Canadian Sport For Life as critical for the development of children and youth so that they can participate in lifelong sports and recreation activities. The private sector has become engaged, offering grants in support of building physical literacy (e.g., RBC). Excellent resources are available on the Canadian Sport For Life Physical Literacy site.

Programs and Activities

Changing Activities

Activities change over time in response to a variety of societal shifts. Participation in organized sports has generally been declining over the past decade. This decline begins at the age of 12 and drops off considerably beyond the age of 20. Meanwhile, participation in other activities is increasing, with examples including pickleball, parkour, longboarding, stand-up paddle boarding (SUP), and disc golf.

Changing Preferences and Expectations

Another clear trend is the shift toward the experiential aspect of activities. People are seeking personal growth and meaning in the activities they choose. For example, the two fastest growth areas in tourism are cultural learning and ecotourism. People want to achieve personal benefits through participation.

There are also expectations of high service quality of in terms of instructors, customer service, and cleanliness and appearance. As the Baby Boomers age, they continue to have an interest and commitment to being active, but will turn away from more strenuous activities such as tennis and jogging to more moderate activities such as walking and yoga.

Desire for Unstructured Opportunities

Busy lifestyles make it difficult for some families and individuals to commit to a series of classes or ongoing programs. Special events and festivals continue to grow in popularity, as do “mini-sessions” for programs. People are choosing activities that can be pursued at personally convenient times. Outdoor activities that can be self-programmed and self-scheduled have the highest participation of any type of recreation in most communities. Along with this, most residents appreciate easy access to a wide variety of recreation opportunities close to home.

Outdoor Activities on the Rise

This is a trend across the country, which is very significant in BC and Penticton. Outdoor nature-based activities are gaining in popularity. Trails continue to be one of the most demanded amenities for walking, biking, running and enjoying nature. The use of trails for recreation is interconnected with growing participation in “active transportation”, especially biking as a means of transportation. There is also increasing interest in more adventurous outdoor activities, such as mountain biking. There are many initiatives and resources for recreation professionals and the general public that help support healthy outdoor activities; examples include Walk BC, Healthy by Nature, and Everybody Active.

Children’s and Youth Activities

A Canadian study undertaken in 2013 by the Solutions Research Group Consultants Inc. found that the top organized sport for 3-17 year olds was swimming, followed by soccer, then dance and hockey. Recognizing the declining participation in organized activities, municipalities have been working to provide unprogrammed opportunities for youth. This began with youth centres and has now expanded to outdoor youth-oriented parks where there are multiple amenities such as skate parks, sports courts, and bike skills areas, accompanied by gathering spaces and path loops for those who

want to be with other youth, not necessarily participating in these activities. For example, studies of youth parks have shown that some girls prefer places to walk with their friends. There is also recognition of the uniqueness of "tweens", between the ages of 9 and 13, who are no longer children but not quite teens, and their specific needs.

Aquatics

Swimming is a favoured activity for people of all ages. Swimming lessons are the primary market for indoor pools and participation in such activities tends to decline after age 10. With the aging of the population has come increased demand for therapeutic pools and programs aimed at rehabilitation.

Parks and Environment

Challenges Related to Parkland Supply

Many communities in BC are becoming more dense, especially in and near their core areas. As the population and density increase, land becomes more valuable and the amount of open space in relation to the population decreases. Communities are challenged to retain the same parkland supply standards as they did in the past. Some methods for addressing this include using parkland more efficiently, linking parkland with interconnected trail systems, and recognizing that natural and open space features such as water bodies, hillsides and farmland contribute to the experience of nature and in some cases can reduce the amount of parkland needed.

Environment

Most communities in BC have passionate and engaged groups of citizens who are involved in environmental protection and stewardship. Their interests and activities can include protecting environmentally significant lands, environmental stewardship activities, environmental education, and promoting renewable energy, sustainable transportation, responsible land use planning, climate change adaptation and sustainable construction. Parks can play a significant role in protecting, enhancing and managing environmental resources, and municipalities often encourage and support the activities of local environmental groups.

Dogs in Parks

Dog ownership is high in most communities, and it provides many social and health benefits to people. It is always a controversial topic, as more people using less parkland results in challenges meeting the needs of dog owners and those who prefer not to interact with dogs. There is a trend towards providing different types of dog off-leash areas within communities, including destination dog parks, off-leash trails, water access for dogs, open unfenced grass areas, smaller fenced parks or exercise areas, and small dog relief areas near multi-unit buildings. Providing adequate opportunities for dog owners and a clear and communicated dog management strategy can help to reduce the conflicts associated with dogs in parks.

Urban Agriculture and Food Security

As more people live in cities, there is significant interest in strengthening the connections between people and their food systems. Many communities have groups interested in urban agriculture as a way to increase food security to address rising food prices, climate change and environmental

degradation. Urban agriculture encompasses a wide range of sustainable food-producing activities within urban areas, some of which can fit nicely within parks. Activities can include community gardens, community-based food production sites, community kitchen programs, food share programs, and farmers' markets.

Homelessness and Vandalism in Parks

In a significant number of BC communities, economic and social factors have led to an increase in the use of parks by people who are homeless or transient, with associated vandalism, inappropriate litter, and other impacts. This can affect perceptions around safety and pose challenges in maintaining parks to an acceptable standard. Recreation facilities can also be affected, but usually to a lesser degree. Tools for addressing this involve working with social service organizations to address the broader issues and needs, collaborating with police to promote awareness of services and to determine appropriate responses, and measures that can be achieved through monitoring, community projects, park planning, and park design.

Parks and Recreation Facilities

Aging Infrastructure

A large proportion of BC's recreation and parks infrastructure is aging. The cost of renovating or replacing these older facilities is significant. Federal and provincial infrastructure funding programs have helped, but have been steadily declining, and they are insufficient to replace old facilities and to build new ones, both indoor and outdoor. The City is currently updating its asset management plans that guide the capital needs of its 2018-22 financial plan.

New Types of Facilities

In order to maximize efficiency and to achieve multiple benefits, there is a shift from stand-alone to multi-use facilities, often integrating youth and seniors' components as well as common spaces that serve as community "hubs". These facilities are particularly important for families, as they can enable diverse family members to be active at the same time and place. There are also trends related to the design of new facilities, with more focus on green buildings and sustainable design.

Parks and Recreation Management

Financial Accountability

Asset management has become a major component of municipal planning, as communities struggle with the challenge of needing to replace, upgrade and operate aging infrastructure that includes civic buildings, roads and utilities as well as recreation facilities and green infrastructure. All of these assets need to be managed in a coordinated manner, as communities must manage funding appropriately. These challenges are leading many municipalities to search for sources of revenue, often including commercial uses, paid parking, expanded user fees, and sport tourism, among others.

Expanded Use of Technology

Technology has become an integral part of recreation as it has become embedded in daily life. Some elements in facilities include registration systems, energy management, bar-coded facility entry, user tracking systems and enhanced communications. Participants are most likely to find program and facility information online, often through their mobile devices.

The growth in new technologies has increased computer-mediated leisure participation. The popularity of interactive video games and social media has resulted in people spending a significant portion of their free time engaged in digital activities. Though this has led to a less active population, technology does support many physical recreation activities including Geocaching, walking, running (through pedometers, accelerometers, and heart monitors etc.), and interactive physical video games and exercises.

Volunteerism

The Canada Survey of Giving, Volunteering and Participating, conducted by Statistics Canada in 2010 (and in 2007), found that 47 % of Canadians aged 15 and over did volunteer work in 2010. The number of volunteers is growing faster than the population of Canada. The study also found that sports, recreation and social services sectors had the most support. Forty-four percent (44%) of volunteers participated in organizing or supervising events, and coaching, refereeing or officiating was reported by 18% of volunteers. The full study can be found on the Statistics Canada site at this link: StatsCan. The supplementary surveys of groups in Penticton confirm that the volunteer sector in the community appears to be strong, though there are some challenges with volunteer fatigue and succession in some areas, e.g., Children's Festival.

Sports Tourism

Municipalities are embracing "Sports Tourism" as a means of making better use of their facilities, attracting tourists to their communities and generating additional revenue for sports and recreation. The Canadian Sport Tourism Alliance defines Sport Tourism as "any activity in which people are attracted to a particular location as a sport event participant, an event spectator, or to attend sport attractions or sport business meetings". Sport Tourism in BC is valued at $30 million annually and is the fastest growing segment of the tourism industry.

Many municipalities/regions have developed Sport Tourism Plans and Policies, which support sport tourism initiatives in their community. Examples of those communities include Fort St. John, Kamloops, Langley, Surrey, and Nanaimo. Penticton prepared an Eventful Penticton Strategy in August 2016.

Partnerships and Outsourcing

Partnerships with the private sector and with not-for-profit organizations continue to grow as revenue from tax dollars often does not keep up with escalating expenses. While parks and recreation have always fallen under the municipal umbrella, since the 1970's a larger portion of responsibility for all public infrastructure has shifted to municipalities. Provincial and federal budgets are increasingly being consumed by health care and education costs, reducing their contribution to services like parks and recreation.

There are numerous examples of public/public and public/private partnerships in BC and across Canada. An example of a public/public partnership is between municipal government and the School

District or the Health Authority. Many of the "partnerships" are actually a form of contracting out and/or contracting in facility management and service delivery. There has been a trend in municipal partnerships in parks and recreation being extended to a variety of agencies in health, justice, education, community and social services.

Many municipally owned arenas are now operated by private sector companies, however pool partnerships/contracts are somewhat rare. In the City of Kelowna, the YMCA operates the 50 metre pool facility known as H20. On Salt Spring Island, the pool is operated by Recreation Excellence, a private company. Municipalities provide operating subsidies to ensure that the programs and services are affordable to the public.

Municipal facilities such as day cares are commonly being managed by non-profit societies through leases or partnership arrangements. Municipally owned fitness and wellness centres can also be operated through a partnership with the public or private sector; however, these types of facilities usually generate a positive revenue stream and have become an important component of multi-use facilities operated by municipalities.

Increasing Roles of Parks and Recreation Departments

The trends outlined above have caused parks and recreation organizations to take on roles and responsibilities that are increasingly broad. These include, but are not limited to, managing partnerships, leadership in public health, upholding standards of social equity, community outreach, capacity building, asset management, integration of technology, conservation and stewardship, environmental education, event management, and tourism development. Parks and recreation departments are integrating more with municipal staff in other departments, and at times resources are stretched from efforts to serve broad community needs.

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix B: Review of Bylaws, Policies, Procedures, and Programs

URBAN systems

CITY OF Penticton

APPENDIX B: REVIEW OF BYLAWS, POLICIES, PROCEDURES, AND PROGRAMS

This document provides a review of Penticton's bylaws, procedures and programs as they relate to the Parks and Recreation Master Plan. The documents are listed in alphabetical order for ease of reference.

Arena and Field Allocation Procedure

Date: Updated February 2011

Purpose: To ensure that facility time is fairly allocated

Description: This document outlines the general procedures for the booking of sports fields and arenas, including the application process, priorities for allocation, the allocation formula, process for changes and additions. It also covers contracts/licenses, user meetings, registration requirements and communication.

Comments: The document does not address the allocation process for the SOEC, the OHS or Memorial arena. Allocation policies appear to be a reasonable balance of historic vs new uses, economic development vs regular use, and community and age-based priorities.

Development Cost Charges (DCCs) and Density Bonus for Public Open Space

Date: 2007

Purpose: To collect DCCs for the acquisition and development of parkland

Penticton has two separate DCC areas: the core area and the periphery. The periphery includes areas that are not on the community sewer system (agricultural, natural and rural areas).

The City collects the following amounts for parks DCCs at the time of subdivision for single and two unit development and at the time of building permit approval for multi-family development:

Type of development	**Public Open Space DCC Levied**
Single / two family subdivision (core)	$1,122.00 per lot created
Single / two family subdivision (periphery)	$1,428.00 per lot created
Multi Family (core)	$1,054.00 per unit created

Multi Family (periphery)	$1,426.00 per unit created
Non residential development (core)	$0
Non residential development (periphery)	$0

The monies collected through the DCC program are required to go towards identified projects that include park expansions, natural areas, and new sports fields. The money cannot go to any other use and is kept in a reserve account.

The City also has a Public Amenity Reserve Account (Density Bonus). Several of the zones outlined in the Zoning Bylaw provide developers the ability to purchase extra density through the submission of amenity contributions. Generally these are levied at $ $15.00 per m2 of additional density. These monies are evenly split between the affordable housing amenity reserve fund and off-site public amenities. Parks and recreation facilities may be beneficiaries as well as public art, trails and recreation amenities in parks

Comments: The DCC bylaw requires updating to reflect the analysis and recommendations in the Parks and Recreation Master Plan.

Eventful Penticton Strategy

Date: August, 2016

Purpose: To prepare a strategy for special events to support the tourism and resident recruitment efforts of the City of Penticton.

Description: The strategy's four goals or pillars are to expand support network for strategic events (connected), enable event hosts operating outside sports and summer (sustainable), engage key event markets and corporate sponsors (livable), and encourage sharing of best practices, content and data (smart).

The Eventful Penticton Strategy will play to the City's strengths in sports tourism, and activities will shift to events to achieve sustainable tourism growth. The shift will result in the following:

- mid-week and off-peak camps and conferences to complement sport competitions
- outreach for events like Fest-of-Ale and Peach City Beach Cruise appealing to target markets
- more accessible events featuring economical arts and culture and active leisure
- beach and lakeside events through spring and fall, attracting drive markets in BC, AB and WA
- corporate events like Lululemon Wheels and Reels and Rogers Hometown Hockey

- hybrid events like the Scottish Festival combining competition and culture

Comments: Comprehensive and up to date

General Conditions for Rental of City of Penticton Facilities (Procedure)

Date: May 22, 2015

Purpose: To provide general conditions for rental of City of Penticton facilities and facilities governed by the Joint Use Agreement with School District #67

Description: The procedure covers group representation, requests for booking, tentative agreements, rental agreements, fees and charges, payment, performance bonds, damage, personnel, insurance, monitoring, compliance with all applicable laws, regulations and by-laws, and the general conditions of use - License to Use or Occupy. It also includes specific conditions for rental of arenas, sports fields, parks, outdoor events, the theatre, the library/museum, storage units and the skatepark.

Comments: Comprehensive and up to date

Joint Use Agreement

Date: December 1, 2009 to November 30, 2010

Purpose: Agreement between the City of Penticton and the Board of Education, School District No. 67 for the purpose of constructing, maintaining, operating or using jointly or contributing to the cost of the construction, maintenance or operation of facilities for community use on a site the title of which vests in or is held by the City or District, or on a site leased by either of them from the Crown in right of the Province.

Description: The Agreement outlines the conditions for the optimization of facilities for community use. The City has access to the School District's fields and certain buildings when not needed by the SD. The City schedules community recreation and culture activities on/in the SD's property during those times, generally evenings and weekends.

The Agreement provides terms and conditions, including fee calculations, booking procedures, maintenance, cost sharing, capital planning, and indemnification.

Comments: This document is out of date and should be reviewed to determine what needs updating, potentially including current practices in relation to this agreement, role of the Joint Use Administration Committee, consistency of School District Fees and Charges policy with City's equivalent policy, and the parks, facilities and schools included.

Official Community Plan

Date: 2002 with amendments up to 2015

Purpose: The Official Community plan (OCP) provides direction that will guide Penticton's development and meet its anticipated needs over the next decade and beyond. In addition to guiding land use and development, the OCP addresses transportation, infrastructure, the environment, heritage, community facilities and services, and social and economic planning.

Description: Section 2.2.5 of the OCP focuses on parks and recreation. The OCP includes the following guideline for the provision of neighbourhood and community parks; 2.5 acres / 1,000 population - Neighbourhood Parks and 7.5 acres / 1,000 population - Community Parks. Lands designated Parks and Recreation in the OCP include public and private lands. The OCP goals and policies for parks and recreation range from broad topics such as providing sufficient space for parks and trails and protecting existing parkland to some detailed site-specific recommendations.

Comments: One of the recommendations of the OCP is to update the City's Parks, Recreation and Culture Master Plan, noted as reaching its lifespan in 2003. Many of the OCP's policies are outdated and some have been accomplished. Once the Parks and Recreation Master Plan is complete, the OCP should be amended to be consistent with the Master Plan.

Parks Consolidation (Regulation) Bylaw

Date: 1974

Purpose: To regulate the use of parks, beaches and boulevards

Description: The bylaw provides restrictions on the uses of public City land, including camping, hours of use, sand and gravel removal, litter, respect for property, fires, water uses, vagrancy, smoking, liquor, golf, horses, dogs, livestock, modes of transportation, tree planting, and boat trailer parking.

Comments: This bylaw should be reviewed and updated, considering in particular the clauses related dog management, use of school grounds, planting of trees, bicycles, modernizing the language, and penalties.

Park Dedication Bylaw

Date: 2002 with amendments in 2004, 2005 and 2007

Purpose: to dedicate certain parcels of City land as parkland

Description: bylaw identifies park sites dedicated, and states that '"public park land" shall mean an area of land set aside to be used by the public as a place for rest, recreation, exhibitions, agriculture, exercise, pleasure, amusement, enjoyment and any other activity or use related or ancillary thereto and without limiting the generality of the foregoing, Council may from time to time lease or license all or part of the public park land for uses related to or ancillary to the uses specified herein'.

Comments: Bylaw is not up to date and does not include all parcels of parkland. Some in the community feel that the City has not respected the intent of the referendum that led to the bylaw, which stated that "dedicating the parks will ensure continuous public use and ownership of our parklands."

Parks Donation Program

Date: January 2016

Purpose: to invite donations from any individual, organization or service group to be made towards park and public space improvements, including park benches, picnic tables, bike racks, trees, dog pet stands or other park improvement projects

Description: This program outlines the process for making a donation, guidelines, donation items, and application form.

Comments: This program is well structured and should be reviewed every three years.

Parks, Recreation and Culture - Advertising Policy

Date: March 5, 2012

Purpose: To provide guidelines considering requests for and/or soliciting advertising opportunities

Description: This policy outlines general principles for advertising on City property, specific guidelines for advertising in City parks, and the Purchasing Policy as it relates to advertising.

Comments: This policy should be reviewed in relation to its previous implementation, and updated if necessary so it reflects current practices and goals.

Parks, Recreation and Culture - Donations and Gifts to the City of Penticton

Date: March 5, 2012

Purpose: To provide guidelines for donations and gifts to the City of Penticton

Description: This policy outlines general principles for the acceptance of funds and donations-in -kind for various projects that will add to the enjoyment of the community and its residents. The policy includes information on types of acceptable donations, how they may be used, and the issuance of receipts for tax purposes.

Comments: There has been a recent amendment to this Policy, which should be incorporated into this document.

Parks, Recreation and Culture - Sponsorship Policy

Date: March 5, 2012

Purpose: To provide guidelines for sponsorship of City programs, facilities, events and/or activities

Description: The City recognizes that appropriate Sponsorship is mutually beneficial to the City and the Sponsor wherein the Sponsor contributes funds, goods or services to a City program, facility, event or activity in return for recognition, acknowledgement or other promotional considerations. The City encourages creative approaches to generate revenue and offset costs and will consider opportunities that fall within this Policy. This policy outlines general principles for the solicitation of sponsorship, guidelines for acceptable sponsorships, and terms and conditions.

Comments: This policy should be reviewed in relation to its previous implementation, and updated if necessary so it reflects current practices and goals.

Parks, Recreation and Culture - Fees and Charges Policy

Date: 2012

Purpose: To establish a policy for charging fees recognizing that public leisure/recreation services should be free to potential users, but that with the costs of constructing and maintaining facilities, it is impractical to provide free access to all.

Description: This is a comprehensive policy that covers all public leisure/recreation services. Fees and Charges Principles are outlined with the basic principle that “while everyone pays taxes, the user of leisure/recreation services should pay more than the non-user for all but basic opportunities”.

The Policy document also includes the Fees and Charges By-Law. The Schedules for Fees and Charges although listed are not part of the document. The Policy states that these schedules are to be reviewed by City Council at least every three years.

The basis for calculating rental costs is provided, indicating that the rates are to be based on the actual costs of operating and financing a facility including administration and factoring depreciation. This calculated rate is then compared to market and adjustments made to remain in line with those rates.

Comments: This Policy and By-Law is very inclusive and covers all aspects of parks, recreation and culture fees and charges for facilities, programs, sports fields, memberships, as well as definitions for age groups, eligibility, subsidies, and a variety of special circumstances.

Tree Protection Bylaw

Date: 2001

Purpose: To protect City-owned trees from damage by the public

Description: This bylaw protects City-owned trees from damage by the public, requiring specific protection of trees near construction sites. There is an inventory of designated heritage/wildlife trees, which are noted as having particular importance.

Comments: This bylaw does not include the protection of trees on private property. Many municipalities have tree protection bylaws covering private property. Most of these discourage tree removal, and they require permits and replacement ratios for trees that are removed.

Zoning Bylaw

Date: 2011

Purpose: The Zoning Bylaw is intended to divide the municipality into zones, name each zone and establish the boundaries of the zone; limit the vertical extent of a zone and provide other Zoning Bylaw 2011-23 zones above or below it; regulate within a zone – the use of land, buildings and other structures, the density of the use of land, buildings or other structures, the siting, size and dimensions of the buildings and other structures and uses that are permitted on the land and regulate the shape, dimensions and area, including the establishment of minimum and maximum sizes, of all parcels of land that may be created.

Description: The zoning categories that relate to parkland and recreation facilities include P1 – Public Assembly, P2 – Parks and Recreation, and CT1 – Tourist Commercial.

Comments: The majority of the parks and recreation sites in Penticton have the appropriate zoning.

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix C: Community Telephone Survey Tables

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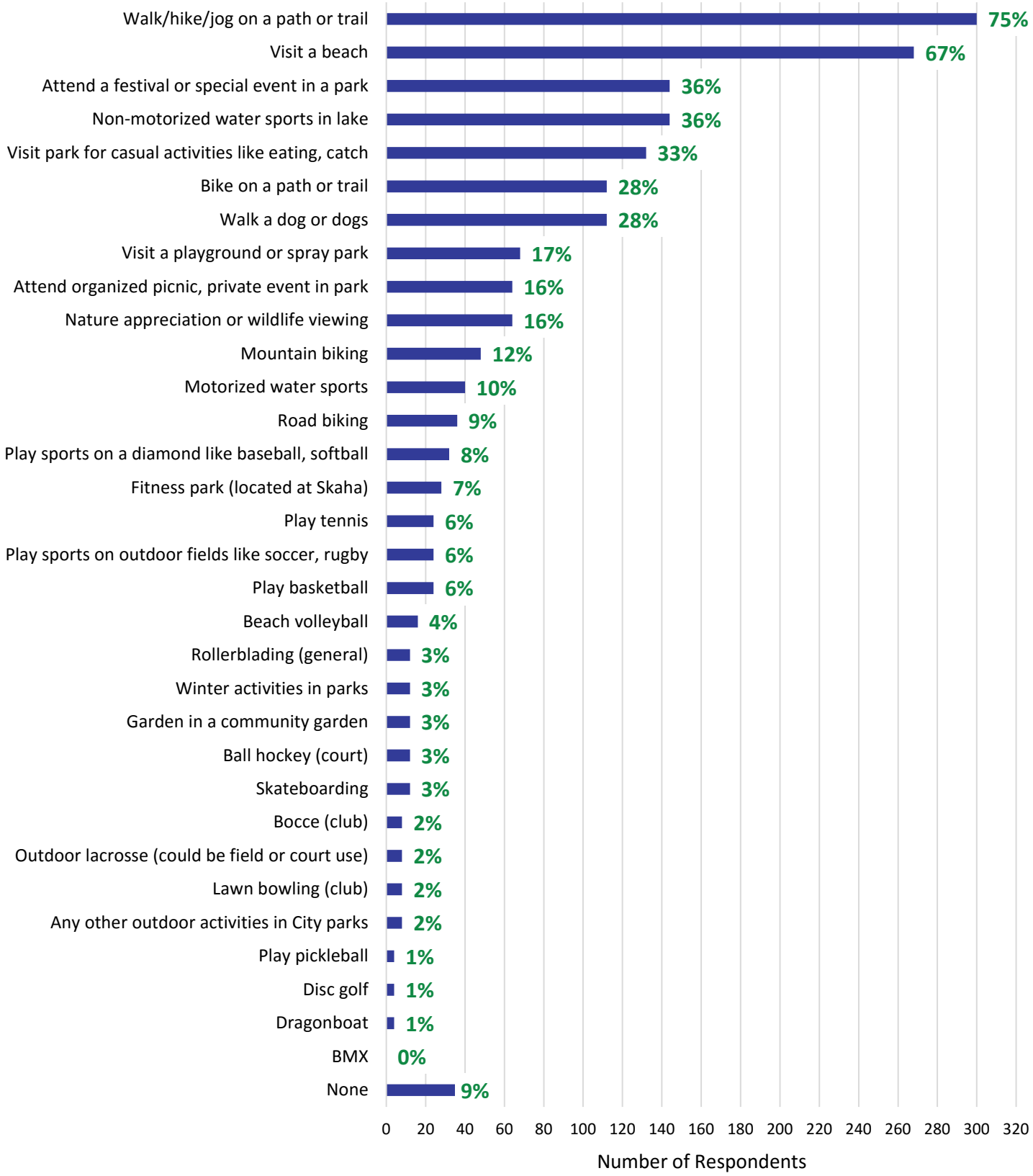
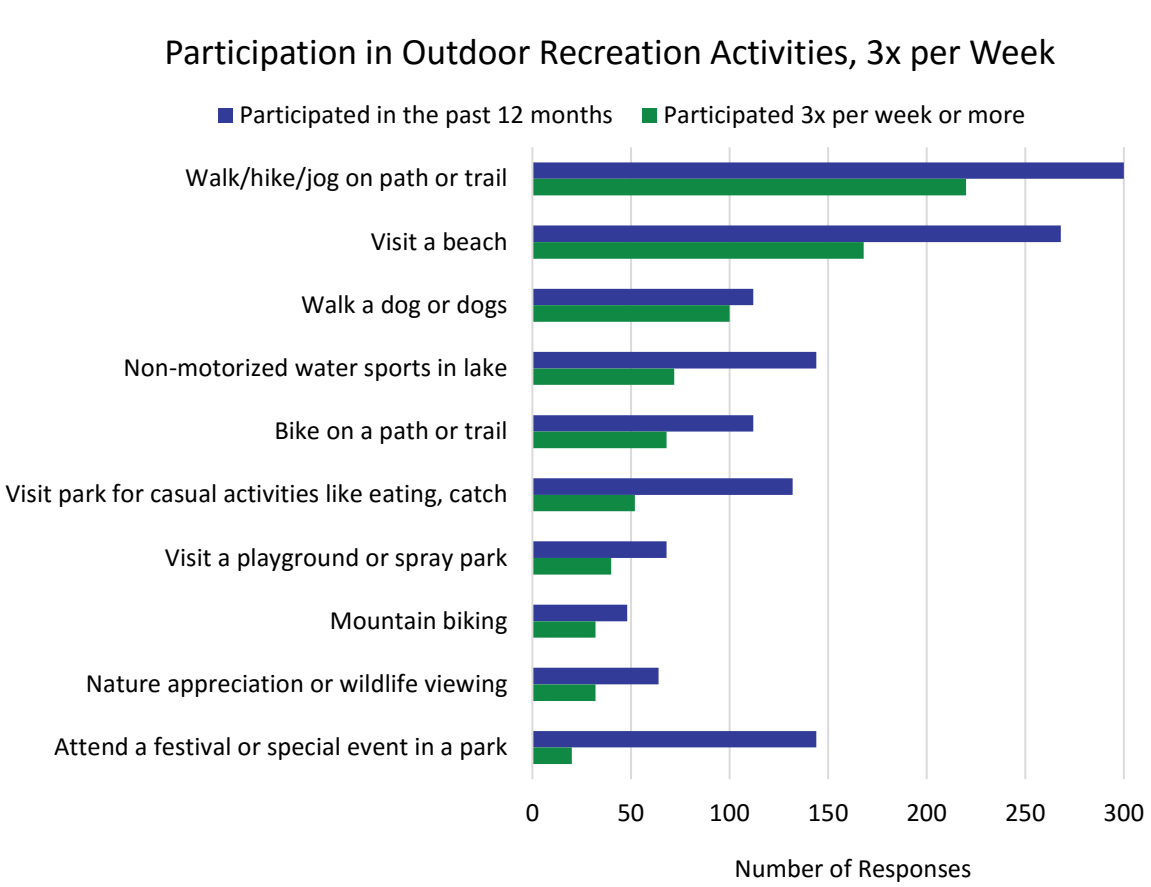
CITY OF Penticton

Participation in Outdoor Recreation Activities, Past 12 Months



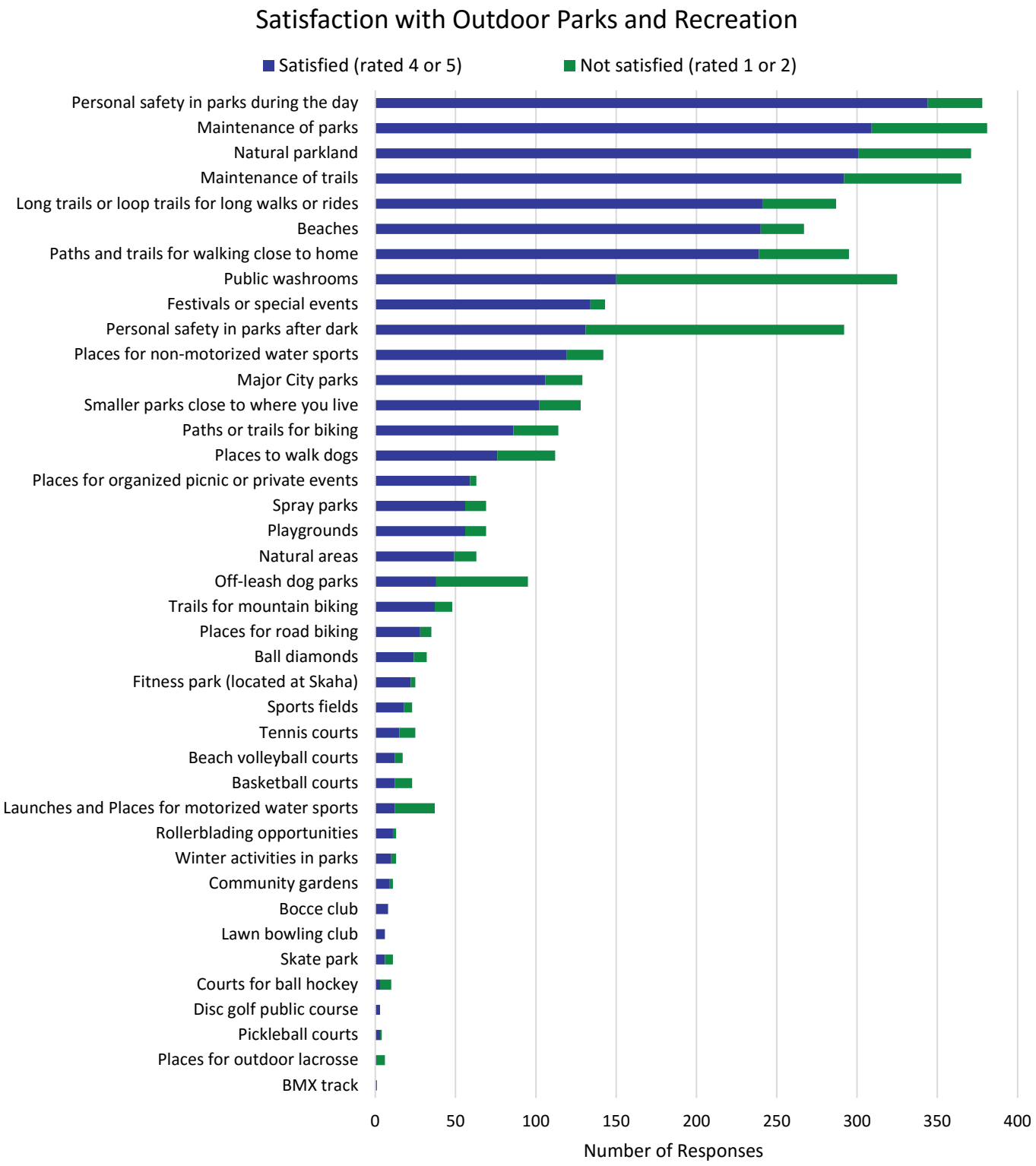
Question 1b: For each "YES" in Q1a, do you or anyone in your household participate in those activities three times per week or more in the applicable season?

- More than 55% of respondents who walked/hiked/jogged on a path or trail in the past year indicated someone in their household participated in this activity three times per week or more on average. The graph below highlights the top ten activities respondents took part in three or more times per week in the past 12 months.



- For each activity, a higher percentage of respondent households with children living at home said they participated three times per week or more on average, compared to those without children at home. Frequent participation was also more common for respondents who owned dogs.

Participants were asked to indicate their level of satisfaction with outdoor parks and recreation spaces and amenities. They were also asked to rate their level of satisfaction with any outdoor recreation activities they indicated that their household participated in over the past 12 months.



- Respondents indicated high satisfaction with outdoor parks and recreation overall. Ratings were highest for:
  - Festivals or special events (94% of those responding indicated moderate to high satisfaction)[8]
  - Places for organized picnics or private events (93%)
  - Personal safety in parks during the day (91%)
  - Beaches (90%)
- Satisfaction with beaches was lower for respondents living with children (76% of those responding indicated low satisfaction or they were not at all satisfied)[9], as well as for respondents with dogs (79%) as compared to those not living with children (95%) or not owning any dogs (96%).
- Of the outdoor recreation features with higher numbers of reported users, off-leash dog parks, personal safety in parks after dark, and public washrooms had the lowest rates of satisfaction.

Amenity/Feature	Number of Responses	Number **Not Satisfied**	Percent **Not Satisfied**
Off-leash dog parks	95	57	60%
Personal safety in parks after dark	292	161	55%
Public washrooms	325	175	54%

→ Off-leash dog parks had the lowest satisfaction ratings from younger respondents, with 75% of those aged 20 to 44 indicating that they were not satisfied.

→ Satisfaction with public safety in parks after dark was lowest for respondents living with children (66% were not satisfied), followed closely by female respondents (65%). Those aged 60 or older also indicated a low rate of satisfaction (62% were not satisfied).

→ The lowest rates of satisfaction were from small user groups for specific amenities:

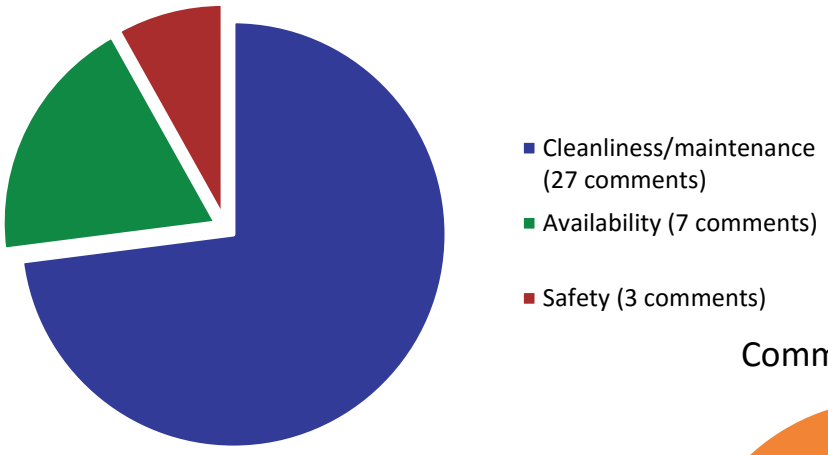
Amenity/Feature	Number of Responses	Number **Not Satisfied**	Percent **Not Satisfied**
Places for outdoor lacrosse	6	5	85%
Courts for ball hockey	10	7	69%
Launches and places for motorized water sports	37	25	67%

[8] Satisfied refers to ratings of 4 or 5 on a scale from 1 being not at all satisfied, to 5 being very satisfied. Read all responses this way unless indicated otherwise.
[9] Not satisfied refers to ratings of 1 or 2 on a scale from 1 being not at all satisfied, to 5 being very satisfied. Read all responses this way unless indicated otherwise.

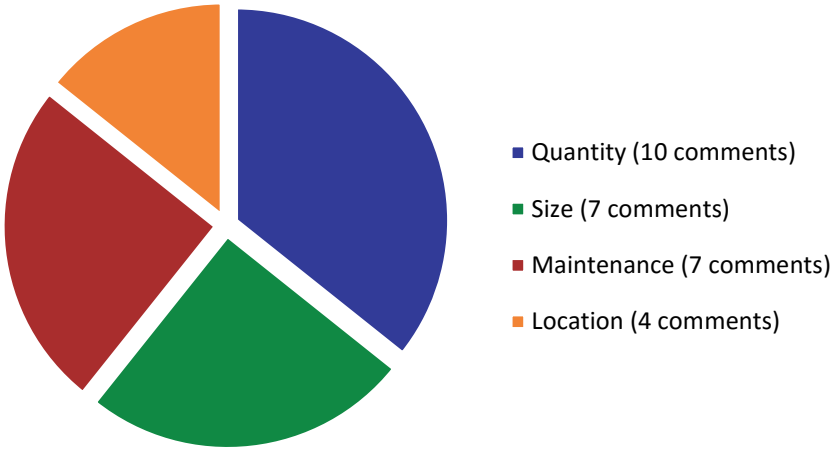
Question 2b: What improvements are needed to _____? [For items rated 1 or 2 in Q2a].

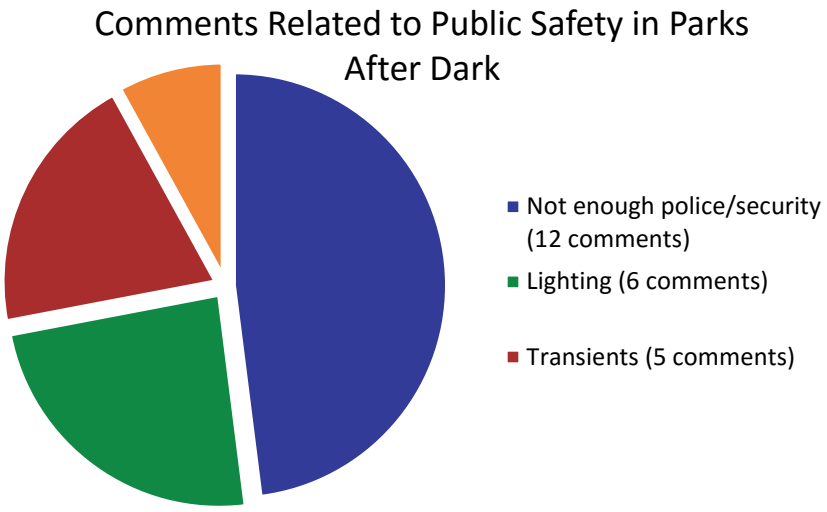
Respondents were asked what improvements they would make to outdoor parks and recreation facilities that they rated low for satisfaction. The highest number of comments received related to public washrooms (38 comments), followed by dog off-leash areas (25 comments), and public safety in parks after dark (21 comments). The following charts summarize the content of the comments related to each.

Comments Related to Public Washrooms



Comments Related to Dog Off-Leash Areas





Improvements were also suggested by at least five survey participants for natural parkland (14 comments), maintenance of parks (12), places to walk dogs (11), paths and trails for walking close to home (10), long trails or loop trails for long walks or rides (8), spray parks (5), and launches and places for motorized water sports (5).

Question 3: If you could make one improvement to the parks, beaches, or trails in Penticton, what would it be?

The most common responses to this question related to the maintenance and cleanliness of parks, beaches, and trails. Similar to Question 2b, respondents made requests for improvements to public washrooms and dog off-leash areas. Over 210 comments were provided, highlighting current issues and providing suggestions for addressing them. Where possible, the responses were grouped into themes, with the eight most common themes listed below.

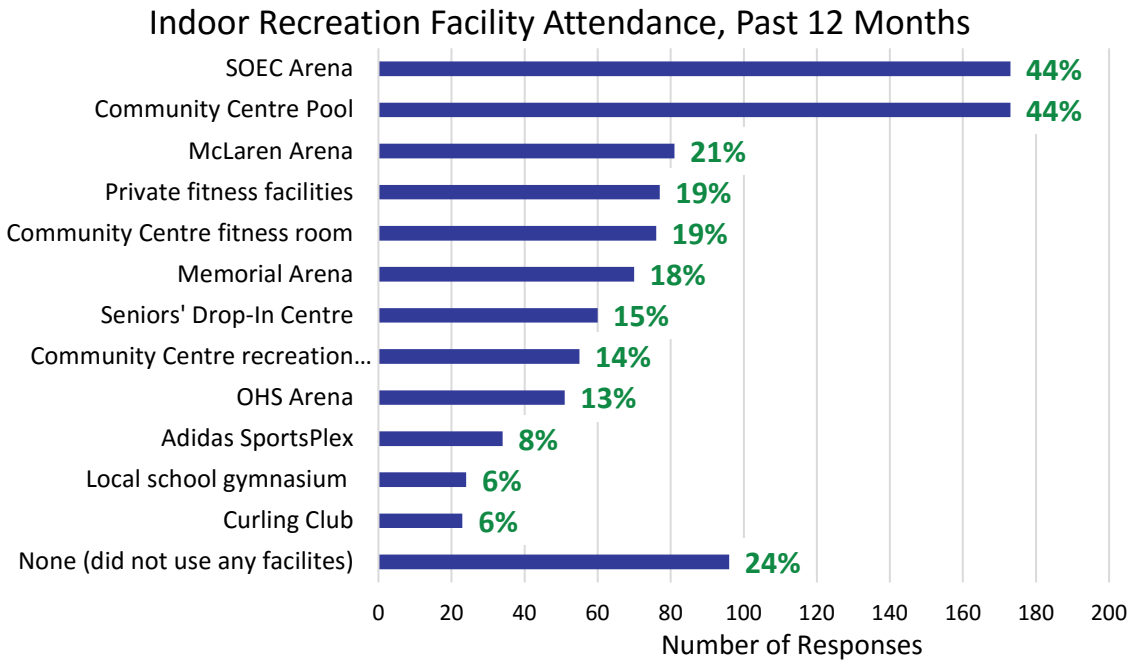
Theme	Number of Responses
Maintenance of parks and trails (cleanliness, landscaping)	35
Dog facilities (more/bigger dog parks, separation of off-leash areas, designated dog spaces, more dog control)	27
Parking (should be free, more parking)	18
Keep the parks natural, public, not commercialized	18
Stop the Skaha Park waterslide	17
Washrooms (cleanliness, availability)	17
More/bigger parks and trails	14
Safety (more police, more lighting)	13

c. Indoor Recreation Facilities

Question 4a: Did you or anyone in your household attend any of the following facilities in the past year?

South Okanagan Events Centre (SOEC) Arena	Penticton Community Centre Pool
McLaren Arena	Private fitness facilities
Penticton Community Centre Fitness Room	Memorial Arena
Penticton Seniors' Drop-In Centre	Penticton Community Centre Recreation Programs
OHS Arena	Adidas SportsPlex
Local school gymnasium (non-school activity)	Penticton Curling Club

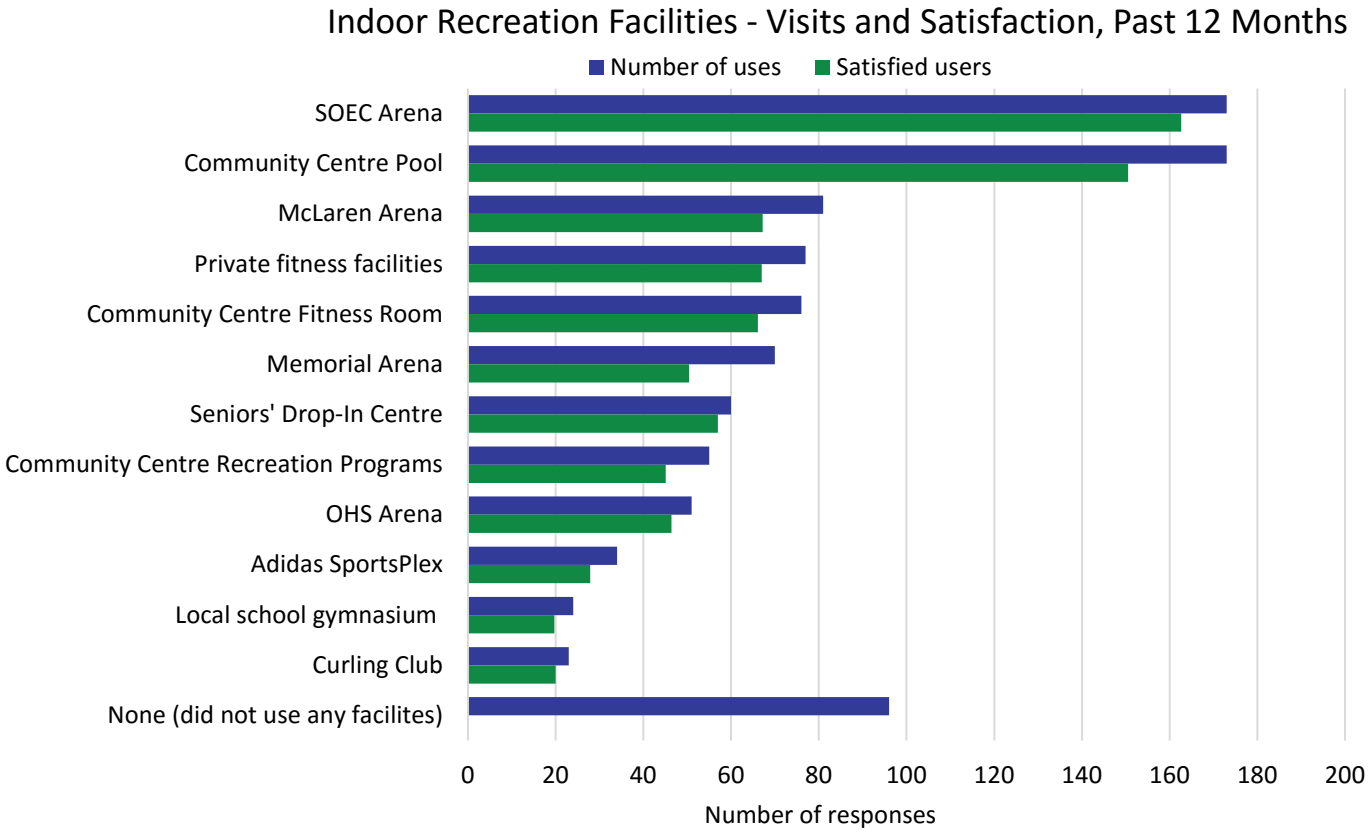
The responses illustrate the relative popularity of indoor recreation facilities. As the chart below demonstrates, the SOEC Arena and Penticton Community Centre Pool were the most popular facilities. There were 44% or 173 people, who indicated that someone in their household had visited each of these facilities in the past year. There were 24%, or 96 people, who indicated that no one in their household had visited any of the facilities in the past year.



- The Penticton Centre Pool saw the highest use from younger respondents, with 77% of households containing children and 67% of respondents aged 20 to 44 reporting use of the facility in the past year by someone in their household.
    - Overall, someone from a household containing children or who owned a dog was more likely to have visited an indoor recreation facility. Only 9% of respondents living with children and 8% of respondents who owned a dog stated that someone in their household had not attended any facilities in the past year, compared to 28% living without children and 31% without a dog.
- As for outdoor activities, participation is lower than similar surveys conducted recently by the consultants in other communities, e.g., non-participation is usually closer to 10%, and aquatic use over 50%.

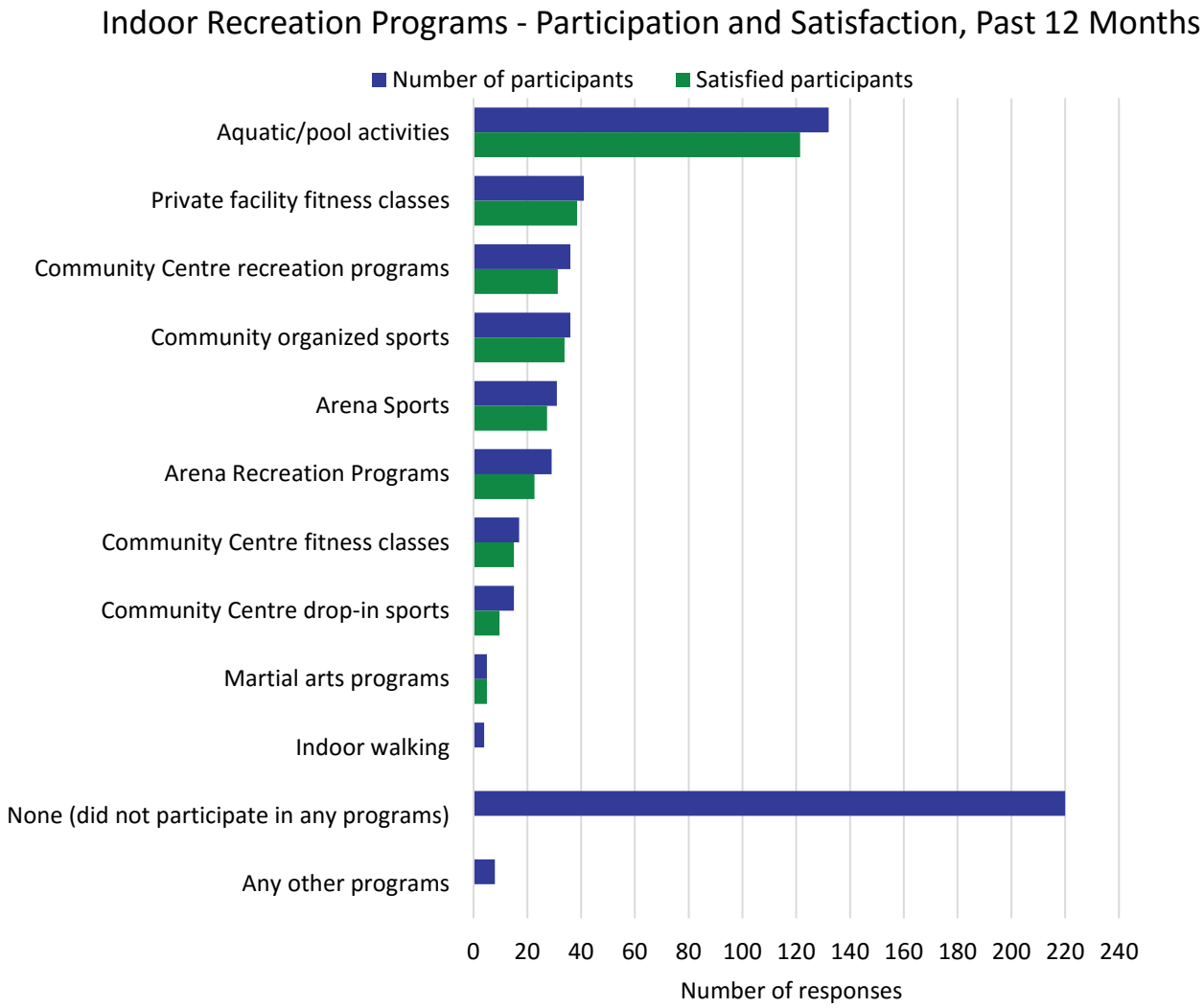
Question 4b: For each "YES" in Q4a, on a scale from 1 to 5 with 1 equal to 'not at all satisfied' and 5 equal to 'very satisfied', how satisfied are you with the following facilities? When answering, please consider quality, location, access, cleanliness, and customer service.

Overall, satisfaction with indoor recreation facilities was high.



Question 6b: For each "YES" in Q6a, on a scale from 1 to 5 with 1 equal to 'not at all satisfied' and 5 equal to 'very satisfied', how satisfied are you with the services and programs offered? When answering, please consider quality, instruction, equipment, number of programs offered, and time of programs.

Overall, satisfaction was high for most programs. There were 220 respondents (55%) whose households did not participate in any indoor recreation programs and therefore could not rate them.



- Of the better attended programs (with 30 or more participants), satisfaction rates were highest for private fitness facility classes, community organized sports, and aquatic/pool activities.

Program	Number of Participant Households	Number **Satisfied**	Percent **Satisfied**
Private fitness facility classes	41	39	94%
Community organized sports	37	35	94%
Aquatic/pool activities	132	121	92%

- Martial arts programs received the highest satisfaction rating with 100% of 5 participants saying they are satisfied to very satisfied (rating of 4 or 5 on the satisfaction scale).
- The lowest satisfaction rate was for Community Centre drop-in sports programs, with 64% of 15 participant households satisfied in those programs.

Question 6c: What improvements are needed to _____? [For items rated 1 or 2 in Q6b]

One comment was received from survey participants when asked about specific improvements for indoor recreation programs. Regarding Community Centre recreation programs, the respondent stated "very poor instructors – better instructors".

Question 7: If you could make one improvement to indoor recreation services or programs in Penticton, what would it be?

The survey asked respondents what their top suggestion for improving indoor recreation services or programs would be. There were 67 comments received and these were summarized into themes, with the ideas identified by at least five survey participants listed below.

Theme	Number of Responses
Affordability	15
Hours (open longer, more options outside of regular work hours)	8
Expand existing or offer more programs	6
Better quality/friendlier staff and instructors	5

Question 8a: Are there any age groups for which recreation or sport programs are insufficient or lacking in Penticton?

Respondents were asked whether they believe there are any age groups for which programs are insufficient or lacking. Most respondents said "no" (44%) or "not sure" (40%). There were 16% of respondents who said there are insufficient or lacking programs for some age groups.

Question 8b: If "YES", for which age groups do you feel recreation or sport programs are insufficient or lacking in Penticton?

When asked to elaborate for which age groups respondents felt programs were insufficient or lacking, 45% (31 respondents) said youth aged 13 to 18. This was followed by young adults aged 19 to 29 (23 respondents), children aged 6 to 12 (17 respondents) and children aged 1 to 5 (16 respondents).

e. Commercial Uses in Parks

Survey participants were asked a series of questions about specific commercial uses in parks, and general comments or suggestions to guide the City in considering new commercial uses in parks were requested.

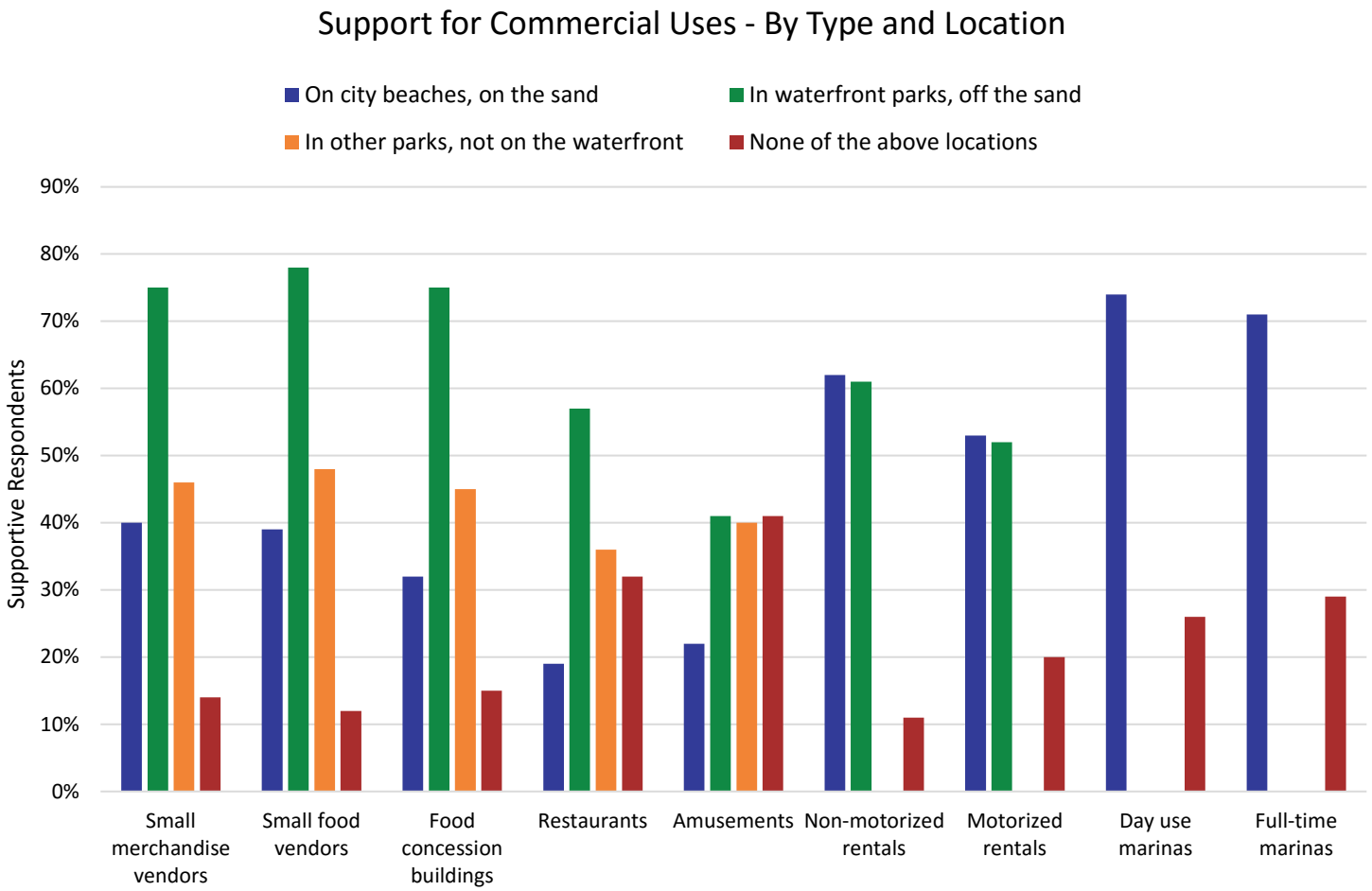
Question 9a: The City of Penticton has integrated commercial uses within City parks. Some examples include small concessions at beaches, Loco Landing, and Lakawana Park concession.

Do you support the following commercial uses in the following locations?

Commercial use	On City beaches, on the sand	In waterfront parks, off the sand	In other parks, not on the waterfront	None of the above locations
Small merchandise vendors that sell items like sun glasses, floaties, towels and clothing	40%	**75%**	46%	14%
Small food vendors that sell items like mini donuts, shaved ice, and hot dogs	39%	**78%**	45%	12%
Food concession buildings	32%	**75%**	45%	15%
Restaurants	19%	57%	36%	**32%**
Amusements like mini golf, outdoor climbing walls, and water slides	22%	41%	40%	**41%**
Non-motorized rentals like paddle boards, kayaks, and canoes	62%	61%		11%
Motorized rentals like jet skis, parasailing, and banana boat rides	53%	52%		20%
Day use marinas	**74%**			26%
Full-time marinas	**71%**			29%

Residents were asked this question for specific commercial uses in varying types of locations, as indicated on the table above. The percent of respondents supportive of each commercial use in each location are indicated, and the highlighted values are discussed below the following chart.

The chart summarizes the responses to specific commercial uses in parks located (1) on City beaches (on the sand), (2) in waterfront parks (off the sand), (3) in other parks (not on the waterfront), and (4) none of these locations. Demographic variation in the responses to commercial use locations was minimal.



- Strongest support was expressed for commercial uses in waterfront parks, off the sand, with 78% supporting small food vendors and 75% supporting food concession buildings or small merchandise vendors in this type of location.
- Respondents also expressed strong support for day use (74%) and full-time (71%) marinas on City beaches.

- Both non-motorized and motorized rentals had moderate support and in both cases, support was slightly stronger for locations on city beaches, on the sand, compared to locations in waterfront parks, off the sand. Non-motorized rentals were more strongly supported than motorized rentals overall, with 11% of respondents indicating they would not like to see non-motorized rentals in any of the locations, compared to 22% for motorized rentals.
- Amusements and restaurants were most strongly opposed, with 41% of respondents indicating they would not support amusements in any of the locations, and 32% indicating they would not support restaurants in any of the locations.

Question 9b: Do you have any comments or suggestions that could help guide the City when considering new commercial uses in parks?

Survey participants offered 193 responses when asked for comments or suggestions that could help guide the City when considering new commercial uses in parks. There were 50 comments opposed to new commercial uses in parks, followed closely by comments opposing waterslides in parks or on beaches (41 comments). The comments are summarized into themes, with the ideas identified by at least five survey participants listed below.

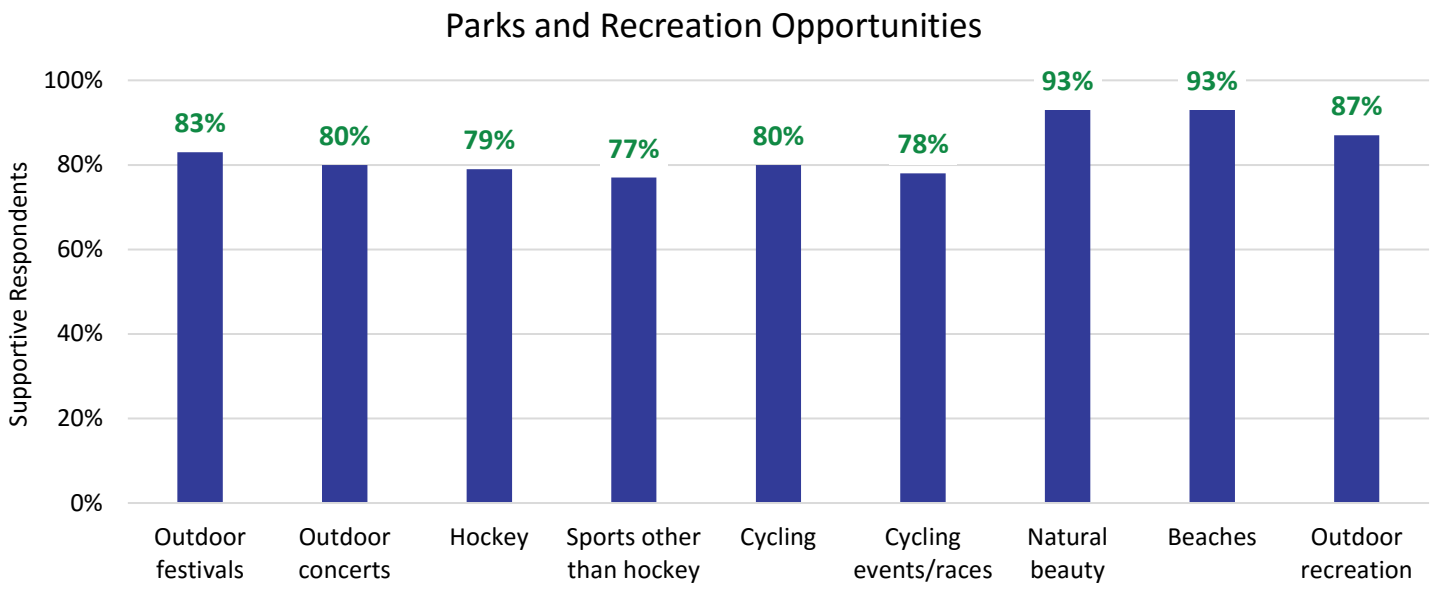
Theme	Number of Responses
No new commercial uses/minimal new commercial uses in parks/beaches	50
No waterslides/waterparks in parks/beaches	41
Limited or specific new commercial uses are okay	33
Need more public consultation, referendums	24
Waterslides/waterparks in parks/beaches are okay	18
Any new commercial uses are okay	5

f. Role of Penticton

Question 10: What parks and recreation opportunities should Penticton advertise and focus on to attract more residents to the City?

Outdoor festivals	Outdoor concerts
Hockey	Sports other than hockey
Cycling (road biking, mountain biking)	Cycling events and races
Natural beauty	Beaches
Outdoor recreation (water sports, hiking, rock climbing, etc.)	

Overall, the survey results showed that respondents are in favour of advertising and focusing on all parks and recreation opportunities to attract more residents to the City. A total of 93% of respondents rated the City's natural beauty and beaches as the most important opportunities to promote[10].

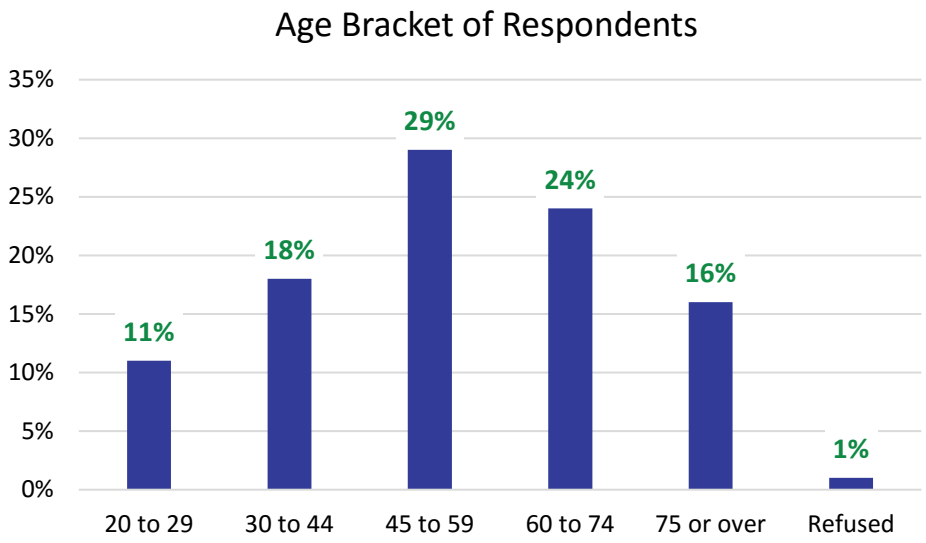


[10] Percent of respondents who rated importance as a 4 or 5 on a scale from 1 (not at all important) to 5 (very important). Read all importance responses this way unless indicated otherwise.

3.0 SURVEY DEMOGRAPHICS

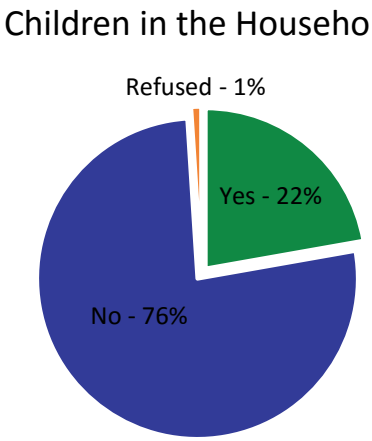
a. Age

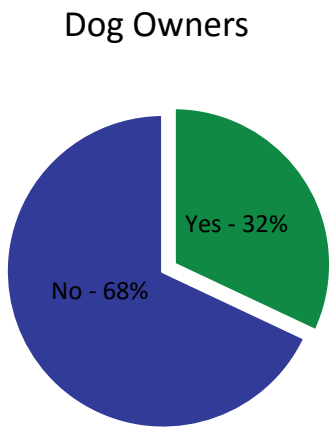
Survey respondents were asked to indicate their age bracket. The highest number of respondents were between 45 and 59 years old, followed closely by those between 60 and 74 years old.



b. Household Details

Respondents were asked whether there were any children 16 years of age or younger living in their household, and whether they were a dog owner. There were 22% with children living in their household and 32% were dog owners.





Say How You Play!

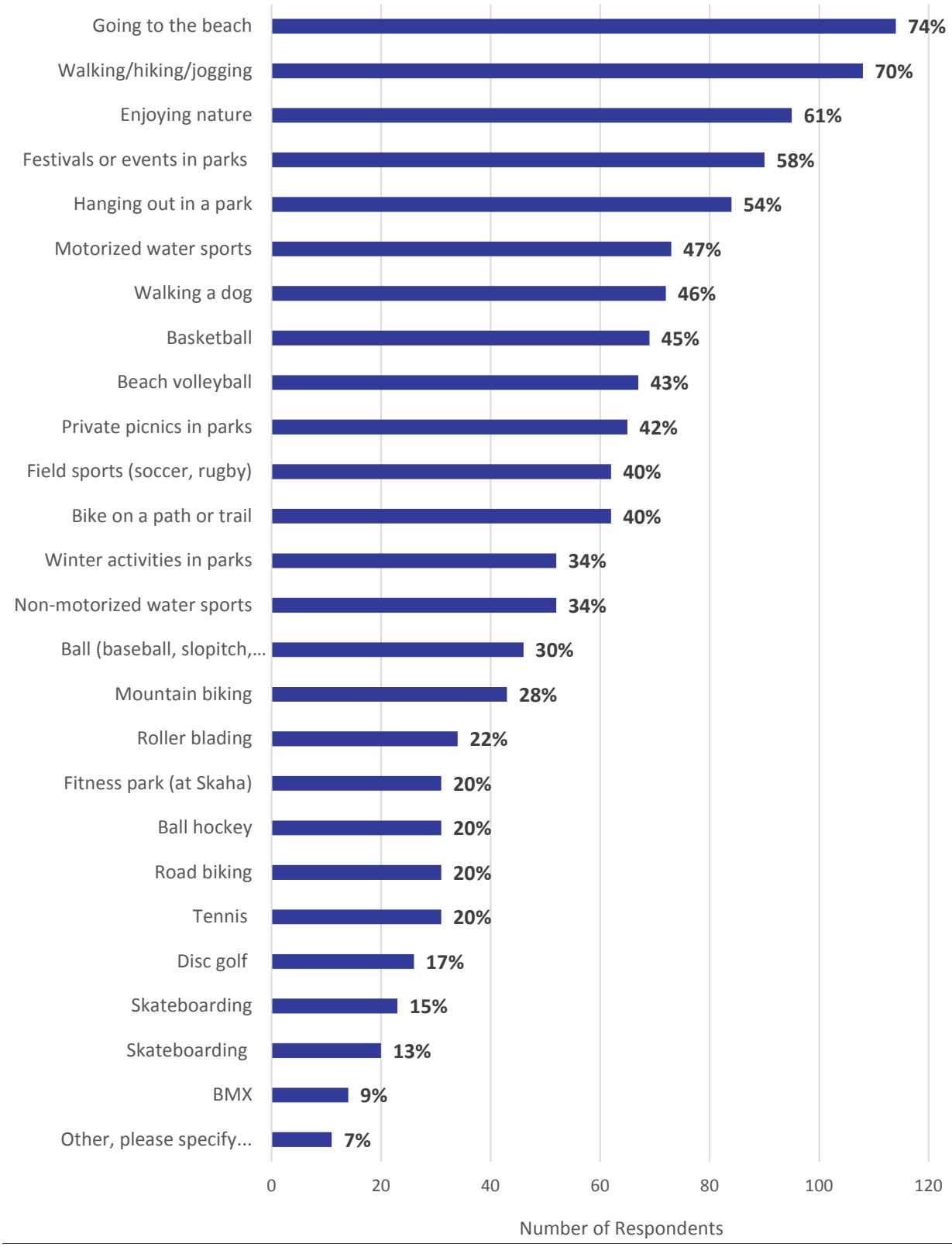
PARKS AND RECREATION MASTER PLAN

Appendix D: Youth Survey Tables

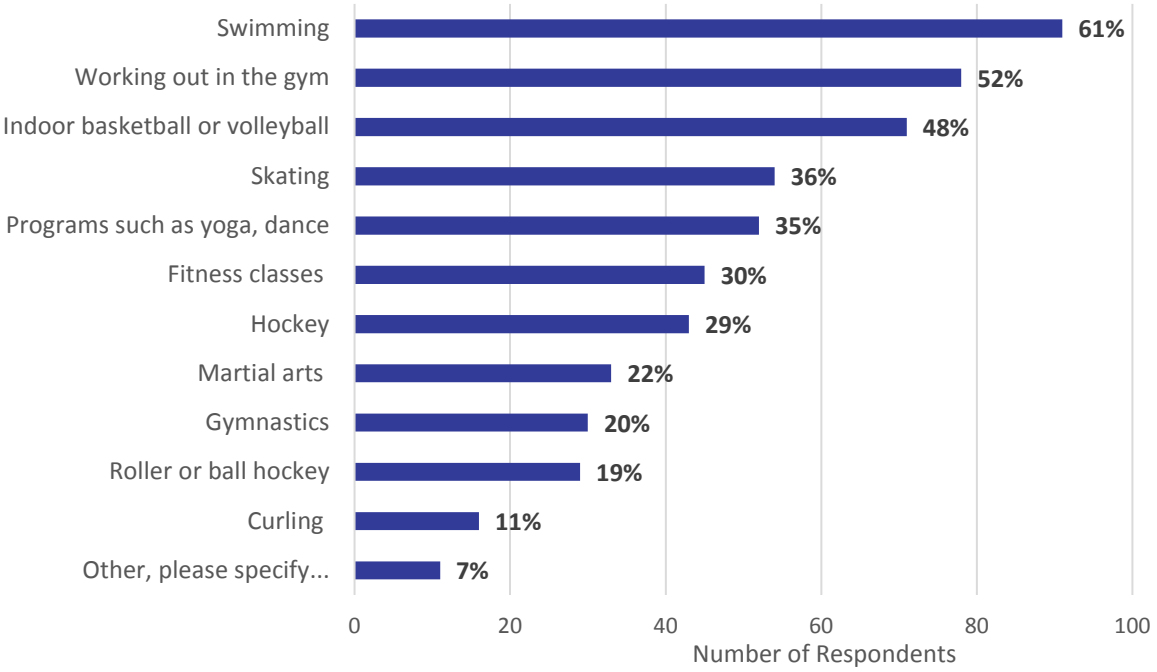
URBAN systems

CITY OF Penticton

Favourite Outdoor Recreation Activities



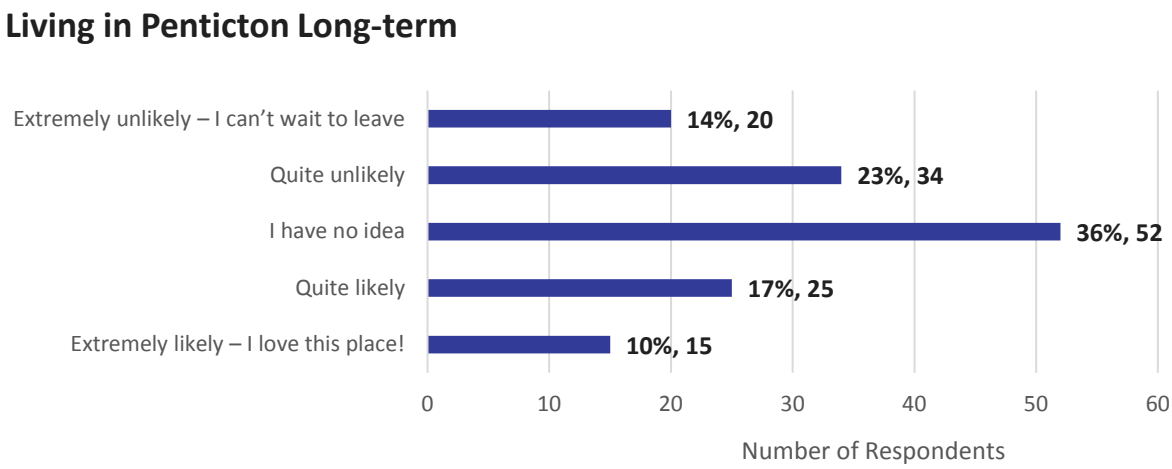
Favourite Indoor Recreation Activities



5.0 AFTER GRADUATION

Question 3: After you complete your high school and/or post-secondary education, how likely are you to live in Penticton?

The results were fairly evenly split (three-ways) among those who are unsure, those who are likely to stay (quite or extremely likely) and those who are unlikely (quite or extremely unlikely) to stay as shown on the graph below.



6.0 CLOSING QUESTION

Question 3: Is there anything the City could do in parks and recreation to make people your age happier here and more likely to want to live in Penticton?

There were 125 comments provided in response to this question. Where possible, the responses were grouped into themes, with the 12 most common themes listed below. The full list of verbatim responses is included in ***Appendix A***.

