



THE CORPORATION OF THE CITY OF COURTENAY  
**COUNCIL AGENDA**

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**Meeting #:** R19/2023  
**Date:** October 25, 2023  
**Time:** 4:00 p.m.  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

We respectfully acknowledge that the land we gather on is Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

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|   | <b>Pages</b> |
|---|--------------|
| <b>1. CALL TO ORDER</b>   |              |
| <b>2. INTRODUCTION OF LATE ITEMS</b>  |              |
| <b>3. ADOPTION OF MINUTES</b>   |              |
| 3.1 Regular Council Minutes - October 11, 2023  | 4            |
| <b>4. IN CAMERA RESOLUTION</b>  |              |
| THAT Council close the meeting to the public pursuant to the following subsections of the <i>Community Charter</i> :  |              |
| 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;  |              |
| (2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party. |              |
| <b>5. PRESENTATIONS</b>   |              |
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| <b>6. STAFF REPORTS</b>   |              |
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| 6.2 Public Works Services   |              |

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| 6.2.1      | Crown Isle Speed Limit Reduction Pilot Project   | 98  |
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| <b>8.</b>  | <b>COUNCIL RESOLUTIONS</b>   |     |
| 8.1        | Zero Carbon Step Code - Councillor Cole-Hamilton & Councillor McCollum<br>WHEREAS the City of Courtenay’s new Official Community Plan (OCP) has identified climate action goals and aims to reduce GHG emissions in our community by 45% below 2016 levels by 2030;<br><br>WHEREAS OCP policy BL 6 commits the City to “Advocate to and support the Province in amending the BC Building Code and other building related policies to: a) regulate carbon pollution for new buildings as soon as possible” and policy BL 7 commits the City to “Review and update immediately relevant building, zoning, and development permitting policies upon any new legislative authorities that support policies within BL 6;” and<br><br>WHEREAS the Province has responded to advocacy by the City and numerous other local governments by introducing the Zero Carbon Step Code which provides new authority to local governments to regulate carbon pollution from new buildings;<br><br>THEREFORE BE IT RESOLVED THAT pursuant to policies BL6 and BL7 of Courtenay’s OCP, staff prepare a report outlining options for implementing the Zero Carbon Step Code in order to meet the City's 2030 emissions reduction target. |     |
| <b>9.</b>  | <b>BYLAWS</b>  |     |
| 9.1        | For Final Adoption   |     |
| 9.1.1      | Consideration of 2024 Permissive Property Tax Exemptions   | 186 |
|            | <ul style="list-style-type: none"> <li>• Tax Exemption 2024, Bylaw No. 3091, 2023</li> <li>• Tax Exemption 2024, Bylaw No. 3110, 2023</li> <li>• Tax Exemption 2024, Bylaw No. 3111, 2023</li> <li>• Tax Exemption 2024, Bylaw No. 3112, 2023</li> <li>• Tax Exemption Churches 2024, Bylaw No. 3092, 2023</li> </ul>  |     |
| <b>10.</b> | <b>COUNCIL REPORTS</b>   |     |
| 10.1       | Councillor Cole-Hamilton   |     |
| 10.2       | Councillor Frisch  |     |
| 10.3       | Councillor Hillian   |     |
| 10.4       | Councillor Jolicoeur   |     |

10.5 Councillor McCollum

10.6 Councillor Morin

10.7 Mayor Wells

**11. IN CAMERA RESOLUTION**

THAT Council close the meeting to the public pursuant to the following subsections of the *Community Charter*:

90 (1) (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 be expected to harm the interests of the municipality;

(2) (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**12. ADJOURNMENT**



THE CORPORATION OF THE CITY OF COURTENAY  
**COUNCIL MINUTES**

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**Meeting #:** R18/2023  
**Date:** October 11, 2023  
**Time:** 4:00 pm  
**Location:** CVRD Civic Room, 770 Harmston Ave, Courtenay

**Council Present:** B. Wells  
W. Cole-Hamilton  
D. Frisch  
D. Hillian  
E. Jolicoeur (electronic)  
M. McCollum  
W. Morin

**Staff Present:** A. Langenmaier, Director of Financial Services/Acting City Manager  
K. O'Connell, Director of Corporate Services  
S. Saunders, Director of Recreation, Culture & Community Services  
M. Wade, Director of Development Services  
A. Proton, Manager of Legislative Services  
R. Matthews, Deputy Corporate Officer

**1. CALL TO ORDER**

- Mayor Wells called the meeting to order at 4:01 pm and respectfully acknowledged that the land on which the meeting was conducted is the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.
- Mayor Wells provided a statement on behalf of Council reiterating strong and unwavering support of Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, and Asexual communities.

**2. INTRODUCTION OF LATE ITEMS**

With no late items or objections, Council proceeded with the agenda as presented.



### **3. ADOPTION OF MINUTES**

#### **3.1 Regular Council Minutes - September 27, 2023**

**Moved By** Frisch

**Seconded By** Hillian

THAT Council adopt the September 27, 2023 Regular Council minutes.

**CARRIED**

### **4. DELEGATIONS**

#### **4.1 Wiseland Humanitarian Association**

Guenther, Executive Director, Wiseland Humanitarian Association, presented information regarding Project Safe Park, which proposes to provide a safe area for people who are using their vehicles as temporary residences to have a secure place to park and include access to amenities such as washrooms, showers, and hydro.

Guenther requested from Council an agreement in principle to assist the Association with acquiring funding to start the project.

#### **4.2 Comox Valley Nature (CVN) Garry Oaks Restoration Team**

Eloise Holland and Karen Cummins, Comox Valley Nature (CVN) Garry Oaks Restoration Team, presented information regarding the Vanier Nature Park's Garry Oak grove restoration process and requested from Council:

- \$5,760 for the removal of identified hazard trees in Fall 2023 or Winter 2024;
- Permission for Comox Valley Nature to begin removal of invasive plants in the Garry Oak grove once the mitigation of hazard trees is completed;
- Collection and disposal of invasive plants removed and collected by Comox Valley Nature members;
- \$3,710 for the reduction of 4 conifer trees to wildlife trees in Fall 2024 and each year for another 4 years (bearing 50% of the cost; Comox Valley Nature would match the amount); and,
- Collaboration on public outreach regarding the project (ie. press releases, brochure printing, open houses).

**Councillor Jolicoeur joined the meeting at 4:24 pm.**

**5. STAFF REPORTS**

**5.1 Corporate Services**

**5.1.1 2024 Council Meeting Calendar**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT Council approve the following 2024 Council Meeting Calendar:

- January 10<sup>th</sup> and 24<sup>th</sup>
- February 14<sup>th</sup> and 28<sup>th</sup>
- March 13<sup>th</sup> and 27<sup>th</sup>
- April 10<sup>th</sup> and 24<sup>th</sup>
- May 8<sup>th</sup> and 22<sup>nd</sup>
- June 12<sup>th</sup> and 26<sup>th</sup>
- July 17<sup>th</sup> and 31<sup>st</sup>
- August 28<sup>th</sup>
- September 11<sup>th</sup> and 25<sup>th</sup>
- October 9<sup>th</sup> and 23<sup>rd</sup>
- November 13<sup>th</sup> and 27<sup>th</sup>
- December 11<sup>th</sup>; and,

THAT the Council meetings be held at 4:00 pm in the Civic Room at the Comox Valley Regional District (CVRD) administration building located at 770 Harmston Avenue, Courtenay, BC unless otherwise posted.

**Amendment:**

**Moved By** Cole-Hamilton

**Seconded By** McCollum

THAT Council amend the motion to remove the March 27<sup>th</sup>, 2024 meeting date from the 2024 Council Meeting Calendar.

**CARRIED**

**Opposed: Councillor Frisch, Councillor Hillian**

**Main motion as amended:**

**Moved By** Frisch

**Seconded By** Cole-Hamilton

THAT Council approve the following 2024 Council Meeting Calendar:

- January 10<sup>th</sup> and 24<sup>th</sup>
- February 14<sup>th</sup> and 28<sup>th</sup>
- March 13<sup>th</sup>
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- October 9<sup>th</sup> and 23<sup>rd</sup>
- November 13<sup>th</sup> and 27<sup>th</sup>
- December 11<sup>th</sup>; and,

THAT the Council meetings be held at 4:00 pm in the Civic Room at the Comox Valley Regional District (CVRD) administration building located at 770 Harmston Avenue, Courtenay, BC unless otherwise posted.

**CARRIED**

**5.1.2 Comox Valley Accessibility Framework**

**Moved By** Hillian

**Seconded By** Jolicoeur

THAT Council approve the Comox Valley Accessibility Framework and direct staff to execute the Agreement with the Comox Valley Social Planning Society.

**CARRIED**

**5.1.3 Committee Review**

**Moved By** Frisch  
**Seconded By** Hillian

THAT Council direct staff to schedule a Committee of the Whole meeting to discuss Council's priorities for its committees, committee format and operations, committee communications, committee budgets, committee administration, and Council's participation on external committees.

**CARRIED**

## **5.2 Recreation, Culture and Community Services**

### **5.2.1 Sports Field Strategy and Allocation Report Back**

**Moved By** Hillian  
**Seconded By** Cole-Hamilton

THAT Council receive for information the Comox Valley Regional District Sports Field Strategy and direct staff to initiate work on behalf of the region to develop a new sports field allocation policy and centralized booking function for the Comox Valley and to report back with recommendations.

**CARRIED**

## **6. EXTERNAL REPORTS AND CORRESPONDENCE**

### **6.1 BC Housing Point-in-Time 2023 Comox Valley Homeless Count**

**Moved By** Frisch  
**Seconded By** Cole-Hamilton

THAT the Council receive the letter from Ravi Kahlon, Minister of Housing and BC Housing Point-in-Time 2023 Comox Valley Homeless Count report.

**CARRIED**

**6.2 CVRD Notice of Inaugural Meeting - Nov 7, 2023**

**Moved By** Cole-Hamilton

**Seconded By** Frisch

THAT Council receive the September 25, 2023 correspondence providing notice of the CVRD's Inaugural Meeting scheduled for Tuesday, November 7, 2023.

**CARRIED**

**7. COUNCIL RESOLUTIONS**

**7.1 Toxic Drug Deaths - Councillor Morin**

**Moved By** Morin

**Seconded By** Frisch

WHEREAS the lives of at least 12,264 British Columbians have been lost to unregulated drugs since the public health emergency was first declared on April 14, 2016, with 154 lives lost in the Comox Valley;

WHEREAS unregulated drug toxicity is now the leading cause of death for those aged 10 to 59 in BC, numbering more than homicides, suicides, deaths from accident and natural disease combined;

WHEREAS these lives matter and are valued, and we all must do more to reduce stigma and save lives;

WHEREAS Council would like to acknowledge and honour the lives lost in the Comox Valley to the unregulated toxic drug supply crisis;

THEREFORE BE IT RESOLVED THAT Council read this statement following triannual updates from the BC Coroner's Service: Courtenay Council would like to acknowledge the deaths of [number] Comox Valley community members in the period of [dates] due to the unregulated toxic drug supply crisis, for a total of [number] deaths of Comox Valley Community members since the public health emergency was first declared. Our hearts go out to their loved ones. We want you to know their lives matter, and Council will continue to push for action and effective policy to stop these preventable and unnecessary deaths.

**CARRIED**

**7.2 Refurbishment of Historic Clocks - Councillor Hillian**

**Moved By** Hillian

**Seconded By** Cole-Hamilton

WHEREAS the City of Courtenay Heritage Commission has requested clarity regarding the refurbishment of historic clocks;

THEREFORE BE IT RESOLVED THAT a staff report be prepared to address this request.

**CARRIED**

**8. NOTICE OF MOTION**

**8.1 Zero Carbon Step Code - Councillor Cole-Hamilton & Councillor McCollum**

WHEREAS the City of Courtenay's new Official Community Plan (OCP) has identified climate action goals and aims to reduce GHG emissions in our community by 45% below 2016 levels by 2030;

WHEREAS OCP policy BL 6 commits the City to "Advocate to and support the Province in amending the BC Building Code and other building related policies to: a) regulate carbon pollution for new buildings as soon as possible" and policy BL 7 commits the City to "Review and update immediately relevant building, zoning, and development permitting policies upon any new legislative authorities that support policies within BL 6;" and

WHEREAS the Province has responded to advocacy by the City and numerous other local governments by introducing the Zero Carbon Step Code which provides new authority to local governments to regulate carbon pollution from new buildings;

THEREFORE BE IT RESOLVED THAT pursuant to policies BL6 and BL7 of Courtenay's OCP, staff prepare a report outlining options for implementing the Zero Carbon Step Code in order to meet the City's 2030 emissions reduction target.

**9. BYLAWS**

**9.1 For Final Adoption**

**9.1.1 Zoning Amendment Bylaw No. 3101 – 1410 Glen Urquhart Drive**

**Moved By** McCollum

**Seconded By** Cole-Hamilton

THAT Council adopt "Zoning Amendment Bylaw No. 3101, 2023".

**CARRIED**

**10. COUNCIL REPORTS**

**10.1 Councillor Cole-Hamilton**

No report provided.

**10.2 Councillor Frisch**

Councillor Frisch submitted a report of activities, see agenda.

**10.3 Councillor Hillian**

No report provided.

**10.4 Councillor Jolicoeur**

No report provided.

**10.5 Councillor McCollum**

Councillor McCollum submitted a report of activities, see agenda.

**10.6 Councillor Morin**

Councillor Morin submitted a report of activities, see agenda.

**10.7 Mayor Wells**

Mayor Wells reviewed his attendance at the following events:

- Sept 29 - 19 Wing Luncheon
- Sept 30 - Comox Valley Spirit walk

- Oct 1 - Comox Valley Search and Rescue 50th anniversary celebration
- Oct 5 - Island Health Partnership Breakfast

Mayor Wells also thanked Council for their support during his recent bereavement.

**11. IN CAMERA RESOLUTION**

**Moved By** Cole-Hamilton

**Seconded By** Hillian

THAT Council close the meeting to the public pursuant to the following subsections of the *Community Charter*:

90 (1) (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; and

(c) labour relations or other employee relations.

**CARRIED**

**12. ADJOURNMENT**

Mayor Wells terminated the open portion of the meeting at 5:46 pm. Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 7:10 pm.

**CERTIFIED CORRECT**

Adopted by Council October 25, 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer





# City of Courtenay

Housing update

October 2023

# BC Housing in Courtenay – Completed\*

\* As of October, 2023

| Address                   | Units | Type of Housing              | Partner   |
|---------------------------|-------|------------------------------|---|
| 810 Braidwood Rd.         | 35    | Affordable Rental Housing    | M'akola Housing Society                             |
| 2135 Arlington Pl.        | 3     | Group Home                   | BC Housing  |
| 221 Panorama Pl.          | 2     | Group Home                   | BC Housing  |
| 1330 Lake Trail Rd.       | 9     | Habitat for Humanity         | Habitat for Humanity Vancouver Island North Society |
| 621 Crown Isle Dr.        | 56    | Middle Income Rental         | WestUrban Developments Ltd.                         |
| City Hall (Darry's Place) | 48    | Women's Transitional Housing | Comox Valley Transition Society                     |
| 988 8th St.               | 46    | Supportive Housing           | The John Howard Society of North Island             |
| 1885 Cliffe Ave.          | 67    | Supportive Housing           | Comox Valley Transition Society                     |

## BC Housing in Courtenay – In Progress

| Address                 | Units |                           | Partner   |
|-------------------------|-------|---------------------------|---|
| 1375 Piercy Ave.        | 12    | Habitat for Humanity      | Habitat for Humanity Vancouver Island North Society |
| 1679 McPhee Ave.        | 40    | Community Housing Fund    | Wachiay Friendship Centre Society                   |
| Lot 3, 2700 Mission Rd. | 48    | Affordable Rental Housing | Comox Valley Transition Society                     |

## BC Housing in Courtenay – Emergency Shelter

| Address                | Beds | Partner                         |
|------------------------|------|---------------------------------|
| Connect Warming Centre | 33   | Comox Valley Transition Society |
| Pidcock House          | 13   | Salvation Army                  |

## The Lodge Supportive Housing (1885 Cliffe Ave)

BC Housing continues to work with the City of Courtenay to meet the requirements set out for the use of the property as Supportive Housing:

- Building Permit Application
- Operator Agreement
- Fire Plan
- Security Plan
- Community Advisory Committee
- SRW for the City's water chamber
- Letter of Indemnity

# The Lodge Supportive Housing (1885 Cliffe Ave)

- Adults, 19 years and older who are at risk of or experiencing homelessness
- Those in need of supports to maintain housing
- Offers connection community, services and life skills
- Experienced non-profit operator
- Security features including cameras, single entry and 24/7 onsite staffing
- Program Agreements
- Regular property maintenance
- BC Housing's commitment to ongoing, open communication with the community



# Questions?



THE CORPORATION OF THE CITY OF COURTENAY

## STAFF REPORT

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**To:** Council

**File No.:** 2980-20

**From:** Director of Recreation, Culture, and Community Services

**Date:** October 25, 2023

**Subject:** 685 Cliffe Avenue – Lease Renewal and Temporary Washroom Consideration

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**PURPOSE:** To Seek Council approval of a one-year lease renewal for the Connect Community Access Centre in accordance with the 2021 Lease Agreement, for the property located at 685 Cliffe Avenue, and for Council to provide direction on the consideration of placement of a temporary washroom at the location.

### **BACKGROUND:**

The Comox Valley Transition Society (CVTS) has operated the Connect Centre at 685 Cliffe Avenue since 2019 first via Occupancy Agreement and more recently via Lease Agreement. Since 2019, the property has been used to provide day centre services for individuals experiencing homelessness, extreme weather shelter or emergency shelter as authorized by Council.

On November 1, 2021 Council entered into a Lease Agreement with the CVTS for a portion of the property located at 685 Cliffe Avenue. In 2022 CVTS requested an amendment to the 2021 Lease Agreement to expand the lease area to incorporate the entire building. With Council's approval of the lease, renovations were completed that facilitated the combination of the original and expanded lease space. This renovation enabled CVTS to enter into an operating agreement with BC Housing for the provision of a temporary year-round overnight shelter and increased the available shelter beds at the Connect Centre to 33 per night.

The 2021 Lease Agreement can be found in Attachment 1 and the 2022 Lease Renewal and Amendment Agreement can be found in Attachment 2. The Lease Agreement includes lease term renewal options in one year increments up to a total of five years – each renewal is subject to Council approval. The second year of the term will expire on October 31, 2023. CVTS has requested a one-year renewal of their lease as per the attached letter (Attachment 3) and as such staff are seeking Council's approval of a one-year lease renewal.

In addition, staff, CVTS, and BC Housing have recently engaged in preliminary discussions about locating a temporary washroom facility next to Connect in order to address the a) insufficient washroom facilities available inside the facility and b) address concerns related to the impacts of public urination and defecation. Staff are seeking Council's direction before proceeding with further exploration of this opportunity.

### **DISCUSSION:**

The results of the 2023 Homeless Count for the Comox Valley show that the number of people experiencing homelessness has more than doubled since 2020, increasing from 132 to 272. The count represents a snapshot in time and is likely an undercount as many people who are unhoused are not easily accessible or visible. Of the total number of individuals experiencing homelessness, 35% (n=95) were unsheltered meaning they stayed outside or were temporarily staying at someone else's place and / or using homelessness services. The remaining 65% were sheltered and stayed overnight in homeless shelters, including transition

houses, youth safe houses, people with no fixed address staying temporarily at hospitals, jails, or detox facilities; this number also includes those temporarily living what was previously the Travelodge.

The count results showed an 11% increase in those living with an acquired brain injury, 16% increase in those living with two or more health concerns, 8% increase in those who identify as Indigenous, and a decrease of 21% of people experiencing homeless for less than six months which indicates that individuals are staying homeless for longer as compared to the 2020 results.

The results of the 2023 Homeless Count demonstrate the increasing need for shelter and supports for those who are unhoused. Any decrease in the current level of shelter beds available and or support services would increase the numbers of individuals who are unsheltered and have significant impacts on the health and well-being of people experiencing homelessness in the community.

#### *Connect Access Centre*

The Connect Access Centre provides critical services to individuals who are unhoused or experiencing the traumatic impacts of mental illness and the unregulated toxic drug supply. The day program at Connect operates six days a week and provides individuals experiencing homelessness with access to: survival gear (tents, meals, snack, tarps and clothing), washroom and shower services (located at the Lewis Centre), hygiene supplies and PPE, primary health care and addiction medicine through the physician outreach team, connection to Integrated Case Management, social connections and decreased isolation, personal belonging storage, criminal justice system navigation support, and administrative support (e.g. housing applications, tax filings, income assistance etc.).

Overnight shelter services, in accordance with Section 4.3 of the agreement, are provided seven days a week from 7:00pm to 9:00am. Following facility renovations to expand Connect, CVTS entered into a temporary shelter operating agreement with BC Housing for the provision of these services throughout the year as the services were previously only available in winter months as an Extreme Weather Response (EWR) shelter or based on grant funding.

CVTS is also a recipient of funding through the Strengthening Communities' Services Grant (SCG). SCG funds go towards day services and wrap around supports that are not funded through the shelter Operating Agreement with BC Housing. This funding supports the provision of survival and harm reduction supplies, additional daytime staffing and security, wages for people with lived and living experience of homelessness, and other critical services as outlined in the terms of the grant. An extension to the grant was received in September 2023 and additional funding made available to support the continuation of these services through to June 2024.

It is important to acknowledge that the location of Connect and the services it provides are often associated with rising community concerns with homelessness and associated impacts of mental illness and substance use harms. While the services Connect provides contribute partially to an increased congregation of individuals in the vicinity as they access Connect for critical health, nutrition, and social services, the 2023 Homeless Count for the Comox Valley demonstrates an overall increase in homelessness in the community since 2020 due to housing unaffordability, substance use harms, and mental health concerns. Without the services of Connect, the City would see a greater number of individuals unsheltered in the community as well as individuals without access to critical services. In addition, the physical facility of the Connect location



is not purpose-built and poses significant limitations on CVTS's ability to accommodate the full level of service needs within the facility itself including: capacity constraints, one publicly accessible washroom, lack of storage, and inadequate facility design for the current temporary use. It is for these reasons the City continues to advocate to the Province for a purpose-built shelter to relocate the essential services of Connect.

To mitigate concerns related to Connect, the 2021 Lease Agreement includes the following requirements:

- Article 5.15: The Tenant ... will ensure that no garbage, waste, biohazardous materials, or other debris accumulates on the Lease Area or the Perimeter by ensuring that all ... materials or other debris are removed ... at a minimum of two times per day with one of these checks occurring by 11:00am each day.
  - o Through funding received by the Strengthening Communities' Services Grant (SCG), CVTS employs individuals with lived and living experience to complete site clean ups of the leased area and perimeter two times per day, generally at 9:00am and 11:00am.
- Article 5.2: Community Advisory Committee [CAC] - ... the Tenant will establish a Community Advisory Committee
  - o The implementation of a CAC by CVTS has experienced numerous delays due to operational constraints, including staffing limitations and the move of the supportive housing program from the Travelodge to 1885 Cliffe Ave (previously the Super 8 Motel) and the subsequent establishment of a CAC for that location.
  - o However, the Executive Director for CVTS sits on the DCBIA Board of Directors, as well as the DCBIA Safety and Security Committee, where they regularly respond to and address concerns raised by DCBIA members.
  - o Staff have reviewed a draft Terms of Reference for the CAC that complies with the terms of the Lease Agreement and is reflective of other CACs, including the one currently in place at 1885 Cliffe Ave and have received confirmation from CVTS that a CAC will be established and meet before the end of October 2023.
  - o The purpose of the CAC is to assist in identifying and resolving issues, opportunities and concerns related to building operations; building positive relationships in the community; facilitating information sharing; and supporting the success of Connect.

In addition to providing funds towards the employment of people with lived and living experience of homelessness, SCG funds contribute towards increased daytime staff and on-site security for Connect. The additional staffing levels enable staff to be able to support and respond to patrons of Connect, including in crisis de-escalation and overdose response. On-site security supports safe and secure access and use of the leased area and perimeter; security does not have responsibility nor jurisdiction over activities outside of the leased area and perimeter (i.e. the parking lot or nearby businesses). Please see Attachment 4 outlining the Lease Area and Perimeter.

CVTS continues to demonstrate its willingness and desire to be a good tenant and to fulfil the duties and responsibilities of the Lease Agreement. The externalities associated with the services of Connect, while mitigated by community engagement strategies and peer led clean up crews, cannot be placed solely on the responsibility of Connect as the 2023 Homeless Count clearly demonstrates an increase in the number of individuals experiencing homelessness in the community and who require access to essential health, social, and nutritional services.

The provision of access to 685 Cliffe Avenue is intended as a temporary measure until such time as a purpose-built shelter facility is available. As per Council's direction, staff continue to work with BC Housing to identify a suitable location for a purpose-built shelter and to ensure that a new facility will adequately meet the needs of individuals who are unhoused in our community.

#### *Temporary Washroom Facilities*

Staff, CVTS, and BC Housing have entered into preliminary discussions about locating a temporary washroom facility next to Connect. There are two washrooms available within the Connect facility, with one washroom dedicated to staff and one for the public. One washroom is often insufficient to meet demand and often results in required repairs, biohazard concerns, and conflict between users. Additionally, the City receives complaints from adjacent neighbours and local businesses regarding public urination and defecation. While there are other public washrooms available in the vicinity (Urbaloo at 6<sup>th</sup> and England and Randy Wiwchar Plaza), for individuals with significant health or mobility challenges the distance to these washrooms may pose barriers and individuals accessing the services of Connect would prefer to access washroom facilities on site.

Through conversations with staff, BC Housing has offered the City the use of a temporary washroom facility that could be located next to Connect in the adjacent parking lot. Pursuing the temporary placement of a washroom facility will require significant work by staff and CVTS to analyse and understand the capital and operating impacts of such a facility.

Preliminary discussions with BC Housing, CVTS, and staff have identified the following initial considerations:

- Washrooms must be supervised to ensure the health and safety of users and the ongoing viability of the facility
- Placement and set up of the facility will require careful consideration in light of current neighbourhood congregation concerns and building code requirements
- Capital costs are estimated at \$50,000 to \$100,000 for the required sewer, water, and electrical connections

The funding received by CVTS through the Strengthening Communities' Services Grant is allocated to additional day staff and individuals with lived or living experience who could support the supervision of the temporary washroom facility. These funds conclude June 30, 2024 so a different source of funds would need to be identified to continue to support its operation following this date. While BC Housing has indicated they do not have funds currently available to support operating costs, operating agreements are negotiated annually and an opportunity may exist for CVTS to request additional funds for this service at that time (typically March / April).

Staff have conducted initial assessments of the connections required to service the temporary washroom facility and have estimated capital costs to be between \$50,000 and \$100,000. If Council directs staff to continue to explore the placement of a temporary washroom facility at this location staff would return with specific costs and recommended sources of funding.

While the placement of a temporary washroom facility adjacent to Connect would address concerns related to adequate washroom access at Connect as well as some issues with public urination and defecation, it

comes with capital and operating costs, and operational impacts that must be further considered. Staff are seeking Council direction before continuing with further consideration of this option.

**FINANCIAL IMPLICATIONS:**

CVTS as tenant will bear the financial responsibilities as outlined in the November 1<sup>st</sup> 2022 Lease Agreement. Council has previously approved a rental subsidy for Connect and renewal of the lease agreement will continue this subsidy. The annual rent for the building is \$24,000 per year. If approved, the City would be required to advertise the provision of assistance acknowledging a \$48,000 per year rental rate subsidy (based on current market rental rates) as per the *Community Charter*.

If directed by Council, staff would return with detailed financial costs and recommended funding sources for the location of a temporary washroom facility adjacent to the Connect Centre.

**ADMINISTRATIVE IMPLICATIONS:**

Recreation, Culture, and Community Services (RCCS) provide support and relationship management to CVTS through the lease agreement, with the support of Civic Facilities and Corporate Services. This work includes lease management, repairs and renovations, administration of SCG funds, and other administrative tasks. Further work will be required by RCCS and Development Services to explore the feasibility of locating a temporary washroom facility at the site.

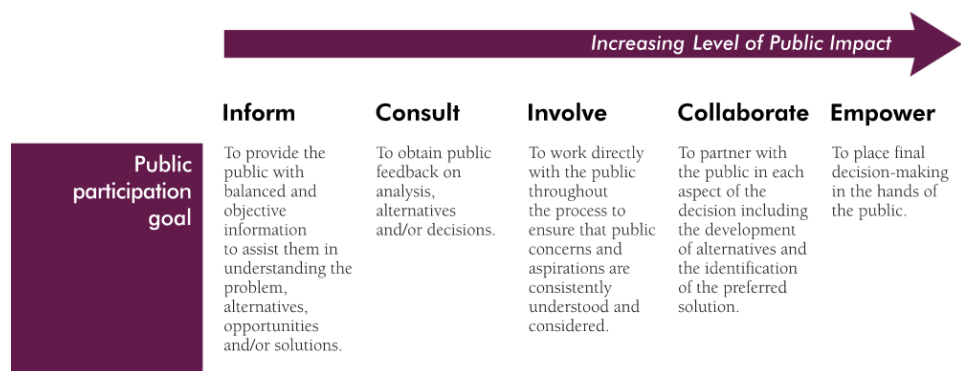
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Social Infrastructure - Continue working with community agencies to deliver day services. Explore role in the provision of social support services, including future of Connect Centre.

**PUBLIC ENGAGEMENT:**

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



© International Association for Public Participation [www.iap2.org](http://www.iap2.org)

Staff will provide public notice to satisfy the statutory advertising requirements for the provision of assistance and disposition of City land per Section 24 of the *Community Charter*.

**OPTIONS:**

Option 1 (to be made as separate resolutions):

1. THAT Council approve a one-year lease extension between the City of Courtenay and the Comox Valley Transition Society for the continued use of the property located at 685 Cliffe Avenue, PID: 006-102-930, Lot 3, Section 61 Comox District Plan VIP3817, as authorized and in accordance with Section 2.1(e) of the November 1, 2021 Lease Agreement.
2. THAT Council direct staff to explore the placement of a temporary washroom facility adjacent to the Connect Centre and report back to Council with recommendations

Option 2:

1. THAT Council provide alternative direction to staff.

Option 3:

1. THAT Council give notice to the Comox Valley Transition Society of its intent to terminate the Lease Agreement in accordance with Section 2.1(a) "Demise and Term".

**ATTACHMENTS:**

1. 2021 Lease Agreement
2. 2022 Lease Renewal and Amendment Agreement
3. Letter from Comox Valley Transition Society
4. 685 Cliffe Ave. Lease Area and Perimeter

Prepared by: Susie Saunders, Director of Recreation, Culture, and Community Services

Reviewed by: Kate O'Connell, Director of Corporate Services  
Marianne Wade, Director of Development Services

Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)

## LEASE AGREEMENT

THIS LEASE dated for reference the 1<sup>st</sup> day of November, 2021 is

BETWEEN

**CITY OF COURTENAY**, a municipal corporation incorporated under the *Local Government Act* (British Columbia) and having offices at 830 Cliff Avenue, Courtenay, BC, V9N 2J7

(the “City”)

AND

**COMOX VALLEY TRANSITION SOCIETY (INC. NO. S0022797)**, a non-profit society under the *Society Act* (British Columbia) and having offices at 625 England Avenue, Courtenay, BC, V9N 2N5

(the “Tenant”)

WHEREAS:

- A. The City is the registered owner in fee simple of the lands and premises located at 685 Cliffe Avenue in the City of Courtenay, British Columbia, and legally described as:

PID: 006-102-930, LOT 3, SECTION 61 COMOX DISTRICT PLAN VIP3817

(the “Lands”);

- B. The City and the Tenant entered into a License of Occupation Agreement (the “Licence”) on January 6, 2020 for the operation of a Warming Centre on the Lands, and this Licence has been extended through multiple addendums to the Licence;
- C. The Tenant now wishes to lease the Lands from the City for the continued operation of the Connect warming shelter;
- D. The City agrees to lease the Lands to the Tenant on the terms and subject to the conditions set out herein;

NOW THEREFORE THIS AGREEMENT is evidence that in consideration of the mutual promises contained in this Lease and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which each party acknowledges), the parties covenant and agree as follows:

### ARTICLE 1 – DEFINITIONS AND INTERPRETATION

1.1 In this Lease, words and phrases shall be defined as follows:

- (a) “**Building**” means the building located on the Lease Area;

- (b) “**Building Code**” means the *British Columbia Building Code 2018*, as amended or re-enacted from time to time;
- (c) “**Building Department**” means the Building Services Division of the City of Courtenay;
- (d) “**CAO**” means the Chief Administrative Officer for the City of Courtenay;
- (e) “**Commencement Date**” has the meaning defined in section 2.1 of this Lease;
- (f) “**Common Costs**” means all costs for the maintenance, snow removal, cleaning, lighting, signs, liability insurance, property taxes, replacing light fixtures, repaving, restriping, public access ways and common areas of the Lands;
- (g) “**Community Charter**” means the *Community Charter, SBC 2003, c 26*, as amended or re-enacted from time to time;
- (h) “**City**” means the corporation of the City of Courtenay and where the context applies, includes its elected officials, employees, agents and contractors;
- (i) “**Extreme Weather**” includes sleet, freezing rain, snow accumulation, sustained high winds, temperatures at or below zero degrees Celsius, temperatures near zero degrees Celsius with rainfall that makes it difficult or impossible for homeless people to remain dry, or weather that poses a substantial threat to life or health of homeless persons;
- (j) “**Extreme Weather Response Shelter**” has the meaning defined in section 4.2 of this Lease;
- (k) “**Fire Code**” means the *British Columbia Fire Code 2018*, as amended or re-enacted from time to time;
- (l) “**Fire Department**” means the City of Courtenay Fire Department;
- (m) “**Fire Safety Patrol**” means a patrol of the Lands to ensure compliance with fire safety codes and regulations, including but not limited to the City’s *Fire Protective Services Bylaw No. 2556, 2008* and the *Fire Code*;
- (n) “**Force Majeure**” means an event or significant threat of an event beyond a party’s reasonable control, whether or not foreseeable, including, but not limited to, strikes, labour trouble, lock-outs, extreme weather, flooding, earthquakes, mud slides, riots, imposition of laws or governmental orders that prohibit or restrict the delivery of the Services, pandemics, epidemics, quarantines, fires, acts of war or terrorism, or acts of God;
- (o) “**Lands**” means the lands described in paragraph A above;



- (p) “**Lease Area**” means that part of the Lands used by the Tenant under this Lease, identified in Schedule A attached to and forming a part of this Lease;
  - (q) “**Log Book**” has the meaning defined in section 5.16 of this Lease;
  - (r) “**Perimeter**” means the perimeter area of the Building as identified in Schedule B attached to and forming part of this Lease;
  - (s) “**Rent**” has the meaning defined in section 3.1 of this Lease;
  - (t) “**Renewal Term**” has the meaning defined in section 2.1(b) of this Lease;
  - (u) “**Sign Bylaw**” means the City of Courtenay *Sign Bylaw*, No. 2760, 2013, as amended or re-enacted from time to time;
  - (v) “**Societies Act**” means the *Societies Act*, SBC 2015, c. 18, as amended or re-enacted from time to time;
  - (w) “**Tenant**” means the Comox Valley Transition Society (Inc. No. S0022797);
  - (x) “**Term**” means the period from the Commencement Date until the Termination Date as defined in section 2.1 of this Lease;
  - (y) “**Termination Date**” has the meaning defined in section 2.1 of this Lease; and
  - (z) “**Warming Centre**” means a centre providing shelter for those experiencing homelessness, mental health and addiction during inclement weather.
- 1.2 **Interpretation** – Wherever the singular or masculine or neuter is used in this Lease, the same shall be construed as meaning the plural, the feminine or body corporate where the context so requires.
- 1.3 **References to Tenant** – Any reference to the “Tenant” includes, where the context allows, subtenants and occupants of the Tenant and employees, agents, licensees and invitees of the Tenant and all others over whom the Tenant may reasonably be expected to exercise control and any default in observing or performing the Tenant’s obligation by such person, will be deemed to be defaults of the Tenant.
- 1.4 **Captions** – The captions appearing in this Lease have been inserted for reference and as a matter of convenience and do not define, limit or enlarge the scope or meaning of this Lease.
- 1.5 **Schedules** – The following schedule is attached to and forms part of this Lease:
- (a) Schedule A – Lease Area.
  - (b) Schedule B – Perimeter Area
  - (c) Schedule C – Operation and Maintenance Cost Responsibility

- (d) Schedule D – Log Book

**ARTICLE 2 – DEMISE AND TERM**

- 2.1 **Demise and Term** – The City hereby demises and leases to the Tenant the Lease Area for a one-year term commencing November 1st, 2021 (the “**Commencement Date**”) until and including October 31st, 2022 or such earlier or later date as may be determined in accordance with this Lease (the “**Termination Date**“), to have and to hold for the Term as the Tenant, and the Tenant does hereby accept the demise and lease of the Lease Area, all subject to the covenants, conditions and agreements herein contained and subject to the following:
- (a) Subject to section 8.4, the parties acknowledge and agree that this Lease may be terminated prior to the end of the Term by:
    - (i) Either party providing written notice to the other party of termination of this Lease with the date of termination to be not less than 60 days after the date that notice is provided; or
    - (ii) Alternatively, at any time by the mutual written agreement of the parties.
  - (e) If the Tenant is not in default under this Lease and subject to the approval of the City’s municipal council, the Tenant shall have the option to renew this Lease on the same terms and conditions contained herein (except for the amount of Rent payable and except for this right of renewal, which is amended accordingly) for up to four additional one-year terms (the “**Renewal Term**“), such renewal effective on the day immediately following the Termination Date. This option must be exercised by the Tenant giving notice in writing to the City in the manner provided herein not less than 180 days and not more than 365 days prior to the expiry of the Term and
  - (f) If this Lease is renewed under subsection 2.1(b), the rental rate that will apply during the Renewal Term shall be that rent agreed to by the parties and failing agreement, shall be determined by application of the dispute resolution provisions under section 8.9.
- 2.2 **Quiet Enjoyment** – Subject to this Lease, the Tenant will and may peaceably hold and enjoy the Lease Area during the Term without interruption or disturbance by the City or any person lawfully claiming under the City.
- 2.3 **Holding Over** – If the Tenant should hold over after the expiration of the Term and the City should accept rent, the new tenancy thereby created shall be a tenancy from month to month and not a tenancy from year to year, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to a tenancy from month to month.



**ARTICLE 3 – RENT**

- 3.1 **Rent** – The Tenant shall pay to the City the following amounts (the “Rent”):
- (a) Equal monthly installments of \$1,000.00, with the first payment occurring on the Commencement Date, and subsequent payments occurring on the first day of every month of the Term;
  - (b) Such other amounts in accordance with the terms and conditions of this Lease.
- 3.2 **Interest on Amounts in Arrears** – The Tenant will pay to the City, interest at a rate of five percent (5%) at the start of each month, calculated and compounded monthly, upon all Rent or other expenses required to be paid under this Lease, from the due date for payment until paid. This stipulation for interest will not prejudice any other right or remedy of the City under this Lease or at law or at equity.
- 3.3 **Lease Area Accepted “As Is”** – The Tenant accepts the Lease Area “as is” and acknowledges that the City has made no representations or warranties respecting the Lease Area.
- 3.4 **Net Lease** – Expenses, costs and payments incurred in respect of the Lease Area and any other improvement to the Lease Area or anything affecting the Lease Area shall be borne solely by the Tenant, in addition to the Tenant’s obligation to pay Rent and otherwise abide by the terms of this Lease.
- 3.5 **Taxes and Fees** – The Tenant shall pay to the City all taxes, charges, levies and other fees, including Goods and Services Tax, or any replacement tax, which may be payable in respect of this Lease.
- 3.6 **Utilities** – The Tenant and the City shall each assume responsibility for operations and maintenance and associated costs in respect of the Lease Area as detailed in Schedule B, attached to and forming a part of this Lease.

**ARTICLE 4 – USE OF LEASE AREA**

- 4.1 **Use of Lease Area** - The Tenant will use the Lease Area for the sole purpose of operating a Warming Centre, overnight shelter and Extreme Weather Response Shelter, subject to the conditions set out in this Lease.
- 4.2 **Extreme Weather Response Shelter** – The Tenant may operate an Extreme Weather Response Shelter during an occurrence of Extreme Weather, but unless the conditions set out in section 5.3 of this Lease are fulfilled, the Tenant will only operate Extreme Weather Response Shelter in compliance with the following conditions:
- (a) No more than ten beds may be occupied in the Extreme Weather Response Shelter;
  - (b) The Tenant must designate at least one staff member to conduct Fire Safety Patrols for the duration of the operation of the Extreme Weather Response Shelter, and

ensure that staff conducting Fire Safety Patrols are not assigned any other duties or functions for the duration of their patrol; and

- (c) The Tenant will ensure that all staff working during the operation of an Emergency Weather Response Shelter have received training by the Fire Department on fire safety and appropriate emergency procedures.
- 4.3 **Overnight Shelter** – If the Building Department in its sole discretion deems that the Building satisfies *Building Code* requirements for the operation of an overnight shelter in accordance with section 5.3, then the Tenant may operate an overnight shelter with hours of operation between 7:00 p.m. to 9:00 a.m.
- 4.4 **No Other Purposes** – The Tenant agrees that the Lease Area must not be used for any other purposes unless the Tenant obtains the prior written approval of the City.
- 4.5 **Signage** – In addition to the lease of the Lease Area to the Tenant under this Lease, the Tenant shall be entitled to advertise the activities permitted under this Article 4 with signs on the Lands during the Term, provided the form, content and location of such signage complies with the Sign Bylaw.

#### ARTICLE 5 – TENANT’S REPRESENTATIONS AND UNDERTAKINGS

- 5.1 **Legal Status** – The Tenant warrants, represents and agrees that:
- (d) it is and shall remain throughout the Term a Society in good standing under the *Societies Act* and all other applicable laws of the Province of British Columbia;
  - (e) it has taken all necessary or desirable actions, steps and other proceedings to approve or authorize, validly and effectively, the entering into, and the execution, delivery and performance of this Lease;
  - (f) it is duly incorporated and validly existing under its jurisdiction of incorporation, is in good standing under the legislation governing it, and has made all filings required under such legislation; and
  - (g) it has the power and capacity to enter into and carry out the transaction provided for in this Lease.
- 5.2 **Community Advisory Committee** – Within 60 days of the execution of this Lease, the Tenant will establish a Community Advisory Committee that:
- (a) has a membership including:
    - (i) stakeholders and representatives from local and neighbouring businesses;
    - (ii) social services organizations;



- (iii) government staff representatives from BC Housing, Vancouver Island Health Authority, the City of Courtenay, and or the Royal Canadian Mounted Police;
  - (iv) where appropriate, residents of the community, including residents with personal experience using services such as warming shelters and overnight shelters;
- (b) meet on at least a bi-monthly basis, with the first meeting no later than 60 days from the execution of the lease; and
- (c) record written minutes from each meeting and share these minutes with the City within 30 days of the meeting; and

the parties agree to amend this provision as necessary to further define the Community Advisory Committee, including but not limited to amendment of the above terms.

- 5.3 **Building Code** – The Tenant acknowledges that the Building is not in compliance with the *Building Code* as set out in section 4.3 at the time of the execution of this Lease, the Tenant will take the necessary action to bring the Building into full compliance with the *Building Code*. For certainty, the Tenant acknowledges that compliance with the *Building Code* must occur before the operation of the overnight shelter contemplated in section 4.3 and the removal of conditions on the Extreme Weather Response Shelter contemplated in section 4.2. The Tenant agrees that all necessary actions taken by the Tenant under this section shall require the prior written approval by the City.
- 5.4 **Construction** – If the Tenant is not then in default under this Lease and has the prior written consent of the City, then the Tenant may undertake improvements, construction or renovations of the Lease Area at the Tenant’s sole expense. In giving its consent, the City may impose any conditions, including, without limitation, location requirements, use restrictions, financial restrictions, insurance requirements and security obligations. The Tenant acknowledges that all leasehold improvements become the property of the City upon affixation to the Lease Area, without any obligation by the City to pay for the leasehold improvements. The Tenant acknowledges that all improvements to the Lease Area, past and present, are to remain affixed to the Land.
- 5.5 **Reverter** – The Tenant acknowledges that in the event the Lease is terminated subject to sections 2.1(a) or 8.4, all improvements to the Lease Area, past and present, shall become the property of the City.
- 5.6 **Permits Required** – The Tenant acknowledges that prior to undertaking any improvements, construction or renovations of the Lease Area, the Tenant must obtain the prior written approval of the City and a building permit and comply with all other bylaw requirements imposed by the City on construction and development within its boundaries.
- 5.7 **Compliance with Laws** – The Tenant will at all times during the Term and any Renewal Term use and occupy the Lease Area in compliance with all statutes, laws, regulations and orders of any authority having jurisdiction and, without limiting the generality of the

foregoing, all federal, provincial, or municipal laws or statutes or bylaws relating to environmental matters, including all the rules, regulations, policies, guidelines, criteria or the like made under or pursuant to any such laws.

- 5.8 **Zoning** – Without limiting section 5.7, the Tenant acknowledges that the Tenant must not use the Lease Area or permit a use in breach of the City’s applicable zoning bylaws.
- 5.9 **No Nuisance** – The Tenant will not, at any time during the Term or any Renewal Term, use, exercise or carry on or permit or suffer to be used, exercised or carried on, in or upon the Lease Area or any part thereof any noisy, noxious or offensive art, trade, business, occupation, or event and, the Tenant will not carry on, or suffer or permit to be carried on, any act, matter or thing which will or may constitute a nuisance or an unreasonable annoyance to the City, to any occupant of Lease Area and premises in the vicinity of the Lease Area or to the public generally.
- 5.10 **Liens and Judgments** – The Tenant will not permit any liens, judgments or other charges to be registered against the Lands except those charges permitted in writing by the City. Unless otherwise agreed in writing, if any lien, judgment or other charge is registered, the Tenant will obtain its discharge within 30 days of the said registration.
- 5.11 **Filing Notice of Interest** – Throughout the Term, the City is entitled to file a Notice of Interest pursuant to the *Builders Lien Act, SBC 1997, c. 45* as amended or re-enacted, in the appropriate Land Title Office against title to the Lands.
- 5.12 **Repairs and Maintenance** – Throughout the Term at its own expense, the Tenant shall repair and maintain and keep the Lease Area in a state of good repair as a prudent owner would do. The City will not be obliged to repair, maintain, replace or alter the Lease Area during the Term or to supply any services or utilities thereto save and except for as set out in Schedule A, and such services and utilities as the City may be required to provide strictly in its capacity as a municipality and not in its capacity as a landlord. Subject to section 5.13, the Tenant hereby assumes the full and sole responsibility of the condition, operation, maintenance, repair, replacement and management of the Lease Area during the Term. All repairs will be in all respects to a standard equal to or greater the original work and material in the improvements, and will meet the lawful requirement of all statutory authorities. Without limiting the foregoing, the Tenant shall carry out the responsibilities described in Schedule B.
- 5.13 **Repair According to Notice** – Without restricting the generality of section 5.12, the Tenant will do all repairs and maintenance that it is obliged to do pursuant to section 5.12 promptly upon notice from the City, and will not do any structural repairs or system maintenance without prior written consent from the City. If the Tenant does not perform all repairs and maintenance promptly upon notice from the City, the City reserves the right to enter the Lease Area to restore the Lease Area back to the state of good repair. The Tenant will pay to the City, on demand, the City’s cost of so doing.
- 5.14 **Public Safety** – The Tenant shall take all reasonable precautions to ensure that safety of persons using the Lease Area.



- 5.15 **Waste** – The Tenant will not commit, suffer, or permit any willful or voluntary waste, spoil or destruction of the Lease Area, and will ensure that no garbage, waste, biohazardous materials or other debris accumulates on the Lease Area or the Perimeter by ensuring that all garbage, waste, biohazardous materials or other debris are removed from the Lease Area and the Perimeter at a minimum of two times per day with one of these checks occurring by 11:00am each day. The Tenant will dispose of all materials removed from the Lease Area and Perimeter under this section.
- 5.16 **Log Book** – The Tenant shall record each time it removes and disposes of garbage, waste, biohazardous materials or other debris under section 5.15 by completing the Log Book as identified in Schedule D attached to and forming part of this Lease. The Tenant shall submit the Log Book to the City on the first day of each month for the duration of the Term in the manner required herein for giving notices. If the City, in its sole discretion and acting reasonably, deems that the Tenant has not accurately maintained the Log Book or has not complied with its duties under section 5.15, then the City may assume the Tenant’s responsibilities under this Lease until the Tenant complies with the requirements of this section. These remedies will not prejudice any other right or remedy of the City under this Lease or at law or at equity.
- 5.17 **Perimeter Cleanup According to Notice** - Without restricting the generality of section 5.15 and 5.16, the Tenant will do all clean up that it is obliged to do pursuant to section 5.15 promptly upon notice from the City. If the Tenant does not perform all cleanup promptly upon notice from the City, the City reserves the right to enter the Lease Area to remove all waste from the Lease Area and the Perimeter. The Tenant will pay to the City, on demand, the City’s cost of so doing plus an additional administrative fee of 15%. .
- 5.18 **Right to Inspect** – The Tenant shall permit the City to enter the Lease Area at all reasonable times to determine if the Tenant is complying with all its promises under this Lease.
- 5.19 **Workers Compensation** – If required by law, the Tenant will, at its cost, carry and pay for full workers’ compensation coverage in respect of all workers, employees and other persons engaged in any work or service, non-payment of which would create a lien claim on the Lease Area or the leasehold interest.
- 5.2 **Environmental Contamination** – The Tenant will at all times and in all respects comply with and abide by the requirements of all applicable Federal, Provincial or Municipal statutes, bylaws, regulations, orders and guidelines, which deal with environmental protection and safety and any contaminant, pollutant, dangerous substance, liquid waste, industrial waste, hauled liquid waste, and hazardous material or hazardous substance. Without limiting the foregoing, the Tenant will comply with the following provisions:
- (a) the Tenant will comply with any and all duties, obligations or liabilities under any relevant law in respect of the Lease Area, including but not limited to any costs, expenses or liabilities for any remedial action for any pollution of the Lease Area caused by the Tenant during the Term.

- (b) the Tenant must provide the City with immediate notice of any condition on the Lease Area or that may result in any fines, penalties, orders, proceedings, investigations, litigation or enforcement proceedings, made or threatened by any third parties or governmental agencies upon becoming aware of such condition; and
- (c) the Tenant must provide the City with immediate notice in writing, upon the Tenant becoming aware of any contamination of the Lease Area.

#### **ARTICLE 6 – CITY REPRESENTATIONS AND UNDERTAKINGS**

- 6.1 **City Conditions** – On or before March 1<sup>st</sup>, 2022 the City will have complied with all of its statutory obligations under the *Community Charter*, or other applicable enactments in connection with leasing the Lands in accordance with this Lease. This condition precedent is for the sole benefit of the City and may be waived at any time by the City through April 1<sup>st</sup>, 2022.
- 6.2 **CAO** – The City will authorize the CAO to make decisions about the Lease or the Lease Area on behalf of the City concerning the Lease, including any future amendments of the Lease.

#### **ARTICLE 7 – INSURANCE AND INDEMNITY**

##### **7.1 Insurance**

- (a) The Tenant is responsible for insuring the Lease Area and the contents of them and all other improvements, including fixtures, appurtenances, contents, equipment, installations and electrical distribution system, based upon full insurable values, with “all risks” coverage on the replacement cost basis, flood and earthquake endorsements, and a maximum deductible of \$1,000 for any one loss;
- (b) Without limiting the Tenant’s obligations and liabilities under this lease, the Tenant shall obtain, at its own expense, and keep in force a policy of comprehensive/commercial general liability insurance providing coverage against claims for personal injury, death, or property damage or loss upon, in, or about the Lease Area, and arising out of or connected with the activities of the Tenant and of subtenants, or the use and occupancy of the Lease Area or any part thereof by the Tenant or by any subtenants, in an amount of not less than \$5,000,000, or such other amount as the City may reasonably request, per occurrence for bodily injury (including death) and property damage.
- (c) On or before the Commencement Date and at other times upon demand by the City, the Tenant shall deliver to the City certified copies of the policies of insurance required to be maintained by the Tenant under this Lease.
- (d) The City may, from time to time, notify the Tenant of the City’s desire to change the amount of insurance required by this Lease and upon receiving such notification from the City, the Tenant will:



- (i) within 30 days of receiving such a notice, cause the amounts to be changed and deliver to the City a letter from its insurer certifying the change in the amount of insurance; or
  - (ii) alternatively, within 30 days of receiving such notice, advise the City in writing that it objects to a change in the insurance required and the reasons for its objection and upon such objection, the parties shall use their best efforts to resolve the issue(s) underlying the objection, and if best efforts are insufficient to resolve the dispute, then the dispute shall be resolved by application of the dispute resolution provisions under section 8.9.
- (e) The Tenant shall ensure that all policies of insurance pursuant to this Lease are:
- (i) placed with insurers licensed in British Columbia;
  - (ii) are written in the name of the Tenant and the City as an additional insured with loss payable to them as their respective interests may appear;
  - (iii) contain a cross liability clause and a waiver of subrogation clause in favour of the City;
  - (iv) primary and does not require the sharing of any loss by any insurer that insures the City;
  - (v) contain a clause to the effect that any release from liability entered into by the City prior to any loss shall not affect the right of Tenant or the City to recover; and
  - (vi) endorsed to provide the City with 30 days advance notice in writing of cancellation or material change.
- (f) All policies may provide that the amount payable in the event of any loss will be reduced by a deductible, in an amount to which the City consents. Consent, non-consent, and/or authorized consent of the City will not constitute an agreement by the City to participate in the financial undertaking of the Tenant to satisfy any deductible payable. The Tenant will be solely responsible for any and all insurance deductible.
- (g) If the Tenant at any time fails to maintain any insurance it is required to maintain, then the City may obtain and maintain such insurance in such amounts and with such deductible amounts and for such periods of time as the City reasonably deems advisable. The Tenant will pay to the City, on demand, the City's cost of so doing.
- (h) Any disputes between the parties with respect to insurance under this section 7.1 shall be resolved by application of the dispute resolution provisions under section 8.9.

- 7.2 **Release** – Save and except for the negligence of the City, its employees and contractors, the tenant will and hereby releases the City and its elected officials, officers, employees, agents and others of the City, from and against any claim, cause of action, suit, demand, expenses, costs and legal fees which the Tenant may have, now or in the future, in relation to this Lease, the Lease Area or the Tenant’s use or occupancy of the Lease Area.
- 7.3 **Indemnity** – Save and except for the negligence of the City, its employees and contractors, the Tenant will and hereby does indemnify and save harmless the City and its elected officials, officers, employees, agents and others of the City from any and all liabilities, damages, costs, claims, suits or actions whatsoever in connection with or arising from:
- (a) any breach of any obligation set forth in this Lease to be observed or performed by the Tenant;
  - (b) any of the perils against which the Tenant shall have insured or pursuant to the terms of this Lease is obligated to insure;
  - (c) any act, omission, or negligence of the Tenant, its members, officers, directors, employees, agents, contractors, subtenants, licensees, invitees or others for whom it is responsible;
  - (d) any damage to property occasioned by the Tenant’s use and occupation of the Lease Area or any injury to person or persons, including death, resulting at any time from the Tenant’s use and occupation of the Lease Area; or
  - (e) the granting of the Lease herein and the Tenant’s exercise of its rights under the Lease.
- 7.4 **Survival of Indemnity and Release** – The indemnities and release contained in this Lease will survive the expiration or earlier termination of the Term.

