



The Corporation of the City of Courtenay

Council Agenda

Meeting #: R3/2024
Date: February 14, 2024
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.

Pages

1. CALL TO ORDER

Council will consider the 2024-2028 Financial Plan, the budget, on February 28. The Feb 28 regular Council meeting will start at 12:30 pm, and Council will review the budget starting at 4 pm. Council meetings are open to the public. You can attend these meetings in person at the CVRD Civic Room, 770 Harmston Ave, or view online on the City of Courtenay YouTube channel.

2. INTRODUCTION OF LATE ITEMS

3. ADOPTION OF MINUTES

3.1 Regular Council Minutes - January 24, 2024

5

4. DELEGATIONS

4.1 Comox Valley Chamber of Commerce – Funding Request

17

Delegation by Tracey Clarke, Executive Director, Comox Valley Chamber of Commerce (CVCC), to present a proposal to develop and implement a Business Recruitment and Retention Program.

4.2 The Brazilian Cultural Foundation – Funding Request

44

Delegation by Alicia Fennell, The Brazilian Cultural Foundation, seeking financial assistance from the City of Courtenay to support the Indigenous Arts Festival, specifically for the intercultural event scheduled at the K'ómoks Big House on March 17, 2024.

5. PRESENTATIONS

5.1 Comox Valley RCMP - Report for the 2nd & 3rd Quarters of 2023

52

Presented by Sgt. Corey Kilborn

6. STAFF REPORTS

6.1 Corporate Services

6.1.1 Bylaw Dispute Adjudication System

80

6.2	Development Services	
6.2.1	Zero Carbon Step Code	86
7.	INTERNAL REPORTS AND CORRESPONDENCE	
7.1	Strategic Plan for Bylaw Compliance - Update	181
8.	UNFINISHED BUSINESS	
8.1	Make Back Road Safe delegation	204
	At the January 24, 2024 Council meeting, Carolyn Rice presented a resident petition endorsed by residents of Back Road and those living near Farquharson Drive.	
	The delegate noted that speed, safety, high-speed traffic noise, and traffic volume are the key concerns. The delegate highlighted the safety of walking, driving, and backing out of resident driveways.	
	The delegate requested that the City of Courtenay implement speed humps, three-way stops (two three-way stops at Valley View Drive and Marsland Place), and prioritize Back Road in the first phase of reducing the speed limit for all collector roads to 40 km/h.	
9.	NOTICE OF MOTION	
9.1	Collaborate with Youth Climate Corps BC for Climate Action - Councillors Hillian and Cole-Hamilton	
	WHEREAS youth are particularly impacted by the climate crisis and Youth Climate Corps BC is an organization that has worked successfully with local governments in BC to empower youth, providing paid work and training to young people in climate action projects that foster hope by helping to reduce emissions, build resiliency and adapt communities to the changing climate;	
	THEREFORE BE IT RESOLVED THAT Council direct staff to explore and report back on the possibility of the City working with the Youth Climate Corps, including potential funding sources and projects related to climate action, to engage the public in promoting climate change mitigation and resilience.	
9.2	Active Transportation on Ryan Road - Councillor Frisch	
	WHEREAS the Province and the City of Courtenay are both committed to Greenhouse Gas reduction, poverty reduction, and positive health care outcomes;	
	WHEREAS safe cycling infrastructure and active transportation in general is an important part of achieving those goals;	
	WHEREAS the City has endorsed a cycling infrastructure plan and begun the investment to provide cycling and active transportation infrastructure on the portions of Ryan Rd that fall within its control;	

THEREFORE BE IT RESOLVED THAT Council direct staff to draft and send a letter on behalf of City Council, to the Minister's office to formally request:

- A meeting with the Minister of Transportation;
- Inclusion of active transportation infrastructure within Ministry of Transportation corridors, and;
- That the local Courtenay office be directed to work with City of Courtenay staff to develop actionable plans for the inclusion of active transportation infrastructure on Ryan Road.

10. BYLAWS

10.1	For First, Second, and Third Readings	
10.1.1	Zoning Amendment Bylaw No. 3120 (2923 Lupton Rd)	228
10.2	For Third Reading	
10.2.1	Parks and Open Spaces Bylaw No. 3121	239
10.3	For Adoption	
10.3.1	Sewer Service Frontage Tax Amendment Bylaw No. 3124, 2024	312
10.3.2	Fees and Charges Amendment Bylaw No. 3122, 2024 (sewer)	313
10.3.3	Water Service Frontage Tax Amendment Bylaw No. 3125, 2024	318
10.3.4	Fees and Charges Amendment Bylaw No. 3123, 2024 (water)	319
10.3.5	Fees and Charges Amendment Bylaw No. 3126, 2024 (solid waste)	324

11. COUNCIL REPORTS

11.1	Councillor Cole-Hamilton	
11.2	Councillor Frisch	
11.3	Councillor Hillian	326
11.4	Councillor Jolicoeur	
11.5	Councillor McCollum	328
11.6	Councillor Morin	
11.7	Mayor Wells	

12. IN CAMERA RESOLUTION

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

90 (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

(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.

13. ADJOURNMENT



Council Minutes

Meeting #: R2/2024
Date: January 24, 2024
Time: 4:00 pm
Location: CVRD Civic Room, 770 Harmston Ave, Courtenay

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

Staff Present: G. Garbutt, City Manager (CAO)
C. Davidson, Director of Engineering Services
A. Langenmaier, Director of Financial Services
K. Macdonald, Fire Chief
K. O'Connell, Director of Corporate Services
S. Saunders, Director of Recreation, Culture & Community Services (electronic)
K. Shaw, Director of Public Works Services
M. Wade, Director of Development Services
J. Bagnall, T/Manager of Legislative Services
A. Pitcher, Manager of Engineering Capital Projects
A. Proton, Manager of Legislative Services
C. Thompson, Manager of Solid Waste Services
L. Bourgeois, Deputy Corporate Officer

1. CALL TO ORDER

Mayor Wells called the meeting to order at 4:00 pm. He respectfully acknowledged that the land on which the meeting was conducted in the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

Councillor Jolicoeur brought awareness and attention to the day of remembrance and action of the day of Islamophobia on January 29.

The National Day of Remembrance of the Quebec City Mosque Attack and Action Against Islamophobia honours the survivors and victims of the vicious assault on worshippers at the Islamic Cultural Centre in Sainte-Foy, Quebec in 2017.

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 - January 10, 2024

Moved By Hillian

Seconded By Frisch

THAT Council adopt the January 10, 2024 Regular Council minutes.

CARRIED

4. DELEGATIONS

4.1 Make Back Road Safe

Carolyn Rice presented a resident petition endorsed by residents of Back Road and those living near Farquharson Drive.

The delegate noted that speed, safety, high-speed traffic noise, and traffic volume are the key concerns. The delegate highlighted the safety of walking, driving, and backing out of resident driveways.

The delegate requested that the City of Courtenay implement speed humps, three-way stops (two three-way stops at Valley View Drive and Marsland Place), and prioritize Back Road in the first phase of reducing the speed limit for all collector roads to 40 km/h.

4.2 Parks and Open Spaces Bylaw

Taija McLuckie, Peer Advisor for the Community Action in the Comox Valley and Harm Reduction Support Worker at AVI Health and Community Services, Angela Fletcher, facilitator for the Homeless Response Team, Colin, an outreach worker, and Jesse, along with people with lived experience, provided a delegation regarding concerns with proposed bylaw No. 3121.

The delegates noted that the proposed bylaw is complex, advocating for the bylaw to be rewritten to provide greater accessibility and understanding. The delegates requested that the City clarify aspects, including which public spaces are permitted for use by the City's unhoused residents. The delegates' position is that the proposed bylaw is too restrictive on the use of public spaces by unhoused residents, and requested the City conduct further consultation.

5. STAFF REPORTS

5.1 Recreation, Culture and Community Services

5.1.1 Aquatic Needs Strategy Update - Courtenay and District Memorial Outdoor Pool What We Heard Report and 75th Anniversary

Moved By Hillian

Seconded By McCollum

THAT the Courtenay and District Memorial Outdoor Pool What We Heard Report (Attachment 1) and the Comox Valley Aquatic Services Strategy (Attachment 2) be received for information to form the final Comox Valley Aquatic Services Strategy for Courtenay; and

THAT Council direct staff to include free public admission for the Outdoor Pool's 75th year in the 2024 Financial Plan.

CARRIED

5.2 Engineering Services

5.2.1 Courtenay and District Memorial Outdoor Pool - Condition Assessments and Options Analysis

Moved By Jolicoeur

Seconded By Frisch

THAT based on the January 24, 2024 report "Courtenay and District Memorial Outdoor Pool - Condition Assessments and Options Analysis", Council direct staff to proceed with procurement to start immediate repairs for the Courtenay Memorial Pool;

AND THAT Council direct staff to proceed with procurement for an Options Analysis for the future of the pool at its current location.

CARRIED

5.3 Fire Department

5.3.1 BC's Emergency Management Legislation: Regulations for Local Authorities Discussion Paper Feedback

Moved By Frisch

Seconded By Jolicoeur

THAT feedback to the Regulations on Local Authorities Discussion Paper be received and submitted to the Province of BC as feedback by the January 31st deadline.

AND FURTHER THAT the City of Courtenay submit a joint letter with Comox Valley Emergency Management Service members and partners to the Premier and Minister of Emergency Management & Climate Readiness requesting a local government emergency management operational working group to collaborate in developing regulations under the Emergency & Disaster Management Act.

CARRIED

Mayor Wells called a recess at 5:44 pm. The Council meeting resumed at 6:00 pm.

6. EXTERNAL REPORTS AND CORRESPONDENCE

6.1 Town of Comox - Request for Letter of Support - Community Broadband Planning

Moved By Hillian

Seconded By Morin

THAT City of Courtenay provide a letter of support for the Town of Comox's grant application to Island Coastal Economic Development for their Fibre Optic Broadband Network Infrastructure Project.

CARRIED

6.2 Comox Valley Regional District - Association of Vancouver Island and Coastal Communities (AVICC) Resolutions

Moved By Cole-Hamilton

Seconded By Jolicoeur

WHEREAS non-market housing is in critical need throughout the province, and the provision of such housing is currently severely challenged by supply conditions, lack of adequate funding, and lack of capacity by local governments to support the provision and management of such housing;

AND WHEREAS some municipalities and regional districts in British Columbia have created entities, such as housing authorities, which successfully increase the supply of non-market housing by providing and managing such housing, the process of planning and then creating these entities involves significant staff time and other costs;

THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island and Coastal Communities and the Union of BC Municipalities petition the Province of BC to provide grant funding for municipalities and regional districts to plan and create entities that provide and manage non-market housing in their communities.

CARRIED

Moved By Cole-Hamilton

Seconded By Morin

WHEREAS the Extreme Weather Response (EWR) shelter system was developed more than a decade ago to support community organizations in providing lifesaving warm, safe places for unhoused community members to sleep in cold and wet weather, the EWR model does not provide any funding for facility rental costs, security, equipment or resource purchases, nor does it provide any funds for these community organizations to plan for, develop, and deliver EWR shelters in their communities;

AND WHEREAS since the EWR program was developed the number of community members experiencing homelessness has grown substantially, and the needs of those community members have, often due to addiction and mental health challenges, become increasingly complex, community

organizations in many communities have been unable to provide life-saving EWR shelters with the limited resources available;

THEREFORE BE IT RESOLVED THAT Association of Vancouver Island Coastal Communities and Union of BC Municipalities petition the Province of British Columbia to recognize that the EWR program is insufficient to address current social challenges and community capacity to meet those challenges; and that a Provincially driven solution be determined in collaboration with community leaders to ensure that;

- Service delivery by existing provincial agencies that are tasked with providing social service supports, including shelter spaces and wraparound services, is strengthened and
- Adequate funds are available to rent facilities, provide security and necessary equipment such that the community organizations that are tasked to deliver this program are appropriately resourced.

CARRIED

7. COUNCIL RESOLUTIONS

7.1 Solar Panel - Association of Vancouver Island and Coastal Communities (AVICC) Resolution - Councillor Frisch

Moved By Frisch

Seconded By Jolicoeur

WHEREAS the BC Government is committed to reducing greenhouse gas emissions by 16% below 2007 levels by 2025, 40% by 2030, and 80% by 2050;

WHEREAS the Land Title Act, RSBC 1996, c 250, permits the registration of a building scheme that imposes restrictions consistent with a general scheme of development;

WHEREAS these building schemes have been used to prohibit or restrict the installation of roof top solar panels;

WHEREAS such prohibitions or restrictions are a barrier to the generation of renewable energy and the reduction of greenhouse gas emissions;

THEREFORE BE IT RESOLVED THAT AVICC and UBCM urge the Ministry of Attorney General to consider amendments to the Land Title Act similar to its

existing section 222 that would prohibit and render void any building schemes that purport to prohibit or restrict the installation of roof top solar panels, or any other renewable energy systems.

CARRIED

7.2 National Housing Conference Attendance - Mayor Wells

Councillor Jolicoeur left at 6:20 pm and was absent for the vote; he returned at 6:22 pm.

Moved By Frisch

Seconded By Morin

WHEREAS each member of Council, as outlined in the 2023 “Council Expense Reimbursement Policy”, has up to \$2000 per year to use for the purposes of attending non-member conferences or training; and,

WHEREAS Council approval is required to authorize Council member attendance at a conference or training that exceeds the allocated \$2000 expense limit, with requests adjudicated on the following basis:

1. Cost to the municipality/Council budget;
2. Educational value within the context of Council duties and performance; and
3. Corporate Strategic Priorities; and,

WHEREAS affordable housing is a Council Strategic Priority;

THEREFORE BE IT RESOLVED THAT Council authorize Mayor Bob Wells to attend the 2024 National Housing Conference March 18-19, 2024, and authorize a maximum expense claim of \$3000 beyond the permitted amount.

CARRIED

7.3 Rise and Report - Officer Appointment

THAT in accordance with Section 148 of the Community Charter, Ms. Jessica Bagnall, T/Manager of Legislative Services be appointed as the Acting Deputy Corporate Officer until such time as Ms. Adriana Proton, Manager of Legislative Services returns from leave; and

THAT Council authorize the immediate release of this information for the purposes of conducting City business; and

THAT Council rise and report on the appointment of Ms. Jessica Bagnall, T/Manager of Legislative Services as Acting Deputy Corporate Officer at the Council meeting scheduled for January 24th, 2024.

7.4 2024 RENT Housing Summit Coordination Support - Mayor Wells

Moved By Jolicoeur

Seconded By Frisch

WHEREAS the Comox Valley is experiencing a housing and homelessness crisis;

AND WHEREAS the regional municipal and First Nation government leadership have committed to supporting a regional housing summit to bring together housing and homelessness sector partners;

THEREFORE BE IT RESOLVED that Council allocate up to \$7,500 from the "Other Council Initiatives" budget for the purposes of contracting an event producer to support the coordination, organization and facilitation of a regional housing summit with BC Non Profit Housing Association staff.

CARRIED

8. UNFINISHED BUSINESS

8.1 Situation Tables Request

Moved By Frisch

Seconded By Hillian

THAT Council direct staff to prepare a report on the requests from the January 10, 2024 Comox Valley Situation Table delegation regarding funding, the request to include city planners in the biannual meeting of the "System Leaders Group".

CARRIED

9. BYLAWS

9.1 For First, Second and Third Readings

9.1.1 2024-2028 Water Fund Financial Plan and Bylaws

Moved By Frisch

Seconded By Hillian

THAT Council give first, second and third reading to Fees and Charges Amendment Bylaw No. 3123, 2024 (water);

AND THAT Council give first, second and third reading to Water Service Frontage Tax Amendment Bylaw No. 3125, 2024;

AND THAT Council approve the 2024-2028 Water Fund Financial Plan as presented for inclusion in the 2024-2028 Five-year plan.

CARRIED

9.1.2 2024-2028 Sewer Fund Financial Plan and Bylaws

Councillor Jolicoeur declared a conflict of interest as his employer provided funding to the applicant, and left the meeting at 8:07 pm.

Moved By Frisch

Seconded By Morin

THAT Council give first, second and third reading to Fees and Charges Amendment Bylaw No. 3122, 2024 (sewer);

AND THAT Council give first, second and third reading to Sewer Service Frontage Tax Amendment Bylaw No. 3124, 2024;

AND THAT Council approve the 2024-2028 Sewer Fund Financial Plan as presented for inclusion in the 2024-2028 Five-year plan.

CARRIED

9.1.3 2024-2028 Solid Waste Financial Plan and Bylaw

Moved By Morin

Seconded By Frisch

THAT Council give first, second and third readings to Fees and Charges Amendment Bylaw No. 3126, 2024 (solid waste);

AND THAT Council approve the 2024-2028 Solid Waste Financial Plan as presented for inclusion in the 2024-2028 Five-year plan.

CARRIED

9.2 For Adoption

9.2.1 Puntledge Sanitary Catchment Replacement Loan Authorization Bylaw No. 3067, 2024

Moved By Frisch

Seconded By Morin

THAT Council adopt "Puntledge Sanitary Catchment Replacement Loan Authorization Bylaw No. 3067, 2024".

CARRIED

9.2.2 Zoning Amendment Bylaw No. 3094 (1560 Grieve Ave)

Councillor Jolicoeur declared a conflict of interest as his employer provides funding to the proponent, and left the meeting at 8:07pm.

Moved By Frisch

Seconded By McCollum

THAT Council adopt "Zoning Amendment Bylaw No. 3094".

CARRIED

9.2.3 Housing Agreement Bylaw No. 3117 (1560 Grieve Ave)

Moved By Hillian

Seconded By Frisch

THAT Council adopt "Housing Agreement Bylaw No. 3117".

CARRIED

Councillor Jolicoeur returned at 8:09 pm.

10. COUNCIL REPORTS

10.1 Councillor Cole-Hamilton

No report provided

10.2 Councillor Frisch

No report provided

10.3 Councillor Hillian

No report provided

10.4 Councillor Jolicoeur

No report provided

10.5 Councillor McCollum

No report provided

10.6 Councillor Morin

No report provided

10.7 Mayor Wells

Mayor Wells reviewed his attendance at the following event and submitted a report of activities:

- Habitat for Humanity Key Ceremony

11. IN CAMERA RESOLUTION

Moved By Jolicoeur

Seconded By Frisch

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

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(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.

CARRIED

12. ADJOURNMENT

Mayor Wells terminated the open portion of the meeting at 8:10 pm. Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 9:39 pm.

CERTIFIED CORRECT

Adopted by Council February 14, 2024

Mayor Bob Wells

Adriana Proton, Corporate Officer



Business Recruitment and Retention Service Agreement Proposal

2024 - 2026

TABLE OF CONTENTS

1. Introduction	Page 2
2. Project Phases	Page 3-5
2.1 Phase 1: Engagement and Consultation	
2.2 Phase 2: Data Collection and Analysis	
2.3 Phase 3: Recommendations and Reporting	
2.4 Phase 4: Implementation	
3. Communication Strategy	Page 6
4. Consultant Contracting Strategy	Page 6
5. Strategic Alignment & Key Performance Areas	Page 6-8
6. Challenges & Strategies	Page 9
7. Project Budget	Page 10
8. Advocacy & Funding Independence	Page 11
9. Monitoring Progress and Funding Agility	Page 12
10. Conclusion	Page 13

INTRODUCTION

The following proposal outlines a comprehensive three-year plan for the Comox Valley Chamber of Commerce to develop and implement a Business Recruitment and Retention Program in collaboration with municipalities of Courtenay and Comox.

This program aims to foster economic growth and vitality in the region by acting on the current needs of the business community. To gain insight, we will be seeking a snapshot of current business conditions and identifying challenges and opportunities.

We will do so by consulting with business leaders, community, arts and service groups and form a comprehensive poll to gather data. Then, analyzing this data on current business conditions and making recommendations for action. The action plan will respond to stated needs of our business community and continue until 2026, with regular reporting to you, our funding partners.



PROJECT PHASES

Phase 1: Engagement and Consultation (Month 1)

Goal: Build strong community support for the Business Recruitment and Retention Program.

1. Consulting with Business Leaders and Stakeholders:

- Identify key business leaders, stakeholders, and partners.
- Schedule meetings and workshops to gather insights and input.

Discuss program objectives and benefits with participants.

2. Engage Arts and Service Groups:

- Meet with local arts and service groups to discuss potential collaboration.
- Seek endorsement and support for the program.
- Develop partnerships to amplify program reach.
- Follow-up to report near project completion

Phase 2: Data Collection and Analysis (Months 2-4)

Goal: Collect relevant data to understand the current business environment in Courtenay and Comox.

1. Polling Business Owners:

- Design and administer surveys to business owners in the region.
- Gather data on challenges, opportunities, and business needs.
- Ensure a representative sample is surveyed.

2. Data Analysis and Theme Exploration:

- Analyze collected data to identify key themes and trends.
- Categorize business concerns and needs.
- Collaborate with relevant stakeholders to validate findings.

Phase 3: Recommendations and Reporting (Month 5)

Goal: Translate gathered data into actionable recommendations for the program.

1. Identifying Needs and Opportunities:

- Collaborate with a team of experts to analyze data and identify business needs and opportunities.

- Develop a comprehensive list of recommendations.

2. Distillation into Actionable Recommendations:

- Organize findings into a concise, clear, and actionable report.
- Develop a prioritized list of recommendations and strategies.
- Ensure recommendations align with the needs and desires of the local business community.

PROJECT PHASES

3. Reporting to Participants:

- Organize a meeting to present the findings and recommendations to business owners, municipal leaders, and community members.
- Gather feedback and input to fine-tune the recommendations.

Phase 4: Action - Implementation Plan (Month 6-36)

Goal: The second segment of the Business Recruitment and Retention Program involves putting the insights gained from the data collection and analysis into action. This 2.75-year plan is designed to address key themes identified in polling and aligns with both the Comox Valley Chamber's Strategic Plan and the Municipalities' Official Community Plan. The plan includes various components to support and grow the local business community. This phase contains expected components and will be updated based on data analysis.

Phase 4: Implementation (Expected Components)

Component 1: Online Resources Library (Months 6-8)

Goal: Create a comprehensive online resource library on the Comox Valley Chamber's website.

1. Content Development:
 - o Develop a collection of resources, guides, and tools for businesses.
 - o Cover topics related to business operations, financing, marketing, and more.
2. Website Integration:
 - o Create a dedicated section on the Chamber's website.
 - o Ensure easy navigation and user-friendly design.
3. Regular Updates:
 - o Commit to regular updates and additions to keep content relevant.

Component 2: Entrepreneurial Support (Months 8-36)

Goal: Provide support for entrepreneurs, fostering their growth and success.

1. One-on-One Mentoring and Coaching Groups:
 - o Pair experienced mentors with entrepreneurs seeking guidance.
 - o Organize coaching groups to facilitate peer learning and support.
2. Specialty Workshops with Expert Speakers:
 - o Schedule workshops on various business topics.
 - o Invite experts as guest speakers to share insights and knowledge.

PROJECT PHASES

Component 3: Networking Events (Months 6-36)

Goal: Strengthen connections within the local business community.

1. Networking Events:
 - Organize regular networking events, both in-person and virtually.
 - Facilitate opportunities for businesses to connect, collaborate, and learn from each other.

Component 4: Small Business Training and Start-up Advice (Months 8-36)

Goal: Offer training and advice to small businesses and startups.

1. Training Workshops:
 - Conduct workshops on essential business skills.
 - Cover topics such as business planning, marketing, staff retention, management skills, and financial management.

Component 5: Recruitment and Awareness Campaign (Months 8-36)

Goal: Promote the Comox Valley as an ideal location for new businesses, staff, and remote workers.

1. Consult with supporting organizations such as Experience Comox Valley, BDC, CFIB, Provincial Ministry of Jobs, Economic Development and Innovation, Real Estate organizations and others
 - Develop an understanding of local business leakage and opportunities.
 - Launch a marketing campaign to highlight the region's benefits.
 - Partner when possible to amplify our message.

Component 6: Wellness Events (Months 6-36)

Goal: Enhance work-life balance and well-being for business professionals.

1. Business Walk-n-Talk or Business Yoga:
 - Organize weekly unique wellness events combining physical activity with topical business information and coaching.

Component 7: Workforce Support (Months 8-36)

Goal: Support the local workforce by collaborating with the Immigration Welcome Centre and North Island College.

- Newcomers in the Workforce:
 - Collaborate with the local Immigrant Welcome group to provide support integrating newcomers into the workforce.
- Support for NIC Students upon entering the workforce:
 - Work with NIC to strengthen the connection between the business community.

COMMUNICATION STRATEGY (Throughout)

1. Utilize the Comox Valley Chamber's information channels (newsletter, website, social media) to regularly update the community on program developments.
2. Collaborate with the Municipalities' communication channels to reach a wider audience and engage residents.
3. Utilize local news agencies, both using press releases and purchased ads according to the Chamber of Commerce Bylaws to ensure a fair and equitable allocation of resources.
4. Conduct Business Walks throughout the municipalities that engage both Chamber staff and City/Town Council. These walks will happen during the initial engagement and polling phase as well as annually throughout the project.

CONSULTANT CONTRACTING STRATEGY (Throughout)

Through a transparent Request For Proposals process in accordance with the Comox Valley Chamber of Commerce Bylaws, we will seek consultants to carry out the data collection, analysis and reporting work (phase 1-3) as well as the awareness and recruitment campaign (phase 4).

STRATEGIC ALIGNMENT & KEY PERFORMANCE AREAS

Alignment with the Chamber:

By implementing this plan, the Business Recruitment and Retention Program will take a proactive approach in addressing the needs and concerns of the local business community. It aligns with the Chamber's and Municipalities' long-term goals and aims to foster a thriving, inclusive, and vibrant business environment in Courtenay and Comox.

To align the proposed Business Recruitment and Retention Program with the Comox Valley Chamber's Strategic Plan for 2023-2026, we can highlight how the program supports the Chamber's vision, mission, core values, and key performance areas:

Vision:

The Business Recruitment and Retention Program directly aligns with the Chamber's vision of being an innovative and trusted business organization that contributes to the Comox Valley's diverse economic strength. By fostering economic growth and offering support to local businesses, the program serves to influence decision-makers and engage the community positively.

Mission:

The program directly fulfills the Chamber's mission of fostering a positive and welcoming business environment. It provides leadership, connections, advocacy, and valuable services that create a prosperous economy by addressing the needs and concerns of local businesses.

Purpose:

The purpose of the Chamber is to lead, connect, and champion business to ensure the Comox Valley is thriving. The Business Recruitment and Retention Program contributes to this.

The Chamber's Core Values:

1. Community: The program celebrates and amplifies members' success by addressing the challenges faced by the business community.
2. Member Focus: We are committed to providing optimal value to its members through various components of the program, ensuring quality, addressing diverse needs, and empowering members with resources.
3. Leadership: The program's advocacy for business retention and expansion aligns with the Chamber's role as a policy leader and voice of business in the region.
4. Inclusivity: The program represents diverse businesses and treats all fairly, equally, and without bias, contributing to a thriving and inclusive business environment.

Key Performance Areas (Goals):

The program directly supports several of the Chamber's key performance areas:

Goal 1: Grow and Sustain Membership: By enhancing the value proposition and member services, the program helps retain existing members and attract new ones.

Goal 2: Advocate for an Improved Economic Environment: The program's advocacy efforts align with elevating the Chamber's position as the voice of business in the Comox Valley.

Goal 4: Establish the Chamber as an Agile and Progressive Organization: The program's digital components, such as the online resources library and digital marketing strategy, contribute to operational excellence.

By incorporating these points into the program's documentation, it will be evident that the Business Recruitment and Retention Program is not only a standalone initiative but an integral part of the Chamber's strategic approach to fostering economic growth in the Comox Valley.

ALIGNMENT WITH COURTENAY'S OCP:

The proposed Business Recruitment and Retention Program can be closely aligned with the City of Courtenay Official Community Plan (OCP) for 2023-2026. This alignment is critical to ensure the program supports the long-term vision, environmental responsibility, social responsibility, and regional coordination outlined in the OCP. Here's how the program aligns with the OCP objectives and policies:

Objective 1: Business Retention, Development, and Investment

LE 1: The program looks for ways to support the expansion of green, low-carbon economic development by fostering sustainable business practices, reducing carbon footprints, and promoting climate resilience.

LE 2: The program aligns with the concept of "buy-local" by connecting businesses in Courtenay and Comox, promoting local products, and fostering community support for local businesses.

LE 4: The program actively promotes arts and culture, local food processing, and other value-added businesses, enhancing the community's economic diversity.

LE 5: The program encourages the collaboration of businesses to utilize resources more efficiently, fostering eco-industrial networks and sustainable industrial land development.

Objective 2: Local Economic Development Opportunities

LE 7: The program collaborates with the Comox Valley Chamber of Commerce, business organizations, and neighboring jurisdictions, ensuring that the program is regionally coordinated and supports broader economic development strategies.

LE 8: The program identifies and acknowledges its role in the delivery of economic development services in the region.

Objective 3: Municipal Regulations and Services

LE 11: The program supports non-traditional light industrial and service commercial land uses that accommodate emerging business trends, thus being responsive to evolving business needs.

LE 12: The program encourages investment and business development in Town and Neighbourhood Centres, aligning with the OCP's focus on intensification and mixed-use development.

LE 14: The program liaises with senior governments and the business community to identify barriers, streamline application processes, and improve business infrastructure.

LE 15: The program works toward consistent regulatory standards and encourages data sharing and best practices within the local business community.

Objective 4: People-Centered Economic Development

LE 17: The program recognizes the importance of affordable housing and childcare in supporting people-centered economic development, ensuring that social policies are integrated with economic policies.

LE 18: The program emphasizes data-driven and performance-based planning, aligning with the OCP's focus on workforce planning and labor market forecasting.

LE 19: The program aligns with the exploration of holistic economic development frameworks, integrating ecological, social, and economic outcomes in its strategies.

By aligning with the City of Courtenay OCP, the Business Recruitment and Retention Program not only addresses the immediate needs of the business community but also contributes to the long-term economic, environmental, and social well-being of Courtenay and the Comox Valley.

CHALLENGES AND STRATEGIES

Possible challenges and strategies for Program delivery:

1. Data Collection: Ensuring a high response rate from business owners during the polling phase may be challenging. Strategies such as incentives and community engagement will be crucial.
2. Community Buy-In: Gaining support from arts and service groups and ensuring they actively contribute to the program may require dedicated effort in relationship building and communication, although our current community connections in these areas are strong.
3. Resource Allocation: Managing the budget and ensuring that expenses are effectively utilized is a key challenge. Our organization has a monthly budget-to-actuals check-in, and our financials are overseen by a bookkeeper, treasurer and Board of Directors to ensure we stay on track. We will make a financial reporting plan with the municipalities that meets your needs.
4. Changing Business Environment: External factors, such as economic conditions and policy changes, may impact the program's recommendations and the local business landscape. Flexibility will be necessary to adapt to changing circumstances.

PROJECT BUDGET

	2024	2025	2026
Phase 1 consulting	1000		500
Data Collection, analysis and reporting	25,000		
Online Resources Library	2500	1500	1500
Mentor Relationship Building	2000	5600	5600
Workshops	7500	7500	7500
Networking Events	1000	2500	2500
Recruitment Awareness Campaign	10,000	2,500	2,500
Wellness Events	3000	3500	3500
Workforce Support	900	1500	1500
Communication expenses	1000	2500	2500
Administration	5000	9000	9000
	58900	36100	36600

ADVOCACY & FUNDING INDEPENDENCE

The Comox Valley Chamber of Commerce acknowledges that its mission involves both advancing the interests of our members and the business community, as well as executing the Business Recruitment and Retention Program in collaboration with the municipalities of Courtenay and Comox. The Chamber is committed to maintaining the highest standards of independence and integrity in carrying out both functions.

To ensure transparency and accountability, the Chamber seeks to separate its advocacy role from the funding request associated with the Business Recruitment and Retention Program. Specifically:

1. Funding Request Independence: The funding request to the municipalities for the Business Recruitment and Retention Program shall be tied solely to the work and activities defined within the scope of the program, as outlined in this proposal. Funding shall not be contingent upon or affected by the Chamber's advocacy efforts on any challenging or controversial issues.

2. Advocacy Freedom: The Chamber reserves the right to advocate on behalf of its members and the local business community when it deems necessary. This includes addressing challenging or controversial issues that may arise in the best interest of our constituents. The Chamber's advocacy efforts will remain separate and independent from the funding request for the Business Recruitment and Retention Program.

By separating the funding request for the program from the Chamber's advocacy activities, we aim to ensure that the program's objectives are met while allowing the Chamber to fulfill its broader mission of advocating for the business community without the risk of losing funding for this specific project. This separation reinforces our commitment to transparency, accountability, and the best interests of our members and the broader community.



MONITORING PROGRESS AND FUNDING AGILITY

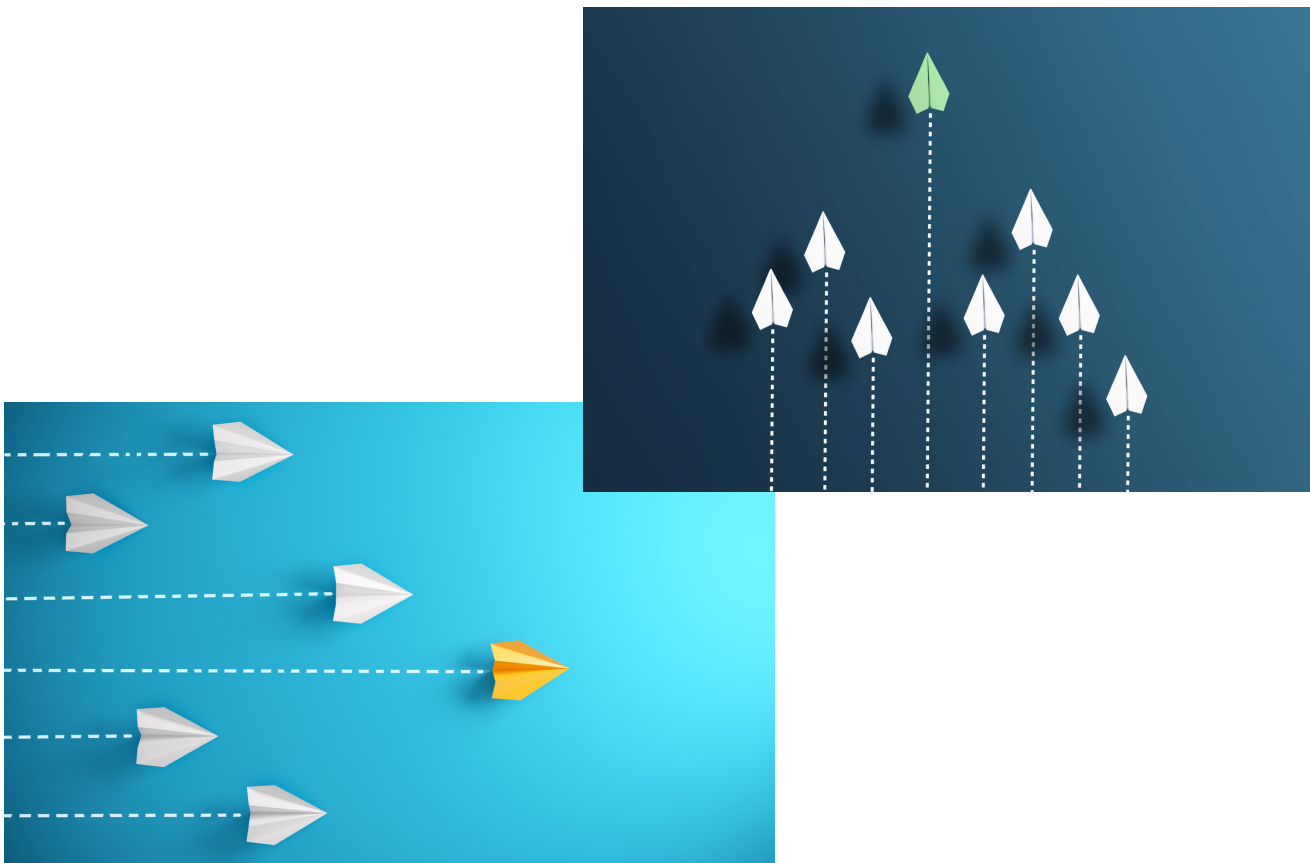
1. Monitoring Progress: In the spirit of transparency and accountability, the Comox Valley Chamber of Commerce commits to conducting bi-annual check-ins with the municipalities. These check-ins will provide a detailed overview of the Business Recruitment and Retention Program's progress, sharing achieved milestones, addressing challenges, and discussing any necessary adjustments to the plan based on emerging insights or unforeseen circumstances.

2. Adaptive Approach: Recognizing the dynamic nature of economic landscapes and the potential for unforeseen developments, the Chamber reserves the right to adapt the Business Recruitment and Retention Program during its execution. Should new information arise or circumstances change, adjustments may be proposed to ensure the program remains responsive to the evolving needs of the business community.

3. Funding Agility: In the event that program modifications require additional financial resources, the Chamber commits to approaching the municipalities for budget adjustments. The Chamber will work collaboratively with program funders, ensuring that any proposed budget increases align with their protocols, checks, and balances. This collaborative approach aims to secure consensus and support, acknowledging the importance of proper financial oversight and decision-making processes within the funding framework. This commitment to regular check-ins and funding adaptability reinforces the Chamber's dedication to achieving the program's objectives while maintaining open communication and collaboration with program funders throughout the project's lifecycle.

CONCLUSION

In conclusion, this proposal outlines a structured three-year plan to develop a Business Recruitment and Retention Program. Based on polling data received in Phase 1, the expected components in Phase 4 may change. We will complete an action plan that responds to the stated needs of the business community, and will do so in consultation with our funding partners. By following the outlined phases, timeline, budget, and addressing potential challenges, the Comox Valley Chamber of Commerce can work collaboratively with municipal leaders to enhance economic prosperity in Courtenay and Comox. We are happy to discuss the proposal with you directly.





● ●

BUSINESS RETENTION AND EXPANSION

Service Proposal

Contents

1

Project Phases

2

Communication
and Procurement
Strategy

3

Strategic
Alignment and
KPI

4

Challenges and
Strategies

5

Project Budget

6

Advocacy and
Funding
Independence

7

Monitoring
Progress and
Funding Agility

Develop and implement a comprehensive Business Retention and Expansion program in collaboration with Courtenay and Comox municipalities.

Gather insights through consultations, community polls, and engagement with business leaders.

2024-2026

Foster economic growth by addressing current business community needs, and positioning The Comox Valley as a desirable place to bring business.

Implement an action plan based on data analysis, responding to business community needs, with regular reporting to funding partners until 2026.

Project Phases

Phase 1: Engagement and Consultation (Month 1)

Phase 2: Data Collection and Analysis (Months 2-4)

Phase 3: Recommendations and Reporting (Month 5)

Phase 4: Action - Implementation Plan (Months 6-36)

- Consult & Engage
- Poll & Look For Themes
- Identify Needs and Opportunities
- Prioritize Actions and Strategies
- Report and Fine-Tune
- Align and Implement



Implementation

Months 6-36.

We will put the insights gained from the data collection and analysis into action.

This 2.75-year plan is designed to address key themes identified in polling and align with both The Chamber and Municipalities' strategic plans. The plan includes various components to support and grow the local business community.

Expected Components

Component 1: Online Resources Library (Months 6-8)

Goal: Create a comprehensive online resource library on the Comox Valley Chamber's website.

Component 2: Entrepreneurial Support (Months 8-36)

Goal: Provide support for entrepreneurs, fostering their growth and success.

Component 3: Networking Events (Months 6-36)

Goal: Strengthen connections within the local business community.

Component 4: Small Business Training and Start-up Advice (Months 8-36)

Goal: Offer training and advice to small businesses and startups.

Component 5: Recruitment and Awareness Campaign (Months 8-36)

Goal: Promote the Comox Valley as an ideal location for new businesses, staff, and remote workers.

Component 6: Wellness Events (Months 6-36)

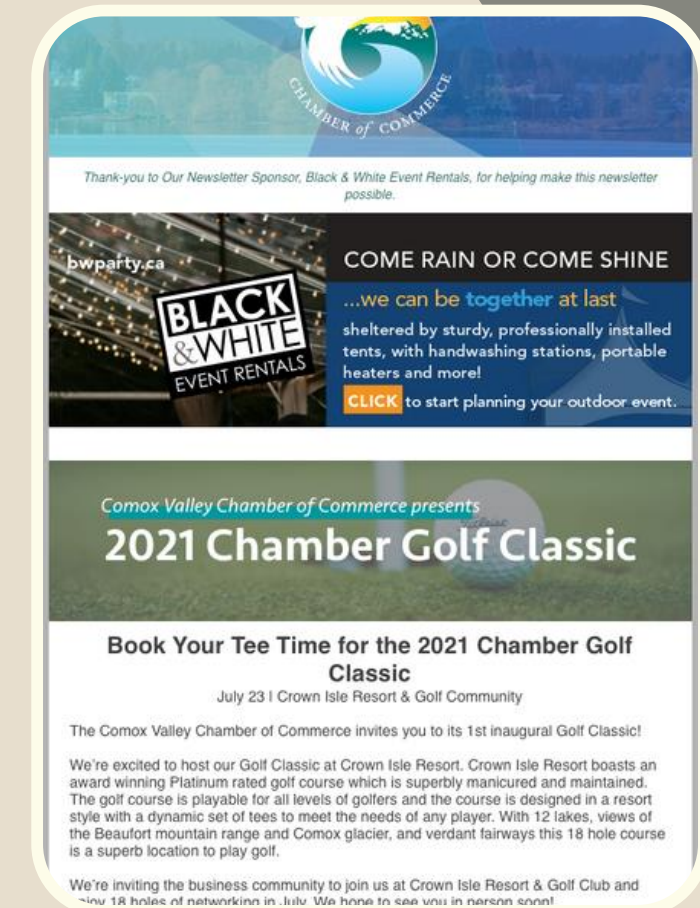
Goal: Enhance work-life balance and well-being for business professionals.

Component 7: Workforce Support (Months 8-36)

Goal: Support the local workforce by collaborating with the Immigration Welcome Centre, North Island College, and others.

Communication Strategy

1. Utilize the Comox Valley Chamber's information channels (newsletter, website, social media) to regularly update the community on program developments.
2. Collaborate with the Municipalities' communication channels to reach a wider audience and engage residents.
3. Utilize local news agencies, both using press releases and purchased ads according to the Chamber of Commerce Bylaws to ensure a fair and equitable allocation of resources.
4. Conduct Business Walks throughout the municipalities that engage both Chamber staff and City/Town Council.



Through a transparent Request For Proposals process in accordance with the Comox Valley Chamber of Commerce Bylaws, we will seek consultants to carry out the data collection, analysis and reporting work (phase 1-3) as well as the awareness and recruitment campaign (phase 4).

Strategic Alignment

The Chamber's Core Values:

- 1. Community:** The program celebrates and amplifies members' success by addressing the challenges faced by the business community.
- 2. Member Focus:** Various components of the program deliver value, ensuring quality, addressing diverse needs, and equally empowering members and non-members with resources.
- 3. Leadership:** The program's advocacy for business retention and expansion aligns with the Chamber's role as a policy leader and voice of business in the region.
- 4. Inclusivity:** The program represents diverse businesses and treats all fairly, equally, and without bias, contributing to a thriving and inclusive business environment.

1. Data Collection: Ensuring a high response rate from business owners during the polling phase may be challenging. Strategies such as incentives and community engagement will be crucial.

2. Community Buy-In: Gaining support from arts and service groups and ensuring they actively contribute to the program may require dedicated effort in relationship building and communication, although our current community connections in these areas are strong.

Challenges and Strategies

3. Resource Allocation: Managing the budget and ensuring that expenses are effectively utilized is a key challenge. Our organization has a monthly budget-to-actuals check-in, and our financials are overseen by a bookkeeper, treasurer and Board of Directors to ensure we stay on track. We will make a financial reporting plan with you that meets your needs.

4. Changing Business Environment: External factors, such as economic conditions and policy changes, may impact the program's recommendations and the local business landscape. Flexibility will be necessary to adapt to changing circumstances.

PROJECT BUDGET

	2024	2025	2026
Phase 1 consulting	1000		500
Data Collection, analysis and reporting	25,000		
Online Resources Library	2500	1500	1500
Mentor Relationship Building	2000	5600	5600
Workshops	7500	7500	7500
Networking Events	1000	2500	2500
Recruitment Awareness Campaign	10,000	2,500	2,500
Wellness Events	3000	3500	3500
Workforce Support	900	1500	1500
Communication expenses	1000	2500	2500
Administration	5000	9000	9000
	58900	36100	36600



Advocacy and Funding Independence

To ensure transparency and accountability, the Chamber seeks to separate its advocacy role from the funding request associated with the Business Recruitment and Retention Program. Specifically:

1. Funding Request Independence: The funding request to the municipalities for the Business Recruitment and Retention Program shall be tied solely to the work and activities defined within the scope of the program, as outlined in this proposal. Funding shall not be contingent upon or affected by the Chamber's advocacy efforts on any challenging or controversial issues.

2. Advocacy Freedom: The Chamber reserves the right to advocate on behalf of its members and the local business community when it deems necessary. This includes addressing challenging or controversial issues that may arise in the best interest of our constituents. The Chamber's advocacy efforts will remain separate and independent from the funding request for the Business Recruitment and Retention Program.



Monitoring Progress and Funding Agility

- **Accountability:** Bi-annual check-ins with you will provide a detailed overview of progress, milestones, challenges, and discussing any necessary adjustments to the plan.

2. **Adaptive Approach:** Should new information arise or circumstances change, adjustments may be proposed to ensure the program remains responsive to the evolving needs of the business community.

3. **Funding Agility:** If program modifications require additional financial resources, the Chamber will work collaboratively with program funders, ensuring that any proposed budget increases align with your protocols, checks, and balances. We acknowledge the importance of proper financial oversight and decision-making processes within the funding framework.



Conclusion and Questions

This proposal outlines a structured three-year plan to develop a Business Retention and Expansion Program.

We will complete an action plan that responds to the stated needs of the business community, and will do so in consultation with our funding partners.

By following the outlined phases, timeline, budget, and addressing potential challenges, the Comox Valley Chamber of Commerce will work collaboratively with you, our municipal leaders to enhance economic prosperity in Courtenay and Comox.

www.comoxvalleychamber.com
executivedirector@comoxvalleychamber.com



Comox Valley Intercultural Celebration

March 16th 7PM
@ The Big House



Presented by:
BRAZILLIAN CULTURAL
FOUNDATION
&

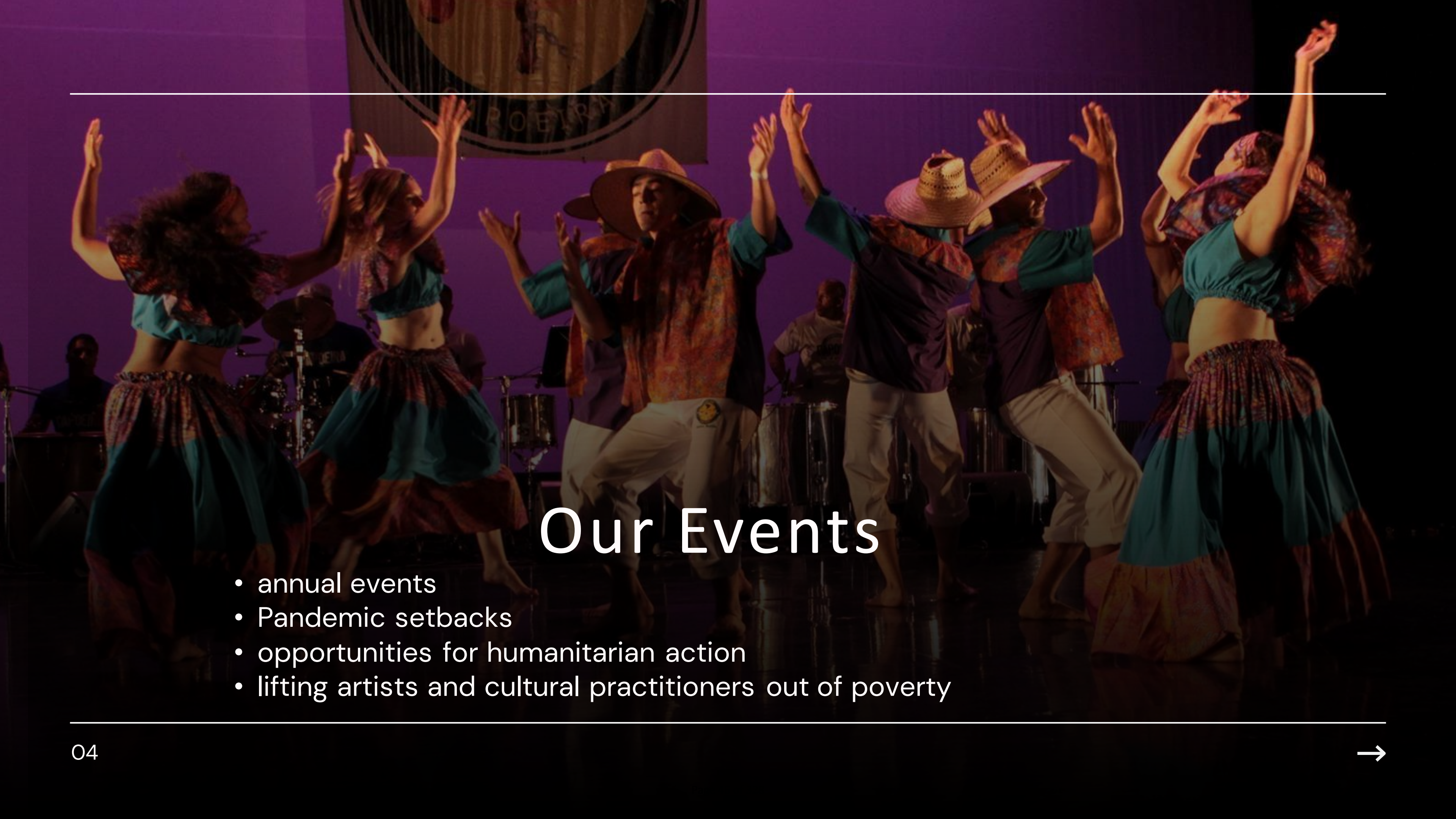




Brazilian Cultural Foundation

- Not for Profit
- promotes Brazilian and Afro-Brazilian Culture
- Teaching, performing and events
- Facilitates transformation of lives and communities
- funds teachers and international guest performers
- humanitarian aspects
- helps artists elevate from poverty
- opportunities for travel
- annual event





Our Events

- annual events
- Pandemic setbacks
- opportunities for humanitarian action
- lifting artists and cultural practitioners out of poverty

Intercultural Celebration

- integration of local indigenous culture and Brazilian indigenous culture.
- intercultural exchange to help all cultures become aware of each other and respect each other.
- Free entrance for the community to witness and engage.
- symposium to exchange ideas surrounding the benefits of culture and to discuss the survival of indigenous culture.
- connecting and comparing our stories of colonization.



Our Cultural Leaders



Mestre Barrao
Capoeira Master
Recife Brazil



Andy Everson
Artist and Kumugwe
Cultural Society
• K'òmox Nation



**Prof. Aurinha de
Jesus**
Afro-Brazilian
Dance
• Recife Brazil



Mestre Cocoroca
Capoeira Master
• Rio de Janeiro
Brazil



Mestre Testa
Capoeira Master
Victoria BC
• Merville, BC
Canada



Estimated Budget



Artist Fees

We strive to compensate artists a fair wage for their expertise, knowledge and life experience.



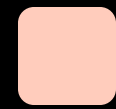
Accomodation

We seek to create partnerships with local accommodation providers



Food

We will ensure special guests are well nourished and provide all food locally.



Other

Komox hall Venue, audio tech , Local Video/Photographer,Marketing and advertising



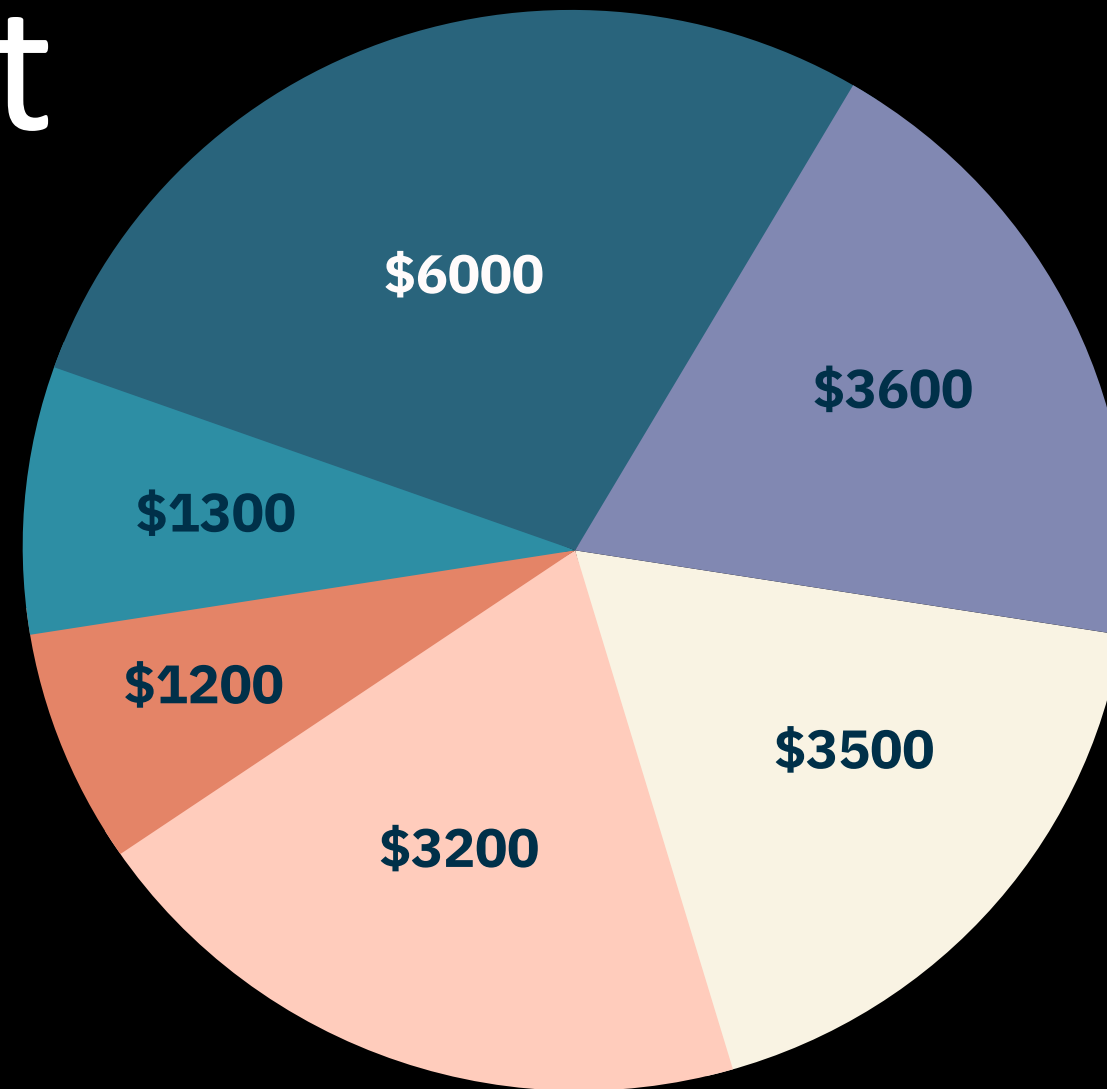
Travel

International and local travel costs of special guests including gas and ferry costs.



Administration

We believe in fair payments for professional administrative hours put towards promotion of arts and culture.



*Funding has been sourced through CVRD general grant as well as private sponsorship to cover up to 60% of our expenses so far.

Our Ask

\$5000

Funds from the City of Courtenay would go towards:

- feeding and housing the cultural leaders
- Rental of Komox Hall for feeding of guests and rehearsal space
- Accommodations and transportation





Thank you!



Comox Valley RCMP Detachment

QUARTERLY REPORT

CITY OF COURTENAY

July 1, 2023 – September 30, 2023

Comox Valley RCMP Detachment Quarterly Report

July 1, 2023 to September 30, 2023

The Comox Valley Royal Canadian Mounted Police (RCMP) provides quarterly updates on policing in the community. The quarterly reports coincide with the Comox Valley RCMP Annual Performance reporting time lines in conjunction with Community Priorities.

First Quarter: April 1 to June 30

Second Quarter: July 1 to September 30

Third Quarter: October 1 to December 31

Fourth Quarter: January 1 to March 31

Calls for Service

During the second quarter of 2023, there were 3930 Calls for Service in Courtenay. This was an 8% decrease from the 4266 Calls for Service in the second quarter of 2022.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	1057	919	1190	1132	1324	1264	1296	1313	1143	1071	1068	1198	13975
2020	1318	1155	1142	1080	1205	1260	1466	1341	1235	1310	1180	1055	14747
2021	1190	1148	1299	1308	1269	1440	1398	1445	1394	1242	1270	1199	15602
2022	1055	1008	1232	1240	1242	1318	1395	1389	1482	1322	1095	1081	14859
2023	1241	1122	1226	1228	1379	1339	1406	1359	1165				11465

Most Common Call Types

Relative to the second quarter of 2022, Calls for Service regarding Disturbances increased by 19% and Calls for Service to Assist Police/Fire/Ambulance increased by 22% in the second quarter of 2023.

	Final Case Type	2023	2022	% Change	Difference
		Q2	Q2		
1	CHECK WELLBEING	379	378	0%	1
2	TRAFFIC INCIDENT	293	310	-5%	-17
3	DISTURBANCE	288	242	19%	46
4	UNWANTED PERSON	286	300	-5%	-14
5	PROPERTY	213	225	-5%	-12
6	SUSPICIOUS CIRCUMSTANCES	178	240	-26%	-62
7	THEFT	173	225	-23%	-52
8	ASSIST POLICE/FIRE/AMBULANCE	161	132	22%	29
9	ASSIST OTHER AGENCY	115	170	-32%	-55

10	MISCHIEF	108	118	-8%	-10
----	----------	-----	-----	-----	-----

Most Common Call Locations (Excluding RCMP Detachment)

In the first quarter of 2023, the location in Courtenay with the highest number of Calls for Service was the Connect Warming Centre. This location had a large increase in Calls for Service relative to the second quarter of 2022 when it was operating with reduced hours. The location in Courtenay with the highest increase in Calls for Service relative to the second quarter of 2022 was Courtenay City Hall. This may be a spillover from the increase in Calls for Service at the Connect Warming Centre, which located within 100 metres of Courtenay City Hall.

	Location	2023	2022	% Change	Difference
		Q2	Q2		
1	685 CLIFFE AVE (Connect Warming Centre)	100	24	317%	76
2	757 RYAN RD (Superstore)	68	111	-39%	-43
3	101 LERWICK RD (Hospital)	51	59	-14%	-8
4	420 CUMBERLAND RD (Provincial Court)	40	59	-32%	-19
5	2751 CLIFFE AVE (Driftwood Mall)	38	52	-27%	-14
6	830 CLIFFE AVE (City Hall)	35	8	338%	27
7	1029 RYAN RD (Washington Apartments)	33	32	3%	1
8	2295 CLIFFE AVE (7-Eleven)	29	39	-26%	-10
9	1799 CLIFFE AVE (McDonald's)	28	24	17%	4
10	988 8TH ST (The Junction)	27	37	-27%	-10

UNCLASSIFIED

Most Common Downtown Calls for Service

Relative to the second quarter of 2022, all but two of the most common call types in Downtown Courtenay increased between 23% and 74% in the second quarter of 2023.

	Final Case Type	2023	2022	% Change	Difference
		Q2	Q2		
1	UNWANTED PERSON	98	68	44%	30
2	CHECK WELLBEING	93	60	55%	33
3	TRAFFIC INCIDENT	58	47	23%	11
4	BREACH	39	47	-17%	-8
5	THEFT	52	41	27%	11
6	DISTURBANCE	68	39	74%	29
7	SUSPICIOUS CIRCUMSTANCES	49	37	32%	12
8	ALARM FALSE	27	27	0%	0
9	MISCHIEF	35	22	59%	13
10	PROPERTY	25	19	32%	6

Violent Crime

During the second quarter of 2023, there were 257 Violent Crime files in Courtenay. This was a 9% increase over the 235 Violent Crime files in the second quarter of 2022.

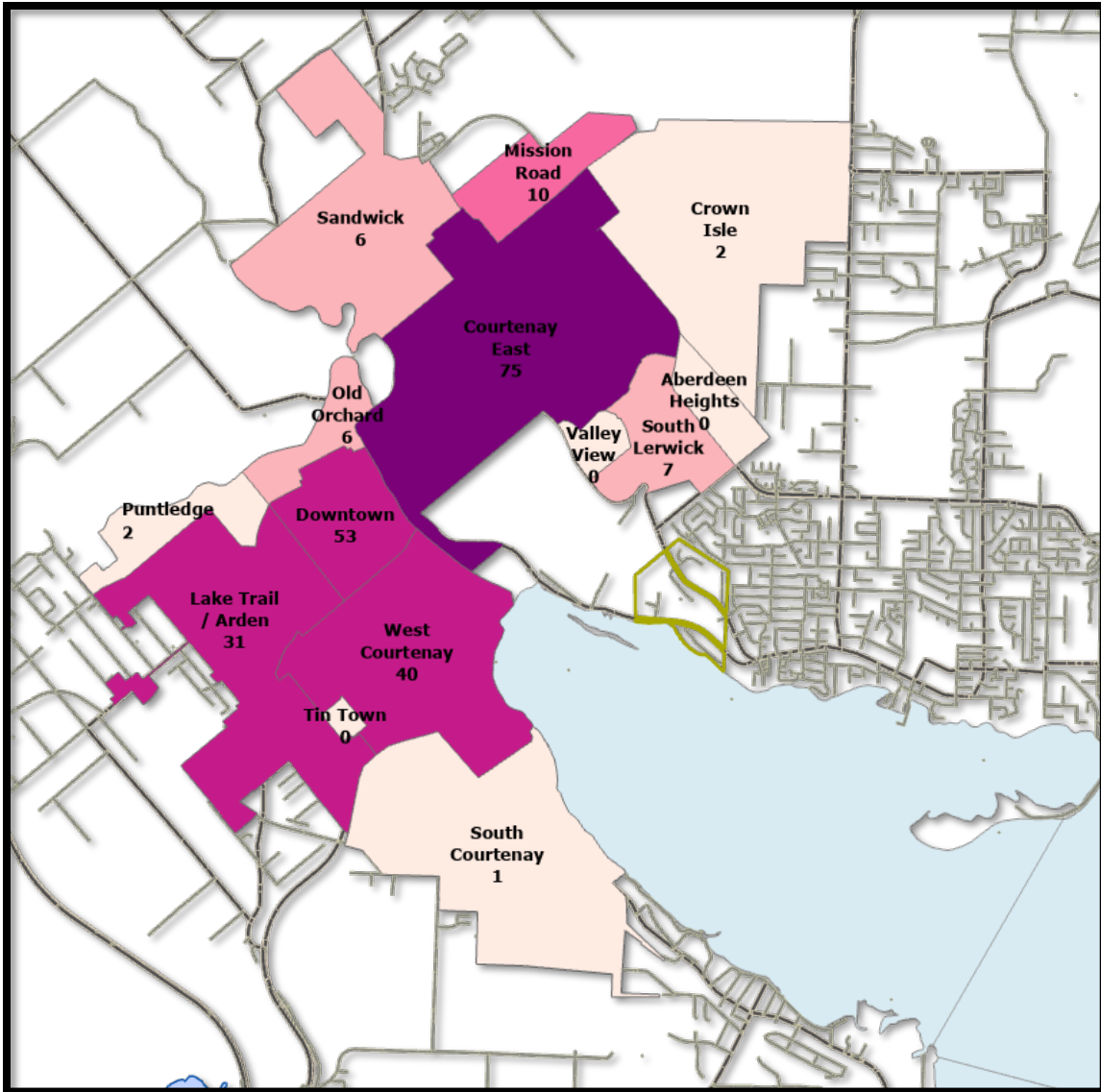
Types of Violent Crime

In the second quarter of 2023, the most common type of Violent Crime file in Courtenay was Assault. Notably, there was an 18 file increase in Utter Threats files and a 12 file increase in Harassment files. Five of the 7 robberies reported in the second quarter of 2023 resulted in charges and the reported kidnapping was investigated and determined to be unfounded.

