

THE CORPORATION OF THE CITY OF COURTENAY

NOTICE OF SPECIAL COUNCIL MEETING

*We respectfully acknowledge that the land on which we gather is the
unceded traditional territory of the K'ómoks First Nation*

DATE: Monday, April 29, 2019
PLACE: City Hall Council Chambers
TIME: 4:00 p.m.

AGENDA

1.00 K'OMOKS FIRST NATION ACKNOWLEDGEMENT

2.00 STAFF REPORTS/PRESENTATIONS

- 1 1. Parks and Recreation Master Plan Community Feedback Summary
- 29 2. 2019 - 2023 Financial Plan, Bylaw 2967 Public Feedback and 2019 Tax Rates,
Bylaw 2968

3.00 INTERNAL REPORTS AND CORRESPONDENCE FOR INFORMATION

- 33 1. Briefing Note - Proposed Youth Environmental Action Climate Strike March -
May 3, 2019

4.00 RESOLUTIONS OF COUNCIL

- 1. Motion to Amend the Comox Valley Regional District (CVRD) Board of Director
Appointments

*Staff Note: A resolution was adopted December 4, 2000 providing for the
appointment of municipal, and alternate municipal directors, on a continuous
basis, or until such time as Council appoints a replacement or their term of office
ends.*

*At the November 05, 2018 Inaugural meeting, the following Comox Valley
Regional District (CVRD) Board of Director appointments were adopted by
Council for the period of November 05, 2018 to November 2019.*

Regional District Board of Directors:

*Mayor Bob Wells
Councillor David Frisch
Councillor Wendy Morin
Councillor Doug Hillian*

Alternate Regional District Directors:

Councillor Will Cole-Hamilton

Councillor Manno Theos

Councillor Melanie McCollum

Suggested motion: that Council amend the terms of the Comox Valley Regional District (CVRD) Board of Directors appointments adopted November 5th, 2018, as follows:

- that Councillor Will Cole-Hamilton be appointed Director
- that Councillor Wendy Morin be appointed Alternate Director effective May 20, 2019 to November 2019.

2. In Camera Meeting

That notice is hereby given that a Special In-Camera meeting closed to the public will be held April 29th, 2019 at the conclusion of the Special Council Meeting pursuant to the following sub-sections of the *Community Charter*:

- 90 (1) (c) labour relations or other employee relations;

5.00 BYLAWS

For Second and Third Reading

- 35 1. “2019 - 2023 Consolidated Financial Plan Bylaw No. 2967, 2019”
(A bylaw to adopt the 2019 - 2023 consolidated 5 year financial plan)

For First, Second and Third Reading

- 57 1. “Tax Rates Bylaw No. 2968, 2019”
(A bylaw to establish the property value taxation rates for 2019)

6.00 ADJOURNMENT



John Ward, CMC
Corporate Officer

Posted April 26th, 2019



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council

File No.: 07710-20 P&R MP

From: Chief Administrative Officer

Date: April 29, 2019

Subject: Parks and Recreation Master Plan Community Feedback Summary

PURPOSE:

The purpose of this report is to outline the public feedback received from January 23 to February 22, 2019 based on the draft parks and recreation master plan.

CAO RECOMMENDATIONS:

That based on the April , 2019 staff report "Parks and Recreation Master Plan Community Feedback Summary", Council adopt OPTION 1 and direct Staff to incorporate the recommended changes from the attached final community engagement comments in the draft parks and Recreation Master Plan and proceed to a Final Draft of the Parks and Recreation Master Plan.

Respectfully submitted,

David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND:

At the January 21, 2019 council meeting, Council accepted the draft Parks and Recreation Master Plan in principle; and directed staff to issue the draft for public comment over a one month duration.

The draft plan was posted online and a hard copy was made available to the public at the following locations: City Hall, Lewis Centre, Florence Filberg Centre, the LINC Youth Centre, Public Works and the Courtenay Library. Questions and feedback were received by email and in person during a one month period from January 23rd to February 22, 2019.

Stakeholder groups who had participated in the community focus workshops were notified by email to provide an opportunity for feedback. Furthermore, the Parks and Recreation Advisory Commission was presented the draft report at the February 7, 2019 meeting and the Commission's feedback has been incorporated as part of the Comments Summary attached.

DISCUSSION:

During the month of February, 30 comments were received from the public and various community organizations. Staff have summarized the comments and categorized them according to the main areas covered by the plan:

- Community Overview
- Community Input
- Outdoor Recreation:
 - Parkland Supply
 - Park Amenities Capital Development
 - Park Design and Development
 - Trails
- Indoor Recreation:
 - Indoor Recreation Facilities
 - Programs and Services

Attachment A shows the summary of comment areas, what the master plan currently says, proposed changes and notes. Each summary comment is numbered. The numbers have been inserted into Attachment B where the issue is raised in the original feedback.

Staff responded to each email that was received, by either addressing the question raised or by acknowledging receipt. There are some comments that are outside the scope of the master plan. Where the comment was relevant to another department, the email was forwarded to the appropriate staff member. Staff comments were included in the development of the draft so there are few feedback comments from staff shown in the documents.

FINANCIAL IMPLICATIONS:

The master plan is a guiding document that doesn't commit the City to the financial implications of implementation. Initiatives will be addressed through one of the following methods:

- Established by Council as a strategic priority
- Risk, asset or infrastructure issues will be evaluated by the Asset Management Working Group and proposed to Council with other similar initiatives.
- New items or service level changes will be proposed to Council through the budget process.

The implementation plan is a separate document that identifies the priority of each recommendation and the relative cost.

ADMINISTRATIVE IMPLICATIONS:

The Recreation and Cultural Services Department has managed the development of this document and will work with Council to implement any approved recommendations. The Parks and Recreation Advisory Commission will also make recommendations on initiatives and will report to council as needed.

ASSET MANAGEMENT IMPLICATIONS:

Master plans provide guidance to Council and the Asset Management Working Group. They help staff identify synergies between the current issues and future plans in order to execute projects with maximum efficiency.

STRATEGIC PRIORITIES REFERENCE:

The following strategic priorities will apply:

We focus on organizational and governance excellence

- Support and encourage initiatives to improve efficiencies
- Recognize staff capacity is a finite resource and support staff training and development
- Communicate appropriately with our community in all decisions we make
- Responsibly provide services at levels which the people we serve are willing to pay

We proactively plan and invest in our natural and built environment

- Focus on asset management for sustainable service delivery
- ▲ Look for regional infrastructure solutions for shared services
- ▲ Continue to support Arts and Culture

We continually invest in our key relationships

- Value and recognize the importance of our volunteers
- Consider effective ways to engage with and partner for the health and safety of the community
- ▲ Support improving accessibility to all City services

- **AREA OF CONTROL:** The policy, works and programming matters that fall within Council's jurisdictional authority to act
- ▲ **AREA OF INFLUENCE:** Matters that fall within shared or agreed jurisdiction between Council and another government or party
- **AREA OF CONCERN:** Matters of interest that are outside Council's jurisdictional authority to act

OFFICIAL COMMUNITY PLAN REFERENCE:

The OCP identifies the following vision:

The vision for the City of Courtenay is for a City that is unique and different from other communities. It is to become the most liveable community in the province. It can be expressed as having:

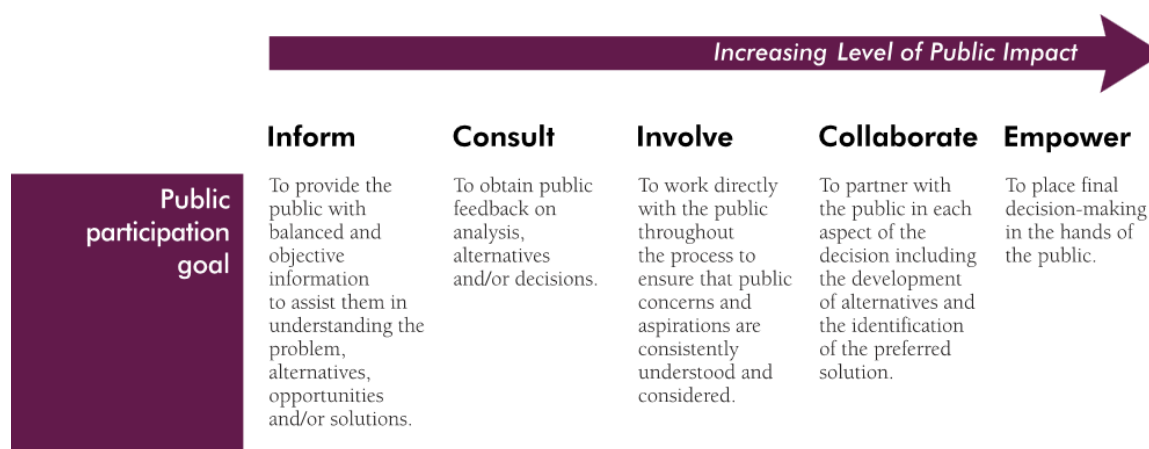
- *an inclusive, open and caring community*
- *commitment to continued excellence*
- *a strong downtown*
- *the ability to ensure a high level of aesthetic and architectural design*
- *a reputation as the premier regional centre for arts and culture*
- *balance and ability to lead growth and the provision of services*
- *a role to be the centre of commerce for the Comox Valley*
- *an expanding parks, natural areas and greenways system*
- *a strategy to lead in environmental protection*

- *commitment to serve youth and seniors*
- *support for a viable agricultural economy and ensure the protection of agricultural Lands*

REGIONAL GROWTH STRATEGY REFERENCE: No specific reference

CITIZEN/PUBLIC ENGAGEMENT:

Staff have **consulted** with the community through the engagement processes identified above as identified in the *IAP2 Spectrum of Public Participation*.



OPTIONS:

1. Direct staff to incorporate the recommended changes from the attached final Community Engagement Comments in the Draft Parks and Recreation Master Plan and proceed to a Final Draft of the Parks and Recreation Master Plan.
2. Council refer this item back to staff for further consideration or consultation.
3. Council refer this matter to the Parks and Recreation Advisory Commission for advice.

Prepared by:

Dave Snider *BCSLA*

Director of Recreation and Cultural Services

Attachments:

1. Summary of Community Engagement Comments and Recommendations
2. Full list of Community Engagement Comments

Summary of Community Engagement Comments and Recommendations

Comment Origin	Comment	What the Master Plan currently says	Suggested Changes	Notes
Context and Purpose				
1 Respondent 9	Questioning why respondents who do not live in Courtenay are taken into consideration of the Master Plan	Parks and recreation services are not operated with resident and non-resident rates or approaches. Addressed in Section 1.1	None needed	Staff responded to the inquiry in more detail.
Community Overview				
2	Consider large number of families moving into the community and account for their parks and recreation needs	Embedded in Master plan	None needed	
Community Input				
3 Resident Group	Consider First Nations cultural needs in all areas of the plan	Section 2.2 has an objective to "Increase the Indigenous and multi-cultural aspects of programs"	Add Indigenous communities to Next Step collaboration; also mention First Nation's collaboration in more places within plan	
Outdoor Recreation:				
Parkland Supply				
4 Comox Valley Conservation Partnership (CVCP)	Block 71 should be referenced along with the amount of parkland needed to maintain per capita provision levels within Courtenay as a whole and Block 71 in particular	Figure 3.1 generally identifies parkland supply standards. Figure 3.3 does not specifically show parkland needs in this area.	Clarify the expectations that will be placed on developers based on the standards in Figure 3.1	Without site analysis and a proposed layout, meaningful parkland locations are hard to identify. The quantity of parkland will depend on undefined population expectations.
5	Open spaces such as the Courtenay Estuary and Kus Kus Sum property are mentioned briefly but should be prioritized as open spaces that draw increased recreational traffic and will require detailed cooperative park planning with other land agencies and estuary managers.	Section 3.1 lists this area under Other Lands with Park Values	More information on these lands could be added to section 3.1. A new park label can be added on the Kus Kus Sum property on Map 2.	Proposed park parcels are not identified explicitly in plan as land transactions are confidential. However the development of Kus Kus Sum is unique yet not finalized.
6	The Municipal Natural Asset Inventory should be referenced	Not mentioned in Master Plan	The Municipal Natural Asset Inventory can be referenced as a relevant future associated document.	The sequencing of the release of these documents is the main issue.
7	Consider aligning with the CVLT Land Protection Plan to support the PRC Master Plan acquisition strategy.	Not mentioned in Master Plan	No change to the current document. Consider integration in future revisions.	Environmental protection is just outside the scope of this document. This document can inform the OCP revision and Urban Forest Strategy along with future parks master plans.
8 Resident Group	Develop Harmston Park as the Downtown Civic Park and plan more green spaces in the Downtown Core for community events	Portion of Harmston recommended as park page 22, 3.2.2; park space is recommended downtown page 25	None needed	
9	Revise zoning to ensure that all parks are included	Recommendation 3.1.5 identifies this need	None needed	
10	Establish priorities for park land acquisition and funding solutions	Master Plan identifies target locations	None needed	The implementation plan will give more detail

11		Buy Courtenay Car Service lot at 5th Street and Comox Road as a park to get a view	Not mentioned in Master Plan	None needed	Proposed park parcels are not identified explicitly in plan as land transactions are confidential. Although this purchase would benefit adjacent parks, park provision in this area is identified as sufficient.
Park Amenities Capital Development					
12	Resident Group	Pursue joint use site development agreement with School District	Recommendations 3.3.2 and 4.2.5 and Section 5 address collaboration with School District	None needed	
13		Support year round access and programs at the Community Garden	Community garden groups could request this, operational issue	None needed	
14	Respondent 14	Consider including all school community gardens in the City of Courtenay boundaries (Vanier S.S, Mark Isfeld, Valley View S.S., Nala'astsi.)	Two school community gardens are mentioned in Master Plan	Revise to say there are "multiple" community gardens at schools	
15		Consider use of edible plants in park design	Edible gardens are considered within urban agriculture	Add urban agriculture to 3.3.11, could also mention edible plants in particular	Typically in designated areas with gardianship.
16		General support for pickleball and interest in working with Comox Valley Pickle Ball Association	Popularity and growth of pickleball are recognized and new courts are recommended	None needed	
17	Respondent 9	Questioning of a need for pickleball in Courtenay	The demand identified in the master plan as well as the community feedback suggests that it's appropriate for Courtenay to make provision for this sport	None needed	
18		Proposal of a viewing deck behind Native Sons Hall.	This specific project is not identified in the master plan		
Park Design and Development					
19	Respondent 8	Establish a new tubing entry downstream of the Puntledge River Fish Hatchery	Tubing down the river is not an officially endorsed activity by the City and therefore not addressed in Master Plan	None needed	
20		Include all members of a neighbourhood in park planning	Master Plan mentions need to obtain input from park users and stakeholders and to obtain community input on plan options	None needed	
21	CVCP	Partner with CVLT to develop park managemnet plans for Hurford Hill Nature Park and Sandwich Forest	Operational suggestion	None needed	
22		Urban tree planting and riparian restoration needs to be explored in more depth especially in reference to increasing the role of community partnerships in park spaces	3.2.1 addresses planting of trees in parks	None needed. Addressed in the Urban Forest Strategy	
23	Respondent 20	Desire for access to McPhee Meadows and involvement in park planning	Master Plan recommends a community engagement process for this park plan	None needed	
24		Desire for giving Woodcote Park more of a park character and more landscaping	Master Plan recommended tree planting, a perimeter pathway, seating, and amenities desired by the neighbourhood in Woodcote Park	None needed	
25	Respondent 11	More benches and accessible furnishings along trails and community parks	More benches are recommended in parks and along trails	None needed	
26		Additional well marked park water fountains/ bottle filling stations	Not mentioned in Master Plan	Add a comment that fountains be added at community parks and high-use trails where existing infrastructure supports the new services.	
27		Consider a memorial walkway in Pinegrove Park to replace Memorial Bench Program	Not mentioned in the Master Plan	None needed	Suitable as an idea to bring to a park planning process

