



AGENDA
GOVERNANCE AND PRIORITIES COMMITTEE MEETING

Monday, February 12, 2024, 1:00 P.M.
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 3:00 P.M.

		Pages
1. CALL THE MEETING TO ORDER:		
	[Note: This meeting will be live streamed and video recorded for the public.]	
2. INTRODUCTION OF LATE ITEMS:		
3. APPROVAL OF THE AGENDA:		
4. ADOPTION OF THE MINUTES:		
a. <u>Minutes</u>		4 - 12
	Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on 2024-JAN-22 at 1:00 p.m.	
b. <u>Minutes</u>		13 - 19
	Minutes of the Special Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on 2024-JAN-22 at 7:00 p.m.	
5. AGENDA PLANNING:		
a. <u>Upcoming Topics and Initiatives</u>		20
	To be introduced by Sheila Gurrie, Director, Legislative Services.	
6. PRESENTATIONS:		
a. <u>1 Port Drive - Background Information</u>		21 - 41
	To be introduced by Bill Corsan, Director, Corporate and Business	

Development.

7. REPORTS:

a. Green Nanaimo:

1. Electric Vehicle Supply Equipment Cost Recovery Bylaw 42 - 50

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To provide information to Council regarding cost recovery associated with City owned, public-facing electric vehicle charging stations.

b. Connected Nanaimo:

1. Speed Limit Reduction Motion Update 51 - 52

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: The purpose of this report is to provide an update to the motion passed at the 2020-SEP-28, Regular Council Meeting regarding participation in the Provincial Pilot Project for Neighbourhood Speed Limit reduction.

2. Active Transportation:

1. E-Bike Share Update 53 - 62

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To present Council with an update regarding electric-bike share.

2. Micromobility Update 63 - 66

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To provide Council with an update regarding the status and next steps of the Provincial Electric Kick Scooter Pilot Project, and to recommend that Council direct Staff to return with an amended bylaw.

Recommendation: That the Governance and Priorities Committee recommend that Council direct Staff to bring for Council's consideration an amendment to the "Traffic

and Highways Regulation Bylaw 1993 No. 5000" to regulate micromobility devices.

3. School Zone Policy Update 67 - 76

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To provide an opportunity for Council to update the School Zone Policy to reflect best practices and changes in legislation.

Recommendation: That the Governance and Priorities Committee recommend that Council repeal the existing School Zone Signing Guidelines Policy COU-118 and adopt the new School Zone Signing Policy COU-240 as detailed in Attachment B of the report titled "School Zone Policy Update" dated 2024-FEB-12.

4. Update on Primary and Secondary Active Transportation 77 - 78

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To provide Council with an overview of the degree of completeness of the Primary and Secondary Active Mobility Routes, as defined in City Plan.

Presentation:

1. Jamie Rose, Manager, Transportation

[Note: PowerPoint to be distributed on the addendum.]

8. QUESTION PERIOD:

9. ADJOURNMENT:



MINUTES

GOVERNANCE AND PRIORITIES COMMITTEE MEETING

Monday, January 22, 2024, 1:00 P.M.
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

Members: Councillor S. Armstrong, Chair
Mayor L. Krog
Councillor H. Eastmure
Councillor B. Geselbracht * (joined 1:01 p.m.)
Councillor E. Hemmens
Councillor P. Manly
Councillor J. Perrino
Councillor I. Thorpe

Absent: Councillor T. Brown

Staff: R. Harding, General Manager, Community Services/Deputy CAO
B. Sims, General Manager, Engineering and Public Works
S. Gurrie, Director, Legislative Services
L. Brinkman, Manager, Community Planning
D. Thompson, Manager, Roads and Traffic Services
M. Pearson, Legislative Communications Clerk
A. Chanakos, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

Councillor Geselbracht joined the meeting electronically at 1:01 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 7(a) Roadway Asphalt Asset Management and Maintenance Plan - Add report titled "Roadway Asphalt Asset Management and Maintenance Plan".

* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the following Minutes be adopted as circulated:

- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-NOV-27, at 1:00 p.m.
- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-DEC-11, at 12:59 p.m.

The motion carried unanimously.

5. AGENDA PLANNING:

a. Upcoming Topics and Initiatives

Sheila Gurrie, Director, Legislative Services, spoke regarding topics and initiatives scheduled for upcoming Governance and Priorities Committee (GPC) meetings.