**ARTICLE 8 – DEFAULT AND DISPUTE RESOLUTION**

- 8.1 **Notice of Default** – If the Tenant defaults in the payment of any money payable under this Lease or fails to observe, comply with or perform any of its covenants, conditions, agreements or obligation under this Lease, the City may deliver to the Tenant a notice of default (in the manner required herein for giving notices) stipulating that the default must be rectified or cured within 60 days of the notice, but less or no notice is required to be given by the City in emergency or urgent circumstances as determined by the City in its sole discretion, acting reasonably, or where the Tenant has failed to keep the Lease Area insured or where the Lease Area remains vacant or unoccupied or not used for the purposes herein permitted for 30 consecutive days or more.
- 8.2 **City’s Right to Perform** – If the Tenant fails to rectify or cure a default within the time and in the manner specified in section 8.1 and if the default is one that can be rectified or cured by the City, the City may, without further notice to the Tenant, take all steps considered in its sole discretion necessary to rectify or cure the default and all costs of doing so, including the cost of retaining professional advisors, shall be payable



immediately by the Tenant as additional Rent. Nothing in this Lease obligates the City to rectify or cure any default of the Tenant but should the City choose to do so, the City shall not be liable to the Tenant for any act or omission in the course of rectifying or curing or attempting to rectify or cure any default.

- 8.3 **Distress** – If the Rent payable by the Tenant under this Lease is in arrears, the City or a person authorized in writing by the City may enter upon the Lease Area and seize and goods or chattels and may sell the same.
- 8.4 **Provisos** – Provided always and it is hereby agreed that the City may, without further notice to the Tenant, terminate this Lease and re-enter and take possession of the Lease Area if:
- (a) the Rent or any other amount due to the City hereunder is unpaid for 30 days after notice pursuant to section 8.1; or
  - (b) the Tenant fails to observe, comply with or perform any of its covenants, agreements or obligations herein and the failure is not rectified or cured by the Tenant within the time specified in section 8.1.

The Tenant will make no claim for compensation, in damages or otherwise, upon the lawful termination of this Lease under this section. If the City terminates this Lease, the City retains the right to proceed at law against the Tenant for all of the Rent and other loss or damage and costs.

- 8.5 **Costs** – If the Tenant defaults on this Lease, the Tenant will pay to the City the City's full costs including legal costs arising from the default, whether before action or otherwise and, at the option of the City, upon a solicitor and client basis.
- 8.6 **Remedies Cumulative** – The City's remedies in this Lease are cumulative and are in addition to any remedies of the City at law or in equity.
- 8.7 **Dissolution** – If an order is made, a resolution passed or a petition filed for the liquidation or winding up of the Tenant or of a receiver or receiver-manager is appointed to administer or carry on the Tenant's business or if the Tenant fails to maintain itself as a society under the *Societies Act*, then at the option of the City, the Rent and all outstanding levies and charges shall become immediately due and payable and this Lease shall immediately become forfeited and void and the City may re-enter and take possession of the Lease Area.
- 8.8 **Bankruptcy** – If this Lease is at any time seized or taken in execution or in attachment by any creditor of the Tenant, or if the Tenant should become insolvent or make any assignment for the benefit of creditors, or commit an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankrupt petition is filed or presented against the Tenant or the Tenant consents to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging the Tenant to be bankrupt under any law relating to bankruptcy and insolvency, then at the option of the City, the Rent and all outstanding levies and charges shall become immediately due and payable and this Lease shall immediately become forfeited and void and the City may re-enter and take possession of the Tenant.

- 8.9 **Dispute Resolution** – If the parties to this Lease are unable to agree on the interpretation or application of any provision in the Agreement, or are unable to resolve any other issue relating to this Lease, the parties agree to the following process in the order it is set out:
- (a) the party initiating the process will send written notice to the other party;
  - (b) the parties will promptly, diligently and in good faith take all reasonable measures to negotiate an acceptable resolution to the disagreement or dispute;
  - (c) if the parties are unable to negotiate a resolution within 30 days of the date the written notice was sent advising of the dispute, the parties may request the assistance of a skilled mediator agreed to by the parties within 30 days written notice of a request to appoint a mediator by any party, failing which the mediator will be appointed by the B.C. International Commercial Arbitration Centre (“BCICAC”), and unless the parties agree otherwise, this mediation will follow BCICAC rules and will terminate 30 days after the appointment of the mediator.
- 8.10 **Cost Sharing for Mediator Process** – Unless otherwise agreed by the parties or ordered by an arbitrator, each party will pay an equal share of the costs for the mediator process.

#### ARTICLE 9 – GENERAL

- 9.1 **Notice** – Any notice, document or communication required or permitted to be given hereunder shall be in writing and shall be deemed to be satisfactory if and deemed to have occurred when:
- (a) sent by facsimile transmission or when delivered by hand, on the date of receipt; or
  - (b) mailed by prepaid registered mail, on the date received or on the fifth day after receipt of mailing by any Canada post office, whichever is earlier,
- PROVIDED the notice is sent to the party at the address and facsimile number provided herein or to whatever other address or facsimile number the City and Tenant may from time to time advise by written notice. If normal mail service is interrupted by strike, slowdown, Force majeure or other cause, then the party sending the notice, document or communication shall fax or deliver such notice, document or communication in order to ensure its prompt receipt.
- 9.2 **Legal Costs** – Each of the City and the Tenant is responsible for its own legal costs in relation to the preparation and negotiation of this Lease.
- 9.3 **Own Cost** – The Tenant shall perform all of its obligations, covenants and agreements under this Lease solely at its own cost.
- 9.4 **Law to the Contrary** – This Lease shall enure to the benefit of and be binding on the parties notwithstanding any rule of law or equity to the contrary.



- 9.5 **Severance** – If a court of competent jurisdiction holds any portion of this Lease invalid, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Lease.
- 9.6 **Governing Law** – This Lease shall be governed by and construed in accordance with the laws of the Province of British Columbia.
- 9.7 **No Waiver** – Waiver by the City of any default by the Tenant shall not be deemed to be a waiver of any subsequent default. A waiver is effective only if it is in writing.
- 9.8 **References** – Every reference to each party is deemed to include the heirs, executors, administrators, successors, directors, employees, members, servants, agents, officers, and invitees of such party where the context so permits or requires,
- 9.9 **Amendment** – The Lease may not be modified or amended except by an instrument in writing signed by the City and the Tenant.
- 9.10 **Remedies Not Exclusive** – No remedy conferred upon or reserved to the City is exclusive of any other remedy herein or provided by law, but all such remedies shall be cumulative and may be exercised in any order or concurrently.
- 9.11 **No Joint Venture** – Nothing in this Lease shall constitute the Tenant as the agent, joint venture or partner of the City or give the Tenant any authority or power to bind the City in any way.
- 9.12 **Charges on Title** – The Tenant shall abide and observe all requirements and restrictions on the title to the Lease Area registered prior to the Commencement Date.
- 9.13 **Assigning and Subletting** – Except as expressly permitted in this Lease, the Tenant shall not assign this Lease in whole or in part and shall not sublet all or any part of the Lease Area without the Tenant obtaining the prior written consent of the City in each instance. In requesting the City’s consent to an assignment, sublease, or license of the Lease Area, the Tenant must provide the City with all information requested by the City. The Tenant must, if required by the City, enter into sub-leases, assignment agreements or licenses of the Lease Area on terms required by the City, including requirements for insurance and indemnities. No assignment by the Tenant will release the Tenant from its obligation to observe or perform the Tenant’s obligations under this Lease.
- 9.14 **Other Disposition** – The City reserves the right to grant rights of way, easements, covenants and other dispositions of the Lease Area or any part of it in a manner consistent with this Lease and the Tenant shall execute any such document if requested by the City. The City shall make reasonable efforts to ensure that the activities of the Tenant are not impeded as a result of any grant under this section 9.14. For greater certainty, but without limiting the generality of the foregoing, a right of way, easement, covenant or other disposition is not inconsistent with this Lease if it does not charge the Lease Area.
- 9.15 **Powers Preserved** – Nothing in this Lease affects the right of the City to exercise its power within its jurisdiction.

- 9.16 **Authority** – The Tenant represents and warrants to the City that it has full authority to enter into this Lease and to carry out the actions contemplated herein, that all resolutions and other preconditions to validity have been validly adopted, and that those signing this Lease on its behalf are authorized to bind the Tenant by their signatures.
- 9.17 **Entire Lease** – The provisions herein contained constitute the entire agreement between the parties and supersede all previous communications, representations, warranties, covenants and agreements whether verbal or written between the parties with respect to the subject matter hereof.
- 9.18 **Time of Essence** – Time is of the essence of this Lease.
- 9.19 **Further Assurances** – The parties shall execute and do all such further deeds, acts, things and assurances as may be reasonably required to carry out the intent of this Lease.
- 9.20 **Covenants and Conditions** – All of the provisions of this Lease shall be deemed and construed to be conditions as well as covenants as though the words specifically expressing or importing covenants and conditions were used in each separate section.
- 9.21 **No Abatement** – The Tenant is not entitled to any abatement, reduction, or deduction from the Rent.
- 9.22 **Estoppel Certificate** – The Tenant will, upon request, execute and deliver a certificate certifying the current status of this Lease.
- 9.23 **Registration** – This Lease is not in registerable form and the Tenant may request that this be delivered in registerable form and registered against the Lands at the expense of the Tenant.
- 9.24 **Enurement** – This Lease shall enure to the benefit of and be binding upon the parties hereto and their respective successors.
- 9.25 **No Derogation** – Nothing contained or implied in this Lease will impair or affect the City’s rights and powers in the exercise of its functions pursuant to the *Community Charter* or any other enactment, and all such powers and right may be fully exercised in relation to the Lease Area as if this Lease had not been entered into between the Tenant and the City. The Tenant acknowledges that fulfillment of the condition precedent set out in this Lease may require that the Council of the City adopt bylaws or issue permits and that the passage of said resolutions or adoption of said bylaws or issuance of said permits by the Council of the City are within its sole absolute discretion which is not any manner subject to the provisions hereof.
- 9.26 **City’s Conditions** – This Lease and the City’s obligations hereunder shall be subject to the approval of the City’s municipal council and the City’s compliance with all requirements under the *Community Charter* or any other enactment.
- 9.27 **Counterparts** - This Agreement may be executed in separate counterparts, each of which when so executed shall be deemed an original, but all such counterparts shall together



constitute one and the same document. This Agreement may be executed and transmitted by electronic means and if so executed and transmitted this Agreement will be for all purposes as effective as if the parties had delivered an executed original Agreement.

AS EVIDENCE OF THEIR AGREEMENT TO BE BOUND BY THE ABOVE TERMS, THE CITY AND THE TENANT EACH HAVE EXECUTED THIS LEASE ON THE RESPECTIVE DATES WRITTEN BELOW:

**CITY OF COURTENAY**

by its authorized signatories:



Name:

**Kate O'Connell**  
**Director of Corporate Support Services**

Name:

March 31, 2022

Date

**COMOX VALLEY TRANSITION SOCIETY**

by its authorized signatories:



Name:

Heather Ney

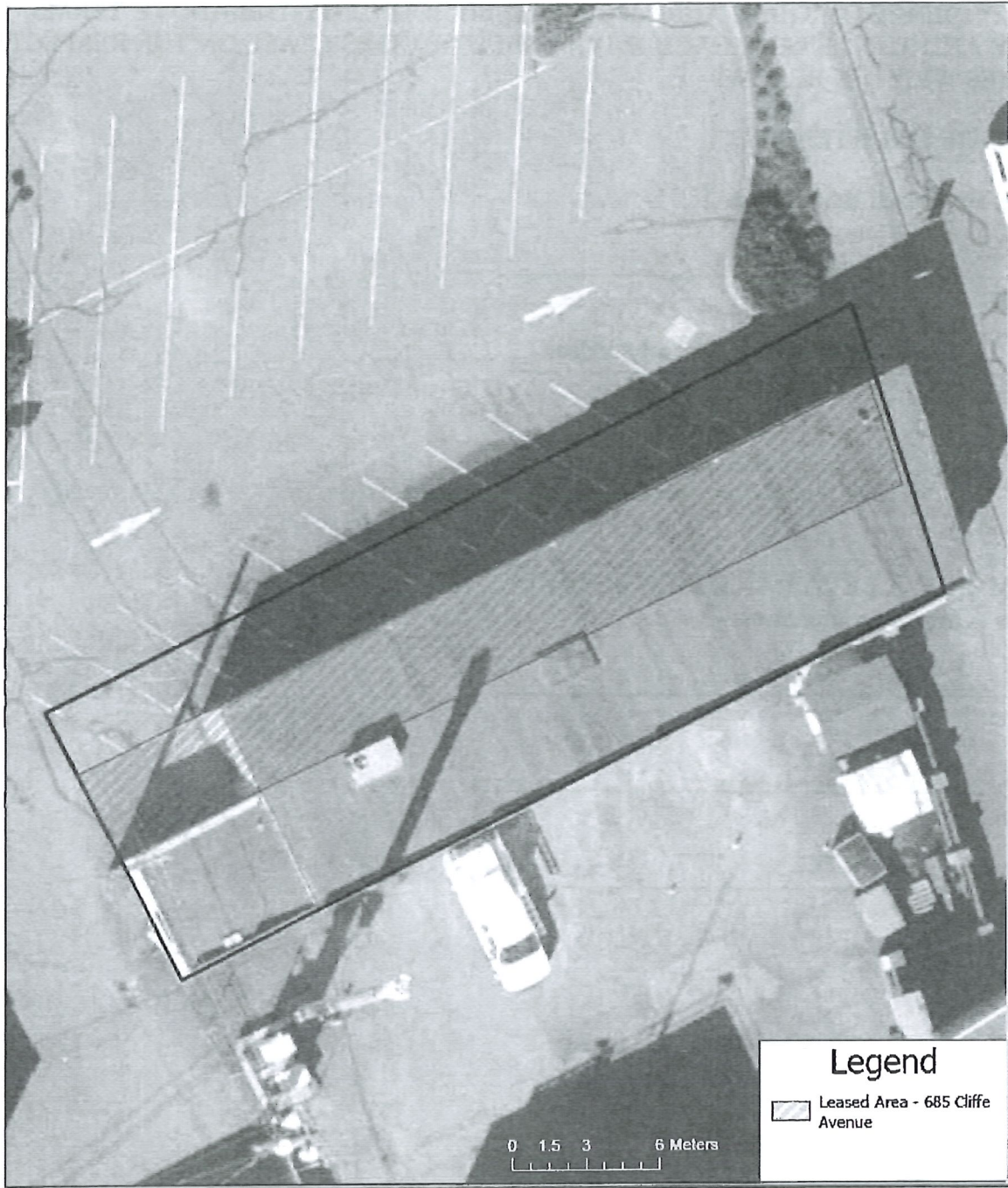
Name:

Mar 31/22

Date

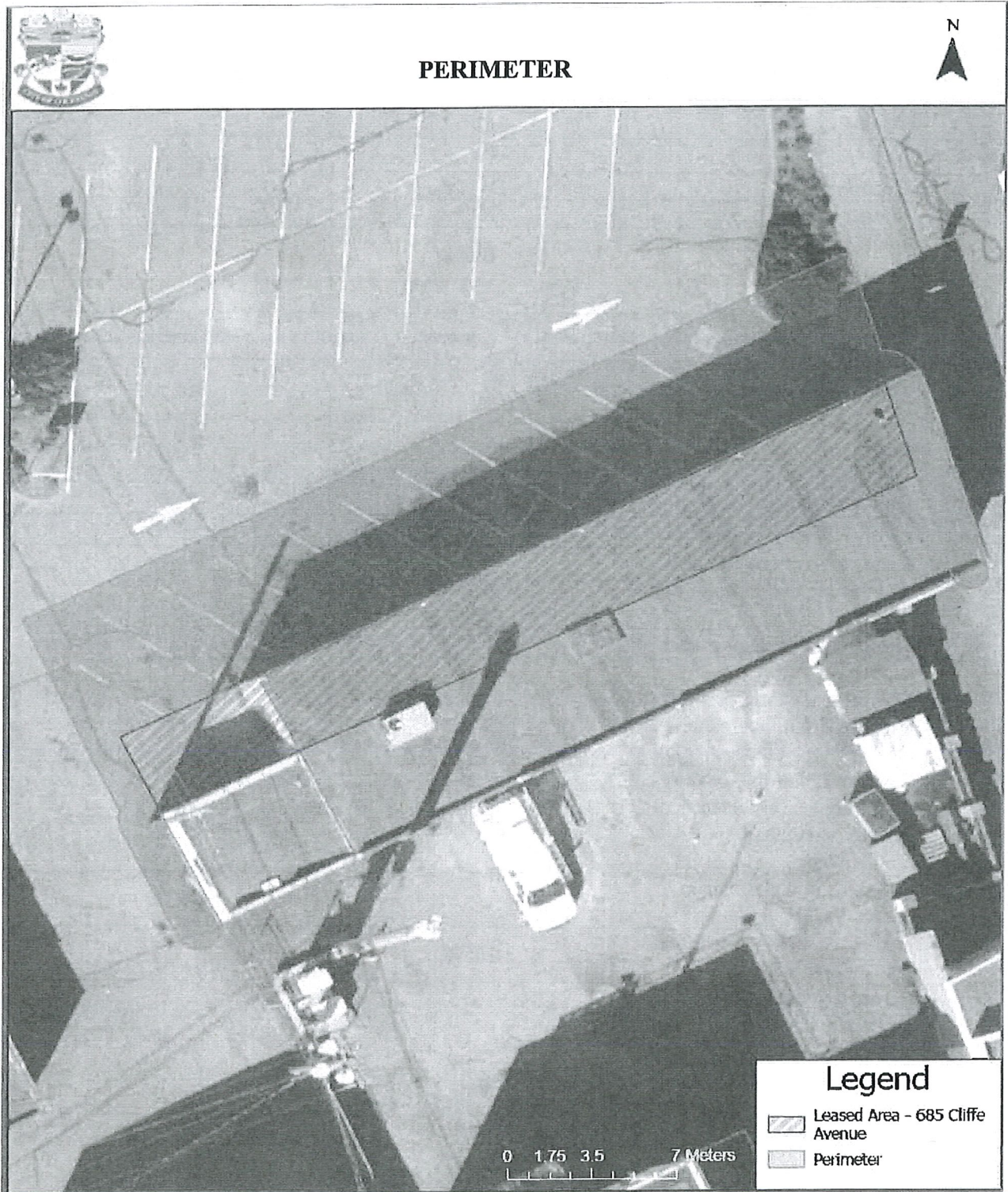
**SCHEDULE A**

**LEASE AREA**





**SCHEDULE B**  
**PERIMETER**



**SCHEDULE C**  
**OPERATION & MAINTENANCE COST RESPONSIBILITY**

|    | ITEM  | CITY | TENANT (CVTS)            |
|----|---|------|--------------------------|
| 1  | Heating   | 100% |                          |
| 2  | Water   | 100% |                          |
| 3  | Electricity   | 100% |                          |
|    | Sewer   | 100% |                          |
| 4  | Preventative maintenance and repairs of HVAC  | 100% |                          |
| 5  | Garbage removal   |      | 100%                     |
| 7  | Sidewalk snow removal   |      | 100%                     |
| 8  | Window cleaning-interior  |      | 100%                     |
| 9  | Window cleaning-exterior  |      | 100%                     |
| 10 | Janitorial services & supplies  |      | 100%                     |
| 11 | Lamp & Tube replacement   |      | 100%                     |
| 13 | Security – system, monthly monitoring, and exterior patrol services   | 100% |                          |
| 14 | Furnishings and equipment supply and repair   |      | 100%                     |
| 15 | Operational expenses: telephone, internet, cable TV, etc.   |      | 100%                     |
| 16 | Structural, building envelope, plumbing, gas and electrical system repairs and maintenance.                           | 100% | 100% if caused by tenant |
| 17 | Repairs and maintenance costs.  |      | 100%                     |
| 18 | Fire prevention systems and inspections   | 100% |                          |
| 19 | Perimeter waste cleanup for any waste disposed and abandoned materials generated by Tenant or its agents or invitees. |      | 100%                     |
| 20 | Property taxes  | 100% |                          |







**LEASE RENEWAL AND AMENDMENT AGREEMENT**

THIS ADDENDUM dated for reference the 15<sup>th</sup> day of September, 2022 is

BETWEEN:

**THE CORPORATION OF THE CITY OF COURTENAY**, a municipal corporation incorporated pursuant to the *Community Charter* and having its offices at 830 Cliffe Avenue, Courtenay, B.C., V9N 2J7

(the "City")

AND:

**COMOX VALLEY TRANSITION SOCIETY (INC. NO. S0022797)**, a non-profit society under the *Society Act* (British Columbia) and having offices at 625 England Avenue, Courtenay, BC, V9N 2N5

(the "Tenant")

WHEREAS:

- A. The City is the registered owner of lands and premises located at 685 Cliffe Avenue in the City of Courtenay, British Columbia, and legally described as:

PID: 006-102-930, LOT 3, SECTION 61 COMOX DISTRICT PLAN VIP3817

(the "Lands");

- B. The parties entered into a lease agreement dated for reference November 1, 2021 (the "Lease"), an excerpt of which is attached as Schedule A, whereby the Tenant leased a part of the Building on the Lands, marked with red lines on the aerial photograph attached as Schedule A to the Lease (the "Lease Area");

- C. The current Term of the Lease expires on October 31, 2022 and the Tenant has given notice in accordance with section 2.1(e) of the Lease that it wishes to exercise its option to renew the Lease on the same terms and conditions, with the exception of the right of renewal, and that it wishes to expand its operations to the entire Building on the Lands; and

- D. Council of the City has consented to a one-year lease extension and the expansion of the Tenant's operations in the entire Building on the Lands, along with corresponding expansion of the Tenant's responsibilities in relation to the Lands.

NOW THEREFORE THIS ADDENDUM is evidence that in consideration of the mutual promises contained in this Lease and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which each party acknowledges), the parties covenant and agree as follows:

1. Except as defined herein or amended hereby, capitalized terms used in this Addendum and not otherwise defined shall have the meanings defined in the Lease.
2. The parties agree to extend the Lease effective November 1, 2022 on the same terms and conditions as the existing Lease, subject to the amendments set out in this Agreement.
3. The following definitions in Section 1.1 of the Lease are amended as:

“(p) **“Lease Area”** as of the date of this Addendum, means the Lands used by the Tenant under this Lease, which for certainty shall include the entire Building on the Lands and all parts of the Lands;”

and

“(r) **“Perimeter”** means those parts of the Lands not occupied by the Building;”

4. Section 1.5 of the Lease is amended to provide as follows:

**“Schedules** – The following schedule is attached to and forms part of this Lease:

- (a) Schedule A – Intentionally Deleted
- (b) Schedule B – Intentionally Deleted
- (c) Schedule C – Intentionally Deleted
- (d) Schedule D – Log Book”

5. Section 2.1 of the Lease is amended to provide as follows:

**“Demise and Term** –The City hereby demises and leases to the Tenant the Lease Area for a term commencing November 1, 2022 (the **“Commencement Date”**) until and including October 31, 2023, or such earlier or later date as may be determined in accordance with this Lease (the **“Termination Date”**), to have and to hold for the Term as the Tenant, and the Tenant does hereby accept the demise and lease of the Lease Area, all subject to the covenants, conditions and agreements herein contained and subject to the following:

- (a) Subject to section 8.4, the parties acknowledge and agree that this Lease may be terminated prior to the end of the Term by:
  - (i) Either party providing written notice to the other party of termination of this Lease with the date of termination to be not less than 60 days after the date that notice is provided; or
  - (ii) Alternatively, at any time by the mutual written agreement of the parties.

- (b) If the Tenant is not in default under this Lease and subject to the approval of the City's municipal council, the Tenant shall have the option to renew this Lease on the same terms and conditions contained herein (except for the amount of Rent payable and except for this right of renewal, which is amended accordingly) for up to three additional one-year terms (the "**Renewal Term**"), such renewal effective on the day immediately following the Termination Date. This option must be exercised by the Tenant giving notice in writing to the City in the manner provided herein not less than 180 days and not more than 365 days prior to the expiry of the Term; and
- (c) If this Lease is renewed under subsection 2.1(b), the rental rate that will apply during the Renewal Term shall be that rent agreed to by the parties and failing agreement, shall be determined by application of the dispute resolution provisions under section 8.9.
- (d) Notwithstanding the Commencement Date, the Tenant shall be entitled possession of the entire Lease Area, expanded as a result of the Addendum dated September 15, 2022 (the "**Expanded Lease Area**"), as of September 15, 2022 ("**Interim Possession Period**")."

6. Section 3.1 of the Lease is amended to provide as follows:

**"Rent** – The Tenant shall pay to the City the following amounts (the "**Rent**"):

- (a) \$0.00 as additional Rent for possession of the Expanded Lease Area during that portion of the Interim Possession Period from September 15, 2022 to September 30, 2022, provided that the Tenant has paid rent in the amount \$1,000 on September 1, 2022, as it was due under the terms of the Lease;
- (b) Rent in the amount of \$1,500 for possession of the Expanded Lease Area during that portion of the Interim Possession Period from October 1, 2022 to October 31, 2022; and thereafter
- (c) Equal monthly installments of \$2,000.00 during the Renewal Term, with the first payment occurring on the Commencement Date, and subsequent payments occurring on the first day of every month of the Renewal Term;
- (d) Such other amounts in accordance with the terms and conditions of this Lease."

7. Section 3.6 of the Lease is amended to provide as follows:

**"Net Lease** – It is the intention of the parties that this is a "Net Lease" and at all expenses, costs and payments incurred in respect of the Lands and any other improvement to the Lands or anything affecting the Lands shall be borne by the Tenant."

8. Section 5.4 of the Lease is amended to provide as follows:

**“Construction** – In addition to the Tenant’s obligation to repair and maintain the Lease Area under section 5.12, the Tenant may undertake improvements, construction or renovations of the Building at the Tenant’s sole expense (**“Improvements”**) as follows:

- (a) Such Improvements are subject to the Tenant:
  - (i) not being in default under this Lease;
  - (ii) having obtained the prior written consent of the City; and
  - (iii) having achieved all necessary permits and approvals for the use on the Lands, including, without limitation, compliance with the Building Code under section 5.3
- (b) In giving its consent to the Improvements, the City may impose any conditions, including, without limitation, location requirements, use restrictions, financial restrictions, insurance requirements and security obligations.
- (c) The Tenant acknowledges and agrees that any Improvements made by it do not constitute a partnership or other form of relationship between itself and the City, other than as landlord and tenant, and that any capital investment in the Lands by the Tenant does not create an obligation or expectation of future lease renewals.
- (d) The Tenant acknowledges and agrees that all Improvements become the property of the City upon affixation to the Lease Area, without any obligation by the City to pay for such Improvements.
- (e) The Tenant acknowledges that all Improvements, past and present, are to remain affixed to the Land.”

9. Section 5.12 of the Lease is amended to provide as follows:

**“Repairs and Maintenance** – Throughout the Renewal Term and during the Interim Possession Period, at its own expense, the Tenant shall repair and maintain and keep the Building in a state of good repair as a prudent owner would do. The City will not be obliged to repair, maintain, replace or alter the Building at any time. Subject to section 5.13, the Tenant hereby assumes the full and sole responsibility of the condition, operation, maintenance, repair, replacement and management of the Building during the Term. All repairs will be in all respects to a standard equal to or greater than the original work and material as of the Commencement Date, and will be done in conformance with the lawful requirement of all statutory authorities.”

- 10. Schedule A is amended by deleting the aerial photograph and inserting in its place "Intentionally Deleted".
- 11. Schedule B is amended by deleting the aerial photograph showing the perimeter area and inserting in its place "Intentionally Deleted".
- 12. Schedule C is amended by deleting the table showing the table assigning responsibility for operation and maintenance costs and inserting in its place "Intentionally Deleted".
- 13. Time shall continue to be of the essence.
- 14. The parties confirm the Lease in all other respects.
- 15. This Addendum shall enure to the benefit of and be binding upon the respective successors and permitted assigns of the parties hereto.
- 16. The parties will execute and deliver such further documents and instruments and do all such acts and things as may be reasonably necessary or requisite to carry out the full intent and meaning of this Addendum and to effect the transactions contemplated by this Addendum.
- 17. This Addendum may be executed in counterparts, all such executed counterparts shall constitute the same agreement and the signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be executed either in original or faxed form and the parties adopt any signatures received by a receiving fax machine or by email as original signatures of the parties; provided, however, that a party providing its signature in such manner shall promptly forward to the other party an original of the signed copy of this Addendum which was so faxed or emailed.

IN WITNESS WHEREOF this Addendum has been executed and delivered on the respective dates written below.

**CITY OF COURTENAY**

by its authorized signatories:

**Kate O'Connell**  
**Director of Corporate Support Services**

Name:

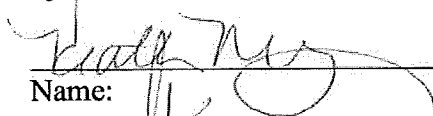


Name:

Sept. 20 / 22  
Date

**COMOX VALLEY TRANSITION SOCIETY**

by its authorized signatories:



Name:

Name:

Sept 25 / 22  
Date

**SCHEDULE A  
LEASE EXCERPT**

**LEASE AGREEMENT**

THIS LEASE dated for reference the 1st day of November, 2021 is

**BETWEEN**

**CITY OF COURTENAY**, a municipal corporation incorporated under the *Local Government Act* (British Columbia) and having offices at 830 Cliff Avenue, Courtenay, BC, V9N 2J7

(the "City")

**AND**

**COMOX VALLEY TRANSITION SOCIETY (INC. NO. S0012797)**, a non-profit society under the *Society Act* (British Columbia) and having offices at 625 England Avenue, Courtenay, BC, V9N 2N5

(the "Tenant")

**WHEREAS:**

- A. The City is the registered owner in fee simple of the lands and premises located at 685 Cliffe Avenue in the City of Courtenay, British Columbia, and legally described as: PID: 006-102-930, LOT 3, SECTION 61 COMOX DISTRICT PLAN VIP3817 (the "Lands");
- B. The City and the Tenant entered into a License of Occupation Agreement (the "Licence") on January 6, 2020 for the operation of a Warming Centre on the Lands, and this Licence has been extended through multiple addendums to the Licence;
- C. The Tenant now wishes to lease the Lands from the City for the continued operation of the Connect warming shelter;
- D. The City agrees to lease the Lands to the Tenant on the terms and subject to the conditions set out herein;

NOW THEREFORE THIS AGREEMENT is evidence that in consideration of the mutual promises contained in this Lease and other good and valuable consideration paid by each of the parties to the other (the receipt and sufficiency of which each party acknowledges), the parties covenant and agree as follows:

**ARTICLE 1 – DEFINITIONS AND INTERPRETATION**

1.1 In this Lease, words and phrases shall be defined as follows:

- (a) "Building" means the building located on the Lease Area;



City of Courtenay  
830 Cliffe Ave.  
Courtenay, BC V9N 2J7

Sept 4, 2023

Dear Mayor and Council,

The Comox Valley Transition Society writes this letter to request the extension of the lease of 685 Cliffe Ave for a further year to accommodate the operations of Connect.

While the location is challenging at times, we believe it is the best interim location while BC Housing searches for a permanent purpose-built location for the additional shelter spaces required to serve the community.

The additional space and the addition of a fire safety system has made it possible to accommodate 33 individuals at night. Since January 2023 Connect has sheltered on average 26 people per night. Additionally, we were successful in securing a contract for year-round shelter operations. Operationally this has been very positive for both staff and clients. To further ensure the success of the homeless and supportive housing programs, CVTS has hired a manager, who starts on Sept 11<sup>th</sup>, to support the program coordinators and community engagement activities for Connect and The Lodge.

CVTS and specifically the Connect program are committed to being active partners with the City of Courtenay, including by-law, the RCMP, the DCBIA and other health and community services to mitigate the challenges homelessness creates for the community, while at the same time providing support to those who are experiencing homelessness and its impacts on them. I can't stress enough the value in the Connect program for stabilizing folks, saving lives and supporting access to necessary community supports.



I hope that despite the visible challenges you will recognize that the alternative to no Connect service would be more harmful and create added discomfort and stress on the community.

CVTS requests the extension of Connect lease for one additional year. If you require any further information, please don't hesitate to contact me.

Sincerely,

Heather Ney  
Executive Director



**ATTACHMENT 4: 685 Cliffe Ave. Lease Area and Perimeter**



Black line indicates entire building within lease area.

Red line indicates entire lease area, inclusive of perimeter area not occupied by building.



## STAFF REPORT

**To:** Council

**File No.:** 07710-20

**From:** Director of Recreation, Culture and Community Services

**Date:** October 25, 2023

**Subject:** Parks and Recreation Master Plan – Implementation Strategy

**PURPOSE:** For Council to approve the Parks and Recreation Master Plan Implementation Strategy (the Implementation Strategy). The Implementation Strategy (Attachments 1, 2 and 3) prioritizes and guides the City's work plan, capital and operational expenditures, and strategic initiatives related to park and recreation matters over the next ten years.

### BACKGROUND:

In 2016, staff engaged Urban Systems to develop the Parks and Recreation Master Plan (PRMP). The scope of work included an inventory and condition assessment of park and recreation assets. Thousands of data points were collected: condition of trails, parks, buildings, sports fields, and playgrounds. The information was then used as a benchmark for the next phase of analysis. The analysis phase included the identification of trail gaps, the quantity of parks in various classifications, as well as recreation programs and services. The compiled information was presented to the public through focus groups, an online survey and a public open house session. The results of the analysis and community feedback were tabulated over the winter of 2017/2018, analysed, and used to inform the draft Parks and Recreation Master Plan. A draft plan was released in December of 2018 for public feedback.

At the April 29, 2019 council meeting, Council reviewed the public feedback received and directed staff to include the requested changes into the master plan. Staff incorporated the changes into the draft master plan and presented a final draft for adoption by Council at the September 30, 2019 council meeting where Council resolved the following:

*That based on the September 30th, 2019 staff report "Parks and Recreation Master Plan Adoption", Council adopt OPTION 1 and approve the final draft of the master plan as presented.*

The next phase to the master plan would have been to develop an implementation strategy to prioritize the recommendations identified in the Parks and Recreation Master Plan however this work was put on hold during the COVID-19 pandemic. The development of an implementation strategy was reinitiated in early 2022. To ensure continuity and alignment with the 2019 PRMP, staff again engaged Urban Systems to assist with the strategy's development. Over the course of 2022 and the first half of 2023, staff worked with Urban Systems, internal City departments, and Council to bring the implementation strategy to fruition.

### DISCUSSION:

The City's Parks and Recreation Master Plan (PRMP) identifies the parks and recreation land, facilities, amenities, programs, and resources that the City of Courtenay will need over the next 10 years and beyond to meet the needs of the community. It consists of a vision for parks and recreation in Courtenay, eight goals based on community input, and 56 recommendations.

The PRMP covers a wide range of topics: outdoor recreation – parks and trails land, design, and amenities; indoor recreation – facilities, programs, and services; and touches on special events and culture. The recommendations are grouped into categories that differ in implementation: planning and design, land acquisition, capital development, and service delivery. The recommendations are based on an analysis of existing conditions, projected growth, trends and future needs, and community input.

An implementation strategy is necessary to ensure that a path forward is clearly articulated and understood through prioritized implementation of the PRMP recommendations. The PRMP Implementation Strategy (Attachment 1) ensures that recommendations are acted upon in accordance with City policy, strategic direction, and Council priorities. The implementation strategy considers the City’s various strategic guiding documents and links recommendations with the Official Community Plan that was updated in 2022. This process results in an implementation strategy with 98 actions and planning activities which are phased to be completed over the next ten years. The implementation strategy is a living document that will be reviewed annually and adjusted as needed based on Council direction, strategic priorities, funding availability, internal capacity, and evolving community needs.

The Parks and Recreation Master Plan articulates consistent, community engaged planning approaches for the implementation and development of park plans and strategic initiatives. These processes, along with design standards and guidelines, will be followed in the implementation processes for each applicable recommendation, and are further guided by the cardinal directions of the OCP: Reconciliation, Climate Action, Community Well-Being, and Equity.

*Prioritization Criteria*

In order to facilitate the prioritization of the PRMP recommendations, a set of criteria was developed using the OCP cardinal directions, vision, and goals, (which were in draft form at the time) and the PRMP vision, goals, and objectives. These criteria were selected in order to strategically advance the PRMP recommendations in support of achieving the City’s articulated goals and priorities. Criteria, definitions, and respective weightings were shared with Council in early 2022 following which staff finalized the prioritization criteria and began the process of scoring each recommendation according to how strongly it aligned with the criteria. The higher the total score a project received, the higher it ranked for implementation. The prioritization criteria and associated weights are summarized in Table 1.

**Table 1: Prioritization Criteria**

| PRIORITIZATION CRITERIA                             |   |             |
|---|---|-------------|
| Criteria  | Definition  | Weight      |
| <b>Community Priorities and Strategic Alignment</b> | Community has high support for the improvement, aligns with Council priorities, reflects trends, consistent with OCP direction and input  | <b>X2</b>   |
| <b>Safety and Reliability</b>                       | Will mitigate risks of concern, relates to condition assessments and asset management plans   | <b>X2</b>   |
| <b>Community Well-being and Equity</b>              | Supports healthy lifestyles; addresses accessibility, inclusion and diversity; connection and belonging; serves equity-seeking groups; serves large number of people; addresses gaps in service; takes action on reconciliation | <b>X1.5</b> |

|   |  |             |
|---|--|-------------|
| <b>Lifecycle Costs</b>                          | Limited capital costs, maximizes public resources, considers resources required for ongoing operations and maintenance   | <b>X1</b>   |
| <b>Climate Resilience</b>                       | Increases mitigation of or adaptation to climate change, including consideration of GHG emissions, flood mitigation, food security, urban forest, conservation, and ecosystem sustainability | <b>X1</b>   |
| <b>Opportunity for Funding and Partnerships</b> | Potential for partnership funding and/or creating new or maintaining community partnerships; working together with community partners  | <b>X0.5</b> |

*Other Prioritization Considerations*

Following the process of ranking recommendations, staff reviewed the implementation priorities in further detail to ensure alignment with City policy, strategic direction, and Council priorities. The following variables and considerations were applied in the prioritization of PRMP recommendations to develop the final implementation strategy:

- The OCP was in draft form at the time the prioritization criteria were developed.
  - After the OCP was completed in 2022, staff considered the OCP policies and prioritized recommendations accordingly. For example, prioritizing improving parks in primary or secondary growth locations where Develop Cost Charges (DCCs) funds could be utilized to fund implementation of new or upgraded amenities in existing parks.
  - The PRMP was written under the old OCP and as such some recommendations have to be updated to reflect the priorities and policies of the 2022 OCP
- Internal capacity and financial implications
  - Implementation of the PRMP at the pace and scale recommended in the Master Plan will require additional park planning resources. Staff will include a resource request in the 2024 operating budget for Council’s consideration.
  - Operating and capital budget impacts associated with the implementation strategy will be included in the financial planning process annually for Council’s consideration.
- Other City strategic documents, Council’s Strategic Priorities (2023-2026) and parks and recreation leading practices that must be considered in the planned implementation of a recommendation. For example:
  - The completion of Playground Design Standards and Guidelines in advance of further playground replacement.
  - Strategic Cultural Plan in advance of a special events and hosting policy.
  - Recreation Needs Assessment prior to Lewis Centre facility needs assessment and feasibility study
  - Other key strategies include: Floodplain Management Plan, Cycling Network Plan, Local Area Plans, CVRD Sports Fields Strategy.
  - Other key strategies that will address multiple recommendations in the PRMP include: Parkland Acquisition Strategy (2024/25), Community Garden Policy (TBD), Trail Planning and Design Strategy (TBD).

These variables affect the timing and feasibility of the delivery of the PRMP recommendations. In addition, the implementation strategy identifies where the current state and task now departs from the original PRMP recommendations due to changing conditions, direction, and or priorities. For example:



- 
- Recommendation 3.2.3: Consider the open, grassy space for a disc golf course at Hurford Hill Park. This recommendation is unlikely due to conservation covenant on title that may conflict with use; the intent is to preserve the land in a natural state.
  - Recommendation 3.2.3: Develop Park Management Plan for Condorsy Park and Recommendation 3.2.5: Improve community parks as opportunities arise, including Riverside Park. These recommendations will be dependent upon guidelines established under the Flood Management Plan.
  - Recommendation 3.2.7: Improve natural areas and green spaces as opportunities arise. Several of the parks listed are not active parks and may need to be considered for other complimentary park uses or considered as natural assets that have low or no active parkland use but may have environmental value. Trail opportunities to be informed by a Trail Planning and Design Strategy (TBD).
  - Recommendation 3.4.7: Continue improving and expanding trails as per Figure 3.6, including extension of Courtenay Riverway South to regional district trail. While previously a priority, this is now a long term planning item as the OCP has redefined the focus of park planning into primary and secondary growth areas.

### *Implementation Strategy*

Following application of the prioritization criteria, weighting, and scoring methodology, the PRMP recommendations were put into implementation tables according to their priority ranking. Appendix A (Attachment 2) of the Implementation Strategy provides a high level overview of the phased implementation of the PRMP recommendations describing what projects will be completed on what timeline. Appendix B (Attachment 3) of the Implementation Strategy provides a more detailed description of the implementation approach for each recommendation including high level descriptions of proposed phased, estimated costs, budget type, departmental responsibilities, and other relevant City documents.

The phased implementation of the recommendations is as follows:

- Completed (since 2019)
- In Progress: the project is currently underway
- Ongoing: the project happens consistently over time
- Short Term: 1 - 3 years
- Medium Term: 4 - 6 years
- Long Term: 7 - 10 + years

The format of the implementation strategy will enable staff to incorporate PRMP recommendations into annual workplans and strategic planning cycles, as well as assist in identifying both operating and capital resource requirements.

While multiple City departments are involved in the implementation strategy, Recreation, Culture and Community Services has overall responsibility for ensuring the Parks and Recreation Master Plan recommendations are implemented according to the Implementation Strategy. As noted in the PRMP, implementation will also occur through City and regional partnerships, parkland acquisition through the development process, Development Cost Charges, capital development through projects led by other departments and developers, and grant opportunities. It is recommended that the Implementation Strategy be reviewed and updated annually as part of the City's strategic and financial planning processes. The timing

---

of projects may change based on Council's strategic priorities, internal capacity, funding availability, and the completion of associated strategic planning documents.

**POLICY ANALYSIS:**

While the Parks and Recreation Master Plan was adopted in 2019, implementation of its recommendations must align with the objectives and policies of the 2022 OCP. As such, several recommendations within the PRMP will be updated to reflect OCP policies, including growth areas and service level standards.

**FINANCIAL IMPLICATIONS:**

The budget to support the creation of the Parks and Recreation Master Plan Implementation Strategy is in the 2023 Operating Budget. The estimated cost to carry out the implementation strategy recommendations will be included in the annual and five year operating and capital financial plan and updated annually to reflect actual anticipated costs as projects are finalized for implementation. Operating impacts from capital will also be included within the financial planning process.

The Recreation, Culture, and Community Services division does not currently have sufficient staff capacity to carry out the frequency, depth, and level of park planning as outlined in the Parks and Recreation Master Plan recommendations. The division will require an additional resource dedicated to parks planning in order to achieve the deliverables set out by the Implementation Strategy and budget to accommodate the implementation program will be presented to Council for consideration through the 2024 financial planning process. Adjustments to the implementation strategy will be made based on available resources and funding.

**ADMINISTRATIVE IMPLICATIONS:**

Implementation of the Parks and Recreation Master Plan is a core function of the Recreation, Culture, and Community Services division, in addition to the roles Development Services, Engineering Services, and Public Works Services play in the development, delivery, and maintenance of parks and recreation assets, projects, and services within the city of Courtenay.

An overview of current departmental responsibility is provided below:

- Recreation, Culture and Community Services is responsible for carrying out the strategic park and recreation planning for each project, including guiding service level standard development.
- Development Services will lead the development of the local area plans, related development services and zoning bylaw amendments, and ensure developers meet the established guidelines for park and greenway contributions.
- Public Works Services is responsible for the operational repair and maintenance of park and recreation assets, and meeting asset management service levels established by the PRMP recommendations.
- Engineering Services is responsible for major capital upgrades and new capital project management for parks and recreation infrastructure including detail design and construction.

The Implementation Strategy is a living document and RCCS will lead an annual review in order to update prioritization, departmental responsibility, and phasing based on Council priorities, strategic direction, OCP policies, funding availability, and community needs.



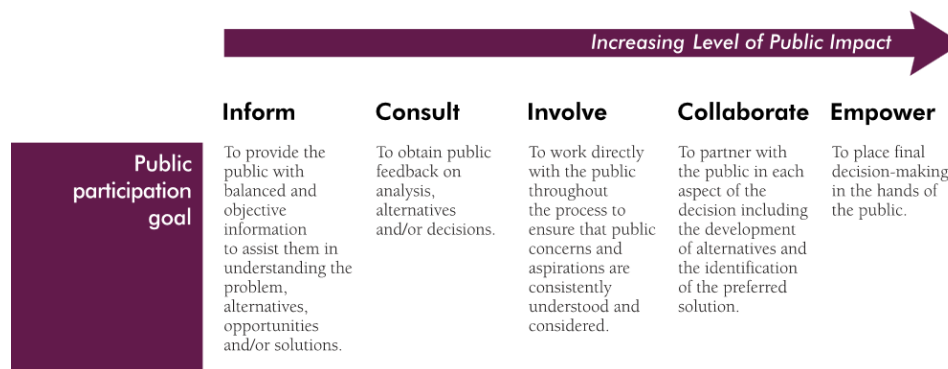
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Parks and Recreation - Provision of public amenities through development (requirements for parks, trees, accessible benches, and public art)
- Parks and Recreation - Optimize active public spaces to respond to density increases and increased park use
- Parks and Recreation - Review recreation programs and engage with community on current and future needs, changing demographics
- Parks and Recreation - Complete recreation facilities need assessments and capital improvements: Florence Filberg Centre, Courtenay & District Memorial Outdoor Pool, Lewis Centre
- Natural Environment - Develop and implement a strategy for parkland acquisition
- Arts, Culture, and Heritage - Complete Strategic Cultural Plan

**PUBLIC ENGAGEMENT:**

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



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Significant public engagement was completed as a part of the development of the Parks and Recreation Master Plan and community input into that process was included in the Implementation Strategy prioritization exercise.

The PRMP identifies the need for key community input on park design and planning and recommends the preparation of park plans through a full community engagement process. Recommendation 3.2.2 outlines the engagement process as follows:

- Inform the relevant City residents of the process and consult with and involve those interested in each park; for Community Parks, inform the entire City; for Neighbourhood Parks, inform those within the catchment; for all parks, inform interested parties;
- Conduct thorough site inventory and analysis, including potential environmental, archaeological, geotechnical, and transportation analyses depending on the location;
- Obtain input from park users and interested parties on their patterns of use, interests, needs, etc;
- Conduct focus group sessions to discuss park strengths, challenges, vision, objectives, and potential recommendations;

- 
- Prepare a park vision, objectives and program of amenities and activities (could include options); and,
  - Prepare optional park concept plans.

The OCP, 2022 furthers these recommendations through its four cardinal directions: reconciliation, climate change, equity, and community well-being. These cardinal lenses will be applied by staff when developing engagement plans for developing park plans, considering community partnerships, and when developing other park and recreation planning strategic documents.

#### **NEXT STEPS**

If approved by Council, staff will include the financial impacts of the Parks and Recreation Master Plan Implementation Strategy in the 2024 operating and capital plans and five year financial plan for Council's consideration in the budget process.

#### **OPTIONS:**

1. THAT based on the October 25, 2023, report "Parks and Recreation Master Plan – Implementation Strategy", Council approve the final draft of the Parks and Recreation Master Plan Implementation Strategy (Attachment 1, 2, and 3).
2. THAT Council refer the matter back to staff for further consideration.

#### **ATTACHMENTS:**

1. Attachment 1 - Parks and Recreation Master Plan Implementation Strategy
2. Attachment 2 – Appendix A: Project Phasing
3. Attachment 3 – Appendix B: Project Type

Prepared by: Joy Chan, Manager of Business Administration,  
Recreation, Culture and Community Services

Reviewed by: Susie Saunders, Director of Recreation, Culture and Community Services

Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)



# IMPLEMENTATION STRATEGY

## PARKS & RECREATION MASTER PLAN

October 25, 2023

CITY OF  
**COURTENAY**

**URBAN**  
SYSTEMS





**PREPARED FOR:**

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- 1.3 IMPLEMENTATION TABLES .....6
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# APPENDICES

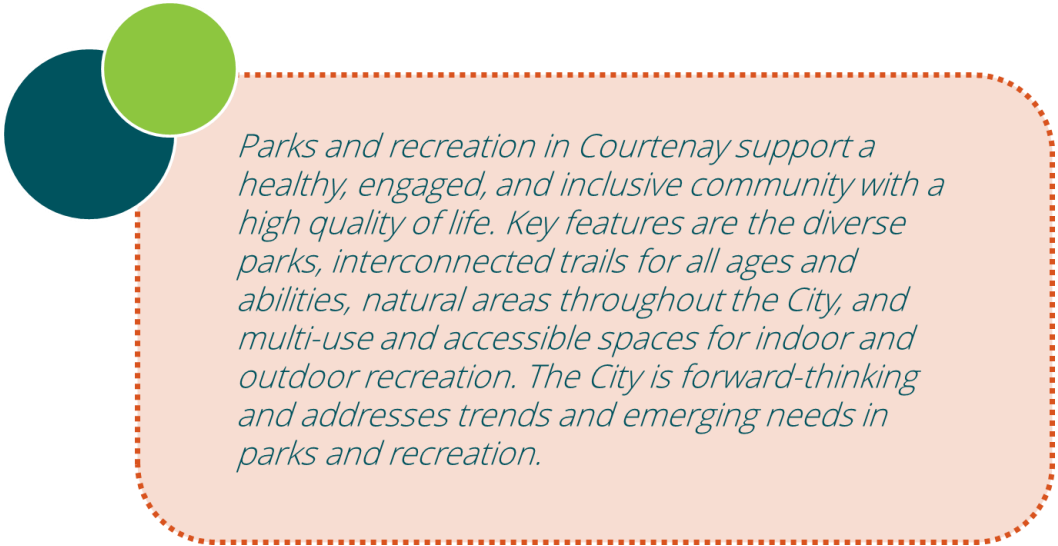
APPENDIX A: PHASING

APPENDIX B: PROJECT TYPES

# 1.1 INTRODUCTION

The City's Parks and Recreation Master Plan (PRMP) was completed in 2019 and identifies the parks and recreation land, facilities, amenities, programs, and resources that the City of Courtenay will need over the next 10 years and beyond to meet the needs of the community.

## *Parks and Recreation Master Plan Vision*



*Parks and recreation in Courtenay support a healthy, engaged, and inclusive community with a high quality of life. Key features are the diverse parks, interconnected trails for all ages and abilities, natural areas throughout the City, and multi-use and accessible spaces for indoor and outdoor recreation. The City is forward-thinking and addresses trends and emerging needs in parks and recreation.*

The following are the goals for parks and recreation based on community input received in the PRMP development process:

1. Improve Connectivity
2. Foster a Healthy and Active Community
3. Provide Access for All
4. Protect and Enhance Beauty
5. Protect and Enhance the Environment
6. Connect Parks and Recreation with Culture
7. Enhance Communication and Partnership
8. Practice Sound Financial Management

The PRMP covers a wide range of topics: outdoor recreation – parks and trails land, design, and amenities; indoor recreation – facilities, programs and services; and special events and culture. The recommendations are grouped into categories that differ in implementation: planning and design, land acquisition, capital development, and service delivery. The recommendations are based on analysis of existing conditions, projected growth, trends and future needs, and community

engagement. The Parks and Recreation Master Plan is the foundational document for the Implementation Strategy and should be read in conjunction with the Implementation Strategy.

## 1.2 IMPLEMENTATION STRATEGY

Following the adoption of the Parks and Recreation Master Plan in September 2019, the City initiated work to develop a more detailed implementation strategy. This work was delayed due to the COVID-19 pandemic however remained a priority for the City to support the prioritized implementation of recommendations contained within the PRMP. The goal of the Implementation Strategy is to objectively identify a prioritized approach to implementation of approximately 56 recommendations within the Parks and Recreation Master Plan. The Implementation Strategy defines the priorities, phasing, departmental responsibilities, and estimated costs for implementing PRMP recommendations. It also links recommendations with the Official Community Plan that was updated in 2022 and identifies other relevant strategic documents that should be considered when carrying out each recommendation. This process results in an implementation strategy with 98 PRMP tasks which are phased to be completed over the next ten years.

Each recommendation will be carried out in accordance with the engagement and planning processes identified within the Parks and Recreation Master Plan, and in alignment with the recommendations regarding design standards and guidelines. Community engagement approaches, park planning, and strategic plan development are further guided by the cardinal directions of the OCP: Reconciliation, Climate Action, Community Well-Being, and Equity.

To facilitate the prioritization of the PRMP recommendations, a set of criteria was developed using the OCP Cardinal Directions, vision, and goals and the PRMP vision, goals, and objectives. These criteria were defined and selected in order to strategically prioritize the PRMP recommendations in support of achieving the City's articulated goals and priorities. Following establishment of the prioritization criteria, a weighting was applied to reflect the value of each criteria in relation to its impact on the prioritization of each recommendation, once again based on the defined vision and goals of the OCP and PRMP.

The following table outlines the criteria and weighting used to prioritize the PRMP recommendations:

| PRIORITIZATION CRITERIA                             |   |        |
|---|---|--------|
| Criteria  | Definition  | Weight |
| <b>Community Priorities and Strategic Alignment</b> | There is high community support for the improvement, aligns with Council priorities, reflects trends, consistent with OCP direction and input   | X2     |
| <b>Safety and Reliability</b>                       | Will mitigate risks of concern, relates to condition assessments and asset management plans   | X2     |
| <b>Community Well-being and Equity</b>              | Supports healthy lifestyles; addresses accessibility, inclusion and diversity; connection and belonging; serves equity-seeking groups; serves large number of people; addresses gaps in service; takes action on reconciliation | X1.5   |
| <b>Lifecycle Costs</b>                              | Limited capital costs, maximizes public resources, considers resources required for ongoing operations and maintenance  | X1     |
| <b>Climate Resilience</b>                           | Increases mitigation of or adaptation to climate change, including consideration of GHG emissions, flood mitigation, food security, urban forest, conservation, and ecosystem sustainability                                    | X1     |
| <b>Opportunity for Funding and Partnerships</b>     | Potential for partnership funding and/or creating new or maintaining community partnerships; working together with community partners   | X0.5   |

Each recommendation of the PRMP was then scored according to the following table, with the total score being used to rank and categorize each recommendation into short, medium, and long-term implementation priorities. The outcomes of this exercise are summarized in the implementation tables contained in this Implementation Strategy (Appendix A and Appendix B).



