



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council

File No.: 1760-02

From: Chief Administrative Officer

Date: September 21, 2020

Subject: 2020 - 5th Street Bridge Rehabilitation - Alternative Approval Process (AAP)

PURPOSE:

The purpose of this report is to proceed with the Alternative Approval Process (AAP) for “5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020” for long term borrowing to complete construction of the 5th Street Bridge rehabilitation project.

CAO RECOMMENDATIONS:

That based on the September 21st, 2020 staff report “2020 - 5th Street Bridge Rehabilitation - Alternative Approval Process (AAP)”, Council seek the approval of the electors for 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020 through the Alternative Approval Process (AAP);

That Council establish elector response forms as attached to this report;

That Council determine 20,162 as the total number of electors to which the approval process applies; and

That Council establish the deadline for receiving responses for this alternative approval process as November 16th, 2020 at 4:30 p.m.

Respectfully submitted,

Trevor Kushner, BA, DLGM, CLGA, PCAMP
Interim Chief Administrative Officer

BACKGROUND:

Council was presented with and approved the 5th Street Bridge Rehabilitation project through the regular budget process in early 2020. This project is slated for construction in 2021 and requires new borrowing to proceed.

At its regular meeting held April 20th, 2020 Council passed the following resolution:

“Moved by Hillian and seconded by McCollum that based on the April 20th, 2020 staff report “5th Street Bridge Loan Authorization Bylaw 2978”, Council approve OPTION 1 and endorse the 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978;

That Bylaw No. 2978 proceed to first, second and third reading; and,

That Council direct staff to proceed with the Alternative Approval Process (AAP) to gain approval of the electors.”

Bylaw No. 2978 received three readings at the same meeting.

Bylaw No. 2978, along with supporting documentation was forwarded to the Inspector of Municipalities on April 21st, 2020

DISCUSSION:

The Inspector of Municipalities provided statutory approval of Bylaw No. 2978 on May 5th, 2020.

Council may now proceed with the Alternative Approval Process (AAP) pursuant to section 86 of the *Community Charter*.

Council is required to take the following steps regarding the Alternative Approval Process:

- Establish a deadline by which elector responses are to be submitted, which must be at least 30 days after the second publication of public notice. The public notice of the alternative approval process must be published in a newspaper once each week for 2 consecutive weeks;
- Establish elector response forms and make them available to the public from the time of the first publication until the deadline; and
- Make a fair determination of the number of electors to which the alternative approval process applies. In the case of Bylaw No. 2978, the process applies to all electors in the City. The recommendation of 20,162 electors is based on list of electors from the 2018 local general election plus new registrations.

Council may proceed with the adoption of Bylaw 2978 unless at least 10%, or 2,017 of the electors indicate that Council must obtain the assent of the electors (referendum) before proceeding, prior to the deadline of November 16th, 2020 at 4:30 p.m.

Timelines:

Table 2 outlines the estimated schedule that would be followed in order to adopt the loan authorization bylaw and secure funding for the 5th Street Bridge Rehabilitation for spring 2021 construction. This schedule is subject to change depending on how long it takes to receive approvals from the Province. The schedule will be updated throughout the process and Council will be updated during each phase of the process as necessary.

Table 2: 2020 - 5th Street Bridge Rehabilitation Capital Loan Authorization Bylaw Schedule:

Date	Charter Section	Action
April 20, 2020	179	Three readings by Council
May 5, 2020	180	Send to Inspector of Municipalities
September 21, 2020	86, 135, 180	Establish elector response forms Determine total number of electors Establish deadline for responses as November 16, 2020
October 7, 2020	94	First of two notices published Make response forms available to public at City Hall
October 14, 2020	94	Second and last notice published (must be at least 30 days prior to the deadline of November 16, 2020)
November 16, 2020	86	Deadline for elector responses
December 7, 2020	86	Council Meeting - Report to Council regarding elector responses If 10% threshold not reached, final adoption of bylaw
January 8, 2021	623,760 <i>LGA</i>	Send to Inspector for certificate of approval after quashing period
February 8, 2021	CC S.122&182	Council passes Security Issuing Resolution
February 19, 2021		Forward to Regional District and the MFA

FINANCIAL IMPLICATIONS:

There are no financial implications related to the AAP process itself.

Council approved the 2020-2024 General Fund Operating and Capital Financial Plans on March 2nd, 2020 which includes the 5th Street Bridge Rehabilitation project.

The 5th Street Bridge Rehabilitation project is estimated to cost \$6,300,000 and is funded in the 2020-2024 Financial Plan using \$262,700 of DCC reserves, \$268,300 in Reserves, \$404,100 in Unexpected Funds, and \$1,964,900 in funding from the Federal and Provincial Governments New Building Canada Fund – Small Communities Fund.

Annual debt servicing costs for this project are estimated at \$233,293 and have been calculated using Municipal Finance Authority interest rates with amortization over 20 years. This will result in an impact of an approximately 1% increase to the debt levy for property taxation purposes. The impact to the average residential property valued at \$453,000 would be approximately \$13/year, based on 2020 assessments and tax rates.

Project description	2021 Proposed		2021		2021 DCC Reserve	2021 Fed / Prov Funding	2021 Debt
	Budget	2021 Reserve	Unexpended Funds				
MAJOR ROAD CONS - 5th St Bridge Rehabilitation	6,300,000	268,300	404,100		262,700	1,964,900	3,400,000

ADMINISTRATIVE IMPLICATIONS:

Staff will report back to Council in early December regarding the outcome of the AAP process. If less than 2,017 elector responses are received in opposition, the loan authorization bylaw may proceed to final adoption. Once adopted there is a one month quashing period before the bylaw is sent back to the Inspector of Municipalities for the final certificate of approval. Staff expect to receive final approval in late January, 2021.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications for the AAP process. As outlined in the April 20th, 2020 staff report, the 5th Street Bridge project is included in the City’s asset management plan and is a high priority project as one of the City’s most valuable assets.

STRATEGIC PRIORITIES REFERENCE:

In addition to being identified one of Council’s five “NOW” Priorities, the following Strategic Priorities are relevant to the 5th Street Bridge Project:

We focus on organizational and governance excellence

- 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

We actively pursue vibrant economic development

- ▲ Work with the business and development sectors to mutually improve efficiencies

We support diversity in housing and reasoned land use planning

- Continue to develop and revisit all infrastructure master plans

We continually invest in our key relationships

- ▲ 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:

In regards to the Official Community Plan for Courtenay, the following goals of Section 5.0 Transportation are relevant:

5.2 Goals

1. Integrate land use changes with transportation planning to coordinate changes and increases to traffic patterns.
2. Development of a transportation system that provides choices for different modes of travel including vehicle, transit, pedestrian, cycling and people with mobility impairments.
3. Protect the integrity of the road classification system to facilitate the purpose and function of the specific road types.
4. Support an integrated transportation system that works towards reducing travel distances and congestion.
5. Support a transportation system that recognizes the importance of the character and overall appearance of the City.
6. Provide an effective transportation system that facilitates the movement of vehicles throughout the community and the Comox Valley to major regional services such as the Little River Ferry System and the Comox Valley Airport.

REGIONAL GROWTH STRATEGY REFERENCE:

The 5th Street Bridge Rehabilitation Project is aligned with the transportation network goal from the Regional Growth Strategy:

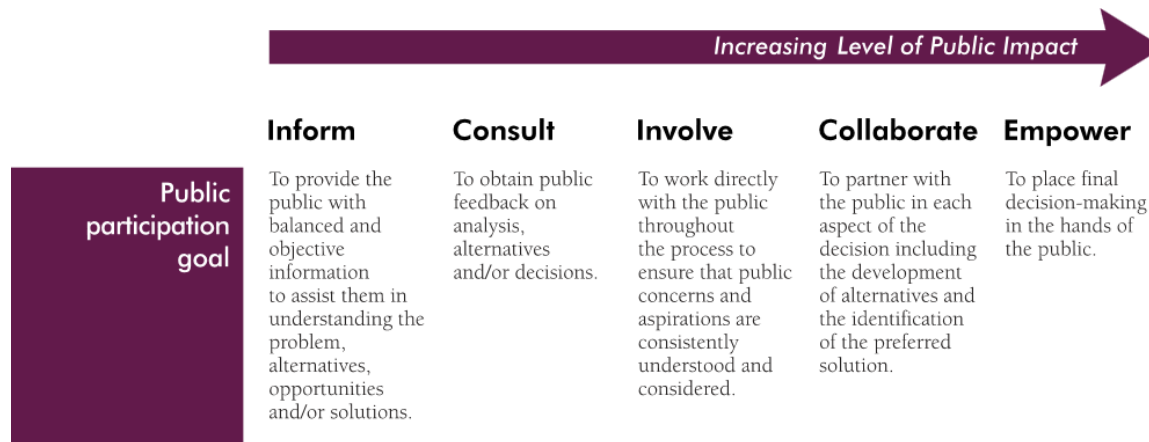
Goal 4 - Transportation:

Develop an accessible, efficient and affordable multi-modal transportation network that connects Core Settlement Areas and designated Town Centres and links the Comox Valley to neighbouring communities and regions.

CITIZEN/PUBLIC ENGAGEMENT:

Section 180 of the *Community Charter* requires that a council gain approval of the electors before a loan authorization bylaw can be adopted. The City will **empower** the public based on the IAP2 Spectrum of Public Participation: This is the highest level of public participation in decision making under this practice. Information about the IAP2 Core Values can be found at:

<https://iap2canada.ca/Resources/Documents/0702-Foundations-Core-Values-MW-rev1.pdf>



OPTIONS:

OPTION 1: (Recommended)

That based on the September 21st, 2020 staff report “2020 - 5th Street Bridge Rehabilitation - Alternative Approval Process (AAP)”, Council seek the approval of the electors for 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020 through the Alternative Approval Process (AAP);

That Council establish elector response forms as attached to this report;

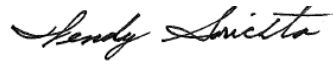
That Council determine 20,162 as the total number of electors to which the approval process applies; and

That Council establish the deadline for receiving responses for this alternative approval process as November 16th, 2020 at 4:30 p.m.

OPTION 2: That Council not proceed with the AAP process.

OPTION 3: That Council refer this item back to staff for further consideration.

Prepared by:



Wendy Sorichta
Corporate Officer

Concurrence by:



Trevor Kushner, BA, DLGM, CLGA, PCAMP
Interim Chief Administrative Officer

Attachments: *#1: Staff report dated April 20, 2020*
#2: Excerpt from 2020- 2024 Financial Plan
#3: Elector Response Form



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council
From: Chief Administrative Officer
Subject: 5th Street Bridge Loan Authorization Bylaw 2978

File No.: 1760-02
Date: April 20, 2020

PURPOSE:

The purpose of this report is to begin the process of borrowing funds to complete the rehabilitation of the 5th Street Bridge.

POLICY ANALYSIS:

Council adopted the Consolidated Financial Plan Bylaw No. 2967, 2019 on May 6, 2019 and recently approved the 2020-2024 General Capital Financial Plan on March 2, 2020. The 5th Street Bridge Rehabilitation project is identified in both documents and is partially funded by new debt. Section 179 of the *Community Charter* provides Council with the authority to incur a liability by borrowing funds for any capital nature. Section 180 of the *Community Charter* requires elector approval of a loan authorization bylaw before it can be adopted.

EXECUTIVE SUMMARY:

The 5th Street Bridge Rehabilitation Project is one of the City of Courtenay's top Strategic Priorities, and was identified in November 2019 as one of Council's five "NOW" Priorities and forms a part of several staff Operational Strategies. This project's scope has been reviewed in detail with Council on several occasions throughout 2019 and early 2020. On February 3, 2020 Council provided staff with direction to proceed with the project excluding the construction of cantilevers and to use the Alternate Approval Process to obtain elector approval for the loan authorization bylaw required to proceed. This project is slated to begin in the spring of 2021 and the statutory borrowing process is estimated to take upwards of eight months, therefore starting early to ensure all approvals are in place in 2020 is recommended.

CAO RECOMMENDATIONS:

That based on the April 20, 2020 staff report "5th Street Bridge Loan Authorization Bylaw 2978", Council approve OPTION 1 and endorse the 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978; that Bylaw No. 2978 proceed to 1st, 2nd, and 3rd reading; and,

That Council direct staff to proceed with the Alternative Approval Process (AAP) to gain approval of the electors.

Respectfully submitted,

A handwritten signature in cursive script, reading "David Allen".

David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND:

On January 27, 2020 Council was presented with updated scope and financial implication information regarding the 5th Street Bridge rehabilitation project and passed a resolution on February 3, 2020 to direct staff not to include cantilevers in the final design of the project.

In addition, Council was presented and approved the proposed 2020-2024 General Capital Financial Plan on March 2, 2020. Table 1 identifies the 5th Street rehabilitation project included in the financial plan and requires completion of the statutory borrowing process to commence construction:

Table 1: 5th Street Bridge Rehabilitation Project Funded with Debt

Project description	2021 Proposed Budget	2021 Reserves	2021 Unexpended Funds	2021 DCC Reserve	2021 Fed / Prov Funding	2021 Debt
MAJOR ROAD CONS - 5th St Bridge Rehabilitation	6,300,000	268,300	404,100	262,700	1,964,900	3,400,000

The borrowing process can take up to eight months to complete, therefore starting the process as soon as possible will ensure the funds are approved and secured to allow for timely tendering and construction in the spring of 2021 without delay. This project must be complete by March 31, 2022 in order to meet Federal grant requirements.

DISCUSSION:

On February 3, 2020 Council passed the following resolution:

Moved by Frisch and seconded by McCollum that based on the January 27th, 2020 staff report “5th Street Bridge Rehabilitation” that Council direct staff to obtain elector approval for a loan authorization bylaw for the 5th Street Bridge Rehabilitation Project through the Alternate Approval Process.

Carried

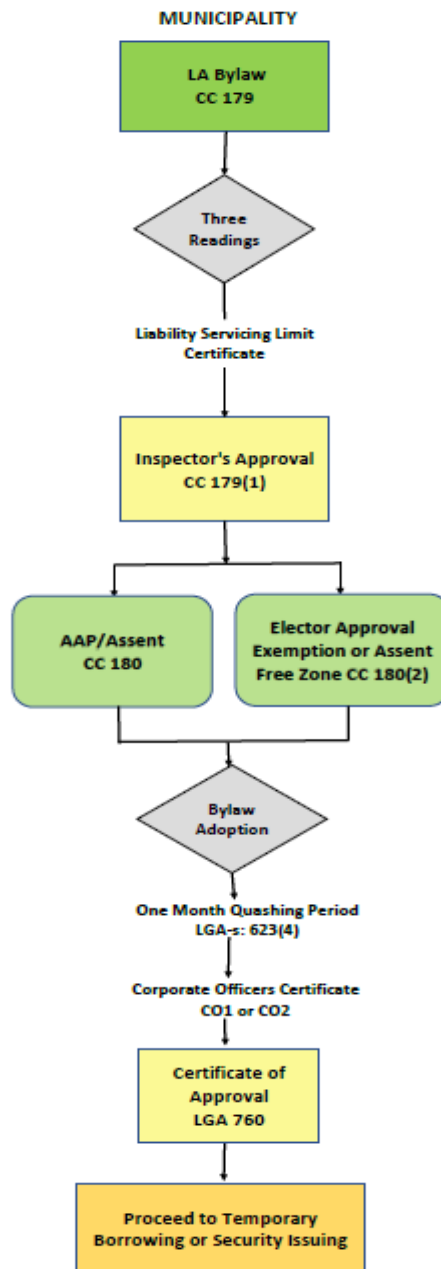
Borrowing Process:

Section 179 of the *Community Charter* provides Council with the authority to incur a liability by borrowing funds for any purpose of a capital nature. The local government borrowing process is highly regulated and closely monitored by the Province. All loan authorization bylaws must be approved by the Inspector of Municipalities and approval of the electors is required before adoption of the bylaw. In addition, sections 623 and 760 of the *Local Government Act* require a one month quashing period after approval of the electors has been received, where an application can be made to the Supreme Court to set aside the loan authorization bylaw before final approval will be provided by the Inspector of Municipalities.

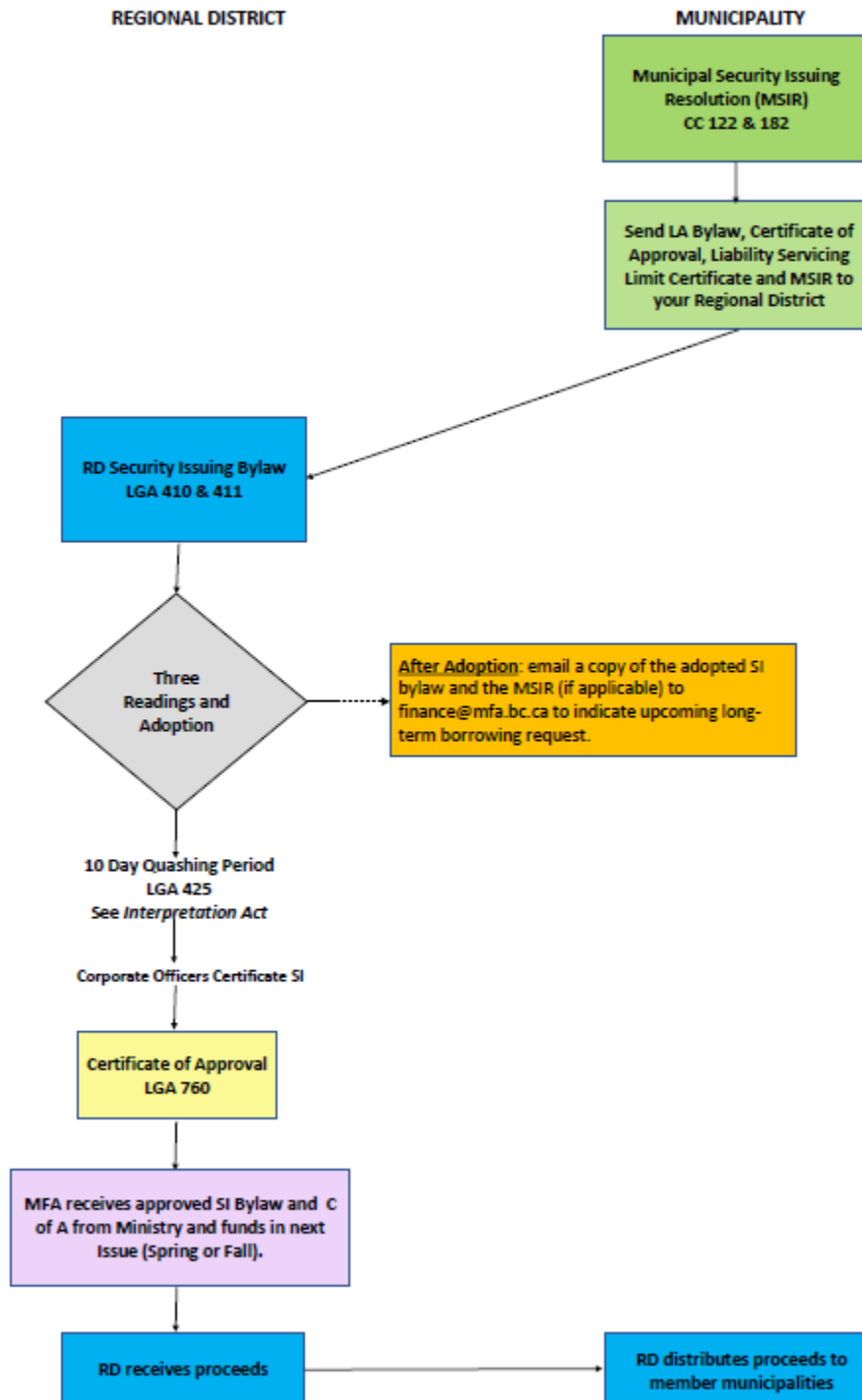
Finally, Section 182 of the *Community Charter* restricts local governments to financing long term debt with their local regional district through the Municipal Finance Authority of British Columbia (MFA). Once a certificate of approval has been received by the Inspector of Municipalities, Council must then pass a Municipal Security Issuing Resolution and forward it to the Comox Valley Regional District to be included in the next Regional District Security Issuing Bylaw that will go through further adoption at the regional level.