File Type	2023	2022	% Change	Difference
	Q2	Q2		
ASSAULTS	119	114	4%	5
UTTER THREATS	61	43	42%	18
HARASSMENT	53	41	29%	12
SEX OFFENCES	10	27	-63%	-17
ROBBERY	7	5	40%	2
EXTORTION	4	2	100%	2
WEAPONS OFFENCES	1	1	0%	0
INTIMIDATION	1	0		1
KIDNAPPING	1	2	-50%	-1
Grand Total	257	235	9%	22

Map of Violent Crime by Area of Courtenay

In the second quarter of 2023, the area in which there was the highest number of Violent Crime files was Courtenay East.



Property Crime

During the second quarter of 2023, there were 595 Property Crime files in Courtenay. This was an 18% decrease from the 724 Property Crime files in the second quarter of 2022.

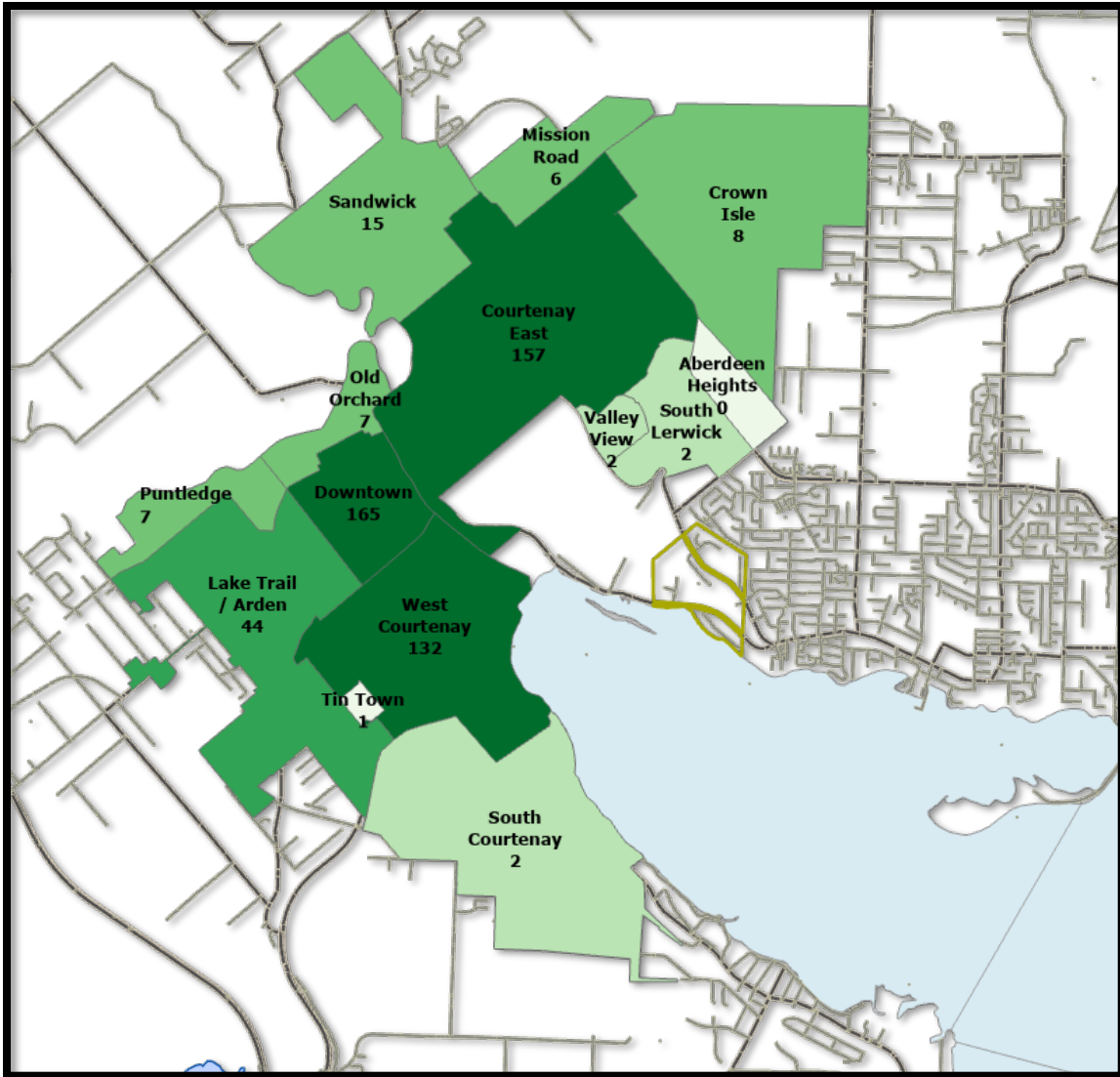
Types of Property Crime

In the second quarter of 2023, the most common type of Property Crime file in Courtenay was Mischief to Property. Notably, there was a 14 file increase in Mischief – Cause by Act/Omission files that include complaints regarding individuals' disturbing behaviour.

File Type	2023	2022	% Change	Difference
	Q2	Q2		
MISCHIEF TO PROPERTY	225	275	-18%	-50
OTHER THEFT U/5000	89	89	0%	0
SHOPLIFTING	74	77	-4%	-3
FRAUDS	53	80	-34%	-27
THEFT FROM VEHICLE	39	78	-50%	-39
MISCHIEF-CAUSE BY ACT/OMMISS'N	26	12	117%	14
BIKE THEFT	19	27	-30%	-8
BREAK & ENTER - RES	19	16	19%	3
AUTO THEFT	16	21	-24%	-5
BREAK & ENTER - BUS	15	16	-6%	-1
BREAK & ENTER - OTH	8	14	-43%	-6
POSSESS STOLEN PROPERTY	6	8	-25%	-2
OTHER THEFT O/5000	5	3	67%	2
ARSON	1	4	-75%	-3
THEFT FROM MAIL		4	-100%	-4
Grand Total	595	724	-18%	-129

Map of Property Crime by Area of Courtenay

In the second quarter of 2023, the areas in which there were the highest number of Property Crime files were Downtown, Courtenay East, and West Courtenay.



CDSA Offences

During the second quarter of 2023, there were 8 Drug Trafficking files in Courtenay, which was 5 files more than in the second quarter of 2022. Relative to the second quarter of 2022, there was an 50% decrease in Drug Possession files consistent with the decriminalization of this offence. The Drug Production reported in the second quarter of 2023 was investigated and determined to be unfounded; the suspicious mushrooms turned out to be legal Oyster and Lion’s Mane varieties.

File Type	2023	2022	% Change	Difference
	Q2	Q2		
DRUG POSSESSION	12	24	-50%	-12

DRUG TRAFFICKING	8	3	167%	5
DRUGS OTHER	2	1	100%	1
DRUG PRODUCTION	1			1
Grand Total	23	28	-18%	-5

Traffic Offences

During the second quarter of 2023, there were 69 Traffic Offence files in Courtenay, which was 5 files more than in the second quarter of 2022.

File Type	2023	2022	% Change	Difference
	Q2	Q2		
IMPAIRED OP MOTOR VEHICLE	64	59	8%	5
DANGEROUS OP MOTOR VEHICLE	3	2	50%	1
PROHIBITED DRIVING	1	1	0%	0
MOTOR VEHICLE INCIDENTS	1	2	-50%	-1
Grand Total	69	64	8%	5



Comox Valley RCMP Detachment

QUARTERLY REPORT

CITY OF COURTENAY

October 1, 2023 – December 31, 2023

Comox Valley RCMP Detachment Quarterly Report

October 1, 2023 to December 31, 2023

The Comox Valley Royal Canadian Mounted Police (RCMP) provides quarterly updates on policing in the community. The quarterly reports coincide with the Comox Valley RCMP Annual Performance reporting time lines in conjunction with Community Priorities.

First Quarter: April 1 to June 30

Second Quarter: July 1 to September 30

Third Quarter: October 1 to December 31

Fourth Quarter: January 1 to March 31

Calls for Service

In 2023, there were 14864 Calls for Service in Courtenay. This was 5 files more than in 2022 and a 5 percent decrease in Calls for Service relative to 2021.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	1057	919	1190	1132	1324	1264	1296	1313	1143	1071	1068	1198	13975
2020	1318	1155	1142	1080	1205	1260	1466	1341	1235	1310	1180	1055	14747
2021	1190	1148	1299	1308	1269	1440	1398	1445	1394	1242	1270	1199	15602
2022	1055	1008	1232	1240	1242	1318	1395	1389	1482	1322	1095	1081	14859
2023	1241	1122	1226	1228	1379	1339	1406	1359	1165	1084	1086	1229	14864

Most Common Call Types

Of the most common types of Calls for Service in Courtenay in 2023, those that increased the most relative to 2022 were Check Wellbeing (8% increase), Unwanted Person (24% increase), Disturbance (10% increase), Suspicious Circumstance (6% increase), and Assist Police/Fire/Ambulance (30% increase), and Mischief (4% increase) files.

	Final Case Type	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	CHECK WELLBEING	654	898	1294	1293	1398	8%	105
2	UNWANTED PERSON	612	740	1001	1085	1346	24%	261
3	TRAFFIC INCIDENT	1092	1192	1320	1076	1077	0%	1
4	DISTURBANCE	761	934	927	877	968	10%	91
5	SUSPICIOUS CIRCUMSTANCES	547	586	651	657	698	6%	41
6	THEFT	944	981	843	829	698	-16%	-131
7	PROPERTY	904	835	863	716	691	-3%	-25

8	ASSIST POLICE/FIRE/AMBULANCE	336	412	504	477	620	30%	143
9	ASSIST OTHER AGENCY	492	530	710	637	542	-15%	-95
10	MISCHIEF	385	502	453	441	457	4%	16

Most Common Call Locations (Excluding RCMP Detachment)

In 2023, the location with the most Calls for Service in the Comox Valley was the Connect Warming Centre. It was also the location at which there was the greatest increase in Calls for Service relative to 2022.

	Location	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	685 CLIFFE AVE (Connect Warming Centre)	1	33	144	128	464	263%	336
2	757 RYAN RD (Superstore)	254	195	204	292	268	-8%	-24
3	101 LERWICK RD (Hospital)	281	256	330	252	224	-11%	-28
4	420 CUMBERLAND RD (Provincial Court)	253	135	133	212	147	-31%	-65
5	1029 RYAN RD (Washington Apartments)	54	76	29	111	142	28%	31
6	2751 CLIFFE AVE (Driftwood Mall)	186	198	205	189	133	-30%	-56
7	300 6TH ST (Library)	163	68	59	58	127	119%	69
8	3199 CLIFFE AVE (Walmart)	151	119	164	200	121	-40%	-79
9	COURTENAY	26	46	81	82	118	44%	36
10	450 RYAN RD (7-Eleven)	116	120	107	70	98	40%	28

Most Common Downtown Calls for Service

In 2023, the most common Call for Service in Downtown Courtenay pertained to Unwanted Person files. There were 252 more Calls for Service regarding Unwanted Persons than there were for the next most common type of Call for Service. In 2023, Calls for Service pertaining to Unwanted Person files increased by 89 percent (289 files) relative to 2022.

With regard to the 110 percent (43 file) increase in Calls for Service pertaining to Assaults in Downtown Courtenay in 2023 relative to 2022, 36 of the 82 incidents occurred at the Connect Warming Centre. This was over triple the number of Calls for Service pertaining to Assaults at the Connect Warming Centre in 2022 (10 files).

	Final Case Type	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	UNWANTED PERSON	186	189	331	323	612	89%	289
2	CHECK WELLBEING	135	126	257	276	360	30%	84
3	DISTURBANCE	183	142	161	178	266	49%	88
4	TRAFFIC INCIDENT	223	230	237	178	205	15%	27
5	THEFT	154	152	125	124	187	51%	63
6	SUSPICIOUS CIRCUMSTANCES	92	74	92	106	170	60%	64
7	MISCHIEF	72	122	109	103	144	40%	41
8	BREACH	174	90	101	177	135	-24%	-42
9	ASSIST POLICE/FIRE/AMBULANCE	40	53	102	94	133	41%	39
10	ALARM FALSE	77	73	69	89	103	16%	14
11	PROPERTY	108	88	112	86	102	19%	16
12	SUSPICIOUS PERSON	92	93	84	86	96	12%	10
13	ASSAULT	41	32	45	39	82	110%	43
14	ABANDONED 911	97	55	102	63	55	-13%	-8
15	ASSIST GENERAL PUBLIC	31	43	62	36	50	39%	14

Violent Crime

In 2023, there were 963 Violent Crime files in Courtenay. This was an 8 percent increase over the 894 Violent Crime files in 2022.

Types of Violent Crime

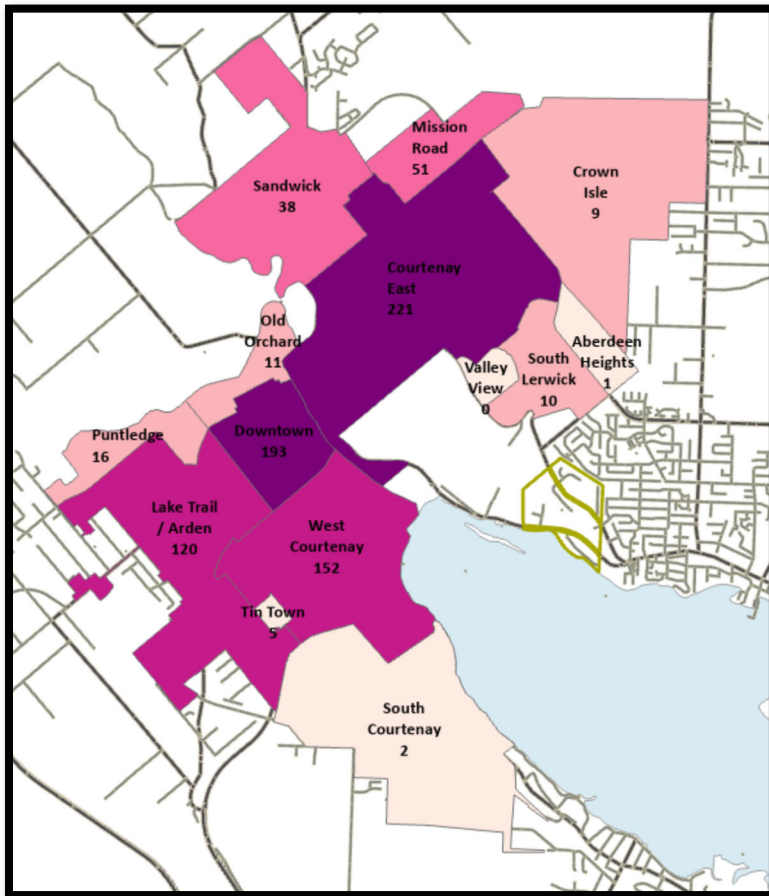
Over the past five years, the most common type of Violent Crime file in Courtenay was Assault. Relative to 2022, there was an 18 percent (73 file) increase in Assault files in 2023.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
ASSAULTS	302	365	409	402	475	18%	73
UTTER THREATS	190	208	257	212	201	-5%	-11
HARASSMENT	164	209	199	162	176	9%	14
SEX OFFENCES	57	63	82	85	63	-26%	-22
EXTORTION	10	7	12	11	26	136%	15
ROBBERY	14	14	29	13	16	23%	3
KIDNAPPING	2	4	2	4	3	-25%	-1
WEAPONS OFFENCES	1	2	1	3	2	-33%	-1
INTIMIDATION	0	0	0	0	1		1

HOMICIDE	3	0	0	2	0	-100%	-2
ARSON	1	1	0	0	0		0
Grand Total	744	873	991	894	963	8%	69

Map of Violent Crime by Area of Courtenay

In 2023, the areas of Courtenay in which there were the highest number of Violent Crime files were Courtenay East and Downtown.



UNCLASSIFIED

Property Crime

In 2023, there were 2366 Property Crime files in Courtenay. This was a 9 percent decrease from the 2608 Property Crime files in 2022.

Types of Property Crime

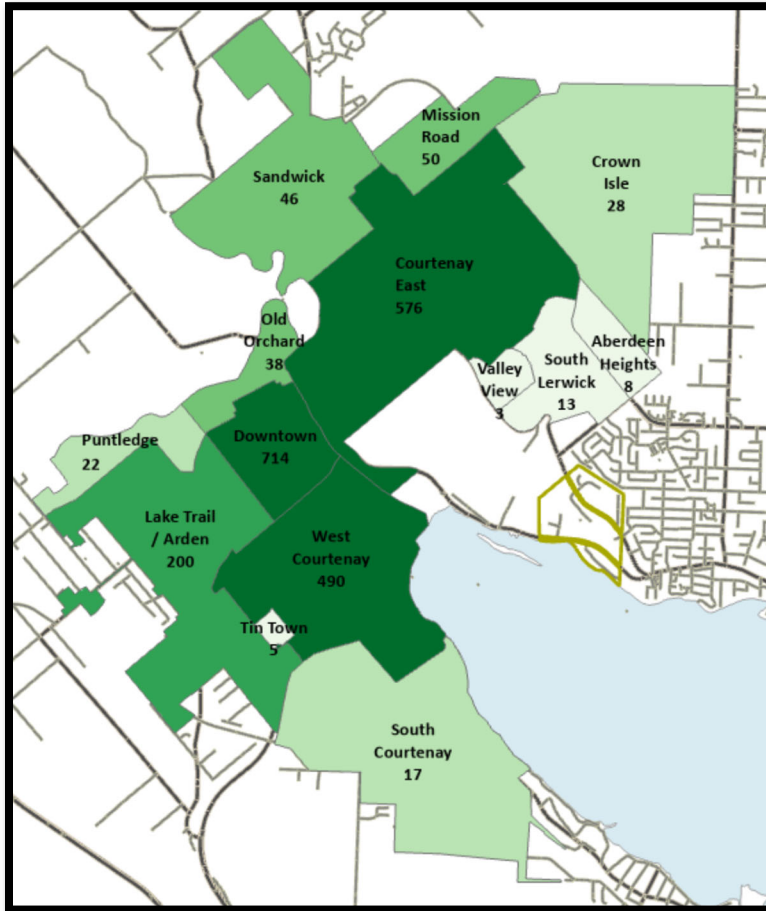
In 2023, the type of Property Crime for which there was the largest increase in files relative to 2022 was Mischief – Cause by Act or Omission. This category of files included incidents in which people refused to leave businesses and set up tents where they were not permitted.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
MISCHIEF TO PROPERTY	505	675	915	1000	962	-4%	-38
SHOPLIFTING	337	282	266	320	296	-8%	-24
OTHER THEFT U/5000	307	314	294	283	281	-1%	-2
FRAUDS	242	295	256	282	227	-20%	-55
THEFT FROM VEHICLE	339	400	377	302	163	-46%	-139
MISCHIEF-CAUSE BY ACT/OMMISS'N	24	33	19	45	95	111%	50
BIKE THEFT	149	111	92	64	71	11%	7
BREAK & ENTER - BUS	86	85	71	74	69	-7%	-5
AUTO THEFT	69	79	89	78	64	-18%	-14
BREAK & ENTER - RES	76	71	84	47	58	23%	11
BREAK & ENTER - OTH	68	56	58	49	26	-47%	-23
POSSESS STOLEN PROPERTY	27	43	33	24	26	8%	2
OTHER THEFT O/5000	10	6	11	11	12	9%	1
THEFT FROM MAIL	23	30	15	15	9	-40%	-6
THEFT UTILITIES	4	5	10	6	4	-33%	-2
ARSON	9	10	22	8	3	-63%	-5
Grand Total	2275	2495	2612	2608	2366	-9%	-242

UNCLASSIFIED

Map of Property Crime by Area of Courtenay

In 2023, the areas of Courtenay in which there were the highest number of Property Crime files were Downtown, Courtenay East, and West Courtenay.



UNCLASSIFIED

CDSA Offences

In 2023, there were 71 CDSA Offences in Courtenay, which was a 50 percent decrease from the 142 CDSA Offence files in 2022. This decrease is largely attributable to a reduction in Drug Possession files, consistent with the decriminalization of personal possession amounts of certain illegal drugs.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
DRUG POSSESSION	98	84	113	111	37	-67%	-74
DRUG TRAFFICKING	73	57	26	27	30	11%	3
DRUGS OTHER	3	16	3	3	2	-33%	-1
DRUG PRODUCTION	5	3	3	1	1	0%	0

DRUG IMPORT EXPORT	0	0	0	0	1		1
Grand Total	179	160	145	142	71	-50%	-71

Traffic Offences

In 2023, there were 272 Traffic Offence files in Courtenay, which was a 17 percent increase over the 232 Traffic Offence files in 2022.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
IMPAIRED OP MOTOR VEHICLE	231	184	228	216	243	13%	27
DANGEROUS OP MOTOR VEHICLE	10	8	11	5	12	140%	7
PROHIBITED DRIVING	12	10	3	9	7	-22%	-2
MOTOR VEHICLE INCIDENTS	6	5	5	2	9	350%	7
IMPAIRED OP BOAT/VESS/AIR	0	0	0	0	1		1
Grand Total	259	207	247	232	272	17%	40

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

**Comox Valley RCMP
Detachment**

QUARTERLY REPORT CITY OF COURTENAY

October 1, 2023 – December 31, 2023

Calls For Service

In 2023, there were 14864 Calls for Service in Courtenay. This was 5 files more than in 2022 and a 5 percent decrease in Calls for Service relative to 2021.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2019	1057	919	1190	1132	1324	1264	1296	1313	1143	1071	1068	1198	13975
2020	1318	1155	1142	1080	1205	1260	1466	1341	1235	1310	1180	1055	14747
2021	1190	1148	1299	1308	1269	1440	1398	1445	1394	1242	1270	1199	15602
2022	1055	1008	1232	1240	1242	1318	1395	1389	1482	1322	1095	1081	14859
2023	1241	1122	1226	1228	1379	1339	1406	1359	1165	1084	1086	1229	14864

Most Common Call Types

Of the most common types of Calls for Service in Courtenay in 2023, those that increased the most relative to 2022 were Check Wellbeing (8% increase), Unwanted Person (24% increase), Disturbance (10% increase), Suspicious Circumstance (6% increase), and Assist Police/Fire/Ambulance (30% increase), and Mischief (4% increase) files.

	Final Case Type	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	CHECK WELLBEING	654	898	1294	1293	1398	8%	105
2	UNWANTED PERSON	612	740	1001	1085	1346	24%	261
3	TRAFFIC INCIDENT	1092	1192	1320	1076	1077	0%	1
4	DISTURBANCE	761	934	927	877	968	10%	91
5	SUSPICIOUS CIRCUMSTANCES	547	586	651	657	698	6%	41
6	THEFT	944	981	843	829	698	-16%	-131
7	PROPERTY	904	835	863	716	691	-3%	-25
8	ASSIST POLICE/FIRE/AMBULANCE	336	412	504	477	620	30%	143
9	ASSIST OTHER AGENCY	492	530	710	637	542	-15%	-95
10	MISCHIEF	385	502	453	441	457	4%	16

Most Common Call Locations (Excluding RCMP Detachment)

In 2023, the location with the most Calls for Service in the Comox Valley was the Connect Warming Centre. It was also the location at which there was the greatest increase in Calls for Service relative to 2022.

	Location	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	685 CLIFFE AVE (Connect Warming Centre)	1	33	144	128	464	263%	336
2	757 RYAN RD (Superstore)	254	195	204	292	268	-8%	-24
3	101 LERWICK RD (Hospital)	281	256	330	252	224	-11%	-28
4	420 CUMBERLAND RD (Provincial Court)	253	135	133	212	147	-31%	-65
5	1029 RYAN RD (Washington Apartments)	54	76	29	111	142	28%	31
6	2751 CLIFFE AVE (Driftwood Mall)	186	198	205	189	133	-30%	-56
7	300 6TH ST (Library)	163	68	59	58	127	119%	69
8	3199 CLIFFE AVE (Walmart)	151	119	164	200	121	-40%	-79
9	COURTENAY	26	46	81	82	118	44%	36
10	450 RYAN RD (7-Eleven)	116	120	107	70	98	40%	28

Most Common Downtown Calls For Service

In 2023, the most common Call for Service in Downtown Courtenay pertained to Unwanted Person files. There were 252 more Calls for Service regarding Unwanted Persons than there were for the next most common type of Call for Service. In 2023, Calls for Service pertaining to Unwanted Person files increased by 89 percent (289 files) relative to 2022.

With regard to the 110 percent (43 file) increase in Calls for Service pertaining to Assaults in Downtown Courtenay in 2023 relative to 2022, 36 of the 82 incidents occurred at the Connect Warming Centre. This was over triple the number of Calls for Service pertaining to Assaults at the Connect Warming Centre in 2022 (10 files).

	Final Case Type	Year					% Change from 2022	Difference from 2022
		2019	2020	2021	2022	2023		
1	UNWANTED PERSON	186	189	331	323	612	89%	289
2	CHECK WELLBEING	135	126	257	276	360	30%	84
3	DISTURBANCE	183	142	161	178	266	49%	88
4	TRAFFIC INCIDENT	223	230	237	178	205	15%	27
5	THEFT	154	152	125	124	187	51%	63
6	SUSPICIOUS CIRCUMSTANCES	92	74	92	106	170	60%	64
7	MISCHIEF	72	122	109	103	144	40%	41
8	BREACH	174	90	101	177	135	-24%	-42
9	ASSIST POLICE/FIRE/AMBULANCE	40	53	102	94	133	41%	39
10	ALARM FALSE	77	73	69	89	103	16%	14
11	PROPERTY	108	88	112	86	102	19%	16
12	SUSPICIOUS PERSON	92	93	84	86	96	12%	10
13	ASSAULT	41	32	45	39	82	110%	43
14	ABANDONED 911	97	55	102	63	55	-13%	-8
14	ASSIST GENERAL PUBLIC	31	43	62	36	50	39%	14

Violent Crime

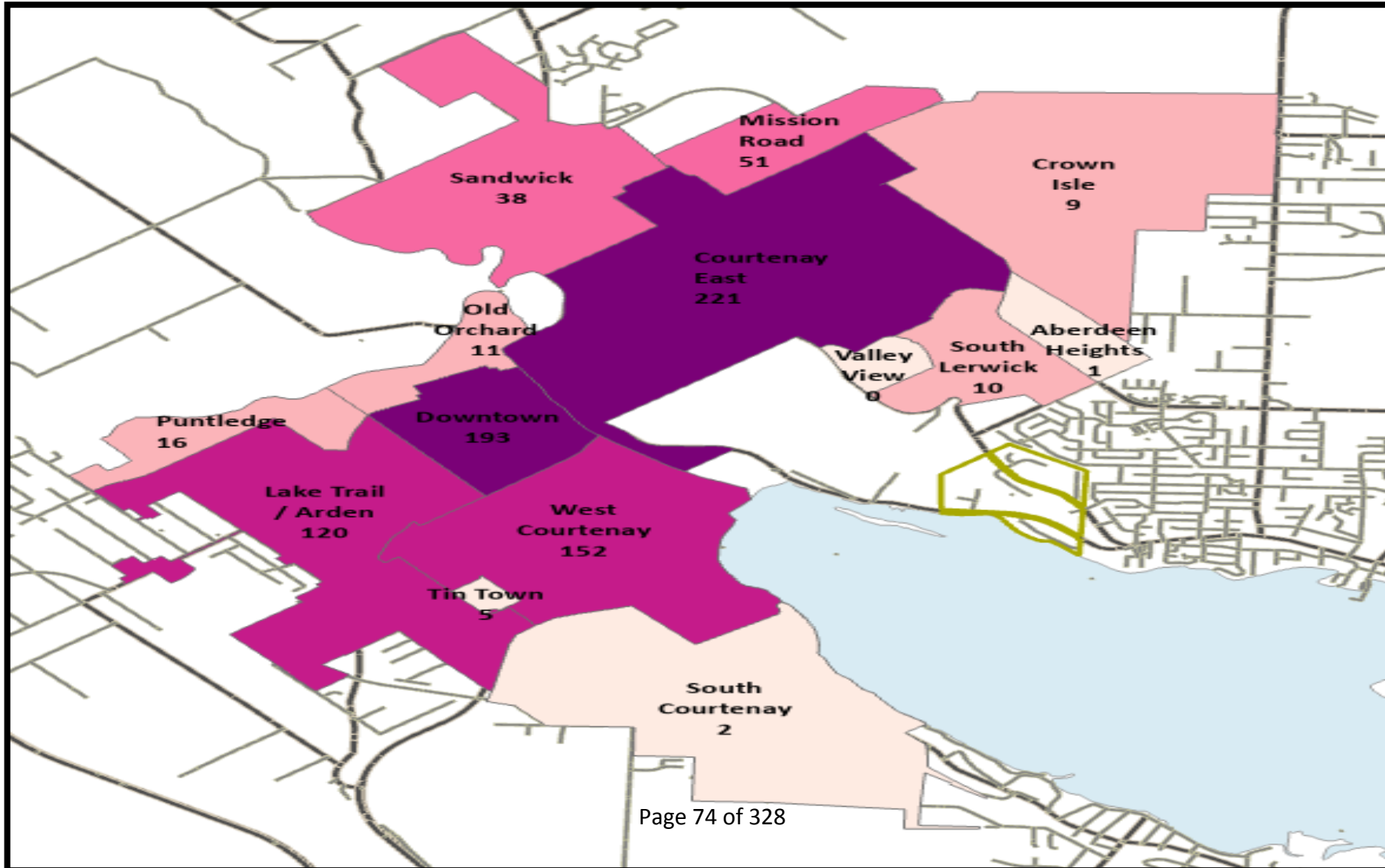
In 2023, there were 963 Violent Crime files in Courtenay. This was an 8 percent increase over the 894 Violent Crime files in 2022.

Over the past five years, the most common type of Violent Crime file in Courtenay was Assault. Relative to 2022, there was an 18 percent (73 file) increase in Assault files in 2023.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
ASSAULTS	302	365	409	402	475	18%	73
UTTER THREATS	190	208	257	212	201	-5%	-11
HARASSMENT	164	209	199	162	176	9%	14
SEX OFFENCES	57	63	82	85	63	-26%	-22
EXTORTION	10	7	12	11	26	136%	15
ROBBERY	14	14	29	13	16	23%	3
KIDNAPPING	2	4	2	4	3	-25%	-1
WEAPONS OFFENCES	1	2	1	3	2	-33%	-1
INTIMIDATION	0	0	0	0	1		1
HOMICIDE	3	0	0	2	0	-100%	-2
ARSON	1	1	0	0	0		0
Grand Total	744	873	991	894	963	8%	69

Map of Violent Crime by Area of Courtenay

In 2023, the areas of Courtenay in which there were the highest number of Violent Crime files were Courtenay East and Downtown.



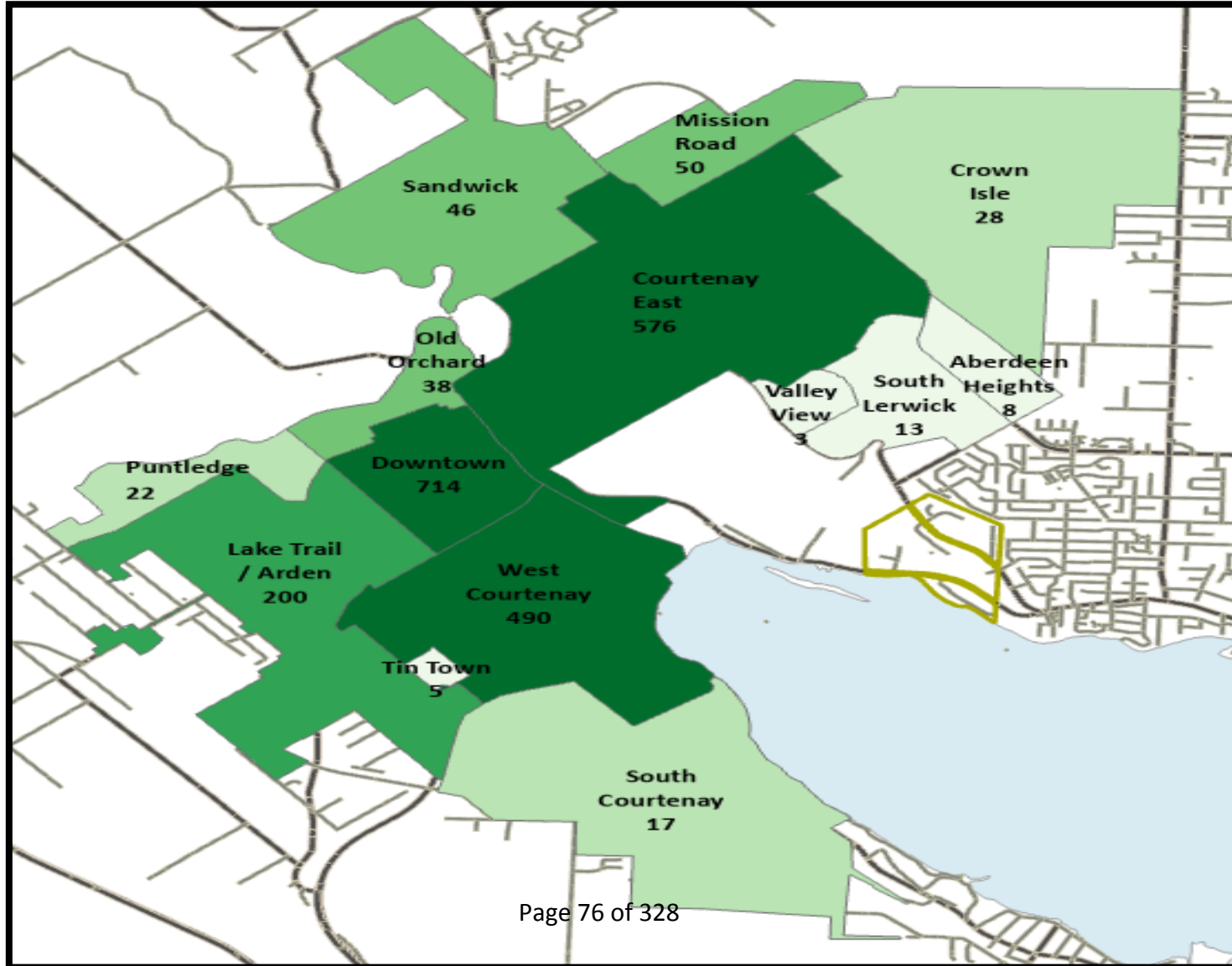
Types of Property Crime

In 2023, there were 2366 Property Crime files in Courtenay. This was a 9 percent decrease from the 2608 Property Crime files in 2022. In 2023, the type of Property Crime for which there was the largest increase in files relative to 2022 was Mischief – Cause by Act or Omission. This category of files included incidents in which people refused to leave businesses and set up tents where they were not permitted.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
MISCHIEF TO PROPERTY	505	675	915	1000	962	-4%	-38
SHOPLIFTING	337	282	266	320	296	-8%	-24
OTHER THEFT U/5000	307	314	294	283	281	-1%	-2
FRAUDS	242	295	256	282	227	-20%	-55
THEFT FROM VEHICLE	339	400	377	302	163	-46%	-139
MISCHIEF-CAUSE BY ACT/OMMISS'N	24	33	19	45	95	111%	50
BIKE THEFT	149	111	92	64	71	11%	7
BREAK & ENTER - BUS	86	85	71	74	69	-7%	-5
AUTO THEFT	69	79	89	78	64	-18%	-14
BREAK & ENTER - RES	76	71	84	47	58	23%	11
BREAK & ENTER - OTH	68	56	58	49	26	-47%	-23
POSSESS STOLEN PROPERTY	27	43	33	24	26	8%	2
OTHER THEFT O/5000	10	6	11	11	12	9%	1
THEFT FROM MAIL	23	30	15	15	9	-40%	-6
THEFT UTILITIES	4	5	10	6	4	-33%	-2
ARSON	9	10	22	8	3	-63%	-5
Grand Total	2275	2495	2612	2608	2366	-9%	-242

Map of Property Crime by Area of Courtenay

In 2023, the areas of Courtenay in which there were the highest number of Property Crime files were Downtown, Courtenay East, and West Courtenay.



CDSA Offences

In 2023, there were 71 CDSA Offences in Courtenay, which was a 50 percent decrease from the 142 CDSA Offence files in 2022. This decrease is largely attributable to a reduction in Drug Possession files, consistent with the decriminalization of personal possession amounts of certain illegal drugs.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
DRUG POSSESSION	98	84	113	111	37	-67%	-74
DRUG TRAFFICKING	73	57	26	27	30	11%	3
DRUGS OTHER	3	16	3	3	2	-33%	-1
DRUG PRODUCTION	5	3	3	1	1	0%	0
DRUG IMPORT EXPORT	0	0	0	0	1		1
Grand Total	179	160	145	142	71	-50%	-71

Traffic Offences

In 2023, there were 272 Traffic Offence files in Courtenay, which was a 17 percent increase over the 232 Traffic Offence files in 2022.

File Type	Year					% Change from 2022	Difference from 2022
	2019	2020	2021	2022	2023		
IMPAIRED OP MOTOR VEHICLE	231	184	228	216	243	13%	27
DANGEROUS OP MOTOR VEHICLE	10	8	11	5	12	140%	7
PROHIBITED DRIVING	12	10	3	9	7	-22%	-2
MOTOR VEHICLE INCIDENTS	6	5	5	2	9	350%	7
IMPAIRED OP BOAT/VESS/AIR	0	0	0	0	1		1
Grand Total	259	207	247	232	272	17%	40



Downtown Foot Patrol Successes

- 24 8-hour shifts were filled from May 17-Sept 2. These shifts were over and above Member's regularly-scheduled shifts (overtime on select Fri/Sat/Sundays) with some scheduled shifts going unfilled.
- Officers made 23 arrests for various matters including individuals with outstanding arrest warrants and in responding to crimes in progress.
- 43 additional patrols of City of Courtenay Parks and trails including: Simms Park, Lewis Park, Cooper Park, Standard Park, Harmston Park, Airpark, and Bill Moore Park as well as foot patrols of the Riverway trail.
- Officers made 105 business enquiries, with many businesses being frequented multiple times.
- 70 police files were generated for crimes in progress such as shoplifting, theft from vehicle, in progress assaults, illegal camping, causing a disturbance and consuming liquor in public.



Staff Report

To: Council
From: Manager of Bylaw Services
Subject: Bylaw Dispute Adjudication System

File No.: 3900-20
Date: February 14, 2024

PURPOSE:

To seek Council approval of a new Bylaw Dispute Adjudication System (BDAS).

BACKGROUND:

The City of Courtenay currently utilizes the Municipal Ticket Information (MTI) system for issuing tickets related to contraventions of regulatory bylaws, with varying fine amounts. Under the MTI system, tickets must be personally served, and disputed tickets can only be resolved within Provincial Court. In the case of the City of Courtenay, this means a Bylaw Enforcement Officer (BEO) has to arrange for a court date, manage disputants, witnesses, evidence, legal documents and argue the case before the courts for all infractions potentially ranging from off leash dogs to unsightly premises.

Provincial courts are typically busy, and often deprioritized bylaw ticket disputes when other more pressing matters arise. Reluctance on individuals to provide evidence on fear of reprisals, and frequent delays add to costs as well as time commitments to those participating in the process make this an untenable system.

City Council identified the implementation of the new bylaw adjudication program as a Council Strategic Priority, for transition and implementation in 2024 and 2025.

In 2023, Council adopted a new Bylaw Policy and Bylaw Compliance Strategy. Although bylaw tickets are a necessary part of the compliance continuum, the primary objective of the City’s bylaw compliance approach is to seek voluntary compliance through awareness, and education as outlined in the Bylaw Compliance Strategy’s CARE approach.



Communicate:
Proactively interact with community members to keep them informed and

Advise:
Offer clear and concise guidance that will assist in understanding compliance requirements to ensure the

Reinforce:
Provide essential information about best practices and regulations through

Enforce:
Deploy various enforcement strategies when non-compliance is detected to assure

educate them about bylaws and regulations.	community is well-informed about what aligns with the regulations.	good neighbour guides and other educational forums.	adherence to standards and encourage positive Adjustments.
--	--	---	--

DISCUSSION:

The proposed comprehensive Bylaw Dispute Adjudication System offers a modernized and efficient approach to bylaw enforcement, aligning with the City of Courtenay's commitment to delivering effective, efficient, and economically viable services. The implementation of BDAS will contribute to a more streamlined, accessible, and cost-effective resolution of bylaw contraventions, benefiting both the City and its residents.

The BDAS aligns with the newly adopted City of Courtenay's Bylaw Policy and Strategic Plan for Bylaw Compliance, with the following highlights:

Engagement with Curiosity: Upon submission of a ticket dispute, the dispute will first be considered by a Screening Officer, who will upon consideration of the circumstances either dismiss the ticket or forward it on for consideration by the Adjudicator. In considering ticket disputes, the Screening Officer will be able to consider the personal circumstances of the individual that led to the issuing of the ticket.

Commensurate Intervention: Just as enforcement activities are to be proportional to the infraction, the process of disputing a bylaw ticket should also be commensurate to the severity of the infraction. Bylaw violations that are routine such as over stay parking, littering, off leash dogs, noise etc. would be more appropriately considered under the BDAS system, whereas larger more impactful contraventions such as those that adversely affect the environment remain suitable to address through the court system.

Trauma Informed Practice: Transitioning infraction disputes away from the Provincial Court system is in line with the City's commitment to the development of trauma-informed policies and procedures. Rather than attending court to dispute a bylaw ticket, residents will have the option of participating in a dispute process outside of the court system, administered by a 3rd party adjudicator approved by the Province of BC. The historical requirement to dispute tickets through a court process may have presented a barrier for some individuals for which court processes trigger a trauma response.

The overall aim is to provide a mechanism for addressing contraventions of the City Municipal Bylaws through the issuance of Adjudication Notices. The focus is on community education, then voluntary compliance followed by a compliance-focused approach and if necessary a court process. The various departments will get the opportunity to identify the Bylaw contraventions for inclusion under the BDAS. The maximum allowable contravention fine under the BDAS is \$500.00, anything about \$500.00 will follow the MTI process.

Operational Overview of Bylaw Dispute Adjudication System (BDAS)

In 2003, the Province adopted the *Local Government Bylaw Notice Enforcement Act*, creating a framework for a streamlined non-judicial system for local governments to deal with bylaw ticket disputes. The Act was developed to create a simple, fair and cost-effective system for dealing with minor bylaw infractions through:

- The creation of a Bylaw Notice and an enforcement dispute forum dedicated to resolving local bylaw matters;

- Reduction to the cost and complexity of decision making in that forum;
- Avoidance of unnecessary attendance of witnesses and the involvement of legal counsel;
- Reduction in the length of time required to resolve bylaw ticket disputes; and
- The elimination of the requirement for personal service of tickets.

Under BDAS, Bylaw Notices can be issued without the need for personal service. Notices can be hand-delivered, left on a vehicle, or mailed. If hand-delivered, the contravention is presumed received. Allowances are made in case the recipient claims not to have received it. This is in contrast to the City's current MTI process, which requires personal service and can be problematic if the individual cannot be located.

Once the Bylaw Notice is received or presumed received, the recipient has a fixed period of 14 days to respond. Options include payment of the contravention or notifying the City of Courtenay of the intent to dispute the allegation.

Screening Officers

Under the legislation, the local government has the ability to establish/appoint Screening Officer positions to review issued bylaw notices prior to advancement to adjudication.

A Screening Officer does not need to be a BEO but should have some familiarity with the bylaws and be available to respond to the bylaw notice recipients in a timely manner, such as supervisors or managers. The Screening Officer reviews issued bylaw notices with consideration of the Bylaw Policy, and has the authority to cancel a notice if appropriate. The Screening Officer can also establish compliance agreements for cases where the goal is achieving compliance rather than fines. The agreement may include acknowledgement of the contravention and set out remedies or conditions to be fulfilled within a designated period. Successful compliance may result in a reduction or waiver of the fine.

If the disputant disagrees with the screening officer's decision or wishes to dispute the allegation further, they must confirm this and indicate their preferred method of participation in the adjudication hearing (in person, in writing, or by telephone). The disputant is then advised of the date and time of the adjudication, which can be conducted through platforms like MS Teams or Zoom.

Adjudication

Adjudicators under this system are chosen on a rotating basis from a list established by the Ministry of the Attorney General. At the adjudication hearing, the adjudicator hears from both the disputant and the investigating BEO, considering available evidence, to decide whether they are satisfied that the contravention occurred as alleged. The adjudicator's role is strictly to confirm or cancel the bylaw notice; they do not have the authority to reduce or waive fines, nor the jurisdiction to deal with challenges to the bylaw or other legal issues.

Legal Factors

The Local Government Bylaw Notice Enforcement Act, and the authority it provides to establish an adjudication system, applies to both municipalities and regional district by regulation. Local governments and other bodies may make a request to the Ministry of the Attorney General to be added, by regulation, to a list of bodies to which the Act applies.

Intergovernmental Factors

Bylaw staff work closely with the RCMP and other local government bylaw staff. The introduction of BDAS supports the City's focus on the delivery of efficient, effective and economically viable services as well as the opportunity

to partner with other local governments in the delivery of services. Upon approval of the BDAS, the City will seek to efficiently administer the adjudication process through collaboration with other local governments.

Interdepartmental Involvement

To implement the BDAS system, bylaw staff will work closely with all City Departments on the delivery and administration of the bylaw enforcement notices. Each department will benefit as enforcement will become more efficient and less expensive, and will ultimately provide a higher level of service to Courtenay residents. An easy to follow step by step online brochure detailing the new system could be developed similar to ones currently used by other local governments.

All City departments would be involved in bylaw reviews and updates to determine which infractions would transition from the MTI process to the BDAS process.

POLICY ANALYSIS:

The proposed system is in alignment with the City’s Bylaw Policy and Bylaw Compliance Strategy and is in accordance with Section 2 of the Local Government Bylaw Enforcement Act.

FINANCIAL IMPLICATIONS:

Under the Local Government Bylaw Notice Enforcement Act, local governments are responsible for the costs of setting up and administering the BDAS within their jurisdiction. There is a fee of \$500.00 per day plus expenses for an adjudicator regardless the number of adjudication hearings scheduled for the day. The Act specifies that local governments may join together to administer a BDAS jointly to cover a broader geographic area more cost-effectively. The Act also allows for a \$25 surcharge to be applied to all tickets upheld by the adjudicator to help offset the costs associated to the process. The Comox Valley Regional District and the Town of Comox has received approval to issue bylaw enforcement notices and the Village of Cumberland are in the early stages of the process as well.

While the City of Courtenay will be responsible for the operating costs associated with BDAS, the potential cost savings from not pursuing legal proceedings in Provincial Court and the ability to share adjudication costs with other municipalities make this system economically viable.

STRATEGIC PRIORITIES REFERENCE:

This initiative addresses the following strategic priorities:

- Streets and Transportation - Implement new bylaw adjudication program

PUBLIC ENGAGEMENT:

Bylaw Adjudication and ticket dispute processes will be communicated via the City’s website, social media channels, and a printed and online process brochure.

OPTIONS:

1. THAT Council direct staff to proceed with the preparation of all bylaws, policies, procedures, and agreements necessary to create a Bylaw Adjudication Program; and,

2. THAT staff be authorized to work with the Province of BC as needed to gain provincial approval for the City of Courtenay to use the Bylaw Adjudication System as outlined in the Local Government Bylaw Notice Enforcement Act.
3. THAT Council provide alternative direction to staff.

ATTACHMENTS:

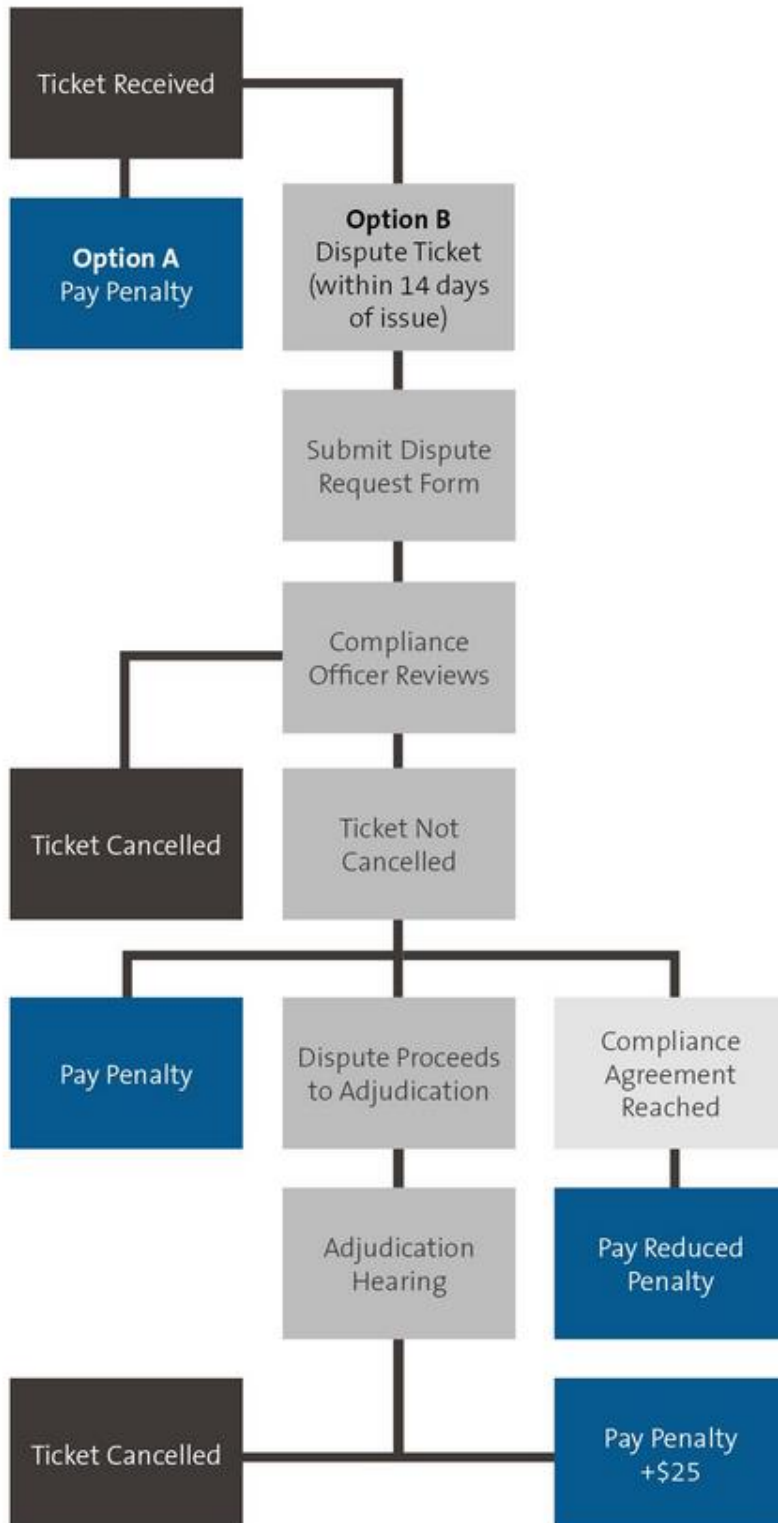
1. Attachments: Appendix A – Bylaw Offence Notice Flow Chart

Prepared by: Mike Kurvers, Manager Bylaw Services

Reviewed by: Kate O’Connell, Director of Corporate Services

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

BYLAW TICKET PROCESS AT A GLANCE





STAFF REPORT

To: Council
From: Director of Development Services
Subject: Zero Carbon Step Code

File No.:
Date: February 14, 2024

PURPOSE:

This report is to provide options to Council on the implementation of the Zero Carbon Step Code.

BACKGROUND:

At the regular meeting of Council on 25th October 2023, Council adopted the following resolution

“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.”

On 1st May 2023 the province introduced the Zero Carbon Step Code (ZCSC) to the BC Building Code to regulate greenhouse gas (GHG) emissions in new construction. The ZCSC follows the same tiered approach as the BC Energy Step Code that was introduced in 2017

The ZCSC has four carbon performance steps of increasing stringency and has been introduced on a voluntary basis.

1. Measure Only (EL-1)
Measures the buildings emissions and is intended to build knowledge and understanding without reductions
2. Moderate Carbon Performance (EL-2)
In most cases require decarbonizing of either space heating or domestic hot water system
3. Strong Carbon Performance (EL-3)
In most cases will require decarbonizing of both space heating and domestic hot water system
4. Zero Carbon Performance (EL-4)
In most cases will require full electrification with full decarbonizing of the building and the operation of the building is as close to zero GHG emissions

The CleanBC Roadmap to 2030 commits to requiring increasingly stringent GHG emission requirements for new buildings in 2024 and 2027 with the full decarbonizing by 2030. After 2023, all new space and water heating equipment sold and installed in BC will be at least 100% efficient. (See Attachment 1)

A few local governments have already adopted the ZCSC to restrict emissions to varying degrees of implementation. Although higher performance emissions have been established they have not accelerated the Energy Step Code (ESC). The new City of Courtenay building bylaw has accelerated the ESC and the proposed introduction of the ZCSC is accelerating the ZCSC ahead of the BC Building Code while meeting the CleanBC road map.

City of Courtenay Building Bylaw No. 3114 which, came into effect on 1st January 2024, requires the energy efficiency of all new buildings to be one step higher than the BC Energy Step Code and aligns with policies in the Official Community Plan (OCP). Higher efficiency buildings will have an impact on GHG emissions due to reduced energy requirements.

Further, on the March 8th 2024 the next addition of the BC Building will come into effect which will introduce further requirements for accessibility, enable mass timber construction, rough-ins for radon safety, adopting cooling requirements to provide one living space that does not exceed 26 degrees Celsius, and a few other items.

Staff had met with the Development Industry in July 2023 and the Industry was not familiar with the ZCSC. Given the unfamiliarity staff were proposing to carry out an engagement process.

In response to the motion noted above, staff would like to provide the following implementation options for the ZCSC.

- Develop a communication and engagement strategy on the ZCSC to develop an implementation plan and propose bylaw amendments. This would require an amendment to strategic priorities and staff work plan. An implementation plan would be brought back to Council for consideration based on the communication and engagement plan. Budget for this would have to be identified in the 2024 financial plan and staff work plan be adjusted.
- Align with the CleanBC road map which also aligns with the City's implementation of the Energy Step Code being one step higher than the building code requirements, this would be introduce EL-2 of the Zero Carbon Step Code in 2024, then EL-3 in 2027 and EL-4 in 2030. This approach would align with the Step Code policy in the OCP but staff would recommend a communication and engagement strategy.
- Align with the CleanBC road map and adopt the Zero Carbon Step Code with the prescribed timelines to reach level 4 by January 1, 2030. Staff to provide information and engage with development industry. This would require an amendment to Building Bylaw No. 3114 to adopt the Zero Carbon Step Code.
- Follow the prescriptive requirements of the BC Building Code. At this time, it is voluntary to follow the ZCSC and therefore has no requirements, or effect on reducing GHG emissions. (See Attachment 2)
- Council provide an alternative direction on the implementation of the ZCSC.

DISCUSSION:

Staff have reviewed other Local Governments processes and timelines on the implementation of the ZCSC and the acceleration of the Energy Step Code. The City of Nanaimo participated in a public engagement process organized by the Regional District of Nanaimo to obtain stakeholder input on the development of a strategy for Net Zero Buildings that included the implementation of the ZCSC. The process to consult and prepare reports for Council consideration was approximately six months.

The City of Victoria and the District of Saanich worked collaboratively together and were the first jurisdictions to enact the ZCSC. An engagement process was embarked upon from February 2022 to August 2022 (approximately six months).

Utilizing Nanaimo, City of Victoria and District of Saanich as examples to the implementation of the Zero Carbon Step Code and Energy Step Code, each government has taken a phased approach with the implementation of both the ZCSC and the ESC, which is summarized below.

District of Saanich City of Victoria	Implementation Timeline		
Zero Carbon Step Code	Part 9	EL-1 May 2023	EL-4 November 2023
	Part 3 (MURB)	EL-1 May 2023	EL-4 July 2024
	Part 3 (All)		EL-4 November 2024
Energy Step Code	Part 9	BCBC Step 3	Not accelerated
	Part 3	BCBC Step 2	Not accelerated

City of Nanaimo	Implementation Timeline		
Zero Carbon Step Code	Part 9	EL-1 October 2023	EL-4 July 2024
	Part 3	EL-1 October 2023	EL-4 July 2024
Energy Step Code	Part 9	BCBC Step 3	Not accelerated
	Part 3	BCBC Step 2	Step 3 Jan 2026

To undertake a full development community and public engagement process on the implementation of the ZCSC would take approximately six months based upon Nanaimo process. This task is not an action in the 2024 work plan or budget. Adjustments would be required to staff’s work plan for 2024 and another task would need to be deferred to 2025

The province will be mandating minimum EL levels as noted above and these can be amended into Building Bylaw No. 3114. Council can consider following the approach to the Energy Step Code which was adopted in the OCP to be one level higher than what the province would mandate for that year. Staff do recommend that consultation is undertaken with this option to provide information to the development

industry and community as there is an impact to business operations and implementation to the industry. There would be impact on staff work plan and budget for 2024.

Alternatively, Council can adopt the Zero Carbon Step Code and amend Building Bylaw No.3114 to incorporate the Province's strategy through the CleanBc Roadmap with a defined time line to reach zero GHG emissions by 2030 starting in 2024. This follows the performance steps in the ZCSC and is a progressive pathway to compliances that would allow the construction industry to adapt to the change.

POLICY ANALYSIS:

The Community Charter provides municipalities the authority to regulate, prohibit and impose requirements by bylaw in respect to buildings and structures (Part 2: Division 1 Section 8).

The City of Courtenay Official Community Plan outlines objectives and policies (BL6 and BL7) to accelerate energy efficiency and to regulate carbon pollution for new buildings.

The CleanBC Roadmap launched in late 2018 sets out polies on climate change and the reduction of GHG emissions with a range of accelerated actions for zero carbon in new buildings by 2030.

FINANCIAL IMPLICATIONS:

As this task is not currently envisioned in the 2024 work plan or financial plan. Should Council give direction on the implementation of the Zero Carbon Step Code, staff time will need to be considered which may result in a review and realignment of 2024 with tasks moved to 2025. Associated budget for consultation and legal review will need to be considered depending on the direction being considered by Council.

OPTIONS: 1 (Recommended)

1. That Council adopt the Provincial Zero Carbon Step Code; and
That Council direct staff to amend "Building Bylaw No.3114 " to include the Zero Carbon Performance Levels in accordance with the timelines established in the CleanBC Road Map for all applicable Part 3 and Part 9 buildings starting with EL2 in 2024 and EL3 in 2027 and EL 4 in 2030;
and

Direct staff to engage with the development industry and community to inform on the Zero Carbon Step Code and its mandates.

2. THAT Council adopt the Provincial Zero Cabon Step Code; and
THAT Council direct staff to consult with the development industry and community prior to amending *Building Bylaw No.3114* to:
 - a) require all applicable Part 3 and Part 9 buildings meet the Zero Carbon Performance Level (EL-2) of the Zero Carbon Step Code six months after adoption of the bylaw ammendment, or one step higher than the BC Building Code; and

- b) require all applicable Part 3 and Part 9 buildings meet the Zero Carbon Performance Level (EL-3) of the Zero Carbon Step Code on January 1, 2027, or one step higher than the BC Building Code; and
 - c) require all applicable Part 3 and Part 9 buildings meet the Zero Carbon Performance Level (EL-4) of the Zero Carbon Step Code on January 1, 2030; and
 - d) include funding in the 2024 financial plan for consultants to lead engagement for this task; and
 - e) direct staff to bring forward amendments to the 2024 and 2025 workplan.
3. That Council not proceed with implementation of the ZCSC at this time.

ATTACHMENTS:

Building and Safety Standards Branch Information Bulletin

Prepared by: Paul Preston, RBO, Manager of Building Services,
Acting Manager of Development Servicing (Development Engineer)

Reviewed by: Marianne Wade, MCIP, RPP, Director of Development Services

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



cleanBC
our nature. our power. **our future.**

Roadmap to 2030



LAND ACKNOWLEDGEMENT

We acknowledge with respect and gratitude that this report was produced on the territory of the Ləkʷəŋən peoples, and recognize the Songhees and Esquimalt (Xwsepsum), and W̱SÁNEĆ Nations whose deep connections with this land continue to this day.

CONTENTS

A Message From Premier John Horgan	2
A Message From Minister George Heyman	4
Executive Summary	6
Chapter 1: CleanBC and the Road to 2030	10
1.1 Accelerating Climate Impacts, Accelerating Climate Action	10
1.2 How Does the Roadmap Work?	13
1.3 Climate Solutions – from Innovation to Wide-Scale Implementation	17
1.4 Modelling and Economic Analysis	21
Chapter 2: Pathways	22
2.1 Low Carbon Energy	26
2.2 Transportation	32
2.3 Buildings	38
2.4 Communities	44
2.5 Industry, Including Oil and Gas	48
2.6 Forest Bioeconomy	53
2.7 Agriculture, Aquaculture and Fisheries	58
2.8 Negative Emissions Technologies	61
Chapter 3: Next Steps and Implementation	65
Appendices	67
Roadmap to 2030 Greenhouse Gas Reductions by Initiative	67
Roadmap Portfolio of Measures	68



A MESSAGE FROM PREMIER JOHN HORGAN

Here in British Columbia, people share a deep connection to the clean water, abundant forests and rich farmland around us. Our province's landscape is a source of beauty, food and economic opportunities. It is a source of great pride for all of us. There is simply nothing more important than protecting this natural inheritance for future generations.

Today, the things we cherish the most in B.C. are at risk like never before.

While we are living through a time of uncertainty and overlapping crises, the greatest challenge we face now and into the future is climate change. The threat is no longer decades or even years away. The impacts are all around us – from devastating wildfires and intense heat waves to droughts and dying crops.