## PRIORITIZATION CRITERIA SCORING

| Criteria  | High (3)   | Moderate (2)  | Low (1)   | No Score                          |
|---|--|---|---|-----------------------------------|
| <b>Community Priorities and Strategic Alignment</b> | High community support, significant alignment with Council priorities, reflects trends, consistent with OCP  | Moderate community support, alignment with Council priorities, trends, and OCP  | Low community support, alignment with Council priorities, trends, and OCP   | Does not relate to these criteria |
| <b>Safety and Reliability</b>                       | High mitigation of risk, major improvement to safety of asset  | Moderate mitigation of risk and improvement to safety of asset  | Low mitigation of risk and improvement to safety of asset   | Not applicable                    |
| <b>Community Well-being and Equity</b>              | High contribution to healthy lifestyles, accessibility, inclusion, and diversity, connection and belonging, equity; serves large number of people; addresses major gaps in service; takes action on reconciliation | Moderate contribution to healthy lifestyles, accessibility, inclusion and diversity, connection and belonging, equity; serves moderate number of people; addresses minor gaps in service; takes some action on reconciliation | Low contribution to healthy lifestyles, accessibility, inclusion and diversity, connection and belonging, equity; serves small number of people | Does not relate to these criteria |
| <b>Lifecycle Costs</b>                              | Limited capital costs, low use of public resources, minimal new costs for operations and maintenance   | Moderate capital costs and use of public resources, moderate new costs for operations and maintenance   | High capital costs, high use of public resources, high new costs for operations and maintenance   | Not applicable                    |
| <b>Climate Resilience</b>                           | High mitigation of or adaptation to climate change, including consideration of   | Moderate mitigation of or adaptation to climate change, including consideration   | Low mitigation of or adaptation to climate change, including consideration of GHG emissions, flood  | Not applicable                    |

|   |  |   |   |                |
|---|--|---|---|----------------|
|   | GHG emissions, flood mitigation, food security, urban forest, conservation, and ecosystem sustainability | of GHG emissions, flood mitigation, food security, urban forest, conservation, and ecosystem sustainability | mitigation, food security, urban forest, conservation, and ecosystem sustainability |                |
| <b>Opportunity for Funding and Partnerships</b> | High potential for external funding and community partnerships   | Moderate potential for external funding and community partnerships  | Low potential for external funding and community partnerships                       | Not applicable |

### 1.3 IMPLEMENTATION TABLES

Following application of the prioritization criteria, weighting, and scoring methodology, the PRMP recommendations were put into two implementation tables:

- Appendix A: Project Phasing
- Appendix B: Project Type

Appendix A: Project Phasing provides a high-level overview of the phased implementation of the PRMP recommendations describing what projects will be completed when and on what time scale. Appendix B: Project Type provides a more detailed description of the implementation approach for each recommendation based on PRMP category including high level descriptions of proposed phasing, estimated costs, budget type (capital or operating), departmental responsibilities, comments, and other relevant City strategic documents. Additional operating costs incurred as a result of the implementation and or construction of new parks or amenities are not included in the tables.

The phased implementation of the recommendations is as follows:

- Completed (since 2019)
- In Progress: the project is currently underway
- Ongoing: the project happens consistently over time
- Short Term: 1 - 3 years
- Medium Term: 4 - 6 years
- Long Term: 7 - 10 + years

For short-term capital projects, order-of-magnitude costs are provided, with Class D cost estimates included where available. For medium term and long-term projects, relative costs are provided per the ranges below:

- N/A: completed, funded in current operating budgets, or part of other identified projects
- Low: under \$100,000
- Medium: \$100,000 - \$500,000
- High: over \$500,000

Departmental responsibilities have been assigned based on current organizational structures, roles and responsibilities, however many recommendations will require interdepartmental collaboration and consultation.

- Recreation, Culture and Community Services is responsible for carrying out the strategic park and recreation planning for each project, including guiding service level standard development.
- Development Services will lead the development of the local area plans, related development services and zoning bylaw amendments, and ensure developers meet the established guidelines for park and greenway contributions.
- Public Works Services is responsible for the operational repair and maintenance of park and recreation assets, and meeting asset management service levels established by the PRMP recommendations.
- Engineering Services is responsible for major capital upgrades and new capital project management for parks and recreation infrastructure including detailed design and construction.

Departmental responsibilities, as outlined in Appendix B – Project Type, will require annual review and updating as priorities evolve and departmental resources and capacity are considered.

Comments are provided in Appendix B where the PRMP Implementation Strategy departs from the original PRMP recommendations or an update on the progress of a project can be provided.

Recreation, Culture and Community Services has overall responsibility for ensuring the Parks and Recreation Master Plan recommendations are implemented according to the Implementation Strategy. As noted in the PRMP, implementation will also occur through City and regional partnerships, parkland acquisition through the development process, Development Cost Charges, capital development through projects led by other departments and developers, and grant opportunities. It is recommended that the Implementation Strategy be reviewed and updated annually as part of the City's strategic and financial planning processes. The timing of projects may change based on Council's strategic priorities, internal capacity, funding availability, and the completion of associated strategic planning documents (e.g., Trail Planning and Design Strategy).

## 1.4 ASSET MANAGEMENT AND SERVICE LEVELS

Asset management and service levels are interrelated with implementation strategy of the Parks and Recreation Master Plan. As the City adds to and improves park and recreation infrastructure, the City's asset management inventory and risk registry will be updated. This will help to identify maintenance requirements and future asset renewal or replacement projects.

Implementation of the PRMP is also dependent on establishing services levels. The quality, quantity, and types of assets, and associated maintenance, vary with the park classifications as outlined in the PRMP. Part of the Implementation Strategy includes development and implementation of service level standards and amenity provision that will be integrated into planning efforts and departmental responsibilities accordingly.

Operating budgets required after completion of construction projects will be included in future project proposals when they are presented to Council and the impact on operating budgets will be included in the City's annual and five year financial plan.

# Implementation Table Key

## Phasing

|             |  |
|-------------|--|
| Short       | 1 - 3 years                                |
| Medium      | 4 - 6 years                                |
| Long        | 7 -10+ years                               |
| Ongoing     | the project is currently underway          |
| Completed   | completed (since 2019)                     |
| In Progress | the project happens consistently over time |

## Relative Cost

|        |  |
|--------|--|
| N/A    | completed, funded in current operating budgets, or part of other identified projects |
| Low    | under \$100,000  |
| Medium | \$100,000 - \$500,000  |
| High   | over \$500,000   |

## Relevant Document Abbreviations

|          |   |      |   |
|----------|---|------|---|
| AS       | Aquatic Services Strategy (2023)                        | LAP  | Local Area Plan (TBD)                                   |
| CACP     | Courtenay Airpark Civic Precinct (TBD)                  | PAS  | Parkland Acquisition Strategy (TBD 2024)                |
| CGP      | Community Garden Policy (TBD)                           | PPDS | Park Playground Design Standards (2023)                 |
| CNP      | Cycling Network Plan and Implementation Strategy (2023) | RFNA | Recreation Facilities Needs Assessment (TBD)            |
| CRF LAP  | Courtenay River Floodplain Local Area Plan (TBD)        | SCP  | Strategic Cultural Plan 2023                            |
| CVRD SFS | CVRD Sports Field Strategy                              | SDSB | Subdivision and Development Services Bylaw (Update TBD) |
| FNA      | Facility Needs Assessments (2024/2025)                  | PP   | Park Plan (TBD)   |
| FMB      | Flood Management Bylaw (Update 2023)                    | TPDS | Trail Planning and Design Strategy (TBD)                |
| FMP      | Flood Management Plan (2023)                            | ZB   | Zoning Bylaw (Update TBD)                               |
| RFCF     | Recreation Fees and Charges Framework (2022)            |      |   |
| IFMP     | CVRD Indoor Facilities Master Plan (2017)               |      |   |

# Appendix A: Project Phasing

## Parks and Recreation Master Plan Implementation Strategy

| Recommendation #   | PRMP Section       | Description                          | Costs (Over 3 Years)   |                                  |
|--------------------|--------------------|--------------------------------------|--|----------------------------------|
| <b>Completed</b>   |                    |                                      |  |                                  |
| New                | Outdoor Recreation | Park Design + Development            | Crown Isle 150-yr Grove to be renamed Stan Hagan Nature Park   | N/A                              |
| 3.2.2              | Outdoor Recreation | Park Design + Development            | Conduct a Park Plan for McPhee Meadows (concept design complete)   | N/A                              |
| 4.1.1              | Indoor Recreation  | Indoor Recreation Facilities         | Undertake a security analysis for the Lewis Centre   | N/A                              |
| 4.1.9              | Indoor Recreation  | Indoor Recreation Facilities         | Provide air conditioning in the old section of the Lewis Centre as a high priority   | N/A                              |
| 4.2.1              | Indoor Recreation  | Programs + Services                  | Prepare a comprehensive policy to guide decision-making in setting fees and charges for all programs and services  | N/A                              |
| <b>In Progress</b> |                    |                                      |  |                                  |
| 3.2.1 New          | Outdoor Recreation | Park Amenities                       | Create park amenities design standards   | \$50,000                         |
| 3.2.2              | Outdoor Recreation | Park Design + Development            | Conduct a Park Plan for McPhee Meadows   | \$55,600                         |
| 3.3.2              | Outdoor Recreation | Park Amenities                       | Explore opportunities to collaborate with the School District on school site improvement projects that can also serve the community, e.g., playgrounds, synthetic or sports fields   | Low                              |
| 3.3.3              | Outdoor Recreation | Park Amenities                       | Work with others in the region to explore potential locations for new sports amenities, e.g., ball diamond complex, synthetic turf field, pickleball courts  | N/A (CVRD)                       |
| 3.3.4              | Outdoor Recreation | Park Amenities                       | Explore opportunities for sports field users to expand their hours of use, e.g., to Friday evening and weekends  | \$35,000                         |
| 3.4.2              | Outdoor Recreation | Trails                               | Work with other jurisdictions in the Comox Valley on major trail networks to achieve active transportation, recreation and tourism opportunities   | Low                              |
| 3.4.7              | Outdoor Recreation | Trails                               | Continue improving and expanding trails as per Master Plan Figure 3.6 - Short Term - (Dingwall Hill to North Island College, Valley View Greenway - Lower, Rotary Trail to Puntledge River, Courtenay Riverway south to Beechwood) | High                             |
| 4.1.3              | Outdoor Recreation | Outdoor & Indoor Recreation Facility | Plan for the short-term operation and long-term replacement of the outdoor pool with a communications and engagement process   | \$50,000                         |
| 4.1.6              | Indoor Recreation  | Indoor Recreation Facilities         | Collaborate with the CVRD, Comox and Cumberland to identify opportunities for new sports facilities, including indoor pickleball court needs   | Low                              |
| 4.1.8              | Indoor Recreation  | Indoor Recreation Facilities         | Revise the current method of collecting data on spaces and hours used in the facilities  | N/A                              |
| 4.2.3              | Indoor Recreation  | Programs + Services                  | Work with the CVRD to determine the feasibility of a "one pass" system   | N/A                              |
| 4.4.1              | Indoor Recreation  | Culture                              | Support the development of a Strategic Cultural Plan led by Courtenay and including regional partners  | \$100,000                        |
| <b>Ongoing</b>     |                    |                                      |  |                                  |
| 3.1.3              | Outdoor Recreation | Parkland Supply                      | In neighbourhoods deficient in active parkland, explore opportunities to add amenities within linear parks and greenspace  | Low                              |
| 3.1.6              | Outdoor Recreation | Parkland Supply                      | Pursue acquisition of new or expanded community parks, neighbourhood park, and linear parks in the existing developed area   | High                             |
| 3.1.7              | Outdoor Recreation | Parkland Supply                      | Encourage developers to provide for parks that meet needs of future residents as per the PRMP.   | N/A                              |
| 3.1.8              | Outdoor Recreation | Parkland Supply                      | Establish future natural parks per listed criteria   | Low                              |
| 3.1.10             | Outdoor Recreation | Parkland Supply                      | Work with School District to explore opportunities to establish City parks on any closed school sites  | Low                              |
| 3.2.1              | Outdoor Recreation | Park Design + Development            | Apply the listed design guidelines to the design of new and upgraded parks   | N/A                              |
| 3.2.6              | Outdoor Recreation | Park Design + Development            | Work on improving neighbourhood parks as opportunities arise. Plan for one neighbourhood park to be improved annually.   | High                             |
| 3.2.7              | Outdoor Recreation | Park Design + Development            | Work on improving natural areas and green spaces in collaboration with partners as opportunities arise. Plan for one natural area and one green space to be improved annually (see 3.2.3 for Phasing).                             | Low                              |
| 3.3.1              | Outdoor Recreation | Park Amenities                       | Establish replacement cycles for park amenities as part of asset management  | N/A                              |
| 3.3.7              | Outdoor Recreation | Park Amenities                       | Support groups interested in developing more community gardens   | Low                              |
| 3.3.11             | Outdoor Recreation | Park Amenities                       | Add and upgrade an average of one playground annually  | High                             |
| 3.3.11             | Outdoor Recreation | Park Amenities                       | Add and upgrade picnic tables and benches in parks and along trails as per defined service level standards   | Low                              |
| 3.3.11             | Outdoor Recreation | Park Amenities                       | Add and upgrade Washrooms  | Medium                           |
| 3.4.1              | Outdoor Recreation | Park Design + Development            | Coordinate among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors   | (referred to PWS Transportation) |
| 3.4.5              | Outdoor Recreation | Trails                               | Apply the design trail design guidelines to design of new and upgraded trails  | Low                              |
| 3.4.6              | Outdoor Recreation | Trails                               | Strive to acquire sufficient corridor widths for Linear Parks to provide a trail user experience befitting the trail   | Low                              |
| 3.4.8              | Outdoor Recreation | Trails                               | Add amenities (signs, benches, waste bins) along linear parks as use increases   | Low                              |
| 4.1.7              | Indoor Recreation  | Indoor Recreation Facilities         | Support the CVRD in exploring opportunities and options for a possible indoor tennis facility  | Low                              |
| 4.2.2              | Indoor Recreation  | Programs + Services                  | Review programs regularly to ensure they are meeting the needs of participants and are the best use of the space   | N/A                              |
| 4.2.4              | Indoor Recreation  | Programs + Services                  | Review opportunities to offer more lower or no-cost activities   | N/A                              |



|                                  |                    |                              |   |             |
|----------------------------------|--------------------|------------------------------|---|-------------|
| 4.2.5                            | Indoor Recreation  | Programs + Services          | Work with the School District to increase access to school facilities after hours   | Low         |
| 4.2.6                            | Indoor Recreation  | Programs + Services          | Work with community agencies to take programs out to community locations  | Low         |
| 4.2.7                            | Indoor Recreation  | Programs + Services          | Pursue partnerships with non-profit and private sector organizations to expand sport and physical activity options  | Low         |
| <b>Short Term (1 - 3 Years)</b>  |                    |                              |   |             |
| 3.1.1                            | Outdoor Recreation | Parkland Supply              | Establish the following as guidelines for acquisition of active parkland - community parks 1.2 ha/1000 population and neighborhood parks 0.5 ha/1000 population (Parkland Acquisition Study)  | \$75,000    |
| 3.1.2                            | Outdoor Recreation | Parkland Supply              | Establish guidelines for acquiring community and neighbourhood parks in new developments  | N/A         |
| 3.1.4                            | Outdoor Recreation | Trails                       | Amend existing bylaws to require trail connections within developments to be designated as "highway" instead of linear parks  | N/A         |
| 3.1.9                            | Outdoor Recreation | Parkland Supply              | Identify potential park sites for disposition in exchange for acquisition of higher value parkland  | N/A         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Bill Moore Park / Dogwood Park  | \$75,000    |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Lewis Park/Simms Millenium Park   | \$100,000   |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Harmston Park   | \$75,000    |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Riverside Park  | \$75,000    |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Vanier Nature Park   | \$25,000    |
| 3.2.5                            | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - McPhee Meadows (detailed design and construction)  | \$4,291,400 |
| 3.2.5                            | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Bill Moore Park / Dogwood Park   | \$1,000,000 |
| 3.2.5                            | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Harmston Park  | \$750,000   |
| 3.3.5                            | Outdoor Recreation | Park Amenities               | Establish a new location for tennis, pickleball, and/or shared tennis/pickleball courts   | \$50,000    |
| 3.3.8                            | Outdoor Recreation | Park Amenities               | Work with youth to identify needs related to youth parks, e.g., a skate park in West Courtenay, neighbourhood level bike skills park  | \$25,000    |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add/upgrade an average of one playground annually (approx \$500,000 per year)   | \$1,500,000 |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add and upgrade sports fields (for population growth)   | \$500,000   |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add and upgrade pickleball and tennis courts  | \$300,000   |
| 4.1.2                            | Indoor Recreation  | Indoor Recreation Facilities | Conduct a long-range facility needs analysis for the Lewis Centre   | \$100,000   |
| 4.1.4 + 4.1.5                    | Indoor Recreation  | Indoor Recreation Facilities | Undertake a parking and facility expansion study of the Florence Filberg Centre   | \$75,000    |
| 4.3.1                            | Indoor Recreation  | Programs + Services          | Prepare a strategy for City hosting and supporting of events (referred to Strategic Cultural Plan)  | \$25,000    |
| 4.3.2                            | Indoor Recreation  | Programs + Services          | Prepare a comprehensive Special Events Policy based on the event strategy (referred to Strategic Cultural Plan)   | \$25,000    |
| 4.4.2                            | Indoor Recreation  | Indoor Recreation Facilities | Undertake a facility utilization study for the building housing the Art Gallery (referred to Strategic Cultural Plan)   | \$25,000    |
| <b>Medium Term (4 - 6 Years)</b> |                    |                              |   |             |
| 3.1.5                            | Outdoor Recreation | Parkland Supply              | Establish a zone for Parks in the Zoning Bylaw, and zone all new parks accordingly  | Low         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Puntledge Park  | Low         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Woodcote Park   | Low         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Standard Park   | Low         |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Hurford Hill Nature Park   | Low         |
| 3.2.5                            | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise (capital development), per Park Plans - Lewis Park/Simms Millenium Park, Bill Moore & Dogwood Park, Harmston Park, Riverside Park  | High        |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add two dog off-leash areas, one on each side of the City   | Medium      |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add and upgrade an average of one playground annually   | High        |
| 3.3.11                           | Outdoor Recreation | Park Amenities               | Add and upgrade skate park and/or add bike skills or other youth amenities  | High        |
| 3.4.7                            | Outdoor Recreation | Trails                       | Continue improving and expanding trails as per Master Plan Figure 3.6 - Medium Term- (Lawrence Burns Park to Courtenay River, Simms Park to West Courtenay, 5th Street Bridge, Courtenay Riverway south to regional district trail) | High        |
| 4.1.10                           | Indoor Recreation  | Indoor Recreation Facilities | Review and fix Wi-Fi and HVAC issues at the LINC (complete) and explore options for expanding skatepark (medium term)   | Medium      |
| <b>Long Term (7 - 10+ Years)</b> |                    |                              |   |             |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Airpark, Sky Park, and Rotary Park  | Medium      |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Martin Park   | Low         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Plan for Valley View Park  | Low         |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Lerwick Nature Park  | Low         |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Sandwick Park  | Low         |
| 3.2.3                            | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Millard Creek Park   | Low         |

|        |                    |                              |   |        |
|--------|--------------------|------------------------------|---|--------|
| 3.2.3  | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Condensory Park  | Low    |
| 3.2.3  | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Tarling Park   | Low    |
| 3.2.3  | Outdoor Recreation | Park Design + Development    | Conduct a Park Management Plan for Roy Morrison Creek Park  | Low    |
| 3.2.4  | Outdoor Recreation | Park Design + Development    | Crown Isle Park – Assess future needs depending on the development proposed in the surrounding area   | Low    |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Puntledge Park   | High   |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Airpark, Marina Park, and Skypark  | High   |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Martin Park  | Medium |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Woodcote Park  | High   |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Standard Park  | Medium |
| 3.2.5  | Outdoor Recreation | Park Design + Development    | Work on improving community parks as opportunities arise, per Park Plans - Valley View Park   | High   |
| 3.3.6  | Outdoor Recreation | Park Amenities               | Consider adding lights to sand volleyball courts at Standard Park and providing additional courts, potentially at Bill Moore Park   | Medium |
| 3.3.9  | Outdoor Recreation | Park Amenities               | If a group is interested in developing a disc golf course, work with them to identify an appropriate location and provide assistance as needed  | Low    |
| 3.3.11 | Outdoor Recreation | Park Amenities               | Add and upgrade an average of one playground annually   | High   |
| 3.3.11 | Outdoor Recreation | Park Amenities               | Outdoor Exercise Equipment (East Courtenay)   | Medium |
| 3.4.4  | Outdoor Recreation | Park Design + Development    | Conduct a detailed study of linear parks to determine needs for upgrading, new infrastructure, or land disposition as appropriate   | Low    |
| 3.4.7  | Outdoor Recreation | Trails                       | Continue improving and expanding trails as per Master Plan Figure 3.6 - Long Term - (Valley View Greenway - Upper, Lewis Park North Entrance, Anderton Avenue to 5th Street Bridge, 6th Street Pedestrian Bridge, Cumberland Road to Krebs/Larsen Park, Cumberland Road, 29th Street) | High   |
| 4.1.11 | Indoor Recreation  | Indoor Recreation Facilities | Upgrade and expand the Lewis Centre over time, including the parking area   | High   |
| 4.1.12 | Indoor Recreation  | Indoor Recreation Facilities | Partner with regional partners in the development of indoor facilities for pickleball and tennis  | High   |

# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|                            |  | Phasing       |                  |             |           |            | Costs (Over 3 years) | Budget Type |                | Strategic Responsibility | Project Responsibility | Operations / Maintenance Responsibility | Comments  | Relevant Documents |
|----------------------------|--|---------------|------------------|-------------|-----------|------------|----------------------|-------------|----------------|--------------------------|------------------------|---|---|--------------------|
|                            |  | Completed (C) | In Progress (IP) | Ongoing (O) | Short (S) | Medium (M) | Long (L)             | Cap (Cap)   | Operating (Op) |                          |                        |   |   |                    |
| <b>Parkland Supply</b>     |  |               |                  |             |           |            |                      |             |                |                          |                        |   |   |                    |
| <b>Planning and Design</b> |  |               |                  |             |           |            |                      |             |                |                          |                        |   |   |                    |
| 3.1.1                      | Establish the following as guidelines for acquisition of active parkland - community parks 1.2 ha/1000 population and neighborhood parks 0.5 ha/1000 population  |               |                  |             | S         |            |                      | \$75,000    | Op             | RCCS / DS                | RCCS / DS              | N/A                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority  | PAS                |
| 3.1.2                      | Establish guidelines for acquiring community and neighbourhood parks in new developments   |               |                  |             | S         |            |                      | N/A         | Op             | RCCS / DS                | DS                     | N/A                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority  | PAS, PPDS, SDSB    |
| 3.1.3                      | In neighbourhoods deficient in active parkland, explore opportunities to add amenities within linear parks and greenspace  |               |                  | O           |           |            |                      | Low         | Cap            | RCCS                     | PWS                    | N/A                                     | RCCS to define service levels for implementation<br>Amenities or service levels can be informed by the Park Playground Design Standards | PPDS               |
| 3.1.4                      | Amend existing bylaws to require trail connections within developments to be designated as "highway" instead of linear parks   |               |                  |             | S         |            |                      | N/A         | Op             | DS                       | DS                     | N/A                                     |   | SDSB, PAS          |
| 3.1.5                      | Establish a zone for Parks in the Zoning Bylaw, and zone all new parks accordingly   |               |                  |             |           | M          |                      | Low         | Op             | DS                       | DS                     | N/A                                     |   | ZB                 |
| <b>Land Acquisition</b>    |  |               |                  |             |           |            |                      |             |                |                          |                        |   |   |                    |
| 3.1.6                      | Pursue acquisition of new or expanded community parks, neighbourhood parks, and linear parks in the existing developed area to improve walking access to parks and interconnected trails, and to provide additional amenities. |               |                  | O           |           |            |                      | High        | Cap            | RCCS                     | RCCS / DS              | N/A                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority  | PAS                |
| 3.1.7                      | Encourage developers to provide for parks that meet needs of future residents as per the PRMP.   |               |                  | O           |           |            |                      | N/A         | Op             | RCCS/DS                  | DS                     | N/A                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority.<br>Provision of public amenities through development                      |                    |
| 3.1.8                      | Establish future natural parks per listed criteria   |               |                  | O           |           |            |                      | Low         | Cap            | RCCS / DS                | RCCS / DS              | PWS                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority  |                    |
| 3.1.9                      | Identify potential park sites for disposition in exchange for acquisition of higher value parkland   |               |                  |             | S         |            |                      | Low         | Op             | RCCS                     | RCCS                   | N/A                                     | Parkland Acquisition Strategy - 2024/2045 Strategic Priority  | PAS                |
| 3.1.10                     | Work with School District to explore opportunities to establish City parks on any closed school sites  |               |                  | O           |           |            |                      | Low         | Cap            | RCCS                     | RCCS                   | N/A                                     |   | PAS                |
| <b>Park Design</b>         |  |               |                  |             |           |            |                      |             |                |                          |                        |   |   |                    |
| <b>Planning and Design</b> |  |               |                  |             |           |            |                      |             |                |                          |                        |   |   |                    |
| 3.2.1                      | Apply the listed design guidelines to the design of new and upgraded parks as per the PRMP.  |               |                  | O           |           |            |                      | N/A         | Cap            | RCCS                     | PWS/ENG                | PWS                                     | Define park amenity service level standards.  |                    |

# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|            |  | Phasing |    |   |   | Costs (Over 3 years) | Budget Type | Strategic Responsibility | Project Responsibility | Operations / Maintenance Responsibility | Comments  | Relevant Documents                       |
|------------|--|---------|----|---|---|----------------------|-------------|--------------------------|------------------------|---|---|--|
| 3.2.1 -NEW | Create park amenities design standards                       |         | IP |   |   | \$50,000             | Op          | RCCS / DS                | RCCS / DS              | N/A                                     | New to translate PRMP 3.2.1 recommendation into planning. This work is in progress via PPDS. Will need to pull other guidelines directly from PRMP and collate. | PPDS                                     |
| 3.2.2      | Conduct Park Plans for Community Parks (Concept Design)      |         |    |   |   |                      |             |                          |                        |   |   |  |
|            | McPhee Meadows   | C       |    |   |   | \$55,600             | Cap         | RCCS                     | RCCS                   | N/A                                     | Park Concept Plan Completed. Detailed Design and Construction 2024/25. LAP after park plan process.   | <a href="#">McPhee Meadows Concept F</a> |
|            | Bill Moore Park / Dogwood Park                               |         |    | S |   | \$75,000             | Cap         | RCCS                     | RCCS                   | N/A                                     | Dogwood Park Included in the Arden Local Area Plan Community and Neighbourhood Parks Level of Service   | PPDS, CVRD SFS                           |
|            | Lewis Park/Simms Millenium Park                              |         |    | S |   | \$100,000            | Cap         | RCCS                     | RCCS                   | N/A                                     | Lewis Centre Facility Feasibility Study Aquatic Services Strategy   | CRF LAP, FMB, FMP, PPDS, CVRD SFS        |
|            | Harmston Park  |         |    | S |   | \$75,000             | Cap         | RCCS                     | RCCS                   | N/A                                     | Local Area Plan for Harmston is a Strategic Priority for 2024-2025.   | LAP , PPDS, CVRD SFS,                    |
|            | Puntledge Park   |         |    |   | M | Low                  | Cap         | RCCS                     | RCCS                   | N/A                                     |   | PPDS, LAP, FMB, FMP                      |
|            | Riverside Park   |         |    | S |   | \$75,000             | Cap         | RCCS                     | RCCS / ENG             | N/A                                     | Flood Management Plan, Estimated planning budget based on a portion of Anderton Dike Remediation project, and Flood Management Bylaw                            | CRF LAP, FMB, FMP                        |
|            | Airpark, Marina Park, and Skypark                            |         |    |   | L | Medium               | Cap         | RCCS                     | RCCS                   | N/A                                     | Collated into one park plan due to geographic proximity of parks.   | CACP CRF LAP, FMB, FMP                   |
|            | Martin Park  |         |    |   | L | Low                  | Cap         | RCCS                     | RCCS                   | N/A                                     | Included in the Arden Local Area Plan Community and Neighbourhood Parks Level of Service  | CVRD SFS, LAP                            |
|            | Woodcote Park  |         |    |   | M | Low                  | Cap         | RCCS                     | RCCS                   | N/A                                     | Included in the Arden Local Area Plan Community and Neighbourhood Parks Level of Service  | CVRD SFS, PPDS, LAP                      |
|            | Standard Park  |         |    |   | M | Low                  | Cap         | RCCS                     | RCCS                   | N/A                                     |   | PPDS, CRF LAP                            |
|            | Valley View Park   |         |    |   | L | Low                  | Cap         | RCCS                     | RCCS                   | N/A                                     |   | PPDS                                     |
| 3.2.3      | Conduct Park Management Plans for natural parks              |         |    |   |   |                      |             |                          |                        |   |   | TPDS                                     |
| New        | Crown Isle 150-yr Grove to be renamed Stan Hagan Nature Park | C       |    |   |   | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     | Completed, no further park improvements required for a Nature Park  |  |
|            | Hurford Hill Nature Park                                     |         |    |   | M | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     | Conservation Covenant held by Comox Valley Land Trust   |  |
|            | Vanier Nature Park   |         |    | S |   | \$25,000             | Op          | RCCS                     | RCCS                   | N/A                                     | Conservation Covenant held by Comox Valley Land Trust   |  |
|            | Lerwick Nature Park  |         |    |   | L | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     |   |  |
|            | Sandwick Park  |         |    |   | L | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     | Conservation Covenant held by Comox Valley Land Trust   |  |
|            | Millard Creek Park   |         |    |   | L | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     |   |  |
|            | Condensory Park  |         |    |   | L | Low                  | Op          | RCCS                     | RCCS                   | N/A                                     |   | CACP LAP, FMB, FMP                       |

# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|   |  | Phasing |    |   |   | Costs<br>(Over 3<br>years) | Budget<br>Type | Strategic<br>Responsibility | Project<br>Responsibility | Operations /<br>Maintenance<br>Responsibility | Comments  | Relevant Documents    |
|---|--|---------|----|---|---|----------------------------|----------------|-----------------------------|---------------------------|---|---|-----------------------|
|   | Tarling Park   |         |    |   | L | Low                        | Op             | RCCS                        | RCCS                      | N/A   | Included in the Arden Local Area Plan Community and Neighbourhood Parks Level of Service  | LAP                   |
|   | Roy Morrison Creek Park  |         |    |   | L | Low                        | Op             | RCCS                        | RCCS                      | N/A   | Included in the Arden Local Area Plan Community and Neighbourhood Parks Level of Service. Draft Park Management Plan (2017)<br>Leased from Nature Trust, BC | LAP                   |
| 3.2.4   | Crown Isle Park – Assess future needs depending on the development proposed in the surrounding area  |         |    |   | L | Low                        | Op             | RCCS/DS                     | RCCS / DS                 | N/A   | Parkland Acquisition Strategy<br>Ryan Road and Anderton Road LAP  | LAP                   |
| <b>Capital Development (Detailed Design and Construction)</b> |  |         |    |   |   |                            |                |                             |                           |   |   |                       |
| 3.2.5   | Work on improving community parks as opportunities arise, per Park Plans and/or needs for improved or additional amenities. Plan for one community park to be improved annually.                       |         |    |   |   |                            |                |                             |                           |   | Assume \$500,000 - \$1,000,000 per park.<br>One per year subject to staff capacity and available funding.   | Supporting Park Plans |
|   | McPhee Meadows   |         | IP |   |   | \$4,291,400                | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Bill Moore Park / Dogwood Park   |         |    | S |   | \$1,000,000                | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Lewis Park/Simms Millenium Park  |         |    |   | M | High                       | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Harmston Park  |         |    | S |   | \$750,000                  | Cap            | RCCS / DS                   | ENG                       | PWS   |   |                       |
|   | Puntledge Park   |         |    |   | L | High                       | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Riverside Park   |         |    |   | M | Medium                     | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Airpark, Marina Park, and Skypark  |         |    |   | L | High                       | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Martin Park  |         |    |   | L | Medium                     | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Woodcote Park  |         |    |   | L | High                       | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Standard Park  |         |    |   | L | Medium                     | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
|   | Valley View Park   |         |    |   | L | High                       | Cap            | RCCS                        | ENG                       | PWS   |   |                       |
| 3.2.6   | Work on improving neighbourhood parks as opportunities arise. Plan for one neighbourhood park to be improved annually.   |         | O  |   |   | Medium                     | Cap            | RCCS                        | ENG / PWS                 | PWS   | Assume \$100,000 - 500,000 per park.<br>One per year subject to staff capacity and available funding.   | PPDS                  |
| 3.2.7   | Work on improving natural areas and green spaces in collaboration with partners as opportunities arise. Plan for one natural area and one green space to be improved annually (see 3.2.3 for Phasing). |         | O  |   |   | Low                        | Cap            | RCCS                        | RCCS / PWS                | PWS   | Assume \$25,000 - \$50,000 per park<br>One per year subject to staff capacity and available funding.  |                       |
| <b>Park Amenities</b>   |  |         |    |   |   |                            |                |                             |                           |   |   |                       |
| <b>Planning and Design</b>                                    |  |         |    |   |   |                            |                |                             |                           |   |   |                       |
| 3.3.1   | Establish replacement cycles for park amenities as part of asset management  |         |    | O |   | N/A                        | Op             | RCCS                        | ENG                       | N/A   |   | AMP                   |
| 3.3.2   | Explore opportunities to collaborate with the School District on school site improvement projects that can also serve the community, e.g., playgrounds, synthetic or sports fields                     |         | IP |   |   | Low                        | Op             | RCCS                        | RCCS                      | N/A   | New sports synthetic sport fields and lighting are in the high capital cost category. Playground equipment would be low to medium capital cost.             | CVRD SFS              |
| 3.3.3   | Work with others in the region to explore potential locations for new sports amenities, e.g., ball diamond complex, synthetic turf field, pickleball courts  |         | IP |   |   | Low                        | Op             | RCCS                        | RCCS                      | N/A   |   | CVRD SFS              |
| 3.3.4   | Explore opportunities for sports field users to expand their hours of use, e.g., to Friday evening and weekends  |         | IP |   |   | Low                        | Op             | RCCS                        | RCCS                      | N/A   | Sports Fields Allocation Policy Review  | CVRD SFS              |
| 3.3.5   | Establish a new location for tennis, pickleball, and/or shared tennis/pickleball courts  |         |    | S |   | \$50,000                   | Cap            | RCCS                        | RCCS / ENG                | N/A   | Council motion regarding Court Usage Study to inform.   |                       |

# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|                            |  | Phasing                       |    |   |   | Costs (Over 3 years) | Budget Type | Strategic Responsibility | Project Responsibility | Operations / Maintenance Responsibility | Comments   | Relevant Documents                    |  |
|----------------------------|--|-------------------------------|----|---|---|----------------------|-------------|--------------------------|------------------------|---|--|---------------------------------------|--|
| 3.3.6                      | Consider adding improvements to sand volleyball courts at Standard Park and providing additional volleyball courts, potentially at Bill Moore Park                                   |                               |    |   | L | Medium               | Cap         | RCCS                     | RCCS / ENG             | N/A                                     | As per Park Plans  | PP                                    |  |
| 3.3.7                      | Support groups interested in developing more community gardens   |                               | O  |   |   | Low                  | Cap         | RCCS                     | RCCS / PWS             | N/A                                     | As per Park Plans & Community Garden Policy  | CGP                                   |  |
| 3.3.8                      | Work with youth to identify needs related to youth parks, e.g., a skate park in West Courtenay, neighbourhood level bike skills park   |                               |    | S |   | \$25,000             | Cap         | RCCS                     | RCCS                   | N/A                                     |  |                                       |  |
| 3.3.9                      | If a group is interested in developing a disc golf course, work with them to identify an appropriate location and provide assistance as needed                                       |                               |    |   | L | Low                  | Cap         | RCCS                     | RCCS / DS / ENG        | N/A                                     |  |                                       |  |
| 3.3.10                     | Consult with horseshoe players on a plan for removing horseshoe pitch from Lewis Park.   |                               |    | S |   | N/A                  |             | RCCS                     | RCCS                   | N/A                                     |  |                                       |  |
| <b>Capital Development</b> |  |                               |    |   |   |                      |             |                          |                        |   |  |                                       |  |
| 3.3.11                     | Add and upgrade the following amenities as part of park development:   | See Master Plan 3.2.5 & 3.2.6 |    |   |   |                      |             |                          |                        |   |  |                                       |  |
|                            | Playgrounds (one annually)   |                               | O  |   |   | Medium               | Cap         | RCCS                     | ENG / PWS              | PWS                                     | Assume \$250,000 - 500,000 per playground (average)<br>Current standard is one playground every two years. | PPDS                                  |  |
|                            | Outdoor exercise equipment (East Courtenay)  |                               |    |   | L | Medium               | Cap         | RCCS                     | ENG                    | PWS                                     |  | PPDS                                  |  |
|                            | Sports fields (for population growth)  |                               |    | S |   | \$500,000            | Cap         | RCCS                     | ENG                    | PWS                                     | Costs assume 1 sports field in 3 years.  | CVRD SFS                              |  |
|                            | Pickleball and tennis courts   |                               |    | S |   | \$300,000            | Cap         | RCCS                     | ENG                    | PWS                                     | Costs assume 6 pickle ball or 2 tennis courts  |                                       |  |
|                            | Two dog off-leash areas, one on each side of the City  |                               |    |   | M | Medium               | Cap         | RCCS                     | ENG                    | PWS                                     |  |                                       |  |
|                            | More picnic tables and benches in parks and along trails as per defined park amenity service levels  |                               | O  |   |   | Low                  | Cap         | RCCS                     | PWS                    | PWS                                     | Based on defined park amenity service levels.  |                                       |  |
|                            | Upgrade existing washrooms and provide more washrooms, including washrooms in all community parks and along multi-use trails; provide water fountains where water service available. |                               | O  |   |   | High                 | Cap         | RCCS                     | ENG                    | RCCS / PWS                              | Costs assume 1 washroom every 3 -5 years.<br>Location to be determined as per park plans.                  | CVRD SFS                              |  |
|                            | Skateparkand/or add bike skills or other youth amenities   |                               |    |   | M | High                 | Cap         | RCCS                     | ENG                    | PWS                                     |  |                                       |  |
| <b>Trails</b>              |  |                               |    |   |   |                      |             |                          |                        |   |  |                                       |  |
| <b>Planning and Design</b> |  |                               |    |   |   |                      |             |                          |                        |   |  |                                       |  |
| 3.4.1                      | Coordinate among City departments to plan for connectivity of pedestrian and bicycle networks and extension of key corridors   |                               |    |   |   | N/A                  |             | PWS                      | N/A                    | N/A                                     | Referred to PWS Transportation (CNP, pedestrian connectivity).   |                                       |  |
| 3.4.2                      | Work with other jurisdictions in the Comox Valley on major trail networks to achieve active transportation, recreation and tourism opportunities                                     |                               | IP |   |   | Low                  | Op          | PWS / RCCS               | PWS/ RCCS              | N/A                                     | Trail Planning & Design Strategy   | CNP<br>CVRD Regional Parks<br>Service |  |
| 3.4.3                      | Identify needs for trails through major new development projects   |                               |    | O |   | Low                  | Op          | DS / RCCS                | PWS / DS               | N/A                                     | Trail Planning & Design Strategy   | SDSB                                  |  |
| 3.4.4                      | Conduct a detailed study of linear parks to determine needs for upgrading, new infrastructure, or land disposition as appropriate  |                               |    |   | L | Low                  | Cap         | RCCS                     | RCCS / DS              | N/A                                     | Trail Planning & Design Strategy   |                                       |  |
| 3.4.5                      | Apply the PRMP trail design guidelines to design of new and upgraded trails  |                               |    | O |   | Low                  | Cap         | RCCS / DS                | DS / ENG / PWS         | PWS                                     | Trail Planning & Design Strategy   | PRMP                                  |  |
| <b>Land Acquisition</b>    |  |                               |    |   |   |                      |             |                          |                        |   |  |                                       |  |
| 3.4.6                      | Strive to acquire sufficient corridor widths for Linear Parks to provide a trail user experience befitting the trail   |                               |    | O |   | Low                  | Cap         | RCCS/DS                  | DS/ENG                 | N/A                                     | Trail Planning & Design Strategy   |                                       |  |
| <b>Capital Development</b> |  |                               |    |   |   |                      |             |                          |                        |   |  |                                       |  |



# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|                                    |   | Phasing |    |   |   | Costs (Over 3 years) | Budget Type | Strategic Responsibility | Project Responsibility | Operations / Maintenance Responsibility | Comments   | Relevant Documents   |
|------------------------------------|---|---------|----|---|---|----------------------|-------------|--------------------------|------------------------|---|------------|--|
| 3.4.7                              | Continue improving and expanding trails as per Master Plan Figure 3.6   |         | IP |   |   |                      | High        | Cap                      | RCCS                   | ENG                                     | PWS        | CNP, TPDS  |
|                                    | Short Term (Dingwall Hill to North Island College, Valley View Greenway - Lower, Rotary Trail to Puntledge River, Courtenay Riverway south to Beechwood)  |         | IP |   |   |                      | High        | Cap                      | RCCS                   | ENG                                     | PWS        | CNP, TPDS  |
|                                    | Medium Term (Lawrence Burns Park to Courtenay River, Simms Park to West Courtenay, 5th Street Bridge, Courtenay Riverway south to regional district trail)  |         |    |   | M |                      | High        | Cap                      | RCCS                   | ENG                                     | PWS        | CNP, TPDS  |
|                                    | Long Term (Valley View Greenway - Upper, Lewis Park North Entrance, Anderton Avenue to 5th Street Bridge, 6th Street Pedestrian Bridge, Cumberland Road to Krebs/Larsen Park, Cumberland Road, 29th Street) |         |    |   |   | L                    | High        | Cap                      | RCCS                   | ENG                                     | PWS        | CNP, TPDS  |
| 3.4.8                              | Add amenities (signs, benches, waste bins) along linear parks as use increases and as per park amenity service level standards  |         | O  |   |   |                      | Low         | Cap                      | PWS                    | PWS                                     | PWS        | As per Park Amenity service level standards.   |
| <b>Major Recreation Facilities</b> |   |         |    |   |   |                      |             |                          |                        |   |            |  |
| <b>Planning and Design</b>         |   |         |    |   |   |                      |             |                          |                        |   |            |  |
| 4.1.1                              | Undertake a security analysis for the Lewis Centre  | C       |    |   |   |                      | N/A         | OP                       | RCCS                   | PWS                                     | N/A        | Kiosk installed at the north entrance as per security analysis recommendation.                   |
| 4.1.2                              | Conduct a long-range facility needs analysis for the Lewis Centre   |         |    |   | S |                      | \$100,000   | OP                       | RCCS                   | RCCS                                    | N/A        | Strategic Priority 2026 and beyond   |
| 4.1.3                              | Plan for the short-term operation and long-term replacement of the outdoor pool with a communications and engagement process  |         | IP |   |   |                      | \$50,000    | Cap                      | RCC S                  | RCCS / ENG                              | N/A        | Strategic Priority 2024/2025   |
| 4.1.4 + 4.1.5                      | Undertake a parking and facility expansion study of the Florence Filberg Centre   |         |    |   | S |                      | \$75,000    | OP                       | RCCS                   | RCCS                                    | N/A        | Strategic Priority 2024/2025   |
| 4.1.6                              | Collaborate with the CVRD, Comox and Cumberland to identify opportunities for new sports facilities, including indoor pickleball court needs  |         | IP |   |   |                      | Low         | Cap                      | RCCS                   | RCCS                                    | N/A        | IFMP, CVRD SFS   |
| 4.1.7                              | Support the CVRD in exploring opportunities and options for a possible indoor tennis facility   |         |    | O |   |                      | Low         | Cap                      | RCCS                   | RCCS                                    | N/A        | IFMP   |
| 4.1.8                              | Revise the current method of collecting data on spaces and hours used in the facilities   |         | IP |   |   |                      | Low         | Op                       | RCCS                   | RCCS                                    | N/A        | Fees & Charges Framework<br>ActiveNet Implementation 2020  |
| <b>Capital Development</b>         |   |         |    |   |   |                      |             |                          |                        |   |            |  |
| 4.1.9                              | Provide air conditioning in the old section of the Lewis Centre as a high priority  | C       |    |   |   |                      | N/A         | Cap                      | RCCS                   | PWS                                     | PWS        | Program rooms have been upgraded. AC required in lobby areas to support heat emergency response. |
| 4.1.10                             | Review and fix Wi-Fi and HVAC issues at the LINC and explore options for expanding skatepark  |         |    |   |   | M                    | Medium      | Cap                      | RCCS                   | RCCS / ENG                              | RCCS / PWS | Wifi and HVAC upgrade Completed. Expansion of Skatepark Long Term                                |
| 4.1.11                             | Upgrade and expand the Lewis Centre over time, including the parking area   |         |    |   |   | L                    | High        | Cap                      | RCCS                   | RCCS / ENG                              | RCCS / PWS | Strategic Priority 2024/2025   |
| 4.1.12                             | Partner with regional partners in the development of indoor facilities for pickleball and tennis  |         |    |   |   | L                    | High        | Cap                      | RCCS                   | RCCS                                    | N/A        | FNA, FMP, FMB, RFNA, PP  |
| <b>Programs and Services</b>       |   |         |    |   |   |                      |             |                          |                        |   |            |  |
| <b>Planning and Design</b>         |   |         |    |   |   |                      |             |                          |                        |   |            |  |
| 4.2.1                              | Prepare a comprehensive policy to guide decision-making in setting fees and charges for all programs and services   | C       |    |   |   |                      |             | OP                       | RCCS                   | RCCS                                    | N/A        | Fees and Charges Framework 2022<br>Review Fees and Charges every 4 years                         |
| 4.2.2                              | Review programs regularly to ensure they are meeting the needs of participants and are the best use of the space  |         |    | O |   |                      | N/A         | OP                       | RCCS                   | RCCS                                    | N/A        | Ongoing - Strategic Priority<br>Recreation Needs Assessment                                      |
| 4.2.3                              | Work with the CVRD to determine the feasibility of a "one pass" system  |         | IP |   |   |                      | N/A         | OP                       | RCCS                   | RCCS                                    | N/A        |  |
| 4.2.4                              | Review opportunities to offer more lower or no-cost activities  |         |    | O |   |                      | N/A         | OP                       | RCCS                   | RCCS                                    | N/A        | Ongoing - Strategic Priority<br>implementation   |

# Appendix B: Project Type

## Parks and Recreation Master Plan Implementation Strategy

|                            |  | Phasing |    |   |  | Costs (Over 3 years) | Budget Type | Strategic Responsibility | Project Responsibility | Operations / Maintenance Responsibility | Comments  | Relevant Documents |
|----------------------------|--|---------|----|---|--|----------------------|-------------|--------------------------|------------------------|---|---|--------------------|
| 4.2.5                      | Work with the School District to increase access to school facilities after hours                                  |         | O  |   |  | Low                  | OP          | RCCS                     | RCCS                   | N/A                                     | Ongoing Strategic Priority. Application for recreation and cultural uses. |                    |
| 4.2.6                      | Work with community agencies to take programs out to community locations   |         | O  |   |  | Low                  | OP          | RCCS                     | RCCS                   | N/A                                     |   |                    |
| 4.2.7                      | Pursue partnerships with non-profit and private sector organizations to expand sport and physical activity options |         | O  |   |  | Low                  | OP          | RCCS                     | RCCS                   | N/A                                     |   | CVRD SFS           |
| <b>Special Events</b>      |  |         |    |   |  |                      |             |                          |                        |   |   |                    |
| <b>Planning and Design</b> |  |         |    |   |  |                      |             |                          |                        |   |   |                    |
| 4.3.1                      | Prepare a strategy for City hosting and supporting of events   |         | S  |   |  | \$25,000             | OP          | RCCS                     | RCCS                   | N/A                                     | Referred to Strategic Cultural Plan                                       | SCP                |
| 4.3.2                      | Prepare a comprehensive Special Events Policy based on the event strategy  |         | S  |   |  | \$25,000             | OP          | RCCS                     | RCCS                   | N/A                                     | Referred to Strategic Cultural Plan                                       | SCP                |
| <b>Culture</b>             |  |         |    |   |  |                      |             |                          |                        |   |   |                    |
| <b>Planning and Design</b> |  |         |    |   |  |                      |             |                          |                        |   |   |                    |
| 4.4.1                      | Support the development of a Strategic Cultural Plan led by Courtenay and including regional partners              |         | IP |   |  | \$100,000            | OP          | RCCS                     |                        |   | Strategic Priority 2023-2025.   |                    |
| 4.4.2                      | Undertake a facility utilization study for the building housing the Art Gallery                                    |         |    | S |  | \$25,000             | Cap         | RCCS                     |                        |   | Referred to Strategic Cultural Plan                                       | SCP FNA            |



# IMPLEMENTATION STRATEGY

## PARKS & RECREATION MASTER PLAN

October 25, 2023

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# AGENDA

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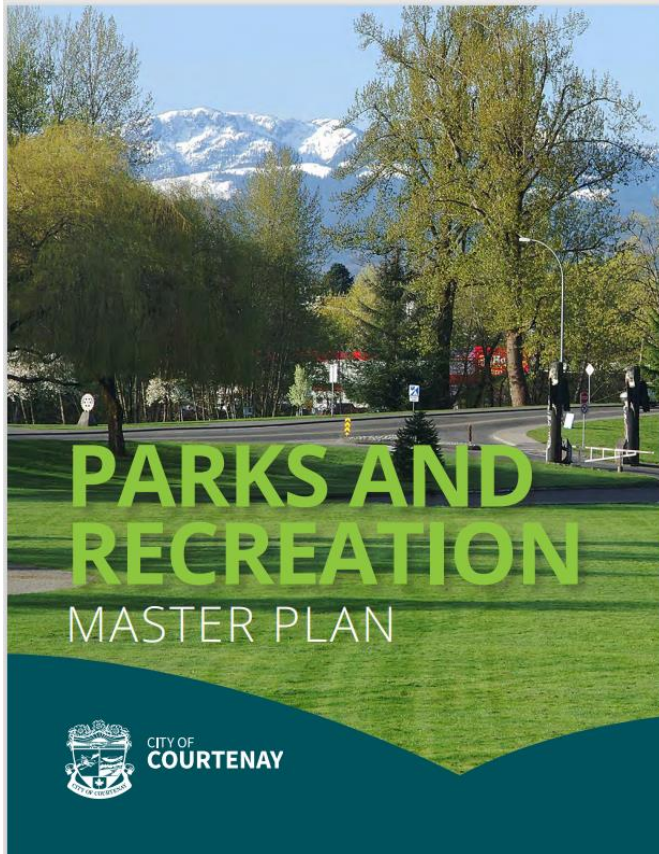
- **Introduction**
- **Overview of Parks and Recreation Master Plan (PRMP)**
- **Implementation Strategy Overview**





# BACKGROUND

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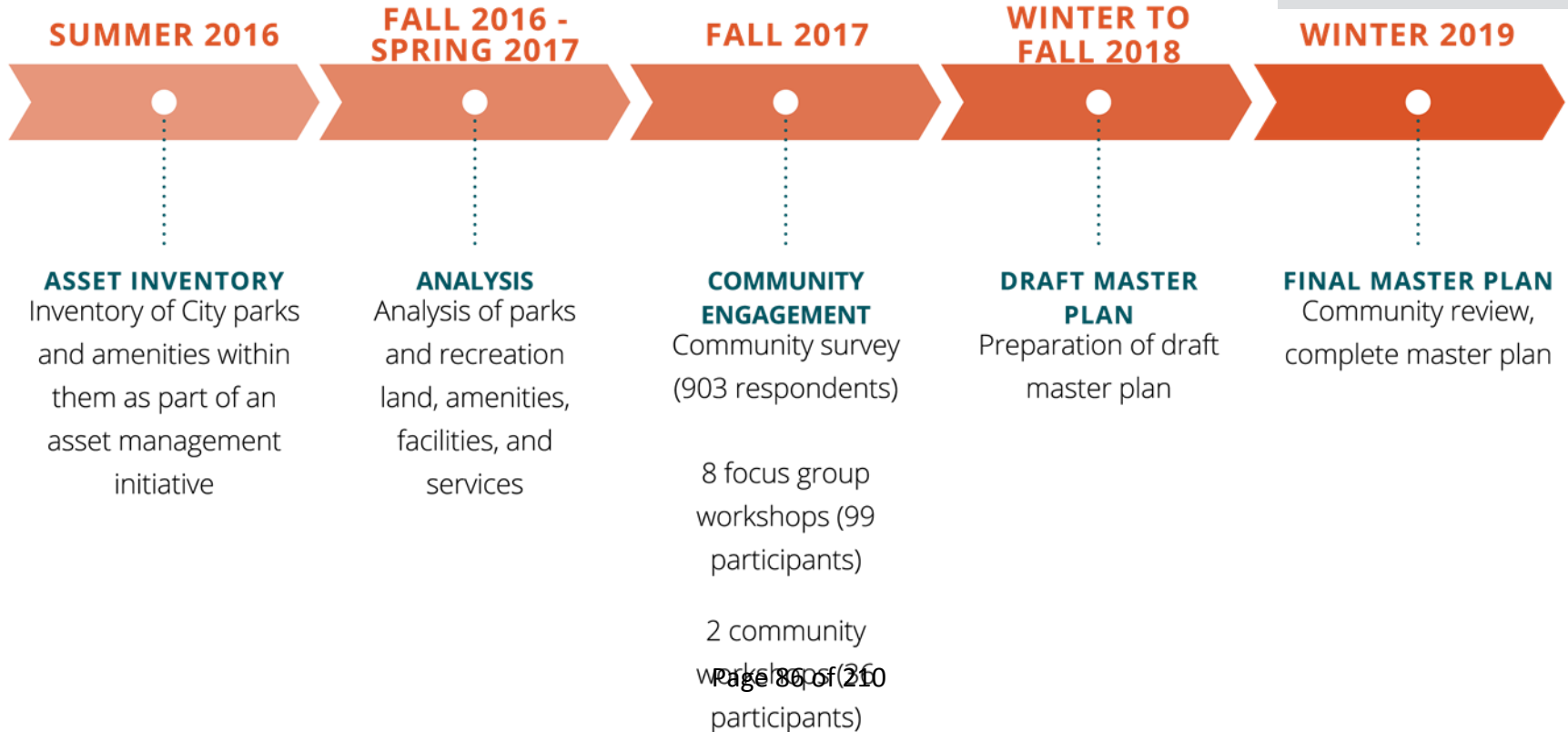


## Parks and Recreation Master Plan (2019)



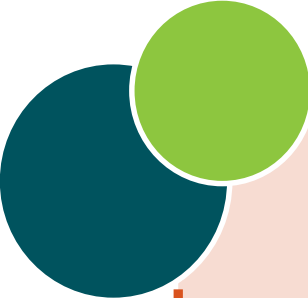
# PRMP PROCESS

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## PRMP VISION

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*Parks and recreation in Courtenay support a healthy, engaged, and inclusive community with a high quality of life. Key features are the diverse parks, interconnected trails for all ages and abilities, natural areas throughout the City, and multi-use and accessible spaces for indoor and outdoor recreation. The City is forward-thinking and addresses trends and emerging needs in parks and recreation.*