The borrowing process can take several months to complete, therefore it is recommended to begin the process as early as possible to ensure all the appropriate approvals are in place before projects are ready for construction. The following flowcharts provided by the Municipal Finance Authority outlines the steps involved for a loan authorization bylaw:

Loan Authorization Bylaw Procedures



Security Issuing Procedures



Elector Approval:

Section 180 of the *Community Charter* requires elector approval of a loan authorization bylaw before it can be adopted. There are two options available to gain elector approval as follows:

Alternative Approval Process (AAP) – (Approved by Council on February 3, 2020)

An AAP requires that ten percent or more of the eligible electors must sign and submit response forms in opposition to the proposed loan authorization bylaw to the local government to obtain assent of the electors in order to proceed. If ten percent of the electors sign forms in opposition to the AAP, there are two choices; proceed to referendum within eighty days, or the loan authorization bylaw could be put on hold and consider alternatives.

Referendum

A referendum involves asking electors to cast their vote in relation to the loan authorization bylaw. Assent of the electors is achieved if a majority of votes counted are in favour of proceeding with the bylaw. If elector assent is not granted the loan authorization bylaw could not be adopted and Council would need to consider alternatives.

A referendum is much more costly and time consuming than the Alternative Approval Process, therefore gaining elector approval through the AAP process for this loan authorization bylaw is recommended.

Timelines:

Table 2 outlines the estimated schedule that would be followed in order to adopt the loan authorization bylaw and secure funding for the Fifth Street Bridge for spring 2021 construction. This schedule is subject to change depending on how long it takes to receive approvals from the Province. The schedule will be updated throughout the process and Council will be updated during each phase of the process as necessary.

Table 2: 5th Street Bridge Rehabilitation Loan Authorization Bylaw Schedule:

Date	Charter Section	Action	Date Completed
April 20, 2020	179	Three readings by Council	
April 30, 2020	180	Send to Inspector of Municipalities	
August 4, 2020	86, 135, 180	Establish elector response forms Determine total number of electors Establish deadline for responses as September 28, 2020	
August 19, 2020	94	First of two notices published Make response forms available to public at City Hall	
August 26, 2020	94	Second and last notice published (must be at least 30 days prior to the deadline of September 28, 2020)	
September 28, 2020	86	Deadline for elector responses	
October 5, 2020	86	Council Meeting - Report to Council regarding elector responses If 10% threshold not reached, final adoption of bylaw	
November 6, 2020	623,760 <i>LGA</i>	Send to Inspector for certificate of approval after quashing period	
December 7, 2020	CC S.122&182	Council passes Security Issuing Resolution	
December 18, 2020		Forward to Regional District and the MFA	

FINANCIAL IMPLICATIONS:

Rehabilitation of the Fifth Street Bridge is estimated to cost \$6,300,000 and will be funded using \$1,964,900 of grant funding from the New Build Canada – Small Communities Fund, \$262,700 of DCC reserves, \$404,100 of unexpended debt reserve funds, 268,300 of infrastructure reserve funds, and \$3,400,000 from new borrowing. Debt servicing costs for this project were calculated using the Municipal

Finance Authority annual interest rates with a 20 year amortization. Annual debt servicing costs are estimated to be \$233,293 per year. This would result in an impact of an approximately 1% increase to the debt levy for property taxation purposes beginning in 2022 when the first payments would be due. The impact to the average residential property based on 2019 assessments and tax rates would be approximately \$13 per year.

The Province regulates how much debt a municipality can carry. The total annual debt servicing costs cannot exceed 25% of the previous year's revenue and is known as the Liability Servicing Limit. The City's current liability servicing limit is calculated at \$12,259,513 per year of which only \$1,555,910 or 13% of the available borrowing is actually being utilized. Borrowing an additional \$3,400,000 would bring the total annual servicing costs up to \$1,955,187 or 16% of the available borrowing room for the City.

ADMINISTRATIVE IMPLICATIONS:

After three readings of the loan authorization bylaw staff will send it, along with all supporting documentation to the Inspector of Municipalities for a first review. Once this review is complete, staff will report back to Council on the next steps to begin the Alternative Approval Process (AAP). The borrowing process involves several departments and is estimated to take approximately eighty hours of staff time from start to finish.

ASSET MANAGEMENT IMPLICATIONS:

The 5th Street Bridge is one of the City's most important assets, providing a critical connection between the east and west parts of the community, and it is an emergency route for fire, police and ambulance services. It remains an essential means to cross the Courtenay River for the many residents and businesses from adjacent communities as well as other out of area travelers using BC Ferries, the regional airport, regional hospital, 19 Wing Comox and BC Highway 19A to other destinations.

On-going maintenance is periodically required to maintain the asset at its intended level of service thereby reducing the risk of catastrophic failure, severe transportation disruptions and increased costs resulting from reactive rather than planned maintenance. The bridge is inspected annually under contract and routine maintenance and repairs are undertaken at approximately \$20,000 a year in the Public Works Services operation budget.

In Asset Management practice, the rehabilitation of this asset is actually maintenance that is periodically necessary to return the asset to its intended level of service. While the rehabilitation project cost surpasses the financial threshold from operating to capital, this is indeed maintenance of an existing asset providing an existing level of service. Therefore, the rehabilitation and its associated funding source is a practice and cost of doing business.

STRATEGIC PRIORITIES REFERENCE:

The following 2019-2022 Council strategic priorities relate to the 5th Street Bridge Rehabilitation Loan Authorization Bylaw:

We focus on organizational and governance excellence

- 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

● **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

Operational Strategies:

DIRECTOR LEGISLATIVE & CORPORATE SERVICES

3. Borrowing Bylaw: Approval Process Jan'20

DIRECTOR FINANCIAL SERVICES

2. Draft Borrowing Bylaws: Prepare Jan'20

DIRECTOR ENGINEERING SERVICES

2. 5th St. Bridge/6th St. Bridge: Open House Nov'19

OFFICIAL COMMUNITY PLAN REFERENCE:

Regarding the Official Community Plan for Courtenay, the following goals of Section 5.0 Transportation are relevant:

5.2 Goals

1. Integrate land use changes with transportation planning to coordinate changes and increases to traffic patterns.
2. Development of a transportation system that provides choices for different modes of travel including vehicle, transit, pedestrian, cycling and people with mobility impairments.
3. Protect the integrity of the road classification system to facilitate the purpose and function of the specific road types.
4. Support an integrated transportation system that works towards reducing travel distances and congestion.
5. Support a transportation system that recognizes the importance of the character and overall appearance of the City.
6. Provide an effective transportation system that facilitates the movement of vehicles throughout the community and the Comox Valley to major regional services such as the Little River Ferry System and the Comox Valley Airport.

REGIONAL GROWTH STRATEGY REFERENCE:

The Fifth Street Bridge Rehabilitation Project is aligned with the transportation network goal from the Regional Growth Strategy:

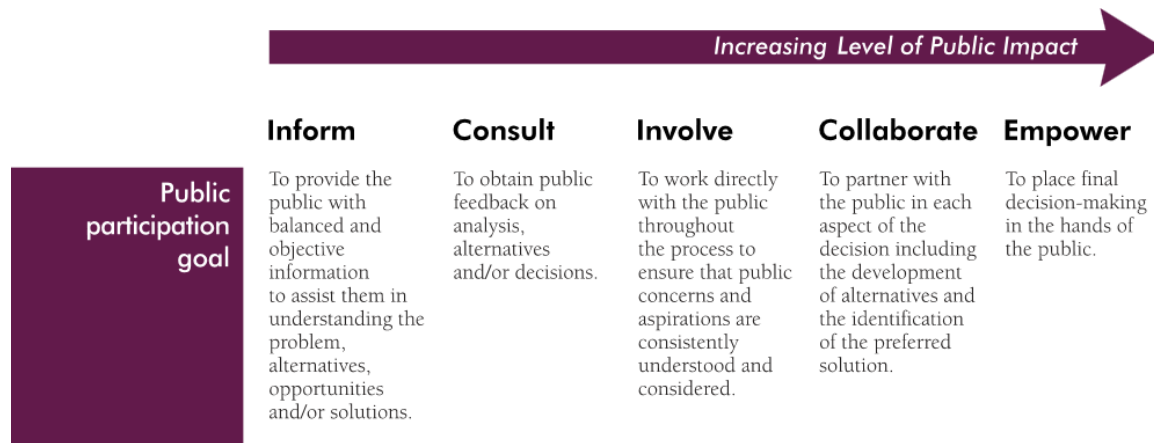
Goal 4 - Transportation:

Develop an accessible, efficient and affordable multi-modal transportation network that connects Core Settlement Areas and designated Town Centres and links the Comox Valley to neighbouring communities and regions.

CITIZEN/PUBLIC ENGAGEMENT:

Section 180 of the *Community Charter* requires that a council gain approval of the electors before a loan authorization bylaw can be adopted. The City will **empower** the public based on the IAP2 Spectrum of Public Participation:

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



OPTIONS:

OPTION 1: That Council endorse the Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020;

That Council proceed to 1st, 2nd, and 3rd reading of the Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020; and

That Council direct staff to proceed with the Alternative Approval Process (AAP) to gain approval of the electors for the Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020. **[Recommended]**

OPTION 2: That Council defer endorsing the Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020 to allow for further discussion.

OPTION 3: That Council not endorse the Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020.

Prepared by:



Jennifer Nelson, CPA, CGA
Director of Financial Services

Concurrence:



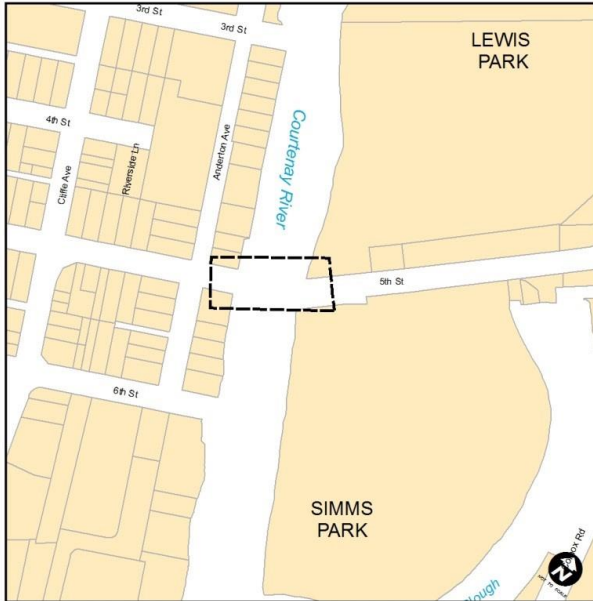
Chris Davidson, P. Eng
Manager of Engineering Projects

Attachments: #1: Engineering Capital Projects 2021 (excerpt from 2020-2024 Financial Plan)
#2: 5th Street Bridge Rehabilitation – Capital Asset Dashboard (excerpt 2020 Budget)
#3: January 27, 2020 5th St Bridge Rehabilitation Report to Council
#4: 5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020

**EXCERPT FROM 2020-2024 FIVE-YEAR FINANCIAL PLAN
ENGINEERING PROJECTS - 2021**

Department	Project description	2021 Proposed Budget	2021 Reserves	2021 Unexpended Funds	2021 DCC Reserve	2021 Fed / Prov Funding	2021 Debt
Engineering	MAJOR ROAD CONS - 5th St Bridge Rehabilitation	6,300,000	268,300	404,100	262,700	1,964,900	3,400,000
	STORM DRAINAGE - Willemar Culvert	180,000	-	180,000	-	-	-
	TRAFFIC PROJECTS - Signal Controller Renewal - 8th St and Cliffe Ave	160,000	160,000	-	-	-	-
	TRAFFIC PROJECTS - Signal Controller Renewal - 5th St and Cliffe Ave	20,000	20,000	-	-	-	-
	TRAFFIC PROJECTS - Signal Controller Renewal - Old Island Highway at Comox Road	20,000	20,000	-	-	-	-
	TRAFFIC PROJECTS - Signal Controller Renewal - 8th and Fitzgerald	180,000	180,000	-	-	-	-
Engineering Total	Infrastructure	6,860,000	648,300	584,100	262,700	1,964,900	3,400,000

ENGINEERING – INFRASTRUCTURE – MAJOR ROAD CONSTRUCTION



- 5TH STREET BRIDGE DECK RENEWAL AND PAINTING
- FULL REMOVAL / RECOAT OF ALL STRUCTURAL STEEL COATING
- INSTALL CATHODIC PROTECTION SYSTEM
- FULL REPLACEMENT OF DECK OVERLAY
- STRUCTURAL REPAIRS TO ENDS OF DECK BEAMS
- DESIGN COMPLETION 2020, CONSTRUCTION 2021
- COMBINATION OF FUNDING: BUILDING CANADA GRANT, NEW DEBT, RESERVE AND DCC



Project Budget

Year	Approved Budget	Total Spent	Carry Forward	Requested Budget	Total Budget
2019	\$423,000	\$320,649	\$102,351		
2020				\$375,000	
					\$375,000



THE CORPORATION OF THE CITY OF COURTENAY

STAFF REPORT

To: Council
From: Chief Administrative Officer
Subject: 5th St Bridge Rehabilitation

File No.: 5335-20; 5400-02
Date: January 27, 2020

PURPOSE

The purpose of this report is to move forward with the 5th Street Bridge Rehabilitation Project to ensure completion of the project by the March 31, 2022 funding deadline through the following steps:

1. Update on the actions taken since September 2019, including: the public engagement process (Attachment 1); construction staging and scheduling future options (Attachment 2); and information regarding cycling and walking connectivity (Attachment 3).
2. Confirm the final design for the 5th St Bridge Rehabilitation Project, which currently includes the addition of cantilevers to provide two 3 metre wide multi-use pathways; or

Alternatively, direct staff to proceed with a final design that does not include cantilevers.

3. Confirm whether to obtain approval for a loan authorization bylaw for the 5th St Bridge Rehabilitation Project by assent of the electors (i.e. referendum), or by the Alternate Approval Process, as required by sections 85 and 86 of the *Community Charter*.

EXECUTIVE SUMMARY

The 5th St Bridge plays an important role in the entire Comox Valley transportation network serving 20,000 vehicles, 650 pedestrians and 500 cyclists each day. Completed in 1960, the 72-metre steel truss bridge has two vehicle lanes and 1.5 metre sidewalks on both sides of the bridge. The bridge requires rehabilitation of various elements to maximize its service life for all users.

At the June 24th Council meeting, staff were directed "...to proceed with the associated next steps to rehabilitate the 5th Street Bridge, including the upgrade of adding cantilevered multi-use pathways...". Recall that rehabilitation of the bridge is estimated to take approximately 6 months, with an estimated cost of \$6.3 million dollars. Including the upgrade of adding cantilevered multi-use pathways will add approx. 2 months to project duration, and an additional \$2 million dollars the estimated cost of the project.

The 5th Street Bridge Rehabilitation Project is one of City of Courtenay's top Strategic Priorities, was identified in November 2019 as one of Council's five "NOW" Priorities and forms a part of several staff Operational Strategies in the near term.

Since September, the City has undertaken a public consultation process for the 5th Street Bridge that included in-person meetings with several local stakeholder groups, an open house with 97 attendees and an online survey that resulted in 671 respondents, of which 67% were Courtenay residents. The public engagement process resulted in extensive awareness of the need to rehabilitate the 5th St Bridge and

solicited extensive input to help inform construction planning, connectivity and communications preferences.

Additional technical work has also been completed since September to understand potential traffic implications during different stages of the project, confirm the environmental/regulatory requirements, utility considerations, and how to best manage traffic and emergency response during construction.

In September 2019 a report titled “Project Scope for Bridge Rehabilitation, and New Cantilevered Pathways” was included in the staff report presented to Council on September 16th. The previous report highlighted a number of considerations for the project including; Bridge Upgrade Scope, Expected Bridge Closure Geometry, Rehabilitation and Staging Considerations; and Sample Bridge Cross Sections.

This report provides supplemental details to the information provided in September, including further details about what to expect during construction, and reviews of the various construction staging scenarios that may be contemplated with respect to the construction sequencing. This report also provides supplemental information on the following four critical considerations comparison:

- Accommodation of vehicle traffic,
- Accommodation of active transportation,
- Cost Implications; and
- Schedule Implications.

In terms of improving multi-modal amenities and connections across the Courtenay River, the project team has developed options for 5th Street Multi-use pathway connections, outlining potential multi-modal amenities and connectivity, as well as associated costs and construction considerations for connecting the multi-use pathways to existing pedestrian and cycling networks on both sides of the bridge.

Connection improvements include three metre pathways connecting to adjacent bike lanes and sidewalks on the west and east approaches, new let downs, wayfinding and regulatory signage, and a bike wheel channel on the south-west approach stairway. The recommended connection improvements are included in the existing project budget.

After factoring in grant contributions and infrastructure reserves, the City will need to borrow funds over the long term to rehabilitate the bridge, as well as any multi-modal upgrades. **Once the project scope is given final approval, a loan authorization bylaw process must be commenced this spring to meet the construction schedule, and the federal grant requirement that the bridge must be completed by March 31, 2022.** A draft bylaw has been prepared that outlines the specific scope and borrowing amount as per section 179(2) of the *Community Charter*. An associated communications plan will also be prepared in early 2020 once final decisions have been made on scope, borrowing and other factors.

CAO RECOMMENDATIONS:

Rationale Regarding Cantilevers

RECOMMENDATION ONE is presented as a choice between two options for the 5th St Bridge Rehabilitation Project (add cantilevers, or do not add cantilevers) rather than as a recommendation from the CAO.

The original CAO recommendation, which was included in a June 24, 2019 staff report, was to not include cantilevers. A copy of this report is provided for reference as Attachment 4.

At Council's direction, in the last several months the project team has undertaken additional work that is intended to assist Council in making a final decision on project design (yes or no to cantilevers). This is essential in order for construction to complete prior to the March 31st 2022 grant completion date in order to receive the \$1.96 million grant. Therefore, the following is provided for Council's consideration:

RECOMMENDATION ONE

OPTION 1:

That Council reaffirm its decision to include cantilevers in the final design of the 5th St Bridge Rehabilitation Project.

OPTION 2:

That Council direct staff not to include cantilevers in the final design of the 5th St Bridge Rehabilitation Project.

Rationale Regarding Elector Assent Process

RECOMMENDATION TWO is presented as choice on how to proceed with obtaining Elector Assent for long term borrowing for the 5th St Bridge Rehabilitation Project, through either the Alternate Approval Process or by Referendum.

A loan authorization bylaw process must be commenced this spring to meet the construction schedule, and the federal grant requirement that the 5th St Bridge project must be completed by March 31, 2022. This requires Elector Assent which can be obtained through either the Alternate Approval Process (AAP) or by Referendum. **Staff are recommending the Alternate Approval Process as it is the least costly and time consuming, and if successful will have less impact on the project schedule.**

RECOMMENDATION TWO

OPTION 1 (Recommended):

That Council direct staff to obtain elector approval for a loan authorization bylaw for the Fifth Street Bridge Rehabilitation Project through the Alternate Approval Process.

OPTION 2:

That Council direct staff to obtain elector approval for a loan authorization bylaw for the Fifth Street Bridge Rehabilitation Project through the Referendum Process.

Respectfully submitted,



David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

BACKGROUND

The following council resolutions respecting the 5th Street Bridge Project, have provided direction to staff and informed the information outlined in this staff report.