28	Bike Coalition	Include bike skills park in Courtenay	Master Plan suggests a possible neighbourhood level bike skills park in 3.3.8; noted that primary bike skills park is in Cumberland	None needed	
29	Parks and Recreation Advisory Commission (PRAC)	Playground replacement should be prioritized	Operational suggestion	None needed	Operations have a prioritized list that will be included in the implementation plan
Trails					
30	Bike Coalition	Support for trail connectivity, especially in East Courtenay	Master Plan proposes new trail connections, including East Courtenay	None needed	
31	Respondent 21	Concern about trail #15 and effects on residential property	Document identifies an aspiration for a waterfront trail, implementation will involve collaboration with upland owners	None needed	Concerns were thoughtfully presented. Staff responded to the email directly.
32		Guidelines for trails on or adjacent to private property should consider and engage with affected landowners at an early stage to minimize invading on owners, and explore options such as road easements or rights-of-way on property peripheries, shoreline causeways, and reducing trail widths.	Master Plan identifies community consultation to be critical.	None needed	Operationally the project manager would explore design options to reduce impacts to neighbours.
33		Use existing informal trails, wide shoulders, and low-traffic roads as interim routes until such time as mapped routes may become available or feasible	Not mentioned in Master Plan	Add a sub-bullet with this information to recommendation 3.4.1	
34		Add more design standards for trails similar to what is included for parks in 3.2.1 and 3.2.2	Not mentioned in Master Plan	Add design considerations for trails to recommendation 3.4.1 or another bullet in that section	
35	CVCP	Improving connectivity within and between parks spaces and linking key environmentally sensitive areas, e.g., riparian areas	3.1.7 implies but is not specific about this	Add a sub-bullet to recommendation 3.1.7 mentioning habitat connectivity, especially along riparian corridors	
36		Quantify recent parkland subdivision dedication in the form of trails	Master Plan does not mention this, but unclear how it would change recommendations	None needed	
37	Resident Group	Support safe, connected and accessible walking and cycling trails	Embedded in trails section of Master Plan	None needed	
38		Instead of a pedestrian bridge on 6th Street, consider a bridge from 3rd Street to Riverside Park	Not in Master Plan	None needed	A 3rd St. crossing is not in keeping with the recommendations of the transportation MP. 3rd Street does not fulfill the objectives that 6th street does.
39	Bike Coalition	In urban trail connections consider feasible zig zag trail as opposed to stairs so there is bicycle and scooter accessibility	Not mentioned in Master Plan	Add a sub-bullet with this suggestion "instead of or in addition to stairs where feasible" to recommendation 3.4.1	
40		Trail connections routes - ensure proper sidewalk let downs and remove non-conforming let downs to remove trip hazards and improve accessibility	Sidewalks are covered in Transportation Master Plan	None needed	
41		Connect parks to safe routes to school (e.g., Puntledge Park to Lake Trail school)	Not mentioned in Master Plan	Add a sub-bullet to recommendation 3.4.1 that trails should integrate with Safe Routes to School where appropriate	Transportation Master Plan encourages reestablishment of Safe Routes to School program

42		Improve trails in Sandwich Park and restore trail around ponds in Muir/McLauchlin Park	Management Plan is recommended for Sandwich Park. Benches are suggested for Muir McLauchlin Park	None needed	Recommendation to restore trails around ponds in Muir McLauchlin Park would be addressed operationally
43	Respondent 20	Alternate trail from Anderton Avenue to McPhee Meadows – along 2 nd or 3 rd Street	Master Plan proposes route as a desire line along the river, but if not possible, 1st, 2nd or 3rd Streets could be used	None needed, long-term vision	
44	PRAC	A focus on accessibility on trails	Addressed in 1.4, 2.2 vision, and 3.2.1	None needed	
45	Respondent 18	A trail heading west through Millard Parks and Anfield Rd right of way to Fraser Rd./ logging Rd. Intersection as mentioned in the South Courtenay Area Plan should also be considered.	The trail connection is noted on Map 3 as a proposed trail	None needed	
46		Build south Riverway trail soon	Timing will be addressed in implementation plan	None needed	
47		At least one multipurpose route from West Courtenay to East Courtenay soon.	Timing will be addressed in implementation plan	None needed	
48		Need for maintenance on Hurford Trail	Operational suggestion	None needed	
49		Question on the phasing of park at 5th and railway regarding it's timeline, intended look, and how much railway property is involved.	Subject to community consultation. Staff responded to the inquiry in more detail.	None needed	
50	Respondent 22	Question regarding the timeline of trail from The Ridge to the oceanfront.	Subject to budget and project approval. Staff responded to the inquiry in more detail.	None needed	
51		Question regarding the timeline of trail from Beechwood to Courtenay River Walk	Subject to budget and project approval. Staff responded to the inquiry in more detail.	None needed	

Indoor Recreation:

Indoor Recreation Facilities

52	Resident Group	Engage with CVRD to develop a regional facility plan	Although not addressed as a general statement, it's addressed specifically in Vision and Goals, 3.3.3, 4.1.2, 4.1.7, 4.1.12, 4.2.3, and 4.4	None needed	
53		Expand aquatic sites and programs	The Courtenay and District Memorial pool asset is addressed in sections 4.1, 4.1.2, 4.1.3, and programming is addressed in 4.2. The document calls for further assessment.	None needed	The only aquatic sites and programs that are run by Courtenay are at the outdoor pool. The Aquatic Centre is a regional function.
54		Consider shared indoor facilities for pickleball, tennis, and other multi-use groups	Recommended for sports 4.1.6, tennis 4.1.7, tennis/pickleball 4.1.12, and culture 4.4.1	None needed	

Programs and Services

55	Resident Group	Affiliate within the framework of the C.Valley Health Network	Not mentioned in Master Plan as specific groups are not singled out. Partnerships are promoted in 4.2.7	None needed	
56		Consideration for programs and services for all ages	All age groups are considered in the plan	None needed	
57		Regional focus for program and services	One pass system is suggested in 4.2.3. Although not addressed as a general statement, it's addressed specifically in Vision and goals, 3.3.3, 4.1.2, 4.1.7, 4.1.12, 4.2.3, and 4.4	None needed	Operationally the recreation staff continue to work across boarders to ensure that services are complementary

Next Steps

58	CVCP	Master Plan does not include funding and funding sources needed for the next 10 years	Will be addressed in the implementation plan in a separate document	None needed	
59	Resident Group	Require developers to provide inside and outside amenities	This point is made in the trail section and will be part of the implementation plan	Clarify the expectations that should be placed on developers for amenity contributions	
60		Encourage neighbourhood involvement in Tree Bylaw implementation	Not in Master Plan as it is mandate of Urban Forest Strategy	None needed	
61		Acknowledgement there may be budget constraints relative to phasing and execution of the plan.	Next Steps section comments that the plan is subject to budget constraints, priorities and doesn't commit Council to any works	None needed	
62	PRAC	Support of sponsorship programs	Not identified in Master Plan	None Needed	This is a good topic for the Parks and Recreation Advisory Commission and inclusion in the implementation plan

Appendix A

63	CVCP	List of relevant documents does not include updated Subdivision Development Services Bylaw, in-process Urban Forest Strategy and the upcoming Integrated Rainwater Management Plan	Not mentioned in Master Plan	Add to Appendix A	
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Staff Comments

64	General	Various edits submitted on graphics, typos, and inaccuracies within Master Plan			
65	Parks	Pickleball courts would not fit at Valleyview Park and SD71 court availability would not satisfy the PBA	3.2.5 suggests that Pickleball/tennis courts could be considered in Valley View park	Remove this reference.	
66		Some linear parks (buffer areas) require further consideration - staff recommend a linear park study to develop options	3.4.4		
67		Proposed improvements to Woodcote park don't require a park plan but only minor capital allocations			
68	Development Services	Question if there are park land distribution targets for nature parks, with all the research on the importance of contact with nature.	Parkland quantity standards are identified in Figure 3.1 and typically refer to active parkland provisions. Existing and proposed park locations are identified on Map 2	Consider a paragraph describing natural area provision standards and acquisition methods	The population based standard is not generally used for natural areas since they can be acquired by various methods and other regulations. Staff responded to the inquiry directly.
69		Design recommendation about pedestrian corridors being 6m to accommodate greenspace and preserve trees. Urban Forest Strategy consultants recommend 20 m range when preserving mature trees as part of a greenway network. Suggestion of greenway widths being mentioned in Master Plan.	6m wide trail corridor widths are identified as minimums in section 3.1.2 Wider is preferred (section 3.4.5) but would have to be negotiated with developers.	No change to the current document. Consider integration with Urban Forest Strategy in future revisions.	
70		Referring to acquisition priorities, recommendation of referencing the outcome of the Urban Forest Strategy.		No change to the current document. Consider integration with Urban Forest Strategy in future revisions.	
71	Village of Cumberland	Village of Cumberland supports trail connectivity to regional trail networks	Included in Master Plan	The graphic should be modified to be more obvious (larger arrows)	
72		Continue supporting regional leads in developing services that are unique to each jurisdiction	Regional cooperation is included in Master Plan, Next Steps, and elsewhere	None needed	

	<i>Out of Scope</i>	<i>Responses and Context</i>
73		
	Concern for hurting golf courses that could possibly use more business.	Private interest that's outside the scope of the master plan
74	Respondent 8	Support the continuance of 55+ hockey at the Sports Centre
		Regional service
75	Respondent 20	Possibility of a pedestrian greenway on England.
		Road side greenways are outside the scope of the master plan
76		Support access, including monitoring and compliance of watershed issues
		Outside the scope if this master plan
77		Establish Estuary and Kus-Kus-Sum Coordinating Committees
		Not in Master Plan scope
78		Support a Campus Plan development for Puntledge and Lake Trail schools
		Not in Master Plan scope
79	Resident Group	Establish a Youth Advisory Committee with SD 71
		Not in Master Plan scope. Currently can be a topic of the parks and Recreation Advisory Commission
80		Implement a total ban on wood burning- Airshed Task Group
		Not in Master Plan scope
81		Support the development of Neighbourhood Associations for local planning- the catchment area of an elementary school
		Not in Master Plan scope
82		Showcase alternative energy technologies
		Operational suggestion - Not in Master Plan scope

Full list of Community Engagement Comments

Respondent 1

Comment Summary – 18

On Page 26 of the new Courtenay Parks and Recreation community report, concern was expressed about '*challenges with the downtown core parks*'. My suggestion below would help.

Provide a public viewing and lunch plaza deck to overlook the Courtenay River and community areas. There is not a downtown public viewing area for tourists and the general public to meet in a quiet place..

The proposed plaza deck area is on city property. Existing parking will not be affected. Wheelchair plaza deck access is necessary. Wheelchair access to Filberg Centre is needed.

Looking from the Native Son's porch railing, you can see the sloped area that could be built up to provide a nice public viewing and lunch area.

The plaza deck could be fairly long and wide. The city property to be utilized is presently unused. The parking lot would remain as is. A deck entrance could be easily constructed. Wheelchair concerns could be addressed.

It would provide a much needed off-street quiet area, for locals and visitors to meet and to enjoy a view.

Respondent 2

Comment Summary –16, 76

Courtenay could use 6-8 outdoor courts for pickleball, maybe part of Martin Park could be updated.

On another note we have golf courses that are hurting. They have restaurants, washrooms, parking and possibly could use more business. Thinking of Longlands, Sunnydale and Mulligans.

Respondent 3

Comment Summary – 16

Hello I have been a tennis player for a number of years but now my body is saying enough so I have taken to pickle ball which only requires ½ the effort and is much easier on the body.

In the past Courtenay and Comox have really supported the tennis players lights at Lewis park,. I know that the tennis players have supported funding for them. And new courts in comox to the tune of over \$750 thousand. Also the city of comox allows the tennis players use of the building at Balmoral Park for their sole use at no cost.

There are at least 12 tennis courts available at all daylight hours for the tennis players. They can just take their racquets and balls and play and at no cost whenever they wish

Last summer pickleball players had to A. either supply their own nets or B. help the facilitators set up nets and then that was only a few times a week and at fixed times.

Also we had to pay and the venues are very substandard. IE the surface does not allow the ball to bounce in a predictable manner.

There is not a venue in the Comox Valley that I can call few players and go and play pickleball. That is a big deterrent for me. We need a dedicated facility where we can go and play any time and day of the week

It is about time the cities of Comox and Courtenay started catering to the pickleball players in the Comox valley

Respondent 4

Comment Summary – 16, 54

I am a 70-year old pickleball player and would encourage more pickleball courts in Courtenay, both indoor and outdoor.

I started playing about 3 years ago and it has helped me to be in better physical shape as well as giving me a greater social outlook.

The people who play pickleball in the Comox Valley are very encouraging and supportive of newcomers. And they laugh a lot!

I am happy to read that you are investigating the whole Parks plans.

Again, I support more facilities in Courtenay, especially indoor pickleball courts.

Respondent 5

Comment Summary – 16

As an active senior who believes that exercise and socialization go hand in hand, I applaud the direction that Courtenay is moving towards. Pickleball has become a pivotal part of my wife and my fitness program, along with our many friends.

Thank you for your vision in developing more facilities for us to stay healthy, and have fun with our many mainly senior enthusiasts.

Respondent 6

Comment Summary – 16, 54

Many, many players --few, few courts --already causing friction for useage --need courts sooner rather than later both inside and outside courts .

No reason why tennis and pickleball cannot share space with overlapping lines on courts---this is the common theme I see all over USA as the pickleball increases in popularity. It is possible to fit

4 pickleball courts on one tennis court -using the tennis net as a back drop---I've seen it done in many places

Respondent 7

Comment Summary – 16, 54

Firstly, thank you for conducting this survey into public recreation needs for future planning.

I am retired so that is the demographic that I represent and I reside with my active husband in downtown Courtenay. We are "addicted" pickleball players and play 3-4 times per week. We also utilize facilities at Evergreen Seniors Centre, Lewis Centre and Native Sons Hall.

I am very pleased with Comox Valley Pickleball Association and the progress they have made in supporting and developing pickleball in the last few years. As a founding member of the Assoc. I can see the rapid growth of pickleball in our community - 250 members with new players arriving every month. We now have 4 certified coaches and our public group lessons are always sold out. One of our coaches volunteers each week to teach Beginners at Comox and also at Cumberland Recreation Centre.

I like the idea of resurfacing Martin Park. It is a great location with parking, storage and washrooms and perhaps the potential for CVPA to host events there. Our 4th Annual Comox Valley Indoor Pickleball Tournament on May 4-5 at 19 Wing is full (over 100 players and approx. 50% are out of town visitors).

I also see the need for more indoor space as our rainy weather is not conducive to playing outdoors on a regular basis, even in the spring and summer months. I have observed that there is a shortage of gymnasium space in the valley - even for private rentals. Perhaps even a shared indoor facility with tennis and other multi-use groups. Is Crown Isle willing to expand their recreation opportunities?

Thank you and I look forward to viewing the results of the survey and any future plans for our Valley.

Respondent 8

Comment Summary – 16, 54, 77, 19, 20

Thank you for allowing opportunity to provide input relating to the draft ***Parks and Recreation Master Plan*** regarding the future of recreational programs, amenities and facilities within Courtenay.

- Pickleball - I am fairly new to this sport and I have embraced it along with many others in the valley as a terrific fitness and social activity. The participation in this sport will continue to grow rapidly with all ages participating as the sport has recently been introduced to students in our schools. Pickleball is the fastest growing sport in North America! Forward planning and construction of facilities, both indoor and outdoor, is paramount within Courtenay. The facilities in the valley are presently limited particularly during inclement weather with many people turned away on any given day

due to the limited number of courts. Outdoor courts in Courtenay are very limited and are presently fully utilized. More Pickleball facilities need to be constructed.

- Hockey - I regularly participate in 55+ hockey at the Sport Center. This program is appreciated as an option throughout the year. Please support the continuance of this program. I feel the present facilities are sufficient.
- Tubing - The most popular river entrance for tubing on the river is at the Puntledge River Fish Hatchery on Powerhouse Road. This access is on Federal property. To date the public have had access to the river at this location but this may not be the case in the future. Perhaps an alternate entry DOWNSTREAM from the hatchery (to avoid the in-river fish fence) could be investigated and developed.
- Park planning - include all community members, not those in a specific area that may oppose improvements. An example of this occurred years ago with the initial planning of Mallard Park (between Griffin Drive and Mallard Drive). Some home-owners whose property abutted the park were opposed to any development. Somehow this group was given an invitation only meeting with the consultant. Other community home-owners whose property did not abut the park were not formally invited but fortunately a few attended providing their desire for development of the park. This created a rift in the community that took many years to quell, even after the lineal park was developed. Please include ALL members of a neighborhood in ALL aspects of planning.

