



The Corporation of the City of Courtenay

# Briefing Note

---

**To:** Council

**File No.:** 5335-20

**From:** Director of Infrastructure and Environmental Engineering

**Date:** November 13, 2024

**Subject:** Lake Trail Multi-Use Pathway – Project Update

---

## **PURPOSE:**

To update Council on the current status of the Lake Trail Multi-Use Pathway project.

## **BACKGROUND:**

The Lake Trail Multi-Use Pathway project will construct dedicated bike lanes between Lake Trail School and Arden Elementary and fill an important gap in the City's cycling network. The project will also construct a 2.0m wide gravel path that's set back from the road and is intended for all users.

On July 11, 2022, Council resolved the following;

1. *THAT Council approves Option 1, and direct staff to submit an application for grant funding for the Lake Trail Multi-Use Path through the BC Active Transportation Grant Program for the 2 metre wide gravel pathway; and,*
2. *THAT Council support the project and commit to any associated ineligible costs or potential cost overruns; and,*
3. *THAT Council direct staff to send correspondence to the CVRD Electoral Areas requesting consideration of financial contribution to the project through the 2023 financial planning process.*

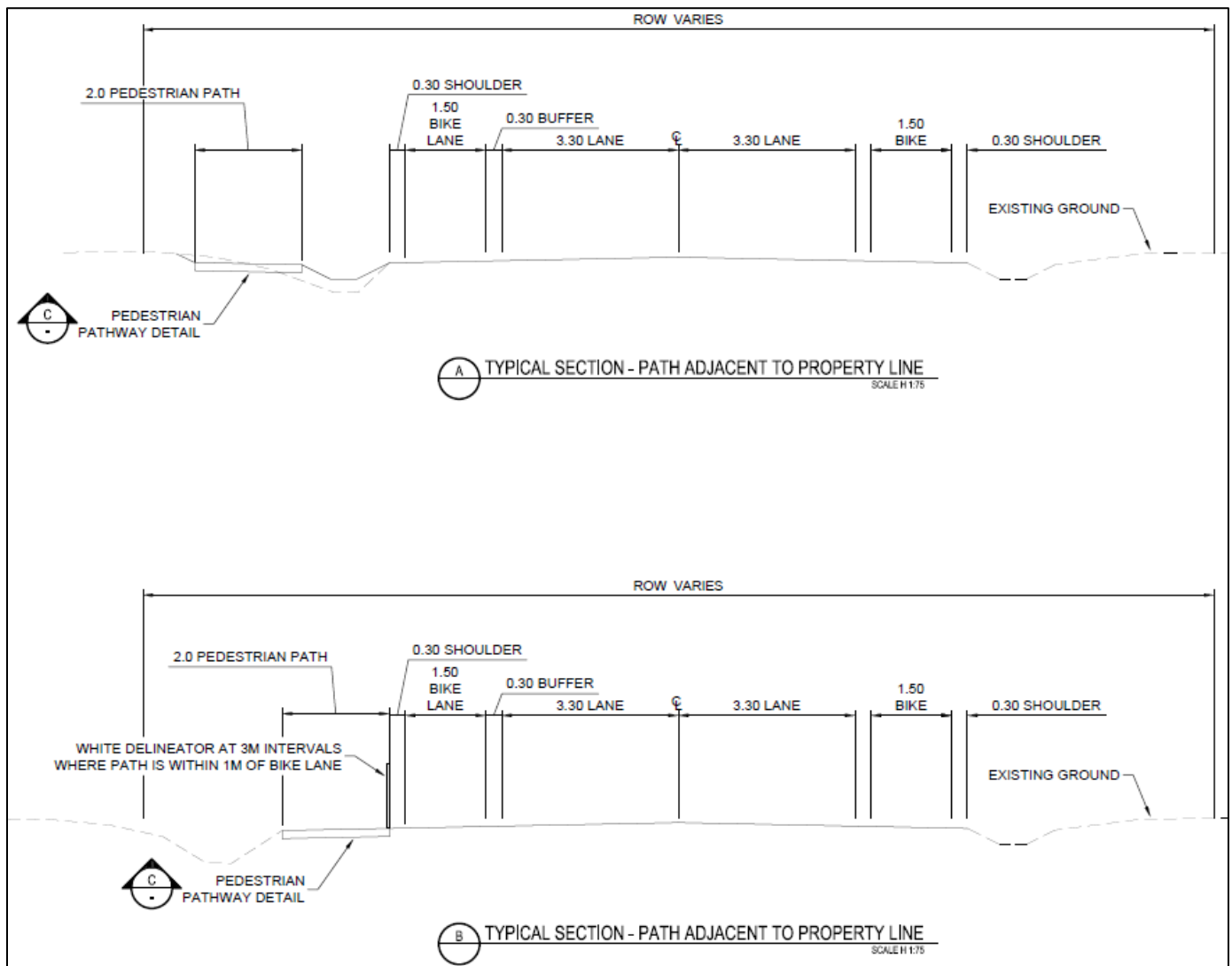
Further, on March 22, 2024, Council was informed that the City was successful in receiving the BC Active Transportation grant for this project, providing up to \$500,000 in funding. Additionally, the CVRD has also contributed \$186,000 towards the project. At that time, the total project budget was estimated to be \$1,400,000, with construction planned for 2025 to ensure meeting the grant deadline of March, 2026.