THEME	NUMBER OF MENTIONS
Increase activities for youth and promote them	28
Nothing to add – It's great!	20
Waterparks	15
More basketball courts (indoors/outdoors)	9
More youth friendly festivals, event and concerts	6
More trails for walking and biking	6
More parks	6
Improve and increase beach activities	5
Gathering place for youth (youth centre)	5
Increase and improve skate parks	4
Maintain Skaha Park	4
More greenery / beautification	4

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix E: Parks Inventory

URBAN systems

CITY OF Penticton

Parks Inventory

City-wide Parks	Area (Acres)	Area (Hectares)
Gyro Park	1.78	0.72
Kings Park	12.15	4.92
Lakawanna Park	3.77	1.53
Marina Way Park	6.58	2.66
Okanagan Beach	3.29	1.33
Okanagan Lake Park	4.73	1.91
Rose Garden	1.29	0.52
Rotary Park	4.17	1.69
Skaha Park	39.45	15.97
SS Sicamous Park	1.52	0.62
Sudbury Beach	0.73	0.30
Sudbury Beach (Locatee and Crown Land)	4.16	1.68
Three Mile Beach	3.28	1.33
Class Total	**86.91**	**35.17**

Community Parks	Area (Acres)	Area (Hectares)
Columbia Park	3.05	1.24
Dartmouth Off-Leash Dog Park	0.21	0.08
Ellis Creek Park	3.25	1.31
Kiwanis Park	3.46	1.40
Lakeside Road (Dog Beach)	1.72	0.70
Lion's Park	6.74	2.73
McLaren Park	2.34	0.95
McNicoll Park	14.11	5.71
Penticton Skatepark	0.34	0.14
Queen's Park Ball Diamond	1.45	0.59
Riverside Park	6.31	2.55
Senior's Drop-in Centre	2.91	1.18
Vancouver Avenue Park	3.14	1.27
Class Total	**49.02**	**19.84**

Natural Parks	Area (Acres)	Area (Hectares)
Cleland Natural Greenbelt	1.98	0.80
Dartmouth Greenbelt	5.17	2.09
Ellis Creek Pathway	21.94	8.88
Esplanade	20.65	8.36
Munson Mountain Park	40.34	16.32
Penticton Creek Pathway	29.16	11.80
Three Blind Mice	336.70	136.26
Class Total	**455.93**	**184.51**

Neighbourhood Parks	Area (Acres)	Area (Hectares)
Arasook Park	1.28	0.52
Baskin Park	1.22	0.49
Dartmouth Park	1.42	0.57

Dunant Park		0.34	0.14
Granby Park		0.39	0.16
McGregor Park		0.24	0.10
Sendero Canyon Park		1.32	0.53
Stocks Court Nature Path		0.40	0.16
Wiltse Nature Park		3.17	1.28
	Class Total	**9.77**	**3.95**

Other Parks		**Area (Acres)**	**Area (Hectares)**
Campbell Mountain		684.47	276.99
Oxbows		40.35	16.33
	Class Total	**724.82**	**293.32**

Open Space		**Area (Acres)**	**Area (Hectares)**
4507 Lakeside Road		0.11	0.05
630 Munson Mtn Road		10.39	4.20
Duncan Avenue Reservior		5.39	2.18
KVR Park		0.24	0.10
Library and Museum		0.42	0.17
North City Entrance		0.48	0.20
Windsor Park		0.80	0.32
	Class Total	**17.83**	**7.22**

Recreation Facilities		**Area (Acres)**	**Area (Hectares)**
Adidas Sportsplex		2.74	1.11
McLaren Arena		1.69	0.68
Senior's Drop-in Centre		1.53	0.62
South Okanagan Events Centre		25.38	10.27
	Class Total	**31.34**	**12.68**

Special Purpose Parks		**Area (Acres)**	**Area (Hectares)**
Fairview Cemetery		0.99	0.40
Lakeview Cemetery		14.98	6.06
Lawn Bowling Club		0.55	0.22
Loco Landing		3.71	1.50
Penticton Golf and Country Club		90.21	36.51
Penticton Yacht and Tennis Club		5.93	2.40
	Class Total	**116.38**	**47.10**

Trail Corridors		**Area (Acres)**	**Area (Hectares)**
KVR Pathway		4.17	1.69
Poplar Grove Trailhead		0.48	0.20
Sendero Ravine		3.20	1.30
TCT / KVR Trail		57.95	23.45
	Class Total	**65.81**	**26.63**

Total	**1557.81**	**630.43**

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix F: Recreation Programs Inventory

URBAN systems

CITY OF Penticton

Penticton Recreation Programs Inventory

Program Name	Type of Program	Age Group Served	Season
Red Cross Swim Lessons Pre-School (8 levels)	Swim Lessons	4 months-5 years	Fall, Winter, Spring Break, Spring, Summer
Red Cross Swim Lessons Kids (10 levels)	Swim Lessons	6 years and over	Fall, Winter, Spring Break, Spring, Summer
Scuba Stars	Aquatics	6 - 12 years	Fall, Winter, Spring
Discover Scuba	Aquatics	10 years & over	Fall, Winter, Spring
Junior Lifeguard Club	Aquatics	8 - 12 years	Fall, Winter, Spring
Swim Fit Youth	Aquatics	8 - 12 years	Fall, Winter
Red Cross Swim Basics	Aquatics	Adults	Fall, Winter, Spring
Red Cross Swim Strokes	Aquatics	Adults	Fall, Winter, Spring
Instructor Development Workshop High Intensity	Aquatics	All Ages	Fall
Instructor Development Workshop Mix it Up	Aquatics	All Ages	Winter
New Waves Swim Program (extra asssitiance)	Aquatics	All Ages	Fall, Winter
Bronze Lifsaving Camp	Advanced Aquatics	13 years +	Fall, Winter, Summer
Standard First Aid	Advanced Aquatics	16 years +	Fall
National Lifeguard	Advanced Aquatics	16 years +	Fall
Assistant Water Safety Instructor	Advanced Aquatics	15 years +	Fall
Water Safety Instrutor	Advanced Aquatics	15 years +	Winter
CPR Recertification Clinic	Advanced Aquatics	16 years +	Fall, Winter, Spring
National Lifeguard Recertification	Advanced Aquatics	16 years +	Fall, Winter, Spring
Water Safety Instructor Recertification	Advanced Aquatics	15 years +	Fall, Spring
Lifesaving Instructor Recertification	Advanced Aquatics	16 years +	Fall, Spring
Public Swimming	Aquatics	All Ages	Fall, Winter, Spring, Summer
Little Vees (hockey lessons)	Skating Lessons	3 - 6 years	Fall, Winter
Parent & Tot skating lessons	Skating Lessons	2.5 - 5 years	Fall, Winter
Snowflake 1 & 2	Skating Lessons	3 -6 years	Fall, Winter
Snowflake 3,4,5	Skating Lessons	4 - 6 years	Fall, Winter
Snowmen (learn to skate)	Skating Lessons	7-12 years	Fall, Winter
School Age Skating 1,2,3,4,5,6	Skating Lessons	7-12 years	Fall, Winter
Hockey Powerskating	Skating Lessons	8-12 years	Fall, Winter
Adult Skating Lessons	Skating Lessons	13 years +	Fall, Winter
Public Skating	Skating	All Ages	Fall, Winter , Spring
Princess Dress Up Ballet	Tots & Tykes	3 -5 years	Fall, Winter
Fairy Dress Up Ballet	Tots & Tykes	3 - 5 years	Fall, Winter
Princess Ballet	Tots & Tykes	4 -5 years	Fall, Winter
Tiny Toes Ballet	Tots & Tykes	3 -4 years	Fall, Winter
Day Camp	Tots & Tykes	3 -5 years	Winter
Infant Massage - Parent & Child	Tots & Tykes	1 - 10 months	Fall
Tots & Tunes - Parent & Child	Tots & Tykes	1 -3 years	Fall, Winter, Spring
Music for Young Children - Parent & Child	Tots & Tykes	3 - 4 years	Fall, Spring
Sportball - Junior	Tots & Tykes	16 - 24 months	Fall
Sportball - Parent & Child	Tots & Tykes	2 -3 years	Fall
Sportball - Big Kids	Tots & Tykes	3 -5 years	Fall
Gymboree - Parent & Tot	Tots & Tykes	10 months - 5 years	Fall, Winter, Spring
Fairy Fantasy (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Dino Days (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Little Chefs (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Super Sport Sampler (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Mad Hatters Tea Party (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Super Hero Academy (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Mighty Machines & Winged Wonders (One Day Wonders)	Tots & Tykes	3 - 5 years	Summer
Mommy/Daddy and Me (Glow SUP Adventures)	Tots & Tykes	2 - 5 years	Summer
Childminding	Tots & Tykes	1 month - 6 years	Fall, Winter, Spring
Spring Breakout	Tots & Tykes Day Camps	3 - 5 years	Spring Break
Summer Breakout	Tots & Tykes Day Camps	3 -5 years	Summer
Sportball Multi-Sport Camp	Tots & Tykes Day Camps	3 - 5 years	Summer
Baby Bug	Tots & Tykes - Bugaboo U	1 - 18 months	Fall, Winter, Spring
Jr. Bug	Tots & Tykes - Bugaboo U	1.5 - 3 years	Fall, Winter, Spring

Bugaboo University	Tots & Tykes - Bugaboo U	3 - 5 years	Fall, Winter, Spring
Extra curriculars - BookclubBug	Tots & Tykes - Bugaboo U	3 - 5 years	Fall, Winter
Extra curriculars - JitterBug	Tots & Tykes - Bugaboo U	3 - 5 years	Fall, Winter
Extra curriculars - BeakerBug	Tots & Tykes - Bugaboo U	3 - 5 years	Fall, Winter
Extra curriculars - AlphaBug	Tots & Tykes - Bugaboo U	3 - 5 years	Fall, Winter, Spring
Extra curriculars - GymclubBug	Tots & Tykes - Bugaboo U	3 - 5 years	Spring
Sports - Atomic Volleyball	Children	9 - 12 years	Fall
Sports - Floor Hockey	Children	6 - 12 years	Fall, Winter, Spring
Sports - Fun Lacrosse	Children	5 - 12 years	Winter
Sports - Loonie Gym Time	Children	6 -12 years	Fall, Winter
Sports - Introduction to Curling	Children	8 - 12 years	Fall, Winter
Sports - Loonie Gym Time	Children	6 -12 years	Spring
Sports - Kids in Motion	Children	5 - 12 years	Spring
Sports - Multi-Sports	Children	6 - 9 years	Spring
Sports - Junior Badminton	Children	9 - 12 years	Spring
Sports - Junior Basketball	Children	9 - 12 years	Spring
Sports - Progressive Tennis	Children	5 - 10 years	Spring
Sports -Progressive Tennis - Advanced	Children	5 - 10 years	Spring
Sports - Junior Tennis Camp	Children	5-7 and 8-10 years	Summer
Outdoor Adventure - Kid's Winter Fun	Children	7 - 11 years	Winter
Outdoor Adventure - Sprockids Mountian Biking	Children	8 - 12 years	Fall, Spring
Outdoor Adventure - Youth Stand Up Paddle Board	Children	9 - 12 years	Summer
Outdoor Adventure - Stand Up Girls	Children	10 - 12 years	Spring, Fall
Outdoor Adventure - Surf'SUP	Children	10 - 12 years	Spring, Fall
Outdoor Adventure - Mini SUP Yoga	Children	7 - 12 years	Summer
Outdoor Adventure - Pedal Power (Girls Only)	Children/Teens	10 - 15 years	Summer
Outdoor Adventure - Kid's Outdoor Adventure Fun	Children	8 - 12 years	Summer
Outdoor Adventure - Kayak Clinic	Children/Teens	10 - 13 years	Summer
Creative Arts - Dawing Basics	Children	7 -12 years	Fall, Spring
Creative Arts - Kids 'n Clay	Children	7 -12 years	Fall, Winter, Spring
Creative Arts - Kid's Watercolour Painting	Children	7 -12 years	Fall, Winter, Spring
Dance - Pre-primary Ballet	Children	5 -7 years	Fall, Winter
Dance - Primary/Gr.1 Ballet	Children	7 10 years	Fall, Winter
Yoga - Kid's Yoga	Children	6 -8 years	Fall, Winter
Yoga - Pre-teen Yoga	Children	9 - 12 years	Fall, Winter
Special Interest - Science 'n Swim	Children	8 -12 years	Fall, Winter
Special Interest - Master Chefs	Children	6 -9 years	Fall, Winter
Special Interest - Young Voices	Children	7 - 9 years	Fall, Winter
Special Interest - Home Alone	Children	10 - 12 years	Fall, Winter
Special Interest - Kids in Motion	Children	5 - 12 years	Fall, Winter
Kids Zone	Children	6 - 10 years	Fall, Winter
Arts & Crafts - Kid's Acrylic Painting	Children	7 - 12 years	Spring
Arts & Crafts - How to make Snow Globes	Children	9 - 12 years	Summer
Arts & Crafts - How to make Fairy Glow Jar Necklaces	Children	9 - 12 years	Summer
Arts & Crafts - Craft n' Swim	Children	8 - 12 years	Spring
Arts & Crafts - How to make Indoor Terrarium Garden	Children	9 - 12 years	Spring, Summer
Arts & Crafts - How to make Hademade Paper	Children	9 - 12 years	Spring, Summer
Arts & Crafts - Transfer Foil T-Shirt	Children	9 - 12 years	Summer
Arts & Crafts - Junior Chefs	Children	6 -9 years	Summer
Special Needs Hockey	Children/youth/adults	9 - 29 years	Fall, Winter
School's Out Pro D Day Camp	Children/Day Camps	6 -12 years	Fall, Winter
School's Out Keeners	Children/Day Camps	6 -12 years	Fall, Winter
PD Detour at the Museum	Children/Day Camps	5 -10 years	Fall, Winter
Spring Break Day Camp	Children/Day Camps	6 - 12 years	Spring Break
Spring Break Day Camp Keeners	Children/Day Camps	6 -12 years	Spring Break
Summer Day Camps	Children/Day Camps	6 - 12 years	Summer
Summer Day Camp Keeners	Children/Day Camps	6 - 12 years	Summer
Arts & Crafts Camp	Children/Day Camps	7 - 12 years	Spring Break, Summer
PYP Skate Camps	Children/Day Camps	7 - 12 years	Summer
SUP Explorers Camp	Children/Day Camps	7 - 12 years	Summer
Sport Education Workshops - Athlete Field Testing	Pacific Sport - Partnership	12 years +	Fall
Sport Education Workshops - Fundamental Movement	Pacific Sport - Partnership	16 years +	Fall

NCCP Coaching Courses	Pacific Sport - Partnership	16 years +	Fall, Winter, Spring
Xplore SportZ Sport Discovery Camps	Pacific Sport - Partnership	9 - 12 years	Spring Break, Summer
Xplore SportZ series for Adults	Pacific Sport - Partnership	18 years +	Winter
Xplore SportZ ABC's	Pacific Sport - Partnership	5 - 8 years	Summer
Xplore SportZ Girls Rock	Pacific Sport - Partnership	9 - 13 years	Summer
Babysitter Training	Youth	11 - 18 years	Fall, Winter
Intro to Dance	Youth	13 - 17 years	Fall
Teen Ballet	Youth	13 - 17 years	Fall
Beginner Teen Jazz Dance	Youth	13 - 17 years	Winter
Beginner Teen Contemporary Dance	Youth	13 - 17 years	Winter
Teen Toonie Swim	Youth	12 -17 years	Fall, Winter, Spring
Teen Yoga	Youth	13 -17 years	Fall, Winter
Young Voices	Youth	10 - 15 years	Fall, Winter
Teens in Motion	Youth	12 - 18 years	Fall, Winter, Spring
Teen Tune Up	Youth	13 -15 years	Fall, Winter, Spring, Summer
Radar Youth Social Group	Youth	13 - 18 years	Fall, Winter, Spring, Summer
Teen Rappel Tour	Youth	12 - 18 years	Spring, Summer
Teen Rock Climbing & Rappelling	Youth	12 - 18 years	Spring, Summer
Bronze Medal Award - Adventurous Journey Course	Youth/Adult	14 - 24 years	Summer
Silver Medal Award - Adventurous Journey Course	Youth/Adult	14 - 24 years	Summer
Gold Medal Award - Adventurous Journey Course	Youth/Adult	14 - 24 years	Summer
Teen/Pre-teen Tennis	Youth	11- 15 years	Spring
Learn/Play Tennis	Youth/Adult	16 years +	Spring, Summer
Teen Tennis Camps	Youth	11 - 15 years	Spring, Summer
Youth Stand Up Paddle Board	Youth	13 -15 years	Summer
Yoga and Pilates Chair Yoga	Fitness	16 years +	Fall, Winter, Spring
Yoga and Pilates Dru Yoga	Fitness	16 years +	Fall, Winter, Spring
Yoga and Pilates Yoga on a Roll	Fitness	16 years +	Fall, Winter, Spring
Yoga and Pilates Classical Pilates	Fitness	16 years +	Fall, Winter, Spring
Yoga and Pilates Stretch, Roll & Relax	Fitness	16 years +	Fall, Winter
Yoga and Pilates Foam Roller Yoga	Fitness	16 years +	Spring
Yoga and Pilates Gentle Hatha Yoga	Fitness	16 years +	Spring
Chi Gong	Fitness	16 years +	Fall, Winter, Spring
Tai Chi	Fitness	16 years +	Fall, Winter, Spring
Strength & Cardio - Core Fusion	Fitness	16 years +	Fall, Winter
Strength & Cardio - Groove N' Lose	Fitness	16 years +	Fall, Winter
Strength & Cardio - Women on Weights	Fitness	16 years +	Fall, Winter
Strength & Cardio - Women on Weights Express	Fitness	16 years +	Fall, Winter
Zumba	Fitness	16 years +	Fall, Winter
Zumba Gold	Fitness	16 years +	Fall, Winter
Zumba Toning	Fitness	16 years +	Fall, Winter
Burn-It-Up	Fitness	16 years +	Spring
Groove N'Lose	Fitness	16 years +	Spring
Bollywood Bellydancing for Beginners	Fitness	16 years +	Spring
Adult Hawaiian Dance	Fitness	16 years +	Spring
Fitness Room Orientation	Fitness	16 years +	Fall, Winter, Spring, Summer
Fitness Room Orientation - Active Agers	Fitness	50 years +	Fall, Winter, Spring, Summer
Teen Tune-Up	Fitness	13 - 15 years	Fall, Winter
50+ Fitness	Fitness	50 + years	Spring
Dura Body (Women Only)	Fitness	16 years +	Spring
Together in Movement & Exercise (TIME)	Fitness	16 years +	Spring
Fitness Centre Drop_In	Fitness Drop-In	16 years +	Fall, Winter, Spring, Summer
Aqua Zumba	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Aqua Zumba Mild	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Deep Splash	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Deep Water Running	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Essence - Pilates, Yoga	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Evening Mixer	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Splash	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Noon Splash	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Senior Splash	Aquatic Fitness - Drop-In	50 years +	Fall, Winter, Spring
Super Splash	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Swim Fit	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Water Walking	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring

React (for mobility issues)	Aquatic Fitness - Drop-In	16 years +	Fall, Winter, Spring
Seniors Volleyball	Adult - Drop-In Sports	55 years +	Fall, Winter
Badminton	Adult - Drop-In Sports	16 years +	Fall, Winter
Basketball	Adult - Drop-In Sports	16 years +	Fall, Winter
Women's Only Basketball	Adult - Drop-In Sports	16 years +	Fall, Winter
Pickleball	Adult - Drop-In Sports	16 years +	Fall, Winter
Ballroom Dance Beginner	Adult	16 years +	Fall, Winter
Ballroom Dancing - Better than a Beginner	Adult	16 years +	Fall, Winter
Jazz Burlesque Dance	Adult	19 years +	Fall, Winter
Outdoor Recreation - Kayak Wine Tour	Adult	19 Years +	Fall
Learn to Eskimo Roll a Kayak	Adult	19 Years +	Winter
Fireside Dinner and Snowshoe Tour	Adult	19 Years +	Winter
First Day of Winter Snowshoe Tour	Adult	15 years +	Winter
Winter Survival Course	Adult	19 years +	Winter
Pickleball Registered Play	Adult	16 years +	Fall, Winter
Pickleball Workshop - Level 1	Adult	16 years +	Fall, Winter
Pickleball Workshop - Level 2	Adult	16 years +	Fall, Winter
Pickleball Workshop - Level 3	Adult	16 years +	Fall, Winter
Adult Acrylic Painting	Adult	16 years +	Fall, Winter, Spring
Adult Clay Creations	Adult	16 years +	Fall
Adult Drawing	Adult	16 years +	Fall, Winter, Spring
Waterclour Painting for Adults	Adult	16 years +	Spring
Making Recycled Paper	Adult	16 years +	Spring
Create a Fairy Cottage	Adult	16 years +	Fall, Winter
Make Silver Jewelry	Adult	16 years +	Fall, Winter
Glass Fusing & Glass Casting	Adult	16 years +	Fall, Winter
Natural Soap Making	Adult	16 years +	Fall
Paper Quilling for Beginners	Adult	16 years +	Fall, Winter
Watercolour Painting for Adults	Adult	16 years +	Fall
Conversational Spanish	Adult	16 years +	Fall, Spring
Starlite Choir for Women	Adult	16 years +	Fall, Winter
Bonsai for Beginners	Adult	16 years +	Fall
Social Steps Walking Group	Adult	16 years +	Fall
Sun Run InTraining	Adult/Youth	13 years +	Winter
Natural Soap Making	Adult	16 years +	Spring
Living a Healthy Life with Chronic Pain	Adult	16 years +	Spring
Adult Rock Climbing	Adult	16 years +	Spring, Summer , Fall
Adult Rappelling	Adult	16 years +	Spring, Summer , Fall
From Rails to Trails (Women only)	Adult	16 years +	Spring
Intro to Stand Up Paddle Board	Adult	16 years +	Spring, Summer
Learn/Play Tennis	Adult	16 years +	Spring, Summer
Vaseux Lake Kayak Birding	Adult	16 years +	Spring
Earth Day Eco Hike	Family	All Ages	Spring
Little Tunnel/adra Excursion	Family	All Ages	Summer
Mad Science Lab	Family	All Ages	Summer
Rock Oven excursion	Family	All Ages	Spring
Vasseux Lake Excursion	Family	All Ages	Summer
War Canoe Demo	Family	All Ages	Summer
M.E.N.D. Program	Family	7 - 13 years	Spring

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix G: Events Inventory

URBAN systems

CITY OF Penticton

2018 Events Schedule

EVENT	DAY	DATE	TIME	LOCATION	WEBSITE
Elevator Race	Saturday	Mar-24	9:00-4:00pm	SS Sicamous/Apex	www.hoodooadventures.ca
Wildfire Urban Interface Symposium	Friday/Saturday	April 7/8	8:00am-4:30pm	Munson Parking lot	
Kinsmen Club Rubber Duck Drop	Saturday	May-05	10:00am-2:00pm	Gyro Park	
Alzheimer Society of BC	Sunday	May-06	1:00-3:00pm	Rotary Park	pentictonwalkchair@alzheimerbc.org
Dual in th Desert	Saturday	May-12	7:am-12:00pm	Okanagan Lake/Rotary Park	www.pentictondragonboat.com
Bare Bones Duathlon	Saturday	May-12	10:00am-2:00pm	Skaha Park East	www.pentictontriathlonclub.com
Dual in the Desert-Small Boat Race	Sunday	May-13	11:00am-1:00pm	Skaha Lake /Park	www.pentictondragonboat.com
Blossom 10 Miler	Sunday	May-13	6:00am-2:00pm	SS Sicamous Esplande	https://portal.clubrunner.ca/100196
Peach City Half/10K	Sunday	May-20	6:00am-2:00pm	Skaha Lake Park	https://portal.clubrunner.ca/100196
Hayman Classic Stage Race	Saturday	May-26	7:00-12:00pm	Riverside Drive	https://www.haymanclassic.ca/
MS Society Walk	Sunday	May-27	10:00am--12:00pm	Skaha Park	www.mswalks.ca
Cystic Fibrosis Walk	Sunday	May-27	9:00am-12:00pm	Okanagan Lake Park	
Bike to Work Week wrap up	Friday	Jun-01	3:30-6:30pm	Gyro Park	
Walk a Mile in her Shoes	Sunday	Jun-03	7:00am-2:00pm	Rotary Park	
Gutsy Walk	Sunday	Jun-03	8:00am-1:00pm	Skaha Pavilion	
Super Sprints	Sat/Sun	June 16/17	8:00am-2:00pm	Skaha Lake	www.pentictondragonboat.com
Peach City Beach Cruise	Fri-Sun	June 22-24	All Day event	Gyro Park	www.peachcitybeachcruise.com
Elvis Festival	Fri-Sun	June 22-24	All Day event	Okanagan Lake Park	
Fresh Air Summer Movie Series	Wednesday	June .27	8:00-10:00pm	Okanagan Lake Park	
Penticton Rib Festival	Fri-Mon	June 29-July2	All Day event	Okanagan Lake Park	www.pentictonribfest.com
Rock the Sun	Friday's	July/August	7:00-9:00pm	Gyro Park	http://downtownpenticton.org/
Okanagan Trestle Tours	Sunday	Jul-01	6:00am-6:00pm	Rotary Park	
Canada Day	Sunday	Jul-01	9:00am-6:00pm	Gyro Park	http://downtownpenticton.org/
Fresh Air Summer Movie Series	Wednesday	July 4, 11, 18	8:00-10:00pm	Okanagan Lake Park	
Penticton Scottish Festival	Saturday	Jul-07	6:00am-8:00pm	Kings Park	
Granfondo	Sunday	Jul-08	7:00am-4:00pm	Okanagan Lake Park	
Nankama Drum and Dance	Saturday	Jul-14	10am-1:00pm	Gyro Park	
Remax/Junior Triathlon	Saturday	Jul-14	7:00am-2:00pm	Rotary Park	
Mats for Metta Yoga event	Sunday	Jul-15	7:00-12:00pm	Skaha Pavilion	
Peach Classic Triathlon	Sunday	Jul-15	7:00am-2:00pm	Rotary Park	http://peachclassic.ca/
Penticton Ministerial Service in the Park	Sunday	Jul-29	8:00am-2:00pm	Gyro Park	
Rotary Car Show	Saturday	Aug-04	9:00am-5:00pm	Rotary Park	www.pentictonrotarywheelscarshow.ca
Nankama Drum and Dance	Saturday	August 4th	10am-1:00pm	Gyro Park	
Ultra 520K	Sat-Mon	Aug 4-6	All Day Event	Skaha Lake East	http://ultra520kcanada.com/
BC Day	Monday	Aug-06	All Day Event	Gyro Park	http://downtownpenticton.org/
Peach Festival	Wed-Sun	Aug 8-12	All Day Event	Okanagan Lake Park	https://www.peachfest.com/
Skaha Lake Ultra Swim	Sunday	Aug-12	7:00am	Skaha Lake	www.skahalakeultraswim.com
Super League Triathlon Series	Fri-Sun	Aug 17-19	All Day Event	Rotary/Gyro Park	
Penticton Dragon Boat Festival	Sat/Sun	Sept 8/9	All Day event	Skaha Lake	www.pentictondragonboat.com
Cinema 4 Change Film Festival	Friday	Sep-14	5:00pm-11:00pm	Okanagan Lake Park	
Motorcycle Toy Run	Sunday	Sep-16	9:00am-2:00pm	Rotary Park	http://www.okanaganmotorcycleriders.com/
Kidney Walk	Sunday	Sep-23	7am-3pm	Gyro Park	
Kettle Mettle	Saturday	Sep-22	8:00am Start	Okanagan Lake Park	www.kettlemettle.ca
Mighty Quail Trail Race	Saturday	Sep-29	6:00am start	Skaha Lake Park	www.mightyquail.com

Say How You Play!

PARKS AND RECREATION MASTER PLAN

Appendix H: Potential Criteria for Decision-making on Park Uses and Agreements

URBAN systems

CITY OF Penticton

APPENDIX H: POTENTIAL CRITIERIA FOR DECISION-MAKING ON PARK USES AND AGREEMENTS

Physical Criteria

	Add or Enhance	Reduce or Detract	Neutral/ No Effect	Comment / Potential Mitigation Measures
How will it affect natural areas that support fish and wildlife?				
How will it affect vegetation, including trees?				
How will it affect heritage/cultural resources such as traditional use sites?				
How will it affect aesthetics and park character/atmosphere?				
How will it affect safety and security, and address risks?				
How will it affect existing park users?				
How will it affect opportunities for healthy activity/recreation?				
How will it affect free access to parkland?				
How will it affect future park options?				
How will it affect the number of people served?				
How will it affect infrastructure (e.g., water, sewer services)?				

How will it affect the sustainability of site services (e.g., rainwater management, water use)?				

Administrative and Financial Criteria

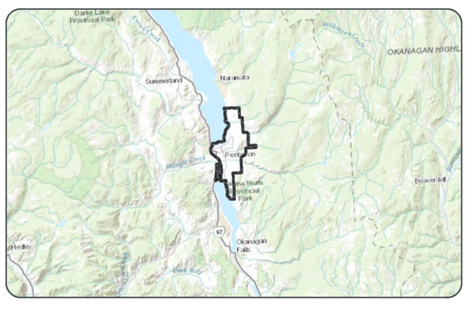
	Yes	**No**	**Neither/ Not Sure**	**Comment**
Does it meet City policy and programs?				
Could there be legal or liability implications for the City?				
Does it comply with the regulations of other jurisdictions and authorities?				
What will be the duration of the use?				
Is it supported by a sound business case?				
Will there potentially be any nuisance factors, e.g., noise, parking, traffic, garbage?				
Is there a high capital cost?				
Will capital money from the City be required, e.g., for infrastructure?				
Will there be operations costs for the City?				
Will it have a positive effect on economic development?				
Are there long-term costs for the City, e.g., renewal?				

Will revenue cover capital and operational costs and preferably more?				
Does staff have the expertise and time to manage this?				
Is there support by a majority of the community?				
Will it help to build partnerships?				
Cost sharing / partnership potential?				
Are there competing uses being provided by others?				

City of Penticton
Parks & Recreation Plan
Existing Parks and Trails

Legend

- Municipal Boundary
- Parcel Boundary
- Penticton Indian Band
- Recreational Facilities
- City-wide Park
- Community Park
- Neighbourhood Park
- Special Purpose Park
- Natural Park
- Trail Corridor
- Open Space
- School Site
- Recreation Facility Site
- Other City Land
- Open Space Owned and Managed by Others
- Parkland Leased / Licensed to Others
- Multi Use Trail
- PIB Multi Use Trail
- Shared Bicycle Route
- Bicycle Lane
- Proposed Multi Use Trail
- Proposed Bicycle Lane
- Proposed Shared Bicycle Route
- Proposed Separated Bicycle Facility
- Watercourse



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Metres

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Coordinate System: NAD 1983 UTM Zone 10N

Scale: 1:21,000

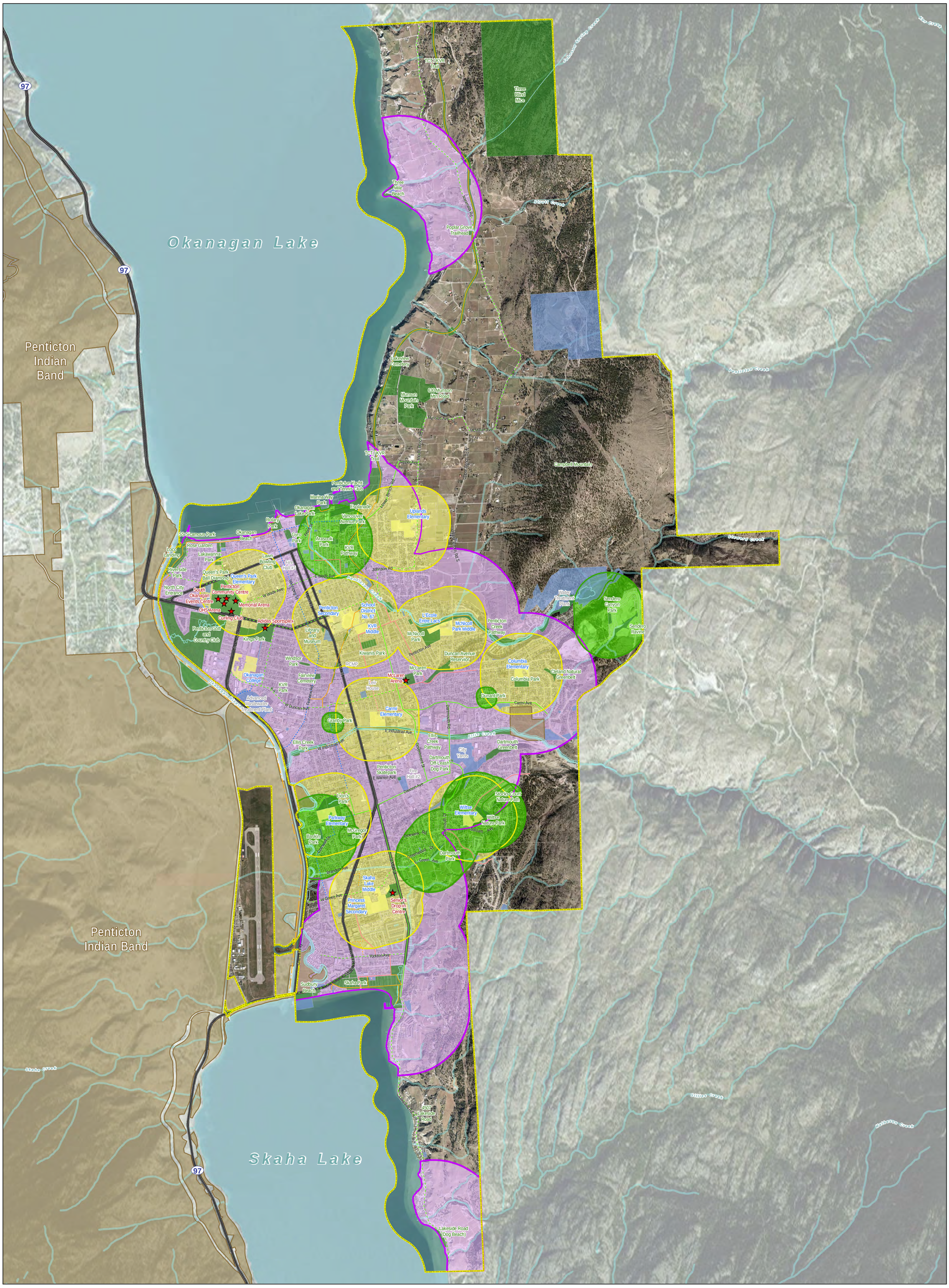
Data Sources:
Data provided by: City of Penticton (2016), Data BC (2016), and Esri.

Project #:	1017.0067.01
Author:	LP
Checked:	CB
Status:	FINAL
Revision:	A
Date:	2018 / 3 / 1

URBAN systems

FIGURE 1

U:\Projects_VAN\1017\0067\01\D-Drafting-Design-Analysis\GIS\Projects\MXD\Current\Final Figures - 20180301\Figure 1 - Existing Parks and Trails.mxd Last updated by lpunt on Thursday, March 1, 2018 at 9:53:38 AM

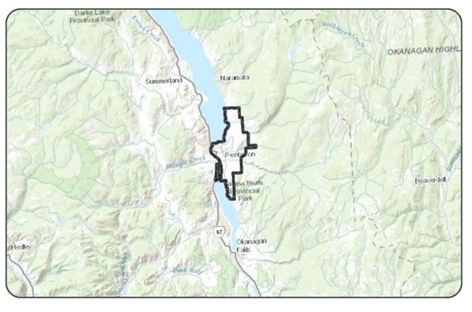


CITY OF PENTICTON

City of Penticton
Parks & Recreation Plan
Spatial Distribution of Parks

Legend

- Municipal Boundary
- Parcel Boundary
- Penticton Indian Band
- Watercourse
- Recreational Facilities
- Parks and Open Space
- School Sites
- Recreation Facility Site
- Other City Land
- City-wide and Community Parks Catchment (800 m)
- Large Neighbourhood Parks Catchment (400 m)
- Small Neighbourhood Parks Catchment (100 m)
- School Sites Catchment (400 m)
- Multi Use Trail
- PIB Multi Use Trail
- Shared Bicycle Route
- Bicycle Lane
- Proposed Multi Use Trail
- Proposed Bicycle Lane
- Proposed Shared Bicycle Route
- Proposed Separated Bicycle Facility



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Metres

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Coordinate System:
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Scale:
1:21,000

Data Sources:
Data provided by: City of Penticton (2016), Data BC (2016), and Esri.

Project #:	1017.0067.01
Author:	LP
Checked:	CB
Status:	FINAL
Revision:	A
Date:	2018 / 3 / 6

URBAN systems

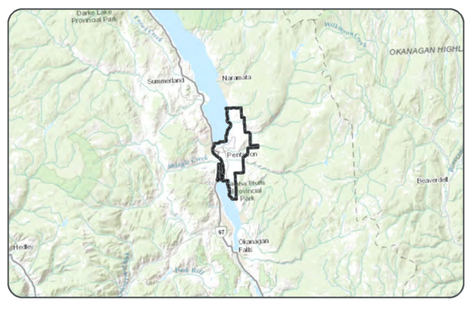
FIGURE 2

U:\Projects_VAN\1017\0067\01\D-Drafting-Design-Analysis\GIS\Projects\MXD\Current\Final Figures - 20180301\Figure 2 - Spatial Distribution of Parks.mxd Last updated by lpunt on Tuesday, March 6, 2018 at 12:27:37 PM

City of Penticton
Parks & Recreation Plan
Spatial Distribution of Trails

Legend

- Municipal Boundary
- Parcel Boundary
- Penticton Indian Band
- Watercourse
- Recreational Facilities
- Parks and Open Space
- School Sites
- Recreation Facility Site
- Other City Land
- KVR Trail Catchment (800 m)
- Other Trail Catchment (400 m)
- Multi Use Trail
- PIB Multi Use Trail
- Shared Bicycle Route
- Bicycle Lane
- Proposed Multi Use Trail
- Proposed Bicycle Lane
- Proposed Shared Bicycle Route
- Proposed Separated Bicycle Facility



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Coordinate System: NAD 1983 UTM Zone 10N

Scale: 1:21,000

Data Sources:
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Project #:	1017.0067.01
Author:	LP
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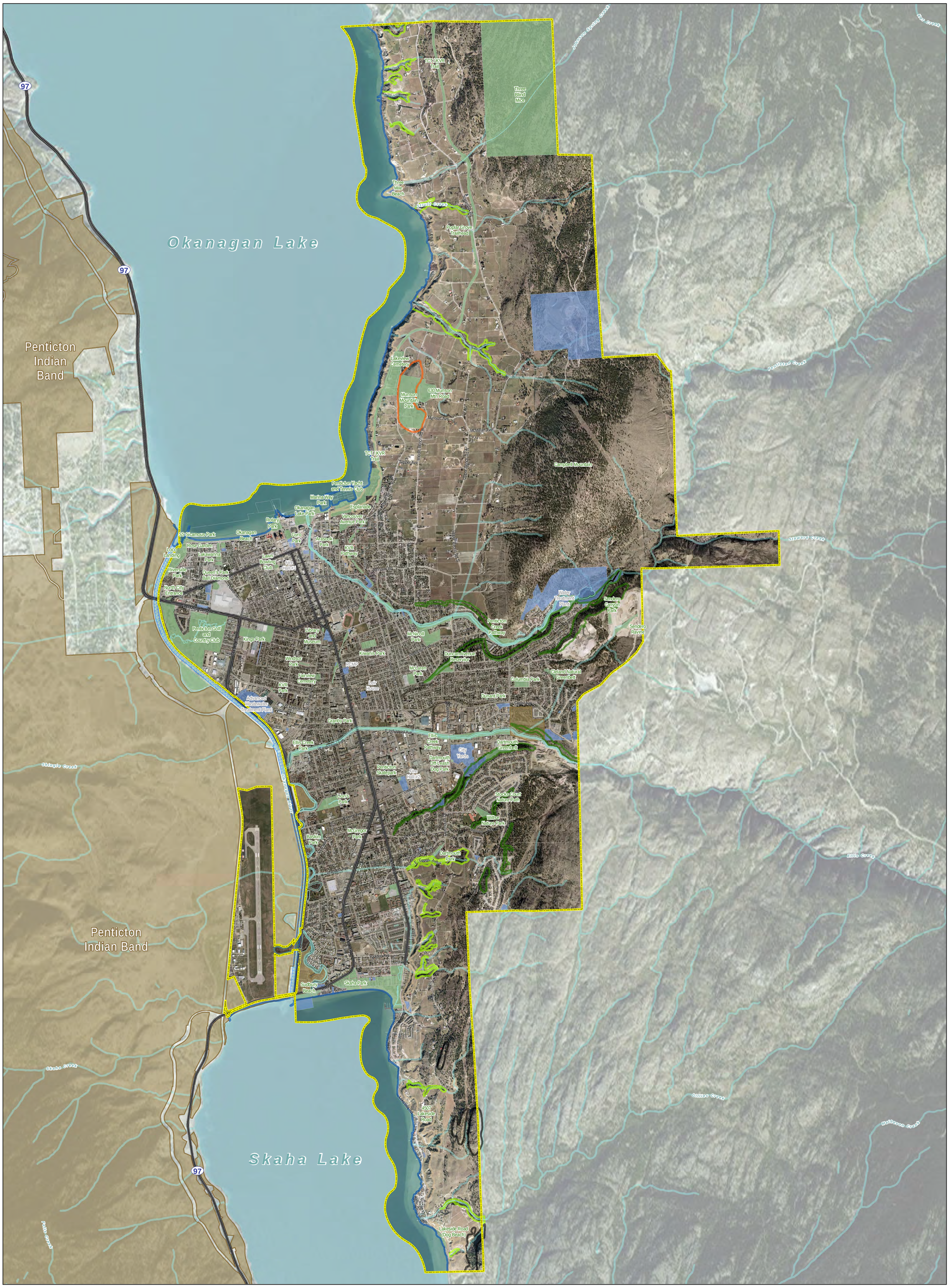
Revision:	A
Date:	2018 / 3 / 6

URBAN systems

FIGURE 3

U:\Projects_VAN\1017\0067\01\D-Drafting-Design-Analysis\GIS\Projects\MXD\Current\Final Figures - 20180301\Figure 3 - Spatial Distribution of Trails.mxd Last updated by lpunt on Tuesday, March 6, 2018 at 12:22:31 PM



City of Penticton

Parks & Recreation Plan

Parks and Natural Areas

Legend

- Municipal Boundary
- Parcel Boundary
- Penticton Indian Band
- Parks and Open Space
- Recreation Facility Site
- Other City Land
- Esplanade or Silt Bluff
- Forested Urban Bank
- Lake
- Munson Mountain
- Okanagan River Channel
- Ravine or Wildlife Corridor
- Skaha Cliffs
- Watercourse
- Watercourse Subsurface

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Metres

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Coordinate System: NAD 1983 UTM Zone 10N

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Data Sources:

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Project #:	1017.0067.01
Author:	LP
Checked:	CB
Status:	FINAL
Revision:	A
Date:	2018 / 3 / 6

URBAN systems

FIGURE 4

Council Report

penticton.ca

Date: June 19, 2018 File No: 6520-20
To: Peter Weeber, Chief Administrative Officer
From: Anthony Haddad, Director of Development Services

Subject: Park Dedication Bylaw No. 2018-37

Staff Recommendation

THAT Council, with at least 2/3 of all members of Council voting in the affirmative, give first, second and third reading to "Park Dedication Bylaw No. 2018-37", a bylaw that dedicates city owned lands as public park and repeals "City of Penticton Park Dedication Bylaw No. 2002-42".

Strategic Priority

Good Governance:
- Provide services that support quality of life, protect our health, enhance public safety, and promote economic and social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders

Community Building:
- Ensure City services are customer focused, sustainable, effective, relevant
- Invest in the long term planning of indoor and outdoor parks and recreational infrastructure

Social Development:
- Remove all physical and social barriers which impede the full participation of all citizens

Environmental Sustainability:
- Ensure the sustainability of the environment and the ecosystems within our community

Background

The City of Penticton Council adopted Park Dedication Bylaw 2002-42 (Attachment B) in 2002 that dedicated the following parks:

- Okanagan Lake Park
- Okanagan Lake Beach Promenade
- Gyro Park
- Lakawanna Park
- Rotary Park
- Riverside Park
- Skaha Park / Beach
- Queen's Park
- King's Park
- Munson Mountain
- Esplanade
- Kettle Valley Railway / Trans Canada Rail (between Vancouver Place and the northern City boundary)

Through the review of this bylaw over the past few years, a number of concerns from the community and staff have been identified including:

- Ambiguity around the ability for Council to licence and/or lease all or a portion of the dedicated parks without the approval of the electors;
- Okanagan Lake Promenade is Provincially owned and the City cannot dedicate lands not under its ownership; and
- Portions of Skaha Park that are owned by the City were not included in the park dedication bylaw.

Coming out of the Parks and Recreation Master Plan engagement process and after discussions with key stakeholder groups, improvements to the bylaw were considered necessary to better clarify the role of the community in the approval process for new leases in the dedicated parks and the proposed bylaw is presented below.

Proposed Parks Dedication Bylaw

The proposed Park Dedication Bylaw is intended to replace the existing Park Dedication Bylaw 2002-42. The proposed bylaw (Attachment C) dedicates all of the same parks that were contained in the 2002 bylaw with the following changes:

- Okanagan Lake Promenade has been removed from the park dedication bylaw because the land is provincially owned and the City cannot dedicate these lands.
- Queens Park dedication only applies to the park space remaining on the land (ball diamond and greenspace at corner of Power Street and Westminster Avenue).
- Skaha Lake Park dedication now includes all City owned land within the bylaw.

The proposed bylaw now addresses in different sections, the authority for Council to deal with licences and leases.

- Licences may, from time to time, be granted by Council within the dedicated parks.
- Leasing of land within the parks dedicated under the bylaw must first obtain approval of the electors.

Much discussion around the committee table was had with regards to the differences between licences and leases. Considering that the majority of uses that occur in public parks are of a temporary nature and approved through licence to use, and the licences do not grant a right of title or ownership of public park land, the committee supported allowing licences to be issued, for permitted uses in the Zoning Bylaw.

With regards to leases, which grant title to land, the committee did not support leasing of the lands dedicated under the bylaw without the approval of the electors. The proposed bylaw has been drafted to reflect this.

Parks and Recreation Master Plan Steering Committee

At their meeting on April 30 2018, the committee passed the following recommendation:

> *It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommends that Council adopt the Park Dedication Bylaw as presented.*
>
> *CARRIED*
> *Adolf Steffen and Peter Dooling, Opposed*

Process and Authority for Approval of the proposed Park Dedication Bylaw

Staff have worked with legal counsel on drafting the proposed bylaw as well as identifying the appropriate process to have the bylaw approved. Ensuring that the highest level of protection is given to the lands subject to the bylaw was a high priority for the committee and staff in the development of the bylaw and the proposed bylaw, specifically around potential leasing and disposition of these lands provides for that. The memorandum contained in Attachment A to this report provides a summary of the legal authority and process that would be required for future lease or disposition of land contained in the proposed bylaw.

Analysis

The proposed bylaw and process by which it is to be approved is considered to respond to the needs of the community and direction of the Parks and Recreation Master Plan Steering Committee. After much discussion with stakeholders and the committee, staff are confident that the proposed bylaw will ensure the appropriate levels of public engagement to occur with regard to any future lease or disposition of these lands and not negatively impact the use of parks in our community.

Attachments

Attachment A – Memorandum: Park Dedication, Removal of Dedication and the Community Charter
Attachment B – Park Dedication Bylaw No. 2002-42 and amendments
Attachment C – Park Dedication Bylaw No. 2018-37

Respectfully submitted,

Anthony Haddad
Director of Development Services

Approvals

Director	CAO
AH	PW

Attachment A – Memorandum: Park Dedication, Removal of Dedication and the Community Charter

M E M O R A N D U M

DATE: April 24, 2018

TO: Len Robson, Laurie Darcus and Anthony Haddad

FROM: Colin Stewart

FILE NO.: 214 120

RE: Park Dedication, Removal of Dedication and the *Community Charter*

There are two ways municipalities come to hold land dedicated as park:

1. Land dedicated by plan; and
2. Land dedicated by bylaw.

There are two specifically relevant sections of the *Community Charter* at issue that deal with how land can become park.

Much park land is acquired directly from private property owners as a result of subdivision and is dedicated by plan.

Dedication by Plan

Section 107 of the *Land Title Act* provides that the filing of a plan showing land dedicated as park operates:

> *"(d)to vest in the Crown in right of the Province, subject to any other enactment, title to the highway, park or public square,"*

Section 29 of the *Community Charter* is "another enactment" and along with section 510(1) of the *Local Government Act* speaks to the ownership of land dedicated as park at the time of subdivision under Part 14 of the *Local Government Act*, local governments acquire title to land which is shown as park land on a plan of subdivision.

The purpose of Section 29 of the *Community Charter* appears to be vesting of title and not dedication.

Section 29 of the *Community Charter* reads as follows:

> *"29 (1) Land in a municipality that is dedicated to the public for the purpose of a park or a public square by a subdivision plan, explanatory plan or reference plan deposited in the land title office is vested in the municipality for that purpose.*

(2) The vesting under subsection (1) is subject to the exceptions described in section 107(1)(d) of the Land Title Act as if the vesting were under that section."

Sections 29 and 30 of the *Community Charter* appear to serve 2 different purposes and would typically apply in two distinct situations.

It could be questioned whether the authority exists under section 29 to enable a municipal council to dedicate land it already owns by deposit of plan, when the *Community Charter* provides a method specifically applicable to the dedication of municipally owned land as park in the very next section.

Park Dedication Bylaw

Section 30 of the *Community Charter* expressly applies to "real property owned by the municipality" and clearly provides Council authority to dedicate land for park.

A bylaw is a formal declaration by Council that it wishes to dedicate the land for "park" purposes. A bylaw requires a 2/3 vote of Council. It is a decision requiring a high degree of formality. The enactment of a bylaw cannot be delegated to staff. The filing of a plan can be delegated.

Section 30(3) protects the public interest in land that has been dedicated by Bylaw by requiring approval of the electors to the bylaw removing the dedication before adoption.

Section 29 does not require a bylaw. It would be an unusual result if Council could, by a lesser threshold of Council approval, avoid the necessity for a bylaw and dedicate land as park by way of a reference plan through a simple majority vote or even through the actions of a member of staff exercising a power delegated by Council.

Disposing of Park Land

Section 27 of the *Community Charter* speaks to what can be done with park land. Section 27(1) states that the section applies to land *vested* in the municipality in one of 3 ways. It does not refer directly to land acquired by transfer of a fee simple parcel that is subsequently dedicated by bylaw under section 30.

Section 27(2) requires approval of the electors (which could be by way of "referendum" or alternative approval process) before the disposition of land under section 27. An option would be for Council to follow this procedure proposed before a disposition of land held in fee simple and dedicated by bylaw under section 30 of the *Community Charter*.

CS/jn

Park Dedication

THE CORPORATION OF THE CITY OF PENTICTON
BYLAW NO. 2002-42

A BYLAW OF THE CORPORATION OF THE CITY OF PENTICTON TO DEDICATE CERTAIN PARCELS OF LAND OWNED BY THE CITY AS PUBLIC PARK LAND PURSUANT TO SECTION 303 OF THE *LOCAL GOVERNMENT ACT*

WHEREAS the Council of the City of Penticton is desirous of dedicating certain parcels of land owned by the City as public park land;

AND WHEREAS pursuant to Section 303 (1) of the *Local Government Act*, "A Council may, by bylaw with the assent of the electors, dedicate for a **MUNICIPAL OR OTHER PUBLIC PURPOSE** real property owned by the municipality";

AND WHEREAS the assent of the electors has been obtained on Saturday, November 16, 2002 in accordance with Section 159 of the *Local Government Act*;

NOW THEREFORE be it resolved that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "The City of Penticton Park Dedication Bylaw No. 2002-42 (2002)".

2. That the following herein described property is dedicated for Public Park land;

Schedule A - Okanagan Lake Park
Schedule B - Okanagan Lake Promendade/Beach
Schedule C - Gyro Park
Schedule D - Lakawana Park
Schedule E - Rotary Park
Schedule F - Riverside Park
Schedule G - Skaha Park/Beach
Schedule H - Queen's Park
Schedule I - King's Park
Schedule J - Munson Mountain
Schedule K - Esplanade (subject to transfer)
Schedule L - Kettle Valley Railway/Trans Canada Trail (between Vancouver Place and the northern City boundary)

3) That for the purposes of this Bylaw "public park land" shall mean an area of land set aside to be used by the public as a place for rest, recreation, exhibitions, agriculture, exercise, pleasure, amusement, enjoyment and any other activity or use related or ancillary thereto and without limiting the generality of the foregoing, Council may from time to time lease or license all or part of the public park land for uses related to or ancillary to the uses specified herein.

READ A FIRST time this 19th day of August, 2002.
READ SECOND time this 16th day of September, 2002.
READ A THIRD time this 16th day of September, 2002.
RECEIVED the assent of the electors this 16th day of November, 2002
RECONSIDERED and FINALLY PASSED and ADOPTED
this 18th day of November, 2002.

AMENDED BY BYLAW NO. 2004-10
2004-49
2005-46
2007-85 (Sch H.)

M L Pearce
Mike Pearce, Mayor

Leo den Boer, Clerk

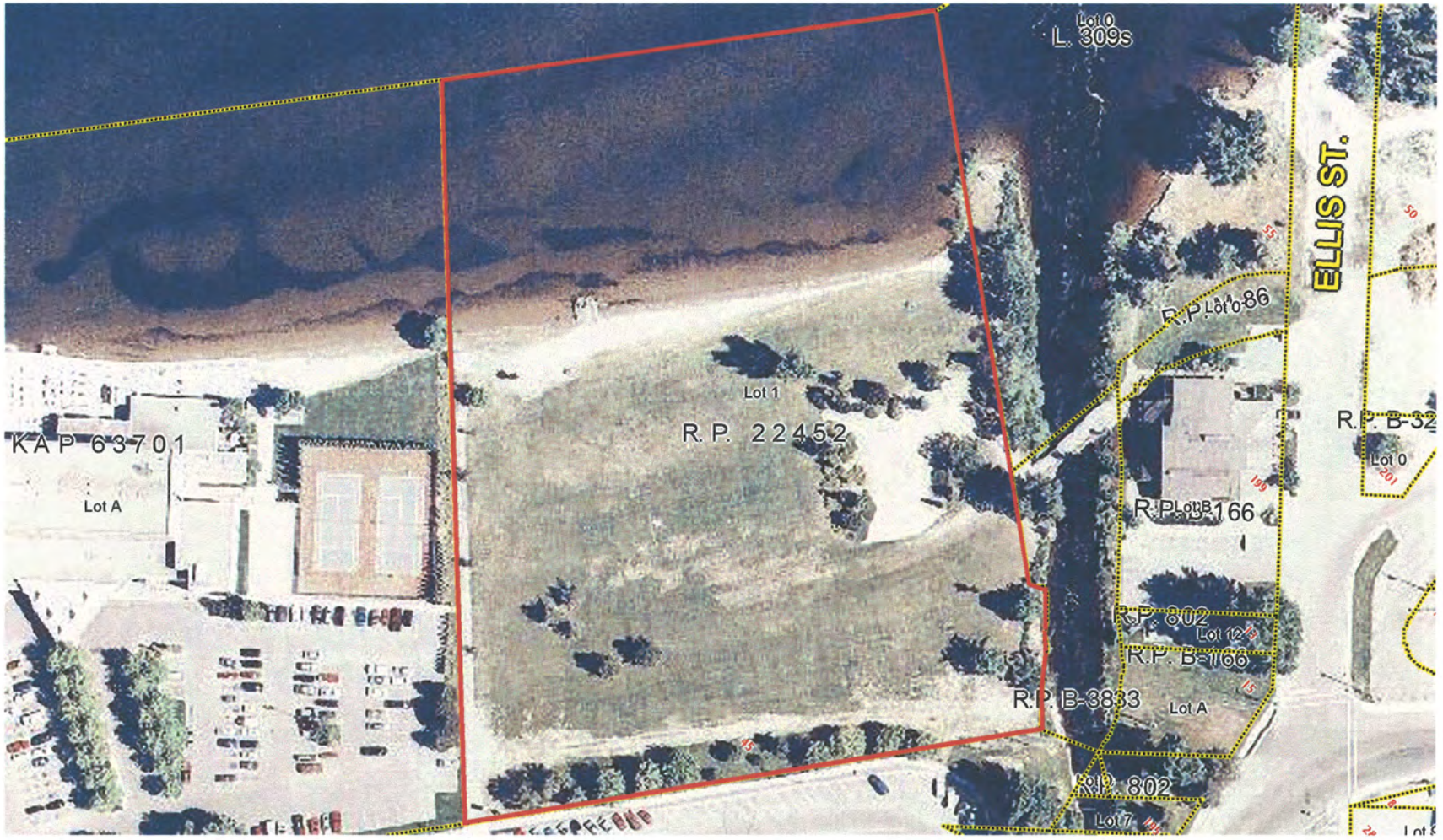
Certified a true copy of Bylaw No. 2002-42 as adopted

Leo den Boer, Clerk

SCHEDULE "A"

OKANAGAN LAKE PARK

Registered Owner: City of Penticton
Located at: 45 Lakeshore Drive East
Legal: Lot 1 District Lots 202 and 211s SDYD Plan 22452
PID: 006-838-383



SCHEDULE "B"

OKANAGAN LAKE Promenade/Beach

Registered Owner: City of Penticton
Located at: 355 Lakeshore Drive West
Legal: Lots 43-46 District Lot 2 SDYD Plan 764
(Includes parts of DL 3/4) Shatford Park - Beach Lots Rotary Park to Okanagan River Channel
Leases: SS Sicamous/Naramata; Joe Morelli
PID: 012-083-551; 012-083-569; 012-083-577; 012-083-585

SCHEDULE "C"

GYRO PARK

Registered Owner: City of Penticton
Located at: 60 Lakeshore Drive West, 58 Lakeshore Drive West, 24 Lakeshore Drive West
Legal: Lots 1, 2 and 3, District Lot 202, SDYD, Plan 5577 except Plan 14880 and B7830 (Site of Band Shell
PID: 010-290-389; 010-290-401; 010-290-460

SCHEDULE "D"

LAKAWANA PARK (between Lakeshore Drive and Churchill Avenue)

Registered Owner: City of Penticton
Located at: 765 Churchill Avenue (Parking Lot); 886 Lakeshore Drive West (Picnic Site);
796 Lakeshore Drive West (Bath House - Leased Portion)
Legal: Parcel B, District Lot 2, SDYD, Plan 4937; Lot 1, District Lot 3, SDYD, Plan 453;
Parcel A, District Lot 2, SDYD, Plan 4937
PID: 025-329-774; 012-312-401; 025-329-766

SCHEDULE "E"

ROTARY PARK

Registered Owner: City of Penticton
Located at: 185 Lakeshore Drive West,
Legal: Lot 42, District Lot 4, SDYD, Plan 756
Lease: Peach Concession - Joe Morelli
PID: 012-101-257

SCHEDULE "F"

RIVERSIDE PARK

Registered Owner: City of Penticton
Located at: 125 Riverside Drive, 75 Riverside Drive, Riverside Drive (Leased Area), 187 Riverside Drive, 215 Riverside Drive
Legal: Lot 3, District Lot 201, SDYD, Plan 8666; Lot 2, District Lot 201, SDYD, Plan 8666; Lot 1, SDYD, Plan 5294; Lot 1, District Lot 366, SDYD, Plan 9669; Lots 39 - 52, District Lot 366, SDYD, Plan 1248
Lease: Loco Landing
PID: 009-788-638; 009-788-603; 009-788-638; 008-851-930; 009-646-809; 011-699-752; 011-699-779; 011-699-795; 011-699-809; 011-699-825; 011-699-841; 011-699-850; 011-699-868; 011-699-884; 011-699-892; 011-699-906; 011-699-914; 011-699-922; 008-851-930

SCHEDULE "G"

SKAHA PARK/BEACH

Registered Owner: City of Penticton

Located at: South Beach Drive (Skaha Lake Beach), South Beach Drive, 124 South Beach Drive, 124 South Beach Drive (Leased Marina), 140 South Beach Drive, 147 South Beach Drive, 153 South Beach Drive, 163 South Beach Drive, 179 South Beach Drive, 193 South Beach Drive, 209 South Beach Drive, 231 South Beach Drive, 241 South Beach Drive, 250 South Beach Drive, 267 South Beach Drive, 277 South Beach Drive, 374 Sudbury Avenue,

Legal: Plan M3655; Plan M11517; Lot A, DL 189, SDYD, Plan 9936; Lot 227, Plan B4806 portion of Plan 466; Lot 1, DL 189, SDYD, Plan 5525; Lot 2, DL 189, SDYD, Plan 5525; Lot 3, DL 189, SDYD, Plan 5525; Lot 3, DL 189, SDYD, Plan 7344; Lot 2, DL 189, SDYD, Plan 6510; Lot 2, DL 189, SDYD, Plan 6699; Lot 16, Block 212, DL 189, Plan 397; Lot 1, DL 189, SDYD, Plan 7422; DL 4017s, Lots 2 and 3, DL 189, SDYD, Plan 5885; Lot 1, DL 189, SDYD, Plan 5885; Lot 1, DL 189, SDYD, Plan 11398; Lots 28-31, Plan 996; Lot 1, DL 189, SDYD, Plan 11398

Lease: Joe Morelli - Concesssions, Penticton Yamaha & Marine Ltd.

PID: 009-630-929; 012-323-675; 010-358-765; 010-358-811; 010-358-773; 010-001-662; 010-126-937; 010-073-248; 012-475-025; 009-992-821; 010-242-228; 010-242-244; 010-242-201; 011-888-768; 011-888-881; 011-889-411; 009-427-491

SCHEDULE "G" (page 2)

SCHEDULE "H"

QUEEN'S PARK

Registered Owner: City of Penticton
Arena, Curling Rink, Community Centre, and Fields
Located at: 325 Power Street
Legal: That part of Lot 1, District Lot 2, SDYD, Plan KAP58604 outlined in Red
PID: 023-678-356

SCHEDULE "I"

KING'S PARK

Registered Owner: City of Penticton
Located at: 550 Eckhardt Avenue West, 850 Railway Street, 620 Pacific Crescent, 620 Pacific Crescent
Legal: Parcel A, District Lots 2 and 4, SDYD, Plan 299; Lot 1, District Lot 2, SDYD, Plan 20829; Lot 2, District Lot 2, SDYD, Plan 17680
Lease: Penticton Soccur Club
PID: 002-563-986; 001-812-734; 008-375-534

SCHEDULE " J"

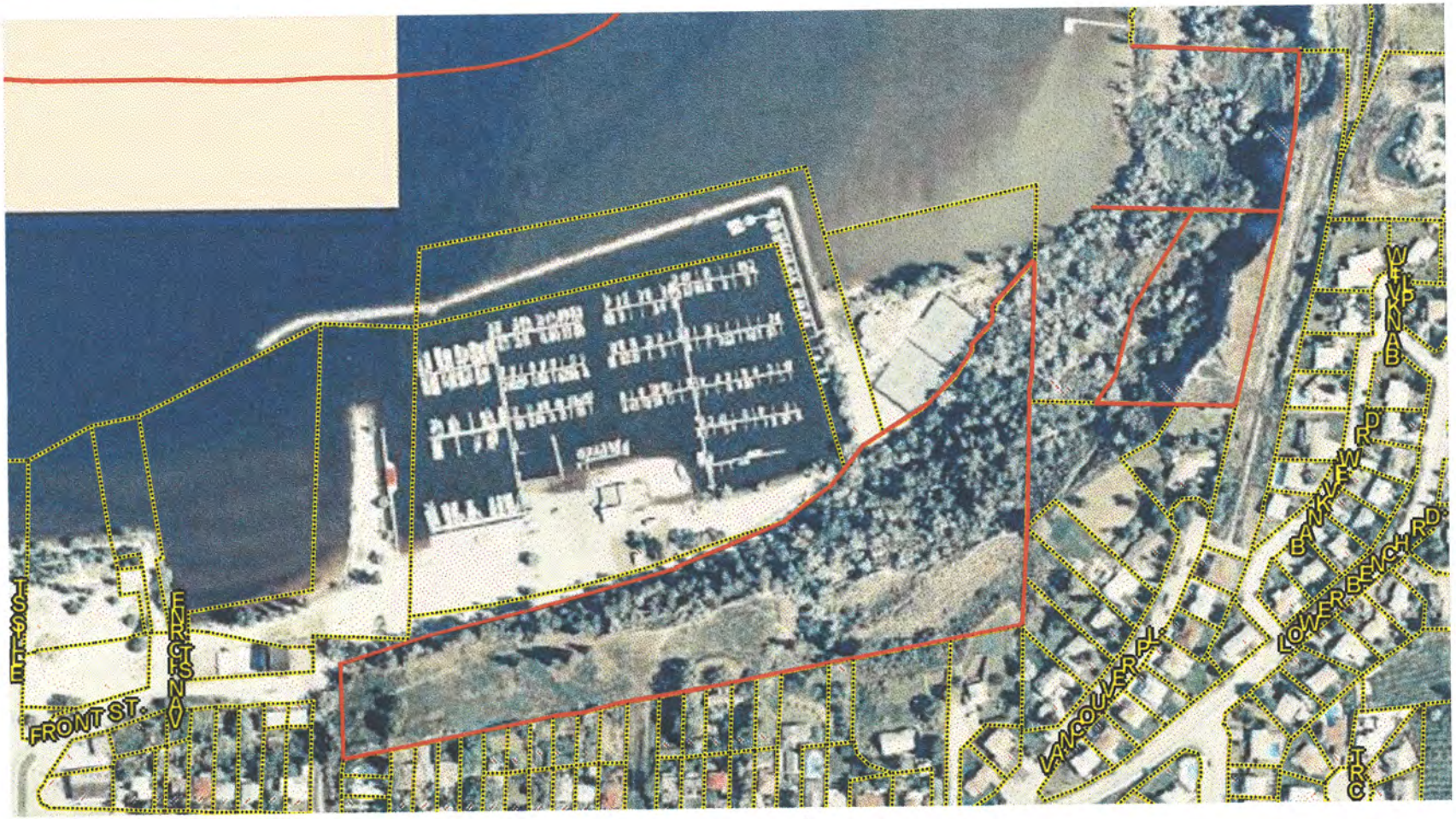
MUNSON MOUNTAIN

Registered Owner: City of Penticton
Located at: 650 Lower Bench Road
Legal: Lot 149 and 150, District Lot 187, SDYD, Plan 450
PID: 012-316-083

SCHEDULE "K"

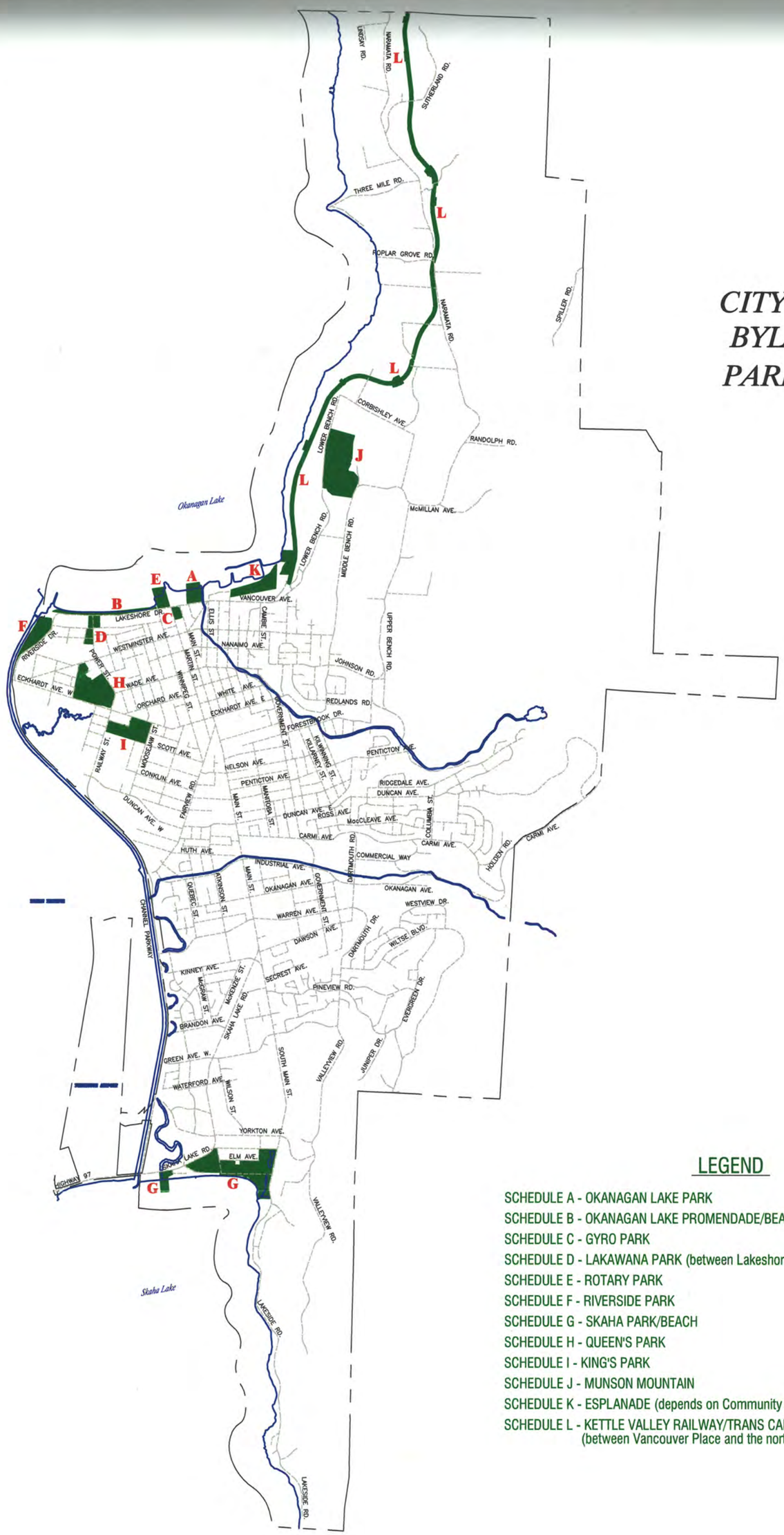
ESPLANADE

Registered Owner: City of Penticton
Located at: 500 Front Street
Legal: Esplanade; Parcel A (Plan B1244) of Lot 76, District Lot 188, SDYD, Plan 306 except (1) Plan 6611 (2) outlined red on Plan A378; Part of Lot 75 shown of Plan A378, District Lot 188, SDYD, Plan 306 except Plan KAP46372
PID: 012-564-010; 004-790-251



SCHEDULE "L"

KETTLE VALLEY RAILWAY/TRANS CANADA TRAIL
(between Vancouver Place and the northern City boundary)



CITY OF PENTICTON BYLAW NO. 2002-42 PARKS DEDICATION

LEGEND

SCHEDULE A - OKANAGAN LAKE PARK
SCHEDULE B - OKANAGAN LAKE PROMENDADE/BEACH
SCHEDULE C - GYRO PARK
SCHEDULE D - LAKAWANA PARK (between Lakeshore Dr. and Churchill Ave.)
SCHEDULE E - ROTARY PARK
SCHEDULE F - RIVERSIDE PARK
SCHEDULE G - SKAHA PARK/BEACH
SCHEDULE H - QUEEN'S PARK
SCHEDULE I - KING'S PARK
SCHEDULE J - MUNSON MOUNTAIN
SCHEDULE K - ESPLANADE (depends on Community Charter or Provincial dedication)
SCHEDULE L - KETTLE VALLEY RAILWAY/TRANS CANADA TRAIL
(between Vancouver Place and the northern City Boundary)

2004-010

PARK DEDICATION AMENDMENT BYLAW
Queens Park

THE CORPORATION OF THE CITY OF PENTICTON
BYLAW 2004-10

A BYLAW OF THE CORPORATION OF THE CITY OF PENTICTON TO AMEND PARK DEDICATION BYLAW 2002-42

WHEREAS The City of Penticton dedicated certain parcels of City owned land as public park land under Park Dedication Bylaw 2002-42 (2002);

AND WHEREAS the Council of the City of Penticton is desirous of amending Park Dedication Bylaw 2002-42 in order to allow for additional uses in a portion of Queens Park as referred to herein.

NOW THEREFORE be it resolved that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposed as "The City of Penticton Park Dedication Amendment Bylaw No. 2004-10 (2004).

2. That The City of Penticton Park Dedication Bylaw 2002-42 be amended as follows:

   Add as a new section 4:

   Despite Section 3 above, that portion of Queens Park, as outlined on Schedule H-1 attached hereto, may also be used to accommodate the construction and operation of a new wine information centre to facilitate the Wine Centre, Visitors Centre, Chamber of Commerce and Economic Development Services to be located adjacent to the existing curling rink.

READ A FIRST TIME THIS 16th day of February, 2004.
READ A SECOND TIME THIS 16th day of February, 2004.
READ A THIRD TIME THIS 16th day of February, 2004.
RECEIVED the assent of the electors of The Corporation of the City of Penticton on this 20th day of April , 2004.
RECONSIDERED AND FINALLY PASSED AND ADOPTED this 3rd day of May, 2004.

David Perry, Mayor

Leo den Boer, Clerk

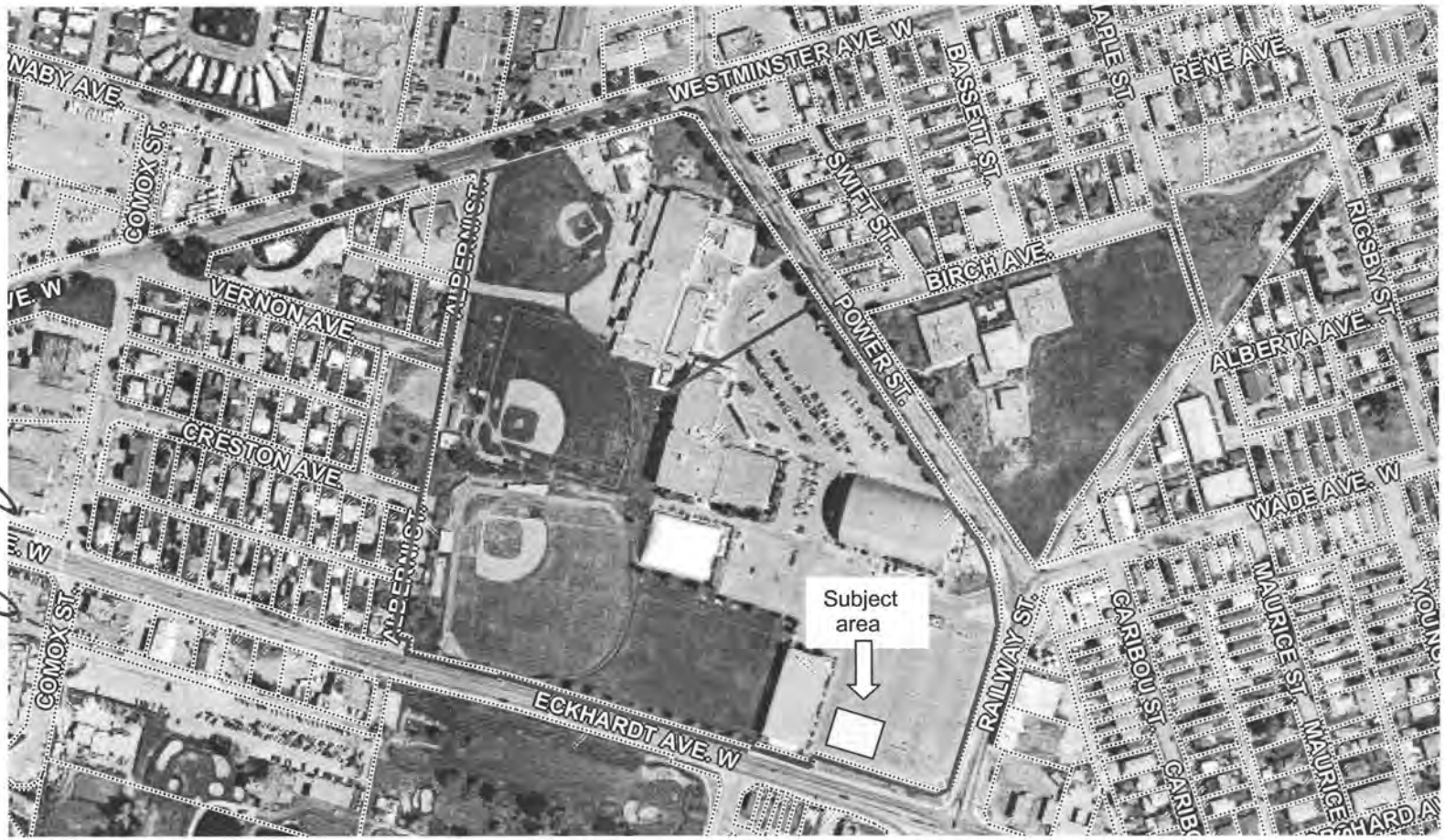
Certified a true copy of Bylaw
No. 2004-10 as adopted

Leo den Boer, Clerk

SCHEDULE "H -1"

QUEEN'S PARK

Registered Owner: City of Penticton
Arena, Curling Rink, Community Centre, and Fields
Located at: 325 Power Street
Legal: That part of Lot 1, District Lot 2, SDYD, Plan KAP58604 outlined in Red
PID: 023-678-356



THE CORPORATION OF THE CITY OF PENTICTON
BYLAW 2004-49

A BYLAW OF THE CORPORATION OF THE CITY OF PENTICTON TO AMEND PARK DEDICATION BYLAW 2002-42

WHEREAS The City of Penticton dedicated certain parcels of City owned land as public park land under Park Dedication Bylaw 2002-42 (2002);

AND WHEREAS the Council of the City of Penticton is desirous of amending Park Dedication Bylaw 2002-42 in order to allow for additional uses in a portion of Queens Park as referred to herein.

NOW THEREFORE be it resolved that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposed as "The City of Penticton Park Dedication Amendment Bylaw No. 2004-49 (2004).

2. That The City of Penticton Park Dedication Bylaw 2002-42 be amended as follows:

   Add as a new section 5:

   5) *Notwithstanding Section 3 hereof that area of the lands on Queens Park, shown cross hatched on Schedule "H-2" attached hereto, be additionally dedicated for the use to accommodate the construction and operation of a new wine information centre to facilitate the Wine Centre, Visitors Centre, Chamber of Commerce and Economic Development Services.*

READ A FIRST TIME THIS 21st day of June, 2004.
READ A SECOND TIME THIS 21st day of June, 2004.
READ A THIRD TIME THIS 21st day of June, 2004.
RECEIVED the assent of the electors of The Corporation of the City of Penticton on this 30th day of July, 2004.
RECONSIDERED AND FINALLY PASSED AND ADOPTED this 16th day of August, 2004.