Three years ago, our government introduced CleanBC – North America's most progressive climate action plan. In that time, we have regulated carbon emissions from the biggest polluters, legislated strong climate targets, and made it easier for people and businesses to switch from fossil fuels to clean energy solutions.

The scale of the climate emergency we are living through demands that we act with even greater urgency.

We have accomplished a lot together, but there is so much more we need to do. As British Columbians, we know we can't afford to delay action. That's why we're taking the next big step on our continent-leading plan and introducing new measures so that we can meet our Paris emissions reduction targets for 2030 and reach net zero by 2050.

The CleanBC Roadmap builds on the progress we've made. It will help power more businesses and communities with clean, renewable hydro power. Working with large industry partners, it will ensure sector-specific plans to reduce their climate pollution. Most importantly, it will encourage innovation of clean alternatives, which will become more affordable to British Columbians.

In developing this Roadmap, we listened to input from people across British Columbia – including consultation with Indigenous leaders and expert advice from the Climate Solutions Council. As the plan is rolled out, we will seize the opportunity to build stronger partnerships with Indigenous peoples by ensuring they share in decision making and the prosperity created in the low carbon economy.

Tackling climate change is not only our greatest challenge. It's also an opportunity to build a stronger, more resilient B.C.

The world has changed since we first launched CleanBC. But our province is uniquely well-positioned to thrive in the emerging clean economy. We have abundant clean energy and renewable resources. We are strategically located as a gateway to the Asia-Pacific region and a major port to the rest of North America.

By far our biggest asset is our people. If the recent forest fires and the pandemic have taught us anything, it's that we're best when we work together. It is that same sense of common purpose that we must bring to the fight against climate change. No one person, or government, can turn things around on their own. It will take all of us doing our part to seize the opportunity in overcoming this historic challenge.

That's what this plan is all about. Working together to chart a path to a cleaner, brighter future with good jobs and opportunities – for everyone.

Honourable John Horgan
Premier of British Columbia



A MESSAGE FROM MINISTER GEORGE HEYMAN

When we launched CleanBC in 2018 we were very clear that our modelling left us with an emissions gap. We needed to intensify our focus across all sectors to hit our emissions reduction goal by 2030. We have since introduced legislatively enforced accountability measures that support the findings of recent landmark reports from the Intergovernmental Panel on Climate Change and others. In short, everyone needs to do more to address climate change.

CleanBC set out a series of actions to begin a 30-year journey to build opportunity, keep communities strong and sustain human and ecological health. In many respects it set a standard for others to reference given its comprehensive approach. The Roadmap to 2030 takes its lead from CleanBC and takes us even further. In fact, it takes us to 100 percent of the achievement of our 2030 emissions reduction target and sets the course to fulfill our net-zero commitment by 2050.

The Roadmap is a clear articulation of where we need to expand and accelerate our action to reduce greenhouse gas emissions. It takes note of where things are showing signs of early success and where renewed approaches are necessary. It creates the opportunity for new partnerships like bringing together B.C.'s burgeoning clean tech sector with traditional industries to position B.C. products and services for new and evolving markets. Increasingly global investors are recognizing climate-centred technologies as critical in how we transition to living better on the planet. British Columbia is ideally positioned to take advantage of these new opportunities and the Roadmap supports that case.

A number of the actions will show rapid results as we commit to meeting or exceeding the federal benchmark on carbon pricing, enact requirements for all new buildings to be zero carbon by 2030 and eliminate emissions from all new cars by 2035. As these new technologies come on stream we will increase clean energy and fuel efficiency to support the transition.

Like all maps, the purpose of the Roadmap is to set the direction and offer choices to guide our efforts as we continue to track progress. It will allow us to anticipate challenges and potential changes in course. It expands on the principles of fairness and equity so that costs and benefits are evenly distributed as we introduce new measures.

The plan laid out in the pages that follow is admittedly technical. The tables, charts and analysis tell a story to help decision-makers across all sectors reach our goals. They are tools to help construct that better future we all want for our children and their children. In developing this plan we have not lost sight for one moment that ultimately the Roadmap is about people. It is about our connection to place, a place that we are seeing with new eyes through the lens of reconciliation and renewed relationships with Indigenous peoples. Our success will ultimately be determined by the way our natural environment responds to our choices in this journey. I am confident that with the Roadmap focusing our efforts we will arrive at our destination and more importantly we will all arrive together.

George Heyman

Minister of Environment and Climate Change Strategy



EXECUTIVE SUMMARY

The need to take urgent action together to reduce the impacts of climate change and build a strong clean economy for everyone has never been clearer than it has this past year. Two international reports outlined the challenge ahead and called for faster action. The landmark study from the Intergovernmental Panel on Climate Change¹ provided the latest scientific consensus on climate change and was characterized as a ‘code red for humanity’ by leading scientific and climate experts.

In British Columbia, we saw the impacts first-hand with an unprecedented heat wave, severe droughts and dangerous wildfires this past summer. These events were a poignant example of how serious the climate crisis is and why we need to act now.

Challenges and opportunities

This spring, the International Energy Agency also released a detailed report² outlining the challenges and opportunities of meeting net-zero emissions globally by 2050. The report acknowledged that countries around the world

are struggling to meet the moment with policies and plans to reduce emissions and create a vibrant, resilient low carbon future.

The last year saw growing recognition in the financial and business community that business-as-usual is no longer an option. Global investors like the Glasgow Financial Alliance for Net Zero – representing over \$80 trillion (USD) in investment capital – have called for an accelerated transition to net-zero emissions by 2050 at the latest. Increasingly, investors are asking for detailed plans outlining how companies can prosper in a carbon-constrained world as a prerequisite for investment.

1 International Energy Agency. (May 2021). Net Zero by 2050. Available online: www.iea.org/reports/net-zero-by-2050

2 Intergovernmental Panel on Climate Change. (2021). Sixth Assessment Report. Available online: www.ipcc.ch/assessment-report/ar6

These significant developments in the global economy represent major opportunities for British Columbia. Our province's CleanBC plan includes a wide range of actions to reduce emissions, build a cleaner economy and prepare for the impacts of climate change. Launched in late-2018, CleanBC is helping improve how we get around, heat our homes and power our industry – setting us on the path to a cleaner, stronger future. It includes groundbreaking policies that are leading the way forward on climate change. For example, we were the first in the world to make it law that all new car and truck sales would be zero-emission vehicles by 2040. Since that time, we've seen the highest uptake in electric vehicle purchases on the continent, thanks in part to CleanBC incentives and investments that make 'going electric' more affordable and convenient.

Across B.C., we have seen industries and businesses respond both to CleanBC actions and to the new global economic environment. At least half of all emissions from large operators in B.C. are now covered by a corporate commitment to reach net zero by 2050. We've worked with industry to accelerate this transition by investing in new technologies that reduce emissions and support good jobs for people. And we are accelerating industrial decarbonization by utilizing one of B.C.'s strongest assets in the fight against climate change – our supply of clean, abundant, and affordable hydro-electricity.

While we have made enormous progress in a few short years, we know there is much more to do. B.C. has not been immune to the challenges faced by other jurisdictions trying to reach their targets.

As required by our climate accountability legislation, government presents the latest information every year on progress to our emissions targets. New emissions projections show the road ahead is significantly more

challenging than when CleanBC was originally launched in 2018.

While there are several reasons for this shift – including revised emissions methodology from the federal government – it's clear that substantial new and sustained action is required to meet our commitments.



The CleanBC Roadmap to 2030 is our plan to achieve 100% of our emissions target while building a cleaner economy that benefits everyone. It includes a range of accelerated and expanded actions across eight pathways.

- Low Carbon Energy
- Transportation
- Buildings
- Communities
- Industry, including Oil and Gas
- Forest Bioeconomy
- Agriculture, Aquaculture and Fisheries
- Negative Emissions Technologies

The Roadmap will strengthen action in areas already showing positive results, as well as those at the earlier stages of transition. Each action is based on how affordable and available clean solutions are in each market – known as 'market readiness'. If low-carbon technologies are already available and affordable, for example, the

Roadmap will help increase their adoption on a wider scale through targeted supports, regulations and other policies. If technologies are limited in their availability and expensive, actions instead focus on supporting research, development, and commercialization to create affordable, clean options. This approach will help minimize costs and maximize benefits in the long run.



Foundational Roadmap actions include:

- A stronger price on carbon pollution, aligned with or exceeding federal requirements, with built in supports for people and businesses
- Increased clean fuel requirements and doubling the target for renewable fuels produced in B.C. to 1.3 billion litres by 2030
- An accelerated zero-emission vehicle (ZEV) law (26% of new light-duty vehicles by 2026, 90% by 2030, 100% by 2035)
- New ZEV targets for medium- and heavy-duty vehicles aligned with California
- Complete B.C.'s Electric Highway by 2024 and a target of the province having 10,000 public EV charging stations by 2030
- Actions to support mode-shift towards active transportation and public transit
- Stronger methane policies that will reduce methane emissions from the oil and gas sector by 75% by 2030 and nearly eliminate all industrial methane emissions by 2035
- Requirements for new large industrial facilities to work with government to demonstrate how they align with B.C.'s legislated targets and submit plans to achieve net-zero emissions by 2050
- Enhancing the CleanBC Program for Industry to reduce emissions while supporting a strong economy
- Implement programs and policies so that oil and gas emissions are reduced in line with sectoral targets
- A cap on emissions for natural gas utilities with a variety of pathways to achieve it
- New requirements for all new buildings to be zero carbon and new space and water heating equipment to be highest efficiency by 2030
- Implement a 100% Clean Electricity Delivery Standard for the BC Hydro grid
- A new program to support local government climate and resiliency goals with predictable funding
- Support for innovation in areas like low carbon hydrogen, the forest-based bioeconomy and negative emissions technologies
- Household affordability will continue to be a key focus, especially for those who need it most.

British Columbia's plan will be aligned with actions being taken at the federal, municipal and Crown corporation levels. When emissions reductions from these actions are considered, we expect B.C. to further surpass our 2030 emissions target.

These actions and others included in the Roadmap will help drive deeper emissions reductions at a faster pace and support clean economic opportunities.

In less than a decade, people across our province will live, work and play in a cleaner and more prosperous B.C. Almost all new vehicles sold in the province will be zero emissions. We'll see more people walking, biking and taking transit.



Our communities will be more comfortable with less pollution. New homes and buildings will no longer emit carbon pollution and will use energy much more efficiently, saving people money on their energy bills. They will be built using materials that are less carbon intensive. People will have more affordable options to retrofit their homes. The system that delivers natural gas to heat homes and businesses today will transition to also deliver cleaner fuels like renewable natural gas and hydrogen. And more of us will find jobs in the clean economy working to reduce pollution with innovative advanced technologies that are exported beyond our borders.

A central pillar of the Roadmap focuses on our abundant supply of clean and affordable hydroelectric power as an alternative to fossil fuels. B.C. is one of the few jurisdictions in the world with an electricity grid that can deliver close to 100% zero-emissions electricity to power our homes, businesses and vehicles. Further, by pairing this resource with our commitment to innovation and partnership between B.C.'s clean tech sector and traditional industries, we're

ensuring B.C. is ideally positioned for a world that is increasingly focused on near-term emissions reductions and reaching net-zero emissions by mid-century.

The Roadmap recognizes that we are at a defining moment of change and need to make sure we're ready for a global economy that is rapidly moving towards a future defined by net-zero emissions. It also builds on other efforts across government including the upcoming Climate Preparedness and Adaptation Strategy and economic plan, as well as work to modernize the forest sector and implement the recommendations of the Old Growth Strategic Review.

Nature often offers the best solutions to strengthening our response to climate change. In British Columbia, we are blessed to have a natural environment that sustains our health, strengthens our communities and builds hope for the future. The Roadmap demonstrates that at the core of our approach to climate change is a foundational commitment to protecting and preserving our environment now and for future generations.



CHAPTER 1: CLEANBC AND THE ROAD TO 2030

1.1 Accelerating Climate Impacts, Accelerating Climate Action

Climate change is often called the defining issue of our time. It demands simultaneous action on two fronts: reducing greenhouse gas emissions and making sure our homes, communities, businesses and infrastructure can withstand the impacts of a changing climate in the years to come.

It's hard work, but British Columbians are rising to the challenge – changing our behavior (what we buy, how we get around, how we heat and cool our homes), our economy (what we produce and how we produce it), and our energy system (how much and what kinds of energy we use, as well as how often we use them). More and more people are choosing electric vehicles, installing heat pumps in their homes and buildings, and investing in low carbon technologies and approaches.

These trends are encouraging. At the same time, we know we need to do much more. The pace and scale of climate change are accelerating, threatening so much of what we hold dear.

B.C.'S NET-ZERO COMMITMENT

Like our current emission reduction targets, B.C.'s commitment to a net-zero future will be backed by legislation. We'll engage with Indigenous communities, local governments, business, industry and others in 2022 to ensure the legislation is consistent with the targets, and the paths to reach them.

Net zero means that any greenhouse gas (GHG) emissions from our economy are balanced by equivalent amounts of GHG removals from the atmosphere. Working to achieve this balance will advance our economy, create good jobs and help to keep us competitive.

Net zero and the new global economic context

On top of these changes, international markets are shifting and demand is growing quickly for new climate-friendly technologies and services, renewable energy and low carbon products. Dozens of countries, accounting for roughly 70% of global GDP, have now adopted net-zero-by-2050 targets. Our neighbours and partners in the Pacific Coast Collaborative – Washington, Oregon and California – are significantly ramping up their own climate actions. And almost 20% of the world's biggest companies – representing annual sales of nearly \$14 trillion – now have plans to achieve net-zero emissions by 2050.³

During 2020, even with the global downturn created by COVID-19, investment in clean energy and climate solutions grew significantly. Companies and governments around the world put half a trillion dollars into renewable energy, electrified transport, electrified heat, energy storage, hydrogen production, and carbon capture and storage.⁴ And B.C. clean tech companies are at the forefront of this transition – with four on the 2021 Global Cleantech 100 list.

GLASGOW ALLIANCE

Over 250 firms with more than \$88 trillion in assets have joined forces to steer the global economy towards net-zero emissions. The Glasgow Financial Alliance for Net Zero, chaired by Mark Carney, UN Special Envoy on Climate Action and Finance and former Bank of Canada governor, brings together leading net-zero initiatives from across the financial system to accelerate the transition to net-zero emissions by 2050 at the latest.

Members include major asset owners and managers as well as banks with the power to mobilize trillions of dollars behind the transition to net zero.

Closer to home, the B.C. based [Catalyst Business Alliance](#) – a network of companies focused on clean growth – believes that climate change is the greatest risk to jobs and the economy. It champions strong climate and energy policy, and the creation of a resilient economy that benefits customers, employees, communities and the environment.

There's also a growing global movement to ensure that solutions are responsibly sourced and conform to high environmental, social and governance (ESG) standards. Investors with more than \$120 trillion worth of assets under management have signed on to the [United Nations Principles for Responsible Investment](#), which advocates a greater focus on ESG investing.

These developments support the business case for increasing our climate ambition. B.C. is well positioned to meet the interests of ESG investors with abundant clean energy, a vibrant clean tech sector, clean industries and a rich, diverse and growing bioeconomy.

³ Taking stock: A global assessment of net zero targets. (23 March 2021). Available online: www.eciu.net/analysis/reports/2021/taking-stock-assessment-net-zero-targets

⁴ BloombergNEF 2021 Executive Factbook. (March 2 2021). Available online: www.about.bnef.com/blog/bloombergnef-2021-executive-factbook

We're also making progress in partnership with Indigenous peoples, as part of our commitment to implement the [Declaration on the Rights of Indigenous Peoples Act](#). The Province and Indigenous peoples are working together to develop a province-wide, whole-of-government action plan, setting out a path towards reconciliation. The plan will describe the long-term actions needed to meet the objectives of the [UN Declaration](#), along with specific actions the Province will take in the next five years.

We've shown that working together with Indigenous peoples creates more opportunities for everyone. As the plan is implemented, we will have renewed opportunities to build stronger partnerships and better incorporate Indigenous rights, perspectives and interests into provincial climate plans and policies. We have heard clearly from Indigenous peoples about the importance of early and meaningful engagement, and that more can be done to increase capacity to ensure Indigenous peoples can participate most effectively. There is also enormous opportunity that comes with mobilizing Indigenous resources to build new economic opportunities while protecting the environment. We will further strengthen our consultation and engagement work on climate action, including with First Nations Economic Development Officers (EDOs) or similar leadership groups from Nations that don't have EDOs.



Ongoing engagement with Indigenous peoples has informed and shaped this Roadmap, the Climate Preparedness and Adaptation Strategy and our continued partnership on shared climate objectives. This includes work with the First Nations Leadership Council, which is developing a B.C. First Nations Climate Strategy and Action Plan.

These actions are consistent with our commitment to address our greatest challenges in ways that benefit people, communities and the environment, along with the economy. This Roadmap provides another set of opportunities to make our society more inclusive and sustainable – by putting people first and ensuring we consider and mitigate impacts to B.C.'s diverse populations.

“I would say with a pretty high degree of confidence that in the next three years a net-zero commitment and a plan to achieve it will be the norm for public companies”

– Mark Carney, UN Special Envoy on Climate Action and Finance
and former Bank of Canada governor⁵

5 Financial Post. (September 21, 2021). Mark Carney says net-zero plan to be 'norm' for public firms in coming years. Available online: <https://financialpost.com/news/economy/mark-carney-says-net-zero-plan-to-be-norm-for-public-firms-in-coming-years>



1.2 How Does the Roadmap Work?

As we continue to implement the long-term actions in CleanBC, the Roadmap builds on our progress to date with an expanded and accelerated approach to meeting our targets and transforming markets for clean solutions. The Roadmap:

- Examines the eight key areas of our economy that generate emissions or can create solutions
- Assesses our progress in developing and deploying low- and zero-carbon products, approaches and technologies
- Sets out a series of pathways to support innovation in sectors where low carbon solutions are emerging, and drive deployment in sectors where they're already mature – helping to deliver more clean solutions, faster.

Some of the pathways are specific to economic sectors. Others cut across sectors to advance key objectives, such as developing our bioeconomy and exploring the potential of negative emissions technologies. Each pathway describes where we need to be by 2030 and maps out the most promising routes to get there – recognizing that some of these routes break new ground and will only reveal their strengths and weaknesses with time.

Foundational pathway actions to achieve our targets and advance market readiness for decarbonization include:

- Beginning in 2023, B.C.'s carbon tax will meet or exceed federal carbon price requirements, while considering impacts to household affordability. We'll also improve our industry programs to help meet our climate targets by supporting the adoption of new technologies while keeping our businesses competitive.
- New regulations will enhance the Low Carbon Fuel Standard, one of our most successful climate action measures. It requires fuel suppliers to make continuous reductions in their products' carbon intensity. We will double the target for renewable fuels produced in B.C. to 1.3 billion litres by 2030.
- We're accelerating our targets for zero-emission vehicles and we will set new standards for medium- and heavy-duty vehicles aligned with leading jurisdictions. By 2030, ZEVs will account for 90% of all new light-duty vehicle sales in the province (and targets of 26% by 2026 and 100% by 2035).

- We'll complete B.C.'s Electric Highway by 2024 and target having 10,000 public EV charging stations by 2030.
- A comprehensive Clean Transportation Action Plan in 2023 will support emission reductions by focusing on efficiency-first transportation options.
- A reduction of methane emissions from the oil and gas sector will lower emissions by 75% below 2014 levels by 2030, equivalent with the federal commitment. We'll also aim to eliminate methane emissions from oil and gas, mining, forestry and industrial wood waste by 2035.
- New large industrial facilities will be required to work with government to demonstrate how they align with government's 2030 and 2040 targets and submit plans to achieve net-zero emissions by 2050.
- The CleanBC Program for Industry will be enhanced to reduce emissions while supporting a strong economy.
- We'll implement programs and policies so that oil and gas emissions are reduced in line with sectoral targets.
- A greenhouse gas (GHG) cap for natural gas utilities – limiting emissions from the gas used to heat our homes and buildings and power some of our industries – will encourage new investment in low-carbon technologies and fuels (including renewable natural gas and hydrogen) and energy efficiency.
- By 2030, all new buildings will be zero carbon, and all new space and water heating equipment will meet the highest standards for efficiency.
- We'll implement a 100% Clean Electricity Delivery Standard for the BC Hydro grid.
- A new program will support local governments to continue taking climate action.
- We'll support innovation in areas like low-carbon hydrogen, the forest-based bioeconomy and negative emissions technologies.
- Household affordability will continue to be a key focus, especially for those who need it most.

Together, these measures will deliver significant reductions in GHG emissions. But the actions in this Roadmap are not just about climate change. Transforming our economy provides an opportunity to implement solutions that will also build on our broader social, environmental and fiscal priorities. These include:

- Advancing reconciliation with Indigenous peoples
- Improving people's health and well-being
- Spurring innovation in clean technologies that we can use and export to build a stronger economy and drive clean job creation
- Reducing inequalities so everyone has the opportunity to participate in, and benefit from, our growing clean economy
- Attracting investment based on sound ESG credentials.

This Roadmap will serve as an evolving plan to get us to our targets. Climate policy doesn't work if you set it and forget it, so the Roadmap will be updated as we move forward, learn from our experience and craft new solutions to meet our goals.

In the months and years ahead, we will continue to work with Indigenous peoples, recognizing their essential role as climate action partners. Many of the solutions we're developing and pursuing together will affect their territories, creating new opportunities for joint decision-making to advance self-government, self-determination and sustainable economic development in support of the Province's commitment to the *Declaration on the Rights of Indigenous Peoples Act*.

We will also continue working closely with local governments, industry, civil society partners and the independent [Climate Solutions Council](#) to further shape our pathways and hone our approaches to meet our targets for 2030 and beyond.

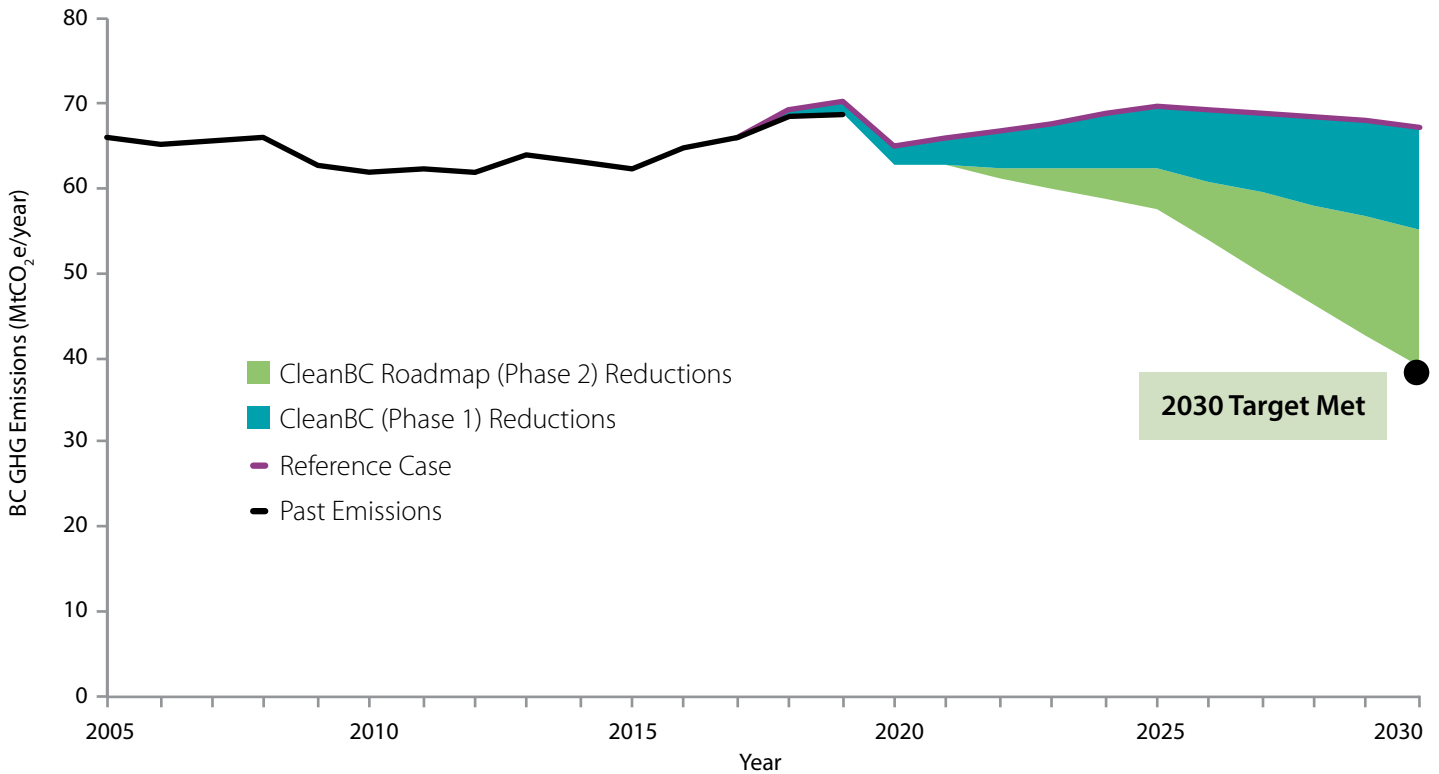
ENGAGEMENT WITH INDIGENOUS PEOPLES

Indigenous peoples across British Columbia were invited to contribute their knowledge and experience during engagements in 2021. The interests, opportunities, ideas and perspectives shared by Indigenous leaders and community members have helped shape the Roadmap to 2030. For example, through these conversations Indigenous peoples:

- Expressed interest in low carbon economic opportunities in their communities
- Affirmed the need for greater affordability and accessibility of CleanBC programs, leading to the commitment to a single-window access for all CleanBC incentives and programs and a renewed focus on affordability in program design
- Emphasized public climate education as key to support community decision making, understanding priorities and the importance of climate action, which influenced the Roadmap commitment to implement public awareness and education campaigns with a dedicated youth strategy
- Highlighted the importance of expanding clean transportation beyond ZEVs to ensure safe and reliable public transportation, which the Clean Transportation Action Plan's "efficiency first" approach will work to address
- Shared the need for cleaner transportation options suited to rural and remote living, contributing to the expansion of the Low Carbon Fuel Standard
- Expressed a desire for skills training to ensure participation in clean growth opportunities, as will be the focus in the upcoming workforce readiness framework
- Noted the high cost of transporting recycling and waste, leading to the commitment to a circular economy strategy.

In each pathway you'll find 'What we heard' boxes that provide examples of the perspectives of Indigenous peoples we worked with in the development of this Roadmap.

CleanBC Emissions Reductions



CLIMATE SOLUTIONS COUNCIL

B.C.'s [Climate Solutions Council](#) provides strategic advice on climate action and clean economic growth. It includes members representing Indigenous peoples, environmental organizations, industry, academia, youth, labour and local government. This Roadmap responds to many of the Council's recommendations, including:

- Increasing carbon tax in line with the federal benchmark while providing additional supports for emissions-intensive, trade-exposed industry
- Increasing the zero-emission vehicle standard for light-duty vehicles to between 80 and 100% by 2030
- Implementing medium- and heavy-duty, zero-emission vehicle regulations
- Supporting local governments
- Strengthening the Low Carbon Fuel Standard and implementing a new emissions cap for natural gas utilities.

By increasing the pace and scale of these and other CleanBC initiatives, the council says, "B.C. can both create more stable employment opportunities and achieve additional emission reductions that assist in getting the province on track for our 2030 climate change targets."



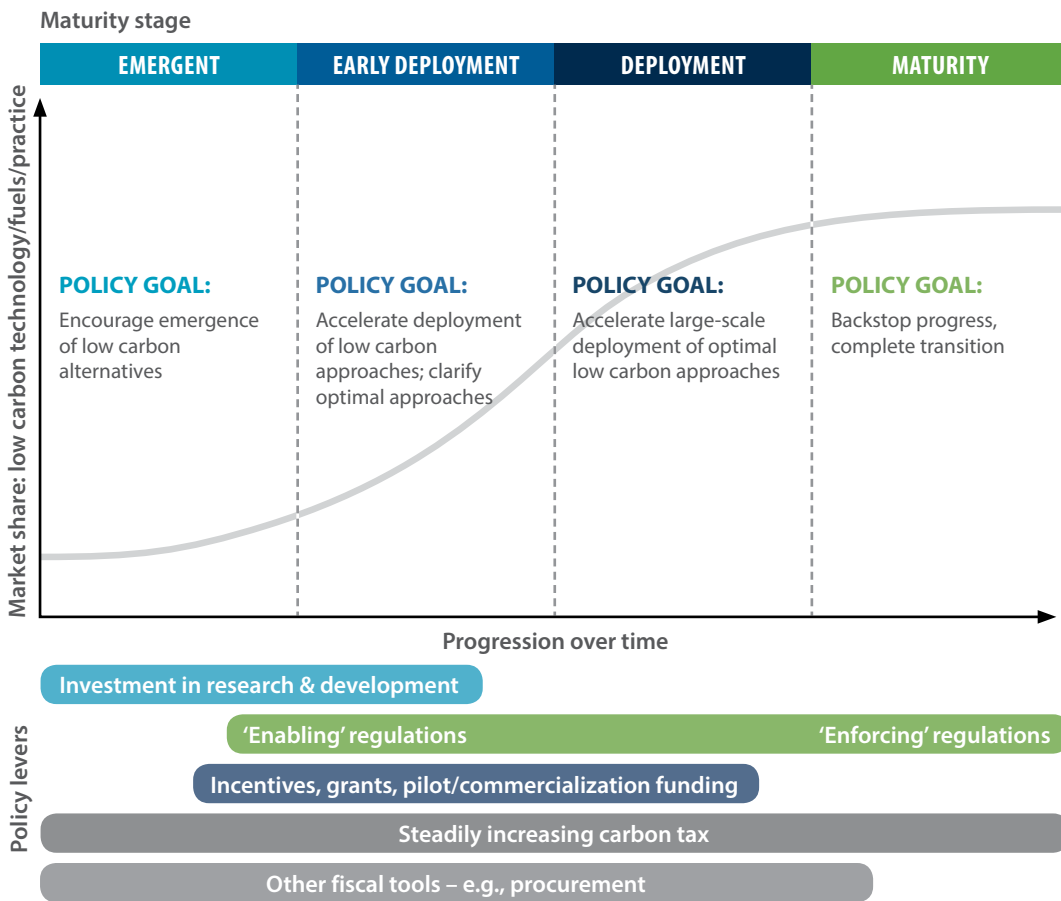
1.3 Climate Solutions – from Innovation to Wide-Scale Implementation

With CleanBC, our province began a set of bold, ambitious actions to transform our economy by shifting away from fossil fuels and towards clean, renewable energy and innovative technology. This Roadmap builds on our work to date and sets the stage for a broader, deeper transformation of large-scale societal systems – from how we produce and use energy to how we build low carbon, climate-resilient communities that keep us safe as the climate changes.

To reach this goal, we're focusing on tailoring approaches for each sector – recognizing that we need different tools for different market stages. Our actions will focus on growing markets for, and speeding up the adoption of, technologies we know are ready for deployment, such as zero-emission vehicles and heat pumps, while supporting research and development in areas where alternative solutions are still emerging.

In all cases, we will prioritize actions that solve unique problems or unlock co-benefits, such as improving people's health or achieving equity outcomes.

Stages of Market Readiness



Adapted from: Victor, D.G. et al. 2019. *Accelerating the Low Carbon Transition: The case for stronger, more targeted, and coordinated international action.* The Brookings Institution; and Meadowcroft, J. et al. 2021. *Pathways to Net Zero: A decision support tool.* Transition Accelerator Reports

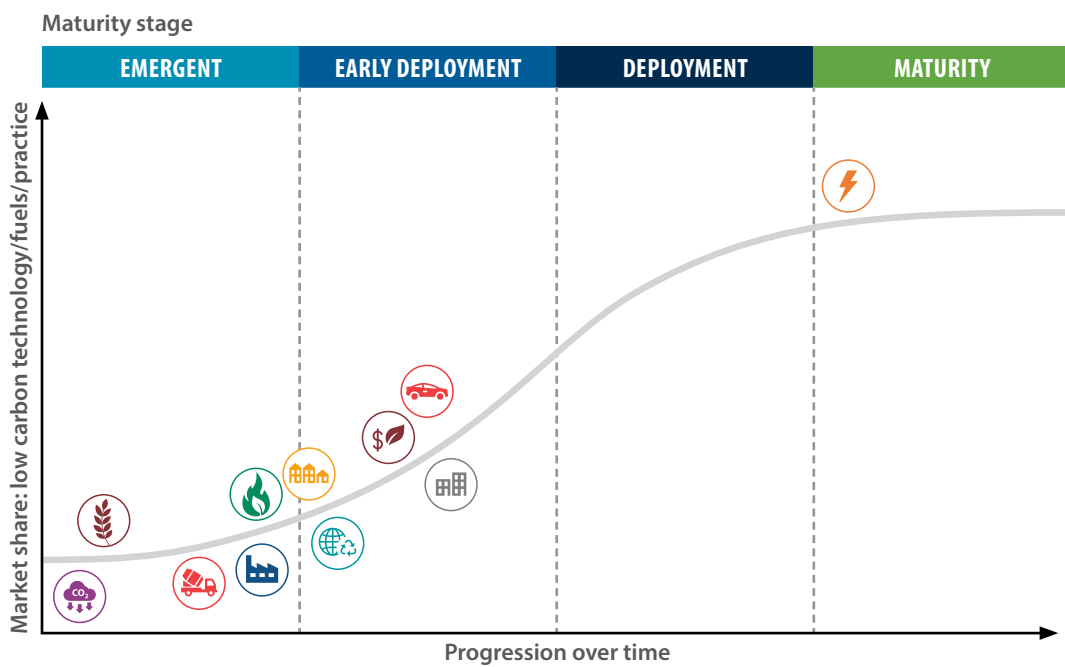
Market readiness indicators

To inform the types of actions needed to drive decarbonization, and to help us track our progress, we're developing a series of readiness indicators, which will be applied across the pathways. The indicators address key issues including:

- Market share of technologies, reflecting the extent to which low-emission solutions are being adopted
- Cost of transitioning to low-emission solutions
- Workforce and skills readiness, reflecting our capacity to adopt new approaches
- Economic and social opportunities, pointing to important co-benefits in areas such as reducing inequality and advancing reconciliation with Indigenous peoples.

Based on these indicators, we've developed a baseline (below) showing where each of the pathways or Roadmap elements is starting from.

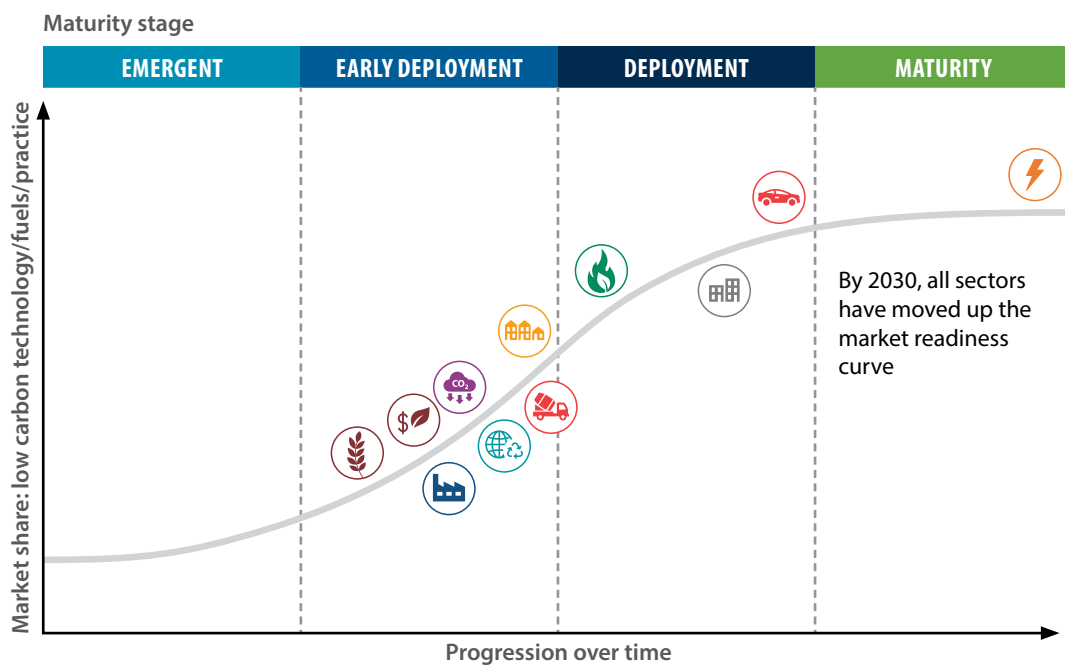
Current State of Market Readiness



- Agriculture, Aquaculture and Fisheries
- Buildings
- Industry/Oil and Gas
- Forest Bioeconomy
- Negative Emissions Technologies
- Personal Travel
- Low Carbon Energy
- Commercial Transportation
- Electricity
- Circular Economy
- Communities

By 2030, we will achieve the following advances in market readiness:

State of Market Readiness by 2030 with Roadmap



Agriculture, Aquaculture and Fisheries

Forest Bioeconomy

Personal Travel

Commercial Transportation

Circular Economy

Buildings

Negative Emissions Technologies

Low Carbon Energy

Electricity

Communities

Industry/Oil and Gas

1.4 Modelling and Economic Analysis

To forecast the impacts of our climate actions, B.C. follows well-established best practices, using the best available data and sophisticated computer modeling. However, projections change over time as new information becomes available and methodologies are updated and it can be challenging predicting specific outcomes a decade or more away. As noted earlier, we now expect the measures in CleanBC (not including Roadmap actions) to achieve 32 to 48% of our 2030 targets – compared to the original estimate of 75%. The increased gap is due to several factors, including:

- Updated modelling: for example, new data on natural gas and electricity have lowered projected GHG reductions from industrial electrification
- Higher than expected emissions in sectors such as transportation and pulp and paper
- Changes in the federal approach to measuring emissions from sectors such as waste.

Detailed information on model updates and estimates are available as part of the 2021 [Climate Change Accountability Report](#).

Through the measures in this Roadmap we expect to reach 100% of the 2030 emissions target.

Impacts on jobs and GDP

In today's economy, citizens and the global financial community are insisting that governments and companies have credible, long-term plans to reduce climate pollution – making this Roadmap an economic necessity.

Based on provincial data, we expect investment in Roadmap initiatives to generate approximately 18,000 direct and spinoff jobs with:

- GDP increases of 19% by 2030 and 89% by 2050 from 2020 levels
- Job growth of 7% and 37% by 2030 and 2050 respectively from 2020 levels.

These are conservative estimates; the economic benefits could be even greater if, for example, new clean technologies turn out to cost less than we expect. The Roadmap, like any credible climate plan, will increase the cost of fossil fuels. Government will minimize the impacts by continuing the Climate Action Tax Credit and providing increased support to help people and businesses reduce emissions and costs.



CHAPTER 2: PATHWAYS

The pathways presented here are not unlike a road network, intersecting in various places and offering multiple routes to reach our destination. They're also affected by a number of broader, overarching initiatives that provide a foundation for ongoing climate action in British Columbia.

Carbon pricing

A price on carbon pollution is one of the most effective and economically efficient ways to reduce GHG emissions. Consistent with the recommendations of the Climate Solutions Council, B.C.'s carbon tax will continue to meet or exceed any federal carbon price requirements for 2023 and beyond.

What we heard

In the consultations that informed this Roadmap, we heard from many local governments, the Climate Solutions Council, and others that the carbon tax needs to be raised and in line with the federal benchmark. From industry, we heard there is overall support for carbon pricing, along with concerns about competitiveness and carbon leakage.

Between now and 2030, we'll analyze the price and program options that best support meeting our climate targets while protecting affordability and competitiveness for people and businesses. We are working to develop mechanisms to support long-term funding for climate action in B.C., including preparing for the impacts of climate change.

The federal government has announced a carbon price of \$170 per tonne in 2030, with annual \$15 increases beginning in 2023. B.C.'s current price is \$45 per tonne – already the strongest, most comprehensive carbon-pricing policy in Canada. Increasing the tax will support greater emissions reductions while encouraging sustainable growth and investment in new low carbon innovations.



At the same time, a higher carbon price can create challenges. For example, it can impact people who still depend on fossil fuels to get to work and heat their homes. It can also affect industries that sell their products in global markets, competing with producers who don't pay a carbon tax, or don't pay as much. Where carbon tax represents a significant operating cost that can't be addressed through investments in cleaner technologies, this can lead to carbon leakage – the movement of business, industry and jobs to places with lower carbon prices.

We'll explore other approaches to help make low-carbon options more affordable for low- and middle-income people in British Columbia. To promote greater fairness, we'll work with the federal government to explore ideas such as carbon border adjustments – ensuring that goods from places without strong climate policies face similar costs to those produced domestically. Through the CleanBC Program for Industry, B.C. uses carbon tax revenue to support emission performance improvements and competitiveness.

Government leadership

Every year since 2010, B.C. has achieved net-zero (carbon neutral) operations across the public sector, including health authorities, school districts, universities, and Crown corporations. As part of this Roadmap, we're building on our progress with the following new measures:

- Factoring climate considerations into government decision making, ensuring a focus on climate-resilient, zero- or low carbon projects. This priority will be delivered through capital projects as they include an assessment of these factors in their planning and approval processes
- Making zero-emission vehicles the default option for B.C. public sector fleets, with ZEVs accounting for 100% of light-duty vehicle acquisitions by 2027
- Requiring all new public sector buildings to align with our climate goals beginning with performance standards (2023) and moving to zero-carbon new buildings (2027)
- Developing and implementing a comprehensive strategy (2024) to transform our existing buildings portfolio to a low carbon and resiliency standard
- Implementing a public awareness and education campaign; this will include a dedicated strategy for connecting with youth and involving them in climate action
- Providing single-window access to all CleanBC incentives and programs.

Climate preparedness and adaptation

B.C.'s Climate Preparedness and Adaptation Strategy will be released in 2022, strengthening our capacity to anticipate and respond to the impacts of climate change in every part of B.C. These include sudden events like wildfires, floods and heat waves, as well as changes that happen more slowly like habitat loss, sea level rise and changes in growing seasons.

The strategy builds on the substantial work already underway in B.C. to adapt to climate change, lower long-term costs of impacts and help keep our communities safe, ensuring government programs and policies continue to achieve their goals as the climate changes. The strategy draws on a [2019 assessment](#) of the greatest climate risks to B.C. and outlines actions to prepare for them in ways that respect and respond to the diverse needs of people and communities across B.C.

Circular economy

A circular economy refers to a system where, by design, there is no waste – in contrast to the traditional Western model, which can be described as take-make-waste: we take raw materials, make them into products, use them and throw them away. The circular approach emphasizes sharing, reusing, repairing and recycling – eliminating waste and reducing GHG emissions while making better use of our resources.

What we heard

In the consultations that informed this Roadmap, people from Indigenous and remote communities said they face significant challenges and expenses to transport recycling and waste, especially when they have to use barges, forest service roads, or planes. There is support for developing a circular economy, including expanding B.C.'s continent-leading extended producer responsibility recycling system.

With this Roadmap, we're taking more steps to advance the circular economy, especially in sectors such as agriculture and forestry. They generate byproducts that can be used to create low carbon building materials, renewable energy and other clean products – generating value and new opportunities while shrinking our carbon footprint.

We will develop a Circular Economy Strategy in 2022, supporting both our climate goals and our economy. Key components will include advancing the [Plastics Action Plan](#) and requiring more manufacturers to take responsibility for their products' eventual recycling, reuse or safe disposal.

The strategy will build on recent actions we've taken to expand our continent-leading recycling system, which will include electric vehicle batteries and chargers, mattresses, and electronic products such as solar panels, lithium-ion batteries and e-cigarettes.

A Workforce Readiness Framework: Preparing for a cleaner economy

The global transition to a low-carbon future will create new jobs in a range of sectors, and we want to make sure those jobs benefit people across B.C. A workforce readiness framework is being developed to ensure people are positioned for good jobs in a future, cleaner economy and that B.C. has the workers needed for sustainable economic growth and innovation.

Some jobs will be new. In other cases, existing jobs will evolve to incorporate new technologies, approaches and innovations. Some areas will see immediate changes while others will experience smaller shifts over time as we build a future workforce that is more inclusive, resilient and adaptable – in partnership with Indigenous peoples, industry, post-secondary institutions and others.

The framework will include measures to ensure B.C. has the number and diversity of workers to meet employers' needs; ensure there are opportunities for workers to upgrade their skills to adapt to changing jobs; and new training programs, standards and credentials that workers and employers are increasingly looking for as we transition to a low carbon economy.

The framework will guide work with industry, stakeholders, and Indigenous peoples to understand developing job growth opportunities and the skills needed for the current and future clean economy, and to identify barriers to train, attract and retain workers to support the just transition to a low-carbon economy.

EXTENDED PRODUCER RESPONSIBILITY (EPR) AND THE CLEANBC PLASTICS ACTION PLAN

B.C. has one of the strongest, most comprehensive recycling systems in North America known as Extended Producer Responsibility (EPR). EPR requires producers to take responsibility for the lifecycle of their products, including collection and recycling. B.C.'s EPR strategy recovers \$46 million worth of materials annually and reduces greenhouse gas emissions by more than 200,000 tonnes of carbon dioxide equivalent. It generates an estimated \$500 million annually through recycling programs, and collects approximately 315,000 tonnes of plastic from bottles, packaging and electronics. We're expanding this system to include electric vehicle batteries and chargers, solar panels, more types of lithium-ion batteries, mattresses and e-cigarettes.

B.C. is building on this leadership in EPR and developing the circular economy on plastics supported by the CleanBC Plastics Action Plan, which identifies actions to ban single-use items and reclaim more materials. These aims are bolstered by the CleanBC Plastics Action Fund that encourages innovation to turn used plastics into new products, as well as the Clean Coast Clean Waters initiative that supported the largest shoreline clean-up in the province's history. This initiative partnered with Indigenous and coastal communities, as well as local tourism operators and environmental groups. More than 550 tonnes of marine debris has been removed to date, with the majority of the material being reused and recycled.



2.1 Low Carbon Energy

Whether it's for producing food, lighting and heating our homes, moving people and goods or supporting industrial growth – energy underpins almost every aspect of our lives and economy in British Columbia.

To decarbonize our economy and accelerate the shift to clean technologies in the buildings, transportation and industrial sectors, we need to use energy more efficiently and replace fossil fuels with clean energy, including more clean electricity, renewable natural gas, low carbon hydrogen and liquid biofuels.

What we heard

In the consultations that informed this Roadmap, industrial operators said low carbon fuels can provide short-term flexibility as a substitute for natural gas but to ramp up production we need to address barriers, such as:

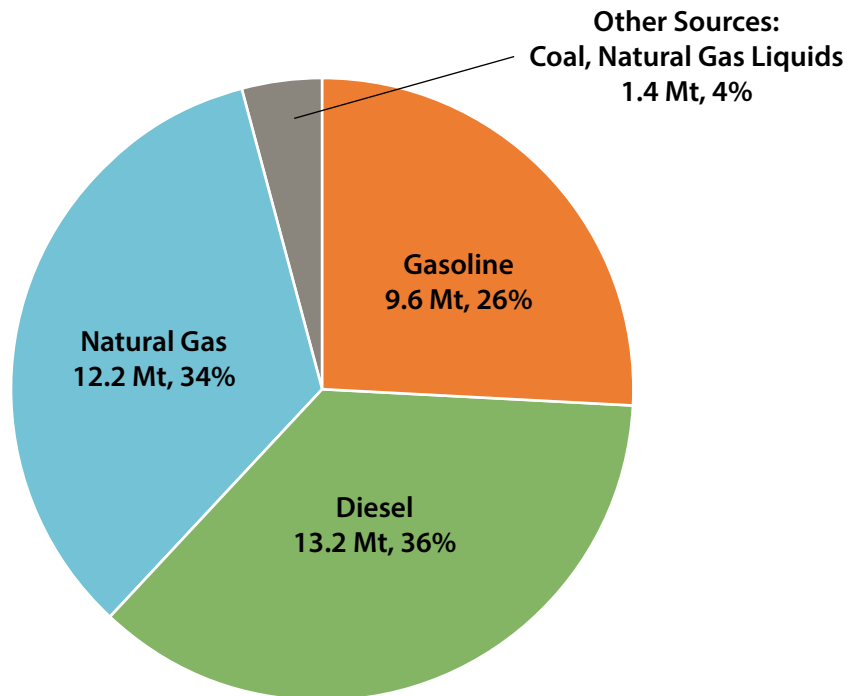
- *Biomass supply and uncertainties related to technology/capital purchases*
- *The impact of increasing transportation fuel costs on final production for certain industries*
- *The need for partnerships to implement the B.C. Hydrogen Strategy*

Indigenous peoples pointed to potential job creation opportunities through wood waste transfer facilities to create biofuel, as well as a waste collection program to support biofuel creation. There was also interest in more solar and wind power including cost sharing agreements.

Where we're starting from

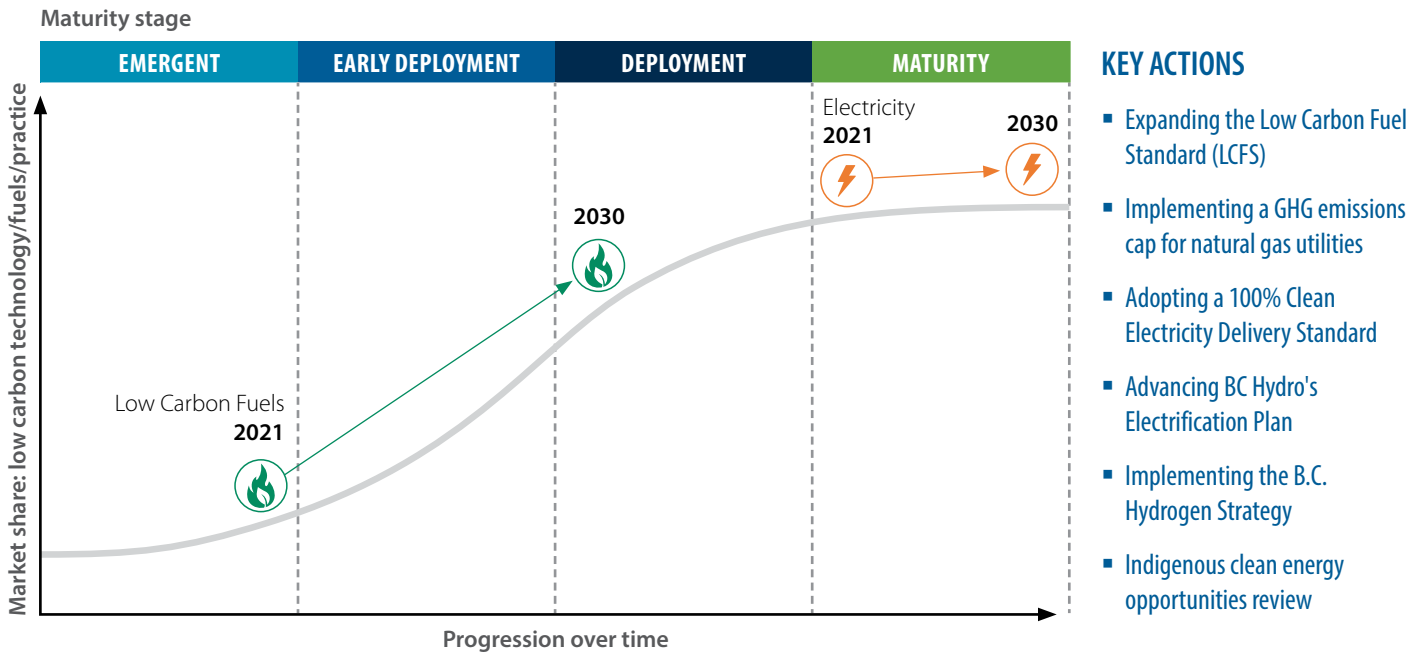
B.C. uses a diverse mix of energy types to meet demands from our transportation, industry and building sectors. Clean electricity currently accounts for only 19% of the total. Low carbon biomass and biofuels meet an additional 11%, and that proportion will rise in the future. However, most of our energy needs – the remaining 69% – are still met by fossil fuels, mainly in the form of refined petroleum products and natural gas. Fossil fuel production and consumption accounts for approximately 80% of B.C. emissions, underlining the need to move to cleaner fuels, faster. The pie chart below shows a breakdown of emissions by energy source.

2020 Emissions by Energy Source for Transportation, Buildings and Industry (Excluding Oil and Gas Sector)



Most of our electricity is clean and renewable, putting its market readiness stage at early maturity. Liquid biofuels are available but emergent, limited by a number of factors including the availability of feedstock, such as vegetable oils and tallow for products like renewable diesel. Low carbon gaseous fuels such as biomethane and hydrogen are also emergent, limited by factors such as capital investment, feedstocks and access to commercial-ready technologies.

Low Carbon Energy



To maximize production of low carbon energy, we need a suite of regulatory and program initiatives that build on approaches we know work well and create incentives for new innovation.

Expanding the Low Carbon Fuel Standard (LCFS)

B.C.'s Low Carbon Fuel Standard is one of our most successful approaches to reducing GHGs from transportation. It requires fuel suppliers to progressively decrease the average carbon intensity of the fuels they supply to users in B.C.

With CleanBC, we increased its stringency by doubling the carbon-intensity reduction for gasoline and diesel from 10% to 20% by 2030. As part of this Roadmap, we intend to modernize the legislation governing the Low Carbon Fuel Standard, including to expand it to cover marine and aviation fuels beginning in 2023. We'll also consider new compliance options such as negative emissions technologies, while increasing the financial implications of failing to comply.

After careful assessment of impacts, we will raise our target beyond the current 20%, consistent with advice from the Climate Solutions Council, using 30% by 2030 as a starting point for further analysis and consultations. We will also double our commitment to develop production capacity for made-in-B.C. renewable fuels to 1.3 billion litres per year by 2030, creating new jobs and economic opportunities across the province.

Implementing a GHG emissions cap for natural gas utilities

B.C.'s existing pipeline infrastructure can play an important role in reducing greenhouse gases by transitioning away from delivering fossil natural gas to delivering renewable gas. B.C.'s gas utilities have been leaders in enabling this transition.

To help drive this transition, we will introduce a GHG emissions cap that will require gas utilities to undertake activities and invest in technologies to further lower GHG emissions from the fossil natural gas used to heat homes and buildings and power some of our industries.

Following further modelling and analysis, the cap will be set at approximately 6 Mt of CO₂e per year for 2030, which is approximately 47% lower than 2007 levels. Since emissions from gas consumption are linked to industry (excluding oil and gas) and the built environment, the cap is consistent with emissions targets for those sectors.

Utilities will determine how best to meet the target, which could include acquiring more renewable gases as well as supporting greater energy efficiency. Measures in CleanBC allow gas utilities to use renewables such as synthetic gas, biomethane, green and waste hydrogen and lignin to achieve this.

The B.C. Utilities Commission will have a mandate to review gas utilities' plans, investments and expenditures to ensure they're aligned with the GHG emissions cap and cost effective, helping to keep rates affordable for people and businesses.

Adopting a 100% Clean Electricity Delivery Standard

B.C.'s abundant supply of clean electricity is one of our greatest allies in the fight against climate change. Currently, an average of 98% is from renewable sources, mostly hydro power.

As part of this Roadmap, we are committing to increase this to 100% – making our power even cleaner; creating new opportunities in areas such as the bioeconomy; and helping to attract new businesses by supporting their sustainability strategies. BC Hydro will meet the new standard by ensuring it has produced or acquired sufficient clean electricity to meet the needs of its domestic customers and phasing out remaining gas-fired facilities on its integrated grid by 2030.

Advancing BC Hydro's Electrification Plan

BC Hydro will advance its Electrification Plan by offering customers incentives, tools and business-to-business support to help them run their homes and businesses with clean electricity – and to reduce the time it takes to connect to the grid.

Subject to the approval of the BC Utilities Commission, over the next five years, the Crown corporation plans to invest over \$260 million to advance electrification, including more than \$190 million to promote fuel switching in buildings, transportation and industry and more than \$50 million to attract new customers – such as data centres and hydrogen producers – who can locate anywhere but see the advantages of B.C.'s clean, reliable, affordable hydroelectric power.

To help support and drive BC Hydro's focus on GHG reductions, we will add electrification and fuel-switching to its mandate, introduce an internal carbon price to evaluate electrification initiatives in regulatory applications, and enable investments in green hydrogen production and commercial vehicle incentives and infrastructure.

BC HYDRO'S INTEGRATED RESOURCE PLAN

BC Hydro is preparing an Integrated Resource Plan (IRP), which outlines how BC Hydro plans to provide reliable, affordable and clean electricity to meet customer demand now and into the future. It considers BC Hydro's 20-year projections of electricity demand in B.C. The IRP includes high and low load ranges and scenarios to account for a range of potential impacts, including support of CleanBC as policies and regulations are implemented and electrification ramps up to help achieve 2030 emissions reduction targets.

Implementing the B.C. Hydrogen Strategy

When burned or used in a fuel cell, hydrogen produces no carbon emissions. Hydrogen is one of the only solutions for decarbonizing sectors of the economy where direct electrification is not practical, such as heavy-duty transportation or industrial heating. When injected into the natural-gas grid, renewable hydrogen can displace fossil fuels for heating homes and businesses. Hydrogen can also be used for producing low carbon, synthetic fuels to reduce emissions in transportation and industry.

B.C. is the first province in Canada to release a comprehensive hydrogen strategy. The [B.C. Hydrogen Strategy](#) outlines how the Province will support the development of production, use and export of renewable and low carbon hydrogen for the next 10 years and beyond. It complements the [federal hydrogen strategy](#), serving as a blueprint for regional development with 63 actions for the short term (2020-2025), medium term (2025-2030) and long term (2030-beyond).

Implementing the B.C. Hydrogen Strategy and developing our hydrogen economy will generate more clean economic opportunities, help reduce emissions and contribute to meeting our climate targets. The strategy's immediate priorities include scaling up production of renewable hydrogen, establishing regional hydrogen hubs and deploying medium- and heavy-duty fuel-cell vehicles.

OPENING THE B.C. CENTRE FOR INNOVATION AND CLEAN ENERGY (CICE)

With an initial \$35 million provincial investment leveraging an additional \$70 million from federal and private sources, the Centre for Innovation and Clean Energy will be a member-based, non-profit corporation, independent from government and private entities. The Centre will bring together innovators, industry, governments and academics to accelerate the commercialization and scale-up of B.C. based clean energy technologies. It will also be a catalyst for new partnerships and world-leading innovation to deliver near- and longer-term carbon emission reductions.

The Centre's initial focus areas for funding and project delivery will include:

- Carbon capture, utilization and storage
- Production, use and distribution of low-carbon hydrogen
- Biofuels and synthetic fuels (including marine and aviation fuels)
- Renewable natural gas
- Battery technology, storage and energy management systems.

The Centre will also initiate new technology pathways to accelerate larger reductions on the path to net-zero emissions by 2050.

Indigenous clean energy opportunities review

The actions in the Roadmap will open up a wide range of economic opportunities in B.C.'s low carbon energy sector. The Province is committed to working with First Nations to maximize the benefits for Indigenous communities. As a key step, the Ministry of Energy, Mines and Low Carbon Innovation and the First Nations Leadership Council, through their designate, the BC First Nations Energy and Mining Council, are launching a co-designed and co-led Indigenous Clean Energy Opportunities engagement process. Through the process, the Ministry and the Council will jointly engage First Nations to identify and support clean energy opportunities. They will also seek to collaborate with First Nations rights holders on the development of strategic clean energy policy and legislation, and meaningfully explore and develop policy, regulatory and program support to enable Indigenous participation within the growing and diverse clean energy sector.



2.2 Transportation

Transportation plays a major role in all our lives, connecting us to each other and the world. It's also our largest single source of GHG emissions, accounting for approximately 40% of our annual total in British Columbia. Actions that reduce these emissions have a wide range of benefits, from cleaner air and less congestion to better health, more clean jobs and economic development – benefits we'll see more of as we implement this Roadmap.

What we heard

In the consultations that informed this Roadmap, many groups supported accelerating and expanding zero-emission vehicle targets and enhancing funding and supports for active transportation. People in commercial transportation supported measures to predictably reduce emissions from medium- and heavy-duty fleets. In engagements with Indigenous peoples, we heard suggestions to expand clean transportation supports such as charging infrastructure, electric buses and public transportation, especially in the North.

Where we're starting from

The B.C. market for decarbonizing personal travel is at the early deployment stage. People can choose from more than 50 models of light-duty, zero-emission vehicles (ZEVs). However, these still cost about 20-40% more than equivalent non-ZEVs (before considering government rebates and lower maintenance and fuel costs). And more work is needed to build out the infrastructure for ZEV charging and hydrogen fueling. For active transportation, many communities still have significant gaps to fill to complete their networks for people of all ages and abilities.

The market for commercial travel is in the emergent stage, with ZEV solutions for medium- and heavy-duty vehicles starting to be deployed. Costs remain high and the commercial market is behind the personal market.

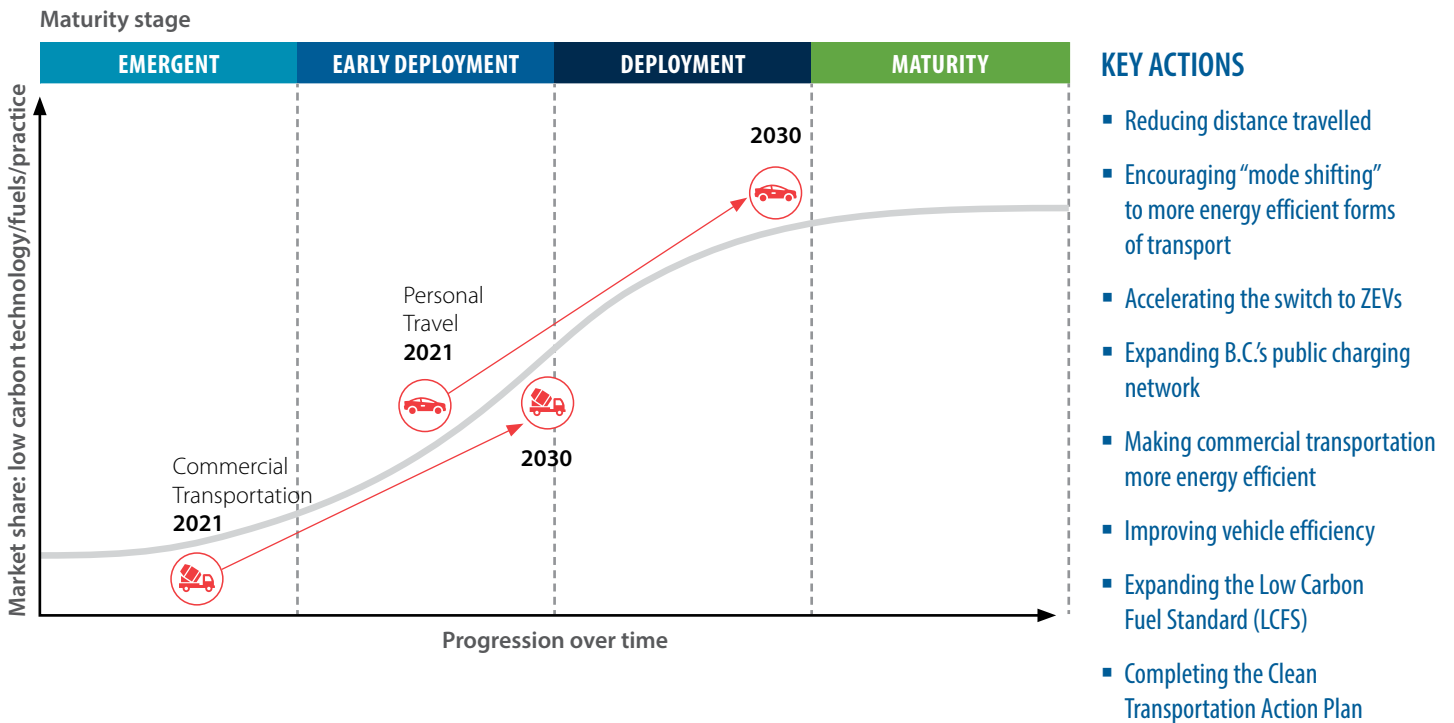
CLEANBC GO ELECTRIC COMMERCIAL VEHICLE PILOTS

The CleanBC Go Electric Commercial Vehicle Pilots program, launched in 2021, supports the switch to zero-emission commercial vehicles of all types, including trains, ships, trucks, construction and agricultural equipment, along with the necessary charging and fueling infrastructure.