As more families relocate to the Comox Valley and our senior demographic increases, our present programs and facilities will be challenged. I congratulate the City of Courtenay and their forward-thinking regarding recreational opportunities and the positive effects on our health and well-being for citizens of the "Recreation Capital of Canada".

Respondent 9

Comment Summary – 1, 17

Respondent: Why were the 28% of the respondents who do not live in Courtenay taken into consideration when making the plan?

I believe these respondents should be removed as their opinions should not affect decisions about how the Courtenay resident taxes are used.

Staff: Thank you for your valuable feedback. We will forward your comments to the consultant for consideration as input into the Parks and Recreation draft Master plan.

There are some City assets and services which are regionally funded and the City would consider non City boundary responses and engagement. Recreation amenities such as the outdoor pool, outdoor skatepark, adapted and inclusive programs, and cultural services are example of such. Also some of our recreational programs are utilized by non Courtenay residents and through participant fees, we recover the direct cost of such programs.

Respondent: Thanks your prompt response.

Are the responses by nonresidents are only being taken into consideration when applied to regionally funded facilities and programs?

Do recreational programs used by residents and nonresidents alike include an amount, of say \$1 for each program, that is used for future building upgrades, staff cost increases and building maintenance?

Did Courtenay receive any regional funds for the reno on the Lewis center, which is used for many of the programs you have listed.

I realize the Valley is small but Courtenay residents and businesses already pay more tax than any other part of the Valley and my concern is another loan is on the way to improve recreation facilities based on the survey in which 28% of the people are not even residents of Courtenay. You only received 903 surveys so ...651 Courtenay residents is not a very high number to base decisions on, but at least they will be paying the taxes on the upgrades. We have pickle ball in Comox do we need it here too?

Staff: I understand your concerns. The relationship between subsidized programming and regional participants is complex. We don't discriminate based on location so we have participants from around the valley. We want this study to reflect the needs of our participants. A good example can be found in sport – a ball team is not formed of people from one neighbourhood or community. We wish to hear from all members of the team. For this reason, all responses both resident and non-residents are taken into consideration.

Our fees are not separated into resident and non-resident. The contracted recreation program fees which are charged to all participants include include an administration fee which does go towards the recovery of the overhead or indirect costs which include some of the costs you are referring to below.

The Lewis Centre renovation was funded by Federal Gas Tax Funds, Province of BC Community Recreation Program Funding, Enabling Accessibility Fund (Fortis BC) and a loan approved through alternative approval process which Council is given permission by the electors to proceed with such loans.

The information provided in the master plan are guiding documents and any ultimate capital impacts require approval by the elected officials before proceeding.

In regards to Pickleball, Council resolved for staff to work with regional partners to establish a working group to evaluate strategies for outdoor pickleball courts and funding be set aside in the 2019 capital budget as the City of Courtenay contribution to a regional pickleball facility. Staff are proceeding on the issue as directed by Council.

Respondent 10

Comment Summary – 27

██████████ came in person and asked that the City consider a memorial walkway in a Pinegrove park. This would be subject to neighborhood consultation and cost recovery fees for plaques inserted into a walkway area in a park which the neighboring residents could dedicate

plaques to. With the Memorial Bench Program on hold, this is a suggestion she'd like to take forward to staff to consider as a replacement program.

Respondent 11

Comment Summary – 64, 25, 26

Many of the recommendations will be available budget driven.

There needs to be many more benches, especially for seniors and the disabled along trails and in Community parks.

There needs to be many more water fountains and water bottle filling stations, especially since we must reduce the use of bottled water and plastic pollution.

There are no fountains in Simms Park and only 2 at Lewis park, which are not marked (near the baseball backstops)

Respondent 12

Comment Summary – 17, 2

While a lot of your documentation made sense for the general public as a whole, the overwhelming "need" for more pickleball courts seems to point to a somewhat uneven focus on a single demographic with regards to your data and polling, (Boomers/retirees). Pickleball, while fun, is often played during nice weather and in the middle of the day when most regular people are working or in school. The Comox valley rains for half the year and your up and coming demographic are the families that are moving here in larger numbers every day from the mainland. Please consider them and your demographics as a whole before directing your resources in this manner.

Respondent 13

Comment Summary – 11

Regarding future plans re parks - since many years, every time i drive by the corner of lower 5th street and comox road, where the Courtenay Car Service is located i have thought how beautiful this corner could be if this building were demolished so that the view would be of the boats in the water channel adjacent to Simms Park.

The owner recently passed away, perhaps if the area came up for sale, the city could consider improving the landscape there?

Respondent 14

Comment Summary – 14, 15

It was great to see the mention of community gardens in the draft strategic plan and their benefits to the community.

There are actually several more (some are underutilized) school gardens that were not mentioned. Which ones are considered in Courtenay?

Isfeld (dormant until teacher returns next year), Vanier, Highland, Huband, Denman, Valley View, Robb Road (active school garden - club, classes and parent participation), Brooklyn, Lake Trail, Puntledge has some strawberry plants, Courtenay Elementary, Navigate, Nala'atsi,

Also I didn't notice the idea of edible landscaping anywhere in the document but perhaps I missed it. It would be great to have some herbal landscaping with some signage.

Respondent 15

Comment Summary – 24

Respondent: I'm just having a quick review of the draft plan and am disappointed to see that Woodcote Park is not included in the list of locations needing new or better playgrounds. I live half a block from Woodcote Park where the playground equipment is outdated, rusty and otherwise uninviting. We have to drive to other parks in Courtenay for outdoor playtime that is engaging and safe for our 2 year old.

Respondent: Thank you for your response to my email concerning Woodcote Park. I walked the area this morning and have to "take back" my comments about the playground area.....it's not that bad. Maybe the problem I have is that the area is most notably a playing field (a good thing) but the space could be much improved to make it look and act like a park. There is a lot of traffic along 17th and Cumberland which could be buffered with improved landscaping. I look forward to any move to improve this area and hope that the neighbourhood has some valuable contributions.

Respondent 16

Comment Summary – 49

Respondent: I was looking at the Parks and Recreation Plan Draft maps and noticed the proposed Park at 5th and Rail, and also its phasing, which is categorized as 'short.'

Could I find out a little bit more about this? what is considered "short?" and how much of the railway property would be involved? what is the intended look?

I have more than a little interest in this, as my property line is adjacent to the railway property. In fact my house is just a few feet from it, so of course I wonder what to expect. It sounds exciting and positive.

Staff: In regards to phasing "short" would mean it would be occur as an early phase as part of the ten year PR Master Plan. Next 1-3 years would be a good expectation.

There is no set design at this point however the masterplan does provide detail on what the park design process should look like through recommendations found on pages 37-40.

Respondent 17

Comment Summary – 42

I was just reading portions of the the new master plan. I live on Muir road near the cemetery. I would love to see some better connectivity within Sandwick Park and Muir/Mclauchlin. Although it is true there is a trail coming off of veteran's memorial way and coming out at the Muir /McLauchlin. The trail condition is terrible and not really that well defined in places, plus you need gum boots most of the year. As well it would be nice to walk around the ponds within Muir /McLauchlin. Why could we not have a trail circling the two ponds. There was a trail there but never was improved upon and now has mostly become overgrown.

Respondent 18

Comment Summary – 45, 46, 47

Great Plan, well done!

Riverway trail south to what is being called "south Courtenay park" should be started asap.

A trail heading west through Millard Parks and Anfield Rd right of way to Fraser Rd./ logging Rd.

Intersection as mentioned in the South Courtenay Area Plan should also be considered.

At least one multipurpose route from West Courtenay to East Courtenay soon.

Respondent 19

Comment Summary – 38

On Page 63, Figure 3.6, item 9, it is noted ; "A Pedestrian bridge over the Courtenay River at the east end of sixth street, would provide an attractive alternative to fifth street bridge."

In my view, the main attraction would be for bicycles and pedestrians to travel on to the riverway walk path.

It would facilitate bypassing the Downtown Core, the Filberg Centre, the Native Sons' Hall, the Sid, plus limiting easy access to the puntledge River's Condensary bridge and existing/future parks. These areas are our main attractions for local public and tourists' enjoyment or commerce.

I think further study and community input is needed in this particular area.

My choice would be a free span bridge from Lewis Park across to Riverside Park at third Street.

1. This would tie our town's recreation parks and facilities to the entertainment and commerce areas.
2. Major yearly events, parades, tournaments, conferences, etc, would be enhanced.
3. Connecting bicycle and pedestrian routes in this way would result in shorter, more enjoyable routes to Vanier High school, Condensory Road, Downtown core, The Riverway etc.
4. It would facilitate sharing parking areas.
5. There are more pedestrians then bicyclers crossing Fifth Street bridge.

attached is a possible free span bridge proposal (Algonquin Bridge, Kelowna) that could accomplish this.

Respondent 20

Comment Summary – 23, 43, 78

I took a quick look at the map being provided for parks and trails and have a couple of concerns that should be addressed.

1. McPhee meadow - There is no public access. What is the status of that property? I live in the neighbourhood and we all want to know why we cannot access this park space. None of us know what is happening with that property and we want to be consulted.

2. The proposed trail from Anderton to McPhee meadow - As shown, it appears that the trail will be going through private residences. Although not as scenic, it might be better to create a walkway along 2nd or 3rd that will enhance the neighborhood instead of encroaching on private property.

It may be that I am reading the map incorrectly so take a look and ask questions if necessary.

btw - Would this be a good time to bring up the possibility of a pedestrian greenway on England? Not sure if it is strictly a transportation issue or if it might also fit into the recreational category. Maybe recreation and transportation need to consult. I see walking as not only a method of transportation but also a form of recreation.

Respondent 21

Comment Summary – 31, 32, 33, 34

We are commenting on the document "2019-01-21 Parks and Recreation Master Plan (draft)".

The plan is very thorough and well supported by public input, but certainly ambitious.

We are addressing the discussion of trail interconnections in Section 3.4 "Trails".

Although the objective of extending and joining the multiple trails in Courtenay and surrounding areas seems desirable in theory, there may be many impracticalities in the details.

We own and reside at one of the private properties identified for the possible routing of the trail #15 in Figure 3.6 linking the extension of the Riverway Trail and Millard Greenway to the Royston Seaside Trail. Most of the affected properties have houses that are very close to the waterfront, compared to the situations of properties that were affected by the Royston Trail. Therefore loss of privacy of the land owners could be very severe for any invasive trail routings.

We suggest that the descriptions in the articles "Draft Trail Standards", "Planning and Design", and "Land Acquisition" should be augmented to provide more guidance to planners for this type of situation. Options considered for rights of way on or adjacent to private property should include the least invasive routings and clearances, and discussed at an early stage with the affected landowners. Trails may be best routed along built-up shoreline causeways, or along road easements at the periphery of properties, and sized as Nature Trails rather than 'standard' urban connectors. A good example of adaptive routing is the One spot trail extension in the regional district.

In our area an informal single-file connector trail already exists along the waterfront, running from the bottom of Millard road along the city right of way to Beachwood, and from there through the woods and down onto the beach, winding its way along the grass and pebble margins above the high-water line, and back up to the shore at the bottom of Chinook where it meets the south end of the Royston Trail. That trail is used quite often in the fair-weather months by folk who like to explore the shore of Comox Bay. Serious runners and cyclists connect the trails by using the wide shoulder along route 19A and the low-traffic links along Chinook Road and Millard Road. Enhancements of this system of connectors may be less costly and problematic than a new right of way through the middle of the affected properties.

We also suggest adding to the trail planning and design considerations in Section 3.4 some of the relevant topics discussed extensively in other sections dealing with parks: these include accommodation of environmentally sensitive habitats, archeologically significant areas, identification of zoning bylaw implications, and detailed consultations with local residents.

Respondent 22

Comment Summary – 50, 51

I've been reading the Courtenay Parks Master Plan draft and I'm curious about two things.

1. When will the trail from The Ridge to the oceanfront be developed? My understanding was that Buckstone Developments would be building the trail in 2018.
2. When will the oceanfront trail from Beechwood to the Courtenay River Walkway be developed?

Respondent 23

Comment Summary – 48

I just attempted to wade through the huge Parks/Rec document on line and finally just zeroed in on my particular interest which is the trails in East Courtenay through the parks and the linking to Valley View etc.

I would like to thank the city for planning and maintaining these walk ways - I realize that likely budget restraints limits the amount of maintenance and improvements that can be carried out in any one year. Hurford is in desperate need of some trenching but maybe that is on the books. Relatively new to living in Courtenay, I am very much pleased that I can walk for an hour each day mostly avoiding traffic of any kind. I support any ongoing acquisition for this sort of recreation that might be proposed.

I might add that my husband and I also walk in other areas like the Airpark and out in Comox, Seal Bay, and the Cumberland Trails. However, it requires a drive to access usually.

GROUPS

CVPA

Comment Summary – 16, 54

Thank You for your invitation to the Comox Valley Pickleball Association (CVPA) to offer input and comment on the draft Parks and Recreation Plan. We are encouraged that the City of

Courtenay is taking inventory of its recreational facilities and sports fields, analyzing them, and is planning for the next 10 years. We believe that the sport of pickleball will be a major "player" in Courtenay's sports and recreational future. Pickleball is not only the fastest growing sport in North America, it is growing by leaps and bounds in the Comox Valley. I would estimate that there were more than 15,000 games of pickleball played in the Comox Valley in 2018. In Courtenay, we are appreciative of the two temporary courts at the practice tennis courts at Lewis Park, and the six temporary courts at the lacrosse box at Martin Park. Indoor pickleball goes on for all twelve months. Play at Comox Recreation Centre and Cumberland Recreation Centre is very popular, and long lineups to register are the norm in the Winter season.

As was pointed out in the draft Parks and Recreation Master Plan, the demographics show an aging population for Courtenay in the next 10 years. This is reflective of our sport, as the average age of members of the CVPA is 67. Our membership in 2018 was 247, and we anticipate an increase in members for 2019. As our participation rate keeps increasing, our need for more playing facilities grows. We realize that pickleball is a relatively new sport and thus does not have the facilities that the more traditional sports have developed over time.

As the Courtenay draft Parks and Recreation Master Plan is looking to maximize the benefits of Courtenay's recreational assets, the CVPA is looking forward to a positive growth in playing opportunities for our members. With this in mind, we are ready now to work with the City of Courtenay to plan for the immediate future.

CV Conservation Partnership

Comment Summary – 4, 5, 6, 7, 21, 22, 35, 36, 58, 63, 66

The Comox Valley Conservation Partnership (CVCP) Steering Committee would like to congratulate the City on the recently released DRAFT Parks, Recreation and Culture (PRC) Master Plan. This 10-year guiding plan will be a benefit for the community and groups like ours, and will provide a framework for decisions related to our future park planning strategies. We appreciate the opportunity to provide feedback at this time.

The CVCP Steering Committee has established a sub-committee of members that participated in the public consultation last fall and have backgrounds in this field. We commend the City for taking the time to complete such a comprehensive document to guide new development with consideration for parks and recreation; however, there are some areas that we would like provide some additional comments on:

- In general, there is a lack of detailed strategies in the PRC Master Plan for improving connectivity within and between parks spaces and linking key environmentally sensitive areas. Using identified riparian areas would provide a natural blueprint for those connectivity corridors.
- At Courtenay's Jan 21st Council Meeting; where the PRC Master Plan was introduced to Council. Ian Buck (Courtenay's Director of Development Services) mentioned that recent, subdivision parkland dedication (5%) trends have been in the form of trail networks. The PRC Master Plan could take the opportunity to quantify that trend in recent developments and integrate with a specific connectivity analysis.
- The City has been or is in the process of developing many strategic guiding

documents for Courtenay. Appendix A: Relevant Documents and Initiatives lists these documents as providing context for the PRC Master Plan. Not included in this list, but integral inter-departmental supporting documents are the: updated Subdivision Development Services Bylaw, in-process Urban Forest Strategy and the upcoming Integrated Rainwater Management Plan.