David Perry, Mayor

Leo den Boer, Clerk

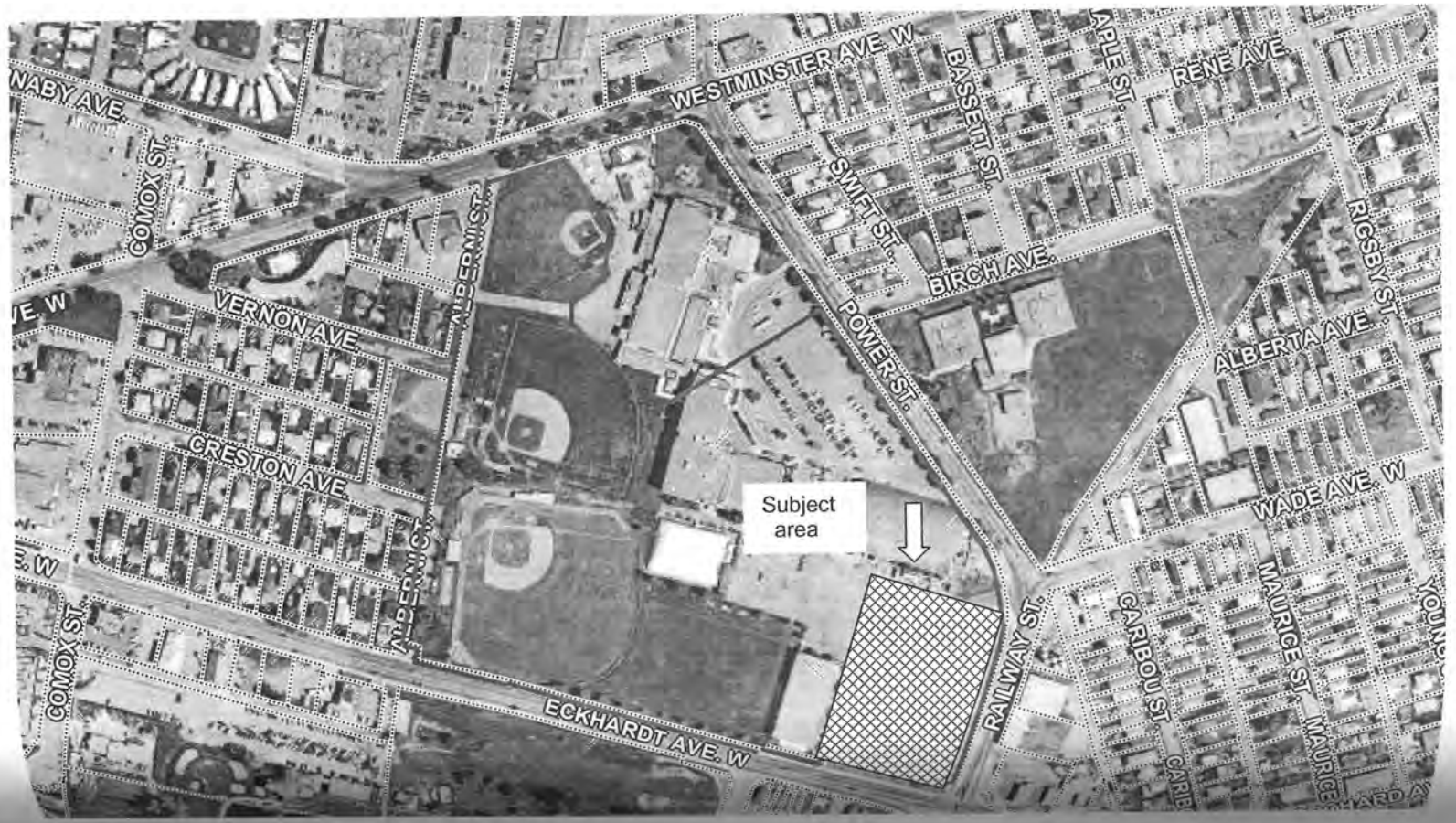
Certified a true copy of Bylaw
No. 2004-49 as adopted

Leo den Boer, Clerk

SCHEDULE "H -2"

QUEEN'S PARK

Registered Owner: City of Penticton
Arena, Curling Rink, Community Centre, and Fields
Located at: 325 Power Street
Legal: That part of Lot 1, District Lot 2, SDYD, Plan KAP58604 outlined in Red
PID: 023-678-356



PARK DEDICATION AMENDMENT BYLAW
Queens Park

THE CORPORATION OF THE CITY OF PENTICTON
BYLAW 2005-46

A BYLAW OF THE CORPORATION OF THE CITY OF PENTICTON TO AMEND PARK DEDICATION BYLAW 2002-42

WHEREAS The City of Penticton dedicated certain parcels of City owned land as public park land under Park Dedication Bylaw 2002-42 (2002);

AND WHEREAS the Council of the City of Penticton is desirous of amending Park Dedication Bylaw 2002-42 in order to accommodate necessary road improvement to Alberni Street, Eckhardt Avenue West and Railway Avenue adjacent to Queens Park.

NOW THEREFORE be it resolved that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposed as "The City of Penticton Park Dedication Amendment Bylaw No. 2005-46 (2005).

2. That The City of Penticton Park Dedication Bylaw 2002-42, Schedule H be amended to remove the lands adjacent to Alberni Street to a maximum of 14m, the lands adjacent to Eckhardt Avenue West to a maximum of 9m and the lands adjacent to Railway Avenue to a maximum of 1.5m as outlined in the attached Schedule "H-2"

READ A FIRST TIME THIS 20th day of June, 2005.
READ A SECOND TIME THIS 20th day of June, 2005.
READ A THIRD TIME THIS 20th day of June, 2005.
RECEIVED the assent of the electors of The Corporation of the City of Penticton on this 2nd day of August, 2005.
RECONSIDERED AND FINALLY PASSED AND ADOPTED this 2nd day of August, 2005.

David Perry, Mayor

Leo den Boer, Clerk

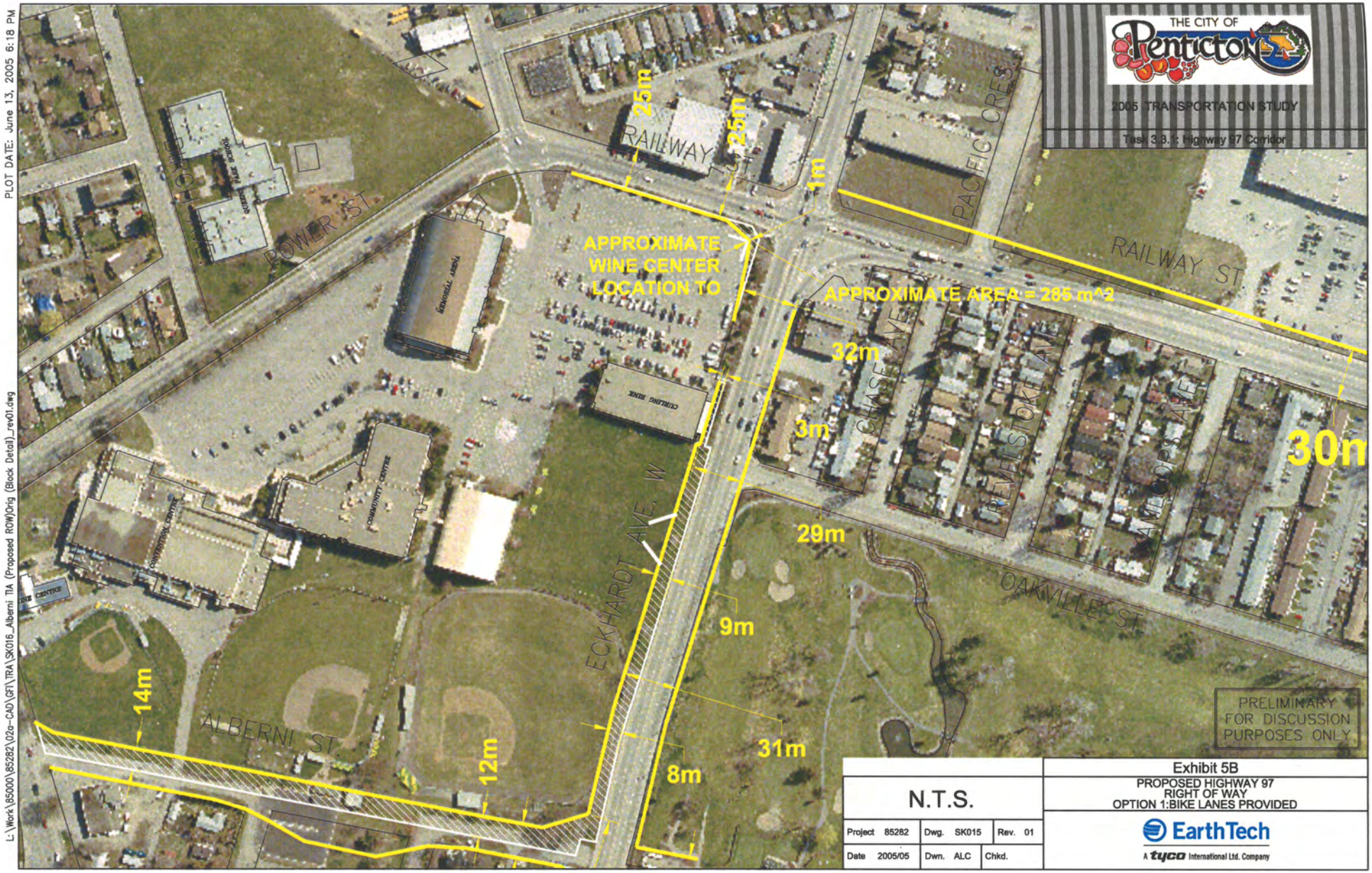
Certified a true copy of Bylaw
No. 2005-46 as adopted

Leo den Boer, Clerk

QUEEN'S PARK - Arena, Curling Rink, Community Centre and Fields located at 325 Power Street

Legal: That part of Lot 1, District Lot 2, SDYD, Plan KAP58604 hatched in white

PID: 023-578-356



THE CORPORATION OF THE CITY OF PENTICTON
BYLAW 2007-85

A BYLAW OF THE CORPORATION OF
THE CITY OF PENTICTON
TO AMEND PARK DEDICATION BYLAW 2002-42

WHEREAS The City of Penticton dedicated certain parcels of City owned land as public park land under Park Dedication Bylaw 2002-42 (2002);

AND WHEREAS the Council of the City of Penticton is desirous of amending Park Dedication Bylaw 2002-42 in order to remove Schedule "H" and amendments thereto.

NOW THEREFORE be it resolved that the Municipal Council of the Corporation of the City of Penticton in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposed as "The City of Penticton Park Dedication Amendment Bylaw No. 2007-85 (2007).

2. That The City of Penticton Park Dedication Bylaw 2002-42 be amended to remove Schedule "H" and amendments thereto.

READ A FIRST TIME THIS 7th day of January, 2008.
READ A SECOND TIME THIS 7th day of January, 2008.
READ A THIRD TIME THIS 7th day of January, 2008.
RECEIVED the assent of the electors of The Corporation of the City of Penticton on this day 18th day of February, 2008.
RECONSIDERED AND FINALLY PASSED AND ADOPTED this 18th day of February, 2008.

Gerald J. Kimberley, Mayor

Cathy Ingram, City Clerk

Certified a true copy of Bylaw
No. 2007-85 as adopted

Cathy Ingram, City Clerk

SCHEDULE "H"

QUEEN'S PARK

Registered Owner: City of Penticton
Arena, Curling Rink, Community Centre, and Fields
Located at: 325 Power Street
Legal: That part of Lot 1, District Lot 2, SDYD, Plan KAP58604 outlined in Red
PID: 023-678-356

The Corporation of the City of Penticton

Bylaw No. 2018-37

A bylaw to dedicate certain parcels of land owned by the City as public park land.

WHEREAS pursuant to section 30 of the *Community Charter*, a council of a municipality may, by bylaw adopted by two-thirds of all members of council, dedicate land owned by the municipality for municipal park purposes;

AND WHEREAS The Corporation of the City of Penticton is the registered owner of the municipal lands described in this Bylaw and wishes to ensure the dedication of such lands as public park;

NOW THEREFORE, the Council of the Corporation of the City of Penticton enacts as follows:

1. This Bylaw may be cited for all purposes as "Park Dedication Bylaw No. 2018-37".

2. The following lands are dedicated for park purposes:

   (a) 45 LAKESHORE DRIVE E. PID: 006-838-383
   LOT 1 DISTRICT LOTS 202 AND 211S SIMILKAMEEN DIVISION YALE DISTRICT PLAN 22452

   as shown outlined in red on Schedule "A" attached to this Bylaw and known as Okanagan Lake Park;

   (b) i. 60 LAKESHORE DRIVE W. PID: 010-290-389
   LOT 1 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5577;

   ii. 58 LAKESHORE DRIVE W. PID: 010-290-401
   LOT 2 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5577; and

   iii. 24 LAKESHORE DRIVE W. PID: 010-290-460
   LOT 3 DISTRICT LOT 202 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5577 EXCEPT PLAN 14880;

   as shown outlined in red on Schedule "B" attached to this Bylaw and known as Gyro Park;

   (c) i. 886 LAKESHORE DRIVE W. PID: 012-312-401
   LOT 1 DISTRICT LOT 3 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE LYTTON) DISTRICT PLAN 453;

   ii. 796 LAKESHORE DRIVE W. PID: 025-329-766
   PARCEL A (SEE KT24099) DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 4937;

   iii. 797 CHURCHILL AVENUE PID: 025-329-774
   PARCEL B (SEE KT24106) DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 4937;

   iv. 97 POWER STREET PID: 010-358-455
   LOT A DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 5185; and

   v. 123 POWER STREET PID: 010-358-463
   LOT B DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 5185,

as shown outlined in red on Schedule "C" attached to this Bylaw and known as Lakawanna Park;

(d) i. 185 LAKESHORE DRIVE W. PID: 011-952-695
DISTRICT LOT 215S SIMILKAMEEN DIVISION YALE DISTRICT SAID TO CONTAIN 4.78 ACRES MORE OR LESS; and

ii. PEACH CONCESSION PID: 012-101-257
LOT 42 DISTRICT LOT 4 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE LYTTON) DISTRICT PLAN 756,

as shown outlined in red on Schedule "D" attached to this Bylaw and known as Rotary Park;

(e) i. 75 RIVERSIDE DRIVE PID: 009-788-603
LOT 2 DISTRICT LOT 201 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 8666 EXCEPT PLAN KAP68866;

ii. 135 RIVERSIDE DRIVE PID: 008-851-930
LOT 1 OF PENTICTON INDIAN RESERVE NO. 1 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 15294;

iii. 125 RIVERSIDE DRIVE PID: 009-788-638
LOT 3 DISTRICT LOT 201 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 8666;

iv. 187 RIVERSIDE DRIVE PID: 009-646-809
LOT 1 DISTRICT LOT 366 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 9669; and

v. 215 RIVERSIDE DRIVE
PID: 011-699-671/011-699-701/011-699-728/011-699-752/011-699-779/
011-699-795/011-699-809/011-699-825/011-699-841/ 011-699-850/
011-699-868/011-699-894/011-699-892/011-699-906
LOTs 39-50 DISTRICT LOT 366 OSOYOOS DIVISION YALE DISTRICT PLAN 1248 EXCEPT PLAN H281,

Dedicated Road within the proposed Park area, as shown on Plan KAP68866 as shown outlined in red on Schedule "E" attached to this Bylaw and known as Riverside Park;

(f) i. 3601 PARKVIEW STREET PID: 012-475-696
LOT 1 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 389 EXCEPT: (1) PART LYING NORTH WEST OF PLAN B3673 (2) PLAN B3673;

ii. 3630 SKAHA LAKE ROAD PID: 012-475-734
LOT 2, BLOCK 215, DISTRICT LOT 189, SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT PLAN B3673;

iii. 3661 PARKVIEW STREET PID: 012-475-769
LOT 3, BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397;

iv. 3670 SKAHA LAKE ROAD PID: 012-475-866
LOT 4 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT: (1) PART LYING NORTH OF PLAN B3673 (2) PLAN B3673

v. 3680 SKAHA LAKE ROAD PID: 012-475-874
LOT 5 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT: (1) PART LYING NORTH OF PLAN 3673 (2) PLAN B3673;

vi. 3701 PARKVIEW STREET
PID: 012-475-891/012-475-904/012-475-912/012-475-921
LOTS 11, 12, 13 AND 14 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397;

vii. 277 SOUTH BEACH DRIVE PID: 010-242-201
LOT 1 PLAN DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5885;

viii. 269 SOUTH BEACH DRIVE PID: 010-242-228/010-242-244
LOTS 2 AND 3 PLAN DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5885;

ix. 3720 SKAHA LAKE ROAD PID: 012-475-955
LOT 17 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT PLANS 29835 AND B3673

x. 3730 SKAHA LAKE ROAD PID: 012-475-971
LOT 18 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT: (1) PART LYING NORTH OF PLAN B3673 (2) PLAN B3673;

xi. 3750 SKAHA LAKE ROAD PID: 012-475-980
LOT 19 BLOCK 215 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397 EXCEPT: (1) PART LYING NORTH OF PLAN B3673 (2) PLAN 3673;

xii. PLAN KAP11517M DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP11517M, CITY OF PENTICTON BYLAW NO 3190 TO STOP UP & CLOSE PORTION OF SOUTH BEACH DR;

xiii. 3885 SOUTH MAIN STREET PID: 029-633-818
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP50612

xiv. 3915 LAKESIDE ROAD PID: 012-322-954
AMENDED LOT 4 (SEE 244321F) BLOCK 209 DISTRICT LOT 190 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xv. 98 LEE AVENUE PID: 012-323-454
LOT 12 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xvi. 50 LEE AVENUE PID: 012-323-471
LOT 13 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xvii. 47 ELM AVENUE PID: 012-323-497
LOT 14 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xviii. 3603 SOUTH MAIN STREET PID: 012-323-527
LOT 13A BLOCK 212 DISTRICT LOT 197, SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xix. 3693 SOUTH MAIN STREET PID: 012-323-543
LOT 14A BLOCK 212 DISTRICT LOT 197 SIMILKAMEEN DIVISIONYALE DISTRICT PLAN 466;

xx. 241 SOUTH BEACH DRIVE PID: 009-992-821
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7422;

xxi. 3744 PARKVIEW STREET PID: 009-992-847
LOT 2 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7422;

xxii. 3704 PARKVIEW STREET PID: 003-263-355
LOT 3 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 4840;

xxiii. 231 SOUTH BEACH DRIVE PID: 012-475-025
LOT 16 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397;

xxiv. 208 ELM AVENUE PID: 010-073-230
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 6699;

xxv. 209 SOUTH BEACH DRIVE PID: 010-073-248
LOT 2 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 6699;

xxvi. 202 ELM AVENUE PID: 009-992-251
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7439;

xxvii. 201 SOUTH BEACH DRIVE PID: 009-992-260
LOT 2 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7439;

xxviii. 198 ELM AVENUE PID: 010-060-502
LOT 1 DISTRICT LOT 139 OSOYOOS DIVISION YALE DISTRICT PLAN 7037;

xxix. 193 SOUTH BEACH DRIVE PID: 010-126-937
LOT 2 DISTRICT LOT 189 OSOYOOS DIVISION YALE DISTRICT PLAN 6510;

xxx. 182 ELM AVENUE PID: 010-001-646
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7344;

xxxi. 170 ELM AVENUE PID: 010-001-654
LOT 2 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7344;

xxxii. 179 SOUTH BEACH DRIVE PID: 010-001-662
LOT 3 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 7344;

xxxiii. 147 SOUTH BEACH DRIVE PID: 010-358-765
LOT 1 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5525;

xxxiv. 153 SOUTH BEACH DRIVE PID: 010-358-811
LOT 2 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 5525;

xxxv. 163 SOUTH BEACH DRIVE PID: 010-358-773
LOT 3 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT, PLAN 5525;

xxxvi. 139 SOUTH BEACH DRIVE PID: 012-475-050
LOT 22 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 397;

xxxvii. 125 SOUTH BEACH DRIVE PID: 012-323-578
LOT 23 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xxxviii. 111 SOUTH BEACH DRIVE PID: 012-323-594
LOT 24 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xxxix. 97 SOUTH BEACH DRIVE PID: 012-323-616
LOT 25 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xl. 41 SOUTH BEACH DRIVE PID: 012-323-624
LOT 26 BLOCK 212 DISTRICT LOT 189 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466;

xli. 3703 SOUTH MAIN STREET PID: 012-323-659
LOT 26A BLOCK 212 DISTRICT LOT 197 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 466

as shown outlined in red on Schedule "F" attached to this Bylaw and known as Skaha Park/ Beach;

(g) 325 POWER STREET PID: 023-678-356
LOT 1 DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN KAP58604 EXCEPT PLANS KAP87244 AND KAP87245

as shown outlined in red on Schedule "G" attached to this Bylaw and known as Queen's Park;

(h) i. 550 ECKHARDT AVENUE W. PID: 012-563-986
PARCEL A DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 299;

ii. 620 PACIFIC CRESCENT PID: 008-375-534
LOT 2 DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 17680; and

iii. 850 RAILWAY STREET PID: 001-812-734
LOT 1 DISTRICT LOT 2 GROUP 7 SIMILKAMEEN DIVISION YALE (FORMERLY YALE-LYTTON) DISTRICT PLAN 20829 EXCEPT PLAN KAP75697,

as shown outlined in red on Schedule "H" attached to this Bylaw and known as King's Park;

(i) i. 650 LOWER BENCH ROAD PID: 012-316-083
LOT 149 DISTRICT LOT 187 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 450 EXCEPT PLANS B5290, B5610 AND H16862; and

ii. 490 LOWER BENCH ROAD PID: 012-316-091
LOT 150 DISTRICT LOT 187 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 450 EXCEPT PART RED ON PLAN B4176,

as shown outlined in red on Schedule "I" attached to this Bylaw and known as Munson Mountain;

(j) i. 187 MARINA WAY PID: 012-564346
LOT 77 DISTRICT LOT 188 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 306 EXCEPT: (1) PARCEL A (PLAN A11) (2) THAT PART LYING TO THE EAST OF PARCEL A (PLAN A11);

ii. 725 Marina Way PID: 012-564-338
LOT 76 PLAN KAP306 DISTRICT LOT 188 SIMILKAMEEN DIVISION YALE DIST EXCEPT PLAN B12444 A378; and

iii. 750 MARINA WAY PID: 012-564 010
PARCEL A (PLAN B1244) OF LOT 76, DL 188, SDYD, PLAN 306 EXCEPT: (1) PLAN 6611 (2) OUTLINED IN RED ON PLAN A378

and as shown outlined in red on Schedule "J" attached to this Bylaw and known as Esplanade; and

(k) Land owned by the Corporation of the City of Penticton extending from Vancouver Place, up to the Northern Boundary of the City of Penticton, approximately 6.5km in linear length consisting of approximately 60 lots as shown marked in red on Schedule "K" and known as the Kettle Valley Railway.

3. The City may, from time to time, grant a licence of use or a licence of occupation for all or part of the public park referred to in this Bylaw for a use permitted in the applicable zoning bylaw, where such use is consistent with the City's Park Land Protection and Use Policy.

4. Prior to granting a lease of all or part of the land dedicated as park under this Bylaw, the City shall first obtain the approval of the electors.

5. If any part of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion may be severed and the remainder of this Bylaw is deemed to have been adopted without the severed section, subsection or paragraph.

6. The City of Penticton Park Dedication Bylaw No. 2002-42 (2002) and amendments thereto are repealed upon the adoption hereof.

READ A FIRST time this	day of	, 2018
READ A SECOND time this	day of	, 2018
READ A THIRD time this	day of	, 2018
ADOPTED this	day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Schedule "A" – Okanagan Lake Park

Schedule "B" – Gyro Park

Schedule "C" – Lakawanna Park

Schedule "D" – Rotary Park

Schedule "E" – Riverside Park

Schedule "F" – Skaha Park / Beach

Schedule "G" – Queen's Park

Schedule "H" – King's Park

Schedule "I" – Munson Mountain

Schedule "J" – Esplanade

Schedule "K" – Kettle Valley Railway

Council Report

penticton.ca

Date: June 19, 2018 File No: 6520-20
To: Peter Weeber, Chief Administrative Officer
From: Anthony Haddad, Director of Development Services

Subject: Park Land Protection and Use Policy

Staff Recommendation

THAT Council approve the Park Land Protection and Use Policy.

Strategic Priority

Good Governance:
- Provide services that support quality of life, protect our health, enhance public safety, and promote economic and social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders

Community Building:
- Ensure City services are customer focused, sustainable, effective, relevant
- Invest in the long term planning of indoor and outdoor parks and recreational infrastructure

Social Development:
- Remove all physical and social barriers which impede the full participation of all citizens

Environmental Sustainability:
- Ensure the sustainability of the environment and the ecosystems within our community

Background

The creation of the proposed Park Land Protection and Use Policy came about as a result of discussions around concerns with commercial uses in public parks. Through the early development of the Parks and Recreation Master Plan, the term 'commercial' was used too often describe the uses that occurred in our parks. Concerns were also identified around insufficient process being in place to deal with park related uses, licences and leases.

Proposed Park Land Protection and Use Policy

The proposed Park Land Protection and Use Policy has been created with the assistance of the Parks and Recreation Master Plan Steering Committee. The intent of the policy is to provide policy guidance and procedural direction for the use and protection of public parkland.

The policy outlines clearly the definition of a public park, as considered by the Parks and Recreation Master Plan Steering Committee, which is outlined as follows:

> *"A public park is an unencumbered tract of land wherein the land title is held by a public entity for the benefit, use and enjoyment of the people and for the protection, conservation, preservation of the natural, physical, historical and cultural resources thereon, and wherein an encumbrance is a burden, obstruction, or impediment to the foundational purpose or purposes for which the park was established."*

The policy is guided by the following objectives, which were developed coming from the community engagement process that resulted in the development of the vision, park definition and public input undertaken. The following five policy objectives will be used to guide the use of parks:

- *Support recreational opportunities, healthy living and enhance public enjoyment of parks*
- *Safeguard public access and community affordability*
- *Protect public ownership*
- *Protect, preserve and promote park land*
- *Engage the community in park governance and decisions*

The policy is also intended define what a licence and lease are, and clearly describe the difference between the two forms of tenure that can occur in our public parks. The distinct difference between both is that a lease allows for exclusive use of land while a licence only allows a temporary use of the land.

Engagement with the community is the cornerstone of the policy that is being proposed, ensuring that the public is involved early and often through the process for new uses in park land. With the work proposed to amend the Park Zones, the policy provides a procedural process for the review of a new use that is not already permitted. As opposed to the typical rezoning process, the procedure that has been developed ensures that the new Parks and Recreation Advisory Committee and community are involved early in the process and that community engagement occur in accordance with the International Spectrum of Public Participation (IAP2).

The policy also provides guidance and procedure on the renewal of licences, ensuring that the committee are involved for oversight where needed.

Parks and Recreation Master Plan Steering Committee

At their meeting on April 30th 2018, after a number of months of review and creation of the policy document, the Parks and Recreation Master Plan Steering Committee passed the following recommendation with regards to the proposed policy:

> It was MOVED and SECONDED that the Parks & Recreation Master Plan Steering Committee recommends that Council adopt the Park Land Protection and Use Policy as amended.
>
> CARRIED UNANIMOUSLY

Analysis

The proposed policy will need to work closely with the requirements of the Park Dedication Bylaw, Zoning Amendments and the Parks and Recreation Master Plan to ensure the most robust of processes involving the community is followed. The proposed Park Land Protection and Use Policy is being recommended for

approval to provide for policy and procedural direction for staff, Council and the new Parks and Recreation Advisory Committee once formed.

Attachments

Attachment A – Proposed Park Land Protection and Use Policy

Respectfully submitted,

Anthony Haddad
Director of Development Services

Approvals

Director	CAO
AH	PW

Attachment A – Park Land Protection and Use Policy

CITY OF Penticton

Council Policy

penticton.ca

Approval date:_____ Resolution No.: _____

Subject: Park Land Protection and Use Policy

PROPOSED

1. PURPOSE

1.1. The purposes of the Park Land Protection and Use Policy are:

1.1.1. To provide direction on the protection and uses of public park land within the City of Penticton in accord with the Official Community Plan, Parks & Recreation Master Plan and Zoning Bylaw.

1.1.2. To protect parks as public assets of the City of Penticton. This policy will ensure that city parks remain in the public domain through community engagement and support and with the implementation of the Park Land Protection and Use Policy.

1.1.3. To support the community's use and enjoyment of the parks, provide opportunities for primarily outdoor recreation and nature appreciation thereon, and to protect, conserve, and preserve the natural, physical, historical and cultural resources thereon.

1.1.4. To improve the quality of parks in our community through enhanced park stewardship and sustainable resource management.

2. GUIDING PRINCIPLES

2.1. The community developed a vision, a park definition and set of values in the 2018 Parks and Recreation Master Plan to guide future use of Penticton's parks and recreation services in the City of Penticton. These values directed the development of the Park Protection and Use Policy and will guide its implementation.

2.1.1. A public park is an unencumbered tract of land wherein the land title is held by a public entity for the benefit, use and enjoyment of the people and for the protection, conservation, preservation of the natural, physical, historical and cultural resources thereon, and wherein an encumbrance is a burden, obstruction, or impediment to the foundational purpose or purposes for which the park was established.

2.1.2. Policy Objectives and their resulting policies have been created based on the Vision, Park Definition, Values and community engagement undertaken with the Parks & Recreation Master Plan and will be used to guide the use of parks.

- *Support recreational opportunities, healthy living and enhance public enjoyment of parks*
- *Safeguard public access and community affordability*
- *Protect public ownership*
- *Protect, preserve and promote park land*
- *Engage the community in park governance and decisions*

3. POLICY

3.1. Support recreational opportunities, healthy living and enhance public enjoyment of parks

3.1.1. The City of Penticton supports uses, recreational opportunities, provides for a healthy lifestyle and improves the public enjoyment of parks. These uses are identified as Permitted Uses in the Zoning Bylaw and shall meet applicable subdivision and development regulations contained within each Park Zone.

3.1.2. Requests for uses that are not identified as Permitted Uses in the Zoning Bylaw shall follow the zoning procedure for *Uses in a Park Zone that are not a Permitted Use as* outlined in this policy prior to being considered by Council.

3.2. Safeguard public access and community affordability

3.2.1. The City of Penticton does not support uses that inhibit long term public access through exclusive memberships, prohibitive fees or permanent physical structures that detract from the natural setting and use of the park.

3.3. Protect public ownership

3.3.1. A *License*, as defined under this policy permits the use of something or allows an activity to take place; a Licensee shall not be guaranteed exclusive use of the property, is not an entitlement to the land, and includes a cancellation clause allowing the Licensor (City) to cancel the license at any time by providing the stipulated required notice; additional licenses to unrelated parties may be granted over the same property or portions of property; a license cannot be registered on the title of the property.

3.3.1.1. The City of Penticton may issue a License-to-Use for a portion of public park land to support a Permitted Use in a Park Zone. These licences are typically for a short term or seasonal in nature, up to a maximum of three (3) years, and shall be approved in accordance with the zoning procedure for *Permitted Uses* outlined in this policy.

PROPOSED

3.3.2. A *Lease*, under this policy is defined as a contract by which one party conveys exclusive use of land or real property to another for a specified period of time and provides entitlement to the land, usually in return for a periodic payment. A lease is a stronger form of tenure than a License and typically cannot be cancelled during the term of the lease as long as Lessee honours terms and conditions. Leases may be registered with the Land Title office creating a legal enforceable charge against the property for the term of the lease. In the context of park land within the City of Penticton, a lease of municipal park land grants a private interest rights to public land and diminishes public ownership and control.

3.3.2.1. The City of Penticton will not enter into a lease of land dedicated as park under Park Dedication Bylaw 2018-XXXX without the approval of the electors.

3.4. Protect, preserve and promote park land

3.4.1. If the proposed use is deemed to uphold Council Policy Section 2.1.1 and to have a net benefit to municipal park land, the City will then submit the proposal for public engagement in accordance with Section 3.5 of this policy.

3.4.2. The City of Penticton supports the growth and enhancement of public park land for community use in accordance with the Parks & Recreation Master Plan.

3.4.3. The City of Penticton recognizes that there are a number of private encroachments into existing public park land. There shall be no further encroachments into public park land and existing encroachments will be managed to ensure removal of encroachments where considered feasible.

3.5. Engage the community in park governance and decisions

3.5.1. The community is involved in governance of the protection and use of parks and the implementation of this policy through their membership on the Parks & Recreation Advisory Committee.

3.5.2. The community shall be engaged before a decision is made on any proposed change to use or regulation within any Park Zone in accordance with the procedure outlined in Section 5.2 of this policy. This policy provides for increasing levels of engagement based on the scale and impact of the proposed use. City staff and the Parks & Recreation Advisory Committee will establish the level of engagement according to the impact of the proposed use, in accordance with the zoning procedure for *Requests for Uses that are not Permitted Uses* and in accordance with the IAP2 International Spectrum of Public Participation (See Schedule B).

4. Legacy Licenses and Leases

PROPOSED

4.1. The City of Penticton recognizes that a number of existing legacy uses in public parks may not be permitted under this policy (See Schedule A). The City of Penticton may or may not allow these licences and leases to continue in accordance with the agreements that are in place at the time of the creation of this policy. At the termination of the existing agreement, the use may or may not be allowed to continue in accordance with this policy, applicable bylaws and the *Procedure for uses that are not Permitted Park Uses* (See section 5.2.2 of this policy).

5. PROCEDURES – ZONING BYLAW

5.1. Permitted Uses

5.1.1. Permitted Uses within any Park Zone and no other uses than those provided for in the list of permitted uses in the Zoning Bylaw shall be allowed on City park land.

5.1.1.1. Permitted Uses in a Park Zone may occur in accordance with the subdivision and development regulations of the Park Zone.

5.1.1.2. City staff will report to the Parks & Recreation Advisory Committee on any new licences for permitted uses in a Park Zone.

5.2. Uses in a Park Zone that are not Permitted

5.2.1. Uses that are not a Permitted Use within a Park Zone or a regulation change must be reviewed through a Zoning Amendment application and a Public Hearing held in accordance with Section 890 of the Local Government Act.

5.2.2. The procedural review for any new use on Park Zoned Land is as follows:

Step 1: Zoning Amendment Application submitted to City staff
Step 2: Proposal brought forward to Open Council meeting for introduction to the community
Step 3: Circulation of application to City Departments and Parks & Recreation Advisory Committee for review against the Official Community Plan, Parks and Recreation Master Plan, Zoning Bylaw, Park Protection and Use Policy and any other applicable regulations
Step 4: Parks & Recreation Advisory Committee meet to review application and determine level of community engagement required in accordance with the IAP2 International Spectrum of Public Participation (See Schedule B)
Step 5: Public Participation process occurs receiving input from community
Step 6: Parks & Recreation Advisory Committee to meet and review application
Step 7: Parks & Recreation Advisory Committee to provide a recommendation to Council
Step 8: Council report introduced to Council outlining proposed Park Protection and Use or regulation change
Step 9: Public hearing advertised and held in accordance with Section 890 of the Local Government Act.

PROPOSED

Step 10: After hearing from the public and receiving a recommendation from the Parks and Recreation Advisory Committee, Council renders a decision on a park proposal.

5.2.3. The procedural review contained within Section 3.5 of this policy may be followed for review of other park use related matters as determined by staff and the Parks & Recreation Advisory Committee.

6. PROCEDURE – LICENSE TO USE RENEWAL

6.1. A Licence to Use may or may not be renewed up to a maximum of three (3) years. The procedural review for any renewal is as follows:

Step 1: Application to renew submitted to City staff
Step 2: Proposal brought forward to Open Council meeting for introduction to the community
Step 3: Circulation of application to City Departments and Parks & Recreation Advisory Committee
Step 4: City staff conduct License Review to confirm conditions of license met and license in good standing
Step 5: City staff review findings with Parks & Recreation Advisory Committee
Step 6: Parks & Recreation Advisory Committee review application and feedback from staff
Step 7: Parks & Recreation Advisory Committee would then make a recommendation to Council to approval or deny the renewal.

7. SCHEDULES

A. List of existing Park Licenses & Leases
B. IAP2 International Spectrum of Public Participation

8. Previous revisions

Amendment process for this policy….

Certified Correct:

_____, Corporate Officer

Schedule A – List of existing Park Licenses & Leases

PROPOSED

Schedule A – List of existing Park Licences & Leases

City of Penticton - Current Leases and Licenses in Parks and Recreation Facilities 2016

Park Name	ZONE	Lease / LTU	LICENSEE	ADDRESS	AREA UTILIZED	LICENSEE TYPE	ACTIVITY / USE	TERM In Years	START DATE	EXPIRY DATE	ESCAPE CLAUSE Y/N	PARK NAME	LOCATION WITHIN PARK (ie. on sand, in parking
Kings Park	P2	LTU	PENTICTON SOCCER CLUB	550 Eckhardt Ave W	.15 ac	Sports club	Use of building for club activities	mo-mo	2013-10-15	until terminated	Y	Kings Park	Adjacent to parking lot
Lakawanna Park	P2	Lease	1062052 BC LTD. (Gord Ferguson) Lakawana - Patio Burger	796 Lakeshore Dr W	.11 ac	Park concession	Use of land and building for operation of concession patio and washroom facility	29	2016-05-20	2045-04-30	N	Lakawana Park / Okanagan Lake	Concession at Lakawana
Marina Way Park	CT1	LTU	PRAGUE CAFE, THE	102-250 Marina Way	.003 ac	Café	Use of land for an outdoor patio for customers	Y	2016-09-01	2021-08-31	Y	Okanagan Lake	Grass area at Okanagan Lake
Marina Way Park	P1	Lease	PENTICTON ART GALLERY	199 Marina Way		Art gallery	Use of land and building for displaying art and providing parking	20	1999-10-01	2019-09-30	N	Okanagan Lake	Building at Okanagan Lake
Okanagan Beach	P2	Lease	CONCESSION, OKANAGAN BEACH - THE PEACH LocoLanding Adventure Golf/1062052 BC Ltd.	185 Lakeshore Dr W		Beach concession	Beach food concession	20	2002-02-01	2022-01-31	Y	Okanagan lake	Concession at Okanagan Lake
Okanagan Beach		Lease	PENTICTON WATER PARK LTD. (WIBIT)	Okanagan Lake	.62 ac	Water Recreational business	Sublease of Crown land for operation of a WIBIT water park	5	2015-06-01	2020-05-31	N	Okanagan Lake	Water and sand area at Okanagan Lake
Rotary Park	P2	LTU	BISHOP'S SNOW AND MARINE LTD.	185 Lakeshore Dr	.085 ac	Recreational business	Use of building and grounds for operating business of providing rental equipment for water based activities	5	2014-01-01	2018-12-31	Y	Rotary Park	On beach
Skaha Park	P2	LTU	CONCESSION, SKAHA EAST - Nicholas, Jenine	3885 South Main St		Beach concession	Beach food concession	2	2016-05-01	2017-09-30	Y	Skaha Lake	Concession at Skaha East

Skaha Park	P2	LTU	CONCESSION, SKAHA MAIN - Thomas & Cailin Fine Foods Ltd. (Tickleberry's)	3701 Parkview St		Beach concession	Beach food concession	5	2017-05-01	2022-09-30	Y	Skaha Lake	Concession at Skaha Main	
SS Sicamous Park	P2	Lease	S.S. SICAMOUS / NARAMATA	1099 Lakeshore Dr W	2 ac	Tourist attraction	Sub-license to Use of Crown land for moorage of the S.S. Sicamous to operate a museum and host special events		1988-06-01	until terminated	N	Okanagan Lake		
Sudbury Beach	P2	LTU	CONCESSION, SUDBURY BEACH - Glow Sup Adventures (Darcey Godfrey)	3846 Skaha Lake Rd		Beach concession	Beach food concession	2	2015-05-05	2017-09-30	Y	Skaha Lake	Concession at Sudbury Beach	
Lion's Park	P2	LTU	LION'S PARK CONCESSION	198 Warren Ave W		Park concession	Park food concession							
Kiwanis Park	P2	LTU	PDCRS - After School Program	470 Edmonton Ave		Child care facility	Use of building and grounds for operation of social service programs	5	2012-03-01	2017-02-28	Y	N/A - old pool	y	
Kiwanis Park	P2	LTU	PDCRS - Alternative & Little Triumphs	500 Edmonton Ave	1.75 ac	Child care facility	Use of building and grounds for operation of social service programs	5	2012-03-01	2017-02-28	Y	N/A - old pool		
Kiwanis Park	P2	LTU	PENTICTON SAFETY VILLAGE SOCIETY	490 Edmonton Ave	.85 ac	Child safety facility	Use of building and grounds for operation of children's safety village and for equipment storage	5	2013-11-01	2018-10-31	Y	N/A		
Lakeside Road (Dog Beach)	P2	Lease	0694013 B.C. LTD. (Skinner / Skaha Dog Beach)	4851 Lakeside Rd	.22 ac	Private	Sublease of Crown land for operation of cabana for property owner to the east	9	2013-06-12	2022-06-12	N	Skaha Lake Beach	Sandy beach	

Lion's Park	P2	LTU	PENTICTON BMX ASSOCIATION	Lions Park	2.5 ac	Sports club	Use of land for operation of bicycle motocross track and facility	N/A	1989-01-31	when cancelled	Y	Lions Park	South east corner of 198 Warren Ave
McNicoll Park	P2	LTU	SOCIETE DE LA PETITE ENFANCE DE L'ECOLE ENTRE LACS	1051 Penticton Ave	.025 ac	Pre-school facility	Use of land for fenced playground for pre-school aged children	5	2014-07-01	2019-06-30	Y	McNicoll Park	Between schools
Riverside Park	P2	LTU	COYOTE CRUISES	215 Riverside Drive	.17 ac	Recreational business	Use of building for operation of a rental concession and transportation service - float the channel	5	2014-10-01	2019-09-30	Y	Riverside	South of skate park
Senior's Drop-in Centre	P1	LTU	PENTICTON HORSESHOE PITCHERS CLUB, THE	2905 South Main St	.5 ac	Sports club	Use of horse pitches in exchange for maintenance and upkeep of land	3	2015-05-01	2018-04-30	Y	Seniors Centre Robinson Park	
Vancouver Avenue Park	P2	LTU	PEN COMMUNITY GARDENS SOC	480 Vancouver Ave	1.04 ac	Community gardens	Use of land for community gardens	5	2016-01-01	2020-12-31	Y	Vancouver Hill	North portion of park
Vancouver Avenue Park	P2	LTU	PENTICTON DISC GOLF	480 Vancouver Ave	2.22 ac	Sports club	Operation of disc golf facility	3	2016-03-15	2019-03-14	Y	Esplanade	All
Baskin Park	P2	LTU	FOOD FORESTERS SOC OF CANADA	2460 Baskin St	.18 ac	Community gardens	Use of land for operation of community garden plots	5	2013-06-01	2018-05-31	Y	Undeveloped	North most portion of park
Dartmouth Park	R2	LTU	DAVIDOW, AVERY	374 Greenwood Dr	.15 ac	Private residence	Use of land for quiet enjoyment	5	2014-11-01	2019-08-31	Y	Under 2715 Dartmouth Dr	Behind lot

Dartmouth Park	R2	LTU	AMANTE, F, L & J	310 Greenwood Dr	.038 ac	Private residence	Use of land for quiet enjoyment - garden	5	2015-05-01	2020-04-30	Y	Undeveloped 2715 Dartmouth	Garden behind lot
Special Purpose													
Lawn Bowling Club	P2	Lease	PEN LAKEVIEW LAWN BOWLING CLUB	260 Brunswick St	.55 ac	Sports club	Use of land and building for operation of a lawn bowling club	20	2000-01-01	2020-12-31	N		
Loco Landing	P2	Lease	LOCO LANDING ADV. GOLF INC.	135 Riverside Dr	1.73 ac	Recreational business	Use of land for the operation of a recreational facility	20	2009-01-01	2028-12-31	N	Riverside Park	
Penticton Golf and Country Club	P2	Lease	PENTICTON GOLF & COUNTRY CLUB	852 Eckhardt Ave W	13.23 ac	Sports club	Use of building and land for operation of a golf club for renting equipment, providing golf lessons, leisure golfing, tournaments, the sale of refreshments and the rental of facilities as a special events venue	26	2007-07-01	2033-10-31	N		
Penticton Yacht and Tennis Club	P2	LTU	PENTICTON TENNIS SOCIETY	293 Marina Way	.7 ac	Sports club	Use of facilities for operation of a tennus club with league play	3	2016-04-01	2017-12-31	Y	Okanagan Lake	East of marina
Penticton Yacht and Tennis Club	P2	Lease	PENTICTON YACHT & TENNIS CLUB	293/675 Marina Way	15.8 ac	Marina	Sublease of Crown Y Dock in marina and storage compound to provide a commercial public marina and associated facilities		2016-04-02	2017-12-31	N	Okanagan Lake	
Ellis Creek Pathway	P1	LTU	INTERIOR HEALTH AUTHORITY (Hospice Society House)	1701 Government St	.07 ac	Health facility	Use of land for quiet enjoyment - garden and walkway	5	2014-07-01	2019-06-30	Y	Undeveloped park - walking path	Adjacent to Ellis Creek
Esplanade	P2	LTU	AXWORTHY, B & QUIAN, S	345 Vancouver Ave	.05 ac	Private residence	Use of land for quiet enjoyment - yard fenced	5	2014-08-01	2019-07-31	Y	Esplanade	Fenced yard

Esplanade	P2	LTU	PENTICTON DISC GOLF	500 Marina Way										
Penticton Creek Pathway	P2	LTU	MUNSONS PROPERTIES	1551 Penticton Ave	.20 ac	Private residence	Use of land for quiet enjoyment	5	2014-11-01	2019-10-31	Y	Undeveloped park - walking path	Adjacent to Penticton Creek	
Three Blind Mice	FG	LTU	PENTICTON DISC GOLF	1400 Riddle Road	27 ac	Sports club	Operation of disc golf facility	5	2015-03-01	2020-02-29	Y	Three Blind Mice area	South west corner	
Three Blind Mice	FG	LTU	PENTICTON AND AREA CYCLING ASSOCIATION	1400 Riddle Road	320 ac	Cycling Club	Mountain Biking Trails	5	2016-07-01	2018-03-31	Y	Not a Park		
TCT / KVR Trail	AG	LTU	BOGDANOFF, C & BOWEN, P	645 Lower Bench Rd	.25 ac	Private residence	Use of KVR land for agriculture - fenced gardens	5	2012-01-01	2016-12-31	Y	KVR	Fronts trail	
TCT / KVR Trail	AG	LTU	HOLLER, BARBARA ROSE	1181 Davenport Ave	.955 ac	Private residence	Use of KVR land for agriculture - grapes	5	2014-05-01	2019-04-30	Y	KVR	Fronts trail	
TCT / KVR Trail	P2	LTU	SHAW, H & M	911/913 Lochore Rd	1.34 ac	Private residence	Use of KVR land for agricultural purposes	7	2013-01-01	2019-12-31	Y	KVR	Fronts trail both sides	
TCT / KVR Trail	P2	Lease	KING FAMILY FARMS LTD. KVR (Lots 1-5)	864 Carder Rd	5 ac	Agricultural business	Use of KVR land for Agriculture	5	2001-05-01	2017-06-30	N	KVR	Fronts KVR both sides	

630 Munson Mtn Road	P2		PENTICTON BMX SOCIETY	630 Munson Mtn Rd	2.8 ac	Sports club	Use of land for operation of bicycle motocross track and facilty	5	2016-05-01	2021-04-30	Y	Munson Mountain	North west portion
Adidas Sportsplex	P2	Lease	PINNACLES FOOTBALL CLUB AND PENTICTON SOCCER CLUB dba ADIDAS SPORTSPLEX	550 Eckhardt Ave W	.67 ac	Sports clubs	Use of land and building as a sports complex for football, indoor soccer and a public walking track	20	2015-09-01	2044-08-31	N	Kings park	Indoor use at 550 Eckhardt Ave
McLaren Arena	P2	LTU	OKANAGAN HOCKEY SCHOOL / GROUP	McLaren Arena	.23 ac	Sports educator	Use of facility for Hockey school; operation of concession and vending machines	2	Exp.		Y	N/A	
Senior's Drop-in Centre	P2	Lease	PEN SENIORS' DROP IN CENTRE SOC	2965 South Main St		Social club	Use of land and building for operation of a seniors' social facility	20	1999-06-01	2019-05-31	N	Robinson Park	
Memorial & McLaren Arena	P1	LTU	PENTICTON & DISTRICT MINOR HOCKEY ASSOC. (Memorial Arena)	399 Power Street		Arena concession	Sale of refreshments and placement of hot/cold vending machines		2003-09-01	2016-04-30	Y	Memorial Arena	
South Okanagan Events Centre	P1	Lease	APPLE PLANNING SERVICES INC. & 0926232 B.C. LTD.	888 Westminster Ave W		Private business	Use of a portion of the building as an office	5	2013-01-01	2017-07-31	N	Queens Park	
South Okanagan Events Centre	P1	Lease	INTERIOR HEALTH AUTHORITY Part of SOEC	853 Eckhardt Ave W		Health provider	Use of a portion of the building to operate a cardiac and pulmonary rehabilitation wellness program	5	2014-09-01	2019-08-31	Y		Part of SOEC
South Okanagan Events Centre	P1	Lease	OKANAGAN HOCKEY SCHOOL	853 Eckhardt Ave W		Sports educator	Use of a portion of the building for operation of a hockey school and other related activities	10	2009-01-01	2018-12-31	N	Kings Park	

South Okanagan Events Centre	P1	LTU	PENTICTON TOURISM	853 Eckhardt Ave W		Tourism Organization	Temporary office rental	1		2016-12-31	Y	
Penticton Curling Rink	P1	Lease	PENTICTON CURLING CLUB	505 Vees Dr		Sports club	Use of a portion of the building for operation of a curling rink for the purpose of providing curling lessons, competitions and bonspiels and sale of refreshments	10	2010-10-01	2020-09-30	Y	
Penticton Community Centre	P1	Lease	DALE CHARLES & ASSOC. PHYSICAL THERAPIST CORP.	325 Power St		Health provider	Use of a portion of the building for the operation of a physiotherapy clinic	5	2012-04-02	2017-04-01	N	
Penticton Community Centre	P1	LTU	KISU SWIM CLUB	325 Power St		Swim Club	Office rental	3		2017-08-31	Y	
Penticton Community Centre	P1	LTU	DRAGON BOAT FESTIVAL	325 Power St		Non-profit group	Office rental (year to year)	1		2016-12-31	Y	
Oxbows	CT2	LTU	OXBOW RV RESORT LTD.	3811 Skaha Lake Rd	1.382 ac	Recreational business	Use of land for RV Park	5	2012-06-01	2017-05-31	Y	N/A
Leir House	P1	Lease	PEN. & DIST. COMMUNITY ARTS COUNCIL - Leir House	220 Manor Park		Arts club	Use of building and land as a place for artists to gather and to work on their art projects	yr -yr	1982-07-01		N	North of Sudbury Beach
												Building at 220 Manor Park

Schedule B – IAP2 International Spectrum of Public Participation

iap2 public participation spectrum

developed by the international association for public participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	• Fact sheets • Websites • Open houses	• Public comment • Focus groups • Surveys • Public meetings	• Workshops • Deliberate polling	• Citizen Advisory committees • Consensus-building • Participatory decision-making	• Citizen juries • Ballots • Delegated decisions

Council Report

penticton.ca

Date: June 19, 2018 File No: 6520-20
To: Peter Weeber, Chief Administrative Officer
From: Anthony Haddad, Director of Development Services

Subject: Parks & Recreation Advisory Committee

Staff Recommendation

Option #1

THAT Council approve the Parks and Recreation Advisory Committee Terms of Reference as proposed in Attachment A to the Parks & Recreation Advisory Committee report dated June 19, 2018.

Option #2 – Parks and Recreation Masterplan Committee Recommendation:

THAT Council approve the Parks & Recreation Advisory Committee's Terms of Reference as proposed (Attachment B) that includes the following recommendations:

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

The word 'shall' replace the word 'may' in paragraph 11 in the sentence that reads "Council may choose to replace the member".

Strategic Priority

Good Governance:
- Provide services that support quality of life, protect our health, enhance public safety, and promote economic and social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders

Background

With the completion of the Parks and Recreation Master Plan, the Steering Committee that were involved in the development of the plan have completed their work. As referenced through the Master Plan document

and the Park Land Protection and Use Policy, the need for a Parks and Recreation Advisory Committee to assist with implementation of the Plan is required.

The current Steering Committee worked with staff on developing a Terms of Reference for the new Committee and this is being brought forward for Council approval prior to advertising for committee positions. At their meeting on February 7th, 2018, the Steering Committee passed the following recommendation for Council consideration:

> *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*
>
> *The word 'shall' replace the word 'may' in paragraph 11 in the sentence that reads "Council may choose to replace the member".*

Parks and Recreation Master Plan Steering Committee Terms of Reference

The proposed Terms of Reference seek a total of thirteen members, made up from a variety of representatives from the community. The responsibility of the committee will relate to parks and recreation matters in the community, in line with the Terms of Reference document.

Attachment A provides the details around the proposed scope and responsibility of the committee.

Analysis

The creation of the new Parks and Recreation Advisory Committee aligns with the direction coming from the new Park and Recreation Master Plan. The committee's responsibility will assist with the implementation of the Master Plan and will play an important role in the review of uses in City parks – in line with the process and procedure proposed with the Park Land Use and Protection Policy.

Attachments

Attachment A – Proposed Terms of Reference – Parks and Recreation Advisory Committee

Attachment B – Proposed Terms of Reference – Parks and Recreation Advisory Committee With Masterplan Committee Recommendations

Respectfully submitted,

Anthony Haddad
Director of Development Services

Approvals

Director	CAO
AH	PW

Attachment A

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2018 Terms of Reference
Parks & Recreation Advisory Committee

1. The Committee shall consist of **Eleven (11)** voting members appointed by City Council for a term ending December 31, 2019. Preference will be given for:
   - One (1) member from SD67
   - Ten (10) members of the community on the basis of their knowledge, interest and/or experience in community parks and recreation. Preference will be given for:
     - 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 each year.

3. Council shall appoint one (1) non-voting Council Representative to the committee.

4. Role of Council Representative
   - Non-Voting Member
   - Liaison to City Council

5. A majority of appointed voting members shall constitute a quorum.

6. The Public Works Manager/Parks Supervisor and Director, Recreation Facilities and or designate, shall attend committee meetings to provide operational support to the Committee. Other City staff will attend meetings as required to provide information and or comments on their individual areas of expertise.

7. The Corporate Administration Department shall arrange for secretarial services to the Committee.

8. The Committee shall meet on a regular basis but not less than four (4) times per year.

9. The Committee mandate is to make recommendations to Council on all matters referred to the Committee including:

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- Act as an Advisory Committee to the Council with respect to 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 Parkland Protection and Use Policy;
- Make recommendations on proposals for any leasing of Park space;
- 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.

10. Disqualification from Office

If an advisory committee member is continuously absent from committee meetings for a period of three (3) consecutive regularly scheduled meetings, unless the absence is because of illness or with the leave of the committee member, Council may choose to replace the member. The person who held the office is disqualified from holding office on any advisory committee of the City of Penticton for a period of one year.

11. 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.

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

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

13. For certainty, the rules and procedures of Procedure Bylaw 2004-23 and all amendments thereto shall be observed as far as may be applicable.

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2018 Terms of Reference
Parks & Recreation Advisory Committee

1. The Committee shall consist of **Thirteen (13)** voting members appointed by City Council for a term ending December 31, 2019. Preference will be given for:
   - One (1) member from SD67
   - Twelve (12) members of the community on the basis of their knowledge, interest and/or experience in community parks and recreation. Preference will be given for:
     - 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 each year.

3. Council shall appoint one (1) non-voting Penticton Indian Band Representative and one (1) non-voting Regional District Okanagan Similkameen Representative to the committee.

4. Council shall appoint one (1) non-voting Council Representative to the committee.

5. Role of Council Representative
   - Non-Voting Member
   - Liaison to City Council

6. A majority of appointed voting members shall constitute a quorum.

7. The Public Works Manager/Parks Supervisor and Director, Recreation Facilities and or designate, shall attend committee meetings to provide operational support to the Committee. Other City staff will attend meetings as required to provide information and or comments on their individual areas of expertise.

8. The Corporate Administration Department shall arrange for secretarial services to the Committee.

9. The Committee shall meet on a regular basis but not less than four (4) times per year.

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10. The Committee mandate is to make recommendations to Council on all matters referred to the Committee including:
    - Act as an Advisory Committee to the Council with respect to 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 Parkland Protection and Use Policy;
    - Make recommendations on proposals for any leasing of Park space;
    - 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. Disqualification from Office

    If an advisory committee member is continuously absent from committee meetings for a period of three (3) consecutive regularly scheduled meetings, unless the absence is because of illness or with the leave of the committee member, Council ~~may choose to~~ shall replace the member. The person who held the office is disqualified from holding office on any advisory committee of the City of Penticton for a period of one year.

12. 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.

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

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

14. For certainty, the rules and procedures of Procedure Bylaw 2004-23 and all amendments thereto shall be observed as far as may be applicable.

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Council Report

penticton.ca

Date: June 19, 2018 File No: 6520-20
To: Peter Weeber, Chief Administrative Officer
From: Anthony Haddad, Director of Development Services

Subject: Zoning Bylaw Amendments – Park Zones

Staff Recommendation

THAT Council direct staff to bring forward Zoning Bylaw Amendments for City Park Land.

Strategic Priority

Good Governance:
- Provide services that support quality of life, protect our health, enhance public safety, and promote economic and social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders

Community Building:
- Ensure City services are customer focused, sustainable, effective, relevant
- Invest in the long term planning of indoor and outdoor parks and recreational infrastructure

Social Development:
- Remove all physical and social barriers which impede the full participation of all citizens

Environmental Sustainability:
- Ensure the sustainability of the environment and the ecosystems within our community

Background

As the Parks and Recreation Advisory Committee were reviewing the park use policies and trying to better define and regulate what occurs in parks, the potential for using zoning came up approximately mid-way through the development of the Master Plan.

Currently the City's Zoning Bylaw regulates Public Assembly and Recreation Zones in the following three forms:

- P1 – Public Assembly, which provides for government and institutional uses including, educational, health and recreational uses, and civic or cultural gatherings.
- P2 – Parks and Recreation, which provides for parks, recreation and open space.
- P3 – Major Utilities, which provides for the establishment of private and public utilities.

The City's P2 – Park and Recreation Zone, which applies to all parks in the City applies the same permitted uses and subdivision and development regulations to all parks in the city. Concerns were identified with this existing approach, in that the city has many different types of parks and applying the same rules and allowing the same permitted uses in all city parks does not truly reflect what actually occurs or should occur in the range of park types that exist in the city.

The Parks and Recreation Master Plan identified the following classification system for parks in the City, which also includes school land and city facilities:

- *City-wide Park* – City-wide parks draw residents and tourists from a broad area. People may visit these parks due to the beaches, natural features, built facilities, cultural features and opportunities offered. City-wide parks draw people who specifically travel to spend time "in the park", for activities as diverse as water and beach activities, special events, picnics, sports, tourist attractions and recreation. These parks include a wide range of recreational amenities such as playgrounds, spray parks, walkways, sports amenities, and concessions and attractions.

- *Community Park* – these parks draw residents from most of the City. They include a range of recreation facilities, such as playgrounds, walkways or trails, other recreation amenities, and sports fields. They are meant to form the visual, physical and social focus of the community.

- *Neighbourhood Park* – neighbourhood parks generally serve the catchment area of or similar to that of an elementary school. Neighbourhood parks that are developed typically include play equipment, pathways, open grass, and seating. They may also include other recreation or athletic facilities. These parks are meant to form the visual, physical and social focus of the neighbourhood. Access is usually by walking so neighbourhood parks don't require parking lots.

- *Trail Corridor* – these are linear rights-of-way whose primary purpose is to support trails. They may have associated features such as viewpoints and parking areas.

- *Special Purpose Park* – parks that have a special purpose that could be recreational or cultural. Whether these parks are for recreation or not, they have high values as open green space.

- *Natural Park* – these parks are mostly undeveloped because they have been protected as natural areas. Most include natural features such as steep slopes, grasslands, forests, watercourses, ravines, or bluffs. The recreational use of natural areas is usually limited to trail uses and nature appreciation. Depending on the size, location and characteristics of the natural open space, it may be used by residents of one neighbourhood or the entire City. Facilities such as parking lots, signs, trails, gathering areas, and washrooms support public access and use.

- *Open Space* – this category includes other open space in the community that does not typically support a significant amount of use, but it can be considered important in terms of adding to the landscape character. Depending on the size, location and characteristics of the open space, it may be used by residents of one neighbourhood or a broader area.

- *School Sites* – this includes the green space portion of public school sites. These are considered, though separately from the park system because school sites are not under the jurisdiction of the City; however, the land often has park values (school buildings and parking lots are excluded).

- *Recreation Facility Site* – this includes the land upon which large indoor recreation facilities are located, along with associated parking lots and paved areas. These sites are officially parkland, but they do not have park values.

The development of this park classification system set the scene for working with the existing park zoning system and creating a range of new park zones that better reflect the park classification system and more appropriately allow for and regulate uses that are compatible with the parks themselves. The following provides a summary of the proposed Park Zoning system.

Proposed Park Zoning Bylaw Amendments

All of Penticton's parks are currently zoned in the City's Zoning Bylaw as P2 – Parks and Recreation. The single zone applies the same permitted uses to all public parks in the City. A copy of the existing Park Zone is provided in Attachment A.

Concerns from the Committee were raised around the ability for some parks to be detrimentally impacted should the regulations from the existing zoning be applied to their fullest. For example, having a maximum lot coverage of 40% in all of our parks could potentially enable the covering of much needed greenspace. Applying this regulation to all of our parks, given their varying sizes is not realistic. Even though the reality of this actually occurring is considered to be low, the potential exists under the current zoning for the loss of greenspace to occur given the current zoning provisions. This, along with the wide range of uses permitted in all parks were the greatest concern from the Committee.

When considering the work coming out of the Master Plan and the development of the Park Classification system, the committee worked with staff to develop new park zoning categories. The proposal is based on the park classification system and each of the city parks were identified within each classification. From there, the permitted used and development regulations were put in place based on the types of parks in each category.

The following provides a summary of the proposed park zones, the purpose of each, the applicable parks in each zone and the list of permitted uses that the Committee reviewed.

Proposed Zone	Zone Purpose	Applicable Parks	Permitted Uses
City-Wide Park Zone	The purpose of this zone is for parks that draw residents and tourists from a broad area.	• Gyro Park • Kings Park • Lakawanna Park • Marina Way Park / Beach • Okanagan Beach • Okanagan Lake Park • Rose Garden • Rotary Park • Skaha Park • SS Sicamous Park • Sudbury Beach • Three Mile Beach • Penticton Yacht and Tennis Club lands	• ***concession*** • ***park building or structure – small*** • ***park building or structure – medium*** • ***festival and special event – small*** • ***festival and special event – medium*** • ***festival and special event – large*** • ***mobile vending unit*** • ***outdoor market*** • ***park and recreation equipment rental*** ***Site Specific:*** • ***public parking lot*** *(Lakawanna Park – cnr Churchill & Power)* *(Ellis St extension (Marina Way)* *(Skaha Park – existing parking lots)* • ***marina*** *(Okanagan Lake)* • ***marina*** *(Skaha Lake)* • ***restaurant*** *(Okanagan Marina)* • ***restaurant*** *(Lakawanna Park)* • ***restaurant*** *(Skaha Lake Marina)* • ***outdoor amusement, entertainment and recreation*** *(Wibit – Okanagan Lake)*

Community Park Zone	The purpose of this zone is to act as a community park drawing residents from across the City.	• Columbia Park • Ellis Creek Park • Lions Park • McLaren Park (Not including McLaren Park Arena) • McNicoll Park • Queens Park Ball Diamond • Kiwanis Park • Vancouver Avenue Park • Riverside Park (Not including Loco Landing)	• ***concession*** • ***park building or structure – small*** • ***park building or structure - medium*** • ***festival and special event – small*** • ***festival and special event – medium*** • ***festival and special event - large*** • ***outdoor amusement, entertainment and recreation*** • ***indoor amusement, entertainment and recreation*** • ***public parking lot***
Neighbourhood Park Zone	The purpose of this zone is for parks that generally serve the catchment area of or similar to that of an elementary school.	• Dartmouth Park • Dunant Park • Granby Park • McGregor Park • Sendero Canyon Park • Wiltse Nature Park • The Ridge Parks	• ***park building or structure – small*** • ***festival and special event – small***
Natural Park Zone	The purpose of this zone is for the designation for mostly undeveloped parks because they have been protected as natural areas for the natural habitat, flora and fauna.	• Cleland Natural Greenbelt • Dartmouth Greenbelt • Ellis Creek Pathway • Esplanade • Munson Mountain Park • Penticton Creek Pathway • Three Blind Mice • Water Treatment Plant Natural Area • Sendero Canyon / The Ridge Natural Areas • Oxbows	• ***park building or structure – small*** • ***festival and special event – small***
Trail Corridor Park Zone	The purpose of this zone is for the linear rights-of-way whose primary purpose it to support publicly accessible trails that does not include motorized use.	• KVR Pathway • Sendero Canyon Ravine • KVR Trail	• ***park building or structure – small*** • ***festival and special event – small*** • ***festival and special event – medium*** • ***festival and special event – large***
Open Space Park Zone	The purpose of this zone is open space in the community that does not typically support a significant amount of use, but requires preservation and be considered important in terms of adding to the landscape character.	• Arasook Park (Not Including Substation) • Ayres Crescent / Baskin Park • Duncan Avenue Reservoir / Duncan Hill • Library / Museum open space • North City Entrance • Windsor Park	• ***park building or structure – small*** • ***festival and special event – small***
Special Purpose Park Zone	The purpose of this zone is for parks that have a special purpose that could be recreational or cultural.	• Lawn Bowling Club • Loco Landing (Not Including Riverside Park) • Penticton Golf & Country Club	• ***festival and special event – small*** • ***festival and special event – medium*** • ***festival and special event – large*** • ***indoor amusement, entertainment and recreation*** • ***mobile vending unit*** • ***outdoor amusement, entertainment and recreation*** • ***outdoor market*** • ***park building or structure – small*** • ***park building or structure – medium***

			• *park building or structure - large* • *public parking lot*
Retain / Move to Existing P1 – Public Assembly Zone			
Existing Recreation Facilities.	This zone provides for governmental and institutional uses including educational, health and recreational uses, and civic or cultural gatherings.	• SOEC Campus (SOEC, Community Centre, Memorial Arena, OHS Arena, Curling Club Casino, Penticton Trade & Convention Centre, Westminster Centre & Parking lots) • McLaren Arena (Not including McLaren Park) • Adidas Sportsplex and Parking lot (Not including Kings Park)	• *As per existing P1 – Public Assembly Zone*
Move to Existing P3 – Major Utility Zone			
Existing Substation	This zone provides for major utilities	• Westminster Substation (not including Arasook Park)	• *As per existing P3 – Major Utility Zone*

Each of the park zones contains permitted uses and development regulations pertaining to height, setbacks and parcel coverage. A list of definitions was also created to clarify permitted uses in parks, some of which were new and some of which already existed in the City's Zoning Bylaw. The proposed park zoning regulations and land use definitions are outlined in Attachment C.

Support Proposed Zoning Changes

If Council support the proposed park zoning system, staff will bring back zoning bylaw amendments for formal bylaw approval at the following Council meeting. The proposal is intended to clarify permitted uses within the certain types of parks that exist in the community. The proposed Park Land Protection and Use Policy speaks to the process and procedure for review of new uses that are being proposed in parks – uses that are not permitted under the proposed zoning system. It is intended that the proposed zoning and policy will work together to ensure community engagement and committee involvement in the use and development of city parks moving forward.

Not Support Proposed Zoning Bylaw Changes

Council could retain the existing P2 – Parks and Recreation Zone, in which case the proposed Park Land Protection and Use Policy would be used to review new park uses. However, the existing zoning provides for concern in terms of permitting a wide range of uses in all of our city parks, some uses not being complimentary to the purpose of the specific parks or consistent with the classification system developed under the proposed Parks and Recreation Master Plan. The proposed changes will do a better job of permitting more complimentary uses and aligning those uses with the purpose in which the parks exist.

Create Less Park Zones

Should Council believe that the proposed zoning system is too complicated and that there are too many park zones, there is the potential to reduce the number of park zones. The creation of 3-4 categories of park zones could occur. To amalgamate these zones, staff would need to re-word the 'purpose' of the zone to appropriately reflect the change. However, an additional benefit of the proposed categories is that for new

areas of the community, there would be a variety of park zones to choose from to reflect the park needs and natural features that may exist in new areas of community growth and development.

Attachments

Attachment A – Existing P2 – Parks and Recreation Zone
Attachment B – Existing Public Assembly and Park & Recreation Zone Map
Attachment C – Proposed Park Zones

Respectfully submitted,

Anthony Haddad
Director of Development Services

Approvals

Director	CAO
AH	PW

Attachment A

Existing P2 – Parks and Recreation Zone

13.2 P2 – Parks and Recreation

PURPOSE

This ***zone*** provides for parks, recreation and ***open space***.

13.2.1 PERMITTED USES

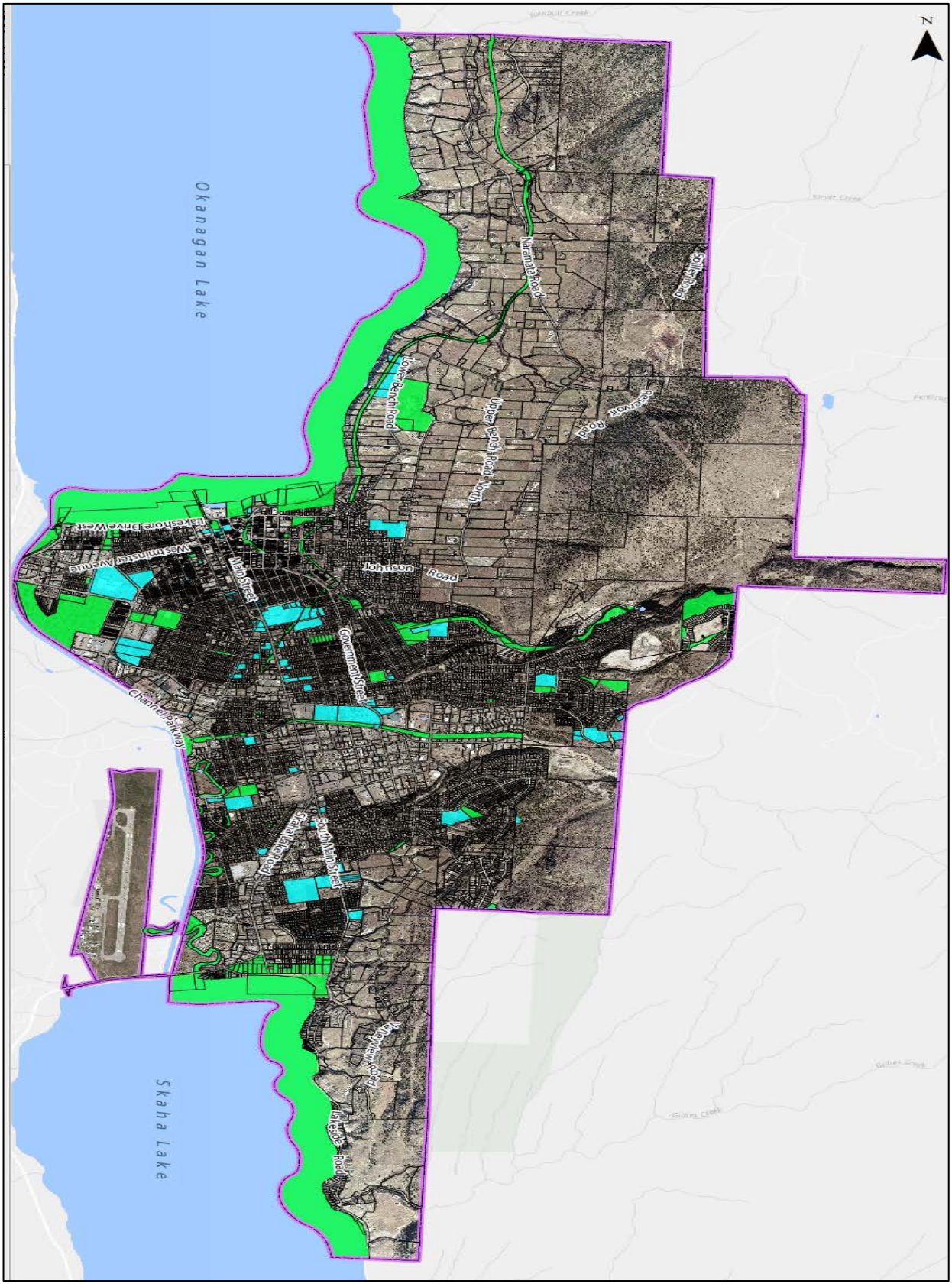
The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***
.2 ***carnival***
.3 ***community garden***
.4 ***government service***
.5 ***indoor amusement, entertainment and recreation***
.6 ***marina***
.7 ***outdoor amusement, entertainment and recreation***
.8 ***outdoor market***
.9 ***public parking lot***

13.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	15.0 m
.2	Minimum ***lot area***:	560 m^2
.3	Maximum ***lot coverage***:	40%
.4	Maximum ***height***:	16 m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. ***interior side yard***	4.5 m
	ii. ***exterior side yard***	6.0 m
.7	Minimum ***rear yard***:	7.5 m

Attachment B
Existing Park Zone Map



Attachment C

Proposed DRAFT Zoning Bylaw Amendments

DRAFT Use Definitions for 'Permitted Uses' in Proposed Park Zones

Land Use Definition	Zoning Bylaw Change
park building or structure – small means a building or structure, no greater than 40 m^2 incidental and subordinate to the permitted uses in the park zone including, but not limited to, municipal storage and maintenance facilities, play equipment, municipal infrastructure, public washrooms and a concession	**Create new definition**
park building or structure – medium means a building or structure, between 40m^2 and 100m^2incidental and subordinate to the permitted uses in the park zone including, but not limited to, municipal storage and maintenance facilities, play equipment municipal infrastructure, public washrooms and a concession	**Create new definition**
park building or structure – large means a building or structure, greater than100m^2 incidental and subordinate to the permitted uses in the park zone including, but not limited to, municipal storage and maintenance facilities, play equipment municipal infrastructure, public washrooms and a concession	**Create new definition**
cemetery means those areas of land that are set aside for the burial of human or animal remains.	**Amend Existing Definition**
concession means the retail sale of goods such as food, beverages and other sundry items within a park building or structure.	**Create new definition**
festival and special event – small means short term or temporary events, performances, concerts, exhibitions, entertainment or concessions that, except as provided otherwise in the bylaw, does not exceed more than 100 attendees or exceed two (2) days within the calendar year.	**Create new definition**
festival and special event – medium means short term or temporary events, performances, concerts, exhibitions, entertainment or concessions that, except as provided otherwise in the bylaw, does not exceed more than 500 attendees or exceed fourteen (14) days within the calendar year.	**Create new definition**
festival and special event – large means short term or temporary events, performances, concerts, exhibitions, entertainment or concessions that, except as provided otherwise in the bylaw, exceeds more than 500 attendees or exceeds more than fourteen (14) days within the calendar year.	**Create new definition**
government service means a location for Crown Corporation, municipal, provincial or federal governments to provide services directly to the public that is primarily conducted indoors. This includes exhibition and convention facilities, protective and emergency services by fire protection, police, ambulance, or other such services as a base of operations, courthouse, city hall, government offices and libraries and cultural exhibits, museums, community services, and similar public government services.	**Retain existing Zoning Bylaw definition**
indoor amusement , entertainment and recreation means facilities within an enclosed building intended for leisure activities where patrons are predominantly participants or spectators. Typical uses include but are not limited to amusement arcades, bingo halls, health and fitness centres, athletic facilities and ice rinks, billiard and pool halls, swimming pools, bowling alleys, motion picture theatres, concert or music halls and casinos. Such permitted uses may be licensed by the British Columbia Liquor Control and Licensing Branch to sell alcoholic beverages as an accessory use.	**Retain existing Zoning Bylaw definition**
marina means a commercial or government establishment or premise, containing launch ramps, docking or mooring facilities where boats and other water vessels and their accessories are berthed during the day and/or overnight, stored, serviced, repaired,	**Amend existing definition**

constructed or kept for sale or for rent.	
mobile vending unit means a self-contained mobile unit not exceeding 20m^2 in ground coverage, intended to be moved from location to location, for the purpose of offering for sale food or retail products.	**Retain existing Zoning Bylaw definition**
outdoor amusement, entertainment and recreation means a facilities and events that are available to the public at large for sports, entertainment and active recreation conducted outdoors. Typical uses include but are not limited to playgrounds, golf courses, ball fields, and riding stables.	**Amend existing definition**
outdoor market means a temporary use where vendors or groups of individual sellers offer new and used goods, crafts or produce for sale directly to the public. This may consist of vendors that include liquor sales and/or tasting within an outdoor market in accordance with the requirements of the BC Liquor Control and Licencing Branch.	**Retain existing Zoning Bylaw definition**
parking lot, public means providing vehicular parking which is intended for public use and not primarily intended for the use of residents, employees, or clients of a particular permitted use and may include the collection of a fee.	**Retain existing Zoning Bylaw definition**
restaurant means a location where prepared food and beverages are offered for sale to the public. Such permitted uses may be licensed by the British Columbia Liquor Control and Licensing Branch to sell alcoholic beverages as an accessory use.	**Amend existing definition**
park and recreation equipment rentals means the rental of recreational equipment for use in the public park, including but not limited to bicycles, kayak, paddle-boarding, and motorized watercraft.	**Create new definition**

13.2 P2.1 – City-Wide Park Zone

PURPOSE

This zone provides for parks that draw residents and tourists from a broad area. People may visit these parks due to the beaches, natural features, built facilities, cultural features and opportunities offered. City-Wide parks draw people who specifically travel to spend time "in the park", for activities as diverse as water and beach activities, special events, picnics, sports, tourist attractions and recreation. These parks include a wide range of recreational amenities, such as playgrounds, spray parks, walkways, sports amenities, concessions and attractions.

13.2.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***concession***
.2 ***park building or structure – small***
.3 ***park building or structure – medium***
.4 ***festival and special event – small***
.5 ***festival and special event – medium***
.6 ***festival and special event – large***
.7 ***mobile vending unit***
.8 ***outdoor market***
.9 ***park and recreation equipment rental***

13.2.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5 m
	ii. exterior side yard	6.0 m
.7	Minimum ***rear yard***:	7.5m

13.2.3 SITE SPECIFIC PROVISIONS

.1 In the case of _____legal description_____, located at ____civic address_____, a ***public parking lot*** may be permitted. *(Lakawanna Park – cnr Churchill & Power) / (Ellis St extension – Marina Way) / (Skaha Park – existing parking lots)*
.2 In the case of _____legal description_____, located at ____civic address_____, a ***marina*** may be permitted. (Okanagan Lake)
.3 In the case of _____legal description_____, located at ____civic address_____, a ***marina*** may be permitted. (Skaha Lake)
.4 In the case of _____legal description_____, located at ____civic address_____, a ***restaurant*** may be permitted. (Okanagan Marina)
.5 In the case of _____legal description_____, located at ____civic address_____, a ***restaurant*** may be permitted. (Lakawanna Park)
.6 In the case of _____legal description_____, located at ____civic address_____, a ***restaurant*** may be permitted. (Skaha Lake Marina)

.7 In the case of _____legal description_____, located at ____civic address_____, ***outdoor amusement, entertainment and recreation*** may be permitted. (Wi-bit – Okanagan Lake)

13.3 P2.2 – Community Park Zone

PURPOSE

This zone provides for parks that act as a community park drawing residents from across the City. They include a range of recreation facilities, such as playgrounds, walkways or trails, other recreation amenities, and sports fields. They are meant to form the visual, physical and social focus of the community.

13.3.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***concession***
.2 ***park building or structure – small***
.3 ***park building or structure – medium***
.4 ***festival and special event – small***
.5 ***festival and special event – medium***
.6 ***festival and special event – large***
.7 ***outdoor amusement, entertainment and recreation***
.8 ***indoor amusement, entertainment and recreation***
.9 ***public parking lot***

13.3.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.3.3 SITE SPECIFIC PROVISIONS

13.4 P2.3 – Neighbourhood Park Zone

PURPOSE

This zone provides for parks that generally serve the catchment area of or similar to that of an elementary school. Neighbourhood parks that are developed typically include play equipment, pathways, open grass, and seating. They may also include other recreation or athletic facilities. These parks are meant to form the visual, physical and social focus of the neighbourhood. Access is usually by walking so neighbourhood parks don't require parking lots.