# PRMP GOALS

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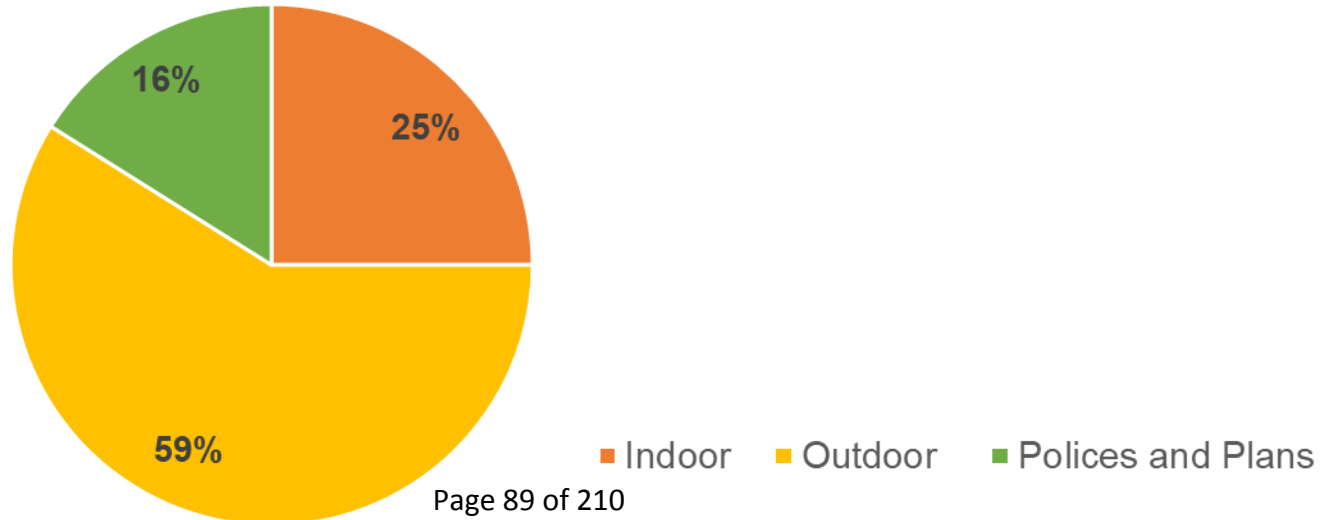
1. **Improve Connectivity**
2. **Foster a Healthy and Active Community**
3. **Provide Access for All**
4. **Protect and Enhance Beauty**
5. **Protect and Enhance the Environment**
6. **Connect Parks and Recreation with Culture**
7. **Enhance Communication and Partnership**
8. **Practice Sound Financial Management**

# OVERVIEW OF PRMP RECOMMENDATIONS

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Recommendations are based on analysis of existing conditions, trends, future needs, and community engagement

- 14 recommendations focus on changes to indoor programs and facilities
- 33 recommendations focus on changes to outdoor programs and amenities
- 9 recommendations for the development of policies and plans



# EXAMPLES OF KEY PRMP RECOMMENDATIONS

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## Land Acquisition

- Fill gaps in under-served areas, protect more natural areas, and guide parks in new developments

## Planning and Design

- Park Plans (e.g., McPhee Meadows, Lewis Park) & Park Management Plans for natural parks (e.g., Vanier)
- Fees and Charges framework for programs and services

## Capital Development

- Park improvements and amenities per Park Plans
- Trail expansion and improvement
- Playground replacement cycle
- Dog off-leash areas, pickleball and tennis courts, skate park, and volleyball
- Lewis Centre improvements
- Outdoor pool renewal or replacement





# IMPLEMENTATION STRATEGY

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- **56 PRMP recommendations, reviewed alongside OCP & Strategic Priorities, results in 98 strategic actions and plans**
- **Criteria and scoring developed to enable prioritized implementation of recommendations over 10 years, in line with:**
  - **OCP Cardinal Directions, vision, and goals**
  - **PRMP Vision, goals, and objectives**
  - **City plans, policies, and strategic priorities**
  - **Community input & benefit**
- **Strategy identifies the phasing, responsibilities, strategic alignment, and estimated costs of each recommendation**
- **Strategy will be reviewed annually and projects incorporated into the operating and capital financial planning process for Council consideration.**

# PRIORITIZATION CRITERIA

| Criteria  | Definition   | Weight      |
|---|--|-------------|
| <b>Community Priorities and Strategic Alignment</b> | There is high community support for the improvement, aligns with Council priorities, reflects trends, consistent with OCP direction and input  | <b>X2</b>   |
| <b>Safety and Reliability</b>                       | Will mitigate risks of concern, relates to condition assessments and asset management plans  | <b>X2</b>   |
| <b>Community Well-being and Equity</b>              | Supports healthy lifestyles; addresses accessibility, inclusion and diversity; connection and belonging; serves equity- seeking groups; serves large number of people; addresses gaps in service; takes action on reconciliation | <b>X1.5</b> |
| <b>Lifecycle Costs</b>                              | Limited capital costs, maximizes public resources, considers resources required for ongoing operations and maintenance   | <b>X1</b>   |
| <b>Climate Resilience</b>                           | Increases mitigation of or adaptation to climate change, including consideration of GHG emissions, flood mitigation, food security, urban forest, conservation, and ecosystem sustainability                                     | <b>X1</b>   |
| <b>Opportunity for Funding and Partnerships</b>     | Potential for partnership funding and/or creating new or maintaining community partnerships; working together with community partners  | <b>X0.5</b> |

# IMPLEMENTATION STRATEGY

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- Following application of criteria, recommendations are then placed into phases, provided with estimated costs, and assigned responsibilities:

## Phasing

- **Completed** (since 2019)
- **In Progress:** the project is currently underway
- **Ongoing:** the project happens consistently over time
- **Short Term:** 1 - 3 years
- **Medium Term:** 4 - 6 years
- **Long Term:** 7 - 10 + years

## Costs

- **N/A:** completed, funded in current operating budgets, or part of other identified projects
- **Low:** under \$100,000
- **Medium:** \$100,000 - \$500,000
- **High:** over \$500,000



# APPENDIX A: PROJECT PHASING

## \* Sample of recommendations

| Recommendation                   |                    | PRMP Section                         | Description  | Costs<br>(Over 3 Years) |
|----------------------------------|--------------------|--------------------------------------|--|-------------------------|
| <b>Completed</b>                 |                    |                                      |  |                         |
| 3.2.2                            | Outdoor Recreation | Park Design + Development            | Conduct a Park Plan for McPhee Meadows (concept design complete)   | N/A                     |
| <b>In Progress</b>               |                    |                                      |  |                         |
| 4.1.3                            | Outdoor Recreation | Outdoor & Indoor Recreation Facility | Plan for the short-term operation and long-term replacement of the outdoor pool with a communications and engagement process   | \$50,000                |
| <b>Ongoing</b>                   |                    |                                      |  |                         |
| 4.2.2                            | Indoor Recreation  | Programs + Services                  | Review programs regularly to ensure they are meeting the needs of participants and are the best use of the space   | N/A                     |
| <b>Short Term (1 - 3 Years)</b>  |                    |                                      |  |                         |
| 3.1.1                            | Outdoor Recreation | Parkland Supply                      | Establish the following as guidelines for acquisition of active parkland - community parks 1.2 ha/1000 population and neighborhood parks 0.5 ha/1000 population (Parkland Acquisition Study) | \$75,000                |
| 3.2.2                            | Outdoor Recreation | Park Design + Development            | Conduct a Park Plan for Bill Moore Park / Dogwood Park   | \$75,000                |
| 3.3.5                            | Outdoor Recreation | Park Amenities                       | Establish a new location for tennis, pickleball, and/or shared tennis/pickleball courts  | \$50,000                |
| <b>Medium Term (4 - 6 Years)</b> |                    |                                      |  |                         |
| 3.3.11                           | Outdoor Recreation | Park Amenities                       | Add two dog off-leash areas, one on each side of the City  | Medium                  |
| 3.3.11                           | Outdoor Recreation | Park Amenities                       | Add and upgrade skate park and/or add bike skills or other youth amenities   | High                    |
| <b>Long Term (7 - 10+ Years)</b> |                    |                                      |  |                         |
| 4.1.11                           | Indoor Recreation  | Indoor Recreation Facilities         | Upgrade and expand the Lewis Centre over time, including the parking area  | High                    |

# APPENDIX B: PROJECT TYPE

\* Sample of recommendations

|                            |   | Phasing | Costs<br>(Over 3 years) | Budget<br>Type | Strategic<br>Responsibility | Project<br>Responsibility | Operations/<br>Maintenance<br>Responsibility | Comments   |
|----------------------------|---|---------|-------------------------|----------------|-----------------------------|---------------------------|--|--|
| <b>Park Design</b>         |   |         |                         |                |                             |                           |  |  |
| <b>Planning and Design</b> |   |         |                         |                |                             |                           |  |  |
| 3.2.1                      | Apply the listed design guidelines to the design of new and upgraded parks as per the PRMP. | O       | N/A                     | Cap            | RCCS                        | PWS/ENG                   | PWS  | Define park amenity service level standards.   |
| 3.2.1 (new)                | Create park amenities design standards  | IP      | \$50,000                | Op             | RCCS / DS                   | RCCS / DS                 | N/A  | As per PRMP 3.2.1. This work is in progress via PPDS. Will need to pull other guidelines directly from PRMP and collate. |
| 3.2.2                      | <b>Conduct Park Plans for Community Parks (Concept Design)</b>                              |         |                         |                |                             |                           |  |  |
|                            | McPhee Meadows  | C       | \$55,600                | Cap            | RCCS                        | RCCS                      | N/A  | Park Concept Plan Completed. Detailed Design and Construction 2024/25.   |



# DRAFT 2024-2028 Financial Plan Priorities

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## Short Term PRMP Priorities

- **Planning & Design**
  - Filberg and Lewis Centre Facility Feasibility Studies
  - Court Usage Study and Pickleball Feasibility
  - Community Park Planning: Bill Moore, Harmston, Riverside, Lewis / Simms
  - Nature Park Planning: Vanier Nature Park
  - Sports Field Improvements (CVRD)
  - Youth amenities
  - Outdoor pool renewal or replacement
- **Capital Construction**
  - McPhee Meadows
  - Dependent on outcomes of park plans and feasibility studies
- **Land Acquisition**
  - Parkland Acquisition Strategy
- **Service Delivery**
  - Recreation Needs Assessment



## RECOMMENDATION

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**THAT based on the October 25, 2023, report “Parks and Recreation Master Plan – Implementation Strategy”, Council approve the final draft of the Parks and Recreation Master Plan Implementation Strategy (Attachments 1, 2 and 3).**





## STAFF REPORT

**To:** Council

**File No.:** 5400-13

**From:** City Manager (CAO)

**Date:** October 25, 2023

**Subject:** Crown Isle Speed Limit Reduction Pilot Project

### **PURPOSE:**

This report provides information on a local initiative focused in the neighbourhood of Crown Isle and background to keep Council informed on related road safety issues, updates and successes.

### **BACKGROUND:**

Prior to the implementation of the Crown Isle Speed Limit Reduction Pilot Project, Crown Isle neighbourhood residents contacted the City with concerns about speeding on Crown Isle Drive and Royal Vista Way, throughout a five (5) year period. Starting in the summer of 2016, members of the Crown Isle community connected with both City Council and Staff on a semiregular basis to discuss a variety of traffic related concerns, including but not limited to; traffic volumes, traffic speeds, construction vehicle traffic, construction noise, street lighting, and pedestrian crossings.

In response, Staff reviewed each concern as it was raised by the residents of the Crown Isle community and responded to each request with an appropriate review and actions as required, including formal responses when reasonable and Council updates as required. A summary of the timeline is provided below:

- In July of 2016, City staff reviewed traffic patterns and found the 85<sup>th</sup> percentile was 54 km/h with an average of 1.6 incidents per year, over the preceding 5 years. The RCMP confirmed that zero incidents were speed related and no traffic calming measures were recommended at the time.
- In October 2016, a delegation of Crown Isle neighbourhood residents met with the Mayor to discuss concerns about speeding. The delegation requested that the City review Crown Isle Drive and Royal Vista Way and narrow both roadways in order to slow down traffic.
- A delegation of Royal Vista Way residents appeared before Council on Nov 7, 2016, and suggested traffic calming and speed limit reductions be implemented. At the following Council meeting on November 21, 2016, Council resolved to install a 50 km/h sign on Royal Vista Way, and to place a speed reader board in the area. In the summer of 2016, the 85<sup>th</sup> percentile speed on Royal Vista Way was determined to be 54 km/h.
- In August 2017, a Briefing Note went to Council to address ongoing complaints regarding truck traffic in the Crown Isle area to let Council know that City staff had contacted construction companies to ask that they assist in dealing with these concerns.
- Residents of Royal Vista Way continued to contact the City with their concerns about speeding, and in March 2017, a Briefing Note went to Council with speed and incident data that showed that Royal Vista Way was operating within accepted industry parameters.
- The Briefing Note also committed to setting up the speed reader board in the spring of 2017, in order to track speeds and speed changes on Royal Vista Way. Speed data showed that the 85<sup>th</sup> percentile speed on Royal Vista Way from June 30 to July 7, 2017 was 52 km/h.
- At the November 20, 2017, Council meeting, a delegation from Royal Vista Way appeared before Council to discuss their concerns with commercial and heavy vehicle traffic on Crown Isle Drive and

Royal Vista Way. At that same meeting Council resolved to consider the request and asked staff to prepare a report with options to resolve the heavy traffic issue as presented by the delegation.

- In the summer of 2018, Royal Vista Way residents contacted the City to request the speed reader boards be installed in the Crown Isle neighbourhood once again. The speed reader boards were installed on Royal Vista Way in the fall of 2018, and the findings were shared with residents. The 85<sup>th</sup> percentile speed between October 5 and November 27, 2018 was 52 km/h.
- In the winter of 2020 the Crown Isle neighbourhood renewed their concerns in a submission through the OCP process. This submission included the names of 224 residents who supported a request to reduce the posted speed limit in the Crown Isle neighbourhood from 50 km/h to 40 km/h. Speed data collected between January 1 and March 10, 2020, and between November 20 and December 4, 2020, determined that the 85<sup>th</sup> percentile speeds on Crown Isle Drive ranged between 44 and 52 km/h. This data was relayed to Crown Isle residents in December 2020, along with the City's plan to review traffic safety on Cycling Network Plan routes, such as Crown Isle Drive and Royal Vista Way.

At the February 16, 2021 Council meeting, Council resolved:

*WHEREAS Local Governments on Vancouver Island, Municipalities throughout British Columbia and Canada have reduced speed limits on local roads to improve liveability and increase safety, and,*

*WHEREAS the Crown Isle Community has expressed a strong desire to reduce the speed limit within its neighbourhood, and,*

*WHEREAS reducing the speed limit in the Crown Isle Community to 40 km/h will improve neighbourhood liveability, increase road safety, support non-vehicular use such as cyclists and pedestrians, reduce neighbourhood noise levels, increase community interaction and reduce infrastructure costs;*

*THEREFORE BE IT RESOLVED THAT Council direct Staff to report on a strategy to implement a three year reduced speed limit Pilot Project in the Crown Isle Community.*

A staff report at the September 27, 2021 Council meeting outlined recommendations for a speed limit reduction pilot project in Crown Isle. Following this report, Council resolved the following, reducing the timelines for the pilot from three years to one year:

*THAT Council direct staff to install 40 km/h signs on Crown Isle Drive and Royal Vista Way, including ongoing maintenance and evaluation, for one year and report back to determine if the speed limit reduction is effective.*

After collecting preliminary data at 50 km/h, as well as a public notification phase, the speed limit in the Crown Isle neighbourhood was reduced to 40 km/h, on April 19, 2022, as shown in the map in Appendix A.

Following the one-year pilot period which ended April 19, 2023, staff delivered a survey to residents in the study area. The survey is provided in Appendix B with results summarized in Appendix C.

#### **DISCUSSION:**

Reducing speed limits provides many benefits, including reducing vehicle operating speeds, improving road safety, and improving neighbourhood liveability. It can have safety benefits in terms of fewer collisions, as well as less severe collisions when they do occur, in turn this improves comfort for those traveling on foot, bike, or with mobility aids.

### Pilot Project Description and Scope

The Crown Isle Speed Limit Reduction Pilot Project began on Tuesday, April 19, 2022. The two main roads in the study area are Crown Isle Drive and Royal Vista Way, as shown in the map in Appendix A. While the Pilot concluded after one year, the posted speed limit and road conditions remain in place today.

Crown Isle Drive and Royal Vista Way are local collector streets, with one lane of traffic in each direction and parking permitted on both sides. Other streets in the pilot project are local residential streets, with one lane of traffic in each direction, and parking permitted on both sides.

### Pilot Project Impact on Speed and Traffic

Traffic data, including traffic volumes and speed data, was collected at various locations in the Crown Isle neighbourhood before and during the pilot project. In this report, travelled speed is expressed as a percentile speed. The 85<sup>th</sup> percentile speed indicates the speed not exceeded by 85% of the traffic surveyed.

Previously collected traffic data was available along Crown Isle Drive and Royal Vista Way for comparison. The data ranges from 2016 to 2023, covering time periods before and after the implementation of the speed reduction pilot program. The data was collected at various times throughout the year.

Speed readers were setup to collect data before, during and after the pilot study. The results are illustrated in Appendix D and indicate:

- Vehicle speeds in residential areas reduced 1-4 km/h, depending on the road, with the most notable reduction occurring on Royal Vista Way. As such, a reduction in the posted speed from 50km/h to 40 km/h did not translate to a significant reduction in vehicle speed, regardless of the speed limit signage.
- The level of non-compliance with the posted speed limit increased substantially from approximately 20% before the pilot project to approximately 60% after the posted speed limit was reduced from 50km/h to 40km/h, however driver speeds decreased by approximately 1-4 km/h, indicating drivers were slower overall. Given the scope of this project, this result suggests future changes to the posted speed limit should be combined with speed enforcement and a diverse number of speed management measures such as educational programs and other engineering measures to effect driver behaviour in slowing the travel speed to acceptable levels.
- Daily vehicle volumes increased between 11% - 15% on Crown Isle Drive whereas the number of vehicles per day on Royal Vista Way saw a reduction of 15%. These changes could be attributed to traffic counts being done in different months that are already typically below-average.

The post pilot resident satisfaction survey indicated the following about speed and traffic:

- Majority of residents (45% - 90%) are satisfied with the pilot's impact on speed and traffic.
- Residents in the study area generally agree with 40km/h speed limits as 65% of responses indicated they would like to keep the reduced speed limit of 40 km/h compared to 22% requesting a return to 50 km/h and 13% requesting further reductions to 30km/h.

### Pilot Project Impact on Collisions

Collision data along the study corridors was obtained from ICBC over a 5-year period, from 2018 through 2022. Currently, data is only available until December 31, 2022 which indicates no incidents were reported for the first 8 months of the pilot project as summarized in the table below.

**Table 1: 2018-2022 Collision Data, Crowne Isle Speed Limit Reduction Pilot Project**

| Road Name        | 2018 | 2019 | 2020 | 2021 | 2022 |
|------------------|------|------|------|------|------|
| Crown Isle Drive | 2    | 0    | 0    | 1    | 0    |
| Royal Vista Way  | 0    | 0    | 0    | 1    | 0    |
| Idiens Way       | 1    | 1    | 0    | 0    | 0    |

Unfortunately, the pilot data does not provide conclusive information regarding the net impact of reducing the posted speed limit on collision severity (e.g., beyond the number of collisions resulting in injury, fatality, or property damage only). Additional research would be required to substantiate the impact of the pilot project on collision severity. However, for the collision data in the table above, it can be noted that:

- No incidents involved pedestrians or cyclists, and there were no serious injuries or fatalities.
- All three incidents on Crown Isle Drive were property damage incidents only.
- The 2021 incident on Royal Vista Way was a property damage incident only.
- Of the two incidents on Idiens Way, the 2018 incident was a property damage incident, while the 2019 incident was an injury incident.

Pilot Project Impact on Community Perceptions of Traffic Safety

The results of the satisfaction survey indicated the following:

- A majority (96%) of respondents were aware of their community’s involvement in the pilot project.
- A majority (38%) of respondents rated traffic speeds as improved after the pilot project.
- A majority of respondents (45% - 90%) are satisfied with the pilot’s impact on speed and traffic.
- Residents in the study area generally agree with 40km/h speed limits as 65% of responses indicated they would like to keep the reduced speed limit of 40 km/h compared to 22% requesting a return to 50 km/h and 13% requesting further reductions to 30km/h.
- A majority (88% - 91%) of respondents indicated they feel safe or very safe when walking (88%), cycling (90%), rolling (91%) or driving (91%).
- A very small subset (1% - 2%) of respondents feel less safe following pilot project when asked about the impact on children (2%), pedestrians (1%), cyclists (2%) or vehicle drivers (2%).
- After reducing speed limit from 50km/h to 40km/h, 38% - 46% of the public feel safer, 53% - 59% feel the same as before, and 1% - 2% feel less safe, depending on what type of commuter they are responding for (children, pedestrians, cyclists, vehicle drivers).

Pilot Project Conclusions

Generally speaking, the Crown Isle Speed Limit Reduction Pilot Project was successful following one year of data. Awareness of the pilot project was very high with 96% of respondents being aware that their community was participating in the Crown Isle Speed Limit Reduction Pilot Project.

The realized benefits from the pilot project are focused most predominantly on the community perception of traffic safety with limited impacts to speed and traffic reductions. A total of 38%-46% of respondents to



the satisfaction survey indicated they feel safer today than before. The 85<sup>th</sup> percentile speeds for roads in the pilot project were observed to fall between 2% and 7% compared to speeds before the pilot project.

Further analysis would be required to provide conclusive statements about collisions, however preliminary data suggests that zero collisions occurred during the first 8 months of the pilot project.

Next Steps

Given the positive feedback and satisfaction with the impacts from this one-year pilot study, staff have developed a preliminary roll out plan for the same speed reduction initiative. The roll out of speed reductions from 50km/h to 40km/h are proposed to only be applied to residential neighbourhoods, with new signs and posted speed limits within each neighbourhood.

The cost and count of signs required to implement the program are summarized in the table below and provided with greater detail by road type in Appendix D. The summary provided for each school area are not mutually exclusive as the school areas overlap when applying a 1km radius for estimating costs.

**Table 2: Speed Reduction Program Implementation, by School Area and City-wide**

| Area   | Sign Count | Install Costs     |
|--|------------|-------------------|
| Arden Elementary School (1km radius)                           | 26         | \$ 7,488          |
| Courtenay Elementary School (1km radius)                       | 276        | \$ 79,488         |
| Glacier View Secondary School (1km radius)                     | 133        | \$ 38,304         |
| Lake Trail Community School (1km radius)                       | 174        | \$ 50,112         |
| Mark R. Isfeld Secondary School (1km radius)                   | 157        | \$ 45,216         |
| Ecole Puntledge Park Elementary School (1km radius)            | 141        | \$ 40,608         |
| Queneesh Elementary School (1km radius)                        | 75         | \$ 21,600         |
| Valley View Elementary School (1km radius)                     | 164        | \$ 47,232         |
| Vanier Secondary School (1km radius)                           | 34         | \$ 9,792          |
| <b>All School Areas (1km radius)</b>                           | <b>670</b> | <b>\$ 192,960</b> |
| <b>City-wide (remainder, excluding the above school areas)</b> | <b>187</b> | <b>\$ 53,856</b>  |
| <b>City-wide (all)</b>   | <b>857</b> | <b>\$ 246,816</b> |

Note that each school area could have a more robust approach to identifying which roads need proactive speed reductions. The identification of these roads is intended to be defined and delivered in a separate program to be delivered through closer engagement with Parent Advisory Councils (PACs) and the impending Safe and Active Schools Program. An example of a safe routes to school map is provided in Appendix E as an example.

The above numbers are provided to support a Council decision to direct staff on a desired implementation strategy. e.g. Speed Reduction deployment across the City as a whole (residential neighbourhoods only), or a more focused deployment within school zones and CNP bikeways being the implementation priorities.

**POLICY ANALYSIS:**

Currently the B.C. Motor Vehicle Act (MVA) sets a default speed limit of 50 km/h on municipal streets when a different speed limit has not been posted by signs. In 2013, the City of Victoria made a motion at the Association of Vancouver Island and Coastal Communities (AVICC) convention to invite motions of support for their resolution to reduce default speed limits for municipal roads.

During the fall of 2020 the Union of B.C. Municipalities resolved to ask the B.C. Minister of Transportation and Infrastructure to amend the MVA to allow municipalities to institute a default speed limit of 30 km/h for local (no centre line) streets.

Currently, municipalities have the authority to regulate the use and enforcement of traffic on roads through Bylaw under the context of the “parent” provincial legislation, primarily the MVA. Reducing speed limits below those set by the MVA can be achieved under the City’s current authority anywhere within its boundaries through the use of signage on each individual street.

Given the scope of this pilot project, results suggest future changes to the posted speed limit should be combined with speed enforcement and a diverse number of speed management measures such as educational programs and other engineering measures to effect driver behaviour in slowing the travel speed to acceptable levels. For example, changing driver behaviours may be more effective with a higher likelihood of being cited for speeding. The trade-offs however are an onerous increase in enforcement requests. Policy decisions that divert police resources away from major roadways (e.g., arterials and rural roads, especially those with the bulk of collisions) may not serve the goal of improving overall safety.

Older neighbourhoods that do not have sidewalks, locations with substandard geometry which have evidence of collision problems, and areas around schools on local streets are specific conditions where the general use of 40 km/h speed limits is recommended for local policies. These specific locations are recommended to be determined through the impending Safe and Active Schools Program. For other locations on local roads, alternative approaches to reducing travel speeds are suggested as preferable and likely far more effective to improve the speed compliance and safety of a road, neighbourhood and system.

**FINANCIAL IMPLICATIONS:**

The use of 40 km/h speed limits on local neighbourhood streets will require installing signing at significant costs. Using a 1-km radius, the cost to implement a similar program around the City’s schools is expected to range from \$7,448 - \$79,488 each for a total of approximately \$192,960. The cost to implement a similar program city-wide is expected to be approximately \$246,816. While these costs are not currently included in the 2024 operational or capital budgets, staff can allocate resources and budget for this program should Council provide such direction.

**ADMINISTRATIVE IMPLICATIONS:**

Implementing a City-wide change in the default speed limits will require a preceding communications strategy as a robust public education effort is recommended. As such, additional staff capacity would be required to respond to concerns and questions from a variety of user groups. Therefore, delivering an expedited city-wide program would require additional staff resources, with the net result being a possible delay the delivery other strategic initiatives.

Further, changes to the Motor Vehicle Act have been requested by various local governments. Amendments to the Motor Vehicle Act by the province could materially affect the assumptions in this report. The cost estimates for delivering a speed limit reduction program would change if this occurred.

Last, there are administrative implications related to meeting public expectations with a larger rollout of this initiative. For example, effectively engaging the local RCMP detachment for additional enforcement needs will be critical to the long term success of an implementation plan and have potential resource implications for the RCMP. As such, should Council consider further implementation, staff do recommend requesting the RCMP consider identifying this program with a commitment to enforcement as an annual priority during the annual performance planning process in the fall of 2023.

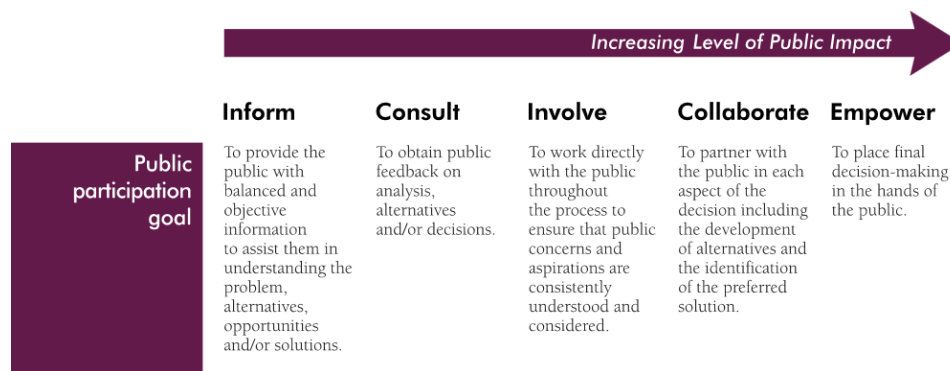
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Streets and Transportation - Develop traffic calming plans, related policies, and specific implementation when and where, speed limits, school zones, cycling education/awareness

**PUBLIC ENGAGEMENT:**

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



© International Association for Public Participation [www.iap2.org](http://www.iap2.org)

**OPTIONS:**

1. THAT Council direct staff to retain the 40km/h speed reduction for the trial area located within the Crown Isle neighbourhood, and;

That staff be directed to expand the speed reduction program to include all residential

neighbourhoods within the City of Courtenay's jurisdictional boundary, with the exclusion of all roads classified as either arterial and industrial or designated as a truck route, as time and resources allow and;

FURTHER THAT staff be directed to prioritize the implementation of an expanded speed reduction program with installation focused on the Safe Active Schools Program and the Cycling Network Plan.

2. THAT Council direct staff to retain the 40km/h speed reduction for the trial area located within the Crown Isle neighbourhood, and;

THAT staff be further directed to develop a City-wide speed reduction program for all residential neighborhoods within the City of Courtenay's jurisdictional boundary, with the exclusion of all roads classified as either arterial and industrial or designated as a truck route, and report back to Council with an implementation plan, including financial impacts.

3. THAT Council provide alternative direction to staff.
4. THAT Council receives this report for information only.

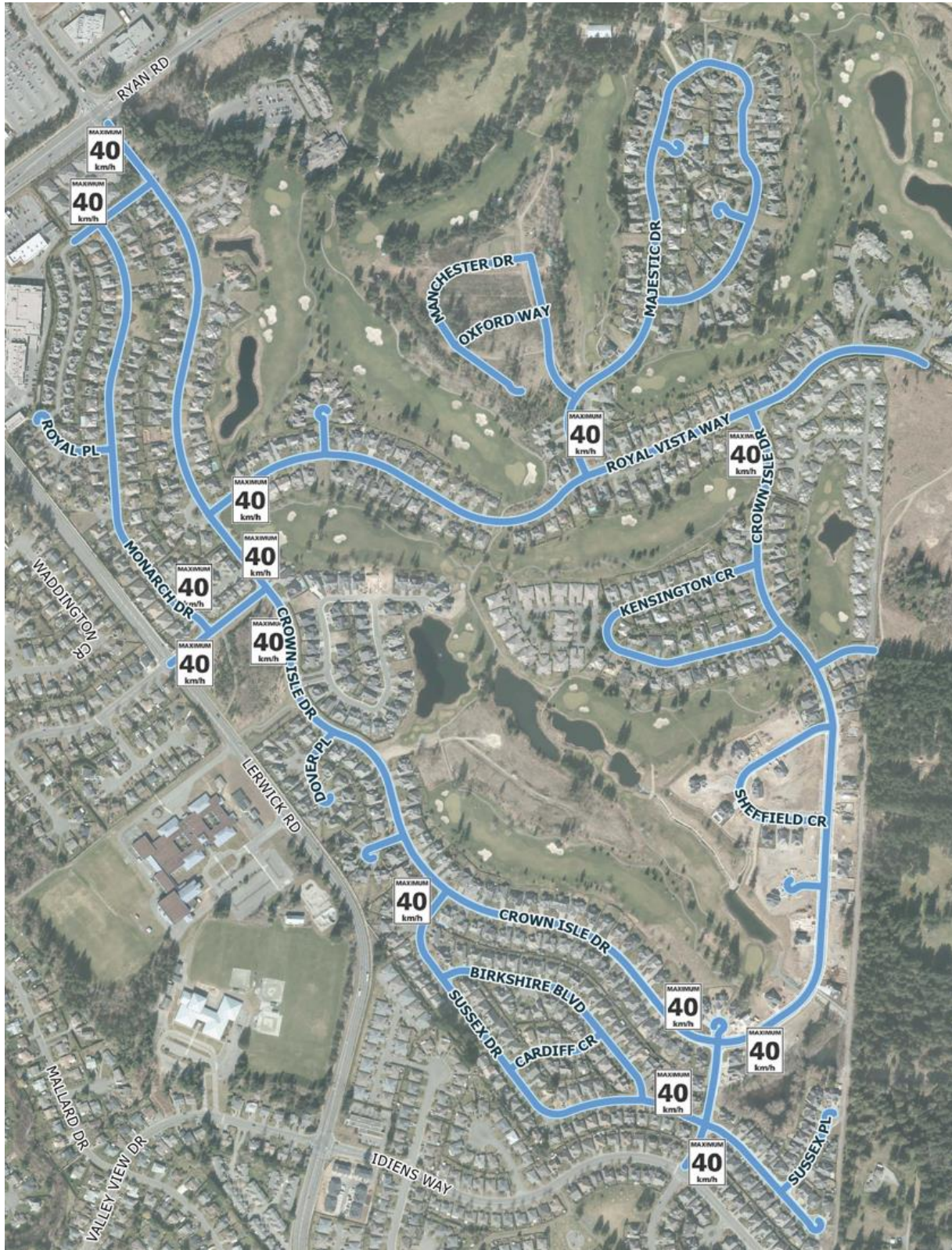
Prepared by: Michael Wright, MPA, P. Eng, Manager of Transportation & Fleet

Reviewed by: Kyle Shaw, ASCT, CPWI, CWP, CWWP, Director of Public Works Services

Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)



### Appendix A Crown Isle Speed Reduction Pilot Project Study Area



## Appendix B

### Crown Isle Speed Limit Reduction Pilot Project Resident Satisfaction Survey

# Speed Limit Reduction Pilot Project



## Crown Isle Resident Survey

In April 2022, the City of Courtenay launched a pilot project in your neighbourhood, reducing the posted vehicle speed limit on streets within Crown Isle and improving comfort for those traveling on foot, by bike, or with mobility aids.

During this period, speed limits were reduced from Courtenay's default speed of 50 km/hour to **40 km/hour**.

**We want to  
hear from you!**

Please take the quick survey.



### Your input is important!

Your feedback will help us determine if the reduced speed limit has been effective in slowing vehicles down, and will be included in an upcoming report to Council.

Results from the speed limit reduction pilot project will be used to determine the best course of action for other residential neighbourhoods.



To participate in the survey, scan the QR code and complete the survey, or complete the attached paper copy and return it to City Hall or the Public Works Yard.

The survey will be open until to August 16<sup>th</sup>, 2023, please drop off completed paper copy responses by 4:00 p.m.



If you have any questions  
or concerns, please contact us.

Tel. 250-338-1525 | Email [publiworks@courtenay.ca](mailto:publiworks@courtenay.ca)

follow us  



## Crown Isle Speed Limit Reduction Pilot Project

### Satisfaction Survey

Please return by 4pm on August 16, 2023

1. Are you aware that your neighbourhood has been participating in a City of Courtenay speed limit reduction pilot project since April 2022, testing the impact of reducing residential speed limits to 40km/hour?

Yes       No

2. How often do you or the members of your household travel in the Crown Isle neighbourhood in the following ways?

|  | Never                    | Daily                    | Multiple<br>times per<br>day | Weekly                   | Multiple<br>times per<br>week |
|--|--------------------------|--------------------------|------------------------------|--------------------------|-------------------------------|
| Walk, includes using a mobility aid                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> | <input type="checkbox"/>      |
| Cycle  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> | <input type="checkbox"/>      |
| Roll, includes scooters, balancing boards, and roller blades | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> | <input type="checkbox"/>      |
| Drive  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> | <input type="checkbox"/>      |
| Other  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>     | <input type="checkbox"/> | <input type="checkbox"/>      |

3. How safe do you and the members of your household feel when:

|  | Very<br>Unsafe           | Unsafe                   | Safe                     | Very<br>Safe             |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Walking and/or using mobility aids in your neighbourhood | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cycling in your neighbourhood                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

|                               |                          |                          |                          |                          |
|-------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Rolling in your neighbourhood | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Driving in your neighbourhood | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other                         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

\*\*If you selected "Unsafe" or "Very Unsafe", please tell us why:

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4. What is your level of satisfaction with:

|  | Very Dissatisfied        | Dissatisfied             | Satisfied                | Very Satisfied           |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| The general design of your neighbourhood, including road width, on street parking, cross-walks, intersections. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The number of speeding vehicles in your neighbourhood  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The current speed limit in your neighbourhood (40km/hr)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The amount of traffic in your neighbourhood  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The number of near misses and/or collisions in your neighbourhood  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| The amount of unsafe driving in your neighbourhood   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <hr/>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. Thinking about your driving in the last year, how often do you drive at the following speeds in your neighbourhood?

|   | Never                    | Rarely                   | Often                    | Daily                    |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| Under the speed limit                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Right on the speed limit                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Up to 5 km/hr over the speed limit      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 – 10 km/hr over the speed limit       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| More than 10 km/hr over the speed limit | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

6. Since the speed limit reduction pilot project started, how do you think the reduced vehicle speed limit has impacted commuters sharing these transportation corridors?

|                       | More Safe                | Same as before           | Less Safe                |
|-----------------------|--------------------------|--------------------------|--------------------------|
| Children feel:        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Pedestrians feel:     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cyclists feel:        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vehicle drivers feel: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

7. How would you rate traffic speeds in your neighbourhood compared to before the new speed limit was implemented?

- No improvement     Minimal improvement     Improved     Significant improvement

8. Would you like to keep the reduced speed limit of 40 km/hr, or return the speed limit to 50 km/hr or further reduce it to 30km/hr?

30 km/hr

40 km/hr

50 km/hr

9. How long have you lived in the Crown Isle neighbourhood? \_\_\_\_\_

Less than 1 year

1 to 5 years

5 to 15 years

15+ years

**Appendix C**  
**Crown Isle Speed Limit Reduction Pilot Project**  
**Resident Satisfaction Survey Results**

**Summary:**

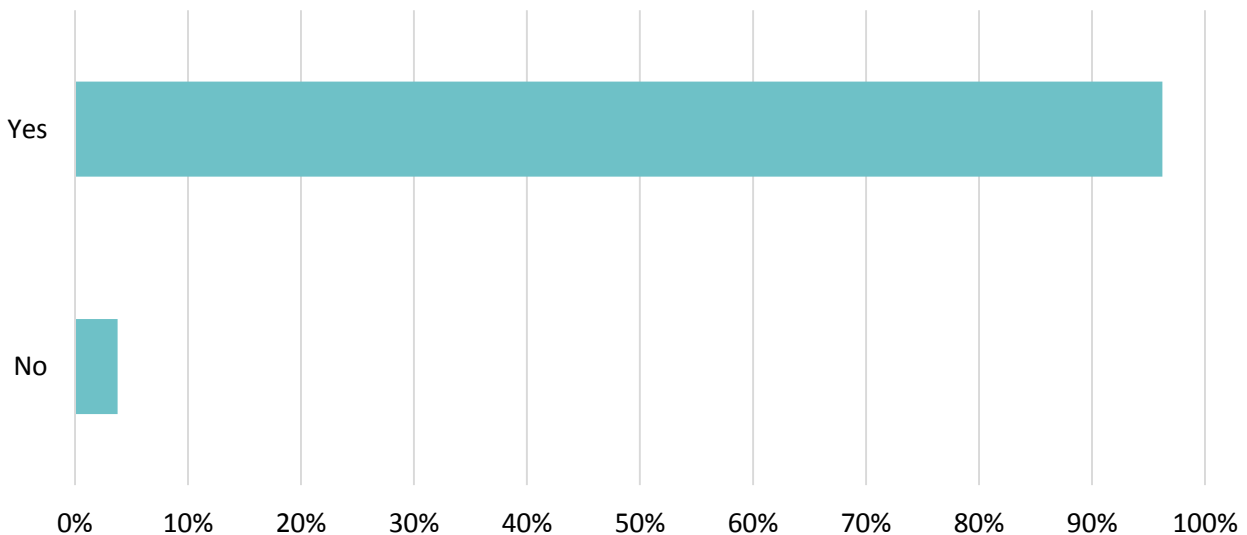
This section summarizes the results of the Resident Satisfaction Survey conducted between July 30 and August 16, 2023, post pilot project. 771 surveys were hand delivered to residents in the pilot project area. Surveys could be completed by hand or online. 377 surveys were submitted. Below is a summary of the key findings.

**Results:**

**Question 1: Are you aware that your neighbourhood has been participating in a City of Courtenay Speed Limit Reduction Pilot Project since April 2002?**

The majority of respondents (96%) indicated they were aware their community had been chosen to participate in a pilot project.

**Figure 1: Are you aware that your neighbourhood has been participating in a City of Courtenay Speed Limit Reduction Pilot Project since April 2002?**



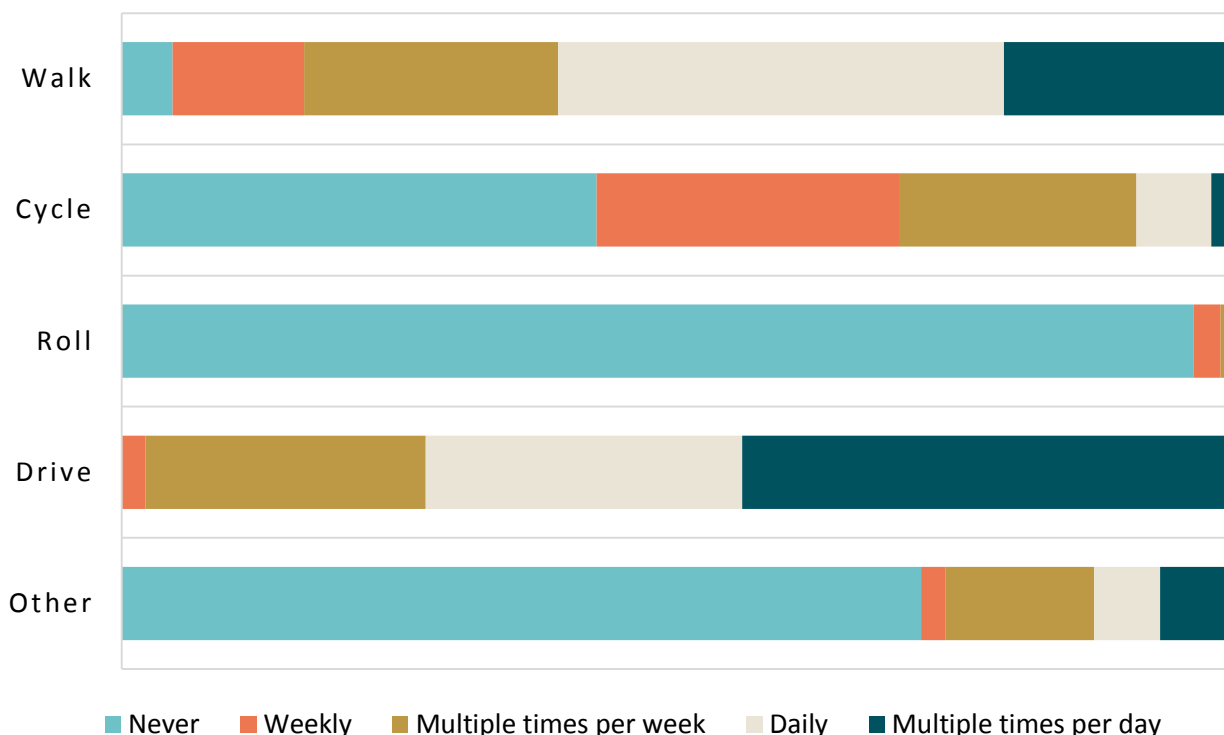
**Table 1: Are you aware that your neighbourhood has been participating in a City of Courtenay Speed Limit Reduction Pilot Project since April 2002?**

| Response | Frequency |
|----------|-----------|
| Yes      | 96%       |
| No       | 4%        |

**Question 2: How often do you or the members of your household travel in the Crown Isle neighbourhood in the following ways?**

Residents were asked to identify how often they, or a member of their household, walks, cycles, rolls, drives, or uses other modes of transportation. Respondents most frequently stated they drive in their neighbourhood multiple times per week (44%), walk daily (40%), and rarely roll in their community (including scooters, balancing boards, and rollerblades).

**Figure 2: How often do you or the members of your household travel in the Crown Isle neighbourhood in the following ways?**



**Table 2: How often do you or the members of your household travel in the Crown Isle neighbourhood in the following ways?**

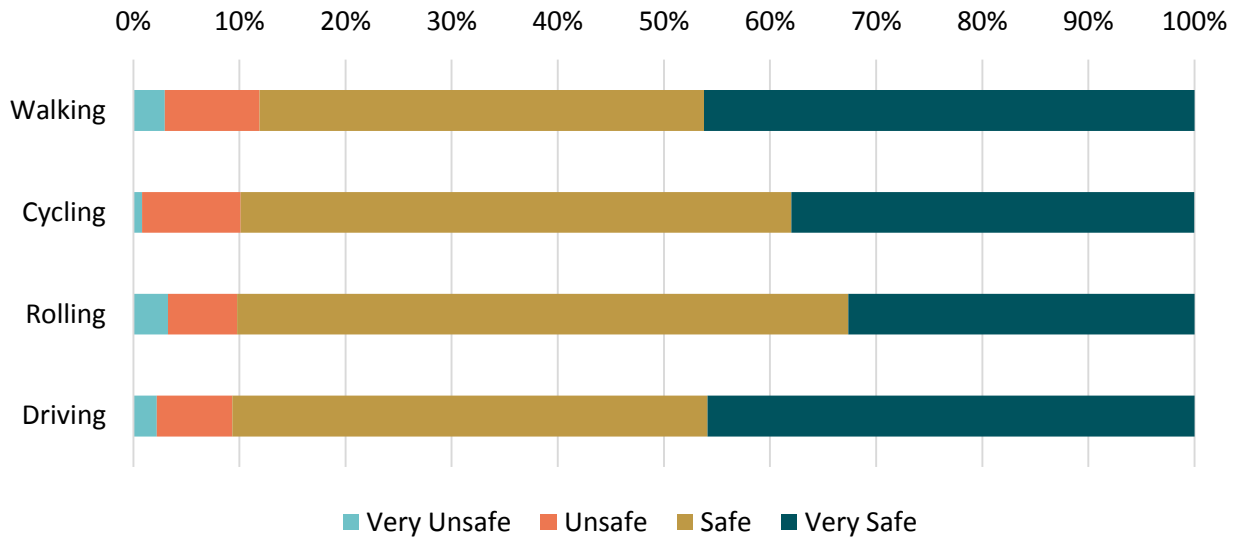
|       | Never | Weekly | Multiple times per week | Daily | Multiple times per day |
|-------|-------|--------|-------------------------|-------|------------------------|
| Walk  | 5%    | 12%    | 23%                     | 40%   | 21%                    |
| Cycle | 43%   | 27%    | 21%                     | 7%    | 2%                     |
| Roll  | 96%   | 2%     | 1%                      | 1%    | 0%                     |
| Drive | 0%    | 2%     | 25%                     | 28%   | 44%                    |
| Other | 72%   | 2%     | 13%                     | 6%    | 7%                     |



**Question 3: How safe do you and the members of your household feel when?**

Respondents were most likely to indicate that they felt safe rolling in their community (58%), followed by cycling (52%). Residents indicated that they feel very safe walking and driving in their community (46%).

**Figure 3: How safe do you and the members of your household feel when?**



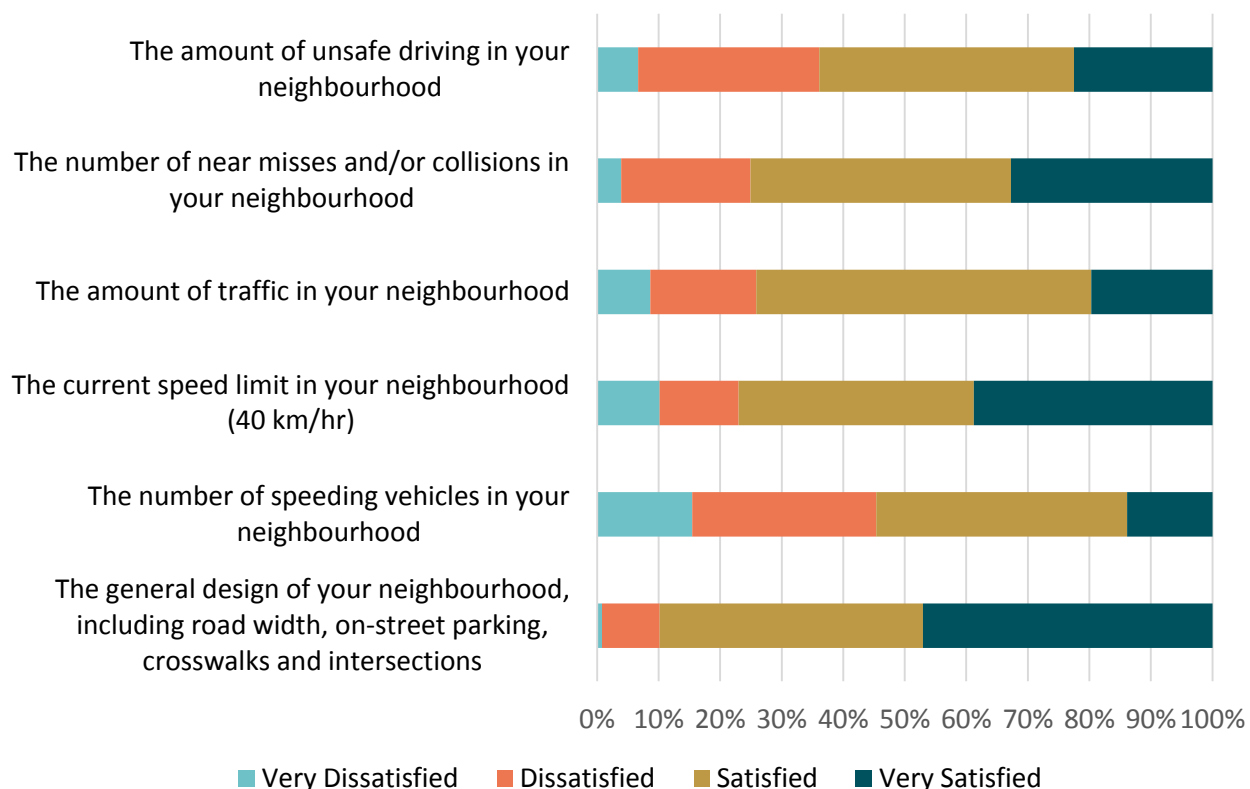
**Table 3: How safe do you and the members of your household feel when?**

|         | Very Unsafe | Unsafe | Safe | Very Safe |
|---------|-------------|--------|------|-----------|
| Walking | 3%          | 9%     | 42%  | 46%       |
| Cycling | 1%          | 9%     | 52%  | 38%       |
| Rolling | 3%          | 7%     | 58%  | 33%       |
| Driving | 2%          | 7%     | 45%  | 46%       |

**Question 4: What is your level of satisfaction with?**

Respondents were asked to rate their level of satisfaction with a number of factors. Respondents were the most satisfied with the general design of their neighbourhood, including road width, on-street parking, crosswalks and intersections (90%), and the least satisfied with the number of speeding vehicles in their neighbourhood (45%).

**Figure 4: What is your level of satisfaction with?**



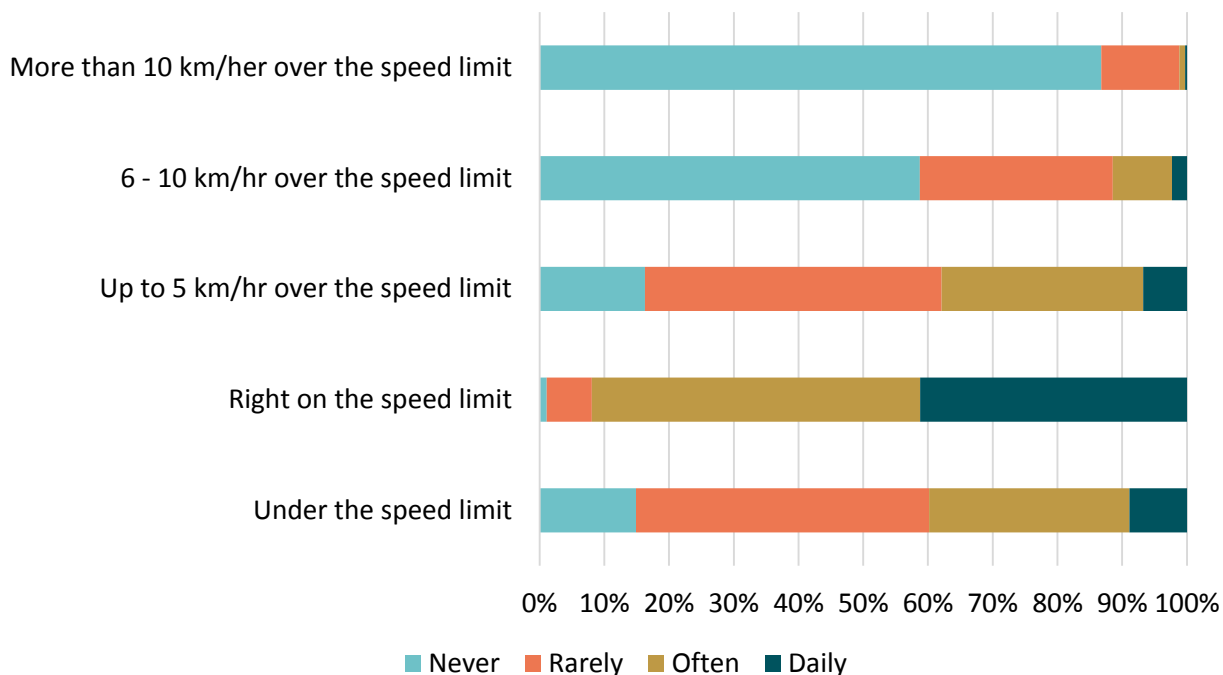
**Table 4: What is your level of satisfaction with?**

|   | Very Dissatisfied | Dissatisfied | Satisfied | Very Satisfied |
|---|-------------------|--------------|-----------|----------------|
| The general design of your neighbourhood, including road width, on-street parking, crosswalks and intersections | 1%                | 9%           | 43%       | 47%            |
| The number of speeding vehicles in your neighbourhood   | 15%               | 30%          | 41%       | 14%            |
| The current speed limit in your neighbourhood (40 km/h)   | 10%               | 13%          | 38%       | 39%            |
| The amount of traffic in your neighbourhood   | 9%                | 17%          | 54%       | 20%            |
| The number of near misses and/or collisions in your neighbourhood   | 4%                | 21%          | 42%       | 33%            |
| The amount of unsafe driving in your neighbourhood  | 7%                | 29%          | 41%       | 23%            |

**Question 5: Thinking about your driving in the last year, how often do you drive at the following speeds in your neighbourhood?**

Considering their driving in the past 12 months, respondents were most likely to indicate that they drive right at the speed limit daily (41%) and rarely or never between 6 – 10 km/h over the speed limit (59%), or more than 10 km/h over the speed limit (87%).