June 24th, 2019

That based on the June 24th, 2019 staff report “5th Street Bridge Rehabilitation Project” Council approve OPTION 2 that Council direct staff to proceed with the associated next steps to rehabilitate the 5th Street Bridge, including the upgrade of adding cantilevered multi-use pathways plus development of detailed traffic management and public engagement plans, and report back to Council no later than September 16, 2019; and

That staff simultaneously prepare a supporting draft Borrowing Bylaw for Council consideration.

Subsequent Motion:

That staff bring forward a report providing options for exploring a 6th Street multi-use pedestrian-bike bridge at a future Council meeting.

September 16th, 2019

That Council direct staff to expedite delivery of a range of options and stakeholder engagement for the 6th Street multi-use pedestrian-bike bridge concept to provide greater information related to the design cost, public safety features and funding source options simultaneously with the 5th Street Bridge rehabilitation project update, and bring forward for consideration at a future Council meeting in January 2020.

DISCUSSION

The 5th St Bridge plays an important role in the entire Comox Valley transportation network serving 20,000 vehicles, 650 pedestrians and 500 cyclists each day. Completed in 1957, the 72-metre steel truss bridge has two vehicle lanes and 1.5 metre sidewalks on both sides of the bridge. Four important utilities are suspended beneath the bridge and are discussed below.

The City was successful in receiving \$1.96 million in funding from the New Building Canada – Small Communities Fund, which requires rehabilitation of the bridge to occur by March 31, 2022. Construction is planned for 2021.

To address the structural condition and safety of the current bridge, the original scope of the 5th St Bridge Rehabilitation Project includes:

- Bridge deck replacement and cathodic protection systems,
- Structural repairs to the steel bridge structure,
- New handrails
- Removal of rust and existing lead-based coating
- Recoating of all steel to prevent corrosion

Recognizing the important role the bridge plays in the City's transportation network, there are several elements to consider when planning how best to safely rehabilitate the bridge in a timely manner while maintaining access for all modes of traffic.

The bridge rehabilitation project also presented the opportunity to consider improved multi-modal amenities across the Courtenay River. The current project scope includes cantilevering new three-metre-wide multi-use pathways on both sides of the bridge. The current bridge provides narrow sidewalks on either side of the bridge and does not provide a safe connection for cyclists as they are expected to merge with traffic in a single file manner across the bridge. The cantilevered walkways will improve the user experience while on the bridge however users will revert to bike lanes and sidewalks as they move away from the bridge. Cost estimates for new three-metre-wide multi-use pathways on both sides of the bridge are provided in FINANCIAL IMPLICATIONS below.

Public Input Process

Public and stakeholder consultation occurred in November and December 2019, engaging with a variety of organizations across the Comox Valley and hundreds of residents in conversation about the bridge rehabilitation project. A detailed *What We Heard* report outlining the public engagement process undertaken and input received is provided as Attachment 1. Some highlights are listed here:

- The most important considerations related to mitigating construction are reducing congestion, maintaining access for all modes during construction and duration of construction. There is a high interest in improving pedestrian and cycling connections, however there is much debate about how or where to best improve amenities.
- The majority of respondents indicated they would take an alternate route during construction, followed by planning for more time and driving outside of peak travel periods
- If priority for connections must be considered, the west side is seen as a higher priority with connection to downtown, Cliffe Avenue, existing bike lanes and sidewalks receiving highest mentions. The highest mention on the east side was Lewis Park Recreation Centre.
- Overall, there was low interest in a colour change, however, should the colour change, respondents expressed stronger thoughts about what should guide the colour choice.
- The interests of downtown businesses were mentioned often, as were ensuring emergency services had priority access.
- The need to rehabilitate the bridge was widely understood, however many respondents would like an investment made into increasing the capacity for vehicles crossing the river.
- Several expressed relief that the bridge would remain open to traffic and accommodate all modes during construction.
- Residents expressed interest in staying informed about the project through signage, local newspaper and radio, City of Courtenay Facebook, and project emails. Those who attended the open house also preferred open houses.

Utilities

Four utilities are suspended beneath the 5th St Bridge:

- 1) City of Courtenay water main
- 2) Comox Valley Regional District (CVRD) water main
- 3) Fortis gas line
- 4) Telus telecommunications line

Preliminary consultation has occurred with the Comox Valley Regional District, Fortis and Telus to ensure awareness of the planned construction, and to identify considerations for safeguarding all utilities during construction. On-going discussions with all stakeholders will be required throughout design and construction phases.

Environmental and Regulatory Permitting

As the construction work will be conducted above the Courtenay River, there are a number of important environmental considerations including permits and plans that will be required. The two main components will be:

- An application will need to be submitted to the BC Ministry of Forests, Lands and Natural Resource Operations (FLNRO) under Section 11 of the Water Sustainability Act for works in and about a stream. In addition, a Request for Review will need to be prepared and submitted to Fisheries and Oceans Canada (DFO).
- The Courtenay River is important habitat for all species of Pacific salmon, steelhead and resident fish species such as rainbow trout, Dolly Varden and cutthroat trout. As such, an Environmental Management Plan (EMP) will be prepared to support the BC Water Sustainability Act and DFO applications. The EMP will provide recommendations and best management practices to minimize the potential for adverse impacts to the Courtenay River as a result of the bridge works.

The regulatory and EMP applications should be completed and submitted once the final scope of work is confirmed. It will be important to ensure any timing windows are understood and the permits can be incorporated into any tender packages. Permit windows can range from two to six months depending on the perceived impact of the project.

Other additional permits that may be required depending on the scope are:

FortisBC Gas – Depending on the pressure class of the existing FortisBC gas main suspended beneath the bridge, a permit issued by Fortis will be required to work around the main or make any adjustments to it for project purposes. Preliminary consultation has occurred with FortisBC and they will need to be consulted once the final scope of the work is confirmed.

BC Heritage Conservation Act – Due to the proximity to the river and known registered archeological sites in the area, a ground disturbance (site alteration) permit from the Province may be required for any excavation work required in and around the bridge. This could include work on the approaches for the new cantilevers. The permit review and approval period can take from three to six months. An application for a ground disturbance permit should be submitted as soon as the final scope is confirmed, and any potential ground excavation locations are definitively identified.

Traffic Management

In order to protect the Courtenay River from exposure to the lead paint being removed, the bridge must be scaffolded and wrapped in plastic for an extended duration of construction. The scaffolding reduces the geometry (clearances) of the bridge, narrowing the height and width available for all modes of travel. Construction can be completed while maintaining access for vehicles, BC Transit and SD71 buses, cyclists and pedestrians. However, there is a vertical height limitation of 3.6 metres that will limit some large vehicles, including the City's fire department ladder truck.

The project team has had discussions with local emergency services, BC Transit, 19 Wing, and School District 71 to evaluate height limitations, service impacts, and potential alternatives. Outreach to the local contractors and construction community will be required to communicate the temporary height restrictions during construction. Maintaining emergency access for police, fire and ambulance services, including volunteer firefighters living and/or working in west Courtenay, reporting to the station will be a priority during construction. Options for maintaining access may also include alternate routes (for example Condensory/Dove Creek Bridges, and the 17th St Bridge).

Courtenay Fire/Rescue Services, the Comox Valley Emergency Program, Engineering Services and Public Works Services will work together to explore opportunities to identify volunteers and staff crossing the bridge for a response and various means to accommodate this need.

Since September, work has advanced on understanding the current travel patterns associated with the bridges in Courtenay, estimating bridge capacity and demand, and projecting the traffic impact due to the bridge work. The findings are guiding the detailed options for traffic management to minimize negative impacts to the network, where feasible.

Staging of Work

The scope of the bridge improvements includes varying requirements for bridge closures and staging. While it is expected that all these will be undertaken under a single contract, it may be possible in future to entertain various options of bridge closures by trading increased public convenience against increased cost.

The various staging options are provided in Attachment 2 to this report: *Construction Sequencing and Bridge Closure Considerations* memo. The prospective options will only become relevant once the decision has been made regarding the inclusion of cantilevers in the Project Scope and then may serve to inform and refine the information provided the public during the Alternative Approval Process.

The financial information contained in Attachment 2 is to be considered supplemental and subordinate to the information provided in the table provided in the FINANCIAL IMPLICATIONS section below.

Multi-modal connections to the 5th St Bridge multi-use pathways

The current project scope includes cantilevering three metre wide multi-use pathways on both sides of the bridge. The proposed cantilevers inherently provide a better experience and improved safety for non-motorized, multi-use travellers than the current 1.5 metre wide pathways because they are further separated from cars. They will also allow cyclists to avoid having to share the roadway with vehicles and provide more space for all active users. The current scope of work for connectivity includes immediate tie-in to the pre-existing network as presented in Figure 1 below.

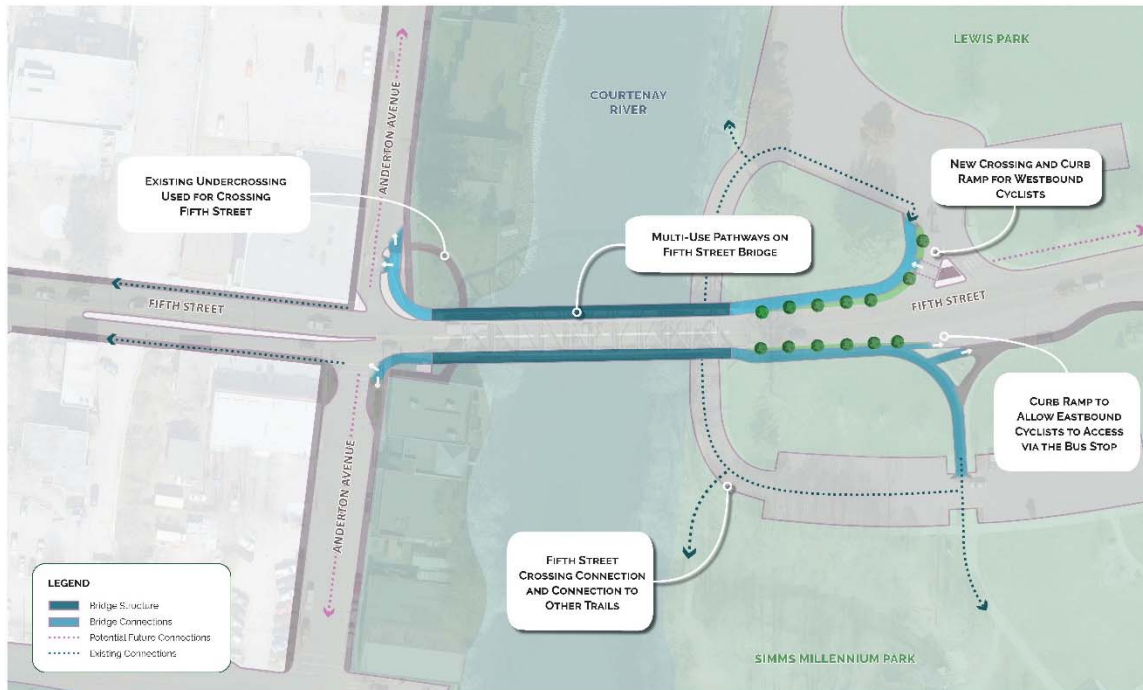


Figure 1 – 5th St Bridge Multi-Use Pathway Connectivity

Opportunities to increase the safety, comfort and experience for pedestrians and cyclists connecting have been considered using the following criteria.

- Pedestrian Safety
- Cyclist Safety
- Pedestrian Connectivity to existing networks
- Cyclist Connectivity to existing networks
- Pedestrian Comfort/Experience
- Cyclist Comfort/Experience
- Vehicle Impact
- Integration into existing and future park infrastructure
- Value for money

A concept design has been developed identifying the preferred option for connecting the proposed cantilever facilities on both sides of the bridge.

The Class D estimate for the recommended multi-modal connections is \$400,000 and is included within the current project budget for the cantilever option. The 5th St Bridge Connectivity memo is provided as Attachment 3 to this report.

PROJECT TIMELINE (including cantilever option)

The milestone project schedule remains the same with borrowing, design and planning occurring in 2020. Construction will commence in spring 2021 and is planned to be completed by the end of 2021. For grant compliance, all works must be completed prior to March 31, 2022.

City of Courtenay Fifth Street Bridge - Summary Schedule										
	2019	2020				2021				2022
	Sep-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar
Communications and Public Consultation										
Complete Design										
Borrowing Bylaw										
Contract Tender										
Construction										
Project Close-out										

FINANCIAL IMPLICATIONS:

After factoring in grant contributions and infrastructure reserves, the City will need to borrow funds over the long term to rehabilitate the bridge, as well as any multi-modal upgrades. Once the project scope is given final approval, a loan authorization bylaw process must be commenced this spring to meet the construction schedule, and to meet the federal grant requirement that the bridge must be completed by March 31, 2022.

Project Element	1) Original Scope - Rehabilitation	2) Rehabilitation + Cantilever Upgrade
Outcome	Rehabilitated crossing with 20-year updated useful service life with full utilization of the grant and cathodic protection versus deck replacement.	A rehabilitated crossing with extended service life that provides improved cycling and walking amenities, with full utilization of the grant.
Bridge Recoating & Deck Renewal	\$4.1 million	\$4.1 million
Structural and Traffic	\$2.2 million	\$2.2 million
Cantilever Pathway	n/a	\$2 million
Total	\$6.3 million	\$8.3 million
Fed/Provincial Grant	\$1.96 million	\$1.96 million
Reserves	\$0.94 million	\$0.94 million
City Borrowing Amount	\$3.4 million	\$5.4 million
Tax Implications (based on 2019 assessments and tax rates)	Average residential property \$13 per year Average commercial property \$82* per year	Average residential property \$20 per year Average commercial property \$130* per year

**Note: Commercial Class 6 encompasses a wide range of businesses and assessment valuations.*

Borrowing Bylaw Process

The statutory borrowing process is estimated to take upwards of eight months, therefore starting early to ensure all approvals are in place for the fall of 2020, is recommended to facilitate tendering. Once a certificate of approval has been received by the Inspector of Municipalities, Council must then pass a Municipal Security Issuing Resolution and forward it to the Comox Valley Regional District to be included in the next Regional District Security Issuing Bylaw that will go through further adoption at the regional level.

Elector Approval:

Section 180 of the *Community Charter* requires elector approval of a loan authorization bylaw before it can receive final adoption. There are two options available to gain elector approval as follows:

1. Alternative Approval Process (AAP)

An AAP requires that ten percent or more of the eligible electors must sign and submit response forms in opposition to the proposed loan authorization bylaw to the local government to obtain assent of the electors in order to proceed. If ten percent of the electors sign forms in opposition to the AAP, there are two choices: proceed to referendum within eighty days, or the loan authorization bylaw could be put on hold and Council may consider alternatives.

2. Referendum

A referendum involves asking electors to cast their vote in relation to the loan authorization bylaw. Assent of the electors is achieved if a majority of votes counted are in favour of proceeding with the bylaw. If elector assent is not granted the loan authorization bylaw could not be adopted and Council would need to consider alternatives. It should be noted that if a bylaw that requires the assent of the electors does not receive that assent, a bylaw for the same purpose may not be submitted to the electors within a period of 6 months.

A referendum is a much more costly and time consuming activity than the Alternative Approval Process, therefore staff recommend gaining elector approval through the AAP process for this loan authorization bylaw. It is estimated that an AAP process would cost \$1,200 whereas a referendum would cost at least \$40,000 to perform. An AAP process takes approximately 8 months, whereas a referendum would take approximately 10 months.

ADMINISTRATIVE IMPLICATIONS:

The 5th St Bridge Rehabilitation Project will be led by Engineering Services, with support from most other City Departments. Consultants with technical knowledge specific to this work will be utilized to develop and implement detailed designs and processes. Estimated costs associated with external consultants are included in the project capital budget.

ASSET MANAGEMENT IMPLICATIONS:

The 5th St Bridge is one of the City's most valuable assets providing a critical service of connecting the east and west parts of the community and it is an emergency route for fire, police and ambulance services. In addition, it remains an essential means to cross the Courtenay River for the many residents and businesses from adjacent communities as well as other out of area travellers using BC Ferries, the regional airport, regional hospital, 19 Wing Comox and BC Highway 19A to other destinations.

On-going maintenance is periodically required to maintain the asset at its intended level of service thereby avoiding catastrophic failure, severe transportation disruptions and increased costs resulting from reactive rather than planned maintenance. The bridge is inspected annually under contract and routine maintenance and repairs are undertaken at approximately 20,000 a year in PWS operational budget

In Asset Management practice and parlance, the rehabilitation of this asset is actually maintenance that is periodically necessary to return the asset to its intended level of service. While the rehabilitation project cost surpasses the financial threshold from operating to capital, this is indeed maintenance of an existing asset providing an existing level of service. Therefore, the rehabilitation and its associated funding source is a practice and cost of doing business.

Also in Asset Management practice and parlance, adding cantilevers to the existing asset is outside the bounds of present capital asset renewal and maintenance planning. It is therefore, a Council discretionary service upgrade for which new capital funding and other unanticipated lifecycle expenses must be found.

STRATEGIC PRIORITIES REFERENCE:

Strategic Priorities 2019 - 2022

In addition to being identified one of Council's five "NOW" Priorities, the following Themes and Operational Strategies are relevant to the 5th St Bridge Rehabilitation Project:

Strategic Priorities:

We focus on organizational and governance excellence

- 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

Operational Strategies:

DIRECTOR LEGISLATIVE & CORPORATE SERVICES

2. Borrowing Bylaw: Approval Process Jan '20

DIRECTOR FINANCIAL SERVICES

2. Draft Borrowing Bylaws: Prepare Jan '20

DIRECTOR ENGINEERING SERVICES

1. 5th St. Bridge/6th St. Bridge: Open House Nov '19

OFFICIAL COMMUNITY PLAN REFERENCE:

The OCP sets out the following policies in Part 4 Land Use Designations and Part 5 Transportation:

4.6.6.3 Policies

1. Wherever possible, the walkway portion of the Riverway system will be adjacent to the foreshore of the Courtenay River, slough and estuary. Where necessary or desirable, land acquisitions or easements will be sought to accomplish this objective while considering the integrity of these areas.
2. Council will investigate the feasibility of a pedestrian/bicycle bridge crossing of the Courtenay River, to link the west bank downtown with Lewis Park and/or Simms Millennium Park (for example, a suggested pedestrian/bicycle bridge from 6th Street to the east bank).

5.3 Policies

7. The City will continue to pursue the development of a continuous, integrated bicycle network in order to promote and encourage cycling as a commuting alternative to the automobile and as a means of active recreation. The Bicycle Planning Strategy adopted in 1995 will be reviewed and updated.

REGIONAL GROWTH STRATEGY REFERENCE:

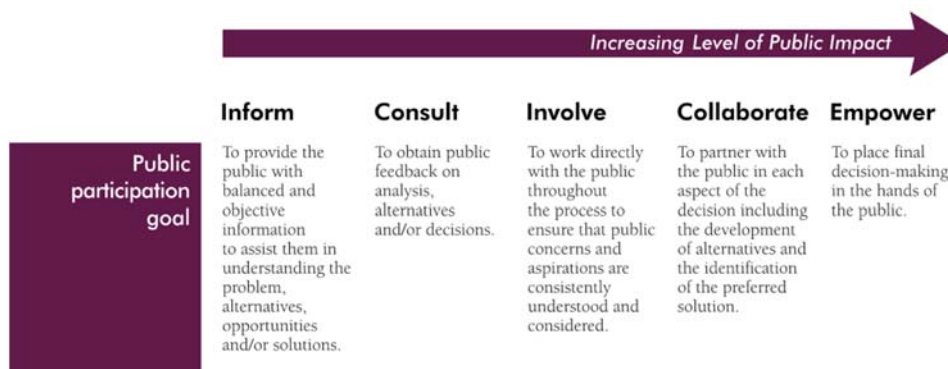
The 5th St Bridge Rehabilitation Project is aligned with “Goal 4: TRANSPORTATION” of the RGS:

Supporting Policies:

- 4B-1 Promote and encourage cycling plans and programs through ongoing local and regional initiatives and actions.
- 4B-4 OCPs should identify regionally important, priority street connections for pedestrian and cycling improvements and require that connections be established as a condition of redevelopment.