- Population change by age class (2001-2016) included in the PRC Master Plan, indicates that the 25-44-year-old class is growing alongside the retiree demographic. Given that this younger demographic will likely be entering the housing market; Block 71, isn't referenced and yet is planned for build-out in the current OCP adding significant pressure for park acquisition and planning. How much more parkland is needed to maintain current per capita provision levels within Courtenay as a whole and Block 71 in particular?
- Although the report list specific improvements to all of the parks there is no mention of the magnitude of the required funding and sources to be accessed during the 10-year implementation of this plan.
- The role of urban tree planting and riparian restoration needs to be explored in more depth especially in reference to increasing the role of community partnerships in park spaces. The only reference to urban trees planting as a consideration for planning is on pg 39 of the PRC Master Plan.
- Open spaces such as the Courtenay Estuary and Kus Kus Sum property are mentioned briefly but should be prioritized as open spaces that draw increased recreational traffic and will require detailed cooperative park planning with other land agencies and estuary managers. For example, the recent Memorandum of Understanding between KFN/Courtenay/Project Watershed for the purchase and restoration of the Kus Kus Sum property.
- Economic benefits of parks and recreation are indeed improving property values, tourism and attracting residents (pg 11). However, Courtenay has recently been approved for a national pilot project to review opportunities for natural asset management throughout the Courtenay flood plain, including the Kus Kus Sum property. The desired result is that the natural assets within a community will become understood, managed and valued by a local government. Eco-asset valuation and riparian area management need to go hand-in-hand with this PRC Master Plan and the resulting Natural Areas Management Plans; especially since this plan is meant to guide to new development for the next 10 years.
- Hurford Hill Nature Park and Sandwick Forest are also listed as natural parks with a need for a park management plan, Comox Valley Land Trust (CVLT) holds covenants for these areas and will gladly partner to develop those plans.
- The PRC Master Plan clearly identifies through the parkland and population analysis, that without additional purchases, service levels with decrease. As well, the need to acquire more parks in specific deficient areas area highlighted.

The CVLT has recently completed a Land Protection Plan (conservation prioritization exercise) for the entire Comox Valley, including the City of Courtenay using SEI data, NatureServe methods for Ecological Integrity and IUCN methodologies for assessing Threat. This Land Protection Plan would be a great tool to support the PRC Master Plan acquisition strategy and collaborate with the City on prioritizing future lands to be considered for acquisition, covenant or increased governmental protection.

Outlined above are some of the issues that the CVCP have discussed, however it is worth noting that there are number of strengths in the PRC Master Plan as well. The CVCP Steering Committee, and the CVLT appreciate being a part of the collaborative process and look forward to taking the next steps in partnership.

Resident Group

Comment Summary – 3, 8, 9, 10, 12, 13, 37, 52, 53, 55, 56, 57, 59, 60, 61, 76, 77, 78, 79, 80, 81, 82

Introduction- A small group of residents who are recreation/outdoor enthusiasts and familiar with the Comox Valley-its geography, history, resources and some of its challenges, met to discuss the Draft Report. Prior to meeting, everyone scanned the report on line and came prepared to offer reactions and suggestions. We also had a hard copy to refer to at the meeting.

We brainstormed our ideas, focusing mainly on ‘process goals’ as distinct from specific programs and services. It was felt that the mechanisms for community involvement, coordination, integration, were vitally important and need to be addressed in order to move forward in a comprehensive way.

Mainly because of the Comox Valleys’ early history of independent communities and staff working in ‘silos’, elected officials and staffs have not always been encouraged to think and plan ‘outside of the box’. If there is to be a paradigm shift in planning, it needs to start at the community level and even within neighbourhoods.

The Comox Valley Health Network, currently in its early stage of organization, will soon have task groups working on a number of priority areas as defined by the community at two well attended forums. The goals are based upon the World Health Organization’s ‘Social Determinants of a Healthy Community’. Health, Recreation, and Environment are three of them. Municipalities need to engage with agencies and residents in order to provide an integrated approach to challenges. This is especially important in smaller communities where resources are limited.

The ‘mother of all issues’ is and will continue to be climate change and its impact on all aspects of community growth and development. For example, the air quality in the Comox Valley is one of the worst in the Province and the health impacts on all age groups have been regularly explained by Dr. Enns, the Chief Medical Health Officer. Working within the CVRD, the City needs to consider these impacts when planning new programs and sites.

Planning Ideas- these are random thoughts without consideration of by laws, O.C.P., R.G.S, budgets, staffing, jurisdictions. They are not in any order of importance. Obviously, some further planning and consultation would be required in order to implement many of these ideas.

- First Nations culture needs to be prominently recognized throughout.
- More attention to all stages of life in programs and services
- Affiliate within the framework of the C.Valley Health Network
- Need more of a Regional focus for programs and services
- Negotiate a joint use site development agreement between City and S.D.
- Continue planning on connectivity, mobility, safety for trails, walkways
- Support the development of Neighbourhood Associations for local planning- the catchment area of an elementary school.
- Develop Harmston Park as the Downtown Civic Park and plan more green spaces in the Downtown Core for community events
- Require Developers to provide inside and outside amenities
- Establish a Youth Advisory Committee in partnership with S.D. 71
- Showcase alternate environmental energy technologies
- Establish Estuary and Kus-Kus-Sum Coordinating Committees
- Expand aquatic sites and programs
- Support Year around Community Garden site and programs
- Support access, including monitoring and compliance of watershed issues
- Expand dedicated safe,walking and cycling lanes- further connectivity
- Support a Campus Plan development for Puntledge and Lake Trail schools
- Encourage neighbourhood involvement in Tree By Law implementation
- Establish priorities for land acquisition and funding solutions
- Engage within the CVRD to develop a regional facility plan
- Implement a total ban on wood burning- Airshed Task Group.
- Revise zoning to ensure that all parks are included

Summary

The Draft Master Plan provides a good analysis of the services and facilities which exist in the Courtenay area. 'Challenges' present ideas for gaps in service and some solutions. Our focus session concentrated on processes for changes in planning and some ideas which were not covered in the Draft Report.

We hope you find our suggestion useful. We would be willing to discuss any of our ideas with you.

PRAC

Comment Summary – 29, 44, 62

REVIEW OF THE DRAFT PARKS AND RECREATION MASTER PLAN

Dave took questions from the commission members on the draft. The following are some points made and questions asked:

- The plan shows optimism
- There is a high level of interest in the inventory portion
- Playground replacement should be prioritized
- Staff should look at granting available for initiatives. Consider a grant writer
- Discussion on the overlap between recreation and culture/leisure

- Discussion about strategic land acquisitions
- A focus on accessibility on trails
- Consider sponsorships – The commission members were polled on their support of sponsorship programs and the majority support the idea

Bike Coalition

Comment Summary – 28, 30, 39, 40, 41

- Include bike skills park in Courtenay
- In urban trail connections consider feasible zig zag trail as opposed to stairs so there is bicycle and scooter accessibility
- Trail connections routes - ensure proper sidewalk let downs and remove non-conforming let downs to remove trip hazards and improve accessibility
- Connect parks to safe routes to school (e.g., Puntledge Park to Lake Trail school)
- Support for trail connectivity, especially in East Courtenay

STAFF

Village of Cumberland

Comment Summary – 71, 72

Thanks for sharing the draft Courtenay Parks and Recreation Master Plan, and for the opportunity for the Village to provide input.

In terms of general feedback, the plan looks great and we appreciate how it acknowledges some of the unique regional challenges and opportunities of providing parks and recreation services in the Comox Valley.

For example, we appreciate the content in the plan relating to Trails (i.e. page 67, *link trails within the City to existing and future trails in surrounding jurisdictions; and work with other jurisdictions in the CV on major trail networks to achieve active transportation, recreation and tourism opportunities*). We too acknowledge the regional benefits of such trails/trail systems – for both recreation and active transportation – and we appreciate how the plan acknowledges the benefits of regional collaboration. In fact, one of the Village’s Strategic Priorities is to *ensure trail connectivity to regional trail networks*.

We also agree that in many cases it makes sense for each of the municipalities in the region to focus on the park facilities / services that play into our unique local strengths: i.e. for Cumberland, we agree that it makes sense for us to be the regional lead on the provision of mountain bike infrastructure [(bike skills parks/mountain bike trails (page 55))].

We also support the proposed trail connection adjacent to 29th Street (Comox Valley Parkway) from Cliff Ave to the Courtenay city boundary. We believe that connecting this trail to Cumberland would be of great benefit to residents of both Courtenay and Cumberland, and we look forward to working collaboratively with you and other stakeholders (e.g. the CVRD) when this project moves forward.

We also noted several other projects and ideas on the plan that would be of great benefit to the region (e.g. the proposed trail connections along the Puntledge River and connecting East and West Courtenay by trail).

City of Courtenay – Parks

Comment Summary – 65, 66, 67

- Pickleball courts would not fit at Valleyview Park and SD71 court availability would not satisfy the PBA
- Some linear parks (buffer areas) require further consideration - staff recommend a linear park study to develop options
- Proposed improvements to Woodcote park don't require a park plan but only minor capital allocations

City of Courtenay – Development Services

Comment Summary – 68, 69, 70

Pg. 23 – Are there park land distribution targets for nature parks? With all the research on the importance of contact with nature...?

Pg. 28 – Re: the design recommendation here about pedestrian corridors being 6m to accommodate greenspace and preserve trees, the UFS consultants were pointing out that 10m is rarely enough to accommodate a trail and trees (within the City land). Therefore they were recommending in the 20m range when preserving mature trees as part of greenway network. I'm wondering if there could be a statement in here to examine greenway widths as part of a future subdivision/specs and standards bylaw review to accommodate mature tree retention as well as recreation/travel functions.

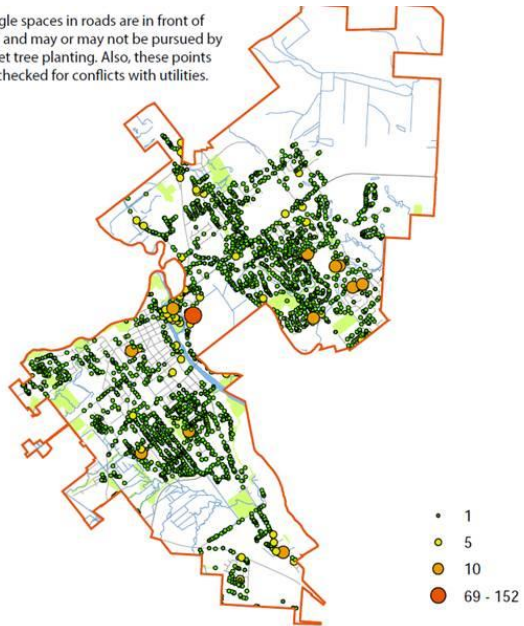
Pg. 29 – Acquisition priorities – would be great if they reference the outcome of the UFS. That map is still under development and is a couple weeks out. (a nature prioritization exercise for the City is being undertaken by the consultants).

Observation – lovely to see how much people love the nature appreciation activities. I'd like to include a few statements on that in the final UFS plan, once the parks plan is complete.

I appreciate I may be way past the time to add any notes for your summary to council, but I wanted to include this additional thought here for my own records and hopefully yours!

- The Urban Forest Strategy will show some locations for planting as shown in the image below. This layer is available for viewing in GIS to be able to pin point specific streets and parks. I recommend that when you're working on individual parks master plans that this information below (or updated versions) is utilized to consider planting opportunities.

Many of the single spaces in roads are in front of people's homes and may or may not be pursued by the City for street tree planting. Also, these points have not been checked for conflicts with utilities.





THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council

File No.: 1705-20 / 1970-02

From: Chief Administrative Officer

Date: April 29, 2019

Subject: 2019-2023 Financial Plan, Bylaw 2967 Public Feedback and 2019 Tax Rates, Bylaw 2968

PURPOSE:

The purpose of this report is to provide public feedback regarding the 2019-2023 Consolidated Financial Plan bylaw 2967, 2019 and consider approval of the 2019 Property Tax Rates Bylaw No. 2968, 2019.

POLICY ANALYSIS:

Section 165 of the *Community Charter* requires that the City annually adopt a five year financial plan bylaw.

Section 166 of the *Community Charter* directs that Council must undertake a process of public consultation regarding the proposed financial plan prior to finally adopting the annual bylaw.

Section 197 of the *Community Charter* requires that Council impose, by bylaw, property value tax rates each year.

EXECUTIVE SUMMARY:

On April 10, 2019 Council approved an increase of 2.75% in the revenue raised from property taxes. On April 15, 2019 Council gave first reading of the 2019-2023 Consolidated Financial Plan bylaw 2967, 2019 and approved a commercial tax multiplier of 3.35 for use in setting the 2019 property tax rates.

All 2019-2023 Financial Plan documents and presentations have been made available on the City's website for public feedback. Staff have received and responded to questions as necessary and summarized them in Attachment #1.

Council must now consider second and third reading of the 2019-2023 Consolidated Financial Plan bylaw 2967, 2019 and first, second, and third reading of the 2019 Property Tax Rates Bylaw No. 2968, 2019. The bylaws will then be brought back for final adoption on May 6, 2019.

CAO RECOMMENDATIONS:

That based on the April 29, 2019 Staff Report "2019-2023 Consolidated Financial Plan, Bylaw No. 2967 Public Feedback and 2019 Tax Rates, Bylaw No. 2968" Council APPROVE Option1 to approve the recommended readings of the required annual bylaws.

Respectfully submitted,

David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND:

General Capital and Operating Financial Plan presentations were made to Council on April 3rd and April 10th at special council meetings open to the Public. Council chose to reduce the recommended 3.75% tax increase to 2.75%, removing the 1% infrastructure levy and using gaming surplus funds of \$220,800 to fund the Infrastructure reserve in 2019. On April 15, 2019 Council gave first reading of the 2019-2023 Consolidated Financial Plan bylaw 2967, 2019 and approved a commercial tax multiplier of 3.35 for use in setting the 2019 property tax rates.

The 2019-2023 Consolidated Financial Plan and 2019 Tax Rates Bylaws have been prepared using a tax revenue increase of 2.75% and a commercial rate multiplier of 3.35.

DISCUSSION:

Section 166 of the *Community Charter* directs that Council must undertake a process of public consultation regarding the proposed financial plan prior to finally adopting the annual bylaw. In addition to open Council meetings during budget presentations and discussions, detailed reports and presentations relating to the 2019-2023 Financial Plan have been made available via the City's website as they become available. A separate email address was set up to receive comments and was monitored daily until April 21st.

Attachment #1 provides Council with a summary of comments and questions received by the public regarding the 2019-2023 Consolidated Financial Plan.

Council must now consider second and third reading of the 2019-2023 Consolidated Financial Plan bylaw 2967, 2019 and first, second, and third reading of the 2019 Property Tax Rates Bylaw No. 2968, 2019. The bylaws will then be brought back for final adoption on May 6, 2019.

ADMINISTRATIVE IMPLICATIONS:

Subsequent to final adoption of the annual five-year financial plan and tax rates bylaws, Staff will prepare the 2019 property tax notices. These notices are generally mailed to property owners in the later part of May each year.

ASSET MANAGEMENT IMPLICATIONS:

The Asset Management Working Group collects and analyses information provided by condition and risk assessments of the City's infrastructure. Preventative maintenance programs extend the life of the infrastructure and future years capital costs can be deferred. The 2019-2023 Consolidated Financial Plan includes use of funds for renewal projects prioritized by the Asset Management Working Group, and as approved by the Chief Administrative Officer.

STRATEGIC PLAN REFERENCE:

While there is no specific reference in the Strategic Plan for the development and setting of the five year financial plan and property tax rates, this is a statutory requirement that must be carried out annually.