13.4.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***park building or structure – small***
.2 ***festival and special event – small***

13.4.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.4.3 SITE SPECIFIC PROVISIONS

13.5 P2.4 – Natural Park Zone

PURPOSE

This zone provides for mostly undeveloped parks because they have been protected as natural areas for the natural habitat, flora and fauna. Most include natural features such as steep slopes, grasslands, forests, watercourses, ravines, or bluffs. The non-motorized recreational use of natural areas is limited to trail uses and nature appreciation. Depending on the size, location and characteristics of the natural open space, it may be used by residents of one neighbourhood or the entire City.

13.5.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***park building or structure – small***
.2 ***festival and special event – small***

13.5.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.5.3 SITE SPECIFIC PROVISIONS

13.6 P2.5 – Trail Corridor Park Zone

PURPOSE

This zone provides for parks that are linear rights-of-way whose primary purpose it to support publicly accessible trails that does not include motorized use. They may have been associated features such as viewpoints and parking areas.

13.6.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***park building or structure – small***
.2 ***festival and special event – small***
.3 ***festival and special event – medium***
.4 ***festival and special event – large***

13.6.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.6.3 SITE SPECIFIC PROVISIONS

13.7 P2.6 – Open Space Park Zone

PURPOSE

This zone provides for parks that are open space in the community that does not typically support a significant amount of use, but requires preservation and be considered important in terms of adding to the landscape character.

13.7.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***park building or structure – small***
.2 ***festival and special event – small***

13.7.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.7.3 SITE SPECIFIC PROVISIONS

13.8 P2.7 – Special Purpose Park Zone

PURPOSE

This zone provides for parks that have a special purpose that could be recreational or cultural. Whether these parks are for recreation or not, they have high values as open green space.

13.8.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***festival and special event – small***
.2 ***festival and special event – medium***
.3 ***festival and special event – large***
.4 ***indoor amusement, entertainment and recreation***
.5 ***mobile vending unit***
.6 ***outdoor amusement, entertainment and recreation***
.7 ***outdoor market***
.8 ***park building or structure – small***
.9 ***park building or structure – medium***
.10 ***park building or structure - large***
.11 ***public parking lot***

13.8.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	N/A
.2	Minimum ***lot area***:	N/A
.3	Maximum ***lot coverage***:	10%
.4	Maximum ***height***:	10m
.5	Minimum ***front yard***:	6.0 m
.6	Minimum ***side yard***:	
	i. interior side yard	4.5m
	ii. exterior side yard	6.0m
.7	Minimum ***rear yard***:	7.5m

13.8.3 SITE SPECIFIC PROVISIONS

Council Report

penticton.ca

Date: June 19, 2018 File No. 4300-01

To: Peter Weeber, Chief Administrative Officer

From: Ken Kunka, Building and Permitting Manager
Jennifer Wells, Property Use – Licence Inspector

Subject: Report back on Short Term Vacation Rental Program

Staff Recommendation

THAT Council direct staff to contract a third party business to count the number of unlicensed short term vacation rental businesses operating as well as locate and determine the length of time each unlicensed vacation rental has been operating;

AND THAT Council direct staff to amend the *City of Penticton Bylaw Notice Enforcement Bylaw No. 2012-5037* by increasing the fine amounts for operating and advertising a business without a licence to $450.00 per occurrence.

Strategic Priority Objective

Effective management of short term vacation rentals to ensure Penticton continues as a livable, thriving, safe and sustainable city (Good Governance).

Short term vacation rental businesses contribute to the local economy in a variety of ways including allowing property owners the ability to increase their yearly income as well as providing accommodation to the vacationing public (Economic Vitality).

Background

A *Short Term Vacation Rental* (Vacation Rental) is the rental of a dwelling to the vacationing public for periods of one (1) month or less. This use is regulated under a variety of City bylaws but most notably under the *City of Penticton Business Licence Bylaw 2012-5020* and *Zoning Bylaw No. 2017-08* with Bylaw Offence Notices (tickets) issued via *City of Penticton Bylaw Notice Enforcement Bylaw No. 2012-5037*.

Initially, Vacation Rental regulations were added to the City bylaws on September 20, 2010 to resolve hotel accommodation tourism concerns and neighbour nuisance complaints (Resolution 1123/2010). In 2017, Council supported changes to the Vacation Rental program due to an increase of nuisance complaints and lost revenue from unlicensed businesses. Council amended bylaws to limit the number of persons per bedroom, exempt home sharing up to 14 days per year, and classify Vacation Rentals into four (4) different categories (Resolution 40/2017). Further amendments were resolved to update other bylaws (Resolution 198/2017). An additional staff member (Property Use & Licenses Inspector) began mid-June 2017 as part of the 2017 Budget proposal.

On March 20, 2018, staff provided an update on the implementation of the Vacation Rental regulations with a request to amend bylaws. Council had questions and requested staff report back (Resolution 118/2018).

Council's questions and respective answers are as follows:

Q1: What is our current enforcement process for nuisances stemming from Short Term Vacation rentals?

- Owners of vacation rental units are responsible for the behavior of their tenants. Licensees are asked to provide their contact information to neighbors so issues are resolved immediately and prior to City involvement. A placard is to be posted on the property in a visible location which provides that a vacation rental is operating at the location and lists the 24/7 contact information of the operator. If staff receives a complaint, the issues are forwarded back to the Licensee to resolve within a short amount of time. Staff will assist if a contravention is not resolved adequately. Staff may ticket or consider suspending or cancelling the business licence if multiple contraventions occur.
- Staff responds directly to complaints of businesses operating or advertising without a licence.

Q2: Nuisances usually come from vacation rentals with a high number of tenants; how are these groups enforced?

- Major High Occupant Vacation Rentals are short term rentals with more than six (6) guests. Prior to issuance of a business licence, a Major High Occupant Vacation Rental requires public consultation with adjacent neighbours as well as additional staff review due to the increase in density. Staff may ticket or consider suspending or cancelling the business licence if multiple contraventions occur.

Q3: Why would we be more restrictive on certain types of dwelling units?

- Current regulations provide that there is to be only one (1) vacation rental operating per property (except for multi-family buildings).

Q4: Can staff provide further feedback on the "capping" process?

- Staff does not recommend to restrict the number of vacation rentals as per recommendation of stakeholders such as *Travel Penticton*, Business Licensees, and Council. The number of current licenced vacation rentals is a very small percentage of the City's housing stock. Staff will continue to monitor the impact on the availability of long term rentals in the City.

Q5: Have staff considered re-zoning properties that wish to be vacation rentals?

- Staff reviewed the process in 2010. Although the process required community support, staff felt that the lengthy process would be overwhelming to both staff and Council and further decrease voluntary compliance. Other communities have found this process difficult and time consuming.

Q6: Were Home Stay vacation rentals included as part of the count of unauthorized vacation rentals?

- Home Stay Rentals are short term rentals of less than 14 days within a year or where there is no financial transaction (no licensing registration required). This category does not allow operators to advertise the rental for financial gain; therefore, the count should not have included any Home Stay Rentals.

Q7: Why a third party to assist staff?

- Staff verifies complaints of operating without a business licence by matching the description on a platform (i.e. Airbnb, VRBO) with the property address provided by the complainant. Staff would require a considerable amount of time to count and locate all operating unlicensed vacation rentals operating without a complaint. Staff have recently reviewed our process with a legal counsel retained by the City who believed the current and proposed proposal to include a *Third Party*

Provider to quickly identify the high number of unlicensed vacation rentals was appropriate. Staff is confident that the funds required to contract the *Third Party Provider* will be recoverable by the increase in revenue.

Q6: How will staff pick the third party?

- Staff propose to enter into a *Request for Proposal* (RFP) which is a bidding process for interested parties to submit business proposals. Please note that the RFP will necessitate that the *Third Party Provider* is required to store any and all information on a Canadian server. Staff will consult with municipalities that use the various systems prior to decision making to ensure appropriateness for our community.

Vacation Rental*s* continue to bring in a number of concerns and complaints however the program remains an important part of the accommodation and tourism offering in Penticton. The system that has been in place for the past two years is considered to be working well and the data being collected showing which type of vacation rental is most common is helpful as we move forward.

Proposal

Council requested staff return with modifications to the Vacation Rental program. Currently, the most prolific offence is the number of unlicensed vacation rentals. At this time, staff does not normally fine the operator unless a complaint has been forwarded to the City. Staff have been assisting home owners, realtors and property managers for several months and believes that the community is well aware of the requirement to obtain a business licence for operating a vacation rental. Staff propose to change from the current "complaint initiated" bylaw enforcement towards an "education based-graduated proactive" enforcement process which would include entering into a contract with a *Third Party Provider*.

Staff propose to review options with the City Communications Department and issue an educational announcement via the City Website, radio, and licensed realtors and property managers advising of the move towards a proactive enforcement process for vacation rentals and the change in the fine amounts. The announcement would further advise that unlicensed operators may apply and obtain a business licence without reprisal until such time as the change of process occurs.

The successful *Third Party Provider* resulting from the RFP process would enter into contact with the City to count and locate unlicensed vacation rentals as well as determine the length that the vacation rental has been operating. This information would be provided to staff who would verify and confirm that a contravention of a City bylaw has taken place. The businesses that have not initiated and progressed with the Vacation Rental program may receive ticket(s) from City staff to achieve compliance with City bylaws.

Analysis

Staff request to contract a *Third Party Provider* to count the number of unlicensed short term vacation rental businesses operating within the City as well as locate and determine the length of time each unlicensed vacation rental has been operating. Multiple separate third parties have advised staff that there are well over 150 unlicensed vacation rentals within the City which represents over $25,000 annual additional licence revenue as well as $30,000 in tourism fees. Although upfront costs will be required to enter into a contract with a *Third Party Provider*, staff are confident that these costs will be recovered by means of fees from the increased number of Business Licences. Staff received three (3) proposals from national and international companies and the prices range from approximately $8,000 – 18,000 for their respective locate and report service.

While many individuals respect and follow the bylaws, there are many others who do not. Staff are aware of increasing frustration from licenced vacation rental operators who note that it is unfair to those who abide by the bylaws while others "ask for forgiveness later" or consider a small fine as the price of business. Ideally, compliance is best achieved voluntarily; however, there is a greater incentive to comply if the possible fine amount is onerous.

Staff recommends escalating enforcement tactics including significantly increasing the noted fine amounts for operating and advertising a business without a licence as well as entering into a contract with a *Third Party Provider* for the Vacation Rental program to achieve compliance. Please be aware that, if necessary, further escalation by seeking an injunction or other remedy remains a viable option for the City.

The table below sets out fines imposed by other municipalities:

Municipality	Description of Contravention	Penalty Amount
Kelowna	Carry on business without a licence	$500.00
Vernon	No Business Licence	$100.00
West Kelowna	No business license	$500.00
Summerland	No Business licence	$150.00
Chilliwack	Operating Unlicensed Business	$500.00

Proposed amendments to fine amounts are illustrated in **RED** below the existing fine as follows:

Description of Offence	Penalty	Early Payment	Late Payment	Compliance Agreement Available
Carry on business without a licence	$250.00 **$450.00**	$225.00 **$400.00**	$275.00 **$500.00**	Yes **No**
Advertise, solicit or promote without a licence	$250.00 **$450.00**	$225.00 **$400.00**	$275.00 **$500.00**	Yes **No**

Alternate recommendations

1. THAT Council direct staff to make no amendments to the current Short Term Vacation Rental program.

2. THAT Council direct staff to make different recommendations to the current Short Term Vacation Rental program.

Respectfully submitted,

Ken Kunka AScT, RBO
Building and Permitting Manager

Jennifer Wells
Property Use – Licence Inspector

Concurrence

DDS	CAO
AH	PW

Council Report

penticton.ca

Date: June 19, 2018 File No:
To: Peter Weeber, Chief Administrative Officer
From: Angela Campbell, Controller
Subject: **Statement of Financial Information**

Staff Recommendation

THAT Council approve the Statement of Financial Information for the fiscal year ending December 31, 2017.

Background

Pursuant to requirements set out in the *Financial Information Act*, the City must prepare a statement of financial information in accordance with generally accepted accounting principles for each fiscal year that includes the following:

(a) a schedule showing

(i) in respect of each employee earning more than a prescribed amount, the total remuneration paid to the employee and total amount paid to or for the employee's expenses or for the employees benefit, and;

(ii) a consolidated total of all remuneration paid to all other employees;

(b) a schedule showing

(i) the total amount paid to each vendor or supplier of goods or services during the fiscal year that is greater than a prescribed amount, and;

(ii) a consolidated total of all other payments made to suppliers of goods or services during that fiscal year.

The Statement of Financial Information requirements ensures there are consistent and minimum levels of disclosure of financial information and provides information augmenting that which is provided in the audited financial statements alone. Within 6 months after the end of each fiscal year of the City, it must prepare and file with the Ministry of Municipal Affairs and Housing a Statement of Financial Information. For the fiscal year ended December 31, 2017 the filing deadline is June 29, 2018.

Analysis

The schedule below summarizes the changes by employee group for employee remuneration and expenses:

Compensation over $75,000						
	Number of Employees			Total Remuneration		
	2017	2016	Change	2017	2016	Change
Management	38	40	-2	4,173,195.65	4,176,683.40	- 3,487.75
CUPE	24	14	10	1,899,076.63	1,091,791.30	807,285.33
IAFF	33	33	0	3,844,777.75	3,341,347.42	503,430.33
IBEW	10	10	0	1,341,178.34	1,036,652.04	304,526.30
	105	97	8	11,258,228.37	9,646,474.16	1,611,754.21

There are 8 additional employees paid at levels above the $75,000 threshold. The net change in management positions relates to positions made vacant and replaced mid-year, reclassification of a position, cost of living increases, new positions in 2017, and restructuring of a position. Positions falling above the threshold for employees in CUPE vary depending on levels of overtime, stand-by pay and call outs required.

The IAFF salaries increased over 2016 due to significant overtime incurred because of emergency events, increased calls and additional coverage added for fire season.

The IBEW salaries increased over 2016 due to significant overtime incurred for the Telus Falcon Fiber Optic Project which was 100% recoverable.

During the course of 2017 there were several emergency events that caused significant overtime to be worked by staff which was subsequently recovered from the Province. A schedule (Attachment C) of the overtime per employee has been included for reference as this resulted in an increase in employee remuneration outside of normal operations.

Attachment A – Statement of Financial Information (SOFI)

Attachment B – Schedule of Mayor, Council and CAO Expenses

Attachment C – Schedule of Emergency Overtime

Respectfully submitted,

Angela Campbell
Controller

Approvals

CFO	CAO
JWB	PW

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City of Penticton
Statement of Financial Information Approval
For the year ended December 31, 2017

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Jim W. Bauer, CPA, CMA
Chief Financial Officer, City of Penticton

June 7, 2018
Date

penticton.ca

City of Penticton
Schedule of Guarantee and Indemnity Agreements
For the year ended December 31, 2017

Schedule of Guarantee and Indemnity Agreements

There were no guarantees or indemnities under the Guarantees and Indemnity Regulation for the year ending December 31, 2017.

Jim W. Bauer, CPA, CMA
Chief Financial Officer, City of Penticton

June 7, 2018
Date

City of Penticton
2017 Council remuneration
for the year ended December 31, 2017

Name	Position	Salary	Expenses	Total
Jakubeit, Andrew	Mayor	64,208	5,720	69,928
Konanz, Helena	Councillor	23,079	3,116	26,195
Martin, Andre	Councillor	23,273	1,494	24,767
Picton, Maxwell	Councillor	23,153	2,252	25,405
Sayeed, Tarik	Councillor	23,199	2,128	25,327
Sentes, Judy	Councillor	23,139	4,697	27,836
Watt, Campbell	Councillor	23,153	2,025	25,178
		$ 203,203	$ 21,433	$ 224,635

See Attachment B for details

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2017

Name	Position (*)	Salary	Expenses	Total
Achsen, Jarrett**	Fire Fighter	93,822.88	779.79	94,602.67
Austrom, Gordon	Wastewater Treatment Plant Operator III	76,989.61	383.68	77,373.29
Barbour, Kenneth**	Fire Inspector II	115,784.92	3,160.69	118,945.61
Bauer, James**	Chief Financial Officer	171,388.76	3,922.20	175,310.96
Bazley, Ryan**	Fire Fighter	115,766.91	2,057.98	117,824.89
Beierle, Glen**	Fire Fighter	132,199.26	200.00	132,399.26
Best, David	Foreman - Meters, Dams & Irrigation	92,558.88	2,539.78	95,098.66
Bird, Andrew**	Fire Fighter	125,039.88	494.28	125,534.16
Boyd, Graham**	Fire Fighter	83,140.54	899.05	84,039.59
Buck, Robert	Electric Utilityman	75,065.71	4,563.00	79,628.71
Buzzell, Heather	Chief Librarian	83,441.27	2,718.13	86,159.40
Campbell, Angela**	Controller	106,948.79	4,573.15	111,521.94
Carlos, Hector	Network Systems Analyst	78,394.99	0.00	78,394.99
Carter, Jo-Anne	Inspector II - Building	76,065.84	1,489.80	77,555.64
Chapman, Ian**	City Engineer	133,684.62	2,782.71	136,467.33
Coates, Amber	Revenue Supervisor	80,196.67	0.00	80,196.67
Craig, Randy**	Advanced Waste Water Treatment Plant Supervisor	103,430.12	9,440.91	112,871.03
Desutter Chambers, Stephanie	Business Development Manager	117,708.75	2,933.20	120,641.95
Dionne, Blaine	Fire Captain	139,212.21	114.28	139,326.49
Edge, Brent**	Water Treatment Plant Supervisor	101,962.56	1,394.00	103,356.56
Edge, Brian**	Senior Water Treatment Plant Operator III	79,606.04	342.07	79,948.11
Fairholm, Kelly	Mechanic	75,223.37	510.00	75,733.37
Fenrich, Kirkland	Network Systems Analyst	76,293.22	7,054.93	83,348.15
Fenske, John**	Works Superintendent	103,549.58	1,545.24	105,094.82
Figgitt, Tyler**	Design Supervisor	106,740.62	3,043.85	109,784.47
Filice, Shawn**	Operations Manager, Electrical Utility	147,262.38	5,977.13	153,239.51
Fordyce, Glen**	Fire Fighter	110,003.13	3,178.22	113,181.35
Forster, Christian**	Fire Fighter	114,073.68	4,582.50	118,656.18
Fotherby, Jody	Fire Operations Assistant	88,419.81	3,652.20	92,072.01
Gaidica, Douglas	Building Inspector I	76,457.00	870.25	77,327.25
Garrett, Steve**	Fire Fighter	116,915.74	0.00	116,915.74
Gibbons, Curtis	Fire Fighter	97,598.83	1,087.13	98,685.96
Gowe, Graham**	Fire Captain	142,652.83	2,091.18	144,744.01
Grantham, Ben	Fire Fighter	96,836.88	507.72	97,344.60
Guy, Tyler**	Fire Fighter	101,358.34	1,279.05	102,637.39
Haddad, Anthony	Director of Development Services	150,618.88	2,492.18	153,111.06
Harris, Ed	Electric Utility Supervisor	97,537.43	7,579.88	105,117.31
Hindley, Wayne**	Fleet Maintenance Supervisor	96,084.44	2,164.49	98,248.93
Hodges, Michael	Development Engineer	112,102.04	1,613.65	113,715.69
Holmes, Jared**	Fire Fighter	119,028.03	350.19	119,378.22
Hvidston, Ryan**	Fire Fighter	92,236.46	1,275.05	93,511.51
Idzes, Sandra	Adminstration Manager, RCMP	105,936.39	0.00	105,936.39
Ingram, Cathy**	Procurement & Inventory Services Manager	92,949.05	965.72	93,914.77
Johnson, Benjamin	Manager of Special Projects	119,733.30	1,572.98	121,306.28
Johnson, Jayson**	Fire Fighter	118,414.33	114.29	118,528.62
Johnson, Ronald	Utilities Foreman	81,196.83	0.00	81,196.83
Jorgensen, Erik**	Fire Fighter	115,584.87	1,088.41	116,673.28
Kenney, Rod**	Fire Fighter	101,877.11	1,885.19	103,762.30
Kozak, Bregje	Facilities Manager	129,321.99	639.50	129,961.49
Kunka, Kenneth	Building & Permitting Manager	102,819.74	3,323.28	106,143.02
Lantz, Patrick	Mechanic	76,374.62	0.00	76,374.62
Laven, Blake	Planning Manager	102,702.29	2,896.20	105,598.49
Lawlor, Robert**	Engineering Technologist I	78,606.31	2,081.23	80,687.54
Lowe, Terry	Fire Fighter	111,869.50	1,152.55	113,022.05
Lynka, Jeffrey	Parks Supervisor	94,791.99	1,834.80	96,626.79
Mander, Geoff	Journeyman Lineman	185,882.94	178.57	186,061.51
Marsden, Gary	Wastewater Treatment Plant Operator III	76,904.79	1,046.52	77,951.31
McKenzie, Wayne**	Fire Fighter	119,697.66	195.00	119,892.66
Miller, Gregory	Journeyman Lineman	95,754.23	43.85	95,798.08
Moroziuk, Mitchell**	General Manager of Infrastructure	189,501.22	3,727.89	193,229.11

City of Penticton
Schedule of employee remuneration and expense over $75,000
for the year ended December 31, 2017

Name	Position (*)	Salary	Expenses	Total
Mullin, Lori	Recreation and Culture Manager	105,986.36	972.65	106,959.01
Painchaud, Lyle	Wastewater Treatment Plant Operator II	75,410.33	303.12	75,713.45
Phillips, Robert	Wastewater Treatment Plant Operator II	75,831.58	1,003.15	76,834.73
Polvere, David	IT Manager	106,292.75	3,610.01	109,902.76
Pond, Michael	Lineman	90,872.15	478.57	91,350.72
Raymond, Neal**	Mechanic	76,859.28	695.00	77,554.28
Richards, Michael**	Fire Inspector II	114,560.01	2,606.34	117,166.35
Robertson, Glenn**	Safety Coordinator	78,557.65	759.68	79,317.33
Robson, Lennie**	Public Works Manager	129,624.03	3,298.21	132,922.24
Rodger, Kenneth	RCMP LAN Administrator	80,174.69	0.00	80,174.69
Ryll, Brent*	Fire Fighter	113,723.42	2,268.85	115,992.27
Schmidt, Christopher**	Facilities Supervisor	95,370.64	615.08	95,985.72
Schmidt, Dana	Corporate Officer	93,928.36	2,637.92	96,566.28
Schwager, Raymond**	Equipment Operator V	78,886.55	0.00	78,886.55
Scott, David*	Fire Fighter	107,371.48	0.00	107,371.48
Semenoff, Anthony**	Senior Mechanic	80,790.53	0.00	80,790.53
Siebert, Christina	Bylaw Supervisor	82,988.30	2,463.90	85,452.20
Simpson, William R**	Fire Fighter	131,334.50	0.00	131,334.50
Singh, Jaspreet	Electric Utility Technologist	90,253.42	5,562.14	95,815.56
Smith, Dennis	Assistant Fire Chief	123,773.33	2,069.08	125,842.41
Stadnyk, Michael**	Equipment Operator V	80,830.36	0.00	80,830.36
Stel, William	Journeyman Meterman	83,073.85	9,861.36	92,935.21
Stevens, Jason*	Electrical Utility Sub-Foreman	135,898.08	203.57	136,101.65
Sutherland, Michael**	Fire Fighter	113,559.46	730.19	114,289.65
Swaren, Wesley**	Fire Fighter	124,915.58	2,767.51	127,683.09
Tanguay, Audrey	Long Range Planner	77,170.09	465.62	77,635.71
Taylor, Chad**	Fire Fighter	115,265.81	3,506.45	118,772.26
Trim, Grant	Trades Technician - Plumber	76,310.56	1,204.73	77,515.29
Trupp, Robert**	Fire Fighter	137,714.78	232.22	137,947.00
Turpin, Scott*	Foreman - Works	84,033.57	401.41	84,434.98
Vere, Marc	Building Inspector III	78,401.04	4,175.72	82,576.76
Vujcich, Graham**	Fire Fighter	128,360.42	0.00	128,360.42
Wagner, Kerry	Recreation Operations Supervisor	75,869.31	2,362.77	78,232.08
Wallace, Charles	Land Agent	99,021.43	3,694.27	102,715.70
Walliser, Amory	Electrical Utility Sub-Foreman	177,392.09	381.69	177,773.78
Wardlaw, Alistair	Senior Water Treament Plant Operator III	80,634.70	516.56	81,151.26
Warren, Jaret	Lineman	149,738.27	478.57	150,216.84
Watkinson, Larry**	Fire Chief	163,254.96	7,864.87	171,119.83
Weeber, Peter**	Chief Administrative Officer	178,990.40	14,047.46	193,037.86
Weir, Frederick**	Lineman	190,595.04	178.57	190,773.61
Weisser, Colin**	Journeyman Lineman	156,905.98	369.06	157,275.04
Wewetzer, Alfred**	Instrumentation/Electrical Technician	76,163.21	0.00	76,163.21
Whyte, Todd	Parks Supervisor	80,961.75	1,513.06	82,474.81
Younghusband, Kenneth**	Fire Captain	145,108.54	0.00	145,108.54
Zazzara, Kevin**	Fire Fighter	112,148.67	3,268.29	115,416.96

*Position at December 31, 2017, or Final Position

Total for employee remuneration & expense over $75,000	$ 11,258,228	$ 205,957	$ 11,464,186
Total for employee remuneration & expense, $75,000 and under	$ 11,837,885	$ 147,410	$ 11,985,295
Total	$ 23,096,113	$ 353,367	$ 23,449,480

*** includes recoverable overtime related to emergencies*

penticton.ca

City of Penticton
Statement of Severance Agreements
For the year ended December 31, 2017

Statement of Severance Agreements

There were 6 severance agreements under which payment commenced between the City of Penticton and its employees during fiscal year 2017.

These agreements represent from 2 weeks to 6 months of compensation. *

*Compensation is determined based on salary.

J. Bauer

Jim W. Bauer, CPA, CMA
Chief Financial Officer, City of Penticton

June 7, 2018

Date

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2017

Suppliers who received aggregate payments exceeding $25,000	Total
AARDVARK PAVEMENT MARKING SERVICES	177,745.89
ABB INC	305,618.25
ACKLANDS GRAINGER	73,201.93
ADVANCED UTILITY SYSTEMS	95,489.23
ADVANTAGE ASSET TRACKING INC.	52,107.40
AECOM CANADA LTD.	315,788.44
ANDREW SHERET LTD	189,176.05
ANIXTER	236,033.73
APPLETON WASTE SERVICES INC	53,735.34
ASSOCIATED FIRE SAFETY	35,362.68
AWC PROCESS SOLUTIONS LTD	42,497.28
B & L (1990) MACHINE SHOP	54,236.57
B.A. ROBINSON CO. LTD.	63,516.03
BAIRD MCCLELLAND INC	64,528.34
BAKER & TAYLOR	30,285.54
BARRY BEECROFT FUEL DISTRIBUTORS	360,845.10
BC ASSESSMENT AUTHORITY	392,220.13
BC TRANSIT	1,372,718.68
BC WINE INFORMATION CENTRE	150,103.12
BDO CANADA LLP	49,739.97
BELL CANADA	122,769.76
BI PUREWATER	30,983.71
BIGBELLY SOLAR, INC.	32,004.71
BLACK PRESS GROUP LTD	84,684.72
BOYLE & COMPANY	35,969.37
BRENNTAG CANADA INC	103,527.75
BRENTVIEW DEVELOPMENTS LTD	160,723.84
CANADA POST CORPORATION-OTTAWA	151,856.78
CAPRI INSURANCE	415,991.00
CAREERLEAF INC	27,118.00
CARO ANALYTICAL SERVICES	32,692.46
CARSCADDEN STOKES MCDONALD ARCHITECTS	71,403.45
CARTE INTERNATIONAL INC.	70,592.48
CASCADE RAIDER HOLDINGS LTD	36,717.92
CDW CANADA INC.	140,488.80
CENTRAL INTERIOR TRAFFIC CONTROL LTD.	96,135.94
CHARTER TELECOM INC	99,124.99
CIMA CANADA INC.	172,175.18
CITY OF PENTICTON	73,032.51
CLEAR TECH INDUSTRIES INC	57,653.34
COMBINED MECHANICAL CONTRACTORS LTD	206,993.50
COMMERCIAL TRUCK EQUIPMENT CO- DELTA	149,570.44
COOKSON MOTORS	179,548.41
COOPER INDUSTRIES (ELECTRICAL) INC.	332,059.08
CORIX	98,987.32
CORPORATE EXPRESS	43,022.24
CTQ CONSULTANTS LTD	41,824.64
CUETS FINANCIAL	40,542.89
CUMMING CONSTRUCTION LTD	466,438.06
CUPE LOCAL 608	225,478.34
DE LAGE LANDEN FINANCIAL SERVICES CANADA INC	45,454.08
DELL CANADA INC.	35,342.01
DOMINION GOVLAW LLP	33,996.61

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2017

Suppliers who received aggregate payments exceeding $25,000	Total
DOMINO HIGHVOLTAGE SUPPLY INC	25,860.58
DOWNTOWN PENTICTON ASSOCIATION	253,614.79
DRIVE PRODUCTS	47,719.25
E B HORSMAN AND SON	106,799.76
ECKERT ELECTRIC LTD	26,128.80
ECONOLITE CANADA INC	64,382.47
EECOL ELECTRIC CORP.	129,640.53
ELECTRIC MOTOR & PUMP SERVICE LTD.	30,667.63
ELECTROMEGA LTD.	53,710.72
ESRI CANADA	85,734.98
EVERGREEN BUILDING MAINTENANCE INC.	228,559.54
FDM SOFTWARE LTD.	60,480.93
FINNING (CANADA)	39,313.32
FLETCHER PAINE ASSOCIATES LTD	31,198.21
FORTIS BC	34,122,519.14
FP TELESET DEPT	36,750.00
FRED SURRIDGE LTD	97,530.76
FREDEX CONSTRUCTION INC.	138,276.17
GENERAL CABLE COMPANY	41,429.26
GF INC.	28,296.50
GLACIER HEIGHTS REFRIGERATION INC.	51,417.80
GLOBAL SPECTRUM FACILITY MANAGEMENT	1,428,247.79
GREYBACK CONSTRUCTION LTD.	30,982.35
GRIZZLY EXCAVATING LTD.	1,274,772.01
GUILLEVIN INTERNATIONAL COMPANY	85,704.57
H & M EXCAVATING LTD	2,554,707.33
HARTERRA SPATIAL SOLUTIONS LTD	430,324.15
HOFF SECURITIES LTD	201,738.53
HUBER BANNISTER CHEVROLET	100,507.95
IAFF LOCAL 1399	89,750.38
INFLEXION CONSULTING INC	33,361.09
INNOV8 DIGITAL SOLUTIONS INC.	46,819.61
INTERGROUP CONSULTANTS	37,295.26
INTERIOR ROOFING (2011) LTD.	61,757.69
INTERPROVINCIAL TRAFFIC SERVICES LTD.	27,610.45
IPL INC.	57,864.30
ISS WONDERWARE	52,552.36
ITRON CANADA INC.	427,825.78
JAFA INDUSTRIES LTD	53,961.94
JDP CONTROLS INC	26,596.50
KEMIRA WATER SOLUTIONS CANADA, INC.	88,408.48
KNIGHT PIESOLD LTD	187,600.35
KON KAST PRODUCTS (2005) LTD.	28,042.43
L & J DIAMOND MAINTENANCE	59,771.25
LAFARGE CANADA INC.	84,778.40
LAND TITLE & SURVEY AUTHORITY	25,400.00
LESTER LEZARD	57,000.00
LINESTAR UTILITY SUPPLY INC	29,780.45
MANDEVILLE LAND SURVEYING INC	57,638.70
MEARLS MACHINE WORKS LTD	38,047.09
MICROSOFT CORPORATION	133,331.56
MINISTER OF FINANCE	8,652,724.73
MONERIS	26,402.86

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2017

Suppliers who received aggregate payments exceeding $25,000	Total
MORNEAU SHEPELL LTD	1,254,959.62
MOULD ENGINEERING	65,863.01
MUNICIPAL INSURANCE ASSN OF BC	345,732.54
MUNICIPAL PENSION PLAN/PENSION CORPORATION	3,613,141.31
MURRAY BUICK GMC PENTICTON	54,498.72
NAPA AUTO PARTS	34,904.11
NEDCO - DIV OF REXEL CANADA ELECTRICAL INC.	55,351.76
NETWORK CONSULTING SERVICES INC.	64,729.30
NEXANS CANADA INC.	197,872.37
NORM OST CONTRACTING LTD	51,971.08
NORTHWEST PUBLIC POWER ASSOCIATION	34,412.16
O'LEARY & ASSOCIATES LTD.	42,362.22
OAKCREEK GOLF & TURF INC	96,915.13
OK BUILDERS SUPPLIES LTD	106,328.38
OKANAGAN SIMILKAMEEN REGIONAL HOSPITAL DISTRICT	2,484,196.00
OUTLAW EAGLE MANUFACTURING LTD.	199,773.00
PANORAMA VIEW ESTATES LTD	69,406.48
PARTNER TECHNOLOGIES INCORPORATED	172,515.84
PENTICTON & AREA CYCLING ASSOCIATION	32,345.00
PENTICTON & DISTRICT SOCIETY FOR COMMUNITY LIVING	47,923.42
PENTICTON CURLING CLUB	43,860.24
PENTICTON HONDA CENTRE	28,135.24
PENTICTON HOSPITALITY ASSOCIATION	300,575.56
PENTICTON INDIAN BAND	214,301.02
PENTICTON MARINA	141,499.11
PENTICTON STAGE TECH INC	33,059.66
PERFECTMIND INC.	30,853.26
PETERS BROS CONSTRUCTION LTD	424,380.30
PMH INSIGHTS INC.	90,942.47
POWERTREND ELECTRIC LTD.	79,202.03
PRINT FACTORY	40,643.68
PROGRESSIVE WASTE SOLUTIONS INC	336,273.23
PUSHOR MITCHELL LLP IN TRUST	200,141.18
RAMTECH ENVIRONMENTAL PRODUCTS	100,520.55
RAYMOND CHABOT GRANT THORNTON	38,831.36
RECEIVER GENERAL FOR CANADA	13,796,942.49
REGIONAL DISTRICT OKANAGAN SIMILKAMEEN	10,155,082.96
ROCKY MOUNTAIN FITNESS	25,193.44
ROSE GINGRAS	89,350.49
S S SICAMOUS MARINE HERITAGE SOCIETY	50,000.00
S. COLLIER ENTERPRISES	158,006.10
SCHOENNE HOMES INC	47,560.94
SEAL TEC INDUSTRIES LTD	45,863.06
SENDERO CANYON HOMES LTD	48,766.60
SHERWOOD TROPHIES & SIGNS LTD.	35,775.45
SIERRA PLANNING AND MANAGEMENT	75,157.98
SITEONE LANDSCAPE SUPPLY, LLC	36,560.44
SOURCE OFFICE FURNITURE & SYSTEMS LTD.	36,870.40
STEWART MCDANNOLD STUART	138,517.36
STEWART MCDANNOLD STUART IN TRUST	86,252.15
SUCK IT UP ENVIRONMENTAL LTD	43,853.25
SUN-OAK CONSTRUCTION LIMITED	215,353.83
SUPERIOR SEPTIC SERVICES	29,239.77

City of Penticton
Schedule of suppliers of goods and services
for the year ended December 31, 2017

Suppliers who received aggregate payments exceeding $25,000	Total
TEALE'S WATER UTILITY SERVICES LTD.	58,210.00
TELUS	67,912.41
TEMPEST DEVELOPMENT GROUP	117,331.43
TERRACOM SYSTEMS LTD.	125,488.44
TERRY PELLATT	300,466.56
TEXCAN	45,916.92
TIMBERWOLF PRECAST LTD.	44,700.00
TORBRAM ELECTRIC SUPPLY	99,957.65
TOTAL RESTORATION SERVICES INC	32,328.19
TOURISM PENTICTON SOCIETY	87,832.90
TRADEMARK INDUSTRIES LTD	177,037.88
TRANSAMERICAN POWER PRODUCTS,INC.	38,945.59
TRAVEL PENTICTON SOCIETY	680,143.56
TRYDOR INDUSTRIES (CANADA) LTD	154,468.37
UKRAINETZ	83,309.07
UNIFIED ALLOYS	70,862.86
UNIT 4 BUSINESS SOFTWARE CORPORATION	99,854.43
UNITED LIBRARY SERVICES	98,507.10
URBAN SYSTEMS LTD.	112,953.64
VALMONT NEWMARK	195,779.40
VBS EXCAVATING	36,372.07
VIDCOM COMMUNICATIONS LTD.	71,037.12
WASTE CONNECTIONS OF CANADA INC.	762,786.48
WASTE'N WATERTECH LTD.	34,598.55
WATERHOUSE ENVIRONMENTAL SERVICES CORPORATION	71,524.02
WE CONSULTING & BENEFITS SERVICES LTD.	216,461.53
WESCLEAN EQUIPMENT & CLEANING SUPPLIES LTD.	38,829.09
WESTHILLS AGGREGATES LTD.	113,583.23
WILDSTONE CONSTRUCTION & ENGINEERING	682,940.83
WISHBONE INDUSTRIES LTD.	32,603.20
WOLSELEY CANADA INC	32,067.75
WOLVERINO CONSTRUCTION LTD	42,230.59
WORKER'S COMPENSATION BOARD OF BC	467,999.63
Total aggregate amount paid to suppliers of goods & services over $25,000	**101,758,999.05**
Total paid to suppliers who received aggregate payments of $25,000 or less	**4,489,637.27**
Total grants exceeding $25,000	383,370.90
Total contributions exceeding $25,000	270,367.47
Total of grants and contributions exceeding $25,000	**653,738.37**
Total	**$106,902,374.69**

City of Penticton
2017 Summary of Mayor, Council and CAO Expenses
for the year ended December 31, 2017

Jakubeit, Andrew

Description	Amount
In-town networking	$ 271
Other	64
Ikeda Sister City	2,828
Conference - UBCM	1,777
Conference - SILGA	780
Total	**$ 5,720**

Konanz, Helena

Description	**Amount**
In-town networking	$ 195
Other	8
Conference - UBCM	1,660
Conference - SILGA	1,254
Total	**$ 3,116**

Martin, Andre

Description	**Amount**
In-town networking	$ -
Other	-
Conference - UBCM	1,494
Total	**$ 1,494**

Picton, Maxwell

Description	**Amount**
In-town networking	$ 120
Other	-
Conference - UBCM	2,132
Total	**$ 2,252**

Sayeed, Tarik

Description	**Amount**
In-town networking	$ 75
Other	-
Conference - UBCM	2,054
Total	**$ 2,128**

Sentes, Judy

Description	**Amount**	
In-town networking	$ 135	
Other	-	
Conference - UBCM	3,572	*
Conference - SILGA	991	
Total	**$ 4,697**	

Watt, Campbell

Description	**Amount**
In-town networking	$ 120
Other	-
Conference - UBCM	1,905
Total	**$ 2,025**

Weeber, Peter

Description	**Amount**
City Business	$ 736
Moving Expenses	9,824
Memberships	330
Conference - UBCM	1,236
Conference - LGMA	645
CAO Forum	370
Lieutenant Governor Reception	907
Total	**$ 14,047**

** Booking error resulting in higher accomodation costs*

Attachment C - Schedule of Emergency Overtime

City of Penticton
2017 Summary of Emergency Overtime
for the year ended December 31, 2017
Funded by the Province

All employees paid over $1,000 of emergency overtime	
Employee	Amount
Achsen, Jarrett	1,545.75
Barbour, Kenneth	1,872.32
Bazley, Ryan	3,449.60
Beierle, Glen	5,503.41
Bird, Andrew	4,334.10
Campbell, Angela	3,207.46
Fenske, John	4,226.49
Figgitt, Tyler	5,831.59
Fordyce, Glen	1,592.12
Forster, Christian	3,725.96
Garrett, Steve	3,361.15
Gowe, Graham	3,668.94
Guy, Tyler	3,177.37
Hindley, Wayne	1,140.96
Holmes, Jared	2,565.09
Hvidston, Ryan	3,138.72
Ingram, Cathy	1,095.83
Johnson, Jayson	4,036.11
Jorgensen, Erik	2,880.85
Kenney, Rod	3,177.36
McKenzie, Wayne	3,009.99
Moroziuk, Mitchell	17,551.54
Raymond, Neal	1,861.92
Richards, Michael	1,768.31
Robertson, Glenn	1,958.70
Robson, Lennie	8,375.21
Ryll, Brent	1,680.57
Schmidt, Christopher	3,132.48
Schwager, Raymond	1,724.05
Scott, David	2,705.06
Simpson, William R	5,287.59
Stadnyk, Michael	2,752.40
Sutherland, Michael	4,808.97
Swaren, Wesley	4,764.86
Taylor, Chad	1,121.56
Watkinson, Larry	13,589.19
Weeber, Peter	12,192.99
Younghusband, Kenneth	5,827.14
Zazzara, Kevin	1,803.36
Paid under $1,000	40,585.29
Total Emergency Overtime	**200,032.36**

Council Report

penticton.ca

Date: June 19, 2018 File No: RMS 6440-001
To: Peter Weeber, Chief Administrative Officer
From: David Kassian, Community Sustainability Coordinator

Subject: **Climate Action Reporting for 2017**

Staff Recommendation

THAT Council receive the report titled "Climate Action Reporting for 2017" for information.

Strategic priority objective

Meeting our Climate Action commitments is an integral part of creating a sustainable and livable community.

Background

In 2007 the Provincial Government created a legislated target to reduce the total greenhouse gas (GHG) emissions in the province by 33% from 2007 levels by 2020, and 80% by 2050. The province encouraged all municipalities to sign on to the Climate Action Charter. The City of Penticton signed onto the Charter in 2007, along with 182 other member municipalities throughout the province of British Columbia.

After signing, the City commissioned the creation of two documents to assist in policy development and prioritization to meet the goals. The first document is the Corporate Climate Action Plan, which looks at what the City of Penticton as a corporation can do to reduce our *corporate* climate 'footprint'. The document encourages reductions in energy usage, retrofits to make our buildings more efficient, and suggestions about fleet changes among other things. Implementation of that plan began in 2010 and is ongoing. The other document is the Community Climate Action Plan. This document provides strategic guidance on how to reduce community energy use and greenhouse gas (GHG) emissions on a community wide basis. Work on implementation of the recommendations of that plan is also underway.

The following table shows the projects / initiatives envisioned by the two plans:

Corporate Plan		
Item	**Details**	**Status**
Implement Energy Efficiency Measures from Building	Implement recommended energy efficiency measures for City-owned buildings, such as: lighting retrofits, programmable thermostats, weather	**Ongoing** Implemented various lighting retrofits, DDC upgrades and weather stripping/air sealing in our owned

Opportunity Assessments	stripping/air sealing, heat recovery at ice facilities.	facilities. We continually look for opportunities to implement cost-effective energy efficiency measures. 2013 facilities master plan identified a number of energy efficiency measures, many of which have been completed under operational budget. The larger items will be budgeted in the 10 year facilities capital plan.
Develop a Building Energy Management Program	Implement measures to monitor and analyze building performance, and provide a framework to identify and evaluate opportunities to most effectively reduce energy consumption.	**Ongoing** No formal program is in place, but utility costs are reviewed against previous years to investigate potential savings such as using occupancy sensors, DDC controls for HVAC systems, shut down of ice plants during spring season, etc.
Require an Evaluation of Energy Efficiency Opportunities for all Major Capital Projects	Ensure that all major capital projects, including buildings and infrastructure, meet recognized energy performance standards to improve energy efficiency and reduce GHG emissions.	**Ongoing** Innovation and materials that are cost effective, sustainable, and could lower GHG emissions are always given consideration for all major capital projects.
Require an Evaluation of Alternative Energy Sources for all Major Capital Projects	Utilize new construction, the replacement of equipment at the end of its service life, and major renovations as key opportunities to incorporate alternative energy systems at the lowest possible cost.	**Ongoing** Alternative energy sources are given consideration but often times not feasible for major capital works projects.
Complete Certification Within the E3 Fleet Program	Become certified under the E3 Green Fleet Rating Program by implementing progressive fleet management activities such as idling reduction, trip and route planning, fuel efficient vehicle purchasing, and routine maintenance.	**Cancelled** In 2012, the E3 Fleet Program was transferred from the Fraser Basin Council to Richmond Sustainability Initiatives. The City did not pursue certification after the program was transferred to a different party.
Monitor Energy Use in Infrastructure Systems	Consistently monitor energy use to provide data that can be used to inform budgeting and business case development for capital upgrades and energy efficiency activities.	**Ongoing** Through the CARIP reporting program, infrastructure energy use is monitored. Once the data is compiled it can be investigated to determine where increased energy efficiency is most needed and can be implemented.
Conduct a Review of Utility Rate Structures	Conduct a review of utility rates structures in an effort to determine appropriate structures for promoting energy and water conservation in Penticton. Rate structures play an	**Ongoing** Rate review completed in 2016. Structures for promoting energy and water conservation exist through educational tools on the City website,

	essential role in communicating the true value of energy and water to customers.	and through programs such as the Home Energy Loan Program and Net Metering. Water restrictions during low precipitation months is ongoing promotes both water conservation and drought tolerant landscaping.
Develop an Energy Efficient Purchasing Policy	Adopt an energy efficient purchasing policy which enables the City to consistently consider energy use and GHG emission criteria in addition to financial and quality criteria when making a purchase.	**Ongoing** The energy efficient purchasing policy that was developed mandates that consideration is given to energy efficient and cost effective GHG reducing products or materials. I.e. biodiesel for the city fleet and paper with recycled content.
Encourage Energy Efficiency Efforts by Staff	Develop a staff outreach program that fosters a culture of energy conservation that can focus on a number of strategies to encourage energy efficient behaviors such as reducing paper use, installing workstation controls that shut down systems after a certain amount of time, and procuring sustainable or energy efficient products.	**Ongoing** Facilities staff are implementing Direct Digital Control (DDC) system 'owners' at key facilities to manage DDC/HVAC system details for optimized building performance and energy efficiency measures.
Create a Fund to Support Energy Efficiency Projects	Create a fund that collects the savings from energy efficiency projects to provide a dedicated funding source for future energy management initiatives, possibly including the CARIP rebate.	**Not established yet**
Identify a Staff Member as the Owner of the Plan	Identify a specific program owner responsible for coordinating the initiatives recommended in the Corporate Climate Action Plan. These responsibilities may be tied into the mandate of the Energy Manager.	**Ongoing** Historically has been dealt with by Planning Department, but have recently hired a Community Sustainability Coordinator to take ownership of the CARIP program and to identify methods of reducing GHG emissions.
Explore Options for Hiring an Energy Manager	Consider establishing a staff position that works to identify, coordinate, and/or implement opportunities for energy conservation and emissions reduction.	**Cancelled** There is currently no plan in Facilities budget to hire an energy manager.

Community Plan		
Item	**Details**	**Status**
Build Energy Efficient Buildings	Encourage higher standards of sustainability and energy performance in the construction of	**Ongoing** DCC Reduction Bylaw, adopted in 2010 provides for reductions in

	new subdivisions, multi-family, institutional, commercial, and industrial, to reduce future increases in community energy consumption and GHG emissions.	development cost charges for building that meet energy efficiency targets. Staff are in the process of evaluating this bylaw. Staff are also investigating implementing the BC Step Code as a standard for new construction.
Improve Energy Efficiency of Existing Buildings	To encourage homeowners, landlords, commercial building owners and property managers to retrofit their buildings so that they perform at a higher standard, and result in reduced energy consumption and GHG emissions.	**Ongoing** Home Energy Loan Program (HELP) and Fortis BC's Home Energy Rebate Offer (HERO) provide loans and incentives for energy efficiency upgrades made by City of Penticton residents that own and occupy their own homes.
Increase Use of Alternative Energy	Decrease barriers to installing alternative energy systems by providing opportunities to tie the cost of the system to the home or building.	**Ongoing** Net Metering Program provides an opportunity for customers to take responsibility for their own power production and simultaneously reduce their carbon footprint.
Build Energy Efficient Developments	Promote energy efficient development through land use decisions, such as encouraging compact development where appropriate and using vegetation to cool buildings and roadways.	**Ongoing** Promote infill development where existing services can be used. Building Department working to initiate implementation of new Step Code through new Building Bylaw.
Improve Alternative Transportation Amenities	Improve the overall transportation infrastructure and experience to encourage greater public transit ridership, cycling, walking, etc.	**Ongoing** Amendments to the zoning bylaw collect funds for the Alternative Transportation Infrastructure Fund to go towards adding infrastructure to promote alternatives to single occupant vehicles, such as the water bottle filling station along the KVR.
Promote More Efficient Vehicle Use	Work with residents to reduce their GHG emissions, find alternatives, and embrace behavioral shifts away from energy and carbon intensive transportation.	**Ongoing** Electric vehicle charging station and reduction of parking spaces.
Reduce and Divert Waste from Landfills	To minimize waste and divert it from landfills to reduce the direct emissions coming from the breakdown of the waste, and reduce the emissions resulting from the transportation of waste.	**Ongoing** Implementation of the automated cart program has standardized waste limits. Ongoing education with residents on proper disposal practices for all waste streams (garbage, recycle, and yard waste). Recycle Ambassadors to conduct waste audits and educate residents at public events.

Maximize Value from Agricultural Wastes	Identify opportunities for reducing GHG emissions from agricultural practices, and encouraging the agricultural industry to pursue those opportunities.	**Ongoing** Engagement with the Agricultural Council Advisory Committee is planned for Fall 2018.

Climate Action Revenue Incentive Program (CARIP)

When the province created the Climate Action Charter, they also created a funding source that signatory municipalities could draw from to assist in meeting the charter obligations. That program, called the Climate Action Revenue Incentive Program (CARIP), provides rebates for all carbon taxes paid on fuels purchased by the municipality, by way of a yearly grant. As part of the program the City is required to monitor our corporate climate usage and report yearly to the province on those emissions and what steps are being taken to reduce our climate impact as a corporation and as a community.

The purpose of this report is to satisfy that obligation for the 2017 year.

2017 greenhouse gas (GHG) emissions

Under our provincial commitments the City is required to track CO2 and CO2 equivalent emissions (tCO_2e). The tracking is done by reviewing fuel (gasoline and diesel) consumed by the City fleet and energy use (both electricity and natural gas) by City owned and operated buildings.

The total GHG emissions for the Corporation of the City of Penticton in 2017 are calculated as **1,890 tCO_2e**.

The total GHG emissions for the Corporation of the City of Penticton in 2016 were **1,659 tCO_2e**. The difference of 231 tC02e between the 2016 and 2017 reporting year can be accounted for the accuracy of reporting, not an increase in emissions.

This is the second year that we have had a dedicated Community Sustainability Coordinator to completely audit our reporting. It is difficult to compare the emissions from years prior to 2016, as there are significant gaps in the data. For the years of 2014 and 2015, there was no dedicated staff resource to complete the GHG inventory. For years prior to 2014, the reporting was not comprehensive, as there was missing data that makes it difficult for comparison.

Sustainability initiatives

Under the CARIP program the City is also obligated to report sustainability initiatives that will lead to meeting the Climate Action Charter commitments. The following data was collected from various City departments and represents a high level overview of strategies and projects. In 2017 the City undertook the following initiatives which helped to offset the City's corporate impact:

- Official Community Plan (OCP) review (spoken to in detail below).
- Continuation of the Home Energy Loan Program and Net Metering Program.
- Completed designs for four new energy efficient Rooftop Units at Penticton Trade and Convention Centre, and installed new energy efficient cooling units at Leir House and City Hall.

- Conducted feasibility study on installing a smart grid system to control the input power of a City PV system, control water levels for reservoirs for the water system and operate the Waste Water treatment facilities emergency generator during peak power periods to reduce the electrical demand for the municipal owned electrical utility.
- Continuation of Voltage Conversion Program, increasing the distribution system from 8300 volts to 12,470 volts in order to increase overall energy efficiency.
- Phase 1 of the Urban Forest Strategy: Ongoing information gathering, including gathering GPS data on over 2200 trees.
- Installation of rain gardens along the 100 block of Main Street to reduce the load on the storm water system, while also filtering contaminants from the water.
- Replaced irrigation systems at one park and Lakeview cemetery to increase overall water efficiency.
- Installation of new pumping technology on the Dissolved Air Flotation process, increasing energy savings and decreasing chemical (Polymer) use.
- Increased capacity for treated effluent re-use: this will allow for more sites to be irrigated by treated effluent.
- Upgrade Carmi Reservoir from 1,140 cubic meters to 2,440 cubic meters to provide enhanced fire protection and address the current storage deficiency.
- Hiring of a Community Sustainability Coordinator that focuses on solid waste initiatives and climate action reporting.
- Increase the number of recycling facilities in the downtown core, parks and recreation areas.
- Ongoing – Penticton Creek Master Plan. Provide increased flood protection while restoring the creek to a more natural state.

Official Community Plan (OCP) review

In 2016 the Planning Department began a comprehensive review of the City's OCP. A key segment of the City's mission statement is to "champion an innovative, thriving, sustainable community through visionary leadership", and these values will be reflected in the OCP. To plan for an innovative and sustainable Penticton, principles and plans from the CARIP program will need to be integrated into the OCP. It is important that we not only meet our obligation of becoming carbon neutral, but that we surpass the goals set through long term planning.

Financial implication

By participating in the CARIP program the City receives approximately $43,000 a year from the provincial government. These funds are intended to assist in getting to climate neutrality. For 2016 and 2017, the City was carbon neutral due to the avoided forest conversion at Three Blind Mice, a popular mountain biking and hiking destination. Every year the amount of reductions from Three Blind Mice diminishes, and for the reporting year of 2019 and onwards the City will have to investigate methods to reduce GHG emissions, or to purchase carbon offsets. The reductions from the Three Blind Mice Avoided Forest Conversion diminishes rapidly because it reflects the way a typical baseline development scenario would occur (i.e. the trees are cut down immediately in the first step of the development process).

To help identify methods to reduce GHG emissions, there are multiple guides supplied by the provincial government such as the Community Energy and Emissions Plan, and the Partners for Climate Protection

Program. These guides help municipalities to better understand and track their sources of emissions, and to reduce these emissions where possible.

The Community Sustainability Coordinator will be bringing forward options for Council's approval for various projects as part of the 2019 budget process, drawing from the CARIP funds, which will assist in carbon reduction initiative.

If reducing GHG emissions is not feasible or cost effective, carbon offsets can be purchased. A carbon offset is a credit for greenhouse gas reductions achieved by one party that can be purchased and used to compensate the emissions of another party. Carbon offset credits are also measured in tons of CO_2 equivalents, and range in price from $6-$25 per ton of sequestered carbon. If they City were to purchase carbon offset credits for the purpose of GHG neutrality, it could range in cost from $9,042-$37,675. Not all carbon credits are created equally, and if they are to be purchased, an investigation as to how the credits are produced is critical.

The Carbon Neutral Guidebook for Local Governments provides five other options to lower GHG emissions that are community based projects. This Carbon Neutral Framework provides detailed instructions for each option (see table below), and have been designed to increase sustainability and lower GHG emissions.

Project	Profile	Details
Energy Efficient Building Retrofits and Fuel Switching	This project involves retrofitting non-government owned buildings in the community or local government owned/operated buildings that are outside the boundaries of "traditional local government services" (such as social housing).	Retrofit options include: increasing efficiency of building shells (insulation, windows), increase efficiency of building equipment (furnaces, A/C, hot water heaters), fuel switching from high carbon energy source (switch from oil to electricity).
Solar Thermal (Hot Water) Retrofits	Install solar thermal (hot water) systems to pre-heat water supply. It covers installations on social housing buildings and buildings not owned by the local government.	This profile includes projects where the installed solar hot water system partially or completely replaces the use of natural gas or fuel oil for hot water heating. The calculation does not cover solar electricity generation or the use of solar thermal energy for space heating.
Household Organic Waste Composting	This project profile provides guidance on estimating the amount of GHG emissions that can be reduced by diverting household organic waste into a centralized community composting system rather than sending it to a landfill.	When organic waste is placed in a landfill it decomposes gradually over decades and creates a significant amount of methane due to the absence of oxygen. In contrast, when organic waste is composted it typically decomposes within one year and predominantly creates carbon dioxide because oxygen is made available. Although the exact number will vary by community, this

		project profile estimates that every tonne of organic waste that is diverted from a landfill into a centralized composting system will result in roughly a tonne of GHG emission reductions.
Low Emission Vehicles	This project provides guidance on estimating the emission reductions potential associated with replacing conventional vehicles with low emission vehicles, such as those used by public transit, police departments and airports.	Hybrid-electric, full electric and high efficiency internal combustion engines all represent a clear opportunity for fuel savings and emission reductions over conventional vehicle counterparts.
Avoided Forest Conversion (such as the Three Blind Mice AFCP)	This project provides guidance on estimating the emission reductions potential associated with preventing the conversion of existing forested lands to a non-forest land use (e.g. residential development, golf course, etc.).	Although land development may have positive economic and social benefits for communities, it can also lead to an increase in greenhouse gas emissions (GHG) due to the loss of trees, the burning or composting of wood, and the decay of the carbon in the forest floor. Developing an AFCP requires local governments to demonstrate that they are conserving eligible forested lands that would otherwise be available for development.

Analysis

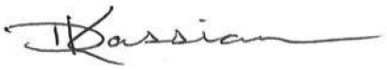
While it is imperative that Penticton meet the provincially legislated requirements of GHG reductions, it too is important that we look to the future and concentrate on creating a sustainable community. By definition, a sustainable community uses its resources to meet current needs, while ensuring that adequate resources are available for future generations. The focus is on providing a better quality of life for residents by minimizing waste, preventing pollution, promoting efficiency and developing local resources to revitalize the local economy. Sustainable communities must be flexible and constantly adapting to changing environmental conditions, as well as changing demands from its residents.

Many of the initiatives undertaken in 2017 and planned for 2018 are sustainable and proactive steps towards becoming a truly sustainable community. Continued dedication to reducing vehicle emissions, energy consumption, and water use, while increasing energy efficiency and investigating new technologies will allow us to achieve our goal of reducing GHG emissions and creating a vibrant, sustainable community.

Attachments

Attachment A: 2017 CARIP Report
Attachment B: Greenhouse Gas Emissions by Source
Attachment B: 2017 GHG Inventory Report
Attachment C: Implementation Considerations for Corporate Climate Actions
Attachment D: Comparison Table of Three Options to Balance/Offset Corporate Carbon Liability

Respectfully submitted,



David Kassian
Community Sustainability Coordinator

Director	CFO	CAO
		PW

Climate Action Revenue Incentive (CARIP) Public Report for 2017

Local Government: City of Penticton

Report Submitted by:
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Date: May 28th, 2018

The City of Penticton has completed the 2017 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2017 and proposed for 2018 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

2017 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

Community-Wide Actions Taken in 2017	
	Ongoing review of the Official Community Plan (OCP).

Community-Wide Actions Proposed for 2018	
	Increase public engagement to gather input on the future of Penticton through the drafting of the revised Official Community Plan.
	Participate in Infrastructure Canada's Smart Cities Challenge to gain funding to help build a physically and mentally healthier, strongly-connected Penticton where everyone has access and opportunity to maximize their health potential.

Corporate Actions Taken in 2017	
	Hiring of a Community Sustainability Coordinator that focuses on solid waste reduction and climate action reporting.
	Continuation of Asset Management Program.
	Implement Capital Project Framework, which prioritizes capital projects based on six factors, including public health and safety, and environmental risk or enhancement.

Corporate Actions Proposed for 2018	
	Conduct utility rate review for water, electrical, sanitary sewer and agricultural water utilities. The goal of the review is to determine what the utility rates need to be in order to properly fund the operation of the utilities, sustain existing infrastructure and construct new projects

Broad Planning	
What is (are) your current GHG reduction target(s)?	5% overall community reduction in GHG emissions from 2007 levels by 2020 (This represents a 20% reduction per person). 10% overall community reduction in GHG emissions by 2030 (This represents a 35% reduction per person). Our Corporate reduction goals are to reduce GHG emissions by 20% by 2020.
Are you familiar with your community's community energy and emissions inventory (e.g. CEEI or another inventory)?	**No**
What plans, policies or guidelines govern the implementation of climate mitigation in your community?	
• Community Energy and Emissions (CEE) Plan	**No**
• Community- Wide Climate Action Plan	**Yes**
• Integrated Community Sustainability Plan	**No**
• Official Community Plan (OCP)	**Yes**
• Regional Growth Strategy (RGS)	**Yes**
• Do not have a plan	
• Other:	
Does your local government have a corporate GHG reduction plan?	**Yes**

2017 BUILDING AND LIGHTING ACTIONS

Building and Lighting Actions

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

Community-Wide Actions Taken in 2017	
	Continuation of the Home Energy Loan Program.
Community-Wide Actions Proposed for 2018	
	Promotion of Fortis BC's Rebate Program and energy efficiency practices for residents.
	Investigate feasibility of implementing the BC Energy Step Code as a requirement for all new buildings.

Corporate Actions Taken in 2017	
	New energy efficient cooling unit installed at Leir House.
	New energy efficient cooling unit installed at City Hall.
	Completed the designs for four (4) new HVAC units at Penticton Trade and Convention Centre. Construction to begin in 2018.
	Apply for Federal Gas Tax Fund to determine future of Memorial Arena, McLaren Arena, and for upgrades at the South Okanagan Events Centre.
Corporate Actions Proposed for 2018	
	Install four (4) new HVAC units at Penticton Trade and Convention Centre.
	Install two (2) new sets of double doors for the Community Centre. One set at the Bugaboo University entrance and one set at the Cleland Theatre entrance to enhance security and environmental control.
	Implement Direct Digital Control (DDC) system 'owners' at key facilities to manage DDC/HVAC system details for optimized building performance.

Building and Lighting The Province has committed to taking incremental steps to increase energy-efficiency requirements in the BC Building Code to make buildings net-zero energy ready by 2032. The BC Energy Step Code--a part of the BC Building Code--supports that effort	
Is your local government aware of the BC Energy Step Code?	Yes
Is your local government implementing the BC Energy Step Code?	Yes

2017 ENERGY GENERATION ACTIONS

Energy Generation Actions

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

Community-Wide Actions Taken in 2017	
	Continuation of the Home Energy Loan Program.
	Continuation of the Net Metering Program.

Community-Wide Actions Proposed for 2018	
	Continuation of the Home Energy Loan Program.
	Continuation of the Net Metering Program.

Corporate Actions Taken in 2017	
	Conduct feasibility study based on installing a smart grid system to: control the input power of a City PV system; control water levels for reservoirs for the water system; and to operate the Waste Water treatment facilities emergency generator during peak power periods to reduce the electrical demand for the municipal owned electrical utility.
	Conduct feasibility study on installing a PV system at City Hall and City Yards.
	Continuation of Voltage Conversion Program, increasing the distribution system from 8300 volts to 12,470 volts in order to increase overall energy efficiency.
Corporate Actions Proposed for 2018	
	Continuation of Voltage Conversion Program, increasing the distribution system from 8300 volts to 12,470 volts in order to increase overall energy efficiency.
	Continuation of the feasibility study on installing a smart grid system to: control the input power of a City PV system; control water levels for reservoirs for the water system; and to operate the Waste Water treatment facilities emergency generator during peak power periods to reduce the electrical demand for the municipal owned electrical utility.
	Continuation of the feasibility study on installing a PV system at City Hall and City Yards.

Energy Generation	
Is your local government developing, or constructing: • A district energy system • A renewable energy system	 **No** **No**
Is your local government operating: • A district energy system • A renewable energy system	 **No** **No**
Is your local government connected to a district energy system that is operated by another energy provider?	**No**
Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit?	**Yes**

Are you familiar with the 2017 "List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments?"	**Yes**

2017 GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

Greenspace Actions

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

Community-Wide Actions Taken in 2017	
	Conducted Ellis Creek landscaping project, removing non-native plant species which were replaced with native plant species.
	Adopt the Penticton Creek Master Plan, which is focused on restoring fish habitat, providing flood protection, and to fix failing infrastructure.
	Ongoing - Acquire lands at strategic locations to improve opportunities at existing parks, to provide new recreation options in the community, and to improve connectivity between parks as part of the Parks and Recreation Master Plan.
	Construction of the Penticton Cycling Pump Track near KVR Trail for cycling skill development.
	Construction of BMX track adjacent to Munson Mountain.
Community-Wide Actions Proposed for 2018	
	Implementation of beach safety signage at Skaha Lake.
	Creation of natural burial section at Lakeview Cemetery to reduce chemicals and foreign materials, while allowing an alternative for interment options.
	Participate in annual TD Tree Days, with a focus on planting native species in the riparian area along Penticton Creek between Nanaimo and Ellis.
	Planting of over 75 trees in parks, boulevards, and the 300 block of Main Street.

Corporate Actions Taken in 2017	
	Completed Phase 1 of the Urban Forest Strategy: Ongoing information gathering, including gathering GPS data on over 2200 trees.
	Replaced irrigation systems at one park and Lakeview cemetery to increase overall water efficiency.
	Encourage staff wellness by promoting discounted rates at the Adult Fitness Room and increasing rates for the Fitness Rebate Program.
	Ongoing - Support operational budgets for maintenance programs that benefit the environment: urban forest, tree watering, horticultural maintenance.
	Continuation of Integrated Pest Management (IPM) principles in all aspects of landscape management in an effort to minimize use of pesticides, via monitoring, threshold tolerance, and use of vinegars and soaps as control agents
	Installation of rain gardens along the 100 block of Main St. to reduce the load on the storm water

	system, while also filtering contaminants from the water
Corporate Actions Proposed for 2018	
	Planting of shrubs, 10 trees, and replacement of the irrigation system to increase water efficiency at Lakeview Cemetery.
	Continuation of Integrated Pest Management (IPM) principles in all aspects of landscape management in an effort to minimize use of pesticides, via monitoring, threshold tolerance, and use of vinegars and soaps as control agents
	Reinstall 95+ Treegator bags on unirrigated trees aged 4 years and under to reduce water consumption and to help ensure trees are resilient and reach maturity.
	Work with community partners OASIS and OSSS at riverside park to replant native species along the watercourse from Skaha Lake to the Retention Pond.
	Ongoing - Support operational budgets for maintenance programs that benefit the environment, including: urban forests, tree watering, horticultural maintenance.

Greenspace	
Does your local government have urban forest policies, plans or programs?	**Yes**
Does your local government have policies, plans or programs to support local food production?	**Yes**

2017 SOLID WASTE ACTIONS

Solid Waste Actions

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

Community-Wide Actions Taken in 2017	
	Continue to conduct curbside recycling and yard waste audits for single and multifamily residences to help identify common contaminants entering the solid waste stream.
	Increase educational campaign through various media (social media and internet, radio, newsprint and audits) focused on reducing common recycling contaminants and increasing recycling participation.
	Increase the number of recycling facilities in the downtown core, parks and recreation areas.
	City staff to conduct presentations at public events focused on recycling education and compliance.
	Submitted remediation plan to Recycle BC to lower percentage of contaminants entering the recycle stream.
Community-Wide Actions Proposed for 2018	
	Ongoing - Increase the number of garbage and recycling facilities in the downtown core, parks and recreation areas.
	Ongoing - City staff to conduct presentations at public events focused on recycling education and compliance.
	Ongoing - Continue to conduct curbside recycling and yard waste audits for single and multifamily residences to help identify common contaminants entering the solid waste stream.

Corporate Actions Taken in 2017	
	Hired Community Sustainability Coordinator to focus on solid waste and improving overall garbage, recycle and yard waste best practices.
	Developed Solid Waste Collection RFP that favoured innovative technologies and low emission vehicles.
	Hired a student Recycle Ambassador for multifamily recycling audits and to create educational videos focused on recycling compliance.
Corporate Actions Proposed for 2018	
	Hire two student Recycle Ambassadors to conduct public education on best recycling practices through attending community events and targeted recycling audits of single family and multifamily dwellings.
	Procurement department to investigate feasibility of limiting the purchases of single-use plastics, contributing to overall waste reduction.
	Develop RFP to review all options for managing waste water solids. Alternatives and upgrades to the current composting system will be evaluated based on financial, environmental, and social impacts.

Solid Waste	
Does your local government have construction and demolition waste reduction policies, plans or programs?	**No**
Does your local government have organics reduction/diversion policies, plans or programs?	**No**

2017 TRANSPORTATION ACTIONS

Transportation Actions

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

Community -Wide Actions Taken in 2017	
	Supported BC transit for expanded routes and working towards bus route connecting Penticton and Kelowna, increasing transit connections throughout the Okanagan Valley.

Community-Wide Actions Proposed for 2018	
	Conduct maintenance on existing photovoltaic panels and batteries at bus stops to ensure lights and panels are working and efficient.
	Apply for the Rick Hansen/BC Accessibility Grant Program to investigate the accessibility of existing pathways and parks (KVR Trail, Penticton Creek Pathway, and TransCanada Trail).
	Install historic informational signage at the KVR trail.

Corporate Actions Taken in 2017	
	Promotion of Bike to Work Week and Carpool Month.
	Replacing of 12 aging vehicles in fleet for new and more fuel efficient units.
	Investigated feasibility of opting in to a recycled coolant program.
	Route planning through GPS to maximize travel efficiency.
	Investigated the feasibility of single engine sweepers to maximize fuel efficiency.
Corporate Actions Proposed for 2018	
	Purchase two hybrid electric vehicles for the building department.
	Ongoing – Investigate the feasibility of single engine sweepers to maximize fuel efficiency.
	Ongoing – Create reports within the GPS system to promote good driving habits and maximize route efficiency.
	Ongoing – Replacing aging vehicles with new fuel efficient units.
	Ongoing – Explore future aerial truck requirements to possibly utilize hybrid operation of the aerial device.

Transportation	
Does your local government have policies, plans or programs to support: • Walking • Cycling • Transit Use • Electric Vehicle Use • Other (please specify)	**Yes** **Yes** **Yes** **Yes**
Does your local government have a transportation demand management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)?	**No**
Does your local government integrate its transportation and land use planning?	**yes**

2017 WATER AND WASTEWATER ACTIONS

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

Community-Wide Actions Taken in 2017	
	Extended Stage 1 Water Restrictions indefinitely in response to the Level 3 Drought Rating declared for the Okanagan by the British Columbia Government.
	Develop Phase I of the Drought Management Plan, which is a technical assessment of the water system with the goal of mitigating the risk of water supply shortage and support future water use planning.
Community-Wide Actions Proposed for 2018	
	Continuation of Phase I & II of the Drought Management Plan, which focuses on six technical assessments: water system profile; evaluation of economic impacts of drought; inter-annual upland reservoir refill variability; drought forecasting procedures; risk of multi-year drought; and definition of drought stages and responses.

Corporate Actions Taken in 2017	
	Installed new pumping technology on the Dissolved Air Flotation process, increasing energy savings and decreasing chemical (Polymer) use.
	Increased capacity for treated effluent re-use: this will allow for more sites to be irrigated by treated effluent.
	Upgrade Carmi Reservoir from 1,140 cubic meters to 2,440 cubic meters to provide enhanced fire protection and address the current storage deficiency.
Corporate Actions Proposed for 2018	
	Purchase and install a second high speed turbo blower, contributing to decreased energy use.
	Proactively replace aging sanitary sewer infrastructure in order to maintain and avoid significant failures that could impact water service.
	Evaluate storm water infrastructure funding to ensure maintenance and operational costs are accounted for.
	Ongoing - Upgrade Carmi Reservoir from 1,140 cubic meters to 2,440 cubic meters to provide enhanced fire protection and address the current storage deficiency.

Water Conservation	
Does your local government have water conservation policies, plans or programs?	**Yes**

2017 CLIMATE CHANGE ADAPTATION ACTIONS

This section of the CARIP survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

Please identify the THREE climate impacts that are most relevant to your Local Government.	
• Warmer winter temperatures reducing snowpack • Changes to temperature and precipitation causing seasonal drought • Heatwaves impacting population health • Increased temperatures increasing wildfire activity • Increased temperatures affecting air quality • Changing temperatures influencing species migration and ecosystem shifts • Extreme weather events contributing to urban and overland flooding • Sea level rise and storms causing coastal flooding and/or erosion	
Other:	

In 2017 has your local government addressed the impacts of a changing climate using any of the following?	
Risk and Vulnerability Assessments	Yes
Risk Reduction Strategies	Yes
Emergency response planning	Yes
Asset management	Yes
Natural/Eco asset management strategies	Yes
Infrastructure upgrades (e.g. storm water system upgrades)	Yes
Beach Nourishment projects	Yes
Economic diversification initiatives	No
Strategic and financial planning	No
Cross-department working groups	Yes
OCP policy changes	Yes
Changes to zoning and other bylaws and regulations	Yes

Incentives for property owner (e.g. reducing storm water run-off)	Yes
Public education and awareness	Yes
Research	Yes
Mapping	Yes
Partnerships	Yes
Other:	

Climate Change Adaptation Actions Taken in 2017 Please elaborate on key actions and/or partnerships your local government has engaged in to prepare for, and adapt to a changing climate. Add links to key documents and information where appropriate.	
	Adopt the Penticton Creek Master Plan, which is focused on restoring fish habitat, providing flood protection, and to fix failing infrastructure.
	Hired a full time Community Sustainability Coordinator in a permanent position to focus on solid waste initiatives and to fulfill climate action reporting obligations.
Climate Change Adaptation Actions Proposed for 2018	
	Ongoing – Implement creek revitalization as part of the Penticton Creek Master Plan. Creek revitalization will provide increased flood protection while restoring the creek to a more natural state.
	Remove accumulated material from Ellis and Penticton creeks and add additional rock armouring for erosion protection.
	Repair damage sustained during 2017 flooding along Okanagan Lake waterfront, and install additional rock armouring to protect the area from further erosion and damage.
For more information please contact:	

The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation?	
Indicators of Climate Change for British Columbia, 2016	Useful
Plan2Adapt	Useful
Climate Projections for Metro Vancouver	Not Useful
Climate Projections for the Capital Region	Not Useful
Climate Projections for the Cowichan Valley Regional District	Not Useful
Province of BC's BC Adapts Video Series	Haven't Used
Preparing for Climate Change: An Implementation Guide for Local Governments	Haven't Used
The Public Infrastructure and Engineering Vulnerability Committee's (PIEVC) protocol	Haven't Used
Sea Level Rise Primer	Not Useful
BC Regional Adaptation Collaborative Webinars	Haven't Used
www.ReTooling.ca	Haven't Used
Water Balance Model	Haven't Used
The Water Conservation Calculator	Haven't Used
Funding:	
National Disaster Mitigation Program (NDMP)	Haven't Used
Community Emergency Preparedness Fund (CEPF)	Useful
Municipalities for Climate Innovation Program (MCIP)	Useful
Climate Adaptation Partner Grants (FCM)	Useful
Infrastructure Planning Grants (MAH)	Useful
Federal Gas Tax Fund	Useful
Other:	

2017 OTHER CLIMATE ACTIONS

Other Climate Actions

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

Community-Wide Actions Taken in 2017	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2017	

Corporate Actions Proposed for 2017	

Other	
Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC)?	**Yes**
Have you used CLIC?	**Yes**

INNOVATION AND PEER-TO-PEER LEARNING

Innovation

This section provides the opportunity to showcase an innovative Corporate and/or Community-Wide GHG reduction and/or climate change adaptation activity that your local government has undertaken and that has had, or has the potential to have, a significant impact. You are welcome to repeat an action that has already been listed.

Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Communities that have conducted innovative initiatives may want to consider raising their profile through applications to CEA's Climate and Energy Action Awards, UBCM Climate and Energy Action Award, FCM Sustainable Communities Awards or through submissions to FCM's National Measures Report.

Community-Wide Action
The City of Penticton submitted an application to the Smart Cities Challenge. The overview of Penticton's submission is as follows: "We will build a physically & mentally healthier, strongly-connected Penticton where each person has access and opportunity to maximize their health potential. Community and individual well-being is influenced by social, cultural, economic and environmental factors and good health is key to a flourishing and prosperous community. This is the fundamental principle behind our Challenge Statement. We believe that through data and open technology we can make a meaningful impact on the social determinants of health, strengthen ties between residents and promote good physical and mental health for our citizens. To achieve this, we have identified seven bold, ambitious, meaningful projects that will build on existing technologies and leverage community talent to transform health in our community. Our projects fall under two categories: Community Connections and Transportation/Mobility. The former addresses projects that enable Penticton's community to find the resources, information, and individuals that will help them reach their maximum health potential and improve key social determinants of health. The latter seeks to create a holistic transportation approach that will encourage people to be more active in the community and use alternative modes of transport to engage in the community and more easily connect to services needed." For more information contact: Jennifer Vincent, Economic Development Specialist. www.smartcitiespenticton.com https://www.shapeyourcitypenticton.ca/smart-cities-penticton
Corporate Action
Penticton Creek Master Plan and Revitalization: Penticton Creek flood protection measures are a core piece of our City's safety infrastructure and the Creek itself is an important cultural amenity. However the channel infrastructure in the Creek has deteriorated and is causing sudden and expensive maintenance challenges for City operations. We have a plan that will create a safe, healthy creek for years to come. We can provide the required flood protection while restoring the creek to a more natural state. Our plan employs today's best practices and our community's expertise to provide a high level of protection from flooding. The new design will return Penticton Creek to a productive waterway for Kokanee, Rainbow Trout and other native species. The benefit of this approach also allows us to access funds from conservation and habitat agencies to carry out our infrastructure restoration. For more information contact: Ian Chapman, City Engineer http://www.penticton.ca/EN/main/community/penticton-creek-master-plan.html https://www.shapeyourcitypenticton.ca/penticton-creek https://soscp.org/penticton-creek-master-plan-story/

Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government's climate actions by listing each entry in the box below.

Mitigation

Programs and Funding

Adaptation

Programs and Funding

2017 CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Prior to completing this portion of the survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially the Becoming Carbon Neutral: A Guide for Local Governments in British Columbia.

Please note: As a result of the BC Recycling Regulation, local governments are no longer required to account for greenhouse gas (GHG) emissions from vehicles, equipment and machinery required for the collection, transportation and diversion of packaging and printed paper, in their annual Climate Action Revenue Incentive Program (CARIP) reports.