The companion CleanBC Go Electric Specialty Use Vehicle Incentive program is supporting the transition for specialty vehicles, such as delivery trucks, passenger shuttles and a variety of other vehicles. Purolator is among the companies using the program to advance cleaner choices, running battery-electric trucks from its facility in Richmond.

More work is also needed to explore opportunities to move more goods by rail and shipping. This includes short sea shipping – using barges and waterways to get goods from ports to regional facilities. Ultimately, we expect there will be no single solution but a range of cleaner options for commercial transportation, reflecting the diversity of needs and opportunities.

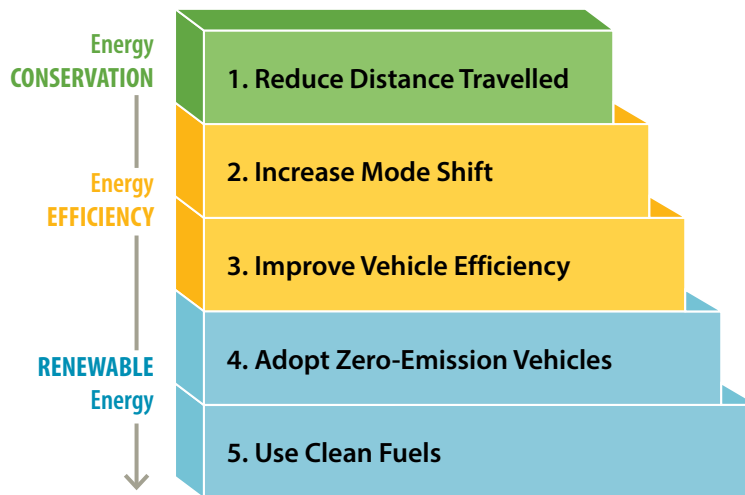
Transportation



THE ROAD TO TRANSFORMATION - 2030 AND BEYOND

Meeting our targets in the transportation sector demands aggressive action in addition to our world-leading ZEV and fuel standards. With this Roadmap, we're working across five areas, from encouraging more walking and cycling to reducing the carbon intensity of fuels. This approach, illustrated below, is based on an efficiency-first model, consistent with energy conservation principles.

In 2023, the actions in this Roadmap will be complemented by a new Clean Transportation Action Plan, setting out our next set of actions to reduce transportation emissions by 27-32% (from 2007) by 2030. Specific actions will be consistent with advice from the Climate Solutions Council.



Reducing distance travelled

As part of this Roadmap, we will work to reduce the distances travelled in light-duty vehicles by 25% by 2030, compared to 2020. This can be achieved in part by supporting more compact urban planning in partnership with municipalities to increase active transportation and public transit. We will also provide continued support for digital access and remote work where feasible, building on the lessons learned during the COVID-19 pandemic. In addition, we will work with ICBC to monitor vehicle kilometres travelled and develop additional ways to bring them down, helping to reduce emissions, transportation costs, collision risk, and wear and tear on our roads.

To help inform future decisions, we'll continue to collect and share transportation data, supporting both provincial goals and planning and analysis by partners, such as local governments and Indigenous communities.



Encouraging “mode shifting” to more energy efficient forms of transport

One of the surest ways to reduce our GHG emissions from transport is to choose the least energy-intensive and polluting ways to get around. For personal travel that generally means walking, cycling or taking transit. For commercial travel, it means moving more goods by rail, water or cargo bike where possible instead of using heavy-duty, on-road vehicles.

To encourage these shifts, we will establish energy intensity targets for personal and commercial transportation and work with key partners to:

- Increase the share of trips (e.g., commuting for work and personal activities) made by walking, cycling, transit to 30% by 2030, 40% by 2040 and 50% by 2050. In a 2019 survey, 24% of people in B.C. said they primarily used sustainable transportation (walking, cycling or public transit) to get to work.
- Reduce the energy intensity of goods movement (tonne-kilometres) by at least 10% by 2030, 30% by 2040, and 50% by 2050, relative to 2020.

Accelerating the switch to ZEVs

B.C.'s Zero-Emission Vehicles Act, passed in 2019, has already helped to transform the marketplace. Thanks in part to government rebates, we're close to achieving our 2025 target, with ZEVs accounting for 9.4% of all new light-duty vehicle sales in 2020. To build on that momentum, we're accelerating our targets in alignment with automakers' published deployment plans. Our new light-duty ZEV sales targets are 26% by 2026, 90% by 2030 and 100% by 2035.

To support these targets, we will bring in "right-to-charge" legislation, allowing more people to install EV charging infrastructure in strata and apartment buildings. We will also introduce new ZEV targets for medium- and heavy-duty vehicles, in consultation with automakers, businesses and industry in alignment with the state of California.

Heavy-duty vehicles account for a large part of transportation emissions and modelling suggests the new targets will have a significant impact. Given the time required for research and engagement, we expect these targets will be in place by 2023.

Making cleaner models more affordable will help get more of them on our roads. And rising demand for cleaner vehicles will act as a further incentive for automakers, driving further improvements in efficiency and generating high-value jobs in ZEV research and development. We will explore other fiscal measures to broaden consumer access to ZEVs, accelerate market transformation and create a more sustainable fiscal framework for the ZEV transition.



Expanding B.C.'s public charging network

We will also ensure it's easy to charge your ZEV, wherever you are in the province. We will work with the private sector, utilities, Indigenous communities, the federal and local governments and others to achieve an overall target of B.C. having 10,000 public EV charging stations by 2030. This will include completing B.C.'s Electric Highway by ensuring broad geographic coverage across the Province for fast-charger EV sites by Summer 2024. BC Transit, TransLink and BC Ferries are also moving increasingly to zero-emission vehicles.

Making commercial transportation more energy efficient

In partnership with industry and other key stakeholders, we will work to make our commercial transportation systems more competitive while accelerating innovation and driving the adoption of clean B.C. technologies to support and advance climate change goals. As noted above, we're committed to reducing the energy intensity of goods movements by 10% in 2030, 30% by 2040 and 50% by 2050. We'll also use better data technology to make our transportation systems more efficient, intelligent and competitive.

Having one of the cleanest, greenest transportation networks in the world will add to our competitive advantages, supporting economic growth along with GHG reductions.



Improving vehicle efficiency

When you need to use a vehicle, it makes sense to choose the most efficient one. And this is another place where government can help move the market through regulations, standards and incentives.

To help drive improvements in vehicle efficiency, we'll work with business and industry to encourage faster fleet turnover for the oldest vehicles, work with the federal government to strengthen emissions standards, and develop new equipment regulations for air, rail, marine and off-road vehicles. We'll also identify how the CleanBC Heavy Duty Vehicle Efficiency Program can drive further improvements. For example, the Province could offer higher incentives for tires that reduce fuel consumption on specific types of commercial heavy-duty vehicles and encourage the use of speed-limiting technology and electronic tracking to improve safety while continuing to reduce GHG emissions.

Expanding the Low Carbon Fuel Standard (LCFS)

As noted in the Low Carbon Energy pathway, the Low Carbon Fuel Standard is one of our most successful approaches to reducing GHGs from transportation. It requires fuel suppliers to progressively decrease the average carbon intensity of the fuels they supply to users in B.C.

As part of this Roadmap, we will increase its stringency, consider expanding it to apply to marine and aviation fuels, and consider allowing new compliance options such as negative emissions technologies.

Completing the Clean Transportation Action Plan

In addition to the specific actions in this Roadmap, we will develop a comprehensive Clean Transportation Action Plan in 2023. The Plan will highlight additional steps government will take to reduce emissions in the transportation sector, including ports and airports, to meet our 2030 targets and align with the development of complete, compact, connected communities to reduce vehicle travel.



2.3 Buildings

Buildings – the places where we live, work, learn and play, and a vital component of B.C.’s economy – account for about 10% of the province’s GHG emissions, mainly from the energy we use to heat them and provide hot water.

Our building sector has been getting steadily cleaner and greener in recent years, but current emissions reductions are not at the scale needed to meet our 2030 targets.

INVESTING IN AFFORDABLE HOUSING ACROSS B.C.

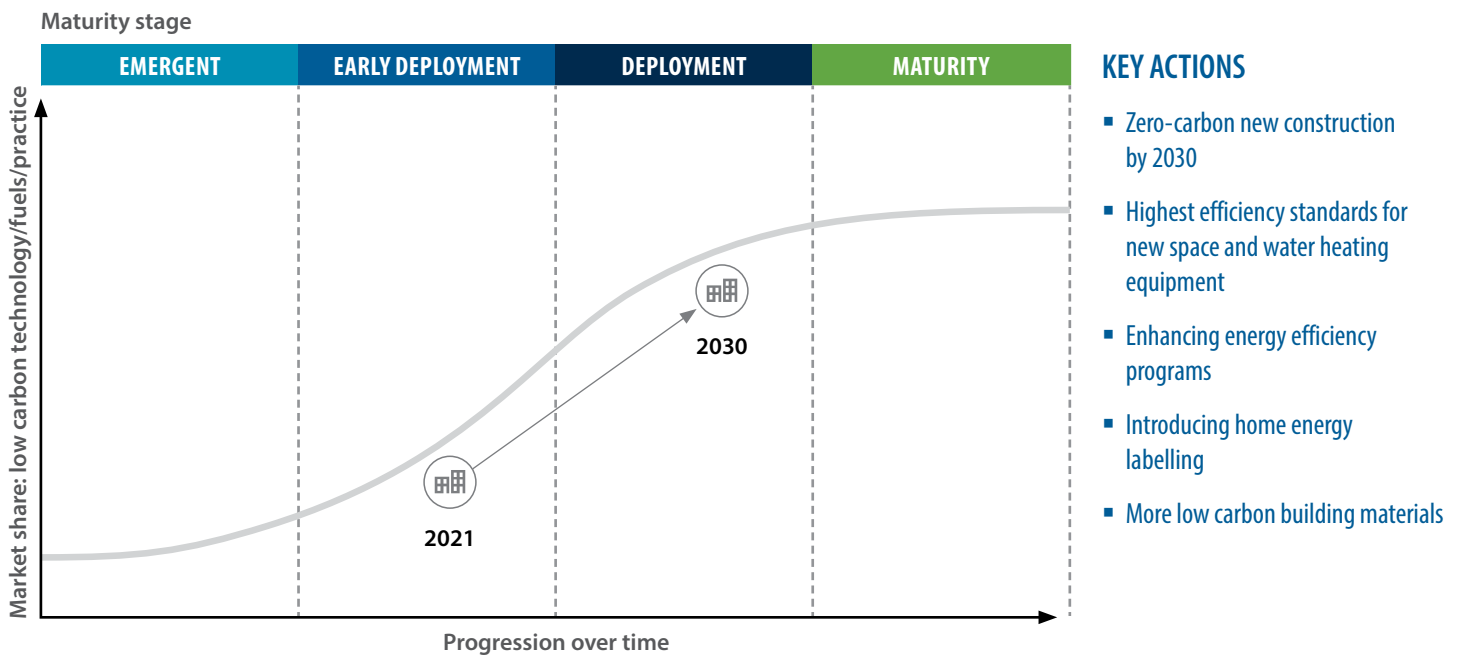
The Province is working to make housing more affordable for everyone in B.C. With \$7 billion dedicated over 10 years, we’re making the largest investment in housing in B.C.’s history. By working with partners, including local governments, we’re delivering 114,000 affordable homes over this time period. In just over three years, more than 30,000 new affordable homes are already complete or underway in more than 100 communities across the province. And we continue to make progress on our plan to retrofit 51,000 units of publicly owned social housing over ten years, making them more energy efficient, less polluting and safer, while significantly reducing heating costs for residents.

Where we're starting from

The decarbonization of buildings is at an early deployment phase. Households and businesses can choose from a range of low carbon solutions and B.C. is already a leader in this space. New construction is steadily moving towards the highest efficiency levels and builders are growing their capacity to make new buildings cleaner, supported by increasing adoption of the Energy Step Code, which sets higher energy-efficiency standards than the base BC Building Code. However, we still rely on fossil fuels to meet more than half our energy needs in buildings.

Low carbon electric technologies like baseboard heaters are commonplace, but not the most efficient options available. Heat pump technologies are more than twice as efficient and cost less to operate. Plus, they double as air conditioners in increasingly hotter summers and can include air filtration, protecting people from wildfire smoke, pollen and pollution. Heat pumps are gaining in market share, with options available for all major building types and climates. However, costs are still a barrier for many households and businesses.

Buildings



What we heard

In the consultations that informed this Roadmap, a wide range of groups including local governments, utilities, Indigenous peoples, professionals and organizations, shared their views on decarbonizing buildings, such as:

- *Regulating carbon as well as energy efficiency in the BC Building Code for new buildings*
 - *Accelerating highest efficiency heating equipment standards for existing buildings*
 - *Addressing affordability impacts especially for those who need it most*
 - *Integrating climate resilience, for example, to address heat waves and air quality issues*
 - *Considering unique Indigenous geographic and cultural needs*
 - *Ensuring program incentives support and align with future building codes and standards.*
-

THE PATH TO TRANSFORMATION – 2030 AND BEYOND

Zero-carbon new construction by 2030

Current requirements for new construction focus on energy efficiency without directly addressing the issue of GHG emissions. Since natural gas is still a dominant, low-cost energy source for buildings, efficiency requirements alone are not enough to meet our climate targets.

That's why we're adding a new carbon pollution standard to the BC Building Code, supporting a transition to zero-carbon new buildings by 2030. We're already working with local governments to develop voluntary carbon pollution standards. Those communities will serve as pilots for future province-wide requirements. The standard will be performance-based, allowing for a variety of options including electrification, low carbon fuels like renewable natural gas, and low carbon district energy.

In 2023, we'll review our progress and, based on what we've learned, we'll start phasing in provincial regulations over time (2024, 2027, 2030). We'll also incorporate energy-efficiency standards for existing buildings into the BC Building Code starting in 2024.

Highest efficiency standards for new space and water heating equipment

Space and water heating are the primary drivers of GHG emissions from buildings. To meet our targets, we need to ensure these functions are super-efficient, improve resilience and, wherever possible, run on clean electricity or other renewable fuels. To help accelerate this transition, we're committing to highest-efficiency standards for new space and water heating equipment by 2030, and earlier where feasible.

After 2030, all new space and water heating equipment sold and installed in B.C. will be at least 100% efficient, significantly reducing emissions compared to current combustion technology. Electric resistance technologies like baseboard and electric water heaters are 100% efficient: they convert all the energy they use into heat. But heat pump technologies exceed 100% efficiency by capturing and moving ambient heat, without having to produce it. The new requirements will encourage more people to install electric heat pumps while continuing to allow the use of electric resistance technologies. They will also allow hybrid electric heat pump gas systems and high-efficiency gas heat pumps.

As building owners, professionals, tradespeople and supply chains prepare for these significant shifts in how we build in B.C., the Province will continue to support market readiness and affordability through CleanBC Better Homes and Better Buildings rebates and financing, innovation funding, technical guidance and ongoing industry training.

CLEANBC BETTER HOMES INCOME QUALIFIED PROGRAM

CleanBC Better Homes is B.C.'s online hub for homeowners to access information, rebates and support to reduce energy use and greenhouse gas emissions in their homes.

The CleanBC Better Homes Income Qualified Program is a new, time limited, efficiency and electrification offer that provides high-value incentives to low- and moderate-income households. It complements existing residential energy efficiency programs to help make life more affordable while improving the quality, comfort and resiliency of homes, saving energy, and reducing GHG emissions.

Enhancing energy efficiency programs

Energy companies like BC Hydro and FortisBC have been working for years to encourage efficiency, offering information, tools and support and partnering with the Province to provide incentives and rebates. Utility-funded programs have been effective in reducing emissions, but like so many aspects of our climate-change response, they need to go further, building on initiatives in CleanBC to support the deep reductions needed to meet our long-term targets.

We'll achieve that, in part, with updated regulations to shift the focus of utility-funded efficiency programs to support market readiness for future standards and codes, place more emphasis on electrification, and to ensure affordability for households and businesses. Instead of seeing incentives for conventional gas-fired heating equipment such as furnaces and boilers, consumers will see more support for building-envelope improvements such as insulation and better windows, and all kinds of high efficiency heat pumps – electric, gas and hybrid. We'll also look for ways to further coordinate and integrate energy efficiency programs to make them more effective and easier to access.

We will proceed with the next steps on a Property Assessed Clean Energy (PACE) program, which is a form of financing for energy retrofits designed to help building owners save on energy costs and reduce greenhouse gas emissions. PACE programs link an energy improvement loan to a specific property through a municipal tax lien. The annual payments for the improvements are tied to the property, not an individual, and paid through local government property taxes. This allows for longer terms, helping to reduce upfront loan repayment costs for building improvements. If the property changes hands to a new owner, the outstanding balance of the PACE loan is also transferred over to the new owner.

Introducing home energy labelling

We've done it for years with appliances and vehicles. Now we're putting tools in place to show people how energy efficient their next home could be. B.C. home sale listings will include an energy efficiency rating or label, letting buyers know what their energy costs and carbon footprint will be. Along with raising public awareness, home energy labelling can motivate owners to invest in retrofits that save energy and cut GHG emissions, knowing it will impact future salability.

As a first step, we will introduce a user-friendly, web-based, virtual home-energy rating tool to let people see how efficient their homes are. The tool will be linked to the Better Homes web hub, helping to make CleanBC and utility program offers more accessible. In-home EnerGuide assessments will continue to play a role where homeowners want a more in-depth evaluation, or where homes are too unique for virtual energy ratings to be accurate.



More low carbon building materials

Much of our work to date around cleaner buildings has focused on the amount and types of energy they use. The next bold step is to reduce embodied carbon, which refers to the total GHG emissions created through a building's lifecycle – from material extraction through manufacturing, transportation, construction, maintenance, and end-of-life disposal or reuse.

One approach is to use low carbon building materials, such as mass timber, wood-based insulation, carbon-absorbing concrete, and concrete made with lignin fibres from trees and other plants. Along with reducing embodied carbon, choosing cleaner materials can support a waste-free, circular economy while creating new opportunities in sectors such as forestry where the emphasis is shifting from high-volume to high-value products.

To help build the market for these cleaner materials, we will develop a Low Carbon Building Materials Strategy by 2023 that includes a holistic approach to decarbonizing buildings, initially emphasizing public sector buildings, supporting the development and implementation of embodied carbon targets for public sector buildings by 2030. We're also developing methods for quantifying and analyzing the total embodied carbon of our built environment and identifying pathways to reduce it.





2.4 Communities

B.C.'s local governments play a vital role in meeting provincial climate targets. Along with directly controlling emissions from their own facilities, operations and vehicle fleets, municipalities and regional districts have the capacity to influence about 50% of our GHG emissions through decisions on land use, transportation and infrastructure that affect where people live and work, how they get around, and how their communities grow and change with time.

This puts local governments on the front lines of climate action, where all these policies converge.

Local Government Relative Influence over GHG Emissions

High ←—————→ Low

Municipal infrastructure, buildings and fleet

Transportation network
Land use patterns
Solid waste
Building efficiency standards

Transportation mode share
Residential and business energy efficiency
Food security

Air travel
Industrial energy efficiency
Vehicle standards
Energy utilities

Adapted from: Options to Accelerate Climate Action. Available online: <https://kelownapublishing.escribemeetings.com/filestream.ashx?DocumentId=29429>

What we heard

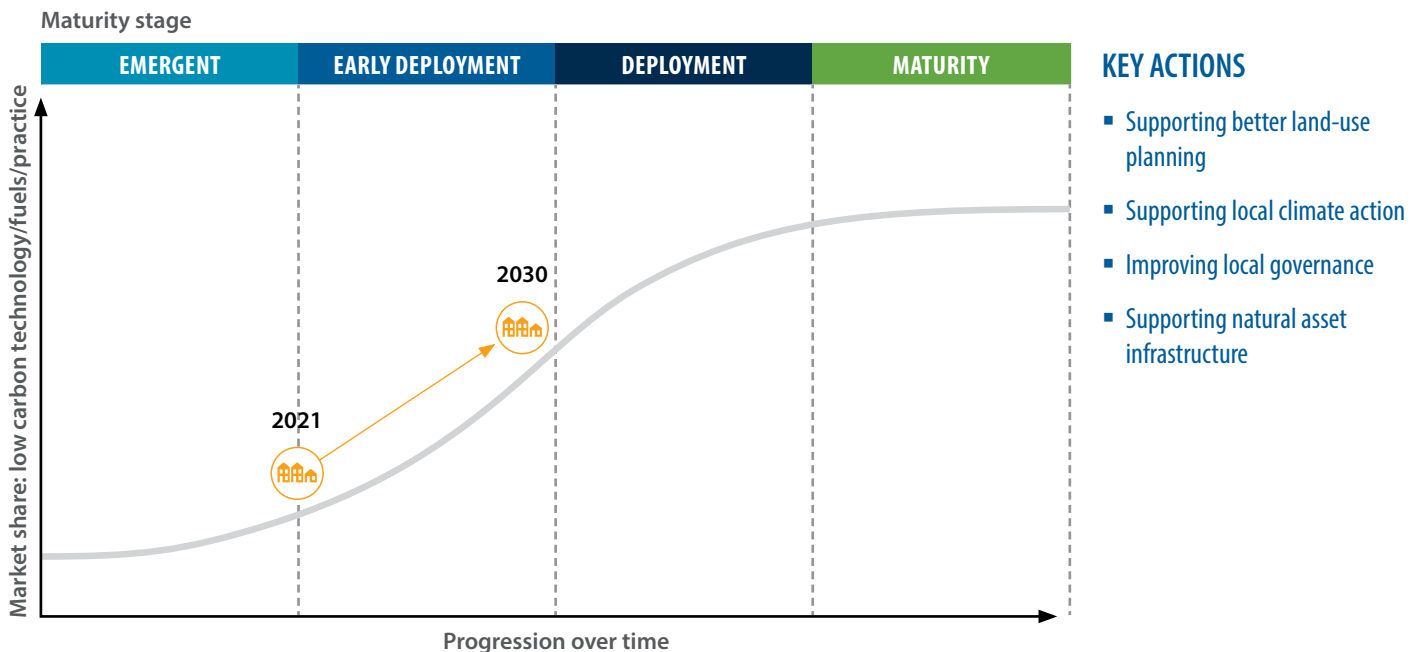
In the consultations that informed this Roadmap, many local governments shared their views regarding the need to:

- Provide sufficient, flexible and guaranteed climate action funding
 - Enable local governments to regulate via opt-in legislation and expanded authority
 - Target capacity constraints through coordination, funding and tailored support
 - Consider legislative changes to better integrate climate action into Official Community Plans and take a more holistic approach to integrate climate resilience
 - Increase ZEV targets, carbon tax and the Low Carbon Fuel Standard.
-

Where we're starting from

Since 2008, virtually all of B.C.'s local governments have signed the B.C. Climate Action Charter, a voluntary agreement to work toward corporate carbon neutrality, measure community-wide emissions and create complete, compact, more energy-efficient rural and urban communities. Many have ambitious targets and much has been achieved. However, within communities – especially in smaller and rural areas – capacity, environment, geography and size can add to the challenges of taking climate action.

Communities



THE PATH TO TRANSFORMATION – 2030 AND BEYOND

Transformation for this sector is closely tied to actions in the other Roadmap pathways, including transportation, buildings and low carbon energy, all of which have significant impacts on communities' GHG emissions and will require local government leadership to implement. In this pathway, our work addresses land-use planning, infrastructure and governance – key elements contributing to the larger climate action picture.

Supporting better land-use planning

Land-use planning links communities to the environment and the economy. It's multi-faceted, complex work that affects people's daily lives and plays a large role in shaping how communities will look, feel and function in the future. As part of this Roadmap, we'll work with municipalities and regional districts to enhance their work on land-use planning by:

- Providing better supports, tools and guidance
- Making data available to help inform decisions and assess progress
- Using a climate lens to review provisions in areas such as Regional Growth Strategies, Official Community Plans and zoning.

INTEGRATING TRANSPORTATION AND LAND-USE PLANNING

The Province is developing an integrated planning approach to better align transportation and land-use planning. The goal is to integrate future transportation investments with local and regional development plans, supporting the seamless movement of people and goods, enabling trade, preparing for future growth, and encouraging the development of diverse, affordable, resilient connected communities that provide the amenities, housing and quality of life people value.

As communities grow, we will support them to better align land-use and transportation planning to build connected, mixed-use communities where more people can live closer to jobs, services and transportation choices, helping to reduce commute times and greenhouse gas emissions. Climate sensitive land-use planning can also reduce emissions from deforestation by reducing urban sprawl.

Supporting local climate action

Local governments are climate action leaders and we want to make sure they maintain their momentum. The Province will partner with local governments to find new ways to support their work. This will include establishing a new program in 2022 to support local government climate actions through flexible, predictable funding. And we will continue to work with federal partners to enable local governments, Indigenous communities and stakeholders to apply a climate and resilience lens for all major infrastructure funding applications. This will help ensure that B.C.'s future infrastructure is clean, low carbon and able to withstand the impacts of a changing climate.



Improving local governance

B.C.'s *Community Charter*, the *Local Government Act* (LGA) and the *Vancouver Charter* define the core authorities of local governments and guide their decision making across a range of areas including land-use planning. Because better land use is essential to climate action, we will evaluate opportunities to strengthen the local government legislative framework – working with municipalities, regional districts, Indigenous communities and other key partners to identify where improvements may be needed.

We're also taking steps to re-invigorate and refresh the Province's partnership with local governments and the Union of BC Municipalities (UBCM) through the Green Communities Committee, established under the Climate Action Charter. Committee members support the development of strategies, actions, supports and incentives to advance climate action in all of our communities. They also work with local governments to build their capacity to plan and implement climate change initiatives.

Other actions in this pathway will include:

- Supporting access to GHG emissions data related to buildings, transportation and waste
- Enhancing the existing Community Energy Emissions Database for local governments and Indigenous communities
- Working to develop regionally specific adaptation and resilience strategies as part of B.C.'s Climate Preparedness and Adaptation Strategy; this includes supporting access to data needed for hazard and land-use risk reduction.

Supporting natural asset infrastructure

Natural assets such as aquifers, forests, streams, wetlands and foreshores provide important environmental services equivalent to those from many engineered assets. When we keep them healthy, they're also inherently resilient and adaptable to climate change. With effective monitoring, maintenance and rehabilitation, natural assets can provide services and add value for decades in ways that many engineered assets cannot match. Supporting natural assets can also reduce deforestation, leading to lower emissions.

As part of this Roadmap, we will support the development of natural asset infrastructure for local governments and Indigenous communities, aligned with local government climate initiatives.



2.5 Industry, Including Oil and Gas

B.C.'s industries are making great strides in low carbon innovation, delivering some of the cleanest industrial products of their kind in the world. Keeping them competitive is both an economic and environmental imperative. We produce resources the world needs, and we can make them with a smaller carbon footprint than most of our competitors, helping to address the impacts of climate change worldwide. If production moves to places with less environmentally friendly practices, the planet will be worse off and so will our economy.

To meet our climate targets, B.C. companies will need to continue investing in low carbon technologies and practices. In some cases, they will need support to further reduce emissions so they can stay competitive, attract new investment and showcase their successes to the world.

Where we're starting from

The market for fully decarbonizing large industry in B.C. is at the emergent stage, with a number of solutions and technologies being piloted or demonstrated. Because each industrial facility is different, there is no one-size-fits-all solution, and some operators are farther along the low carbon continuum.

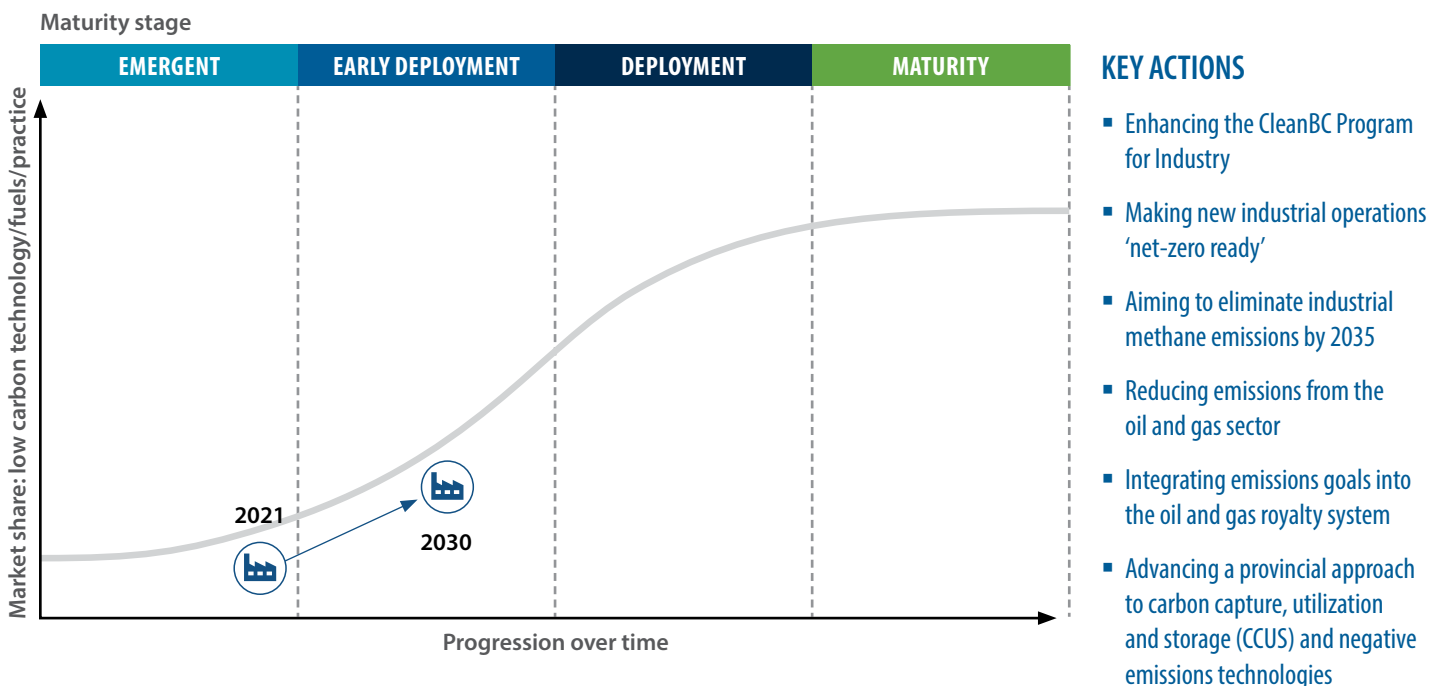
Commercial deployments are also at different stages, largely due to economic factors including cost, scale and regulatory considerations. Promising technologies such as carbon capture and storage are still in early development. And, while we're making progress towards reducing methane emissions in some sectors, we still have work to do on measuring and managing them in others.

What we heard

In the consultations that informed this Roadmap, industry leaders stressed the need to leverage their low carbon advantage while building on our natural resources to create opportunities for low carbon growth, including:

- Providing a predictable and forward-looking policy landscape that allows for long-term emissions reduction planning and investment
- Increasing protection for emissions-intensive trade-exposed industry and considering flexible options, such as offsets or credit generating systems, to help address competitiveness concerns
- Providing clarity on how to advance carbon capture, utilization and storage projects, including through regulatory certainty and fiscal measures
- Tackling major barriers to electrification such as high initial investment and operating costs and timing uncertainty
- Advancing low carbon fuel production and use to fill specific niches within industry.

Industry, Including Oil and Gas



THE PATH TO TRANSFORMATION – 2030 AND BEYOND

To help meet our climate targets and keep B.C. industry at the forefront of low carbon innovation and production, we need to work together to reduce industrial emissions as quickly as possible, including continuing to invest in low carbon technologies and practices and implementing more circular processes.

As part of this Roadmap, we'll encourage more facilities to connect to clean electricity, use more low carbon fuels such as hydrogen, explore how best to capture and safely store or use carbon, and reduce industrial methane emissions. We're also moving forward with a suite of new initiatives to help keep our industries competitive as we move to a net-zero future.

Enhancing the CleanBC Program for Industry

The CleanBC Program for Industry supports GHG reductions and competitiveness by investing carbon tax revenue in projects that reduce emissions and costs across B.C. In 2022, we will work with industry, the Government of Canada and Indigenous peoples to redesign the program to align with new federal carbon pricing rules while continuing to promote a competitive business environment and significant GHG reductions.

Our work will include determining how best to support common infrastructure needs through projects such as transmission grids and access to low carbon fuels. We will also explore ways of structuring projects to include and further benefit Indigenous communities.

Making new industrial operations 'net-zero ready'

Some of B.C.'s largest industrial operators – accounting for almost 50% of industrial GHG emissions – have already committed to reaching net-zero emissions by 2050. Building on that progress, we're introducing a new requirement: all new large industrial facilities must have a plan to achieve net-zero emissions by 2050. New facilities will also have to show how they align with B.C.'s interim 2030 and 2040 targets.

This means facilities will have to be designed to minimize emissions as much as possible. Where emissions can't be reduced, companies will have to assess the use of new technologies such as carbon capture or consider the purchase of high-quality offsets from projects offering long-term carbon sequestration, such as through the use of negative emissions technologies. New net-zero plans will be required and assessed at different stages of development, subject to review, revision and enforcement over time. Government will work with facility proponents to align new policies and compliance mechanisms to support net-zero-emission plans.



This type of planning will future proof our newest industrial facilities, ensuring they can meet the needs of investors and purchasers adhering to a stringent definition of net zero. This approach will also help to drive investments in new, clean B.C. technologies while providing the certainty industry needs to thrive in a global net-zero economy. Government will work with stakeholders and First Nations as these requirements are further developed.

Aiming to eliminate industrial methane emissions by 2035

Methane is a powerful greenhouse gas, with more than 80 times the warming power of carbon dioxide during its first 20 years in the atmosphere. Clearly, we need to reduce its emissions – but measuring them and identifying where they’re from has long been a major challenge.

New solutions are becoming available and we’re learning more about them, thanks to the work we’ve been doing with research organizations, the oil and gas sector, the federal government and non-profits. Through the BC Methane Emissions Research Collaborative, we’ve demonstrated that methane emissions from oil and gas can be detected, attributed and quantified at specific sites, likely in a more cost-effective way than traditional methods.

With this Roadmap, we are committed to building on that research and applying it across the industrial sector to achieve our goal of zero emissions from methane – or as close to zero as possible – by 2035, and to reduce methane emissions in the oil and gas sector by 75% (compared to 2014) by 2030, consistent with the federal commitment. Methane from industrial wood waste landfills can be converted to less-harmful greenhouse gases through landfill management.

Reducing emissions from the oil and gas sector

Currently responsible for 20% of B.C.’s emissions and 50% of industrial emissions, the oil and gas sector will be required to make a meaningful contribution to BC’s climate targets. B.C. is the first jurisdiction in Canada to set a specific sectoral target for reducing emissions from the oil and gas industry.

The Province will work to implement policies and programs to reduce emissions in line with its sectoral target of a 33-38% reduction below 2007 levels. In addition to strengthening B.C.’s methane regulations and modernizing B.C.’s royalty system, our new industrial climate program, to be released in 2023, will be designed to ensure the oil and gas sectoral target is met.

We will also commit to cleaning up 100% of current orphan wells in B.C. before 2030 through the industry-funded Orphan Site Reclamation Fund.

Integrating emissions goals into the oil and gas royalty system

B.C.'s royalty system was set up nearly 30 years ago in the 1992 Petroleum and Natural Gas Royalty and Freehold Production Tax Regulation. The way natural gas is produced has changed significantly since then, as have market conditions, drilling technology and costs, and global concerns on the need to address climate change.

As part of this Roadmap, the Province will review the rules for oil and gas royalties to ensure they support our goals for economic development, environmental protection and a fair return on the resource for the people of B.C. It's part of our commitment to reduce emissions from oil and gas by 33-38% by 2030, compared to 2007 levels.

The review will examine ways to adjust the royalty system to help meet provincial emission reduction targets and will consider recommendations from the independent panel currently reviewing B.C.'s royalty system. Policy tools will be considered to encourage further emissions reductions from the sector, and to support the other pathways in this Roadmap.

Advancing a provincial approach to carbon capture, utilization and storage and negative emissions technologies

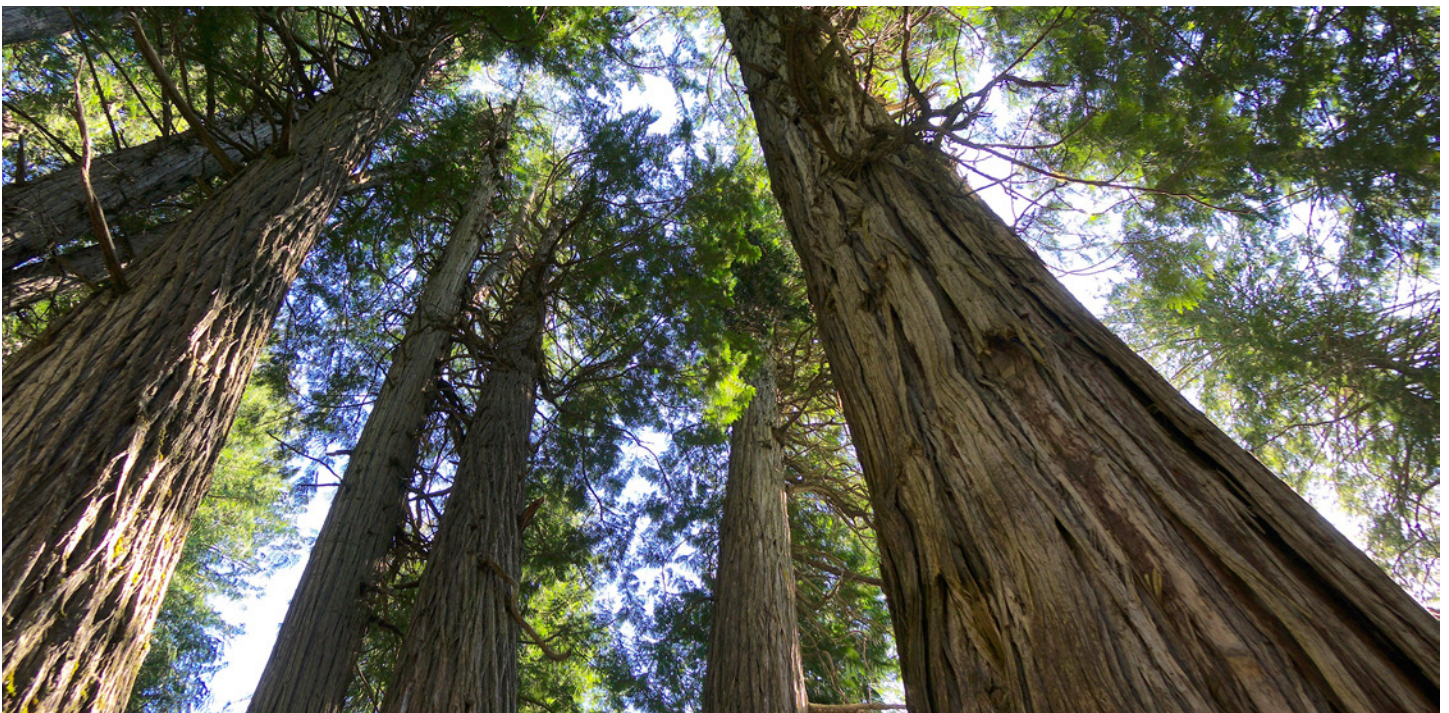
The full decarbonization of B.C. industry will require widespread electrification; the use of low carbon fuels like lignin, renewable gas and hydrogen; and the use of carbon capture, utilization and storage (CCUS) and other negative emissions technologies across different sectors.

CCUS technologies can reduce emissions in hard-to-abate industrial sectors such as oil and gas, pulp and paper, and cement, where emissions associated with chemical processes cannot be eliminated in any other way. Since they are still in the emergent phase, we will develop a coordinated, comprehensive provincial approach to guide their deployment.



2.6 Forest Bioeconomy

B.C.'s expansive forests are central to our bioeconomy – the part of our economy that uses renewable resources to produce things we use every day like textiles and packaging. By using the residuals from conventional forestry, our forest bioeconomy supports the sector's shift from high volume to high value and contributes to a waste-free, circular economy while helping in the fight against climate change.





INDIGENOUS PEOPLES AND FOREST MANAGEMENT

Forests are, and have been, central to many Indigenous communities whose inherent rights are connected to their respective territories. They provide food, shelter, economic opportunities, tools and medicine along with materials for arts, culture and spiritual activities. For example, some Indigenous peoples see cedar as the tree of life, using it for homes, clothing, canoes, baskets and traditional ceremonies.⁶ As the original stewards of the land we now call British Columbia, Indigenous peoples are essential partners in transforming our forest sector from high-volume to high-value, and keeping it sustainable.

What we heard

The Province engages regularly with industry, academia, Indigenous peoples and governments to advance forest sector innovation and build a broader bioeconomy in support of sustainable forest use. Key themes discussed in the consultations informing this Roadmap were:

- *Need for a competitive carbon policy that incentivizes GHG reduction practices and investments in the forest sector*
- *Investments and further engagement to support commercialization of new bioproducts that can replace more GHG intensive products; this includes using lignin in asphalt instead of bitumen and cellulose foams instead of Styrofoam.*

Indigenous peoples we engaged with emphasized the need to balance environmental and economic benefits, noting the alignment between bioeconomy opportunities and their traditional knowledge principles. Some also expressed interest in pursuing carbon offset projects.

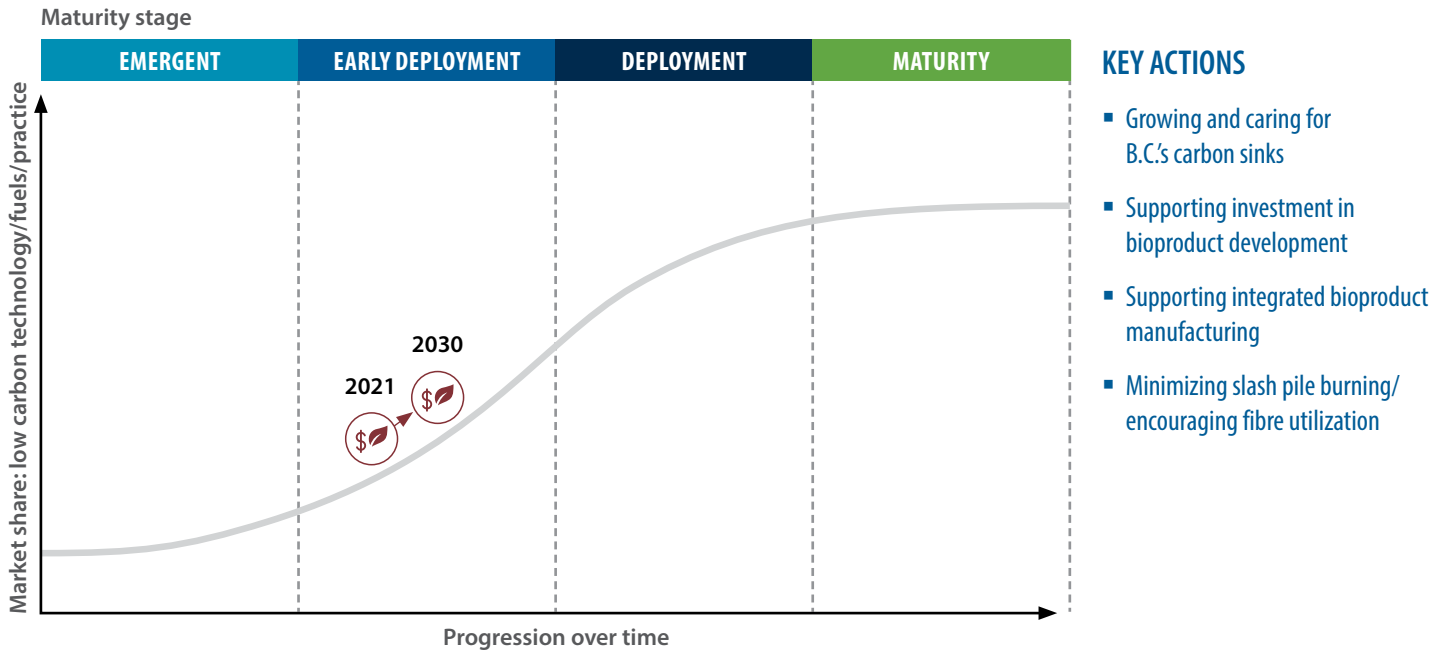
Where we're starting from

The B.C. bioeconomy is currently in early deployment, supported by partnerships with Indigenous peoples and private companies throughout the province. For example, the [Indigenous Forest Bioeconomy Program](#) has supported the production of a wide range of innovative high-value bioproducts – from essential oils extracted from conifer needles, to new health beverages from trees, to biochemicals extracted from bark.

There's also a growing market for forest carbon offsets – tradable credits used to offset or counterbalance greenhouse gas emissions. They provide a pathway to meeting climate targets for sectors whose emissions are particularly tough to abate.

6 "The Tree of Life": https://umistapotlatch.ca/enseignants-education/cours_4_partie_2-lesson_4_part_2-eng.php

Forest Bioeconomy



THE PATH TO TRANSFORMATION – 2030 AND BEYOND

The global market for bioproducts is expected to undergo a major transition over the next 10 years, with advanced biomaterials and biochemicals making up the largest market segments.

By 2030, the province should be producing bioproducts at scale and providing high-quality jobs in the bioproducts sector. We'll reach these goals through the following actions.

Old Growth Strategy

Old growth forests – those containing trees that are more than 250 years old – make up nearly one quarter of B.C.'s total forested area. Old growth has a range of benefits, on top of protecting biodiversity, watershed protection and helping the Province adapt to the effects of climate change, they also store large amounts of carbon. Because trees store carbon as they grow, old growth seems like a natural ally in the fight against climate change.

Consistent with the recommendations from the Old Growth Strategic Review, we're integrating climate mitigation into forest management and undertaking research to improve our understanding of old growth forests and their impacts on greenhouse gases. B.C. uses many mitigation options in our forests, including reforestation, fertilization, managing forest health, reducing slash pile burning and using more fibre in longer lived products. Conserving old growth forests as carbon sinks is one of those strategies.

Growing and caring for B.C.'s carbon sinks

B.C. will explore opportunities to partner with the federal government to plant more trees, creating larger carbon sinks and rehabilitating wildfire impacted lands – areas that absorb more carbon than they emit into the atmosphere. We'll also evaluate additional reforestation and forest management activities that sequester carbon and foster climate resilience – including through fertilization, forest health improvements and wildfire mitigation – ensuring opportunities for Indigenous businesses.

A new B.C. Forest Carbon Offset Protocol will expand access to the carbon-offset market for Indigenous communities and forest companies, supporting them to generate revenue while helping others meet their climate commitments. The Protocol will also help to focus attention on the value of non-timber forest benefits, including biodiversity protection and carbon sequestration.

Offset projects will include afforestation (planting trees in areas where there is no forest), reforestation, and improved forest management through practices such as letting trees grow longer before they're harvested. The Province will also explore updating policy and laws to allow the use of Crown land for offset purposes.

Supporting investment in bioproduct development

The Province will partner with Indigenous peoples and industry to build the market for high-value wood products that store carbon or displace products made with fossil fuels. This will include:

- Exploring policy actions, such as biomass content requirements, to increase the use of biomaterials in carbon-intensive products such as concrete, asphalt and plastic components used in finishing cabinets, flooring and other materials
- Encouraging the use of biomaterials in the packaging, consumer goods and biochemical sectors; this could include replacing single-use plastic packaging with biobased materials
- Exploring opportunities to support sector growth through measures such as market and supply chain studies, capacity building, technology assessments and pilot projects for scale-up opportunities
- Advancing mass timber production and use through a Mass Timber Action Plan; work to develop the plan is being guided by a steering committee representing Indigenous communities, industry and government
- Exploring the potential for regional bio-hubs to help ensure communities have access to fibre for diversified manufacturing, and to enhance the number of well-paying forest sector jobs across the province.



Supporting integrated bioproduct manufacturing

One of the potential downsides of forest-based bioproduct manufacturing is having to move material from one site to another. Integrating manufacturing with existing pulp and paper facilities and pellet mills eliminates that issue, creating significant logistical and cost advantages. As part of this Roadmap, we will explore ways to streamline regulations and generate investment for bioproducts facilities at pulp mill sites, allowing producers to make full use of B.C.'s forest resources.

Minimizing slash pile burning and encouraging fibre utilization

Slash piles – the residue from conventional forest harvesting– have long been burned as a way to help reduce the risk of wildfires, and to enhance habitat for wildlife and replanting. The Province will work towards near elimination of slash pile burning by 2030 and will increasingly divert materials away from slash piles and into bioproduct development, reducing both air pollution and GHG emissions while creating new economic opportunities.

In the months ahead, we will partner with forest licensees and Indigenous communities to explore ways to make this feasible, taking into account any impact on wildfire risks. We'll also continue to invest in projects that encourage greater use of forest fibre that would otherwise be burned.



2.7 Agriculture, Aquaculture and Fisheries

The agriculture sector directly accounts for just under 4% of B.C.'s GHG emissions. The largest source is from enteric fermentation, a digestive process of cattle and other ruminants that produces methane, a powerful greenhouse gas. The next largest sources of agricultural emissions are on-farm energy, agricultural soils and manure management.

AGRICULTURE, FISHERIES AND ADAPTATION

Adaptation to climate change has been, and continues to be, a key focus of climate action for agriculture, fisheries and aquaculture. These industries are extremely vulnerable to the impacts of changing weather patterns and severe weather events, including high intensity rainfall, heat waves, drought, wildfire and changing marine conditions. Industry and Indigenous partners are acutely aware that the changing climate affects their productivity and livelihoods, and that building resilience is critical. New measures to support the sector's adaptation will be included in the Climate Preparedness and Adaptation Strategy, due for release in 2022.



What we heard

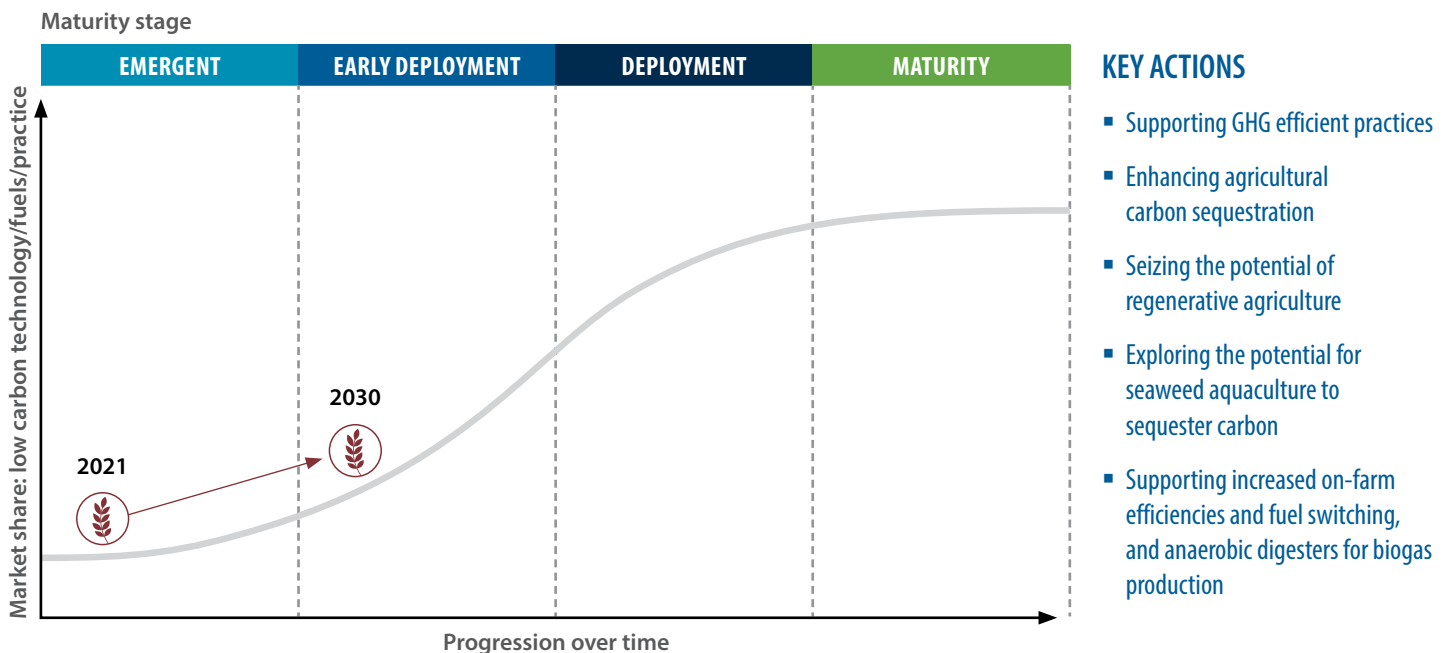
In the consultations that informed this Roadmap, people in the agriculture and aquaculture sectors said they want to continue being informed and consulted as programs and policies are developed and implemented, and want to see their roles and expected contributions more clearly defined. They also highlighted the importance of:

- Providing financial support to help sectors transition practices and technology
- A high-level of buy-in from producers who will readily take up practices that are economically viable
- Undertaking research and development and developing monitoring and measurement frameworks to establish benchmarks and track GHG reductions.

Where we're starting from

The market for decarbonizing agriculture, aquaculture and fisheries is in the emergent phase. Stakeholders have emphasized the need to be realistic about what can be achieved by 2030, noting that cost and economic viability present significant barriers to adopting new solutions.

Agriculture, Aquaculture and Fisheries



To help move the market to early deployment by 2030, we're supporting producers to increase GHG efficient practices and exploring several measures to enhance carbon sequestration.

Supporting GHG efficient practices

As part of this Roadmap, the Province will continue to support the transition to technologies and practices that reduce both net GHG emissions and operating costs for producers. This includes encouraging fuel switching and electrification to reduce emissions from equipment in agriculture, aquaculture and fisheries, along with increased efficiency in manure and nutrient management. We'll encourage the development and piloting of new clean solutions such as electric tractors and technologies to further improve energy efficiency in greenhouses. And, we'll encourage more local, sustainable food production, which has the potential to reduce greenhouse gas emissions in B.C.

Waste management will be supported by growing opportunities to capture biogas, turning farm waste into a valuable resource. Pathway strategies related to biogas will contribute to our goal for renewable energy to make up at least 15% of the content of B.C.'s natural gas by 2030.

Enhancing agricultural carbon sequestration

We will work with the agriculture sector to determine beneficial management practices to maximize carbon sequestration and its benefits to biodiversity, soil and water quality, and farm profitability. Our primary focus in this area is supporting research and monitoring to fill in critical knowledge gaps. We will support applied research, explore piloting promising ideas, monitor results and work to improve local technical knowledge of climate adaptation.

We will also encourage producers to implement regenerative agricultural practices and technologies that improve soil health and biodiversity, allowing farmland to store more carbon. And we'll work with Indigenous communities and the aquaculture sector to explore the carbon-storage potential of seaweed cultivation.





2.8 Negative Emissions Technologies

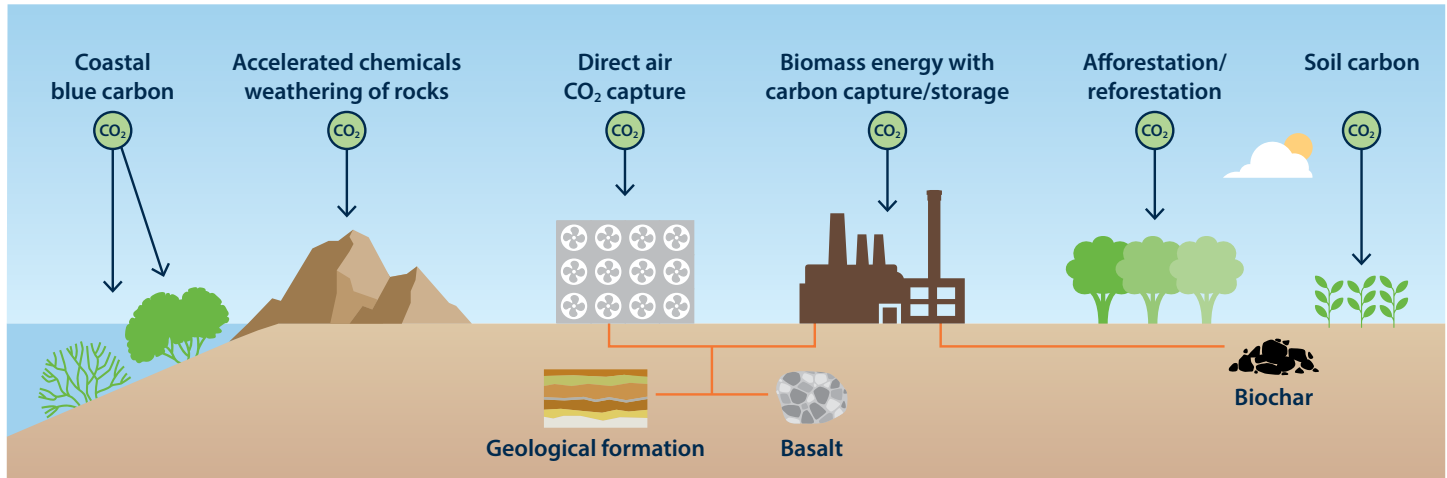
THE NEED FOR NEGATIVE EMISSIONS TECHNOLOGIES

According to the International Energy Agency, almost half the GHG reductions targeted worldwide for 2050 will come from technologies currently in the demonstration phase. Expert groups like the Canadian Institute for Climate Choices agree on the need for high-risk, high-reward technologies, projecting that solutions such as negative emissions technologies (NETs) could deliver two thirds of the reductions needed to meet our 2050 targets.

Negative emissions technologies can play an important role in meeting our climate targets, especially the long-range commitment to reach net-zero by 2050. They remove CO₂ from the atmosphere, offsetting emissions that have already occurred. NETs range from biological options, such as forest and soil ecosystems, to novel engineered technologies. This pathway is focused on the latter.



Negative Emissions Technologies



Adapted from: National Academies of Sciences, Engineering, and Medicine. 2019. *Negative Emissions Technologies and Reliable Sequestration: A Research Agenda*.

Available online: www.nap.edu/download/25259

What we heard

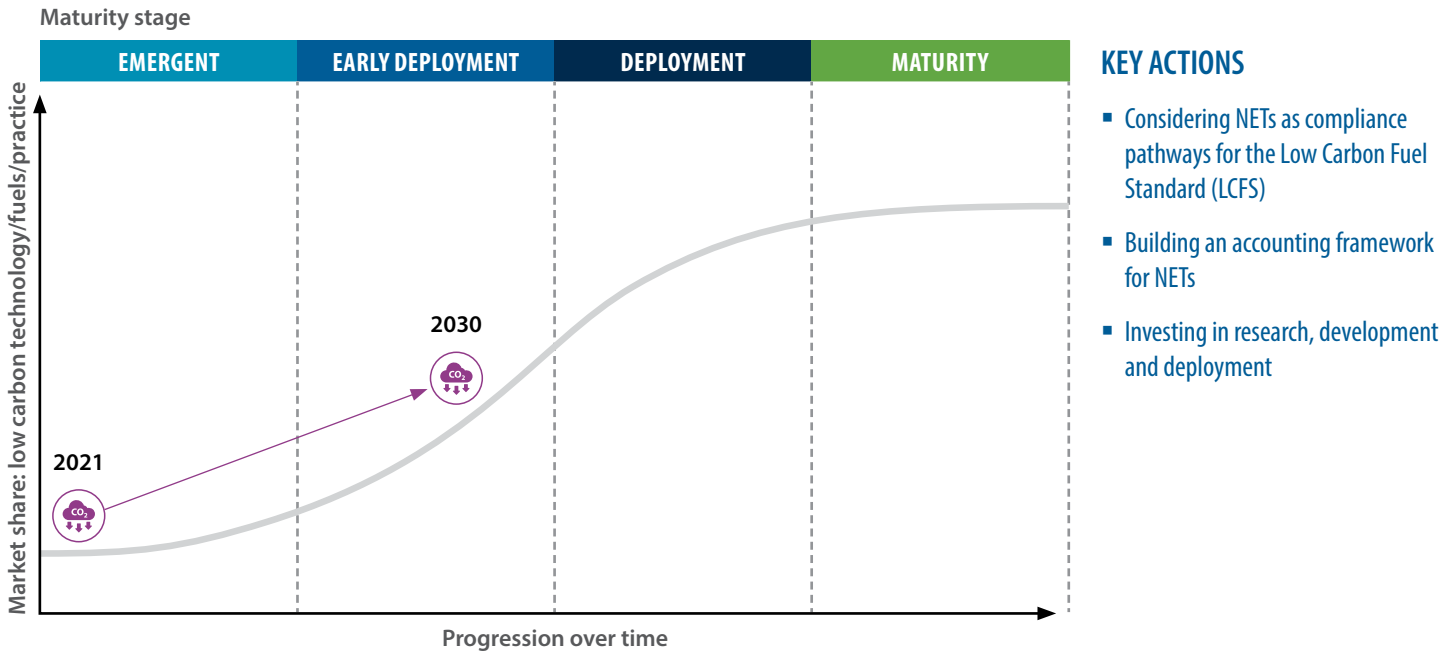
In the consultations that informed this Roadmap, industry, Indigenous peoples, businesses, clean tech companies and others encouraged the Province to explore the potential of NETs. Key themes discussed were:

- Continuing engagement to develop a policy framework including a clear definition of NETs, especially as many technologies are in development or in early stages
- Encouraging NETs as part of a global solution, and considering equity and affordability implications
- Targeting NETs to offset emissions in hard-to-decarbonize industries, not as a replacement for decarbonization
- Providing adequate funding supports for technology development and to scale technologies for adoption

Where we're starting from

The market for NETs is still in the emergent stage but B.C. has the capacity and potential advantage to play a lead role in moving it forward. We're home to a rich ecosystem of innovation and clean tech companies with NET solutions at various stages of development. Because of their novelty and complexity, it will take significant time and investment to determine whether their large-scale deployment is cost-effective and functional.