CITIZEN/PUBLIC ENGAGEMENT:

In addition to the legislative requirements for advertising a borrowing bylaw, a proactive communications strategy including media, social media, and online and print advertising will be undertaken to support the Borrowing Bylaw process. Staff would Inform the public based on the IAP2 Spectrum of Public Participation as the project progresses, but will Empower the public regarding the borrowing bylaw process:



OPTIONS:

RECOMMENDATION ONE

OPTION 1:

That Council reaffirm its decision to include cantilevers in the final design of the 5th St Bridge Rehabilitation Project.

OPTION 2:

That Council direct staff not to include cantilevers in the final design of the 5th St Bridge Rehabilitation Project.

RECOMMENDATION TWO

OPTION 1 (Recommended):

That Council direct staff to obtain elector approval for a loan authorization bylaw for the Fifth Street Bridge Rehabilitation Project through the Alternate Approval Process.

OPTION 2:

That Council direct staff to obtain elector approval for a loan authorization bylaw for the Fifth Street Bridge Rehabilitation Project through the Referendum Process.



Prepared by:

Chris Davidson, P.Eng
Manager of Engineering Projects

ATTACHMENTS (5):

Attachment 1 – *What We Heard* Public Engagement Summary

Attachment 2 – *Construction Sequencing and Bridge Closure Considerations* memo

Attachment 3 – 5th St Bridge Connectivity Memo

Attachment 4 – Staff Report “5th Street Bridge Rehabilitation Project” dated June 24, 2019.

What We Heard

Fifth Street Bridge Rehabilitation Project
Phase 1 Public Engagement Summary



CITY OF
COURTENAY
Engineering Services

December 2019


Prepared by



About The Project

The City is planning for the rehabilitation of the Fifth Street Bridge, including improving cycling and pedestrian accessibility across the Courtenay River. New widened pathways will improve pedestrian and cycling connectivity across the river, access to downtown, and help accommodate continued growth in the number of people who walk, cycle and use mobility aids.

Originally constructed in 1960, the Fifth Street Bridge is an important piece of transportation infrastructure spanning the Courtenay River. The bridge requires structural improvements, new coating and paint to repair and prevent corrosion and deck repairs. The last significant investment in the bridge, including seismic upgrading, was completed in 2012.



On-going public engagement is an important project objective with opportunities for people to learn more and provide feedback throughout the various phases of the project.

Overview

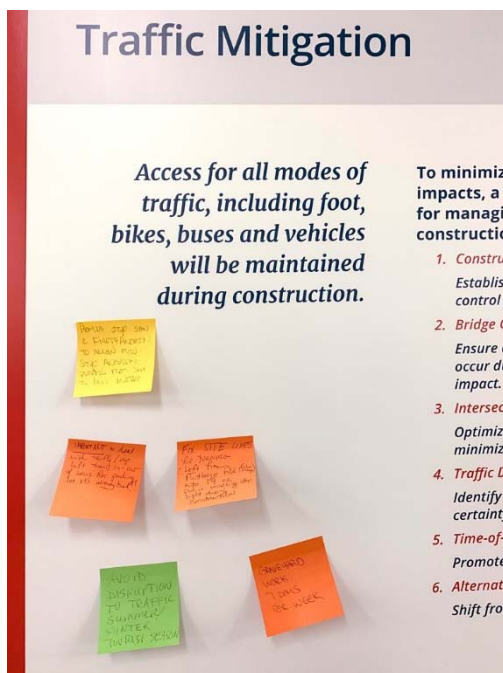
In November and December 2019, the City reached out to the community for input and offered a variety of ways for residents to review project plans, speak with project staff, and provide feedback about what is important to consider as the City plans for ways to mitigate impacts wherever possible during construction. A survey (online and print), stakeholder meetings, and a public open house took place.

What Was Shared

- 1) Overview of Fifth Street Bridge
- 2) Description of the Fifth Street Bridge Rehabilitation Project
- 3) Connecting Courtenay: Transportation Master Plan
- 4) Sixth Street Multi-Use Bridge
- 5) Where we are in the process
- 6) Project budget and funding impacts
- 7) What to expect during construction
- 8) What else to expect during construction
- 9) Traffic Mitigation

OPEN HOUSE:

A drop-in style open house provided opportunity for the community to learn more and provide feedback about the project on Thursday, November 21, 2019 from 5 p.m. – 7 p.m. at the Florence Filberg Centre. 98 people attended. Print surveys, Informational display boards and a series of interactive boards to solicit input from the public were present. A multi-disciplinary team of staff and consultants was on-hand to answer questions.



SURVEY:

Available from Tuesday, November 12 – Friday, December 6, 2019, through SurveyMonkey.com online and print, 643 responded to the survey.

STAKEHOLDER MEETINGS:

Letters were sent out to over 20 stakeholders in the region inviting them to a one-on-one meeting with City staff and project consultants. To date, meetings with the following stakeholder groups has occurred and outreach to others continues.

- | | |
|---|---|
| 1) CFB 19 Wing Comox | 6) BC Transit |
| 2) Cycling Coalition | 7) Comox Valley Regional District |
| 3) BC Ambulance | 8) Province of British Columbia
Ministry of Transportation |
| 4) Comox Valley Chamber of
Commerce | 9) Courtenay Fire Department |
| 5) The Downtown Courtenay Business
Improvement Association (DCBIA) | |

Promotion and Awareness-Raising

- Letters were sent via mail and email to key stakeholder groups
- Media release was distributed to local media
- Social media posts were shared by City of Courtenay via Twitter and Facebook and promoted throughout the awareness campaign
- Print ads appeared in the Comox Valley Record and the CV Collective
- Emails sent via project e-newsletter

Promotional print ad >

Learn More About Plans
to Rehabilitate and Upgrade
the Fifth Street Bridge



The City of Courtenay is planning for the rehabilitation of the 60-year-old Fifth Street Bridge, including upgrading cycling and pedestrian connections across the Courtenay River.

Learn more, ask questions of the project team, and provide feedback at an upcoming open house. If you can't make the open house, the same information and opportunities to provide input are available online.

OPEN HOUSE:
Thursday, November 21, 2019
5 p.m. – 7 p.m.
Florence Filberg Centre, Rotary Hall (downstairs)

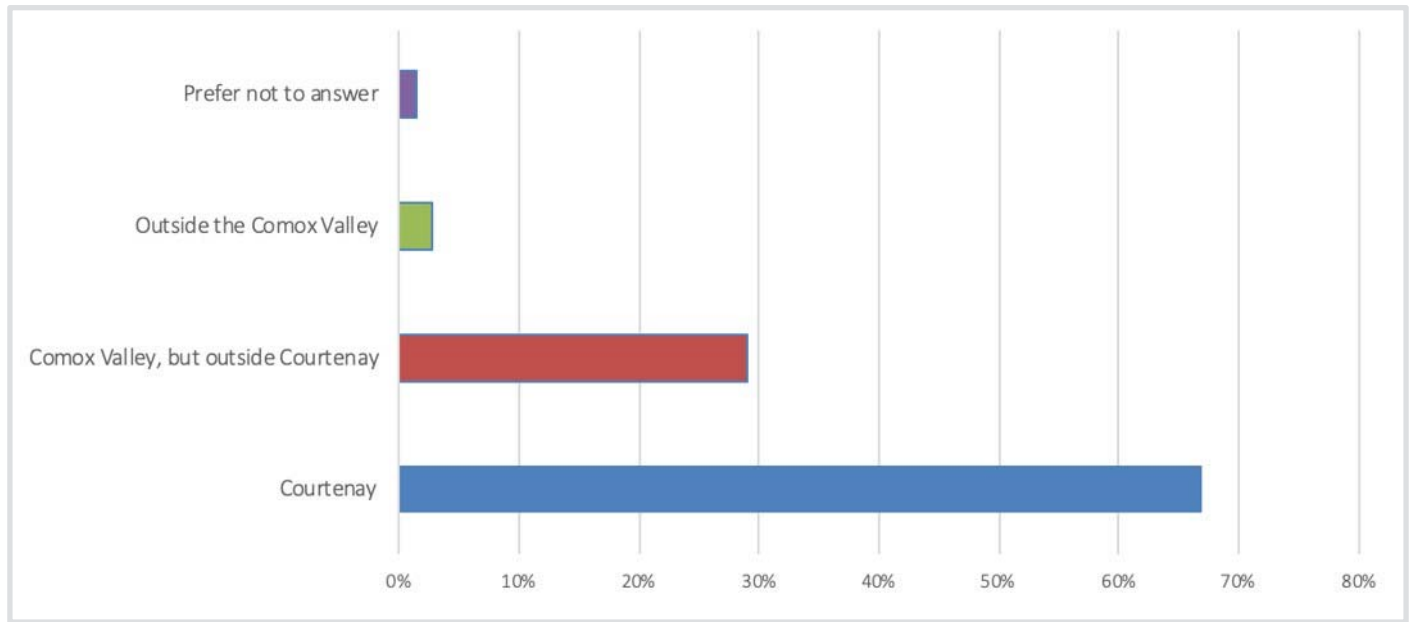
Other ways to share your feedback: Complete the online survey by Friday, December 6, 2019 - www.courtenay.ca/fifthstreetbridge



Email: fifthstreetbridge@courtenay.ca
Phone: 250.703.4838

Who Participated

2/3 of the respondents to the online survey lived in the City of Courtenay.



What We Heard

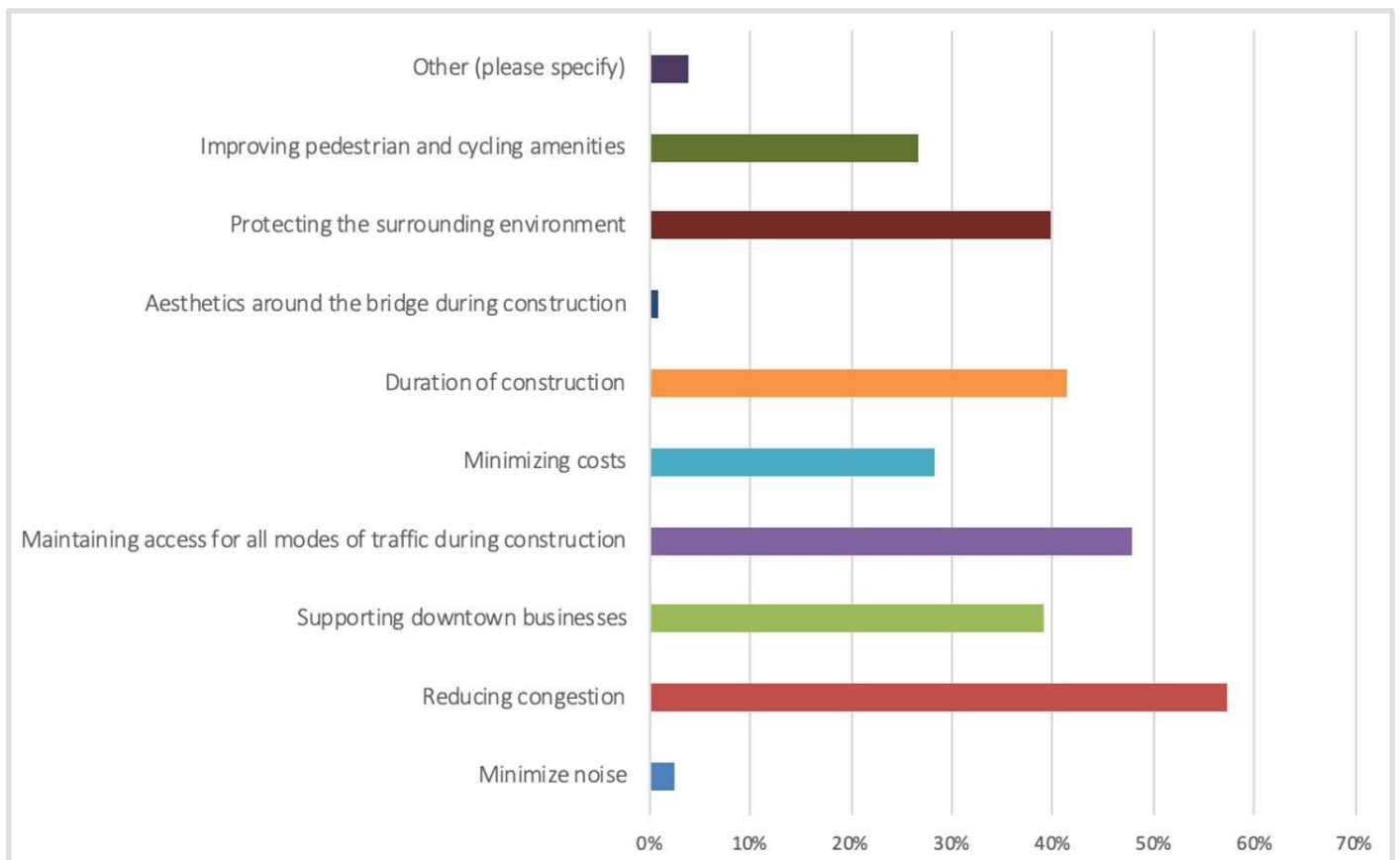
A number of themes emerged from the stakeholder meetings, 631 completed surveys, and the comments received at the open house.

- During construction, respondents are most interested in seeing congestion reduced, maintaining access for all modes, and minimizing the duration of construction. Respondents are concerned about how congested the area will be during construction and about potential construction delays.
- When asked about travel behaviours, respondents are most likely to take an alternate route, plan for additional time, or travel outside of peak periods. 20% indicated they may not change their travel behaviour.
- When asked about the importance of improving connections to and from the bridge, there were strong polar views about whether connections to the bridge were needed. Those who cycle and those who attended the open house ranked the need for improving connections higher.

- When asked about placing priority on connections on the west or east side of the river, the west was preferred.
- The majority of respondents did not feel strongly about changing the colour of the bridge. However, if it is decided that the colour will change, there are stronger feelings about what colour it should be or what should guide that decision.
- In terms of communications preferences, construction signage, newspaper and radio and City of Courtenay Facebook were preferred. Several respondents indicated interest in an app or text service that would deliver updates to a mobile device. Of those who attended the open house, there was higher interest in open houses and a project e-newsletter.
- The importance of priority access for emergency vehicles was mentioned several times. Discussions with Courtenay Fire Department also highlighted the importance of priority access for fire department volunteers responding to the station in an emergency.
- Stakeholder meetings with BC Transit, School District and emergency services, highlighted the need for ongoing dialogue in relation to impacts to tall vehicles and scheduled routing.
- When the public was asked what they like most about the rehabilitation project, respondents indicated the improved amenities and access for cycling and walking and mobility aids, improved aesthetic of the bridge and that the work is overdue. Several noted the iconic or landmark role of the bridge within the community.
- A common concern expressed is that the investment doesn't address the current vehicle congestion and several questioned whether vehicle lanes could be expanded or whether money is better spent building a new vehicle bridge at Fifth Street or at a different crossing. Several questioned whether the multi-use pathways are needed and whether the additional construction time was worth the impact to the community and downtown businesses.

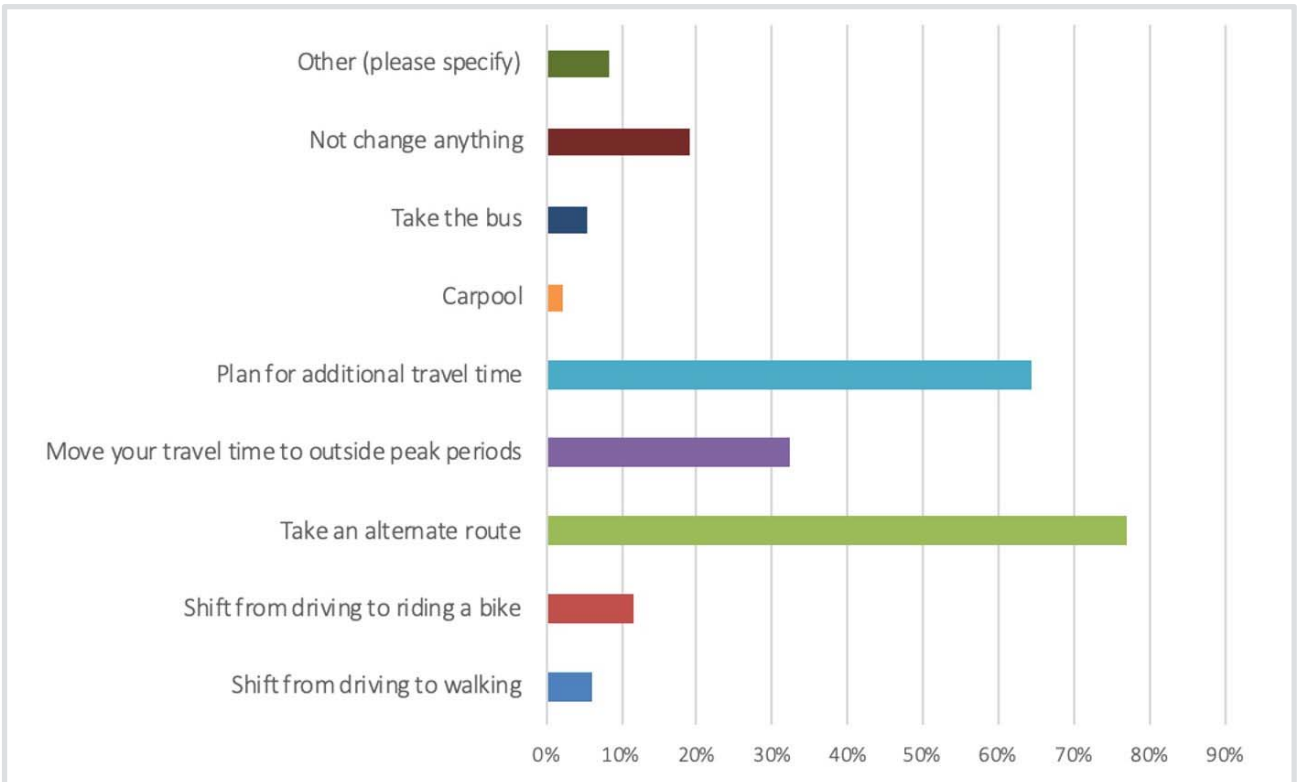
What Was Heard By Question:

1) *Rehabilitating and upgrading a bridge while remaining open to traffic requires a number of considerations. The safety of both work crews and public will always be top priority. Of the following considered, please select three that the most important to you:*

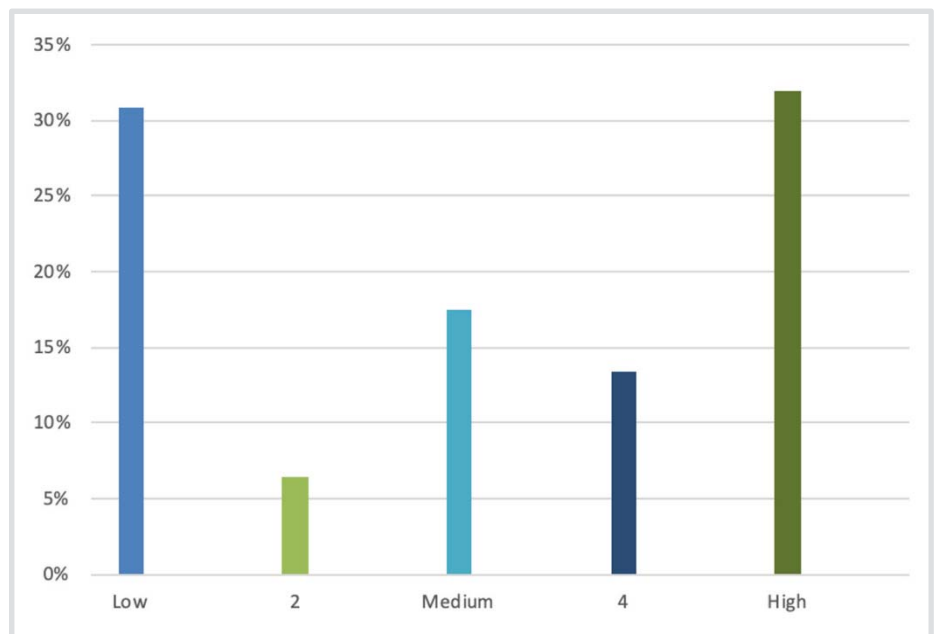


Note: of those who attended the open house the most important considerations during construction were protecting the surrounding environment and improving pedestrian and cycling amenities.