Reporting Emissions

Did you measure your local government's corporate GHG emissions in 2017?	Yes

If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from services delivered directly by your local government:	1,831.22 tC02e
If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from contracted services:	59.29 tC02e
TOTAL A: CORPORATE GHG EMISSIONS FOR 2017	**1,890.51 tCO2e**

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2017 by one or a combination of the following actions:

- undertake GCC-supported Option 1 Project(s)
- undertake GCC-supported Option 2 Project(s)
- purchase carbon offsets from a credible offset provider

If applicable, please report the 2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 1 GHG Reduction Projects:

OPTION 1 PROJECTS	REDUCTIONS
Energy Efficient Retrofits	
Solar Thermal	
Household Organic Waste Composting	
Low Emission Vehicles	
Avoided Forest Conversion	2,697 tC02e (508 tC02e from 2017, 2189 tC02e carried over from 2016).
TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2017	**2,697 tCO2e**

If applicable, please report the names and 2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

OPTION 2 PROJECT NAME	REDUCTIONS

TOTAL C: REDUCTIONS FROM OPTION 2 PROJECTS FOR 2017	tCO2e

If applicable, please report the name of the offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO2e)) from an offset provider for the 2017 reporting year:

(NOTE: DO NOT INCLUDE ANY FUNDS THAT MAY BE SET ASIDE IN A CLIMATE ACTION RESERVE FUND)

OFFSET PROVIDER NAME	OFFSETS
TOTAL D: OFFSETS PURCHASED FOR 2017	tCO2e

TOTAL REDUCTIONS AND OFFSETS FOR 2017 (Total B+C+D) = 2697 tCO2e

Corporate GHG Emissions Balance for 2017

Your local government's Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2017 = (A – (B+C+D)) = -807 tCO2e

If your Corporate GHG Emissions Balance is negative or zero,
your local government is carbon neutral.
CONGRATULATIONS!

If applicable, please record any emissions reductions you will be carrying over for future years and the source of the emissions reductions, including the year they were earned (E.g., Organics diversion, 2016 100 tCO2e).

SOURCE OF CARRY OVER EMISSION REDUCTIONS (and year earned)	REDUCTIONS
Avoided Forest Conversion (Three Blind Mice, 2016)	**807 tC02e**
BALANCE OF REDUCTIONS ELIGIBLE FOR CARRY OVER TO NEXT YEAR	**807 tCO2e**

Carbon Neutral Reporting	
Does your local government have a climate reserve fund or something similar?	**Yes**

GCC CLIMATE ACTION RECOGNITION PROGRAM

Green Communities Committee (GCC) Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 – Demonstrating Progress on Charter Commitments: for local governments who demonstrate progress on fulfilling one or more of their Charter commitments

Level 2 – Measuring GHG Emissions: for local governments that achieve level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with their community's energy and emissions inventory (i.e. CEEI)

Level 3 – Accelerating Progress on Charter Commitments: for those local governments who have achieved level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (i.e: through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: for local governments who achieve carbon neutrality in the reporting year.

For purposes of Level 3 recognition, if applicable, please identify any new or ongoing corporate or community wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time or financial resources and is intended to result in significant GHG reductions:

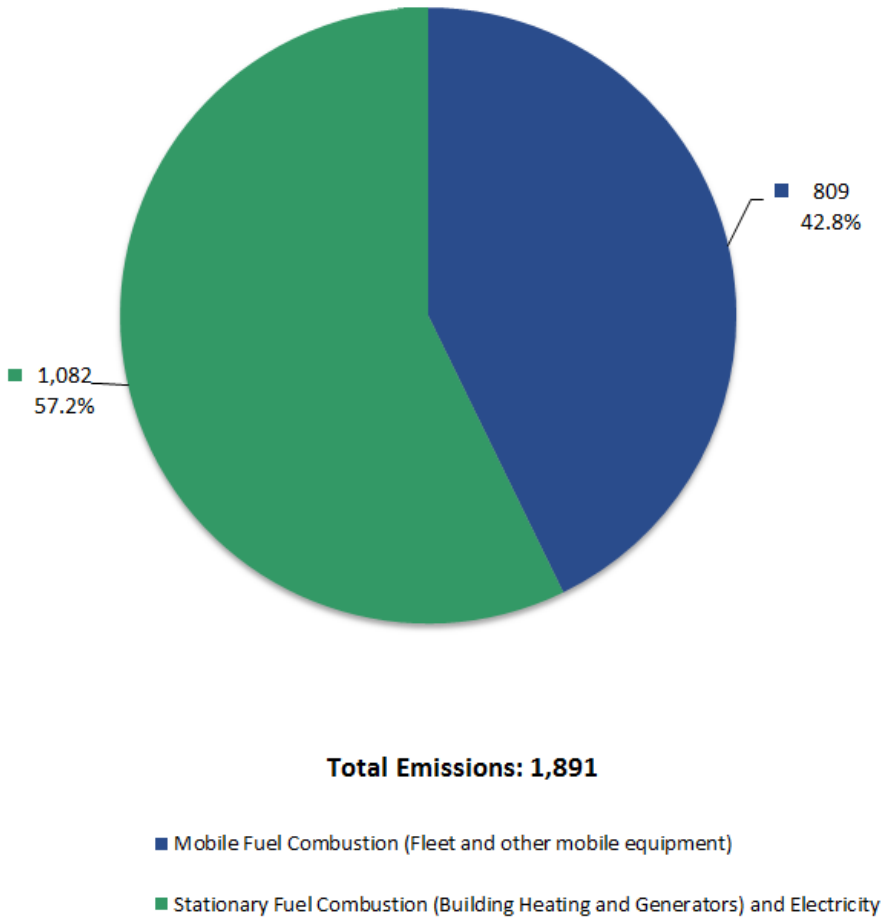
PROJECT NAME:

Based on your local government's 2017 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

	Level 1 – Demonstrating Progress on Charter Commitments	
	Level 2 – Measuring GHG Emissions	
	Level 3 – Accelerating Progress on Charter Commitments	
	Level 4 - Achievement of Carbon Neutrality	☺
	Not Sure	

Attachment B: Greenhouse Gas Emissions by Source

City of Penticton
Greenhouse Gas Emissions by Source
for the 2017 Calendar Year (tCO_2e*)



Total Emissions: 1,891

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion (Building Heating and Generators) and Electricity

Attachment B: 2017 SMARTTool GHG Inventory Report

Source		Quantity		Greenhouse Gases In Tonnes			
				CO_2	CH_4	N_2O	tCO_2e *
Stationary Fuel Combustion (Building Heating and Generators) and Electricity							
Offset Required	Fuel Combustion **	18,371.55	GJ	910.86	0.02	0.02	916.25
	Purchased Energy	76,741.92	GJ	55.18	0.00	0.00	55.18
	Offset Required Sub Total			966.04	0.02	0.02	971.43
Offset Exempt	Fuel Combustion **	2,193.42	GJ	108.75	0.00	0.00	109.39
	Purchased Energy	1,617.28	GJ	1.16	0.00	0.00	1.16
	Offset Exempt Sub Total			109.91	0.00	0.00	110.56
	TOTAL STATIONARY EMISSIONS			1,075.95	0.02	0.02	1,082
Mobile Fuel Combustion (Fleet and other mobile equipment)							
Offset Required	Fuel Combustion **	308,619.84	L	739.79	0.06	0.12	777.51
	Offset Required Sub Total			739.79	0.06	0.12	777.51
Offset Exempt	CO_2 from Biogenic Fuel Combustion			31.02	N/A	N/A	31.02
	Offset Exempt Sub Total			31.02	0.00	0.00	31.02
	TOTAL MOBILE EMISSIONS			770.81	0.06	0.12	809
	Total Offset Exempt			140.93	0.00	0.00	142
	Total Offset Required			1,705.83	0.07	0.14	1,749
	TOTAL EMISSIONS			1,846.76	0.08	0.14	1,891

Attachment C: Implementation Considerations for Corporate Climate Actions

Table 6: Implementation considerations for corporate climate actions

#	Action	Suggested Lead (department or position)	Potential Partners (internal or external)	Estimated Timeframe short=<3 yrs; med=3–5 yrs; long=>5 yrs*	Estimated Costs (staff time, capital costs, etc)
BUILDINGS					
1	Implement recommended energy efficiency measures from building opportunity assessments	Environmental Coordinator	Consultants, FortisBC, Terasen, Finance & Building Eng Dept.	3-5yrs	Staff time; capital costs ~ $460,000
2	Develop a building energy management program	Environmental Coordinator	Consultants, FortisBC, Terasen, Finance, Facilities, Building, Eng Dept.	<3 yrs	Staff time
3	Require an evaluation of energy efficiency opportunities for all major capital projects	Environmental Cordinator & Eng. Dept	Consultants, FortisBC, Terasen, Finance, Facilities, Building, Eng Dept.	<3 yrs	Staff time
4	Require an evaluation of alternative energy sources for all major capital projects	All Depts	Consultants, FortisBC, Terasen, Finance, Facilities, Building, Eng Dept.	<3yrs	Staff and consultant time
FLEETS					
5	Complete certification within the E3 Fleet program	Fleet		<3yrs	Staff time
INFRASTRUCTURE					
6	Monitor energy use in infrastructure systems	Electrical Utility & Finance		<3yrs	Staff time
7	Conduct a review of utility rate structures	Electrical Utility & Finance	Consultant, FortisBC	<3yrs	Staff and consultant time
LEADERSHIP & ENGAGEMENT					
8	Develop an energy efficient purchasing policy	Finance Dept	All depts	<3yrs	Staff time
9	Encourage energy efficiency efforts by staff	Environmental Coordinator	All depts	on going	Staff time
10	Create a fund to support energy efficiency projects	Finance Dept	All depts	<3yrs	Staff time
11	Identify a staff member as the owner of the Plan	CAO		<3yrs	n/a
12	Explore options for hiring an Energy Manager	HR and Development Services	All depts	<3yrs	Operational costs (1 full-time equivalent)

Attachment D: Comparison Table of Three Options to Balance/Offset Corporate Carbon Liability

	Option 1: GCC-supported project	Option 2: Alternative project	Option 3: Purchase
Ease of implementation	Requires some effort Project profiles already developed by the GCC Project has to be implemented and self-certified	Requires considerable effort and third party assistance Project profiles have to be developed by local government Project has to be implemented and third party verified	Simple
Cost	Varied cost, depending on project Minimal validation and certification costs, as they have been largely pre-established by the GCC	Varied cost, depending on project Local government required to pay for all costs to develop, implement and verify the project	Least cost Purchase tonnes at market rate (which will vary depending on the provider and standard that they use)
Reduction in local/regional GHG emissions	Community emissions reduced	Community emissions reduced	Uncertain impact on community emissions unless offset provider invests locally or regionally; however, climate change is not geographically bound so investments in credible offsets still reduce overall GHG emissions.
Co-benefits	Investment in local green economy; raises local awareness; fosters local / regional technological innovation; supports the creation of green jobs	Investment in local green economy, raises local awareness; fosters local / regional technological innovation; supports the creation of green jobs	Investment in British Columbia; fosters broader technological innovation; reduces GHG emissions; cost effective

Council Report

penticton.ca

Date: June 19, 2018 File No:
To: Peter Weeber, Chief Administrative Officer
From: Shawn Filice, Electric Utility Manager
Subject: **City FortisBC Supply of Electricity Wholesale Service - Amendment Agreement**

Staff Recommendation

THAT Council approve the Amending Agreement as attached to the report titled "City FortisBC Supply of Electricity Wholesale Service – Amendment Agreement";

AND THAT Council authorize the Mayor and Corporate Officer to execute the Agreement.

Strategic priority objective

Good Governance: Provide Services that support quality of life, protect our health, enhance public safety, and promote economic and the social well-being of our community.

Background

On December 1, 2013 Council passed Resolution 666/2013, see Attachment B authorizing Mayor and Corporate Officer to execute a wholesale power purchase agreement with FortisBC. The wholesale power purchase agreement sets out how the parties will conduct themselves with respect to the following items:

- Conditions of Supply
- Interconnected Operations
- Invoicing and Payment
- Conditions of Service
- Metering

On December 7, 2015 Council passed Resolution 581/2015, see Attachment B authorizing the Mayor and Corporate officer to execute an amending agreement which removed and replaced Appendix A of the agreement in recognition of a new electrical supply point at Westminster Substation.

The existing agreement is due to expire December 1, 2018 and it is desirous to renew the agreement for another 5 years in accordance with Clause 2.01 of the agreement.

In addition to renewal, the agreement needs to be updated to incorporate the recent changes to the electrical distribution system; below is a summary of those changes:

- Naramata Feeder Tie – A new point of delivery has been added at the City limits on Naramata Road which will help to improve Reliability of Supply while assisting with Voltage Conversion plans;
- R. G. Anderson Substation - By August 31, 2018, FortisBC will complete the upgrade to the R.G. Anderson (aka "Carmi") Substation thereby adding a new 13kV supply voltage at this point of delivery;
- Electric Utility Service Territory – Plans are underway to incorporate the Wiltse lands located near the Skaha Bluffs into the Electric Utilities service territory.

Financial implication

No change. Electricity Rates are set by the British Columbia Utilities Commission and Annual Budgets incorporate any changes.

Analysis

Staff, legal counsel and FortisBC have conducted a fulsome review of the original agreement and aside from those items included in the amending agreement have confirmed the original terms and conditions can remain unchanged. The amending agreement is now ready for Councils consideration.

Alternate recommendations

THAT Council send the "Amending Agreement for the Supply of Electricity Wholesale Service" between FortisBC and the City of Penticton back to staff for further work and negotiation.

Attachments

Attachment A – Amending Agreement

Attachment B – Council Resolutions October 21, 2014 (666/2013); December 7, 2015 (581/2015)

Respectfully submitted,

Shawn Filice, MBA, P. Eng.
Electric Utility Manager

Approvals

General Manager of Infrastructure	CAO
	PW

Attachment A – Amending Agreement

THIS AMENDING AGREEMENT made this 19th day of June, 2018,

BETWEEN:

FORTISBC INC.
1975 Springfield Road, Kelowna, British Columbia, V1Y 7V7

("FortisBC")

AND:

THE CORPORATION OF THE CITY OF PENTICTON
171 Main Street, Penticton, British Columbia, V2A 5A9

("City of Penticton ")

WHEREAS:

A. FortisBC and City of Penticton entered into an agreement for the supply of electricity wholesale service made as of December 1, 2013 which was amended by an amending agreement dated December 7, 2015 (collectively the "Agreement");

B. The parties have elected to renew the Agreement in accordance with Clause 2.01 thereof;

C. The parties are now desirous of amending the Agreement to update the termination date and Appendix "A" – Points of Delivery.

NOW THEREFORE, in consideration of the mutual promises herein and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged), the parties hereby covenant and agree as follows:

1. In this Amending Agreement, capitalized words and expressions used shall have the same meanings as are respectively assigned to them in the Agreement.

2. The Term of the Agreement shall be extended for an additional five (5) year term and shall now terminate on November 30, 2023. Accordingly, clause 2.01 shall be amended by adding a new clause 2.01 (a) as follows:

"2.01 (a) Renewal Term

A renewal term shall begin on December 1, 2018 and terminate on November 30, 2023. The original term and the renewal term are together, the "Term"."

3. The Agreement is amended by deleting Revised Appendix A and replacing it with Second Revised Appendix A attached hereto.

4. The Agreement is amended by deleting Appendix B and replacing it with Revised

Appendix B attached hereto.

5. This Amending Agreement shall be read together with the Agreement as modified.

6. This Amending Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia and the parties agree to attorn to the jurisdiction of the courts of British Columbia.

7. Words importing the singular include the plural and vice versa; words importing the masculine gender include the feminine and neuter genders; and words importing persons include individuals, sole proprietors, corporations, partnerships and unincorporated associations.

8. This Amending Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Delivery of an executed counterpart of this Amending Agreement by facsimile or electronic transmission shall be as effective as delivery of an originally executed counterpart hereof.

9. All un-amended terms and conditions shall remain in full force and effect.

10. This Amending Agreement shall be effective as of the date written above.

IN WITNESS of this Amending Agreement, the parties have duly executed this Amending Agreement.

THE CORPORATION OF THE CITY OF PENTICTON

Per: _____
Authorized Representative

Print Name: _____

Title: _____

Per: _____
Authorized Representative

Print Name: _____

Title: _____

FORTISBC INC.

Per: _____
Authorized Representative

Print Name: _____

Title: _____

Second Revised Appendix A to the Agreement for the Supply of Electricity - Wholesale Service between FortisBC Inc. and The Corporation of the City of Penticton

City of Penticton - Points of Delivery

1. Huth Avenue Substation
Description: 13 kV supply at Huth Substation
Nominal Voltage Supplied: 13 kV
Demand Limit: Summer 32 MVA
Winter 40 MVA

2. Waterford Substation
Description: 13kV Supply at Waterford Substation
Nominal Voltage Supplied: 13 kV
Demand Limit: Summer 32 MVA
Winter 40 MVA

3. Westminster Substation
Description: Load side of FortisBC's 2000 Amp disconnect on 8 kV Feeder to City
Nominal Voltage Supplied: 8.3 kV
Demand Limit: Summer 13 MVA
Winter 15 MVA

4. Westminster Substation
Description: Load side of FortisBC's 2000 Amp disconnect T3M-3
Nominal Voltage Supplied: 13 kV
Demand Limit: Summer 32 MVA
Winter 40 MVA

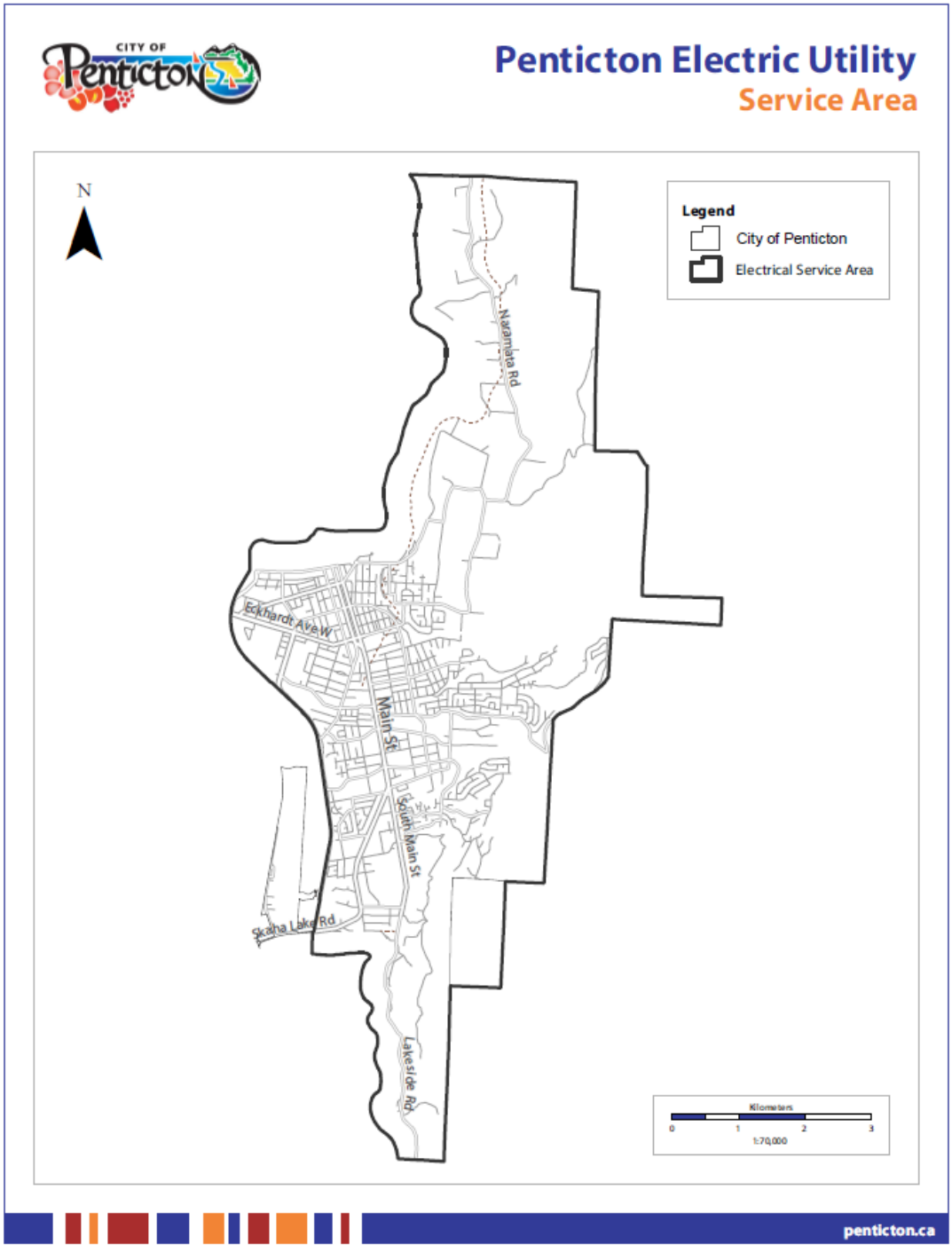
5. R.G. Anderson Substation
Description: Load side of FortisBC's 8 kV disconnect switch on 8 kV Feeder to City
Nominal Voltage Supplied: 8.3 kV
Demand Limit: Summer 20 MVA
Winter 25 MVA

6. R.G. Anderson Substation
Description: Load side of FortisBC's 13 kV disconnect switch RGA DB2-1
Nominal Voltage Supplied: 13 kV
Demand Limit: Summer 32 MVA
Winter 40 MVA

7. Naramata Feeder Tie
Description: LBS1-COPFBC located on FortisBC Pole #45L-130
Nominal Voltage Supplied: 13 kV
Demand Limit: 2.2 MVA

Revised Appendix B to the Agreement for the Supply of Electricity - Wholesale Service between FortisBC Inc. and The Corporation of the City of Penticton

SERVICE AREA MAP



October 21, 2014 Council Resolution 666/2013 FortisBC Supply of Electricity Wholesale Service Agreement

666/2013 **It was MOVED and SECONDED**

THAT Council approve the "Agreement for the Supply of Electricity Wholesale Service" between FortisBC and the City of Penticton for a five year term with the ability to renew on the same terms and conditions for a further five years, as included in Attachment "A;

AND THAT Council authorize the Mayor and Corporate Officer to execute the Amending Agreement.

CARRIED UNANIMOUSLY

December 7, 2015 Council Resolution 581/2015 Amendment to City FortisBC Supply of Electricity Wholesale Service Agreement

581/2015 **It was MOVED and SECONDED**

THAT Council approve the Amending Agreement as contained in Attachment "A" to remove and replace Appendix A to the December 1, 2013 "Agreement For The Supply of Electricity Wholesale Service" between FortisBC and the City of Penticton; AND THAT Council authorize the Mayor and Corporate Officer to execute the Amending Agreement.

CARRIED UNANIMOUSLY

Council Report

penticton.ca

Date: June 19, 2018 File No:
To: Peter Weeber, Chief Administrative Officer
From: Jim Bauer, Chief Financial Officer

Subject: Land Acquisition and Lease Renewal Policy

Staff Recommendation

THAT Council approval the Land Acquisition Policy dated June 19, 2018;

AND THAT Council approve the Renewal of Leases and Licenses Policy dated June 19, 2018.

Strategic priority objective

These Policies align with the Council Priorities of Good Governance and Fiscal Sustainability.

Good Governance – ensuring clear practices are in place brings certainty for tenants that lease City properties.

Fiscal Sustainability – maximizes value to the City and community when acquiring land for City use.

Background

The City is currently strengthening its land management practices. The proposed policies establishes a formal process for the acquisition of land and the renewal of leases and licenses.

Major components of the Land Acquisition Policy include:

- Land parcels this policy pertains to
- Practices for advancing proposals
- Features considered with prioritizing land acquisitions
- Assessment criteria for considering acquisition proposals
- Determining land value
- Sources of funding

Major component of the Renewal of Leases and Licenses Policy include:

- Scope of properties this policy pertains to
- Associated policies related to renewals

- Process and timelines for consideration of renewals
- Assessment criteria for consideration of renewals

Financial implication

There are no direct financial implications to these policies.

Analysis

Acquisition of property for the City needs to be strategic in nature and be assessed against defined criteria with a clear process for determining land value and a means to fund the land acquisition. This policy provides criteria and a means to prioritize potential acquisitions.

The end of a lease or license term can create uncertainty for tenants. The Renewal of Leases and Licenses Policy establishes clarity around the end of an agreement and what criteria is used by the City in considering such renewals.

Alternate recommendations

That Council decline the approval of Land Acquisition and Renewal of Leases and Licenses Policies.

That Council approve the policies with specific amendments as directed by Council.

Attachments

Attachment A – Land Acquisition Policy

Attachment B – Renewal of Lease and License Policy

Respectfully submitted,

Jim Bauer
Chief Financial Officer

Approvals

DDS	Chief Administrative Officer
AH	PW

Council Policy

penticton.ca

Approval date: June 19, 2018 **Resolution No.:**

Subject: Land Acquisition Policy

Goal

The Land Acquisition Policy outlines the broad principles guiding land acquisition decisions by the City.

Principles:

The City will:

- Strive to strategically acquire lands in a way that ensures maximum benefit to the community.
- Use the land sale acquisition reserve to receive land inventory sales proceeds as per section 188 (e) of the Community Charter. These increases will be used to offset the decrease in the reserve as a result of strategic acquisitions and development of properties.
- When opportunities arise, actively pursue opportunities for Public-Private Partnerships as a means to achieve maximum benefit from City lands.

Scope

This policy applies to all potential land parcels that the City is considering acquiring.

Exclusions

This policy does not apply to expropriation, road dedication, easements or rights of way.

Policy

The purpose of the Land Acquisition Policy is to identify the City's priorities for land acquisition, the assessment criteria for potential land acquisition parcels and to describe the potential methods for acquiring land. It is intended as a tool to evaluate land acquisition opportunities.

Roles and Responsibilities

When a land acquisition opportunity arises, staff will present it to Council in a report evaluating it in accordance with the Land Acquisition Policy and identifying how the acquisition is proposed to be funded if recommended for purchase by staff.

Each acquisition shall be considered on its own merits by Council.

Procedures and Guidelines

The City shall prioritize land with the following features for acquisition:

- Shoreline or waterfront access
- Environmentally significant areas
- Natural features
- Provision of new parkland and trails in deficient areas
- Connections or additions to existing parks and trails
- Cultural heritage and historic sites
- Suitability for future civic buildings/City infrastructure needs
- Potential for future affordable housing

The City shall use the following land assessment criteria to evaluate acquisition proposals:

- Ecological significance and habitat values
- Public benefit
- Financial feasibility
- Connectivity to other parks and trails
- City infrastructure needs and operational efficiencies
- Short and long term operations costs associated with the lands
- Location and size
- Risk of environmental liability costs

'Equivalent' land may be acquired where a future need is identified within a particular area of the City and a similar parcel of land becomes available in that area for purchase. The goal would be to hold the property until such time that the City is prepared to develop park/infrastructure, etc., at which time the equivalent land would be sold at current market value to provide the funds required to purchase the actual land required by the City. The goal would be to ensure any increases in land acquisition cost based on increasing property values in that area will be protected by having an equivalent parcel held in reserve.

The City may use the following funding sources to acquire land:

- Parkland Acquisition Reserve Fund
- Land Acquisition Reserve Fund
- Municipal borrowing
- Park land development cost charges
- Property tax levy to build a land acquisition fund
- Donations for tax incentives
- Estate gifts through wills
- Through partnerships with other levels of government, including First Nations or other agencies

Determining Land Value for Acquisition

- When a property is being considered for acquisition the City will obtain a third-party independent appraisal which will be based to determine the current market value under existing zoning
- The City will only pay in excess of the appraised value under exceptional circumstances.

Land acquisition priorities, assessment criteria and methods of acquisition identified in this strategy may be amended from time to time as new information or opportunities arise.

Previous revisions

n/a

Certified Correct:

_____

Council Policy

penticton.ca

Approval date: June 19, 2018 **Resolution No.:**

Subject: Renewal of Leases and Licenses of City Owned Property Policy

Goal

The Leases and Licenses of City-Owned Property - Renewals Policy establish guidelines to determine whether leases and licenses of City-owned property may be considered for renewal.

Scope

The policy applies to all leases and licenses of City-owned property including land and buildings or portions thereof.

Associated Policies

This policy should be read in accordance with the following other bylaws and policies:

- Official Community Plan
- City of Penticton Zoning Bylaw
- Park Land Protection & Use Policy
- City Land Disposition Policy

Definitions

Lease/license means a right provided to a party to occupy, hold or otherwise use City-owned land or buildings (property) and includes leases, licenses to use, licenses to occupy, Temporary Use Permits and any other terms where the City provides another party access to use City property or buildings except where these are facilities rentals or other agreements that fall under a separate and distinct policy.

Policy

The City enters into miscellaneous types of leases and licenses for City-owned property. The terms of these agreements vary. Many lease and license holders will request that the City renew their agreements upon expiry. It is important that the City consider the best interests of the community in these decisions and ensure a fair public process that allows for open competition of access to City-owned property when appropriate.

Initial agreements entered into with lease and license holders will include:

- the term of the lease/license;
- any options for renewals;
- what a lease/license holder should expect at the end of a term including whether the City will issue a competitive process such as a request for Expressions of Interest (EOI) or a Request for Proposals (RFP) to determine any other interest in the property;
- The agreement will also notify the timeframe upon which City decisions regarding renewal will occur (e.g. 180 days prior to conclusion of agreement).

Agreements that are silent on renewal options or contemplate a renewal will be determined on a case-by-case basis, taking into account the criteria listed in Appendix A.

A renewal should consider any changes in market value to be applied to an extended agreement. It is important for staff to identify and quantify any risks for the City and community should the lease/license be renewed.

If the request for a renewal is not approved by Council, and the lease/license holder has made significant investment in capital or reputation, any competitive process offered publicly may include the need for the successful submission to compensate the current lease/license holder for the improvements that have not yet been financially recovered. It would be incumbent upon the current lease/license holder to prove the value vested in the improvements and the City may have these claims audited and appraised independently.

In the management of its lands, the City of Penticton considers the present and future need for its property from an operational perspective and from land use policies dictated by the City's Official Community Plan and other City plans. In some cases there is no present or future use for any municipal purpose and it may be beneficial to sell the property. In other cases there may be no present need required but a future need is certain or even uncertain, and the optimum form of disposition is through a lease or license arrangement to provide benefit to the community while keeping the land as part of the land reserve.

Previous revisions

n/a

Certified Correct:

_____

DRAFT

Appendix A: Lease/License Renewal Assessment Criteria

The Assessment Criteria shall ensure that:

- Clear desirable benefits are identified that directly address a defined objective or Community need;
- The request for renewal reflects the strategic and policy direction of the City;
- The use is compliant with the Official Community Plan and Zoning Bylaw and has operated as good tenant; and
- The request for renewal reflects the values of the wider Community and receives their support.

Demonstration of unique benefits:

- The lease/license holder has made significant capital investments in or on the property.
- The service(s) provided by the lease/license holder cannot be readily delivered by others, including competitors.
- Attributes, which may not necessarily stand alone as unique but, when combined, create a "unique" agreement between the City and the lease/license holder. This may include innovative ideas, including financial arrangements or a unique ability to deliver a strategic outcome.
- The lease/license holder delivers economic benefit for the City that would provide financial benefits/savings that would not otherwise be achieved.
- The lease/license holder owns something that would limit City from achieving the same beneficial results from an alternative lease/license holder.
- The request for renewal will deliver improved infrastructure and/or services to the Community.
- There is a community demand for outcomes from the lease/license renewal.

Demonstration of City objectives:

- The proposed use of the land aligns with Council's Priorities.
- The lease/license will not conflict with identified potential uses for the surrounding properties.
- The use of the property aligns with the Official Community Plan and other City of Penticton plans.
- The lease/license shows evidence of economic, social or cultural benefits to the Community.
- Consideration of any significant natural or environmental features.

DRAFT

Council Report

penticton.ca

Date: June 19, 2018 File No: PRJ2017-363
To: Peter Weeber, Chief Administrative Officer
From: Blake Laven, Planning Manager
Subject: **257 Scott Avenue – Correspondence**

Staff Recommendation

THAT Council, after review of the correspondence received by the owner of 257 Scott Avenue and the contents of this report, select from one of the following options:

Option 1

THAT Council deny the request to remove the Housing Agreement condition for "Development Variance Permit PL2018-8115".

Option 2

THAT Council support the request to issue "Development Variance Permit PL2018-8115" without the requirement for the registration of a Housing Agreement against the property;

AND THAT staff are directed to prepare a repeal bylaw for "Housing Agreement (257 Scott Avenue) Bylaw No. 2018-17";

AND THAT staff are directed to issue the amended permit accordingly.

Background

On February 6, 2018, Council approved "Development Variance Permit PL2018-8115" a permit reducing the overall parking requirements to accommodate the construction of 4 new suites added to the existing apartment building at 257 Scott Avenue (see attached report). The variance waived the required 13 spaces of visitor parking for the building, leaving 52 parking spaces for the proposed 52 units of housing (1 parking space per unit of housing).

Approval of the variance was conditional on the property owner entering into a Housing Agreement with the City ensuring that four units within the building, would be reserved for persons from the City's supportive housing register. Persons on the registry include those who are experiencing homelessness or are at risk of experiencing homelessness, for a period of 20 years. The justification for the variance was that persons on the registry would likely not drive, thus reducing the real demand for parking in the complex.

The owner of the property had agreed to these terms and supported the Housing Agreement requirement. But the owner was not aware at the time of agreement that entering into the Housing Agreement would

affect the financing of the building. Prior to finalizing the registration of the Agreement the owner was advised by Canadian Housing and Mortgage Corporation (CMHC), the organization that guarantees mortgage financing, that if the restrictive notation was placed on the title, which is a requirement of a Housing Agreement Bylaw, that the borrowing rate for financing would increase.

Because of the hardship of having the Housing Agreement on the title, the owner is now requesting that Council support the variance permit to allow the four units to proceed without the requirement to enter into the Housing Agreement.

Not having the housing agreement in place, removes the guarantee that the units will be reserved for those from the supportive housing registry.

The owner, however, has entered into a separate agreement with the South Okanagan Similkameen Brain Injury Society (SOSBIS), Landlord Partnership Program. Under the terms of that agreement, which is attached for Council's review, SOSBIS will be placing persons from the supported housing registry into the building and providing supports such as guaranteed response to landlord concerns, financial assistance to the tenant, eviction prevention assistance and damage claim support (see attached agreement).

This agreement though is not enforceable from the City and does not stay with the property when the property is sold. It is only an agreement with the current owner of the lands and SOSBIS.

Financial implication

If the developer does not enter into the Housing Agreement, the project will not be eligible for a DCC reduction. The owner is aware of this. The DCCs are applicable to the project are $22,192. These are funds that will go towards City sewer, water, transportation, stormwater and parks infrastructure.

Analysis

Staff feel that the only way to guarantee the housing will go towards persons on the supportive housing register was to enter into a Housing Agreement and have that Agreement registered on title. The justification for waiving the parking requirement was that it would be unlikely that persons on the supportive housing register would drive – justifying the overall reduction in parking for the building. Without the Agreement on title, this guarantee is not in place.

That said, the reduction of parking to a 1 per unit calculation is not unprecedented and support for the variance with or without the Housing Agreement requirement will ensure 4 additional affordable units will enter the very tight rental market. The size of each of the units will also ensure that they will provide for much needed housing in the community.

Support for Option 1: Deny the request

Council may feel that the only reason they agreed to support the variance to reduce the parking was because there would be a guarantee in place with the Housing Agreement listed on title. Council may also feel that the agreement with the Brain Injury Society is not sufficient to guarantee the units will go towards persons on the supportive housing register. If that is the case, Council should deny the request to issue the variance without the requirement for a Housing Agreement.

If Council decides to proceed as outlined in Option 1, the property owner would either have to abandon the project, or proceed with the registration of the Housing Agreement and deal with the reduced ability to finance the building.

Support for Option 2: Support the request to issue the permit without the requirement for a Housing Agreement

If council feels that the agreement with the Brain Injury Society is a sufficient guarantee and are satisfied with a one to one (suite to parking space) parking ratio, then Council should support the request to support the variance without the requirement for the registration of the Housing Agreement. If this is the case, Council should direct staff to prepare a repeal bylaw for the Housing Agreement Bylaw and direct staff to amend and issue the permit accordingly.

Attachments

Attachment A – Letter of request from the owner of 257 Scott Avenue
Attachment B – Landlord Partnership Agreement between South Okanagan Brain Injury Society and the owners of 257 Scott Avenue
Attachment C – February 6, 2018 Council Report

Respectfully submitted,

Blake Laven, MCIP, RPP
Planning Manager

Approvals

Director	Chief Administrative Officer
AH	PW

Attachment A
Letter of Request from the owner of 257 Scott Avenue

RECEIVED
CITY OF PENTICTON
MAY 30 2018
BUILDING DEPARTMENT

May 28 2018

City of Penticton
Planning Department
Building Department

Re: 257 Scott Ave Penticton
Addition of Four suites

I would like to amend the variance that was passed unanimously by counsel and remove the stipulation dictated by the City that there must be 20 year agreement with BC Housing and a Covenant against title.

The agreement (Covenant) drastically reduces the ability to finance the building and was never mentioned at any time before or during the variance process. I have completed all other aspects that the city required and am still willing to enter into the 10 agreement with the Brain injury Society that we spent over a month drawing up.

I would like to amend the agreement to one of the following:

1) Same agreement drawn up by city except for 10 years and no covenant against title
2) Grant the variance to build suites with no stipulation to rent to any specified group.

Jeff McFarland

Attachment B
Partnership Agreement between SOSBIS and owner of 257 Scott Avenue

LANDLORD PARTNERSHIP AGREEMENT

Overview

M & J Apartments agrees to partner with South Okanagan Similkameen Brain Injury Society (known as "SOSBIS"), to extend housing opportunities for individuals as part of the 100 Homes Penticton project. M & J Apartments will designate four (4) bachelor suites to the SOSBIS housing program for a period of twenty (20) years as per discussions and agreement with the City of Penticton planning department.

As part of a partnership under the 100 Homes Penticton project, SOSBIS will offer M & J Apartments the following benefits:

- Tenants who are ready to succeed in rental housing
- Guaranteed response to landlord concerns
- Support services to tenant (including rental responsibility and money management training)
- Eviction prevention assistance if tenants encounter financial difficulties
- Damage claim support for M & J Apartments if physical damage done to units

In exchange, M & J Apartments agrees to apply alternative screening criteria which still comply with fair housing laws, to the applicants who are receiving support services from SOSBIS.

Partnership Expectations

M&J Apartments and SOSBIS agree to use their best efforts to meet the expectations set out below.

Expectations of SOSBIS:

1. SOSBIS will refer clients to M & J Apartments for consideration of tenancy.

2. Prior to referring clients for tenancy, SOSBIS will have worked closely with clients to conduct preliminary evaluation, individualized goal plan development, and rental and financial management review.
   a) SOSBIS will refer those clients that are receiving Persons With Disabilities (PWD) funds (or similar funding program) and / or rent supplements for shelter, in order that direct payments to M & J Apartments can be arranged.
   b) SOSBIS will have prior discussion with M & J Apartments if SOSBIS would like to refer a client that is not receiving PWD (or similar funding program) for shelter, and therefore not eligible for direct payment arrangements; M & J Apartments will decide as to suitability for tenancy.

3. SOSBIS will help the clients to develop goal plans to address any issues or problems identified so that clients will be successful in their tenancies.

4. SOSBIS will provide ongoing support services, individual goal planning, coordination with other community services, referral to community resources and money management assistance as needed.
   a) SOSBIS will regularly meet with clients in the rental unit as part of BC Housing reporting and in home visits requirements .

5. SOSBIS will have prior discussion with M & J Apartments if SOSBIS recommends a client, who is a pet owner, for tenancy interview.

6. SOSBIS will assist to complete processes for ministry direct payment of shelter portion to M & J Apartments, as is appropriate.
   a) Tenancy will be contingent on direct payments where ministry funding involved.
   b) SOSBIS will include in direct payment arrangements flagging for ministry to contact SOSBIS if a tenant terminates direct payment arrangements; in such an instance SOSBIS will counsel tenant as to impact of rearranging payments, which will result in ending tenancy.

7. In some instances it will not be possible for SOSBIS to assist in arranging direct payments.
   a) Canada Pension Plan does not provide direct payments to landlords.

8. SOSBIS will provide rent supplements directly to M & J Apartments if clients are eligible for rent supplements and depending on supplement criteria.

9. The Housing Locator (or other SOSBIS designate) will be available to M & J Apartments regarding any issues that arise concerning the referred client.
   a) The Housing Locator (or other SOSBIS designate) and the SOSBIS housing program staff will develop plans to address any issues that arise related to the client's tenancy.
   b) If damages occur despite early interventions, SOSBIS will support M & J Apartments to recover the loss from damages (damage deposit, client repayment plan, etc.).

10. SOSBIS clients will follow Residential Tenancy regulations and provide proper notice prior to vacating a unit.
    a) The client is responsible for cleaning the unit upon vacancy.
    b) The client agrees to pay for professional cleaning if client cleaning is insufficient.
    c) M & J Apartments will hire the cleaner for cleaning and bill client.

11. SOSBIS will maintain regular and ongoing connection with accepted tenants in order to uphold all intents of this agreement.

12. SOSBIS will actively encourage ongoing feedback from M & J Apartments regarding the services being provided to M & J Apartments through this partnership.
    a) SOSBIS commits to using the feedback from this evaluation process to maintain a good working relationship with M & J Apartments.

Expectations of M & J Apartments:

1. M & J Apartments will designate four bachelor suites at 257 Scott Avenue to the SOSBIS housing program.
   a) M & J Apartments will decide which four units to designate.

2. M & J Apartments will determine tenant selection.
   a) M & J Apartments will advise the SOSBIS Housing Locator as to suitable vacancies.

b) M & J Apartments will provide non-personal information about tenancies in neighboring suites in order that the SOSBIS Housing Team can make the best recommendations for M & J Apartments to consider for interview and possible tenancy.
c) M & J Apartments will follow own vetting process for tenant selection but will use alternative screening criteria in reviewing referred clients' application for tenancy; alternative screening will include but is not limited to: flexibility with reference requirements and rental history, and emphasis on interview.
d) M & J Apartments will interview SOSBIS recommended clients for tenancy and make final decisions.
e) M & J Apartments can decline SOSBIS candidates.
f) If M & J Apartments has not accepted a SOSBIS candidate within five days after one month notice has expired, M & J Apartments will select another tenant from M & J Apartments pool of applications.
g) M & J Apartments will notify SOSBIS when a suitable vacancy arises; SOSBIS will review client list for suitable referral to M & J Apartments.

3. M & J Apartments will provide rental agreement documents to successful applicants.
   a) M & J Apartments will include tenancy contingent on direct payment arrangements in rental agreement terms.

4. M & J Apartments will strive to give SOSBIS a copy of the unsigned rental agreement and house rules before or during the application process so that SOSBIS can review the rental rules and responsibilities with the client.

5. SOSBIS staff will be present to assist the client during the move-in inspection.

6. M & J Apartments will provide SOSBIS with a copy of the signed rental agreement, any house rules and the completed Move-In Condition Report (signed by M & J Apartments and tenant) within 14 days after the tenant moves in.
   a) M & J Apartments will send to SOSBIS a copy of any changes to the rental agreement and any house rules at the same time that the tenants are notified of the changes.

7. M & J Apartments will provide clients referred by SOSBIS with housing that is market value and well maintained over the length of the clients' tenancies.
   a) M & J Apartments will charge market value rent (currently starting at $700.00 – $750.00 per month depending on age of suite).
   b) M & J Apartments will follow Residential Tenancy regulations regarding annual rent increases.

8. M & J Apartments will communicate immediately with the SOSBIS Housing Locator (or other SOSBIS designate) when problems arise with SOSBIS referred clients; problems may include issues raised during the application process or during tenancy.

   Specifically M & J Apartments commits to notifying SOSBIS in the event of:
   a) Issues that may lead to a written notice to the tenant
   b) Any type of written notice to the tenant
   c) Late payment of rent
   d) Any other issues or action that may affect the continuation of tenant's tenancy

e) Awareness of any potential or actual damage to the rental unit

The goal is to communicate with SOSBIS and work together to resolve issues BEFORE moving towards an eviction and / or any action that may jeopardize the tenant's housing. Given the unique needs of individuals, M & J Apartments must first communicate any concerns directly to the SOSBIS Housing Locator, so that the SOSBIS housing team can decide how the situation is best handled with the client, and who is best suited to speak with the client.

9. M & J Apartments will quickly notify the SOSBIS Housing Locator (or other SOSBIS designate) when issues arise and work closely with the SOSBIS Housing Team to prevent damages.

10. M & J Apartments will follow Residential Tenancy regulations regarding assessing damages and utilization of damage deposit money.
    a) M & J Apartments will have ongoing and regular communication in order to mitigate possible damages.

11. M & J Apartments will communicate directly with the SOSBIS Housing Locator (or other SOSBIS designate), or Executive Director, whenever any issues or concerns arise regarding this partnership.
    a) The goal is to strengthen this partnership and provide an opportunity for correction and improvement before moving towards any action that may jeopardize this Partnership Agreement.
    b) Every year that this Partnership Agreement is in place, M & J Apartments and SOSBIS will provide mutual feedback on this partnership.

OTHER:

If M & J Apartments decides to sell 257 Scott Avenue, potential future sales will be contingent on continuation of this agreement.

If SOSBIS should no longer be involved in the 100 Homes Penticton project, M & J will be consulted as to transfer of this agreement to another Penticton community organization (having same responsibilities and intent to find housing and provide support for individuals who are ready to succeed in rental housing). There must be mutual agreement as to the organization selected for continuation with the agreement.

This Agreement is hereby effective as of January 2, 2018. This agreement applies to all clients referred by SOSBIS as part of the 100 Homes Penticton project to four bachelor apartments owned and operated by M & J Apartments until the partnership has been terminated.

This Agreement will terminate at the end of the twenty (20) year term as agreed upon by M & J Apartments and the City of Penticton.

Linda Sankey, SOSBIS (Executive Director) — Feb 9, 2018 — Date

Jeff McFarland, M & J Apartments — Feb 9/18 — Date

Attachment C
February 6, 2018 Council Report (attachment not-included)

CITY OF Penticton

Council Report

penticton.ca

Date: February 6, 2018 File No: DVP PL2017-8115
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner I
Address: 249 & 257 Scott Avenue

Subject: Development Variance Permit PL2017-8115

Staff Recommendation

THAT Council approve "Development Variance Permit PL2017-8115" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 16905, located at 249 Scott Avenue and for Parcel B (Plan B837) of Lot 3 District Lot 250 Similkameen Division Yale District and of District Lot 1 Group 7 Similkameen Division Yale (Formerly Yale Lytton) District Plan 582, located at 257 Scott Avenue, a permit to waive the visitor parking requirements and to reduce the minimum amenity space from 20m^2 to 0m^2;

AND THAT approval of "Development Variance Permit PL2017-8115" be conditional on the following:

- That the developer entering into a Housing Agreement with the City of Penticton requiring participation in the South Okanagan Brain Injury Society (SOSBIS) landlord partnership program or other eligible similar program for four units within the building for a minimum of 20 years;
- That the two lots be consolidated;

AND THAT staff be directed to prepare a Housing Agreement Bylaw for the subject property;

AND FURTHER THAT staff be directed to issue "Development Variance Permit PL2017-8115" after registration of the Housing Agreement.

Background

The subject properties (Attachment A) are zoned RM3 (Medium Density Multiple Housing) and designated by the City's Official Community Plan as MR (Medium Density Residential). Photos of the site are included as Attachment E. A 48-unit apartment is constructed on the subject lands. The surrounding properties are zoned RD1 (Duplex Housing), RM2 (Low Density Multiple Housing). Surrounding properties are similarly designated by the OCP as MR (Medium Density Residential).

The owner has been in discussion with the South Okanagan Similkameen Brain Injury Society (SOSBINS) and has entered into their landlord partnership program where private market landlords provide units within their buildings for persons from the 100 Homes Penticton supportive housing registry. The persons on the registry are those with life situations that make them vulnerable to homelessness (low income, disability, recovering from addictions etc). The owner wishes to create four additional apartment units in the

apartment for the landlord partnership program by infilling part of the underutilized parking lot. This is seen as a low cost and low impact way to add additional units to the building and the city's rental stock.

The owner of the apartment building has been fixing the building up since purchasing the property approximately five years ago. The building has never had any vacancies in that time and there is strong demand for units as they become available. The new suites will be located on the ground floor of the building, integrated into the parking area as shown in the images attached as Attachment E of the report. Each suite is intended to have windows and doors into the central parking area and will be desirable studio units, according to the owner of the building.

Proposal

The applicant is proposing to convert eight parking spaces into four bachelor-suites. To do so, the applicant is requesting a Development Variance Permit to vary the following sections of Zoning Bylaw No. 2017-08:

- Section 6.5 (Table 6.5): to waive the visitor parking requirements.
- Section 10.9.3.1: to reduce the minimum amenity space from 20.0m² per unit to 0m².

Financial implication

As the developer is prepared to enter into a housing agreement with the City of Penticton for four units in the building to provide housing for individuals at risk of homelessness, the Development Cost Charge Reduction Bylaw provides for a 100% reduction of the applicable DCCs ($5,548 per unit X 4 = $22,192).

Technical Review

This application was forwarded to the City's Technical Planning Committee (TPC) and reviewed by the Engineering and Public Works Departments. Servicing and technical requirements have been identified and will be addressed at the building permit stage. If the requests for the variances are supported, BC Building Code and City bylaw provisions will apply.

Development Statistics

The following table outlines the proposed development statistics on the plans submitted with the variance application:

Item	Requirement RM3 zone	Proposed
Maximum Density:	1.6 FAR	1.6 FAR
Vehicle Parking:	-1 space per dwelling unit (52) + 0.25 per unit for visitors (13) = 65 required	52 spaces (variance required for 13 visitor spaces)
Amenity Area:	20m² per unit	0m² (variance required)
Other Information:	- The subject property is located within the General Multiple Family Development Permit Area, thus a development permit is required, which is staff-issuable.- The setbacks and building height do not apply as the construction will occur within the existing building footprint.	

Analysis

Support Variance

When considering a variance to a City bylaw, staff encourages Council to be mindful of any constraints on the property that makes following the bylaw difficult or impossible; whether approval of the variance would cause a negative impact on neighbouring properties and if the variance request is reasonable.

Section 6.5 (Table 6.5): to waive the visitor parking requirements.

- The building currently has 54 parking spaces for 48 dwelling units. Eight of those parking spaces are proposed to be converted to four dwelling units. The developer is prepared to reconfigure the existing parking layout to create 52 parking spaces for 52 dwelling units so that every dwelling unit is provided with one vehicle parking space. The developer is required to provide 0.25 spaces per unit for visitor parking for a total of 13 additional spaces. The variance before Council is to waive the visitor parking requirements.

- In the letter of intent submitted with the application, the building owner states that the parking spaces within the development are currently underutilized. Visitors to the building generally park on the street and many of the tenants do not drive vehicles. The owner has also stated that he does not charge for parking. Parking is free for tenants and is still underused. This has led to the opportunity to infill part of the parking for the new units and for a basketball court.

- Furthermore, the developer has agreed to enter into a housing agreement with the City to set aside a total of four units in the building for persons from the supported housing registry. It is anticipated that these residents will not have a vehicle. The apartment is in close proximity to the downtown and transit routes, strengthening the case for the variance request.

Section 10.9.3.1: to reduce the minimum amenity space from 20.0m^2 per unit to 0.

The developer is adding four units, thus 80m^2 of amenity space is required. The existing building is non-conforming as it does not meet the current requirement for amenity space. Although the amenity space is minimal, most of the units have decks or some form of amenity area. The buildings are two blocks from Kings Park and in close proximity to the library and museum. For these reasons and given that only four bachelor suites are being added and no amenity space is being removed, it is reasonable to support the variance.

For the reasons listed above, staff are recommending that Council support the variance requests, subject to the registration of the housing agreement.

Deny/Refer Variance

Council may consider that the proposed variance and reduction for visitor parking requirements will negatively affect the neighborhood. If this is the case, Council should deny the variance. The applicant has

advised that visitors to the complex rarely utilize on-site parking and on most occasions use the available on-street parking – as it is available for any member of the public.

Housing Agreement

The provincial *Local Government Act* gives the City the statutory authority to enter into a housing agreement with a developer for the following purposes:

- To restrict the form and tenure of housing units;
- To control the availability of units, including the manner in which the units will be made available to certain persons; and,
- To establish rents and leases that may be charged and how they may be increased over time

In this case, the agreement would require the property owner to have four (4) units dedicated to the supportive housing registry kept by 100 Homes Penticton and managed by the South Okanagan Similkameen Brian Injury Society's landlord partnership program. The agreement would be adopted as a bylaw. If Council is supportive of the variance permit request, staff will begin preparation of the agreement for Council's consideration at an upcoming meeting. Entering into the agreement would also qualify the developer to not pay development cost charges for the subject units, if the agreement was a minimum of 20 years in length.

Alternate Recommendations

1. THAT Council support DVP PL2017-8115 with conditions.
2. THAT DVP PL2017-8115 be referred back to staff.

<u>Attachments</u>

Attachment A:	Subject Property Location Map
Attachment B:	Zoning Map
Attachment C:	OCP Map
Attachment D:	Site Plan
Attachment E:	Photos of Subject Property
Attachment F:	Letter of Intent
Attachment G:	Development Variance Permit PL2017-8115

Respectfully submitted,

Randy Houle [redacted]

Randy Houle

Planner I

Approvals

DDS	CAO
[redacted]	PW

The Corporation of the City of Penticton

Bylaw No. 2018-31

A Bylaw to Amend Sign Regulation Bylaw No. 2013-17

WHEREAS the Council of the City of Penticton has adopted a Sign Regulation Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Sign Regulation Bylaw No. 2013-17;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Sign Regulation Amendment Bylaw No. 2018-31".

2. **Amendment:**

Sign Regulation Bylaw No. 2013-17 is hereby amended as follows:

2.1 Delete "POLITICAL SIGN" and its definition from Section 5.2.

2.2 Delete 7.3.3 (a) and (b) in its entirety.

2.3 Delete the following sections from 9. Signs Permitted by Zone:
9.2.1.3 Political signs
9.2.2.3 Political signs
9.2.3.3 Political signs
9.2.4.3 Political signs
9.2.5.3 Political signs
9.2.6.3 Political signs
9.2.7.3 Political signs
9.2.8.3 Political signs

READ A FIRST time this	5	day of	June, 2018
READ A SECOND time this	5	day of	June, 2018
READ A THIRD time this	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-32

A Bylaw to regulate the size, appearance and location of political signage within the City of Penticton.

WHEREAS under the *Local Government Act,* Council may, by bylaw, regulate political signage within the City of Penticton;

AND WHEREAS Council wishes to establish regulations under that authority;

NOW THEREFORE, the Council of the City of Penticton, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as "Political Signage Regulations Bylaw No. 2018-32".

2. Definitions

"POLITICAL SIGNAGE" Means a sign(s) that pertains to an election by the voters in the City of Penticton for City Council, School Board, Provincial and Federal Government or assent voting.

"SIGN LOCATIONS" Means the areas permitted within this Bylaw as shown in orange on Schedule A attached to and forming part of this Bylaw that have been dedicated as the only authorized areas, besides private property, where election signs may be located within the boundaries of the City of Penticton.

"GENERAL VOTING DAY" Means polling day under the *Canada Elections Act* or 'general voting day' under the *Local Government Act*, *School Act* (BC) or *Election Act* (BC), whichever is applicable.

3. Location

(a) Political signage is permitted on public lands within the orange areas identified in Schedule A - Sign Locations.

(b) Political signage is permitted on private lands, but does not include the public boulevard fronting private lands.

4. Restrictions

Political signage must not:

(a) Be installed prior to the end of the nomination period for a local election or prior to a federal or provincial election being called;

(b) Remain on public or private land for longer than 7 days after General Voting Day;

(c) exceed a maximum of 16 square feet per permitted location identified in Schedule A – Sign Locations;

(d) be supported by pins or anchors that penetrate deeper than 6 inches into the ground without first obtaining a utility locate from BC One Call;

(e) be located within 1 metre of a fire hydrant;

(f) Be unsightly or dilapidated;

(g) Be placed so as to interfere with traffic sightlines at street intersections or with the safety of vehicles, pedestrians or cyclists;

(h) Be placed so as to obstruct, simulate or detract from any traffic control device;

(i) Be attached in any way to a tree, bush, planter, waste or recycling receptacle, newspaper box, mail box, sign post, bridge or overpass structure, fence, or any city infrastructure;

(j) Be erected within 100 metres of a polling station on the day of an advance poll or General Voting Day;

(k) Unless authorized in writing by the City, no political sign shall display a logo, trademark or official mark in whole or in part owned or licensed by the City.

5. Candidate Responsibility

(a) It is the responsibility of each candidate and elector organization who place election signs in the City to ensure compliance with this bylaw.

(b) It is the responsibility of each candidate and elector organization to ensure there is no damage to City property or infrastructure, and if there is damage, the candidate or elector organization will be responsible for the cost of repairs.

6. Enforcement

Each day a violation of the provisions of this bylaw exists or is permitted to exist shall constitute a separate offence.

7. Severability

If any section, subsection, clause or phrase of this bylaw is held to be invalid for any reason by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of the bylaw.

8. General

Schedule A – Sign Locations Appendices 1 – 13 attached hereto form part of this bylaw.

READ A FIRST time this	5	day of	June, 2018
READ A SECOND time this	5	day of	June, 2018
READ A THIRD time this	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 1
Vancouver Hill/Front Street Roundabout

N

Meters

0 10 20 30 40

1:1,000

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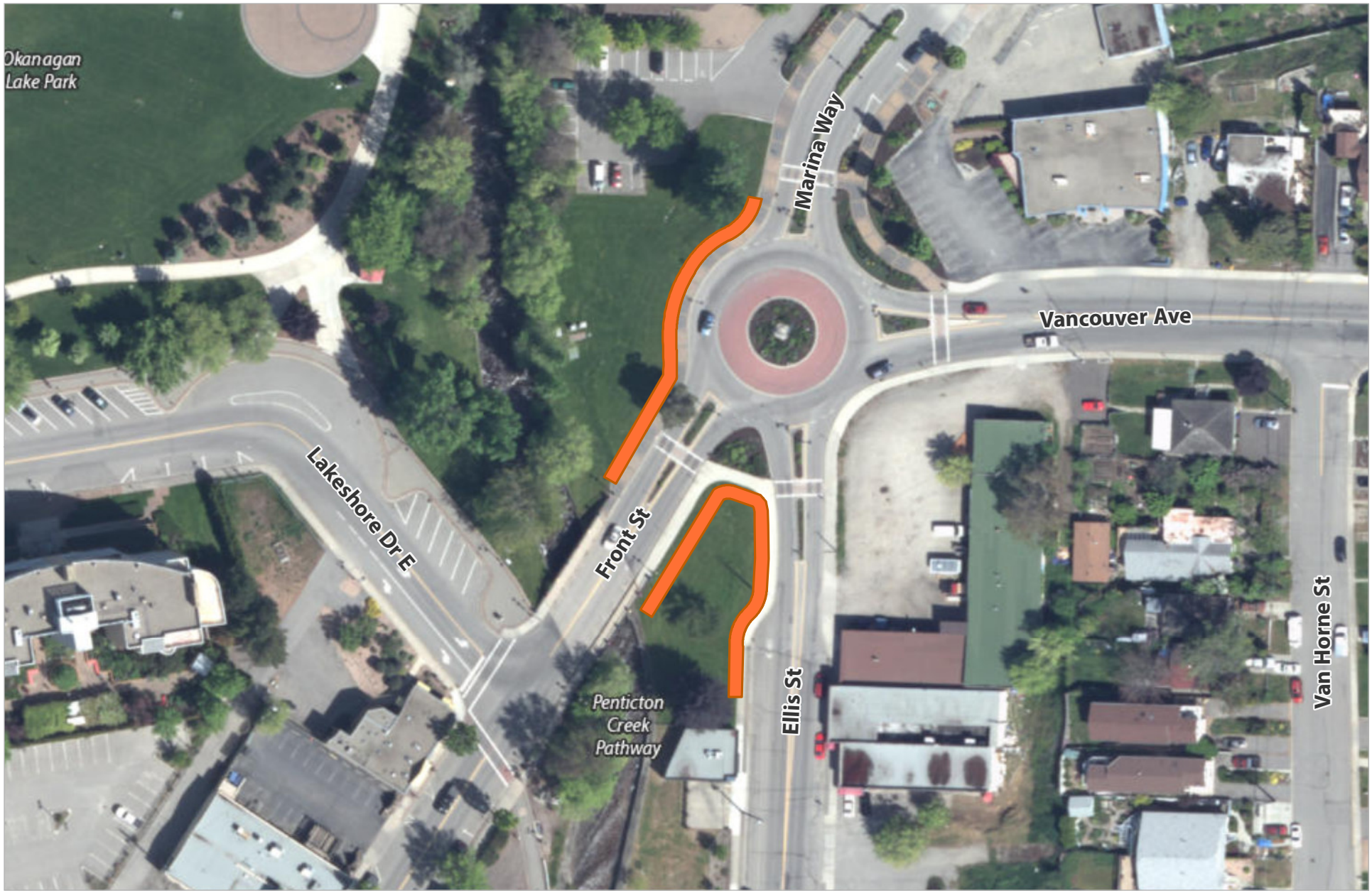

Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 2
North City

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 3
South Okanagan Events Centre Site

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32

Appendix 4

Main and Martin Street - Penticton Library and Museum

N

Meters

0 10 20 30 40

1:1,000

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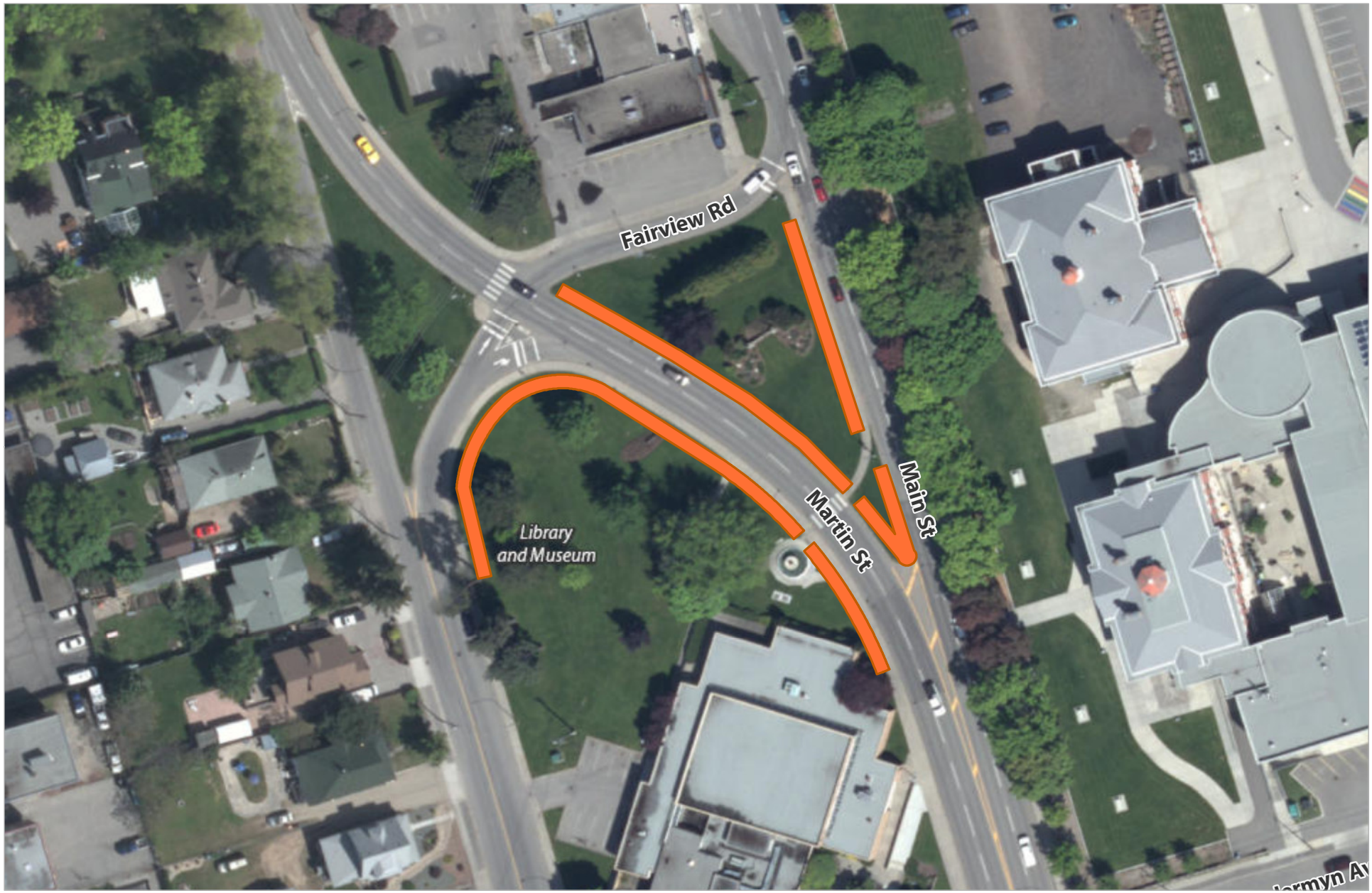

Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 5
Duncan Avenue East-Duncan Hill

N

Meters

0 10 20 30 40

1:1,000

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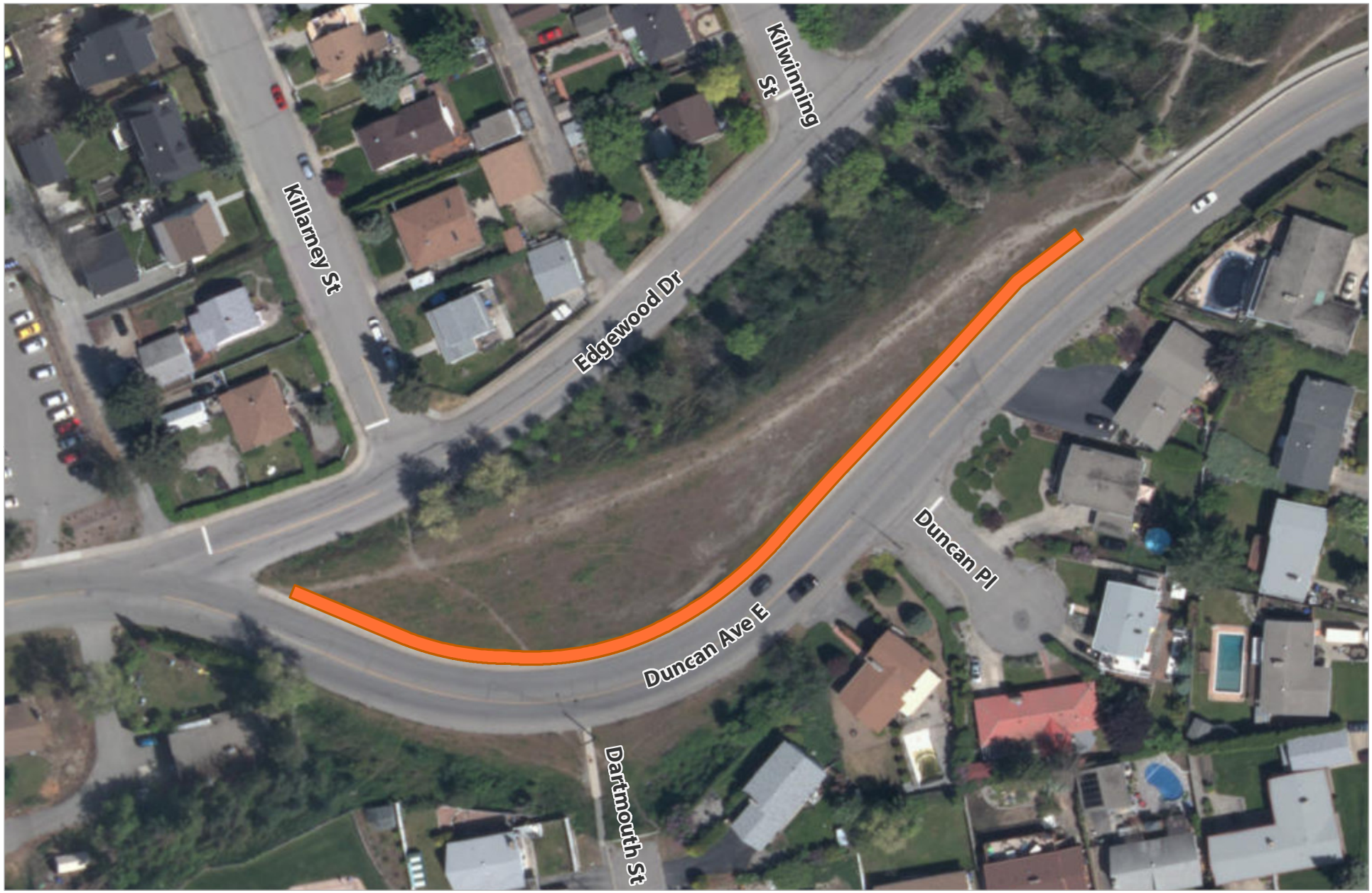

Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 6
Channel Parkway

N

Meters

0 10 20 30 40

1:2,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 7
Sudbury Beach

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 8
Skaha Park

N

Meters

0 10 20 30 40

1:2,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 9
Riverside Park

N

Meters

0 10 20 30 40

1:1,500

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 10
1099 Main Street

N

Meters

0 10 20 30 40

1:1,000

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 11
McLaren Arena

N

Meters

0 10 20 30 40

1:1,000

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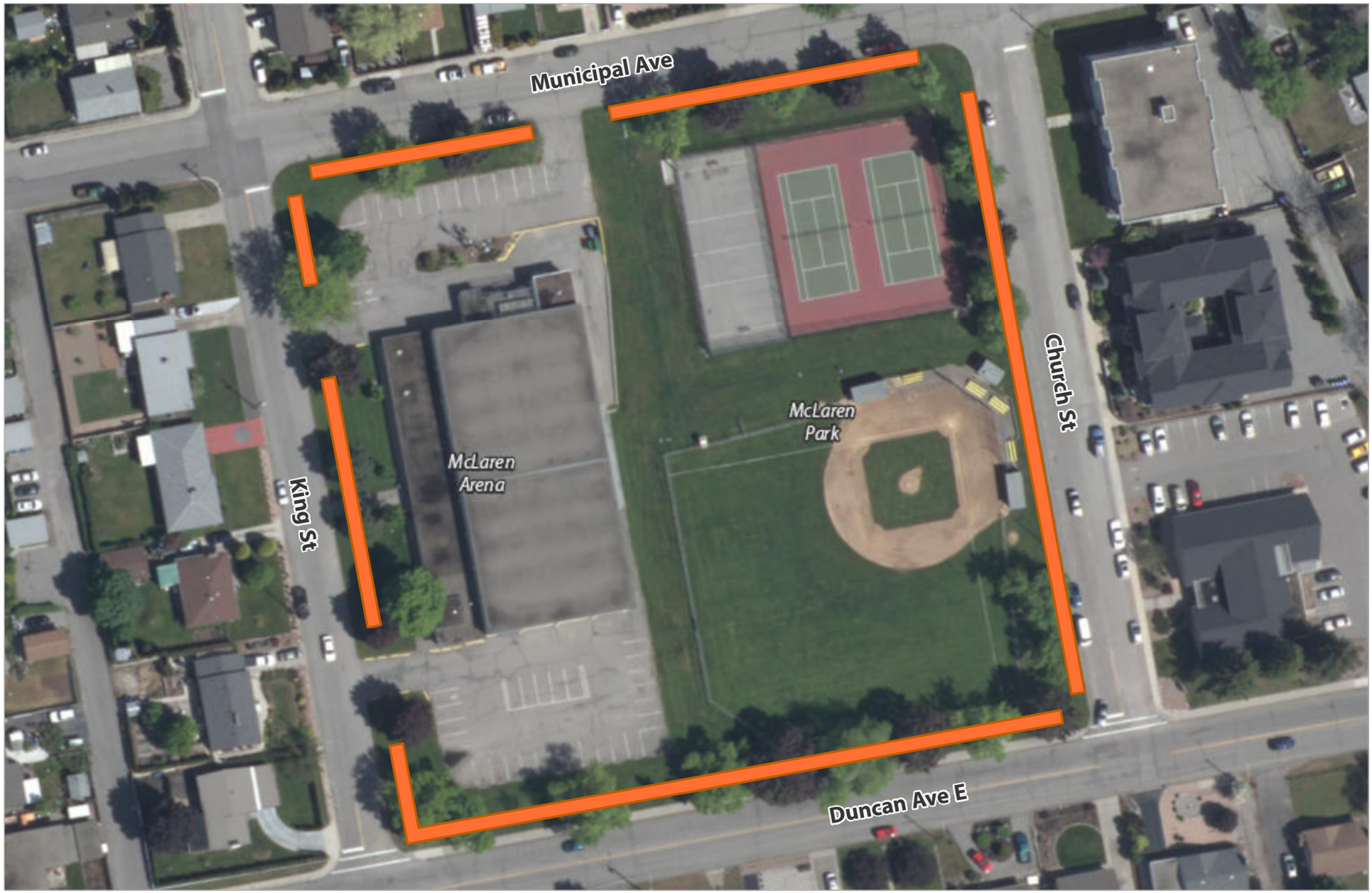

Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 12
City Yards

N

Meters

0 10 20 30 40

1:1,750

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Schedule A - Sign Locations

Political Signage Bylaw No. 2018-32
Appendix 13
Robinson Park/Penticton Senior's Centre

N

Meters

0 10 20 30 40

1:1,000

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The Corporation of the City of Penticton

Bylaw No. 2018-33

An amendment to regulate enforcement of bylaw notices

WHEREAS pursuant to the *Local Government Bylaw Notice Enforcement Act* and the *Community Charter,* the City may establish fine amounts for contravention of City bylaws;

AND WHEREAS the City of Penticton has adopted "Bylaw Notice Enforcement Bylaw No. 2012 – 5037";

AND WHEREAS the City of Penticton wishes to amend Schedule 'A' to "Bylaw Notice Enforcement Bylaw No. 2012 - 5037";

NOW THEREFORE the Municipal Council of The Corporation of the City of Penticton in open meeting assembled ENACTS as follows:

1. Title:

This Bylaw may be cited as the "Bylaw Notice Enforcement Amendment Bylaw No. 2018-33."

2. Amendment:

2.1 Amend Schedule 'A' by updating Appendices Index and by adding:

Appendix 22 – Political Signage Regulations Bylaw No. 2018-32

2.2 Appendix 22 attached hereto forms part of this bylaw.

READ A FIRST time this	5	day of	June, 2018
READ A SECOND time this	5	day of	June, 2018
READ A THIRD time this	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

APPENDIX 22

POLITICAL SIGNAGE REGULATIONS BYLAW NO. 2018-32

Description of Offence	Bylaw Section	Column A1 Fine	Column A2 Early Payment Penalty	Column A3 Late Payment Penalty	Column A4 Compliance Agreement Available
Erect a sign prior to the end of nomination period or prior to the election being called.	4 (a)	$100.00	$90.00	$110.00	No
Failure to remove a sign seven days after General Voting Day.	4 (b)	$100.00	$90.00	$110.00	No
Failure to comply with the requirements of the bylaw.	5 (a)	$100.00	$90.00	$110.00	No

The Corporation of the City of Penticton

Bylaw No. 2018-34

A Bylaw to establish various procedures for the conduct of elections.

WHEREAS under the *Local Government Act,* Council may, by bylaw, determine various procedures and requirements to be applied to the conduct of elections and assent voting;

AND WHEREAS Council wishes to establish voting procedures and requirements under that authority;

NOW THEREFORE, the Council of the City of Penticton, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as "Election and Assent Voting Bylaw No. 2018-34".

2. Definitions

2.1 In this Bylaw the following terms have the following meanings:

Acceptable mark means a completed mark which the **vote counting unit** is able to identify, which has been made by an elector in the space provided on the **ballot** opposite the name of any candidate or opposite either 'yes' or 'no' on any other voting question.

Automated vote counting system means a system that counts and records votes and processes and stores election or any voting results which comprises:

(a) a number of **ballot** scan **vote counting units**;
(b) a number of **portable ballot boxes** into which voted **ballots** are deposited where a **vote counting unit** is not functioning or being used.

Ballot means a single ballot card designed for use in an **automated vote counting system**, which shows:

(a) the names of all of the candidates for each of the offices to be filled; and
(b) all of the choices on all of the bylaws or other matters on which the opinion or assent of the electors is sought.

Ballot return override procedure means the use, by an election official, of a device on a **vote counting unit**, which causes the unit to accept a **returned ballot**.

Election headquarters means the location determined by the Chief Election Officer for that purpose.

Memory card means a computer software cartridge which is inserted into the **vote counting unit** and into which is pre-programmed the names of all the candidates for each of the offices to be filled, and the alternatives of "yes" or "no" for each question on the **ballot**, and which records and retains information on the number of acceptable marks made for each.

Portable ballot box means a ballot box, for use in the election, where a **vote counting unit** is not being used at the time of voting.

Results tape means the printed record generated from a **vote counting unit** at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices to be filled, and the number of votes for and against each bylaw or other matters on which the opinion or assent of the electors is sought.

Returned ballot means a voted **ballot** which was inserted into the **vote counting unit**, but which was not accepted and which was returned to the elector with an explanation of the **ballot** marking error which caused the **ballot** not to be accepted.

Secrecy sleeve means an open-ended folder or envelope used to cover **ballots** to conceal the choices made by each elector.

Vote counting unit means the device into which voted **ballots** are inserted and which scans each **ballot** and records the number of votes for each candidate and for and against each question on which the opinion or assent of the electors is sought.

3. Minimum number of nominators

(a) As authorized under section 86 of the *Local Government Act,* the minimum number of qualified nominators required to make a nomination for office as a member of council shall be 10.

4. Access to nomination endorsement documents

(a) As authorized under section 89(7) of the *Local Government Act,* public access to nomination documents will be available for viewing on the city website until 30 days after the declaration of the election results.

(b) As authorized under section 89 and 93 of the *Local Government Act*, public access to elector organization endorsement documents will be available for viewing on the city website until 30 days after the declaration of the election results.