Negative Emissions Technologies



THE PATH TO TRANSFORMATION – 2030 AND BEYOND

To support the scale-up of NETs by 2030, B.C. needs an enabling environment that supports innovation, incentivizes public-private involvement and is flexible enough to adapt to change. That could include a supportive regulatory and policy climate, economic incentives, measures to reduce costs or new business models to achieve economies of scale.

To achieve these goals and move the market, we will provide investments through InBC to help small- and medium-sized B.C. companies scale up and reach their highest potential. InBC investments will help foster a low carbon economy by anchoring talent, innovation, intellectual property and high-quality, family-supporting jobs throughout the province. We'll also take the following actions.

Considering NETs as compliance pathways for the Low Carbon Fuel Standard (LCFS)

The LCFS requires fuel suppliers to progressively decrease the average carbon intensity of the fuels they supply to users in B.C. By 2030, they'll have to deliver a reduction of more than 20%, with the target continuing to rise in the coming years.

Recognizing the challenges inherent in reducing carbon intensity, we will consider allowing NETs as an option for compliance. This could attract significant new investment to B.C., along with new jobs in clean technology. A final decision on the LCFS will be based on consultations and assessments of recent program changes affecting costs and emissions.

Building an accounting framework for NETs

Currently, our GHG accounting used to measure progress to targets only captures emission reductions from forest-offset projects, since they are the only NET that currently meets our rigorous standards for planning, implementation and monitoring. As more engineered solutions come online, B.C. will build an accounting framework by 2025 to define how other types of NET projects may impact emissions reductions, and how they can be brought into the inventory's scope. This will ensure they're evaluated on a lifecycle basis so we don't adopt technologies that ultimately require more materials and energy, and produce more GHGs, than what they're capturing and storing.

Once we're able to reliably quantify the impacts of NETs, we will clarify their role in carbon offsets. We will also advocate for international collaboration to ensure national inventories can account for NETs consistently.

Investing in research, development and deployment

As noted in the industry pathway, B.C. will develop a comprehensive provincial approach to carbon capture, utilization and storage (CCUS) technologies, leveraging supports such as the federal investment tax credit for CCUS. We'll also consider additional grants and incentives for research and development, pilot projects and commercial scale deployment.

Some of this support will be delivered through the new B.C. Centre for Innovation and Clean Energy. Its mandate is to bring together innovators, industry, academics and government to accelerate the commercialization and scale-up of B.C. based, clean energy technologies. We will also assess the need for new provincial tools to encourage private-sector investment in NETs. And we will assess the potential of research developed through the University of British Columbia and University of Victoria to mineralize CO₂ from the atmosphere to store it in rock and in other materials.



CHAPTER 3: NEXT STEPS AND IMPLEMENTATION

The CleanBC Roadmap to 2030 is designed to be a living document, to be revisited and updated as we move forward to ensure we stay on track to meet our targets. In the months ahead, we will engage with partners and stakeholders to work out the details of major new measures and find the best ways to put them into practice.

Many of the actions in this Roadmap will expand and accelerate CleanBC policies and programs already in place. Others will require close monitoring and adjustments as we learn from experience. Where policies are working, we'll act quickly to ramp up our efforts. Where they're not as effective, we'll change course, in close collaboration with affected sectors.

As we chart our progress, we will continue to provide detailed reporting to the public through the annual [Climate Change Accountability Report](#), which includes progress indicators for CleanBC programs. In future years, we will also report on the following indicators specific to the Roadmap:

- Market share of technologies, reflecting the extent to which low-emission solutions are being adopted
- Cost of transformation for each sector
- Workforce and skills readiness, reflecting our capacity to adopt new approaches
- Economic and social opportunities, pointing to important co-benefits such as reducing inequality and advancing reconciliation with Indigenous peoples.

The work ahead will be challenging. Transforming British Columbia's economy will require determination, particularly as many of these changes will be made in less than a decade. Achieving our targets will demand an unprecedented level of commitment. It will also offer unprecedented opportunities for the future as we work towards net zero by 2050.

Successful implementation of this plan will require a focused, all of government approach. To support this, the Premier has instructed all Ministers, via mandate letters, to ensure their work continues to achieve CleanBC's goals.

Business and industry will have new opportunities to innovate and build on the CleanBC actions and supports, as well as our global reputation as a place for environmental, social and governance investments and net-zero focused business. Local governments will have new opportunities to build more liveable, compact and energy-efficient communities. Indigenous peoples will have new opportunities to advance their self-determination and participate more fully in every sector of our economy. And everyone in B.C. will have the opportunity to look forward to a cleaner, better future.

We're building a British Columbia where no one's left behind; where innovation drives new advances and keeps us competitive; where we all enjoy improvements in our quality of life and prosper along with – not at the expense of – our natural environment. Meeting our climate targets and building a cleaner economy is fundamental to making this future a reality.

APPENDICES

Roadmap to 2030 Greenhouse Gas Reductions by Initiative

Economy-Wide Initiatives

Increase the price of carbon pollution	Meet or exceed the federal benchmark of \$170 by 2030 Revise industrial carbon pricing in 2023
Reduction of GHGs in 2030 for Economy-Wide Initiatives	
Subtotal 2.4	

Low Carbon Energy

Enhance the Low Carbon Fuel Standard	Increase the carbon intensity reduction requirement Expand to include marine and aviation fuel Double production capacity for made-in-B.C. renewable fuels to 1.3bn litres
Increase benefits of electrification	Implement 100% Clean Electricity Delivery Standard
Reduce emissions from natural gas	New GHG cap for natural gas utilities with a variety of compliance options
Reduction of GHGs in 2030 for Low Carbon Energy	
Subtotal 5.0	

Transportation

Accelerate zero-emission vehicle (ZEV) law	By 2030, ZEVs will account for 90% of all new light-duty vehicle sales in the province New ZEV targets for medium- and heavy-duty vehicles to be developed in alignment with California
Reduce light-duty vehicle travel	Reduce distances travelled by vehicle by 25% relative to 2020 Encourage increase in mode shift to walking, cycling and transit to 30% by 2030
Reduce goods movement emissions	Reduce the energy intensity of goods movement by 10% relative to 2020
Reduction of GHGs in 2030 for Transportation	
Subtotal 4.9	

Buildings

New carbon pollution standard in BC Building Code	Carbon pollution standards introduced for new buildings in 2024, with zero-carbon new construction by 2030
Highest efficiency standards	After 2030, all new space and water heating equipment sold and installed in B.C. will be at least 100% efficient (i.e. electric resistance heating, heat pumps, and hybrid electric heat pump-gas systems)
Reduction of GHGs in 2030 for Buildings	
Subtotal 1.3	

Industry

Enhance CleanBC Program for Industry	Enhance industry program to reduce GHGs and support a strong economy
Reduce methane emissions	Near elimination of methane emissions by 2035 in oil and gas, mining, industrial wood waste and other sectors
Make new industrial operations 'net-zero ready'	New large industrial development to submit plans to achieve net-zero emissions by 2050 and show how they align with interim 2030 and 2040 targets
Reduce oil and gas sector emissions	Implement programs and policies so that oil and gas emissions are reduced in line with sectoral targets (reduction of 33-38% by 2030)
Reduction of GHGs in 2030 for Industry	
Subtotal 2.6	

Other Measures Including: reducing agricultural emissions, supporting compact and resilient communities, and aligning with federal, municipal and Crown Corporation plans.

Reduction of GHGs in 2030 for Other Measures		Subtotal 0.9
<i>Note: Individual pathway reductions do not add up to the totals because of interaction effects between policies that target the same emissions</i>		
Roadmap to 2030		16.2 MtCO ₂ e
CleanBC Phase 1		10.5 MtCO ₂ e
Total GHG MtCO₂e reduced by 2030		26.7 MtCO₂e
The legislated target for 2030 is 39.4 MtCO ₂ e (or a reduction of 26.3 MtCO ₂ e from a 2007 baseline), which we are exceeding by 0.4 MtCO ₂ e.		

Roadmap Portfolio of Measures



- Agriculture, Aquaculture and Fisheries
- Buildings
- Industry/Oil and Gas
- Forest Bioeconomy
- Negative Emissions Technologies
- Personal Travel
- Low Carbon Energy
- Commercial Transportation
- Electricity
- Circular Economy
- Communities

The Roadmap is an iterative document subject to change on the basis of emerging technologies and changing social, economic and business environments.



cleanBC
our nature. our power. our future.



Roadmap to 2030

CleanBC.gov.bc.ca

No. B23-01
May 1, 2023

20%-Better Energy Efficiency & Zero Carbon Step Code British Columbia Building Code 2018 - Revision 5

The purpose of this bulletin is to provide information about the Revision 5 changes to the British Columbia Building Code 2018 (BCBC) regarding energy efficiency and the introduction of voluntary requirements for greenhouse gas reduction. This bulletin also provides information about how these changes may involve or affect local government bylaws.

20%-Better Energy Efficiency

To meet CleanBC's goal of net-zero energy ready new construction by 2032, the BCBC will gradually increase energy efficiency requirements. As of May 1, 2023, the first incremental change to the BCBC requires new construction to be 20% more energy efficient.

Performance-based Approach

Effective May 1, 2023, most new buildings will be required to comply with the energy efficiency requirements of the BC Energy Step Code. The BC Energy Step Code's performance-based energy efficiency approach requires that a building's designed performance be evaluated through whole-building energy modelling and on-site airtightness testing to validate how the building's design and construction meets performance targets for the desired 'Step' of the BC Energy Step Code.

Effective May 1, 2023, the lower Steps in Article 9.36.6.3. for Part 9 buildings and Step 1 in Article 10.2.3.3. for Part 3 buildings will be marked as 'reserved' in Division B of the BCBC and are no longer be applicable to new construction.

Local authorities will continue to have the ability to adopt Step 4 or higher of the BC Energy Step Code for Part 9 buildings, and Step 3 or higher for Part 3 buildings. However, it will no longer be necessary for local authorities to adopt by bylaw either the Step 3 standard for Part 9 buildings or the Step 2 standard for Part 3 as these standards will become universally applicable province-wide as the new minimum acceptable standard for compliance with the BCBC.

Prescriptive Approach

As of May 1, 2023, the prescriptive values for energy efficiency in the BCBC will increase, targeting an improvement of 20%. These prescriptive requirements are applicable to Part 9 buildings not within the scope of the BC Energy Step Code such as Part 9 non-residential and some mixed-use buildings. Under the prescriptive approach, buildings must meet specific requirements for insulation, windows, and other equipment. This approach focuses on individual assemblies or pieces of equipment, rather than the performance of the whole building as a system.

On a temporary basis, the Building Act General Regulation will allow local authorities to permit the prescriptive approach to be used for those Part 9 buildings that the BC Energy Step Code would otherwise apply to, for example, single-family homes. This may be necessary in rural and remote areas of the province where access to energy modelling and airtightness testing services is limited or impractical.

Where a local authority chooses to allow for compliance with the prescriptive requirements, they may not restrict builders from voluntarily complying with the performance requirements of Step 3, Step 4, or Step 5, as an acceptable alternative to the prescriptive requirements.

However, where a local authority requires compliance with Step 4 or Step 5 for Part 9 buildings, builders may not use the prescriptive requirements and must satisfy the performance requirements of the BC Energy Step Code (energy modelling and airtightness testing), with the exception of log homes.

Bylaw Required to Accept the Prescriptive Approach

Acceptance of the prescriptive approach for Part 9 buildings to which the BC Energy Step Code applies must be done by a bylaw in relation to the conservation of energy. No bylaw is required for those Part 9 buildings to which the BC Energy Step Code does not apply like Part 9 non-residential and some mixed-use commercial buildings.

Local authorities may adopt a specific bylaw to accept the prescriptive requirements in Subsections 9.36.2 to 9.36.4., Division B, of the BCBC or amend an existing bylaw such as a building bylaw. Local authorities should seek legal advice to determine how best to amend bylaws to achieve their desired policy intent, within the limitations established by relevant legislation (e.g. *Building Act*).

Unless a bylaw to accept the prescriptive approach has been adopted, the BCBC requires the performance approach to be followed for Part 9 buildings.

Log Homes

A definition of “log homes” has been added to the BCBC (See Sentence 9, Division B, Article 9.36.1.2.) to describe homes where the exterior vertical walls primarily consist of structural log members.

When the regulatory amendments to the BCBC come into effect on May 1, 2023, log homes will have the option of complying with the BC Energy Step Code but will also have several available compliance paths under the prescriptive approach. (See Sentence 7 in Article 9.36.1.3., Division B, BC Code.) Local authorities do not need to adopt a bylaw to accept the prescriptive approach for log homes and must not limit acceptance of log homes to the performance approach only.

Further information on the changes to the BCBC for energy efficiency can be found in Information Bulletin No. B23-02.

Zero Carbon Step Code

Previous iterations of the BCBC contained energy efficiency requirements without directly addressing greenhouse gas (GHG) emissions. Amendments to Division B, Parts 9 and 10 of the BCBC will add new optional technical building requirements for the reduction of GHG emissions. These requirements, commonly referred to as the Zero Carbon Step Code, come into force on May 1, 2023.

Technical requirements for GHG emissions have been added to the BCBC using a tiered approach, similar to the BC Energy Step Code. Local authorities have the discretion to determine which of the levels, if any, will apply in their jurisdiction, to further decide in which areas the level or levels will apply, and under what conditions or circumstances. Local authorities must adopt all elements of the selected level(s) and are not able to select individual elements from one or more of the levels.

The Zero Carbon Step Code has four levels of increasing stringency for Part 9 and Part 10 buildings. The first level of the Zero Carbon Step Code is called EL-1 ('Measure-Only') as it only requires measurement of a building's emissions. EL-2 is the next level and will likely require decarbonization of either space heating or domestic hot water systems. The next level is EL-3 which will require decarbonization of both space heating and domestic hot water systems. EL-4 is the fourth and final level and indicates that the operation of the is as close to zero emissions as possible.

Initially, the Zero Carbon Step Code requirements will be voluntary. The CleanBC Roadmap to 2030 commits to requiring increasingly stringent emission requirements for new buildings in 2024 and 2027. In 2030 the BCBC will require all new buildings to be zero carbon.

Further information on the Zero Carbon Step Code is available in Information Bulletin No. B23-03.

Other Authorities for the Reduction of Greenhouse Gas Emissions

It is not the intent to restrict the ability of local authorities to establish incentives and other voluntary requirements for GHG emissions in buildings or impede other relevant authorities in other legislation, particularly, the authorities for development permit areas for the reduction of greenhouse gas emissions in ss. 491(9) of the *Local Government Act*, as well as s. 53(2)(c) of the *Community Charter* and s. 298(2)(c) of the *Local Government Act* which provide local governments with the authority to regulate with respect to the reduction of GHG emissions. It is recommended that all local governments with bylaw requirements regarding GHG emissions review any technical requirements to ensure they are in keeping with these authorities.

Technical requirements in bylaws that are outside the scope of these authorities may be affected by section 5 of the Building Act. Adding technical requirements to the BCBC for GHG emissions and amending the Building Act General Regulation to limit the extent to which these matters are 'unrestricted', may mean that local building requirements no longer have the force of law. It is recommended that legal advice be sought as necessary.

Application to Existing Buildings

It can be difficult to determine what requirements in the BCBC should apply when an existing building is being altered. To address these challenges, the Province is supporting the National Research Council's development of a code that will address alterations to existing buildings. Anticipated for release in 2024, this code will help to provide guidance to owners, designers, local governments, and building officials.

The Energy and Zero Carbon Step Codes were developed for new buildings. Division A of the BCBC discusses alterations to existing buildings and options for applying the requirements of the BC Building Code to existing buildings.

Discretion and judgement must be exercised by designers and enforcement officials when applying the acceptable solutions in Division B to the alteration to an existing building as described in Division A. Each alteration to each existing building requires unique consideration. As outlined in Division A, it is up to the local governments that administer and enforce the BCBC to determine what is appropriate and practical on a case-by-case basis.

More Information

The Building Act and Building Act General Regulation are available online at [BC Laws](#).

Other Links

- Ministry website: <https://www2.gov.bc.ca/gov/content/industry/construction-industry/building-codes-standards>
- Free online access to the [BC Building Code](#) and the [BC Fire Code](#) is available on the BC publications [website](#).

Contact the Building and Safety Standards Branch

- **General** inquiries can be sent to building.safety@gov.bc.ca

Contact the Local Authority

- Local authority contact information is available online at <http://www.civicinfo.bc.ca/directories>.

The Building and Safety Standards Branch does not enforce compliance with the BC Code. Local authorities are authorized to enforce the BC Code through the Local Government Act and Community Charter.



City of
Courtenay

ZOOM Window Space

Zero Carbon Step Code Implementation

Presented by:
Paul Preston, City of Courtenay
14th February, Council meeting

PRESENTATION OUTLINE

1. Council Motion
2. Background
3. Discussion
4. Rationale
5. Recommend Option

Council Motion

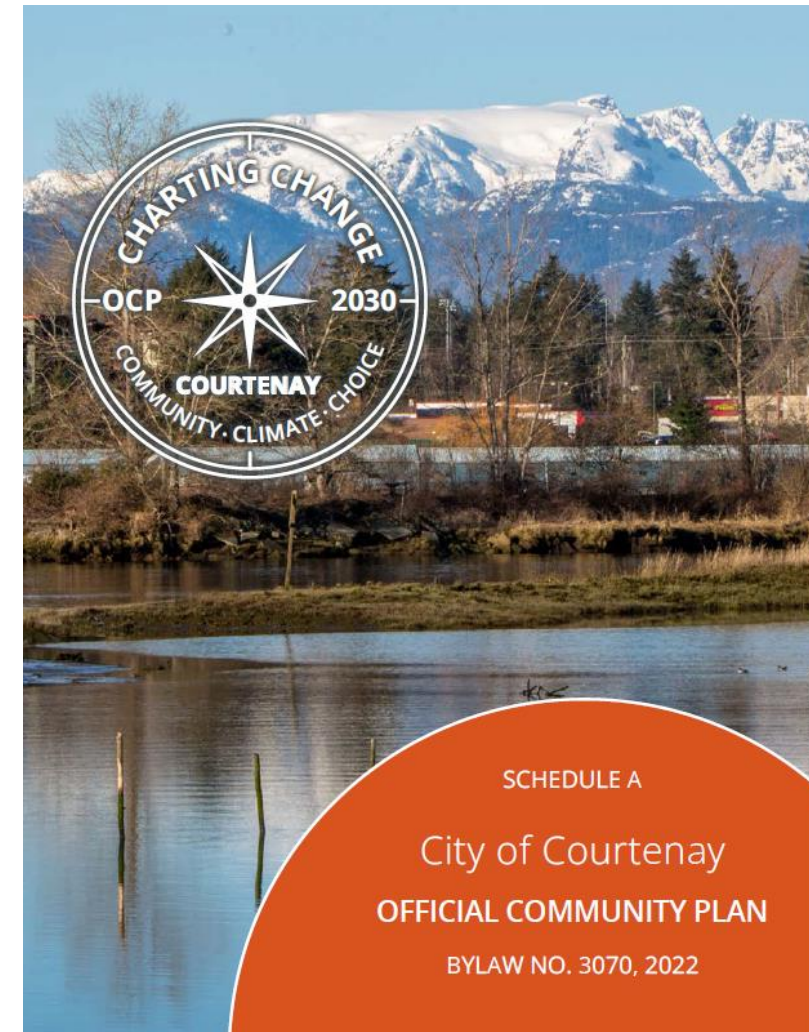
“THEREFORE BE IT RESOLVED THAT pursuant to policies BL6 and BL7 of Courtenay’s OCP, staff prepare a report outlining options for implementing the Zero Carbon Step Code in order to meet the City's 2030 emissions reduction target.”

BACKGROUND

Policy BL 6

Advocate to and support the Province in amending the BC Building Code and other related policies to:

- a. Regulate carbon pollution for new buildings as soon possible and no later than 2030 in relation to decarbonizing heat and energy sources
- b. Regulate embodied energy of building materials and construction practices including demolition
- c. Enhance universal building accessibility requirements



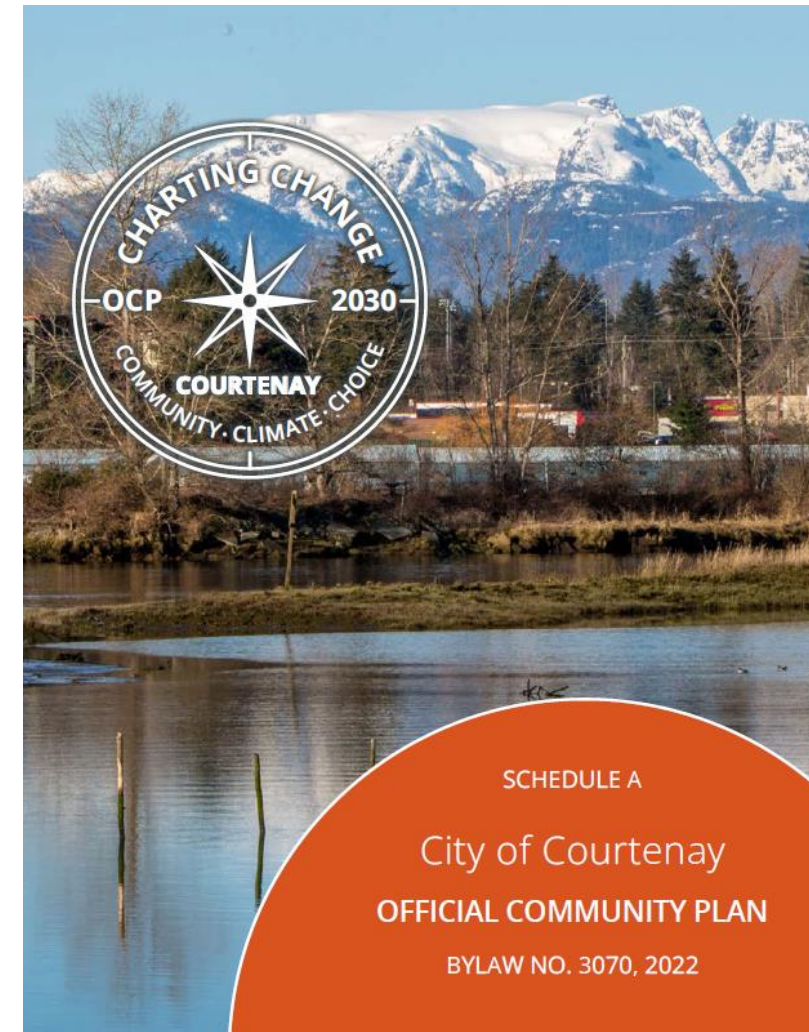
BACKGROUND

Policy BL 7

Review and update immediately relevant building, zoning, and development permitting policies upon and new legislative authorities that support policies within BL 6

Policy BL 4

Accelerate adoption of the BC Energy Step Code to be one step ahead of minimum standards

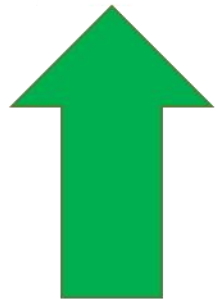


On May 1 2023, the Province updated the BC Building Code

ZOOM Window Space



Increased Energy Efficiency



A 20% increase in energy efficiency above the 2018 Building Code.



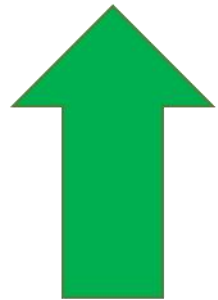
Reducing Carbon Emissions



Voluntary carbon limits for Part 3 and Part 9 construction

On January 1st, 2024, the City of Courtenay Building Bylaw 3114 came into effect

- This addressed BL 4 requiring one step higher than what the BC Building Code requires and contributes to the reduction in GHG emissions



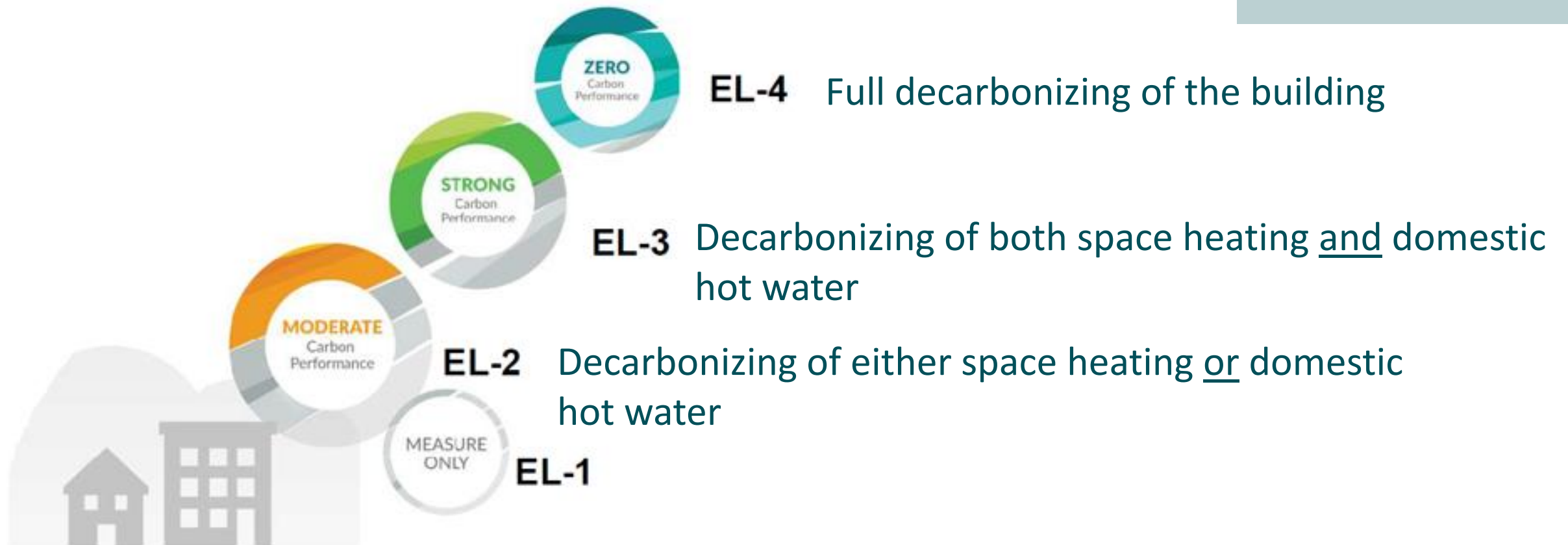
A 40% increase in energy efficiency above the 2018 Building Code.



Increased Energy Efficiency

Local Governments now have the option to regulate carbon requirements

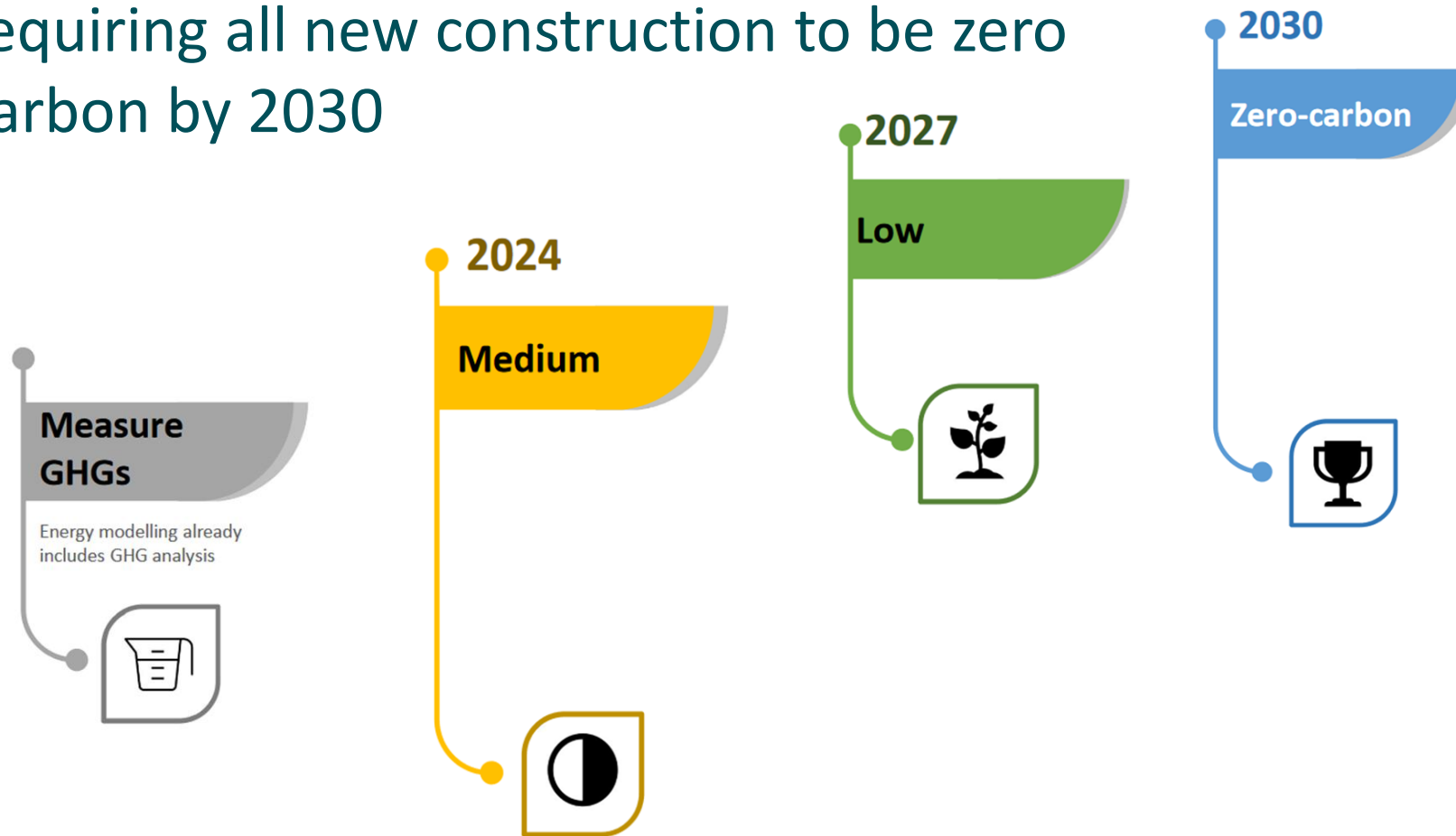
ZOOM Window Space



Potential Provincial Timeline for BC-Wide Requirements

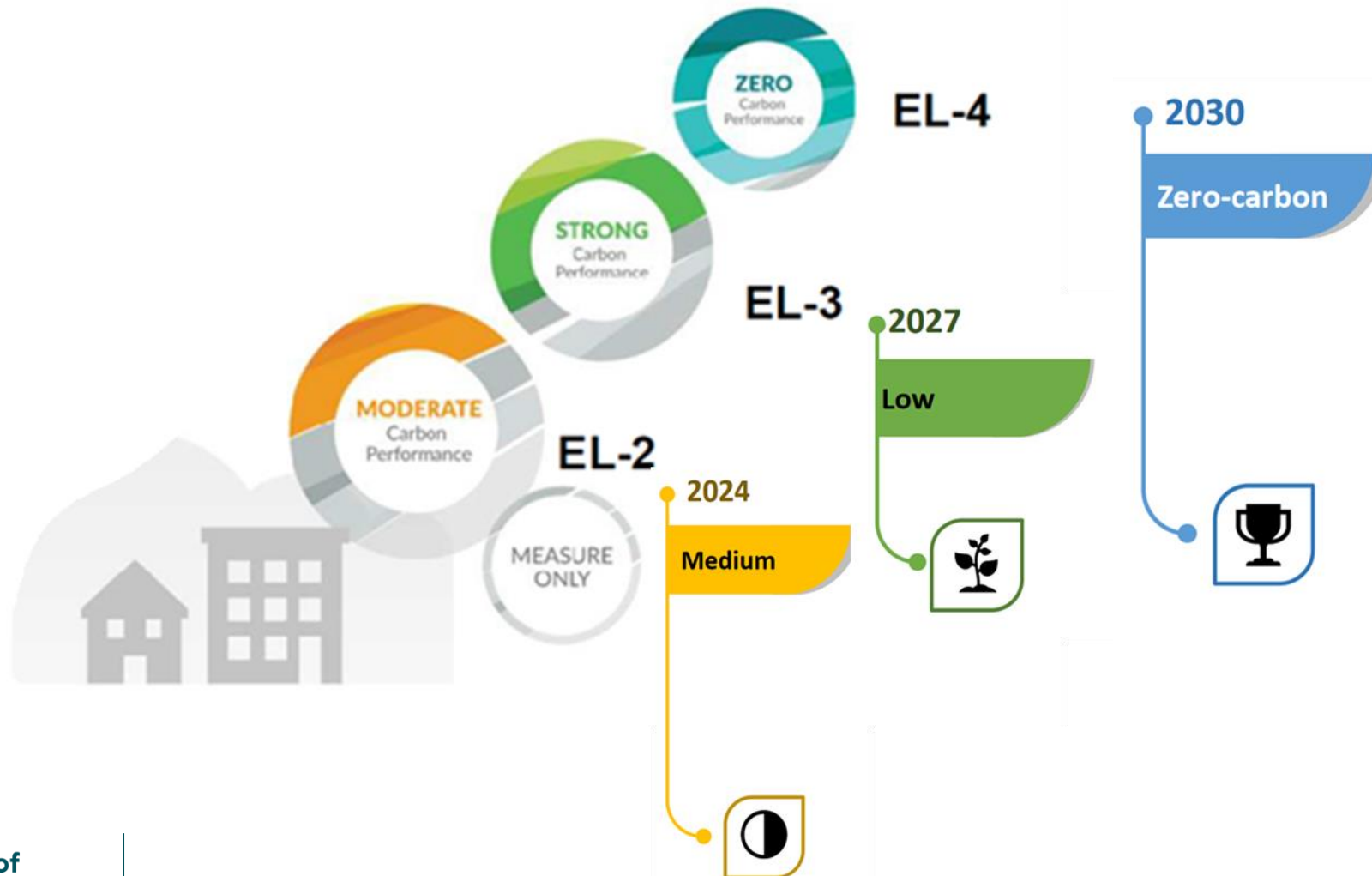
ZOOM Window Space

CleanBC Roadmap to 2030 commits to requiring all new construction to be zero carbon by 2030



Alignment of the CleanBC Road Map with the ZCSC Emission Levels

ZOOM Window Space



DISCUSSION

Harmonize with the CleanBC Road Map Strategy

- No timelines for EL in the ZCSC
- Aligns with BL 6 and BL 7
- Staff recommend this approach

Staff engagement with the Development industry and Community to inform of the changes

- Processes from Nanaimo, Victoria and Saanich
- Processes were under RDN and CRD
- Delegated staff in workplan

DISCUSSION

Establish an alternate accelerated ZCSC implementation

- Faster than CleanBC Road Map

Comparison Tables on Energy Step Code and ZCSC

- Courtenay is the leader on Energy Step Code with new building bylaw
- Nanaimo, Saanich and Victoria opted for higher EL and energy step code as per BC Building code regulations

Consideration of 2024 work plan and new housing regulations

- Budget for consultation

Rationale

- Currently BC Building Code has no EL requirements
- ZCSC has no regulated timelines
- One step higher than the BC Building Code would be EL 2 with BL 4
- Following CleanBC achieves reduction of GHG's and establishes the City one step higher than BC Building Code aligns with BL 6
- Engagement with the development industry and community is focused on inform and educate on the Zero Carbon Step Code
- Provides time for the development community to adapt and prepare
- Allows time to understand the current BC Hydro service capacity to support the Zero Carbon Step Code EL 3 and EL 4
- Staff can revisit the acceleration to EL 3 and EL 4 in 2025 with more information regarding BC Hydro capacity and engage with the Industry

RECOMMENDED OPTION

That Council adopt the Provincial Zero Carbon Step Code; and
That Council direct staff to amend “Building Bylaw No.3114 “ to include the Zero Carbon Performance Levels in accordance with the timelines established in the CleanBC Road Map for all applicable Part 3 and Part 9 buildings starting with EL2 in 2024 and EL3 in 2027 and EL 4 in 2030; and
Direct staff to engage with the development industry and community to inform on the Zero Carbon Step Code and its mandates.



Briefing Note

To: Council
From: Director of Corporate Services
Subject: Strategic Plan for Bylaw Compliance - Update

File No.: 3900-20
Date: February 14, 2024

PURPOSE: To provide an update to Council on the 2024 activities outlined in the Strategic Plan for Bylaw Compliance.

BACKGROUND:

Council adopted the Bylaw Compliance Policy and Strategic Plan for Bylaw Compliance at the December 6, 2023 Council meeting. An update to the Bylaw Compliance Policy was needed to ensure the City has the necessary resources and systems in place to meet current and future service expectations. To accomplish the priorities and objectives of the Bylaw Compliance Policy, the Strategic Plan for Bylaw Compliance is dedicated to reinforcing adherence, fostering awareness, and streamlining enforcement to the benefit of all community members, providing a clear roadmap to effectively implement the following six objectives:

- Collaboration and Partnership
- Balancing Enforcement and Trust Building
- Build Cross-Departmental Teams
- Process Streamlining
- Leveraging Existing Resources
- Trauma and Culture Informed Practices

DISCUSSION:

Updates are provided on the 2024 strategic initiatives:

Objective 1: Collaboration and Partnership	2024
Enhance relationships with key contributors including outreach support services, health services and the RCMP by participating in roundtables and identifying communications channels to facilitate collaboration.	Staff are currently reviewing options to enhance communication and collaboration with various contributors within the community with the objective to explore community-based initiatives that will increase compliance with City regulations. As Bylaw Services addresses compliance requirements of all City Bylaws, contemplated approaches will need to seek participation from a wide variety of contributors and interested parties. Additionally, methods of engagement and communication need to be effective and sustainable both for the City and for external participants.

	<p>Considering current bylaw trends, staff are prioritizing approaches that explore the establishment of partnerships and enhance communication to address complex social issues contributing to bylaw non-compliance.</p>
--	--

Objective 2: Balancing Enforcement and Trust Building	2024
<p>Create awareness about the purpose and benefits of bylaw enforcement through the development of a Good Neighbour Guide.</p>	<p>The City’s bylaw team is currently identifying the bylaw compliance items across activities/personas (e.g. Business Owner, Resident/Property Owner, Parks User, Animal Owner etc.) that are the subject of the most common violations. Working with an external design firm, persona-based tri-fold brochures will be created and distributed as awareness raising tools to increase voluntary compliance with regulations. By focusing on the activity/persona vs. a specific bylaw, the hope is to simplify the way in which the public is informed of bylaw regulations and compliance expectations.</p> <p>Good Neighbour Guides will be released throughout 2024. Released at seasonally relevant times, they will be accompanied by an online launch, promoted through in-person interactions, and highlighted on our social media channels.</p>
<p>Provide conflict resolution training to bylaw enforcement officers to enhance communication.</p>	<p>Staff have engaged a facilitator to host a conflict resolution workshop with bylaw staff in Q1 of this year.</p>

Objective 3: Build Cross-Departmental Teams	2024
<p>Form a cross-departmental working group to coordinate bylaw enforcement responses.</p>	<p>The cross-departmental working group will be established in Q2. The working groups is tasked with developing the processes/procedures needed to implement a new Calls for Service Tempest Module, enhancing coordination between departments on bylaw compliance, and clarifying enforcement roles and responsibilities.</p>
<p>Leverage technology to facilitate efficient information sharing between departments to enhance coordination and service delivery.</p>	<p>Implementation of the Tempest Calls for Service Module will begin at the end of Q2.</p> <p>The Calls for Service Module will allow staff to pull from the City’s existing property database, both in the office</p>

	<p>and while in the field. For example, using the Mobile Calls for Service Module, a BEO would be able to determine if a building permit had been issued for a specific property from a tablet device in the field.</p> <p>The Calls for Service Module will allow staff to input data in real time that can be accessed by appropriate staff in various departments such as building services.</p> <p>Linking Bylaw Services to Tempest will allow for some processes, such as the issuance of mailed compliance notices, to become automated increasing department efficiencies and service levels.</p>
<p>Protect personal information by developing policies and practices that ensure information shared between departments is compliant with the Freedom of Information and Protection of Privacy Act.</p>	<p>This work will be undertaken as part of the Calls for Service implementation and incorporated into interdepartmental procedures. To ensure the protection of personal information a Privacy Impact Assessment will also be conducted (legislatively required).</p>

<p>Objective 4: Process Streamlining</p>	<p>2024</p>
<p>Identify and implement efficient ticket dispute and adjudication processes.</p>	<p>The Bylaw Adjudication system has been identified as a Council Strategic Priority. Staff have engaged regional partners on administrative collaboration opportunities to facilitate the adjudication process, and are in the process of requesting Council support to begin drafting the bylaws necessary to initiate the transition to a hybrid MTI/Adjudication bylaw enforcement model.</p>
<p>Provide training and support to staff to adapt to new procedures and investigative approaches, leveraging digital solutions.</p>	<p>Staff will look for opportunities through the implementation of the Calls for Service Module, and the Interdepartmental Working group to standardize investigation procedures incorporating new technology in the approaches and processes.</p>

<p>Objective 5: Leveraging Existing Resources</p>	<p>2024</p>
<p>Allocate staff resources to align with identified priorities as outlined in the Bylaw Policy.</p>	<p>To support the priorities outlined in the Bylaw Compliance Policy, Management is currently updating job descriptions and operational schedules.</p>

Objective 6: Trauma and Culture Informed Practice	2024
Identify training opportunities for bylaw enforcement staff that focus on culture-informed practice, trauma-informed practice, mental health, violence de-escalation and prevention, and addiction.	Related to Objective 1: Collaboration and Partnerships. Staff will engage with community and health services, and other community partners to identify appropriate training opportunities to be incorporated into standardized training requirements for BEOs. Although BEOs have engaged in training related to culture and trauma informed practice, mental health and addictions, de-escalation and violence prevention, the goal is to create a training standard.

POLICY ANALYSIS:

The Strategic Plan for Bylaw Compliance supports the objectives outlined in the City’s Bylaw Compliance Policy.

FINANCIAL IMPLICATIONS:

New technology, administration support for collaborative efforts, and development costs for promotional and awareness raising materials are contemplated in the 2024 operations budget, and will be presented to Council for consideration at the February 28th, 2024 Council meeting.

ADMINISTRATIVE IMPLICATIONS:

Administrative support for the 2024 activities outlined in the Strategic Plan for Bylaw Compliance will be provided by the proposed (2024 budget) Corporate Services’ Department Clerk position.

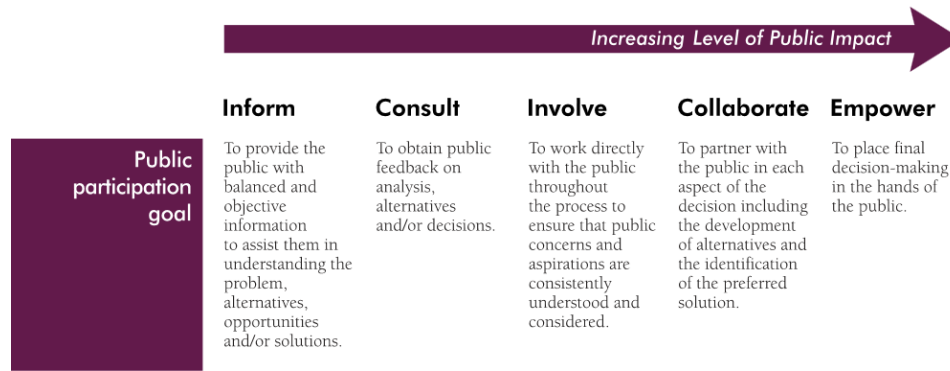
STRATEGIC PRIORITIES REFERENCE:

This initiative addresses the following strategic priorities:

- Organizational Well-Being and Sustainability - Ensure capacity to accommodate big change resulting from direct and indirect impacts to our community
- Streets and Transportation - Review City's approach to parking standards downtown: Bylaw Enforcement Policy review and update

PUBLIC ENGAGEMENT:

Staff would inform the public quarterly of the status of 2024 Bylaw Services priorities based on the IAP2 Spectrum of Public Participation:



RECOMMENDATION: THAT Council receive the “Bylaw Strategic Plan Initiatives – Update” briefing note.

ATTACHMENTS:

1. Strategic Plan for Bylaw Compliance
2. Bylaw Compliance Policy

Prepared by: Kate O’Connell, Director of Corporate Services
Reviewed by: Mike Kurvers, Manager of Bylaw Services
Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)

Bylaw Compliance Policy

Bylaw compliance is essential for maintaining a peaceful community while ensuring public safety, and upholding the quality of life for all residents.



**City of
Courtenay**

courtenay.ca

1. PURPOSE

The City of Courtenay (“City”) prioritizes a safe and harmonious environment for everyone. The City’s Bylaw Services division follows a balanced approach, blending education and enforcement.

The purpose of this Policy is dual: firstly, to provide an understanding of our approach to activities that may negatively impact the environment, public health, safety, and well-being; and secondly, to encourage compliance and promote accountability within our community through responsible enforcement. This is achieved by ensuring fairness, promoting education, and fostering community involvement.

2. OBJECTIVE

Bylaws serve as the foundation upon which our shared spaces and interactions are built. They provide essential guidelines for protecting public health, safety, and welfare, while also addressing various community needs and aspirations. This Policy guides all City enforcement activities complimenting existing protocols, emphasizing regulatory compliance and a customer-centric, problem-solving approach. At the heart of this policy lies our commitment to preserving the unique character and quality of life that defines our community.

3. PRINCIPLES OF COMPLIANCE

The City will strive to foster a community where compliance is a shared responsibility to build a more connected, safer, and stronger community. In line with our commitment to inclusivity and respect for human rights, this policy embraces the following additional principles:

A Balanced Approach:

Considering the potential safety, liability, impact of the infraction, and resource availability, the City will operate on both a proactive and reactive basis. Calls for service will be prioritized in accordance with the priority levels as defined in this policy.

Trauma-Informed Response:

The City prioritizes a trauma-informed response and acknowledges diversity in our community. Grounded in an understanding of and responsiveness to the impact of trauma, Bylaw Services will embed a trauma-informed response into its policies, procedures, and practices, seeking to resist re-traumatization actively. By blending cultural awareness with trauma-informed practices, enforcement becomes effective, empathetic, and considerate of diverse experiences. A trauma-informed response will help build trust, foster better community relations, and contribute to the overall well-being and safety of the community.

Engagement with Curiosity:

Bylaw staff will engage with curiosity when interacting with those involved in bylaw infractions, fostering understanding and empathy.

Commitment to Safety:

To ensure fairness and proportionality, the City will conduct risk assessments based on the severity of the impact on individuals or those around them, recognizing that less urgent situations may have response delays due to response priorities.

Commensurate Intervention:

The intervention will be commensurate with the assessed risk, avoiding both overreaction and underreaction to ensure a just and equitable approach.

Confidentiality:

To ensure all information provided related to the Request for Service details remains confidential in line with the Freedom of Information and Protection of Privacy Act (FOIPPA), the following confidentiality protocols will be in place:

1. **Non-Disclosure:** Complainant identities and provided personal data will not be disclosed to the implicated party or the public.
2. **Response Limitation:** Feedback from the accused will not be relayed to the complainant. Both will be informed of this confidentiality.
3. **Legal Exceptions:** If legal proceedings arise from an investigation, confidentiality may not be guaranteed as courts may require access to personal details.
4. **Duty to Report:** There are circumstances where the City is obligated to report criminal activities or situations involving harm to youth or individuals. The City is committed to adhering to our duty to report any witnessed or reasonably suspected criminal activities to the appropriate authorities or jurisdiction.

By implementing these principles, the City will aim to create a community where compliance is not only a legal obligation but a shared responsibility rooted in respect for all, regardless of background or circumstance. Together, we will build a stronger, more connected, and safer community.



4. RESPONSIBLE SERVICE DELIVERY

Requests for Service

The Request for Service often begins with investigations, typically initiated by written or in-person requests from residents, observations made during routine patrols, or information from external agencies and partners including, but not limited to, RCMP, Island Health, provincial or federal enforcement officers. All such requests for service are received by Bylaw Services. They are then recorded in the City's record management system and responded to in alignment with the City's Strategic Plan for Bylaw Compliance.

How to File a Request for Service

To report a suspected bylaw violation, individuals must submit their request through email, letter, phone, or an official complaint form. This request should include the full name, address, and contact details of the reporting individual, along with a detailed account of the suspected infraction and its location.

Frivolous Complaints

Frivolous complaints will be addressed based on their alignment with the priorities established in this policy. The Manager reserves the right to exercise discretion when evaluating such complaints. In instances of repeat frivolous complaints, the Manager will consider the complaint history and assess whether there is a pattern of misuse.

Anonymous Complaints

Anonymous complaints will also be evaluated, and the Manager will assess their merits in terms of safety, liability, and impact. This approach ensures that resources are allocated to address genuine concerns, discourages the submission of unfounded or repetitive complaints, and upholds the integrity of the complaint resolution process.

Responding to Requests for Service

In the evaluation and addressing of service calls, staff consider various factors such as the type and duration of the violation, past incidents or recurring breaches, immediate and future implications of the violation, implications for setting a precedent, and available resources for resolution.

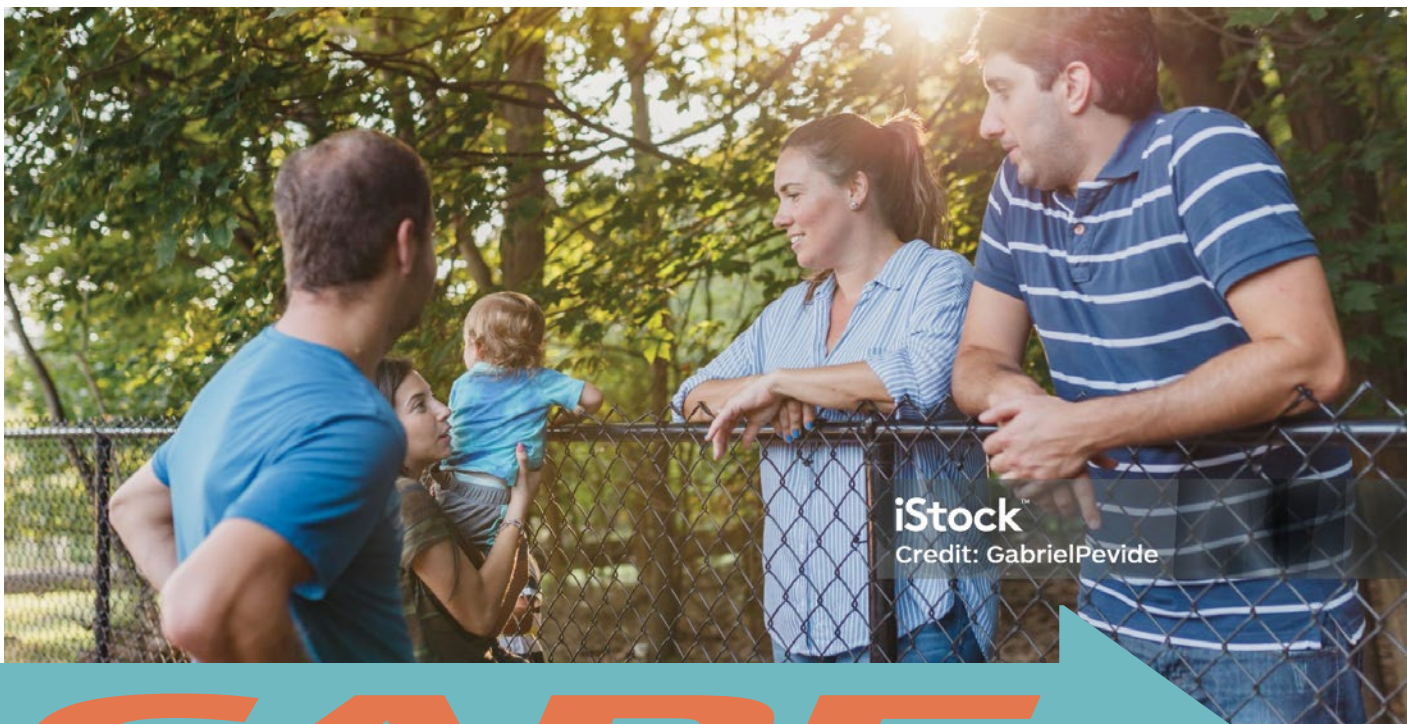
Reporting Outcomes

The City encourages open dialogue and we request that individuals making requests should inform the Bylaw Enforcement Officer of any changes in the situation, whether improvement or deterioration. Staff at the City are committed to communicating with service requesters, however ongoing updates on enforcement approaches will not be provided. While respecting confidentiality constraints, staff will accommodate specific inquiries for details when feasible, in accordance with FOIPPA. Once a situation is resolved, the individual who made the request will be notified.

5. FACILITATING COMPLIANCE

The City aims to ensure adherence to regulations by raising awareness and encouraging changes in behavior that will prevent reoccurring violations.

The City will utilize a CARE approach as outlined in this policy when facilitating compliance.



CARE

Communicate — *Advise* — *Reinforce* — *Enforce*

Communicate:

Proactively interact with community members to keep them informed and educate them about bylaws and regulations.

Advise:

Offer clear and concise guidance that will assist in understanding compliance requirements to ensure the community is well-informed about what aligns with the regulations.

Reinforce:

Provide essential information about best practices and regulations through good neighbour guides and other educational forums.

Enforce:

Deploy various enforcement strategies when non-compliance is detected to assure adherence to standards and encourage positive adjustments.

6. ASSESSMENT IN PRIORITY LEVELS

Each Request for Service undergoes careful assessment, ensuring a prioritized and systematic response. The following are the levels of priority for each Request for Service:

Priority One:

The safety of residents or potential liability to the City stands paramount. Calls for service that have the potential to cause adverse impacts on the environment, public safety, or City infrastructure will necessitate immediate response and fall under Priority One. Examples of Priority One include but are not limited to aggressive dogs, parking in front of fire hydrants, parking too close to an intersection, hazardous trees, unauthorized encampments, garbage leachate, buildings without permits, and accessibility obstructions.

Priority Two:

If there are calls for service where multiple individuals have raised similar concerns about the same issue and it directly impacts them, these cases will be given second priority.

Priority Three:

All other calls that do not fall within the top two priority levels are addressed thereafter.



Discretion:

The City recognizes that it is not mandatory to enforce every bylaw violation. The exercise of enforcement discretion is guided by established policy frameworks. The Manager evaluates each complaint in instances where an Enforcement Officer proposes exercising discretion. Situations characterized as retaliatory, frivolous, or minor may be pursued or not, depending on the circumstances and resource availability. This approach ensures a balanced and reasonable application of bylaw enforcement and compliance. In cases where discretion is considered, collaboration with the Manager may be sought for additional input.

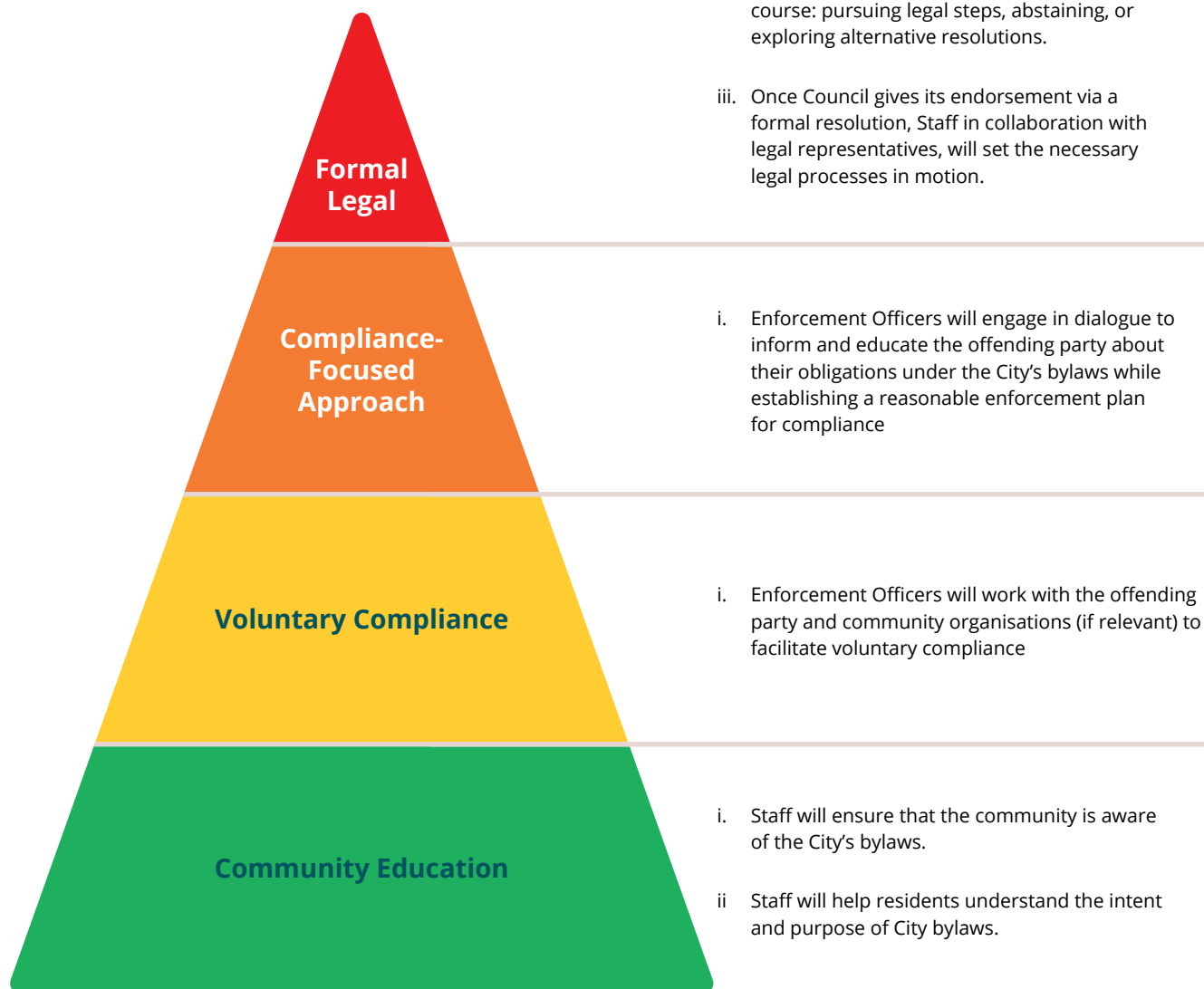
7. ENFORCEMENT

The City will utilize its CARE enforcement approach which includes a blend of education and enforcement. The primary goal of this approach is to promote voluntary adherence to bylaws. Voluntary adherence is shown by the immediate undertaking of corrective actions and the resolution of non-compliant behavior, thereby ensuring a community that abides by the established regulations for the welfare of all its members.

Staff will proactively provide communication and education about bylaws (Communicate), offering clear guidance (Advise), providing information through educational materials (Reinforce), and use enforcement strategies for non-compliance (Enforce) to ensure community adherence to regulations. Enforcement of City Bylaws will operate on a continuum, ensuring a balanced and considerate approach in every situation, allowing for flexibility while upholding the rule of law within the community.

Depending on the nature and severity of the situation, enforcement actions may be expedited through the continuum based on the priority levels as identified in this policy.





Collaborative Solutions: Maximizing Community Partnerships to Expand Bylaw Services

In order to provide a comprehensive range of services, the City acknowledges its resource limitations and strategically collaborates with community partners. The City will work with community organizations such as outreach support services, restorative justice, health services, and the RCMP to address bylaw violations through collaborative efforts, when appropriate.

Additionally, the City promotes mediation as an effective mechanism for resolving minor bylaw disputes. This non-confrontational approach encourages voluntary participation from both parties involved—the offender and the service requestor. By referring cases to mediation/ restorative justice services, the City seeks to minimize the need for further interventions while empowering residents to actively contribute to the resolution of issues within our community.

This collaborative approach not only optimizes the utilization of available resources but also fosters a stronger and more resilient community network, ultimately enhancing the overall quality and accessibility of services for our residents.

8. POLICY EXCEPTIONS

If an exception is deemed justifiable and in alignment with provincial and federal regulations, it may not warrant enforcement action.

9. DEFINITIONS

“City” means the City of Courtenay

“Enforcement Officer” means any person acting on behalf of the City for the purpose of processing Requests for Service related to bylaw contraventions

“FOIPPA” means Freedom of Information and Protection of Privacy Act

“Manager” means the exempt staff member accountable for bylaw compliance.

“Requests for Service” means a concern brought forward to the City related to a bylaw infraction

“Staff” means a City employee.

Strategic Plan for Bylaw Compliance

Bylaw compliance is essential for maintaining a peaceful community while ensuring public safety, and upholding the quality of life for all residents.

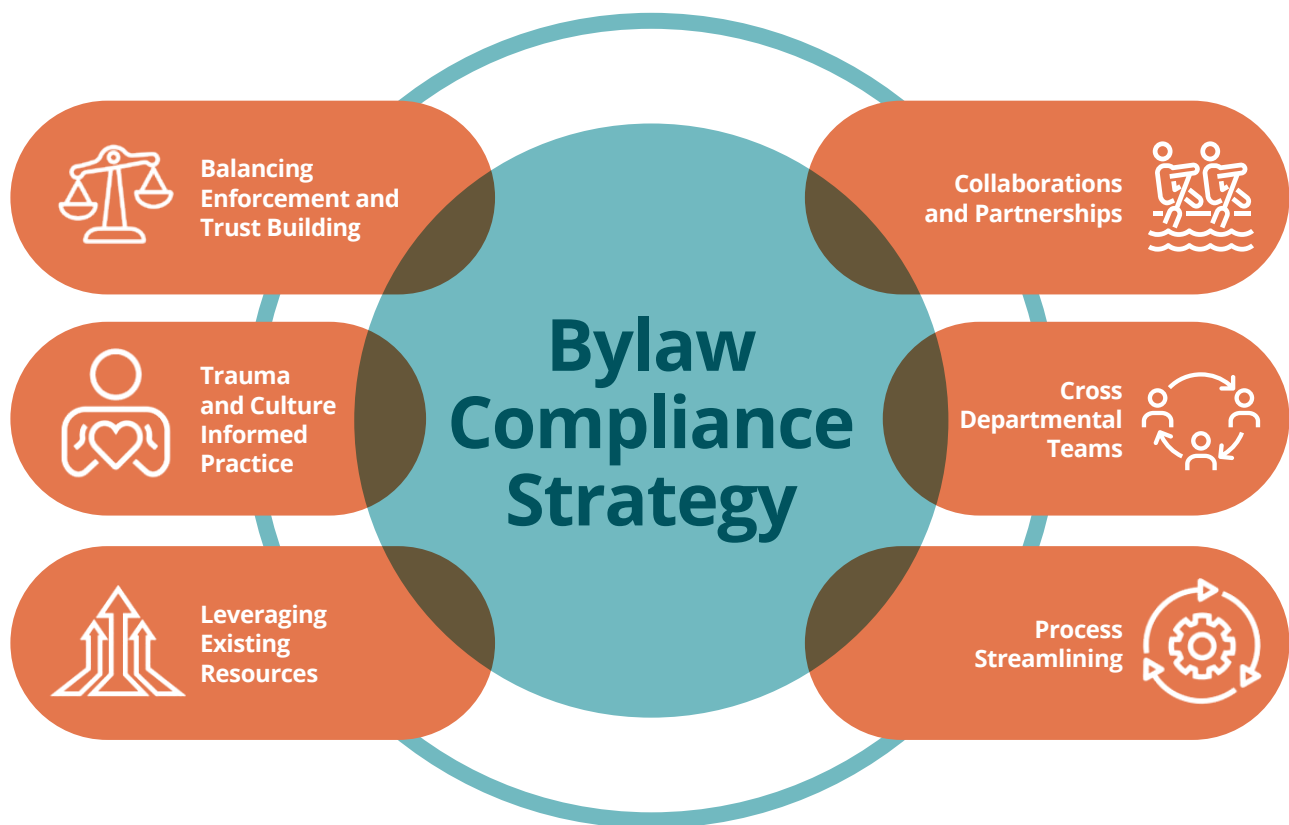


**City of
Courtenay**

courtenay.ca

Thinking Strategically

To develop a customer-centric bylaw compliance strategy that reflects the communities' strengths, challenges, and opportunities, the City engaged and sought input from residents, businesses, community organizations, and internal departments. Through this engagement process, six priority themes were identified, resulting in the following six objectives:



The City of Courtenay's Strategic Plan for Bylaw Compliance is dedicated to reinforcing adherence, fostering awareness, and streamlining enforcement to benefit all community members, providing a clear roadmap for implementing these six objectives effectively.