## **DISCUSSION:**

Lake Trail Road is a semi-rural minor arterial roadway in the City of Courtenay which fronts both Lake Trail Community School and Arden Elementary School. Despite this, the existing roadway provides little active transportation safety or opportunity, generally consisting of a single travel lane, paved shoulder, and ditch in each of the eastbound and westbound directions.

The Lake Trail Multi-Use Pathway project aims to enhance connectivity and improve safety within the community, particularly for our younger citizens. It proposes:

- Connecting Lake Trail Community School and Arden Elementary School with just over 1.2 kilometres of 2.0 m wide gravel pathway set back from the vehicle travel lane.
- Almost 600m of road widening will be constructed in order to extend the existing painted bike lanes along Lake Trail Rd from Arden Rd to Webb Rd, at the frontage of Arden Elementary.
- High performance green MMA paint at intersections and conflict zones.
- Upgraded bus stop location with concrete pad.
- Upgrades to the storm system including new 1200mm culvert crossing near Webb Road.



During detailed design work, it was determined through environmental consultation that a portion of the roadside ditching along the frontage of the Courtenay Fellowship Baptist Church (the Church), 2963 Lake Trail Rd, is considered an environmentally sensitive and fish-bearing portion of Arden Creek. This discovery incurred additional Federal and Provincial oversights, including an extended permitting window.

To mitigate any potential delays to construction, City Staff directed its design team to produce an options analysis which reduces permitting timelines. Of the options presented, only the option which alters the alignment along the Church's frontage to behind the existing creek offered such reduction. With this alignment, which moves the trail from the roadside onto the Church's property, the trail would interact with the creek with a simple crossing rather than a linear adjustment. Jurisdictionally, a linear adjustment to a waterway is equivalent to infilling and reconstructing said waterway. With this option, City Staff expect to be able to maintain a summer 2025 construction schedule, ensuring the City can meet the BC Active Transportation Infrastructure Grant works deadline of March, 2026. Further, this option allows for less impact on an important ecosystem in the Valley.

However, additional efforts to review and alter the design, increased environmental oversight, legal consulting, two potential statutory right of ways with impacted property owners and an increased scope of works which includes a creek crossing and other culvert works brought forth through detailed design refinement, have increased the expected project budget. The total construction project budget for 2025 is now expected to be \$1,650,000 based on Class A cost estimate provided by the project consultant, including for engineering services and a 20% budget contingency.