5. Elector registration

(a) As authorized under section 75 of the *Local Government Act*, a list of registered electors is maintained. Advance registration is available for both resident and non-resident electors.

6. Advance Voting Opportunities

6.1 Required Advance Voting

(a) As required under section 107 of the *Local Government Act*, in addition to the required advance voting opportunity on the 10th day before general voting day, an additional advance voting opportunity will be held. As soon as practicable after the declaration of an election by voting, the chief election officer will establish the dates and locations for the advance voting opportunities. The voting hours will be from 8 a.m. to 8 p.m.

6.2 Additional Advance Voting

(a) As authorized under section 108 of the *Local Government Act*, the Council authorizes the chief election officer to establish a date for an additional voting opportunity to be held in advance of general voting day and to designate the voting place and set the voting hours for the voting opportunity.

7. Special Voting Opportunities

(a) As authorized under section 109 of the *Local Government Act*, special voting opportunities may be provided, and the chief election officer is hereby authorized to establish the dates, locations, and voting hours within the limits set out in section 99 of the *Local Government Act*, for the special voting opportunities.

(b) The following restrictions apply as to who may vote at the special voting opportunities:

(i) The persons who may vote pursuant to this special voting opportunity are electors who on the date on which a special voting opportunity is held and before the end of the voting hours for the special voting opportunity, have been admitted as patients to the hospital or residents of a nursing home and qualify as electors. Hospital, nursing home staff and visitors may vote at the special voting opportunity.

(c) The number of candidate representatives who may be present at a special voting opportunity is limited to one.

8. General Voting Opportunities

(a) As authorized under section 105 of the *Local Government Act*, as soon as practicable after the declaration of an election by voting, the chief election officer will designate voting place(s) for general voting day. The voting place(s) on general voting day will be open from 8:00 a.m. to 8:00 p.m.

9. Additional General Voting Opportunities

(a) As authorized under section 132 of the *Local Government Act*, curbside voting may be used at the place of voting for those electors unable to enter the voting place because of physical disability or impaired mobility.

10. Mail Ballot Voting

(a) As authorized under section 110 of the *Local Government Act*, voting and elector registration may be done by mail for those electors who expect to be absent from the municipality on general voting day and at the time of all advance voting opportunities.

(b) The following electors are permitted to vote by mail ballot and to register to vote by mail:

(i) those persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity;
(ii) persons who expect to be absent from Penticton on general voting day and at the times of all advance voting opportunities.

(c) The following procedures for voting and elector registration must apply:

(i) Sufficient record will be kept by the chief election officer so that challenges of the elector's right to vote may be made in accordance with the intent of section 126 of the *Local Government Act*;
(ii) a person exercising the right to vote by mail under the provisions of section 110 may be challenged in accordance with, and on the grounds specified in section 126 of the *Local Government Act*, until 4:30 pm two days before general voting day.

(d) The time limits in relation to voting by mail ballot will be determined by the chief election officer.

(e) As provided in the *Local Government Act*, to be counted, a mail ballot must be received by the chief election officer before the close of voting on general voting day.

11. Order of names on ballot

(a) The names of candidates on the ballot shall be arranged in alphabetical order by their surnames and if two or more candidates have the same surname, the names of those candidates shall be arranged alphabetically in order of their first given names.

12. Number of scrutineers at voting places

(a) As authorized under section 120 of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is one scrutineer for each ballot box in use.

13. Number of scrutineers for assent voting

(a) As authorized under section 181 of the *Local Government Act*, for assent voting, the number of scrutineers for the question and the number of scrutineers against the question that may attend at each voting place is one scrutineer.

14. Use of Voting Machines

14.1 Council hereby provides for the use of an **automated vote counting system** for the conduct of elections and voting on bylaws or other matters on which the opinion or assent of the electors is sought.

15. Automated Voting Procedures

15.1 The presiding election official for each voting place shall offer, and if requested, ensure that a demonstration of how to vote using a **vote counting unit** is provided to an elector, as soon as such elector enters the voting place and before a **ballot** is issued.

15.2 Upon completion of the voting demonstration, if any, the elector shall proceed as instructed, to the election official responsible for issuing **ballots**, who, upon fulfilment of the requirements of the *Local Government Act*, shall then provide a **ballot** to the elector, a **secrecy sleeve** if requested by the elector, the ballot marking instrument, and any further instructions the elector requests.

15.3 Upon receiving a **ballot** the elector shall immediately proceed to a voting compartment to vote.

15.4 The elector may vote only by making an **acceptable mark** on the **ballot**:

(a) beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices to be filled; and
(b) beside either 'yes' or 'no' in the case of each bylaw or other matter on which the assent or opinion of the electors is sought.

15.5 Once the elector has finished marking the **ballot**, the elector must either place the **ballot** into the **secrecy sleeve**, if one has been requested, or turn the ballot upside down and proceed to the **vote**

counting unit, and under the supervision of the election official in attendance, insert the **ballot** directly or from the **secrecy sleeve**, if applicable, into the **vote counting unit** without the **acceptable marks** on the **ballot** being exposed.

15.6 If, before inserting the **ballot** into the **vote counting unit**, an elector determines that a mistake has been made when marking the **ballot,** or if the **ballot** is returned by the **vote counting unit**, the elector may return to the voting compartment to correct the ballot or request a replacement **ballot** by informing the election official in attendance.

15.7 Upon being informed of the replacement **ballot** request, the presiding election official shall issue a replacement **ballot** to the elector and mark the **returned ballot** "spoiled" and shall retain all such spoiled **ballots** separately from all other **ballots,** and they shall not be counted.

15.8 If the elector declines the opportunity to obtain a replacement **ballot** and has not damaged the **ballot** to the extent that it cannot be reinserted into the **vote counting unit**, the election official shall, using the **ballot return override procedure**, reinsert the **returned ballot** into the **vote counting unit** to count any **acceptable marks** which have been made correctly.

15.9 Any **ballot** counted by the **vote counting unit** is valid and any acceptable marks contained on such **ballots** will be counted, subject to any determination made under a judicial recount.

15.10 Once the **ballot** has been inserted into the **vote counting unit** and the unit indicates that the **ballot** has been accepted, the elector must immediately leave the voting place.

15.11 During any period that a **vote counting unit** is not functioning, the election official supervising the unit shall insert all **ballots** delivered by the electors during this time, into a **portable ballot box**, on the understanding that if the **vote counting unit**:

(a) becomes operational, or
(b) is replaced with another **vote counting unit**,

the **ballots** in the **portable ballot box** shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the **vote counting unit** to be counted.

15.12 Any **ballots** which were temporarily stored in the **portable ballot box** during a period when the **vote counting** unit was not functioning, which are returned by the **vote counting unit** when being counted shall, through the use of the **ballot return override procedure** and under the supervision of the presiding election official, be reinserted into the **vote counting unit** to ensure that any **acceptable marks** are counted.

16. Advance voting opportunity procedures

16.1 **Vote counting units** shall be used at all advance voting opportunities and voting procedures at the advance voting opportunities shall follow, as closely as possible, those described in this Bylaw.

16.2 At the close of voting at each advance voting opportunity, the presiding election official in each case shall ensure that:

(a) no additional **ballots** are inserted in the **vote counting unit**;
(b) the **portable ballot box** is secured to prevent insertion of any **ballots**;
(c) the **results tapes** in the **vote counting unit** are not generated; and

(d) the **memory card** of the **vote counting unit** is secured.

16.3 At the close of voting at the final advance voting opportunity, the presiding election official shall:

(a) ensure that any remaining **ballots** in the **portable ballot box** are inserted into the **vote counting unit**;
(b) secure the **vote counting unit** so that no more **ballots** can be inserted; and
(c) deliver the **vote counting unit** together with the **memory card** and all other materials used in the election to the chief election officer at **election headquarters**.

17. Special voting opportunity procedures

17.1 Unless the chief election officer determines it is practical to use a **vote counting unit**, a **portable ballot box** as defined herein, shall be used for all special voting opportunities. The presiding election official appointed to attend at each special voting opportunity shall proceed in accordance with this Bylaw so far as applicable, except that the voted **ballots** shall be deposited into the **portable ballot box** supplied by the presiding election official.

17.2 The presiding election official at a special voting opportunity shall ensure that the **portable ballot box** is secured when not in use and at the close of voting at the final special voting opportunity, the presiding election official shall seal the **portable ballot box** and return it together with all other election materials to the custody of the chief election officer.

17.3 If a **vote counting unit** is in use at a special voting opportunity, the presiding election official appointed to attend the special voting opportunity shall follow the procedures outlined in this Bylaw as if it were an advance voting opportunity.

18. Procedures after close of voting on general voting day

18.1 After the close of voting on general voting day, each presiding election official shall undertake all of the following, generally in the order stipulated:

(a) ensure that any remaining **ballots** in the **portable ballot box** are inserted into the **vote counting unit**;
(b) secure the **vote counting unit** so that no more **ballots** can be inserted;
(c) generate three copies of the **results tape** from the **vote counting unit**;
(d) communicate the result to **election headquarters** immediately;
(e) account for the unused, spoiled and voted **ballots** and place them, packaged and sealed separately, together with the **memory card** from the **vote counting** unit and one copy of the **results tape**, into the ballots and results box;
(f) complete the ballot account and place the duplicate copy in the ballots and results box;
(g) seal the ballots and results box;
(h) place the voting books, list of electors, the original copy of the ballot account, one copy of the **results tape**, completed registration cards, keys and all completed forms into the election materials box; and
(i) deliver, or have available for pick-up, the sealed ballots and results box, **vote counting unit** and the election materials box, to the chief election officer at **election headquarters**.

18.2 Except 15.11 and 15.12, all **portable ballot boxes** used in the election will be opened, under the direction of the chief election officer, at the close of voting on general voting day and all ballots shall be

removed and inserted into a **vote counting unit** to be counted, after which the provision of Sections 18.1 (a) to (h), so far as applicable, shall apply.

18.3 Upon the fulfilment of the provisions of section 18, the chief election officer shall, to obtain the election results, direct an election official to place the results in a spreadsheet, which may be used for display indicating the total results.

19. Judicial recount

19.1 If a judicial recount is requested after the preliminary election results are announced, it shall be conducted under the direction of the chief election officer using the **automated vote counting system** and generally in accordance with the following procedure:

(a) the **memory cards** of all **vote counting units** will be cleared;
(b) a **vote counting unit** will be designated for each voting place;
(c) all voted **ballots** will be removed from the sealed election materials boxes, except spoiled ballots, and reinserted in the appropriate **vote counting unit** under the supervision of the chief election officer;
(d) any **ballots** returned by the **vote counting unit** during the recount process shall, through the use of the **ballot return override procedure**, be reinserted in the **vote counting unit** to ensure that any **acceptable marks** are counted; and
(e) to obtain election results, the chief or deputy chief election officer shall place the results of each voting place on spreadsheets so as to tally the total election results.

20. Resolution of tie vote after judicial recount

(a) In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

21. General

21.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

21.2 If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

22. Repeal

22.1 "City of Penticton Various Procedures and Requirements Bylaw No. 2002-39" and all amendments thereto are hereby repealed upon adoption of this bylaw.

READ A FIRST time this	5	day of	June, 2018
READ A SECOND time this	5	day of	June, 2018
READ A THIRD time as amended this	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

The Corporation of the City of Penticton
Council Procedure Bylaw
Bylaw No. 2018-35

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The Corporation of the City of Penticton

Bylaw No. 2018-35

A Bylaw to regulate the proceedings of Council, Council Meetings and other Council reporting bodies

WHEREAS pursuant to the *Community Charter,* Council must, by bylaw, establish general procedures to be followed by Council and committees in conducting their business;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the City of Penticton, in open meeting assembled ENACTS AS FOLLOWS:

PART 1 – INTRODUCTION

Title

1. This Bylaw may be cited as the "Council Procedure Bylaw No. 2018-35".

Definitions

2. In this Bylaw,

"City" means the City of Penticton;

"City Hall" means Penticton City Hall located at 171 Main Street, Penticton, British Columbia;

s. 94(7)

"City Web Site" means the information resource found at an internet address provided by the City, the current home landing page located at www.penticton.ca;

"committee" means a standing, select, or other committee of Council, but does not include COW;

"COW" means the Committee of the Whole Council, which includes the Mayor and all Councillors;

"Corporate Officer" means the Corporate Officer for the City as defined in Section 148 of the *Community Charter* and the Deputy in the absence of the Corporate Officer;

"Council" means the Council of the City of Penticton;

"Mayor" means the mayor (or acting mayor in the Mayor's absence) of the City;

"Member" means the Mayor or Councillor in relation to Council, or for committees an appointed individual;

"Motion" means a formal proposal made by a Member at a meeting of Council or committee that directs an approval or a specified course of action (see also Resolution);

s.124(2)(e)

"Public Notice Posting Places" means the notice board at City Hall and the City Website;

"Question" means the subject matter of a motion except where referring to public question period;

"Quorum" means:

(1) In the case of Council, a majority of the number of members of which the council consists under the *Community Charter*; and

(2) In the case of a committee or other body, a majority of the voting members appointed;

"Resolution" means a formal determination made by Council or Committee that approves or orders a specified course of action (see also Motion).

Application of rules of procedure

s.124(2)(a) and (b)

3. (1) The provisions of this Bylaw govern the proceedings of Council, COW and all standing and select committees of Council, as applicable.

(2) In cases not provided for under this Bylaw, Robert's Rules of Order apply to the proceedings of Council, COW, and Council committees to the extent that those Rules are

(a) applicable in the circumstances, and

(b) not inconsistent with provisions of this Bylaw or the *Community Charter*.

(3) The rules of procedure contained in this bylaw except those that are governed by statutory provisions, maybe be temporarily suspended, by unanimous vote of all members present.

PART 2 – COUNCIL MEETINGS

Inaugural Meeting

s.124(2)(g) s.125(1)

4. (1) Following a general local election, the first Council meeting must be within the first 10 days of November in accordance with s. 124(2)(g) of the *Community Charter* in the year of the election.

s.125(2)

(2) If a quorum of council members elected at the general local election has not taken office by the date of the meeting referred to in subsection (1), the first Council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

Time and location of meetings

s.125(2)

5. (1) All Council meetings must take place within City Hall except when Council resolves to hold meetings elsewhere. Except in the case of a meeting outside of City boundaries, Council may pass the resolution to hold a meeting outside of City Hall at the commencement of that meeting.

(2) Regular Council shall establish annually by resolution a schedule of regular meetings and meetings will normally:

(a) be held on the first and third Tuesday of each month unless otherwise scheduled by Council resolution, and

(b) begin at 1:00 p.m.*;*

(c) be adjourned at 11:00 p.m. at the latest on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with s. 29;

(d) when such meeting falls on a statutory holiday, be held on the next day City Hall is open following which is not a statutory holiday.

(3) Regular Council meetings may:

(a) be cancelled by Council; and

(b) be postponed to a different day, time and place by the Mayor, provided the Corporate Officer is given at least 2 days written notice and the Corporate Officer will post a notice of the change;

(c) be recessed by the Mayor for a short period with a statement of approximate time the meeting will be reconvened.

Notice of Council Meetings

s.127(1)

6. (1) In accordance with section 127 of the *Community Charter [notice of council meetings],* Council must approve annually on or before January 30th a schedule of the dates, times and places of regular Council meetings and must make the schedule available to the public including posting it at the Public Notice Posting Places.

(2) In accordance with section 127 of the *Community Charter [notice of council meetings]*, Council must give notice annually on or before January 30th of the time and duration that the schedule of regular Council meetings will be available in accordance with section 94 of the *Community Charter.*

(3) Where revisions are necessary to the annual schedule of regular Council meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Places which indicates any revisions to the date, time and place or cancellation of a regular Council meeting.

(4) The Corporate Officer need not give public notice of a cancelled or rescheduled meeting in respect of which Council has resolved to exclude the public.

Notice of special meetings

s.127(2)

7. (1) Except where notice of a special meeting is waived by unanimous vote of all council members under section 127(4) of the *Community Charter*, a notice of the date, hour, and place of a special Council meeting must be given at least 24 hours before the time of meeting, by

(a) posting a copy of the notice in the Council chambers at City Hall,

(b) posting a copy of the notice at the Public Notice Posting Places, and

(c) leaving one copy of the notice for each Council member in the Council member's mailbox at City Hall or forwarding an electronic copy for each member to a City provided electronic device.

s.127(3)

(2) The notice under subsection (1) must describe in general terms the purpose of the meeting and be signed by the Mayor or the Corporate Officer.

Cancelled, Rescheduled, or Called Regular Meetings

8. The Council may by resolution:

(1) Cancel or reschedule any regular meeting;

(2) Change the time or location for holding the meeting; or

(3) Call an additional regular meeting at the time and place stipulated in the Council resolution.

Electronic Meetings

s. 128

9. (1) Provided the conditions set out in subsection 128(2) of the *Community Charter [electronic meetings and participation by members]* are met, a Special or Closed Council meeting may be conducted by means of audio, audio/visual or audio electronic communication facilities provided:

(a) The Presiding Member does not participate electronically; and

(b) No more than 2 members participate under Section 9 (1) at any one meeting; and

(c) Members participate electronically maximum twice annually; and

(d) In the case of an interruption in the communication link to the member(s) participating electronically, Council will recess to a maximum of 15 minutes until it is determine whether or not the link can be reestablished. If communications are not reestablished, the meeting will resume without the electronic participant(s) as long as there is quorum present.

Annual Meeting

10. The Corporate Officer must give notice of the Council meeting or other public meeting in respect of which Council has resolved to consider:

(1) The annual report prepared under section 98 of the *Community Charter*, and

(2) Submissions and questions from the public;

(3) By giving notice by:

(a) Posting notice of the date, time and place of the annual meeting in the public notice posting places; and
(b) Publishing notice of the date, time and place of the annual meeting in accordance with section 94 of the *Community Charter*.

PART 3 - DESIGNATION OF MEMBER TO ACT IN PLACE OF MAYOR

s. 130

11. (1) Annually, in December, Council must from amongst its members designate Councillors to serve on a rotating basis as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.

(2) Each Councillor designated under section 11(1) must fulfill the responsibilities of the Mayor in his or her absence.

(3) If both the Mayor and the member designated under section 11(1) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting.

(4) The member designated under section 11(1) or chosen under section 11(3) has the same powers and duties as the Mayor in relation to the applicable matter.

PART 4 – COUNCIL PROCEEDINGS

Community Charter Provisions

12. Matters pertaining to Council proceedings are governed by the *Community Charter* including those provisions found in Division 3 of Part 4 *[Open Meetings]* and Division 2 of Part 5 *[Council Proceedings]*.

Application of Rules in This Part to Other Bodies

13. In addition to applying to Council meetings, this Part also applies to meetings of the following (note: other Parts of this Bylaw may also apply to these bodies as applicable):

s. 93

(1) Committee of the Whole (COW);

(2) Standing committees;

(3) Select committees;

(4) An advisory body established by Council;

(5) A municipal commission;

(6) A body that under the *Community Charter* or other Act may exercise the powers of the City or Council;

(7) The Board of Variance;

(8) The Parcel Tax Roll Review Panel;

(9) A body prescribed by Provincial Regulation.

Attendance of Public at Meetings

s. 89

14. (1) Except where the provisions of section 90 of the *Community Charter [meetings that may or must be closed to the public]* apply, all Council meetings must be open to the public.

s. 92

(2) Before closing a Council meeting or part of a Council meeting to the public, Council must pass a resolution in a public meeting in accordance with section 92 of the *Community Charter [requirements before Council meeting is closed],* which includes the reason for the closed meeting as described in section 90 of the *Community Charter*.

(3) Despite section 14(1), the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 11 may expel or exclude from a Council meeting a person in accordance with section 18.

Attendance at Closed Meetings

15. (1) Council may allow one (1) or more City officers or employees to attend, or may choose to exclude them from attending closed meetings, as it considers appropriate.

(2) Council may allow a person other than a City officer or employee to attend closed meetings, if Council considers it necessary and if the person already has knowledge of confidential information or is a lawyer attending to provide legal advice in relation to the matter.

(3) The minutes of closed meetings must record the names of all persons in attendance.

Resolution Required Before Closed Meeting

16. Before a closed meeting is held, Council must state by Resolution passed in a public meeting, the fact that the meeting or part thereof is to be closed, and the basis under the applicable sections of the *Community Charter* under which the meeting or part thereof is to be closed.

Bylaws and Closed Meetings

17. Council must not vote on the reading or adoption of a bylaw at a closed meeting.

Expulsion from Closed Meetings

18. (1) If the Mayor considers another person at the meeting is acting inappropriately, the Mayor may order that the person is expelled from the meeting.

(2) If the person expelled does not leave the meeting, a peace officer may enforce the order under subsection (1) as if it were a Court Order.

Minutes of meetings to be maintained and available to public

s.124(2)(c)

19. (1) Minutes of the proceedings of Council must be:

(a) legibly recorded;

(b) certified as correct by the Corporate Officer; and

(c) signed by the Mayor or other member presiding at the meeting.

(2) City staff are authorized to amend the wording of Council's motions provided the intent of the motion is not altered.

(3) The minutes of previous meeting and reports of committees may, by resolution of Council, be received into the record.

s.97(1)(b)
s.97(2)

(4) Subject to subsection 19(3), and in accordance with section 97(1)(b) of the *Community Charter [other records to which public access must be provided]* minutes of the proceedings of Council must be open for public inspection at City Hall during its regular office hours.

s.97(1)(b)

(5) Subsection 19(4) does not apply to minutes of a Council meeting or that part of a Council meeting from which persons were excluded under section 90 of the *Community Charter [meetings that may be closed to the public]*.

Calling meeting to order

s.124(1)
s.124(2)(a)

20. (1) As soon after the time specified for a Council meeting as there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order, however, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor in accordance with section 11 must take the Chair and call such meeting to order.

(2) If a quorum of Council is present but the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 11 are not present at the time at which the meeting is scheduled to begin:

(a) the Corporate Officer must call to order the members present, and

(b) by resolution the Council members present must choose a member to preside at the meeting.

(c) Upon arrival the Mayor or Councillor designated as the member responsible for acting in the place of Mayor will take the chair and preside.

Adjourning meeting where no quorum

21. If there is no quorum of Council present within 30 minutes of the scheduled time for a Council meeting, the Corporate Officer must:

(1) record the names of the members present, and those absent; and

(2) adjourn the meeting until the next scheduled meeting.

Agenda

22. (1) Prior to each Council meeting, the Corporate Officer must prepare an Agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda.

(2) When preparing the agenda prior to the meeting, the Mayor, Chief Administrative Officer or Corporate Officer may in their discretion:

(a) vary the order set out in section 23;

(b) delete agenda headings if there is not business under those items.

(3) The deadline for complete submissions to the Corporate Officer of items for inclusion on the Council meeting Agenda must be 12:00 noon on the Monday prior to the meeting.

(4) The Corporate Officer must make the agenda available to the members of Council and the public on the Friday prior to the meeting.

(5) Council must not consider any matters not listed on the Agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 24.

Order of proceedings and business

23. (1) The agenda for all regular Council meetings contains the following matters in the order in which they are listed below, however, where appropriate for timing or other reasons, the Corporate Officer may determine an alternative order or variation in the agenda:

(a) Call to Order;
(b) Introduction of late items;
(c) Approval of agenda;
(d) Recess to Committee of the Whole
- To hear all delegations and applicable staff presentations
(e) Reconvene Regular Meeting;
(f) Adoption of Council minutes;
(g) Consent Agenda[1]
1. Committee and Board Minutes and Reports
2. Staff Reports for information purposes (No action required)
3. Correspondence (No action required)

[1] Consent Agenda: Council may approve the Consent Agenda through resolution. Once moved and seconded, any member may request that any item be removed from the consent agenda and discussed and decided separately, the balance of the items would be voted on together for approval.
Each item removed from the Consent Agenda will be debated and voted on by Council separately.

4. Release of Closed Meeting items;

(h) Committee and Board Recommendations;

(i) Correspondence, Council decision requested;

(j) Staff Reports;

(k) Public Question Period;

(l) Recess to Closed Meeting as required;

(m) Public and statutory hearings 6:00 p.m.;

(n) Reconvene Regular Meeting;

(o) Readings or adoption of bylaws where applicable where required, and approval of permits;

(p) Land Matters;

(q) Notice of Motion;

(r) Business Arising;

(s) Council Round Table & Public Question Period;

(t) Adjournment.

(2) Particular business at a Council meeting must in all cases be taken up in the order in which it is listed on the agenda unless otherwise resolved by Council.

(3) Public Question Period: At the end of Council business, the public will be afforded an opportunity to address Council. The format must be restricted to questions with respect to items that are on the current agenda and each question must be limited to two (2) minutes, with a total of 15 minutes per Public Question Period. Public Question Period may be extended with approval of Council through an affirmative vote.

Late Items

24. (1) An item of business not included on the Agenda must not be considered at a Council meeting unless introduction of the late item is approved by Council at the time allocated on the Agenda for such matters.

(2) If the Council makes a resolution under section 24(1), information pertaining to late items must be distributed to the members.

(3) The member must, when making the request, inform the Council of the general nature of the business and the reason for urgent consideration.

Voting at meetings

25. (1) The following procedures apply to voting at Council meetings:

(a) when debate on a matter is closed the presiding member must put the matter to a vote of Council members;

(b) when the Council is ready to vote, the presiding member must put the matter to a vote by stating something similar to:

"Those in favour raise your hands." and then "Those opposed raise your hands."

(c) when the presiding member is putting the matter to a vote under paragraphs (a) and (b) a member must not:

(i) cross or leave the room, unless excused as a result of not being entitled to vote under the *Community Charter* or if excused by Council;

(ii) make a noise or other disturbance; or

(iii) interrupt the voting procedure under paragraph (b) unless the interrupting member is raising a point of order;

(d) if requested by a member, Council must vote separately on each distinct part of a motion that is under consideration;

(e) after the presiding member finally puts the question to a vote under paragraph (b), a member must not speak to the question or make a motion concerning it, except to defer the motion (there is no debate or discussion on a deferral) or to refer the item back to staff which will supersede the main motion and must be voted on first;

(f) the presiding member's decision about whether a question has been finally put is conclusive; and

(g) whenever a vote of Council on a matter is taken, each member present shall signify their vote by raising their hand, failure for a member to raise their hand in favour or opposed, abstaining from voting, is considered to be a vote in favour (affirmative); and

(h) the presiding member must declare the result of the voting by stating that the question is decided in either the affirmative or the negative and the result will be recorded in the Minutes as "CARRIED UNANIMOUSLY", "CARRIED" or "DEFEATED" as circumstances dictate;

(i) the names of those who vote negative, against a question, shall be entered into the Minutes.

Delegations

26. (1) Delegations or persons wishing to appear before Council to present briefs or submissions may be received by Council at the meeting (typically COW) provided that written notice on a prescribed form including the subject matter is delivered to the Corporate Officer seven (7) days in advance of the preparation of the agenda for that particular meeting, and the Mayor shall have the authority to determine if the said subject matter warrants the delegation to come before Council at that particular meeting and may determine at which meeting of Council such delegation may appear and be heard.

(2) Each address must be limited to five (5) minutes. Groups defined as a community partner (e.g. other government agencies) delegations must be limited to ten (10) minutes no more than twice per year.

(3) The Council may waive strict compliance of the time limit by unanimous vote of those members present.

(4) To be considered each submission must include:

(a) The name and address of the person(s) that will address Council;
(b) A description of the matter to be presented;
(c) The request being made and the reason(s) for making the request;
(d) Summary of current and proposed legislation and policy relevant to the request; and
(e) A copy of all materials that will be discussed.

(5) A maximum of four (4) delegations will be scheduled per COW meeting.

(6) A maximum of two (2) delegations will be heard on any given issue; up to one (1) in favour and up to one (1) opposed in any calendar year.

(7) Council must not permit a delegation to address a meeting of the Council regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.

(8) A delegation must be not be permitted if the purpose is to address an issue which is before the courts or on which Council has authorized legal action.

(9) The Corporate Officer may schedule delegations to another Council meeting or advisory body as deemed appropriate according to the subject matter of the delegation.

(10) The Mayor or Corporate Officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the Corporate Officer's decision, the information must be distributed under separate cover to Council for their consideration.

(11) In the event that the Mayor has refused permission for a delegation or person to appear and be heard by Council at any meeting thereof, Council may, if the subject matter of the brief or submission to be presented by such delegation or person is germane to the business then before Council, by affirmative vote permit such delegation or person to appear before it and be heard.

Petitions

27. Petition requests must include:

(1) The name and address of the petition presenter;

(2) The complete petition;

(3) The name and address and signature of each person who has signed the petition;

(a) Petitions form part of the public record and the names and addresses of the petitioners are considered germane to the topic and will be published on the city website as part of the agenda package;

(b) Organizers of petitions must inform those who sign a petition that their names and addresses may become public.

Points of order

s. 132

28. (1) Without limiting the presiding member's duty under section 132(1) of the *Community Charter [authority of presiding member]*, the presiding member must apply the correct procedure to a motion

(a) if the motion is contrary to the rules of procedure in this bylaw, and

(b) whether or not another Council member has raised a point of order in connection with the motion.

(2) When the presiding member is required to decide a point of order

(a) the presiding member must cite the applicable rule or authority if requested by another Council member,

(b) another member must not question or comment on the rule or authority cited by the presiding member under subsection (2)(a), and

(c) the presiding member may reserve the decision until the next Council meeting.

Conduct and debate

29. (1) The Chair shall at all times conduct the manner and order of speaking to ensure that each member is allowed equal opportunity to speak.

(2) A Council member may speak to a question or motion at a Council meeting only if that member first addresses the presiding member.

(3) Members must address the presiding member by that person's title of Mayor, Acting Mayor, or Chair.

(4) Members must address other non-presiding members by the title Councillor.

(5) It shall be in order for officers and employees of the City, upon receiving permission from the presiding member to do so, to comment on matters before Council, and in so doing they shall direct their comments to the presiding member and shall confine themselves to the question before Council.

(6) No member must interrupt a member who is speaking except to raise a point of order.

(7) If more than one member speaks the presiding member must call on the member who, in the presiding member's opinion, first spoke.

(8) Members who are called to order by the presiding member

(a) must immediately stop speaking,

(b) may explain their position on the point of order, and

s. 132

(c) may appeal to Council for its decision on the point of order in accordance with section 132 of the *Community Charter [authority of presiding member]*.

(9) Members speaking at a Council meeting

(a) must use respectful language,

(b) must not use offensive gestures or signs,

(c) must speak only in connection with the matter being debated,

(d) may speak about a vote of Council only for the purpose of making a motion that the vote be rescinded or reconsidered, and

(e) must adhere to the rules of procedure established under this Bylaw and to the decisions of the presiding member and Council in connection with the rules and points of order.

(10) If a member does not adhere to subsections (8) and (9), the presiding member may order the member to leave the member's seat, and

s. 133(1)

(a) if the member refuses to leave, the presiding member may cause the member to be removed by a peace officer from the member's seat , and

s. 133(2)

(b) if the member apologizes to the Council, Council may, by resolution, allow the member to retake the member's seat.

(11) A member may require the question being debated at a Council meeting to be read at any time during the debate if that does not interrupt another member who is speaking.

(12) The following rules apply to limit speech on matters being considered at a Council meeting:

(a) a member may speak more than once in connection with the same question only

(i) with the permission of Council, or

(ii) if the member is explaining a material part of a previous speech without introducing a new matter;

(b) a member who has made a substantive motion to the Council may reply to the debate;

(c) a member who has moved an amendment, the previous question, or an instruction to a committee may not reply to the debate;

(d) a member may speak to a question, or may speak in reply, for longer than a total time of 15 minutes only with the permission of Council.

Motions generally

30. (1) Council may debate and vote on a motion only if it is first made by one Council member and then seconded by another.

(2) A motion that deals with a matter that is not on the agenda of the Council meeting at which the motion is introduced may be introduced with Council's approval through the notice of motion process per subsection (6) below.

(3) A Council member may make only the following motions, when the Council is considering a question:

(a) to refer to committee;
(b) to amend;
(c) to lay on the table;
(d) to postpone indefinitely;
(e) to postpone to a certain time;
(f) to move the previous question;
(g) to adjourn.

(4) A motion made under subsections (3)(c) to (g) is not amendable or debatable.

(5) Council must vote separately on each distinct part of a question that is under consideration at a Council meeting if requested by a Council member.

(6) Notice of Motion Process: Members may give notice of motion respecting an item which the Councillor intends to present by giving a copy of such motion to the Corporate Officer during a meeting of Council and upon the member being acknowledged by the Chair and the Notice of motion being read. Alternatively, the member may submit the notice of motion ahead of time to the Corporate Officer who will circulate to the rest of Council if time permits prior to the meeting.

A copy of the motion may be distributed to each member of Council and shall appear in the minutes of meeting referred to in Section 30 (6) above as a notice of motion. The Corporate Officer shall place the motion and any supporting materials, which the member presenting the motion should provide, on the agenda of the next Council meeting or other future meeting designated by the member bringing forward the notice of motion for consideration.

Motion to commit

31. Until it is decided, a motion made at a Council meeting to refer to committee precludes an amendment of the main question.

Motion for the main question

32. (1) In this section, "main question", in relation to a matter, means the motion that first brings the matter before the Council.

(2) At a Council meeting, the following rules apply to a motion for the main question, or for the main question as amended:

(a) if a member of Council moves to put the main question, or the main question as amended, to a vote, that motion must be dealt with before any other amendments are made to the motion on the main question; and

(b) if the motion for the main question, or for the main question as amended, is decided in the negative, the Council may again debate the question, or proceed to other business.

Amendments generally

33. (1) A Council member may, without notice, move to amend a motion that is being considered at a Council meeting.

(2) An amendment may propose removing, substituting for, or adding to the words of an original motion.

(3) A proposed amendment must be reproduced in writing by the mover if requested by the presiding member.

(4) A proposed amendment must be decided or withdrawn before the motion being considered is put to a vote unless there is a call for the main question.

(5) An amendment may be amended once only.

(6) An amendment that has been defeated by a (negative) vote of Council cannot be proposed again.

(7) A Council member may propose an amendment to an adopted amendment.

(8) The presiding member must put the main question and its amendments in the following order for the vote of Council:

(a) a motion to amend a motion amending the main question;

(b) a motion to amend the main question , or an amended motion amending the main question if the vote under subparagraph (a) is positive;

(c) the main question.

Reconsideration by Council Member

34. (1) Subject to subsection (5), a Council member who voted with the majority either for against a motion may, at the next Council meeting,

(a) move to reconsider a matter on which a vote, other than to postpone indefinitely, has been taken, and

(b) move to reconsider an adopted bylaw after an interval of at least 24 hours following its adoption.

(c) Council must not discuss the main matter referred to in subsection (1) unless a motion to reconsider that matter is adopted in the affirmative.

(2) A vote to reconsider must not be reconsidered.

(3) Council may only reconsider a matter that has not

(a) had the approval or assent of the electors and been adopted,

(b) been reconsidered under subsection (1) or section 131 of the *Community Charter [mayor may require Council reconsideration of a matter]*,

(c) been acted on irreversibly by an officer, employee, or agent of the City.

(4) If a motion to reconsider is defeated, the subject matter of the resolution or proceeding may not be open for consideration by the Council within six months except by way of a new and substantially different motion.

(5) Subject to applicable enactments, the Council may by resolution, rescind the most recent reading of a proposed bylaw, other than first reading, and then give the proposed bylaw that reading with or without amendment.

(6) The conditions that applied to the adoption of the original bylaw, resolution, or proceeding apply to its rejection under this section.

(7) A bylaw, resolution, or proceeding that is reaffirmed under subsection (1) or section 131 of the *Community Charter [mayor may require Council reconsideration of a matter]* is as valid and has the same effect as it had before reconsideration.

Privilege

35. (1) In this section, a matter of privilege refers to any of the following motions:

(a) fix the time to adjourn;

(b) adjourn;

(c) recess;

(d) raise a question of privilege of the Council;

(e) raise a question of privilege of a member of Council.

(2) A matter of privilege must be immediately considered when it arises at a Council meeting.

(3) For the purposes of subsection (2), a matter of privilege listed in subsection (1) has precedence over those matters listed after it.

Reports from committees

36. Council may take any of the following actions in connection with a resolution it receives from COW or any committee, task force or other body appointed by Council:

(a) agree or disagree with the resolution, support or deny support;

(b) amend the resolution;

(c) refer the resolution back to COW or committee, etc.;

(d) postpone its consideration of the resolution.

Adjournment

37. (1) A Council may continue a Council meeting after 11 p.m. only by unanimous affirmative vote of the Council members present.

(2) A motion to adjourn either a Council meeting or the debate at a Council meeting is always in order if that motion has not been preceded at that meeting by the same motion.

(3) Subsection (2) does not apply to either of the following motions:

(a) a motion to adjourn to a specific day;

(b) a motion that adds an opinion or qualification to a preceding motion to adjourn.

PART 5 – BYLAWS

Copies of proposed bylaws to Council members

38. A proposed bylaw may be introduced at a Council meeting only if a copy of it has been delivered to each Council member at least 24 hours before the Council meeting, or all Council members unanimously agree to waive this requirement.

s.124(2)(a)

Form of bylaws

39. A bylaw introduced at a Council meeting must:

be printed;

have a distinguishing name;

have a distinguishing number;

contain an introductory statement of purpose;

be divided into sections if applicable.

Bylaws to be considered separately or jointly

40. Council must consider a proposed bylaw at a Council meeting either:

separately when directed by the presiding member or requested by another Council member, or jointly with other proposed bylaws in the sequence determined by the presiding member.

Reading and adopting bylaws

41. (1) The presiding member of a Council meeting may

(a) have the Corporate Officer read a synopsis of each proposed bylaw or group of proposed bylaws, and then

(b) request a motion that the proposed bylaw or group of bylaws be read;

(2) The readings of the bylaw may be given by stating its title and object.

(3) A proposed bylaw may be debated and amended at any time during the first three readings unless prohibited by the *Community Charter* and, if amended, a motion at third reading shall be "to give the bylaw third reading as amended".

(4) Subject to section 882 of the *Local Government Act [OCP adoption procedures]*, each reading of a proposed bylaw must receive the affirmative vote of a majority of the Council members present.

s.135(2)

(5) In accordance with section 135 of the *Community Charter [requirements for passing bylaws]*, Council may give two or three readings to a proposed bylaw at the same Council meeting.

(6) Despite section 135(3) of the *Community Charter [requirements for passing bylaws]*, and in accordance with section 890(9) of the *Local Government Act [public hearings]*, Council may adopt a proposed official community plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading.

(7) All bylaws which have not completed the requirements to be adopted after a 2-year period may be deemed stale dated and closed.

(8) The Corporate Officer is hereby authorized to consolidate one or more of the bylaws of the municipality pursuant to Section 139 *[consolidation of bylaws]* of the *Community Charter*.

Bylaws must be signed

s.135(6)

42. After a bylaw is adopted, and signed by the Corporate Officer and the presiding member of the Council meeting at which it was adopted, the Corporate Officer must have it placed in the City's records for safekeeping and endorse upon it*:*

s.148(a)

the City's corporate seal, the dates of its readings and adoption; and,

s.148(f)

the date of Ministerial approval or approval of the electorate if applicable.

PART 6 - RESOLUTIONS

Form of resolution

43. A resolution introduced at a Council meeting must be printed and have a distinguishing number and once voted on in the affirmative becomes effective from the date and time passed.

PART 7 - COMMITTEE OF THE WHOLE (COW)

Going into Committee of the Whole

44. (1) At any time during a council meeting, Council may by resolution go into COW.

(2) In addition to subsection (1), a meeting, other than a standing or select committee meeting, to which all members of Council are invited to consider but not to decide on matters of the City's business, is a meeting of COW.

Notice for COW meetings

s.124(2)(d)

45. (1) Subject to subsection (2) a notice of the day, hour and place of a COW meeting must be given at least 24 hours before the time of the meeting by:

(a) posting a copy of the notice at the Public Notice Posting Places; and

(b) leaving a copy of the notice for each Council member in the Council member's mailbox at City Hall or forwarding an electronic copy for each member to a City provided electronic device or email.

(2) Subsection (1) does not apply to a COW meeting that is called, in accordance with section 45, during a Council meeting for which public notice has been given under section 6 or 7.

Minutes of COW meetings to be maintained and available to public

s.124(2)(c)
s.145

46. (1) Minutes of the proceedings of COW must be

s.97(1)(c)

(a) legibly recorded,

(b) certified by the Corporate Officer,

(c) open for public inspection in accordance with section 97(1)(c) of the *Community Charter [other records to which public access must be provided]*.

Presiding members at COW meetings and Quorum

47. (1) The Mayor or Acting Mayor shall preside in COW.

(2) The quorum of COW is the majority of Council members.

Points of order at meetings

48. The presiding member must preserve order at a COW meeting and, subject to an appeal to other members present, decide points of order that may arise.

Conduct and debate

49. The following rules apply to COW meetings:

(1) a member may speak any number of times on the same question;

(2) a member must not speak longer than a total of five (5) minutes on any one question.

Voting at meetings

50. (1) Votes at a COW meeting must be taken in accordance with section 25.

(2) The presiding member must declare the results of voting.

Reports

51. (1) COW may consider reports only if

(a) they are printed and the members each have a copy, or

(b) a majority of the Council members present decide without debate that the requirements of paragraph (a) do not apply.

(2) The COW's reports to Council must be presented by the Corporate Officer at the next regular Council Meeting unless otherwise directed by Council or in cases where additional information is required for Council to consider a motion.

PART 8 – COMMITTEES

Appointment of Committees except Standing Committees and Other Bodies

52. Council shall appoint all representatives on committees and all boards, commissions, or other bodies to which the City is entitled to appoint representatives except standing committees.

Standing Committees

53. The Mayor must establish standing committees for matters the Mayor considers would be better dealt with by committee and must appoint persons to those committees. At least half of the members of a standing committee must be Council members. The Mayor shall be an ex officio of each standing committee.

Duties of Standing Committees

s. 141

54. (1) Standing committees must consider, inquire into, report, and make recommendations to Council about all of the following matters:

(a) matters that are related to the general subject indicated by the name of the committee;

(b) matters that are referred by Council;

(c) matters that are referred by the Mayor.

(2) Standing committees must report and make recommendations to Council at all of the following times:

(a) in accordance with the schedule of the committee's meetings;

(b) on matters that are referred by Council or assigned by the Mayor;

i) as required by Council or the Mayor, or

ii) at the next Council meeting if the Council or Mayor does not specify a time.

Select Committees

55. Council may establish and appoint Select Committees to consider and enquire into any matter and to report their findings and opinions to Council. At least one member of a Select Committee must be a Council member.

s. 142

Duties of Select Committees

56. (1) Select committees must consider, inquire into, report, and make recommendations to Council about the matters referred to the committee by the Council.

(2) Select committees must report and make recommendations to Council at the next Council meeting unless Council specifies a different date and time.

Advisory Committees

57. Council may establish and appoint advisory committees to consider and make recommendations on matters set out in the committee's terms of reference or matters referred by Council and to report their findings and opinions only to Council unless otherwise specifically authorized in writing by Council.

Schedule of committee meetings

58. (1) At its first meeting after its establishment a standing or select committee must establish a regular schedule of meetings to be held at City Hall unless otherwise stated in the terms of reference for the committee.

(2) The chair of a committee may call a meeting of the committee in addition to the scheduled meetings or may cancel a meeting.

Notice of committee meetings

s.124(2)(d)

59. (1) Subject to subsection (2), after the committee has established the regular schedule of committee meetings, including the times, dates and places of the committee meetings, notice of the schedule must be given by:

(a) posting a copy of the schedule on the City's website; and

(b) providing a copy of the schedule to each member of the committee.

(2) Where revisions are necessary to the annual schedule of committee meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Places and/or the City's website which indicates any revisions to the date, time and place or cancellation of a committee meeting.

(3) The chair of a committee must cause a notice of the day, time and place of a meeting called under section 59(2) to be given to all members of the committee at least 24 hours before the time of the meeting.

Attendance at Committee meetings

60. Council members who are not members of a committee may attend the meetings of the committee.

Minutes of committee meetings to be maintained and available to public

61. (1) Minutes of the proceedings of a committee must be

s.124(2)(c)
s.97(1)(c)

(a) legibly recorded,

(b) certified as correct and signed by the committee secretary once approved by the committee, and

(c) open for public inspection in accordance with section 97(1)(c) of the *Community Charter [other records to which public access must be provided].*

(2) Sections (a), (b) and (c) shall only apply to meetings of the following, unless this bylaw provides for other procedures for taking of minutes by one or more bodies referred to in this subsection, the body is exempted by regulation, or to the extent they are modified by regulations:

(a) an advisory body, standing or select committee established by Council;

(b) a municipal commission established under section 143 of the *Community Charter*;

(c) a body that under the *Community Charter* or any other Act may exercise the powers of Council;

(d) the Board of Variance;

(e) a parcel tax review panel established under section 204 of the *Community Charter*; and

(f) a body prescribed by regulation.

Quorum

62. The quorum for a committee is a majority of all of its members unless otherwise noted in the terms of reference for that committee.

Conduct and debate

63. (1) The rules and procedures of Council defined in this bylaw must be observed during committee meetings, so far as is possible and unless as otherwise provided in this Bylaw.

Voting at meetings

64. Council members attending a meeting of a committee of which they are not a member must not vote on a question.

PART 9 – GENERAL

65. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

66. This bylaw may not be amended or repealed and substituted unless Council first gives notice in accordance with section 94 of the *Community Charter [public notice]*.

Repeal

67. "Council Procedure Bylaw No. 2016-35" and all amendments thereto are hereby repealed upon adoption of this bylaw.

READ A FIRST time this	5	day of	June, 2018
READ A SECOND time this	5	day of	June, 2018
READ A THIRD time this	5	day of	June, 2018
ADOPTED this		day of	, 2018

Notice of intention to proceed with this bylaw was published on the 8 day of June, 2018 and the 13 day of June, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-42

A Bylaw to Amend the Pawnbrokers, Secondhand Dealers, and Auction Houses Regulations Bylaw

WHEREAS the Council of the City of Penticton has adopted a Pawnbrokers, Secondhand Dealers, and Auction Houses Regulations Bylaw;

AND WHEREAS the Council of the City of Penticton wishes to amend Pawnbrokers, Secondhand Dealers, and Auction Houses Regulations Bylaw No. 97-68;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Pawnbrokers, Secondhand Dealers and Auction Houses Regulations Amendment Bylaw No. 2018-42".

2. **Amendment:**

Pawnbrokers, Secondhand Dealers, and Auction Houses Regulations Bylaw No. 97-68 is hereby amended as follows:

2.1 Delete 1. (k) and replace with:

1. (k) "Reporting System" means the secondhand dealer's, pawnbroker's and/or auction house's record referred to in Section 3 of this bylaw;

2.2 Delete 3. (a) and replace with:

3. (a) keep on the premises in which his business is carried on the reporting system approved by the Penticton Royal Canadian Mounted Police (RCMP).

2.3 Delete 3. (b) and replace with:

3. (b) keep a record of all of the following:

(1) (i) goods, articles, or things received, except household and office furniture; and or

(ii) estate sale purchases; warehousemen lien seizures, and landlord tenant repossessions, of which only all electronic equipment, power and air tools, precious metals (jewelry), motorized vehicle(s) and bicycle(s) received by such dealers are required to be recorded.

(iii) government surplus; bank or finance company repossession article(s) seizure; bailiff repossessions; and beer bottles purchased will be exempt from the requirement of being recorded.

Such records shall be recorded on the current reporting system in the English language, and shall be made at the time of such purchase.

2.4 Delete 3. (c) and replace with:

3. (c) The reporting system referred to in sub-paragraph (a) hereof shall at all times be open for inspection by the Licence Inspector, Members of the RCMP, Bylaw Officer or other persons

duly authorized in that behalf by the RCMP, and may be removed from the premises at any time by such person or persons for inspection.

2.5 Delete 3. (d) and replace with:

3. (d) All entries made in the reporting system required to be kept hereunder shall be made in plain English language, and no second hand dealer or pawnbroker shall permit any entry so made to be erased, obliterated or defaced.

2.6 Delete 3. (e) and replace with:

3. (e) Every secondhand dealer, pawnbroker, and auction house shall electronically report the particulars required by section 3 for every article or thing purchased or received by the dealer during the 24 (twenty-four) hours immediately preceding the hour of 11:00 a.m. of the day on which the report is made, except that;

(i) no such report shall be required on Sundays or public holidays, but the statement on Monday and any day following a public holiday shall cover the whole period subsequent to 11:00 a.m. on the day on which the last preceding report was made.

2.7 Delete 5. (b) and replace with:

5. (b) Purchase or receive in the course of his business any goods, articles or things from any person between the hours of 9:00 o'clock in the afternoon and 7:00 o'clock in the forenoon of the following day;

2.8 Add the following:

5. (e) Purchase or receive goods without obtaining picture identification.

2.9 Delete 6. (c) and replace with:

6. (c) Every person who commits an offence against this Bylaw is punishable on conviction by a fine of not less than $300.00 and not more than $5,000.00 for each offence or, in the alternative, by imprisonment for a period not exceeding two months.

2.10 Delete 6. (d) and replace with:

6. (d) Every person who commits an offence of a continuing nature is liable to a fine not exceeding $500.00 for each day such offence is continued.

READ A FIRST time this	22	day of	May, 2018
READ A SECOND time this	22	day of	May, 2018
READ A THIRD time this	22	day of	May, 2018
RESCIND THIRD and give THIRD reading as AMENDED	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-43

An amendment to regulate enforcement of bylaw notices

WHEREAS pursuant to the *Local Government Bylaw Notice Enforcement Act* and the *Community Charter,* the City may establish fine amounts for contravention of City bylaws;

AND WHEREAS the City of Penticton has adopted "Bylaw Notice Enforcement Bylaw No. 2012 – 5037";

AND WHEREAS the City of Penticton wishes to amend Schedule 'A' to "Bylaw Notice Enforcement Bylaw No. 2012 - 5037";

NOW THEREFORE the Municipal Council of The Corporation of the City of Penticton in open meeting assembled ENACTS as follows:

1. Title:

This Bylaw may be cited as the "Bylaw Notice Enforcement Amendment Bylaw No. 2018-43."

2. Amendment:

2.1 Amend Schedule 'A' by replacing Appendix 13 – Pawnbrokers, Secondhand Dealers and Auction Houses Regulations Bylaw No. 97-68 in its entirety with the attached Appendix 13.

2.2 Appendix 13 attached hereto forms part of this bylaw.

READ A FIRST time this	22	day of	May, 2018
READ A SECOND time this	22	day of	May, 2018
READ A THIRD time this	22	day of	May, 2018
RESCIND THIRD and give THIRD reading as AMENDED	5	day of	June, 2018
ADOPTED this		day of	, 2018

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Schedule 'A'

Appendix 13

Pawnbrokers, Secondhand Dealers and Auction Houses Regulations Bylaw No. 97-68

Description of Offence	Bylaw Section	Column A1 Fine	Column A2 Early Payment Penalty	Column A3 Late Payment Penalty	Column A4 Compliance Agreement Available
Fail to keep reporting system	3(a)	$450.00	$400.00	$500.00	No
Fail to keep proper records	3(b)(2)	$450.00	$400.00	$500.00	No
Erase, obliterate or deface entry	3(d)	$450.00	$400.00	$500.00	No
Fail to report	3(e)	$450.00	$400.00	$500.00	No
Fail to keep goods for 30 days	4(b)	$450.00	$400.00	$500.00	No
Purchase or receive goods from underage person (under 18 yrs.)	5(a)	$450.00	$400.00	$500.00	No
Purchase or receive goods after hours	5(b)	$450.00	$400.00	$500.00	No
Carry on a business without a valid pawnbroker's licence from the City of Penticton	5 (c)	$450.00	$400.00	$500.00	No
Purchase or receive goods with serial number removed	5(d)	$450.00	$400.00	$500.00	No
Fail to obtain picture identification at receipt of goods	5(e)	$450.00	$400.00	$500.00	No

The Corporation of the City of Penticton

Bylaw No. 2018-44

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-44".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot A, District Lot 202, Similkameen Division Yale District Plan 899, located at 783 Martin Street from RD1 (Duplex Housing) to RM3 (Medium Density Multiple Housing).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

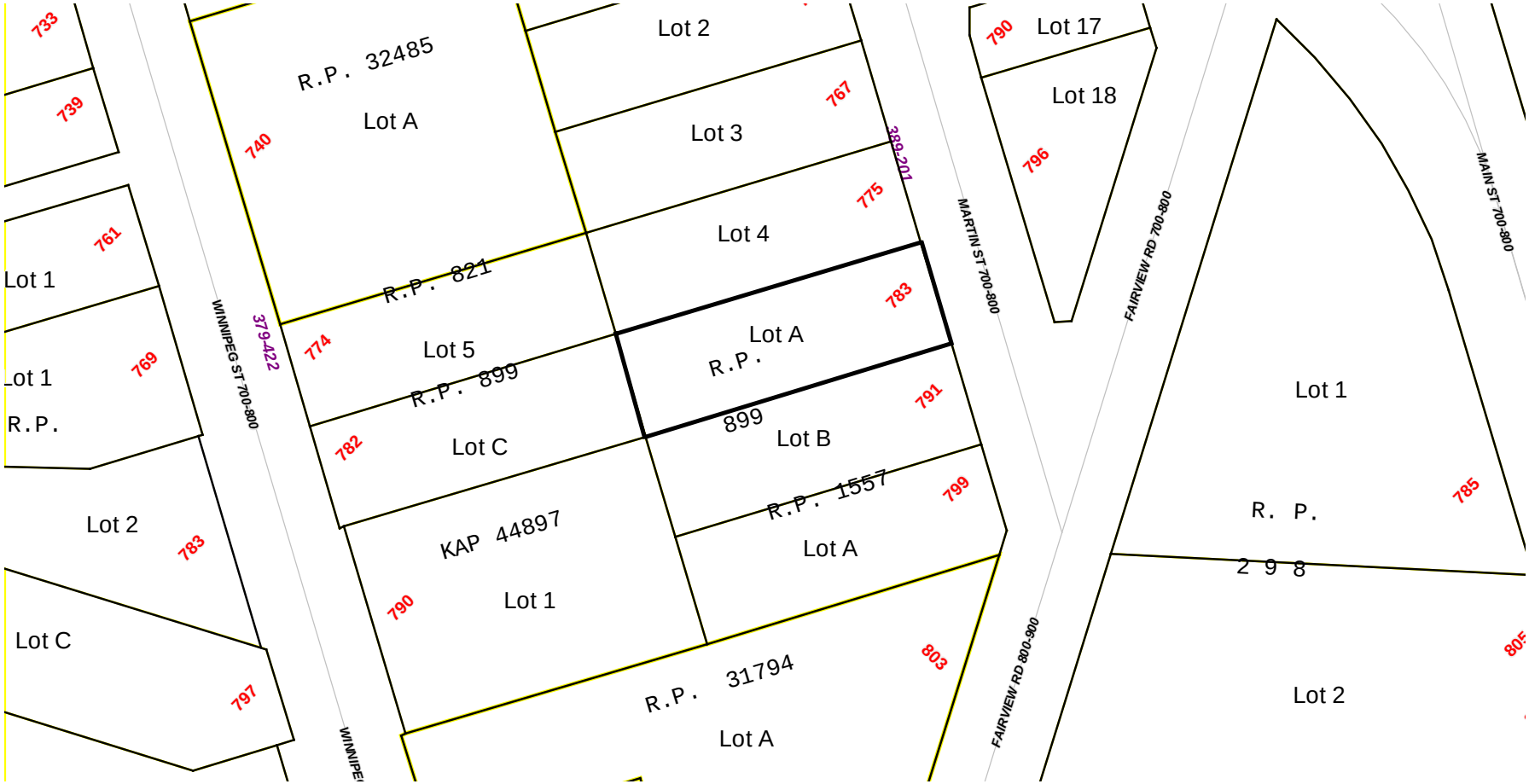
READ A FIRST time this	5	day of	June, 2018
A PUBLIC HEARING was held this	19	day of	June, 2018
READ A SECOND time this		day of	, 2018
READ A THIRD time this		day of	, 2018
ADOPTED this		day of	, 2018

Notice of intention to proceed with this bylaw was published on the 8 day of June, 2018 and the 13 day of June, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

783 Martin Street – Rezone
From RD1 (Duplex Housing) to RM3 (Medium Density Multiple Housing)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-44

Date: _____ **Corporate Officer:** _____

The Corporation of the City of Penticton

Bylaw No. 2018-45

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-45".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended by adding the following site specific provisions to section 11.5.4:

.9 In the case of Lot 9, Block 15, DL 202, SDYD, Plan 269, located at 456 Main Street, one dwelling unit on the first storey behind the commercial space shall be permitted.

2.2 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	5	day of	June, 2018
A PUBLIC HEARING was held this	19	day of	June, 2018
READ A SECOND time this		day of	, 2018
READ A THIRD time this		day of	, 2018
ADOPTED this		day of	, 2018

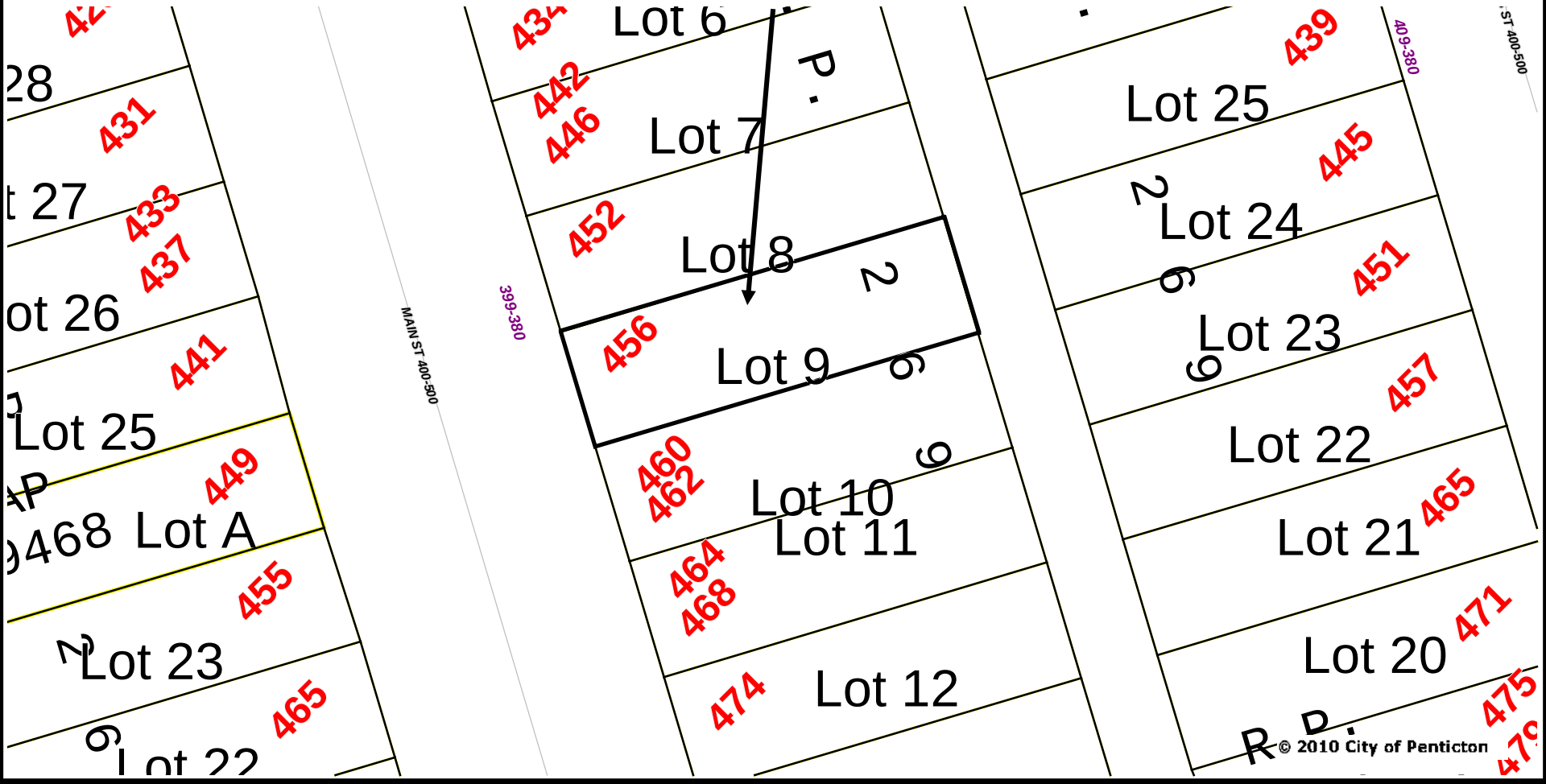
Notice of intention to proceed with this bylaw was published on the 8 day of June, 2018 and the 13 day of June, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

456 Main Street - Site Specific Zoning Amendment

To permit one dwelling unit on the first storey behind the commercial space



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-45

Date: _____ **Corporate Officer:** _____

The Corporation of the City of Penticton

Bylaw No. 2018-36

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-36".

2. **Amendment:**

Zoning Bylaw 2017-08 is hereby amended as follows:

2.1 Add the following section to Chapter 10 – Urban Residential Zones:

10.12 RD3 – Residential Infill

PURPOSE

The purpose is to provide a ***zone*** for infill housing with a maximum of three units on small sized urban serviced ***lots***.

10.12.1 PERMITTED USES

The ***permitted uses*** in this ***zone*** are:

.1 ***accessory use, building*** or ***structure***

.2 ***one back-to-back duplex, one side-by-side duplex, one stacked duplex, or one single detached dwelling***

.3 ***secondary suite*** (subject to accessory suites regulations 8.1)

.4 ***carriage house*** (subject to accessory suites regulation 8.2)

.5 ***minor home occupation*** (subject to specific use regulation 7.3)

.6 ***vacation rental*** (subject to specific use regulation 7.6)

10.12.2 SUBDIVISION AND DEVELOPMENT REGULATIONS

.1	Minimum ***lot width***:	
	i. standard ***lot***	9.1 m
	ii. ***corner lot***	10.5 m
.2	Minimum ***lot area***:	275 m^2
.3	Maximum ***lot coverage***:	55%
.4	Maximum ***density***:	1.0 FAR
.5	Maximum ***height***:	
	i. ***principal building***	10.5 m

	ii. ***accessory building*** or ***structure***	4.5 m
.6	Minimum ***front yard*** (subject to general development regulation 4.2.5):	4.5 m
.7	Minimum interior ***side yard***:	1.2 m
	Minimum *exterior* ***side yard:***	3.0 m
.8	Minimum ***rear yard***:	
	i. ***principal building***	6.0 m
	ii. ***accessory building*** or ***structure***	1.5 m
.9	Maximum area of all accessory buildings	75 m^2

10.12.3 OTHER REGULATIONS

.1 Notwithstanding section 8.2.2, in the case of the RD3 zone, a ***carriage house*** is permitted on the same lot as a principal dwelling with a ***secondary suite*** or a ***duplex*** building for a maximum of three dwellings on a lot.

.2 In the case of duplex development, where a rear ***lane*** is provided, vehicular access must be from the rear ***lane***.

.3 In cases where a ***dwelling unit*** faces the back of the lot, a clear, unobstructed and maintained access from the front of the property to the back unit at least 1.2 m in wide, must be provided.

2.2 Update Schedule 'A' Zoning Bylaw Text Table of Contents to include all the Urban Residential Zones.

2.3 Update Schedule 'B' Zoning Bylaw Map to include the new zone RD3 – Residential Infill.

READ A FIRST time this	5	day of	June, 2018
A PUBLIC HEARING was held this	19	day of	June, 2018
READ A SECOND time this		day of	, 2018
READ A THIRD time this		day of	, 2018
RECEIVED the approval of the Ministry of Transportation on the		day of	, 2018
ADOPTED this		day of	, 2018

Notice of intention to proceed with this bylaw was published on the 8 day of June, 2018 and the 13 day of June, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Approved pursuant to section 52(3)(a) of the *Transportation Act*
this _____ day of _____, 2018

_____
for Minister of Transportation & Infrastructure

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-38

A Bylaw to Amend Official Community Plan Bylaw 2002-20

WHEREAS the Council of the City of Penticton has adopted an Official Community Plan Bylaw pursuant to the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Official Community Bylaw 2002-20;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Official Community Plan Amendment Bylaw No. 2018-38."

2. **Amendment:**

"Official Community Plan Bylaw No. 2002-20" is hereby amended as follows:

2.1 Amend Schedule 'B' Future Land Use designation for Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594, located at 157 Abbott Street and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539 located at 198 Van Horne Street from HR (High Density Residential) to MR (Medium Density Residential).

2.2 Amend Schedule 'H' Development Permit Area Map and include Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594, located at 157 Abbott Street and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539 located at 198 Van Horne Street, identified in Schedule A of this bylaw, in the General Multiple Family Development Permit Area.

2.3 Schedule 'A' attached hereto forms part of this bylaw.

READ A FIRST time this	5	day of	June, 2018
A PUBLIC HEARING was held this	19	day of	June, 2018
READ A SECOND time this		day of	, 2018
READ A THIRD time this		day of	, 2018
ADOPTED this		day of	, 2018

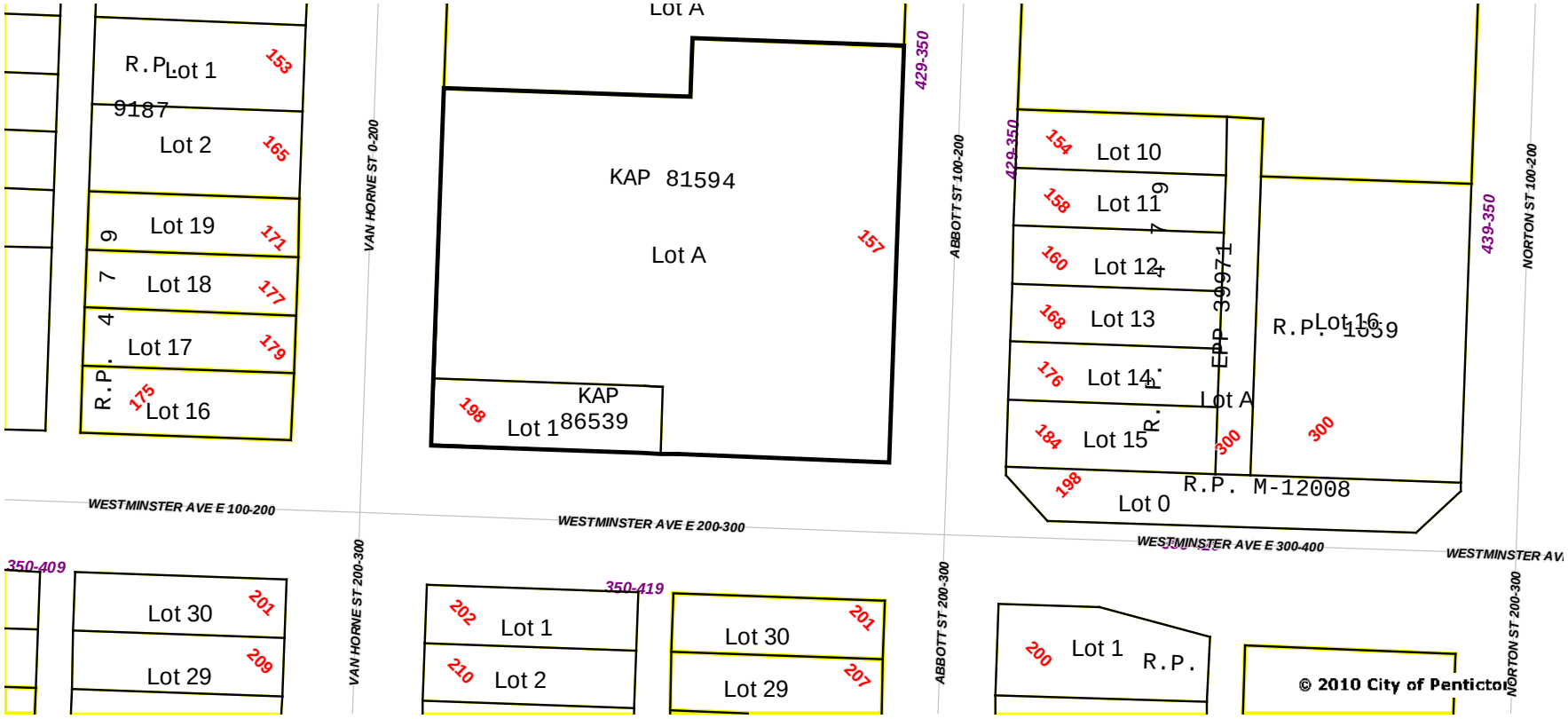
Notice of intention to proceed with this bylaw was published on the 8 of June, 2018 and the 13 of June, 2018 in the Penticton newspapers, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

157 Abbott Street and 198 Van Horne Street-OCP Amendment

- Change the OCP designation from HR (High Density Residential) to MR (Medium Density Residential); and
- Amend Schedule 'H' Development Permit Area Map to include the properties in the General Multiple Family Development Permit Area



City of Penticton – Schedule 'A'

Official Community Plan Amendment Bylaw No. 2018-38

Date: _____ **Corporate Officer:** _____

The Corporation of the City of Penticton

Bylaw No. 2018-39

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-39".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot A, District Lot 202, Similkameen Division Yale District, Plan KAP81594, located at 157 Abbott Street and Lot 1, District Lot 202, Similkameen Division Yale District, Plan KAP86539, located at 198 Van Horne Street, from RM4 (Medium Density Multiple Housing) to RD3 (Residential Infill).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

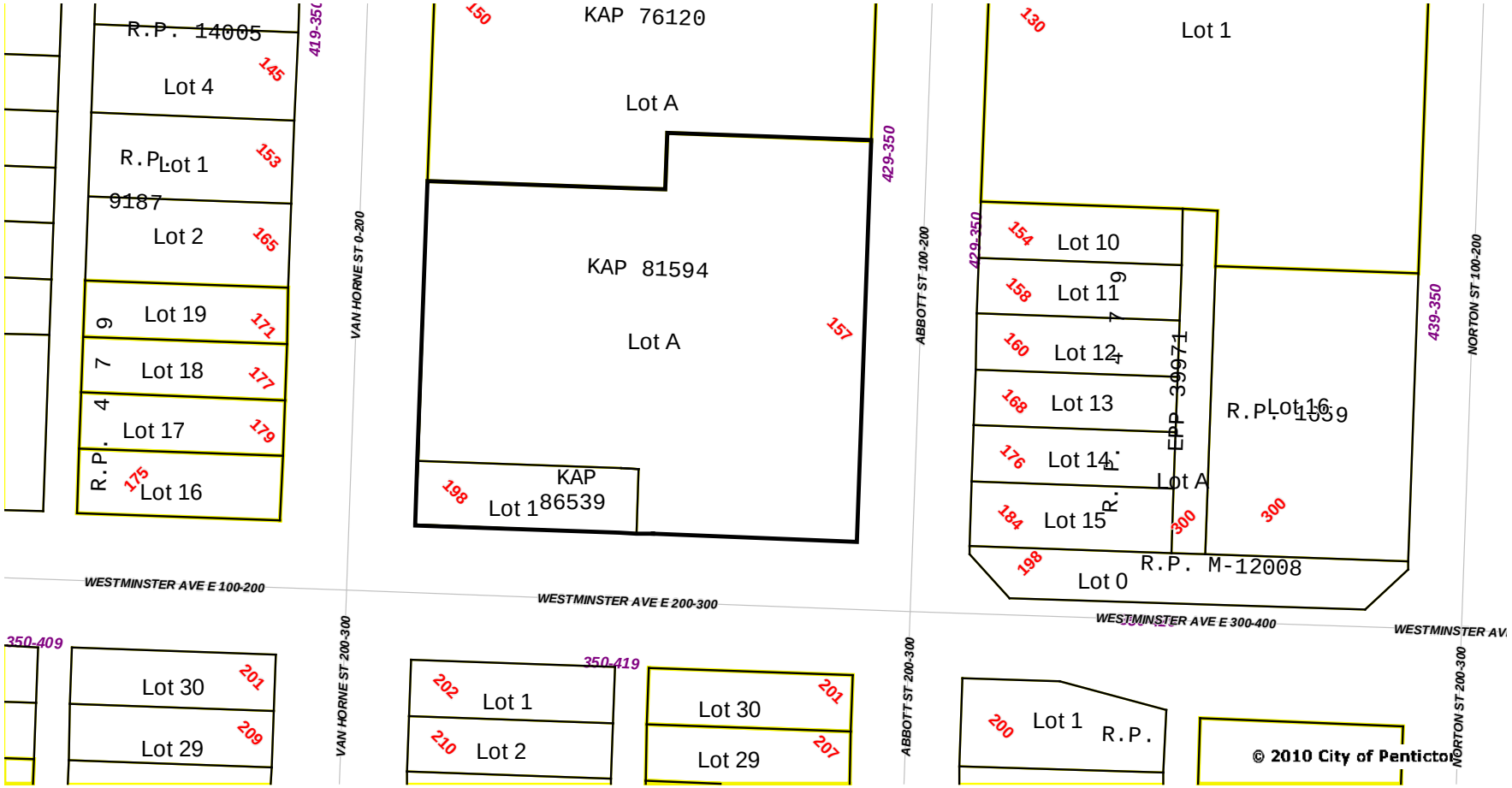
READ A FIRST time this	5	day of	June, 2018
A PUBLIC HEARING was held this	19	day of	June, 2018
READ A SECOND time this		day of	, 2018
READ A THIRD time this		day of	, 2018
ADOPTED this		day of	, 2018

Notice of intention to proceed with this bylaw was published on the 8 day of June, 2018 and the 13 day of June, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

157 Abbott Street & 198 Van Horne Street – Rezone From RM4 (Medium Density Multiple Housing) to RD3 (Residential Infill)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-39

Date: _____ **Corporate Officer:** _____

Council Report

penticton.ca

Date: June 19, 2018 File No: PRJ2018-106
To: Peter Weeber, Chief Administrative Officer
From: Nicole Capewell, Planner 1
Address: 1093 Ohlhausen Road
Subject: **Development Variance Permit PL2018-8236**

Staff Recommendation

THAT Council approve "Development Variance Permit PL2018-8236" for Lot A, District Lot 199 and 672 Similkameen Division Yale District Plan 43708, located at 1093 Ohlhausen Road, a permit to allow a necessary agricultural farm help dwelling on a property that is less than 2 hectares (1.87 hectares);

AND THAT staff be directed to issue "Development Variance Permit PL2018-8236".

Background

The subject property is zoned A (Agriculture) (Attachment 'B'), is designated in the City's Official Community Plan as AG (Agriculture) (Attachment 'C') and is also located within the Agricultural Land Reserve (ALR). The property owner currently farms (garlic) on the property. Photos of the site are included as Attachment 'D'. The property currently has a single family dwelling and a detached garage located in the south-eastern corner of the property.

The Agriculture (A) zone (Section 9.2.5.1) regulates that "necessary agricultural farm help dwellings are limited to one (1) unit on a property of at least 2 ha or more". The applicant has identified in their letter of intent that the proposed agricultural farm help building will be used as a dwelling for necessary farm help and also have a space for the curing, cleaning and packaging of the product (garlic) produced on their property. The applicant has also identified that the farm help dwelling is necessary to assist them in performing the labor required on their farm.

The applicant is proposing to construct an agricultural farm help dwelling on the property, which will be located along the northern property line, as indicated on the site plan (Attachment 'F). The subject property is 4.613 acres (18,668 m^2), and the Agriculture (A) zone allows for residential buildings to cover 10% of the property (1,866 m^2). The existing residential buildings have a footprint of approximately 120 m^2 (single family dwelling = 80 m^2; detached garage = 40 m^2). The proposed agricultural farm help dwelling will have a footprint of approximately 140m^2 (1,500 sq. ft.), which is well within the permitted lot coverage for residential buildings.

Proposal

The applicant is proposing to construct a necessary agricultural farm help dwelling at 1093 Ohlhausen Road (1.87 ha parcel). To do so, the applicant requires a development variance permit to allow an agricultural farm help dwelling on a property that is less than 2 hectares in size. The proposed farm help dwelling would be approximately 140m^2 (1,500 sq. ft.) and provide a dwelling for necessary farm help. There would also be

space provided for the curing, cleaning and packaging of the farm product (garlic). The applicant is requesting a variance to the following section of Zoning Bylaw No. 2017-08:

- Section 9.2.5.1: to allow one (1) necessary agricultural farm help dwelling on a property that is less than 2 hectares in size.

Financial Implication

This application does not pose any financial implications to the City. Development costs are the responsibility of the developer.

Technical Review

This application was reviewed by the Planning and Engineering Department and there were no outstanding servicing or technical issues identified. The property owner will be responsible for providing services to the new dwelling unit. There is no municipal sewer in this area, and the property owner will be responsible to confirm that property sanitary solutions are in place and capable of managing the proposed addition.

The applicant is required to apply for and obtain a valid Building Permit for the construction of this building, which will require conformance with the BC Building Code.

Analysis

Approve Development Variance Permit

The subject property, located at 1093 Ohlhausen Road, currently has a single family dwelling and a detached garage constructed on the 1.87 hectare (4.613 acre) parcel. As indicated in the letter of intent (Attachment 'E'), the applicant is currently growing and producing organic garlic on the property. The applicant has indicated that the proposed building will be used for storing garlic after it is harvested (which requires specific temperatures, humidity and light levels), and have a dwelling unit for necessary farm help. The applicant has specified that they can only perform a small fraction of the labor required on the farm, as the garlic crop increases each year.

The applicable Agricultural Land Commission (ALC) Policy for this use is Policy L-09: Additional Residences for Farm Help Accommodation. This Policy identifies that the *Agricultural Land Commission Act* and the Regulation do not set a limit on the number of additional residences per parcel, nor do they regulate the size of the dwellings. The Policy specifically identifies that the additional residences must be necessary for farm use. Local governments are to determine if there is a legitimate need for an additional residence for farm help accommodation.

The Policy recommends determining that the parcel is in fact used for farm activities. Staff have confirmed that the subject property at 1093 Ohlhausen Road has 'farm' classification under the *Assessment Act*, which confirms that the property is partially used for farming activities. The Policy indicates that local governments can adopt detailed guidelines that are used to determine the legitimacy of the requests. The City of Penticton does not have such guidelines in place.

Staff attempted to refer the application to the City's Agriculture Advisory Committee, however, during the summer, the Committee does not have scheduled meetings and only meets as required. Staff attempted to schedule a meeting, however quorum was not going to be achieved for any of the attempted meetings. To allow this variance application to continue to move forward in the review process, Staff have brought the application to Council.

