



The Corporation of the City of Courtenay

Briefing Note

To: Council
From: Director of Operational Services
Subject: Cycling Network Plan – 2025 Implementation

File No.: 5640-07
Date: April 2, 2025

ISSUE:

The purpose of this briefing note is to provide Council with information on the planned 2025 capital works relative to the implementation of the City's Cycling Network Plan.

BACKGROUND:

Since the completion of the Connecting Courtenay: Cycling Network Plan (CNP) in 2019, the City of Courtenay has significantly invested in advancing active transportation (AT) and road safety priorities. The AT program is supported with grant opportunities and partnerships to offset funding requirements for various infrastructure projects. Total grant funding for the City's AT program received or pending through grant funding programs amounts to over \$6.10 million.

The implementation of the CNP continues to progress as recommended. This briefing note highlights the City's five-year projects and approved implementation plan to advance projects with more than 54 lane-km of all ages and abilities active transportation infrastructure. Highlights include:

- 23.4 lane-km construction projects of neighbourhood bikeways with speed reductions to 40 km/h
- 16.3 lane-km construction projects of buffered painted bike lanes
- 1.3 lane-km construction projects of painted parking protected bike lanes
- 13.8 lane-km of design projects including more than 11 lane-km of protected bike lanes
- 1 pedestrian bridge design project

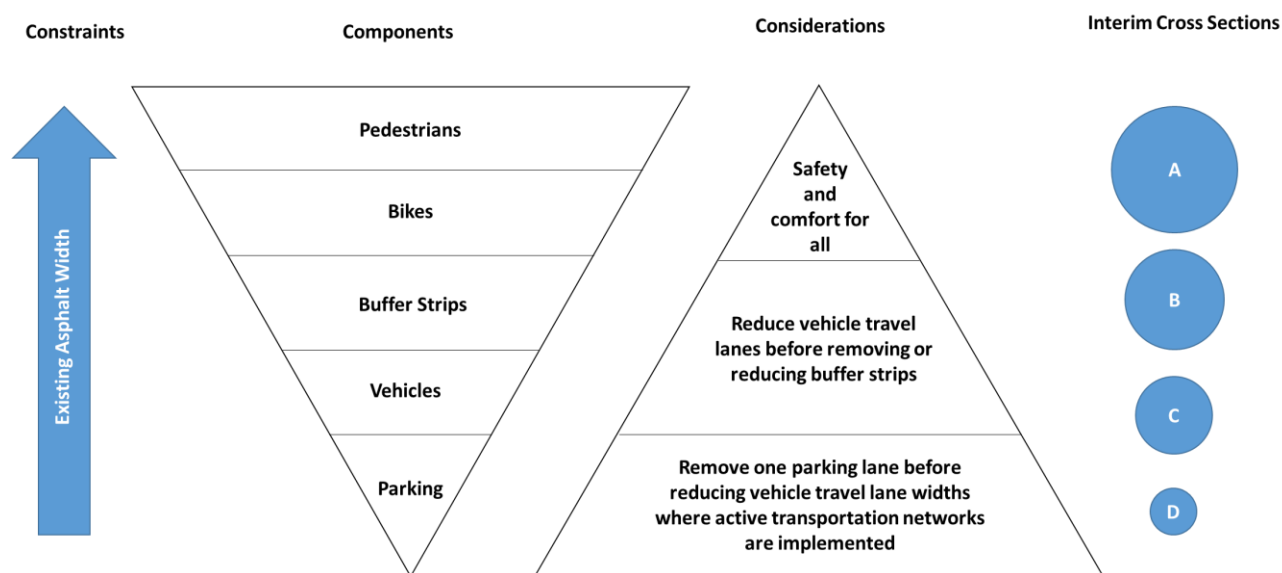
DISCUSSION:

The City of Courtenay has built a strong foundation upon which to further develop active transportation (AT) options for residents and visitors. This includes policies in support of AT, such as the new OCP, network planning, and an expanding network of bicycle facilities for people of all ages and abilities, and increased funding to implement the CNP through capital projects that deliver AT infrastructure.

To minimize costs and risks while delivering desired levels of service, the type of AT project was developed for each infrastructure project with the framework below to design in accordance with context.

This framework considers constraints from the existing asphalt width, the prioritization of components for inclusion, and considerations of various trade-off for the order in which modifications will be made where there are space constraints on existing roadways. Outputs from design activities generated four interim cross-sections for implementing the CNP within the available right-of-way.

Figure 1: Active Transportation Design Framework



The remaining three years of the 5-year CNP implementation capital plan is estimated to require \$608,000 in capital construction expenditures with the corresponding increase to operations and maintenance expenditures estimated to be \$55,000 (from \$12,000 to \$24,000 per year, based on project types and timing). These expenditures are summarized for each of the corresponding years in the capital plan.

Capital funding for the 2025 projects as listed in **Table 1** are included in the approved 2025 financial plan. The continuation of the capital investment relative to the remaining two years (2026-2027) of 5-year CNP capital plan will be subject to council's review during the regular budget approval process.

Table 1: Proposed Five Year CNP Capital Plan Construction and Maintenance Costs

Year	Construction Cost (Annual)	Operations and Maintenance Costs (Annual Increase)
2025	\$201,000	\$24,000
2026	\$196,000	\$19,000
2027	\$211,000	\$12,000
Total	\$608,000	\$55,000

The capital program for the 2025 projects as listed in **Table 2** includes the 2024 design projects that are now carry forward for construction.

Table 2: 2025 CNP Capital Plan Projects

Location	Road Classification	Length (m)	Facility Type	Year	Interim Cross-section			
					A	B	C	D
Headquarters	Arterial Minor	1500	Buffered Painted Bike Lane	2025				
Vanier Drive	Arterial Major	1120	Buffered Painted Bike Lane	2025				
Crown Isle Drive	Collector - Residential	3900	Bike Symbols with Sharrows	2025				
Crown Isle Blvd.	Collector - Industrial / Commercial	1200	Buffered Painted Bike Lane	2025				

RECOMMENDATION: THAT Council receive the **Cycling Network Plan – 2025 Implementation** briefing note.

ATTACHMENTS:

1. CNP – 5 Year Implementation Map
2. CNP – Interim Cross-Sections

Prepared by: Matthew Brown, Manager of Transportation Services

Reviewed by: Kyle Shaw, Director of Operational Services

Concurrence: Chris Davidson, Director of Infrastructure and Environmental Engineering – Acting City Manager (CAO)