GOAL

Our goal is to establish a comprehensive and responsive bylaw compliance framework that addresses social challenges, fosters collaboration, builds trust, streamlines processes, and optimizes resource utilization, all while upholding the integrity of our community.



Objective 1: Collaboration and Partnerships

The City of Courtenay is committed to nurturing partnerships to build a stronger, more peaceful community.

Objective one focuses on working collaboratively with community partners, including outreach support services, health services, and the RCMP. Strong relationships, communication, and collaboration will help to enhance service capacity in resolving bylaw issues. The strategies for objective one will focus on the importance of unity and the impact of combined efforts.

STRATEGIES	2024	2025	2026
Enhance relationships with key contributors including outreach support services, health services and the RCMP by participating in roundtables and identifying communications channels to facilitate collaboration.			
Share appropriate resources and data to enhance the collective approach to problem-solving complex compliance issues.			



Objective 2: Balancing Enforcement and Trust Building

The significance of bylaws in preserving the community's aesthetic appeal, and increasing community safety is widely agreed upon by Courtenay residents. Enforcing bylaws consistently encourages accountability and responsibility among residents.

Enhancing public awareness and transparency of Bylaw Services policies and procedures will help build trust within our community.

Objective two focuses on promoting clear policies to enhance transparency while striving to build community relations.

STRATEGIES	2024	2025	2026
Create awareness about the purpose and benefits of bylaw enforcement through the development of a Good Neighbour Guide.			
Develop and update staff policies and procedures to create consistency in processes with handling resident complaints.			
Provide conflict resolution training to bylaw enforcement officers to enhance communication.	YES		YES



Objective 3: Cross-Departmental Teams

The City of Courtenay is committed to creating an interconnected approach that enhances problem-solving and decision-making in order to provide an efficient and transparent staff experience throughout the organization.

Objective three embraces the opportunity to strengthen communication, enhance collaboration, and ensure coordination amongst internal departments.

STRATEGIES	2024	2025	2026
Form a cross-departmental working group to coordinate bylaw enforcement responses.			
Leverage technology to facilitate efficient information sharing between departments to enhance coordination and service delivery.			
Protect personal information by developing policies and practices that ensure information shared between departments is compliant with the Freedom of Information and Protection of Privacy Act.			



Objective 4: Process Streamlining

Streamlined systems and processes for staff will improve the resident experience when engaging with Bylaw Services. By streamlining operational workflows, staff will be able to increase operational efficiencies and ensure a more effective interaction for customers.

Objective four focuses on increasing operational efficiencies by implementing standardized workflows to enhance the resident experience.

STRATEGIES	2024	2025	2026
Create standardized workflows and procedures cross-departmentally.			
Identify and implement complaint management tools that will enhance service and efficiency.			
Identify and implement efficient ticket dispute and adjudication processes.			
Provide training and support to staff to adapt to new procedures and investigative approaches, leveraging digital solutions.			



Objective 5: Leveraging Existing Resources

Transitioning to digital platforms where appropriate, and analyzing resource (human and technology) allocation will expand capacity through increased efficiency.

The strategies for objective five focus on identifying and utilizing the strengths and capabilities already present within the organization to achieve efficient outcomes and address challenges effectively.

STRATEGIES	2024	2025	2026
Allocate staff resources to align with identified priorities as outlined in the Bylaw Policy.			
Develop a talent management strategy to retain and develop personnel.			
Enhance and promote digital platforms for residents to access bylaw services.			



Objective 6: Trauma and Culture Informed Practice

The City of Courtenay puts emphasis on the importance of taking a trauma-informed approach and recognizes the diverse cultural experiences of our community members. By combining culturally informed practice and trauma-informed practice, the City can ensure that the enforcement process is not only effective but also an empathetic and considerate of the diverse backgrounds and experiences of community members. These approaches help build trust, foster better community relations, and contribute to the overall well-being and safety of the community. Ensuring Bylaw staff are trained in trauma and culture-informed practice is particularly important when responding to issues related to homelessness in our community.

The strategies for objective six will focus on building the City's understanding of the diverse experiences of our community members, and how those experiences shape our compliance approach.

STRATEGIES	2024	2025	2026
Identify training opportunities for bylaw enforcement staff that focus on culture-informed practice, trauma-informed practice, mental health, violence de-escalation and prevention, and addiction.			
Review and update bylaw compliance procedures to reflect the principles of trauma and culture-informed practice.			
Collaborate with internal and external agencies to create approaches to responding to bylaw matters related to the unhoused to ensure enforcement activities do not lead to re-traumatization.			

Monitoring and Evaluation

To ensure effective monitoring and evaluation of our Strategic Plan, the City of Courtenay will:

- Regularly assess the impact of each strategy and analyze progress to date based on the pre-identified timeline.
- Solicit feedback from community partners and residents, adjusting strategies where appropriate.
- On an annual basis, report on strategic initiatives and their impacts.

Conclusion

This strategic plan is a roadmap for achieving effective bylaw compliance within our community. By focusing on the six primary objectives and implementing the outlined strategies over the next three years, we are committed to creating a safer, more harmonious, and peaceful environment that promotes collaboration, trust, and efficiency. Together, we will uphold the values of our organization and positively impact our community.

Carolyn & David Rice

Back Road, Courtenay, BC V9N 9C4
email: makebackroadsafe@gmail.com

October 18, 2023

Mayor & Members of Council
City of Courtenay
830 Cliffe Ave, Courtenay V9N 2J7

CV Regional District Board of Directors
770 Harmston Avenue, Courtenay V9N 2X6

Mayor & Members of Council
Town of Comox
1809 Beaufort Ave, Comox V9M 1R9

BC Ministry of Transportation & Infrastructure
550 Comox Avenue, Courtenay V9N 3P6

Dear Mayors, Members of Council, CVRD Directors & MoTI Representative:

Re: Make Back Road Safe

Over the past several months we have met with our neighbours along the entire 3.3 km length of Back Road to hear their views on neighbourhood traffic and how it may be impacting them. We knew immediately that we had tapped into what would become an outpouring of concern over the transformation that is taking place in our neighbourhood. The effect of that change is overwhelming and concerning for residents who have lived here for 3 years or for 30+ years.

To imagine 8,000 vehicles per day transiting along Back Road, as projected in the City of Courtenay's 2005 Traffic Study Report, seems incomprehensible to residents. Given the current design, engineering and poor state of this Road, it is alarming to envision traffic levels that could potentially reach 3 times the current estimated level. We live on a road that is collapsing along its edge and bordering a steep embankment from 10th Street to the First Nations and the design and engineering has not been improved since it was built 75 years ago to move farm vehicles.

Exiting our driveways is an increasingly difficult challenge and that's before we navigate the road where multiple cars are riding our bumper, passing when it's unsafe and pull around where there are no shoulders.

There are no sidewalks, no shoulders, no parking, no safe access for pedestrians or cyclists, blind corners, poor sight lines, steep driveways, hidden driveways, acute angled driveways, and driveway grades that make it impossible to check for oncoming traffic before you are out on the roadway.

There are 125 homes with driveways that have direct access to the right-of-way, and 13 direct access roads with both small and large numbers of homes that use Back Road to transit to an Arterial road. We face an ever more perilous situation just exiting or entering our driveways because of the increased traffic volume and high speeds

Over time we have observed that when non-local traffic is re-routed from Comox Avenue onto Back Road, more and more drivers discover that this route is faster than the Arterial routes. After the completion of the multiple high-density residential developments in Comox over the past two years, we have noticed another increased wave of traffic on Back Road. The detour route from those developments is off Lerwick or Lancaster down MacDonald to Back Road. The route avoids any traffic lights, stop signs, or speed enforcement. The stop sign at MacDonald doesn't slow most drivers as they roll right through the intersection onto Back Road. The intersection is poorly designed, as admitted by MoTI, and the danger is that vehicles need to move past the stop sign to check for oncoming traffic.

Back Road has been transformed into a 24/7 thoroughfare that increasingly feels like an Arterial route, and that makes our lives increasingly unsafe. There have been a number of accidents at Valley View, regular near head on collisions in the hairpin, and weekly incidents at MacDonald all due to speed, visibility issues and reckless driving behaviour. As was kindly pointed out to us by a City staff person, '*no one has been killed, yet*'.

Residents who see and hear the high-speed traffic and have encountered reckless drivers, will not risk their life riding a bicycle or walking along this Road. The effect is that people have stopped these activities altogether. A paved shoulder would be a vast improvement over what exists right now. In the 2005 City of Courtenay Traffic Study the reference to a *Collector Road* states that, *in residential areas sidewalks should be provided on both sides*. We raise this issue further on, but suffice to say that we suspect building sidewalks on Back Road would be a multi-million dollar rebuild.

High Speed = Increased Noise Levels

The noise caused by high-speed traffic causes sleep deprivation, stress, and anxiety and together these symptoms have long term health consequences. Studies show that noise levels and its effect in residential neighbourhoods is exponentially worse with even small incremental increases in vehicle speed.

MacDonald & Back Road Speed Boards

In May, a Speed Board was installed in the 30 km/h playground zone on MacDonald, registering speeds between 63-89 km/h. MacDonald is one of the most travelled access routes to Back Road, making our respective neighbourhoods the favourite route for Comox residents transiting to Courtenay and beyond.

Residents celebrated when the City installed three Speed Boards on the Courtenay section of Back Road in August. During the 4-week period some thought there was a minor change in driver speeds, however once the Boards were removed, the same reckless speed patterns have returned.

Policing & Enforcement

The Police are too busy to log our complaints any longer and they do not respond to our calls to intercept street racers. In fact, on any warm summer evening multiple street racers streak

past our homes at excessively high speeds and the only ones alarmed by this are those of us who live here.

Recently we were advised by the Police Inspector that Back Road is not safe to have an Officer operate speed enforcement or to safely pull over a speeding vehicle. We know it's not safe, because we live here. And yet with every call to any branch of government we will be referred to take our complaints to the Police.

There are insufficient resources for active and ongoing speed enforcement in the Comox Valley, and Back Road is just one area impacted by this reality. We feel it is negligent to expect that it is remotely possible for two full time traffic officers in our Police detachment to effectively provide enforcement for the entire Comox Valley and Regional District with a population of 95,000 residents.

Based on our reading of the Q2 Police report, the total *Traffic Incidents* were 286 over a 3-month period, an average of 95 Traffic Incidents per month and 48 incidents for each of the two Traffic Officers. Even if the *Total (monthly) Incidents* represented speed violations only, it doesn't begin to address the speed epidemic. To underscore the scope of the problem, we parked along MacDonald Road adjacent to the 30 km/h Park zone on a Friday afternoon and counted 87 drivers *speeding excessively* in a 50-minute period. The result corresponds with the Speed Board findings from a few months earlier.

The presence of a Police Officer conducting a neighbourhood drive-through is not effective speed enforcement nor will it have any effect, beyond the moment, in people's driving behaviour. Speeding and excessive speeds is a 24/7 problem that will not be solved through Policing. The most discouraging aspect in what we've learned over the past six months is just how absent enforcement is at all levels of government for vehicle related violations. However it does explain why we're here and why the problem is of epidemic proportions.

Camera Speed Enforcement

Over 70% of British Columbians support the use of photo speed enforcement, and support levels are consistent over a 5-year period. While we agree that it is an effective solution for speed enforcement, the Province would not grant authority to Municipalities for its use in 2017, suggesting instead that there were other tools available. The Province meanwhile uses camera enforcement on Provincial highways. Many larger Cities have implemented calming measures, reduced speeds, blocked residential streets to eliminate speedways, and introduced noise cameras Courtenay has just started down this path. We urge the Comox Valley governing bodies to pursue their demand that the Province extend authority to Municipalities to use camera enforcement and that this would include the Province setting up a meaningful enforcement strategy.

Speed Limits, Driveways, Blind Corners, etc.

To understand one of the challenges when it comes to speed, just take a drive along Back Road starting at the SE boundary before the hairpin. There is a slow to 30km/h sign, and in less than a 100m stretch, Morrison enters at an acute angle from the downhill side and on the uphill side is the entrance to Glacier View Lodge. Within 100m you will exit the hairpin and there is a slow to 40km/h sign for the blind corner where Marsland enters on one side and several houses enter from below the Road at acute angles. A short 0.5 km section downhill, there is a new slow to 40km/h sign at the blind corner before Snowbird Lane. Between Snowbird Lane and Valley View Drive there is another 40 km/h sign where two more driveways adjoin the road, one on the downhill side at an acute angle and one on the uphill next to Snowbird that has no sightline to traffic before they're on the road. Between Valley View and 10th Street there are no more signs but there are driveways that both access at an acute angle and at extremely steep grades down to Back Road and around another blind corner, which arguably should also have some speed reduction protection.

From 10th through to Ryan Rd, there is a transit stop on the road, then a blind corner hiding a bicycle and vehicle left turn lane onto 6th, a short downhill to a new pedestrian controlled crosswalk at Tunner Drive followed immediately by the backed up traffic that is the new normal onto Ryan Road. In addition we can expect significant increases in traffic exiting Tunner onto Back Rd when the Broadstreet development is finished and Tunner is extended.

After observing traffic and traffic patterns at different times of the day, the problem with speed starts from the time vehicles turn onto Back Road at Ryan Road, at Comox Avenue and at MacDonald. Drivers are in a hurry, impatient and oblivious to how unsafe their driving is in someone else's neighbourhood.

Similar problems exist when driving in the opposite direction on Back Road, except there is a somewhat clearer view of the intersections at Valley View Drive and Snowbird Lane. There are blind corners and hidden driveways, many of them at acute angles for almost all properties with homes on the downhill side along the entire length between Ryan Road and Comox Avenue.

There is a much higher risk for properties located immediately below Back Road, and for the homes along Farquharson Drive there is the possibility that an out-of-control vehicle would careen directly into their home, rooftop or onto their property. We have learned that a single homeowner has had a vehicle land in their yard twice and an electrical pole sheered in that location leaving residents without power for over 5 hours. We estimate that most of the patios and homes directly below the Road at Farquharson are less than 10 metres from the edge of the Road, with absolutely nothing that would protect their life and property. The only barrier that exists in that location is a single 6 ft cement curb, put there to protect a fire hydrant.

In our opinion, this illustrates the need for a continuous 40km/h speed limit on Back Rd between Comox Avenue and Ryan Road.

Collector Road Classification

We have conducted research on many issues that have helped to inform our understanding of the issues and our proposed solutions.

One of the areas of our research is the road classification system as set out in the MoTI Parameters & Guidelines for Road Design. In our review of other Municipalities and regions we note that their individual Traffic Plans will expand on each of MoTI's classifications and description to make it applicable to the purpose and use in their region. For example a Collector Road may serve a variety of purposes and be classified as a Local, Minor, Major or Neighbourhood Collector Road. The description within each of the classifications is unique as well to the specific area within a community such is the case in Courtenay where they have added a classification for an Industrial Collector Road. For the section of Back Road within the Town of Comox, Glacier View Drive is classified as a Minor Collector Road.

Consistent with the basic MoTI Guidelines, the City of Courtenay's definition for a Collector is a road, *whose function is to collect traffic from local roads and provide a suitable route to Arterials*. What is added in the Courtenay description is that, *traffic movement and land access are of equal importance*. *In residential areas sidewalks should be provided on both sides and Collector routes carry traffic volumes of up to 8,000 vehicles per day*.

By including language that implies that vehicle movement is equal to land access fails to recognize the incompatibility of those two purposes. The expected purpose of a Collector Road, within both MoTI's basic design parameters and in most other jurisdictions, recognizes the need to reduce the number of conflict points including residential driveway access. In fact, the MoTI guidelines state that, *a Collector provides for traffic movement between arterials and local streets with some direct access to adjacent property*.

The MoTI guidelines don't recommend land access as being equal to vehicle use because of the inherent and present risk to residents when high traffic volumes conflict with residential access. Isn't this the reason we don't have access to individual residential properties along arterial routes and freeways? The MoTI 's design limits restrict angles, grades, and the distances between each access point to allow safe access to the adjoining roadway and to reduce vehicle conflict on the right-of-way.

This issue is of the highest priority in order to protect the integrity and function of our neighbourhood road. It is our position that the governing bodies need to amend their current classification to designate Back Road as a Neighbourhood Collector Road to reflect the current use and function and for continuity across all jurisdictions.

Closing

Increased volume, excessive speed and high-speed noise are negatively impacting our lives, both inside and outside of our homes. Accessing and transiting Back Road causes enormous stress and puts us at high risk against drivers so impatient that they pass when it's unsafe, fly through the hairpin over the centre line, and transit at terrifying speeds. On any

normal day while exiting our driveway, there will be multiple vehicles suddenly appear on our bumper coaxing us to drive faster or to get out of their way. These events happen every single day.

Few residents, who observe the daily traffic and excessive speeds, would consider risking their life to walk or cycle on Back Road. It is for this reason that we have asked the City of Courtenay to install signage that warns cyclists and pedestrians that the road is unsafe for this use and the Town of Comox and MoTI should do the same.

Recommended Solutions

- The City of Courtenay in cooperation with the MoTI, CV Regional District and Town of Comox prioritize resident safety and livability by establishing Back Road as a *Neighbourhood Collector Road* in recognition of the number of properties with driveways that connect directly to the right-of-way; and, undertake a review of the necessary road improvements that will allow for local cyclist and pedestrian use.
- The City of Courtenay in cooperation with the MoTI, CV Regional District and Town of Comox reduce the posted speed limit on Back Road to 40 km/h, on a trial basis.
- The City of Courtenay in cooperation with the MoTI, CV Regional District and Town of Comox install a 3-way stop in a minimum of three locations on Back Road including Valley View, Marsland and MacDonald to slow speeds at three of the most dangerous intersections, on a trial basis.
- The City of Courtenay in cooperation with the MoTI, CV Regional District and Town of Comox install Speed Humps (Cushions or Tables) to enforce speed compliance.
- There should be NO diversion of traffic from Comox Avenue onto Back Road during the two-year CVRD Sewer Conveyance Project.

The *Make Back Road Safe* resident group requests that we be invited to participate in future discussions that may directly impact our neighbourhood safety and livability.

We will be pleased to attend as a delegation before your Council or Board to share our research and/or to answer any questions.

Yours truly,

Original signed

Carolyn & David Rice
On behalf of the Residents of Back Road

November 6, 2023

Mayor & Members of Council
City of Courtenay
830 Cliffe Ave, Courtenay V9N 2J7

Board of Directors, CV Regional District
770 Harmston Avenue, Courtenay V9N 2X6

Mayor & Members of Council
Town of Comox
1809 Beaufort Ave, Comox V9M 1R9

BC Ministry of Transportation & Infrastructure
550 Comox Avenue, Courtenay V9N 3P6

Dear Mayors, Members of Council, CVRD Directors & MoTI Representative:

Re: CVRD – Traffic Management Strategy

You will have received our letter dated October 18th outlining the current issues and unsafe conditions on Back Road. We have subsequently received a copy of the CVRD *Traffic Management Strategy* (TMS) for the *Sewer Conveyance Project*, adopted in August 2023. We are frankly appalled that that the *Traffic Management Strategy* for Back Road lacks any meaningful measures to protect our residential neighbourhood from the effects of a major traffic interruption during the Construction Project. The *Strategy* was written without consultation or input from the people who live on Back Road and in our opinion it is worthless.

It is not so much a *Strategy* for Back Road, but an unfocused discussion. The first suggestion [Section 5.4, p24] doesn't relate to the primary objective of (non-local traffic) deterrence and the second is absurd given the design and state of the roadway. In fact, the entire section dedicated to Back Road is presented in a manner that suggests the ideas will not be implemented at all.

Following the *Potential Calming Measures* [p24] it states; '*while these measures can help discourage use of this corridor as a detour route, these measures and speed humps in particular are often not universally supported by residents. Therefore, the benefits of traffic calming should be weighed against the impact on residents and an appropriate balance sought. Increased police enforcement will also support the use of appropriate speeds.*' Speed is not the purpose of the TMS, although it is one of our ongoing concerns. The

entire TMS seeks to manage the traffic flow with mitigation steps to ensure traffic is using the designated arterial detour routes. Therefore the singular purpose of the *Strategy* planned for Back Road should be to mitigate the damaging effect of potentially thousands more vehicles detouring into a residential neighbourhood and bypassing the designated arterial detour routes.

The ideas put forth are incongruent with the sheer scope of the traffic that will overwhelm our neighbourhood during the *Sewer Conveyance Project*. To suggest that we endure thousands more vehicles transiting Back Road is ludicrous and unacceptable. Even more ludicrous is the suggestion that Police speed enforcement will be important once all the cars detour onto Back Road. The police have already indicated to us that it is unsafe to operate effective speed enforcement on Back Road. If there is no effective deterrence, we believe that residents would choose a barricade at each access point to stop the non-local traffic, never mind speed humps.

The TMS estimates the daily number of vehicles on Back Road at 2000-2500 per day when the actual number is 5400 VPD according to the recent traffic study conducted by the City of Courtenay. Our neighbourhood is already overwhelmed by traffic volume, excessive speeds and reckless driving behaviour. There is also increasingly more commercial truck traffic transiting and also exceeding posted speeds.

We are regularly referred to the Police who have been unable to respond to our complaints. The Police are not about to step into the role of stopping or discouraging non-local traffic from using Back Road, so to imagine the Police are going to enforce speeds and/or stop non-local traffic is delusional thinking in our opinion.

The *Traffic Management Strategy* fails Back Road residents and raises many questions including:

- Why are there no specific measurable steps, actions and goals set out to deter or discourage traffic from rerouting onto Back Road?
- How does a speed board deter/discourage drivers from using Back Road when the neighbourhood is already overrun with non-local traffic using this Road as a *rat running route? **cut through driving; using residential side streets or any unintended shortcut instead of main road*
- How would the curb extensions be installed on a narrow road without curbs, shoulders or sidewalks?
- If local knowledge and information is not utilized for the purpose of developing an effective *Strategy*, what can we expect from an outside Project contractor who has no local authority or knowledge?
- What data or other information will the Contractor rely on to make decisions or to take steps once the traffic problems unfold?

- Why was the TMS approved, when the governing bodies are fully aware of the current problems that exist on Back Road?

Increasing traffic volumes combined with excessive speed have brought residents together to sound the alarm over issues of safety and livability on Back Road. We are acutely aware of the profound impact a Construction Project of this magnitude and duration will have on us. The problems that exist today have escalated quickly and will be compounded enormously by this project.

The greatest volume of traffic transiting Back Road today is entering from Ryan Road, Comox Avenue and Lerwick via MacDonald where drivers bypass the arterial routes and use this residential road as their personal arterial thoroughfare route. What do we predict will happen when there is just one lane westbound on Comox Avenue and all eastbound traffic is diverted to Ryan Road? We guarantee that Back Road will become a convenient right hand turn from all three arterials for thousands more vehicles and the greatest volume will be from the eastbound traffic on Ryan Road or from Lerwick via MacDonald.

The partners with jurisdictional responsibility for Back Road should install speed humps along the entire length of Back Road as the first and most effective measure to deter traffic volume and speeds. Our previous recommendation for a minimum of three 3-way stops located at MacDonald, Marsland and Valley View should be a priority before the Project starts. In our opinion, speed humps should also be placed around the playground on McDonald and perhaps even a 3 way stop at Lancaster to further deter the traffic that will rat run during the Project. As recent as last May, the speed board on MacDonald confirmed that the majority of drivers speed excessively through the playground zone.

Effective mitigation measures on McDonald and Back Road, combined with a 40 km/h speed limit on both, would severely reduce the desirability of using Back Road as a rat running route and keep traffic on the major arterial routes where it belongs.

A combination of speed humps, stop signs and a reduced speed limit (and if necessary, a barricade at Courtenay's southern boundary) are all critical to restoring neighbourhood safety and livability both during this two-year project and into the future.

In our previous letter, we stated that we have met with residents along the entire 3.3 km length of Back Road; however, the actual distance between Ryan Road and Comox Avenue is 4.6 km. Residents on Back Road and Glacier View Drive who live within the City of Courtenay, CVRD, First Nation or the Town of Comox, are involved in the *Make Back Road Safe* campaign.

The CVRD's *Traffic Management Strategy* planned for Back Road does not meet the standard of protecting or preserving the safety and livability of our residential

neighbourhood. We request that there is a consultation process with the *Make Back Road Safe* Steering Committee who have done their homework, have the local knowledge and can speak with confidence about the needs of our neighbourhood. Through this process we can develop effective solutions to keep our neighbourhood safe during this Project.

Yours truly,

Original signed

Carolyn & David Rice
On behalf of the Residents of Back Road

c: Back Road residents

Ministry of Transportation Excerpt - Collector vs Local Collector

Collector Roads

Typically, collector roads will have higher speeds and higher traffic volumes than local roads. On these roads, consideration should be given to paved shoulders for bikes, a marked bike lane, or a separate pathway for cyclists. For guidance, refer to TAC Geometric Design Guide, Chapter 5 -Bicycle Integrated Design. Regional District Official Community Plans should be consulted with respect to their objectives and network plans with respect to cycling.

Collectors Roadways connecting local streets with the arterial street system and provide traffic service to less intense developments like residential, schools, churches, parks and low intensity commercial developments. Collector streets accommodate relatively short trips, typically one mile or less. Lower speeds and moderate to low traffic volumes (generally less than 10,000 ADT*) are standard for collector streets. Collector streets provide an equal balance of both access and traffic movement. Direct access to non-residential facilities frequently occurs, but direct access to single-family residential properties should be avoided.

Local Collectors

Local collectors, like collectors, provide a connection between local streets and the arterial street system. Local collectors accommodate trips relatively short in length, typically one-half mile or less. Lower speeds and moderate to low traffic volumes (generally about 2,500 to 5,000 ADT*) are common on local collectors. Direct access to single-family residential properties continues to be avoided from on local collectors.

Appropriate Speed Limits

The selection of the speed limit for any particular section of a road type is an exercise in weighing the objectives of safety and operational efficiency. The operational efficiency is measured by travel time and the safety level, measured by the incidence of crashes and resulting injuries and fatalities with consideration of the road function. Freeways and other high-level roads can accommodate higher speeds because of their design features that have little or no interaction with non-motorized user or adjacent development. Road types with lower functional classes, such as minor arterials, collector, and local roads provide for a mix of road users, requiring that safety take on a higher priority.

Road Classification

The City of Courtenay currently classifies roads as arterials (split into major and minor), collectors (split into industrial/commercial and residential), locals (split into industrial/commercial and residential), and finally lanes. In addition, there are roads which are under the jurisdiction of the Ministry of Transportation. These classifications are summarized below and shown in Exhibit 5.1.

(a) Arterial Roads: The main purpose of arterial roads is to carry higher volumes of traffic over longer distances. Major arterials typically have rigid access controls while minor arterials have some access control. In the City of Courtenay a street such as Lerwick Road or Cliffe Avenue south of Fifth Street is classified as a major arterial while 17th Street and Lake Trail Road are classified as minor arterials. Major arterials can carry up to 30,000 vehicles per day while minor arterials can carry up to 20,000 vehicles per day. Parking is often prohibited, at least during peak hours, on arterial roads. Those roads in the City of Courtenay that are currently classified as major arterials or are Ministry of Transportation roads are clearly the high volume roads in the City. Based on the Transportation Association of Canada (TAC), the recommended intersection spacing on a minor arterial is 200 metres while on a major arterial it is 400 metres.

(b) Collector Roads: The second category is collector roads whose function is to collect traffic from local roads and provide a suitable route to arterials. **For collector roads, traffic movement and land access are of equal importance. Residential collector routes carry traffic volumes of up to 8,000 vehicles per day** while industrial/commercial collector routes carry up to 12,000 vehicles per day. The typical minimum intersection spacing is 60 metres. **In residential areas sidewalks should be provided on both sides while in industrial/commercial areas, sidewalks on one side would typically be sufficient.**

(c) Local Roads: The primary purpose of local roads is to provide land access with the movement of traffic as the secondary function. Typical volumes on a local road are up to 1,000 vehicles per day for local residential roads and 3,000 vehicles per day for local industrial/commercial roads. Typically parking is allowed depending on the width of the roadway and the recommended minimum intersection spacing is 60 metres.

PETITION to the City of Courtenay

- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis.

NAME	ADDRESS	SIGNATURE
Sonia Sonia	Section 22 Back Rd, Courtenay	Sonia
Lucy Khang	Back Rd, Courtenay	[Signature]
Stacie Cleveland	Back Rd Courtenay	[Signature]
Wendy L. Macdonald	Back Rd. Courtenay	Wendy L. Macdonald
Jan Macdonald	Back Rd	[Signature]
Grayson Macdonald	Back Rd.	[Signature]
Jocelyne Pelletier	Back Rd	[Signature]
Pam Saccucci	Back Road	[Signature]
Maurice Levest	BACK ROAD	[Signature]
Glenda Levest	BACK ROAD	[Signature]
Seth Williams	Back Road	[Signature]
Rick Williams	BACK Rd.	[Signature]
Brooke Williams	Back Rd	[Signature]
Jody MacFarlane	Back Rd	Jody M.
Barbara Cox	Back Rd.	B. Cox
Kristen Pelletier	BACK Rd.	K. Pelletier

Volunteer Signature: _____

[Signature]

PETITION to the City of Courtenay

- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis.

NAME	ADDRESS	SIGNATURE
CHRIS PELLETIER	Section 22 BACK ROAD	<i>[Signature]</i>
ARNI MINDILUK	BACK Rd.	<i>[Signature]</i>
Gord Young	BACK Rd	<i>[Signature]</i>
Manica Fuischen	back rd	<i>[Signature]</i>
Joyce Sommer	Section 22 10th St E	Joyce Sommer
BILL HARDING	Section 22 BACK RD	<i>[Signature]</i>
Connor Robertson	Section 22 back RD	Connor Robertson
Andrea Daugherty	Section 22 Back rd	<i>[Signature]</i>
FAYE RACHUK	Section 22 BACK RD	Fayre Rachuk
Angela Moore	Back Rd	Angela Moore
Jessica North-O'Connell	Section 22 Back Rd	Jessica North-O'Connell
Dennis Wilson	Section 22 Back Rd	Dennis Wilson
Daniel BRACKLEY	FARGUHARSON DR	<i>[Signature]</i>
Cindy Zachariou	Back Rd	<i>[Signature]</i>
John Zachariou	Back Rd.	<i>[Signature]</i>
Kartee Penner	Back Rd	<i>[Signature]</i>
Jakeen LeChasseur	Back Rd	J LeChasseur


Volunteer Signature: CRICE *[Signature]*

PETITION to the City of Courtenay

- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis.

NAME	ADDRESS	SIGNATURE
Alicia Keen	Section 22 Back Rd	Alicia Keen
Shawn Heldt	BACK RD	Shawn Heldt
Carrie Herman	back rd	Carrie Herman
GORD HAMILTON	VALLEY VIEW	Gord Hamilton
Marta Sanabria	Valley View	Marta Sanabria
Debra Mackey	Section 22 Back Rd	Debra Mackey
RANDY FARNSWORTH	MARSLAND PL.	Randy Farnsworth
Judith Hamelly	Section 22 Marsland Pl	Judith Hamelly
Terry Chaney	Section 22 Marsland Pl.	Terry Chaney
Dominique Bruce	Back Rd	Dominique Bruce
Boomer Smith	Back rd	Boomer Smith
Section 22		
R. Bliley	Section 22 Back Rd	R. Bliley
Robyn Walsh	Back rd	Robyn Walsh
Prochuk mekilla	Section 22 Back Rd	Prochuk mekilla
Robyn Walsh	Section 22 Back Rd	Robyn Walsh

Volunteer Signature: _____

 CAROLYN RICE

PETITION to the City of Courtenay


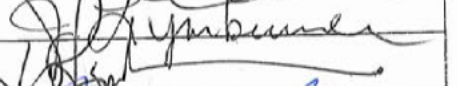
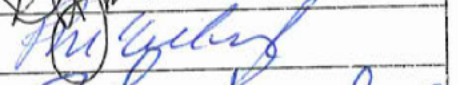

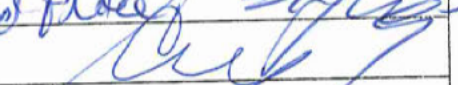


- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis.

NAME	ADDRESS	SIGNATURE
Marilyn Drouillard	Section 22 Back Rd	Marilyn Drouillard
Christa Holme	Back Rd.	Christa Holme
DANA CARTER	Back Rd	Dana Carter
SYLVIA WEBB	BACK RD	Sylvia Webb
DAVID WEBB	Back Rd.	David Webb
DAVID RICE	BACK RD.	David Rice
Carol Redfern	Back Rd	Carol Redfern
Susan Cash	Section 22 Back Rd	Susan Cash
FRANK MARINUS	Section 22 BACK RD.	Frank Marinus

Volunteer Signature: Sylvia Webb

PETITION to the City of Courtenay

- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis.

NAME	ADDRESS	SIGNATURE
MICHAEL GILBERT	Section 22 Marsland Place	
Time Lynburner	Section 22 Marsland Place	
Dave Lynburner	Marsland Pl	
Penny McCullough	Section 22 Marsland Dr	
FREDERICKSON	Section 22 MRS LD	
H. Long. J/Com	Section 22 A Marsland Place	
CAROLYN RICE (RICE)	BACK RD	

Volunteer Signature: MICHAEL GILBERT

PETITION to the City of Courtenay

- 1) We petition the City of Courtenay to install the **40 km/h speed limit signs on Back Road** during the first phase of the implementation.
- 2) We petition the City of Courtenay to **designate Back Road as a Neighbourhood Collector** in recognition of the direct access of multiple residential driveways to the right-of-way and the shared purpose for the enjoyment of residents; and, undertake a review of the necessary road improvements that would permit resident activities such as walking or cycling from their home.
- 3) We petition the City of Courtenay to take immediate steps toward **installing calming measures such as speed humps (tables or cushions)** to act as a deterrent for the hundreds if not thousands of vehicles that will use Back Road as their preferred detour route during the Sewer Conveyance Project; and, to enforce 24/7 speed compliance now and into the future.
- 4) We petition the City of Courtenay to install **three-way stop signs on Back Road at Marsland Drive and Valley View**, on a trial basis. *+ WOODWARD RD*

NAME	ADDRESS	SIGNATURE
Peter Braakmoer	Section 22 FARQUHARSON DR	
MIKE THOMPSON	Section 22 FARQUHARSON DR	
Kunio Yamagishi	Farquharson Dr.	
JENNIFER HOLDEN	Section 22 Far ...	
Newton Kimball	Far ...	
Anne Wigney	William Rd	
GLENN C LEUKOSKI	Section 22 FARQUHARSON	
MYRNA LEUKOSKI	" " "	
Charnelle Jerron	Section 22 10th St E.	
John Marche	" "	
B. Bodkin	Section 22 Farquharson Dr	
B. Bodkin	" "	
Bill Bret	Section 22 Farquharson Drive	
Thomas Okamun	Farquharson Dr	
Julie Perry	Section 22 " "	
Kathleen Battimelli	FARQUHARSON DR.	

Volunteer Signature: _____

Section 22


over →

Jennifer Awan Section 22 Forquhouson Drive
Cortney BC
V9N 8N2 Jennifer

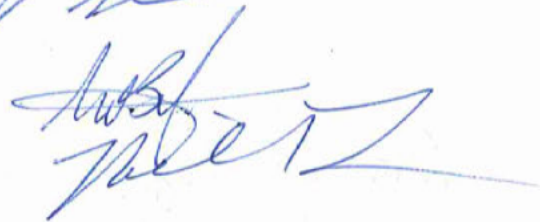
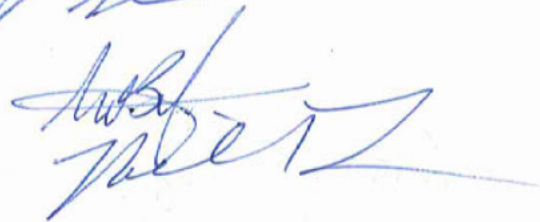
Richard Huber Section 22 FARG. 

George Finlay Section 22 Nikolaissen Rd
Cortney, G. Finlay

Debbie Ritchie Section 22 Farg. Debbie Ritchie

Roxy Reimer Section 22 Williams Rd. 

Casey Schoenfelder Section 22 Farg. Dr. 

Ariana Bfano Section 22 Farquhouson dr 
Michael Lauder Section 22 Farquhouson Dr 

Good afternoon Mayor Wells & members of Council, my name is Carolyn Rice and I am a resident of Courtenay living on Back Road. I have lived in the Valley View area for 20 years.

Our Campaign to *Make Back Road Safe* started 9 months ago. From the first families we met to the last, the #1 issue is SPEED. Excessive speeds, high level noise from speed and street racing. It wasn't only a problem for those of us living along the longest straight stretch of road, it was from one end to the other including roads that connect to Back Road.

We have researched and spent hours monitoring speeds and observing traffic patterns and together with our shared stories we learned this is a much more serious problem.

The Petitioning was the most insightful and critical phase of our campaign - people were exceedingly grateful to see us and to share their stories. All but one person over 4.6 km signed our petition and we reached 80% of the households.

We feel imprisoned in our homes while our street has been hijacked by street racers and people racing through as their preferred shortcut route - it has robbed us of our right to enjoy our property and to feel safe - and its no longer just cars and trucks, there is all manner of Commercial vehicles, taxis, trucks with horse trailers, construction vehicles with long flat deck trailers and they **ALL SPEED**. Drivers who use Back Road seem wired for speed - there are no traffic lights, potential congestion and they are oblivious to how their driving behaviour impacts our lives.

Why is this OK?

People are afraid to walk or cycle, some are afraid to drive on Back Road - people can't sleep and close their windows day and night even when it's 35 degrees to shut out the street racers & high speed traffic noise. They've stopped walking and cycling because they are seriously afraid of being killed even where there is a sidewalk & a crosswalk.

I no longer walk anywhere on Back Road so canvassing opened my eyes to just how risky it is to be anywhere near the road - drivers consider pedestrians and cyclists an inconvenience.

Visit Back Road for just 15 minutes, park near Tunner facing Ryan Road and observe the chaos, then tell us you are not shocked by this.

Traffic pours off of Ryan Road at 50 km/h, while a high number of vehicles are entering & exiting Tunner Drive, and vehicles are transiting at 60 km/h from 10th to Ryan - it's like there's a race to be won and it is truly the most chaotic scene. People can't even get in or out of their driveways at times and when they do, they need a careful plan to do so - but drivers could care less, once they can get around you, they hit the gas, clearly irritated that someone slowed them down. Unfortunately it seems this has all become normalized.

Three people told me they were almost **killed in the 10th Street crosswalk and** people's **properties are regularly damaged all** because of speed and drivers who are out-of-control.

These stories are told on every doorstep and people are genuinely traumatized by these events.

Getting SOMEWHERE FAST IS the sole reason traffic volume and speed has exploded on Back Road - it can't possibly come as a surprise to anyone since Ryan Road was near capacity 20 years ago as noted in a 2005 Courtenay Traffic Study - the traffic congestion on the only two East/West Arterials has long ago exceeded capacity but we keep building hundreds of new housing units without any new highway infrastructure and there are no future plans - residential areas like Back Road are the casualty for this infrastructure failure.

The majority of traffic on Back Rd exits/enters from Ryan Road, Comox Ave, MacDonald and 10th Street, and most are rat running to Comox or Courtenay and disrupting and endangering many neighbourhoods.

When we signal for drivers to slow down, stop or slow to make a turn into our driveways or drive at the posted speed they flip us the middle finger, scowl, lay on the horn, bumper ride, pass us with no concern for safety, or try to peel around us and then stomp on the gas.

ROAD DESIGN / FUNCTION

Back Road is mostly unchanged over six decades and has seen little to NO improvement since East Courtenay was built over 30 years ago. We are a Collector road to move traffic from those local roads adjacent to Back Road NOT an Arterial route that is designed and built to carry the overflow from the Arterials. Over the past 2 years we have become an **Arterial Route** and it's destroying our neighbourhood.

A Collector Road is expected to carry higher volumes of traffic by design but when you build it as a residential road and then turn it into a highway there's a very high risk of people being killed. Its the equivalent of building houses along Ryan Road and later building driveways with direct access.

A Collector road should serve multiple uses such as cycling, pedestrian sidewalks and parking and we HAVE NONE OF THIS except for a sidewalk along one short stretch of road. So no one cycles or walks anymore who know the risk - and the sole purpose of Back Road NOW is for cars, fast cars, crotch rockets, motorbikes, commercial trucks, taxis, and all others - it is chaotic and dangerous on a massive scale!

Cars pass us when we're doing the speed limit and crawl up our bumpers to get out of their way - I recently **filmed 3 cars speeding bumper to bumper** heading toward a blind corner with two cyclists ahead of them and move into the oncoming lane when they had no idea what was around the corner. A lot of people could have died but for 5 seconds of grace.

Our video and many others have been provided to the City.

Near head on collisions in the hairpin are so common, we heard it over and over again - I personally had it happen twice in one month. A long time resident regularly pulls or assists people who have landed in the ditch due to speed and overestimating their driving skills.

19 out of 20 vehicles do little more than fake a stop at the 10th Street intersection. It's entertainment for local residents who can see over the intersection and they describe it like watching a movie with plenty of fender benders and minor smash ups to provide drama and suspense.

The **concrete barriers** on one corner property at the 4 way helps protect a home and property from out of control drivers. Further down at Tunner the same thing - concrete barriers - look for them they're slightly askew from being hit so many times.

Further south our properties are protected only because they sit uphill but the downhill properties at **Farquharson and near the hairpin are at high risk** of a driver careening out of control. A single home on Farquharson below Back Road had not one but two cars land in their backyard and another resident just last month had a car careen down the bank stopping just shy of plowing into his house. There is nothing there to protect them residents or their homes. An Audi, I estimated was doing 100 km/h, when he rocketed out of the intersection & along that section of road on a Saturday afternoon - and **he had just left the starting line.**

BACK ROAD IS so bad that every day we are reminded why we started this campaign

We are calling for:

Speed humps

100% of residents who signed our petition support this measure because it is the only way there will be 24/7 speed enforcement and based on our research, they are the **most efficient and cost effective option** available. And there are many models to choose from.

3 Way Stops

We have called for two 3 way **stop signs at Valley View and at Marsland** - both to slow down the speed track and to make entering and exiting from Back Road safer - two near fatal accidents at Valley View last year 8 months apart, the intersection is low enough there is a sightline issue for northbound vehicles - Marsland Drive sits between two blind corners before the hairpin and it is so dangerous no one feels safe to make a left turn.

Our petition reflects the City's decision to lower local speeds to **40 km/h speed** as the new standard speed on all local & collector roads. We are asking however that Back Road be prioritized in the first phase of implementation.

We know that signs alone will not begin to address the serious issues that we face, however we applaud the City for taking this important step and sending the right message.

Closing

The **Sewer Project** has the potential to make our lives much much worse and you will have read our letter addressed to all governing parties over the approach to managing the traffic.

We are in discussions with the appropriate parties and understand their limited role because this is not actually a CVRD Sewer Commission problem - yes they will be responsible for detour signs and quote *discouraging* Back Road as an alternate route - however the problem is right now and in the future and belongs to the City of Courtenay, Town of Comox and MoTI, not the CVRD.

To close we want to express our appreciation to the City's Public Works and Engineering Directors for meeting with us and fielding our many calls and requests.

The situation here is serious and we believe that Council needs to act with urgency.



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council

File No.: 3360-20-2209/RZ000073

From: Director of Development Services

Date: February 14, 2024

Subject: Zoning Amendment Bylaw No. 3120 – 2923 Lupton Road

PURPOSE:

For Council to consider first, second and third reading of *Zoning Amendment Bylaw No. 3120* to rezone the property at 2923 Lupton Road (LOT 2, SECTION 17, COMOX DISTRICT, PLAN 9064, EXCEPT PART IN PLAN 17059) from Rural Residential One (RR-1) and Rural Residential Two (RR-2,) to Residential Two Zone (R-2) to facilitate a three-lot subdivision of the subject property.

BACKGROUND:

On December 6, 2023, Council adopted *Development Procedures Bylaw No. 3106*. *Bylaw No. 3106* which delegates to the Director of Development Services the authority to provide notice under section 467 of the *Local Government Act* when a rezoning amendment is consistent with the Official Community Plan as per section 464 (2) of the *Local Government Act*.

Zoning Amendment Bylaw No. 3120 is consistent with the OCP and notice has been given as per section 467 of the *Local Government Act*.

The property's land use designation falls under Urban Residential and is located within a suburban residential neighbourhood bounded by Dingwall Road to the southeast, Lupton Road to the northwest and single family residences along both its west and east property lines. The property has a gentle slope from north to south with a high point along its property line at Lupton Road, and its lowest elevation along Dingwall Road.

The property's existing residence is sited on the northern third of the parcel with vehicle access via Lupton Road (See **Figure 1**). The property was previously cleared of most vegetation and now primarily consists of lawn and other manicured landscaping, however mature trees exist primarily along the site's property lines.



Figure 1: Subject Property Location and Context

DISCUSSION:

The intent of this rezoning application is to create two new 900m² residential lots, each with driveway access off Dingwall Road (See **Figure 2**). The remainder lot will be 1981 in size. If subdivision is approved, the applicant will provide approximately 218m² of roadway dedication along Lupton Road.

The proposed new 900m² lots adhere to minimum sizing regulations for newly subdivided lots within the proposed R-2 Zone and would allow for either single residential dwellings (with suite) or duplexes as permitted uses. The 900m² lots would not allow for a detached carriage or secondary residence to be built under the current zoning without a text amendment.

Should the zoning bylaw amendment receive favourable consideration by Council, a Subdivision Application will be processed separately.

It should be noted that with the passing of Bill 44, this new provincial regulation mandates the allowance of greater density than is currently permitted by the R-2 zone. This means potentially up to four dwelling units will be allowed on each of the three lots when Zoning Bylaw No. 2500 is amended to align with Bill 44.

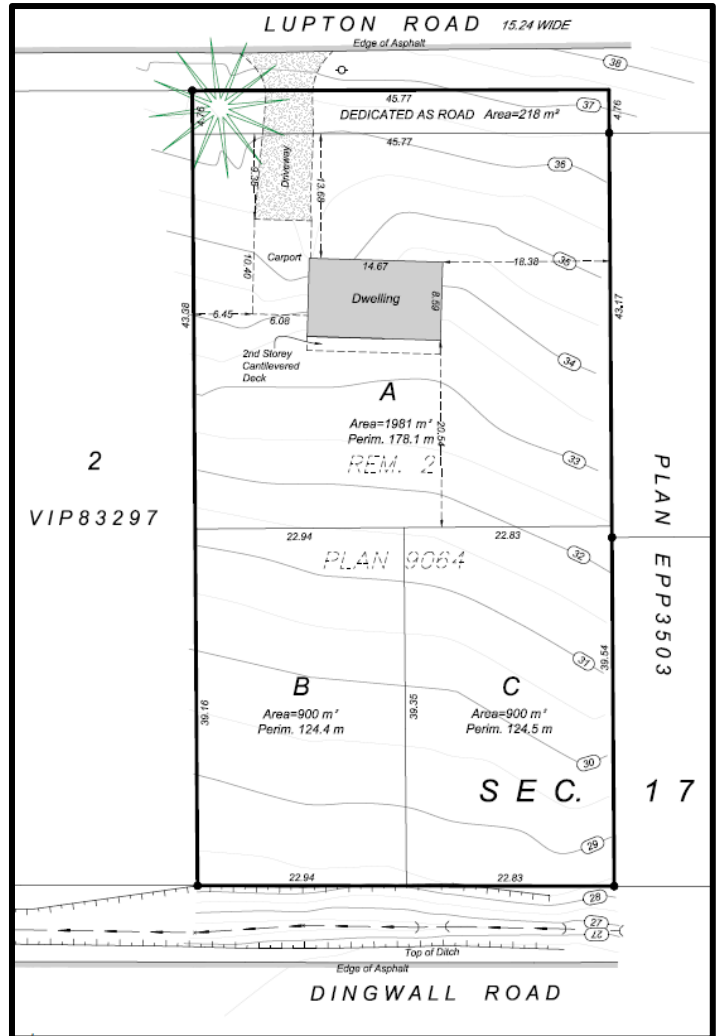


Figure 2: Proposed Subdivision Layout

As this rezoning application was received prior to the assent of Bill 44, under Bill 44 regulations it is considered an instream application.

Infrastructure

Prior to subdivision approval, security for the off-site works will be required for the frontage improvements along Dingwall Road. A condition of final subdivision approval, will be the dedication of approximately 218m² of roadway to the City along Lupton Road.

Landscaping

A Tree Cutting Permit may be required if tree cutting occurs on-site to facilitate the proposed subdivision and construction thereafter.

Conditions of Rezoning

Before being sent to Council for Consideration of adoption, the following conditions must be met:

- A Preliminary Layout Review (PLR) be issued by the Approving Officer prior to adoption of the proposed Zoning Amendment Bylaw No. 3120.
- A Section 219 covenant registered on title prohibiting construction until a works and services agreement has been executed and registered on title.

POLICY ANALYSIS:

Regional Growth Strategy (RGS)

This development proposal is consistent with the RGS Housing Goal to “ensure a diversity of affordable housing options to meet evolving regional demographics and needs” including:

- Promote the efficient use of land, provide greater transportation choices, reduce public servicing costs, and achieve environmental benefits through compact growth.
- Promote intensification, compact growth and supportive public transit services throughout designated Municipal Areas as the primary means of accommodating population and employment growth.

Official Community Plan Review

Located in northeast Courtenay, the subject property is designated Urban Residential within the Official Community Plan (OCP).

The proposed rezoning is consistent with the Urban Residential designation which supports the development of largely residential neighbourhoods comprised mainly of ground-oriented single-detached residential buildings. Additionally, the OCP supports the establishment of gentle infill that may take the form of secondary suites, duplexes or carriage and secondary residences.

The proposed rezoning and subsequent subdivision is supportive of land use objectives within the OCP including focusing community growth within the existing city boundary, away from hazardous, agricultural and environmentally sensitive lands and allowing moderate infill outside of growth centres across the city. The housing form allowed by this proposed rezoning (single family and duplex) is consistent with the land use pattern envisioned in this neighborhood and is similar to the land use pattern established in adjacent and surrounding neighbourhoods.

The site is within short driving and/or cycling distance to local amenities including the Lewis Recreation Centre, Comox Valley Sports Centre, North Island College, the Comox Valley Hospital, local restaurants, financial institutions and local shopping areas including Downtown Courtenay and the Washington Park Centre (Superstore).

Zoning Bylaw

This application is for a zoning bylaw amendment to change the zoning classification of the subject property from Rural Residential One (RR-1) and Rural Residential Two (RR-2) to Residential Two Zone (R-2).

The R-2 zone is also a residential zone, however it allows for smaller lots with a minimum lot size of 750m² creating the potential of three single family residential lots on the subject property. From a planning perspective, the proposed subdivision plan meets the requirements of the R-2 zone for minimum lot size, lot depth and lot frontage.

Future building envelopes can be easily envisioned to meet building setbacks and lot coverage requirements and off-street parking is available on each lot through driveways proposed on the proposed subdivision plan. While the rezoning and subdivision will result in a modest increase in residential density, the proposal fits within the broader neighbourhood context.

FINANCIAL IMPLICATIONS:

If rezoning and subdivision advance as proposed by the applicant and detailed in this report, the subdivision will trigger Development Cost Charges to be paid by the applicant prior to subdivision approval. The Development Cost Charges will total \$14,842.14 for the two new lots (\$7,421.07 x 2), as defined in *Development Cost Charges Amendment Bylaw No. 3116, 2023*.

ADMINISTRATIVE IMPLICATIONS:

Processing Zoning Bylaw amendments is a statutory component of the corporate work plan and a core duty of the Development Services Department. Work to date has primarily been carried out by Development Services staff, although other departments have provided referral comments.

STRATEGIC PRIORITIES REFERENCE:

This initiative addresses the following strategic priorities:

- Good Governance - Review and streamline development process and set targets for application processing times
 - Through adoption of *Development Procedures Bylaw No. 3106*, the Delegate was able to waive the Public Hearing for a rezoning that conforms to Courtenay's OCP. This reduced the number of times this rezoning has to be considered by Council and allowed for a shorter timeframe for being considered for adoption.
- Buildings and Landscape - Update Development Cost Charges (DCC) Bylaw
 - This project will be subject to the new Development Cost Charges as recently set through *Development Cost Charges Amendment Bylaw No. 3116, 2023*.

PUBLIC ENGAGEMENT:

The Community Information Meeting requirements for this development have been waived at the discretion of the Director of Development Services, as per Section 7.2 of *Development Procedures Bylaw No. 3106, 2023*. A Notice of Rezoning Amendment Application sign was installed and staff did receive two comments: one comment was regarding the condition of sign and the second was opposed to the rezoning to permit three lots but supported two lots.

An advertisement will be placed in the newspaper on January 31, 2024 and February 7, 2024 and posted on the City’s website and social media channels. A notice was mailed out to 171 residents within 100 metres informing them that a rezoning amendment will be considered by Council on February 14, 2024 and that a public hearing will not be held. All mediums provide an opportunity for the public to comment. Any comments received by noon on January 24, 2024, will be provided to Council by staff.

OPTIONS:

1. THAT Council give First, Second and Third Readings to “Zoning Amendment Bylaw No. 3120” (2923 Lupton Road) subject to the following conditions prior to adoption:
 - a. A Section 219 no build covenant be placed on title requiring a works and services agreement be executed prior to construction; and
 - b. A Preliminary Layout Review (PLR) be issued.
2. THAT Council defer and request additional information from staff for “Zoning Amendment Bylaw No. 3120” (2923 Lupton Road) through a resolution.
3. THAT Council not proceed with the application for “Zoning Amendment Bylaw No. 3120” (2923 Lupton Road).

ATTACHMENTS:

- Attachment No. 1 – Draft Zoning Bylaw Amendment No. 3120*
- Attachment No. 2 – Conceptual Subdivision Plan*
- Attachment No. 3 – Notice of Waiver of Public Hearing Mailout*

Prepared by: Jacob Cramer, Planner 1 – Development Planning
Reviewed by: Marianne Wade, RPP, MCIP, Director of Development Services
Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3120

A bylaw to amend Zoning Bylaw No. 2500, 2007

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 “**Zoning Amendment Bylaw No. 3120**”.
- 2. That “Zoning Bylaw No. 2500, 2007” be hereby amended as follows:

- (a) By rezoning Lot 2, Section 17, Comox District, Plan 9064, Except Part in Plan 17059 (2923 Lupton Road), as shown in bold outline on **Attachment A** which is attached hereto and forms part of this bylaw, from Rural Residential One Zone (RR-1) and Rural Residential Two Zone (RR-2) to Residential Two Zone (R-2); and

- (b) That Schedule No. 8, Zoning Map be amended accordingly.

- 3. This bylaw shall come into effect upon final adoption hereof.

A decision not to hold a Public Hearing was made on December 7, 2023 pursuant to Section 464(2)(b) of the Local Government Act and notice of this decision was given in accordance with Section 467 of the Local Government Act and Development Procedures Bylaw. No .

Read a first time this	day of	2024
Read a second time this	day of	2024
Read a third time this	day of	2024
Finally passed and adopted this	day of	2024

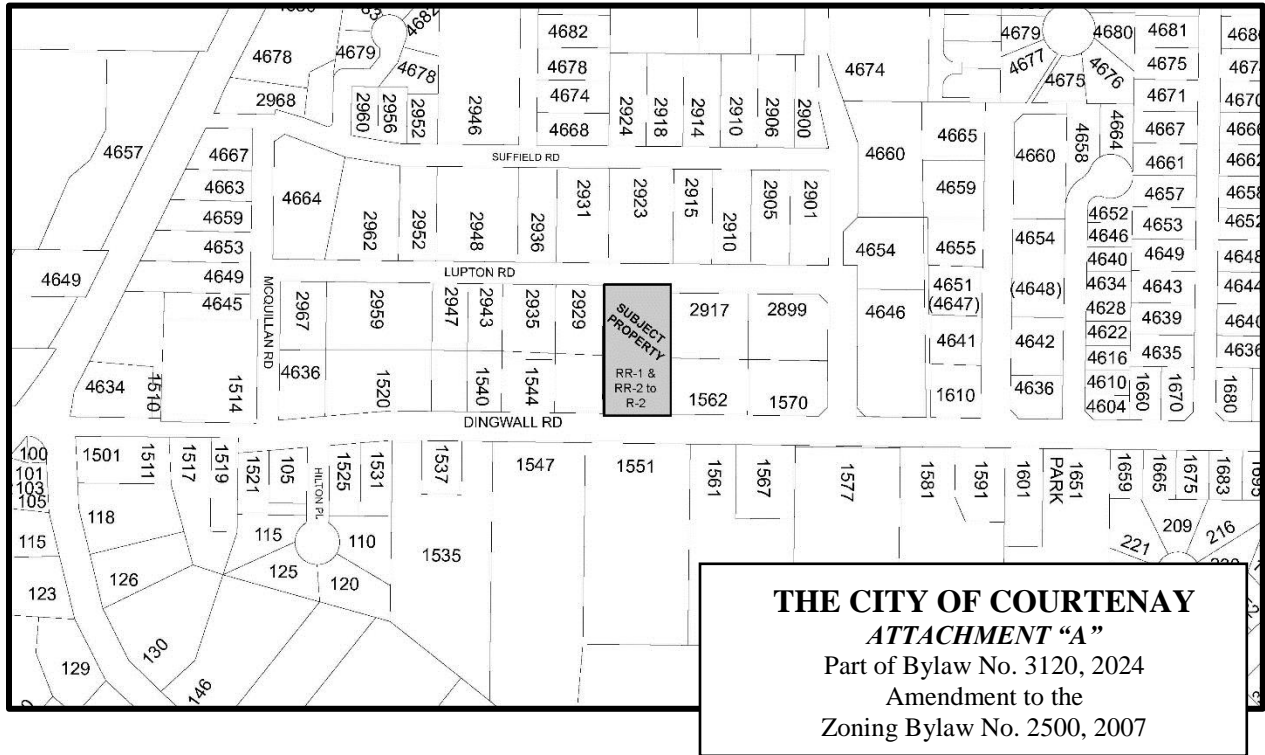
Mayor Bob Wells

Adriana Proton, Corporate Officer

Approved under S.52 (3) (a) of the *Transportation Act*

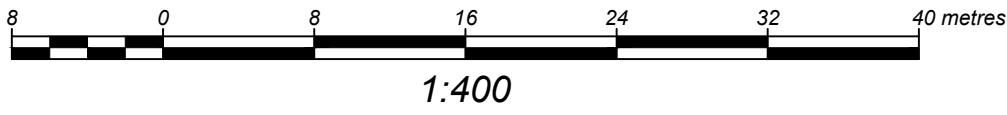
Tallina McRae, Development Services Officer
Ministry of Transportation and Infrastructure
Vancouver Island District

Attachment A



PROPOSED SUBDIVISION PLAN OF LOT 2, SECTION 17, COMOX DISTRICT, PLAN 9064, EXCEPT PART IN PLAN 17059

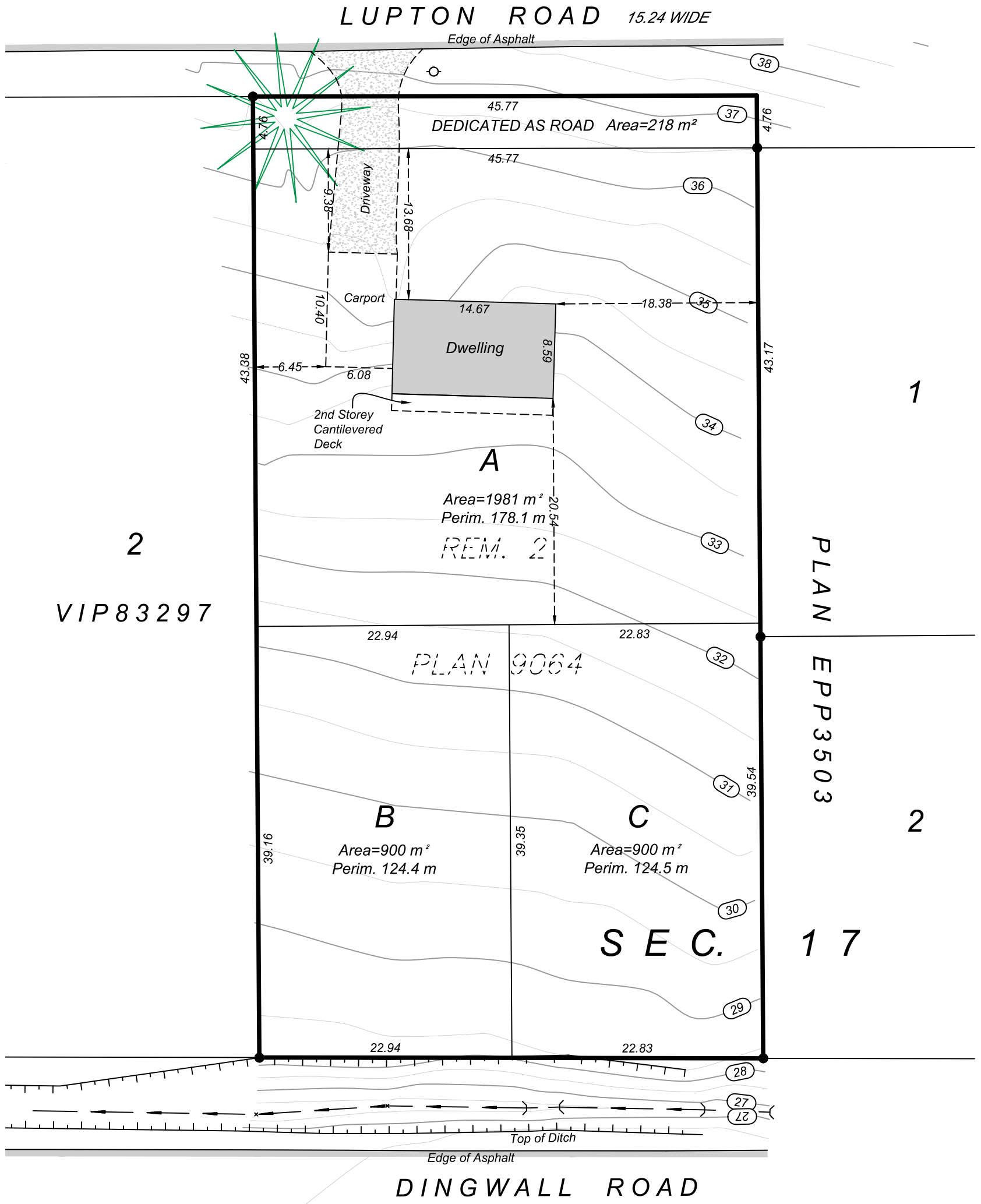
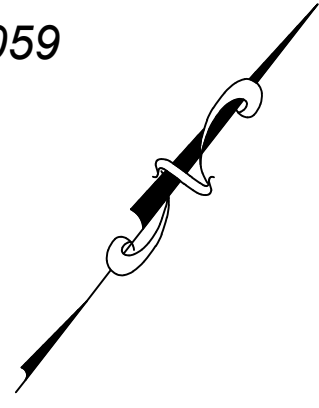
Parcel Identifier: 003-705-684



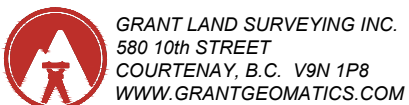
All dimensions are in metres and decimals thereof.