The applicant has identified that the farm help dwelling is necessary, as he is no longer able to complete the required labor necessary to produce his farm product (garlic). The applicant has selected a location that has a minimal impact on neighbouring properties. Due to the large sizes of lots in this neighbourhood, the addition of a farm help dwelling should be minimal. The proposed building is also being located in an area of the property where the terrain conditions are not ideal for growing the farm product (garlic), and therefore is not taking away from land that could be used for farming garlic.

Given the above, staff find the variance request is reasonable and recommend that Council support the application.

Deny Development Variance Permit

Council may consider that the proposed variance will negatively affect the neighbourhood. Additionally, Council may refer the application back to staff and request that the proposal be presented to the Agriculture Advisory Committee before the application proceeds back to Council.

Alternate Recommendations

1. THAT Council refer "Development Variance Permit PL2018-8236" back to staff, to be reviewed by the Agriculture Advisory Committee.

Attachments

Attachment A:	Subject Property Location Map
Attachment B:	Zoning Map of Subject Property
Attachment C:	Official Community Plan Map of Subject Property
Attachment D:	Images of Subject Property
Attachment E:	Letter of Intent
Attachment F:	Proposed Site Plan
Attachment G:	Draft Development Variance Permit

Respectfully submitted

Nicole Capewell
Planner 1

Concurrence

DDS	CAO
AH	PW

Attachment A – Subject Property Location Map

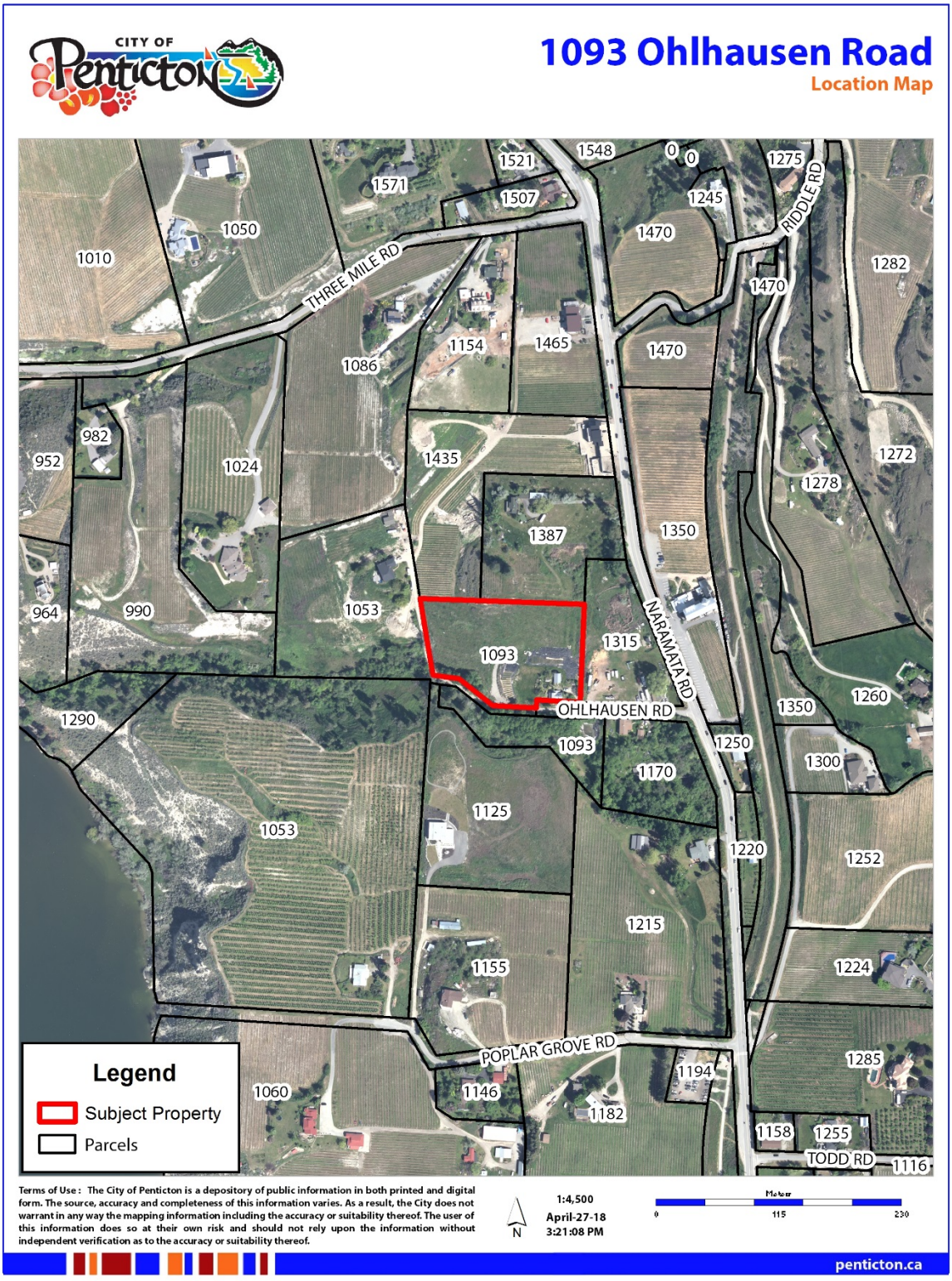


Figure 1 – Subject Property Highlighted in Red

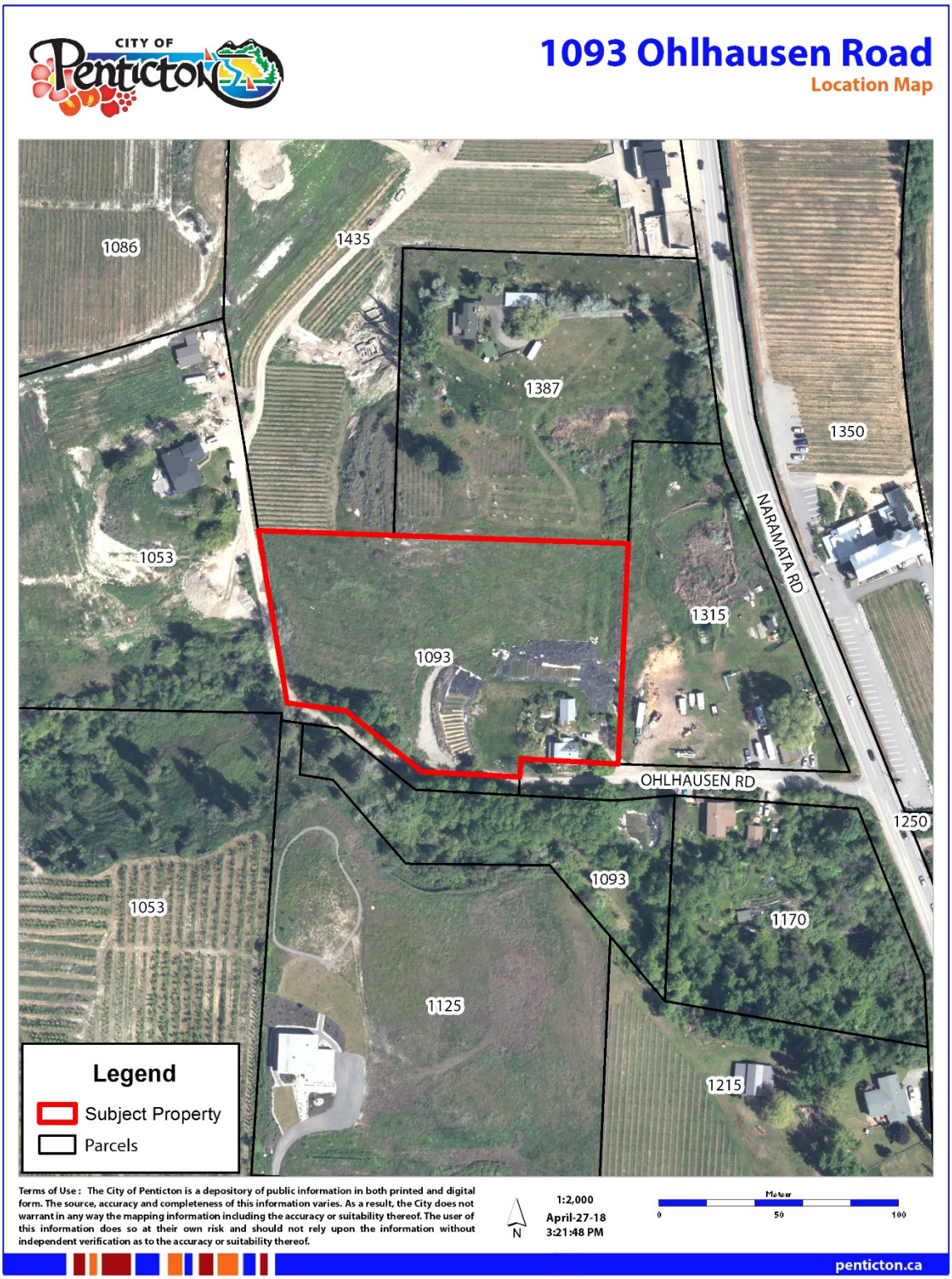


Figure 2 – Subject Property Highlighted in Red

Attachment B – Zoning Map of Subject Property

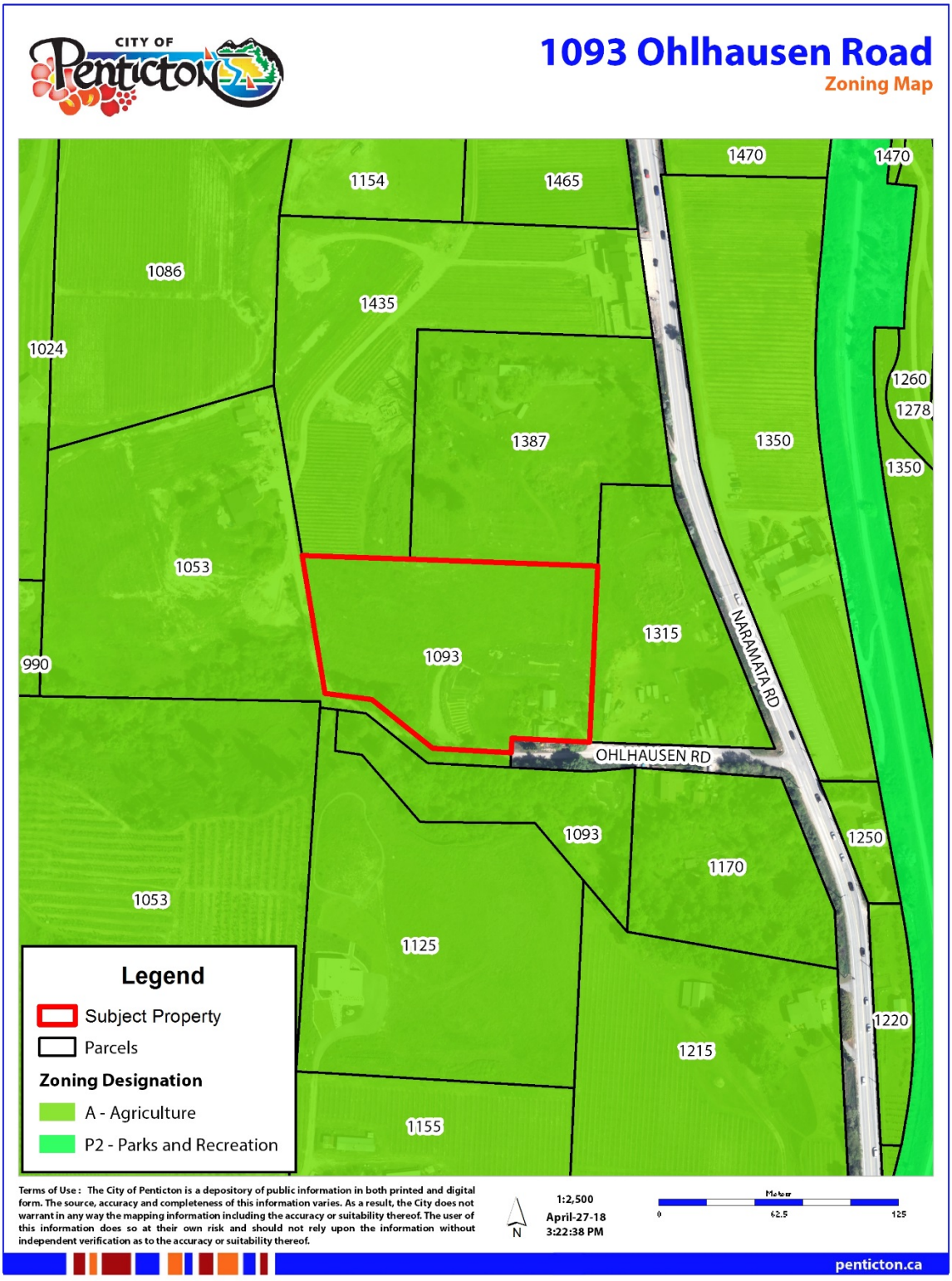


Figure 3 – Subject Property Currently Zoned A (Agriculture)

Attachment C – Official Community Plan Map of Subject Property

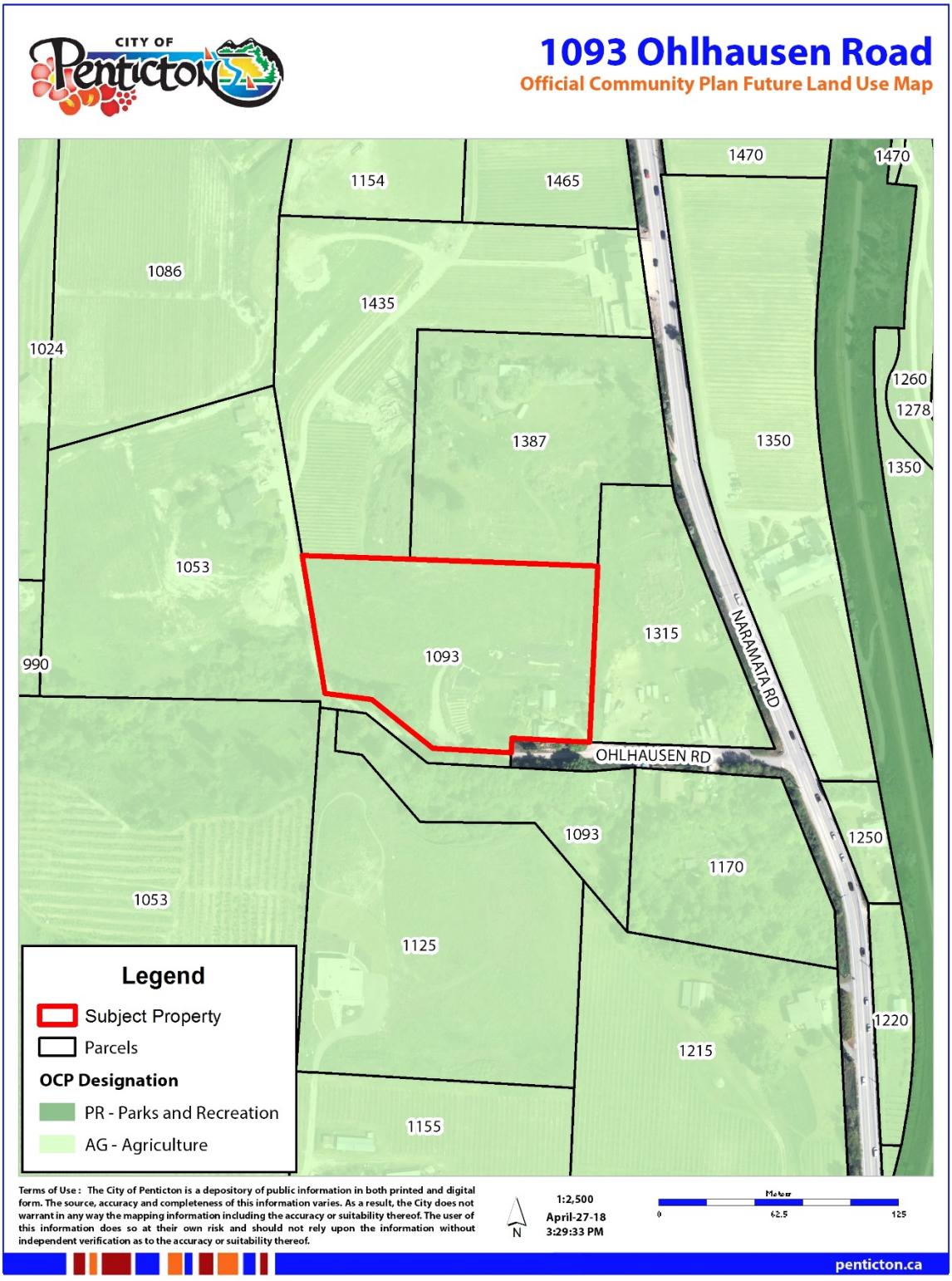


Figure 4 – Subject Property Currently Designated as AG (Agriculture) within Official Community Plan

Attachment D – Images of Subject Property

Figure 5 – Looking towards south east corner of property (house and detached garage)

Figure 6 – Looking towards south property line (taken from proposed dwelling location)

Figure 7 – Looking towards north property line (proposed dwelling location)

Figure 8 – Looking west towards properties between proposed dwelling location at 1093 Ohlhausen Road and Okanagan Lake

Attachment E – Letter of Intent

Penticton City Council
Planning Department
171 Main St
Penticton, B.C.
V2A 8T6

April 10, 2018

Dear Council Members,

Since my farm is slightly less than 2ha (1.87 ha), I am applying for a development variance permit so I can build a necessary farm help dwelling. After I was forced to remove my old apple orchard, I started planting garlic and earned CERTIFIED ORGANIC status in 2017. Last year I harvested 850 lbs and I intend to increase production by 50% per year over the next 4 years. In addition to housing farm help, I will need space for curing, cleaning, and packaging. Most importantly, I need a controlled area to store garlic at the right temperature, humidity, and light levels. This will extend shelf life for 9 months or more. It is almost impossible to find good quality organic garlic in the stores during winter and spring; I will be able to meet that need. The dwelling will be situated on a steep section of the property, not on arable land. I am 78 years old and in good health, but I can only perform a small fraction of the labor required.

Thank you for your consideration.

Yours truly,

Robert Wolfe

250 493 9443
robbiewolfe@shaw.ca

Juicy Gardens
1093 Ohlhausen Rd.
Penticton, B.C.
V2A 8T6

Figure 9 – Letter of Intent

Attachment F – Proposed Site Plan

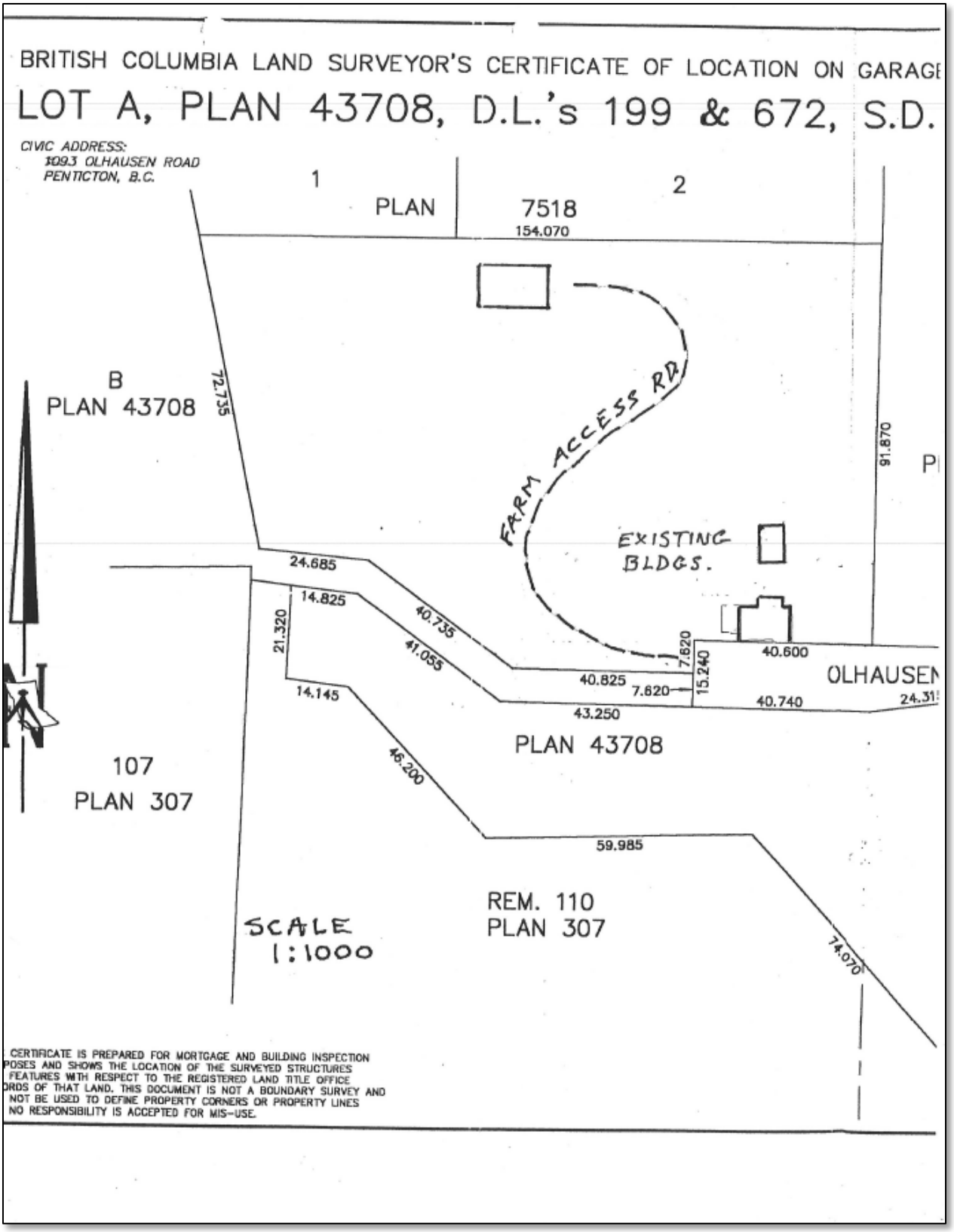


Figure 10 – Proposed Site Plan

Attachment F – Draft Development Variance Permit

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

Development Variance Permit

Permit Number: DVP PL2018-8236

Property Owner Name
Address

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot A, District Lot 199 and 672, Similkameen Division Yale District Plan 43708
   Civic: 1093 Ohlhausen Road
   PID: 016-419-448

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2017-08 to allow for the construction of an agricultural farm help dwelling:

   a. Section 9.2.5.1: to allow one (1) necessary agricultural farm help dwelling on a property that is less than 2 hectares in size.

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule 'A'.

5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

6. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**

7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the 17th day of April, 2018

Issued this _____ day of _____, 2018

_____

Dana Schmidt,
Corporate Officer

Council Report

penticton.ca

Date: June 19, 2018 File No: 2018 PRJ-126
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner I
Address: 125 Calgary Avenue

Subject: **Zoning Amendment Bylaw No. 2018-46**
Development Permit PL2018-8262

Staff Recommendation

Zoning Amendment

THAT "Zoning Amendment Bylaw No. 2018-46", a bylaw to rezone Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473, located at 125 Calgary Avenue from RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing), be given first reading and forwarded to the July 3, 2018 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-46", a 2.4m road dedication along the south property line (Calgary Avenue) is registered with the Land Title Office.

Development Permit

THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2018-46," approve "Development Permit PL2018-8262" for Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473, located at 125 Calgary Avenue, a permit that allows for the construction of a multi-family development.

Background

The subject property (Attachment A) is zoned RD2 (Duplex Housing: Lane) and designated by the City's Official Community Plan as MR (Medium Density Residential). Photos of the sites are included as Attachment D. The subject property is approximately 1,001m^2 (10780ft^2) and features a single family dwelling to be demolished. The surrounding properties are primarily zoned for multi-family development. A recently constructed four-storey, 20-unit apartment borders the subject property to the east. A Single Family Dwelling is constructed on the property to the west. Four new duplexes with suites are under construction across the street. The subject property is located on a street close to the Safeway shopping Centre and transit routes. The KVR is in close proximity to the subject property, providing a direct route to Pen-Hi. The area has seen densification occur recently given the OCP's vision for medium to high density residential.

Proposal

The applicant is proposing to construct a four-unit townhouse as well as a duplex at the rear of the property fronting the lane for a total of 6 dwelling units. Each unit will be approximately 1500ft^2 with four bedrooms. Each unit will have a covered porch with a grass amenity area and patio space. Since the proposed use is not permitted in the RD2 (Duplex Housing: Lane) zone, a rezoning to RM2 (Low Density Multiple Housing) is required. No variances are being proposed at this time.

The subject property is located within the General Multiple Family Development Permit area and requires approval for the form and character of the proposed development and to address landscaping requirements.

Financial implication

The City will receive Development Cost Charges from the developer at a rate of $5,548 per dwelling unit for a total of $33,288.00 in addition to the building permit fees, based on the cost of construction.

Technical Review

This application was forwarded to the City's Technical Planning Committee and reviewed by the Engineering and Public Works Departments. As per City of Penticton Building Bylaw 94-95 section 7.1.5, storm water/drainage is to be maintained on site. It has been determined that a 2.4m road widening along Calgary Avenue will form part of zoning approval to achieve the ultimate desired 20.0m width of Calgary Avenue. Servicing upgrades will be required based on fixture counts and condition of existing services. If the requests for the zoning amendment and development permit are supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

Development Statistics

The following table outlines the proposed development statistics on the plans submitted with the application:

Item	Requirement RM2 zone	Proposed
Maximum Lot Coverage:	40%	40%
Maximum Density:	0.8 FAR	0.8 FAR
Minimum Lot Width:	18.0m	20.647m
Minimum Lot Area:	540m^2	1,001m^2
Vehicle Parking:	1 space per dwelling unit + 0.25 per unit for visitors (7 total)	7 spaces
Required Setbacks		
Front yard (south, Calgary Avenue):	3.0m + (2.4m widening) = 5.4m	5.4m
Rear yard (north):	6.0m	7.0m
Interior yard (west):	3.0m	3.0m
Interior yard (east):	3.0m	3.0m
Maximum Building Height:	12.0m	8.2m
Amenity Area:	20m^2 per unit (120m^2 total)	171.2m^2
Other Information:	- The subject property is located within the General Multiple Family Development Permit Area, thus a development permit is required.	

Analysis

Zoning Amendment

Support "Zoning Amendment Bylaw No. 2018-46"

The OCP designation for this site is MR (Medium Density Residential), which supports the proposed development. Staff consider that the zoning amendment to allow for the proposed development represents best use of the land for the following reasons:

- The proposal is consistent with the OCP's view that infill residential development is an appropriate method of maximizing the use of land and increasing housing choices for Penticton residents.
- The OCP encourages densification in areas where existing services can accommodate higher densities, which is the case here.
- The proximity to commercial nodes and nearby services encourages more walking and active forms of transportation. The property is approximately 700m from KVR middle school and Pen-Hi, with direct transportation along the KVR trail. Granby Park is within the 700m radius and the amenities and fields of King's Park are just outside the 700m radius.
- The current proposal will add six units to the housing stock in a central location adjacent to a variety of services.
- Each of the proposed units will have three of four bedrooms, thus providing opportunities for families to live in a central area, close to services, transit routes and amenities.

Staff considers that the design is suitable and consistent with the redevelopment trends in the area. The location of the site and characteristics of the surrounding neighbourhood make it appropriate for residential densification. The number of parking spaces for the proposed development meets the requirements of the zoning bylaw. Adequate landscape buffering and screening is provided along the west and east property lines. The design has allowed for ample outdoor amenity space, through the incorporation of private back yards, patio space and covered porches. Attachment J shows the amenities and services that are located within 700m of the subject property, which is an approximate 10-minute walk. Given the above, staff recommends that Council support "Zoning Amendment Bylaw No. 2018-46" and forward the application to the July 3, 2018 Public Hearing for comments from the public.

Deny/Refer Zoning Amendment

Council may consider that the proposed amendment is not suitable for this site and that the zoning shall remain as is to construct a duplex. If this is the case, Council should deny the bylaw amendment. Alternatively, Council may wish to refer the matter back to staff to work with the applicant with any direction that Council considers appropriate.

Development Permit

Support Development Permit

The subject property is in the General Multiple Family Development Permit Area. As such, a development permit is required prior to construction. The objective of this DPA is to ensure that siting, form, character and landscaping of new development and exterior renovations and additions to existing buildings are compatible with the context of the surrounding neighbourhood and that site access, parking, storage and landscaping matters are satisfactory resolved and development is of high aesthetic quality. In this DPA, there is an emphasis on the following design considerations:

- *Buildings should show varied rooflines and thoughtful architectural articulation to create visual interest*.
    - The building features a peaked roof with upper storey projections, vertical and horizontal hardie board siding, vertical board and batten siding and picture windows.

- *All waste disposal bins should be completely screened within an enclosure*.
    - The proposed development addresses this by storing the garbage and recycling bins in the yards between the dwellings, hidden from view.

- *Landscaping shall be of high quality and aesthetic value*.
    - The developer will landscape the front of the yard with irrigated grass right up to the sidewalk. One large tree and several smaller trees and shrubs will be removed from the site, but will be replaced with 14 trees and multiple plant species.

- *The design of the building should attempt to maximize sun exposure to enhance the livability of the dwelling units*.
    - The design allows for private outdoor amenity space in between the units, away from the street and lane.

- *Townhouse and four-plex development are encouraged to use rear lane access where available*.
    - Vehicle access is provided from the rear lane only. This leaves the front yard to be landscaped, retains the on-street parking spaces and reduces potential vehicle-pedestrian conflict that a driveway can pose.

Staff consider that the plans submitted meet the intent of the DPA guidelines and generally conform to the zoning bylaw. As such, staff recommend that Council approve the Development Permit application.

Deny/Refer Development Permit

Council may consider that the proposal does not reflect the current built form of the neighbourhood, or that the development should soften the impact on neighbouring properties. If this is the case, Council should deny the permit.

Alternate Recommendations

1. THAT Council deny first reading of "Zoning Amendment Bylaw No. 2018-46" and deny "DP PL2018-8262."
2. THAT Council give first reading to "Zoning Amendment Bylaw No. 2018-46" but deny support for "DP PL2018-8262."
3. THAT Council give first reading to "Zoning Amendment Bylaw No. 2018-46" and support "DP PL2018-8262" with conditions that Council feels are appropriate.

Attachments

Attachment A: Subject Property Location Map
Attachment B: Zoning Map
Attachment C: OCP Map
Attachment D: Photos of Subject Property
Attachment E: Site Plan
Attachment F: Landscape Plan
Attachment G: Elevations
Attachment H: Proposed Renderings
Attachment I: Floor Plans
Attachment J: Nearby Services/Amenities
Attachment K: Letter of Intent
Attachment L: Development Permit PL2018-8262
Attachment M: Zoning Amendment Bylaw No. 2018-46

Respectfully submitted,

Randy Houle
Planner I

Approvals

DDS	CAO
AH	PW

Attachment A – Subject Property Location Map

Figure 1: Subject Property Location Map

Attachment B – Zoning Map

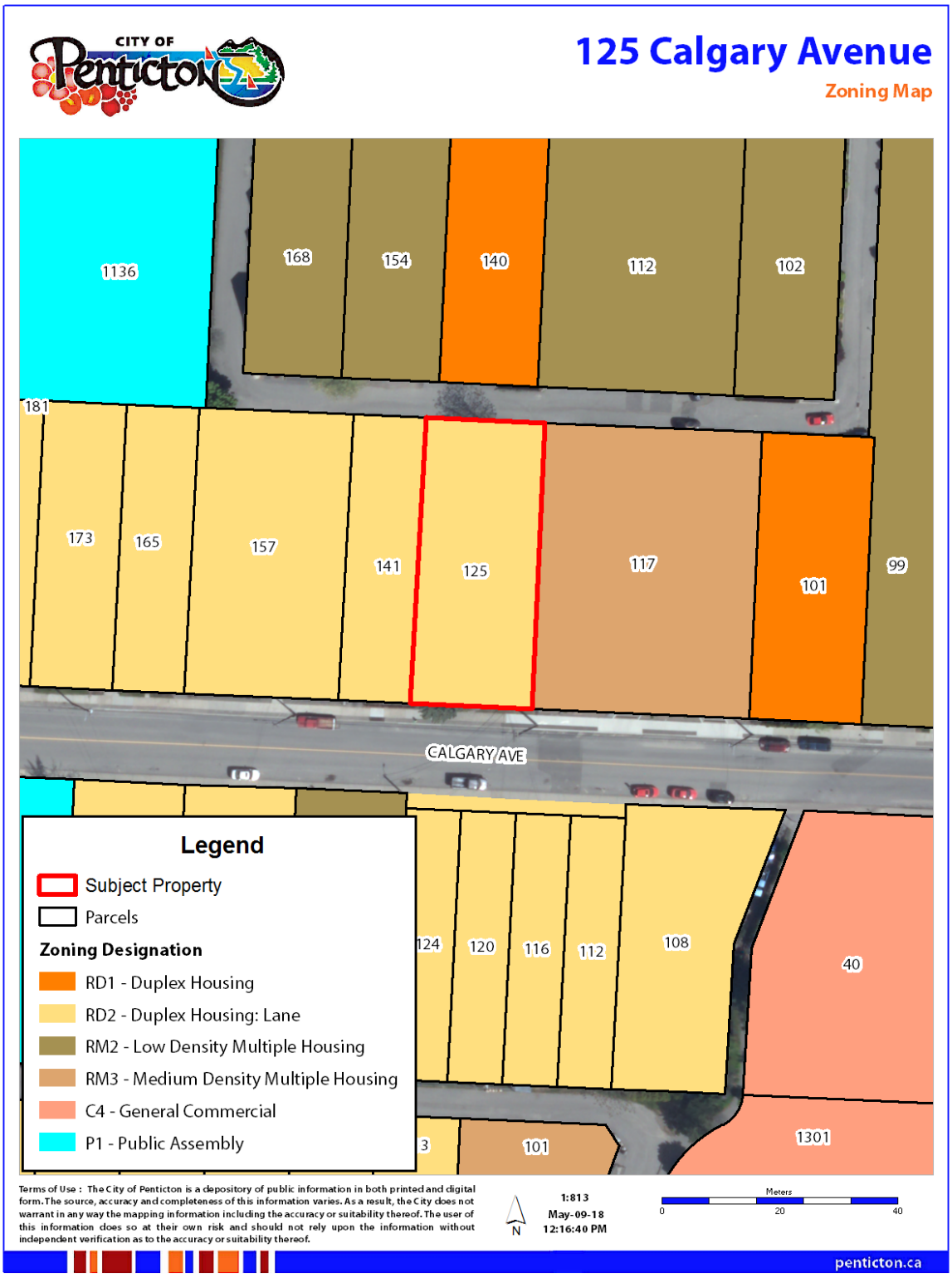


Figure 2: Zoning Map

Attachment C- OCP Map

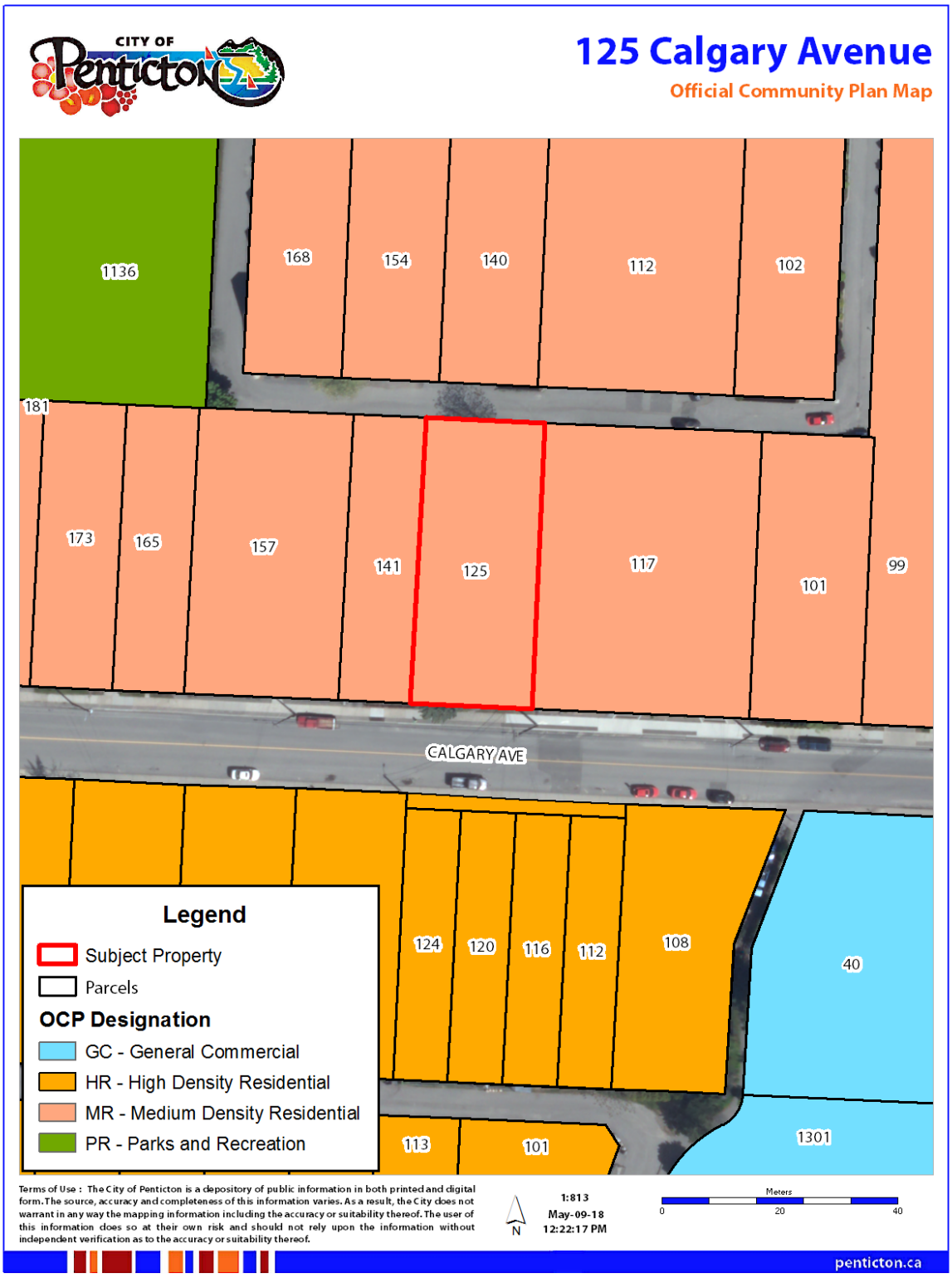


Figure 3: OCP Map

Attachment D – Photos of Subject Property

Figure 4: South view of subject property (from Calgary Avenue)

Figure 5: South View showing eastern portion of property

Figure 6: South view showing western portion of property

Figure 7: North view showing eastern portion of property

Attachment E – Site Plan

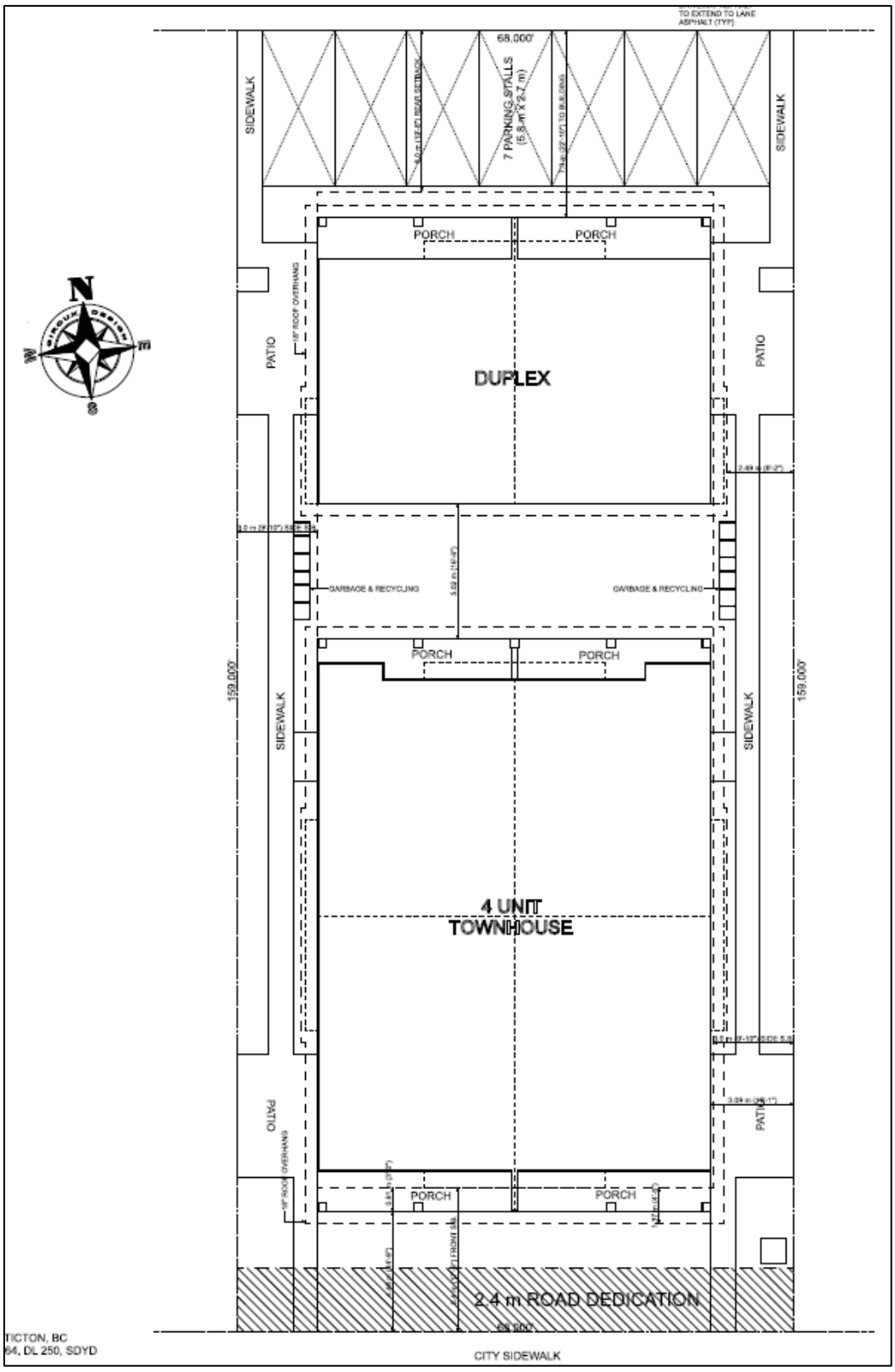


Figure 8: Site Plan

Attachment F – Landscape Plan

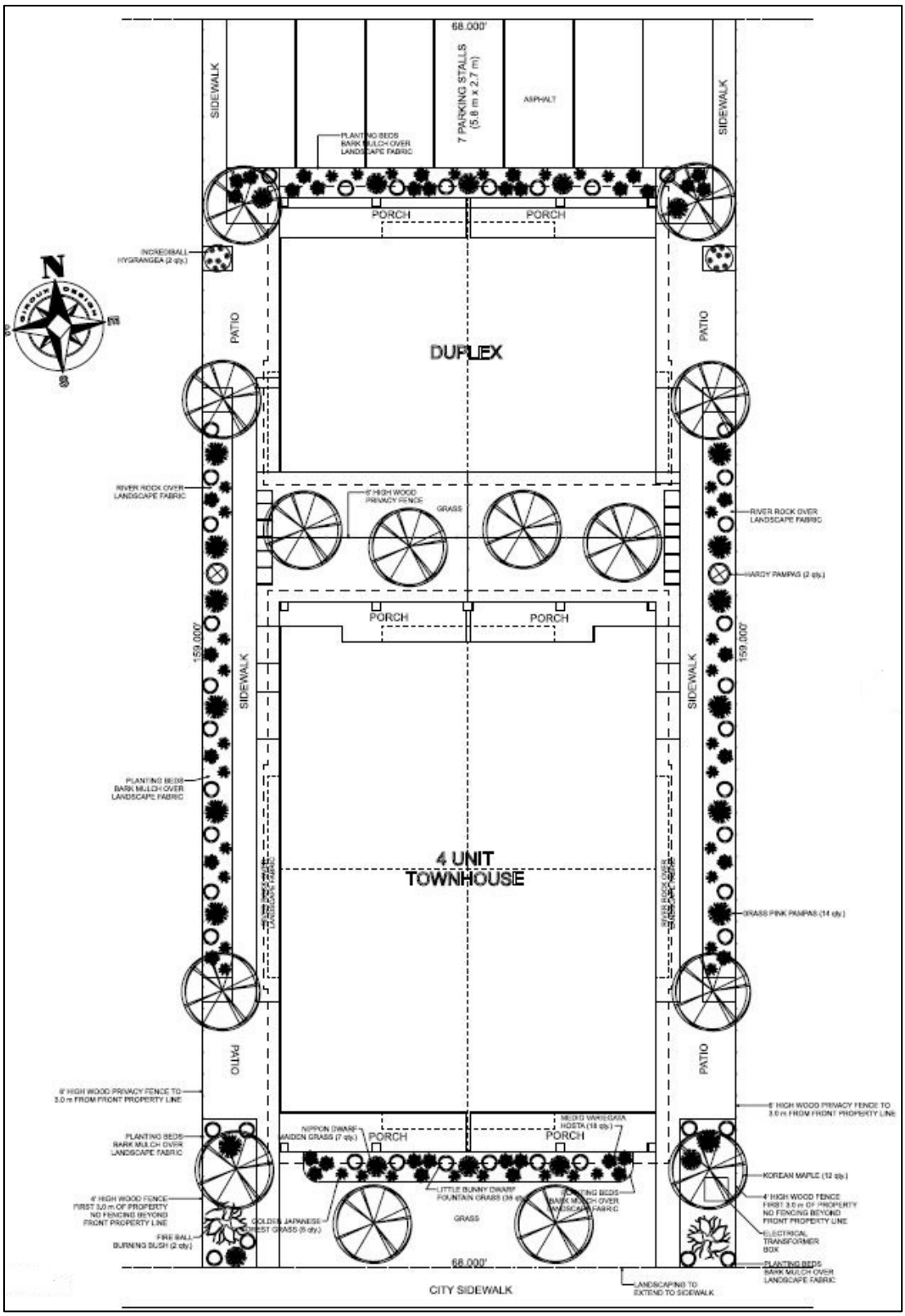


Figure 9: Landscape Plan

Attachment G – Elevations

Figure 10: South Elevation of four-unit townhouse (from Calgary Avenue)

Figure 11: Rear elevation of duplex (from the lane)

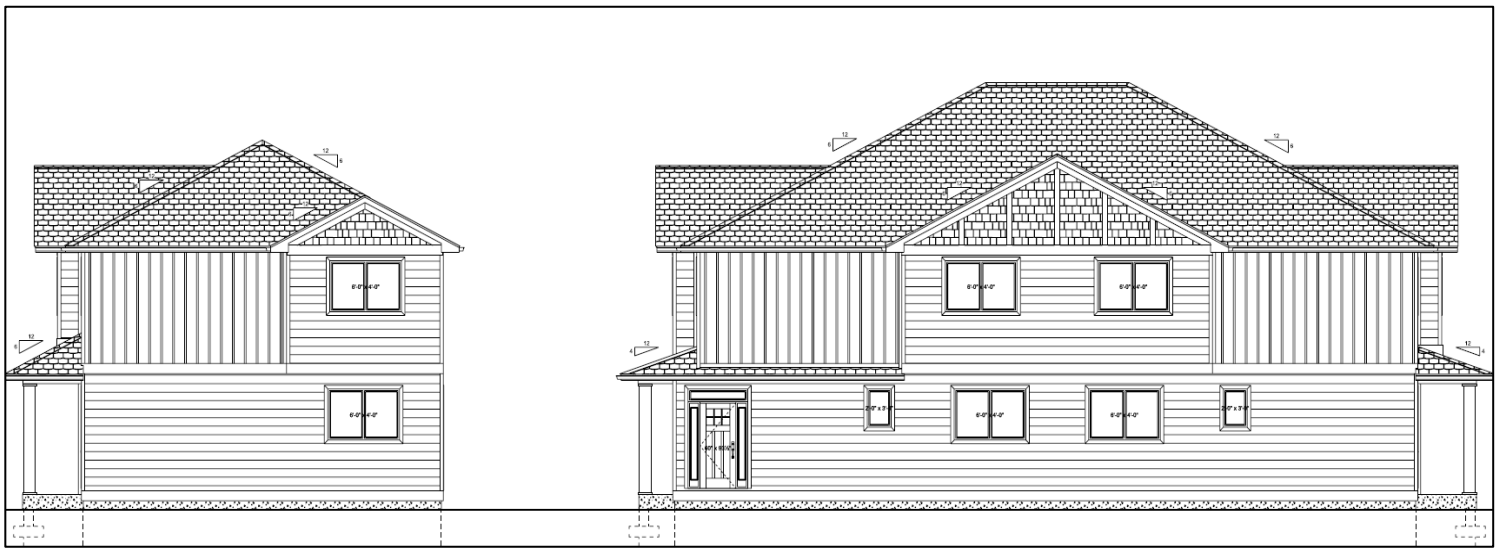


Figure 12: West Elevation of duplex and four-unit townhouse

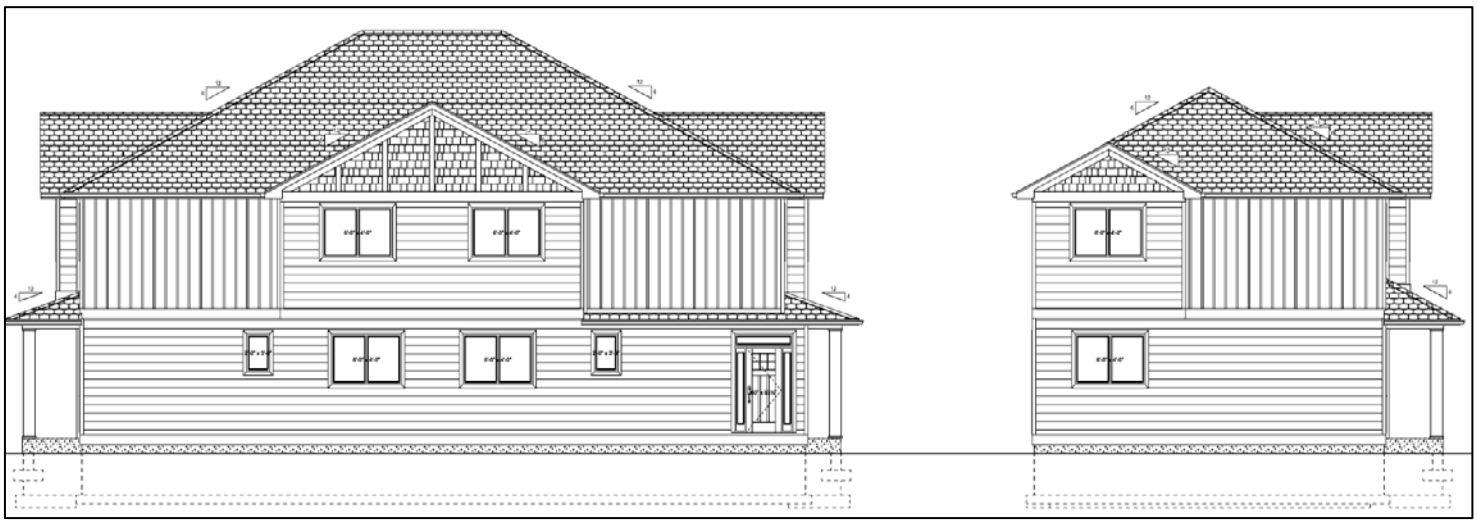


Figure 13: East Elevation of duplex and four-unit townhouse

Attachment H – Proposed Renderings

Figure 14: Street View

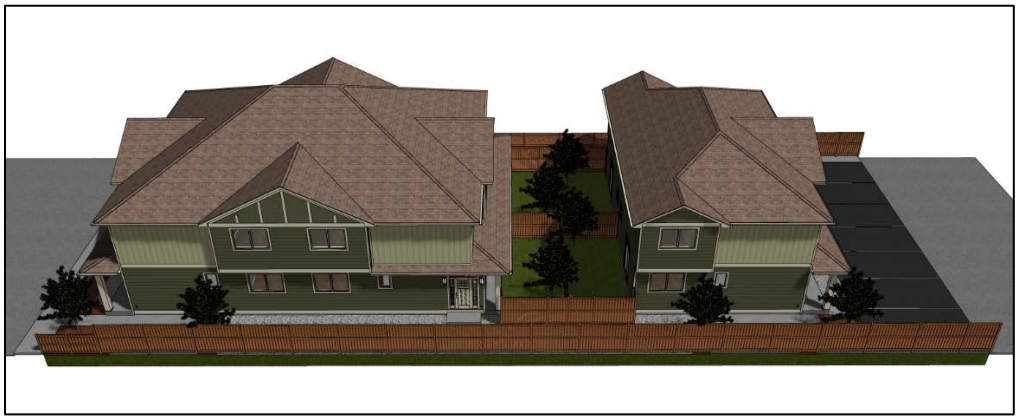


Figure 15: Bird's Eye View

Figure 16: Lane View

Attachment I - Floor Plans

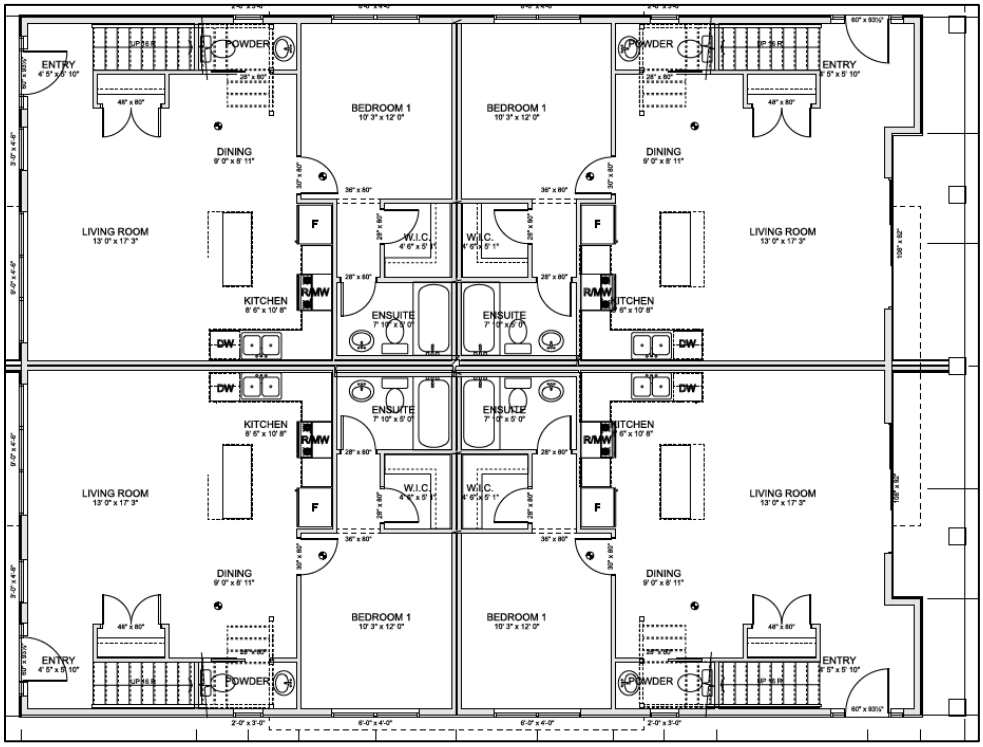


Figure 17: Four-unit Townhouse Main Floor Plan

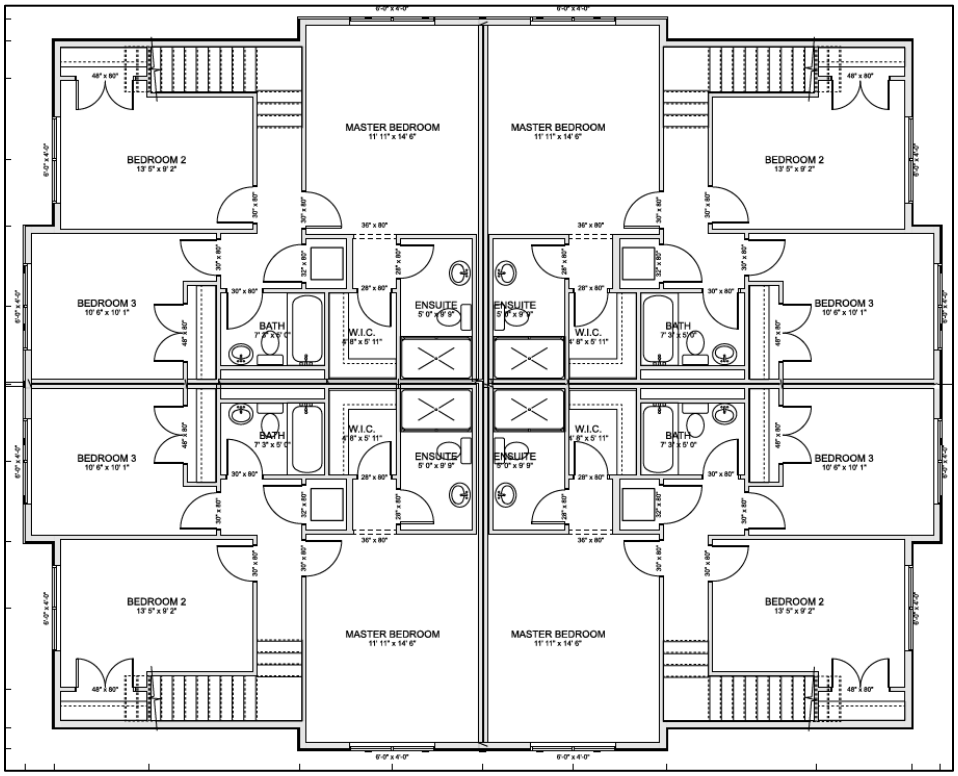


Figure 18: Four-unit Townhouse Second Floor Plan

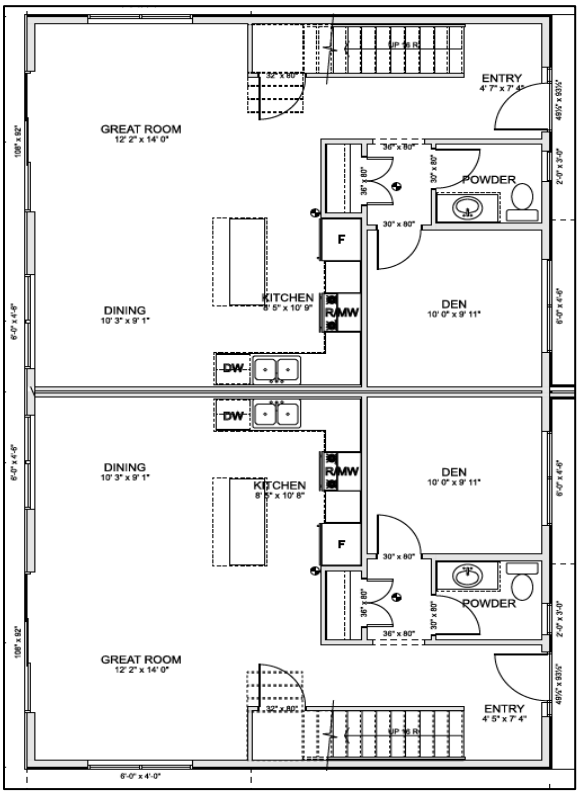


Figure 19: Duplex Main Floor Plan

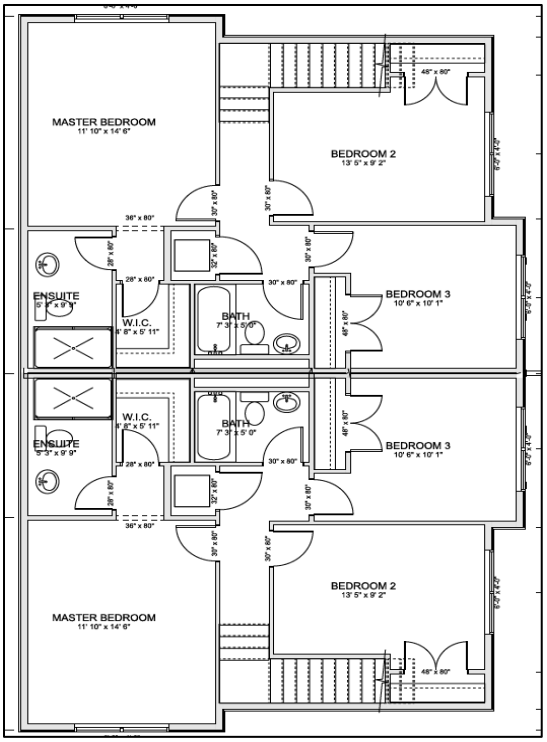


Figure 20: Duplex Second Floor Plan

Attachment J – Nearby Services/Amenities

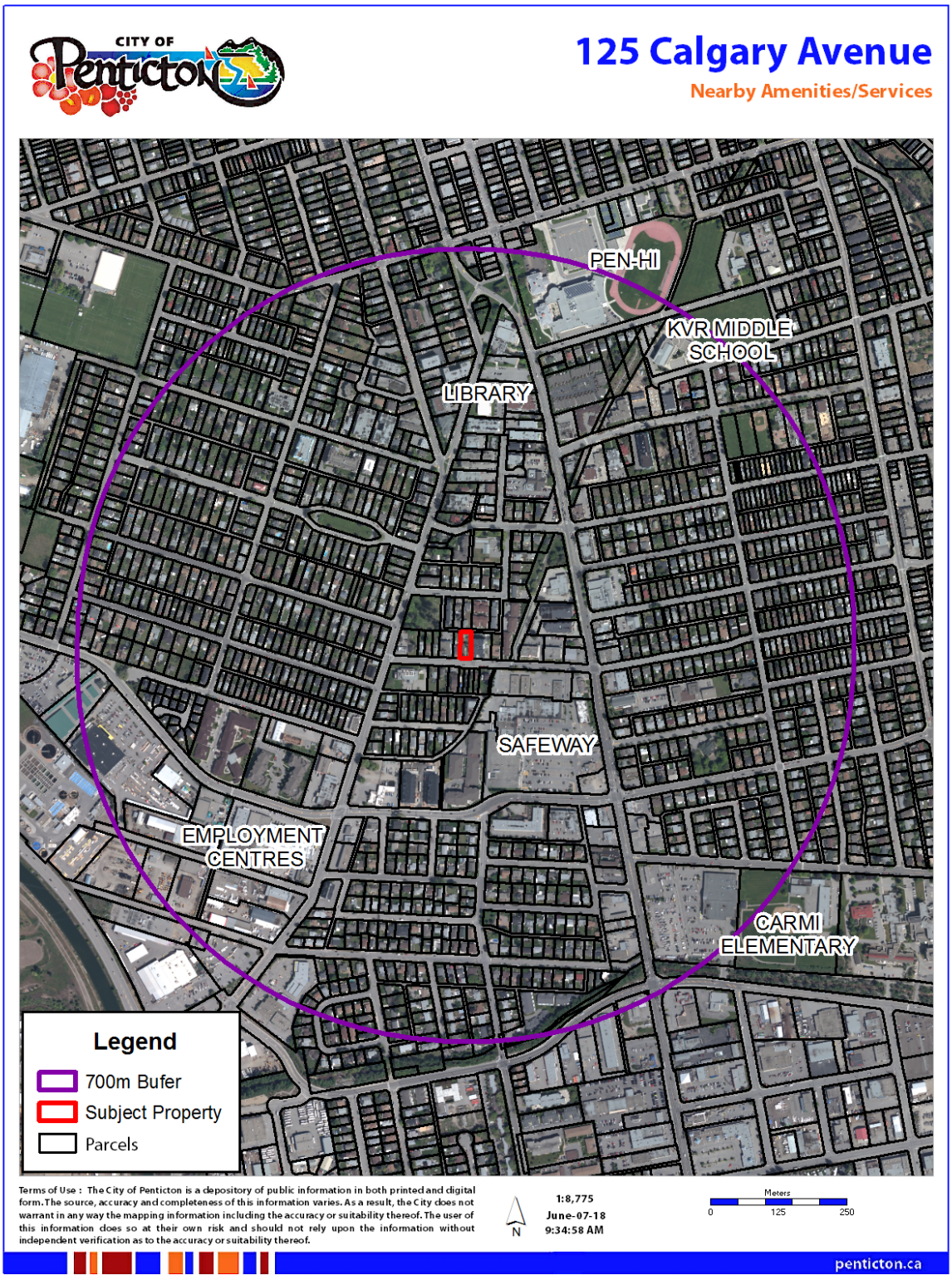


Figure 21: Nearby Amenities

Attachment K - Letter of Intent

GIROUX DESIGN group
Custom Home and Building Design Since 1950

May 1, 2018

Giroux Design Group Inc.
1405-160 Lakeshore Drive W.
Penticton, BC V2A 9C2

City of Penticton
171 Main Street
Penticton, BC V2A 5A9

Re: 125 Calgary Avenue Development Permit Application

To City of Penticton Mayor, Council, and Planning Department,

This letter is regarding the proposed OCP amendment, rezoning, and development of the property located at 125 Calgary Avenue. The proposal is to take a large single-family lot with a single residence and rezone the lot to develop one four unit townhouse and on duplex building for a total of six units.

The intent is to rezone the property from an RD2 lot to an RM2 lot which fits into the MR future planning designation. The proposal fits nicely into a neighborhood mixed with apartments, single family, and multifamily developments. The property is close to shopping and schools which makes it ideal for family housing. No variances are required for this proposal, and there is ample green space and landscaping.

In summary, we feel confident that the proposed development is tasteful and respectful of the existing character of the neighborhood. This development will help provide quality housing for families in our community, thank you for considering our proposal.

Best regards,

Tony Giroux ASTTBC-BD
Owner/Registered Building Designer

Figure 22: Letter of Intent

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

Development Permit

Permit Number: DP PL2018-8262

Name:
Address:

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473
   Civic: 125 Calgary Avenue
   PID: 011-793-601

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a multi-family development, as shown in the plans attached in Schedule A.

4. In accordance with Section 502 of the *Local Government Act* a deposit or irrevocable letter of credit, in the amount of $12,937.00 must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502(2.1) of the *Local Government Act*, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,
   b. satisfy the landscaping requirements of this permit as shown in Schedule A or otherwise required by this permit, or
   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 5 only if:

   a. the permit has lapsed as described under Condition 8, or
   b. a completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security as follows:

1st Inspection	No fee
2nd Inspection	$50
3rd Inspection	$100
4th Inspection or additional inspections	$200

General Conditions

7. In accordance with Section 501(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.

8. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

9. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**

10. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

11. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the __day of _____, 2018

Issued this _____ day of _____, 2018

_____
Dana Schmidt,
Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-46

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-46".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot 4 District Lot 250 Similkameen Division Yale District Plan 1164 Except Plan B5473, located at 125 Calgary Avenue from RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

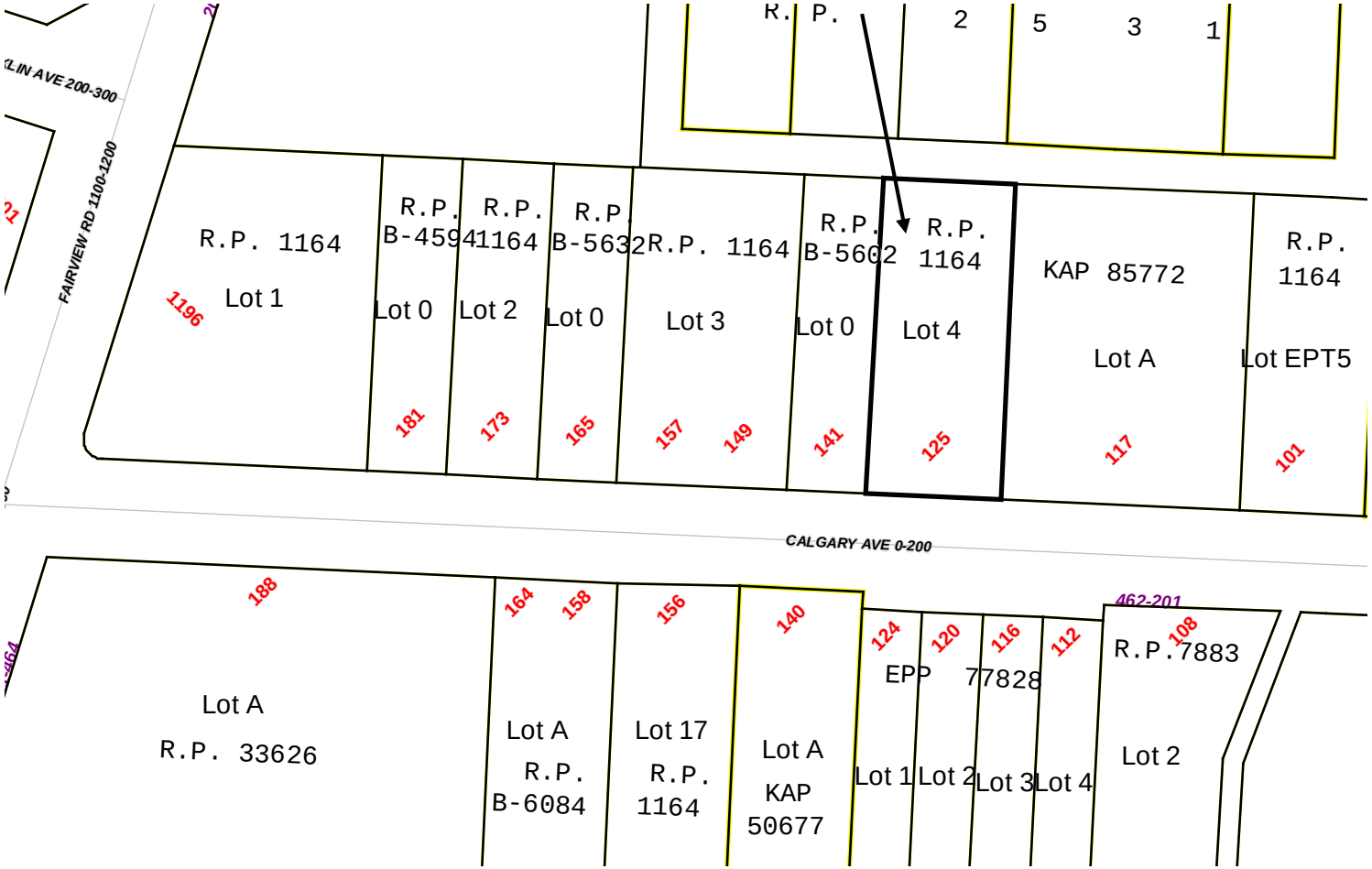
READ A FIRST time this	day of	, 2018
A PUBLIC HEARING was held this	day of	, 2018
READ A SECOND time this	day of	, 2018
READ A THIRD time this	day of	, 2018
ADOPTED this	day of	, 2018

Notice of intention to proceed with this bylaw was published on the __ day of ____, 2018 and the __ day of ____, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 125 Calgary Avenue
From RD2 (Duplex Housing: Lane) to RM2 (Low Density Multiple Housing)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-46

Date: _____ **Corporate Officer:** _____

Council Report

penticton.ca

Date: June 19, 2018 File No: 2018 PRJ-124
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner I
Address: 210 Scott Avenue

Subject: **Zoning Amendment Bylaw No. 2018-47**
Development Variance Permit PL2018-8257
Development Permit PL2018-8258

Staff Recommendation

Zoning Amendment

THAT "Zoning Amendment Bylaw No. 2018-47", a bylaw to rezone Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue from RD2 (Duplex Housing: Lane) to RM3 (Medium Density Multiple Housing), be given first reading and forwarded to the July 3, 2018 Public Hearing.

Development Variance Permit

THAT delegations and submissions for "Development Variance Permit PL2018-8257" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue, a permit to increase the allowable architectural projection into a yard from one that constitutes less than 25% of the wall face to which the projection is attached to one that constitutes less than 29% of the wall face to which the projection is attached, and to permit the projection of a deck a maximum of 0.6m into an interior side yard, be heard at the July 3, 2018 Public Hearing;

AND THAT Council consider "DVP PL2018-8257" following the adoption of "Zoning Amendment Bylaw No. 2018-47."

Development Permit

THAT Council, subject to adoption of "Zoning Amendment Bylaw No. 2018-47," approve "Development Permit PL2018-8258" for Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue, a permit that allows for the construction of a multi-family development.

Background

The subject property (Attachment A) is zoned RD2 (Duplex Housing: Lane) and designated by the City's Official Community Plan as MR (Medium Density Residential). Photos of the sites are included as Attachment

D. The subject property is approximately 1,104m^2 (11,883ft^2) and features an older single family dwelling which will be demolished. The surrounding properties are primarily zoned RM3 (Medium Density Multiple Housing), R1 (Large Lot Residential) and RD1 (Duplex Housing). A small apartment building neighbours the subject property to the east, with single family homes located to the west, north and south. Surrounding properties are designated by the OCP as LR (Low Density Residential) and MR (Medium Density Residential).

The subject property is located in the south periphery of the downtown, close to nearby services such as the library and museum. This area has a mix of residential development, from single family dwelling to townhouses and apartments. Council has recently rezoned properties in close proximity to the subject property (799 Martin Street) for townhouse development.

Proposal

The applicant is proposing to construct two 4-unit townhouses for a total of eight new units. Each unit will be approximately 1900ft^2 over three storeys with three bedrooms, a garage and a deck. Since townhouses are not permitted in the RD2 (Duplex Housing: Lane) zone, a rezoning to RM3 (Medium Density Multiple Housing) is required.

Secondly, the applicant is requesting a Development Variance Permit to vary the following sections of Zoning Bylaw No. 2017-08:

- Section 4.9.1 (Table 4.1): to increase the allowable architectural projection into a yard from one that constitutes less than 25% of the wall face to which the projection is attached to one that constitutes less than 29% of the wall face to which the projection is attached.
- Section 4.9.1 (Table 4.1): to permit the projection of a deck a maximum of 0.6m into a side yard.

The property is located within the General Multiple Family Development Permit area and requires approval for the form and character of the proposed development and to address landscaping requirements.

Financial implication

The City will receive Development Cost Charges from the developer at a rate of $5,548 per dwelling unit for a total of $44,384.00 in addition to the building permit fees, based on the cost of construction.

Technical Review

This application was forwarded to the City's Technical Planning Committee and reviewed by the Engineering and Public Works Departments. As per City of Penticton Building Bylaw 94-95 section 7.1.5, storm water/drainage is to be maintained on site. Since the vehicle access from Scott Avenue is being eliminated, the existing driveway curb letdown is required to be re-instated at the cost of the developer.

As shown on the site plan in Attachment E, the existing power pole at the mid-eastern part of the property is blocking a proposed parking space, thus it will need to moved at the developer's expense. Servicing upgrades will be required based on fixture counts.

At the building permit stage, a sidewalk may be required along the frontage of the property at the cost of the developer. There is currently an electrical pole in the center of the boulevard, which will required to be relocated. The cost of moving the pole will be covered by the City if in fact the sidewalk is to be constructed.

The sidewalk on the south side of the street exists along the western half of Scott Avenue, with the intention to complete the sidewalk up to Fairview Road.

If the requests for the zoning amendment, variances and development permit are supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

Development Statistics

The following table outlines the proposed development statistics on the plans submitted with the development application:

Item	Requirement RM3 zone	Proposed
Maximum Lot Coverage:	50%	38%
Maximum Density:	1.6 FAR	0.97 FAR
Minimum Lot Width:	25.0m	18.288m* (see below)
Minimum Lot Area:	1,400m^2	1,104m^{2*} (see below)
Vehicle Parking:	1 space per dwelling unit + 0.25 per unit for visitors (10 total)	18 spaces
Required Setbacks		
Front yard (north, Scott Avenue):	3.0m	3.0m
Rear yard (south):	6.0m	6.0m
Interior yard (west):	4.5m	4.5m
Interior yard (east):	4.5m	4.5m
Maximum Building Height:	24.0m	9.8m
Amenity Area:	20m^2 per unit (160m^2 total)	415m^2
Maximum Hard Surfacing:	60%	59.8%
Other Information:	- The subject property is located within the General Multiple Family Development Permit Area, thus a development permit is required. - **The minimum parcel standards (in terms of width and area) only apply when a new parcel is being created, not through rezoning of an existing parcel.*	

Analysis

Zoning Amendment

Support "Zoning Amendment Bylaw No. 2018-47"

The OCP designation for this site is MR (Medium Density Residential), which supports the proposed development. Staff consider that the zoning amendment to allow for the proposed development represents best use of the land for the following reasons:

- The proposal is consistent with the OCP's view that infill residential development is an appropriate method of maximizing the use of land and increasing housing choices for Penticton residents.
- The OCP encourages densification in areas where existing services can accommodate higher densities, which is the case here.
- The proximity to downtown, schools, and nearby services, including the Public Library & Museum, encourages more walking and active forms of transportation.
- The current proposal will add eight units to the housing stock in a central location.
- Each of the proposed eight units will have three bedrooms, thus providing opportunities for families to live in the downtown periphery, close to services and amenities.

The location of the site and characteristics of the surrounding neighbourhood make it appropriate for residential densification. The number of parking spaces for the proposed development (18) is much more than the minimum of 10 required. The lot coverage of 38% is much less than the 50% permitted under the RM3 zone. The developer has shown that a well-designed multi-family development can fit on the subject property with minor variances to allow for architectural projects that add visual interest to the building.

Although the proposed building is three storeys, the building is set back 4.5m from the west and east property lines thus reducing the visual impact on the neighbours. This area is anticipated to continue to develop in the future as the OCP's vision is for medium density multiple family development. A non-conforming single family dwelling is constructed on the property to the west which is zoned RM3 (Medium Density Multiple Housing). This SFD could be demolished and a multi-family development could occur.

Given the above, staff recommends that Council support "Zoning Amendment Bylaw No. 2018-47" and forward the application to the July 3, 2018 Public Hearing for comments from the public.

Deny/Refer Zoning Amendment

Council may consider that the proposed amendment is not suitable for this site and that the zoning shall remain as it to construct a duplex. If this is the case, Council should deny the bylaw amendment. Alternatively, Council may wish to refer the matter back to staff to work with the applicant with any direction that Council considers appropriate.