**Figure 1: Thinking about your driving in the last year, how often do you drive at the following speeds in your neighbourhood?**



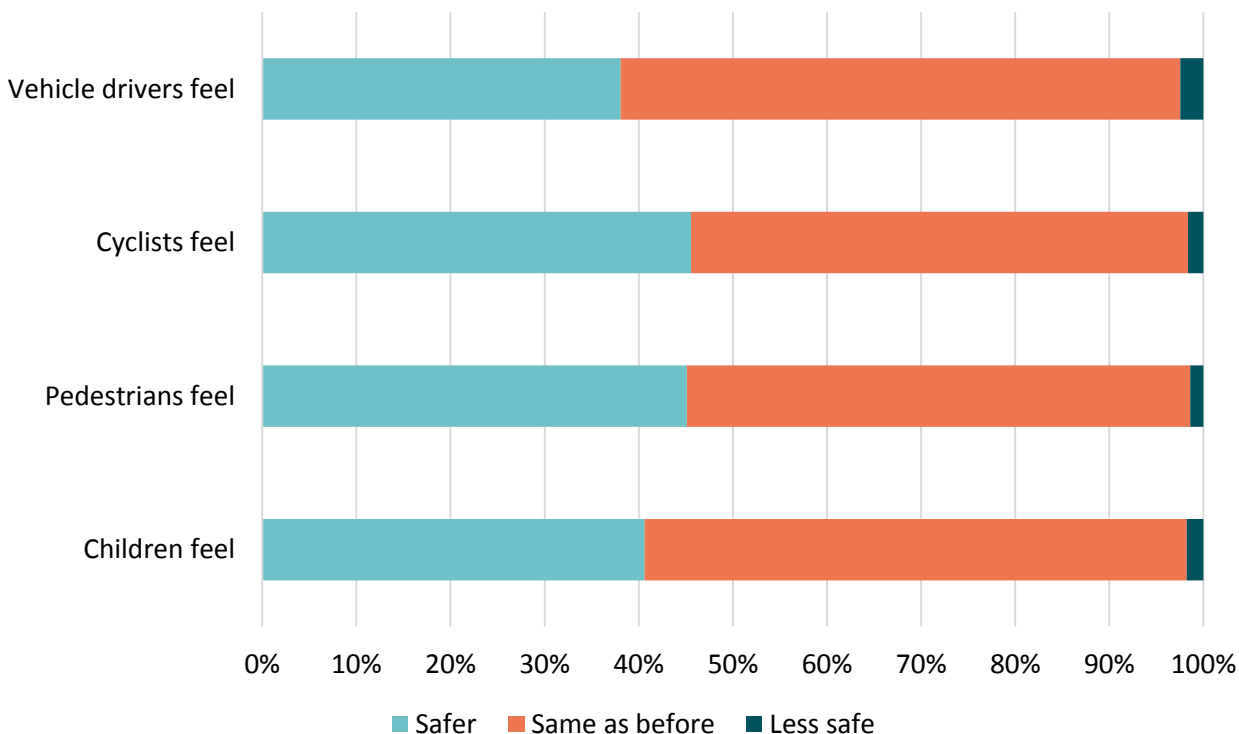
**Table 5: Thinking about your driving in the last year, how often do you drive at the following speeds in your neighbourhood?**

|  | Never | Rarely | Often | Daily |
|--|-------|--------|-------|-------|
| Under the speed limit                    | 15%   | 45%    | 31%   | 9%    |
| Right on the speed limit                 | 1%    | 7%     | 51%   | 41%   |
| Up to 5 km/h over the speed limit        | 16%   | 46%    | 21%   | 7%    |
| 6 - 10 km/h over the speed limit         | 59%   | 30%    | 9%    | 2%    |
| More than 10 km/her over the speed limit | 87%   | 12%    | 1%    | 0%    |

**Question 6: Since the speed limit reduction pilot project started, how do you think the reduced vehicle speed limit has impacted commuters sharing these transportation corridors?**

Since the implementation of the pilot project, the majority of children, pedestrians, cyclists, and drivers feel that the reduced speed limit has not made a difference in safety in the Crown Isle neighbourhood (53-59%), while 38-46% feel safer that before the pilot project.

**Figure 2: Since the speed limit reduction pilot project started, how do you think the reduced vehicle speed limit has impacted commuters sharing these transportation corridors?**



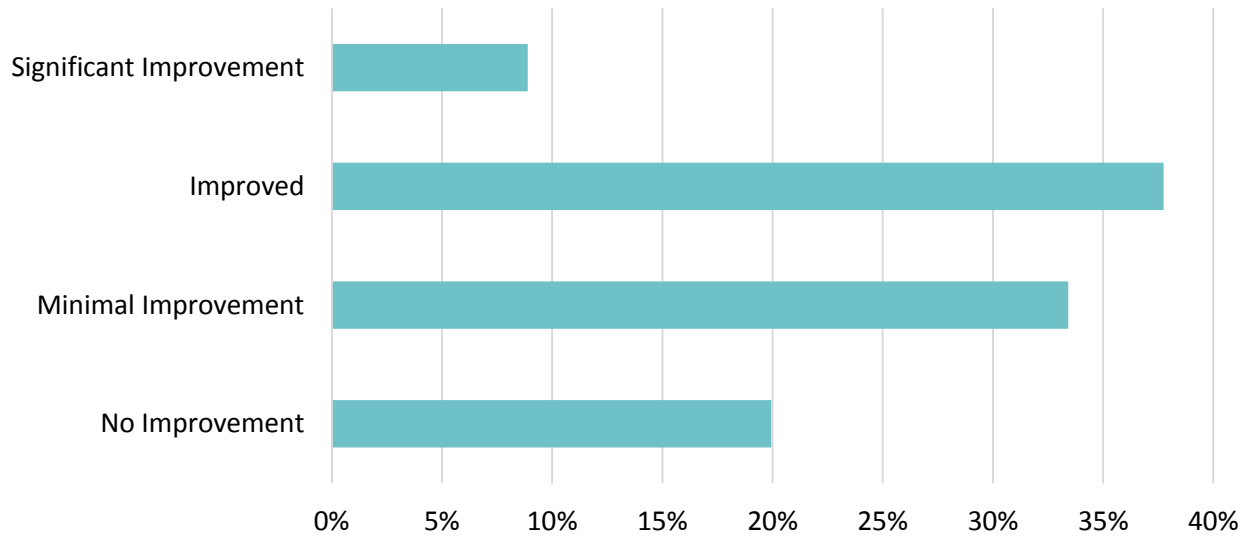
**Table 6: Since the speed limit reduction pilot project started, how do you think the reduced vehicle speed limit has impacted commuters sharing these transportation corridors?**

|                      | Safer | Same as before | Less safe |
|----------------------|-------|----------------|-----------|
| Children feel        | 41%   | 58%            | 2%        |
| Pedestrians feel     | 45%   | 54%            | 1%        |
| Cyclists feel        | 46%   | 53%            | 2%        |
| Vehicle drivers feel | 38%   | 59%            | 2%        |

**Question 7: How would you rate traffic speeds in your neighbourhood compared to before the new speed limit was implemented?**

Thirty-eight percent (38%) of respondents felt reducing the speed limit from 50 km/h to 40 km/h improved traffic speeds in their neighbourhood, while 33% felt there was only minimal improvement, and 20% felt there was no improvement at all.

**Figure 3: How would you rate traffic speeds in your neighbourhood compared to before the new speed limit was implemented?**



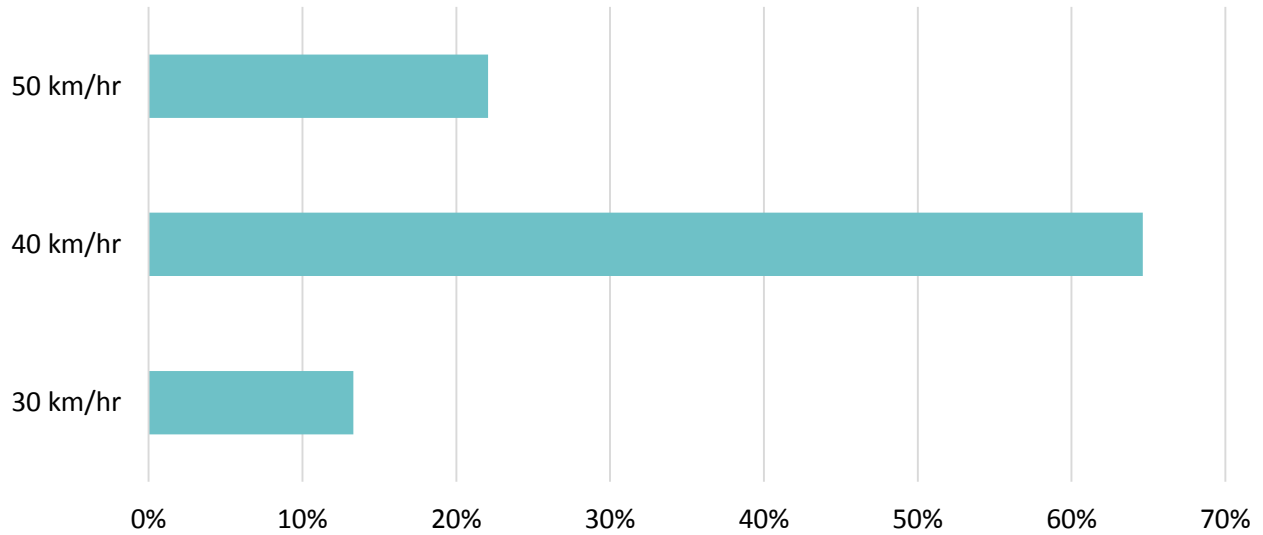
**Table 7: How would you rate traffic speeds in your neighbourhood compared to before the new speed limit was implemented?**

|                         |     |
|-------------------------|-----|
| No Improvement          | 20% |
| Minimal Improvement     | 33% |
| Improved                | 38% |
| Significant Improvement | 9%  |

**Question 8: Would you like to keep the reduced speed limit of 40 km/h, return the speed limit to 50 km/h, or further reduce it to 30 km/h?**

More than half of respondents (65%) felt the new speed limit was just right, while 22% felt it was too low.

**Figure 4: Would you like to keep the reduced speed limit of 40 km/h, return the speed limit to 50 km/h, or further reduce it to 30 km/h?**



**Table 8: Would you like to keep the reduced speed limit of 40 km/h, return the speed limit to 50 km/h, or further reduce it to 30 km/h?**

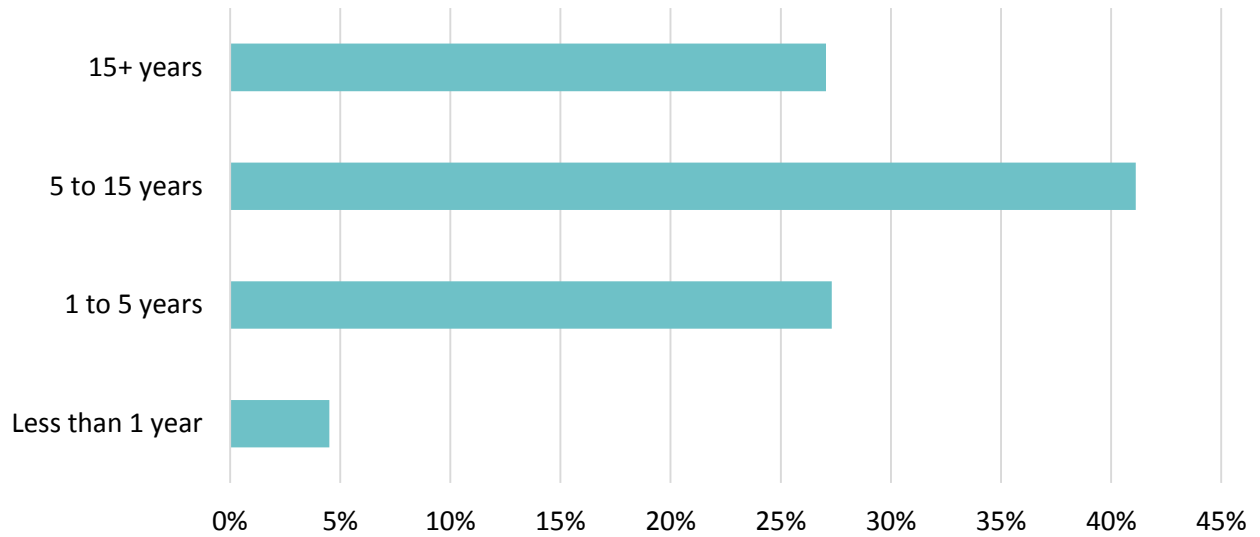
|         |     |
|---------|-----|
| 30 km/h | 13% |
| 40 km/h | 65% |
| 50 km/h | 22% |



**Question 9: How long have you lived in the Crown Isle neighbourhood?**

The majority of respondents (41%) indicated that they have lived in the Crown Isle Neighbourhood between 5-15 years.

**Figure 5: How long have you lived in the Crown Isle neighbourhood?**



**Table 9: How long have you lived in the Crown Isle neighbourhood?**

|                  |     |
|------------------|-----|
| Less than 1 year | 5%  |
| 1 to 5 years     | 27% |
| 5 to 15 years    | 41% |
| 15+ years        | 27% |

## Appendix D Crown Isle Speed Limit Reduction Pilot Project Speed and Collision Data

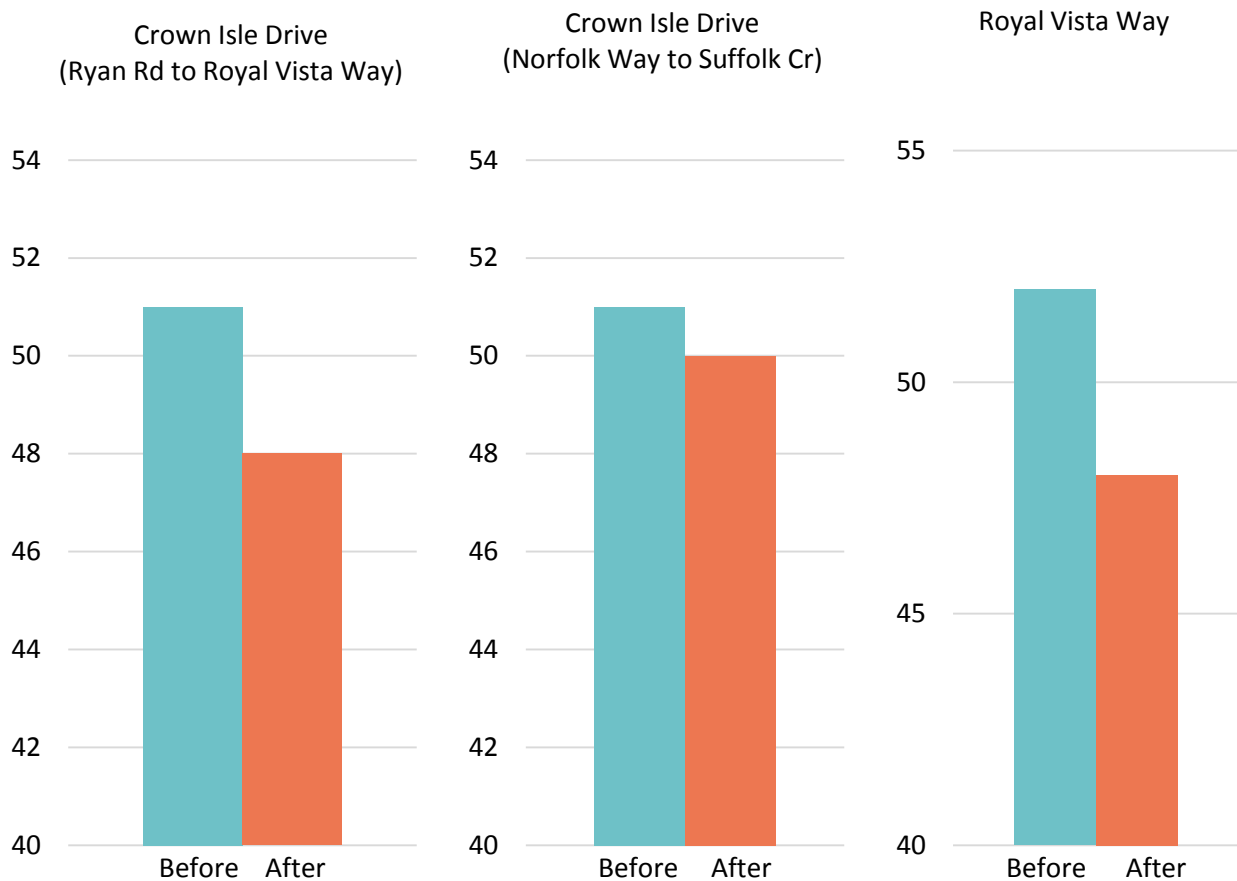
### Summary:

This appendix provides detailed speed and traffic results for the pilot project community in Crown Isle. Measurements were taken before and after the posted speed limit changed from 50 km/h to 40 km/h.

### Operating Speed (85<sup>th</sup> Percentile Speed)

Operating speeds in the Crown Isle neighbourhood decreased between 1-4 km/h after the implementation of the reduced speed limit. Concurrently, operating speeds on Crown Isle Drive between Norfolk Way and Suffolk Crescent reduced between 3-4 km/h. Royal Vista Way saw the largest reduction in operating speeds of 4 km/h.

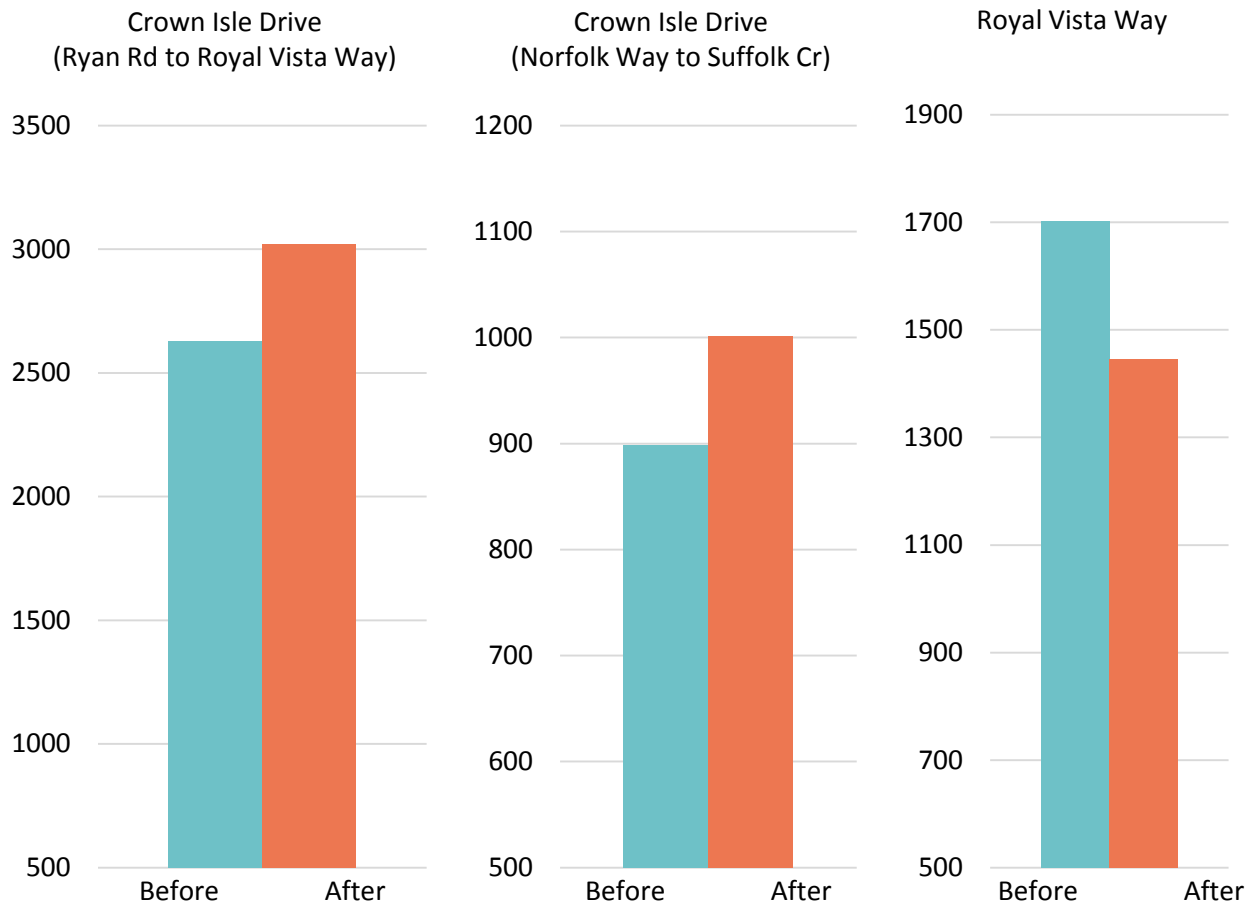
Figure 1: Operating Speed (85<sup>th</sup> Percentile Speed)



### Daily Vehicle Volumes

Once the 40 km/h reduced speed limit was implemented, the average number of vehicles per day increased by 15% on Crown Isle Drive between Ryan Road and Royal Vista Way, and by 11% on Crown Isle Drive between Norfolk Way and Suffolk Crescent. The average number of vehicles on Royal Vista Way decreased by 15%.

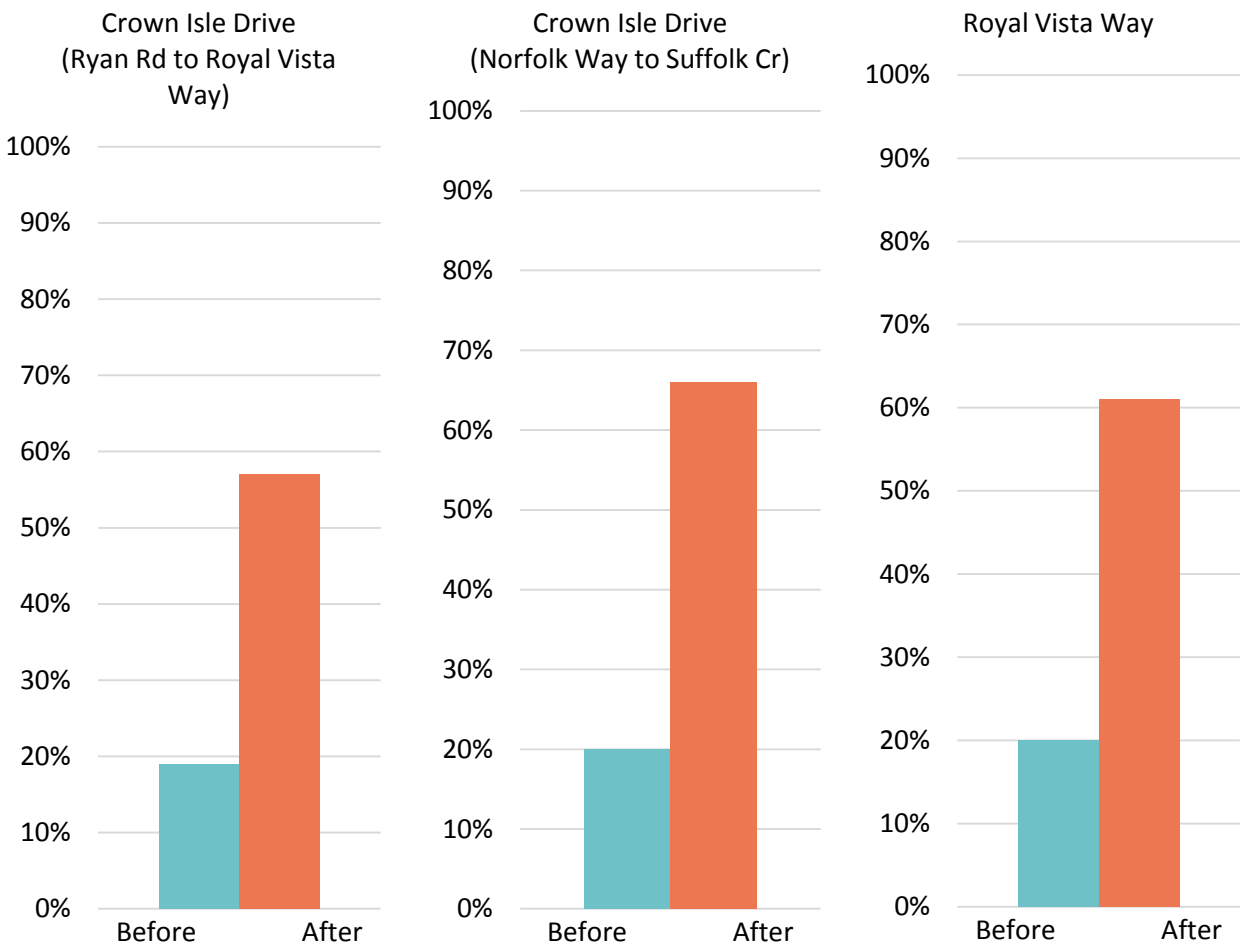
**Figure 2: Daily Vehicle Volumes**



### Percent Compliance with Reduced Speed Limit

The percent compliance to the posted speed limit decreased substantially after the implementation of the pilot project. Before the pilot project 19-20% of vehicles were speeding on Crown Isle Drive. Once the reduced speed limit was established the number of speeding vehicles increased to 57-66%. On Royal Vista Way the pre-pilot compliance was 20% and once the speed limit was reduced that increased to 61%.

**Figure 3: Percent Compliance with Reduced Speed Limit**



**Appendix E**  
**City-Wide Speed Reduction Roll Out**  
**Cost Analysis**

**Summary:**

This appendix provides implementation costs to roll out a similar pilot project across the City and in specific areas around schools (using a 1-km radius). School areas overlap and as a result are not mutually exclusive.

**Table 1: All City Implementation Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification             | Number of Signs by Road Length (centre-line) |            |           | Number of Signs by Road Type |           |             | Subtotals  |               |
|---------------------------------|--|------------|-----------|------------------------------|-----------|-------------|------------|---------------|
|                                 | Under 100m                                   | Under 200m | Over 200m | Entry Points                 | Dead-Ends | Cul-de-sacs | Sign Count | Install Costs |
| Arterial Major                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Arterial Minor                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Industrial/Commercial | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Residential           | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Industrial/Commercial     | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Residential               | 87   | 323        | 447       | 0                            | 51        | 105         | 857        | \$246,816     |
| Subtotals - sign counts         | 87   | 323        | 447       | 0                            | 51        | 105         |            |               |
| Subtotals - install costs       | \$25,056                                     | \$93,024   | \$128,736 | \$0                          | \$14,688  | \$30,240    |            |               |
| Grand Total                     |  |            |           |                              |           |             | 857        | \$246,816     |

**Table 2: School Zone 1: Arden Elementary Area Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification             | Number of Signs by Road Length (centre-line) |            |           | Number of Signs by Road Type |           |             | Subtotals  |               |
|---------------------------------|--|------------|-----------|------------------------------|-----------|-------------|------------|---------------|
|                                 | Under 100m                                   | Under 200m | Over 200m | Entry Points                 | Dead-Ends | Cul-de-sacs | Sign Count | Install Costs |
| Arterial Major                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Arterial Minor                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Industrial/Commercial | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Residential           | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Industrial/Commercial     | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Residential               | 2  | 12         | 12        | 0                            | 4         | 3           | 26         | \$7,488       |
| Subtotals - sign counts         | 2  | 12         | 12        | 0                            | 4         | 3           |            |               |
| Subtotals - install costs       | \$576  | \$3,456    | \$3,456   | \$0                          | \$1,152   | \$864       |            |               |
| Grand Total                     |  |            |           |                              |           |             | 26         | \$7,488       |

**Table 3: School Zone 2: Courtenay Elementary Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 42  | 109           | 125          | 0                               | 7             | 7               | 276           | \$79,488         |
| Subtotals - sign counts            | 42  | 109           | 125          | 0                               | 7             | 7               |               |                  |
| Subtotals - install costs          | \$12,096  | \$31,392      | \$36,000     | \$0                             | \$2,016       | \$2,016         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 276           | \$79,488         |

**Table 4: School Zone 3: Glacier View Secondary Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 4   | 44            | 85           | 0                               | 9             | 34              | 133           | \$38,304         |
| Subtotals - sign counts            | 4   | 44            | 85           | 0                               | 9             | 34              |               |                  |
| Subtotals - install costs          | \$1,152   | \$12,672      | \$24,480     | \$0                             | \$2,592       | \$9,792         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 133           | \$38,304         |



**Table 5: School Zone 4: Lake Trail Community School Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 21  | 74            | 79           | 0                               | 12            | 10              | 174           | \$50,112         |
| Subtotals - sign counts            | 21  | 74            | 79           | 0                               | 12            | 10              |               |                  |
| Subtotals - install costs          | \$6,048   | \$21,312      | \$22,752     | \$0                             | \$3,456       | \$2,880         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 174           | \$50,112         |

**Table 6: School Zone 5: Mark. R. Isfeld Secondary School Ecole Secondaire Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 6   | 67            | 84           | 0                               | 2             | 22              | 157           | \$45,216         |
| Subtotals - sign counts            | 6   | 67            | 84           | 0                               | 2             | 22              |               |                  |
| Subtotals - install costs          | \$1,728   | \$19,296      | \$24,192     | \$0                             | \$576         | \$6,336         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 157           | \$45,216         |

**Table 7: School Zone 6: Ecole Puntledge Park Elementary Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification             | Number of Signs by Road Length (centre-line) |            |           | Number of Signs by Road Type |           |             | Subtotals  |               |
|---------------------------------|--|------------|-----------|------------------------------|-----------|-------------|------------|---------------|
|                                 | Under 100m                                   | Under 200m | Over 200m | Entry Points                 | Dead-Ends | Cul-de-sacs | Sign Count | Install Costs |
| Arterial Major                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Arterial Minor                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Industrial/Commercial | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Residential           | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Industrial/Commercial     | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Residential               | 20   | 58         | 63        | 0                            | 14        | 9           | 141        | \$40,608      |
| Subtotals - sign counts         | 20   | 58         | 63        | 0                            | 14        | 9           |            |               |
| Subtotals - install costs       | \$5,760                                      | \$16,704   | \$18,144  | \$0                          | \$4,032   | \$2,592     |            |               |
| Grand Total                     |  |            |           |                              |           |             | 141        | \$40,608      |

**Table 8: School Zone 7: Queneesh Elementary Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification             | Number of Signs by Road Length (centre-line) |            |           | Number of Signs by Road Type |           |             | Subtotals  |               |
|---------------------------------|--|------------|-----------|------------------------------|-----------|-------------|------------|---------------|
|                                 | Under 100m                                   | Under 200m | Over 200m | Entry Points                 | Dead-Ends | Cul-de-sacs | Sign Count | Install Costs |
| Arterial Major                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Arterial Minor                  | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Industrial/Commercial | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Collector Residential           | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Industrial/Commercial     | 0  | 0          | 0         | 0                            | 0         | 0           | 0          | \$0           |
| Local Residential               | 2  | 28         | 45        | 0                            | 2         | 18          | 75         | \$21,600      |
| Subtotals - sign counts         | 2  | 28         | 45        | 0                            | 2         | 18          |            |               |
| Subtotals - install costs       | \$576  | \$8,064    | \$12,960  | \$0                          | \$576     | \$5,184     |            |               |
| Grand Total                     |  |            |           |                              |           |             | 75         | \$21,600      |

**Table 9: School Zone 8: Valley View Elementary Costs of Posted Speed Reduction from 50km/h to 40km/h**

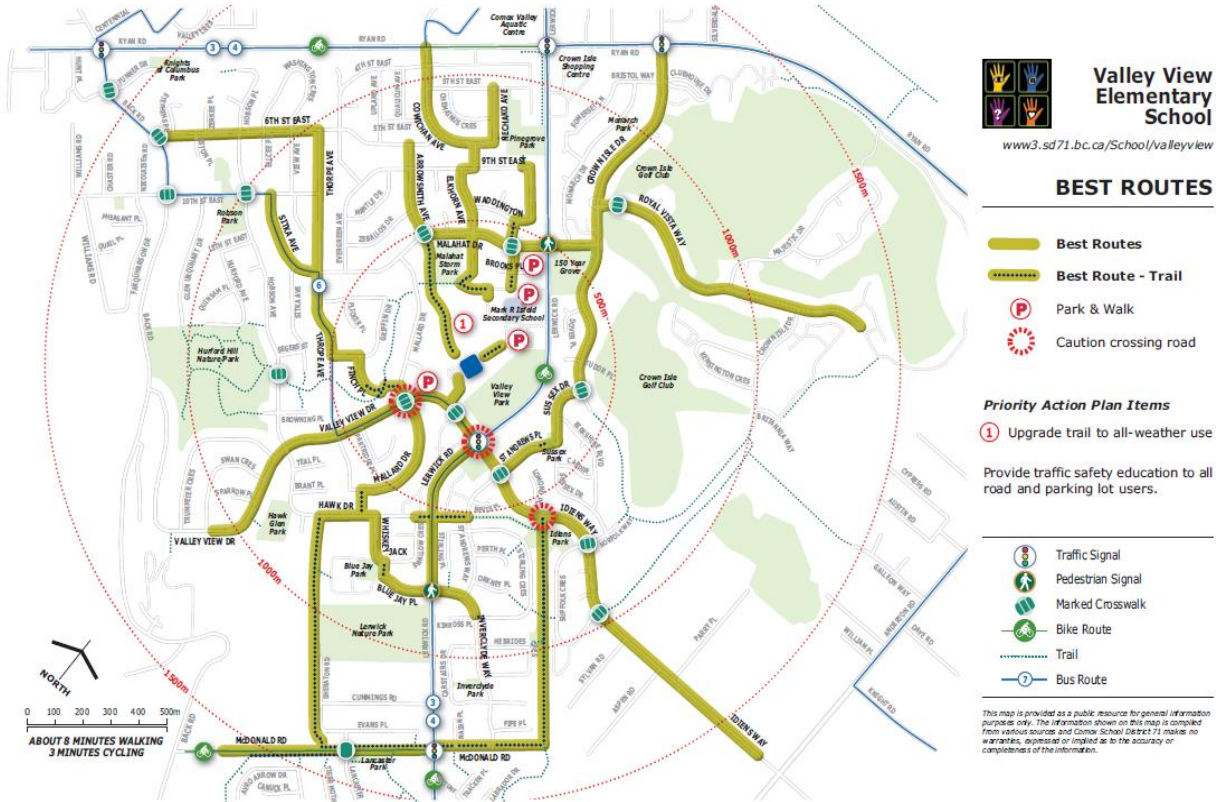
| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 5   | 66            | 93           | 0                               | 2             | 28              | 164           | \$47,232         |
| Subtotals - sign counts            | 5   | 66            | 93           | 0                               | 2             | 28              |               |                  |
| Subtotals - install costs          | \$1,440   | \$19,008      | \$26,784     | \$0                             | \$576         | \$8,064         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 164           | \$47,232         |

**Table 10: School Zone 9: Vanier Secondary Costs of Posted Speed Reduction from 50km/h to 40km/h**

| Road Classification                | Number of Signs<br>by Road Length (centre-line) |               |              | Number of Signs<br>by Road Type |               |                 | Subtotals     |                  |
|------------------------------------|---|---------------|--------------|---------------------------------|---------------|-----------------|---------------|------------------|
|                                    | Under<br>100m                                   | Under<br>200m | Over<br>200m | Entry<br>Points                 | Dead-<br>Ends | Cul-de-<br>sacs | Sign<br>Count | Install<br>Costs |
| Arterial Major                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Arterial Minor                     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector<br>Industrial/Commercial | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Collector Residential              | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local<br>Industrial/Commercial     | 0   | 0             | 0            | 0                               | 0             | 0               | 0             | \$0              |
| Local Residential                  | 2   | 8             | 24           | 0                               | 4             | 11              | 34            | \$9,792          |
| Subtotals - sign counts            | 2   | 8             | 24           | 0                               | 4             | 11              |               |                  |
| Subtotals - install costs          | \$576   | \$2,304       | \$6,912      | \$0                             | \$1,152       | \$3,168         |               |                  |
| Grand Total                        |   |               |              |                                 |               |                 | 34            | \$9,792          |

**Appendix F**  
**Example Best Routes to School Maps**

**1. Valley View Elementary School (2016)**



**2. Ecole Puntledge Park Elementary School (2016)**





## STAFF REPORT

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**To:** Council  
**From:** City Manager (CAO)  
**Subject:** 2023 Speed Display Device Program

**File No.:** 5400-13  
**Date:** October 25, 2023

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### PURPOSE:

This report provides Council with an update on the outcome of the 2023 Speed Reader Program and seeks support for the continuation of this initiative as an annual operational program.

### BACKGROUND:

Speed display devices (SDDs) are electronic devices that use radar to detect the speed of an approaching vehicle and display the speed on an LED message display. The intent of an SDD is to reduce the incidence of speeding by making drivers aware of their actual speed related to the posted speed limit.

Primarily funded through grant share agreements with ICBC's Road Improvement Program, the City owns and manages six portable solar powered pole-mounted SDDs and one portable trailer-mounted SDD.

At the inception of the City's SDD program, the devices were intended to remind motorists of the reduced speed limit in school zones. This is because SDDs have shown a sustained and statistically significant reduction in average speeds in school zones, ranging between 5 and 14 km/hr<sup>1</sup>. Drivers are often unaware when they are speeding due to inattentiveness or other factors. As such, the Speed Reader Program can improve road safety by alerting drivers of their travel speed and encourage compliance of the posted speed limit.

SDDs also collect speed and volume data throughout the City's transportation network. This data can then be used to study other traffic safety concerns, such as excessive 85<sup>th</sup> percentile speeds, neighbourhood safety concerns, traffic safety issues, and posted speed compliance issues in playground and construction zones.

### DISCUSSION:

Courtenay residents have consistently identified motor vehicle speeds on residential streets as an ongoing safety issue that needs to be addressed. As areas of concern are brought forward (e.g., through Council, the RCMP, ICBC, public inquiries, etc.) staff review the location, conduct a speed study and use the traffic speed and volume data to ascertain if there are traffic safety issues.

The portable mounting approach taken by Public Works Services with SDDs allows for exposure at numerous locations throughout the City, typically only for streets classified as local or collector. SDD placements are not intended to be permanent installations and are removed after two to four weeks. The current deployment schedule for the City's SDDs in 2023 is provided in Table 1 below.

The City's SSDs offer the greatest benefits when they are placed at a point where there is a reduction in the posted speed limit. Examples include school zones, playground zones and construction zones. As such, as a

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<sup>1</sup> "Module 2: Safe Roadway Designs to Protect All Road Users." *B.C. Community Road Safety Toolkit*, [www2.gov.bc.ca/assets/gov/driving-and-transportation/driving/consequences/vision-zero/resource-kit-community-road-safety-toolkit-module2.pdf](http://www2.gov.bc.ca/assets/gov/driving-and-transportation/driving/consequences/vision-zero/resource-kit-community-road-safety-toolkit-module2.pdf)

core mandate for the program, SDDs are installed in school zones. This occurs at the start of the school year in September, as well as the weeks immediately following spring break. These two times of year are fixed dates for the program as they are the most dangerous times for pedestrians, with more incidents occurring in these timeframes than any other.

Additional priorities in the 2023 schedule were neighbourhood speed management analysis. For example, the Crown Isle Speed Limit Reduction Pilot was complete in April 2023, the last remaining dataset was collected by SSDs and used for assessing project outcomes on speed and traffic volumes.

**Table 1: Radar Speed Display Device Schedule 2023**

| <b>Location</b>                                    | <b>Timing</b>                    | <b>Notes</b>             |
|--|----------------------------------|--------------------------|
| 1st Street at Puntledge Park                       | Jan 23 – Feb 10                  | Council priority         |
| 1st Street at Keenland Avenue                      | Jan 23 – Feb 10                  | Council priority         |
| Embleton Crescent at Malcolm Morrison Sr. Park     | Jan 23 – Feb 10                  | Playground zone          |
| Crown Isle (40 km/hr project)                      | Feb 10 – March 2                 | Study area               |
| Idiens Way (40 km/hr project)                      | Feb 10 – March 2                 | Study area               |
| Royal Vista Way (40 km/hr project)                 | Feb 10 – March 2                 | Study area               |
| 500 Block 3rd Street Westbound                     | Mar 8 – Apr 11                   | Council priority         |
| 500 Block 3rd Street Eastbound                     | Mar 8 – Apr 11                   | Council priority         |
| Queenesh Elementary School                         | Apr 12-May 3 & Sept 5 to present | School zone, fixed dates |
| Valley View Elementary School                      | Apr 12-May 3 & Sept 5 to present | School zone, fixed dates |
| Arden Elementary School                            | Apr 12-May 3 & Sept 5 to present | School zone, fixed dates |
| Courtenay Elementary School                        | Apr 12-May 3 & Sept 5 to present | School zone, fixed dates |
| Lake Trail Road & Lake Trail Community School      | Apr 12-May 3 & Sept 5 to present | School zone, fixed dates |
| Cousins Avenue at 22 <sup>nd</sup> Street          | May 9 – June 5                   | Neighbourhood concerns   |
| 26 <sup>th</sup> Street near Piercy Avenue         | May 9 – June 5                   | Neighbourhood concerns   |
| South End of Lerwick Road                          | May 9 – June 5                   | RCMP Support             |
| McDonald Road at Sheraton Avenue                   | May 9 – June 5                   | Playground zone          |
| Mansfield Drive at Sky Park Playground             | May 9 – June 5                   | Playground zone          |
| Island Highway North (Dingwall Road and Muir Road) | June 19 – July 24                | Council priority         |
| Muir Road at Sandwick Park                         | June 19 – July 24                | Playground zone          |
| Dingwall Road at Northland Place                   | June 19 – July 24                | Playground zone          |
| 1700 Block McLauchlin Drive                        | June 19 – July 24                | Neighbourhood concerns   |



| Location      | Timing           | Notes                  |
|---------------|------------------|------------------------|
| Back Road     | July 27 – Aug 16 | Neighbourhood concerns |
| Hobson Avenue | July 27 – Aug 16 | Playground zone        |

Analysis

The purpose of this evaluation is to provide a high-level summary of the recommended strategies from the 2023 program locations for 2024, should Council direct staff to continue implementing the speed reader program. The scale used to grade each location is described below.

**Table 2: 2023 Speed Reader Program Evaluation Criteria**

| Operating Speed Criteria (85 <sup>th</sup> Percentile Speed)   | Category |
|--|----------|
| 10 km/hr or greater above posted speed limit   | Red      |
| 6 – 9 km/h above posted speed limit  | Yellow   |
| 0 – 5 km/h above posted speed limit  | Green    |
| Volume Criteria  |          |
| Local roads: > 1,000 vehicles per day;<br>Collector roads: > 8,000 vehicles per day;<br>Minor arterial roads: > 5,000 vehicles per day;<br>Major arterial roads (e.g., Lerwick, Island HWY N): > 10,000 vehicles per day | Red      |
| Local roads: 1,000 vehicles per day;<br>Collector roads: 8,000 vehicles per day;<br>Minor arterial roads: 5,000 vehicles per day;<br>Major arterial roads (e.g., Lerwick, Island HWY N): 10,000                          | Yellow   |
| Local roads: < 1,000 vehicles per day;<br>Collector roads: > 8,000 vehicles per day;<br>Minor arterial roads: < 5,000 vehicles per day;<br>Major arterial roads (e.g., Lerwick, Island HWY N): < 10,000                  | Green    |
| Collision Criteria   |          |
| An average of 3 or more incidents per year over five years   | Red      |
| More than zero incidents, less than 3 incidents per year over five years   | Yellow   |
| Zero incidents over five years   | Green    |

Further, collision data was refined to exclude incidents classified on driveways or in parking lots while including incidents with animals and unknowns.

A summary of the strategies recommended by staff is provided below for the 2024 speed reader program.

Locations with one or more categories that are not green are recommended for continued monitoring. Additionally, locations with red operating speeds (10 km/hr or greater above posted speed limit) are recommended to be provided to the RCMP for speed monitoring as part of the City’s regular ongoing crash reduction task force.

Locations with all green categories are recommended to be removed from the speed reader program, should Council direct staff to continue the program in 2024. Locations where data collection activities resulted in corrupted data are also recommended to be repeated. A proposed schedule for 2024 is included in Appendix B.

**Table 3: 2023 Speed Reader Program Results**

| Location   | Posted Speed | Speed (85 <sup>th</sup> percentile) | Volume (Vehicles per day) | Collisions (5-year average) | Strategy                    |
|--|--------------|-------------------------------------|---------------------------|-----------------------------|-----------------------------|
| 1st Street at Puntledge Park                           | 30 km/h      | 42 km/h                             | 2,399                     | 0.6                         | Speed Enforcement & Monitor |
|  | 50 km/h      | 47 km/h                             |                           |                             |                             |
| 1st Street at Keenland Avenue                          | 50 km/h      | 56 km/h                             | 2,275                     | 0.4                         | Speed Enforcement & Monitor |
| Embleton Crescent at Malcolm Morrison Sr. Park         | 30 km/h      | 35 km/h                             | 258                       | 0.2                         | Monitor                     |
|  | 50 km/h      | 40 km/h                             |                           |                             |                             |
| Crown Isle (40 km/hr project)                          | 40 km/h      | 48 km/h                             | 2,292                     | 0.6                         | Monitor (as Pilot)          |
| Idiens Way (40 km/hr project)                          | 50 km/h      | 45 km/h                             | 851                       | 0.4                         | Monitor (as Pilot)          |
| Royal Vista Way (40 km/hr project)                     | 40 km/h      | 47 km/h                             | 1,746                     | 0.4                         | Monitor (as Pilot)          |
| 500 Block 3rd Street - westbound                       | 50 km/h      | 38 km/h                             | 329                       | 0                           | Remove                      |
| 500 Block 3rd Street - eastbound                       | 50 km/h      | 41 km/h                             | 252                       | 0                           | Remove                      |
| Queneesh Elementary School (April 12 – May 3, 2023)    | 30 km/h      | 35 km/h                             | 3,518                     | 0.6                         | Monitor                     |
|  | 50 km/h      | 30 km/h                             |                           |                             |                             |
| Queneesh Elementary School (Sept 5 – Oct 10, 2023)     | 30 km/h      | 37 km/h                             | 1,088                     | 0.6                         | Monitor                     |
|  | 50 km/h      | 30 km/h                             |                           |                             |                             |
| Valley View Elementary School (April 12 – May 3, 2023) | 30 km/h      | 37 km/h                             | 538                       | 0.6                         | Speed Enforcement & Monitor |
|  | 50 km/h      | 38 km/h                             |                           |                             |                             |

| Location   | Posted Speed | Speed (85 <sup>th</sup> percentile) | Volume (Vehicles per day) | Collisions (5-year average) | Strategy                    |
|--|--------------|-------------------------------------|---------------------------|-----------------------------|-----------------------------|
| Valley View Elementary School (Sept 5 – Oct 10, 2023)                  | 30 km/h      | 45 km/h                             | 2,518                     | 0.6                         | Speed Enforcement & Monitor |
|  | 50 km/h      | 49 km/h                             |                           |                             |                             |
| Arden Elementary School (April 12 – May 3, 2023)                       | 30 km/h      | 44 km/h                             | 3,452                     | 3.6                         | Speed Enforcement & Monitor |
|  | 50 km/h      | 60 km/h                             |                           |                             |                             |
| Arden Elementary School (Sept 5 – Oct 10, 2023)                        | 30 km/h      | 42 km/h                             | 1,898                     | 3.6                         | Speed Enforcement & Monitor |
|  | 50 km/h      | 58 km/h                             |                           |                             |                             |
| Courtenay Elementary School (April 12 – May 3, 2023)                   | 30 km/h      | 38 km/h                             | 2,122                     | 2.2                         | Monitor                     |
|  | 50 km/h      | 47 km/h                             |                           |                             |                             |
| Courtenay Elementary School (Sept 5 – Oct 10, 2023)                    | 30 km/h      | 39 km/h                             | 1,600                     | 2                           | Monitor                     |
|  | 50 km/h      | 47 km/h                             |                           |                             |                             |
| Lake Trail Road & Lake Trail Community School (April 12 – May 3, 2023) | 30 km/h      | 41 km/h                             | 4,114                     | 2                           | Speed Enforcement & Monitor |
|  | 50 km/h      | 55 km/h                             |                           |                             |                             |
| Lake Trail Road & Lake Trail Community School (Sept 5 – Oct 20, 2023)  | 30 km/h      | 43 km/h                             | 3,776                     | 2                           | Speed Enforcement & Monitor |
|  | 50 km/h      | 56 km/h                             |                           |                             |                             |
| Cousins Avenue at 22 <sup>nd</sup> Street                              | 50 km/h      | 48 km/h                             | 2,442                     | 1.2                         | Monitor                     |
| 26 <sup>th</sup> Street near Piercy Avenue                             | 50 km/h      | 54 km/h                             | 5,086                     | 1.4                         | Speed Enforcement & Monitor |
| South End of Lerwick Road  | 60 km/h      | 64 km/h                             | 10,826                    | 4.2                         | Monitor                     |
| McDonald Road at Sheraton Avenue                                       | 30 km/h      | 47 km/h                             | 2,984                     | 1                           | Speed Enforcement & Monitor |
|  | 50 km/h      | 50 km/h                             |                           |                             |                             |
| Mansfield Drive at Sky Park Playground                                 | 30 km/h      | 37 km/h                             | 1,074                     | 1                           | Monitor                     |
|  | 50 km/h      | 34 km/h                             |                           |                             |                             |
| Island Highway North (Dingwall Road and Muir Road - 50 km/r zone)      | 50 km/h      | 67 km/h                             | 7,043                     | 3.6                         | Speed Enforcement & Monitor |
| Muir Road at Sandwick Park   | 30 km/h      | 41 km/h                             | 3,264                     | 2                           | Speed Enforcement & Monitor |
|  | 50 km/h      | 43 km/h                             |                           |                             |                             |

| Location                         | Posted Speed | Speed (85 <sup>th</sup> percentile) | Volume (Vehicles per day) | Collisions (5-year average) | Strategy                    |
|----------------------------------|--------------|-------------------------------------|---------------------------|-----------------------------|-----------------------------|
| Dingwall Road at Northland Place | 30 km/h      | Data Error                          | Data Error                | 1.4                         | Repeat                      |
|                                  | 50 km/h      |                                     |                           |                             |                             |
| 1700 Block McLauchlin Drive      | 50 km/h      | 55 km/h                             | 1,795                     | 1.8                         | Monitor                     |
| Back Road                        | 50 km/h      | 61 km/h                             | 2,877                     | 2.4                         | Speed Enforcement & Monitor |
| Hobson Avenue                    | 50 km/h      | 46 km/h                             | 1,482                     | 0.2                         | Monitor                     |

**POLICY ANALYSIS:**

The evaluation criteria used in this report to develop and propose a strategy for 2024 is recommended to be further developed into a point-based system to provide additional detail for prioritization. The evaluation criteria can be further developed to a Courtenay-based model as more data becomes available for reference. This is recommended to be included in the City’s Traffic Calming Policy that will be presented to Council for consideration in the spring of 2024.

**FINANCIAL IMPLICATIONS:**

This program is currently accommodated in the 2024 financial plan and the speed readers are managed by operational staff. The purchase of additional speed readers is not anticipated, however expanding the program beyond its current capacity would require expenditures of approximately \$4,000 for each device.

If a speeding problem persists after several attempts are made to slow traffic through the use of speed readers and speed enforcement, more permanent solutions can be examined including traffic calming. These projects would be more complex and as such, larger capital budget requests may result in the future.

**ADMINISTRATIVE IMPLICATIONS:**

The City’s Speed Display Device Program is not an enforcement program nor is it a speed deterrent. However, it is one tool that can be used to address aggressive driving on certain streets. Additional focus on community expectations around enforcement will be required with the continued implementation of this program. Staff do not anticipate being able to manage community expectations without support from the RCMP for speed enforcement.

Further information on managing more permanent solutions including infrastructure improvements will be brought forward in the City’s Traffic Calming Policy for review including guidelines and procedures.

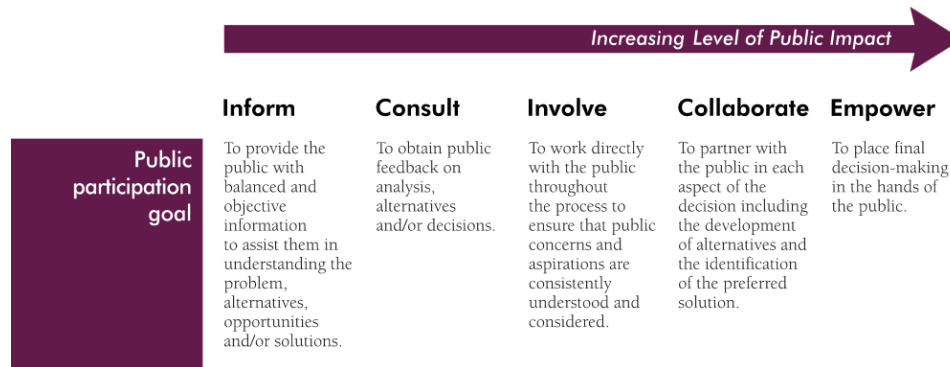
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Streets and Transportation - Develop traffic calming plans, related policies, and specific implementation when and where, speed limits, school zones, cycling education/awareness

**PUBLIC ENGAGEMENT:**

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



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**OPTIONS:**

1. THAT Council direct staff to continue to operationalize the speed display device program and;

THAT Council direct staff to remove the locations that are recommended for a “remove” strategy for the next three years and return to the locations that are recommended for a “monitor” and “repeat” strategy and;

FURTHER THAT Council direct staff to request RCMP speed enforcement for the locations that are recommended for a “speed enforcement” strategy.