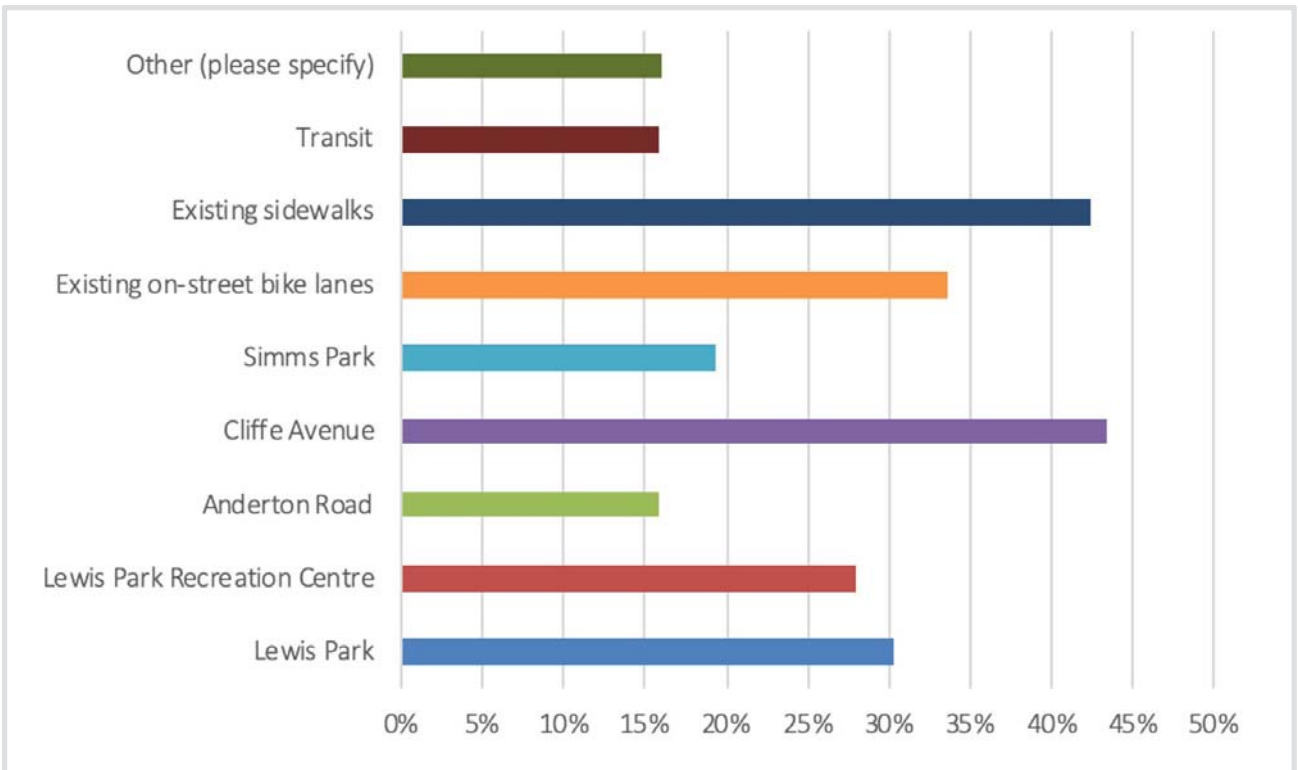
2) *The construction required to safely rehabilitate the Fifth Street Bridge will causes traffic disruption in adjacent areas for several months. In terms of your own travel behaviours, during construction are you most likely to:*



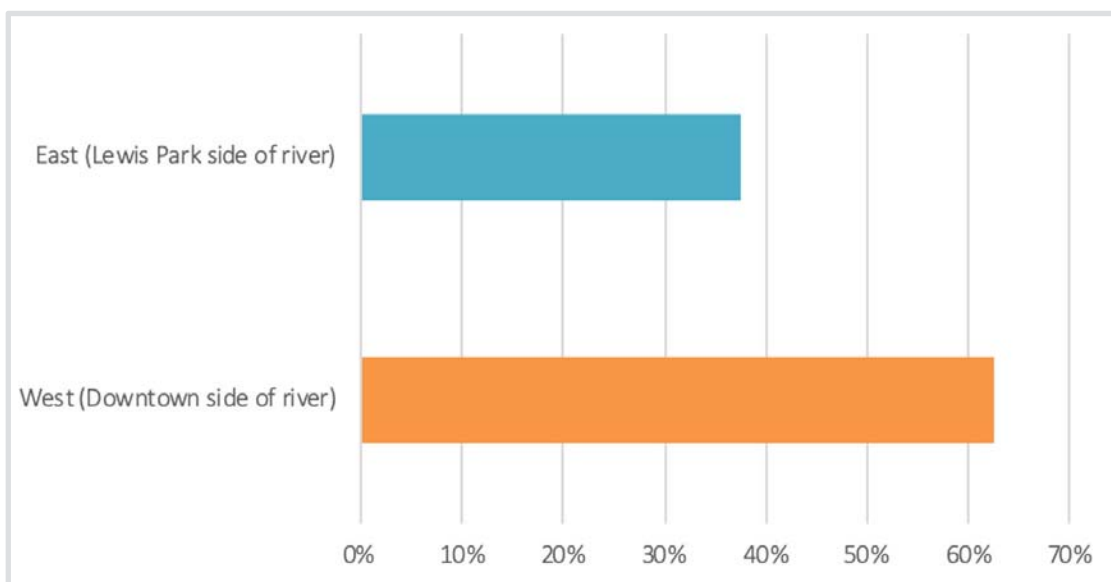
3) *How important is improving the connections to and from the Fifth Street Bridge for people who walk, cycle, and use strollers or mobility aids?*



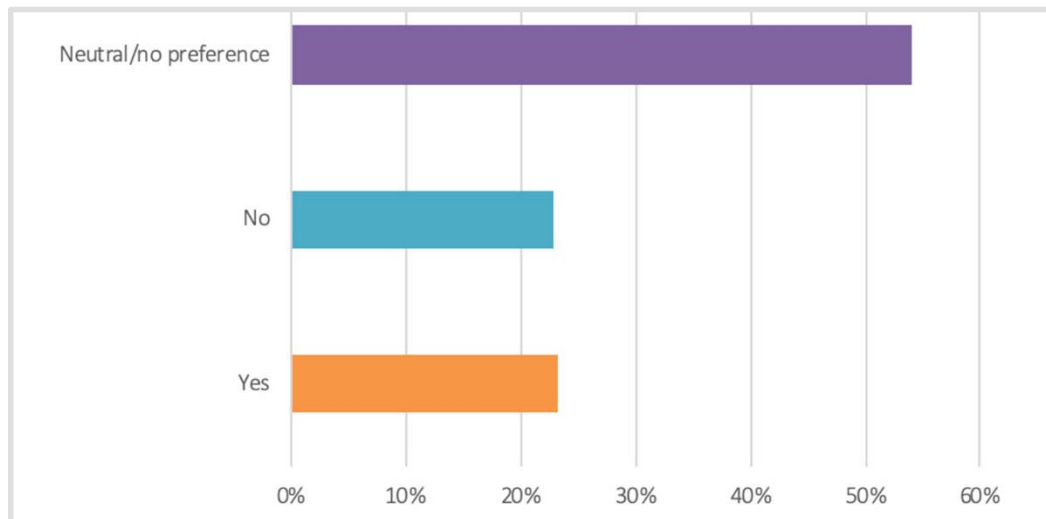
4) Which walking and cycling destinations are most important to connect to, from the Fifth Street Bridge?



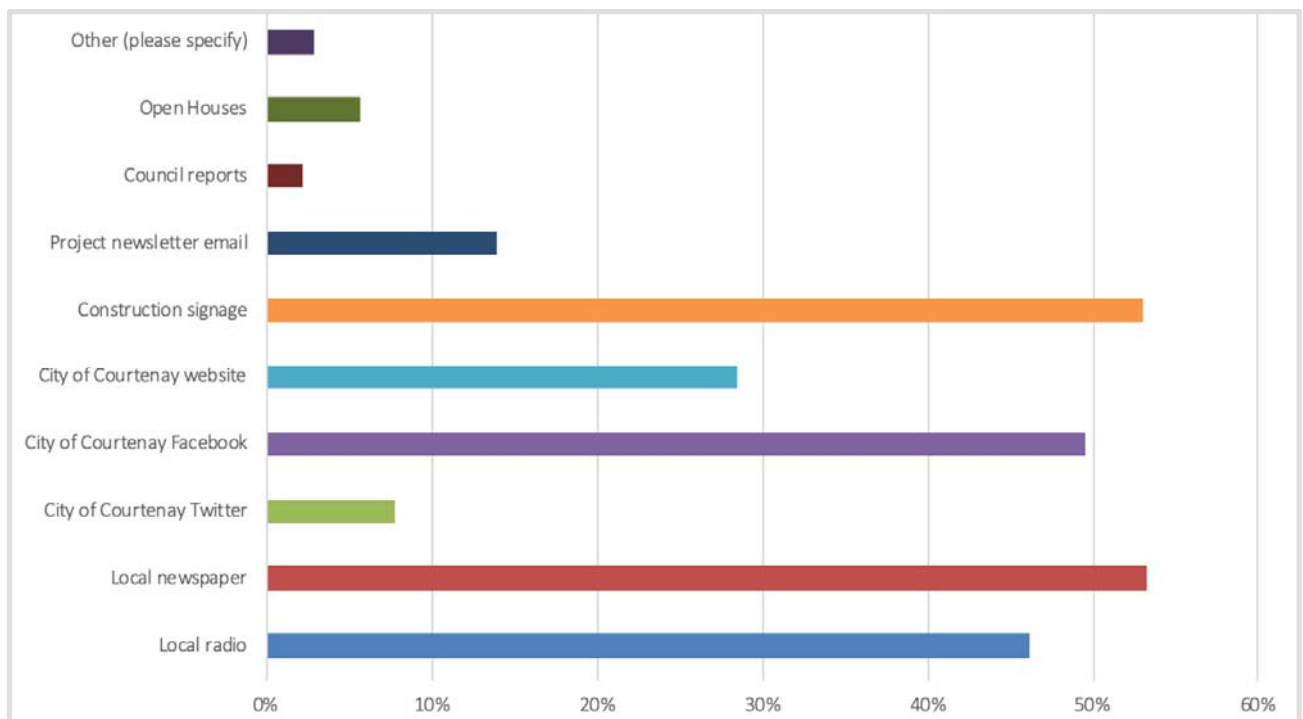
5) If priority needed to be placed on improving connectivity for pedestrians and cyclists on either side of the bridge, which would you prioritize higher?



6) *The Fifth Street Bridge Rehabilitation project includes moving all of the existing lead paint and recoating the bridge to protect the steel from corrosion. They are may be an opportunity to change the colour of the bridge. Do you feel the Fifth Street Bridge should be recoated a different colour?*



7) *We recognize that regular and proactive communications during construction are important to mitigating impacts to the public. What is the best way to keep you informed?*



Note: open house respondents rated the project email and open houses higher.

Next Steps

All input collected within Phase 1 of the public engagement process will be considered in detail and will further inform overall project and traffic management planning. The results of the public engagement process will be presented to Courtenay City Council in early 2020 and will be shared on the City of Courtenay website.

MEMORANDUM

Date: January 21, 2020
To: Chris Davidson, Manager of Engineering Projects
From: Eric Sears
File: 3222.0045.02
Subject: Fifth Street Bridge – Construction Sequencing and Bridge Closure Considerations

BACKGROUND

As a result of the expected upgrades that will be undertaken on the Fifth Street Bridge, during the construction phases there will be the need to limit traffic across the bridge resulting in the travelling public experiencing traffic delays and loss of parking in adjacent areas. While these traffic limitations are necessary to the project there are considerations that would either reduce the overall time of the disruptions or accommodate longer periods during construction where these disruptions would be minimized. Based on stakeholder and public feedback we understand that the potential for traffic delays and the length of the delays are major concerns to the public perceptions of the project.

As such, over the past number of months the project team has explored the various impacts associated with construction sequencing in order to start to understand the impacts and plan for mitigation. This assessment has been led by the two following criteria:

- One lane on the bridge will be required to be maintained open for alternating single lane vehicular traffic (SLAT) during the construction; and
- Cycling and pedestrian access must be accommodated in some form over the bridge during the construction.

In September 2019 a report titled “Project Scope for Bridge Rehabilitation, and New Cantilevered Pathways” was prepared by Hatch and was provided to council as part of a staff report that that was then presented to council on September 16th. The report highlighted several considerations for the project including:

- Bridge Upgrade Scope,
- Expected Bridge Closure Geometry,
- Rehabilitation and Staging Considerations; and
- Sample Bridge Cross Sections.

This memo provides supplemental details to the information provided in that memo that aims to provide addition details on what to expect during construction, and a review of the various scenarios that may be contemplated with respect to the construction sequencing. This report also provides supplemental information on the 4 critical considerations comparison:

- Accommodation of vehicle traffic during construction,
- Accommodation of active transportation users during construction,
- Cost Implications; and
- Schedule Implications.

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In addition, this memo provides further details on what to expect during construction with respect to existing infrastructure on the bridge.

BRIDGE RESTRICTIONS AND LANE CLOSURE EXPECTATIONS

The scope of work for the bridge improvements includes 3 specific elements that all come with varying requirements for bridge closures and staging. While it is expected that all these elements will be undertaken under one contract, based on the needs, it is possible to undertake some of these elements concurrently or under dictated individual timeframes. This sequencing of the repair elements will have varying implications on traffic disruptions, overall project timing and cost implications.

The three main repair elements are:

- The addition of multi-use paths – The removal of existing cantilevered paths and replacement with 3.0 m paths.
- Structural and coating repairs – Structural repairs to the underside of the bridge and a complete re-coating of the steel structure
- Deck replacement – Removal and replacement of the concrete bridge deck.

There are other minor elements that fall between or slightly outside the above three elements however these are considered the elements that will dictate the project schedule and traffic disruptions.

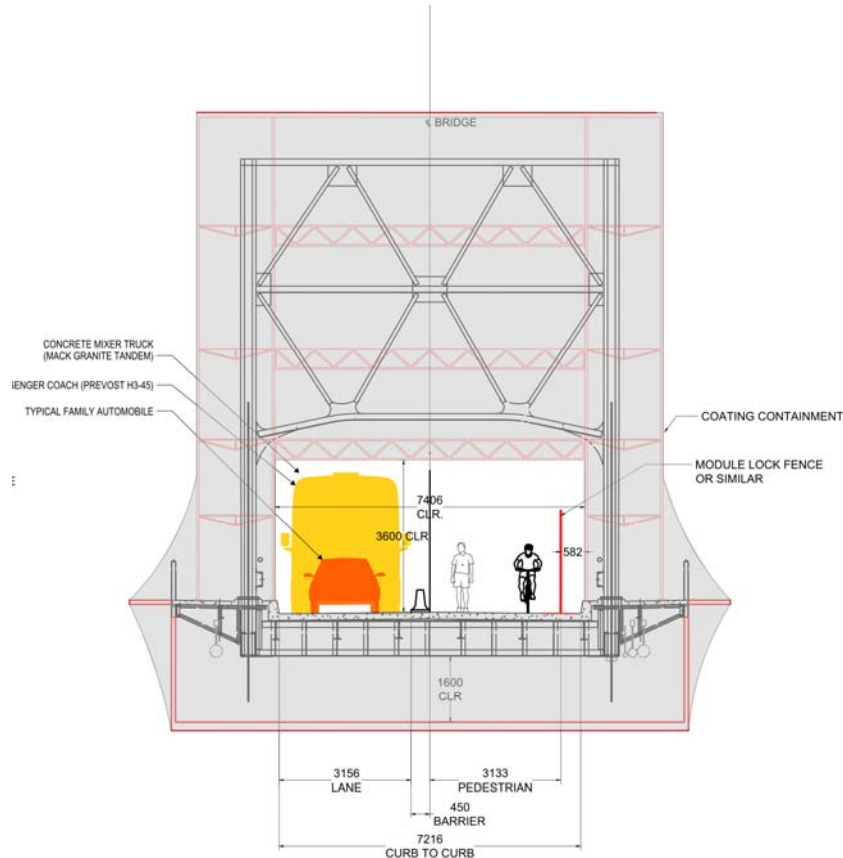
With the above in mind we have reviewed possible sequencing scenarios that could be expected, and that the City would have an opportunity to dictate to a certain degree during construction. The scenarios have been prepared based on the following overall assumptions:

- 1) The existing bridge vertical clearance is in the order of 4.6 m. During construction the scaffolding required to facilitate the recoating could potentially reduce the clearance to 3.6 m.
- 2) The Existing lane widths are approximately 3.6 m. During construction the minimum lane width may be reduced at times to 3.1 m.
- 3) Pedestrian traffic during construction would need to be accommodated either on new wider multi use paths or within the bridge roadway itself as per **Figure 1** below. It is not expected that the scaffolding required to facilitate the recoating would allow for pedestrians to use the existing cantilevered paths during the recoating phase of the project.
- 4) During the deck repairs, if the scaffolding were removed pedestrians could use the new or existing cantilevered pathways. A single lane closure would however still be necessary to facilitate the deck replacement work.

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Figure 1 - Sample Concept of Bridge Cross-Section Durign Rehabilitation with Cyclists and Pedestrians Using Travel Lane



Based on the above, we are presenting the below 4 possible scenarios that may be considered with respect to construction sequencing. The timeframes represented are estimated based on the overall expected length of the project but may require adjustments based on the eventual mobilization and construction needs and the schedules brought forward by the contractor.

Scenario 1 – Full Bridge and Decking Repairs and Addition of Multi Use Paths Completed Concurrently

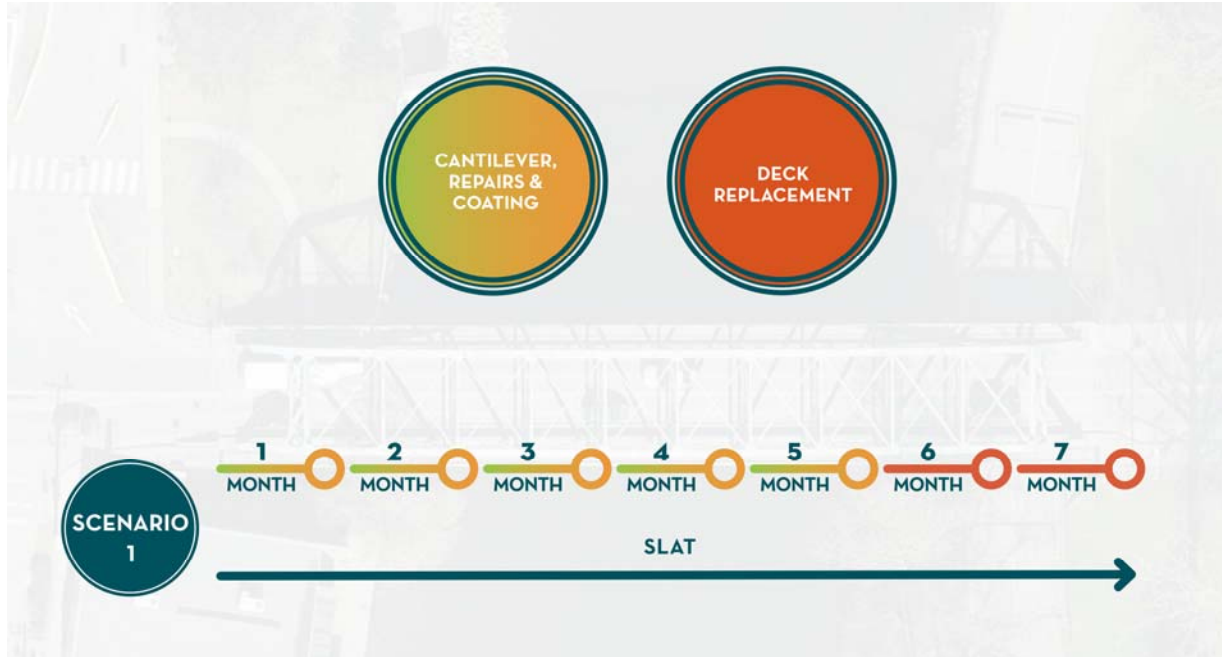
This scenario would see the full scope of the project being undertaken concurrently. The overall project timeline for this scenario is expected to be 6 to 7 months. In this scenario the contractor would be able dictate and adjust their own schedule and sequence of the elements based on the needs of the project.