OFFICIAL COMMUNITY PLAN REFERENCE:

The Vision and Strategy includes the following statements:

- An inclusive, open and caring community
- Commitment to continued excellence
- A strong downtown
- Balance and ability to lead growth and the provision of services
- An expanding parks, natural areas and greenways system

REGIONAL GROWTH STRATEGY REFERENCE:

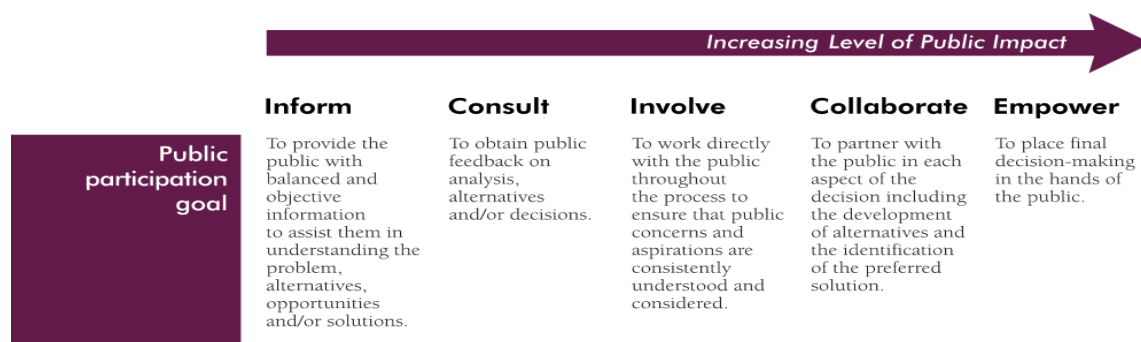
Not applicable.

CITIZEN/PUBLIC ENGAGEMENT:

Section 166 of the *Community Charter* requires that “A council must undertake a process of public consultation regarding the proposed financial plan before it is adopted”.

The City of Courtenay consults with the public about the 2019-2023 Financial Plan through regular and special council meetings, media webcasts, information posted on the City’s website, and the ability to provide feedback through a specific budget email address reviewed daily.

http://c.ymcdn.com/sites/www.iap2.org/resource/resmgr/imported/IAP2%20Spectrum_vertical.pdf



OPTIONS:

OPTION 1: That Council approves the provision of second and third readings of the 2019-2023 Consolidated Financial Plan Bylaw No. 2967, 2019 and three readings of the Tax Rates Bylaw No. 2968, 2019.

OPTION 2: That Council defers consideration of the 2019-2023 Consolidated Financial Plan Bylaw No. 2967, 2019 and the Tax Rates Bylaw No. 2968, 2019 for further discussion.

While Option 2 provides the opportunity for further discussion, Council must be aware the Community Charter stipulates the bylaws must be adopted no later than May 15, 2019.

Prepared by:

Jennifer Nelson CPA, CGA

Director of Financial Services

Attachment #1 – Summary of Public Inquiries and Comments

2019-2023 Financial Plan
Public Inquiries and Feedback
Up to April 21st, 2019

<u>Date</u>	<u>Communication tool</u>	<u>Question / Concern</u>	<u>Response provided</u>
4-Apr-19	Phone	Inquiring about 2018 actual to be included as a comparative in the 2019 budget. (request was for the General Operating Budget).	Audited Financial Statements to Council on May 6th. Will be available to the public once approved by Council.
17-Apr-19	Email budget@courtenay.ca	Concerned about more increases over the next five years - cannot afford 'out of control inflated increases'.	Council approved a 2.75% increase to 2019 taxation only. The future years forecasts are projections only and we use a conservative approach to estimate future revenues and expenditures. Future year forecasts do not include other potential revenue sources such as grants. The City of Courtenay will continue to advocate for existing and emerging funding opportunities to reduce the impact of City Taxpayers and residents. Information provided about the property tax deferment program.
17-Apr-19	Email budget@courtenay.ca	Disappointed about anticipated compounded 30 percent Municipal Tax increase over the next five years. Tax increases not sustainable.	Council approved a 2.75% increase to 2019 taxation only. The future years forecasts are projections only and we use a conservative approach to estimate future revenues. Future year forecasts do not include other potential revenue sources such as grants. The City of Courtenay will continue to advocate for existing and emerging funding opportunities to reduce the impact of City Taxpayers and residents. Information provided about the property tax deferment program.
18-Apr-19	Email budget@courtenay.ca	Feel that the tax increase is too steep... Do more with less. City council and Mayor should have to post their paid tax statements just to prove they pay the same amount.	Property taxes are calculated based on the assessed value of a home regardless of who owns the home. There are no exceptions made to Mayor, Council, or Directors. The City of Courtenay does not determine property assessment values and cannot alter them. Property owners may appeal assessments by making application to the BC Assessment Authority prior to January 31, 2019 each year after receiving their assessment notice. Council approved a 2.75% increase to 2019 taxation only. The City of Courtenay will continue to advocate for existing and emerging funding opportunities to reduce the impact of City Taxpayers and residents.
18-Apr-19	Email budget@courtenay.ca	Concerned about more increases over the next five years and Senior's deferring taxes and leaving it to the next generation to either cover or pay.	Council approved a 2.75% increase to 2019 taxation only and will be revisiting the future year budgets each year. The future years forecasts are projections only and we use a conservative approach to estimate future revenues and expenditures. Future year forecasts do not include other potential revenue sources such as grants. The City of Courtenay will continue to advocate for existing and emerging funding opportunities to reduce the impact of City Taxpayers and residents.



THE CORPORATION OF THE CITY OF COURTENAY

BRIEFING NOTE

To: Council

File No.: 5400-04

From: Chief Administrative Officer

Date: April 24, 2019

Subject: Proposed Youth Environmental Action Climate Strike March - May 3, 2019

ISSUE:

The purpose of this briefing note is to update Council on the potential issues and operational concerns regarding a proposed Climate Strike March on Friday, May 3, 2019.

BACKGROUND:

The emailed request from the Youth Environmental Action group was received by City staff on April 23, 2019. In the emailed request the Group is requesting a road closure permit to hold a demonstration march on Friday, May 3, 2019 starting at City Hall and moving west up 8th Street to England Avenue, then heading north along England Avenue to 5th Street, then turning east bound down to Cliffe Avenue and heading southbound back to City Hall where the march terminates.

STAFF INVOLVEMENT:

Public Works Services approves and issues road closure permits and corresponding traffic control plans for road closure events.

The minimum road closure submission period is 10 working days prior to the event. This informal request does not meet that requirement. The 10 days are necessary to review and coordinate measures that are necessary to mitigate the City's risk and liability.

A request of this magnitude would result in 8 hours of staff time. Duties would range from working with the Communication Manager in drafting public notices and developing a communications strategy, to scheduling Public Works employees and contracting flaggers. A traffic control plan would also need to be developed (typically submitted by applicant), and this plan would also have to include the Ministry of Transportation and Infrastructure due to the proximity and impact on their roads by closing the 5th and Cliffe intersection.

To further complicate the potential road closure process, the proposed march involves closing a number of signalized intersections. Only the RCMP can legally close signalized intersections and this would entail consultation with the RCMP on their ability, schedule and resources.

FINANCIAL IMPLICATIONS:

The estimated cost of this type of closure is approximately \$3,500, not including staff time. Currently, the City's budget is resourced with funds to account for the Canada Day celebration and two (2) DCBIA road closures (Halloween and Christmas). The operating budget is neither sufficient nor intended to be used for public demonstrations.

PUBLIC ENGAGEMENT

This is a significant road closure that would require a high level of communications to external agencies, Businesses and the general travelling public.

Prepared by:



Trevor Kushner, BA, DLGM, CLGA
Director of Public Works Services/Assistant CAO

Approved by:



David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2967

A bylaw to adopt the consolidated five year financial plan

WHEREAS the *Community Charter*, being SBC Chapter 26, 2003, requires a five year financial plan that is adopted annually;

AND WHEREAS the financial plan shall by bylaw be adopted before the annual property tax bylaw is adopted;

AND WHEREAS the planning period for a financial plan is five years, being the year in which it is specified to come into force and the following 4 years;

AND WHEREAS the Community Charter, being SBC Chapter 26, 2003, Section 173, requires that a municipality must not make an expenditure other than one authorized and provided for in the financial plan;

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

1. This bylaw may be cited for all purposes as **“The 2019 - 2023 Consolidated Financial Plan Bylaw No. 2967, 2019”**.
2. Schedule “A” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 statement of objectives and policies for the proportion of total revenue from property value taxes, parcel taxes, fees and charges, borrowing, and other funding sources.
3. Schedule “B” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 statement of the use of permissive tax exemptions.
4. Schedule “C” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Consolidated Financial Plan.
5. Schedule “D” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 General Operating Fund Financial Plan.
6. Schedule “E” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Sewer Operating Fund Financial Plan.
7. Schedule “F” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Water Operating Fund Financial Plan.
8. Schedule “G” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 General Capital Fund Financial Plan.

9. Schedule “H” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 General Capital Expenditure Program.
10. Schedule “I” attached hereto and made part of this bylaw is hereby adopted as the 2019 General Capital Expenditure Source of Funding.
11. Schedule “J” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Sewer Capital Fund Financial Plan.
12. Schedule “K” attached hereto and made part of this bylaw is hereby adopted as the 2019- 2023 Sewer Capital Expenditure Program.
13. Schedule “L” attached hereto and made part of this bylaw is hereby adopted as the 2019 Sewer Capital Expenditure Source of Funding.
14. Schedule “M” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Water Capital Fund Financial Plan.
15. Schedule “N” attached hereto and made part of this bylaw is hereby adopted as the 2019 - 2023 Water Capital Expenditure Program.
16. Schedule “O” attached hereto and made part of this bylaw is hereby adopted as the 2019 Water Capital Expenditure Source of Funding.
17. “The Final 2018 - 2022 Financial Plan Bylaw No. 2924, 2018” is hereby repealed.

Read a first time this 15th day of April, 2019

Read a second time this day of , 2019

Read a third time this day of , 2019

Finally passed and adopted this day of , 2019

Mayor

Corporate Officer

City of Courtenay
 BYLAW NO. 2967, 2019
 A Bylaw To Adopt the Consolidated Five Year Financial Plan of the
 City of Courtenay for the Years 2019 - 2023
 Schedule A

Objectives and Policies for Schedule “A” Bylaw 2967

Proportion of Revenue by Source

Property Tax Policies

- ❖ The City of Courtenay will attempt to keep the proportional share of revenue from property taxes at a level similar to the average of comparable municipalities.
- ❖ Where new sources of revenue are made available to the City from senior governments, wherever possible these revenues will be used to reduce dependency on property taxation revenue.

Parcel Tax Policies

- ❖ Parcel taxes will be used whenever Council determines that they are more appropriate than property taxes.

Fees & Charges

- ❖ Wherever possible, fees & charges will be used to assign costs to those who benefit from the service provided. The proportion of costs recovered by fees and charges will vary with the nature of the service provided.

Proceeds of Borrowing

- ❖ Borrowing will be considered when determining the funding sources of large capital projects that provide benefits to taxpayers over a long period of time.

Other Sources of Revenue

- ❖ The City will continue to seek other sources of revenue in order to reduce reliance on property taxes.

	2017		2018		2019	
Revenue Source	Amount (\$)	% Total Revenue	Amount (\$)	% Total Revenue	Amount (\$)	% Total Revenue
Property Value Taxes	24,056,300	39.19%	24,954,500	38.15%	25,929,200	39.06%
Parcel Taxes	2,858,000	4.66%	3,133,400	4.79%	3,186,500	4.80%
Fees and Charges	17,424,000	28.39%	18,612,300	28.45%	19,546,100	29.45%
Other Sources	5,484,000	8.93%	4,306,700	6.58%	4,297,200	6.47%
Reserves/Surpluses	11,560,200	18.83%	14,413,100	22.03%	13,418,300	20.22%
Borrowing	0	0.00%	0	0.00%	0	0.00%
TOTAL	\$61,382,500	100.00%	\$65,420,000	100.00%	\$66,377,300	100.00%

City of Courtenay
BYLAW NO. 2967, 2019
A Bylaw To Adopt the Consolidated Five Year Financial Plan of the
City of Courtenay for the Years 2019 - 2023
Schedule B

Objectives and Policies for Schedule “B” Bylaw 2967

Permissive Tax Exemptions

- ❖ A permissive tax exemption is strictly at the discretion of the City of Courtenay Council. After careful consideration of all applications Council may approve a full, a partial, or no tax exemption. The tax exemption may vary for the different applicants.
- ❖ The cumulative value of permissive tax exemptions shall not exceed 2% of the total tax levy of the previous year.

Permissive Property Tax Exemptions	2017 (\$)	2018 (\$)	2019 (\$) estimate
City owned properties / managed by not-for-profit groups	175,160	179,050	179,050
Not-for Profit Organizations	141,207	142,299	165,515
Churches	16,052	14,520	14,888
TOTAL	332,419	335,869	359,453
Prior year tax levy for municipal purposes	21,951,300	22,108,900	22,901,225
As a percentage of municipal tax levy	1.51%	1.52%	1.57%

City of Courtenay
 BYLAW NO. 2967, 2019
 A Bylaw To Adopt the Consolidated Five Year Financial Plan of the
 City of Courtenay for the Years 2019 - 2023
 Schedule C

Consolidated Financial Plan	Budget 2019	2020	Proposed Budget		
			2021	2022	2023
Revenues					
Taxes					
General Property Taxes	25,196,000	26,732,000	28,836,500	30,675,300	31,902,500
Collections for Other Governments (Estimate)	21,941,800	22,654,600	23,108,900	23,567,000	23,948,300
Total Property Taxes	47,137,800	49,386,600	51,945,400	54,242,300	55,850,800
Frontage & Parcel Taxes	3,186,500	3,552,000	3,644,300	3,744,000	3,848,600
Grants in Place of Property Taxes	489,000	498,800	508,800	518,900	529,200
% of Revenue Tax	410,000	418,200	426,700	435,200	444,000
Total Taxes Collected	51,223,300	53,855,600	56,525,200	58,940,400	60,672,600
Less: Transfers to Other Governments (Estimate)	(22,107,600)	(22,823,800)	(23,281,400)	(23,743,000)	(24,127,900)
Net Taxes for Municipal Purposes	29,115,700	31,031,800	33,243,800	35,197,400	36,544,700
Other Revenues					
Fees and Charges	19,546,100	20,475,900	21,324,100	22,026,100	22,606,300
Revenue from Other Sources	1,795,300	1,350,500	1,332,600	1,314,600	1,296,900
Other Contributions	818,500	2,284,900	195,000	200,000	210,000
Transfers from Other Govt & Agencies	1,683,400	1,719,200	1,755,700	1,793,200	1,830,900
Total Other Revenues	23,843,300	25,830,500	24,607,400	25,333,900	25,944,100
Total Operating Revenues	52,959,000	56,862,300	57,851,200	60,531,300	62,488,800
Transfers From Reserves and Surplus					
From Reserves	9,682,100	8,290,200	4,323,400	5,521,900	4,631,400
From Surplus	3,736,200	3,342,500	829,300	253,500	213,300
Total from Reserves and Surplus	13,418,300	11,632,700	5,152,700	5,775,400	4,844,700
Funding from Debt	-	20,033,000	13,709,300	5,300,000	6,700,000
Total Revenues	66,377,300	88,528,000	76,713,200	71,606,700	74,033,500
Equity in Capital Assets	4,675,000	4,675,000	4,675,000	4,675,000	4,675,000
	71,052,300	93,203,000	81,388,200	76,281,700	78,708,500
Expenses					
Operating Expenses					
General Government	4,392,500	4,412,400	4,471,300	4,618,500	4,628,900
Protective Services	8,735,100	9,003,400	9,266,000	9,932,600	10,241,500
Public Works Services	7,859,300	7,686,300	7,551,000	7,387,200	7,633,300
Environmental Health Services	16,203,300	16,836,700	17,246,100	18,052,300	18,359,800
Public Health Services	345,300	350,900	356,500	362,400	368,600
Development Services	2,239,900	2,101,100	1,984,600	2,019,400	2,054,500
Recreation & Cultural Services	7,511,000	7,423,500	7,549,300	7,674,100	7,805,200
	47,286,400	47,814,300	48,424,800	50,046,500	51,091,800
Amortization	4,675,000	4,675,000	4,675,000	4,675,000	4,675,000
Total Operating Expenses	51,961,400	52,489,300	53,099,800	54,721,500	55,766,800
Capital Transactions					
Capital Assets					
Land and Improvements	824,000	895,000	845,000	1,095,000	420,000
Buildings	2,063,800	8,394,100	6,939,000	795,800	590,000
Equipment	1,324,800	967,000	701,000	2,172,000	842,000
Engineering Structures - Renewal	5,988,800	19,313,000	8,130,800	5,100,000	11,000,000
Engineering Structures - New	3,336,800	5,198,700	4,400,000	4,050,000	550,000
Other Capital Assets	446,000	116,000	125,000	125,000	125,000
	13,984,200	34,883,800	21,140,800	13,337,800	13,527,000
Debt for Capital Assets					
Interest	599,200	1,012,200	1,511,900	1,760,700	1,965,400
Principal	938,900	1,136,800	1,747,000	2,182,300	2,346,300
	1,538,100	2,149,000	3,258,900	3,943,000	4,311,700
Total Capital Transactions	15,522,300	37,032,800	24,399,700	17,280,800	17,838,700
Transfers to Reserves & Surplus					
To Reserves	3,555,800	3,680,900	3,776,900	3,912,400	4,077,700
To Appropriated Surplus	12,800	-	111,800	367,000	1,025,300
Total to Reserves and Surplus	3,568,600	3,680,900	3,888,700	4,279,400	5,103,000
	71,052,300	93,203,000	81,388,200	76,281,700	78,708,500