2. THAT council provide alternate direction.
3. THAT Council receive this report for information only.

Prepared by: Michael Wright, MPA, P. Eng, Manager of Transportation & Fleet  
Reviewed by: Kyle Shaw, ASCT, CPWI, CWP, CWWP, Director of Public Works Services  
Concurrence: Geoff Garbutt, M.PI., MCIP, RPP, City Manager (CAO)

**Appendix A – Speed Reader Data**

Location: 1st Street @ Puntledge Park, EB Report Period: 2023-01-23 to 2023-02-10  
 Address: 1190, 1st Street Total Vehicle Count: 25261  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 1/23/2023 | 967           | 10%                   | 90%                            | 5%                               | 65               | 45               |
| 1/24/2023 | 1440          | 3%                    | H 97 %                         | 3%                               | 65               | 45               |
| 1/25/2023 | 1494          | 3%                    | H 97 %                         | 3%                               | 62               | 44               |
| 1/26/2023 | 1491          | 4%                    | 96%                            | 4%                               | 60               | 44               |
| 1/27/2023 | H 1590        | 4%                    | 96%                            | 4%                               | 65               | 44               |
| 1/28/2023 | 1328          | 6%                    | 94%                            | 6%                               | 72               | H 46             |
| 1/29/2023 | 1283          | 5%                    | 95%                            | 5%                               | 65               | H 46             |
| 1/30/2023 | 1386          | 4%                    | 96%                            | 3%                               | 67               | 45               |
| 1/31/2023 | 1334          | 54%                   | 46%                            | 23%                              | 64               | 41               |
| 2/1/2023  | 1451          | H 61 %                | 39%                            | 24%                              | H 77             | 43               |
| 2/2/2023  | 1483          | 59%                   | 41%                            | H 25 %                           | 60               | 43               |
| 2/3/2023  | 1447          | 57%                   | 43%                            | H 25 %                           | 67               | 43               |
| 2/4/2023  | 1223          | 60%                   | 40%                            | 24%                              | 61               | 44               |
| 2/5/2023  | 1167          | H 61 %                | 39%                            | H 25 %                           | 74               | 43               |
| 2/6/2023  | 1412          | 59%                   | 41%                            | H 25 %                           | 63               | 41               |
| 2/7/2023  | 1462          | 55%                   | 45%                            | H 25 %                           | 63               | 42               |
| 2/8/2023  | 1478          | 56%                   | 44%                            | 24%                              | 62               | 43               |
| 2/9/2023  | 1459          | 51%                   | 49%                            | 22%                              | 67               | 41               |
| 2/10/2023 | 366           | 48%                   | 52%                            | 24%                              | 58               | 41               |
| Summary   | SUM: 25261    | AVG: 35 %             | AVG: 65 %                      | AVG: 16 %                        |                  | AVG: 43 km/h     |



Location: 1st Street @ Puntledge Park, WB  
 Address: 1190, 1st Street  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

Report Period: 2023-01-23 to 2023-02-10  
 Total Vehicle Count: 31816

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 1/23/2023 | 1355          | 68%                   | 32%                            | 12%                              | 80               | H 48             |
| 1/24/2023 | H 2857        | 65%                   | 35%                            | 13%                              | 78               | 47               |
| 1/25/2023 | 1685          | 78%                   | 22%                            | 17%                              | 67               | 45               |
| 1/26/2023 | 1945          | 72%                   | 28%                            | 15%                              | H 82             | 46               |
| 1/27/2023 | 1889          | 78%                   | 22%                            | 16%                              | 67               | 46               |
| 1/28/2023 | 1480          | 82%                   | 18%                            | 15%                              | 66               | H 48             |
| 1/29/2023 | 1390          | H 85 %                | 15%                            | 16%                              | 65               | H 48             |
| 1/30/2023 | 1576          | 79%                   | 21%                            | 17%                              | 63               | 46               |
| 1/31/2023 | 1526          | 73%                   | 27%                            | 23%                              | 72               | 43               |
| 2/1/2023  | 1558          | 61%                   | 39%                            | 23%                              | 73               | 44               |
| 2/2/2023  | 1747          | 60%                   | 40%                            | 23%                              | 78               | 45               |
| 2/3/2023  | 1835          | 53%                   | 47%                            | 22%                              | 66               | 44               |
| 2/4/2023  | 1549          | 56%                   | 44%                            | 19%                              | 67               | 44               |
| 2/5/2023  | 1232          | 69%                   | 31%                            | H 26 %                           | 78               | 45               |
| 2/6/2023  | 1592          | 60%                   | 40%                            | 24%                              | 65               | 43               |
| 2/7/2023  | 1777          | 56%                   | 44%                            | 22%                              | 68               | 44               |
| 2/8/2023  | 2053          | 58%                   | 42%                            | 19%                              | 77               | 45               |
| 2/9/2023  | 1992          | 51%                   | 49%                            | 20%                              | 79               | 44               |
| 2/10/2023 | 778           | 48%                   | H 52 %                         | 21%                              | 77               | 44               |
| Summary   | SUM: 31816    | AVG: 66 %             | AVG: 34 %                      | AVG: 19 %                        |                  | AVG: 45 km/h     |

Location: 1st Street @ Keeneland, EB  
 Address: 2079, 1st Street  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-01-23 to 2023-02-10  
 Total Vehicle Count: 17906

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 1/23/2023 | 873           | H 55 %                | 45%                            | 36%                              | 80               | 56               |
| 1/24/2023 | 1038          | 52%                   | 48%                            | H 43 %                           | 75               | 57               |
| 1/25/2023 | 1070          | 48%                   | 52%                            | 41%                              | 75               | 57               |
| 1/26/2023 | 1106          | 52%                   | 48%                            | H 43 %                           | 79               | 57               |
| 1/27/2023 | H 1119        | 51%                   | 49%                            | 42%                              | 80               | 57               |
| 1/28/2023 | 871           | 52%                   | 48%                            | 41%                              | 76               | H 58             |
| 1/29/2023 | 919           | 52%                   | 48%                            | 42%                              | 76               | H 58             |
| 1/30/2023 | 1035          | 54%                   | 46%                            | H 43 %                           | 86               | H 58             |
| 1/31/2023 | 899           | 41%                   | 59%                            | 6%                               | 85               | 55               |
| 2/1/2023  | 1058          | 43%                   | 57%                            | 0%                               | H 93             | 56               |
| 2/2/2023  | 1110          | 48%                   | 52%                            | 0%                               | 82               | 57               |
| 2/3/2023  | 1024          | 47%                   | 53%                            | 0%                               | 75               | 57               |
| 2/4/2023  | 723           | 52%                   | 48%                            | 0%                               | 77               | H 58             |
| 2/5/2023  | 802           | 49%                   | 51%                            | 0%                               | 72               | 57               |
| 2/6/2023  | 944           | 49%                   | 51%                            | 0%                               | 75               | 57               |
| 2/7/2023  | 1021          | 52%                   | 48%                            | 0%                               | 78               | 57               |
| 2/8/2023  | 1067          | 48%                   | 52%                            | 0%                               | 87               | 56               |
| 2/9/2023  | 1049          | 46%                   | 54%                            | 0%                               | 75               | 56               |
| 2/10/2023 | 178           | 16%                   | H 84 %                         | 0%                               | 66               | 51               |
| Summary   | SUM: 17906    | AVG: 48 %             | AVG: 52 %                      | AVG: 18 %                        |                  | AVG: 57 km/h     |

Location: 1st Street @ Keeneland, WB  
 Address: 2079, 1st Street  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-01-23 to 2023-02-10  
 Total Vehicle Count: 11467

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 1/23/2023 | 700           | 46%                   | 54%                            | 27%                              | H 85             | 56               |
| 1/24/2023 | 1046          | H 51 %                | 49%                            | H 43 %                           | 78               | 56               |
| 1/25/2023 | 1088          | 42%                   | 58%                            | 35%                              | 72               | 55               |
| 1/26/2023 | 1119          | 45%                   | 55%                            | 38%                              | 71               | 56               |
| 1/27/2023 | H 1156        | 43%                   | 57%                            | 37%                              | 76               | 56               |
| 1/28/2023 | 885           | 45%                   | 55%                            | 36%                              | 75               | 57               |
| 1/29/2023 | 877           | 47%                   | 53%                            | 39%                              | 72               | 57               |
| 1/30/2023 | 991           | 47%                   | 53%                            | 40%                              | 74               | 56               |
| 1/31/2023 | 913           | 36%                   | 64%                            | 9%                               | 73               | 55               |
| 2/5/2023  | 437           | 43%                   | 57%                            | 0%                               | 74               | 56               |
| 2/6/2023  | 1031          | 41%                   | 59%                            | 0%                               | 82               | 56               |
| 2/7/2023  | 1088          | 39%                   | 61%                            | 0%                               | 71               | 56               |
| 2/8/2023  | 11            | 45%                   | 55%                            | 0%                               | 65               | H 60             |
| 2/10/2023 | 125           | 3%                    | H 97 %                         | 0%                               | 57               | 45               |
| Summary   | SUM: 11467    | AVG: 41 %             | AVG: 59 %                      | AVG: 22 %                        |                  | AVG: 56 km/h     |



Location: Crown Isle Drive @ 873 (NB traffic)  
 Address: 873, Crown Isle Drive  
 Speed Limit: From schedule 40 km/h

Report Period: 2023-02-10 to 2023-03-02  
 Total Vehicle Count: 10739

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 2/10/2023 | 137           | H 50 %                | 50%                            | 24%                              | 53               | 43               |
| 2/11/2023 | 379           | 40%                   | 60%                            | 38%                              | 53               | 44               |
| 2/12/2023 | 315           | 32%                   | 68%                            | 30%                              | 56               | 44               |
| 2/13/2023 | 467           | 33%                   | 67%                            | 32%                              | 53               | 43               |
| 2/14/2023 | 708           | 31%                   | 69%                            | 28%                              | 55               | 43               |
| 2/15/2023 | 559           | 35%                   | 65%                            | 33%                              | 53               | 44               |
| 2/16/2023 | 659           | 28%                   | 72%                            | 27%                              | 53               | 43               |
| 2/17/2023 | 439           | 40%                   | 60%                            | 39%                              | 56               | 44               |
| 2/18/2023 | 443           | 35%                   | 65%                            | 33%                              | 52               | 44               |
| 2/19/2023 | 386           | 38%                   | 62%                            | 37%                              | 52               | 44               |
| 2/20/2023 | 343           | 34%                   | 66%                            | 32%                              | 57               | 43               |
| 2/21/2023 | 622           | 43%                   | 57%                            | H 42 %                           | 55               | 44               |
| 2/22/2023 | 491           | 40%                   | 60%                            | 38%                              | 54               | H 45             |
| 2/23/2023 | 472           | 40%                   | 60%                            | 38%                              | 56               | H 45             |
| 2/24/2023 | 519           | 40%                   | 60%                            | 37%                              | 57               | 44               |
| 2/25/2023 | 456           | 17%                   | H 83 %                         | 16%                              | 53               | 41               |
| 2/26/2023 | 407           | 30%                   | 70%                            | 27%                              | 53               | 43               |
| 2/27/2023 | 638           | 35%                   | 65%                            | 34%                              | 55               | 44               |
| 2/28/2023 | 744           | 35%                   | 65%                            | 32%                              | H 58             | 44               |
| 3/1/2023  | 644           | 28%                   | 72%                            | 25%                              | 56               | 43               |
| 3/2/2023  | H 911         | 22%                   | 78%                            | 21%                              | 54               | 42               |
| Summary   | SUM: 10739    | AVG: 35 %             | AVG: 65 %                      | AVG: 32 %                        |                  | AVG: 44 km/h     |

Location: Crown Isle Drive @ 873 (SB traffic) Report Period: 2023-02-10 to 2023-03-02  
 Address: 873 Crown Isle Drive Total Vehicle Count: 25529  
 Speed Limit: From schedule 40 km/h

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 2/10/2023 | 574           | H 83 %                | 17%                            | 43%                              | H 78             | H 52             |
| 2/11/2023 | 1167          | 77%                   | 23%                            | 55%                              | 73               | 51               |
| 2/12/2023 | 981           | 81%                   | 19%                            | 54%                              | 64               | H 52             |
| 2/13/2023 | 1391          | 76%                   | 24%                            | 53%                              | 67               | 51               |
| 2/14/2023 | H 1486        | 72%                   | 28%                            | 52%                              | 68               | 51               |
| 2/15/2023 | 1335          | 78%                   | 22%                            | 55%                              | 74               | H 52             |
| 2/16/2023 | 1357          | H 83 %                | 17%                            | 55%                              | 69               | H 52             |
| 2/17/2023 | 1398          | 75%                   | 25%                            | H 56 %                           | 71               | 50               |
| 2/18/2023 | 1103          | 73%                   | 27%                            | 54%                              | 65               | 51               |
| 2/19/2023 | 1038          | 71%                   | 29%                            | 53%                              | 67               | 50               |
| 2/20/2023 | 898           | 76%                   | 24%                            | 54%                              | 71               | 51               |
| 2/21/2023 | 1458          | 59%                   | H 41 %                         | 48%                              | 62               | 48               |
| 2/22/2023 | 1378          | 67%                   | 33%                            | 54%                              | 75               | 49               |
| 2/23/2023 | 1340          | 66%                   | 34%                            | 54%                              | 66               | 49               |
| 2/24/2023 | 1363          | 68%                   | 32%                            | 54%                              | 70               | 49               |
| 2/25/2023 | 1000          | 72%                   | 28%                            | 55%                              | 69               | 50               |
| 2/26/2023 | 915           | 70%                   | 30%                            | 53%                              | 66               | 50               |
| 2/27/2023 | 1264          | 73%                   | 27%                            | H 56 %                           | 72               | 50               |
| 2/28/2023 | 1384          | 73%                   | 27%                            | H 56 %                           | 74               | 50               |
| 3/1/2023  | 1318          | 62%                   | 38%                            | 49%                              | 70               | 49               |
| 3/2/2023  | 1381          | 76%                   | 24%                            | H 56 %                           | 66               | 50               |
| Summary   | SUM: 25529    | AVG: 73 %             | AVG: 27 %                      | AVG: 53 %                        |                  | AVG: 50 km/h     |

Location: Idiens Way EB near Lomond Place  
 Address: 2446 Idiens Way  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-02-10 to 2023-03-03  
 Total Vehicle Count: 13903

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 2/10/2023 | 360           | 6%                    | 94%                            | 5%                               | 58               | 48               |
| 2/11/2023 | 614           | H 11 %                | 89%                            | H 11 %                           | 68               | H 49             |
| 2/12/2023 | 576           | 10%                   | 90%                            | 10%                              | 62               | H 49             |
| 2/13/2023 | 781           | 10%                   | 90%                            | 9%                               | 73               | H 49             |
| 2/14/2023 | 833           | 8%                    | 92%                            | 8%                               | 68               | 48               |
| 2/15/2023 | 753           | 10%                   | 90%                            | 10%                              | H 86             | H 49             |
| 2/16/2023 | 812           | 10%                   | 90%                            | 9%                               | 76               | H 49             |
| 2/17/2023 | 700           | 9%                    | 91%                            | 2%                               | 60               | H 49             |
| 2/18/2023 | 683           | 9%                    | 91%                            | 0%                               | 78               | 48               |
| 2/19/2023 | 553           | 8%                    | 92%                            | 0%                               | 64               | 48               |
| 2/20/2023 | 572           | 9%                    | 91%                            | 0%                               | 61               | 48               |
| 2/21/2023 | H 851         | 8%                    | 92%                            | 0%                               | 61               | 48               |
| 2/22/2023 | 812           | 10%                   | 90%                            | 0%                               | 61               | H 49             |
| 2/23/2023 | 765           | 5%                    | H 95 %                         | 0%                               | 60               | 48               |
| 2/24/2023 | 814           | 8%                    | 92%                            | 0%                               | 62               | 48               |
| 2/25/2023 | 397           | 9%                    | 91%                            | 0%                               | 69               | 48               |
| 2/26/2023 | 538           | 5%                    | H 95 %                         | 0%                               | 60               | 47               |
| 2/27/2023 | 714           | 6%                    | 94%                            | 0%                               | 63               | 48               |
| 2/28/2023 | 822           | 6%                    | 94%                            | 0%                               | 61               | 48               |
| 3/1/2023  | 827           | 9%                    | 91%                            | 0%                               | 60               | H 49             |
| 3/2/2023  | 126           | 10%                   | 90%                            | 0%                               | 68               | 48               |
| 3/3/2023  |               | n/a                   | n/a                            | n/a                              |                  |                  |
| Summary   | SUM: 13903    | AVG: 8 %              | AVG: 87 %                      | AVG: 3 %                         |                  | AVG: 46 km/h     |



Location: Royal Vista Way Report Period: 2023-02-10 to 2023-03-03  
 Address: 3003 Royal Vista Way Total Vehicle Count: 12973  
 Speed Limit: From schedule 40 km/h

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 2/10/2023 | 311           | H 75 %                | 25%                            | 45%                              | 67               | H 48             |
| 2/11/2023 | 617           | 61%                   | 39%                            | 54%                              | 60               | 47               |
| 2/12/2023 | 492           | 62%                   | 38%                            | 53%                              | 63               | H 48             |
| 2/13/2023 | 766           | 66%                   | 34%                            | H 57 %                           | 64               | H 48             |
| 2/14/2023 | H 833         | 61%                   | 39%                            | 52%                              | 63               | H 48             |
| 2/15/2023 | 517           | 54%                   | 46%                            | 45%                              | 63               | 47               |
| 2/16/2023 | 754           | 60%                   | 40%                            | 49%                              | 64               | H 48             |
| 2/17/2023 | 783           | 54%                   | 46%                            | 46%                              | 65               | 47               |
| 2/18/2023 | 590           | 59%                   | 41%                            | 52%                              | 62               | 47               |
| 2/19/2023 | 479           | 59%                   | 41%                            | 52%                              | 63               | 47               |
| 2/20/2023 | 499           | 63%                   | 37%                            | 53%                              | 66               | H 48             |
| 2/21/2023 | 779           | 59%                   | 41%                            | 47%                              | H 80             | H 48             |
| 2/22/2023 | 801           | 60%                   | 40%                            | 49%                              | 66               | H 48             |
| 2/23/2023 | 723           | 61%                   | 39%                            | 51%                              | 60               | H 48             |
| 2/24/2023 | 792           | 62%                   | 38%                            | 51%                              | 67               | H 48             |
| 2/25/2023 | 458           | 56%                   | 44%                            | 48%                              | 61               | 47               |
| 2/26/2023 | 427           | 49%                   | H 51 %                         | 45%                              | 61               | 46               |
| 2/27/2023 | 657           | 58%                   | 42%                            | 49%                              | 60               | H 48             |
| 2/28/2023 | 782           | 55%                   | 45%                            | 49%                              | 63               | 47               |
| 3/1/2023  | 748           | 62%                   | 38%                            | 52%                              | 62               | H 48             |
| 3/2/2023  | 165           | 50%                   | 50%                            | 42%                              | 62               | 46               |
| 3/3/2023  |               | n/a                   | n/a                            | n/a                              |                  |                  |
| Summary   | SUM: 12973    | AVG: 57 %             | AVG: 39 %                      | AVG: 47 %                        |                  | AVG: 45 km/h     |

Location: EB Royal Vista Way 2900 block  
 Address: 2900 block Royal Vista Way  
 Speed Limit: From schedule 40 km/h

Report Period: 2023-02-10 to 2023-03-02  
 Total Vehicle Count: 14125

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 2/10/2023 | 239           | 76%                   | 24%                            | 38%                              | 65               | H 50             |
| 2/11/2023 | 657           | 70%                   | 30%                            | 54%                              | 66               | H 50             |
| 2/12/2023 | 544           | 72%                   | 28%                            | 54%                              | 62               | H 50             |
| 2/13/2023 | 785           | 72%                   | 28%                            | 55%                              | 64               | H 50             |
| 2/14/2023 | H 913         | 70%                   | 30%                            | 53%                              | H 72             | H 50             |
| 2/15/2023 | 831           | 73%                   | 27%                            | H 58 %                           | 64               | 49               |
| 2/16/2023 | 807           | H 78 %                | 22%                            | H 58 %                           | 66               | H 50             |
| 2/17/2023 | 848           | 72%                   | 28%                            | 57%                              | 62               | 49               |
| 2/18/2023 | 631           | 67%                   | 33%                            | 53%                              | 64               | 49               |
| 2/19/2023 | 529           | 65%                   | 35%                            | 55%                              | 60               | 49               |
| 2/20/2023 | 578           | 69%                   | 31%                            | 56%                              | 65               | 49               |
| 2/21/2023 | 865           | 75%                   | 25%                            | H 58 %                           | 65               | H 50             |
| 2/22/2023 | 841           | 69%                   | 31%                            | 55%                              | 64               | 49               |
| 2/23/2023 | 756           | 71%                   | 29%                            | 55%                              | 62               | H 50             |
| 2/24/2023 | 849           | 70%                   | 30%                            | 54%                              | 67               | H 50             |
| 2/25/2023 | 467           | 64%                   | H 36 %                         | 51%                              | 61               | 49               |
| 2/26/2023 | 481           | 67%                   | 33%                            | 52%                              | 62               | 49               |
| 2/27/2023 | 661           | 66%                   | 34%                            | 52%                              | 67               | 49               |
| 2/28/2023 | 833           | 71%                   | 29%                            | 55%                              | 63               | H 50             |
| 3/1/2023  | 790           | 69%                   | 31%                            | 55%                              | 68               | 49               |
| 3/2/2023  | 220           | 74%                   | 26%                            | 57%                              | 63               | H 50             |
| Summary   | SUM: 14125    | AVG: 70 %             | AVG: 30 %                      | AVG: 54 %                        |                  | AVG: 50 km/h     |

Location: 3rd Street - WB 500 block Report Period: 2023-03-08 to 2023-04-11  
 Speed Limit: From schedule 50 km/h Total Vehicle Count: 8043

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 3/8/2023  | 133           | 1%                    | 99%                            | 1%                               | 47               | 36               |
| 3/9/2023  | 269           | 0%                    | H 100 %                        | 0%                               | 51               | 39               |
| 3/10/2023 | 277           | 1%                    | 99%                            | 1%                               | 58               | 38               |
| 3/11/2023 | 168           | 0%                    | H 100 %                        | 0%                               | 47               | 37               |
| 3/12/2023 | 129           | H 2 %                 | 98%                            | H 2 %                            | 56               | 39               |
| 3/13/2023 | 263           | 0%                    | H 100 %                        | 0%                               | 55               | 37               |
| 3/14/2023 | 279           | 0%                    | H 100 %                        | 0%                               | 46               | 38               |
| 3/15/2023 | H 329         | 0%                    | H 100 %                        | 0%                               | 51               | 37               |
| 3/16/2023 | 309           | 1%                    | 99%                            | 1%                               | 57               | 39               |
| 3/17/2023 | 320           | 0%                    | H 100 %                        | 0%                               | 59               | 39               |
| 3/18/2023 | 238           | H 2 %                 | 98%                            | H 2 %                            | 54               | 37               |
| 3/19/2023 | 156           | 0%                    | H 100 %                        | 0%                               | 49               | 39               |
| 3/20/2023 | 271           | 0%                    | H 100 %                        | 0%                               | 47               | 39               |
| 3/21/2023 | 326           | 0%                    | H 100 %                        | 0%                               | 50               | 38               |
| 3/22/2023 | 315           | 0%                    | H 100 %                        | 0%                               | 46               | 37               |
| 3/23/2023 | 283           | 0%                    | H 100 %                        | 0%                               | 53               | 39               |
| 3/24/2023 | 299           | 1%                    | 99%                            | 1%                               | 57               | 39               |
| 3/25/2023 | 206           | 1%                    | 99%                            | 1%                               | 58               | 38               |
| 3/26/2023 | 142           | 0%                    | H 100 %                        | 0%                               | 46               | 38               |
| 3/27/2023 | 244           | 0%                    | H 100 %                        | 0%                               | 50               | 38               |
| 3/28/2023 | 263           | 1%                    | 99%                            | 1%                               | 52               | 38               |
| 3/29/2023 | 253           | 0%                    | H 100 %                        | 0%                               | 53               | 37               |
| 3/30/2023 | 266           | 0%                    | H 100 %                        | 0%                               | 52               | 38               |
| 3/31/2023 | 230           | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| 4/1/2023  | 225           | 1%                    | 99%                            | 1%                               | H 63             | 37               |
| 4/2/2023  | 131           | 1%                    | 99%                            | 1%                               | 54               | 39               |
| 4/3/2023  | 269           | 0%                    | H 100 %                        | 0%                               | 46               | 38               |
| 4/4/2023  | 285           | 1%                    | 99%                            | 1%                               | 55               | 39               |
| 4/5/2023  | 266           | 1%                    | 99%                            | 1%                               | 52               | 39               |
| 4/6/2023  | 248           | H 2 %                 | 98%                            | H 2 %                            | 62               | H 42             |
| 4/7/2023  | 170           | 0%                    | H 100 %                        | 0%                               | 50               | 38               |
| 4/8/2023  | 138           | 1%                    | 99%                            | 0%                               | 60               | 39               |
| 4/9/2023  | 110           | H 2 %                 | 98%                            | H 2 %                            | 59               | 41               |
| 4/10/2023 | 171           | 1%                    | 99%                            | 1%                               | 55               | 39               |
| 4/11/2023 | 62            | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| Summary   | SUM: 8043     | AVG: 1 %              | AVG: 99 %                      | AVG: 1 %                         |                  | AVG: 38 km/h     |

Location: 3rd Street, EB 500 block  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-03-10 to 2023-04-11  
 Total Vehicle Count: 5683

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 3/10/2023 | 126           | 1%                    | 99%                            | 1%                               | 52               | 41               |
| 3/11/2023 | 130           | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| 3/12/2023 | 109           | 0%                    | H 100 %                        | 0%                               | 45               | 39               |
| 3/13/2023 | 223           | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| 3/14/2023 | 226           | 1%                    | 99%                            | 1%                               | 55               | 40               |
| 3/15/2023 | H 252         | 1%                    | 99%                            | 1%                               | H 62             | 41               |
| 3/16/2023 | 243           | 0%                    | H 100 %                        | 0%                               | 49               | 41               |
| 3/17/2023 | 229           | 0%                    | H 100 %                        | 0%                               | 52               | 41               |
| 3/18/2023 | 151           | 0%                    | H 100 %                        | 0%                               | 49               | 40               |
| 3/19/2023 | 119           | H 2 %                 | 98%                            | H 2 %                            | 57               | 41               |
| 3/20/2023 | 212           | 0%                    | H 100 %                        | 0%                               | 53               | 41               |
| 3/21/2023 | 217           | H 2 %                 | 98%                            | H 2 %                            | 53               | 40               |
| 3/22/2023 | 237           | 0%                    | H 100 %                        | 0%                               | 54               | 39               |
| 3/23/2023 | 210           | 0%                    | H 100 %                        | 0%                               | 58               | 41               |
| 3/24/2023 | 221           | H 2 %                 | 98%                            | H 2 %                            | 56               | 40               |
| 3/25/2023 | 123           | H 2 %                 | 98%                            | H 2 %                            | 56               | 40               |
| 3/26/2023 | 124           | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| 3/27/2023 | 188           | 1%                    | 99%                            | 1%                               | 54               | 41               |
| 3/28/2023 | 199           | 1%                    | 99%                            | 1%                               | 58               | 41               |
| 3/29/2023 | 167           | 1%                    | 99%                            | 1%                               | 55               | 40               |
| 3/30/2023 | 180           | 1%                    | 99%                            | 1%                               | 57               | 40               |
| 3/31/2023 | 160           | 0%                    | H 100 %                        | 0%                               | 50               | 40               |
| 4/1/2023  | 141           | 0%                    | H 100 %                        | 0%                               | 48               | 39               |
| 4/2/2023  | 112           | 1%                    | 99%                            | 1%                               | 53               | 41               |
| 4/3/2023  | 203           | 0%                    | H 100 %                        | 0%                               | 57               | 41               |
| 4/4/2023  | 237           | 0%                    | H 100 %                        | 0%                               | 50               | 41               |
| 4/5/2023  | 229           | 0%                    | H 100 %                        | 0%                               | 49               | 41               |
| 4/6/2023  | 175           | 1%                    | 99%                            | 1%                               | 56               | H 42             |
| 4/7/2023  | 130           | 0%                    | H 100 %                        | 0%                               | 48               | 40               |
| 4/8/2023  | 99            | 0%                    | H 100 %                        | 0%                               | 50               | H 42             |
| 4/9/2023  | 91            | 0%                    | H 100 %                        | 0%                               | 44               | 40               |
| 4/10/2023 | 137           | 1%                    | 99%                            | 1%                               | 55               | 41               |
| 4/11/2023 | 83            | 0%                    | H 100 %                        | 0%                               | 47               | H 42             |
| Summary   | SUM: 5683     | AVG: 1 %              | AVG: 99 %                      | AVG: 1 %                         |                  | AVG: 41 km/h     |

Location: Queneesh Elementary School Report Period: 2023-04-12 to 2023-05-03  
 Address: 2251 Mission Road Total Vehicle Count: 3483  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 4/12/2023 | 50            | 68%                   | 32%                            | 6%                               | 52               | 42               |
| 4/13/2023 | 36            | H 86 %                | 14%                            | 0%                               | 56               | 45               |
| 4/14/2023 | 33            | 70%                   | 30%                            | 0%                               | 47               | 40               |
| 4/15/2023 | 48            | 2%                    | 98%                            | 2%                               | 51               | 32               |
| 4/16/2023 | 548           | 0%                    | H 100 %                        | 0%                               | 56               | 12               |
| 4/17/2023 | 297           | 7%                    | 93%                            | 0%                               | 48               | 13               |
| 4/18/2023 | 100           | 21%                   | 79%                            | 0%                               | 49               | 36               |
| 4/19/2023 | 277           | 6%                    | 94%                            | 0%                               | 48               | 10               |
| 4/20/2023 | H 1759        | 2%                    | 98%                            | 0%                               | 47               | 15               |
| 4/21/2023 | 30            | 70%                   | 30%                            | 0%                               | 48               | 44               |
| 4/22/2023 | 8             | 0%                    | H 100 %                        | 0%                               | 44               | 39               |
| 4/23/2023 | 11            | 0%                    | H 100 %                        | 0%                               | 46               | 35               |
| 4/24/2023 | 34            | 74%                   | 26%                            | 3%                               | 53               | 43               |
| 4/25/2023 | 49            | 45%                   | 55%                            | 0%                               | 54               | 39               |
| 4/26/2023 | 28            | 61%                   | 39%                            | 0%                               | 50               | 42               |
| 4/27/2023 | 40            | 63%                   | 38%                            | 0%                               | 45               | 42               |
| 4/28/2023 | 40            | 75%                   | 25%                            | 0%                               | 47               | 42               |
| 4/29/2023 | 10            | 20%                   | 80%                            | H 20 %                           | H 58             | H 52             |
| 4/30/2023 | 8             | 0%                    | H 100 %                        | 0%                               | 45               | 43               |
| 5/1/2023  | 30            | 57%                   | 43%                            | 0%                               | 51               | 43               |
| 5/2/2023  | 44            | 43%                   | 57%                            | 0%                               | 46               | 41               |
| 5/3/2023  | 3             | 0%                    | H 100 %                        | 0%                               | 43               | 43               |
| Summary   | SUM: 3483     | AVG: 35 %             | AVG: 65 %                      | AVG: 1 %                         |                  | AVG: 36 km/h     |

Location: Queneesh Elementary School Report Period: 2023-09-05 to 2023-10-11  
 Speed Limit: From schedule (from 30 km/h to 50 km/h) Total Vehicle Count: 3814

| Date/Time  | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|------------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 9/5/2023   | 55            | 51%                   | 49%                            | 0%                               | 50               | 44               |
| 9/6/2023   | 32            | 56%                   | 44%                            | 0%                               | 47               | 43               |
| 9/7/2023   | 71            | 80%                   | 20%                            | 0%                               | 52               | 43               |
| 9/8/2023   | 87            | 75%                   | 25%                            | 0%                               | 52               | 42               |
| 9/9/2023   | 44            | 2%                    | 98%                            | 2%                               | 51               | 45               |
| 9/10/2023  | 10            | 0%                    | H 100 %                        | 0%                               | 48               | 46               |
| 9/11/2023  | 70            | 77%                   | 23%                            | 0%                               | 47               | 42               |
| 9/12/2023  | 74            | 22%                   | 78%                            | 0%                               | 46               | 34               |
| 9/13/2023  | 44            | 59%                   | 41%                            | 0%                               | 49               | 43               |
| 9/14/2023  | 106           | 83%                   | 17%                            | 0%                               | 51               | 41               |
| 9/15/2023  | 120           | 71%                   | 29%                            | 0%                               | 51               | 40               |
| 9/16/2023  | 13            | 0%                    | H 100 %                        | 0%                               | 50               | 47               |
| 9/17/2023  | 13            | 8%                    | 92%                            | 8%                               | 53               | 46               |
| 9/18/2023  | 69            | 81%                   | 19%                            | 0%                               | 47               | 43               |
| 9/19/2023  | 45            | 40%                   | 60%                            | 0%                               | 45               | 41               |
| 9/20/2023  | 96            | 75%                   | 25%                            | 0%                               | 52               | 45               |
| 9/21/2023  | 134           | H 84 %                | 16%                            | 0%                               | H 58             | 44               |
| 9/22/2023  | 87            | 77%                   | 23%                            | 1%                               | 51               | 44               |
| 9/23/2023  | 95            | 0%                    | H 100 %                        | 0%                               | 46               | 10               |
| 9/24/2023  | H 544         | 0%                    | H 100 %                        | 0%                               | 38               | 9                |
| 9/25/2023  | 415           | 7%                    | 93%                            | 0%                               | 48               | 13               |
| 9/26/2023  | 119           | 21%                   | 79%                            | 0%                               | 57               | 36               |
| 9/27/2023  | 45            | 38%                   | 62%                            | 0%                               | 45               | 39               |
| 9/28/2023  | 40            | 57%                   | 43%                            | 0%                               | 51               | 41               |
| 9/29/2023  | 122           | 72%                   | 28%                            | 0%                               | 53               | 43               |
| 9/30/2023  | 62            | 3%                    | 97%                            | 3%                               | 54               | 46               |
| 10/1/2023  | 12            | 8%                    | 92%                            | 8%                               | 53               | 40               |
| 10/2/2023  | 88            | 8%                    | 92%                            | 0%                               | 49               | 6                |
| 10/3/2023  | 123           | 75%                   | 25%                            | 0%                               | 49               | 42               |
| 10/4/2023  | 76            | 68%                   | 32%                            | 0%                               | 48               | 42               |
| 10/5/2023  | 32            | 69%                   | 31%                            | 0%                               | 50               | 44               |
| 10/6/2023  | 131           | 81%                   | 19%                            | 0%                               | 52               | 45               |
| 10/7/2023  | 100           | 2%                    | 98%                            | 2%                               | 52               | 46               |
| 10/8/2023  | 8             | 13%                   | 88%                            | H 13 %                           | 55               | H 49             |
| 10/9/2023  | 172           | 19%                   | 81%                            | 0%                               | 51               | 38               |
| 10/10/2023 | 431           | 5%                    | 95%                            | 0%                               | 45               | 10               |
| 10/11/2023 | 29            | 72%                   | 28%                            | 0%                               | 49               | 41               |
| Summary    | SUM: 3814     | AVG: 42 %             | AVG: 58 %                      | AVG: 1 %                         |                  | AVG: 38 km/h     |

Location: Valley View Elementary School Report Period: 2023-04-12 to 2023-05-03  
 Address: 2272 Valley View Drive Total Vehicle Count: 3161  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 4/12/2023 | 226           | 54%                   | 46%                            | 1%                               | 50               | 41               |
| 4/13/2023 | 225           | 54%                   | 46%                            | 0%                               | 49               | 39               |
| 4/14/2023 | 189           | 52%                   | 48%                            | 1%                               | 51               | 40               |
| 4/15/2023 | 77            | 0%                    | H 100 %                        | 0%                               | 50               | 44               |
| 4/16/2023 | 60            | 3%                    | 97%                            | H 3 %                            | H 54             | 45               |
| 4/17/2023 | 200           | 57%                   | 43%                            | 0%                               | 44               | 38               |
| 4/18/2023 | 167           | 50%                   | 50%                            | 0%                               | 48               | 37               |
| 4/19/2023 | 189           | 48%                   | 52%                            | 0%                               | 48               | 38               |
| 4/20/2023 | 155           | 40%                   | 60%                            | 0%                               | 46               | 38               |
| 4/21/2023 | 158           | 46%                   | 54%                            | 0%                               | 48               | 37               |
| 4/22/2023 | 72            | 1%                    | 99%                            | 1%                               | 53               | 45               |
| 4/23/2023 | 30            | 0%                    | H 100 %                        | 0%                               | 47               | 44               |
| 4/24/2023 | 160           | 59%                   | 41%                            | 0%                               | 51               | 40               |
| 4/25/2023 | 153           | 44%                   | 56%                            | 0%                               | 48               | 38               |
| 4/26/2023 | 122           | 50%                   | 50%                            | 1%                               | 51               | 37               |
| 4/27/2023 | 247           | 64%                   | 36%                            | 0%                               | 51               | 38               |
| 4/28/2023 | H 269         | H 66 %                | 34%                            | 0%                               | 50               | 40               |
| 4/29/2023 | 57            | 0%                    | H 100 %                        | 0%                               | 50               | 43               |
| 4/30/2023 | 26            | 0%                    | H 100 %                        | 0%                               | 49               | H 46             |
| 5/1/2023  | 134           | 50%                   | 50%                            | 0%                               | 46               | 37               |
| 5/2/2023  | 239           | 59%                   | 41%                            | 0%                               | 52               | 39               |
| 5/3/2023  | 6             | 0%                    | H 100 %                        | 0%                               | 46               | H 46             |
| Summary   | SUM: 3161     | AVG: 36 %             | AVG: 64 %                      | AVG: 0 %                         |                  | AVG: 40 km/h     |



Location: Valley View Elementary School Report Period: 2023-09-05 to 2023-10-11  
 Speed Limit: From schedule (from 30 km/h to 50 km/h) Total Vehicle Count: 38112

| Date/Time  | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|------------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 9/5/2023   | 881           | 81%                   | 19%                            | 15%                              | 67               | 47               |
| 9/6/2023   | 1148          | 70%                   | 30%                            | 19%                              | 62               | 46               |
| 9/7/2023   | 1136          | 72%                   | 28%                            | 20%                              | 61               | 46               |
| 9/8/2023   | 1193          | 71%                   | 29%                            | 19%                              | 62               | 46               |
| 9/9/2023   | 923           | 10%                   | 90%                            | 9%                               | 65               | 49               |
| 9/10/2023  | 793           | 12%                   | 88%                            | 11%                              | 62               | 49               |
| 9/11/2023  | 1188          | 72%                   | 28%                            | 18%                              | 59               | 46               |
| 9/12/2023  | 1171          | 69%                   | 31%                            | 20%                              | 74               | 46               |
| 9/13/2023  | 1166          | 68%                   | 32%                            | 20%                              | 64               | 46               |
| 9/14/2023  | 1198          | 70%                   | 30%                            | 19%                              | 73               | 46               |
| 9/15/2023  | 1205          | 72%                   | 28%                            | 19%                              | 70               | 46               |
| 9/16/2023  | 698           | 11%                   | 89%                            | 10%                              | 64               | 49               |
| 9/17/2023  | 765           | 12%                   | 88%                            | 12%                              | 68               | H 50             |
| 9/18/2023  | 1057          | 77%                   | 23%                            | 20%                              | 62               | 46               |
| 9/19/2023  | 1166          | 71%                   | 29%                            | 21%                              | 62               | 45               |
| 9/20/2023  | 1178          | 75%                   | 25%                            | 18%                              | H 78             | 47               |
| 9/21/2023  | 1188          | 71%                   | 29%                            | 20%                              | 62               | 45               |
| 9/22/2023  | 1183          | 70%                   | 30%                            | 19%                              | 60               | 45               |
| 9/23/2023  | 885           | 10%                   | 90%                            | 9%                               | 65               | 49               |
| 9/24/2023  | 800           | 9%                    | H 91 %                         | 9%                               | 59               | 49               |
| 9/25/2023  | 1007          | 72%                   | 28%                            | H 24 %                           | 65               | 46               |
| 9/26/2023  | 1166          | 70%                   | 30%                            | 20%                              | 61               | 45               |
| 9/27/2023  | 1190          | 74%                   | 26%                            | 23%                              | 63               | 45               |
| 9/28/2023  | 1170          | 70%                   | 30%                            | 22%                              | 69               | 44               |
| 9/29/2023  | 1215          | 71%                   | 29%                            | 22%                              | 63               | 46               |
| 9/30/2023  | 904           | 13%                   | 87%                            | 12%                              | 65               | H 50             |
| 10/1/2023  | 766           | 13%                   | 87%                            | 12%                              | 63               | H 50             |
| 10/2/2023  | 837           | 84%                   | 16%                            | 10%                              | 62               | 49               |
| 10/3/2023  | 1103          | 75%                   | 25%                            | 23%                              | 61               | 45               |
| 10/4/2023  | 1177          | 74%                   | 26%                            | 22%                              | 64               | 45               |
| 10/5/2023  | 1182          | 71%                   | 29%                            | 22%                              | 72               | 45               |
| 10/6/2023  | H 1259        | 73%                   | 27%                            | 19%                              | 63               | 46               |
| 10/7/2023  | 975           | 10%                   | 90%                            | 9%                               | 63               | 49               |
| 10/8/2023  | 827           | 11%                   | 89%                            | 11%                              | 60               | 49               |
| 10/9/2023  | 703           | H 90 %                | 10%                            | 8%                               | 61               | 49               |
| 10/10/2023 | 1121          | 71%                   | 29%                            | 21%                              | 63               | 46               |
| 10/11/2023 | 588           | 66%                   | 34%                            | 22%                              | 60               | 45               |
| Summary    | SUM: 38112    | AVG: 56 %             | AVG: 44 %                      | AVG: 17 %                        |                  | AVG: 47 km/h     |

Location: Arden Elementary School Report Period: 2023-04-12 to 2023-05-03  
 Address: 3040 Lake Trail Road Total Vehicle Count: 31083  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 4/12/2023 | 1487          | 63%                   | 37%                            | 21%                              | 72               | 49               |
| 4/13/2023 | 1535          | 67%                   | 33%                            | 25%                              | 97               | 52               |
| 4/14/2023 | 1611          | H 70 %                | 30%                            | 25%                              | 91               | 51               |
| 4/15/2023 | 1322          | 59%                   | 41%                            | H 42 %                           | 86               | 60               |
| 4/16/2023 | 1171          | 54%                   | 46%                            | 36%                              | 113              | 60               |
| 4/17/2023 | 1354          | 64%                   | 36%                            | 23%                              | 85               | 52               |
| 4/18/2023 | 1422          | 66%                   | 34%                            | 24%                              | 90               | 50               |
| 4/19/2023 | 1468          | 67%                   | 33%                            | 23%                              | 83               | 51               |
| 4/20/2023 | 1359          | 63%                   | 37%                            | 24%                              | 87               | 50               |
| 4/21/2023 | 1550          | 66%                   | 34%                            | 25%                              | 101              | 50               |
| 4/22/2023 | 1146          | 53%                   | H 47 %                         | 38%                              | 111              | 59               |
| 4/23/2023 | 1440          | 55%                   | 45%                            | 40%                              | 109              | 59               |
| 4/24/2023 | 1541          | 68%                   | 32%                            | 26%                              | 90               | 51               |
| 4/25/2023 | 1500          | 66%                   | 34%                            | 25%                              | 77               | 51               |
| 4/26/2023 | 1504          | 57%                   | 43%                            | 25%                              | 86               | 49               |
| 4/27/2023 | 1615          | 61%                   | 39%                            | 26%                              | 82               | 51               |
| 4/28/2023 | 1654          | 67%                   | 33%                            | 23%                              | 89               | 52               |
| 4/29/2023 | 1590          | 54%                   | 46%                            | 38%                              | 87               | 60               |
| 4/30/2023 | 1360          | 54%                   | 46%                            | 38%                              | 91               | 60               |
| 5/1/2023  | 1573          | 67%                   | 33%                            | 28%                              | 92               | 51               |
| 5/2/2023  | H 1726        | 66%                   | 34%                            | 25%                              | 91               | 51               |
| 5/3/2023  | 155           | 55%                   | 45%                            | 28%                              | H 124            | H 62             |
| Summary   | SUM: 31083    | AVG: 62 %             | AVG: 38 %                      | AVG: 29 %                        |                  | AVG: 54 km/h     |

Location: Arden Elementary School Report Period: 2023-09-05 to 2023-10-10  
 Speed Limit: From schedule (from 30 km/h to 50 km/h) Total Vehicle Count: 43991

| Date/Time  | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|------------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 9/5/2023   | 1236          | 55%                   | 45%                            | 24%                              | 86               | 50               |
| 9/6/2023   | 1269          | 58%                   | 42%                            | 26%                              | 98               | 44               |
| 9/7/2023   | 1380          | 61%                   | 39%                            | 25%                              | 74               | 49               |
| 9/8/2023   | 1318          | 61%                   | 39%                            | 27%                              | 82               | 47               |
| 9/9/2023   | 1205          | 39%                   | 61%                            | 29%                              | 86               | 57               |
| 9/10/2023  | 1122          | 35%                   | H 65 %                         | 26%                              | 78               | 57               |
| 9/11/2023  | 1413          | 61%                   | 39%                            | 28%                              | 75               | 45               |
| 9/12/2023  | 1220          | 56%                   | 44%                            | 27%                              | 74               | 45               |
| 9/13/2023  | 1289          | 59%                   | 41%                            | 27%                              | 89               | 46               |
| 9/14/2023  | H 1449        | 59%                   | 41%                            | 26%                              | 75               | 46               |
| 9/15/2023  | 1337          | 62%                   | 38%                            | 27%                              | 82               | 48               |
| 9/16/2023  | 964           | 52%                   | 48%                            | 38%                              | 79               | H 59             |
| 9/17/2023  | 1142          | 50%                   | 50%                            | 37%                              | 79               | H 59             |
| 9/18/2023  | 1395          | 62%                   | 38%                            | 29%                              | 98               | 47               |
| 9/19/2023  | 1254          | 59%                   | 41%                            | 29%                              | 81               | 45               |
| 9/20/2023  | 1393          | 59%                   | 41%                            | 27%                              | 88               | 45               |
| 9/21/2023  | 1372          | 65%                   | 35%                            | 29%                              | 82               | 46               |
| 9/22/2023  | 1202          | 67%                   | 33%                            | 30%                              | 78               | 49               |
| 9/23/2023  | 1139          | 50%                   | 50%                            | 36%                              | 81               | H 59             |
| 9/24/2023  | 1057          | 47%                   | 53%                            | 36%                              | 76               | H 59             |
| 9/25/2023  | 1030          | 67%                   | 33%                            | 32%                              | 74               | 47               |
| 9/26/2023  | 1240          | 62%                   | 38%                            | 27%                              | 105              | 46               |
| 9/27/2023  | 1256          | 61%                   | 39%                            | 30%                              | 75               | 46               |
| 9/28/2023  | 1277          | 65%                   | 35%                            | 29%                              | 82               | 48               |
| 9/29/2023  | 1344          | 63%                   | 37%                            | 28%                              | 82               | 48               |
| 9/30/2023  | 1183          | 50%                   | 50%                            | 36%                              | 82               | H 59             |
| 10/1/2023  | 1169          | 49%                   | 51%                            | 34%                              | 79               | H 59             |
| 10/2/2023  | 875           | 90%                   | 10%                            | 13%                              | 88               | 58               |
| 10/3/2023  | 1231          | 65%                   | 35%                            | 31%                              | 81               | 47               |
| 10/4/2023  | 1191          | 61%                   | 39%                            | 28%                              | 81               | 47               |
| 10/5/2023  | 1358          | 62%                   | 38%                            | 28%                              | 79               | 48               |
| 10/6/2023  | 1372          | 67%                   | 33%                            | 29%                              | 79               | 49               |
| 10/7/2023  | 1189          | 52%                   | 48%                            | 37%                              | 80               | H 59             |
| 10/8/2023  | 1103          | 52%                   | 48%                            | H 39 %                           | 84               | H 59             |
| 10/9/2023  | 921           | H 93 %                | 7%                             | 8%                               | 98               | 58               |
| 10/10/2023 | 1096          | 67%                   | 33%                            | 30%                              | H 115            | 48               |
| Summary    | SUM: 43991    | AVG: 60 %             | AVG: 40 %                      | AVG: 29 %                        |                  | AVG: 51 km/h     |

Location: Courtenay Elementary School Report Period: 2023-04-12 to 2023-05-03  
 Address: 1491 McPhee Avenue Total Vehicle Count: 13109  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 4/17/2023 | 792           | 46%                   | 54%                            | 19%                              | 60               | 39               |
| 4/18/2023 | 940           | 44%                   | 56%                            | 20%                              | 70               | 39               |
| 4/19/2023 | 976           | 42%                   | 58%                            | 20%                              | 68               | 39               |
| 4/20/2023 | 921           | 48%                   | 52%                            | 21%                              | 72               | 40               |
| 4/21/2023 | 945           | 47%                   | 53%                            | H 22 %                           | 66               | 40               |
| 4/22/2023 | 457           | 10%                   | 90%                            | 9%                               | 61               | 49               |
| 4/23/2023 | 431           | 9%                    | 91%                            | 7%                               | 67               | 49               |
| 4/24/2023 | 927           | 44%                   | 56%                            | 21%                              | 65               | 40               |
| 4/25/2023 | 893           | 43%                   | 57%                            | 19%                              | 67               | 39               |
| 4/26/2023 | H 1061        | 43%                   | 57%                            | 20%                              | 65               | 39               |
| 4/27/2023 | 979           | 45%                   | 55%                            | 19%                              | 67               | 39               |
| 4/28/2023 | 883           | H 49 %                | 51%                            | H 22 %                           | 66               | 41               |
| 4/29/2023 | 539           | 9%                    | 91%                            | 7%                               | H 75             | 49               |
| 4/30/2023 | 389           | 14%                   | 86%                            | 13%                              | 71               | H 50             |
| 5/1/2023  | 919           | 46%                   | 54%                            | 21%                              | 61               | 40               |
| 5/2/2023  | 971           | H 49 %                | 51%                            | 21%                              | 59               | 41               |
| 5/3/2023  | 86            | 8%                    | H 92 %                         | 8%                               | 57               | 45               |
| Summary   | SUM: 13109    | AVG: 35 %             | AVG: 65 %                      | AVG: 17 %                        |                  | AVG: 42 km/h     |

Location: Courtenay Elementary School Report Period: 2023-09-05 to 2023-10-10  
 Address: 1491 McPhee Avenue Total Vehicle Count: 21586  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time  | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|------------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 9/5/2023   | 638           | 53%                   | 47%                            | 18%                              | 71               | 43               |
| 9/6/2023   | 741           | 45%                   | 55%                            | 19%                              | 67               | 40               |
| 9/7/2023   | 692           | 46%                   | 54%                            | 22%                              | 60               | 40               |
| 9/8/2023   | 737           | 45%                   | 55%                            | 20%                              | 65               | 41               |
| 9/9/2023   | 412           | 12%                   | 88%                            | 11%                              | 70               | 49               |
| 9/10/2023  | 307           | 14%                   | 86%                            | 12%                              | 65               | 50               |
| 9/11/2023  | 648           | 46%                   | 54%                            | 17%                              | 65               | 41               |
| 9/12/2023  | 660           | 40%                   | 60%                            | 20%                              | 63               | 38               |
| 9/13/2023  | 675           | 45%                   | 55%                            | H 24 %                           | 69               | 40               |
| 9/14/2023  | 695           | 49%                   | 51%                            | 17%                              | 80               | 42               |
| 9/15/2023  | 739           | 43%                   | 57%                            | 19%                              | 67               | 40               |
| 9/16/2023  | 297           | 11%                   | 89%                            | 10%                              | 79               | 49               |
| 9/17/2023  | 389           | 13%                   | 87%                            | 11%                              | 69               | 49               |
| 9/18/2023  | 701           | 44%                   | 56%                            | 19%                              | 67               | 41               |
| 9/19/2023  | 745           | 44%                   | 56%                            | 20%                              | 64               | 40               |
| 9/20/2023  | 793           | 48%                   | 52%                            | 19%                              | 58               | 41               |
| 9/21/2023  | 706           | 45%                   | 55%                            | 19%                              | 80               | 41               |
| 9/22/2023  | 688           | 48%                   | 52%                            | 19%                              | 64               | 42               |
| 9/23/2023  | 440           | 9%                    | H 91 %                         | 8%                               | 65               | 49               |
| 9/24/2023  | 369           | 13%                   | 87%                            | 10%                              | 67               | 50               |
| 9/25/2023  | 665           | 48%                   | 52%                            | 20%                              | 73               | 40               |
| 9/26/2023  | 732           | 49%                   | 51%                            | 23%                              | 82               | 41               |
| 9/27/2023  | 777           | 45%                   | 55%                            | 21%                              | 65               | 40               |
| 9/28/2023  | H 800         | 48%                   | 52%                            | 19%                              | 61               | 41               |
| 9/29/2023  | 726           | 47%                   | 53%                            | 20%                              | 64               | 41               |
| 9/30/2023  | 400           | 13%                   | 87%                            | 11%                              | 68               | 50               |
| 10/1/2023  | 317           | 13%                   | 87%                            | 12%                              | 69               | 50               |
| 10/2/2023  | 415           | 75%                   | 25%                            | 12%                              | 77               | 48               |
| 10/3/2023  | 719           | 45%                   | 55%                            | 19%                              | 64               | 41               |
| 10/4/2023  | 762           | 50%                   | 50%                            | 19%                              | 65               | 40               |
| 10/5/2023  | 738           | 44%                   | 56%                            | 18%                              | 73               | 40               |
| 10/6/2023  | 739           | 48%                   | 52%                            | 21%                              | H 99             | 41               |
| 10/7/2023  | 399           | 10%                   | 90%                            | 9%                               | 66               | 49               |
| 10/8/2023  | 318           | 17%                   | 83%                            | 15%                              | 98               | H 51             |
| 10/9/2023  | 290           | H 81 %                | 19%                            | 8%                               | 65               | 49               |
| 10/10/2023 | 717           | 41%                   | 59%                            | 22%                              | 60               | 39               |
| Summary    | SUM: 21586    | AVG: 39 %             | AVG: 61 %                      | AVG: 17 %                        |                  | AVG: 44 km/h     |

Location: Lake Trail Middle School Report Period: 2023-09-05 to 2023-10-10  
 Address: 805 Willemar Avenue Total Vehicle Count: 55971  
 Speed Limit: From schedule (from 30 km/h to 50 km/h)

| Date/Time  | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|------------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 9/5/2023   | 1256          | 74%                   | 26%                            | 18%                              | 71               | 49               |
| 9/6/2023   | 1734          | 59%                   | 41%                            | 23%                              | 80               | 47               |
| 9/7/2023   | 1602          | 58%                   | 42%                            | 22%                              | 76               | 48               |
| 9/8/2023   | 1692          | 62%                   | 38%                            | 21%                              | 79               | 48               |
| 9/9/2023   | 1505          | 26%                   | H 74 %                         | 23%                              | 80               | 53               |
| 9/10/2023  | 1473          | 30%                   | 70%                            | 26%                              | 79               | 54               |
| 9/11/2023  | 1623          | 61%                   | 39%                            | 23%                              | 75               | 48               |
| 9/12/2023  | 1629          | 58%                   | 42%                            | 25%                              | 101              | 46               |
| 9/13/2023  | 1646          | 59%                   | 41%                            | 26%                              | 73               | 48               |
| 9/14/2023  | 1868          | 61%                   | 39%                            | 23%                              | 73               | 47               |
| 9/15/2023  | 1678          | 60%                   | 40%                            | 19%                              | 84               | 48               |
| 9/16/2023  | 1280          | 31%                   | 69%                            | 28%                              | H 102            | 54               |
| 9/17/2023  | 1533          | 34%                   | 66%                            | 30%                              | 85               | 54               |
| 9/18/2023  | 1671          | 59%                   | 41%                            | 23%                              | 97               | 48               |
| 9/19/2023  | 1584          | 58%                   | 42%                            | 23%                              | 76               | 47               |
| 9/20/2023  | 1807          | 57%                   | 43%                            | 22%                              | 75               | 48               |
| 9/21/2023  | 1827          | 60%                   | 40%                            | 24%                              | 77               | 47               |
| 9/22/2023  | 1455          | 60%                   | 40%                            | 22%                              | 74               | 47               |
| 9/23/2023  | 1471          | 33%                   | 67%                            | 29%                              | 76               | 54               |
| 9/24/2023  | 1399          | 34%                   | 66%                            | 29%                              | 77               | 55               |
| 9/25/2023  | 1268          | 63%                   | 37%                            | 24%                              | 70               | 48               |
| 9/26/2023  | 1593          | 59%                   | 41%                            | 25%                              | 80               | 47               |
| 9/27/2023  | 1712          | 60%                   | 40%                            | 24%                              | 74               | 48               |
| 9/28/2023  | 1775          | 61%                   | 39%                            | 25%                              | 88               | 48               |
| 9/29/2023  | 1589          | 57%                   | 43%                            | 24%                              | 73               | 49               |
| 9/30/2023  | 1456          | 33%                   | 67%                            | 29%                              | 81               | 55               |
| 10/1/2023  | 1389          | 32%                   | 68%                            | 28%                              | 84               | 54               |
| 10/2/2023  | 1168          | 85%                   | 15%                            | 11%                              | 81               | 55               |
| 10/3/2023  | 1599          | 61%                   | 39%                            | 24%                              | 80               | 48               |
| 10/4/2023  | 1703          | 59%                   | 41%                            | 24%                              | 83               | 47               |
| 10/5/2023  | H 1888        | 60%                   | 40%                            | 24%                              | 78               | 47               |
| 10/6/2023  | 1600          | 63%                   | 37%                            | 24%                              | 74               | 48               |
| 10/7/2023  | 1589          | 37%                   | 63%                            | 31%                              | 73               | H 56             |
| 10/8/2023  | 1364          | 38%                   | 62%                            | H 32 %                           | 77               | H 56             |
| 10/9/2023  | 1126          | H 88 %                | 12%                            | 9%                               | 88               | 55               |
| 10/10/2023 | 1419          | 58%                   | 42%                            | 25%                              | 83               | 48               |
| Summary    | SUM: 55971    | AVG: 54 %             | AVG: 46 %                      | AVG: 24 %                        |                  | AVG: 50 km/h     |