During construction we would expect the bridge closures to generally follow the sequence shown in **Figure 2**, however, the contractor would be able to adjust this based on what they feel would be the most efficient sequence.

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Figure 2 – Scenario 1 Construction Timeline



It would be expected that bridge shutdowns for this scenario would primarily include single lane alternating traffic (SLAT) for most of the project, with possible periods of two-way traffic.

Advantages:

- Accommodates full scope of the project with the shortest length of overall construction.
- Would provide the most cost-effective scenario as the contractor would be free to dictate schedule.

Disadvantages:

- SLAT during much of the project timeframe.

Scenario 2 – Installation of Multi Use Paths Followed by Full Bridge Coating and Decking Repairs

Installing the multi-use paths first, without any other works, would result in a slightly longer construction period but would allow for a longer period where traffic disruptions could be minimalized. This is something that the City could dictate as part of the construction phasing. With the new paths added, pedestrians and cyclist would be able to use them during the coating phase of the project allowing the bridge lanes to be utilized for two-way traffic for large portions of the schedule. This concept is shown in **Figure 3** below. During the deck replacement the traffic would need to revert to SLAT to accommodate the work. During construction we would expect the bridge closures to generally follow the sequence shown in **Figure 4**. It should be noted that during the timeframe that is shown as two-lane traffic there may still be periods where SLAT would need to be used.

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The above scenario would be expected to come at a slight cost premium to Scenario 1 due to the longer construction length. This premium would be expected to be in the 5 to 10% range.

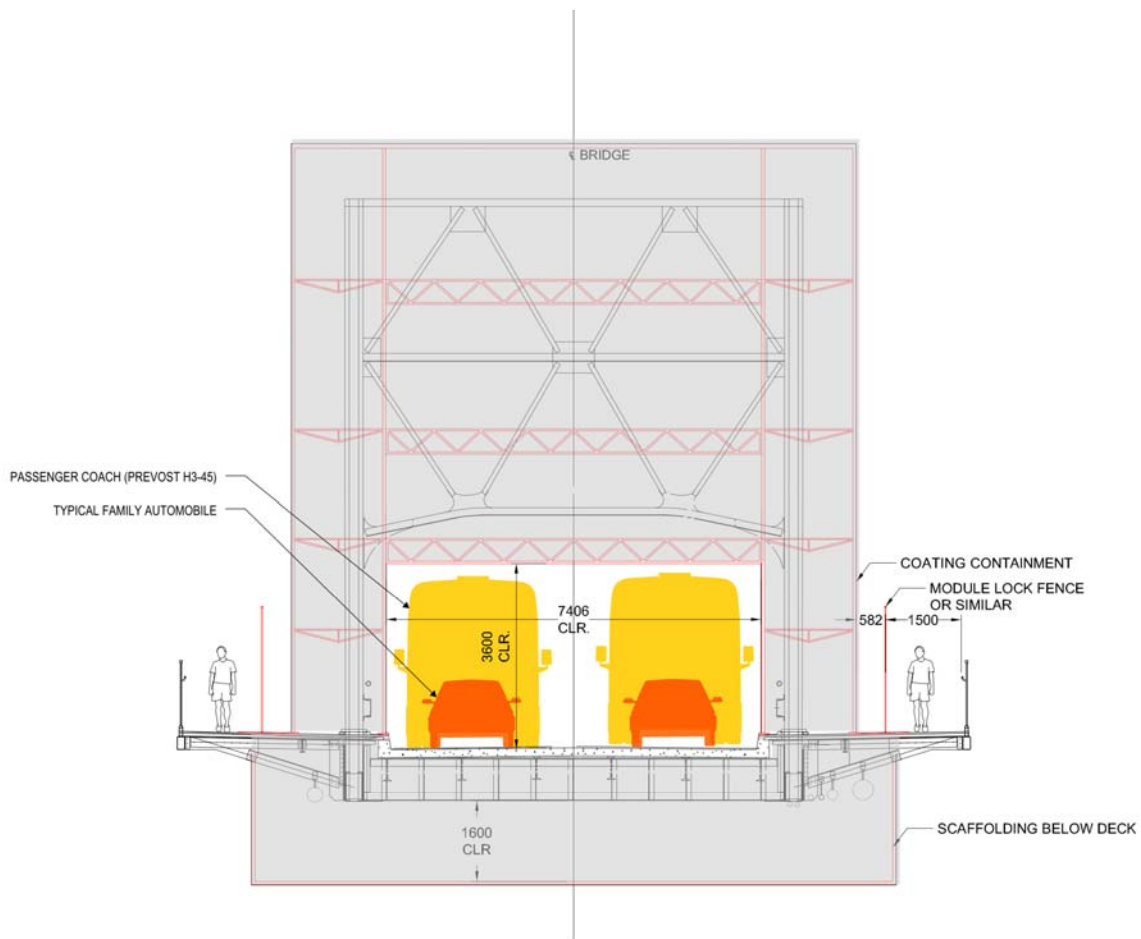
Advantages:

- Accommodates the full scope of the project.
- Allows for two-way traffic during most of the bridge coating work.

Disadvantages:

- Longer construction timeframe
- Would result in a cost premium to Scenario 1

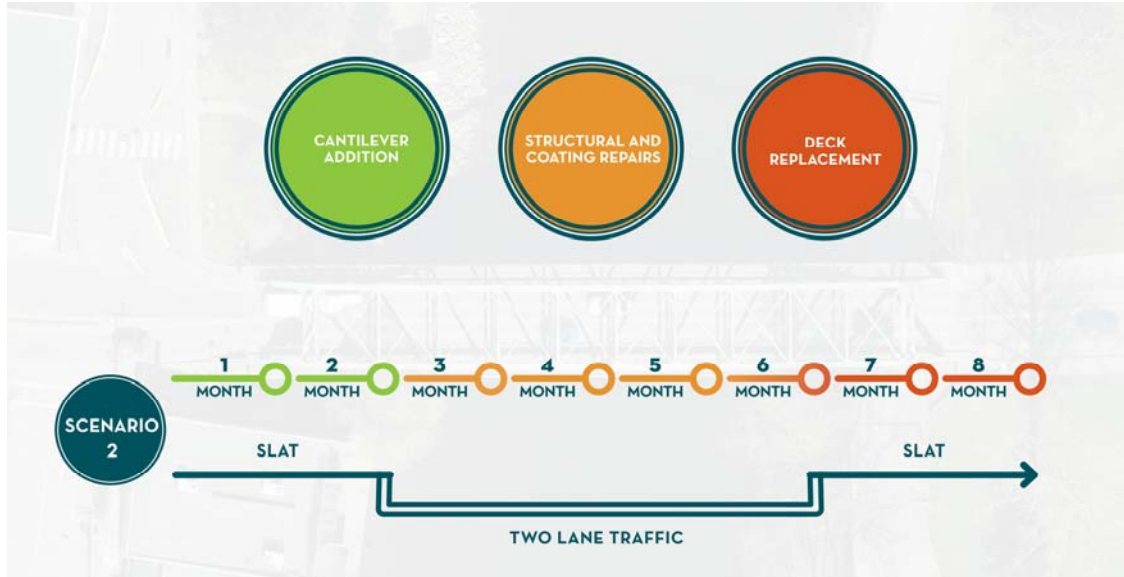
Figure 3 - Sample Concept of Bridge Cross-Section Durign Rehabilitation with Cyclists and Pedestrians Using New Multi Use Paths



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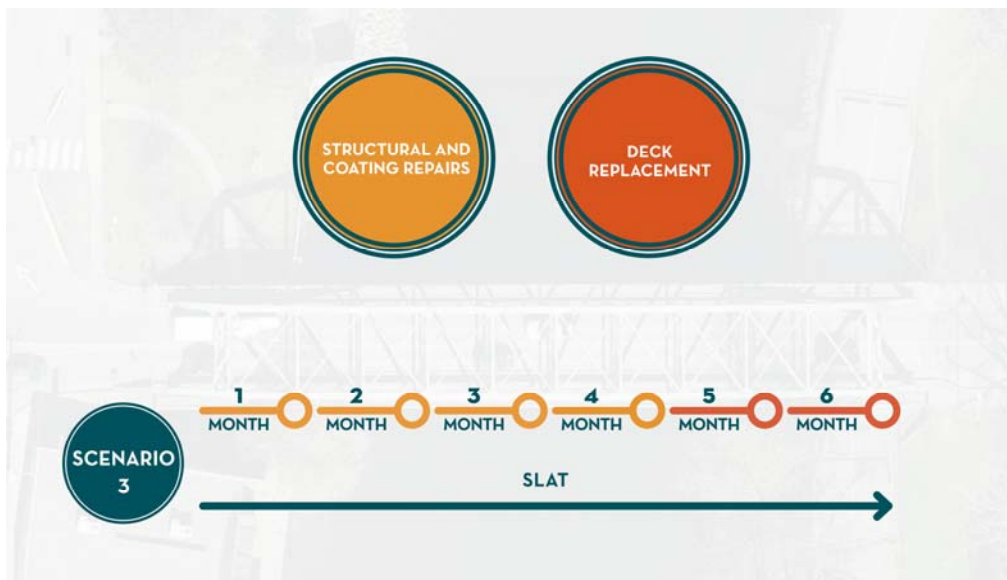
Figure 4 – Scenario 2 Construction Timeline



Scenario 3 – Full Bridge and Decking Repairs with No Multi-Use Pathway Addition

Scenario 3 is similar to Scenario 1 but without the addition of the multi-use paths. With the paths removed from the project the overall construction length is reduced from other scenarios to approximately 6 months. This scenario would generally require the bridge to operate under SLAT conditions for the entire length of the project. This concept is shown in Figure 5.

Figure 5 - Scenario 3 Construction Timeline



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During the coating and structural works, while the bridge is contained, pedestrians would be using the inside lanes to cross the bridge.

Advantages:

- Provides the shortest overall construction length and lowest capital cost.

Disadvantages:

- Would require SLAT traffic for the duration of the project.
- Does not include the addition of multi-use paths.

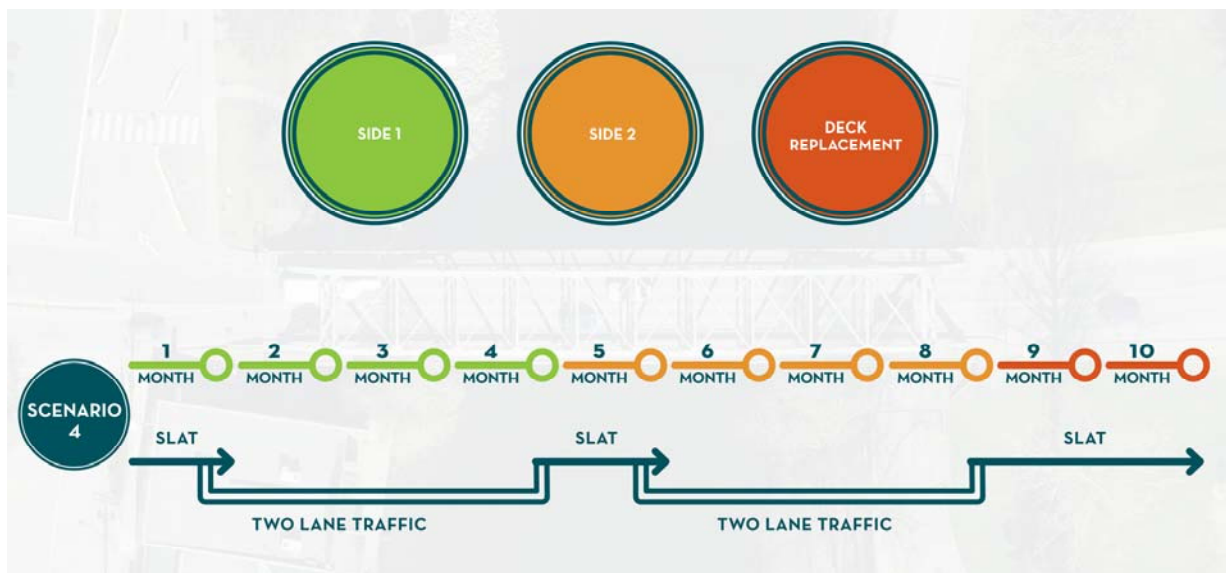
Scenario 4 – Installation or work split up between north and south sides.

This option was discussed in a previous report to council. In this option the contractor would be required to upgrade the bridge work in two phases, the north side and then the south side (or vice versa). Scaffolding and containment would be erected on half the bridge at a time so that pedestrians and cyclists would be able to use the existing walkways on the side of the bridge that wasn't being improved.

It would require two separate scaffolding and containment set ups and could include or not include new multi-use paths. This scenario would result in the ability to have 2-way traffic through the bridge for a large portion of the project. This concept is shown in **Figure 6**.

The complication of this scenario would however increase the overall project timing of the work to up to 10 months. The extended timing and addition efforts would also be expected to result in a costs premium of up to 20% to the base costs.

Figure 6 - Scenario 4 Construction Timeline



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Advantages:

- Accommodation of 2-way traffic during large portions of the project. This advantage is most beneficial to a scenario where the pathways are not included in the project.

Disadvantages:

- We would expect a cost premium of approximately 20% for the additional efforts for staging this scenario
- Would significantly increase the overall timing of the project
- Dictation of the construction sequencing in this way may detract contractors from bidding on the project.

Comparison

The following table provides a comparison of the four options:

	Scenario	Advantages	Disadvantages	Estimated Capital Cost
1.	Full bridge and decking repairs and addition of multi-use paths completed concurrently	<ul style="list-style-type: none"> • Accommodates full scope of the project with the shortest length of overall construction. • Provides the most cost-effective scenario as the contractor would be free to dictate schedule. 	<ul style="list-style-type: none"> • SLAT traffic during much of the project timeframe. 	<ul style="list-style-type: none"> • \$8.3 Million
2.	Installation of multi-use pathways followed by bridge coating and decking repairs	<ul style="list-style-type: none"> • Accommodates the full scope of the project. • Allows for two-way traffic during much of the bridge coating work. 	<ul style="list-style-type: none"> • Longer construction timeframe • Would result in a cost premium to Scenario 1. 	<ul style="list-style-type: none"> • \$8.7 to 9.1 Million
3.	Full bridge and decking repairs with no multi-use pathways	<ul style="list-style-type: none"> • Provides the shortest overall construction length and lowest capital cost. 	<ul style="list-style-type: none"> • Would require SLAT traffic for the duration of the project. • Does not include the addition of pathways. 	<ul style="list-style-type: none"> • \$6.3 Million

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	Scenario	Advantages	Disadvantages	Estimated Capital Cost
4.	Installation or work split up between north and south sides	<ul style="list-style-type: none"> Accommodation of 2-way traffic during large portions of the project. This advantage is most beneficial to a scenario where the pathways are not included. 	<ul style="list-style-type: none"> We would expect a cost premium of approximately 20% for the additional efforts for staging this scenario Would significantly increase the overall timing of the project Dictation of the construction sequencing in this way may detract contractors from bidding on the project. 	<ul style="list-style-type: none"> \$7.6 to \$10 Million (no Paths / including Paths)

BRIDGE INFRASTRUCTURE CONSIDERATIONS

Four utilities are housed underneath the Fifth Street Bridge:

- 1) City of Courtenay water main,
- 2) Comox Valley Regional District (CVRD) water main,
- 3) Fortis gas line; and
- 4) Telus telecommunications lines

Some of these utilities are located under the current cantilevered sidewalks which may need to be adjusted or supported as part of the new multi-use paths.

Preliminary consultation has occurred with the Comox Valley Regional District, Fortis and Telus to ensure awareness of the planned construction, and to identify considerations for safeguarding all utilities during construction. Regarding Fortis and CVRD, respective opportunities to piggyback coating of the gas line and adding pipe protection to the water main are being explored. On-going discussions will be required throughout design and construction phases.

Based on the above we feel that the proposed scenarios provide several different options for the City in being able to manage and minimize traffic impacts due to the required works on the bridge. Once a direction has been confirmed the above scenarios can be advanced to technical stages for implementation during construction.

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File: 3222.0045.02
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Sincerely,

URBAN SYSTEMS LTD.

Eric Sears, P.Eng
Project Manager

MEMORANDUM

Date: January 20, 2020
To: Chris Davidson, Manager of Engineering Projects
From: Eric Sears
File: 3222.0045.02
Subject: Fifth Street Bridge Active Transportation Connection | Concept Design

As part of the Transportation Master Plan (TMP) that was recently adopted by Council, it was identified that widening the cantilevered sidewalks on both the north and south side of the Fifth Street Bridge would have significant connectivity and safety impacts across the Courtenay River for all active modes of transportation. This lack of connectivity was a key constraint brought forward in the TMP.

The City of Courtenay is considering the replacement of existing cantilever pedestrian sidewalks on the bridge as part of the maintenance work in order to utilize the expected closures during the construction period. The current bridge provides narrow sidewalks on either side of the bridge and does not provide a safe connection for cyclists as they are expected to merge with traffic in a single file manner across the bridge. The City hopes that the wider cantilevers would improve the walking and cycling conditions across the bridge from a safety, connectivity, and comfort standpoint and would tie into the proposed networks on either side of the bridge as developed as part of the TMP and the Parks and Recreation Master Plan.

The following memorandum identifies opportunities to transition the proposed cantilever facilities to surrounding pedestrian and cycling facilities. This document is a continuation of the September 09, 2019 memorandum that describes the high-level approach to connectivity.

1. Concept Design

Connectivity options have been developed and reviewed against various criteria to analyze which option would be the best for the City to pursue. The criteria set out is primarily focused on active transportation users while also considering other impacts. The criteria are as follows:

- Pedestrian Safety
- Cyclist Safety
- Pedestrian Connectivity to existing networks
- Cyclist Connectivity to existing networks
- Pedestrian Comfort/Experience
- Cyclist Comfort/Experience
- Vehicle Impact
- Integration into existing and future park infrastructure
- Value

The goal of the connections is to increase the safety, comfort and experience for pedestrians and cyclists. The proposed cantilevers inherently provide a better experience than the current condition because they provide a wider pathway and are further separated from cars. They also allow for cyclists to avoid having

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to share the roadway with vehicles and provide more space for all active users. Beyond the bridge it will be important that this comfort is extended to the various connections to existing and future networks.

A concept design has been developed identifying the preferred option for connecting the proposed cantilever facilities on both sides of the bridge. The concept design noted in **Figure 1** and key features are summarized below.