Elevations are Geodetic established by dual frequency GPS ties to Provincial Active Control Stations.

Dimensions are approximate and subject to final survey.



Civic Address
2923 Lupton Road
Courtenay, BC



Date of Survey:
June 24, 2021

Public Input Opportunity

Rezoning Application

2923 Lupton Road
 File No: RZ000073
 Bylaw Number: 3120

Council will consider 1st reading of Zoning Amendment Bylaw No. 3120 at the February 14, 2024 regular Council meeting.

The purpose of the bylaw is to rezone the property currently Rural Residential 1 (RR-1) & Rural Residential 2 (RR-2) to a Residential 2 Zone (R-2). The subject property is on the adjacent map.

Provide feedback by written submission by 1:00 pm on Wednesday, February 14, 2024 to ensure their availability to Council at the meeting.



Submit Written Comments

Email: planning@courtenay.ca

Mail: Development Services

830 Cliffe Ave.

Courtenay, BC V9N 2J7



Watch Meeting Online

Wednesday, February 14th starting at 4:00 p.m.

Streamed live on the City of

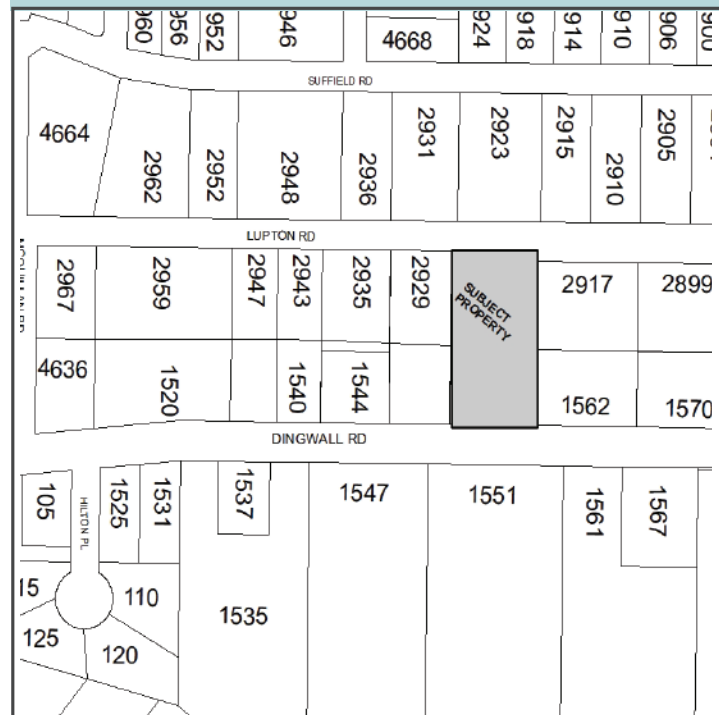
Courtenay's YouTube channel

Get more information

View a copy of the proposed bylaw and relevant documents on our website:

courtenay.ca/devapptracker

(search by address or file number).



Legally described as:

Lot 2, Plan VIP9064, Section 17

In accordance with s.464(2) of the Local Government Act, a public hearing on Zoning Amendment Bylaw No. 3120 is not required.

This notice is issued pursuant to section 467 of the Local Government Act.



City of Courtenay

Council
City of Courtenay

RECEIVED
FEB 07 2024
CITY OF COURTENAY

Re: Rezoning Application
2923 Lupton Road
file Number RZ000073

We own (and live) directly across the road from the subject property and are writing in support of the rezoning application.

Having reviewed the documents submitted by the applicant, we agree with points made. The rezoning is in line with the OCP, the lot sizes are large and the location is close to downtown and other amenities. Adjacent lots have been subdivided recently and this land use would allow residences not dissimilar in size and density of neighbouring properties.

Keith Reid
Monique Masson



cm. masson



PlanningAlias

From: Andy Criddle [REDACTED]
Sent: Wednesday, January 31, 2024 11:53 PM
To: PlanningAlias
Subject: RZ000073 - 2923 Lupton Road

Hello,

For more than a year I have lived on Dingwall Road less than one block from 2923 Lupton Road, which has applied for a rezoning from RR-1 and RR-2 to R-2, and an additional 2 lots being created on Dingwall Road. I am in favor of the application passing.

There is a desperate need across Canada for affordable housing. Density is one method of creating more housing that is often resisted by local residents, with complaints about the extra traffic and noise pollution density can create. If the area can sustain the additional density with current infrastructure, or minor upgrades to existing infrastructure, I believe it is morally reprehensible to reject extra density while in the midst of a housing crisis, especially when based on neighbourhood character or noise pollution complaints. While the owners [REDACTED] have no current plans to develop the land, the area is more than capable of supporting the additional density and this is a first step towards future development.

I hope this email helps the [REDACTED] family with their application, and to whoever reads this, I hope you have a great day.

Thank you,

-Andy Criddle



The Corporation of the City of Courtenay

Staff Report

To: Council
From: Director of Corporate Services
Subject: Parks and Open Spaces Regulation Bylaw

File No.: 3900-01
Date: January 10, 2024

PURPOSE: To request Council give 1st and 2nd reading to the Parks and Open Spaces Regulation Bylaw No. 3121, 2024.

BACKGROUND:

The City of Courtenay initiated the Parks Control Bylaw Modernization Project in February 2023 to better reflect and address the needs of its population, changing park usage trends, and emerging challenges related to climate change and urbanization.

To modernize the Parks Control Bylaw, a systematic approach to develop the Parks and Open Spaces Bylaw was employed, advancing through three phases. Staff first formulated regulations that aligned with Courtenay's priorities and integrated best practices through municipal comparisons. Next, Staff conducted a comprehensive impact assessment that carefully considered the implications of proposed regulatory actions and policy perspectives. The impact assessment underscored the achievement of a balanced approach, allowing for a variety of activities while safeguarding ecological zones and the community's natural assets. Lastly, regulations were refined through engagement with various contributors, including city staff from various departments, Vancouver Island Health Authority's medical health officer, the Comox Valley Coalition to End Homelessness, the Homelessness Response Team, and unhoused individuals.

At the September 27, 2023 Council meeting, Council passed the following motion:

THAT Council approve the Parks and Open Spaces Bylaw Guiding Document and direct staff to work with external legal counsel to draft a new Parks and Open Spaces Control Bylaw; and,

THAT staff be directed to report back to Council on any further amendments to B.C.'s current decriminalization policy and or at such time as further guidance for local government is provided by the Province.

DISCUSSION:

As per Council's direction, external legal counsel has prepared the attached Parks and Open Spaces Regulation Bylaw.

POLICY ANALYSIS:

Upon adoption of the Parks and Open Spaces Regulation Bylaw, the current Parks Control Bylaw, No. 1664, 1992 will be repealed.

STRATEGIC PRIORITIES REFERENCE:

This initiative addresses the following strategic priorities:

- Social Infrastructure - Review City operations with a social equity, reconciliation and anti-racism lens and develop corporate policy
- Local Economy - Review City processes that may be barriers to economic development

PUBLIC ENGAGEMENT:

Upon adoption of the new Parks and Open Spaces Regulation Bylaw, a Good Neighbour Guide on the bylaw regulations will be disseminated to the public via online media, social media and physical materials. The City will also provide guides for distribution to community outreach organizations, the Comox Valley Coalition to End Homelessness, the Homelessness Response Team.

OPTIONS:

1. THAT Council give first and second readings to the Parks and Open Spaces Regulation Bylaw No. 3121, 2024; and, THAT staff be authorized to prepare a bylaw amendment to the Municipal Ticket Information Bylaw No. 2435, 2006 for Council consideration.
2. THAT Council give first and second readings to the Parks and Open Spaces Regulation Bylaw No. 3121, 2024, and refer it back to staff with direction; and, THAT staff be authorized to prepare a bylaw amendment to the Municipal Ticket Information Bylaw No. 2435, 2006 for Council consideration.
3. That Council refer the Parks and Open Spaces Regulation Bylaw No. 3121, 2024 to staff and provide further direction.

ATTACHMENTS:

1. Parks and Open Spaces Regulation Bylaw No. 3121, 2024

Prepared by: Kate O'Connell, Director of Corporate Services

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



The Corporation of the City of Courtenay

Bylaw No. 3121

A bylaw to establish regulations and control of parks and open public spaces.

WHEREAS

- A. The Council of the City of Courtenay wishes to enact a bylaw to regulate, prohibit, and impose requirements respecting parks and open spaces;
- B. This bylaw is essential to ensure that the City's parks and open spaces are accessible, safe, and enjoyable for everyone while protecting the environment and areas of cultural significance, and promoting healthy, active lifestyles; and
- C. The Council of the City of Courtenay respectfully acknowledges that the lands to which this Bylaw apply are on the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

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

Citation

1. This Bylaw shall be cited as "Parks and Open Spaces Regulation Bylaw, Bylaw No. 3121".

Definitions

2. In this Bylaw:

"authorized personnel" means City employees and contractors, including bylaw enforcement officers, peace officers and emergency personnel and as specified in this bylaw;

"bicycle" means a device having any number of wheels that is propelled by human power only and upon which one or more persons may ride and includes the bicycle buggies and trailers that may be attached to the bicycle;

"camping" means the act of setting up tents, campers, or recreational vehicles, within a park or open space for recreational purposes or taking up temporary overnight abode in a park or open space with or without shelter;

"casual use" means the non-special use of a park or open space for recreational activities or relaxation, where the space is available for use by all park users on a first-come, first-served basis;

"City" means the City of Courtenay;

"Council" means the council of the City;

"Director" means the director of the City's Recreation, Culture and Community Services department or their successor;

"e-bike" means a cycle with an electric motor which is not capable of speeds greater than 32 kilometers per hour on level ground or of operating with pedals removed, and which looks like a bicycle and not a motor scooter;

“environmentally sensitive area” means those City lands, or parts thereof, that are in their natural state and which contribute to the retention or creation of wildlife habitat, soil stability, water retention or recharge, vegetative cover and similar vital ecological functions, or that are designated as such by the City;

“natural features” means any native or non-native tree, shrub, flower, herb, berry, bough, grass or plant of any kind, and all soil, sand, silt, gravel, rock, mineral, wood, fallen wood or other living or dead natural material;

“open space” means those City lands, excluding parks, consisting of natural landscapes, wetlands, wildlife habitats, greenbelts, civic plazas, picnic areas, footpaths, public parking lots that service recreational facilities and squares, and similar areas that contribute to the City's biodiversity, ecological sustainability, and the well-being of its residents;

“park” means an area of land dedicated or designated and maintained by the City as a park and intended for the purpose of providing recreational, cultural, and leisure opportunities to the public, including facilities such as playgrounds, sports courts and fields, trails, picnic areas, and green spaces, and are intended for the use and enjoyment of individuals and community groups;

“permit” means a permit issued by the City for a special use or another use that requires a permit under this bylaw;

“sheltering” means seeking temporary protection or refuge in a park or open space, often due to being unhoused or adverse weather conditions;

“special use” means the reservation or booking of a specific area of a park or open space for a specific time and purpose for any of the activities described in section 3.4;

“temporary shelter” means a structure, improvement, shield or cover used or intended to be used to house or protect people or things, and includes a tent, tarp, lean-to or other refuge made of cardboard, tarpaulin, canvas, plastic, metal, logs, brush, branches or other materials natural or man-made;

“unhoused” means not having a fixed address or a predictable residence to return to on a daily basis; and

“wildlife” means any wild mammal, bird, reptile, fish, amphibian or insect.

Objectives and Administration

3.1 The objectives and principles of this bylaw are to:

- a) Ensure that parks and open spaces are accessible, safe, and enjoyable for all members of the public;
- b) Encourage the use of parks and open spaces for healthy and active lifestyles;
- c) Regulate and manage commercial activities and events in parks and open spaces to minimize their impact on the environment and other park users;
- d) Protect and preserve natural areas and wildlife in parks and open spaces for future generations;
- e) Promote responsible and sustainable use of parks and open spaces to minimize environmental and natural resources damage;

- f) Foster a sense of community responsibility and pride in parks and open spaces among local residents and businesses;
 - g) Permit diverse activities that promote vibrant and engaging spaces, including recreational, cultural, and community-building events; and
 - h) Ensure compliance with applicable laws and regulations related to parks and open spaces.
- 3.2 **Delegation of Authority:** Staff members of the City, including the City Manager (Chief Administrative Officer), the Director, the Director of Engineering, the Director of Public Works Services, the Director of Corporate Services, or the Fire Chief, and other designated personnel, have been delegated defined responsibilities and authorities in this bylaw corresponding to their roles and functions in implementing and enforcing the bylaw. These include issuing permits, conducting inspections, enforcing regulations, ordering closures, and ensuring compliance, safety, and efficient management of parks and open spaces. Specific responsibilities and roles of staff members are outlined in relevant sections of the bylaw, aligning with their expertise and jurisdiction.
- 3.3 **Director's Power to Place or Erect Signs:** The Director may place or erect signs or other traffic control devices setting out rules and regulations for park and open space use.
- 3.4 **Director May Issue or Refuse Permits:** With regard to permits required under this bylaw:
- a) The Director shall be responsible for the issuance or refusal to issue permits;
 - b) The Director may modify or impose additional requirements on the permits outlined in this bylaw based on the needs and characteristics of the event, location, and potential impact on the community;
 - c) The Director may refer an application for a permit under this bylaw to Council for consideration and determination; and
 - d) If the Director refuses a permit application under this bylaw, the applicant may request that Council reconsider the decision by submitting a written request to the City's Corporate Officer within seven (7) business days of the Director's refusal.
- 3.5 **Permit Applications:** A person, group or organization intending to carry out special use of a park or open space under this bylaw may obtain a permit by:
- a) Submitting an application on the form provided by the City;
 - b) Agreeing in writing to all terms, requirements, restrictions and conditions of special use established by the Director;
 - c) Submitting all required fees, deposits, charges and insurance documents; and
 - d) Showing evidence of compliance with the requirements of other relevant enactments that may apply in the circumstances.

Interpretation

- 4.1 **Interpretation:** Except as otherwise defined in this bylaw, words and phrases used herein have the same meaning as in the *Local Government Act*, the *Community Charter* and the *Interpretation Act* as the context and circumstances require. A reference to a statute refers to a statute of the Province of British Columbia unless otherwise indicated, and a reference to any enactment refers to that

enactment as it may be amended or replaced from time to time. Words in the singular include the plural, and words in the plural include the singular.

4.2 **Headings:** The headings to the clauses in this bylaw and table of contents have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this bylaw or any provision of it.

4.3 **Schedules:** The following schedule is attached and form part of this bylaw:

A: Parks where sheltering is restricted

Use of Parks and Open Spaces

5.1 **Vison Statement for Parks and Open Spaces:** The City's vision for its parks and open spaces network is to foster a healthy, engaged, and inclusive community with a high quality of life by offering diverse parks, interconnected trails, natural areas, and multi-use outdoor recreation and cultural spaces. These spaces aim to accommodate individuals of all ages and abilities and address emerging parks, recreation, and cultural needs and trends. The City's goal is for parks and open spaces to be utilized safely and respectfully, promoting health, well-being, and social interaction for all park users.

5.2 **City Objectives for Parks and Open Spaces:** The City aims to provide recreational, cultural and leisure opportunities that promote physical and mental well-being, community engagement, and appreciation of the natural environment while also recognizing the value commercial activities can have in enhancing the public realm and supporting local businesses. The goal of the bylaw is to balance these benefits with the need to preserve the natural, cultural, and social integrity of parks and open spaces.

5.3 **Casual Use of Facilities in Parks and Open Spaces:** A person may have casual use of a park or open space only if:

- a) The activity involves using a park or open space, or a portion thereof, that is designated by the City for that purpose;
- b) The activity is undertaken played according to applicable regulations and in accordance with applicable enactments and the times posted in the park, open space or at the relevant sport facility, if applicable; and
- c) If playing at a sports facility in a park, participants must wear appropriate equipment for the activity they are engaged in, including helmets for skateboarding, shin guards for soccer, and appropriate footwear for basketball.

5.4 **Permits for Special use:** To ensure the safety and enjoyment of all park users, the City requires permits for specific activities in parks and open spaces, including special use of parks and open spaces for recreational activities, games and organized play, special events, cultural activities, and commercial use. Permits issued by the Director are required for the special use of the following activities:

- a) A public or private, commercial or non-commercial service, activity or event that is intended to attract or requires participants or spectators and includes such as a gathering, wedding, festival, competition, tournament, procession, concert, march, show, party, ceremony, fishing derby or regatta;

- b) Group training, lessons or recreational or other programming;
- c) Recording, photography, filming or videotaping for use in television, motion pictures, on the web or in other commercial or institutional presentations;
- d) Research, survey, data collection or petition activity;
- e) Use of a park or open space for non-park purposes including vehicle access, utility lines, structures, road, signs, fences or walls;
- f) Use of a model airplane;
- g) Operation of a human or animal powered device to transport people or goods; or
- h) Exclusive use of a park or open space for cultural, recreational & social activities, games, or organized sports require a park facility permit;
- i) Special events conducted in a park or open space require a park facility permit and must comply with the Special Events Regulation Bylaw No. 2396;
- j) Posting, painting or distributing any kind of commercial advertisement, sign, handbill, pamphlet, poster or placard;
- k) Operating, parking or stationing a vehicle displaying advertising or equipped with a public address system, or
- l) Commercial use of a park or open space which shall require a commercial use permit, and which must comply with the Business Licence Bylaw No. 2523 requirements.

Applicants for permits under this section must pay the applicable fee specified in the relevant fees and charges bylaw. Permits must be obtained prior to engaging in any special use in a park or open space.

5.5 **Animals at Large:** The City aims to promote the safety, well-being, and harmonious coexistence of park users, wildlife, and domestic animals. By setting clear guidelines and expectations for animal owners, this section seeks to prevent incidents, protect natural habitats, and maintain an enjoyable environment for all individuals accessing the park facilities. Therefore:

- a) It is prohibited to allow an animal to run at large in a park or open space unless in compliance with the Animal Control Bylaw No. 1897;
- b) Despite subsection (a), the Director has the authority to post areas where dogs are allowed off-leash, including limitations in time;
- c) Any individual who owns, has care, custody, or control of an animal in any park or open space must promptly remove any defecated matter deposited by the animal, provided that the obligation to remove defecated matter does not apply to individuals certified as legally blind; and
- d) No person shall ride or walk a horse on any part of a park or open space except on trails and other areas specifically designated for horse riding by signs or a posted notice.

5.6 **Research:** Individuals who wish to conduct research or collect specimens within a park or open space must satisfy following requirements:

- a) Prior to conducting research or collecting specimens, the individual must obtain a research permit from the Director, with the research permit serving as official authorization for the proposed activities and ensuring compliance with applicable regulations;

- b) While there is no fixed fee for a research permit, the permit applicant is responsible for reimbursing the City for any costs incurred during the surveying, examination, and inspection of the area affected by the permit application;
 - c) All research activities and specimen collection must comply with applicable enactments, including adherence to guidelines and protocols pertaining to the protection of flora, fauna, and ecological systems;
 - d) The Director and/or the Director of Public Works Services shall have the authority to deny or revoke a research permit based on the nature of the proposed research, noncompliance with this bylaw or other applicable enactments or based on any other concerns made in the interest of preserving the integrity of the park or open space and their environmental resources; and
 - e) If the Director and/or the Director of Public Works Services refuses to issue a research permit, the permit applicant may request that Council reconsider the decision by submitting a written request to the Corporate Officer within seven (7) business days of the Director's refusal.
- 5.7 **Vehicle Usage:** The intent of this section is to regulate the use of motor vehicles, e-bikes, and bicycles, to ensure that they are used safely and responsibly, including, but not limited to the following:
- a) The following regulations shall apply in respect of motor vehicle and motorcycle usage:
 - i. operating any motor vehicle, motorcycle, dirt bike, all-terrain vehicle, or other motorized vehicle on a trail, except for wheelchairs or mobility devices, is strictly prohibited;
 - ii. usage of motor vehicles and motorcycles is prohibited in closed parks or opens spaces or closed parking areas;
 - iii. motor vehicle operation below the natural boundary or high tide mark is strictly prohibited.
 - iv. damaging natural features, park facilities, or improvements through motor vehicle operation is strictly prohibited;
 - v. operating motor vehicles in a manner that obstructs the intended use of the park or open space is prohibited; and
 - vi. no vehicle may be parked in any park at any time between an hour after sunset on one day and one hour before sunrise the following day without the prior written consent of the Director, or unless otherwise posted; and
 - b) The following regulations shall apply in respect of e-bikes and bicycles:
 - i. riding e-bikes and bicycles is prohibited in closed parks or closed parking areas;
 - ii. e-bike and bicycle usage below the natural boundary or high tide mark is prohibited;
 - iii. usage of e-bikes on trails within parks is strictly prohibited; and
 - iv. damaging natural features, park facilities, or improvements through e-bike or bicycle usage is strictly prohibited;
 - c) No person under the age of 16 years is allowed to operate an e-bike in a park;
 - d) Any motor vehicle parked in violation of this bylaw may be removed and impounded and the motor vehicle owner is responsible for the cost of removal and impoundment before the vehicle will be returned; and

- e) Motor vehicles, e-bikes, and bicycles used by authorized personnel for park maintenance, park patrols, security, or with written permission from the Director are exempt from the above regulations.

5.8 **Substance Use:** a person must not do any of the following activities in a park or open space:

- a) Consume liquor, as defined in the Liquor Control and Licensing Act, except in compliance with a licence issued under the Liquor Control and Licensing Act;
- b) Consume cannabis, as defined in the Cannabis Control and Licensing Act;
- c) Smoking or vaping (including e-cigarettes);
- d) Consume illicit drugs, except in compliance with the Controlled Drugs and Substances Act (Canada) and applicable provincial enactments.

5.9 **Behaviour and Conduct:** The City is dedicated to creating safe and accessible parks and open spaces for all community members to enjoy and to achieve this goal, the City aims to minimize nuisances and obstructions that may impact the use and enjoyment of these spaces by all community members; therefore, the following provisions aim to ensure that individuals using the City's parks and community facilities do so in a safe and respectful manner:

- a) All individuals in a park or open space must abide by all federal and provincial laws, City bylaws, policies, and any posted notices or signs;
- b) Disorderly, dangerous, or offensive behavior is not allowed in parks and open space;
- c) High-speed activities that involve projectiles, such as golf, archery, war games, radio-controlled aircraft, drones, or cars, require authorization through a facility use permit;
- d) Camping in a park or open space, with or without shelter, is only permitted with a valid permit that complies with all terms and conditions of the permit.
- e) Entering or using any frozen or apparently frozen body of water in a park is prohibited unless posted authorization indicates otherwise.
- f) Constructing any permanent structure in a park or open space is only allowed if it complies with all City bylaws, permits, requirements, and regulations and has been authorized through a resolution of Council.
- g) Preventing or obstructing other individuals' free use and enjoyment of parks or open spaces is not permitted unless authorized through a valid permit.
- h) Using or operating any device in a way that interferes with other individuals' enjoyment of the park is not allowed. This includes but is not limited to the use of amplified or projected sound equipment without a valid permit and in accordance the Prevention of Public Nuisance Bylaw No.2084.

5.10 **Interaction with City Employees:** The City is committed to providing excellent service to the public and creating positive experiences for all individuals while promoting a culture of respect and professionalism, and to ensure that this commitment is met, the City has established provisions outlining expectations for the interaction between City employees and members of the public; therefore:

- a) City employees engaged in park maintenance, cleanup, or renovation may ask individuals within the park to relocate or leave in order to carry out their duties;

- b) Individuals who are asked to move by City employees must comply with the request and remove all of their property as directed;
- c) It is prohibited to obstruct or interfere with the duties of City employees in a park or open space; and
- d) Interfering with a bylaw officer in performing their duties, including issuing tickets or notices, is prohibited under this bylaw.

Protection of Parks and Open Spaces

- 6.1 **Intent of this Part:** The natural and built environments in parks and open spaces are valuable resources that enhance the City's well-being by providing recreation, relaxation, cultural and education opportunities. These areas also provide habitat for wildlife and play an essential role in the local ecosystem and as such require regulations for their protection. The provisions in this part of the bylaw have been established to preserve the natural and built environments in parks and open spaces.
- 6.2 **No Cutting, Pruning or Alteration:** No person shall cut down, prune, disturb, remove or alter any natural feature in a park or open space without first obtaining prior authorization from the Director of Public Works Services, and then only strictly following such authorization.
- 6.3 **No Damage or Tampering:** No person shall remove, destroy, damage, deface, break, or tamper with any tree, shrub, plant material or any building, structure, fence, float, wharf, piling, buoy, lifesaving device, bench, sign, road, trail, or any facility, equipment, material, or thing within a park or open space without first obtaining the express prior authorization from the Director of Public Works. This includes fallen or cut trees, whether they are naturally fallen or intentionally cut, and their removal without authorization is strictly prohibited.
- 6.4 **No Fouling or Polluting:** No person shall foul or pollute or otherwise introduce any contaminant on the land or into any natural stream, creek, ditch, pond, or any human-made water feature, fountain, or pond within a park or open space.
- a) **Waste Disposal and Littering:** The City is committed to maintaining clean and litter-free parks and open spaces for the enjoyment of all users; therefore:
 - b) No individual is permitted to dispose of any kind of waste or refuse within a park or open space except in designated waste receptacles provided by the City;
 - c) Disposing of any household or commercial waste within a park or open space is strictly prohibited, including prohibited within designated waste receptacles; and
 - d) It is strictly prohibited to dispose of any yard waste within a park or open space or receptacle. Yard waste includes, but is not limited to, grass clippings, leaves, branches, tree trunks, and other organic materials originating from gardening, landscaping, or tree maintenance activities.
- 6.5 **Fire and Firearms:** The following firearms provisions aim to prevent fire risk and ensure public safety in parks and open spaces:
- a) No individual may undertake the following activities in a park or open space:
 - i. discharge a firearm, air gun, air rifle, air pistol, or spring gun;
 - ii. feed, snare, trap, catch or hold by any means or purposely disturb, frighten, molest or injure any wildlife;

- iii. discharge a bow, as defined in the *Wildlife Act*;
 - iv. fire or explode any combustible or explosive material, except for fireworks, as allowed by the *Fire Protective Services Bylaw No. 2556*; or
 - v. discard or place any burning substance in park or open space;
- b) No person may keep, store, or use in a park or open space:
- i. an open flame appliance such as a barbecue, stove, heater, or any other appliance with an open flame; or
 - ii. a flammable gas or liquid container such as a propane tank, gasoline container, or any other flammable gas or liquid;
- c) Subsection (b) does not apply to a barbecue or a propane camping stove used for cooking food, provided that it:
- i. Is used according to the manufacturer's instructions;
 - ii. Is certified for outdoor use by the Canadian Standards Association (CSA);
 - iii. Is located at least two meters away from any building or structure, including temporary shelters, erected or maintained in accordance with section 5.2, or is located within a designated area for use by the Director; and
 - iv. Is not used in any park or location where open flames are explicitly prohibited; and
- d) a bylaw officer or firefighter may impound an appliance in cases where the appliance is found to be non-compliant based on Canadian Standards Association (CSA) standards, used contrary to the manufacturer's instructions, or deemed an unacceptable fire risk by a firefighter.

Temporary Sheltering

- 7.1 **Intent of this Part:** The City recognizes that some individuals may need to shelter temporarily in public spaces due to being unhoused, emergencies, or other reasons, and aims to balance the rights and needs of all park users while addressing the root causes of homelessness and poverty through collaborative and inclusive strategies. The intent of this section is to regulate the use of temporary sheltering within parks and open spaces and to ensure that it is done in a safe and healthy manner for all park users.
- 7.2 **Permitted Sheltering:** Where there is no accessible shelter accommodation available in the City, unhoused persons individuals who are unhoused may temporarily shelter in a park if the following conditions are met:
- a) They are in a designated park in a designated area where temporary shelters are allowed by this by-law; and
 - b) They construct a temporary shelter in compliance with this by-law;
 - c) Erecting temporary shelters is permissible only during the hours from 7:00 p.m. until 9:00 a.m. the following day;
 - d) All temporary shelters must be taken down and moved before 9:00 a.m. each day, except for those situated in a location authorized by the City Manager for daytime use.

7.3 **Shelter Requirements:** Temporary shelters must adhere to the following regulations:

- a) Temporary shelters must not be erected:
 - i. within 25 metres of a playground or school or community centre;
 - ii. within 5 meters of a private residential property;
 - iii. in or on a:
 - (A) beach, pond, slough or dock;
 - (B) trail, bridge, seawall, roadway or park entrance;
 - (C) environmentally protected natural area; culturally significant area;
 - (D) garden, community garden or horticultural display area;
 - (E) pool or water park;
 - (F) sports field, sports court, skate park, or fitness amenity;
 - (G) fieldhouse;
 - (H) bleacher, stage, gazebo, plaza, public monument, pavilion, designated picnic site, picnic shelter or washroom;
 - (I) designated off-leash dog area;
 - (J) area identified by signs prohibiting or restricting sheltering in that location; or
 - (K) designated areas of park or open space that have otherwise been issued a permit pursuant to this bylaw;
- b) Temporary shelters must not impede public use of, or access to a park or opens space or to a facility in a park or open space;
- c) Temporary shelters must not hinder or interrupt the ability of staff or contractors to perform their work, as set out in section 3.10 of this by-law;
- d) Temporary shelters must not contain any campfire, lighted candles, or propane lanterns or stoves, or other similar devices;
- e) Temporary shelters must not be used to sell goods or conduct business; and
- f) Temporary shelters must not be left unattended.

Environmentally Sensitive Areas

- 8.1 **Intent of this Part:** The intent of this section is to protect areas within parks and open spaces that are environmentally sensitive or culturally significant. By preserving these areas, the City aims to maintain biodiversity, ecological resilience, cultural diversity, and public appreciation of nature.
- 8.2 **No Sheltering in Environmentally Sensitive Areas:** To ensure the protection of environmentally sensitive areas within the parks and open spaces specified in Schedule A of this bylaw, all forms of sheltering and recreational activities are strictly prohibited in these parks and open spaces, unless designated zones within these areas have been specifically designed and approved for such purposes.
- 8.3 **Additional Measures for Environmentally Sensitive Areas:** The City may establish additional measures, such as signs or fencing, to Page 25 of 52 and protect environmentally sensitive areas.

Unsafe Conditions and Closures

9.1 **Implementation of Measures:** In the event of unsafe conditions within a park or open space that pose a risk to public safety, the following measures may be implemented:

- a) If an unsafe condition is identified, the Director has the authority to take immediate corrective action to eliminate or mitigate the unsafe condition, which may include, but is not limited to, securing, or removing hazardous objects, repairing damaged infrastructure, or closing off areas posing significant risks;
- b) The Director may issue a notice to the responsible party, informing them of the unsafe condition and outlining the necessary remedial actions to be taken within a specified timeframe and the responsible party is required to promptly address the identified safety concerns and take appropriate measures to rectify the situation; and
- c) Failure to address unsafe conditions or non-compliance with the required remedial actions may result in penalties, fines, or legal consequences, as determined by part 8 of this bylaw.

9.2 **Park and Open Space Closures:** The City Manager, the Director, the Director of Engineering, the Director of Public Works Services, or Fire Chief hold the authority to order park closures as necessary to ensure public safety and facilitate essential park operations, in accordance with the following:

- a) A park or open space may be subject to closure, either in their entirety or specific areas for various reasons in the discretion of the above referenced authorized personnel, including but not limited to:
 - i. maintenance, renovation, or other work within the park or open space, ensuring the upkeep and improvement of facilities.
 - ii. safeguarding the well-being of park users and staff in situations involving ongoing construction activities or the presence of hazardous conditions; or
 - iii. any other reason as deemed appropriate by the above-referenced personnel; and
- b) Authorized personnel specified above are responsible for prominently displaying closure notices at park entrances or specific areas within the park with the notices notifying the public of the closure and its implications to the public, ensuring compliance with the closure measures for the safety and security of all park users.

Enforcement & Penalty

10.1 **Intent of this Part:** The intent of this part is to provide the means to enforce the provisions of this bylaw, using various enforcement measures as deemed appropriate by the City, and enforcement of this bylaw shall be the responsibility of designated bylaw enforcement officers, and any other persons authorized by the City to enforce the bylaw

10.2 **Enforcement:** The Director, a bylaw enforcement officer or a peace officer may enforce this bylaw, and in doing so may be assist by another such officer or a City personnel and:

- a) The above referenced authorized personnel may order a person who contravenes this bylaw, or a park use permit to do any of the following:
 - i. cease and desist;
 - ii. leave the park or open space immediately;

- iii. remove or cause to be removed any animal, bicycle, e-bike, vehicle, vessel, structure or other thing which causes or is contributing to a contravention of this bylaw or of a park use permit; and
 - iv. restore any damage caused by the contravention to natural park features or facilities;
- b) Authorized personnel may restrain, seize and detain or cause to have restrained, seized and detained a dog or other domestic animal with no apparent custodian and have the animal removed to an animal shelter or other appropriate facility, in which case the provisions for impoundment and fees apply as established by applicable bylaws; and
- c) Bylaw enforcement officers may enter onto any property in accordance with section 16 of the *Community Charter* in order to inspect and determine if this bylaw is being contravened.

10.3 **Penalties:** The following penalties apply in respect of this bylaw:

- a) Any person who:
- i. contravenes a provision of this bylaw,
 - ii. suffers or permits any act or thing to be done in contravention of this bylaw,
 - iii. refuses, omits or neglects to fulfill, observe, carry out or perform any duty or obligation imposed under this bylaw,
- commits an offence, and each day that a contravention continues amounts to a separate offence;
- b) A person found guilty of an offence under this bylaw is liable:
- i. if proceedings are brought under the *Offence Act*, to pay the maximum fine and other penalties, compensation and costs authorized by that Act and the *Local Government Act*; or
 - ii. if a ticket is issued under Division 3 of Part 8 of the *Community Charter*, to pay a maximum fine of \$1,000; and
- c) Fines and penalties imposed under this section are in addition to and not in substitution for any cost recovery, remedial action or other consequence of default or contravention provided for under this bylaw, and do not limit the right of the City to bring civil proceedings or pursue any other remedy available at law.

10.4 **Remedial Action and Cost Recovery:** The City may also undertake remedial action and cost recovery in respect of this bylaw as follows:

- a) Where a person has damaged or removed any feature or facility in a park or open space, the person must, at the direction of the Director:
- i. restore or repair the feature or facility or replace it with one of similar value, or
 - ii. pay the cost of restoring, repairing or replacing the feature or facility, as applicable and as determined by the Director, to the City within 30 days of an invoice being delivered by the City;
- b) If a person has been required to do something under a provision of this bylaw, and the person has not completed the action within the time specified:
- i. authorized personnel may fulfill the requirement at the expense of the person;

- ii. authorized personnel may enter onto the person’s property if necessary or convenient to fulfill the requirement; and
- iii. the City may recover the costs incurred for fulfilling the requirement from the person as a debt.

General Provisions

- 11.1 **Severability:** If any provision of this bylaw is found to be invalid or unenforceable, the remainder of the bylaw shall remain in full force and effect.
- 11.2 **Amendments:** The City may, from time to time, amend this bylaw as it deems necessary. Any such amendments must be passed by City Council and shall be effective upon the date specified in the amending bylaw.
- 11.3 **Repeal:** City of Courtenay Parks Control Bylaw No. 1664, 1992, is repealed.

Read a first time this 10th day of January, 2024

Read a second time this 10th day of January, 2024

Read a third time this [day] day of [month], [year]

Adopted this [day] day of [month], [year]

Mayor Bob Wells

Corporate Officer Adriana Proton

SCHEDULE A – Parks Where Sheltering Is Restricted

1. 13th Street Park (Prohibited)
2. 26th Buffer Park (Prohibited)
3. Air Park (Prohibited)
4. Anderton & 1st (Prohibited)
5. Arden Road (Prohibited)
6. Bear James Park
7. Blue Jay Park
8. Buckstone Greenway
9. Capes Park
10. Cliffe & 5th Park
11. Condensory Park
12. CottonWood Community Garden
13. Courtenay Riverway
14. Crown Isle 150-yr Grove
15. Crown Isle Greenway
16. Crown Isle the Rise
17. Dogwood Park
18. Elderberry Park
19. Green Belt Park
20. Hawk Greenway
21. Hobson Park
22. Hurford Hill Nature Park
23. Idiens Greenway
24. Idiens Way and Suffolk Crescent
25. Lerwick Nature Park
26. Lewis Park
27. Marina Park
28. Martin Park
29. McPhee Meadows
30. Millard Creek Greenway
31. Millard Creek Park
32. Morrison Creek Park
33. Piercy Creek Greenway
34. Puntledge Park
35. Ridge Greenway
36. Ronson Road
37. Rosewall Buffer Park
38. Rotary Sky Park
39. Rotary Trail
40. Roy Morrison Park
41. Ryan Road and Cowichan Avenue
42. Ryan Road and Crown Isle Blvd
43. Sandwick Park
44. Second Street Park
45. South of City Park
46. Tarling Park
47. Valley View Greenway
48. Vanier Nature Park

Invisibilizing Our Vulnerable Won't Work This Time

Increased visibility of our most vulnerable citizens in Comox Valley is a daily reality. One local professional told me that when driving through Courtenay his wife asks to take an extra long route, one that won't upset her. For if you have a heart, or have experienced any hardship in this life, you will be re-traumatized by what you see in the Comox Valley. Depravity, brokenness, and strife are constantly on display. The re-traumatizing is furthered by the fact that we all know it is everywhere, not just in our community, and the reality that the same 'systems' that created this situation are the ones empowered to fix it. Systems expressed as governments, agencies, and municipalities. And if you are prone to thinking, even more depressing is it to realize that our municipality is employing the same historic tactics against our vulnerable.

The historic method used by most municipalities is render our vulnerable invisible by regulating the space they use (thereby regulating them), encourage movement out of the municipality, mobilizing them to isolated areas of the municipality, while utilizing pervasive penalties (Martino, 2022). Police presence, the increase of bylaw officers and new bylaws (city laws) were tools that served prioritized citizens historically well (Martino, 2022). The prioritized citizens can not be feasibly served any longer as the numbers of our vulnerable are too great, there is nowhere to push them onto too, and space where they can exist is rapidly shrinking.

Our municipality is over-run, all the shelters everywhere are brimming with vulnerable persons. Adequate or affordable shelter simply doesn't exist. As our brothers, sisters, and grandparents find themselves chained to a backpack roaming streets and parks with little to no hope of housing or community, why are no measures created beyond historical practices? (Olson, Pauly 2022). Does someone think this will end well? That policing vulnerable persons works?

The practice of policing our vulnerable, whether it be increased patrols by police or the hiring of more bylaw officers (enjoying increased power since COVID-19) to enforce 'city laws' only facilitates

forced migration and involuntary displacement (Kaufman, Drew 2022). A result that hopes for what? Another city to become mecca for the vulnerable, a place we can send them all for compassion, real aid, and solace? Sorry. That place does not exist.

So, here we are. Viewing a swelling population of vulnerable persons that will not go away. A problem that punitive measures won't solve or any 'business-as-usual' approach won't touch. Any solution beyond what is the current practice of coerced mobility would be welcomed. Any idea outside what has already been implemented would be celebrated. Ideas not hard to find as they are contained locally in the hearts of all who make it their business to tend to the needs of our vulnerable. Solutions that can be tabled that are not more expensive than current practices.

A challenge to our elected municipal agents of policy: Stakeholder/Citizen input on How to Help Our Vulnerable in Comox Valley 2024. Or a simple google search of other municipal approaches and pick one, there are many. We have the space, wealth, benevolent citizenry, community partners, skills, and resources. We can create municipal work projects, a basic tax revenue flow from simple housing, while putting walls and supports around our vulnerable. All we need to do is throw out the old rule book, and face the facts: Our vulnerable cannot be made invisible this time.

References

- Kaufman, Drew. "Expulsion: A type of forced mobility experienced by homeless people in Canada." *Urban Geography* 43.3 (2022): 321-343.
- Martino, Natasha, "Loose Coupling, Burden Shuffling, and Pervasive Penalty: The Role of Bylaw Enforcement in Managing Homelessness" (2022). *Theses and Dissertations (Comprehensive)*. 2473. <https://scholars.wlu.ca/etd/2473>
- Olson, N., & Pauly, B. (2022). 'Forced to Become a Community': Encampment Residents' Perspectives on Systemic Failures, Precarity, and Constrained Choice. *International Journal on Homelessness*, 3(2), 124–138. <https://doi.org/10.5206/ijoh.2022.2.14431>

Bob Wells
Mayor of Courtenay
830 Cliffe Ave., Courtenay, BC, V9N 2J7
250-334-4441

January 16, 2024

To Mayor Bob Wells, City Councillors, and City Employees to whom this may concern,

We are writing to express our collective concerns regarding the proposed City of Courtenay Bylaw No. 3121, Parks and Open Spaces Regulation Bylaw (“Bylaw 3121”). Bylaw 3121 passed its first and second readings during the January 10th, 2024, council meeting and was supported by the majority of Courtenay Councillors.

We are a group of community members, including lived experience experts and local professionals such as legal advocates, indigenous social services, and social service providers. We are united in our sincere concern that Bylaw No. 3121, as currently drafted, does not support the City of Courtenay’s vision to provide a **“high quality of life” “for all people”** as set out in the City of Courtenay’s *Strategic Priorities for 2023-2026* (City of Courtenay, 2023).

We appreciate Councillor Kate O’Connell’s recognition of vulnerable individuals’ need to shelter in parks, as stated in section 7.1, but Courtenay’s proposed Bylaw No. 3121 will continue to add significant stress and pain to an already struggling population within the community. Currently, individuals who are unhoused are dealing with a wide range of daily struggles, including:

- Physical disabilities, while still being required to relocate heavy personal items daily.
- Physical health concerns exacerbated by the lack of appropriate washroom facilities and due to tents and sleeping bags being unable to dry appropriately after rainy nights.

The city of Courtenay recently released its strategic priorities and initiatives, which include a commitment “to review city operations with a **social equity, reconciliation and anti-racism lens** (City of Courtenay, 2023).” Although a consultation was undertaken to incorporate diverse feedback from the community into Bylaw 3121, as currently drafted, it does not appropriately support and protect those who are most vulnerable in our community. Our unhoused community members are experiencing significant risk due to our city’s housing crisis yet remain in a state of perpetual fear for their personal safety and well-being. This group

includes those community members also dealing with poverty, disabilities, and mental illnesses in addition to being unhoused.

In order to further this discussion and better address these concerns, we submit the following questions and recommendations for the Council:

1) Public Awareness and Human Rights:

How will the public be informed of Courtenay's Bylaw policies, which incorporate recent community feedback and consultation, guiding Bylaw 3121 and Bylaw Officers? Can these policies be explicitly stated or referenced in the section of Bylaw 3121 pertaining to "sheltering in parks?"

- a. **Recommendation:** In order to address the community's current struggle with ongoing stigma, discrimination, and potential radicalization to violence, it is imperative that City leadership, policies, and bylaws clearly define and articulate the City's stance on the Human Rights of all community members which must address the following:
 - i. Recognition of the **human rights of those experiencing homelessness** and the systems that are failing individuals who are at high risk of experiencing poverty and systematic discrimination (such as those with a disability, mental illness and of a racial minority group).
 - ii. **Incorporation of cultural and trauma-informed practice guidelines.** This ensures that individuals facing challenges related to physical disabilities, mental illness, and homelessness receive adequate support from City employees. Demonstrating compassion and understanding in these areas will not only showcase the City's leadership but also guide our community towards a more unified stance, reducing divisive rhetoric associated with a situation primarily caused by a failing system.

2) Prioritizing and Emphasizing Social Service Support for Trauma-Informed Bylaw Enforcement

Pursuant to Section 10.2, "Enforcement," delineated in Bylaw 3121, it is expressly stipulated that "The Director, a bylaw enforcement officer, or a peace officer may enforce this bylaw ('Bylaw 3121'), and in doing so, may be assisted by another such officer or a City personnel."

- a) **Recommendation:** In response to community feedback and in alignment with trauma-informed and culturally sensitive practices, we implore City Councillors to consider incorporating language that promotes collaborative partnerships with more suitable social support services. This collaborative approach aims to assist

bylaw officers, thereby mitigating the potential for re-traumatizing vulnerable individuals and facilitating meaningful connections with essential resources. Express language in Bylaw 3121 that welcomes social support services not only diminishes the likelihood of conflicts but also enables individuals experiencing homelessness to receive timely information on available resources, services, and secure locations for additional support and rest. This proactive approach aligns with the principles of community well-being and inclusivity.

3) Indigenous Consultation:

With the Council's efforts on Reconciliation, has Bylaw 3121 been reviewed by local indigenous partners, given that nearly 30% of the region's homeless population identifies as Indigenous (BC Housing, 2023)?

- **Recommendation:** If this review has not taken place, we recommend it does.

4) Leniency for Health Issues:

Will individuals experiencing illness and physical disabilities receive leniency to shelter in place beyond the proposed time slots of 7:00 pm to 9:00 am (stated in Bylaw 3121, section 7.2 C) if Bylaw Officers are made aware that an individual is experiencing physical ailments, which may impact an individual's ability to move their belongings?

- **Recommendation:** leniency be provided in the appropriate circumstances, which will support our most vulnerable populations, cultivate trust between City staff and those affected by the Bylaw, and reduce the need for other support services by helping the homeless maintain their belongings (vs. being thrown away; adding to the cycle of poverty and waste).

5) Washroom Facilities:

As there is mention of preventing waste in parks, specified as "no fouling or polluting" in Bylaw 3121, section 6.4, will appropriate washroom facilities be provided to those needing to shelter in parks due to the lack of appropriate housing in shelters?

- **Recommendations:**
 - a. The addition of a monitored overnight washroom facility or additional public washroom hours will offer our most vulnerable community members the ability to maintain proper gastrointestinal health and personal safety and dignity with this basic human need.
 - b. When analyzing the costs associated with a monitored overnight washroom facility, it is imperative to consider the effects on the health and safety of individuals (the resulting impact on hospitals with increased visits), the

protection of the park's natural environment and local park users due to the absence of these basic facilities.

6) Access to Medical Marijuana:

Will there be further consideration and leniency for those experiencing homelessness to access medical marijuana in park spaces? Section 5.8 of Bylaw 3121 prohibits the use of marijuana.

- **Recommendation:** we recommend leniency with respect to access to medical marijuana as it is. However, the use of marijuana is often prescribed to treat pain and reduce the use of further substances (as described by the UBC Faculty of Medicine in 2020).

In conclusion, we ask that the Courtenay Mayor and Councillors consider utilizing the information that the community provided in consultation with the City for the purpose of better understanding and forming City regulations within an accessibility, diversity, and equity lens. Community members and local professionals worked with a city consultant, providing professional and first-hand experience, to ensure that appropriate considerations would be reflected in Courtenay's Bylaw Policies **as well as Bylaw No. 3121**. We fail to see how those comments were incorporated into Bylaw 3121.

The inclusive language, ideas, and conversations collected during this city consultation should be used to draft a more progressive Bylaw 3121. This was a conversation to build trust and relationships, which, if it is not taken into consideration, will make a negative statement and impact our community. Using this information will ensure that the money used during this important process does not go to waste and is used appropriately.

We ask that you do not dismiss the concerns of those who are experiencing discrimination in our community. We hope to continue to build trust with those community members whose human rights have been disproportionately neglected over prior decades.

In summary, we ask that the Courtenay Mayor and Councillors consider the following:

- The City's Strategic Plan and Priorities include a commitment to review city operations with a **social equity, reconciliation and anti-racism lens**.
- Prioritizing and emphasizing social service support within Bylaw 3121. A trauma-informed approach to bylaw enforcement will be a more effective method for decreasing the likelihood of conflicts and harm. This initiative also aids in risk reduction by providing relevant and up-to-date support services.

- Consultations were undertaken by the City to solicit feedback from a diverse group of community members with respect to the matters contemplated by Bylaw 3121.
- Those most vulnerable community members using parks to “shelter in place” due to the housing crisis are also experiencing poverty, mental health concerns, and disabilities.
- Bylaw 3121, as currently drafted, does not accord with our City’s Strategic Plan and Priorities, nor does it address the concerns raised in consultation with the City.
- Failing to address or being perceived as failing to address these concerns after undertaking such consultation will erode trust among our community members and public institutions.

Sincerely and in alliance with,

Dayna Forsgren

Coordinator of the Comox Valley Situation Table, Inclusion, Equity and Diversity Advocate
comoxvalleysituationtable@gmail.com

Angela Fletcher

Coordinator for the Comox Valley Coalition to End Homelessness
(Including support from the Coalition to End Homelessness Leadership Team)
comoxvalleyhousing@gmail.com

Taija Mcluckie

Peer Advisor, Comox Valley Community Action Team, Homelessness and Substance Use Advocate
taija-mcluckie@live.com

Caleb Burb

Wachiay Poverty Law Advocate
caleb.b@wachiay.org

Amy Criss

Indigenous Advocate, Equity Advocate, Leader with the Coalition to End Homelessness Team and Indigenous Person

amy.criss@komoks.ca

Fairahn Reid

Registered Social Worker

Fairahn.reid@gmail.com

References:

BC Housing. (2023). *Comox Valley - 2023 Homeless Count*. Retrieved on January 15, 2024, from:

<https://www.bchousing.org/sites/default/files/media/documents/Homeless-Count-Comox-Valley-2023.pdf>

City of Courtenay. (n.d). *Strategic Priorities 2023-2026*. Retrieved on January 15, 2024, from:

https://www.courtenay.ca/assets/City~Hall/Documents/2023-2026_CityOfCourtenay_StrategicPlan_May%2010,%202023.pdf

The Corporation of the City of Courtenay. (2023). *Parks and Open Spaces Regulation Bylaw, Bylaw No. 3121*. Retrieved on January 15, 2024, from:

<https://pub-courtenay.escribemeetings.com/filestream.ashx?DocumentId=6296>

UBC Faculty of Medicine. (2020, December 17). *Cannabis could reduce fentanyl use, reduce overdose risk*. Retrieved on January 15, 2024, from:

<https://www.med.ubc.ca/news/cannabis-could-reduce-fentanyl-use-reduce-overdose-risk/>



VIA Email

January 17, 2024

Dear Mayor Wells and City Councilors

RE: Parks and Open Spaces Bylaw No. 3121

We are writing in solidarity to voice our opposition to the new proposed Parks and Open Spaces Bylaw No. 3121 (“the Bylaw”). We are deeply concerned about the Bylaw’s potential impact on individuals experiencing homelessness and strongly urge Mayor Wells and the City Council not to adopt it.

At the City Council meeting on January 10, 2024, the Director of Corporate Services, Kate O’Connell, stated the Bylaw is “not intended to focus on a specific population”, namely individuals experiencing homelessness. While this may be true, the unintended consequences of similar Bylaws have been disproportionately applied to and harmed people relying on public space for survival.

We believe that more consultation is necessary to ensure a balanced approach to addressing the issue of sheltering in parks. On September 27, 2023, the City of Courtenay’s representative for the Comox Valley Coalition to End Homelessness (the “Coalition”), Angela Fletcher, wrote a letter to the City Council stressing the importance of including individuals with lived experience from the beginning of the consultation process.

Statistically, Indigenous people are overrepresented in the unhoused community, causing them to frequently interact with law enforcement. It has come to our attention that key interest-holders in the Indigenous community were not part of the consultation process. We agree with the Coalition that the perspectives and insights of those with lived experience are invaluable in shaping effective solutions, and strongly urge the City Council to engage in further consultation with these impacted communities.

We also find that the Bylaw fails to expressly acknowledge the human right to shelter. Most recently, in *Bamberger v. Vancouver (Board of Parks and Recreation)*, 2022 BCSC 49, the Court acknowledged that if there are no accessible shelters available, unhoused persons may temporarily shelter in a park. For a shelter to be accessible, it must have water, shower facilities, the ability to prepare food, and meet the necessities of life. Two temporary shelters in Courtenay that have been turning people away every night. Therefore, there are no accessible shelters available in the city.



We find the Bylaw’s language ambiguous, making it susceptible to misinterpretation. For example, the definition of “camping” overlaps with the definition of “sheltering,” making the associated provisions open to misinterpretation or misapplication. Several Bylaw provisions do not reflect the lived reality of those experiencing homelessness. Consequently, we find these provisions unreasonable in the circumstances. For example, section 7.3(f) states, “[t]emporary shelters must not be left unattended.” Individuals sheltering may need to leave their temporary shelter for a variety of reasons, including accessing the washroom.

The Bylaw also fails to provide clear guidance to enforcement bodies and the public regarding their rights, responsibilities, or enforcement procedures. At the City Council meeting on January 10, 2024, Kate O’Connell relied on the Bylaw Compliance Policy to provide sufficient guidance when enforcing this Bylaw. For example, approaching situations with curiosity and a trauma-informed approach. After reviewing this policy, we disagree.

The Bylaw Compliance Policy highlights aspirational goals but fails to provide specific operational guidelines or procedures. For example, it does not provide guidance congruent with emerging case law, specific things bylaw enforcement should consider when exercising discretion, the specific consequences for non-compliance, the nature and scope of the City’s impact assessments, or what, if any, training bylaw enforcement must complete to ensure trauma-informed practice. Therefore, the Bylaw Compliance Policy provides insufficient guidance to ground this Bylaw.

We strongly ask that the City Council does not adopt the proposed Parks and Open Spaces Bylaw.

Sincerely,

Taija McLuckie
Peer Advisor, CV CAT
taijam.mcluckie@gmail.com

Latoya Farrell
Staff Counsel (Community)
BC Civil Liberties Association
Latoya@bccla.org

Amy Criss
Indigenous Liaison, North Island
AVI Health and Community Services
Amy.Criss@avi.org

Angela Fletcher
Coordinator
Coalition to End Homelessness
comoxvalleyhousing@gmail.com



We have read, understood, and consent to sign this letter. We ask the City Council not to adopt the proposed Parks and Open Spaces Bylaw No. 3121.

AVI Health and Community Services
Comox Valley Coalition to End Homelessness, Leadership Team
Daniel Baboolal, Vice Principal, École Au-cœur-de-l'île
Dayna Forsgren, Coordinator, Comox Valley Situation Table
Fairahn Reid, Registered Social Worker
David Tazumi, Registered Nurse
Kaida Penney, Registered Occupational Therapist (MSc)
Thea Cowan, Registered Nurse
Gavin Miller
Daniel Nordstrom
Mariah Ricketts
Amy Greene
Maeve Bergeron
Aidan Bradfield

[REDACTED]
Courtenay, B.C.
T9K 1H3

22 January 2024

To: Courtenay Mayor and Council
Via email: council@courtenay.ca

Re: Observations and Input on 24 January 2024 Council Agenda

This correspondence is in regards to two items:

- 4.2 Parks and Open Spaces Bylaw
- 9.1.3 2024-2028 Solid Waste Financial Plan and Bylaw

I have attached correspondence I submitted in June 2022 in regards to the proposed Official Community Plan. My comments focused on the absence of risk management and the need for a more prudent and thoughtful process for decision making than that advanced in the draft OCP and approved by Council.

Prior to submission of the 2022 correspondence, I had submitted a number of questions that raised the issues of risk (technical, economic, and social) in the draft OCP. City staff refused to address the vast majority of these questions. I presume you have access to both the questions submitted and the responses offered from City staff. If not, I can provide this information. With the exception of one member, Council supported the furtherance of the OCP without further consideration of the issues raised, and were dismissive of the risks raised.

The agenda items referenced are symptomatic of an escalating rate of failure on both policy and planning initiatives. Not only are housing and addictions issues increasing, but Council's address of these issues has managed to do little other than polarize the community. On the waste management front, the casual declaration of a 35-50% increase in the annual levy (effectively a tax) is outrageous.

While I've raised two items as the most egregious examples of a lack of concern for risk and consequence, the October 24 agenda contains numerous items (5.1, 5.2, 7.1, 7.4, 9.1) that exhibit cost escalations materially beyond inflation or economic and technical risks that do not appear to be addressed.

While acknowledgement is perhaps distressing, it is apparent that the current decision-making process is not meeting the needs of the City and its residents. I would suggest that Council and senior City staff review the structure and process resident in the setting and implementation of policy. There are a number of structured, considered processes available that could supplement or replace the process (or lack of process) you are currently reliant on.

While my comments are blunt, I would hope that you appreciate that rampant escalation of property taxes coupled with an ongoing decline in quality of life is neither an acceptable or sustainable path forward. I would suggest there are systemic issues in governance and administration that need to be addressed.

Fred Payne

January 22, 2024

Dear Councillor,

I am writing you in regard to proposed city, bylaw No. 3121 and my opposition to it. I am writing in my role as an outreach worker and unhoused advocate here in the Comox Valley for over 13 years. A period of time in which the unhoused crisis has only increased tremendously as a number of interconnected societal challenges which I would label "system failure" have coalesced. A failure that we are all responsible for and therefore need to include all in decision making.

Bylaw 3121 fails to meet the necessity of inclusion especially from our teachers, those in the street community as well as the indigenous community who are tragically overrepresented in the unhoused population on their own ancestral homelands as one outcome of colonialism.

I am asking for more community, especially street community and indigenous leadership input in this matter.

The bylaw as it is now written is ambiguous, the word "camping" is used interchangeably with "shelter", additionally there is not clear guidance for bylaw officers and enforcement and ultimately there is not enough respect given and insight provided to the challenges the unhoused face.

An example, the constant cycle of housing materials and possessions being thrown out by bylaw and then additional supplies as provided by service providers to make up for the loss needs to end. Its not only wasteful but disrespectful of peoples properties.

Have you heard the voices of the street community and their advocates? I recently had the privilege of working for a week at the Native Sons Hall during the EWP, the wisdom, gratitude, street wise ingenuity of these folks is a marvel. I had the good fortune of working alongside peers- those with 'lived' experience and learned much working alongside with them. I witnessed the sense of community and love of community. One peer told me more history of the Native Sons Hall then I think has ever been accounted for! For me the greatest pleasure is in listening to their stories. I ask you to listen, pause and collaborate on pro active solutions to the housing crisis and how it impacts public spaces.

As a long time advocate for the unhoused in the Comox Valley I strongly ask that the City Council not adopt bylaw 3121 and reconsider how it works with others to solve the interface of the unhoused and public space in an inclusive, compassionate manner.

Sincerely,

Grant Shilling, Outreach Worker

From: Avi Goldberg <[REDACTED]>

Date: January 23, 2024 at 1:52:20 PM PST

To: "Wells, Bob" <mayor@courtenay.ca>, "Cole-Hamilton, Will" <wcole-hamilton@courtenay.ca>, "Frisch, David" <dfrisch@courtenay.ca>, "Hillian, Doug" <dhillian@courtenay.ca>, "Jolicoeur, Evan" <ejolicoeur@courtenay.ca>, "McCollum, Melanie" <mmccollum@courtenay.ca>, "Morin, Wendy" <wmorin@courtenay.ca>

Subject: Parks and Open Spaces Bylaw

Mayor and Council,

I am writing to you today to share my concerns about the Parks and Open Spaces Regulation Bylaw.

When I voted for all of you in the last election, I was keen to support a slate of candidates who had progressive ideals, who shared values of equity and justice, who had compassion for the most vulnerable in our community and would work hard to support them.

And so I am disappointed to see the new bylaw that would prevent unhoused people from camping in parks and open spaces during the day.

Many unhoused people have nowhere else to go.

There are not enough shelter spaces to meet the need.

There are not enough supported housing facilities to meet the need.

There are not enough affordable rentals to meet the need.

There are simply no options for many, other than living in parks and open spaces.

I know you will continue to advocate for more affordable housing, and I am well aware of provincial and federal governments' lack of urgency in addressing the housing crisis. But the local reality remains - there are many unhoused people in Courtenay who have no option other than sheltering in parks.

So how do we, as a community, react? If people have no option other than to shelter in a park, why would we force them to pack up and move out every morning? Where do you think they should go? What should they do with their belongings? Daily evictions - what an inhumane approach!

Please be the progressive, compassionate, humane politicians we elected you to be, and change this bylaw. Allow unhoused community members to shelter 24/7 in designated parks and open spaces. Ensure people have access to washrooms and other basic necessities in these spaces. Ensure people are able to leave their temporary shelter to access meals, health services and other supports in the community, without fear of having their belongings taken away and thrown out by bylaw officers.

And, once you have revised this bylaw, find innovative ways for the municipality to provide better shelter options than soggy tents on wet grass. We can do better if there is political will.

Sincerely,
Avi Goldberg
Courtenay



January 24, 2024

Mayor and City of Courtenay Council
830 Cliffe Ave., Courtenay, BC, V9N 2J7
250-334-4441

Subject: Recommendations for Improving Bylaw 3121 and Addressing Concerns

Dear Mayor and City of Courtenay Council,

As the Coalition coordinator, I consistently navigate a spectrum of diverse needs, opinions, roles, and relationships. Today, I bring forward the collective voice of those frequently overlooked, marginalized, and disproportionately impacted by challenges, especially within the housing realm. As the facilitator of the homeless response team and coordinator for meetings with individuals who have lived experiences, it is imperative to express concerns before the third reading. Please take a moment to reflect on the complexity and lack of clarity in Bylaw 3121 and consider the potential hardships it may impose on those striving to survive on the streets.