Location: Cousins Avenue SB at 22nd Street  
 Address: 2215, Cousins Avenue  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-05-09 to 2023-06-05  
 Total Vehicle Count: 26437

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 5/9/2023  | 695           | H 19 %                | 81%                            | 5%                               | 63               | 47               |
| 5/10/2023 | 1146          | 9%                    | 91%                            | 8%                               | 67               | 48               |
| 5/11/2023 | H 1221        | 8%                    | 92%                            | 8%                               | 71               | 48               |
| 5/12/2023 | 1101          | 9%                    | 91%                            | 8%                               | 73               | 48               |
| 5/13/2023 | 866           | 9%                    | 91%                            | 9%                               | 68               | 48               |
| 5/14/2023 | 706           | 11%                   | 89%                            | 10%                              | 62               | H 49             |
| 5/15/2023 | 1077          | 8%                    | 92%                            | 8%                               | 63               | 48               |
| 5/16/2023 | 1095          | 8%                    | 92%                            | 7%                               | 63               | 48               |
| 5/17/2023 | 1062          | 8%                    | 92%                            | 7%                               | 65               | 48               |
| 5/18/2023 | 1100          | 7%                    | 93%                            | 7%                               | 64               | 48               |
| 5/19/2023 | 1040          | 8%                    | 92%                            | 8%                               | 60               | 48               |
| 5/20/2023 | 716           | 8%                    | 92%                            | 7%                               | 68               | 48               |
| 5/21/2023 | 596           | 8%                    | 92%                            | 8%                               | 63               | 48               |
| 5/22/2023 | 723           | 8%                    | 92%                            | 7%                               | 66               | 48               |
| 5/23/2023 | 1183          | 7%                    | 93%                            | 7%                               | 68               | 48               |
| 5/24/2023 | 1067          | 8%                    | 92%                            | 8%                               | 64               | 48               |
| 5/25/2023 | 1012          | 8%                    | 92%                            | 8%                               | 70               | 48               |
| 5/26/2023 | 1058          | 9%                    | 91%                            | 9%                               | 65               | 48               |
| 5/27/2023 | 782           | 10%                   | 90%                            | 10%                              | H 77             | H 49             |
| 5/28/2023 | 679           | 8%                    | 92%                            | 8%                               | 72               | 48               |
| 5/29/2023 | 1063          | 5%                    | H 95 %                         | 5%                               | 61               | 47               |
| 5/30/2023 | 1077          | 8%                    | 92%                            | 8%                               | 61               | 48               |
| 5/31/2023 | 1121          | 10%                   | 90%                            | 9%                               | 63               | H 49             |
| 6/1/2023  | 1086          | 9%                    | 91%                            | 8%                               | 74               | H 49             |
| 6/2/2023  | 1057          | 9%                    | 91%                            | 8%                               | H 77             | 48               |
| 6/3/2023  | 821           | 11%                   | 89%                            | 10%                              | 62               | H 49             |
| 6/4/2023  | 664           | 11%                   | 89%                            | H 11 %                           | 72               | H 49             |
| 6/5/2023  | 623           | 7%                    | 93%                            | 7%                               | 61               | 48               |
| Summary   | SUM: 26437    | AVG: 9 %              | AVG: 91 %                      | AVG: 8 %                         |                  | AVG: 48 km/h     |



Location: 26th Street NB at Tull  
 Address: 2552, Tull Avenue  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-05-09 to 2023-06-05  
 Total Vehicle Count: 61224

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 5/9/2023  | 1783          | H 42 %                | 58%                            | 27%                              | 70               | 53               |
| 5/10/2023 | H 2543        | 31%                   | 69%                            | 28%                              | 75               | H 54             |
| 5/11/2023 | 2419          | 33%                   | 67%                            | 30%                              | 75               | H 54             |
| 5/12/2023 | 2470          | 34%                   | 66%                            | 31%                              | 79               | H 54             |
| 5/13/2023 | 2000          | 32%                   | 69%                            | 29%                              | 69               | 53               |
| 5/14/2023 | 1879          | 33%                   | 67%                            | 30%                              | H 81             | H 54             |
| 5/15/2023 | 2300          | 35%                   | 65%                            | 31%                              | 69               | H 54             |
| 5/16/2023 | 2429          | 31%                   | 69%                            | 28%                              | 72               | 53               |
| 5/17/2023 | 2442          | 31%                   | 69%                            | 29%                              | 77               | 53               |
| 5/18/2023 | 2483          | 33%                   | 67%                            | 29%                              | 75               | H 54             |
| 5/19/2023 | 2489          | 31%                   | 69%                            | 29%                              | 77               | H 54             |
| 5/20/2023 | 1972          | 22%                   | H 78 %                         | 21%                              | 71               | 52               |
| 5/21/2023 | 1780          | 28%                   | 72%                            | 26%                              | 71               | 53               |
| 5/22/2023 | 1837          | 37%                   | 63%                            | H 34 %                           | 71               | H 54             |
| 5/23/2023 | 2389          | 31%                   | 69%                            | 29%                              | 75               | H 54             |
| 5/24/2023 | 2400          | 33%                   | 68%                            | 30%                              | 73               | H 54             |
| 5/25/2023 | 2457          | 30%                   | 70%                            | 28%                              | 72               | 53               |
| 5/26/2023 | 2415          | 29%                   | 71%                            | 27%                              | 78               | 53               |
| 5/27/2023 | 1914          | 37%                   | 63%                            | H 34 %                           | 71               | H 54             |
| 5/28/2023 | 1778          | 34%                   | 66%                            | 31%                              | 69               | H 54             |
| 5/29/2023 | 2391          | 28%                   | 72%                            | 26%                              | 70               | 53               |
| 5/30/2023 | 2458          | 35%                   | 65%                            | 32%                              | 77               | H 54             |
| 5/31/2023 | 2392          | 34%                   | 66%                            | 31%                              | 71               | H 54             |
| 6/1/2023  | 2497          | 31%                   | 69%                            | 28%                              | 70               | H 54             |
| 6/2/2023  | 2474          | 34%                   | 66%                            | 30%                              | 73               | H 54             |
| 6/3/2023  | 1949          | 35%                   | 65%                            | 33%                              | 71               | H 54             |
| 6/4/2023  | 1807          | 36%                   | 64%                            | 33%                              | 78               | H 54             |
| 6/5/2023  | 1077          | 33%                   | 67%                            | 30%                              | 71               | H 54             |
| Summary   | SUM: 61224    | AVG: 33 %             | AVG: 67 %                      | AVG: 29 %                        |                  | AVG: 54 km/h     |



Location: McDonald @ Sheraton WB  
 Address: 1987 McDonald Road  
 Speed Limit: From schedule 30 km/h

Report Period: 2023-05-09 to 2023-06-05  
 Total Vehicle Count: 35512

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 5/9/2023  | 965           | 78%                   | 22%                            | 3%                               | 74               | 48               |
| 5/10/2023 | 1454          | 56%                   | H 44 %                         | H 4 %                            | 84               | 48               |
| 5/11/2023 | 1478          | 77%                   | 23%                            | 2%                               | 91               | 47               |
| 5/12/2023 | H 1487        | 77%                   | 23%                            | 2%                               | 94               | 48               |
| 5/13/2023 | 1244          | 80%                   | 20%                            | 1%                               | 79               | 48               |
| 5/14/2023 | 1047          | H 83 %                | 17%                            | 2%                               | 75               | H 49             |
| 5/15/2023 | 1421          | 79%                   | 21%                            | 2%                               | 69               | 47               |
| 5/16/2023 | 1433          | 75%                   | 25%                            | 1%                               | H 102            | 48               |
| 5/17/2023 | 1433          | 77%                   | 23%                            | H 4 %                            | 79               | 47               |
| 5/18/2023 | 1405          | 76%                   | 24%                            | 2%                               | 89               | 47               |
| 5/19/2023 | 1473          | 75%                   | 25%                            | 2%                               | 75               | 48               |
| 5/20/2023 | 1132          | 77%                   | 23%                            | 2%                               | 81               | 48               |
| 5/21/2023 | 956           | 78%                   | 22%                            | 2%                               | 66               | 47               |
| 5/22/2023 | 944           | 80%                   | 20%                            | 2%                               | 82               | H 49             |
| 5/23/2023 | 1423          | 76%                   | 24%                            | 2%                               | 84               | 47               |
| 5/24/2023 | 1344          | 78%                   | 22%                            | 2%                               | 91               | 47               |
| 5/25/2023 | 1420          | 75%                   | 25%                            | 2%                               | 87               | 47               |
| 5/26/2023 | 1452          | 77%                   | 23%                            | 2%                               | 87               | 47               |
| 5/27/2023 | 1222          | 79%                   | 21%                            | 2%                               | 67               | 48               |
| 5/28/2023 | 1054          | 82%                   | 18%                            | 2%                               | 72               | 48               |
| 5/29/2023 | 1368          | 76%                   | 24%                            | 2%                               | 66               | 47               |
| 5/30/2023 | 1337          | 76%                   | 24%                            | 2%                               | 71               | 47               |
| 5/31/2023 | 1370          | 78%                   | 22%                            | 2%                               | 89               | 47               |
| 6/1/2023  | 1378          | 77%                   | 23%                            | 2%                               | 85               | 48               |
| 6/2/2023  | 1391          | 78%                   | 22%                            | 2%                               | 83               | 47               |
| 6/3/2023  | 1276          | 80%                   | 20%                            | 2%                               | 65               | 48               |
| 6/4/2023  | 1012          | 80%                   | 20%                            | 2%                               | 63               | 47               |
| 6/5/2023  | 593           | 81%                   | 19%                            | 2%                               | 74               | 47               |
| Summary   | SUM: 35512    | AVG: 77 %             | AVG: 23 %                      | AVG: 2 %                         |                  | AVG: 48 km/h     |

Location: Mansfield Drive @ Skypark NB  
 Address: 2625, Mansfield Drive  
 Speed Limit: From schedule 30 km/h

Report Period: 2023-05-09 to 2023-06-05  
 Total Vehicle Count: 12237

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 5/9/2023  | 319           | 41%                   | 59%                            | 0%                               | 54               | 38               |
| 5/10/2023 | 513           | 32%                   | H 68 %                         | 0%                               | H 71             | H 39             |
| 5/11/2023 | 475           | 48%                   | 52%                            | 0%                               | 54               | H 39             |
| 5/12/2023 | 495           | 48%                   | 52%                            | 0%                               | 55               | H 39             |
| 5/13/2023 | 370           | 48%                   | 52%                            | 0%                               | 54               | H 39             |
| 5/14/2023 | 331           | 48%                   | 52%                            | 0%                               | 56               | H 39             |
| 5/15/2023 | 416           | 47%                   | 53%                            | 0%                               | 50               | H 39             |
| 5/16/2023 | 472           | 44%                   | 56%                            | 0%                               | 52               | 37               |
| 5/17/2023 | 520           | 44%                   | 56%                            | H 3 %                            | 50               | 38               |
| 5/18/2023 | 474           | H 50 %                | 50%                            | 0%                               | 50               | 38               |
| 5/19/2023 | 466           | 45%                   | 55%                            | 0%                               | 63               | H 39             |
| 5/20/2023 | 449           | 42%                   | 58%                            | 0%                               | 55               | 38               |
| 5/21/2023 | 319           | 45%                   | 55%                            | 0%                               | 51               | 38               |
| 5/22/2023 | 440           | 42%                   | 58%                            | 0%                               | 57               | 38               |
| 5/23/2023 | 492           | 43%                   | 57%                            | 0%                               | 50               | 38               |
| 5/24/2023 | 505           | 34%                   | 66%                            | 0%                               | 55               | 37               |
| 5/25/2023 | 457           | 43%                   | 57%                            | 0%                               | 51               | 38               |
| 5/26/2023 | H 537         | 40%                   | 60%                            | 0%                               | 52               | 37               |
| 5/27/2023 | 383           | 45%                   | 55%                            | 0%                               | 54               | H 39             |
| 5/28/2023 | 371           | 47%                   | 53%                            | 0%                               | 56               | H 39             |
| 5/29/2023 | 494           | 46%                   | 54%                            | 0%                               | 51               | 38               |
| 5/30/2023 | 446           | 46%                   | 54%                            | 0%                               | 52               | H 39             |
| 5/31/2023 | 452           | 45%                   | 55%                            | 0%                               | 53               | 38               |
| 6/1/2023  | 475           | 46%                   | 54%                            | 0%                               | 53               | 38               |
| 6/2/2023  | 506           | 44%                   | 56%                            | 0%                               | 60               | 38               |
| 6/3/2023  | 436           | 41%                   | 59%                            | 0%                               | 50               | 38               |
| 6/4/2023  | 384           | 44%                   | 56%                            | 0%                               | 56               | 38               |
| 6/5/2023  | 240           | 40%                   | 60%                            | 0%                               | 48               | 38               |
| Summary   | SUM: 12237    | AVG: 44 %             | AVG: 56 %                      | AVG: 0 %                         |                  | AVG: 38 km/h     |

Location: N. Island HWY (Mission Hill) at Muir (NB) Report Period: 2023-06-19 to 2023-07-18  
 Speed Limit: From schedule 50 km/h Total Vehicle Count: 76763

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 6/19/2023 | 1177          | 90%                   | H 10 %                         | H 39 %                           | 84               | 67               |
| 6/20/2023 | 2861          | 91%                   | 9%                             | 36%                              | 96               | 68               |
| 6/21/2023 | 2861          | 90%                   | H 10 %                         | H 39 %                           | 94               | 67               |
| 6/22/2023 | 2997          | 92%                   | 8%                             | 35%                              | 96               | 68               |
| 6/23/2023 | 3001          | 90%                   | H 10 %                         | 35%                              | 97               | 68               |
| 6/24/2023 | 2602          | H 93 %                | 7%                             | 36%                              | 100              | 68               |
| 6/25/2023 | 2322          | H 93 %                | 7%                             | 33%                              | 89               | H 69             |
| 6/26/2023 | 2846          | 91%                   | 9%                             | 36%                              | 96               | 68               |
| 6/27/2023 | 2922          | 92%                   | 8%                             | 35%                              | 90               | 68               |
| 6/28/2023 | 2936          | 90%                   | H 10 %                         | 36%                              | 94               | 68               |
| 6/29/2023 | 2931          | 90%                   | H 10 %                         | 37%                              | 97               | 68               |
| 6/30/2023 | 2929          | 91%                   | 9%                             | 35%                              | 95               | 68               |
| 7/1/2023  | 2116          | 92%                   | 8%                             | 34%                              | 97               | H 69             |
| 7/2/2023  | 2153          | H 93 %                | 7%                             | 32%                              | 93               | H 69             |
| 7/3/2023  | 2235          | 92%                   | 8%                             | 34%                              | 92               | H 69             |
| 7/4/2023  | 2764          | 92%                   | 8%                             | 35%                              | 93               | 68               |
| 7/5/2023  | 2824          | 92%                   | 8%                             | 35%                              | 91               | 68               |
| 7/6/2023  | 2803          | 91%                   | 9%                             | 36%                              | 95               | 68               |
| 7/7/2023  | 2878          | 92%                   | 8%                             | 33%                              | 89               | H 69             |
| 7/8/2023  | 2457          | H 93 %                | 7%                             | 31%                              | 88               | H 69             |
| 7/9/2023  | 2326          | H 93 %                | 7%                             | 32%                              | 98               | H 69             |
| 7/10/2023 | 2775          | 92%                   | 8%                             | 34%                              | H 103            | H 69             |
| 7/11/2023 | 2881          | 92%                   | 8%                             | 35%                              | 93               | 68               |
| 7/12/2023 | 2877          | 90%                   | H 10 %                         | 33%                              | 91               | H 69             |
| 7/13/2023 | 2846          | 92%                   | 8%                             | 34%                              | 94               | H 69             |
| 7/14/2023 | H 3056        | 92%                   | 8%                             | 33%                              | 98               | H 69             |
| 7/15/2023 | 2550          | 92%                   | 8%                             | 35%                              | 92               | H 69             |
| 7/16/2023 | 2240          | 91%                   | 9%                             | 34%                              | 85               | 68               |
| 7/17/2023 | 2532          | 92%                   | 8%                             | 36%                              | 90               | 68               |
| 7/18/2023 | 65            | 91%                   | 9%                             | 35%                              | 84               | H 69             |
| Summary   | SUM: 76763    | AVG: 92 %             | AVG: 8 %                       | AVG: 35 %                        |                  | AVG: 68 km/h     |

Location: N. Island HWY (Mission Hill) near Muir (SB) Report Period: 2023-06-19 to 2023-07-24  
 Speed Limit: From schedule 50 km/h Total Vehicle Count: 123982

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 6/19/2023 | 1379          | 81%                   | H 19 %                         | 36%                              | 89               | 67               |
| 6/20/2023 | 3752          | 82%                   | 18%                            | 36%                              | 93               | 67               |
| 6/21/2023 | 3725          | 81%                   | H 19 %                         | H 39 %                           | 94               | 66               |
| 6/22/2023 | 3676          | 83%                   | 17%                            | 37%                              | 101              | 67               |
| 6/23/2023 | 3865          | 83%                   | 17%                            | 37%                              | 93               | 67               |
| 6/24/2023 | 3329          | 85%                   | 15%                            | 35%                              | 93               | 68               |
| 6/25/2023 | 3064          | 85%                   | 15%                            | 33%                              | 89               | 68               |
| 6/26/2023 | 3622          | 83%                   | 17%                            | 38%                              | H 120            | 67               |
| 6/27/2023 | 3662          | 83%                   | 17%                            | 38%                              | 108              | 67               |
| 6/28/2023 | 3858          | 83%                   | 17%                            | 37%                              | 93               | 67               |
| 6/29/2023 | 3922          | 81%                   | H 19 %                         | H 39 %                           | 95               | 66               |
| 6/30/2023 | 3719          | 82%                   | 18%                            | 37%                              | 95               | 67               |
| 7/1/2023  | 2853          | 84%                   | 16%                            | 32%                              | 87               | H 69             |
| 7/2/2023  | 2918          | 85%                   | 15%                            | 33%                              | 89               | 68               |
| 7/3/2023  | 3016          | 83%                   | 17%                            | 35%                              | 95               | 68               |
| 7/4/2023  | 3649          | 84%                   | 16%                            | 37%                              | 103              | 67               |
| 7/5/2023  | 3744          | 82%                   | 18%                            | 36%                              | 96               | 67               |
| 7/6/2023  | 3710          | 84%                   | 16%                            | 37%                              | 96               | 67               |
| 7/7/2023  | 3684          | 83%                   | 17%                            | 35%                              | 91               | 68               |
| 7/8/2023  | 3282          | 84%                   | 16%                            | 35%                              | 97               | 68               |
| 7/9/2023  | 3009          | 85%                   | 15%                            | 35%                              | 94               | 68               |
| 7/10/2023 | 3539          | 84%                   | 16%                            | 36%                              | 93               | 67               |
| 7/11/2023 | 3692          | 84%                   | 16%                            | 37%                              | 97               | 67               |
| 7/12/2023 | 3658          | 82%                   | 18%                            | 38%                              | 103              | 67               |
| 7/13/2023 | 3715          | 84%                   | 16%                            | 37%                              | 88               | 67               |
| 7/14/2023 | 3987          | 85%                   | 15%                            | 37%                              | 105              | 67               |
| 7/15/2023 | 3417          | H 86 %                | 14%                            | 35%                              | 94               | 68               |
| 7/16/2023 | 3100          | H 86 %                | 14%                            | 35%                              | 94               | 68               |
| 7/17/2023 | 3551          | 84%                   | 16%                            | 35%                              | 97               | 68               |
| 7/18/2023 | 3732          | 85%                   | 15%                            | 35%                              | 89               | 68               |
| 7/19/2023 | 3826          | 85%                   | 15%                            | 37%                              | 96               | 67               |
| 7/20/2023 | 3906          | 84%                   | 16%                            | 38%                              | 86               | 67               |
| 7/21/2023 | H 4002        | 84%                   | 16%                            | 38%                              | 89               | 67               |
| 7/22/2023 | 3413          | 84%                   | 16%                            | 35%                              | 103              | 67               |
| 7/23/2023 | 2930          | 85%                   | 15%                            | 37%                              | 99               | 68               |
| 7/24/2023 | 2076          | 83%                   | 17%                            | H 39 %                           | 91               | 67               |
| Summary   | SUM: 123982   | AVG: 84 %             | AVG: 16 %                      | AVG: 36 %                        |                  | AVG: 67 km/h     |

Location: Muir Road @ Sandwick Park SW bound  
 Address: 2655, Muir Road  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-06-19 to 2023-07-24  
 Total Vehicle Count: 48510

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 6/19/2023 | 671           | 57%                   | H 43 %                         | H 1 %                            | 64               | 41               |
| 6/20/2023 | 1553          | 70%                   | 30%                            | 0%                               | 59               | 40               |
| 6/21/2023 | H 1632        | 66%                   | 34%                            | 0%                               | 64               | 40               |
| 6/22/2023 | 1570          | 66%                   | 34%                            | 0%                               | 55               | 40               |
| 6/23/2023 | 1607          | 66%                   | 34%                            | 0%                               | 57               | 41               |
| 6/24/2023 | 1340          | 70%                   | 30%                            | H 1 %                            | 74               | 42               |
| 6/25/2023 | 1216          | 73%                   | 27%                            | 0%                               | 74               | 42               |
| 6/26/2023 | 1570          | 70%                   | 30%                            | 0%                               | 68               | 41               |
| 6/27/2023 | 1594          | 71%                   | 29%                            | 0%                               | 57               | 41               |
| 6/28/2023 | 1612          | 69%                   | 31%                            | 0%                               | 67               | 41               |
| 6/29/2023 | 1498          | H 77 %                | 23%                            | 0%                               | 55               | 40               |
| 6/30/2023 | 1541          | 70%                   | 30%                            | H 1 %                            | 65               | 41               |
| 7/1/2023  | 1075          | 72%                   | 28%                            | 0%                               | 65               | 42               |
| 7/2/2023  | 1139          | 70%                   | 30%                            | 0%                               | 59               | 42               |
| 7/3/2023  | 1266          | 70%                   | 30%                            | 0%                               | 64               | 42               |
| 7/4/2023  | 1485          | 71%                   | 29%                            | 0%                               | 59               | 42               |
| 7/5/2023  | 1482          | 72%                   | 28%                            | 0%                               | 65               | 42               |
| 7/6/2023  | 1435          | 72%                   | 28%                            | 0%                               | 62               | 42               |
| 7/7/2023  | 1342          | 72%                   | 28%                            | 0%                               | 60               | H 43             |
| 7/8/2023  | 1207          | 72%                   | 28%                            | 0%                               | 55               | 41               |
| 7/9/2023  | 1144          | 74%                   | 26%                            | H 1 %                            | H 79             | 42               |
| 7/10/2023 | 1361          | 72%                   | 28%                            | 0%                               | 55               | 42               |
| 7/11/2023 | 1469          | 71%                   | 29%                            | 0%                               | 61               | 42               |
| 7/12/2023 | 1416          | 71%                   | 29%                            | 0%                               | 63               | 42               |
| 7/13/2023 | 1452          | 71%                   | 29%                            | 0%                               | 54               | 41               |
| 7/14/2023 | 1509          | 70%                   | 30%                            | 0%                               | 64               | 42               |
| 7/15/2023 | 1203          | 74%                   | 26%                            | 0%                               | 59               | 42               |
| 7/16/2023 | 1172          | 74%                   | 26%                            | H 1 %                            | 60               | 42               |
| 7/17/2023 | 1240          | 73%                   | 27%                            | H 1 %                            | 58               | 42               |
| 7/18/2023 | 1449          | 71%                   | 29%                            | 0%                               | 68               | 42               |
| 7/19/2023 | 1420          | 70%                   | 30%                            | H 1 %                            | 58               | 42               |
| 7/20/2023 | 1447          | 69%                   | 31%                            | H 1 %                            | 68               | 42               |
| 7/21/2023 | 1507          | 73%                   | 27%                            | 0%                               | 59               | 42               |
| 7/22/2023 | 1201          | 71%                   | 29%                            | H 1 %                            | 63               | 42               |
| 7/23/2023 | 1128          | 71%                   | 29%                            | 0%                               | 54               | 42               |
| 7/24/2023 | 557           | 71%                   | 29%                            | 0%                               | 53               | 41               |
| Summary   | SUM: 48510    | AVG: 71 %             | AVG: 29 %                      | AVG: 0 %                         |                  | AVG: 42 km/h     |



Location: McLauchlin Drive 1700 block - NB  
 Address: 1725, McLauchlin Drive  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-06-19 to 2023-07-24  
 Total Vehicle Count: 14147

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 6/19/2023 | 319           | H 52 %                | 48%                            | 23%                              | 75               | 54               |
| 6/20/2023 | 508           | 34%                   | 66%                            | 31%                              | 74               | 55               |
| 6/21/2023 | H 573         | 28%                   | H 72 %                         | 26%                              | 67               | 54               |
| 6/22/2023 | 450           | 34%                   | 66%                            | 30%                              | 81               | 55               |
| 6/23/2023 | 429           | 34%                   | 66%                            | 30%                              | 67               | 55               |
| 6/24/2023 | 387           | 32%                   | 68%                            | 27%                              | 70               | 54               |
| 6/25/2023 | 359           | 38%                   | 62%                            | H 33 %                           | 76               | 55               |
| 6/26/2023 | 421           | 34%                   | 66%                            | 29%                              | 74               | 55               |
| 6/27/2023 | 479           | 32%                   | 68%                            | 7%                               | 66               | 54               |
| 6/28/2023 | 459           | 31%                   | 69%                            | 0%                               | 73               | 54               |
| 6/29/2023 | 442           | 33%                   | 67%                            | 0%                               | 80               | 54               |
| 6/30/2023 | 501           | 35%                   | 65%                            | 0%                               | 75               | 54               |
| 7/1/2023  | 367           | 33%                   | 67%                            | 0%                               | 71               | 55               |
| 7/2/2023  | 343           | 29%                   | 71%                            | 0%                               | 68               | 54               |
| 7/3/2023  | 344           | 31%                   | 69%                            | 0%                               | 77               | 54               |
| 7/4/2023  | 440           | 29%                   | 71%                            | 0%                               | 74               | 54               |
| 7/5/2023  | 429           | 28%                   | H 72 %                         | 0%                               | 83               | 54               |
| 7/6/2023  | 405           | 29%                   | 71%                            | 0%                               | 76               | 54               |
| 7/7/2023  | 404           | 31%                   | 69%                            | 0%                               | 87               | 54               |
| 7/8/2023  | 299           | 34%                   | 66%                            | 0%                               | 74               | 55               |
| 7/9/2023  | 309           | 31%                   | 69%                            | 0%                               | 65               | 54               |
| 7/10/2023 | 390           | 32%                   | 68%                            | 0%                               | 67               | 54               |
| 7/11/2023 | 384           | 36%                   | 64%                            | 0%                               | 70               | 55               |
| 7/12/2023 | 363           | 33%                   | 67%                            | 0%                               | 69               | 54               |
| 7/13/2023 | 350           | 33%                   | 67%                            | 0%                               | 71               | 54               |
| 7/14/2023 | 374           | 37%                   | 63%                            | 0%                               | 73               | 55               |
| 7/15/2023 | 365           | 39%                   | 61%                            | 0%                               | 71               | H 56             |
| 7/16/2023 | 285           | 31%                   | 69%                            | 0%                               | 72               | 54               |
| 7/17/2023 | 337           | 36%                   | 64%                            | 0%                               | 91               | 55               |
| 7/18/2023 | 392           | 32%                   | 68%                            | 0%                               | 71               | 54               |
| 7/19/2023 | 422           | 35%                   | 65%                            | 0%                               | H 96             | 55               |
| 7/20/2023 | 473           | 36%                   | 64%                            | 0%                               | 79               | 55               |
| 7/21/2023 | 417           | 33%                   | 67%                            | 0%                               | 67               | 54               |
| 7/22/2023 | 355           | 29%                   | 71%                            | 0%                               | 77               | 54               |
| 7/23/2023 | 371           | 30%                   | 70%                            | 0%                               | 74               | 54               |
| 7/24/2023 | 202           | 31%                   | 69%                            | 0%                               | 63               | 54               |
| Summary   | SUM: 14147    | AVG: 33 %             | AVG: 67 %                      | AVG: 7 %                         |                  | AVG: 54 km/h     |

Location: McLauchlin Drive SB 1700 block  
 Address: 1720, McLauchlin Drive  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-06-19 to 2023-07-24  
 Total Vehicle Count: 37609

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 6/19/2023 | 395           | H 45 %                | 55%                            | 24%                              | 69               | 55               |
| 6/20/2023 | 1218          | 34%                   | 66%                            | 28%                              | 74               | 55               |
| 6/21/2023 | 1222          | 33%                   | 67%                            | 28%                              | 83               | 55               |
| 6/22/2023 | 1184          | 37%                   | 63%                            | H 31 %                           | 84               | 55               |
| 6/23/2023 | 1176          | 37%                   | 63%                            | H 31 %                           | 83               | 55               |
| 6/24/2023 | 966           | 38%                   | 62%                            | 30%                              | 89               | 56               |
| 6/25/2023 | 917           | 37%                   | 63%                            | 29%                              | 87               | 56               |
| 6/26/2023 | 1159          | 37%                   | 63%                            | 30%                              | 93               | 56               |
| 6/27/2023 | 1193          | 32%                   | 68%                            | 8%                               | 95               | 54               |
| 6/28/2023 | 1191          | 35%                   | 65%                            | 0%                               | 84               | 55               |
| 6/29/2023 | 1204          | 34%                   | 66%                            | 0%                               | 83               | 55               |
| 6/30/2023 | 1218          | 38%                   | 62%                            | 0%                               | 78               | 56               |
| 7/1/2023  | 925           | 32%                   | 68%                            | 0%                               | 91               | 54               |
| 7/2/2023  | 899           | 35%                   | 65%                            | 0%                               | 71               | 55               |
| 7/3/2023  | 972           | 34%                   | 66%                            | 0%                               | 78               | 55               |
| 7/4/2023  | 1141          | 36%                   | 64%                            | 0%                               | 80               | 56               |
| 7/5/2023  | 1159          | 36%                   | 64%                            | 0%                               | 85               | 56               |
| 7/6/2023  | 1132          | 33%                   | 67%                            | 0%                               | 77               | 55               |
| 7/7/2023  | 1139          | 38%                   | 62%                            | 0%                               | 73               | 56               |
| 7/8/2023  | 939           | 37%                   | 63%                            | 0%                               | 88               | 56               |
| 7/9/2023  | 836           | 40%                   | 60%                            | 0%                               | 80               | 56               |
| 7/10/2023 | 1074          | 39%                   | 61%                            | 0%                               | 90               | H 57             |
| 7/11/2023 | 1131          | 41%                   | 59%                            | 0%                               | 76               | H 57             |
| 7/12/2023 | 1104          | 33%                   | 67%                            | 0%                               | 78               | 55               |
| 7/13/2023 | 1081          | 37%                   | 63%                            | 0%                               | 84               | 56               |
| 7/14/2023 | 1154          | 38%                   | 62%                            | 0%                               | 80               | 56               |
| 7/15/2023 | 914           | 39%                   | 61%                            | 0%                               | 84               | H 57             |
| 7/16/2023 | 948           | 40%                   | 60%                            | 0%                               | H 98             | 56               |
| 7/17/2023 | 962           | 38%                   | 62%                            | 0%                               | 84               | 56               |
| 7/18/2023 | 1085          | 38%                   | 62%                            | 0%                               | 82               | 56               |
| 7/19/2023 | 1134          | 33%                   | 67%                            | 0%                               | 82               | 55               |
| 7/20/2023 | H 1263        | 38%                   | 62%                            | 0%                               | 88               | 55               |
| 7/21/2023 | 1213          | 36%                   | 64%                            | 0%                               | H 98             | 55               |
| 7/22/2023 | 975           | 35%                   | 65%                            | 0%                               | 80               | 55               |
| 7/23/2023 | 900           | 31%                   | H 69 %                         | 0%                               | 83               | 54               |
| 7/24/2023 | 486           | 38%                   | 62%                            | 0%                               | 92               | 56               |
| Summary   | SUM: 37609    | AVG: 36 %             | AVG: 64 %                      | AVG: 7 %                         |                  | AVG: 56 km/h     |

Location: Back Road NB at Snowbird Lane  
 Address: 1880, Back Road  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-07-27 to 2023-08-16  
 Total Vehicle Count: 22430

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 7/27/2023 | 1258          | 74%                   | 26%                            | 47%                              | 96               | 61               |
| 7/28/2023 | H 1376        | 75%                   | 25%                            | 51%                              | 109              | 62               |
| 7/29/2023 | 1128          | 74%                   | 26%                            | 50%                              | 102              | 62               |
| 7/30/2023 | 956           | 75%                   | 25%                            | 48%                              | 107              | H 63             |
| 7/31/2023 | 1213          | 73%                   | 27%                            | 48%                              | 86               | 62               |
| 8/1/2023  | 1183          | 73%                   | 27%                            | 49%                              | 98               | 62               |
| 8/2/2023  | 1082          | 74%                   | 26%                            | 49%                              | H 119            | H 63             |
| 8/3/2023  | 1166          | 76%                   | 24%                            | H 52 %                           | 89               | H 63             |
| 8/4/2023  | 1149          | 77%                   | 23%                            | 50%                              | 97               | 62               |
| 8/5/2023  | 928           | 75%                   | 25%                            | 48%                              | 100              | H 63             |
| 8/6/2023  | 895           | 72%                   | H 28 %                         | 48%                              | 83               | 62               |
| 8/7/2023  | 961           | 73%                   | 27%                            | 47%                              | 102              | H 63             |
| 8/8/2023  | 1132          | 72%                   | H 28 %                         | 48%                              | 91               | 62               |
| 8/9/2023  | 1097          | 72%                   | H 28 %                         | 50%                              | 88               | 62               |
| 8/10/2023 | 1069          | 75%                   | 25%                            | 48%                              | 105              | H 63             |
| 8/11/2023 | 1162          | 74%                   | 26%                            | 47%                              | 92               | H 63             |
| 8/12/2023 | 1010          | 77%                   | 23%                            | 50%                              | 103              | H 63             |
| 8/13/2023 | 843           | 73%                   | 27%                            | 48%                              | 85               | H 63             |
| 8/14/2023 | 1083          | 76%                   | 24%                            | 48%                              | 102              | H 63             |
| 8/15/2023 | 1073          | 75%                   | 25%                            | 49%                              | 101              | 62               |
| 8/16/2023 | 666           | H 78 %                | 22%                            | H 52 %                           | 94               | 62               |
| Summary   | SUM: 22430    | AVG: 74 %             | AVG: 26 %                      | AVG: 49 %                        |                  | AVG: 62 km/h     |

Location: Back Road SB near Valley View  
 Address: 1681, Back Road  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-07-27 to 2023-08-16  
 Total Vehicle Count: 25978

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 7/27/2023 | 1417          | 75%                   | 25%                            | 53%                              | 104              | 60               |
| 7/28/2023 | H 1501        | 78%                   | 22%                            | 57%                              | 88               | 61               |
| 7/29/2023 | 1354          | 76%                   | 24%                            | 56%                              | H 109            | 61               |
| 7/30/2023 | 1117          | 74%                   | 26%                            | 53%                              | 104              | 61               |
| 7/31/2023 | 1425          | 77%                   | 23%                            | 55%                              | 95               | 61               |
| 8/1/2023  | 1398          | 79%                   | 21%                            | 57%                              | 81               | 61               |
| 8/2/2023  | 1235          | 77%                   | 23%                            | 56%                              | 98               | 61               |
| 8/3/2023  | 1494          | 77%                   | 23%                            | 57%                              | 80               | 61               |
| 8/4/2023  | 1437          | 76%                   | 24%                            | 55%                              | 87               | 61               |
| 8/5/2023  | 1105          | 76%                   | 24%                            | 55%                              | 101              | 61               |
| 8/6/2023  | 1031          | 74%                   | 26%                            | 53%                              | 95               | 61               |
| 8/7/2023  | 1116          | 73%                   | H 27 %                         | 52%                              | 87               | 61               |
| 8/8/2023  | 1282          | 74%                   | 26%                            | 57%                              | 88               | 60               |
| 8/9/2023  | 1268          | 73%                   | H 27 %                         | 54%                              | 92               | 60               |
| 8/10/2023 | 1394          | 74%                   | 26%                            | 56%                              | 102              | 61               |
| 8/11/2023 | 1236          | 74%                   | 26%                            | 54%                              | 81               | 61               |
| 8/12/2023 | 1130          | 76%                   | 24%                            | 55%                              | 87               | 61               |
| 8/13/2023 | 939           | 79%                   | 21%                            | 56%                              | H 109            | 61               |
| 8/14/2023 | 1254          | 79%                   | 21%                            | 56%                              | 90               | H 62             |
| 8/15/2023 | 1276          | H 80 %                | 20%                            | 57%                              | 93               | 61               |
| 8/16/2023 | 569           | 79%                   | 21%                            | H 60 %                           | 81               | 61               |
| Summary   | SUM: 25978    | AVG: 76 %             | AVG: 24 %                      | AVG: 55 %                        |                  | AVG: 61 km/h     |

Location: Back Road NB near Marsland  
 Address: 2341, Back Road  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-07-27 to 2023-08-16  
 Total Vehicle Count: 22378

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 7/27/2023 | 1243          | 54%                   | 46%                            | 41%                              | 77               | 57               |
| 7/28/2023 | H 1339        | 57%                   | 43%                            | 46%                              | 105              | 58               |
| 7/29/2023 | 1091          | 52%                   | 48%                            | 42%                              | 81               | 58               |
| 7/30/2023 | 941           | 57%                   | 43%                            | 46%                              | 107              | 58               |
| 7/31/2023 | 1198          | 58%                   | 42%                            | 47%                              | 86               | 58               |
| 8/1/2023  | 1210          | 59%                   | 41%                            | 47%                              | 84               | H 59             |
| 8/2/2023  | 1058          | 58%                   | 42%                            | 47%                              | 87               | 58               |
| 8/3/2023  | 1181          | 58%                   | 42%                            | 47%                              | 101              | 58               |
| 8/4/2023  | 1110          | 59%                   | 41%                            | 47%                              | 82               | 58               |
| 8/5/2023  | 947           | 58%                   | 42%                            | 47%                              | 87               | 58               |
| 8/6/2023  | 973           | 53%                   | 47%                            | 44%                              | 90               | 57               |
| 8/7/2023  | 954           | 56%                   | 44%                            | 45%                              | 88               | 58               |
| 8/8/2023  | 1114          | 59%                   | 41%                            | 48%                              | 82               | 58               |
| 8/9/2023  | 1104          | 59%                   | 41%                            | 48%                              | 86               | 58               |
| 8/10/2023 | 1076          | H 61 %                | 39%                            | 50%                              | 102              | 58               |
| 8/11/2023 | 1119          | 55%                   | 45%                            | 46%                              | 83               | 58               |
| 8/12/2023 | 956           | 58%                   | 42%                            | 47%                              | H 110            | 58               |
| 8/13/2023 | 872           | 51%                   | H 49 %                         | 41%                              | 77               | 57               |
| 8/14/2023 | 1148          | 57%                   | 43%                            | 46%                              | 95               | 58               |
| 8/15/2023 | 1096          | H 61 %                | 39%                            | H 51 %                           | 91               | 58               |
| 8/16/2023 | 648           | 60%                   | 40%                            | 50%                              | 85               | 57               |
| Summary   | SUM: 22378    | AVG: 57 %             | AVG: 43 %                      | AVG: 46 %                        |                  | AVG: 58 km/h     |

Location: Hobson Avenue NB near Hitchen  
 Address: 1400, Hobson Avenue  
 Speed Limit: From schedule 50 km/h

Report Period: 2023-07-27 to 2023-08-16  
 Total Vehicle Count: 11485

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 7/27/2023 | 630           | 6%                    | 94%                            | 6%                               | 59               | 47               |
| 7/28/2023 | 646           | 6%                    | 94%                            | 6%                               | 62               | 47               |
| 7/29/2023 | 585           | 5%                    | 95%                            | 5%                               | 62               | 47               |
| 7/30/2023 | 533           | 6%                    | 94%                            | 6%                               | 57               | 47               |
| 7/31/2023 | 632           | 5%                    | 95%                            | 5%                               | 59               | 47               |
| 8/1/2023  | 599           | 6%                    | 94%                            | 6%                               | 60               | 47               |
| 8/2/2023  | 573           | 6%                    | 94%                            | 6%                               | 59               | 47               |
| 8/3/2023  | 573           | 7%                    | 93%                            | 7%                               | 65               | H 49             |
| 8/4/2023  | 610           | H 9 %                 | 91%                            | 8%                               | 60               | 48               |
| 8/5/2023  | 544           | 6%                    | 94%                            | 5%                               | 62               | 48               |
| 8/6/2023  | 453           | 7%                    | 93%                            | 6%                               | 63               | 47               |
| 8/7/2023  | 426           | 8%                    | 92%                            | 7%                               | 61               | 47               |
| 8/8/2023  | 543           | H 9 %                 | 91%                            | H 9 %                            | 59               | H 49             |
| 8/9/2023  | 547           | 7%                    | 93%                            | 7%                               | 59               | 48               |
| 8/10/2023 | H 653         | 5%                    | 95%                            | 5%                               | 57               | 46               |
| 8/11/2023 | 573           | 5%                    | 95%                            | 5%                               | 61               | 47               |
| 8/12/2023 | 520           | 4%                    | H 96 %                         | 4%                               | 61               | 47               |
| 8/13/2023 | 477           | 7%                    | 93%                            | 6%                               | H 68             | 47               |
| 8/14/2023 | 547           | 5%                    | 95%                            | 5%                               | 62               | 47               |
| 8/15/2023 | 560           | 5%                    | 95%                            | 4%                               | 60               | 47               |
| 8/16/2023 | 261           | 4%                    | H 96 %                         | 4%                               | 59               | 46               |
| Summary   | SUM: 11485    | AVG: 6 %              | AVG: 94 %                      | AVG: 6 %                         |                  | AVG: 47 km/h     |

|              |                               |                      |                          |
|--------------|-------------------------------|----------------------|--------------------------|
| Location:    | Hobson Avenue SB near Hitchen | Report Period:       | 2023-07-27 to 2023-08-16 |
| Address:     | 1415, Hobson Avenue           | Total Vehicle Count: | 7939                     |
| Speed Limit: | From schedule 50 km/h         |                      |                          |

| Date/Time | Total Vehicle | % of Speed Violations | % of Vehicles Respecting Limit | % of Vehicles in Tolerated Range | Max Speed (km/h) | 85% Speed (km/h) |
|-----------|---------------|-----------------------|--------------------------------|----------------------------------|------------------|------------------|
| 7/27/2023 | 711           | H 10 %                | 90%                            | 5%                               | H 68             | 47               |
| 7/28/2023 | H 836         | 5%                    | 95%                            | 4%                               | 64               | 46               |
| 7/29/2023 | 682           | 6%                    | 94%                            | 6%                               | 60               | 47               |
| 7/30/2023 | 633           | 4%                    | 96%                            | 4%                               | 61               | 47               |
| 7/31/2023 | 778           | 7%                    | 93%                            | H 7 %                            | 61               | H 48             |
| 8/1/2023  | 704           | 7%                    | 93%                            | H 7 %                            | H 68             | 47               |
| 8/2/2023  | 6             | 0%                    | H 100 %                        | 0%                               | 44               | 39               |
| 8/11/2023 | 583           | 3%                    | 97%                            | 3%                               | 62               | 46               |
| 8/12/2023 | 631           | 5%                    | 95%                            | 5%                               | 59               | 47               |
| 8/13/2023 | 573           | 4%                    | 96%                            | 3%                               | 63               | 46               |
| 8/14/2023 | 649           | 4%                    | 96%                            | 4%                               | 59               | 46               |
| 8/15/2023 | 708           | 4%                    | 96%                            | 4%                               | 64               | 46               |
| 8/16/2023 | 445           | 2%                    | 98%                            | 2%                               | 64               | 44               |
| Summary   | SUM: 7939     | AVG: 5 %              | AVG: 95 %                      | AVG: 4 %                         |                  | AVG: 46 km/h     |

**Appendix B – Radar Speed Display Device Schedule 2024**

| <b>Location</b>                                    | <b>Timing</b>            |
|--|--------------------------|
| 1st Street at Puntledge Park                       | January 2024             |
| 1st Street at Keenland Avenue                      | January 2024             |
| Embleton Crescent at Malcolm Morrison Sr. Park     | January 2024             |
| Crown Isle (40 km/hr project)                      | March 2024               |
| Idiens Way (40 km/hr project)                      | March 2024               |
| Royal Vista Way (40 km/hr project)                 | March 2024               |
| Queenesh Elementary School                         | September and April 2024 |
| Valley View Elementary School                      | September and April 2024 |
| Arden Elementary School                            | September and April 2024 |
| Courtenay Elementary School                        | September and April 2024 |
| Lake Trail Road & Lake Trail Community School      | September and April 2024 |
| Cousins Avenue at 22 <sup>nd</sup> Street          | June 2024                |
| 26 <sup>th</sup> Street near Piercy Avenue         | June 2024                |
| South End of Lerwick Road                          | June 2024                |
| McDonald Road @ Sheraton Avenue                    | June 2024                |
| Mansfield Drive @ Sky Park Playground              | June 2024                |
| Island Highway North (Dingwall Road and Muir Road) | August 2024              |
| Muir Road at Sandwick Park                         | August 2024              |
| Dingwall Road at Northland Place                   | August 2024              |
| 1700 Block McLauchlin Drive                        | August 2024              |
| Back Road  | August 2024              |
| Hobson Avenue                                      | August 2024              |



## Matthews, Rayanne

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**Subject:** RE: BCSPi - Letter to Minister Kang

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**From:** Vickey Brown <[mayor.brown@cumberland.ca](mailto:mayor.brown@cumberland.ca)>

**Sent:** October 11, 2023 5:24 PM

**To:** Wells, Bob; Cole-Hamilton, Will; Morin, Wendy; Wells, Bob; McCollum, Melanie; Jolicoeur, Evan

**Subject:** FW: BCSPi - Letter to Minister Kang

Hello Courtenay Council

I'm writing with hope that you can help get a signature on the attached letter to Minister Kang for support for the BC Social Procurement Initiative. We have a lot of momentum right now with new members joining and great new initiatives like your Indigenous Procurement Policy but without further investment the program will have to wind down next year. See attachments for more info.

The email below was sent to Councillor Frisch, without response so I thought I'd reach out to see if I can get it moving through your process so that we can get the City of Courtenay on as a signatory.

Thanks so much,

Vickey

Vickey Brown (she/her)

Mayor, Village of Cumberland

[mayor.brown@cumberland.ca](mailto:mayor.brown@cumberland.ca)

250.218.0321

<https://cumberland.ca/>

I am grateful for the privilege to live, work and play on the unceded traditional territory of the K'omoks First Nation and the Sahtlout, Saseetla, leeksun and Puntledge peoples.

Gila 'kasla...Hay ch q' a'

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**From:** Rob Fisher <[rfisher@scalecollaborative.ca](mailto:rfisher@scalecollaborative.ca)>

**Sent:** Wednesday, October 11, 2023 3:32 PM

**To:** Vickey Brown <[mayor.brown@cumberland.ca](mailto:mayor.brown@cumberland.ca)>

**Subject:** Fwd: BCSPi - Letter to Minister Kang

----- Forwarded message -----

From: **Rob Fisher** <[rfisher@scalecollaborative.ca](mailto:rfisher@scalecollaborative.ca)>

Date: Tue, Sep 12, 2023 at 9:07 AM

Subject: BCSPi - Letter to Minister Kang

To: <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

Good morning Councillor Frisch,

I'm reaching out on behalf of BCSPi Co-Chairs Mayor Brown and Councillor Stoner who would like to request your support in signing their latest letter to the BC Government requesting funding support to continue the delivery of the British Columbia Social Procurement Initiative (BCSPi) for the next 3-5 years.

I have attached copies of correspondence to-date as follows:

- Initial letter to Minister Kang - February 2023
- Response from ADM Faganello - June 2022
- **Response to Minister Kang and associated funding proposal - Current**

**If you are happy to sign on to the current letter, I'd be grateful if you would send me your e-signature.**

The Co-Chairs are also leading BCSPi advocacy at the upcoming UBCM Conference in Vancouver and, if you are attending, would appreciate your kind consideration of endorsing BCSPi to elected officials and senior government staff from other communities across the province. This is of course completely optional but I have attached some key messaging in case you would like to let others know about the value of BCSPi.

Thank you for your time and consideration of supporting this valuable initiative. Please let me know if you have any questions about any of the above.

Best,

--

**Rob Fisher**

Project Coordinator

British Columbia Social Procurement Initiative (BCSPi)  
250-886-3063

[Website](#) | [LinkedIn](#) | [Twitter](#)

*Learn more about the Initiative that's changing the culture of public sector procurement. [Read the BCSPi brochure.](#)*

*We respectfully acknowledge that the offices of Scale Collaborative are located on the unceded, ancestral, and traditional territories of the lək'wəḡən-speaking peoples, and the Songhees and Esquimalt Nations and W̱SÁNEĆ peoples who have historical relationships with the land that continue to this day.*



February 1, 2023

Hon. Anne Kang  
Minister of Municipal Affairs  
Room 028 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Kang,

We are writing to request a meeting with you to provide an update on the British Columbia Social Procurement Initiative (BCSPI) and to explore options for additional financial support to extend the program and ensure municipal governments across BC can continue to access these valuable services.

BCSPI is a flagship program that directly meets the BC Government's mandates of creating a sustainable, clean, secure, and fair economy, building vibrant and healthy communities, mitigating climate change, and supporting inclusive prosperity. Additionally, the policies and practices being created through participation in the program ensure that the value of provincial and federal stimulus funding is being maximized (such as local government grants or investment in training for industries facing transition).

As a result of the initial funding support received in March 2021 from the Ministry of Municipal Affairs, BCSPI successfully expanded from a Vancouver-Island based pilot project to a province-wide program:

- BCSPI members have included social value in over **\$400 million** of public sector spending. A significant return on investment from the Ministry's initial funding of \$500,000
- Membership has now expanded to **35+ members** that include municipal governments, institutional purchasers, and crown corporations
- Over **600 individuals** have been trained, adding significant capacity to municipal staff resources
- Social and sustainable value considerations have now been incorporated in almost **500 purchasing projects** from goods and services purchasing to construction and infrastructure.

During these unprecedented times, we continue to see a strong need for BCSPI as a valuable and affordable program that municipal governments across BC can join to learn how to make their existing financial resources go further to help mitigate the numerous challenges faced by their communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Jenna Stoner", is written over a horizontal line.

Jenna Stoner  
Councillor, District of Squamish  
Co-Chair, BCSPI

A handwritten signature in black ink, appearing to read "Vickey Brown", is written over a horizontal line.

Vickey Brown  
Mayor, Village of Cumberland  
Co-Chair, BCSPI

Cc: Hon. David Eby, Premier

Hon. Lisa Beare, Minister of Citizens' Services

Hon. Brenda Bailey, Minister of Jobs, Economic Development and Innovation

## **Proposal: Continuation of BCSPI Service Delivery**

This proposal is to build upon the success of the British Columbia Social Procurement Initiative (BCSPI), by continuing the expansion and delivery of the model across British Columbia.

BCSPI is an initiative that was designed for and by local governments. It began with six municipalities on Vancouver Island who looked for ways to collaborate to share the effort, the learnings, and the cost of advancing social procurement across their communities. BCSPI now works with more than 35 organizations across the province including governments, purchasers, and crown corporations.

Since its inception, BCSPI has continued to be recognized as a key resource for municipalities across BC and an international model for adapting and implementing social procurement across a wide geographic region, including rural, remote, and smaller municipalities as well as in urban areas.

All of BC's 162 municipalities and additional institutional purchasers (school districts, libraries, colleges, hospitals, etc.) can access capacity building, resources, training, and hands-on expert support to align their purchasing to achieve social and environmental outcomes.

The Initiative is governed by a Steering Committee made up of both elected officials and staff, with services delivered by a partnership of social procurement content and process experts.

In the current model, there is a sliding scale membership fee to keep the initiative accessible to communities of all sizes. Local governments fees are based on population and for institutional purchasers/non-local government members, fees are calculated based on annual spend. Membership fees currently contribute to approximately 40% of the project delivery cost.

BCSPI is seeking funding to continue supporting local governments and institutions with the implementation of social and sustainable procurement best practices across BC, by providing:

- Full-service benefits to members
- Development and delivery of both standardized and adapted learning content, training, and topical webinars that respond to emerging opportunities and issues
- Ongoing development of best practices tools, templates, and resources
- Delivery of bespoke coaching and consulting support for members on a project-by-project basis, including specific attention to the needs of small, rural, and remote communities
- Ongoing communities of practice and peer mentorship
- Standardized vendor outreach and engagement
- Research, evaluation, and impact measurement aligned to the United Nations Sustainable Development Goals (SDGs)
- Development of communications materials including impact reports and case studies
- Ongoing outreach and education to BC local governments
- Ongoing outreach and education to institutional purchasers such as crown corporations, post-secondary, school boards and hospitals



June 22, 2023

Ref: 272917

Daniel Sailland, Chief Administrative Officer  
Alberni-Clayoquot Regional District  
3008 Fifth Avenue  
Port Alberni, BC V9Y 2E3

Dear Daniel Sailland:

Thank you for your email following up from the April 24, 2023, meeting with Minister Beare and Minister Kang. I appreciate receiving the next phase proposal you shared for the British Columbia Social Procurement Initiative (BCSPI).

The government supports the work of the BCSPI and was pleased to provide a one-time grant of \$500,000 in March 2021. Through the BC Procurement Strategy, the government is committed to removing barriers for small and medium-sized businesses, making it easier for businesses of all sizes to work with government, and providing best value while also creating social, environmental, and economic benefits that are returned to British Columbians. I would encourage you to continue to work with staff at the Ministry of Citizens' Services as they are actively engaging on this issue from a provincial perspective.

I would also encourage BCSPI to connect with the Executive Director of the Local Government Management Association, Candace Witkowskyj ([cwitkowskyj@lgma.ca](mailto:cwitkowskyj@lgma.ca)), to explore if there are opportunities to advance this work collectively.

At this time, we cannot provide BCSPI with the funding requested. Neither the Ministry of Citizens' Services, nor the Ministry of Municipal Affairs, have a program in place that can support this type of request. The Ministers appreciated gaining a better understanding of the rationale driving the request as presented. Further to that, if BCSPI is exploring other options I would encourage you to develop a model where the organization becomes financially self-sustaining through membership and service fees.

Please contact Teri Spaven, Assistant Deputy Minister of Procurement & Supply Division, for your continued collaboration with Citizens' Services initiatives.

You can reach her at [Teri.Spaven@gov.bc.ca](mailto:Teri.Spaven@gov.bc.ca) or by phone at 250-516-6812.

Daniel Sailland  
Page 2

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Faganello', with a large, sweeping flourish at the end.