Overall

- Multi-use pathways are provided at each end of the bridge with appropriate transitions to nearby walking and cycling facilities.
- All pathways are 3.0m wide, which is consistent with the proposed cantilever facility width and is sufficiently wide to accommodate both pedestrian and cyclist activities.
- Multi-use pavement markings are provided on all pathway segments. Appropriate regulatory, warning, and wayfinding signage should also be included.

West Side of Bridge

Southwest Corner:

- The southwest corner pathway will connect to Fifth Street and Anderton Avenue via a letdown at the intersection of Anderton Avenue and Fifth Street.
- The existing stairs to the path under the bridge will remain to provide pedestrian connectivity to the north side of the bridge. It is recommended that a bike wheel channel (i.e., a groove adjacent the staircase to facilitate rolling bikes up/down the staircase) along the stairs to allow cyclists access to the stairs.
- The existing CVRD water valve kiosk will need to be relocated out of the pathway and a retaining wall will need to be constructed to support this extension and relocation.

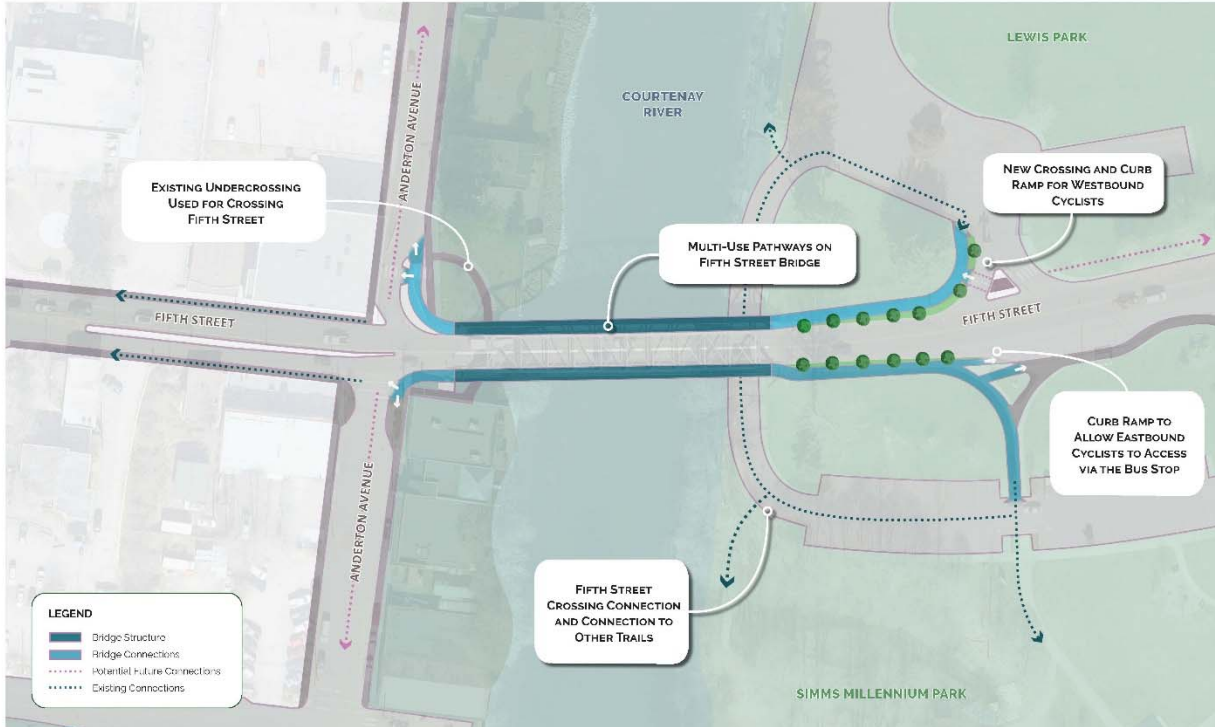
Northwest Corner:

- The northwest corner pathway will turn to the north and connect to Anderton Avenue via the existing crosswalk and a new letdown at the curb extension. These letdowns will allow cyclists to continue north along Anderton Avenue.
- The pathway will connect to the existing sidewalk and pathway under the bridge to provide connectivity for pedestrians and cyclists looking to cross 5th Street.

The existing underpass could be used by pedestrians and cyclists to connect under Fifth Street, but cyclists would be required to dismount and walk under the bridge. The underpass is also susceptible to localized flooding during high-tide or heavy rainfall events, which would impact walking / cycling during peak events.

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An alternative for cyclists seeking to cross Fifth Street on the west side of the bridge would be to utilize the existing underpass on the east side of the bridge. Wayfinding signage and education would be necessary to direct users that are approaching from the east on which side of the bridge will be most effective to get them to their desired locations.

East Side of Bridge

Southeast Corner:

- The southeast corner pathway runs along Fifth Street and connect to the parking lot in Simms Millennium Park. A boulevard space is provided between the pathway and roadway to increase comfort on the pathway and provide opportunities for new street trees.
- An eastbound cycling access ramp to Fifth Street is provided to allow cyclists to enter the bus stop and then merge with vehicular traffic in a safe manner.

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Northeast Corner:

- The northeast corner pathway runs along Fifth Street and terminates at the access point to Lewis Park. A letdown is provided at the existing crosswalk and median island to allow westbound cyclists to merge onto the pathway.
- Another letdown is provided to the Lewis Park parking lot to provide connectivity to the park.

On the east side of the bridge connectivity between the north and south cantilevers will be achieved via the current roadway underpass. Cyclists and pedestrians would utilize this underpass in both directions to connect between the north and south sides of Fifth Street. Wayfinding signs and education would be needed to illustrate this connection as it is not intuitive. Utilizing the underpass is susceptible to localized flooding during high-tide or heavy rainfall events, which would impact connectivity during these events.

An alternative option is to extend the pathway on the north side of Fifth Street east to the Fifth Street and Comox Road intersection. This would allow for an at-grade crossing for pedestrians and cyclists at this intersection. This option would enhance crossing opportunities, particularly for longer distance cycling trips along this corridor, but would add an additional cost of \$150,000 to \$200,000.

2. Long-Term Considerations

The Transportation Master Plan (TMP) outlines the proposed cycling and pedestrian networks for the City. On the west side of the bridge, Anderton Avenue and Sixth Street are identified as the preferred cycling connections on the west side of the bridge. The Sixth Street crossing is also discussed as a desired option in the City of Courtenay Downtown Playbook that was created in 2016, and the Parks and Recreation Master Plan that was adopted in 2019. For the east side of the bridge, the TMP calls for a multi-use path along the north side of Fifth Street/Old Island Highway connecting to the Lewis Centre and east Courtenay. The TMP also designates bike paths through Lewis Park and Simms Millennium Park. Figure 2 indicates the Medium Term (10 Year) Cycling Improvement Priorities map that is included in the TMP and includes the above noted network connections.

These future connections have been reviewed and considered during the development of the connectivity options to the new cantilevers on the Fifth Street Bridge.

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Figure 2 - Medium Term (10 Year) Cycling Improvement Priorities



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Cost Estimates

Order-of-magnitude cost estimates were prepared for the proposed concept design. The estimated cost is approximately **\$400,000**, distributed as follows:

Southwest corner	\$110,000
Northwest corner	\$70,000
Northeast corner	\$110,000
Southeast corner	\$110,000

The above costs include all works required for the connections discussed in this report including, concrete works, abutments modifications, signage and surface markings. The estimates include a 40% allowance for Contingency and Engineering and are presented in costs that would be expected based on construction in 2021.

These costs are consistent with costs previously associated with the cantilevers in the overall project costs estimates.

Next Steps

Based on the above we feel that the proposed connectivity concepts will begin to provide pedestrian and cycling links to existing and future networks on both sides of the bridge. Once a direction has been confirmed the above connectivity concepts should be advanced to detailed design technical stages.

Sincerely,

URBAN SYSTEMS LTD.

Eric Sears, P.Eng
Project Manager

/eds



THE CORPORATION OF THE CITY OF COURTENAY
STAFF REPORT TO COUNCIL

To: Council
From: Chief Administrative Officer
Subject: 5th Street Bridge Rehabilitation Project

File No.: 5335-20 / 5400-02
Date: June 24, 2019

PURPOSE:

This report is intended to describe for Council the scope and costs of near-term rehabilitation of the 5th Street Bridge so as to restore it to its intended functional condition and achieve an updated useful life lasting until at least the year 2040.

This report also contains supplementary information on a potential level of service increase and capital upgrade to the 5th Street Bridge as an alternative to constructing a new Pedestrian Bridge at a 6th St location, should Council choose to consider such an unfunded capital upgrade or new capital construction.

BACKGROUND:

Built in 1960, the 5th Street Bridge acts as a gateway to downtown Courtenay and requires rehabilitation to maintain the level of service for various modes of transportation. Over the years, multiple engineering assessments of the bridge have identified the need for structural repairs and re-coating to slow normal deterioration during service. Routine maintenance and periodic rehabilitation is important to ensure the asset's intended level of service and life-cycle can be achieved.

In 2016, the City engaged Hatch Mott Macdonald (HMM) and Urban Systems to complete a scoping study to determine the rehabilitation requirements. A field investigation and evaluation report recommended that the City repair several structural deficiencies, refurbish the bridge decking and recoat the bridge steel within the next five to seven years. The Class D estimate provided at that time was \$2.94M less \$1.96M from a successful New Building Canada Fund – Small Communities Fund (NBCF-SCF) grant application.

Urban Systems Technical Memorandum dated January 22, 2019 "5th Street Bridge Rehabilitation - Project Cost Escalation Summary" (Attachment 1) provides a 20-year chronology of rehabilitation needs, options and costs as they have evolved since 1999. For reasons provided below, the most recent estimate to meet the same intended scope of work and level of service until at least 2040 as well as continue to meet the existing grant approvals is \$6.3M. This estimate was received in November 2018 and reconfirmed in March 2019. Furthermore, repeated inquiries of the granting authority have confirmed that additional funding to accommodate cost escalations(s) are not available.

The detailed scope of work and funding options to achieve the planned rehabilitation are provided below in the body of this report.

Aside: while not yet presented to nor adopted by Council, staff can indicate that the draft Transportation Master Plan (TMP) identifies opportunities to improve east-west connectivity and safety for people who bike and walk. One, for example, is to consider an upgrade to the 5th Street Bridge by installing 3.0 metre cantilevered multi-use pathways on both sides of the existing bridge structure. Alternatively, construction of a new pedestrian-cycling bridge could be considered at 6th Street in future. Either option would require additional analysis and substantially more funding (see Financial Considerations below). As the former is an upgrade and the latter new construction, neither is included within the current scope of 5th Street Bridge rehabilitation nor may the City expend approved NBCF-SCF grant funding on these prospective initiatives.

These opportunities are included in the Options available to Council, but are not recommended for reasons provided below related to Asset Management principles suggesting mindfulness of unanticipated capital costs and the lack of full life-cycle cost information within an organization-wide context.

CAO RECOMMENDATION:

That based on the June 24th, 2019 staff report “5th Street Bridge Rehabilitation Project” Council approve OPTION 1 and OPTION 4:

OPTION 1 - That Council direct staff to proceed with the associated next steps to rehabilitate the 5th Street Bridge within its original scope including development of detailed traffic management and public engagement plans, and report back to Council no later than September 16, 2019; and

That staff simultaneously prepare a supporting draft Borrowing Bylaw for Council consideration.

OPTION 4 - That staff bring forward a report providing options for exploring a 6th Street multi-use pedestrian-bike bridge as an alternative to an upgrade to the 5th Street Bridge of adding cantilevered multi-use pathways; and

That a decision to explore and report on further development of a 6th Street multi-use pedestrian-bike bridge be subsequent to Council’s receipt and adoption of the forthcoming Transportation Master Plan.

Respectfully submitted,



David Allen, BES, CLGEM, SCLGM
Chief Administrative Officer

DISCUSSION:

Original Project Scope:

For more than a decade the scope of rehabilitation of the 5th Street Bridge has been to repair structural deficiencies, refurbish the bridge decking and recoat the bridge steel within the next five to seven years. Specifically:

- Removal of the lead-based paint and application of new coating;
- Steel repairs to the end of the deck beams underneath the bridge;
- Recoating the steel (4,200 m²);
- Removal of the hand rails and hot dip galvanizing the railings and rub rails;
- Removal of existing concrete overlay;
- Deck concrete removal to a partial depth;
- Placement of a new concrete overlay; and
- new road markings.

In March 2018, a conceptual design investigation was completed confirming the previous scope of work remains accurate. However, the investigation noted that the deck requires more extensive repair than earlier anticipated. Due to the deteriorated condition of the deck, two full-scale improvements were considered: cathodic protection or full deck replacement.

Cathodic protection is a well-proven technique originating in the marine environment used to protect metal from corrosion. By making the protected metal the cathode in a small DC electrical circuit, with sacrificial metal blocks added to the exterior of the structure to act as an anode causing the softer metal anodes to corrode while the cathode – the structural steel of a ship – does not. Though its application to reinforcing steel embedded in the concrete structure of the 5th Street Bridge is more complex, the intended technique will yield the same benefit. Therefore, cathodic protection is preferred to full deck replacement as it will protect the deck from further corrosion for the remaining life of the bridge. While only a partial deck replacement is immediately necessary (~\$240K), the life-cycle costs of cathodic protection are far less expensive than a full deck replacement that will very likely be required early in the intervening 20 years.

The project team has reviewed several other bridge projects on Vancouver Island, in particular the recent bridge rehabilitation projects in Campbell River and Duncan. Figure 1 highlights the recent Campbell River bridge rehabilitation which also required “wrapping” the steel structure for recoating which allowed the bridge to remain open to traffic. Understanding market conditions and drawing on these recent experiences has informed our thinking on the options, estimates and alternatives for our own project. However, when considered within the context of the City’s needs for maximizing the life of the bridge, traffic management and community impacts, and the original grant requirements, many alternatives explored to date are not considered feasible.

Therefore, the updated budget for deck rehabilitation includes cathodic protection (rather than full or partial deck replacement) and traffic management costs to ensure the bridge remains open to single lane traffic throughout the approximate six month construction period. To protect the marine environment from the lead paint removal process, the bridge will be wrapped during construction, which may reduce the access height of the bridge, but a detailed traffic management plan will be developed to mitigate traffic impacts where possible. The traffic management plan will review the current crossing and alternate routes and recommend strategies for addressing safety and traffic flow amongst all transportation modes and types of vehicles. Although temporary closures may be required at scheduled times, a full closure of the bridge is no longer being contemplated.

Cost escalation:

Since 2016, construction cost estimates for the original proposed scope of rehabilitation have increased significantly.

The original cost estimate of \$2.9 million contemplated cost-sharing of \$1.96 million (Province/Federal) and \$0.94 million (City of Courtenay) from the City’s reserve funds. The new cost estimate is \$6.3 million. This figure was received in November 2018 and reconfirmed in March 2019.

Representatives with the New Build Canada – Small Communities Fund have confirmed that the original grant amount of \$1.96 million would not be increased due to cost escalation. As a result, the City’s portion of the budget to rehabilitate the bridge (with no new pedestrian or cycling amenities) has increased to \$4.3 million.

Despite numerous cost estimates prepared over the last 20 years, which informed the grant application, the cost escalations over the last four years has been significant. The largest cost escalations occurred between 2014 and 2018, which have been record years for the value of construction on Vancouver Island,

increasing the cost of many municipal projects. Therefore, the cost impacts are in addition to conventional escalation (e.g. inflation), which is typical of construction trends, in combination with continuing deterioration of the bridge deck that requires a more intensive repair than originally estimated.

Opportunities for multi-modal amenities

The draft City of Courtenay Transportation Master Plan recommends a number of strategies for improving pedestrian and cycling connectivity across the Courtenay River. While a network of trails and access routes exist on the east and west sides of the 5th Street Bridge, the existing 1.5 metre sidewalks on the bridge are limited in their ability to accommodate travellers and respond to expected growth in walking and cycling. Cyclists crossing the bridge are currently required to either use the centre of the vehicle lane or walk their bike on the sidewalk. The TMP outlined two options for improving connectivity across the River: an upgrade to the 5th Street Bridge by adding cantilevered multi-use pathways on both sides of the bridge or the construction of a new, dedicated pedestrian and cycling bridge at 6th Street.

Cantilevered Multi-Use Pathway: As part of the rehabilitation project, 3.0 metre multi-use pathways can be cantilevered on both sides of the bridge to improve the level of service for people who walk and bike across the bridge. Cost estimates for the cantilevered pathway are preliminary, as the extent of trail and pathway upgrades in the vicinity of the bridge have not been studied, preventing development of full life-cycle cost estimates. Preliminarily, the cost for cantilevered pathways is \$2 million including tie-ins to existing pathways. However, further study would be required to refine estimates and maximize cross-river connectivity. Also, undertaking this capital upgrade will extend the duration of the rehabilitation project by several months and introduce new risk due to these unknown design and cost uncertainties.

Dedicated Multi-Use Bridge at 6th Street: The draft TMP also explores the concept of a dedicated pedestrian-cyclist bridge at 6th Street as an alternative to upgrading the 5th St Bridge with cantilevered multi-use pathways. This proposal was also referenced in the draft Parks and Recreation Master Plan (PRMP). Preliminary cost estimates for this facility are \$2 million - \$4 million. Urban Systems Technical Memorandum dated January 31, 2019 "6th Street Pedestrian and Cycling Bridge Cost Comparison Summary and Analysis" (Attachment 2) provides further details.

Should this be a preferred option, further analysis including level of service and full life-cycle costs for detailed design, maintenance, extent of pathway tie-ins, environmental considerations, approach improvements for access around 6th Street, and other Asset Management implications of a new, unfunded and unanticipated capital asset will need to be explored. Choosing this option will not affect the 5th Street Bridge rehabilitation project as long as they are not undertaken simultaneously.

FUNDING

Table 1 summarizes the original project estimate prepared in 2015 for the grant as well as the revised project costs in 2019 dollars.

Table 1: 5th Street Bridge Rehabilitation – 2015 vs. 2019 Project Costs

2015 Project Cost Estimate: \$2.9 million
<ul style="list-style-type: none"> • Provincial/Federal Funding (grant): \$1.96 million • City reserves: \$0.94 million
2019 Project Cost Estimate: \$6.3M
<ul style="list-style-type: none"> • Provincial/Federal Funding (grant): \$1.96 million

- City reserves \$0.94 million
- City Borrowing amount: \$3.4 million

Table 2: Rehabilitation elements and associated costs

Rehabilitation Element	COST (2019 \$)
Removal and replacement of Protective Coating	\$4.1 million
Cathodic Protection System to Extend Life of Bridge Deck	\$1.05 million
Structural Improvements	\$0.8 million
Traffic Management	\$0.35 million
Total	\$6.3 million

A contingency is built into the project budget for costs such as engineering, communications, project financing, construction capital costs, inspection and contract administration.

OPTIONS

Four options are presented below for Council consideration and are summarized in the following table:

Project Element	1) Original Scope - Rehabilitation	2) Rehabilitation + Cantilevers	3) Defer Project	4) New 6 th St. Pedestrian Bridge
Outcome	Rehabilitated crossing with 20-year updated useful service life with full utilization of the grant and cathodic protection versus deck replacement.	A rehabilitated crossing with extended service life that provides improved cycling and walking amenities, with full utilization of the grant.	Further deterioration and related liability of an important infrastructure asset.	Dedicated multi-use pedestrian-cyclist bridge at 6 th Street.
Duration	6 months	8 months	N/A	N/A
Bridge Recoating & Deck Renewal	\$4.1 million	\$4.1 million	TBD	N/A
Structural and Traffic	\$2.2 million	\$2.2 million	TBD	TBD
Cantilever Pathway	n/a	\$2 million	TBD	N/A
Total	\$6.3 million	\$8.3 million	TBD	\$2 million to \$4 million
Reserves	\$0.94 million	\$0.94 million		
City Borrowing Amount	\$3.4 million	\$5.4 million	N/A	ALL
Borrowing Costs*	\$233,300	\$370,550	N/A	N/A
Tax Impact**	1%	1.6%	N/A	N/A

Borrowing Costs*	\$233,300	\$370,550	N/A	N/A
Tax Impact**	1%	1.6%	N/A	N/A

* Borrowing costs calculated at standard MFA 20 year rate of 3.14%

** Tax Impact calculated based on 2019 tax rates.

FINANCING IMPLICATIONS

Project costs beyond grant funding and use of reserve funds would need to be financed as per municipal borrowing procedures for capital works (Municipal Finance Authority 3.14%, 20 year amortization). If Option 1 is chosen – the original scope of work – it would require borrowing \$3.4M and result in an estimated annual servicing cost of @\$233,000 per year, equaling approximately a 1% increase to the debt levy for property taxation purposes beginning in 2021 when the first payments would be due.