Development Variance Permit

Support Variances

When considering a variance to a City bylaw, staff encourages Council to be mindful of any constraints on the property that makes following the bylaw difficult or impossible; whether approval of the variance would cause a negative impact on neighbouring properties and if the variance request is reasonable.

Section 4.9.1 (Table 4.1): to increase the allowable architectural projection into a yard from one that constitutes less than 25% of the wall face to which the projection is attached to one that constitutes less than 29% of the wall face to which the projection is attached.

- Table 4.1 of the Zoning Bylaw allows architectural projections into a yard a maximum of 0.6m as long as the projection constitutes less than 25% of the wall face to which it is attached. In the current proposal, the upper storey projections in the front and rear yard constitute 28% of the wall face.

Since these projections are towards a street and a lane, there is little impacts on surrounding neighbours. The projections add character to the building while creating larger bedrooms on the 3rd storey. For these reasons, it is reasonable to support the variance.

Section 4.9.1 (Table 4.1): to permit the projection of a deck a maximum of 0.6m into a side yard.

- The Zoning Bylaw allows decks to project into a front, rear and exterior side yard, but does not allow projections into an interior side yard. This is to ensure privacy for neighbouring properties. The proposed plans include 0.6m deck projections into the east interior side yard (lane). Zoning Bylaw No. 2017-08 considers a lane to be an interior yard, thus no decks are permitted to project into this area. Since there is a lane providing a buffer from the neighbouring multi-family development to the east, it is unlikely that approval of this variance will pose any negative impacts on them. The decks are on the 2nd level and approval of the variance will positively benefit the character of the building. For the reasons above, staff recommend support of the variance.

Staff consider that the variances requested will have little impact on the neighbourhood and recommend that Council, after hearing from any affected neighbours, support the application.

Deny/Refer Variances

Council may consider that the proposed variances will negatively affect the adjacent properties. Council may consider requiring the developer to eliminate the architectural projections that are in conflict with the zoning bylaw. If this is the case, Council should deny the variances.

Development Permit

Support Development Permit

The subject property is in the General Multiple Family Development Permit Area. As such, a development permit is required prior to construction. The objective of this DPA is to ensure that siting, form, character and landscaping of new development and exterior renovations and additions to existing buildings are compatible with the context of the surrounding neighbourhood and that site access, parking, storage and landscaping matters are satisfactory resolved and development is of high aesthetic quality. In this DPA, there is an emphasis on the following design considerations:

- *Buildings should show varied rooflines and thoughtful architectural articulation to create visual interest*.
    - The building features a flat roof with upper storey projections, multi-colored stucco, cultured stone, glass railings and picture windows.

- *All waste disposal bins should be completely screened within an enclosure*.
    - The garbage and recycling bins will be stored in the garages, hidden from view.

- *Landscaping shall be of high quality and aesthetic value*.
    - The developer will landscape the front of the yard with irrigated grass right up to the sidewalk. Several trees and shrubs will be removed from the site, but will be replaced with 14

trees and multiple plant species. Adequate landscape buffering will be provided from the single family home to the west.

- *Townhouse and four-plex development are encouraged to use rear lane access where available.*
    - Vehicle access is provided from the side and rear only. This leaves the front yard to be landscaped, retains the on-street parking spaces and reduces potential vehicle-pedestrian conflict that a driveway can pose.

The proposed dwelling units will add a unique, modern blend to the neighbourhood. Although the building design may be a change in character to the area, it is anticipated that the neighbouring properties will develop in the near future given the size of the properties and the OCP's vision for more density. The flat roof design of the proposed units will match the adjacent apartment building to the east. Further down Scott Avenue to the west are two four-storey apartment buildings with flat-roofs.

Staff consider that the plans submitted meet the intent of the DPA guidelines and generally conform to the zoning bylaw. As such, staff recommend that Council approve the Development Permit application.

Deny/Refer Development Permit

Council may consider that the proposal does not reflect the current built form of the neighbourhood, or that the development should soften the impact on neighbouring properties. If this is the case, Council should deny the permit.

Alternate Recommendations

1. THAT Council deny first reading of "Zoning Amendment Bylaw No. 2018-47" and deny support for DVP PL2018-8257 & DP PL2018-8258.
2. THAT Council give first reading to "Zoning Amendment Bylaw No. 2018-47" but deny support for DVP PL2018-8257 & DP PL2018-8258.
3. THAT Council give first reading to "Zoning Amendment Bylaw No. 2018-47" and support DVP PL2018-8257 & DP PL2018-8258 with conditions that Council feels are appropriate.

Attachments

Attachment A: Subject Property Location Map
Attachment B: Zoning Map
Attachment C: OCP Map
Attachment D: Photos of Subject Property
Attachment E: Site Plan
Attachment F: Architectural Projections
Attachment G: Landscape Plan
Attachment H: Elevations
Attachment I: Floor Plans
Attachment J: Neighbouring Properties
Attachment K: Letter of Intent
Attachment L: Development Variance Permit PL2018-8257
Attachment M: Development Permit PL2018-8258
Attachment N: Zoning Amendment Bylaw No. 2018-47

Respectfully submitted,
Randy Houle
Planner I

Approvals

DDS	CAO
AH	PW

Attachment A – Subject Property Location Map

Figure 1: Subject Property Location Map

Attachment B – Zoning Map

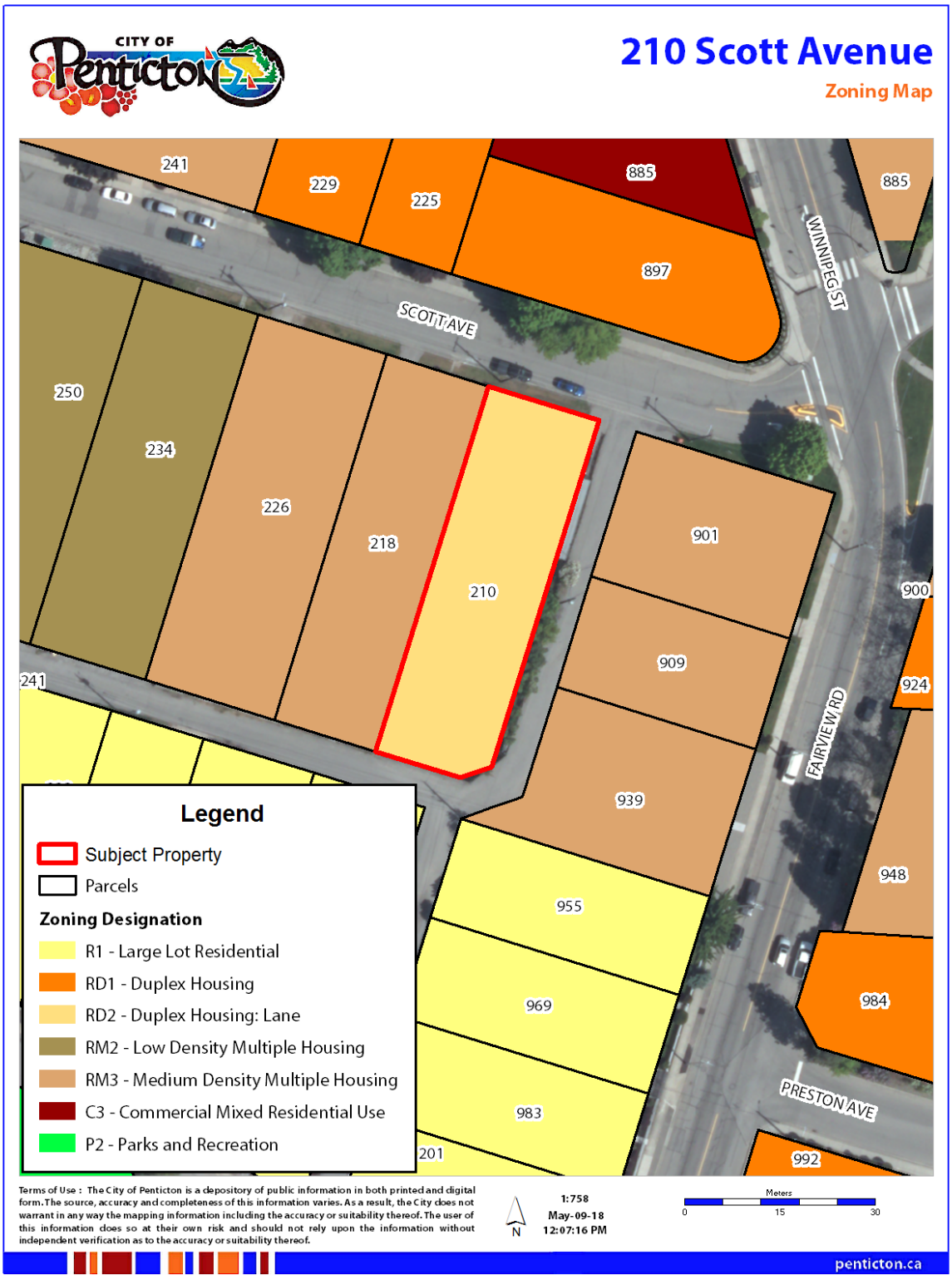


Figure 2: Zoning Map

Attachment C- OCP Map

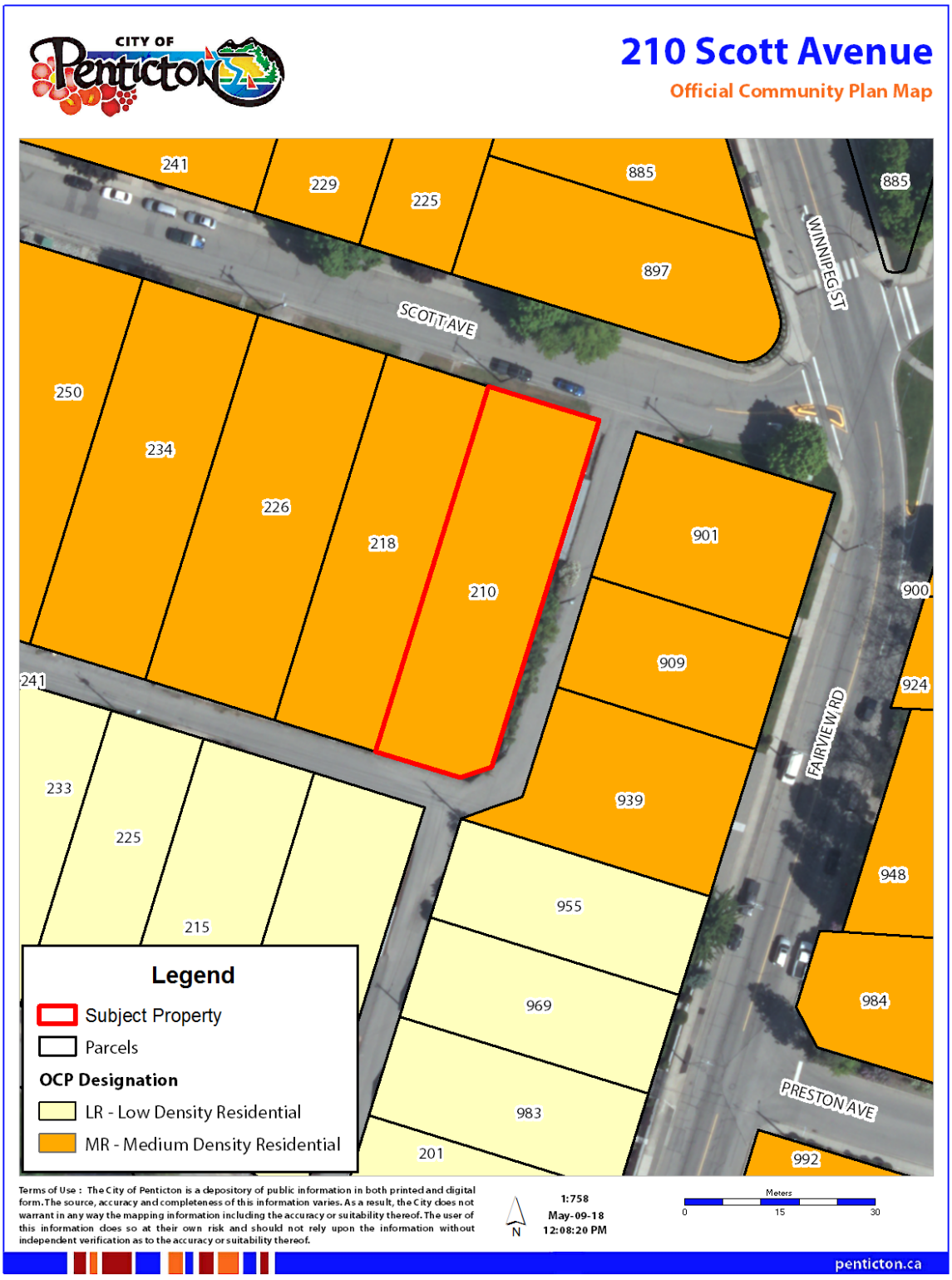


Figure 3: OCP Map

Attachment D – Photos of Subject Property

Figure 4: North View of subject property (from Scott Avenue)

Figure 5: South View of subject property (from the rear lane)

Figure 6: East View of subject property (from the side lane)

Figure 7: North view showing proximity to neighbouring property to the west

Attachment E – Site Plan

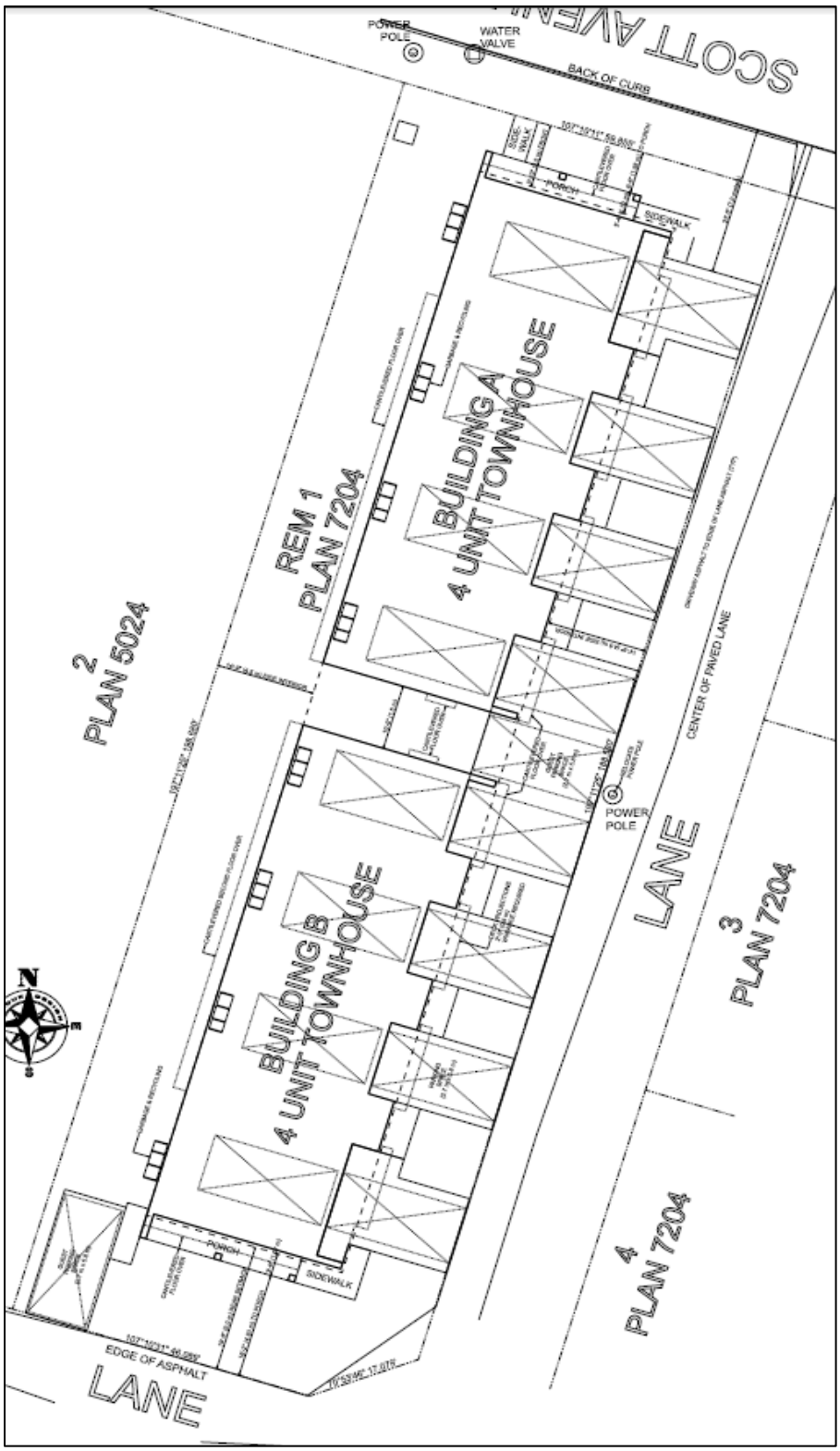


Figure 8: Site Plan

Attachment F – Architectural Projections

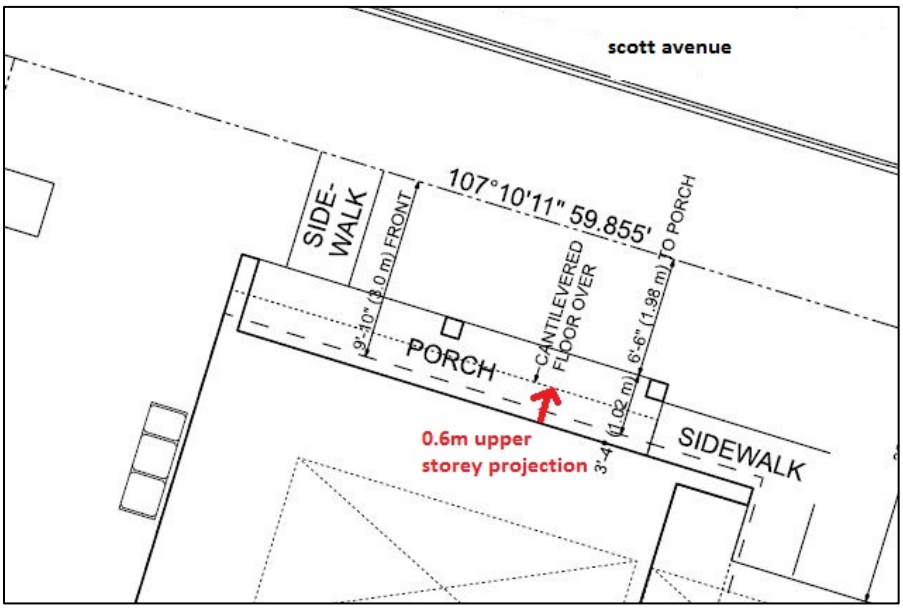


Figure 9: Architectural Projection Front Yard

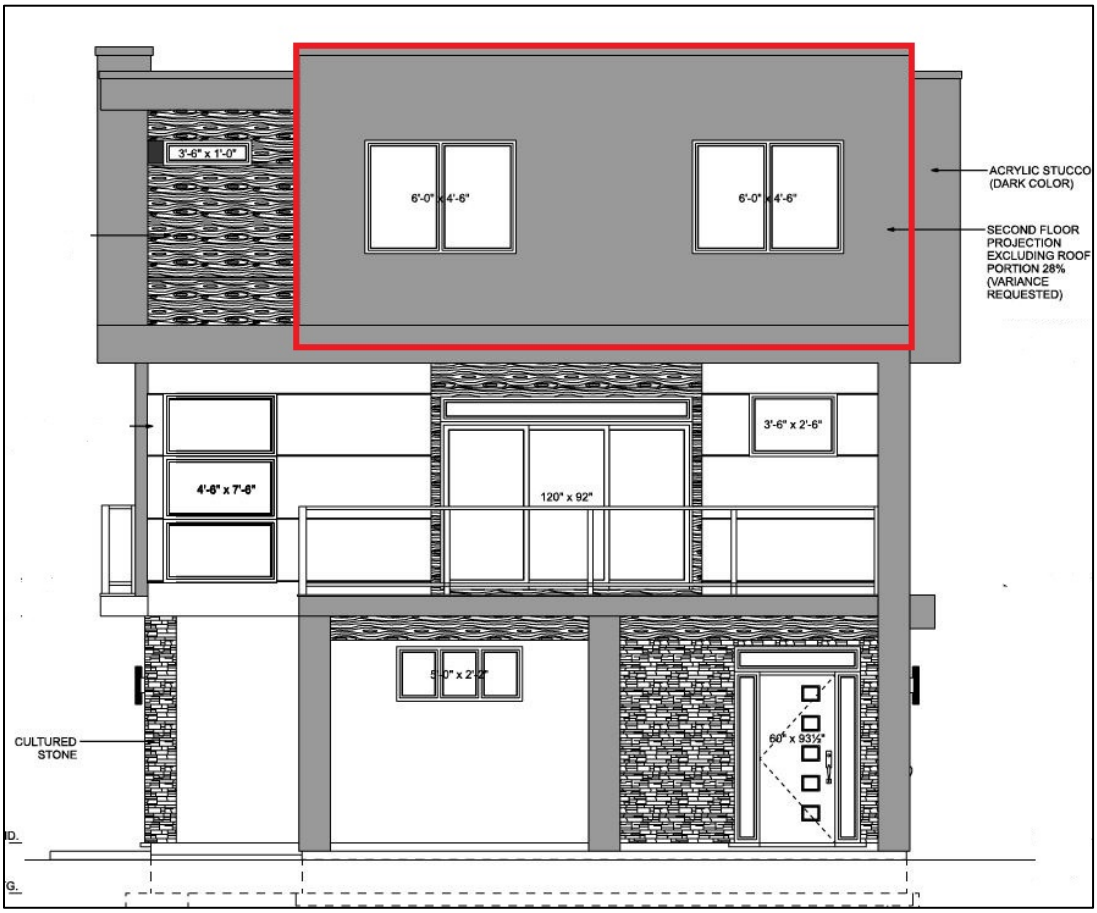


Figure 10: Architectural Projection Front Yard

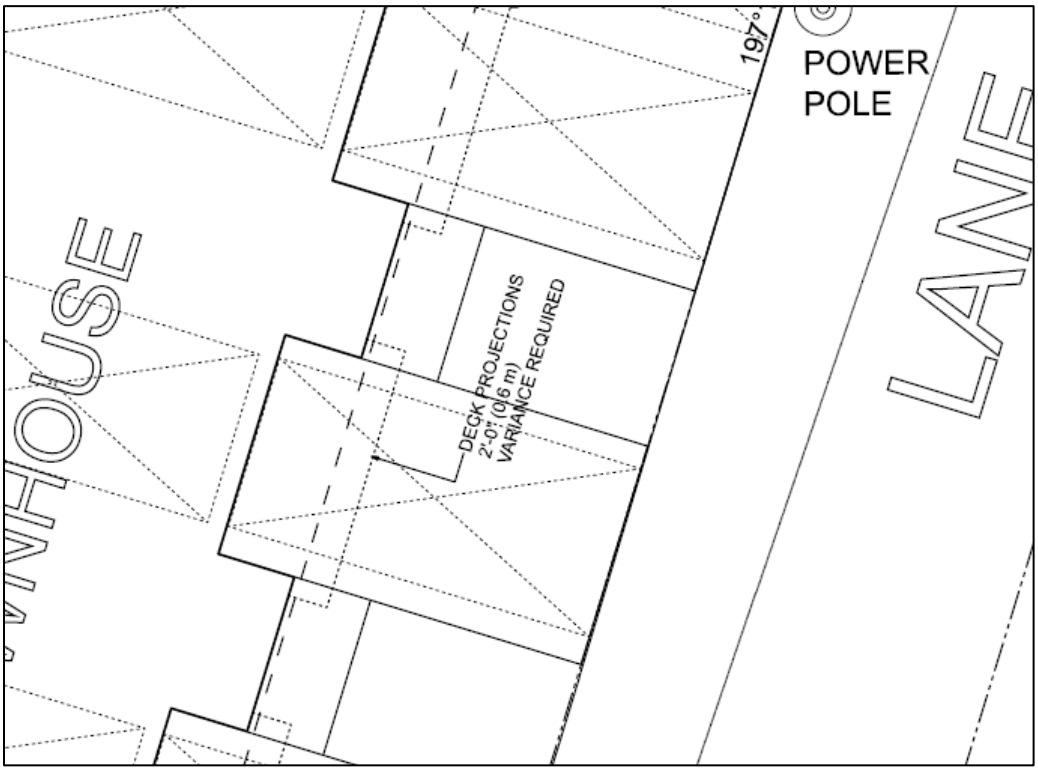


Figure 11: Deck Projection east interior side yard

Figure 12: Deck Projection east interior side yard

Attachment G – Landscape Plan

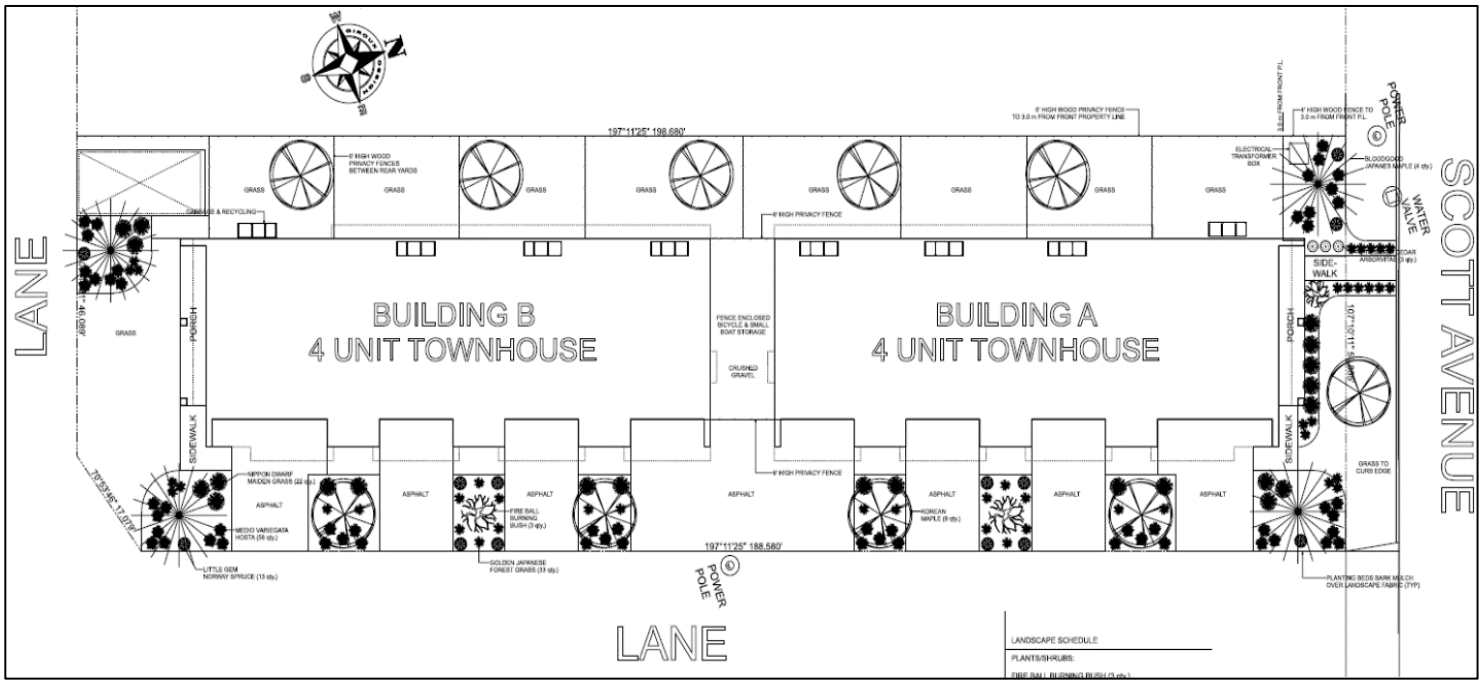


Figure 13: Landscape Plan

Attachment H – Elevations

Figure 14: North Elevation

Figure 15: South Elevation

Figure 16: East Elevation

Figure 17: West Elevation

Figure 18: East Elevation

Attachment I - Floor Plans

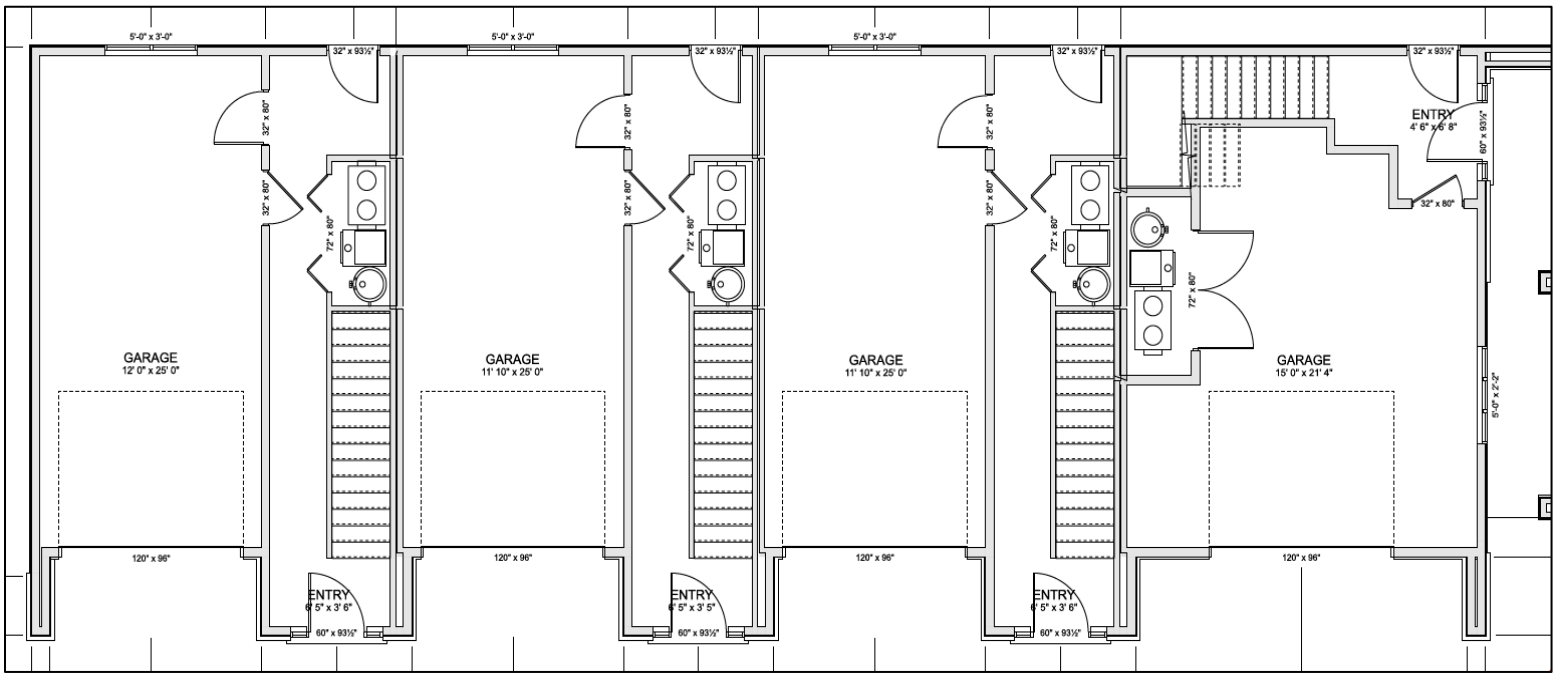


Figure 19: Garage Floor Plan

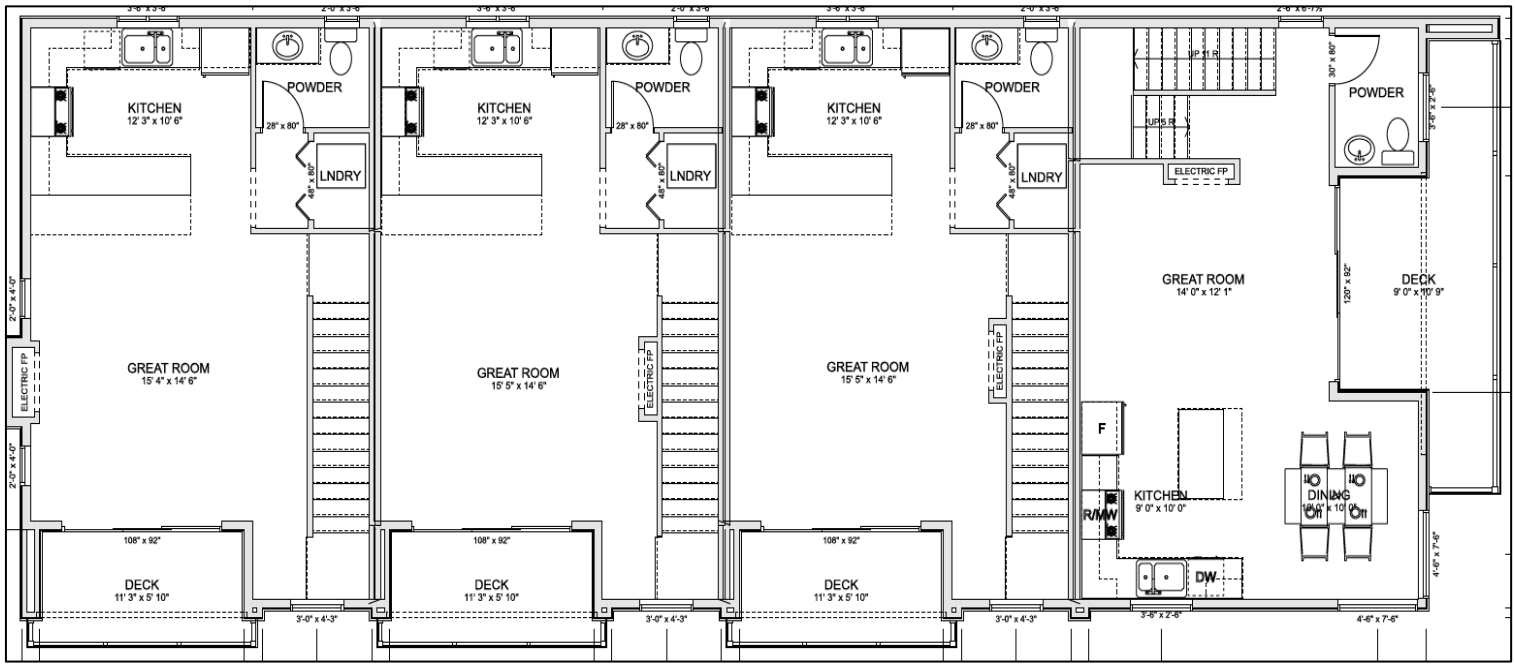


Figure 20: Second Storey Plan

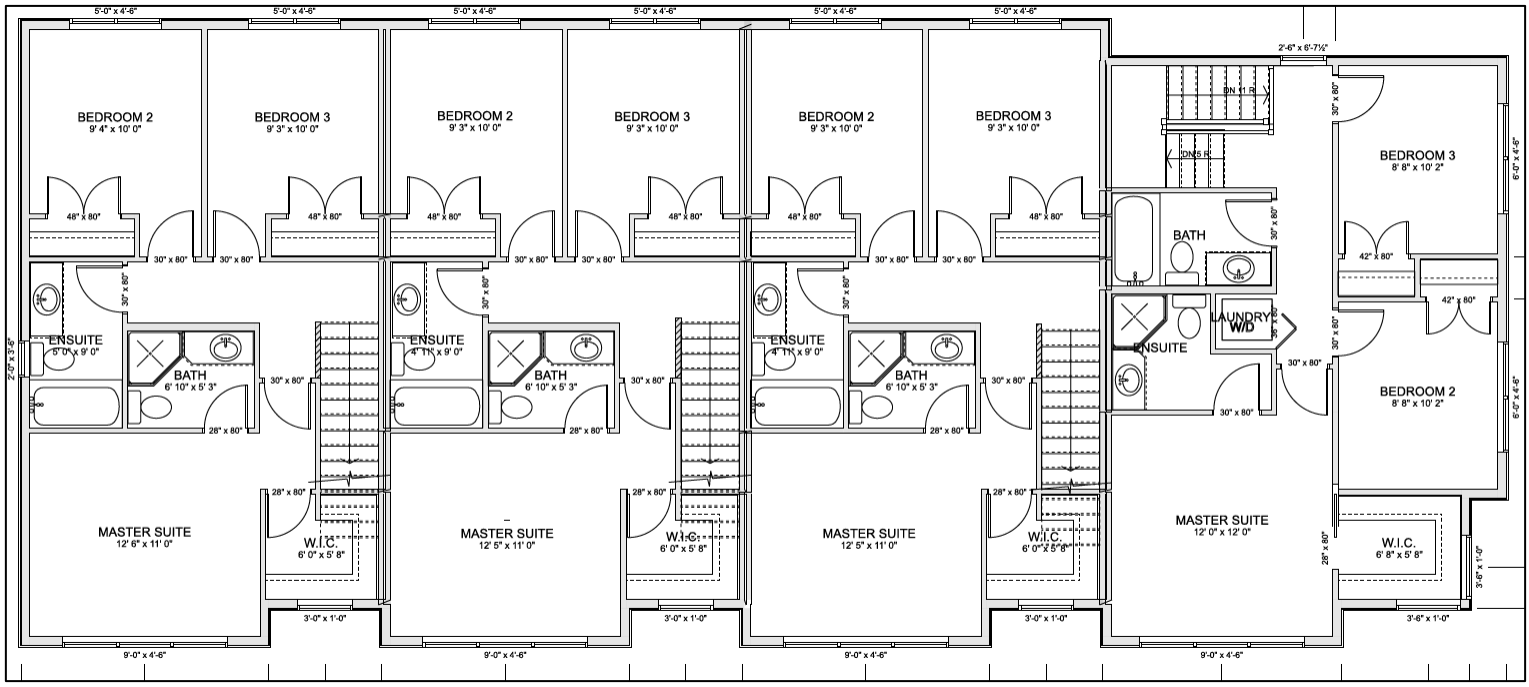


Figure 21: Third Storey Plan

Attachment J – Neighbouring Properties

Figure 22: East Apartments

Figure 23: West Neighbours

Figure 24: Dwelling across the street

Figure 25: Four Storey apartment buildings located 60.0m to the west of the subject property

Figure 26: Power pole at the center of the boulevard

Attachment K - Letter of Intent

GIROUX DESIGN group

Custom Home and Building Design Since 1950

April 28, 2018

Giroux Design Group Inc.
1405-160 Lakeshore Drive W.
Penticton, BC V2A 9C2

City of Penticton
171 Main Street
Penticton, BC V2A 5A9

Re: 210 Scott Avenue Development Permit & Rezoning Application

To City of Penticton Mayor, Council, and Planning Department,

This letter is regarding the proposed rezoning and development of the property located at 210 Scott Avenue. The proposal is to take a large single-family lot with a single residence and rezone the lot to develop two four-unit townhouses. Currently the property is zoned RD2, we are asking to rezone the property to RM3, which is consistent with the two neighboring properties and fits in the OCP designation. The current neighborhood is a mix of apartment buildings, houses and duplexes, so the proposed project will fit in. The project meets all the requirements in the zoning bylaw with one exception for which we are requesting a variance. The bylaw allows for architectural projections into the yards of up to 25% of the wall surface. To allow for adequate bedroom sizes on the unit facing Scott Avenue (front yard) and the unit facing the south lane (rear yard) we are asking for a marginal increase in projections up to 28%.

The project allows for two full parking spaces per unit as well as an additional parking space between the buildings, this exceeds the required parking by seven parking spaces. The outdoor amenity space is more than double the requirements in the bylaw, with each unit having its own private back yard and deck. Bicycle and small boat storage is provided between the two buildings in a fenced in area. Trees have been thoughtfully placed to allow for added privacy between the buildings and neighbouring properties. The contemporary style of the building will fit in with the character of the neighbourhood which has several mid-century modern buildings.

Close to schools, shopping and the downtown core we feel this development will help provide more quality housing for families in our community. Thank you for considering our proposal.

Best regards,

Tony Giroux ASTTBC-BD
Owner/Registered Building Designer
Giroux Design Group Inc.

Figure 27: Letter of Intent

Attachment L - Development Variance Permit PL2018-8257

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

Development Variance Permit

Permit Number: DVP PL2018-8257

Name:
Address:

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381)
   Civic: 210 Scott Avenue
   PID: 010-009-558

3. This permit has been issued in accordance with Section 498 of the *Local Government Act*, to vary the following sections of Zoning Bylaw 2017-08 to allow for the construction of a nine-unit townhouse development.

   - Section 4.9.1 (Table 4.1): to increase the allowable architectural projection into a yard from one that constitutes less than 25% of the wall face to which the projection is attached to one that constitutes less than 29% of the wall face to which the projection is attached.
   - Section 4.9.1 (Table 4.1): to permit the projection of a deck a maximum of 0.6m into a side yard.

General Conditions

4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.

5. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

6. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**

7. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

8. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the 3 day of July, 2018.

Issued this _____ day of _____, 2018

_____
Dana Schmidt,
Corporate Officer

Attachment M - Development Permit PL2018-8258

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

Development Permit

Permit Number: DP PL2018-8258

Name:
Address:

Conditions of Permit

1. This permit is issued subject to compliance with all of the bylaws of the City, except as specifically varied or supplemented by this Permit.

2. This permit applies to:

   Legal: Lot 1 District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381)
   Civic: 210 Scott Avenue
   PID: 010-009-558

3. This permit has been issued in accordance with Section 489 of the *Local Government Act*, to permit the construction of a multi-family development, as shown in the plans attached in Schedule A.

4. In accordance with Section 502 of the *Local Government Act* a deposit or irrevocable letter of credit, in the amount of $14,260.00 must be deposited prior to, or in conjunction with, an application for a building permit for the development authorized by this permit. The City may apply all or part of the above-noted security in accordance with Section 502(2.1) of the *Local Government Act*, to undertake works or other activities required to:

   a. correct an unsafe condition that has resulted from a contravention of this permit,
   b. satisfy the landscaping requirements of this permit as shown in Schedule A or otherwise required by this permit, or
   c. repair damage to the natural environment that has resulted from a contravention of this permit.

5. The holder of this permit shall be eligible for a refund of the security described under Condition 5 only if:

   a. the permit has lapsed as described under Condition 8, or
   b. a completion certificate has been issued by the Building Inspection Department and the Director of Development Services is satisfied that the conditions of this permit have been met.

6. Upon completion of the development authorized by this permit, an application for release of securities must be submitted to the Planning Department. Staff may carry out inspections of the development to ensure the conditions of this permit have been met. Inspection fees may be withheld from the security as follows:

1st Inspection	No fee
2nd Inspection	$50
3rd Inspection	$100
4th Inspection or additional inspections	$200

General Conditions

7. In accordance with Section 501(2) of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and the plans attached as Schedule A.

8. In accordance with Section 504 of the *Local Government Act*, if the holder of this permit does not commence the development authorized by this permit within 2 years of the date of this permit, this permit shall lapse.

9. **This permit is not a building permit. In order to proceed with this development, the holder of this permit must hold a valid building permit issued by the Building Inspection Department.**

10. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain any additional municipal, federal, or provincial approvals prior to commencing the development authorized by this permit.

11. This permit does not include off-site infrastructure costs that may be required at the building permit stage, such as Development Cost Charges (DCC's), road improvements and electrical servicing. There may be substantial infrastructure and servicing costs payable at a later date. For more information on servicing and infrastructure requirements please contact the Development Engineering Department at (250) 490-2501. For more information on electrical servicing costs, please contact the Electric Utility at (250) 490-2535.

Authorized by City Council, the __day of _____, 2018

Issued this _____ day of _____, 2018

_____
Dana Schmidt,
Corporate Officer

The Corporation of the City of Penticton

Bylaw No. 2018-47

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-47".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot 1, District Lot 250 Similkameen Division Yale District Plan 7204 Except Parcel B (Plan B7381), located at 210 Scott Avenue from RD2 (Duplex Housing: Lane) to RM3 (Medium Density Multiple Housing).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

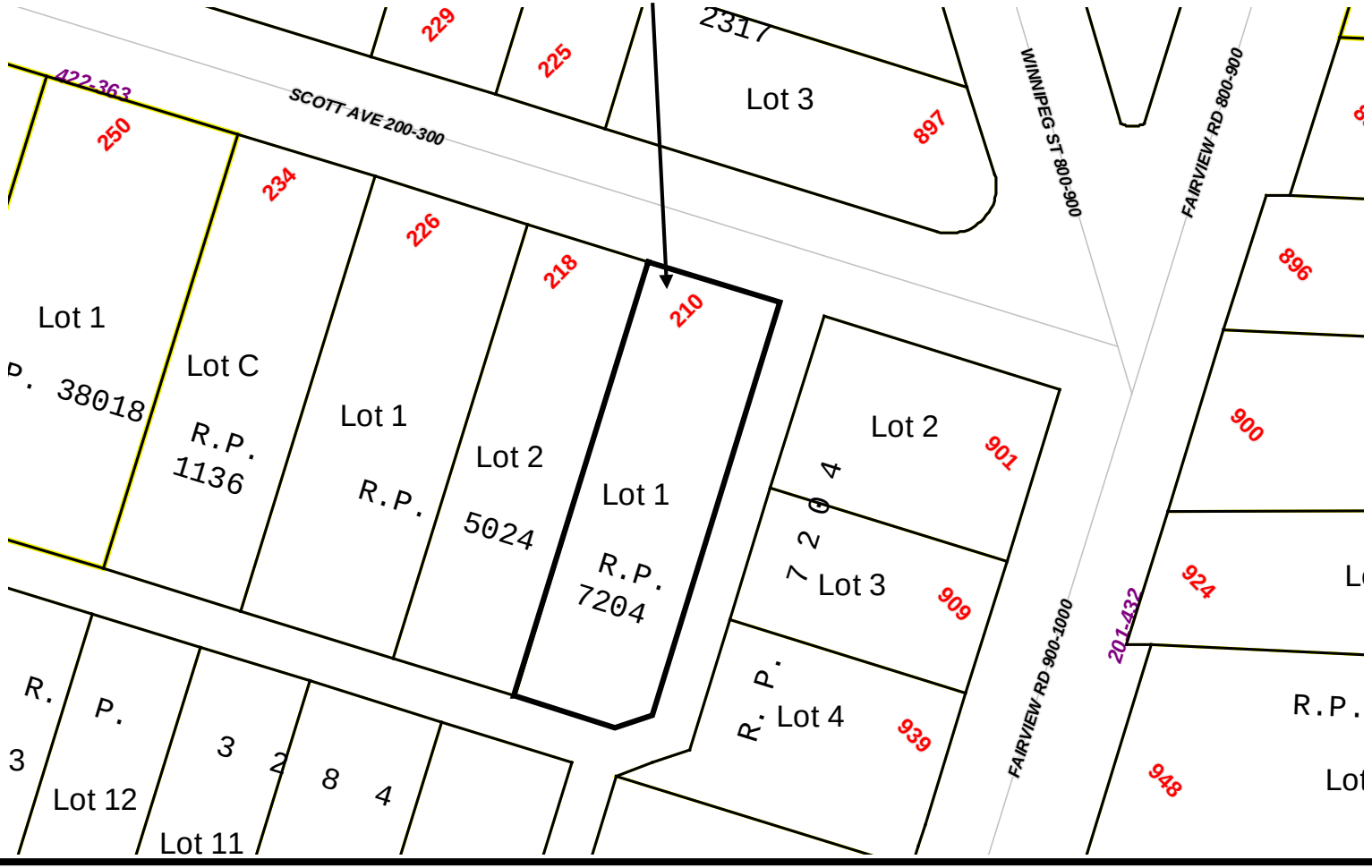
READ A FIRST time this	day of	, 2018
A PUBLIC HEARING was held this	day of	, 2018
READ A SECOND time this	day of	, 2018
READ A THIRD time this	day of	, 2018
ADOPTED this	day of	, 2018

Notice of intention to proceed with this bylaw was published on the __ day of ____, 2018 and the __ day of ____, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 210 Scott Avenue
From RD2 (Duplex Housing: Lane) to RM3 (Medium Density Multiple Housing)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-47

Date: _____ **Corporate Officer:** _____

Council Report

penticton.ca

Date: June 19, 2018 File No: 2018 PRJ-123
To: Peter Weeber, Chief Administrative Officer
From: Randy Houle, Planner I
Address: 1449 Government Street

Subject: **Zoning Amendment Bylaw No. 2018-48**

Staff Recommendation

Zoning Amendment

THAT "Zoning Amendment Bylaw No. 2018-48", a bylaw to Rezone Lot 8 District Lot 250 Similkameen Division Yale District Plan 6505, located at 1449 Government Street from RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane), be given first reading and be forwarded to the July 3, 2018 Public Hearing;

AND THAT prior to adoption of "Zoning Amendment Bylaw No. 2018-48," the following conditions are met:

- The developer pays the costs for the City to restore the existing sidewalk letdown, which provided vehicle access to the subject property from Government Street.
- Council authorizes staff to discharge the Section 215 Covenant KJ77084 on title at the cost of the developer.

Background

The subject property (Attachment A) is zoned RM2 (Low Density Multiple Housing) and designated by the City's Official Community Plan (OCP) as MR (Medium Density Residential). Photos of the site are included as Attachment D. The lot is approximately 785m^2 (8,449ft^2) in area and features a single family dwelling which suffered a fire in January of 2017 and will be fully demolished as part of the proposed development. Surrounding properties are designated by the OCP as LR (Low Density Residential) and MR (Medium Density Residential). The property is located in close proximity to the Hospital, IGA, Industrial area, schools and nearby services.

In September of 1995, the subject property and the property to the north (1449 Government Street) were rezoned from single family to multiple family in order to construct a three-storey, 24-unit apartment building. As a condition of zoning approval, a Section 215 covenant was registered on title which highlighted specific requirements for the development such as required setbacks, maximum heights as well as servicing upgrades. Since the scale of the proposed development is much less than the apartment building proposed in 1995 and never constructed, staff feel that many of the requirements of the covenant are unreasonable and put in place at a time in which regulations were not in place to deal with the concerns identified and therefore are recommending discharge of it.

Proposal

The applicant is proposing to rezone the property from RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane) in order to facilitate a two-lot subdivision. This will enable the developer to construct a front to back duplex on each of the two new lots for a total of four units. The conceptual site plan (Attachment E) demonstrates that a sizeable duplex can be constructed on each lot without any variances.

Technical Review

This application was forwarded to the City's Technical Planning Committee and reviewed by the Engineering and Public Works departments. A 1.5m road dedication will be a condition of subdivision approval to achieve the desired width of Government Street. Since driveways from the Street are not permitted under the proposed duplex zoning, the existing sidewalk let down will need to be reinstated at the developer's cost and has formed part of zoning approval. A new water and sewer connection will be required to service the additional lot as well as possible upgrades to existing services. A demolition permit will be required for the existing structures on the property. As per City of Penticton Building Bylaw 94-95 section 7.1.5, storm water/drainage is to be maintained on site. If the request for the zoning amendment is supported, BC Building Code and City bylaw provisions, such as height restrictions, will apply.

Development Statistics

The following table outlines the proposed development statistics on the plans submitted with the rezoning application:

Item	Requirement RD2 zone	Proposed
Maximum Lot Coverage:	40%	NA
Maximum Density:	0.95 FAR	NA
Minimum Lot Width:	9.1m	9.91m
Minimum Lot Area:	275.0m^2	392.73m^2
Vehicle Parking:	1 space per dwelling unit (2 total)	NA
Required Setbacks		
Front yard (east, Government Street):	4.5m	NA
Rear yard (west, lane):	6.0m	NA
Interior yard (north):	1.5m	NA
Interior yard (south):	1.5m	NA
Maximum Building Height:	10.5m (three storeys)	NA
Other Information:	• The subject property is located within a Development Permit Area. As such, a development permit will be required on each lot, after the subdivision is complete. This permit will be staff-issuable. • Since no building is being proposed at this time, lot coverage, density, parking and setbacks are not addressed. The lot width and area of the new parcels meet the minimum requirement of the RD2 zone.	

Analysis

Support "Zoning Amendment Bylaw No. 2018-48"

The proposed amendment from RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane) is in line with the MR (Medium Density Residential) of the City's OCP. Staff considers this development is an appropriate use of the land for the following reasons:

- According to the City's OCP, residential development should be accommodated through infill development. Set in an area with a combination of single family homes, multiple family homes, and small scale commercial uses, this application encourages a mixed range of housing, types, tenures and densities;
- The plan supports residential intensification near commercial activities and institutional facilities (for example, the Hospital) and supports densification in areas where existing services can accommodate higher densities; and
- The proposed duplexes will fit into the existing mix of housing in the area and the design of the buildings will lend positively to the overall character of the community.

Although this application is downzoning the property, the rezoning and subdivision will lead to four dwelling units being constructed on the subject property which is equivalent to a four-plex being constructed under the current zoning. After the subdivision process, a development permit will be required in which staff ensure form and character and landscaping measures are met. The conceptual site plan (Attachment E) shows that a sizeable duplex can be constructed on the subject property without any variances.

Given the above, staff find adequate policy to support the proposal to rezone the subject property to RD2 (Duplex Housing: Lane) and recommend that Council support "Zoning Amendment Bylaw No. 2018-48" and forward it to the July 3, 2018 Public Hearing for comments from the public.

Deny/Refer Zoning Amendment

Council may consider that the proposed amendment is not suitable for this site. If this is the case, Council should deny the bylaw amendment. Alternatively, Council may wish to refer the matter back to staff to work with the applicant with any direction that Council considers appropriate.

Discharge Covenant

As a condition of the 1995 zoning amendment, Section 215 covenant was registered on title. This covenant speaks to maximum building height permitted, roof pitch, required setbacks, lane upgrade from Carmi to Duncan and road dedication. Since the scale of the proposed development is much less than the apartment building proposed in 1995, staff feel that many of the requirements are unreasonable and therefore are recommending discharge of the covenant. The current RD2 (Duplex Housing: Lane) designation will limit the height of the duplexes to three storeys. The road dedication will be obtained as part of the subdivision process and the lane will be upgraded immediately behind the proposed duplexes.

Alternate Recommendations

1. THAT Council deny first reading of "Zoning Amendment Bylaw No. 2018-48" and deny discharge of Section 215 Covenant KJ77084 on title.
2. THAT Council give first reading of "Zoning Amendment Bylaw No. 2018-48" and deny discharge of Section 215 Covenant KJ77084 on title.
3. THAT Council refer the bylaw back to staff.

Attachments

Attachment A: Subject Property Location Map
Attachment B: Zoning Map
Attachment C: OCP Map
Attachment D: Photos of Subject Property
Attachment E: Conceptual Site Plan
Attachment F: Conceptual Renderings
Attachment G: Section 215 Covenant KJ77084 Development Requirements
Attachment H: Letter of Intent
Attachment I: Zoning Amendment Bylaw No. 2018-48

Respectfully submitted,

Randy Houle
Planner I

Approvals

DDS	CAO
	PW

Attachment A – Subject Property Location Map

Figure 1: Subject Property Location Map

Attachment B – Zoning Map

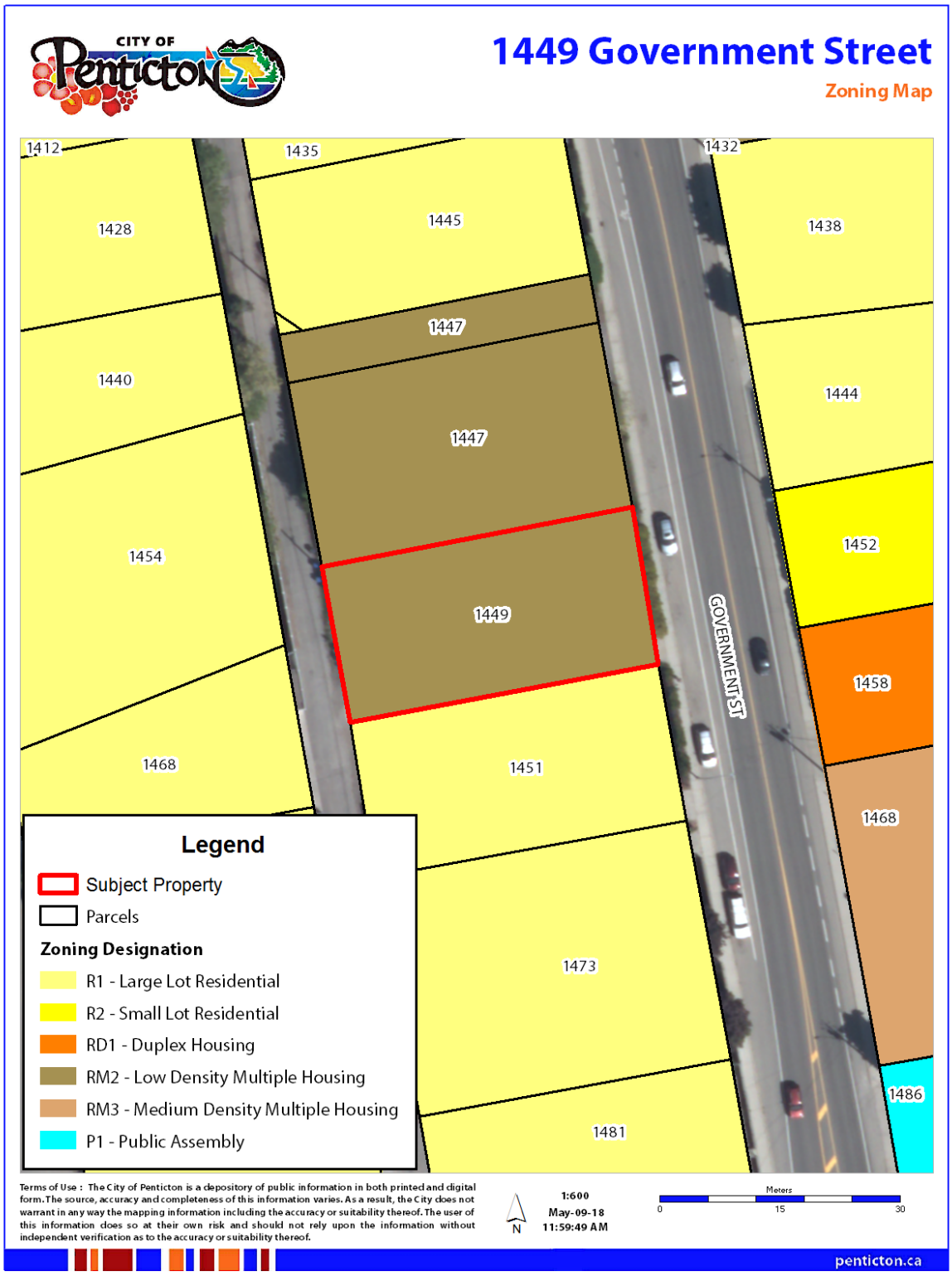


Figure 2: Zoning Map

Attachment C- OCP Map

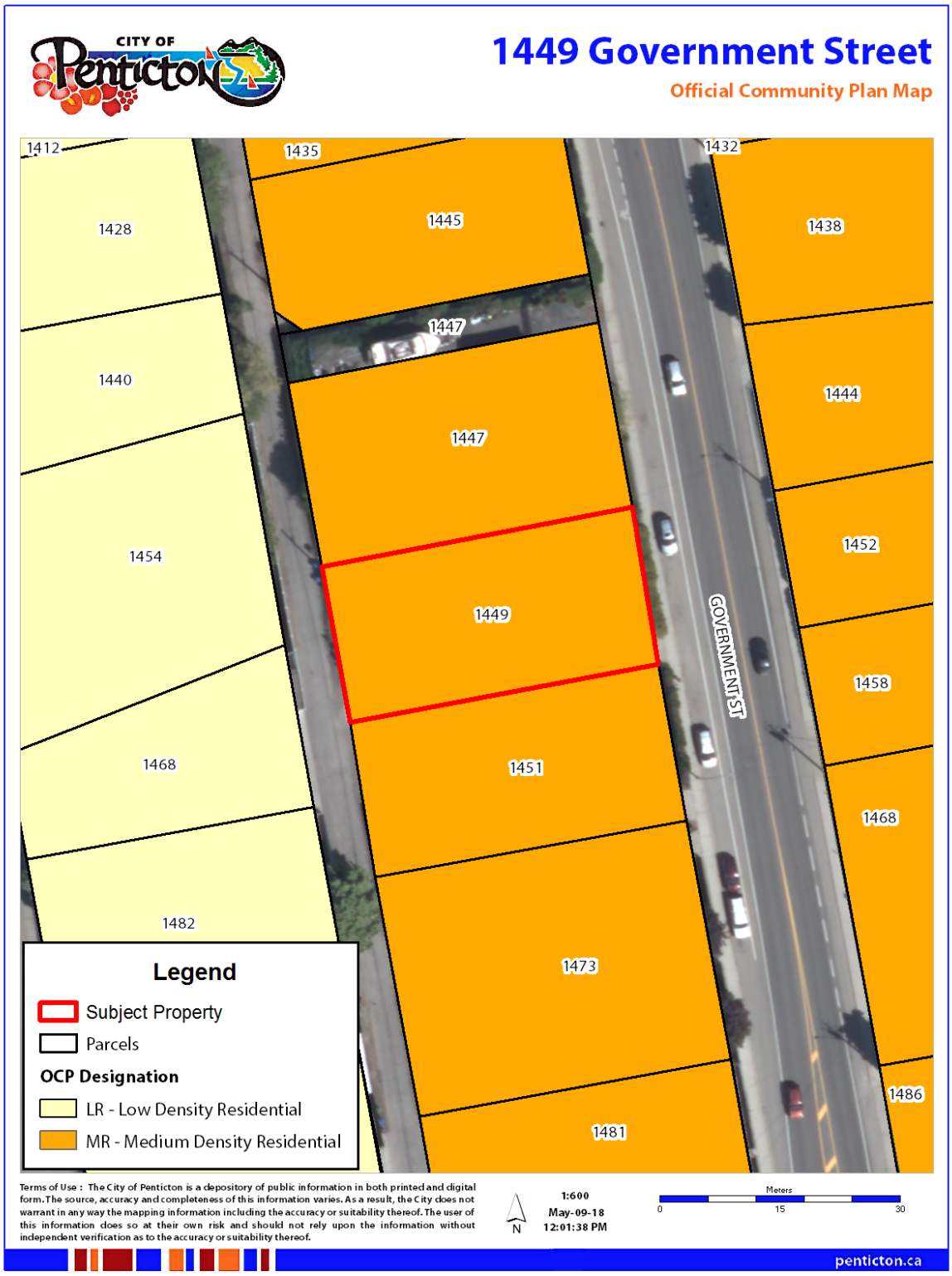


Figure 3: OCP Map

Attachment D – Photos of Subject Property

Figure 4: East View (from Government Street)

Figure 5: Front yard of existing dwelling

Figure 6: West View (from the lane)

Figure 7: Elevation change from rear lane

Attachment E – Conceptual Site Plan

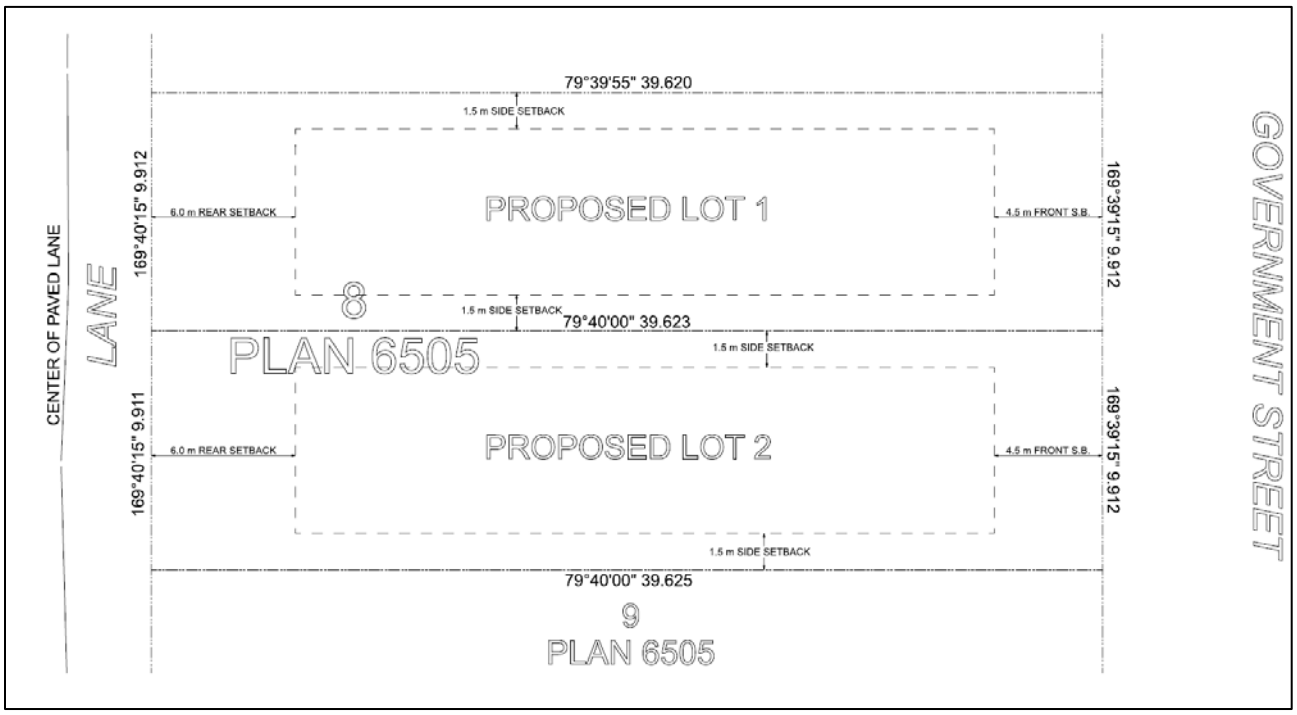


Figure 8: Conceptual Site Plan

Attachment F – Conceptual Renderings

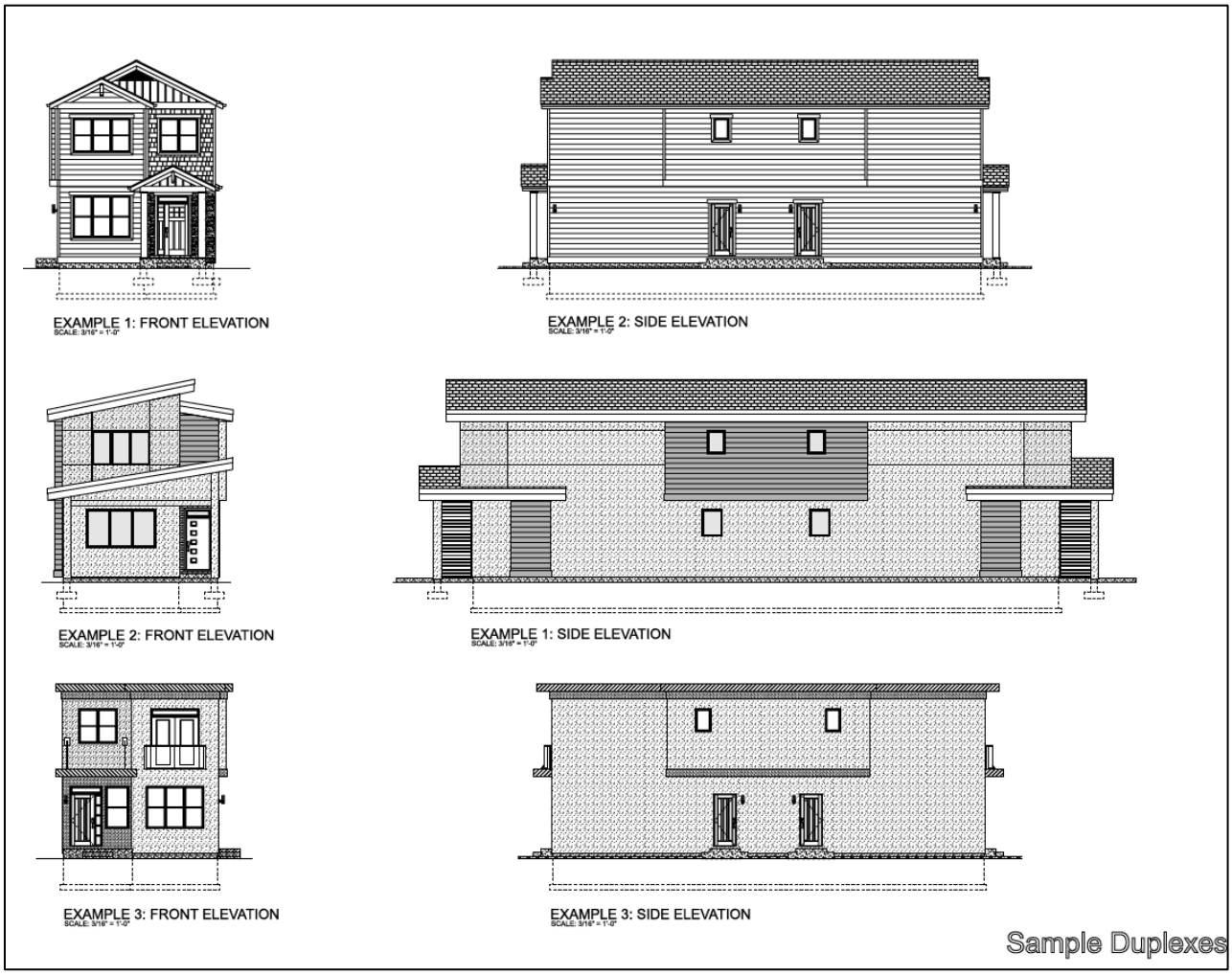


Figure 9: Conceptual Renderings

Attachment G – Section 215 Covenant KJ77084 Development Requirements

1. The Grantor agrees that the requirement of the Grantee's RM3 zone shall apply to the Lands specifically including that:

(a) the top of the roof of the Parking Level or the finished floor elevation of the Main Floor, being one and the same, shall be no greater than 378.1 m. G.S.C.;

(b) the elevation of the top plate or the underside of the ceiling of the Third Floor, being one and the same shall be no greater than 386.35 m. G.S.C. based on nine (9) feet per floor;

(c) the slope of the roofs shall be no less than 4 in. 12 and not more than 8 in. 12 pitch. The maximum elevation of the top of the main Roof and/or Dormers shall be no higher than 388.6 m. G.C.S.;

(d) the Elevator/Stair Shaft may have a roof higher than the Main Roof. The maximum elevation at the peak of the Elevator/Stair Shaft roof shall be no higher than 390.0 m. G.C.S.;

(e) the building setback from Government Street shall be the minimum required under Zoning Bylaw 87-65, the intent being to maximize the rear yard setback; and

(f) the attached drawings A.1 and A.2 which are expressly incorporated into this Covenant define the building envelope.

2. The Grantor covenant and agree with the Grantee that they shall upgrade at their expense the entire lane between Carmi Avenue and Duncan Avenue to service their Development. Before the Grantor shall receive their building permit it shall post security in favor of the Grantee to guarantee the construction in a timely manner. The Grantor shall pay the inspection and contingency fees of the Grantee and the lane must be upgraded to city standards and be completed prior to occupancy of the Grantor's building.

3. The Grantor covenant and agree to dedicate to the Grantee for Roadway eight (8) feet on Government Street.

4. The Grantor agrees to save harmless and indemnify the City against all losses, expenses, damages and costs that may be incurred by the City as a result of a breach of this Covenant by the Grantor.

5. Nothing contained or implied in this Agreement shall in any way prejudice or affect the rights and powers of the City in the exercise of its functions under any public and private statutes, bylaws, orders and regulations.

6. This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

7. Reference in this Agreement to the Grantor or the City includes their assigns, successors, officers, employees and agents and all covenants shall be joint as well as several.

8. No amendment or waiver of any portion of this Agreement shall be valid unless in writing and executed by both parties to this Agreement.

9. Waiver of any default by either party shall not be deemed to be a waiver of any subsequent default by that party.

CA10391

Figure 10: Covenant Requirements

Attachment H – Letter of Intent

GIROUX DESIGN group
Custom Home and Building Design Since 1950

April 26, 2018

Giroux Design Group Inc.
1405-160 Lakeshore Drive W.
Penticton, BC V2A 9C2

City of Penticton
171 Main Street
Penticton, BC V2A 5A9

Re: 1449 Government Street Subdivision and Rezoning

To City of Penticton Mayor, Council, and Planning Department,

This letter is regarding the proposed subdivision and rezoning of the property located at 1449 Government Street. The proposal is to take a large single-family lot with a single residence and subdivide the lot into two duplex zoned properties to allow for the development of two duplex buildings. The current house was severely damaged by fire last year and needs to be removed.

We examined several options for developing the property, and after consultation with the City Planning Department it was agreed that this was the best use of the property. The location of the property is close to schools, shopping, industrial businesses and the hospital, making it an ideal location for multi-family housing. Mr. John Lee also owns the neighboring property, 1447 Government St., located to the north of this property, his plan is to follow suit and subdivide that property as well. We considered a higher density development of both the properties, but this was neither feasible or economical.

In summary, we feel that the proposed subdivision and rezoning has merit and will compliment the existing neighborhood. Thank you for considering our proposal.

Best regards,

Tony Giroux BD.ASTTBC
Owner/Registered Building Designer
Giroux Design Group Inc.

Figure 11: Letter of Intent

The Corporation of the City of Penticton

Bylaw No. 2018-48

A Bylaw to Amend Zoning Bylaw 2017-08

WHEREAS the Council of the City of Penticton has adopted a Zoning Bylaw pursuant the *Local Government Act*;

AND WHEREAS the Council of the City of Penticton wishes to amend Zoning Bylaw 2017-08;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Penticton, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. **Title:**

This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 2018-48".

2. **Amendment:**

2.1 Zoning Bylaw 2017-08 is hereby amended as follows:

Rezone Lot 8, District Lot 250 Similkameen Division Yale District Plan 6505, located at 1449 Government Street from RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane).

2.2 Schedule 'A' attached hereto forms part of this bylaw.

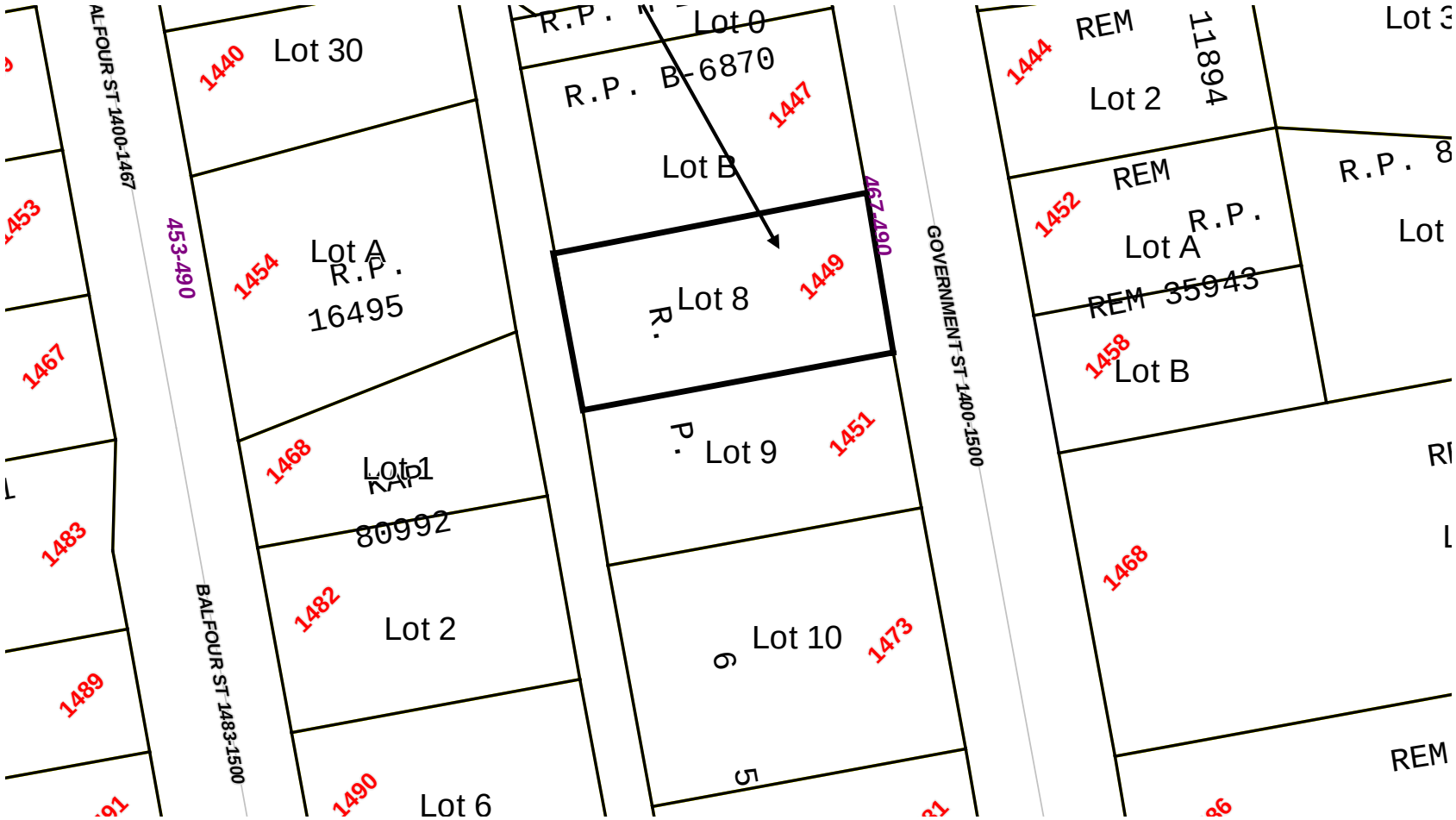
READ A FIRST time this	day of	, 2018
A PUBLIC HEARING was held this	day of	, 2018
READ A SECOND time this	day of	, 2018
READ A THIRD time this	day of	, 2018
ADOPTED this	day of	, 2018

Notice of intention to proceed with this bylaw was published on the __ day of ____, 2018 and the __ day of ____, 2018 in the Penticton Western newspaper, pursuant to Section 94 of the *Community Charter*.

Andrew Jakubeit, Mayor

Dana Schmidt, Corporate Officer

Rezone 1449 Government Street
From RM2 (Low Density Multiple Housing) to RD2 (Duplex Housing: Lane)



City of Penticton – Schedule 'A'

Zoning Amendment Bylaw No. 2018-48

Date: _____ **Corporate Officer:** _____