Tara Faganello  
Assistant Deputy Minister

pc: Teri Spaven, Assistant Deputy Minister, Procurement and Supply Division, Ministry of Citizens'  
Services  
Candace Witkowskyj, Executive Director, Local Government Management Association

September xx, 2023

Hon. Anne Kang  
Minister of Municipal Affairs  
Room 028 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Kang,

We are writing in response to Assistant Deputy Minister Tara Faganello's letter of June 22 to request a further meeting to discuss the future of the British Columbia Social Procurement Initiative (BCSPI).

We note that ADM Faganello's letter indicated that the Ministry of Municipal Affairs does not have a program that can support our request for funding to continue the Initiative. However, BCSPI is created and operated by and for local governments, with its administrative and financial processes housed within one of the member organizations (City of Victoria). Because of this, we feel that the Initiative is well aligned with the mandate of Municipal Affairs and should be eligible for funding from your ministry.

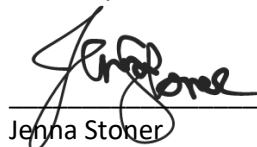
Whilst we fully appreciate that the Ministry of Citizen's Services is responsible for advancing social and sustainable procurement within the Government's own purchasing activities, we would like to clarify that BCSPI represents the only operational tool available to B.C.'s municipalities and regional districts that links local government spending to building vibrant and healthy communities and gives them the tools, skills, and support needed to utilize social and sustainable procurement practices.

We also appreciate the suggestion to pursue development of a model where BCSPI can become financially self-sustaining. We have explored this avenue but, whilst existing membership fees account for 40% of the Initiative's delivery cost, a completely fee-based approach is not feasible because many of B.C.'s smaller local governments would not be able to participate if membership fees were increased.

BCSPI provides essential capacity building and learning for B.C.'s municipalities and regional districts which directly supports building vibrant and healthy communities that are liveable, safe, economically resilient, and socially and environmentally responsible. We've experienced first-hand the shift that social and sustainable procurement can make in our communities, and this initiative is a critical opportunity to empower B.C.'s municipalities to grow their internal capacity and make their budgets go further.

We hope that this letter, accompanying signatures, and updated proposal will further clarify that BCSPI represents an initiative which provides essential services for many of B.C.'s municipalities and regional districts, and we appreciate your consideration of helping to ensure these services remain available.

Sincerely,



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Jenna Stoner  
Councillor, District of Squamish  
Co-Chair, BCSPI



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Vickey Brown  
Mayor, Village of Cumberland  
Co-Chair, BCSPI

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## British Columbia Social Procurement Initiative (BCSPI) - Funding Proposal

The British Columbia Social Procurement Initiative (BCSPI) is seeking funding to continue service delivery for the next 3-5 years. BCSPI is a learning program for municipalities and regional districts across B.C. It represents the only program available to B.C.'s municipalities and regional districts that links local government spending to building vibrant and healthy communities that are liveable, safe, economically resilient, and socially and environmentally responsible.

### Overview

Founded in 2019, the British Columbia Social Procurement Initiative is a B.C.-grown, internationally recognized learning program that supports municipalities and regional districts across B.C. to implement social and sustainable procurement practices.

As a result of funding received in March 2021 from the Ministry of Municipal Affairs, BCSPI successfully expanded from a Vancouver-Island based pilot project to a province-wide initiative.

#### To-date:

- BCSPI members have included social value in more than \$700M of public sector spending. A significant return on investment from the Ministry's initial funding of \$500,000
- Membership has expanded to over 40 organizations across the Province
- Nearly 2000 individuals have been trained, adding significant capacity for local governments
- Social and sustainable value considerations have been incorporated in more than 1000 purchasing projects from goods and services purchasing to construction and infrastructure

Social and sustainable procurement directly supports the social, economic and climate goals of local governments. It helps strengthen local economies, supports sustainability targets, creates opportunities for locally owned, diverse businesses, and employment opportunities for marginalized people and those facing barriers to traditional employment. Social and sustainable procurement also advances sustainable business practices, and delivers outcomes related to equity, diversity, inclusion, and reconciliation.

Each community participating in BCSPI is unique, but collectively they share common values and goals that allow collaboration in the process, shared learning, and utilization of common resources and tools.

### Governance and Fee Structure

BCSPI is a public initiative, created by and for local governments, with its administrative and financial processes housed within one of its member organizations (City of Victoria). The Initiative is governed by a Steering Committee made up of both elected officials and staff from member organizations, with member services delivered by a contracted partnership of social and sustainable procurement experts.

In the current model, there is a sliding scale fee structure that ensures membership remains accessible to communities of all sizes, particularly small, rural municipalities that could not otherwise afford to

access the training, resources, and support to implement social and sustainable procurement best practices. Membership fees are based on population size, and currently contribute to approximately 40% of the project delivery cost. B.C. Government funding addresses the gap between what member organizations can afford, and the cost to provide appropriate services.

BCSPI has explored shifting to a solely fee-based service. However, while membership fees do currently account for 40% of the Initiative's delivery cost, a completely fee-based approach would require either a significant increase in fees (making the initiative out of reach for smaller and rural communities) or a significant reduction in service (which would compromise the quality and outcomes BCSPI is known for). The value of the services and support provided far exceeds most municipalities' budgets for internal capacity and program development. Without BCSPI, small and remote communities would be unable to advance social and sustainable procurement policies and practices. The potential community impact from embedding social procurement into purchasing is worth the investment.

BCSPI is not a "forever" project, however many of its existing members are still at a critical growth stage, and there is steady interest from local governments who are not yet members. Social and sustainable procurement is nearing a 'tipping point' where, once enough organizations have piloted and implemented policies and best practices, an ongoing initiative will not be required. Within 3-5 years, BCSPI will be better positioned to transition to a self-sustaining model where the baseline resources and learning materials can be housed within a partner organization or can become public domain for others to access in perpetuity at no cost.

#### **BCSPI supports the goals of the B.C. Government**

Communities in B.C. are facing unprecedented economic, social, and environmental challenges. Social and sustainable procurement is a globally recognized best practice that ensures spending achieves best value, not only on price and quality, but also from a social and environmental perspective. More and more governments are now understanding the opportunities within their procurement practices and their supply chains to contribute positively to economic, social, and environmental challenges. For example, in Canada, social and sustainable procurement is being recognized as a way to strengthen local economies, mitigate the impacts of climate change, and support commitments to reconciliation with Indigenous peoples, diversity, accessibility, community development, inclusion, gender equality and tackling systemic racism.

The social and sustainable value created by BCSPI members directly supports the overarching goals of the B.C. Government, in particular delivering results that support a sustainable, clean, secure, and fair economy. The Ministry of Municipal Affairs has been tasked with critical outcomes related to maximizing other levels of government funding, infrastructure development, and inclusive and sustainable economic development. Many of these outcomes are directly supported and magnified by local governments integrating social and environmental outcomes into their purchasing and infrastructure development practices.

Whilst the Ministry of Citizen's Services is responsible for advancing social and sustainable procurement within the Government's own purchasing activities, BCSPI represents the only program available to B.C.'s municipalities and regional districts that links local government spending to building vibrant and healthy communities that are liveable, safe, economically resilient, and socially and environmentally responsible.

## Partnering with the B.C. Government

Following an initial pilot on Vancouver Island supported by the Island Coastal Economic Trust (ICET), a grant of \$500,000 in 2021 from the Ministry of Municipal Affairs supported the provincial expansion of BCSPi. This expansion is ongoing and BCSPi is seeking additional funding to continue providing learning and capacity building for B.C.'s municipalities and regional districts for the next 3-5 years. We would like to present two options for consideration:

### Option 1:

- **\$330,000 per year for the next three years for a total of \$990,000.** Supporting the Initiative to continue for the next three years would enable the following outcomes:
  - Continued delivery of services to existing local government members across B.C.
  - Projected BCSPi Membership is 60 local governments and institutions by March 2027
  - Projected training of 1,800 session participants from April 2024 – March 2027
  - Annual impact measurement reports
  - 8 hours of core training available to every BCSPi Member staff person on social procurement introduction, implementation, and construction
  - 8-10 webinars per year on current social procurement topics
  - Bimonthly community of practice for every BCSPi Member staff person
  - Updated templates, guides, and tools to support social procurement implementation
  - Regional coordination to support social procurement integration and collaboration
  - Case studies and videos of social procurement success

### Option 2:

- **\$300,000 per year for the next five years for a total of \$1.5 million.** Supporting the Initiative to continue for the next five years would enable the following outcomes:
  - Continued delivery of services to existing local government members across B.C.
  - Projected BCSPi Membership is 80 local governments and institutions by March 2029
  - Projected training of 3,000 session participants from April 2024 – March 2027
  - Annual impact measurement reports
  - 8 hours of core training available to every BCSPi Member staff person on social procurement introduction, implementation, and construction
  - 8-10 webinars per year on current social procurement topics
  - Bimonthly community of practice for every BCSPi Member staff person
  - Updated templates, guides, and tools to support social procurement implementation
  - Regional coordination to support social procurement integration and collaboration
  - Case studies and videos of social procurement success

## Key Messages for Steering Committee Members at UBCM

### BCSPI Informal Shout-Outs

- BCSPI is super great value, it's highly affordable and we get training, bespoke support, and tons of other resources to help us get the best value for our communities from the dollars we are spending. We love it and our staff love it too!
- We can't do business as usual and expect different outcomes. Shifting the way we purchase to include social and environmental impact is a powerful way to create alignment between our economic activity and community goals.
- Have you thought about getting more strategic with your spending? Social and sustainable procurement practices can help you get additional value from your existing spending that can contribute to your existing strategic priorities: including social and environmental challenges.
- BCSPI has been a great resource for our organization. They've trained our staff and helped us create new approaches and policies around the way we spend money that can make a real difference to our local economy.

### Key Messages from BCSPI Communications Guide

- We work hard to ensure every purchase delivers on community priorities. That's why we're implementing social procurement, a practice that leverages supply chains and purchasing to amplify benefits to our community.
  - **Supporting point:** We're committed to making the money we spend go further by working towards social and community outcomes.
- How we purchase matters. We're working to align our purchasing to achieve social and environmental community outcomes.
  - **Supporting point:** Purchasing decisions enable the re-circulation of money in the local economy creating a cascading effect of impact. Learn more about how we're amplifying benefits in our community.
- We're working to deliver impact through our purchasing decisions. Implementing social procurement helps us benefit people, planet, and community.
  - **Supporting point:** Social procurement is a critical tool to reach our goals. (provide link to BCSPI case studies or other examples at [www.bcspi.ca](http://www.bcspi.ca)).

**THE CORPORATION OF THE CITY OF COURTENAY**

**BYLAW NO. 3091**

**A bylaw to exempt certain lands and  
improvements from taxation for the year 2024**

WHEREAS the Council of the Corporation of the City of Courtenay deems that land and improvements described herein meet the qualifications of Section 224 of the *Community Charter*;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "**Tax Exemption 2024 Bylaw No. 3091, 2023**".
2. The following properties are hereby exempt from taxation for land and improvements to the extent indicated for the year 2024:

| <b>FOLIO</b> | <b>LEGAL DESCRIPTION</b>   | <b>CIVIC ADDRESS</b>          | <b>REGISTERED OWNER/LESSEE</b>                           | <b>PERCENTAGE EXEMPTION</b>  |
|--------------|--|-------------------------------|--|--|
| 49.000       | LOT 41, SECTION 61, CD, PLAN 311   | 280 – 4 <sup>TH</sup> STREET  | EUREKA SUPPORT SOCIETY                                   | 100%   |
| 122.000      | LOT 1, PLAN 40587  | 367 CLIFFE AVENUE             | ROYAL CANADIAN LEGION                                    | 100%   |
| 1650.000     | PARCEL A, DD59610N OF LOT B, SECTION 16, PL 5618   | 101 ISLAND HIGHWAY            |  |  |
| 169.000      | PARCEL B (BEING A CONSOLIDATION OF LOTS 14, 17, 18, 21, 22 SEE CA6169477) SECTION 61, CD, PLAN VIP1517 | 237 – 3 <sup>RD</sup> STREET  | COMOX VALLEY CHILD DEVELOPMENT ASSOCIATION               | 100%   |
| 348.000      | LOT 15, SECTION 61, CD, PLAN 4906  | 543 – 6 <sup>TH</sup> STREET  | ALANO CLUB OF COURTENAY                                  | 100%   |
| 400.000      | LOT A, SECTION 61, CD, PLAN 18979  | A1-310 8 <sup>TH</sup> STREET | CITY OF COURTENAY (LEASED FROM WEST ISLAND CAPITAL CORP) | 100% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 513.000      | LOT A, DL 127, CD, PLAN 7719   | 755 HARMSTON AVENUE           | OLD CHURCH THEATRE SOCIETY                               | 100%   |

| FOLIO                | LEGAL DESCRIPTION  | CIVIC ADDRESS              | REGISTERED OWNER/LESSEE   | PERCENTAGE EXEMPTION   |
|----------------------|--|----------------------------|---|--|
| 580.000              | LOT A, SECTION 127, DL 15, PLAN VIP 63529 PID 023-459-832      | 877 5 <sup>TH</sup> STREET | BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND (LEASED FROM GOLDFINCH SMALL HOME DESIGN LTD) | 100% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 750.020              | LOT 1, DL 127, CD, PLAN VIP 62285                              | 641 MENZIES AVENUE         | COMOX VALLEY RECOVERY CENTRE SOCIETY (LEASED FROM CITY OF COURTENAY)                          | 100%   |
| 1037.000             | LOTS 1 AND 2, SECTION 41, CD, PLAN 3930                        | 1415 CLIFFE AVENUE         | COMOX VALLEY FAMILY SERVICES ASSOCIATION  | 100%   |
| 1200.002             | LOT 1, DL 15, PLAN 15512, PID 004-154-665                      | 2040 CLIFFE AVENUE         | COMOX VALLEY CANOE RACING CLUB (LEASED FROM CITY OF COURTENAY)                                | 100% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 1200.003             | LOT 1, DL 15, PLAN 15512, PID 004-154-665                      | 2040 CLIFFE AVENUE         | COMOX VALLEY ROWING CLUB (LEASED FROM CITY OF COURTENAY)                                      | 100% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 1200.004             | LOT 1, DL 15, PLAN 15512, PID 004-154-665                      | 2040 CLIFFE AVENUE         | COURTENAY MARINA (LEASED FROM CITY OF COURTENAY)  | 100% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 1494.000<br>1494.010 | LOT 1 AND 2, SECTION 6 AND 8, CD, PLAN 2849, EXCEPT PLAN 35008 | 2470 BACK ROAD             | GLACIER VIEW LODGE SOCIETY  | 100%   |
| 1494.050             | LOT A, SECTION 6 AND 8, CD, PLAN 35008                         | 2450 BACK ROAD             |   |  |

| FOLIO    | LEGAL DESCRIPTION   | CIVIC ADDRESS                 | REGISTERED OWNER/LESSEE   | PERCENTAGE EXEMPTION  |
|----------|---|-------------------------------|---|---|
| 1577.018 | LOT 4, SECTION 16, PLAN VIS2269, PID 017-693-071                        | #4 - 204 ISLAND HWY N         | NESTING PLACE SOCIETY   | 100%  |
| 2200.044 | LOT 3, DL 138, CD, PLAN 20288   | 2564 CUMBERLAND ROAD          | COURTENAY & DISTRICT HISTORICAL SOCIETY IN TRUST  | 100%  |
| 3200.072 | LOT A, SECTION 18, CD, PLAN 12735                                       | 4835 HEADQUARTERS RD          | COMOX VALLEY CURLING CLUB   | 100%  |
| 757.000  | LOT A, BLOCK 2, PLAN 1951   | 1061 – 8 <sup>TH</sup> STREET | COMOX VALLEY KIWANIS VILLAGE SOCIETY  | 75%   |
| 757.001  | LOT A, BLOCK 2, PLAN 1951 EXCEPT PLAN 4288 & 4941                       | 1051 – 8 <sup>TH</sup> STREET |   |   |
| 758.000  | LOT A&B, PLAN 16907   | 635 PIDCOCK AVE               |   |   |
| 1286.045 | LOT 8, BLOCK 3, PLAN 16252  | 534 – 19 <sup>TH</sup> STREET | L'ARCHE COMOX VALLEY  | 75%   |
| 34.000   | LOT 2, SECTION 61, CD, PLAN 20159 PID 003-698-254                       | 231 6 <sup>TH</sup> STREET    | COURTENAY ELKS' LODGE #60 OF THE BENEVOLENT AND PROTECTIVE ORDER OF THE ELKS' OF CANADA | 40%   |
| 88.000   | LOT 85, PLAN VIP 311 SECTION 61, LD 15 EXCEPT PLAN 66BL PID 000-337-366 | 355 6 <sup>TH</sup> STREET    | AVI HEALTH AND COMMUNITY SERVICES (LEASED FROM ERNST VON SCHILLING)                     | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE |
| 166.000  | LOT 8 PLAN 2834 PID 003-451-941   | 267 3 <sup>RD</sup> STREET    | COMOX VALLEY CHILD DEVELOPMENT ASSOCIATION  | 40%   |

| FOLIO    | LEGAL DESCRIPTION  | CIVIC ADDRESS                      | REGISTERED OWNER/LESSEE  | PERCENTAGE EXEMPTION   |
|----------|--|------------------------------------|--|--|
| 432.000  | LOT 14, SECTION 61, LD 15, PLAN VIP3939<br>PID 004-154-894                   | A & C 450 – 8 <sup>TH</sup> STREET | COMMUNITY JUSTICE CENTRE OF THE COMOX VALLEY (LEASED FROM 1124430 BC LTD)                                  | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE  |
| 459.000  | LOT B, PLAN 20211<br>PID 003-519-376   | 956 GRIEVE AVENUE                  | UPPER ISLAND WOMEN OF NATIVE ANCESTRY  | 40%  |
| 969.001  | LOT 1, SECTION 69, BLOCK 15, PLAN EPP123274<br>PID 031-766-030               | 1255 MCPHEE AVENUE                 | COMOX VALLEY FOOD BANK SOCIETY   | 40%  |
| 1113.000 | LOT 19, SECTION 41, DL 15, PLAN 9230,<br>PID 005-583-314                     | 1465 GRIEVE AVENUE                 | L'ARCHE COMOX VALLEY   | 40%  |
| 1171.005 | LOT C, PLAN 13660, SECTION 41, DL 15<br>PID 004-619-048                      | 1625 MCPHEE AVENUE                 | WACHIAY FRIENDSHIP CENTRE SOCIETY  | 40% OF THE ASSESSMENT – EXCLUDING 26% OF FACILITY USED FOR REVENUE GENERATING BUSINESS (WACHIAY STUDIO AND MULTIMEDIA AND DAYCARE) |
| 1171.006 | LOT 5, PLAN 13075, SECTION 41, DL 15 EXCEPT PLAN VIP68431<br>PID 004-711-823 | 1679 MCPHEE AVENUE                 |  |  |
| 1700.332 | STRATA LOT 2, SECTION 67, LD 15, PLAN VIS3934<br>PID 023-378-158             | #10-12, 2683 MORAY AVENUE          | THE CANADIAN RED CROSS SOCIETY (LEASED FROM 670431 BC LTD)   | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE  |
| 1960.004 | LOT B, SECTION 67, CD, PLAN 33851<br>PID 000-262-170                         | #8, 468 - 29 <sup>TH</sup> STREET  | THE GOVERNING COUNCIL OF THE SALVATION ARMY IN CANADA (LEASED FROM LENCO/NORCO AND FERNCO DEVELOPMENT LTD) | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE  |
| 1960.006 | LOT C, SECTION 67, CD, PLAN 33851<br>PID 000-217-158                         | 2966 KILPATRICK AVE                | AARON HOUSE MINISTRIES (LEASED FROM LENCO/NORCO AND FERNCO DEVELOPMENT LTD)                                | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE  |



| FOLIO    | LEGAL DESCRIPTION   | CIVIC ADDRESS                | REGISTERED OWNER/LESSEE                             | PERCENTAGE EXEMPTION   |
|----------|---|------------------------------|---|--|
| 2091.108 | LOT 4, PLAN VIP53637, DISTRICT LOT 230<br>PID 017-632-391       | 2356 A ROSEWALL CRES         | COMOX VALLEY PROJECT WATERSHED SOCIETY              | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE            |
| 2091.116 | LOT 1, SECTION 230, PLAN VIS5565, PID 025-974-211               | 2342 B ROSEWALL CRES         | LUSH VALLEY FOOD ACTION SOCIETY                     | 40%  |
| 2091.176 | STRATA LOT 2, PLAN VIS6017, DISTRICT LOT 230<br>PID 026-715-171 | 102, 2456 ROSEWALL CRES      | Y.A.N.A FUND SOCIETY                                | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE LEASED BY THE LEASEE            |
| 2016.006 | LOT 6, PLAN 27200<br>PID 002-344-408                            | 1535 BURGESS ROAD            | STEPPING STONES RECOVERY HOUSE FOR WOMEN (LEASE)    | 40%  |
| 2024.009 | LOT 2 PLAN VIP53672<br>PID 017-650-097                          | 1755 13 <sup>TH</sup> STREET | HABITAT FOR HUMANITY VANCOUVER ISLAND NORTH SOCIETY | 40% OF THE ASSESSMENT ALLOCATED TO THE SPACE USED FOR ADMINISTRATION OFFICES |
| 3200.032 | LOT A, SECTION 18, CD, PLAN VIP 75369<br>PID 025-673-017        | 4729 HEADQUARTERS RD         | YOUTH FOR CHRIST COMOX VALLEY                       | 40% OF THE ASSESSMENT – EXCLUDING CARETAKER RESIDENTIAL SPACE                |

Read a first time this 27<sup>th</sup> day of September, 2023

Read a second time this 27<sup>th</sup> day of September, 2023

Read a third time this 27<sup>th</sup> day of September, 2023

Finally passed and adopted this      day of October, 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer

## Matthews, Rayanne

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**Subject:** FW: Urgent Concern Regarding Proposal to Revoke Religious Tax Exemption

**From:** Alain Lepine <[REDACTED]>

**Date:** October 3, 2023 at 6:50:38 AM GMT+9

**To:** CouncilAlias <[Council@courtenay.ca](mailto:Council@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Wells, Bob" <[mayer@courtenay.ca](mailto:mayer@courtenay.ca)>, "Frisch, David" <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>, "Hillian, Doug" <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>, "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Morin, Wendy" <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>, [comoxvalley@yfc.ca](mailto:comoxvalley@yfc.ca)

**Cc:** "Cole-Hamilton, Will" <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>, "Morin, Wendy" <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>, "Wells, Bob" <[mayer@courtenay.ca](mailto:mayer@courtenay.ca)>, "Hillian, Doug" <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>, "Garbutt, Geoff" <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>, "Frisch, David" <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

**Subject:** Urgent Concern Regarding Proposal to Revoke Religious Tax Exemption

Dear Council members of the city of Courtenay,

I hope this letter finds you well. I am writing to express my deep concern regarding a proposal put forth by a city council member, Evan Jolicoeur, to revoke the religious tax exemption of two organizations, Aaron House Ministries and Youth for Christ Comox Valley. It is alarming to contemplate the idea that public officials may accuse religious and non-profit organizations without any evidence, relying solely on hearsay. Such actions would undoubtedly set a dangerous precedent, one that we must not allow to take root.

The proposition of revoking tax exemptions without substantial proof of hate or discrimination is a matter that should not be taken lightly. It is crucial that public officials uphold the principles of justice and fairness, ensuring that any allegations brought forward are supported by concrete evidence. To do otherwise would risk unjustly targeting religious and non-profit organizations, potentially causing irreparable harm.

We have a responsibility to ensure that accusations of hate and discrimination are thoroughly investigated, with due process and proper evidence-gathering procedures in place. It is only through these measures that we can safeguard against the misuse of power and protect the fundamental rights of all individuals and organizations involved.

Furthermore, I would like to emphasize that our organization, Aaron House, has been serving our community for the past 25 years, providing assistance to those in need, including drug addicts, the emotionally disturbed, and individuals requiring help in various ways. Throughout our history, we have never discriminated against anyone, but rather, we have consistently offered hope and support. Our mission has always been rooted in compassion, understanding, and the belief in the inherent worth and dignity of every person. Hate has never been a part of our organization, and we have always strived to create an environment of acceptance and love.

The proposed actions, if allowed to proceed, could have a far-reaching impact on our society. It is essential that we stand together to oppose the notion of baseless accusations being used as a

means to target religious and non-profit organizations. By advocating for transparency, fairness, and the preservation of constitutional rights, we can prevent the establishment of a perilous precedent that undermines the fabric of our community.

Thank you for taking the time to consider my concerns. I sincerely hope that we can collectively work towards a society that upholds the values of truth, fairness, and respect for all.

Yours sincerely,

Alain Lepine  
Lead Pastor of Aaron House

## Matthews, Rayanne

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**Subject:** FW: 2024 Property Tax Exemption

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**From:** Pride Society Comox Valley <[pscv2021@gmail.com](mailto:pscv2021@gmail.com)>

**Sent:** Thursday, October 12, 2023 9:42:13 PM

**To:** Bob Wells <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>; Will Cole-Hamilton <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>; David Frisch <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>; Doug Hillian <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>; Evan Jolicouer <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>; Melanie McCollum <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>; Wendy Morin <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>

**Cc:** [ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca) <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>; Marusha Taylor <[REDACTED]>; Christopher Bate <[REDACTED]>; Andrea Cupelli <[REDACTED]>; Kazimea Sokil <[REDACTED]>

**Subject:** 2024 Property Tax Exemption

Dear Mayor Wells and Courtenay Councillors,

Pride Society of the Comox Valley extends its deep appreciation to you and City staff for your rapid response to recent anti-LGBTQIA2S+ events in Courtenay. Your strong support of citizens who have been systematically excluded historically is clear and firm.

Pride Comox Valley is aware that charitable and nonprofit organizations who own property in the City, or property owners who rent to them, are eligible for Permissive Property Tax Exemptions. This is a wonderful systemic support that the City offers.

Pride understands that the final decision on these Permissive Property Tax Exemptions for 2024 is imminent. It has come to the attention of our Board that the City may be granting a Permissive Property Tax Exemption for 2024 to an organization that was recently involved in leading an anti-LGBTQIA2S+ protest locally, seeking to suppress transgender identity in schools. Our Board strongly encourages Council to reconsider granting exemptions to any organization, regardless of their charitable activity, which also advocates for the denial of human rights to equity-seeking groups. This would be consistent with the City of Courtenay's stated mission to "...promote educational opportunities and diversity, and care about the health and well being and safety of our citizens, businesses and environment."

Discriminatory practices by religious organizations should not be allowed because of their claim to freedom of religion. While people of faith are guaranteed the right to believe and worship as they wish without interference from the state, their religious freedom does not supersede the law of the land with respect to the promotion of hate and discrimination against marginalized groups. The Canadian Civil Liberties Association says,

"Religious freedom in Canada means that there are no state-sponsored religions and that the government cannot prefer some religious beliefs or groups over others. Similarly, religious belief cannot be preferred to non-belief. We strive to ensure that any restrictions on freedom of religion are necessary and minimally intrusive and that our public institutions treat all individuals equally, regardless of religious affiliation." (<https://ccla.org/our-work/fundamental-freedoms/freedom-of-religion/>)

The Pride Society of the Comox Valley would appreciate a follow up with a council representative on this issue. If the exemption for 2024 is granted, Pride will immediately begin work on encouraging, and supporting, the City to create criteria for future years that prohibit organizations that cause harm to LGBTQIA2S+ people from receiving Permissive Property Tax Exemptions.

In Pride,

Christopher Bate

Chairperson

***Pride Society of the Comox Valley***

***<https://pridesocietycomoxvalley.org/>***



***Pride Society Comox Valley respectfully acknowledges that it operates on the stolen traditional territory of the Pentlatch, E'iksan, Satsila, and Sahtloot people, now collectively known as the K'omoks First Nation. Pride Comox Valley honours the presence and power of the K'omoks Nation and thanks them for their grace and tolerance.***



October 18, 2023

Mayor Bob Wells and Courtenay Council

I am writing to you on behalf of the Comox Valley Social Planning Society Board of Directors in support of a letter the Pride Society of the Comox Valley sent regarding 2024 Permissive Property Tax Exemptions.

The City of Courtenay has partnered with the Social Planning Society on a BC Healthy Communities grant titled ***Bringing an Equity Lens to Public Policy*** project. Equity is the fair distribution of opportunities, power, and resources to meet the needs of all people, regardless of age, ability, gender, income, education level, culture, or background. Developing policies and practices through an equity lens can be guided by the following questions.

- Who will benefit?
- Who will be excluded?
- What contributes to or creates the exclusion?
- What promotes inclusion?

One of the Cardinal Directions of the Courtenay Official Community Plan (OCP) is Equity and the OCP states “this OCP challenges some traditional planning practices that can result in policies, programs, and regulations that disproportionately impact and stymie the progress of some *equity-priority groups*. Through policies on topics ranging from *affordable housing* to public participation, this OCP applies an equity lens and seeks to honour the lived experiences of all of Courtenay’s peoples “(page 21).

While we strongly support and appreciate that the City of Courtenay gives Permissive Property Tax Exemptions, it seems the example that raises concern for the Pride Society requires the City of Courtenay to look at criteria for exemptions through an equity lens. This could prevent equity-priority groups and people being discriminated against or systematically excluded by organizations receiving local government support through tax exemptions.

if we were to look at the distribution of these exemptions through an equity lens some different criteria could be used to decide on eligibility. For example, criteria could be included that asks for an organization’s values related to human rights for equity-priority groups or how the organization includes diversity and equity in their work.

These kinds of criteria are used by many funding organizations for non-profits currently. For example, the Comox Valley Community Foundation asks organizations to “describe ways their organization actively brings an equity lens to its work” on their Community Enrichment Grant applications. As we have with other equity projects, the Comox Valley Social Planning Society would very much like to collaborate with the City of Courtenay to develop criteria for Permissive Property Tax Exemptions.

We stand with the Pride Society and their concerns about the organization that will likely receive a tax exemption this year and request that the City create criteria that promote equity to not inadvertently give exemptions to organizations that cause harm not only to LGBTQIA25+ people but all equity-priority groups in our community.

Sincerely,



Joanne Schroeder  
Secretary, Comox Valley Social Planning Society  
[comoxvalleysocialplanning@gmail.com](mailto:comoxvalleysocialplanning@gmail.com)

## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: Permissive Tax exemptions

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**From:** Wanda Thompson <[REDACTED]>

**Sent:** Monday, October 23, 2023 8:37:55 AM

**To:** Bob Wells <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>; Doug Hillian <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>; Wendy Morin <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>;  
Melanie McCollum <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>; Will Cole-Hamilton <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>; Jolicoeur Evan  
<[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>

**Cc:** Geoff Garbutt <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>

**Subject:** Permissive Tax exemptions

Dear Council,

I am writing to you about the City of Courtenay's permissive tax exemptions.

As I am sure you are now aware, Bay Commission Church in Comox is hosting Action 4 Canada at their church. Action 4 Canada promotes hate, bigotry, disinformation and seeks to divide and undermine our communities and democracy. I have written to Mayor Minions urging the Town of Comox to deny this discretionary tax relief to BCC.

I urge you to carefully review Courtenay's list of organizations that receive permissive tax exemptions to ensure that they have clearly demonstrated they are deserving of any discretionary tax break. Courtenay should not be approving permissive tax exemptions for any charities or churches that support and incite intolerance, either now or going forward.

Wanda Thompson  
No Space for Hate.



## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: Permissive Tax Exemptions

**From:** Avi Goldberg [REDACTED]

**Date:** October 24, 2023 at 1:59:51 PM PDT

**To:** CouncilAlias <[Council@courtenay.ca](mailto:Council@courtenay.ca)>

**Cc:** "Cole-Hamilton, Will" <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>, "Morin,Wendy" <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>, "Wells, Bob" <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>, "Hillian, Doug" <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>, "Garbutt, Geoff" <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>, "Frisch, David" <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

**Subject:** Permissive Tax Exemptions

Dear Mayor and Council,

I am writing to express my support for Councillor Jolicoeur's motion to remove permissive tax exemptions for Aaron House Ministries and Youth for Christ/Youth Unlimited.

On September 20, I attended the "No Space for Hate" gathering and walk to support 2SLGBTQIA+ rights and SOGI123 in schools, organized by the Pride Society of the Comox Valley. As you know, we were a counter-protest to the hateful anti-2LGBTQIA+ gatherings across the country, the so-called "1 Million March 4 Children".

I was so pleased to see the City release a strong statement that same day, denouncing discrimination and hatred, expressing support for the 2SLGBTQIA+ community, and declaring there's no place for hate in Courtenay. I was heartened to see several elected school trustees attend the gathering. We were assured by the organizers of the gathering that our Mayor and Councillors would have attended as well, had you not been at UBCM, and your support was loud and clear.

The hateful anti-2LGBTQIA+ gathering was small. Only a handful of adults were there. Alain and Christine Lepine were quoted in the Comox Valley Record: "We want school to be about ABC's and reading, and not about basically just pushing this sexual ideology on children in schools." <https://www.comoxvalleyrecord.com/news/courtenay-1-million-march-4-children-protesters-vastly-outnumbered-by-counter-protesters-4419484>

Alain and Christine Lepine are the pastors of Aaron House Ministries.

I am sure you would agree that human rights and equality are not "sexual ideology." This kind of rhetoric from the Lepines fuels disinformation about SOGI123 in schools, and it fuels hatred towards the 2LGBTQIA+ community.

Youth for Christ/Youth Unlimited has a long and well-known history espousing anti-2LGBTQIA+ dogma. Just last year, human rights groups challenged public funds being given to YFC in Winnipeg, due to their exclusionary hiring practices: <https://www.cbc.ca/news/canada/manitoba/youth-for-christ-winnipeg-government-funding-1.6661489>

You can speak to the Comox Valley school trustees who had to make policy changes to prevent YFC from proselytizing in schools. You can ask them about a trustee candidate who ran in the last election,

who worked for YFC, spewed hateful anti-2LGBTQIA+ rhetoric in the all-candidates debate, and shared materials from Action4Canada in her campaign (the Canadian Anti-Hate Network has written extensively on Action4Canada's hate-fuelled campaigns).

We have a long way to go to create communities that are truly inclusive and supportive of all. I have been confident that the current Mayor and Council are up to the task of taking on that work in a municipal context.

So, it was with great disappointment that I learned that Councillor Jolicoeur's motion to remove permissive tax exemptions for Aaron House Ministries and Youth for Christ/Youth Unlimited was defeated by council. Tax exemptions for non-profit organizations are the will of council. I plead with you to walk the talk. While your statements of support for the 2LGBTQIA+ community are encouraging, it is hollow to not back them up with action. I encourage you to reconsider removing the permissive tax exemption from those two groups.

Finally, I implore you to develop new policies to ensure permissive tax exemptions DO support the many non-profit organizations working in the City of Courtenay who value diversity, equity and inclusion, and support marginalized folks in the community. These are important actions that show what this council stands for.

Thank you for your consideration,  
Avi Goldberg

## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: NO to Permissive Tax Exemptions for Religious Organizations and any Not for Profits that spew hate and Contravene BC Human Rights Legislation

**From:** Dianne Goldberg <[REDACTED]>

**Date:** October 24, 2023 at 2:14:16 PM PDT

**To:** CouncilAlias <[Council@courtenay.ca](mailto:Council@courtenay.ca)>

**Cc:** "Cole-Hamilton, Will" <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>, "Morin,Wendy" <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>, "Wells, Bob" <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>, "Hillian, Doug" <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>, "Garbutt, Geoff" <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>, "Frisch, David" <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

**Subject:** NO to Permissive Tax Exemptions for Religious Organizations and any Not for Profits that spew hate and Contravene BC Human Rights Legislation

I urge Mayor and Council to take the next steps to ensure that all property tax exemptions and any other grants to religious and other non profit organizations are given ONLY to those applicants that:

1. meet specific criteria and are aligned with Courtenay's strategic plans and priorities
2. do not promote hatred and
3. comply with Human Rights intent and laws in BC.

Councillor Jolicoeur helpfully set the path for the next steps at the last Council meeting.

Please ask yourselves before you vote - Do Council priorities reflect the "**Statement from BC Human Rights Commissioner in response to the hate fuelled marches planned for Sept. 20, 2023**"?

<https://bchumanrights.ca/news/statement-from-b-c-s-human-rights-commissioner-in-response-to-the-hate-fuelled-marches-planned-for-september-20-2023/>

### **Courtenay experiences on Sept 30, 2023**

Dealing with [REDACTED] Aaron House [REDACTED], is not 'heresay' for me. I was harangued [REDACTED]

I am a proud ally who participated in the Comox Valley Pride walk to counter the 1 Million March 4 Children. The [REDACTED] Aaron House [REDACTED], [REDACTED] and a few [REDACTED] followers made insulting comments to us and paraded with their hateful posters/signs as we peacefully walked in front of the school district office.

Several district school trustees participated, I am sure for them its not hearsay either.

<https://www.comoxvalleyrecord.com/news/courtenay-1-million-march-4-children-protesters-vastly-outnumbered-by-counter-protesters-4419484>

It wasn't the first time such hatred was out loud in our city! In the last school board election all candidates meeting, Anita Devries (associated with Youth For Christ AKA Youth Unlimited) ran as a school trustee [REDACTED]

[REDACTED] She paraded in front of a couple of Schools with her Action4Canada leaflets (Tanya Gaw, founder of Action4Canada, recent speaker in a Black Creek and a Comox church) promoting the same hatred. Plenty of evidence in the newspapers and on the televised candidates meeting.

"When asked about the SOGI 123 initiative and whether she aligned with the Action4Canada stance that the initiative is there "... to promote homosexuality and transgender ideology, and normalize sexual deviancy," Devries said that is how she interprets it.

<https://www.comoxvalleyrecord.com/community/courtenay-school-board-trustee-candidate-distributing-anti-sogi-material-1636411>

These "leaders" supporters/followers are not new to this hate agenda. I am old enough to recall how some of their 'their allies' led the campaign against books in Surrey schools. The leadership has changed but not their mission in promoting hatred. AND the Supreme Court ruled:

'Chamberlain v Surrey School District No 36, [2002] 4 S.C.R. 710, 2002 SCC 86, was a case in which the **Supreme Court of Canada held that a local school board could not impose its religious values by refusing to permit the use of books that sought to promote tolerance of same-sex relationships.**'

**"The court today has affirmed the right of children in same-sex parented families to see themselves and their families reflected in the school curriculum," said John Fisher, Egale Canada's Executive Director. "This is an unequivocal victory not only for lesbian, gay, bisexual and transgender Canadians and their families, but for all Canadians, in that it affirms the right of children to a bias-free curriculum that teaches the values of equality, tolerance and respect for diversity that we as a society hold so dear. ..The Supreme Court sent the clear message to educators across the nation that families come in many diverse forms, and that all are equally entitled to be treated with respect. Ultimately, the Court has recognized that children benefit from learning respect for those who are different. In the words of the Chief Justice, "tolerance is always age-appropriate."**

<https://nawl.ca/surrey-book-banning-case/>

I urge all of you to ensure that Council implements changes so that Courtenay is truly a city that has NO SPACE FOR HATE and that no taxpayer dollars that Council approves are directed to support the hateful words and actions of people and organizations in our city!

Sincerely,  
Dianne Goldberg  
Courtenay

## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: Reconsider granting tax exemptions to anti-LGBTQIA2S+ organizations

**From:** Maurita Prato <[REDACTED]>

**Date:** October 24, 2023 at 5:05:33 PM PDT

**To:** CouncilAlias <[Council@courtenay.ca](mailto:Council@courtenay.ca)>, Chrystoph Cooper <[REDACTED]>, [psc2021@gmail.com](mailto:psc2021@gmail.com)

**Cc:** "Cole-Hamilton, Will" <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>, "Morin,Wendy" <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>, "McCollum, Melanie" <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>, "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>, "Wells, Bob" <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>, "Hillian, Doug" <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>, "Garbutt, Geoff" <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>, "Frisch, David" <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

**Subject:** Reconsider granting tax exemptions to anti-LGBTQIA2S+ organizations

Dear Mayor Wells and Courtenay Councillors,

As concerned citizens, parents, and queer-identified community members - we are inspired by and aligned with the Pride Society of the Comox Valley in its deep appreciation to you and City staff for your rapid response to recent anti-LGBTQIA2S+ events in Courtenay.

We have been made aware that charitable and nonprofit organizations who own property in the City, or property owners who rent to them, are eligible for Permissive Property Tax Exemptions.

We have also been made aware of the fact that the City may be granting a Permissive Property Tax Exemption for 2024 to an organization that was recently involved in leading an anti-LGBTQIA2S+ protest locally, seeking to suppress transgender identity in schools. We stand with the Pride Board in their encouragement of Council to reconsider granting exemptions to any organization, regardless of their charitable activity, which also advocates for the denial of human rights to equity-seeking groups. This would be consistent with the City of Courtenay's stated mission to "...promote educational opportunities and diversity, and care about the health and well being and safety of our citizens, businesses and environment."

Discriminatory practices by religious organizations should not be allowed because of their claim to freedom of religion. While people of faith are guaranteed the right to believe and worship as they wish without interference from the state, their religious freedom does not supersede the law of the land with respect to the promotion of hate and discrimination against marginalized groups. The Canadian Civil Liberties Association says,

"Religious freedom in Canada means that there are no state-sponsored religions and that the government cannot prefer some religious beliefs or groups over others. Similarly, religious belief cannot be preferred to non-belief. We strive to ensure that any restrictions on freedom of religion are necessary and minimally intrusive and that our public institutions treat all individuals equally, regardless of religious affiliation." (<https://ccla.org/our-work/fundamental-freedoms/freedom-of-religion/>)

Thank you for taking the time to give this issue careful consideration. We love living in the Comox Valley and have immense appreciation for the work you all do. Please consider this a call to rally around the need for creating community that is inclusive of and supportive of all of its members equally.

Thank-you for your consideration,

Maurita Prato and Chrystoph Cooper

Maurita Prato  
MSc Strategic Leadership towards Sustainability

*I respectfully acknowledge that this land, where I live and that I love, is the stolen lands of the Pentlatch, E'iksan, Satsila, and Sahtlout people, now collectively known as the K'omoks First Nation. I honour the K'omoks Nation and their ancestors - the traditional keepers of this land - and give thanks for generations of stewardship of this land, the animals, the people, and the waters.*

“Do the best you can until you know better. Then when you know better, do better.”- Maya Angelou

## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: Regarding tax exemption status of Aaron House Ministries and YFC

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**From:** Sarah Clark <[REDACTED]>

**Sent:** Tuesday, October 24, 2023 6:22:53 PM

**To:** [council@courtenay.ca](mailto:council@courtenay.ca) <[council@courtenay.ca](mailto:council@courtenay.ca)>; [mayor@courtenay.ca](mailto:mayor@courtenay.ca) <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>

**Cc:** [wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca) <[wcole-hamilton@courtenay.ca](mailto:wcole-hamilton@courtenay.ca)>; [wmorin@courtenay.ca](mailto:wmorin@courtenay.ca) <[wmorin@courtenay.ca](mailto:wmorin@courtenay.ca)>;  
[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca) <[mmccollum@courtenay.ca](mailto:mmccollum@courtenay.ca)>; [ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca) <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>;  
[mayor@courtenay.ca](mailto:mayor@courtenay.ca) <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>; [dhillian@courtenay.ca](mailto:dhillian@courtenay.ca) <[dhillian@courtenay.ca](mailto:dhillian@courtenay.ca)>; [ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)  
<[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>; [dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca) <[dfrisch@courtenay.ca](mailto:dfrisch@courtenay.ca)>

**Subject:** Regarding tax exemption status of Aaron House Ministries and YFC

Dear Mayor and Council Members,

Having recently discovered that local organizations, Aaron House Ministries and Youth For Christ, are receiving tax-exemptions, I felt it important to write to you and express my concern.

These organizations actively campaign for the suppression of transgender identity and support in schools. They are advocating for the denial of human rights to equity-seeking groups. They are also staging local anti-LGBTQIA2S protests. I do not support providing tax subsidies to ANY group that promotes hate or hate speech.

In alignment with the council's stated mission to "...promote educational opportunities and diversity, and care about the health and well-being and safety of our citizens, businesses, and environment," I ask that you deny these groups tax-exemption.

In Pride,

Sarah Clark

## Matthews, Rayanne

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**To:** Proton, Adriana  
**Subject:** RE: Permissive Tax Exemptions

Begin forwarded message:

**From:** Wanda Thompson <[REDACTED]>  
**Date:** October 25, 2023 at 12:05:25 PM PDT  
**To:** "Jolicoeur, Evan" <[ejolicoeur@courtenay.ca](mailto:ejolicoeur@courtenay.ca)>  
**Cc:** "Garbutt, Geoff" <[ggarbutt@courtenay.ca](mailto:ggarbutt@courtenay.ca)>, "Wells, Bob" <[mayor@courtenay.ca](mailto:mayor@courtenay.ca)>, Council <[CouncilDistribution@courtenay.ca](mailto:CouncilDistribution@courtenay.ca)>  
**Subject:** **Permissive Tax Exemptions**

Dear Councillor Jolicoeur,

I fully support your initiative to not grant discretionary permissive tax exemptions to any organization that spreads hate, bigotry and disinformation.

Since the criteria to grant these exemptions is vague, the criteria to refuse them need not be any more specific than it doesn't align with the values and ethics of the City of Courtenay. Council recently passed a motion affirming their support for the LGBTQ community: granting tax exemptions to these organizations would render the motion meaningless.

Furthermore, waiving taxes for these groups, effectively means that taxpayers like me are unwillingly subsidizing these groups to spread their hate.

I hope council takes the time to review your motion, and makes a determination that is consistent with their values and those of the majority of this community.

Sincerely,

Wanda Thompson



**THE CORPORATION OF THE CITY OF COURTENAY**

**BYLAW NO. 3110**

**A bylaw to exempt certain lands and improvements from taxation for the year 2024**

WHEREAS the Council of the Corporation of the City of Courtenay deems that land and improvements described herein meet the qualifications of Section 224 of the *Community Charter*;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "**Tax Exemption 2024 Bylaw No. 3110, 2023**".
2. The following properties are hereby exempt from taxation for land and improvements to the extent indicated for the year 2024:

| FOLIO   | LEGAL DESCRIPTION                                    | CIVIC ADDRESS               | REGISTERED OWNER/LESSEE             | PERCENTAGE EXEMPTION |
|---------|--|-----------------------------|-------------------------------------|----------------------|
| 461.050 | LOT A, SECTION 61, DL15, PLAN 31213, PID 001-170-074 | 575 10 <sup>TH</sup> STREET | JOHN HOWARD SOCIETY OF NORTH ISLAND | 40%                  |
| 750.100 | LOT 1, PLAN VIP 62247 PID 023-241-667                | 994 – 8 <sup>TH</sup> ST    |                                     |                      |

Read a first time this 27<sup>th</sup> day of September, 2023

Read a second time this 27<sup>th</sup> day of September, 2023

Read a third time this 27<sup>th</sup> day of September, 2023

Finally passed and adopted this     day of October, 2023

\_\_\_\_\_  
Mayor Bob Wells

\_\_\_\_\_  
Adriana Proton, Corporate Officer

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3111

**A bylaw to exempt certain lands and improvements from taxation for the year 2024**

WHEREAS the Council of the Corporation of the City of Courtenay deems that land and improvements described herein meet the qualifications of Section 224 of the *Community Charter*;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "**Tax Exemption 2024 Bylaw No. 3111, 2023**".
2. The following properties are hereby exempt from taxation for land and improvements to the extent indicated for the year 2024:

| FOLIO   | LEGAL DESCRIPTION                                       | CIVIC ADDRESS                        | REGISTERED OWNER/LESSEE   | PERCENTAGE EXEMPTION |
|---------|---|--------------------------------------|---|----------------------|
| 170.002 | LOT A, SECTION 61,<br>PLAN 54105<br>PID 017-752-141     | <i>Address intentionally omitted</i> | COMOX VALLEY TRANSITION SOCIETY (LEASED FROM FOUR PAWS INVESTMENTS LTD.)  | 100%                 |
| 131.002 | LOT A, SECTION 61,<br>PLAN EPP61970,<br>PID 029-906-431 | <i>Address intentionally omitted</i> | COMOX VALLEY TRANSITION SOCIETY   | 40%                  |
| 409.000 | LOT A, SECTION 61,<br>PLAN 1674,<br>PID 001-159-526     | 625 ENGLAND AVENUE                   | COMOX VALLEY TRANSITION SOCIETY (LEASED FROM SECRET VENTURE HOLDINGS LTD) | 40%                  |

Read a first time this 27<sup>th</sup> day of September, 2023

Read a second time this 27<sup>th</sup> day of September, 2023

Read a third time this 27<sup>th</sup> day of September, 2023

Finally passed and adopted this     day of October, 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3112

A bylaw to exempt certain lands and improvements from taxation for the year 2024

WHEREAS the Council of the Corporation of the City of Courtenay deems that land and improvements described herein meet the qualifications of Section 224 of the Community Charter;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled, enacts as follows:

- 1. This bylaw may be cited for all purposes as "Tax Exemption 2024 Bylaw No. 3112, 2023".
2. The following properties are hereby exempt from taxation for land and improvements to the extent indicated for the year 2024:

Table with 5 columns: FOLIO, LEGAL DESCRIPTION, CIVIC ADDRESS, REGISTERED OWNER/LESSEE, PERCENTAGE EXEMPTION. It lists four properties with their respective details and a 40% exemption rate.

Read a first time this 27th day of September, 2023

Read a second time this 27th day of September, 2023

Read a third time this 27th day of September, 2023

Finally passed and adopted this day of October, 2023

Mayor Bob Wells

Adriana Proton, Corporate Officer

**THE CORPORATION OF THE CITY OF COURTENAY**

**BYLAW NO. 3092**

**A bylaw to exempt certain lands and improvements, set apart for public worship, from taxation for the year 2024**

WHEREAS the Council of the Corporation of the City of Courtenay deems that land and improvements described herein meet the qualifications of Section 220 of the *Community Charter*;

NOW THEREFORE the Council of the Corporation of the City of Courtenay in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as "**Tax Exemption Churches 2024 Bylaw No. 3092, 2023**".
  
2. Pursuant to Section 224(2)(a)(f)(g) of the *Community Charter*, the following properties on which a church hall or facility is situated, the land on which such a hall stands, the remaining area of land surrounding the building set apart for public worship, and the remaining area of land surrounding the exempted building, exempted hall, or both, are hereby exempted from taxation for land and improvements to the extent indicated for the year 2024 *except for that portion of the property used for residential or commercial purposes*:

|    | <b>FOLIO</b> | <b>LEGAL DESCRIPTION</b>                                    | <b>CIVIC ADDRESS</b>         | <b>REGISTERED OWNER</b>                  | <b>PERCENTAGE EXEMPTION</b> |
|----|--------------|---|------------------------------|--|-----------------------------|
| 1. | 143.000      | LOT AM 11, SECTION 61, CD, PLAN 33854N                      | 467 – 4 <sup>TH</sup> STREET | GRACE BAPTIST CHURCH OF THE COMOX VALLEY | 100%                        |
| 2. | 313.100      | LOT 1, SECTION 62, CD, PLAN VIP 74608                       | 579 – 5 <sup>TH</sup> STREET | ANGLICAN SYNOD DIOCESE OF B.C.           | 100%                        |
| 3. | 341.000      | AMENDED LOT 1, PLAN 55886N, SECTION 61 CD, PLAN 4906        | 566 – 5 <sup>TH</sup> STREET | ELIM GOSPEL CHAPEL TRUSTEES              | 100%                        |
| 4. | 342.000      | LOTS 3 & 4, BLOCK 6, CD, PLAN 472B                          | 576 – 5 <sup>TH</sup> STREET | ELIM GOSPEL CHAPEL TRUSTEES              | 100%                        |
| 5. | 346.000      | LOTS 10,11,12, AND 13, SECTION 61, CD, PLAN 4906            | 505 – 6 <sup>TH</sup> STREET | ST. GEORGES CHURCH                       | 100%                        |
| 6. | 568.000      | LOT A (DD EL132291), DL 127, PLAN 1464 EXCEPT PLAN VIP67475 | 765 MCPHEE AVENUE            | CENTRAL EVANGELICAL FREE CHURCH          | 100%                        |
| 7. | 618.220      | LOT 1, DL 118, CD, PLAN VIP 73074                           | 2201 ROBERT LANG DRIVE       | RIVER HEIGHTS CHURCH SOCIETY             | 100%                        |

|     | <b>FOLIO</b> | <b>LEGAL DESCRIPTION</b>  | <b>CIVIC ADDRESS</b>                             | <b>REGISTERED OWNER</b>                             | <b>PERCENTAGE EXEMPTION</b>                  |
|-----|--------------|---|--|---|--|
| 8.  | 1074.050     | LOT A, PLAN 54316P, SECTION 41, CD, PLAN 7449                               | 1580 FITZGERALD AVENUE<br>1590 FITZGERALD AVENUE | GOVERNING COUNCIL<br>SALVATION ARMY<br>CANADA WEST  | 100%   |
| 9.  | 1166.000     | LOT A, PLAN 121193EF, SECTION 41, CD, FORMERLY LOTS 32 & 33, CD, PLAN 10725 | 771 – 17 <sup>TH</sup> STREET                    | TRUSTEES LUTHERAN CHURCH                            | 100%   |
| 10. | 1211.004     | LOT 4, SECTION 68, CD, PLAN 14176   | 1814 FITZGERALD AVE                              | NEW LIFE APOSTOLIC CHURCH                           | 100%   |
| 11. | 1524.102     | LOT B, SECTION 15, CD, PLAN 54793 EXCEPT PLANS 14713, 36414, 51121          | 1599 TUNNER DRIVE                                | BISHOP OF VICTORIA, CHRIST THE KING CATHOLIC CHURCH | 100%   |
| 12. | 1594.000     | LOT 16, SECTION 16, CD, PLAN 7037 EXCEPT PLAN 44368                         | 1581 DINGWALL RD                                 | TRUSTEES OF THE KINGDOM HALL OF JEHOVAH WITNESS     | 100%   |
| 13. | 1691.030     | LOT 1, SECTION 17, CD, PLAN VIP 79479                                       | 4660 HEADQUARTERS ROAD                           | SEVENTH DAY ADVENTIST CHURCH                        | 100%   |
| 14. | 1691.044     | LOT 2, SECTION 17, CD, PLAN VIP 61425                                       | 4634 ISLAND HWY                                  | ANGLICAN SYNOD DIOCESE OF BC                        | 100%   |
| 15. | 1691.046     | LOT 3, SECTION 17, CD, PLAN VIP 61425                                       | 1514 DINGWALL ROAD                               | ANGLICAN SYNOD DIOCESE OF BC                        | 100%   |
| 16. | 2005.000     | LOT 12, DL 96 & 230, CD, PLAN 1406  | 1901 – 20 <sup>TH</sup> STREET                   | LDS CHURCH  | 100% EXCEPT THE PART ASSESSED FOR SCHOOL USE |
| 17. | 2017.034     | LOT 1, DL 96, CD, PLAN VIP 59504  | 1640 BURGESS RD                                  | FOURSQUARE GOSPEL CHURCH OF CANADA                  | 100%   |
| 18. | 2200.088     | LOT A, PLAN 27596   | 2963 LAKE TRAIL ROAD                             | COURTENAY BAPTIST CHURCH                            | 100%   |

Read a first time this 27<sup>th</sup> day of September, 2023

Read a second time this 27<sup>th</sup> day of September, 2023

Read a third time this 27<sup>th</sup> day of September, 2023

Finally passed and adopted this     day of October, 2023

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Mayor Bob Wells

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Adriana Proton, Corporate Officer