In order for the City to be included in the Fall 2020 long term borrowing issued through the Municipal Finance Authority, the borrowing process must begin no later than October 31, 2019. Steps to complete this process include bylaw preparation and three readings by Council, review and approval by the Province, elector approval, final adoption by Council with a one month quashing period, then issuance of a certificate of approval by the Province. The process can take up to eight months before funds are received.

ADMINISTRATIVE IMPLICATIONS

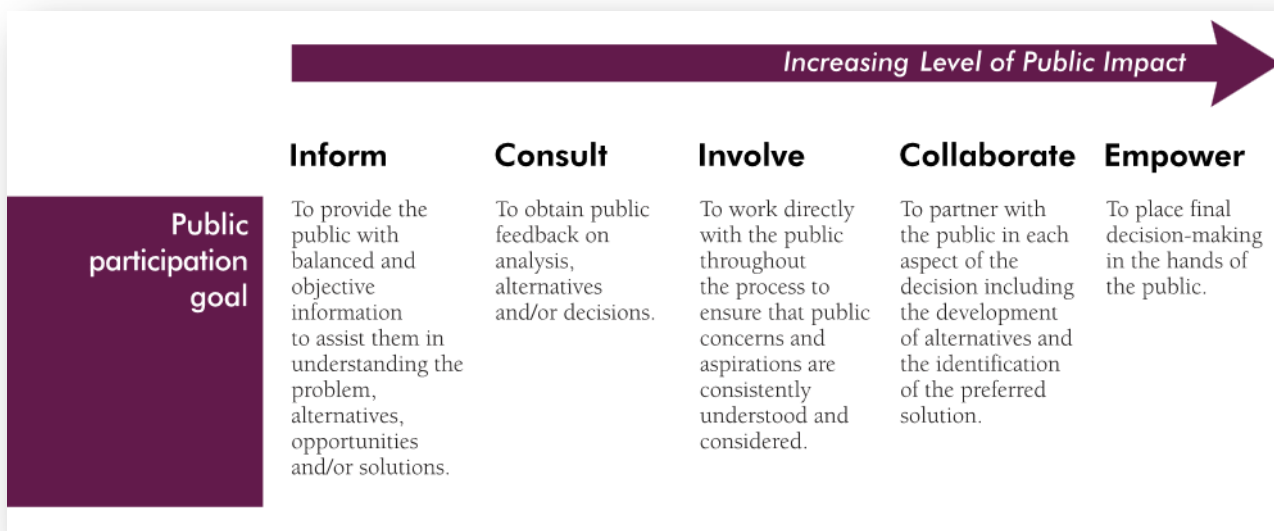
This will vary substantially depending upon the Option chosen, the method of project management and other factors that will be identified in the follow-on report of September 16, 2019.

PUBLIC ENGAGEMENT

The 5th Street Bridge is a critical community asset which affects and supports a variety of stakeholders and users. There is a need for extensive engagement amongst residents, businesses, river users, recreational groups, commercial drivers, and transit service providers, among others.

Proactive communications efforts about the scope and timing of the project, the implications to traffic and pedestrian/cycling movements and the travel alternatives that can be utilized to limit delays during periods of construction is essential to supporting the community. A detailed engagement plan for the lead-up period, ongoing during construction and reporting out to the public on completion will be prepared for Council consideration once an Option has been selected by Council.

The levels of public engagement based on the IAP2 Spectrum of Public Participation will likely vary for each phase of the project.



ASSET MANAGEMENT IMPLICATIONS

These are yet to be determined until an Option has been chosen.

STRATEGIC PRIORITIES, OCP AND TMP REFERENCE

Strategic Priorities 2019 - 2022

As part of the Strategic Priorities for 2019 – 2022 the following are relevant to the 5th Street Bridge Rehabilitation project:

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
- ▲ Advocate, collaborate and act to reduce air quality contaminants
- ▲ Support social, economic and environmental sustainability solutions

We plan and invest in methods of multi-modal transportation

- Move forward with implementing the City's Transportation Master Plan
- ▲■ Collaborate with regional and senior government partners to provide cost-effective transportation solutions

Transportation Master Plan

In relation to the working draft of the TMP the following transportation vision was stated:

The City of Courtenay supports a transportation network that prioritizes connectivity and access to daily destinations and, through a balanced approach to transportation planning, provides all road users safe choices in their mode of transportation.

The supporting values to achieve the transportation vision include:

Values

1. Sustainability, livability & health
2. Safety + efficiency

3. Economic Prosperity
4. Connectivity
5. Affordability
6. Sustainable Land Use

Official Community Plan

In regards to the Official Community Plan for Courtenay, the following goals of Section 5.0 Transportation are relevant:

5.2 Goals

1. integrate land use changes with transportation planning to coordinate changes and increases to traffic patterns.
2. development of a transportation system that provides choices for different modes of travel including vehicle, transit, pedestrian, cycling and people with mobility impairments.
3. protect the integrity of the road classification system to facilitate the purpose and function of the specific road types.
4. support an integrated transportation system that works towards reducing travel distances and congestion.
5. support a transportation system that recognizes the importance of the character and overall appearance of the City.
6. provide an effective transportation system that facilitates the movement of vehicles throughout the community and the Comox Valley to major regional services such as the Little River Ferry System and the Comox Valley Airport.

CONCLUSION

Given the need for rehabilitation and the increasing cost escalation that will continue should work be delayed, City staff recommend that Council direct staff to proceed with Option 1 and the associated next steps to rehabilitate the 5th Street Bridge, including developing a traffic management plan that maintains single lane vehicles access during construction, and comprehensive public engagement strategy. Staff also recommend that a draft Borrowing Bylaw for Council be prepared for Council consideration and staff will report back to Council in September 2019.

OPTIONS

Option 1 & Option 4 (Recommended):

Option 1 - That Council direct staff to proceed with the associated next steps to rehabilitate the 5th Street Bridge within its original scope including development of detailed traffic management and public engagement plans, and report back to Council no later than September 16, 2019; and

That staff simultaneously prepare a supporting draft Borrowing Bylaw for Council consideration.

Option 4 - That staff bring forward a report providing options for exploring a 6th Street multi-use pedestrian-bike bridge as an alternative to an upgrade to the 5th Street Bridge of adding cantilevered multi-use pathways; and

That a decision to explore and report on further development of a 6th Street multi-use pedestrian-bike bridge be subsequent to Council's receipt and adoption of the forthcoming Transportation Master Plan.

Option 2:

That Council direct staff to proceed with the associated next steps to rehabilitate the 5th Street Bridge including the upgrade of adding cantilevered multi-use pathways plus development of detailed traffic management and public engagement plans, and report back to Council no later than September 16, 2019; and

That staff simultaneously prepare a supporting draft Borrowing Bylaw for Council consideration.

Option 3:

That Council direct staff to defer the 5th Street Rehabilitation Project to a future date of their choosing.

Prepared by:



Ryan O'Grady, P.Ag., P.Eng.
Director of Engineering Services

Prepared by:



David W. Love, CD, BA, LGM(Dip), MM, PE, PCAM
Senior Advisor, Strategic Initiatives

ATTACHMENTS (2):

1. Urban Systems Technical Memorandum dated January 22, 2019 "5th Street Bridge Rehabilitation - Project Cost Escalation Summary".
2. Urban Systems Technical Memorandum dated January 31, 2019 "6th Street Pedestrian and Cycling Bridge Cost Comparison Summary and Analysis"

APPENDIX A: FIGURES (2)

1. Fully Wrapped Bridge Accommodating Traffic
2. Conceptual Plan View of Cantilever-Pathway and Network

THE CORPORATION OF THE CITY OF COURTENAY

BYLAW NO. 2978

A bylaw to authorize the borrowing of the estimated cost of rehabilitation of the Fifth Street Bridge.

WHEREAS it is deemed desirable and expedient to rehabilitate the Fifth Street Bridge.

AND WHEREAS the estimated cost of rehabilitating the Fifth Street Bridge including expenses incidental thereto is the sum of \$6,300,000 of which the sum of \$3,400,000 is the amount of debt intended to be borrowed by this bylaw;

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

- 1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the rehabilitation to the Fifth Street Bridge generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding \$3,400,000.
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the rehabilitation to the Fifth Street Bridge.
- 2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty years.
- 3. This bylaw may be cited as “**Fifth Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978**”.

Read a first time this day of , 20 .

Read a second time this day of , 20 .

Read a third time this day of , 20 .

Received the approval of the Inspector of Municipalities this day of , 20 .

Received the approval of the electors of City of Courtenay on the day of , 20 .

Reconsidered and finally passed and adopted this day of , 20 .

Mayor

Corporate Officer

Certified a true copy of Bylaw No. as at third reading.

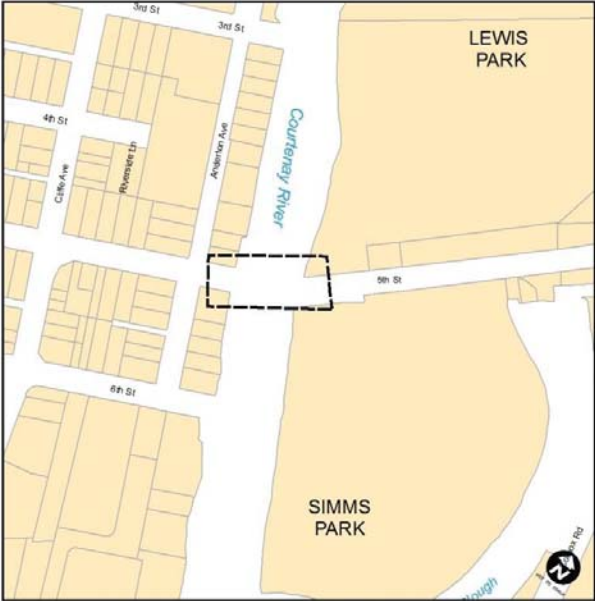
Corporate Officer

Certified a true copy of Bylaw No. as adopted.

Corporate Officer

Department Responsible	Department	Category	Project description	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget	2024 Proposed Budget	Total 2020-2024 Budget
PW - Parks	Walkways & Bikeways	Buildings	Lagoon Walkway Lookouts - Roof Replacement	-	-	30,000	-	-	30,000
		Land and improvements	Pedestrian Bridges replacement program	35,000	35,000	35,000	35,000	35,000	175,000
			Millard Trail Boardwalk Replacement	20,000	-	-	-	-	20,000
			Valleyview Greenway Erosion Remediation	50,000	50,000	-	-	-	100,000
		New	Buckstone to Island Hwy Trail	110,000	-	-	-	-	110,000
PW - Parks Total				400,000	400,000	457,000	545,000	255,000	2,057,000
Engineering	Major Road Construction	New	MAJOR ROAD CONS - 6th St Bridge	-	-	4,000,000	-	-	4,000,000
		Renewal	MAJOR ROAD CONS - Cousins Ave - 20th to Willemar	-	-	-	-	3,224,000	3,224,000
	Road Paving	Renewal	MAJOR ROAD CONS - 5th St Bridge Rehabilitation	375,000	6,300,000	-	-	-	6,675,000
		Renewal	MAJOR ROAD CONS - 13 St - Burgess to Willemar Road Reconstruction	-	-	25,000	570,000	-	595,000
	Storm Drainage	Renewal	Braidwood Road Design - Storm & Road	93,200	-	-	3,250,000	-	3,343,200
			STORM DRAINAGE - Willemar Culvert	-	180,000	1,500,000	-	-	1,680,000
			STORM DRAINAGE - 13 St - Burgess to Willemar Storm Reconstruction	-	-	25,000	570,000	-	595,000
			STORM DRAINAGE - Woods Ave Out Fall Renewal	-	-	-	-	850,000	850,000
			STORM DRAINAGE - 200 Back Rd Storm Inlet improvement	175,000	-	-	-	-	175,000
	Traffic Projects	Renewal	TRAFFIC PROJECTS - Signal Controller Renewal - 8th St and Cliffe Ave	-	160,000	-	-	-	160,000
			TRAFFIC PROJECTS - Signal Controller Renewal - 5th St and Cliffe Ave	-	20,000	220,000	-	-	240,000
			TRAFFIC PROJECTS - Signal Controller Renewal - Old Island Highway at Comox Road	-	20,000	75,000	-	-	95,000
			TRAFFIC PROJECTS - Signal Controller Renewal - 8th and Fitzgerald	-	180,000	-	-	-	180,000
	Bike Lane	New	Bike Lane Hobson Neighbourhood Route	50,000	-	-	-	-	50,000
	Engineering Total				693,200	6,860,000	5,845,000	4,390,000	4,074,000
Rec & Culture	Filberg Centre	Buildings	FILBERG CENTRE - Drive Thru Repair / Renovation	35,000	-	-	-	-	35,000
	Lewis Centre	Equipment	LEWIS CENTRE - Equipments > 5k	45,000	45,000	45,000	45,000	45,000	225,000
		New	LEWIS CENTRE - Shower Lift (accessibility funding)	20,000	-	-	-	-	20,000
	Museum	Buildings	MUSEUM - Loading Dock Storage & Fencing	-	-	-	-	50,000	50,000
	Parks	Land and improvements	Tarling Park gate, fencing and Hydro service	8,100	-	-	-	-	8,100
			Marina Storage Compound Relocation	10,000	110,000	-	-	-	120,000
		New	Park Development - McPhee Meadows	50,000	-	-	-	-	50,000
			Rotary Trail Extension North 5th St to McPhee Meadows	-	20,000	-	-	-	20,000
			Partners in Parks	50,000	50,000	50,000	50,000	50,000	250,000
		Totem Pole at the Airpark	10,000	-	-	-	-	10,000	
	Sid Theatre	Buildings	SID THEATRE - Future year estimation	-	20,000	20,000	20,000	20,000	80,000
			SID THEATRE - LIGHTING UPGRADE - LED THEATRE LIGHTS	25,000	-	-	-	-	25,000
			SID THEATRE - THEATRE CAPITAL EQUIPMENT	10,000	10,000	10,000	-	-	30,000
	Walkways & Bikeways	New	Access and Parking to McPhee Meadows	-	-	30,000	200,000	-	230,000
			Courtenay Riverway South Extension Sandpiper to Beachwood - Phase 1	302,200	-	-	-	-	302,200
		Courtenay Riverway South Extension Beachwood to City Park - Phase 2	-	45,000	400,000	-	-	445,000	
		Courtenay Riverway South Extension City Park to Regional Trail - Phase 3	-	-	-	100,000	400,000	500,000	
		Dingwall to Muir Road trail development - stairs	25,000	250,000	-	-	-	275,000	
Rec & Culture Total				590,300	550,000	555,000	415,000	565,000	2,675,300

ENGINEERING – INFRASTRUCTURE – MAJOR ROAD CONSTRUCTION



- 5TH STREET BRIDGE DECK RENEWAL AND PAINTING
- FULL REMOVAL / RECOAT OF ALL STRUCTURAL STEEL COATING
- INSTALL CATHODIC PROTECTION SYSTEM
- FULL REPLACEMENT OF DECK OVERLAY
- STRUCTURAL REPAIRS TO ENDS OF DECK BEAMS
- DESIGN COMPLETION 2020, CONSTRUCTION 2021
- COMBINATION OF FUNDING: BUILDING CANADA GRANT, NEW DEBT, RESERVE AND DCC



Project Budget

Year	Approved Budget	Total Spent	Carry Forward	Requested Budget	Total Budget
2019	\$423,000	\$320,649	\$102,351		
2020				\$375,000	
					\$375,000



City of Courtenay Elector Response Form

Legislative & Corporate Services Department
830 Cliffe Avenue, Courtenay, B.C., V9N 2J7
250-334-4441 | info@courtenay.ca
www.courtenay.ca/AAP

2020 - 5th Street Bridge Rehabilitation

5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020

Elector Approval: Alternative Approval Process (AAP)

By completing this elector response form, I am indicating that I oppose the adoption of “5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020”, which authorizes the borrowing of up to \$3,400,000 to be repaid over a period not exceeding 20 years in order to finance the costs of construction of the 5th Street Bridge Rehabilitation project, unless a vote is held.

Print Full Name _____

Residential address _____

Signature (original signature required) _____

Choose one:

- I am a *resident elector* - I have been a resident of the City of Courtenay for at least 30 days
- I am a *non-resident property elector* who lives in another community and has owned property in the City of Courtenay for at least 30 days located at _____.

I am

- A Canadian citizen and at least 18 years of age or older,
- I am a resident of British Columbia and have been for at least 6 months,
- I am not disqualified by law from voting,
- I have not previously signed an elector response form with respect to this bylaw.

The Council may proceed with the adoption of “5th Street Bridge Rehabilitation Loan Authorization Bylaw No. 2978, 2020” unless 2,017 electors sign and submit a completed elector response form to the City by the deadline.

DEADLINE: November 15, 2020 at 4:30 p.m.

Elector response forms must be submitted by the deadline to **Wendy Sorichta, Corporate Officer, at City Hall, 830 Cliffe Avenue, Courtenay B.C., V9N 2J7**. This form will be considered submitted in confidence.

Additional information about this alternative approval process can be found at City Hall or on the City of Courtenay website at www.courtenay.ca/AAP

Elector Eligibility

In order to sign an elector response form in relation to the alternative approval process, a person must either be a *resident elector* or a *non-resident property elector*.

RESIDENT ELECTOR

A resident elector is an individual who is entitled to sign an elector response form during an AAP by virtue of living within that jurisdiction. When signing an elector response form, a resident elector must:

- Be 18 years of age or older,
- Be a Canadian citizen,
- Have lived in British Columbia for at least six months,
- Have lived in the City of Courtenay for at least 30 days,
- Not be disqualified under the *Local Government Act*, or any other enactment from voting in a local election, or be otherwise disqualified by law.

NON-RESIDENT PROPERTY ELECTOR

A non-resident property elector is an individual that **does not live in the City of Courtenay** and who is entitled to sign an elector response form during an AAP by virtue of owning property in that jurisdiction. When signing an elector response form, a non-resident property elector must:

- Be 18 years of age or older,
- Be a Canadian citizen,
- Have lived in British Columbia for at least six months,
- Have owned property in the City of Courtenay for at least 30 days,
- Not be disqualified under the *Local Government Act*, or any other enactment from voting in a local election, or be otherwise disqualified by law.

Note: Only one non-resident property elector may sign an elector response form per property, regardless of how many people own the property. That owner must have the written consent of a majority of the other property owners to sign the response form on their behalf. Property owned in whole or in part by a corporation does not qualify under the non-resident property elector provisions. The City of Courtenay has forms available for non-resident property electors to use when gaining written consent from the other property owners for this AAP.

Notice: Freedom of Information and Protection of Privacy

Personal information on this form is collected under the authority of section 26(a) the *Freedom of Information and Protection of Privacy Act*. The personal information on this form will be used to determine whether elector assent has been received for Bylaw 2985 and is considered to be supplied in confidence.

If you have any questions about the collection of this information, contact Wendy Sorichta, Corporate Officer, at the address on this form, by email at info@courtenay.ca, or by phone at 250-334-4441. Personal information will only be disclosed in accordance with the *Freedom of Information and Protection of Privacy Act*.