Schedule C

City of Courtenay
 BYLAW NO. 2967, 2019
 A Bylaw To Adopt the Consolidated Five Year Financial Plan of the
 City of Courtenay for the Years 2019 - 2023
 Schedule D

General Operating Fund	Budget 2019	2020	Proposed Budget 2021	2022	2023
Tax rate increase					
General Taxation	2.75%	3.00%	3.25%	3.00%	2.50%
Debt Levy	0.00%	0.95%	3.53%	2.15%	0.22%
	2.75%	3.95%	6.78%	5.15%	2.72%
Infrastructure Reserve Levy	0.00%	1.25%	1.25%	1.50%	1.75%
	2.75%	5.20%	8.03%	6.65%	4.47%
REVENUES					
Taxes					
General Municipal Taxes	25,196,000	26,732,000	28,836,500	30,675,300	31,902,500
Collections for Other Governments (Estimate)	21,941,800	22,654,600	23,108,900	23,567,000	23,948,300
Total Taxes Collected	47,137,800	49,386,600	51,945,400	54,242,300	55,850,800
Less:					
Property Taxes for Other Governments (Estimate)	(21,941,800)	(22,654,600)	(23,108,900)	(23,567,000)	(23,948,300)
Portion of Grants in Place of Taxes	(165,800)	(169,200)	(172,500)	(176,000)	(179,600)
	(22,107,600)	(22,823,800)	(23,281,400)	(23,743,000)	(24,127,900)
Net Municipal Taxes	25,030,200	26,562,800	28,664,000	30,499,300	31,722,900
Grants in Lieu of Taxes	489,000	498,800	508,800	518,900	529,200
% of Revenue Tax	410,000	418,200	426,700	435,200	444,000
Taxes for Municipal Purposes	25,929,200	27,479,800	29,599,500	31,453,400	32,696,100
Fees and Charges	7,714,000	7,866,800	8,035,000	8,207,400	8,382,700
Revenue from Other Sources	1,178,500	1,157,600	1,136,900	1,116,000	1,095,400
Transfers from Other Govt & Agencies	1,683,400	1,719,200	1,755,700	1,793,200	1,830,900
Transfers-Reserves	1,725,300	1,063,500	748,500	673,500	673,500
Transfers-Surplus	2,100,300	1,140,800	553,800	150,000	150,000
	40,330,700	40,427,700	41,829,400	43,393,500	44,828,600
Equity in Capital Assets	4,250,000	4,250,000	4,250,000	4,250,000	4,250,000
	44,580,700	44,677,700	46,079,400	47,643,500	49,078,600
EXPENDITURES					
Operating Expenditures					
General Government	4,392,500	4,412,400	4,471,300	4,618,500	4,628,900
Protective Services	8,735,100	9,003,400	9,266,000	9,932,600	10,241,500
Public Works Services	7,859,300	7,686,300	7,551,000	7,387,200	7,633,300
Environmental Health Services	3,296,700	3,385,700	3,481,800	3,581,200	3,683,700
Public Health Services	345,300	350,900	356,500	362,400	368,600
Development Services	2,239,900	2,101,100	1,984,600	2,019,400	2,054,500
Parks, Recreation & Cultural Services	7,511,000	7,423,500	7,549,300	7,674,100	7,805,200
Total Operating Expenses	34,379,800	34,363,300	34,660,500	35,575,400	36,415,700
Amortization	4,250,000	4,250,000	4,250,000	4,250,000	4,250,000
Total Expenses	38,629,800	38,613,300	38,910,500	39,825,400	40,665,700
Transfer to Capital Fund	3,052,200	3,041,300	4,050,600	4,264,100	4,098,700
Transfer to Reserve Funds	2,898,700	3,023,100	3,118,300	3,252,900	3,418,200
Transfer to Surplus	-	-	-	301,100	896,000
	5,950,900	6,064,400	7,168,900	7,818,100	8,412,900
	44,580,700	44,677,700	46,079,400	47,643,500	49,078,600

City of Courtenay
 BYLAW NO. 2967, 2019
 A Bylaw To Adopt the Consolidated Five Year Financial Plan of the
 City of Courtenay for the Years 2019 - 2023
 Schedule E

Sewer Operating Fund	Budget 2019	2020	Proposed Budget		
			2021	2022	2023
	<i>Blended rate</i>				
Sewer Utility Rate - Single Family Unit	340.38	357.4	375.27	394.03	403.88
Proposed increase %	5.0%	5.0%	5.0%	5.0%	2.5%
Revenues					
Operating					
Frontage & Parcel Taxes	2,011,400	2,306,400	2,323,800	2,344,100	2,364,500
Sale of Services	5,043,600	5,315,700	5,609,400	5,919,200	6,097,800
Revenue from Own Sources	50,800	50,700	50,700	50,700	50,700
Total Operating Revenues	7,105,800	7,672,800	7,983,900	8,314,000	8,513,000
Reserves & Surplus					
Future Expenditure Reserve	611,700	-	-	-	-
Surplus	-	413,400	211,300	103,500	-
Total Transfers from Reserves & Surplus	611,700	413,400	211,300	103,500	-
Equity in Capital Assets	125,000	125,000	125,000	125,000	125,000
Total Revenues	7,842,500	8,211,200	8,320,200	8,542,500	8,638,000
Expenses					
Operating					
General Administration	1,165,000	1,153,900	1,169,900	1,199,200	1,204,000
CVRD	4,124,400	4,371,800	4,371,800	4,924,100	4,924,100
Collection	677,000	713,800	702,600	697,600	704,800
	5,966,400	6,239,500	6,244,300	6,820,900	6,832,900
Amortization	125,000	125,000	125,000	125,000	125,000
Total Operating Expenses	6,091,400	6,364,500	6,369,300	6,945,900	6,957,900
Transfers to Other Funds					
Sewer Capital Fund - 2019 Revenues	745,500	1,465,700	1,569,900	1,215,600	1,169,800
Sewer Capital Fund - 2018 Revenues	611,700	-	-	-	-
	1,357,200	1,465,700	1,569,900	1,215,600	1,169,800
Transfers to Reserves					
Asset Management Reserve	300,000	300,000	300,000	300,000	300,000
Sewer Machinery/Equip Reserve	75,000	75,000	75,000	75,000	75,000
MFA Reserve Fund	600	500	500	500	500
Carbon Offsets Reserve	5,500	5,500	5,500	5,500	5,500
Total Transfers	381,100	381,000	381,000	381,000	381,000
Transfer to Appropriated Surplus					
Surplus contingency	12,800	-	-	-	129,300
Total Expenses	7,842,500	8,211,200	8,320,200	8,542,500	8,638,000

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Water Operating Fund	Budget 2019	2020	Proposed Budget		
			2021	2022	2023
	<i>Blended rate</i>				
Water Utility Rate - Single Family Unit	497.92	530.28	556.79	570.71	584.98
Proposed increase %	6.5%	6.5%	5.0%	2.5%	2.5%
Revenues					
Operating					
Frontage & Parcel Taxes	1,175,100	1,245,600	1,320,500	1,399,900	1,484,100
Sale of Services	6,788,500	7,293,400	7,679,700	7,899,500	8,125,800
Revenue from Own Sources	149,500	142,200	145,000	147,900	150,800
Total Operating Revenues	8,113,100	8,681,200	9,145,200	9,447,300	9,760,700
Reserves & Surplus					
Future Expenditure Reserve	456,700	-	-	-	-
Water Efficiency	17,500	17,900	18,200	18,600	18,900
Surplus	221,900	536,000	-	-	63,400
Total Transfers from Reserves & Surplus	696,100	553,900	18,200	18,600	82,300
Equity in Capital Assets	300,000	300,000	300,000	300,000	300,000
Total Revenues	9,109,200	9,535,100	9,463,400	9,765,900	10,143,000
Expenses					
Operating					
General Administration	1,541,100	1,524,800	1,590,600	1,584,200	1,637,000
CVRD - Supply	4,275,800	4,548,800	4,776,600	4,897,900	5,022,300
Transmission and Distribution	1,123,300	1,137,900	1,152,800	1,168,100	1,183,900
	6,940,200	7,211,500	7,520,000	7,650,200	7,843,200
Amortization	300,000	300,000	300,000	300,000	300,000
Total Operating Expenses	7,240,200	7,511,500	7,820,000	7,950,200	8,143,200
Transfers to Other Funds					
Water Capital Fund - 2019 Revenues	1,136,300	1,746,800	1,254,000	1,471,300	1,721,300
Water Capital Fund - 2018 Revenues	456,700	-	-	-	-
	1,593,000	1,746,800	1,254,000	1,471,300	1,721,300
Transfers to Reserves					
Asset Management Reserve	200,000	200,000	200,000	200,000	200,000
Water Utility Reserve	40,400	41,200	42,000	42,900	42,900
Water Machinery & Equip Reserve	30,000	30,000	30,000	30,000	30,000
MFA Reserve Fund	100	100	100	100	100
Carbon Offsets Reserve	5,500	5,500	5,500	5,500	5,500
Total Transfers	276,000	276,800	277,600	278,500	278,500
Transfer to Appropriated Surplus					
Surplus contingency	-	-	111,800	65,900	-
Total Expenses	9,109,200	9,535,100	9,463,400	9,765,900	10,143,000

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General Capital Fund	Budget 2019	2020	Proposed Budget		2023
Revenues					
Revenues					
Other Revenues	416,500	-	-	-	-
Grant and Contributions	818,500	2,284,900	195,000	200,000	210,000
	1,235,000	2,284,900	195,000	200,000	210,000
Transfers from Surplus					
Operating Funds	2,308,700	2,866,300	4,025,100	4,264,100	4,098,700
Capital Surplus - RFE	743,500		25,500		
Unexpended Debt	345,600	1,252,400	64,200		
	3,397,800	4,118,700	4,114,800	4,264,100	4,098,700
Transfers from Reserves					
Community Works Reserve	1,064,300	1,300,000	1,190,000	1,455,000	1,360,000
Gaming Funds Reserve		175,000			
Other Reserve Funds	4,770,700	3,058,800	2,366,700	2,874,800	1,579,000
	5,835,000	4,533,800	3,556,700	4,329,800	2,939,000
Total Transfers	8,143,700	7,400,100	7,581,800	8,593,900	7,037,700
Funding from Debt	-	14,733,000	10,709,300	2,300,000	2,500,000
Other	-	-	-	-	-
Total Revenues	10,467,800	25,670,400	18,575,800	11,093,900	9,747,700
Expenditures					
Capital Assets					
Land and improvements	824,000	895,000	845,000	1,095,000	420,000
Buildings	2,063,800	8,394,100	6,939,000	795,800	590,000
Equipments / Furnitures / Vehicles	1,324,800	967,000	701,000	2,172,000	842,000
Engineering Structures - Renewal	3,429,700	13,533,000	7,076,500	3,900,000	4,700,000
Engineering Structures - New	1,010,000	168,700	400,000	50,000	50,000
Other Tangible Capital Assets	446,000	116,000	125,000	125,000	125,000
Loss of disposal of assets					
	9,098,300	24,073,800	16,086,500	8,137,800	6,727,000
Debt					
Interest	530,000	756,400	1,150,500	1,293,700	1,350,600
Principal	839,500	840,200	1,338,800	1,662,400	1,670,100
	1,369,500	1,596,600	2,489,300	2,956,100	3,020,700
Total Expenditures	10,467,800	25,670,400	18,575,800	11,093,900	9,747,700

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2019-2023 General Capital Expenditure Program (1 of 4)						2019	2020	2021	2022	2023	Total
Category	Area	Department	Project description		Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget		
Land and improvement	Cemetery	Cemetery	CEMETERY - NICHE DESIGN/DEVELOPMENT		108,000	35,000	40,000	40,000	40,000	263,000	
			CEMETERY - CEMETERY GENERAL WORK		50,000	50,000	40,000	60,000	50,000	250,000	
			CEMETERY - LAWN CRYPTS		32,000		35,000	35,000	35,000	137,000	
			CEMETERY - IRRIGATION		15,000	10,000			15,000	40,000	
			CEMETERY - NEW PLANTINGS			30,000				30,000	
			Cemetery Total		205,000	125,000	115,000	135,000	140,000	720,000	
	Infrastructure	Traffic Projects	26 St & Rotary Rail Trail - Ped Crossing Lights 'Below' (East) of the tracks		30,000					30,000	
	Infrastructure Total				30,000					30,000	
	Parks	Parks	Misc Playground (1 replacement per year + next year design)		120,000	120,000	120,000	120,000	120,000	600,000	
			Puntledge Park Playground replacement and Bridge improvement		25,000					25,000	
			Tarling Park gate, fencing and Hydro service		15,000					15,000	
			Park Development - McPhee Meadows		12,000	30,000	200,000			242,000	
			Rotary Trail Extension North 5th St to McPhee Meadows		7,000	20,000		180,000		207,000	
			Tarling Park (Lake Trail / Arden Trail construction)		5,000	50,000	50,000			105,000	
			Misc Parks (future year estimate)					140,000	140,000	280,000	
			Bill Moore - Irrigation System Replacement			150,000				150,000	
			Anderton Park Exercise equipment in Marine Env is susceptible to early deterioration					100,000		100,000	
			Woodcote - Irrigation System Replacement				80,000			80,000	
			Walkways & Bikeways	Buckstone to Island Hwy trail (PW project)		300,000					300,000
			Courtenay Riverway South Extension Sandpiper to Beachwood - Phase 1		30,000	200,000				230,000	
			Valleyview Greenway Erosion Remediation (2018 quick fix Ops, 2019-20 long		25,000	150,000				175,000	
			Courtenay Riverway South Extension Beachwood to City Park - Phase 2			30,000	200,000			230,000	
			WALKWAYS & BIKEWAYS (furtur year estimate)			20,000	20,000	20,000	20,000	80,000	
			Access and Parking to McPhee Meadows				30,000	200,000		230,000	
			Courtenay Riverway South Extension City Park to Regional Trail - Phase 3				30,000	200,000		230,000	
			Parks Total		539,000	770,000	730,000	960,000	280,000	3,279,000	
	Rec & Culture	Lewis Centre	Martin Park Lacrosse box repair - new pickleball courts		50,000				50,000		
	Rec & Culture Total			50,000				50,000			
	Land and improvements Total					824,000	895,000	845,000	1,095,000	420,000	4,079,000
	Buildings	Cemetery	Cemetery	Courtenay Civic Cemetery Building- Roof Replacement		35,000					35,000
Cemetery Total					35,000				35,000		
Parks		Parks	Lewis Washroom - Roof Replacement				25,000		25,000		
			Woodcote Park - Roof Replacement				45,000		45,000		
			Park Café - Roof Replacement				75,000		75,000		
		Walkways & Bikeways	Lagoon Walkway Lookouts - Roof Replacement				30,000		30,000		
		Parks Total				175,000		175,000			
Property Services		City Hall	CITY HALL - Building Energy Reduction (roof ventilation)		280,000				280,000		
			CITY HALL - Roof Replacement		220,500				220,500		
		Fire	FIRE - NEW SATELLITE FIREHALL		100,000	483,000	6,000,000		6,583,000		
			FIRE HALL - Building Energy Reduction (replacement 4 roof top units)			60,000			60,000		
		Rental Properties	Renovation of City Hall - Foyer area		100,000				100,000		
Coop Building - Roof Replacement				75,000			75,000				
Property Services Total		700,500	543,000	6,075,000			7,318,500				