6. PRESENTATIONS:

a. Provincial Housing Legislation Overview

Introduced by Lisa Brinkman, Manager, Community Planning.

- Four housing-related bills were enacted in October and November 2023, and are key components of the Provincial Homes for People action plan
- Bill 35 – Short Term Rental Accommodations was developed to return short-term rentals to the long-term housing market, and provide tools for local governments to help enforce short-term rental bylaws
- Bill 44 – Housing Statutes (Residential Development) Amendment Act requires the City Plan to accommodate 20 years of housing supply, and be updated with the Housing Needs Report every five years
- Bill 44 prohibits Public Hearings for rezoning applications proposing residential development that is consistent with the City Plan

- “Zoning Bylaw No. 4500” will be required to be updated by June 2024 to allow three to four units on single-family or duplex lots, and six units on larger lots near frequently serviced transit stops
- Bill 46 – Development Financing was developed to create an improved financing tool framework for the City to fund infrastructure and community amenities
- Bill 46 permits local governments to create an Amenity Cost Charge (ACC) Bylaw which would allow the City to impose charges at the time of subdivision or building permit to pay for capital costs of community amenities
- The *Local Government Act* has also been amended to allow Development Cost Charges to be collected for fire protection facilities, police facilities and solid waste facilities
- Bill 47 – Transit Oriented Areas was developed to help concentrate higher density and different land uses around transit hubs to make better use of public investment in transit infrastructure
- Bill 47 prescribes three 50 hectare catchment areas consisting of a perfect circumference with a 400m radius where the City must allow certain building heights and densities
- Three Transit Oriented Areas (TOA) have been identified in the City: Woodgrove Exchange, Country Club Exchange and Vancouver Island University Exchange

Committee and Staff discussion took place. Highlights included:

- On 2023-DEC-24 the City received \$600,000 from the Province to aid in the implementation of the four new Bills
- Staff anticipate requesting some the funds go towards a consultant for the ACC bylaw project

b. Dave Witty to present report titled: "Developing a Homelessness Action Plan for Nanaimo: Finding a Way Home"

Dave Witty presented the report titled “Developing a Homelessness Action Plan for Nanaimo: Finding a Way Home”. Highlights included:

- Systemic homelessness has become a challenge for many municipalities in Canada
- In July 2023, Ipsos Market Research reported that more than half of Canadians are \$200 away, or less, from not being able to meet all of their financial obligations

- The 2020 Nanaimo Point-in-Time Homeless Count found that most unsheltered people in the city are from Nanaimo, and 91 percent of those without shelter want permanent housing but can't afford the cost of rent
- Current numbers suggest there are close to 1,000 unsheltered people in Nanaimo, and with the average increase of 20% each year, by 2030 there could be upwards of 2,500
- The estimated cost to society to keep people on the street in Nanaimo is approximately \$21 million per year, not including costs of long-term care for those who've overdosed, those with chronic illnesses, or those who have become dependent on substances
- Evidence from Finland shows that it is less expensive to invest in housing than to leave people living on the street
- Finland and Switzerland's approach to homelessness shows that the Housing First model has proven to be successful at addressing homelessness
- Research from the National Alliance to End Homelessness notes the average cost savings of a Housing First program can range from \$23,000 - \$31,000 per program participant

Committee discussion took place. Highlights included:

- Housing First, when paired with wraparound supports, has proven to be a successful long-term solution to homelessness
- The City has a lack of housing available to be able to provide a Housing First model
- If homelessness is not addressed, firefighters and medical staff will continue to be over worked and over burdened
- Housing First may not work in BC as the Province does not share the same philosophies as Switzerland's Four Pillar Approach that helps make Housing First so successful

7. REPORTS:

a. Connected Nanaimo:

7.a.1 Roadway Asphalt Asset Management and Maintenance Plan

Introduced by Bill Sims, General Manager, Engineering and Public Works.