Working closely with individuals experiencing homelessness has shown me the profound impact interactions have on their lives. Homelessness, a multifaceted issue intertwined with poverty, mental illness, addiction, and trauma, necessitates compassionate and holistic solutions, including in legal frameworks.

When assessing proposed Bylaws, understanding the needs and experiences of individuals with lived experience of homelessness is paramount. Policy design should involve these individuals, prioritizing harm reduction, cultural humility, and empowerment practices. Homelessness often stems from systemic injustices, requiring forward-thinking Bylaws grounded in empathy, dignity, and compassion to provide opportunities for healing and growth.

However, the proposed Bylaw's inherent ambiguity raises concerns about the arbitrary application, fostering further discrimination and societal divisions. Neglecting to address these deficiencies will exacerbate root issues, leaving the unhoused community vulnerable to further harm and trauma.

Therefore, we request that the Council pause before passing the Bylaw and consider the following before adoption:

1. Clarity and Transparency:

- Use plain language to eliminate ambiguity.
- Clearly state intentions to ensure a uniform understanding.
- Provide a comprehensive list of areas where individuals can go.

2. Inclusivity and Accessibility:

- Engage in further consultation, especially with vulnerable groups.
- Collaborate with consultants embracing social justice and trauma-informed lenses.
- Prioritize inclusivity by ensuring legal documents are accessible to all.
- Specify in the Bylaw the priority of working with community outreach programs.

3. Equitable Enforcement:

- Establish cooperation mechanisms among bylaw officers to prevent unequal application.
- Avoid punitive responses for the unhoused.
- Create an equitable complaint system accessible to all.

4. Education and Training:

- Implement regular training programs for bylaw officers on harm reduction, cultural safety, and humility.
- Get curious about using a human rights lens in supporting our most vulnerable.

Concerns about deeper consultation with individuals with lived experiences highlight the need for further engagement. Addressing equity-deserving groups during the third stage of a four-stage process, focused on presenting recommendations rather than open conversations, raises significant concerns. In the Bylaw strategy, there was a 5-step engagement process that notes that groups were engaged and approved decisions at every

stage, and it ends with saying that the public makes the final decision. As a participant in the three groups identified during the consultation, I do not believe this process was implemented as suggested. The Coalition asked for people with lived experiences to be deeply involved numerous times over a year. Requests went to the Bylaw manager, the Director of Corporate Services, and the consultant. Moreover, human rights information was shared, and a specific request to pay attention to current case law was made, noting that information around and acceptance of encampments was changing rapidly.

Recent experiences of our unhoused community members indicate a shift towards punitive measures by Bylaw, eroding the previous collaborative relationship with community organizations. The new Bylaw manager has yet to attend more than one homeless response team meeting. Rebuilding trust through transparent collaboration and honest communication is essential. The homeless response team is eager to share what was working. Still, we were not even informed that the previous Bylaw manager had left the City, which made us feel that the depth and importance of our relationships were not recognized.

In conclusion, I urge you to consider the valuable input and ensure that all law and supporting documentation considers accessibility, diversity, and equity. As such, I request a pause and a revamp of Bylaw 3121 as written. Real stories and recommendations are attached to support a more progressive vision.

Thank you for your time and dedication to ensuring a high quality of life for all community members.

Sincerely,

A handwritten signature in blue ink, appearing to read 'AF', with a stylized flourish at the end.

Angela Fletcher
Coordinator- Coalition to End Homelessness

Appendix A

Comox Valley Stories- Friday Meeting

"I am over 70 years old, and I cannot keep one thing. This is ridiculous. I spent my life working, and now I am walking the streets with nowhere to go and with nothing!"

"I was sleeping and woke up, and the RCMP were right outside my tent. Bylaw was there, and they wanted me to move. It was 9:30, but I didn't get to sleep last night. Imagine waking up every day with the RCMP outside your door to make sure you back up your bed."

"We left to try to use the bathroom, and we came back, and all our stuff was gone. Bylaw was loading it into the truck. I had pictures of my kids. They didn't care."

"I needed help, but Bylaw wouldn't call outreach. They told me to leave, and when I didn't because I was in a state of needing support, they gave me a trespass order. Now I can't be there either or support my friends."

"I need my medicine by Bylaw threw it away. I am so sick."

"What are we supposed to do with no washroom? And where are we supposed to go when we get kicked out of a park?"

"They just threw our s*** out in front of. No one cared that we have nothing. Why can't we come up with a solution where we can get our stuff back?"

"Bylaw doesn't care. We have nowhere to go. We aren't important? We can't access Connect. We have nothing."

"Our stuff is soaking wet and dirty. What can we do with it? It is impossible to pack it up."

"I was having an episode, and Bylaw thought I was being aggressive and called the cops. I was arrested for having a mental health condition I cannot control."

Summary of some recommendations

(all been brought forward for discussion with City staff or a council member)

A Tiny Village is our most requested type of housing.

Stop the Sweeps

The practice of Street Sweeps, involving the displacement and confiscation of possessions from individuals, particularly those experiencing homelessness, raises constitutional and human rights concerns and may provide grounds for private lawsuits. In Vancouver, these sweeps are conducted by a partnership between municipal employees and the Vancouver Police Department, often justified by local bylaws such as the Street and Traffic By-Law. The legal underpinnings of street sweeps are criticized for lacking meaningful protections for homeless individuals and perpetuating systemic discrimination.

Legal Concerns:

1. Constitutional Infringements:

- Street Sweeps may infringe on Section 7 of the Charter by jeopardizing individuals' health and survival, thus violating their rights to life and security of the person.
- Repeated displacement and seizure of possessions contribute to adverse health and safety risks, infringing on constitutional rights.

2. Discrimination:

- Street Sweeps disproportionately target and impact protected groups under the BC Human Rights Code and Section 15 of the Charter, including Indigenous Peoples, Black people, people of color, drug users, and individuals with disabilities.
- Discriminatory practices violate the right to be free from government discrimination.

3. UN Declaration on the Rights of Indigenous Peoples:

- Street Sweeps may conflict with UNDRIP, particularly by disregarding the protection of life, integrity, security, and possessions of Indigenous peoples.

Access to Justice:

- Legal remedies, including constitutional and human rights protections, are often hindered by the costly and complex nature of the legal system, limiting access to justice for affected individuals.

Vancouver City Council Authority:

- Various plans, frameworks, and motions approved by Vancouver City Council, such as the Downtown Eastside Local Area Plan and the Framework for City of Reconciliation, are undermined by the continued practice of Street Sweeps.

Moving Away from Harms of Confiscation:

- Recommendations include developing a policy on confiscating belongings, providing advance notice, issuing receipts for confiscated items, and ensuring accessible storage within the affected community.
- Emphasizes the need for community-based responses and inclusion of directly impacted communities in finding long-term solutions.

Inclusion of Directly-Impacted Communities:

- Advocates for solutions to Street Sweeps to be peer-led by community organizers with lived experiences, emphasizing the principle of "nothing about us without us."

Overall, the legal and social consequences of Street Sweeps call for a reevaluation of municipal practices, urging a more inclusive and rights-based approach to address the complex challenges faced by those experiencing homelessness and precarious housing.

Encampments through a Human Rights Lens

Priorities:

1. **Recognition of Human Rights:** Emphasizes the importance of recognizing and respecting the human rights of individuals living in homeless encampments, including the right to housing, dignity, health, and security.
2. **Legal and Policy Frameworks:** Advocates for the development of legal and policy frameworks that align with human rights principles to address the complexities of homeless encampments.
3. **Non-Discrimination:** Prioritizes efforts to eliminate discrimination against individuals in encampments based on factors such as race, gender, disability, or other protected characteristics.

4. **Public Health and Safety:** Highlights the need to address public health and safety concerns in encampments while respecting the rights and dignity of those residing there.

Recommendations:

1. **Rights-Based Approaches:** Urges policymakers and service providers to adopt rights-based approaches in their strategies, considering individuals' specific needs and vulnerabilities in encampments.
2. **Community Engagement:** Encourages inclusive and meaningful engagement with affected communities to develop and implement policies directly impacting them.
3. **Access to Essential Services:** Recommends ensuring that individuals in encampments have access to essential services, including healthcare, sanitation, and social support.
4. **Legal Protections:** Calls for legal protections that safeguard the human rights of those in encampments, including the right to adequate housing, privacy, and freedom from discrimination.
5. **Collaboration:** Stresses the importance of cooperation between government agencies, service providers, and community organizations to address the multidimensional challenges associated with homeless encampments.

The priorities and recommendations outlined in the document underscore the significance of approaching the issue of homeless encampments with a human rights perspective, aiming to balance public health and safety concerns with the protection of the rights and dignity of individuals experiencing homelessness.

References:

[Tent Encampment Protocol \(make-the-shift.org\)](https://www.make-the-shift.org/)

[A Human Rights Approach to Encampments | The Homeless Hub](#)

[2022 04 25 Street Sweeps \(stopthesweeps.ca\)](https://www.stopthesweeps.ca/)

[Street Sweeps & Disability Justice - Pivot Legal Society](#)

From: Section 22

Date: February 8, 2024 at 8:28:24 AM PST

To: info@courtenay.ca

Cc: Section 22, Section 22

Subject: Email to Mayor and council

I would like to encourage council to continue to ratify its proposed passing of Bylaw 3121.

I would also like to thank Councillor Hillian for meeting with residents of the Old Orchard Area on Friday Feb 2, 2024 to discuss the bylaw and it's ramifications that would give jurisdiction to council to protect environmentally sensitive park and trail areas. He also gave an interesting overview of efforts/investigations that council has made to to attend to the homeless situation.

The general consensus of the group was that council has worked hard to prepare a viable working document that would address the concerns of both the residents and the homeless.

Yours sincerely,

A Section 22 C Section 22 .
Section 22
Courtenay.

A photograph of a rectangular sign with a white border. The sign has a black background with the words "NO SMOKING" and "NO LOITERING" written in white, bold, sans-serif capital letters. The sign is mounted on a light-colored wall.

NO SMOKING
NO LOITERING

WORKING TOWARD SYSTEM CHANGE

**ASSESSING COURTENAY'S APPROACH TO
HOMELESSNESS**

This Photo by Unknown
Author is licensed under [CC BY-SA-NC](#)

Completed by Community Leadership, Social Service Providers, and Persons with Lived Experience of Homelessness within the **Comox Valley**

Table of Contents

Working Towards an Inclusive Future for the City of Courtenay	2
Ensuring Clarity and Equity in Bylaw No. 3121	3
Reflecting on the Current Situation of Homelessness In the Comox Valley	8
Meeting the City's Strategic Goals	10
Investing in Relationships.....	12
Compassionate Solutions for Addressing Immediate Needs of Homelessness in Courtenay: A System Change Approach	13
References:	15
Addendum 1: Proposed amendments to the Parks and Open Spaces Bylaw No. 3121.....	16

Working Towards an Inclusive Future for the City of Courtenay

The following report provides a comprehensive analysis of Courtenay's most marginalized community members, their experiences with Courtenay Bylaw enforcement and their concerns with the proposed Parks and Open Spaces Bylaw No. 3121 (City of Courtenay, 2023a).

The report evaluates the [alignment of Courtenay's Bylaw No. 3121 with human rights, Diversity, Equity, and Inclusion \(DEI\) practices and with the City of Courtenay's strategic commitments](#). Through this examination, the report identifies areas of misalignment and proposes recommendations for improvement.

The Coalition to End Homelessness and a collective of concerned community members wish to acknowledge the positive aspects of the proposed bylaw No 3121. We recognize its commitment to ensuring public safety and cultural and environmental preservation within our community's parks and open spaces.

The objective of this report is not to negate the progressive elements of Courtenay's proposed Bylaw 3121 but to collaboratively build upon them, fostering a balanced and inclusive approach to Bylaw No. 3121. We are eager to work with the City of Courtenay to support our most underrepresented community members, specifically those experiencing homelessness.

Research incorporating insights from individuals with lived experience underscores that the challenges faced by “people experiencing homelessness are exacerbated by legislation and policies that criminalize, marginalize, and stigmatize them” (Bennett & Larkin, 2018, p. 5).

This report will also provide specific recommendations and amendments to proposed Bylaw No. 3121.

Ensuring Clarity and Equity in Bylaw No. 3121

The amendments and considerations outlined below have been developed through the collaboration of legal advocates, social service professionals, and individuals who have firsthand experience with homelessness. These revisions have been carefully prioritized to align with the City of Courtenay's strategic objectives and core values. For additional proposed changes, please refer to the attached addendum.

- 1) Indigenous Consultation:** With the Council's efforts on Reconciliation, Bylaw No. 3121 should be reviewed by local Indigenous partners.
 - We must ensure the proposed bylaw is aligned with the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and honour Indigenous peoples' entitlements to adequate housing, non-discrimination, and self-determination (United Nations General Assembly, 2008).
- 2) Amendments to ensure Bylaw No. 3121 is clear** and does not lead to unintended consequences for those experiencing homelessness:
 - I. Amendment recommendation to Section 5.9 (b):** "Disorderly, dangerous, or **offensive** behaviour is not allowed in parks and open spaces (City of Courtenay, 2023a):"
 - "Offensive behaviour" is too broad a term to provide any sort of objectivity. Disorderly or dangerous conduct can be objectively observed outside of a feeling or emotion. Implicit bias may lead to a disproportional impact on people experiencing homelessness.
 - II. Amendment recommendation to Section 5.9 (d):** "Camping in a park or open space, **with or without shelter**, is only permitted with a valid permit that complies with all terms and conditions of the permit:"
 - It is unclear how someone would camp without shelter. If they are referring to someone sleeping in the park, then that should be clearly defined. We recommend striking out "with or without shelter" to create a clear delineation between the definition of camping and sheltering.

- III. **Amendment recommendation to Section 5.9 (g): “Preventing or obstructing other individuals’ free use and enjoyment of parks or open spaces is not permitted unless authorized through a valid permit.”**
- It is unclear what behaviour would “prevent or obstruct” an individual’s use of parks or open spaces that are not already covered by the permissions Bylaw provisions. The bylaw already provides for situations in which a permit is necessary. There are provisions against dangerous or disorderly conduct that may obstruct someone’s use of a park or open space. There are also provisions prohibiting the building of permanent structures.
 - The unintended consequence of this provision may target a subset of the community, namely people experiencing homelessness, who may be seen as preventing or obstructing other individuals’ use and enjoyment simply by relying on that public space.
 - **Amendment recommendation:** Strike the entire provision.
- IV. **Amendment to Section 5.10 Interaction with City Employees:** “The City is committed to providing excellent service to the public and creating positive experiences for all individuals while promoting a culture of respect and professionalism, and to ensure that this commitment is met, **the City has established provisions outlining expectations for the interaction between City employees and members of the public.**”
- It is noted that the bylaw attempts to regulate the behaviour of the public when interacting with City employees. However, it does not incorporate language which governs how city employees behave towards the public.
 - **Amendment Recommendation 1:** To incorporate language directly from the Bylaw Compliance Policy, which discusses how City employees should behave while enforcing the bylaw.
 - **Amendment Recommendation 2:** to have express language outlining trauma-informed bylaw enforcement.

- V. **Amendment to Section 5.10 (c) & (d):** “It is prohibited to **obstruct or interfere** with the duties of City employees in a park or open space).” “**Interfering with a bylaw officer in performing their duties, including issuing tickets or notices, is prohibited under this bylaw.**”
- a. These provisions are frequently applied to impede advocates and observers during decampment operations. Mere inquiry, negotiation, or advocacy, whether for oneself or others, should not be deemed as ‘obstruction’ or ‘interference.’ To uphold the principles of democracy, public engagement, and freedom of speech, it is recommended that the provision explicitly recognizes the necessity for “physical obstruction or interference.”
 - b. **Amendment recommendation 1:** It is prohibited to *physically* obstruct or *physically* interfere with City employees while carrying out their duties in parks or open spaces, or bylaw officers while performing their duties, including issuing tickets or notices.
 - c. **Amendment recommendation 2:** Strike out Section 5.10 (d) and combine it with 5.10 (c).
- VI. **Clarification to Section 7.2 (d):** “**All temporary shelters must be taken down and moved before 9:00 a.m. each day, except for those situated in a location authorized by the City Manager for daytime use.**”
- a. Are there any locations authorized by the City Manager for daytime use? If so, why are they removing folks rather than encouraging them to occupy that space?
 - b. Access to daytime shelter is a basic human right and essential for upholding human dignity. Daytime shelter plays a crucial role in creating a pathway to stability for those experiencing homelessness.
 - c. **Leniency for Health Issues to better support those experiencing homelessness requiring shelter in City Parks.** It is imperative to consider the effects on the health needs of individuals experiencing homelessness and the resulting impact on hospitals with increased visits when these needs are unmet. We recommend leniency be expressly stated in Bylaw to recognize the

health needs of those experiencing homelessness, such as allowing individuals experiencing illness and physical disabilities to shelter in place beyond the proposed time slots of 7:00 pm to 9:00 am (stated in Bylaw 3121, section 7.2 C).

- d. This addition will support our most vulnerable populations, cultivate trust between City staff and those affected by the bylaw, and reduce the impact on support services by helping unhoused individuals maintain their belongings (vs. being thrown away, adding to the cycle of poverty and waste).

VII. Amendment to Section 7.2 (f): “Temporary shelters must not be left unattended.”

- a. The Bylaw states that people can temporarily shelter in designated parks and open spaces between the hours of 7:00 pm and 9:00 am, a span of 14 hours. There are numerous reasons why an unhoused person may need to leave their temporary shelter unattended, including to get food or use the washroom. It is unreasonable to require that someone not leave their temporary shelter over the course of 14 hours. This statement does not consider the reality of those experiencing homelessness.
- b. **Amendment recommendation:** Strike the entire provision.

VIII. Amendment to Section 5.8 Substance Use: A person must not do any of the following activities in a park or open space: **b) “Consume cannabis, as defined in the Cannabis Control and Licensing Act;” c) “Smoking or vaping (including e-cigarettes).”**

- a. **Amendment recommendation:** In alignment with the CVRD Substance Use Strategy and harm reduction principles, it is imperative to reconsider the prohibition outlined in Section 5.8 regarding the consumption of cannabis and smoking or vaping in parks or open spaces.
- o The use of marijuana is frequently prescribed for pain management and to mitigate the consumption of additional substances, as detailed by the UBC Faculty of Medicine in 2020. Therefore, a prohibition will

contradict the aim of harm reduction strategies and hinder access to therapeutic options for individuals.

- o Considering this, it is proposed to amend the section to allow for regulated consumption of cannabis and implement accessible, designated smoking and vaping areas within park spaces.

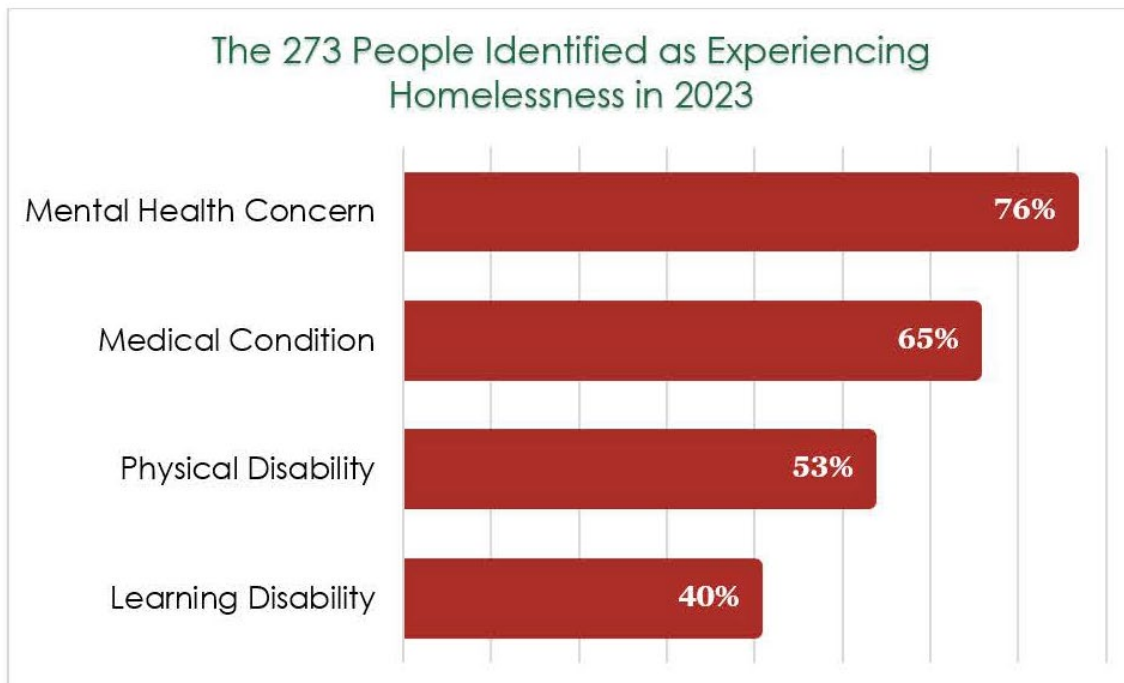
IX. Amendment to Section 10.2 Enforcement: “The Director, a bylaw enforcement officer or a peace officer may enforce this bylaw, and in doing so **may be assisted by another such officer or a City personnel** (City of Courtenay, 2023a).”

- a. Only trained officials should be enforcing the bylaw. City personnel is too broad and can include anyone employed by the city. This not only puts the public at risk but also the city personnel who are asked to operate outside their job responsibilities and without the proper training.
- b. Furthermore, it is redundant to authorize bylaw officers and peace officers to enforce the bylaw with the assistance of another bylaw officer or peace officer.
- c. **Amendment recommendation 1:** Strike out “and in doing so may be assisted by another such officer or a City personnel.” Alternatively, specify emergency personnel.
- d. **Amendment recommendation to emphasize Social Service partnership and support.** The Bylaw policy and regulation should incorporate language that promotes collaborative partnerships with social support services. Express language in Bylaw 3121 that acknowledges social support services diminishes the likelihood of conflicts but also enables individuals experiencing homelessness to receive timely information on available resources, services, and secure locations for additional support and rest.

Reflecting on the Current Situation of Homelessness in the Comox Valley

The 2023 Comox Valley Point in Time (PIT) Count has provided an annual snapshot of people experiencing homelessness during a 24-hour period (BC Housing Research Centre, 2023). The PIT's homelessness assessment demonstrates an extraordinary increase in homelessness in the Comox Valley since 2020 and a rising representation of minority groups such as Indigenous People, the LGBTQIA+ community, and persons with disabilities who are disproportionately affected by poverty and the housing crisis.

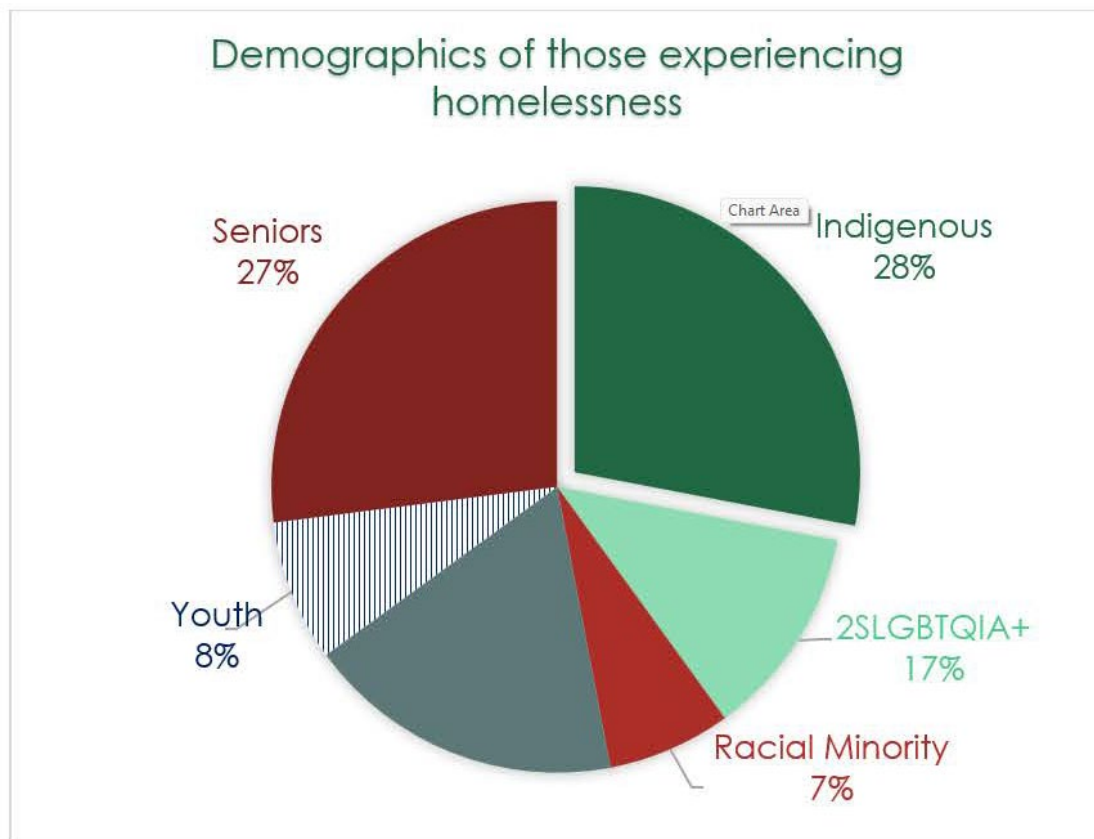
As proposed, Bylaw No. 3121 may exacerbate the already dire conditions faced by the homeless population in Courtenay, leading to mistreatment and, potentially, further loss of life. This experience is specifically impacting minority groups.



The 2023 Point-In-Time Count by BC Housing revealed that:

Indigenous individuals are disproportionately impacted, representing 28% of those experiencing homelessness in the Comox Valley.

A bylaw drafted without Indigenous consultation will contradict the City's stated dedication to reconciliation efforts and to providing a "high quality of life" "for all people" as set out in the City of Courtenay's Strategic Priorities for 2023-2026 (City of Courtenay, 2023).



(BC Housing, 2023)

"Our stuff is soaking wet and dirty. What can we do with it? It is impossible to pack it up."

– A community member experiencing homelessness

Meeting the City's Strategic Goals

The following commitment was released within the City of Courtenay's Official Community Plan in 2022:

"Courtenay will ensure equity is integrated into planning and design considerations so that everyone – including racialized newcomers, SSLGBTQIA+, women, persons with disabilities, children, youth and elders – are equal participants in the City and city building (City of Courtenay, 2022)"

The City of Courtenay pledged to review its operations through an equity lens, ensuring fairness, justice, and social responsibility (City of Courtenay, 2023b). Unfortunately, existing bylaw practices and the proposed Bylaw No. 3121 present multiple challenges that contradict these strategic goals, creating unintended consequences for the community's most marginalized.

Courtenay envisions itself as "**A City for All People**," celebrating diverse identities and experiences. However, Bylaw 3121, in its current form, inadvertently impedes the inclusivity the City aspires to achieve.

"What are we supposed to do with no washroom? And where are we supposed to go when we get kicked out of a park?"

– A community member experiencing homelessness

For those experiencing homelessness, the bylaw's restrictions on public spaces create additional hurdles. This conflict with Courtenay's vision emphasizes the urgent need for further consultation and consideration for inclusive language that

"Good governance is at the very heart of the work of the City of Courtenay, ensuring public engagement, transparency, equity and inclusion, effectiveness and efficiency and accountability."

recognizes the diverse needs of our community.

Furthermore, restricting temporary shelters or housing options for unhoused individuals conflicts with Courtenay's commitment to affordable housing. Adequate housing is not only a civic duty but also a fundamental human right. Bylaw 3121, if not carefully amended, might inadvertently impede progress toward our

More than a roof over one's head, adequate housing is a fundamental human right in Canada and an important social determinant of health (City of Courtenay, 2023b)."

affordable housing goals.

In essence, the re-evaluation of Bylaw 3121 is not just a technicality; it reflects the City's values and an opportunity for systems change that better supports the most marginalized among us, particularly those experiencing homelessness. It is a call to align our bylaws with our aspirations for an inclusive, equitable, and compassionate community.

Investing in Relationships

To acknowledge the importance of reconciliation, it is essential to reflect on how Bylaw No. 3121 may affect Indigenous communities—ensuring that city regulations and policies respect and support reconciliation is not just a statement but an effort to truly consult those most affected.

“The City of Courtenay will value the contributions of all its citizens, nurturing and practicing a culture of proactive involvement in local government reconciliation and all community decisions by creating new avenues for community participation and action (OCP, 2023).”

THE IMPORTANCE OF INDIGENOUS CONSULTATION

City regulations that contribute to homelessness among Indigenous individuals contradict **the United Nations Declaration on Indigenous People (UNDRIP)** by infringing upon Indigenous peoples' rights to adequate housing, non-discrimination, and self-determination (United Nations General Assembly, 2008).

- a. **Right to Adequate Housing:** UNDRIP recognizes Indigenous peoples' right to adequate housing, which includes the right to live in safe and healthy conditions. Bylaws that exacerbate homelessness directly undermine this right.
- b. **Protection of Cultural Identity:** Homelessness can disrupt cultural connections and exacerbate social marginalization, hindering the ability of Indigenous individuals to maintain their cultural practices and connections to their communities.
- c. **Right to Non-Discrimination:** UNDRIP prohibits discrimination against Indigenous peoples, encompassing bias in housing access and public services. Bylaws disproportionately impacting Indigenous individuals, like those aggravating homelessness, may be deemed discriminatory for perpetuating inequality or exacerbating existing disparities.
- d. **Right to Self-Determination:** Bylaws that perpetuate homelessness can limit the ability of Indigenous communities to exercise self-determination by undermining their ability to address housing and social issues within their communities.

Compassionate Solutions for Addressing Immediate Needs of Homelessness in Courtenay: A System Change Approach

Working towards System Change must start with changing the policies and legislation that inadvertently criminalize and restrict the human rights and safety of people experiencing homelessness

1. **Consultation and Engagement:** “Ensure equity is integrated into planning and design considerations so that everyone – including racialized newcomers, SSLGBTQIA+, women, persons with disabilities, children, youth and elders – are equal participants in the City and city building (City of Courtenay, 2022).”
 - Engage in further consultation, particularly with vulnerable groups, to ensure their voices are heard and needs are addressed.
 - Collaborate with consultants who adopt social justice and trauma-informed approaches to foster meaningful engagement.
2. **Clarity, Accessibility, and Transparency:**
 - Prioritize inclusivity by ensuring that legal documents are accessible to all individuals.
 - Use focus groups or community feedback sessions to test the clarity of language in regulations.
 - Specify within the Bylaw policy the commitment to collaborating with community outreach programs to enhance accessibility.
3. **Work with the community to seek solutions ensuring basic Human Rights and Dignity are met:**
 - a. Access to daytime shelter is a basic human right and essential for upholding human dignity. Daytime shelter plays a crucial role in creating a pathway to stability for those experiencing homelessness.

- b. Appropriate washroom facilities should be provided to those needing to shelter in parks.
 - c. Adding a monitored overnight washroom facility or additional public washroom hours will allow our most vulnerable community members to maintain proper gastrointestinal health, personal safety, and dignity with this basic human need.
4. **Support for the Unhoused:** Avoid punitive responses towards individuals experiencing homelessness and develop an equitable complaint system accessible to all.
5. **Education and Training:** Implement regular training programs for bylaw officers on harm reduction, cultural safety, and humility. Get curious about using a human rights lens in supporting the most marginalized.

"I tried to read the Bylaw, but it didn't make sense. It's confusing, and it makes it hard for me to be comfortable anywhere."

– A community member experiencing homelessness

References:

- BC Housing Research Centre, Comox Valley - 2023 Homeless Count, <https://www.bchousing.org/sites/default/files/media/documents/Homeless-Count-Comox-Valley-2023.pdf>
- Bennett, D., & Larkin, D.J. (n.d.). Project Inclusion: Confronting Anti-Homelessness & Anti-Substance User Stigma in British Columbia. Retrieved on February 5, from <https://d3n8a8pro7vhmx.cloudfront.net/pivotlegal/pages/1986/attachments/original/1543969275/project-inclusion-digital.pdf?1543969275>
- City of Courtenay. (2022). Official Community Plan, Bylaw No. 3070, 2022. Retrieved from <https://pub-courtenay.escribemeetings.com/filestream.ashx?DocumentId=2762>
- City of Courtenay. (2023a). *Parks and Open Spaces Regulation Bylaw*, Bylaw No. 3121. Retrieved on January 15, 2024, from: <https://pub-courtenay.escribemeetings.com/filestream.ashx?DocumentId=6296>
- City of Courtenay. (2023b). Strategic Priorities 2023-2026. Retrieved from https://www.courtenay.ca/assets/City~Hall/Documents/2023-2026_CityOfCourtenay_StrategicPlan_May%2010,%202023.pdf
- Comox Valley Substance Use Strategy. (2023, September 27). Phase 2 Final Report [Presentation slides]. Presentation to Courtenay City Council. Retrieved from <https://pub-courtenay.escribemeetings.com/FileStream.ashx?DocumentId=5515>
- Homelessness Hub. (n.d.). Supporting communities to prevent and end homelessness. Criminalization of Homelessness. Retrieved on February 6, 2023, from <https://www.homelessnesshub.ca/about-homelessness/legal-justice-issues/criminalization-homelessness>
- Nordicity. (2023, September 5). Courtenay Strategic 10-Year Cultural Plan What We Heard Report. Prepared for City of Courtenay. Retrieved from <https://www.courtenay.ca/assets/Departments/Rec~and~Culture/Attachment%201%20-%20SCP%20WWH%20Sep%205%202023.pdf>
- UBC Faculty of Medicine. (2020, December 17). *Cannabis could reduce fentanyl use, reduce overdose risk*. Retrieved on January 15, 2024, from: <https://www.med.ubc.ca/news/cannabis-could-reduce-fentanyl-use-reduce-overdose-risk/>
- United Nations General Assembly. (2008). United Nations Declaration on the Rights of Indigenous Peoples: resolution / adopted by the General Assembly. A/RES/61/295. https://www.un.org/esa/socdev/unpfii/documents/DRIPS_en.pdf

Addendum 1: Proposed amendments to the Parks and Open Spaces Bylaw No. 3121

Definitions:

2. In this Bylaw:

“camping” means the act of setting up tents, campers, or recreational vehicles, within a park or open space for recreational purposes ~~or taking up temporary overnight abode in a park or open space with or without shelter;~~

As the definition currently reads, there is overlap with the definition of “temporary shelter.” This creates confusion and can encourage misapplication.

Amendment recommendation: “camping” means the act of setting up tents, campers, or recreational vehicles within a park or open space for recreational purposes.

“park” means an area of land dedicated or designated and maintained by the City as a park and intended for the purpose of providing recreational, cultural, and leisure opportunities to the public, including facilities such as playgrounds, sports courts and fields, trails, picnic areas, and green spaces, and are intended for the use ~~and enjoyment of individuals and community groups;~~

We recommend more inclusive language to ensure that people experiencing homelessness are seen as community members who not only rely on public spaces and parks for their “enjoyment” but also for survival.

Amendment recommendation: “Park” means an area of land dedicated or designated and maintained by the City as a park and intended for the purpose of providing recreational, cultural, and leisure opportunities to the public, including facilities such as playgrounds, sports courts and fields, trails, picnic areas, and green spaces, and are intended for the use **all community members;**

“unhoused” means not having a fixed address or a predictable residence to return to on a daily basis.

Amendment recommendation: “unhoused” means having **no accommodation**, fixed address, or **permanent** residence to return to on a daily basis.

- 5.9 Behaviour and Conduct:** The City is dedicated to creating safe and accessible parks and open spaces for all community members to enjoy and to achieve this goal, the City aims to minimize nuisances and obstructions that may impact the use ~~and enjoyment~~ of these spaces by all community members; therefore, the following provisions aim to ensure that individuals using the City's parks and community facilities do so in a safe and respectful manner:

Again, we recommend more inclusive language to ensure that people experiencing homelessness are seen as community members who not only rely on public spaces and parks for their “enjoyment” but also for survival.

Amendment recommendation: strike out “and enjoyment.”

- 5.9 b) Disorderly, dangerous, ~~or offensive~~ behaviour is not allowed in parks and open spaces

What is “offensive behaviour?” Being offended is a subjective feeling. Disorderly or dangerous conduct can be objectively observed outside of a feeling or an emotion. To prevent the risk of unconscious bias, and the disproportionate application of this provision to people experiencing homelessness, we recommend removing the word “offensive” from the provision.

Amendment recommendation: Disorderly or dangerous behavior is not allowed in parks and open spaces.

- 5.9 d) Camping in a park or open space, ~~with or without shelter~~, is only permitted with a valid permit that complies with all terms and conditions of the permit.

It is unclear how someone would camp without shelter. If the Bylaw is referring to someone sleeping in the park, then that should be clearly defined. We recommend striking out “with or without shelter” to 1) keep the provision in line with the amended definition of “camping”, and 2) create a clear delineation between the definition of camping and sheltering.

Amendment recommendation: strike out “with or without shelter.”

5.9 (g) ~~Preventing or obstructing other individuals' free use and enjoyment of parks or open spaces is not permitted unless authorized through a valid permit.~~

The bylaw already provides for situations in which a permit is necessary. Therefore, this provision is unnecessary. There are provisions against dangerous or disorderly conduct that may obstruct someone's use of parks or open spaces and provisions against building permanent structures. Furthermore, it is unclear what behaviour would "prevent or obstruct" an individual's use of parks or open spaces that isn't already covered by the Bylaw. The unintended consequence of this provision appears to be targeting a subset of the community, namely people experiencing homelessness, who may be seen as preventing or obstructing other individuals' use and enjoyment, simply by relying on that public space.

Amendment recommendation: Strike the entire provision.

5.10 **Interaction with City Employees:** The City is committed to providing excellent service to the public and creating positive experiences for all individuals while promoting a culture of respect and professionalism, and to ensure that this commitment is met, the City has established provisions outlining expectations for the interaction between City employees and members of the public; therefore:

The bylaw attempts to regulate the behaviour of the public when interacting with City employees, but it does not incorporate language which governs how city employees behave toward the public. We recommend incorporating explicit language directly found in the Bylaw Compliance Policy, which discusses how City employees should behave while enforcing the bylaw.

a) City employees engaged in park maintenance, ~~cleanup~~, or renovation may ask individuals within the park to relocate or leave in order to carry out their duties;

Park maintenance involves cleaning the park. Our concern with the term "cleanup" is that it is associated with decampments and sweeps. We recommend striking out "cleanup". We also acknowledge this would bring the provision in line with the language used in section 9.2 (a)(i) of the Bylaw.

Amendment recommendation: strike out “cleanup.”

c) It is prohibited to obstruct or interfere with the duties of City employees in a park or open space; and

These These provisions are frequently applied to impede advocates and observers during decampment operations. Mere inquiry, negotiation, or advocacy, whether for oneself or others, should not be deemed as 'obstruction' or 'interference.' To uphold the principles of democracy, public engagement, and freedom of speech, it is recommended that the provision explicitly recognizes the necessity for “physical obstruction or interference.”

Amendment recommendation: It is prohibited to **physically** obstruct or **physically** interfere with City employees while carrying out their duties in parks or open spaces, or bylaw officers while performing their duties, including issuing tickets or notices.

~~d) Interfering with a bylaw officer in performing their duties, including issuing tickets or notices, is prohibited under this bylaw.~~

Amendment recommendation: strike then entire provision and combine with (c).

6.4 No Fouling or Polluting

a) Waste Disposal and Littering: The City is committed to maintaining clean and litter-free parks and open spaces ~~for the enjoyment of all users;~~ therefore:

Amendment recommendation: strike out “for the enjoyment of all users”

Temporary Sheltering

- 7.2 **Permitted Sheltering:** Where there is no accessible shelter accommodation available in the City, ~~unhoused persons~~ individuals who are unhoused may temporarily shelter in a park if the following conditions are met:

We would like to see explicit language recognizing the human right to shelter.

Amendment recommendation: In recognition of the human right to shelter, where there is no accessible or adequate shelter accommodation available in the City, individuals who are unhoused may temporarily shelter in a park if the following conditions are met:

- d) All temporary shelters must be taken down and moved before 9:00 a.m. each day, except for those situated in a location authorized by the City Manager for daytime use.

Are there any locations authorized by the City Manager for daytime use? If so, why are they removing folks rather than encouraging them to occupy that space?

Amendment recommendation: In the spirit of human rights and trauma-informed interactions, we would like to see express language acknowledging bylaw officers' and peace officers' using discretion to exercise leniency when disabilities impede an unhoused person's ability to take down their temporary shelter before 9:00am.

- f) ~~Temporary shelters must not be left unattended~~

The Bylaw provides that people can temporarily shelter in designated parks and open spaces between the hours of 7:00 pm and 9:00 am; a span of 14 hours. There are numerous reasons why an unhoused person may need to leave their temporary shelter unattended including to get food or use the washroom. It is unreasonable to require that someone not leave their temporary shelter over the course of 14 hours. A blanket ban is not rooted in a human rights centric approach, nor does it consider the realities of those experiencing homelessness.

Amendment recommendation: strike the entire provision

10.2 **Enforcement:** The Director, a bylaw enforcement officer or a peace officer may enforce this bylaw, ~~and in doing so may be assisted by another such officer or a City personnel and:~~

Only trained officials should be enforcing the bylaw. City personnel is too broad and can include anyone employed by the city. This not only puts the public at risk but also the city personnel who are asked to operate outside their job responsibilities and without the proper training. Furthermore, it is redundant to authorize bylaw officers and peace officers to enforce the bylaw with the assistance of another bylaw officer or peace officer.

Amendment recommendation: strike “and in doing so may be assisted by another such officer or a City personnel.” Alternatively, specify emergency personnel.



**NO SMOKING
NO LOITERING**

Working Toward System Change

**Assessing Courtenay's
Approach
to Homelessness**



*We are gathered on the Unceded
Traditional Territory of the K'ómoks, the
Pentlatch, and the Ieeksun First Nations,
including the Sathloot, the Säsitla, and
the Xa'Xe people.*

Introduction

The Current Situation

Ensuring Clarity and Equity in Bylaw No. 3121

Considerations for Council: Meeting the City's
Strategic Goals

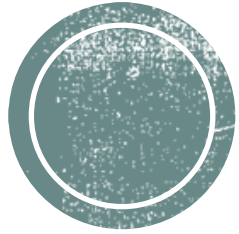
Topics Being
Covered



“I am over 70 years old, and I cannot keep one thing. This is ridiculous. I spent my life working, and now I am walking the streets with nowhere to go and with nothing.”

– A community member experiencing homelessness in Courtenay





“I tried to read the Bylaw, but it didn’t make sense. It’s confusing, and it makes it hard for me to be comfortable anywhere.”

– A community member experiencing homelessness

Ensuring Equity and Clarity in Bylaw 3121

INDIGENOUS CONSULTATION

Imperative: Review Bylaw No. 3121 with Indigenous partners for genuine reconciliation

Uphold Rights: Align with UNDRIP to ensure Indigenous entitlements to housing, non-discrimination, and self-determination are honored



“Just a quick word on reasonable adjustments here
- they are not a privilege, they are not intended to
be annoying, or to create extra work for other
people - they are a human right.”

-Luke Beardon



Preventing subjective interpretation and implicit bias:

- X Disorderly, Dangerous, or *Offensive* Behaviour
- X Permit for camping, *with or without* shelter
- X Preventing or Obstructing Others' Use of Parks
- X Leaving Temporary Shelters *Unattended*



Unintended Consequences:

The Impact of Language in Bylaw Enforcement



Identified Gap:

Clear expectations for the public, but
Absence of clear directives governing city employees' conduct



Actionable Amendments:

Incorporate language from the Bylaw Compliance Policy to uphold consistent professionalism.
Explicit language on trauma-informed practices to enhance public trust and empathy in enforcement procedures.

Elevating
Accountability:
Fostering Trust in
Public
Interactions



Amendment to Section 5.8: Substance Use

Current Prohibition

- Consumption of cannabis
- Smoking or vaping (including e-cigarettes)

Amendment Proposal

- Align with harm reduction principles.
- Allow regulated cannabis consumption.
- Implement designated smoking and vaping areas

Why Amend?

- Enhances harm reduction efforts.
- Provides therapeutic options.
- Aligns with evolving substance use strategies.



Ensuring Public Safety and Effective Support

Amendment to Section 10.2 Enforcement

Qualified

Ensure enforcement is by trained officials to protect public and staff safety.
Exclude untrained city personnel from enforcement.

Support

Emphasize partnerships with social services for effective support.



Considerations for Council

Consultation,
Engagement
& Relationships

- Ensure equal participation for all.
- Engage vulnerable groups.
- Collaborate with consultants who use a social justice and trauma-informed lens.

Clarity,
Accessibility,
Transparency

- Make documents accessible.
- Test language clarity.

Addressing
Homelessness
Today

- Commit to collaboration and equity, starting with Bylaw 3121



THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3124, 2024

A bylaw to amend City of Courtenay Sewer Service Frontage Tax Bylaw No. 2767, 2013

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 **“Sewer Service Frontage Tax Amendment Bylaw No. 3124, 2024”**.
2. That “Sewer Service Frontage Tax Bylaw No. 2767, 2013” be amended as follows:
 - (a) That “7. The annual amount to be paid under this tax per parcel is \$10.24 per metre of sewer frontage”. Be removed and replaced with:

“7. The annual amount to be paid under this tax per parcel is \$10.70 per metre of sewer frontage.”

Read a first time this 24th day of January, 2024

Read a second time this 24th day of January, 2024

Read a third time this 24th day of January, 2024

Finally passed and adopted this day of , 2024

Mayor

Corporate Officer

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3122, 2024

A bylaw to amend City of Courtenay Fees and Charges Bylaw No. 1673, 1992

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 “**Fees and Charges Amendment Bylaw No. 3122, 2024 (sewer)**”.
2. That “City of Courtenay Fees and Charges Bylaw No. 1673, 1992” be amended as follows:
 - (a) That Schedule of Fees and Charges, Section III, Appendix II “Sanitary Sewer System” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule of Fees and Charges Section III, Appendix II – Sanitary Sewer System

Read a first time this 24th day of January, 2024

Read a second time this 24th day of January, 2024

Read a third time this 24th day of January, 2024

Finally passed and adopted this day of , 2024

Mayor

Corporate Officer

**SCHEDULE OF FEES AND CHARGES
CITY OF COURTENAY FEES AND CHARGES AMENDMENT
BYLAW NO. 3122, 2024
SECTION III, APPENDIX II
SANITARY SEWER SYSTEM**

1. CONNECTION FEES

(a) Connection Fees

Connection from either side of road to property line

10.16 centimetres (4" inch) \$6,000.00

Where a larger connection than the one listed above is required, the connection will be installed at City cost plus 25%.

(b) Abandonment Fee

Fee for disconnecting an abandoned service connection at the sanitary sewer main irrespective of the size of the connection	Actual City cost plus 25%, min charge \$2,500.00
---	--

(c) Connection Charges for Annexed Areas

For owners where commitment letters were issued between 1997 and 2006 quoting a sewer connection bylaw fee of \$1,500 (plus a capital contribution fee of \$5,000), this bylaw fee amount shall be in effect until October 31, 2007, after which the following schedule of connection fees will apply.

Property Use	Connection Charge		
	Capital Contribution		Connection Fee
	Existing Building	New Development	
Single Family Home OR Duplex	\$6,000.00	\$6,000.00	Either side of road from main - \$6,000.00
Multifamily, Strata OR Apartment OR Mobile Homes	\$6,000.00	\$6,000.00 for first unit, \$3,000.00 per unit for the next five units, \$2,500.00 per unit for the next five units, \$2,000.00 per unit for the next five units and \$1,500.00 per unit for all units thereafter	For a 100 mm diameter connection or the Bylaw rate for larger pipe sizes: Either side of road from main \$6,000.00

Industrial OR Commercial OR Public Assembly	\$10,000.00	\$10,000.00 minimum or the greater amount calculated based on the design sewage flows from the development.	For a 100 mm diameter connection or the Bylaw rate for larger pipe sizes: Either side of road from main \$10,000.00
---	-------------	---	--

Note: Under the heading of ‘Capital Contribution’ an ‘Existing Building’ is defined as a building that existed or a property that had a building permit application in place on or before April 14, 2004. ‘New Development’ is defined as a property on which a building permit application was made on or after April 15, 2004.

1. SANITARY SEWER USER RATES – APPLIED ON A PER-UNIT/SPACE BASIS

- The minimum user rate per year or portion thereof shall be as follows:

		Bylaw Rates (per annum) Effective Date January 1, 2024
Part 1 - Residential Users		
1	Single Family Dwelling	\$ 438.64
2	Multiple Family Dwelling - per unit	438.64
3	Mobile Home Park - per space	438.64
4	Kiwanis Village - per unit	438.64

		Bylaw Rates (per annum) Effective Date January 1, 2024
Part 2 - Commercial Users		
1	Hotels and Motels - per unit	\$ 176.62
2	Trailer Park and Campsite - per serviced site	91.14
3	Wholesale and Retail Stores	438.64
4	Car Wash	1,315.92
5	Bus Depot	438.64
6	Funeral Parlour	438.64
7	Garage	438.64
8	Machine Shop and Repair Shop	438.64
9	Bakery	438.64
10	Photographer	438.64
11	Business Office - per office	438.64
12	Professional Office - per office	438.64
13	Barber and Hairdresser	438.64
14	Pool room and Recreation Facility	438.64
15	Theatre	877.25
16	Department Store	877.25
17	Supermarket	877.25
18	Bowling Alley	877.25
19	Bank	877.25
20	Nursing Home	877.25
21	Café and Restaurant (including drive-in or take-out)	877.25
22	Dry Cleaner	877.25
23	Beverage Room	877.25
24	Laundry and Coin Laundry	3,506.07
25	Sawmill	4,369.82
26	Dairy Product Processing Plant	32,541.98
27	Other Commercial User not enumerated in this schedule	877.25
28	Cheese Processing Plant	7,271.02

		Bylaw Rates (per annum) Effective Date January 1, 2024	
Part 3 - Institutional User			
1	Church	\$	438.64
2	Public Hall		438.64
3	Utility Office		877.25
4	School - per classroom		786.15
5	Regional Recreation Complex		34,905.88
6	Regional District Administrative Office		9,378.26
7	Hospital per Patient Room		176.62
8	Hospital per Staff Room		438.64

2. UTILITY BILLING ADJUSTMENTS AND COLLECTION

- a) Where a billing error is suspected by the consumer, notification in writing must be made to the City of Courtenay Finance Department within one year of the original billing date for review and consideration. Upon investigation, if it is determined by the City that an error occurred and the consumer has been overcharged, an adjustment will be made to the utility bill in question in an amount to be determined by the City. The City will not provide refunds or adjustments to billing errors made more than two years prior to the date of the notification being received by the City.

- b) The rates and charges, enumerated in this Bylaw, are hereby imposed and levied for sewer utility services supplied or ready to be supplied by the City. All such rates and charges which are imposed for work done or services provided to lands or improvements shall form a charge on those lands which may be recovered from the Owner of the lands in the same manner and by the same means as unpaid taxes.

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3125, 2024

A bylaw to amend City of Courtenay Water Service Frontage Tax Bylaw No. 2874, 2017

The Council of the City of Courtenay in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as **“Water Service Frontage Tax Amendment Bylaw No. 3125, 2024”**.
2. That “Water Service Frontage Tax Bylaw No. 2874, 2017” be amended as follows:
 - a) That “7. The annual amount to be paid under this tax per parcel is:
 - \$4.68 per metre of water frontage for 2017 and
 - \$5.84 per metre of water frontage for 2018.”
Be removed and replaced with:

“7. The annual amount to be paid under this tax per parcel is \$6.10 per metre of water frontage.”

Read a first time this 24th day of January, 2024

Read a second time this 24th day of January, 2024

Read a third time this 24th day of January, 2024

Finally passed and adopted this day of , 2024

Mayor

Corporate Officer

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3123, 2024

A bylaw to amend City of Courtenay Fees and Charges Bylaw No. 1673, 1992

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 **“Fees and Charges Amendment Bylaw No. 3123, 2024 (water)”**.
2. That “City of Courtenay Fees and Charges Bylaw No. 1673, 1992” be amended as follows:
 - (a) That Schedule of Fees and Charges, Section III, Appendix I, “Waterworks Distribution System” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule of Fees and Charges Section III, Appendix I – Waterworks Distribution System

Read a first time this 24th day of January, 2024

Read a second time this 24th day of January, 2024

Read a third time this 24th day of January, 2024

Finally passed and adopted this day of , 2024

Mayor

Corporate Officer

**SCHEDULE OF FEES AND CHARGES
CITY OF COURTENAY FEES AND CHARGES
AMENDMENT BYLAW NO. 3123, 2024
SECTION III, APPENDIX I**

WATERWORKS DISTRIBUTION SYSTEM

1. CONNECTION FEES

- (a) Pursuant to Section 3.2 of Water Regulations and Rates Bylaw No. 1700, 1994, and amendments thereto, every applicant shall pay to the City before any work is done on the connection, a connection fee as follows:

Connection Size

Within the City

Connection from either side of road to property line

20 millimetres (3/4 inch) \$5,500.00

25 millimetres (1 inch) \$6,500.00

Outside the City

20 millimetres (3/4 inch) Actual City cost plus 25%
with a minimum charge of \$5,500.00

- (b) Where a larger connection than those listed above is required, the connection will be installed at City cost plus 25%.

(c) **Water Turn On and Turn Off**

If turn on or turn off is for a purpose other than maintenance or the commissioning of a new service the following fees will apply:

Inside the City \$70.00 for each water turn on or turn off

Outside the City \$100.00 for each water turn on or turn off

(d) **Abandonment Fee**

Fee for disconnecting an abandoned service connection at the water main irrespective of the size of the connection Actual City cost plus 25%, with a minimum charge of \$2,500.00

2. WATER UTILITY USER RATES

(a) **Unmetered Water**

The minimum user rate per year or portion thereof for unmetered accounts shall be as follows:

	Bylaw Rates (per annum) Effective Date January 1, 2024
Single Family Dwelling	\$ 560.98
Multiple Family Dwelling-per unit	473.86
Commercial	536.10
Outside Commercial User	967.89
Outside Residential User	967.89

(b) **Metered Water**

All metered accounts for the quantity of water used each quarter shall be calculated at the following rates:

	Bylaw Rates Effective Date January 1, 2024
Multi-Family Metered	
0-48.0 cubic metres	\$ 92.64
Greater than 48.1 cubic meters	1.93
Commercial Metered	
0-48.0 cubic metres	\$ 92.64
Greater than 48.1 cubic meters	1.93
Regional Standpipe, Regional Playing fields	\$ 2.52
Outside City - Multi-Family Metered	
0-48.0 cubic metres	\$ 120.96
Greater than 48.1 cubic meters	2.52
Outside City - Commercial Metered	
0-48.0 cubic metres	\$ 120.96
Greater than 48.1 cubic meters	2.52
Regional District Bulk	\$ 1.93
Sandwick - Summer Only	\$ 560.98

(c) Where a meter is found not to register, the charge shall be computed on the basis of the amount of water used during the time the meter was working, or from any other

information or source which can be obtained, and such amount so composed shall be paid by the consumer.

- (d) Where a commercial or industrial consumer has not been connected to a water meter through non-availability of the water meter or because of special exemption being granted by the City, water charges to the consumer will be computed on the basis of consumption recorded for other similar purposes in the City, or from any other information or source which can be obtained, and such amount so computed shall be paid by the consumer.
- (e) Where it has been determined that a water leak has occurred during the last billing period on the buried portion of the service between the water meter and the point where the service pipe enters the building, a maximum one time rebate of 40% of the metered water utility fee to compensate for the water leak will be made at the discretion of the Finance Officer based on the following:
 - i. The leak occurred on the buried water service;
 - ii. That a leak of that nature would have caused the volume of excess water usage;
 - iii. The leak did not occur as a result of negligence of the owner;
 - iv. The owner has provided satisfactory evidence that the leak has been permanently repaired.

WATER METER RENTALS

a) Water meter fee shall be as follows:

	Bylaw Rates Effective Date January 1, 2024
	Monthly Rates
Up to 3/4"	\$ 1.79
1"	4.97
1 1/4" - 1 1/2"	9.93
2"	14.87
3"	24.76
4"	48.99
6"	74.10
8"	98.87
10"	123.61

The above meter fee shall be added to the monthly water rates and will apply both inside and outside the City.

METER READING CHARGE

Each call after the first one of each month if access has not been provided or if readings extra to the quarterly reading are requested

\$35.00 per call

3. SUPPLY OF WATER FROM FIRE HYDRANTS OR OTHER SOURCE

- (a) Water may be supplied from a fire hydrant or other for the use of developers during the course of construction of multi-family, industrial, and commercial developments. The charge for such water usage shall be:

For buildings with a gross floor area up to and including 250 square meters	\$250.00
For buildings greater than a gross floor area of 250 square meters	Minimum charge of \$250.00, plus \$0.10 per square meter for floor area in excess of 250 square meters.

- (b) Where water is supplied from a fire hydrant or other non-metered source for other uses, the amount of water supplied will be invoiced in accordance with Section 2 – Water Utility Users Rates – Metered Water.
- (c) Charge to service fire hydrant after use:
 \$95.00 and/or any service costs that may arise from servicing a hydrant in respect of its use.

4. UTILITY BILLING ADJUSTMENTS AND COLLECTION

- a) Where a billing error is suspected by the consumer, notification in writing must be made to the City of Courtenay Finance Department within one year of the original billing date for review and consideration. Upon investigation, if it is determined by the City that an error occurred and the consumer has been overcharged, an adjustment will be made to the utility bill in question in an amount to be determined by the City. The City will not provide refunds or adjustments to billing errors made more than two years prior to the date of the notification being received by the City.
- b) The rates and charges, enumerated in this Bylaw, are hereby imposed and levied for water supplied or ready to be supplied by the City and for the provision of the service and other water related services. All such rates and charges which are imposed for work done or services provided to lands or improvements shall form a charge on those lands which may be recovered from the Owner of the lands in the same manner and by the same means as unpaid taxes.

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 3126, 2024

A bylaw to amend City of Courtenay Fees and Charges Bylaw No. 1673, 1992

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 “**Fees and Charges Amendment Bylaw No. 3126, 2024 (Solid waste)**”.
2. That “City of Courtenay Fees and Charges Bylaw No. 1673, 1992” be amended as follows:
 - (a) That Schedule of Fees and Charges, Section III, Appendix IV, “Garbage Collection Fees” be hereby repealed and substituted therefore by the following attached hereto and forming part of this bylaw:

Schedule of Fees and Charges Section III, Appendix IV – Solid Waste Collection Fees

Read a first time this 24th day of January, 2024

Read a second time this 24th day of January, 2024

Read a third time this 24th day of January, 2024

Finally passed and adopted this day of , 2024

Mayor

Corporate Officer

**SCHEDULE OF FEES AND CHARGES
CITY OF COURTENAY FEES AND CHARGES
AMENDMENT BYLAW NO. 3126, 2024
SECTION III, APPENDIX IV
SOLID WASTE COLLECTION FEES**

Fees associated with Collection of Garbage, Organic Waste, and Recyclables

The annual rates in this schedule apply to the jurisdictions as outlined in the body of this bylaw.

A. Single Residential Dwelling (SRD) Unit / Duplex Basic Annual Fee:

Garbage	Organic Waste	Recyclables	Fee
120 L	360 L	360 L	\$357.50

B. Multi-residential detached, Manufactured Homes in a Mobile Home Park, Fourplex, and Secondary Suites inside SRDs Basic Annual Fee:

Garbage	Organic Waste	Recyclables	Fee
120 L	120 L	240 L	\$324.00

C. Cart Exchange Fee (limited to one set of cart exchanges per year): \$65.00 per exchange

<u>Fee Description</u>	<u>Annual Fee</u>
D. Additional Home Health Care Waste Garbage Cart (120 L):	\$56.00
E. Additional Garbage Cart (120 L):	\$138.20
F. First Recycling Cart (240 L or 360 L):	\$32.65
G. Additional Recycling Cart (240 L or 360 L):	\$14.00
H. Additional Organic Waste Cart (120 L):	\$153.15
I. Additional Organic Waste Cart (360 L):	\$186.65
J. Assisted Set-out Service:	\$100.00

<u>Description of cart replacement charges</u>	<u>Charge</u>
K. Replacement cart fee – 120 L	\$81.60
L. Replacement cart fee – 240 L	\$102.00
M. Replacement cart fee – 360 L	\$117.60
N. Replacement wildlife resistant cart fee - any size	\$217.60



THE CORPORATION OF THE CITY OF COURTENAY

COUNCIL MEMBER REPORT

To: **COUNCIL**

File No.: 0540

From: Councillor Hillian

Date (MMM-YYYY): Jan-2024

Subject: **REPORT OF ACTIVITIES AND EVENTS**

	DATE (MMM-DD)	EVENT/LOCATION	COMMENTS
1.	Jan-02	Social Planning Society housing meeting	
2.	Jan-09	Sewage Commission and CVRD Board meetings	
3.	Jan-10	K'omoks Main Treaty Table meeting	
4.	Jan-15	Community Justice Centre committee meeting; Kus-kus-sum Liaison Meeting; Lunch & Learn re Outdoor Pool	
5.	Jan-16	Ending Homelessness Is Possible: Lessons From Finland - webinar	
6.	Jan-18	GP Vanier career class interviews; Habitat key ceremony	
7.	Jan-19	Learning from London: Homelessness Hubs and Whole Community Response - webinar	
8.	Jan-22	Evergreen Seniors meeting with City	

	DATE <i>(MMM-DD)</i>	EVENT/LOCATION	COMMENTS
9.	Jan-23	Recreation Commission, CVRD Procedural Bylaw workshop and CVRD Board meeting	
10.	Jan-25	Community Justice Centre Board meeting; CVRD Elected Officials climate action forum; South Sewer open house	
11.	Jan-26	Climate Caucus, BC chapter; Island Health community leaders update	
12.	Jan-29	South Sewer virtual open house; Meeting with Mayor	
13.	Jan-30	Meeting with community resident re: municipal issues	
14.	Jan-31	South Sewer community open house	
15.			
16.			
17.			
18.			



THE CORPORATION OF THE CITY OF COURTENAY

COUNCIL MEMBER REPORT

To: **COUNCIL**

File No.: 0540

From: Councillor McCollum



Date (MMM-YYYY): Jan-2024

Subject: **REPORT OF ACTIVITIES AND EVENTS**

	DATE (MMM-DD)	EVENT/LOCATION	COMMENTS
1.	Jan-15	Lunch and Learn @ City Hall	Discussed the results of the outdoor pool public engagement and next steps
2.	Jan-22	Community Energy Association Budget review and Finance & Audit Committee	Work shop for 2024 Budget presentation
3.	Jan-23	CVRD Recreation Commission	
4.	Jan-23	CVRD Board Procedure Workshop	Reviewed and discussed Board Meeting Procedured by-law
5.	Jan-23	CVRD Board Meeting	
6.	Jan-25	CVRD Elected Official Forum	Workshop to beginning the developmeent process for the Climate Action Strategy
7.	Jan-29	1-1 with Mayor	
8.	Jan-30	Community Energy Association Special Meeting of the Board	2024 Budget Approval