**POLICY ANALYSIS:**

**Regional Growth Strategy Reference:**

Goal 4: Transportation

Objective 4-B: Improve bicycle and pedestrian infrastructure to increase the use of active transportation options.

Targets: 20% bicycle and pedestrian commuters by 2030.

**Official Community Plan Reference:**

Transportation

5.2 Goals

- 2. Development of a transportation system that provides choices for different modes of travel including vehicle, transit, pedestrian, cycling and people with mobility impairments.
- 5. Support a transportation system that recognizes the importance of the character and overall appearance of the City.

5.3 Policies

- 6. The City will pursue the development of a continuous pedestrian system and will continue to ensure that walkways and pedestrian linkages are provided in all new developments, particularly for major destination points, and are provided by the developer at the time of subdivision.

**FINANCIAL IMPLICATIONS:**

The expected total construction budget for 2025 is \$1,650,000, including engineering services and a 20% budget contingency.

<b>Project Description</b>	<b>2025 Budget</b>
Lake Trail MUP – Existing Budget	\$1,400,000
Lake Trail MUP – Proposed Budget	\$1,650,000
Budget Change	\$250,000

Funding through the BC Active Transportation Grant Program will cover up to 50% of eligible project costs, up to a maximum of \$500,000. The project is also benefiting from a contribution of \$186,000 from the CVRD.

The City funded portion of the project in 2024 is \$714,000 which is funded by the following sources:

Taxation (current and prior years)	\$464,000
Infrastructure Reserve	\$250,000

In order to fund the additional \$250,000 required to complete the project, staff will be recommending using interest earnings from the City’s Growing Communities Funds received in 2023. Interest earnings have not been allocated to projects to date. No budget amendment is required for 2024 as this change will be addressed through the 2025 Financial Planning process.

While the above noted budget may experience further refinements, a finalized version is expected to be presented through the five-year capital project financial planning process.

**ADMINISTRATIVE IMPLICATIONS:**

This project will be led by the Infrastructure and Environmental Engineering division, with support from most other City departments. Consultants with technical knowledge specific to this work will be utilized to implement the detailed design. Estimated costs associated with external consultants are included in the project capital budget.

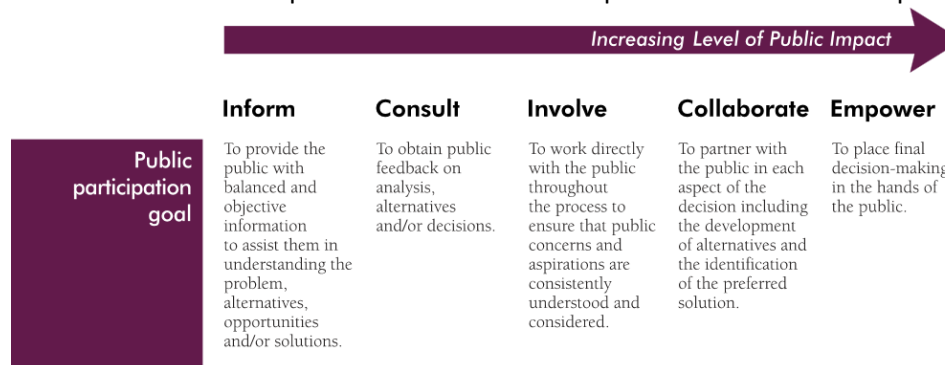
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Streets and Transportation - Update cycling network plan and implementation strategy

**PUBLIC ENGAGEMENT:**

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



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

**RECOMMENDATION:**

THAT Council receive the Lake Trail Multi-Use Pathway Project Update briefing note for information.

Prepared by: Sean Hayes, P.L.Eng., CAPM, Engineering Technologist

Reviewed by: Adam Pitcher, ASCT, PMP, Manager of Capital Projects

Chris Davidson, P.Eng., PMP, Director of Infrastructure and Environmental Engineering

Adam Langenmaier, BBA, CPA, CA, Director of Financial Services / Chief Financial Officer

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