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2019-2023 General Capital Expenditure Program (2 of 4)					2019	2020	2021	2022	2023	Total
Category	Area	Department	Project description		Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	
	Public Works	Public Works	CARPENTRY SHOP - Carpenter / Electrician Bay		270,000					270,000
			PUBLIC WORKS - New Public Works Building		102,967	7,000,000				7,102,967
			PW Yard Admin - HVAC replacement					80,000		80,000
			PW Yard Admin - Roof Replacement					150,000		150,000
			Public Works Total		372,967	7,000,000		230,000		7,602,967
	Rec & Culture	Art Gallery	ART GALLERY - Hydraulic Passenger Elevator replacement		11,500	86,300				97,800
			ART GALLERY - Building Energy Reduction		7,500					7,500
		Filberg Centre	FILBERG CENTRE - Building Energy Reduction		45,000					45,000
			FILBERG - Hydraulic Passenger Elevator replacement		11,500	92,000				103,500
			FILBERG CENTRE - Future year estimation						100,000	100,000
			FILBERG - Roof Replacement			60,000				60,000
			FILBERG CENTRE - Accoustic upgrades				70,000			70,000
			FILBERG - Roof Top Units					200,000		200,000
		Lewis Centre	LEWIS CENTRE - New AC system		330,000					330,000
			LEWIS CENTRE - Parking Lot Reconfiguration		20,000	100,000				120,000
			LEWIS CENTRE - Squash Court Floor Replacement			80,000				80,000
			LEWIS CENTRE - Shower Lift (accessibility funding)			20,000				20,000
			LEWIS CENTRE - Squash Court Wall Replacement			72,000				72,000
			LEWIS CENTRE - Future year estimation					100,000	100,000	200,000
			LEWIS CENTRE - Roof Replacement				200,000			200,000
			LIBRARY - Building Energy Reduction			55,500				55,500
		Memorial Pool	MEMORIAL POOL - REPAIR CRACKS MAIN POOL		20,000		50,000		20,000	90,000
			MEMORIAL POOL - VIHA INFRA/STRUCTURE UPGRADES		15,000	15,000	15,000	20,000	25,000	90,000
			MEMORIAL POOL - MECH/ELEC UPGRADES HEAT/CHEMICAL		15,000	15,000	15,000	20,000	25,000	90,000
			MEMORIAL POOL - INFRASTRUCTURE ASSESSMENT			40,000				40,000
			MEMORIAL POOL - New Pool Covers					25,000		25,000
		Museum	MUSEUM - Future year estimation					50,000	50,000	100,000
			MUSEUM - Replace windows			50,000	50,000			100,000
			MUSEUM - Hydraulic Freight Elevator replacement			40,300	178,300			218,600
		Native Sons Hall	NATIVE SONS HALL - Roof Replacement		200,000					200,000
			NATIVE SONS HALL - Shingles replacement		120,985					120,985
			NATIVE SONS HALL - Building Energy Reduction		20,000					20,000
			NATIVE SONS HALL - Accessible Parking Spot		15,000	75,000				90,000
		Sid Theatre	SID THEATRE - Building Energy Reduction		35,000					35,000
			SID THEATRE - LIGHTING UPGRADE - LED THEATRE LIGHTS		25,000	25,000				50,000
			SID THEATRE - THEATRE CAPITAL EQUIPMENT		10,000	10,000	10,000	10,000		40,000
			SID THEATRE - Stage Lift replacement (elevator)				9,200	57,500		66,700
			SID THEATRE - Future year estimation				20,000	20,000	20,000	60,000
			SID THEATRE - Hydraulic Vertical Plateform Lift replacement (elevator)				11,500	63,300		74,800
		Youth Centre	YOUTH CENTRE - Heating System Replacement		53,913					53,913
			YOUTH CENTRE - Roof Replacement (2023)						250,000	250,000
			YOUTH CENTRE - Freestanding sign & Exterior Facia sign			15,000	60,000			75,000
	Rec & Culture Total					955,398	851,100	689,000	565,800	590,000
Buildings Total					2,063,865	8,394,100	6,939,000	795,800	590,000	18,782,765

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2019-2023 General Capital Expenditure Program (3 of 4)					2019 Proposed Budget	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget	Total
Category	Area	Department	Project description							
Equipment	Corporate Services	IT	MIS PC REPLACEMENT		60,000	60,000	60,000	60,000	60,000	300,000
			PHOTOCOPIERS		54,000	36,000	40,000	40,000	40,000	210,000
			LARGE FORMAT PLOTTER		30,000		30,000		30,000	90,000
			SERVER REPLACEMENT		20,000	20,000	20,000	20,000	20,000	100,000
			COUNCIL CHAMBERS AUDIO/VISUAL REPLACE		15,000					15,000
			Asset Management GIS/Tablets		5,000	6,000	6,000	7,000	7,000	31,000
	Corporate Services Total				184,000	122,000	156,000	127,000	157,000	746,000
	Fire Services	Fire	FIRE DEPT LIGHT VEHICLES		87,000				140,000	227,000
			FIRE DEPT - Ladder Truck (replacement truck #12)				1,500,000		1,500,000	
	Fire Services Total				87,000			1,500,000	140,000	1,727,000
	Fleet	Fleet	FLEET MANAGEMENT - PW SERV - HEAVY VEHICLES		524,370	250,000	250,000	250,000	250,000	1,524,370
			FLEET MANAGEMENT - PW SERV - LIGHT VEHICLES		248,481	125,000	125,000	125,000	125,000	748,481
			FLEET MANAGEMENT - PARKS SERV- LIGHT VEHICLES		236,000	125,000	125,000	125,000	125,000	736,000
			2 Double Electric car charging stations Level 1 220V			100,000			100,000	
			2 Electric car charging stations EV DC Fast Charger 440V			200,000			200,000	
	Fleet Total				1,008,851	800,000	500,000	500,000	500,000	3,308,851
	Rec & Culture	Lewis Centre	LEWIS CENTRE - Equipments > 5k		45,000	45,000	45,000	45,000	45,000	225,000
	Rec & Culture Total				45,000	45,000	45,000	45,000	45,000	225,000
Equipment Total					1,324,851	967,000	701,000	2,172,000	842,000	6,006,851
New	Corporate Services	Corporate Services	Strategic Land Acquisition		500,000					500,000
	Corporate Services Total				500,000					500,000
	Infrastructure	Major Road Construction	MAJOR ROAD CONS - Cowichan / Ryan crossing		100,000					100,000
		Storm Drainage	Braidwood Affordable Housing - Storm & Road Servicing			103,695				103,695
		Bike Lane	Bike Lane Fitzgerald Avenue (3 sections)		240,000					240,000
			Bike Lane Hobson Neighbourhood Route		120,000					120,000
	Infrastructure Total				460,000	103,695				563,695
	Parks	Parks	Partners in Parks		50,000	50,000	50,000	50,000	50,000	250,000
		Walkways & Bikeways	Dingwall to Muir Road trail development - stairs			15,000	250,000			265,000
	Parks Total				50,000	65,000	300,000	50,000	50,000	515,000
	Rec & Culture	Youth Centre	YOUTH CENTRE - AC				100,000			100,000
	Rec & Culture Total						100,000			100,000
New Total					1,010,000	168,695	400,000	50,000	50,000	1,678,695

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2019-2023 General Capital Expenditure Program (4 of 4)					2019 Proposed Budget	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget	Total
Category	Area	Department	Project description							
Renewal	Infrastructure	DCC Projects	Road, Storm, Parks DCC Projects		400,000	400,000	400,000	400,000	400,000	2,000,000
		Major Road Construction	Lerwick Overlay project Grind & Pave		800,000					800,000
			MAJOR ROAD CONS - 5th ST Bridge Updgrade - Deck renewal & Painting		423,000	7,302,945				7,725,945
			MAJOR ROAD CONS - 5th Street - Fitzgerald to Meziez Complete Streets		212,500					212,500
			MAJOR ROAD CONS - Future years					1,500,000	2,000,000	3,500,000
			MAJOR ROAD CONS - Cousins Ave - 20th to Willemar		-		3,224,000			3,224,000
		Road Paving	ROAD PAVING - Grind and Pave program		1,200,000	1,300,000	1,400,000	1,500,000	1,600,000	7,000,000
			MAJOR ROAD CONS - 13 St - Burgess to Willemar Road Reconstruction				570,000			570,000
		Storm Drainage	STORM DRAINAGE - Glacier View Plaza Drainage improvements		146,149					146,149
			Braidwood Road Design - Storm & Road		110,097	3,250,000				3,360,097
			STORM DRAINAGE - Willemar Culvert		50,000	500,000				550,000
			STORM DRAINAGE - 200 Back Rd Storm Culvert improvement		37,959	200,000				237,959
			STORM DRAINAGE - 13 St - Burgess to Willemar Storm Reconstruction				570,000			570,000
			STORM DRAINAGE - Future years					300,000	500,000	800,000
			STORM DRAINAGE - WOODS PARK STORM OUTFALL				617,500			617,500
		Traffic Projects	TRAFFIC PROJECTS - Signal Upgrade - 8th St and Cliffe Ave			160,000				160,000
			TRAFFIC PROJECTS - Advanced Warning Light - 8th and Fitzgerald			180,000				180,000
			TRAFFIC PROJECTS - Signal Upgrade - Old Island Highway at Comox Road			20,000	75,000			95,000
			TRAFFIC PROJECTS - Future years					200,000	200,000	400,000
			TRAFFIC PROJECTS - Signal Upgrade - 5th St and Cliffe Ave			20,000	220,000			240,000
			Infrastructure Total			3,379,705	13,332,945	7,076,500	3,900,000	4,700,000
		Rec & Culture	Filberg Centre	FILBERG CENTRE - Drive Thru Repair		50,000	200,000			250,000
		Rec & Culture Total			50,000	200,000			250,000	
Renewal Total					3,429,705	13,532,945	7,076,500	3,900,000	4,700,000	32,639,150
Other Tangible Assets	Corporate Services	IT	Recreation Software		105,000					105,000
			Organization objective setting and performance measurement Software		100,000				100,000	
			New softwares		50,000	50,000	50,000	50,000	50,000	250,000
			Finance Budget Software		50,000					50,000
			OFFSITE BACKUP DEVELOPMENT		36,000	36,000	40,000	40,000	40,000	192,000
			Disaster Recovery Plan - Phase 1		35,000					35,000
			*Hyper-Convergence Software (complement to back up solution)		30,000	30,000	35,000	35,000	35,000	165,000
			IT security (PEN Test)		25,000					25,000
			Great Plain Electronic Workflow		15,000					15,000
		Corporate Services Total		446,000	116,000	125,000	125,000	125,000	937,000	
Other Tangible Assets Total					446,000	116,000	125,000	125,000	125,000	937,000
Grand Total					9,098,421	24,073,740	16,086,500	8,137,800	6,727,000	64,123,461

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2019 General Capital Expenditure Source of Funding (1 of 2)					2019 Proposed Budget	2019 General Revenues	2019 M&E- New Works Reserve	2019 Reserve for Future Expenditures	2019 Unexpen- ded Funds	2019 DCC Reserve	2019 Fed / Prov Funding	2019 Gas Tax Fed Grant	2019 CVRD Grant	2019 Proceeds - Asset Sales	2019 Donation	
Category	Area	Department	Project description													
Land and improvements	Cemetery	Cemetery	CEMETERY - CEMETERY GENERAL WORK		50,000								50,000			
			CEMETERY - IRRIGATION		15,000								15,000			
			CEMETERY - LAWN CRYPTS		32,000								32,000			
			CEMETERY - NICHE DESIGN/DEVELOPMENT		108,000								108,000			
	Cemetery Total				205,000							205,000				
	Infrastructure	Traffic Projects	26 St & Rotary Rail Trail - Ped Crossing Lights 'Below' (East) of the tracks		30,000		30,000									
	Infrastructure Total				30,000		30,000									
	Parks	Walkways & Bikeways	Courtenay Riverway South Extension Sandpiper to Beachwood - Phase 1		30,000	30,000										
			Valleyview Greenway Erosion Remediation (2018 quick fix Ops, 2019-2020)		25,000	18,800				6,200						
			Buckstone to Island Hwy trail (PW project)		300,000		20,538								279,462	
			Park Development - McPhee Meadows		12,000	12,000										
		Parks	Puntledge Park Playground replacement and Bridge improvement		25,000			25,000								
			Rotary Trail Extension North 5th St to McPhee Meadows		7,000							7,000				
			Tarling Park gate, fencing and Hydro service		15,000	15,000										
			Misc Playground (1 replacement per year + next year design)		120,000	120,000										
			Tarling Park (Lake Trail / Arden Trail construction)		5,000	5,000										
			Parks Total				539,000	200,800	20,538	25,000		6,200		7,000		279,462
		Rec & Culture	Lewis Centre	Martin Park Lacrosse box repair - new pickleball courts		50,000	50,000									
		Rec & Culture Total				50,000	50,000									
	Land and improvements Total				824,000	250,800	50,538	25,000		6,200		7,000	205,000		279,462	
Buildings	Cemetery	Cemetery	Courtenay Civic Cemetery Building- Roof Replacement		35,000		35,000									
	Cemetery Total				35,000		35,000									
	Property Services	City Hall	CITY HALL - Building Energy Reduction (roof ventilation)		280,000		280,000									
			CITY HALL - Roof Replacement		220,500		220,500									
			Renovation of City Hall - Foyer area		100,000	74,981		25,019								
		Fire	FIRE - NEW SATELLITE FIREHALL		100,000	9,414			90,586							
	Property Services Total				700,500	84,395	500,500	25,019	90,586							
	Public Works	Public Works	CARPENTRY SHOP - Carpenter / Electrician Bay		270,000	3,981		266,019								
			PUBLIC WORKS - New Public Works Building		102,967	-		102,967								
	Public Works Total				372,967	3,981		368,986								
	Rec & Culture	Native Sons Hall	NATIVE SONS HALL - Accessible Parking Spot		15,000	15,000										
			NATIVE SONS HALL - Building Energy Reduction		20,000		20,000									
			NATIVE SONS HALL - Roof Replacement		200,000		200,000									
			NATIVE SONS HALL - Shingles replacement		120,985	99,985		21,000								
			LEWIS CENTRE - New AC system		330,000				255,000						75,000	
		Lewis Centre	LEWIS CENTRE - Parking Lot Reconfiguration		20,000		20,000									
			Sid Theatre	SID THEATRE - Building Energy Reduction		35,000		35,000								
				SID THEATRE - LIGHTING UPGRADE - LED THEATRE LIGHTS		25,000		25,000								
		SID THEATRE - THEATRE CAPITAL EQUIPMENT			10,000		10,000									
		Filberg Centre	FILBERG - Hydraulic Passenger Elevator replacement		11,500		11,500									
			FILBERG CENTRE - Building Energy Reduction		45,000		45,000									
			YOUTH CENTRE - Heating System Replacement		53,913	35,000		18,913								
		Memorial Pool	MEMORIAL POOL - MECH/ELEC UPGRADES HEAT/CHEMICAL		15,000									15,000		
			MEMORIAL POOL - REPAIR CRACKS MAIN POOL		20,000									20,000		
			MEMORIAL POOL - VIHA INFRA/STRUCTURE UPGRADES		15,000									15,000		
		Art Gallery	ART GALLERY - Building Energy Reduction		7,500		7,500									
			ART GALLERY - Hydraulic Passenger Elevator replacement		11,500		11,500									
Rec & Culture Total				955,398	149,985	385,500	39,913	255,000			50,000		75,000			
Buildings Total				2,063,865	238,361	921,000	433,918	345,586			50,000		75,000			

Schedule I

City of Courtenay
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2019 General Capital Expenditure Source of Funding (2 of 2)					2019 Proposed Budget	2019 General Revenues	2019 M&E - New Works Reserve	2019 Reserve for Future Expenditures	2019 Unexpended Funds	2019 DCC Reserve	2019 Fed/ Prov Funding	2019 Gas Tax Fed Grant	2019 CVRD Grant	2019 Proceeds - Asset Sales	2019 Donation	
Category	Area	Department	Project description													
Equipment	Corporate Services	IT	Asset Management GIS/Tablets		5,000		5,000									
			COUNCIL CHAMBERS AUDIO/VISUAL REPLACE		15,000		15,000									
			LARGE FORMAT PLOTTER		30,000		30,000									
			MIS PC REPLACEMENT		60,000		60,000									
			PHOTOCOPIERS		54,000		54,000									
			SERVER REPLACEMENT		20,000		20,000									
	Corporate Services Total				184,000		184,000									
	Fire Services	Fire	FIRE DEPT LIGHT VEHICLES		87,000		87,000									
			Fire Services Total				87,000		87,000							
	Fleet	Fleet	FLEET MANAGEMENT - PARKS SERV- LIGHT VEHICLES		236,000		236,000									
			FLEET MANAGEMENT - PW SERV - HEAVY VEHICLES		524,370		524,370									
			FLEET MANAGEMENT - PW SERV - LIGHT VEHICLES		248,481		248,481									
Fleet Total				1,008,851		1,008,851										
Rec & Culture	Lewis Centre	LEWIS CENTRE - Equipments > 5k		45,000		45,000										
		Rec & Culture Total				45,000		45,000								
Equipment Total						1,324,851		1,324,851								
New	Corporate Services	Corporate Services	Strategic Land Acquisition		500,000		83,471							416,529		
			Corporate Services Total				500,000		83,471						416,529	
	Infrastructure	Bike Lane	Bike Lane Fitzgerald Avenue (3 sections)		240,000		120,000			120,000						
			Bike Lane Hobson Neighbourhood Route		120,000		60,000			60,000						
		Major Road Construction	MAJOR ROAD CONS - Cowichan / Ryan crossing		100,000	75,250				24,750						
	Infrastructure Total				460,000	75,250	180,000			24,750	180,000					
	Parks	Parks	Partners in Parks		50,000	40,000									10,000	
Parks Total				50,000	40,000							10,000				
New Total						1,010,000	115,250	263,471		24,750	180,000			416,529	10,000	
Renewal	Infrastructure	Major Road Construction	Lerwick Overlay project Grind & Pave		800,000	36,838				763,162						
			MAJOR ROAD CONS - 5th ST Bridge Updgrade - Deck renewal & Painting		423,000		342,348	80,652								
			MAJOR ROAD CONS - 5th Street - Fitzgerald to Mezies Complete Streets		212,500		120,510	72,973		19,017						
		Road Paving	ROAD PAVING - Grind and Pave program		1,200,000					305,910		894,090				
		DCC Projects	Road, Storm, Parks DCC Projects		400,000	248,000				152,000						
		Storm Drainage	Braidwood Road Design - Storm & Road		110,097			110,097								
			STORM DRAINAGE - 200 Back Rd Storm Culvert improvement		37,959			10,425				27,534				
			STORM DRAINAGE - Glacier View Plaza Drainage improvements		146,149			10,425				135,724				
			STORM DRAINAGE - Willemar Culvert		50,000		50,000									
			Infrastructure Total				3,379,705	284,838	512,858	284,572		1,221,072	19,017	1,057,348		
		Rec & Culture	Filberg Centre	FILBERG CENTRE - Drive Thru Repair		50,000	50,000									
				Rec & Culture Total				50,000	50,000							
	Renewal Total						3,429,705	334,838	512,858	284,572		1,221,072	19,017	1,057,348		
Other Tangible Assets	Corporate Services	IT	*Hyper-Convergence Software (complement to back up solution)		30,000		30,000									
			Disaster Recovery Plan - Phase 1		35,000		35,000									
			Finance Budget Software		50,000		50,000									
			Great Plain Electronic Workflow		15,000		15,000									
			IT security (PEN Test)		25,000		25,000									
			New softwares		50,000		50,000									
			OFFSITE BACKUP DEVELOPMENT		36,000		36,000									
			Organization objective setting and performance measurement Software		100,000		100,000									
			Recreation Software		105,000		105,000									
			Corporate Services Total				446,000		446,000							
	Other Tangible Assets Total						446,000		446,000							
Grand Total						9,098,421	939,249	3,518,718	743,490	345,586	1,252,022	199,017	1,064,348	255,000	416,529	364,462

Schedule I

City of Courtenay
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Sewer Capital Fund	Budget 2019	2020	Proposed Budget		
			2021	2022	2023
Revenues					
Funding from Operating Fund					
Sewer Operating Fund	745,500	1,465,600	1,569,900	1,215,600	1,169,700
Reserves & Surplus					
Sewer Capital Surplus - RFE	611,700				
Sewer Reserve Funds	1,312,700	2,350,000		500,000	500,000
	1,924,400	2,350,000	-	500,000	500,000
Funding from Debt		5,300,000			4,200,000
Total Revenues	2,669,900	9,115,600	1,569,900	1,715,600	5,869,700
Expenditures					
Debt					
Interest - Debenture Debt	56,600	243,200	243,200	243,200	391,000
Principal - Debenture Debt	75,200	272,400	272,400	272,400	428,700
	131,800	515,600	515,600	515,600	819,700
Capital Assets					
Engineering Structures - Renewal	2,086,300	4,250,000	1,054,300	1,200,000	5,050,000
Engineering Structures - New	451,800	4,350,000			
	2,538,100	8,600,000	1,054,300	1,200,000	5,050,000
Total Expenditures	2,669,900	9,115,600	1,569,900	1,715,600	5,869,700

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Schedule K

2019-2023 Sewer Capital Expenditure Program		2019 Budget	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget	Total 2019-2023 Budget
Category	Project description						
New	20 St & Riverside Lane - Chamber	300,000					300,000
	Greenwood Trunk Connection	151,800	4,100,000				4,251,800
	North Sandwick sewer		50,000				50,000
	South Courtenay Sewer		200,000				200,000
	New Total	451,800	4,350,000				4,801,800
Renewal	Riverside Sanitary Trunk - 8 St to 19 St - Trunk Main Upgrade	1,500,000					1,500,000
	1 St Lift Station Replacement	350,000	2,300,000				2,650,000
	Comox Rd, Lewis Park, River Crossing - Sanitary Main Replacement	200,000	1,400,000				1,600,000
	Braidwood Rd - Road & Utility Reconstruction - Sanitary	36,300	500,000				536,300
	Cliffe Ave - Mansfield to Anfield ph 2			150,000	750,000	750,000	1,650,000
	Anderton Ave Lift Station				250,000	2,200,000	2,450,000
	Arden Central Trunk Main				200,000	2,000,000	2,200,000
	Mansfield Lift Station Upgrade					50,000	50,000
	Courtenay Riverway - 21st to Mansfield					50,000	50,000
	Sewer - Projects identified through Asset Management Strategy			500,000			500,000
	Cliffe Ave - Mansfield to Anfield ph 1 - Design 2019		50,000	404,300			454,300
Renewal Total		2,086,300	4,250,000	1,054,300	1,200,000	5,050,000	13,640,600
Grand Total		2,538,100	8,600,000	1,054,300	1,200,000	5,050,000	18,442,400

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 Schedule L

2019 Sewer Capital Expenditure Source of Funding		2019 Budget	2019 General Revenues	2019 Reserve	2019 Reserve for Future Expenditures	2019 DCC Reserve
Category	Project description					
New	20 St & Riverside Lane - Chamber	300,000	120,700		179,300	
	Greenwood Trunk Connection	151,800	3,300		35,800	112,700
New Total		451,800	124,000		215,100	112,700
Renewal	Riverside Sanitary Trunk - 8 St to 19 St - Trunk Main Upgrade	1,500,000	170,100	1,200,000	129,900	
	1 St Lift Station Replacement	350,000	217,500		132,500	
	Comox Rd, Lewis Park, River Crossing - Sanitary Main Replacement	200,000	102,100		97,900	
	Braidwood Rd - Road & Utility Reconstruction - Sanitary	36,300			36,300	
Renewal Total		2,086,300	489,700	1,200,000	396,600	
Grand Total		2,538,100	613,700	1,200,000	611,700	112,700

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 City of Courtenay for the Years 2019 - 2023
 Schedule M

Water Capital Fund	Budget 2019	2020	Proposed Budget		
			2021	2022	2023
Revenues					
Funding from Operating Fund					
Water Operating Fund	1,136,300	1,746,800	1,254,000	1,471,300	1,721,300
Reserves & Surplus					
Water Capital Surplus - RFE	456,700				
Water Reserves	791,600	500,000			500,000
	1,248,300	500,000	-	-	500,000
Funding from Debt			3,000,000	3,000,000	
Total Revenues	2,384,600	2,246,800	4,254,000	4,471,300	2,221,300
Expenditures					
Debt					
Interest - Debenture Debt	12,600	12,600	118,200	223,800	223,800
Principal - Debenture Debt	24,200	24,200	135,800	247,500	247,500
	36,800	36,800	254,000	471,300	471,300
Capital Assets					
Engineering Structures - Renewal	472,800	1,530,000			1,250,000
Engineering Structures - New	1,875,000	680,000	4,000,000	4,000,000	500,000
	2,347,800	2,210,000	4,000,000	4,000,000	1,750,000
Total Expenditures	2,384,600	2,246,800	4,254,000	4,471,300	2,221,300

City of Courtenay
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 Schedule N

2019-2023 Water Capital Expenditure Program		2019 Budget	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget	Total 2019- 2023 Budget
Category	Project description						
New	Sandwich Conversion	1,450,000					1,450,000
	Sandwich Conversion - CICC	325,000					325,000
	South Courtenay Secondary Transmission	100,000	250,000	3,500,000	3,500,000		7,350,000
	CVRD Connections - Install meter & check valve at each connection point		360,000	360,000	360,000	360,000	1,440,000
	Private Loops (19 @ 35k)		70,000	140,000	140,000	140,000	490,000
New Total		1,875,000	680,000	4,000,000	4,000,000	500,000	11,055,000
Renewal	Willemar Ave -17 St to 21 St - Watermain Replacement	177,000					177,000
	Connector 19A Fire Chamber Removal	116,500					116,500
	Buckstone Water Booster Pump Station - Improvements	103,500					103,500
	Sandpiper / Millard upgrade	40,000	210,000				250,000
	Braidwood Rd - Road & Utility Reconstruction - Water	35,800	500,000				535,800
	Willemar - 21 St to Tull Av		720,000				720,000
	Hwy 19A - loop 1		100,000				100,000
	Water - Projects identified through Asset Management Strategy					1,250,000	1,250,000
Renewal Total		472,800	1,530,000			1,250,000	3,252,800
Grand Total		2,347,800	2,210,000	4,000,000	4,000,000	1,750,000	14,307,800

City of Courtenay
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 Schedule O

2019 Water Capital Expenditure Source of Funding		2019 Budget	2019 General Revenues	2019 Reserve	2019 Reserve for Future Expenditures
Category	Project description				
New	Sandwick Conversion	1,450,000	634,500	791,600	23,900
	Sandwick Conversion - CICC	325,000	325,000		
	South Courtenay Secondary Transmission	100,000	100,000		
New Total		1,875,000	1,059,500	791,600	23,900
Renewal	Willemar Ave -17 St to 21 St - Watermain Replacement	177,000			177,000
	Connector 19A Fire Chamber Removal	116,500			116,500
	Buckstone Water Booster Pump Station - Improvements	103,500			103,500
	Sandpiper / Millard upgrade	40,000	40,000		
	Braidwood Rd - Road & Utility Reconstruction - Water	35,800			35,800
Renewal Total		472,800	40,000		432,800
Grand Total		2,347,800	1,099,500	791,600	456,700

CITY OF COURTENAY
BYLAW REFERENCE FORM

BYLAW TITLE

Tax Rates Bylaw No. 2968, 2019

REASON FOR BYLAW

To establish the property value taxation rates for 2019

STATUTORY AUTHORITY FOR BYLAW

Section 197 of the *Community Charter*

OTHER APPROVALS REQUIRED

STAFF COMMENTS AND/OR REPORTS

OTHER PROCEDURES REQUIRED

April 29, 2019

J. Nelson
Staff Member

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2968

A bylaw to impose rates on all taxable lands and improvements

Whereas pursuant to the provisions of the *Community Charter* the Council must each year, by bylaw, impose property value taxes on all land and improvements according to the assessed value thereof, by establishing rates for:

- a. the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
- b. the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body;

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

1. This bylaw may be cited for all purposes as **“Tax Rates Bylaw No. 2968, 2019”**.
2. The following rates are hereby imposed and levied for the year 2019:
 - (a) For all lawful general purposes of the municipality, on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “A” of the schedule attached hereto and forming a part of this bylaw hereof;
 - (b) For debt purposes, on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “B” of the schedule attached hereto and forming a part of this bylaw hereof;
 - (c) For purposes of the Vancouver Island Regional Library on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “C” of the schedule attached hereto and forming a part of this bylaw hereof;
 - (d) For purposes of the Comox Valley Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “D” of the schedule attached hereto and forming a part of this bylaw hereof;
 - (e) For purposes of the Comox Valley Regional District on the assessed value of land and improvements taxable for general hospital purposes, rates appearing in Column “E” of the schedule attached hereto and forming a part of this bylaw hereof;

- (f) For purposes of the Comox-Strathcona Regional Hospital District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in column “F” of the schedule attached hereto and forming a part of this bylaw hereof;
 - (g) For purposes of the Municipal Finance Authority on the assessed value of land and improvements for general municipal purposes, rates appearing in column “G” of the schedule attached hereto and forming a part of this bylaw hereof.
 - (h) For purposes of the B.C. Assessment Authority on the assessed value of land and improvements for general municipal purposes, rates appearing in column “H” of the schedule attached hereto and forming a part of this bylaw hereof.
 - (i) For purposes of the Downtown Courtenay Business Improvement Area on the assessed value of land and improvements for general municipal purposes, rates appearing in column “I” of the schedule attached hereto and forming a part of this bylaw hereof.
3. As soon as is practicable after the 2nd day of July, 2019, there shall be added to the unpaid taxes of the current year, in respect of each parcel of land and its improvements on the property tax roll, ten percent of the amount unpaid as of the 2nd day of July, 2019; and the said unpaid taxes together with the amount added as aforesaid, shall be deemed to be taxes of the current year due on such land and improvements.

Read a first time this day of April, 2019

Read a second time this day of April, 2019

Read a third time this day of April, 2019

Finally passed and adopted this day of May, 2019

Mayor

Corporate Officer

BYLAW NO. 2968, 2019**SCHEDULE**

Tax Rates (dollars of tax per \$1000 taxable value)

Property Class	<u>A</u> General Municipal	<u>B</u> Debt	<u>C</u> Library	<u>D</u> Regional District (rates applied to general assessment)	<u>E</u> Regional District (rates applied to hospital assessment)	<u>F</u> Regional Hospital District	<u>G</u> Municipal Finance Authority	<u>H</u> B.C Assessment Authority	<u>I</u> Downtown Courtenay Business Improvement Area
1. Residential	2.8748	0.1584	0.1701	0.4478	0.3541	0.5793	0.0002	0.0389	0.0000
2. Utilities	20.1239	1.1085	1.1907	3.1345	1.2395	2.0275	0.0007	0.4830	0.0000
3. Supportive Housing	2.8748	0.1584	0.1701	0.4478	0.3541	0.5793	0.0002	0.0000	0.0000
4. Major Industry	11.2119	0.6176	0.6634	1.7463	1.2041	1.9696	0.0007	0.4830	0.0000
5. Light Industry	11.2119	0.6176	0.6634	1.7463	1.2041	1.9696	0.0007	0.1082	1.0140
6. Business / Other	9.6307	0.5305	0.5698	1.5001	0.8676	1.4192	0.0005	0.1082	1.0140
8. Recreation / Non-Profit	2.8748	0.1584	0.1701	0.4478	0.3541	0.5793	0.0002	0.0389	0.0000
9. Farm	2.8748	0.1584	0.1701	0.4478	0.3541	0.5793	0.0002	0.0389	0.0000