- In 2020, the Federation of Canadian Municipalities provided grant funding to undertake a Customer Level of Service approach for asphalt work in the city
- A level of service is the degree to which the City provides each service
- The City's Asset Management Plan notes two levels of service: Technical Level of Service and Customer Level of Service

Presentation:

1. David Thompson, Manager, Roads and Traffic Services, provided a PowerPoint presentation. Highlights included:
 - Staff engaged a consultant and undertook a series of focus groups in 2022 to gain feedback on the City's Customer Level of Service
 - Results showed that the City's roads are in fair to good shape
 - Focus group participants noted that they did not want roads to deteriorate from the condition they are in; however, there was a lack of willingness to pay for minor road improvements
 - The Technical Level of Service model suggests that \$13.6 million is required annually to keep asphalt at its current conditions
 - Focus group participants identified a maximum value of \$40 per property to contribute towards roadwork, working out to about \$1.5 million per year
 - This value does not include capital funding, which sits at \$13 million for the 5 Year Capital Plan

Committee and Staff discussion took place. Highlights included:

- Roadwork plans are altered each year based on what work needs to be done due to weather conditions and other factors
- Based on today's technology, asphalt remains the most economical, easy to repair and cost-effective roadway material

- Nanaimo has a city-wide Pavement Quality Index (PQI) average of 79, with a minimum PQI of 50 for arterial roads; however, it is rare to reach that minimum level
- Main roads should have a higher PQI than residential roads with lower speed limits

It was moved and seconded that the Governance and Priorities Committee recommend that Council consider increasing the annual road maintenance budget by \$775,000 per year as part of the 2025 – 2029 Draft Financial Plan and adjusting the maintenance plan as proposed in the 2022 Pavement Condition Assessment Report, Table D-4.

The motion was defeated.

Opposed: *Mayor Krog, Councillors Armstrong, Hemmens, Perrino and Thorpe*

It was moved and seconded that the Governance and Priorities Committee recommend that Council consider increasing the annual road maintenance budget by \$1.5 million per year as part of the 2025 – 2029 Draft Financial Plan and adjusting the maintenance plan as proposed in the 2024-JAN-22 report titled "Roadway Asphalt Asset Management and Maintenance Plan", "Attachment D - 2022 Pavement Condition Assessment Report", Table D-5. The motion carried.

Opposed: *Councillor Geselbracht*

b. Empowered Nanaimo:

7.b.1 2024 AVICC Resolutions

Sheila Gurrie, Director, Legislative Services, reviewed the process to submit resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) 2024 Annual General Meeting.

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to submit the following resolutions to the Association of Vancouver Island and Coastal Communities for consideration at their 2024 Annual General Meeting:

1. Investment in Complex Care Beds

“WHEREAS in 2022, the BC Emergency Health Services reported a 75% total increase in annual overdose/poisoning events since the toxic drug crisis was declared a public health emergency in 2016 and the BC Provincial Overdose Cohort reports that brain injury is 15 times more likely

among people who had experienced drug poisoning than those who had not;

AND WHEREAS the number of supports available for individuals requiring complex care due to health challenges related to substance use disorder has proven grossly inadequate for the ever-increasing demand in communities all across British Columbia;

THEREFORE BE IT RESOLVED that UBCM lobby the Province to increase investment in complex care beds to address the growing demand from those who have suffered serious health impacts from substance use disorder.”

2. Mental Health Liaison Officers

“WHEREAS RCMP members continue to respond to a significant number of calls for service for individuals dealing with mental health challenges and Mental Health Liaison Officers have proven to be an effective resource for assisting vulnerable citizens requiring support;

AND WHEREAS local governments are not provided funding to pay for healthcare and social services and there has been no increase in the Provincial funding model to support these officers responding to chronic/crisis mental health calls;

THEREFORE BE IT RESOLVED that UBCM advocate for the Province to fund RCMP Mental Health Liaison Officers within local detachments.”

3. Provincial Housing Coordinator

“WHEREAS the number of people experiencing homelessness or housing instability across the Province has been increasing at an unprecedented rate;

AND WHEREAS the Province has invested considerable funds in supportive housing, the majority of which operate as low barrier facilities making it challenging for individuals in recovery to secure housing options that support an addiction-free lifestyle;

THEREFORE BE IT RESOLVED that UBCM lobby the Province to establish a Provincial Housing Coordinator to work directly with those persons who are experiencing homelessness and who are not in need of supports, to find suitable housing.”

4. Provincial Core Funding for Evolving Public Libraries

“WHEREAS core funding for public libraries in British Columbia has remained unchanged since 2009, limiting their ability to expand and evolve their programming as demand for their services increases;

AND WHEREAS the operational requirements of public libraries increasingly require significant and diverse resources to provide front-line community services, including supporting patrons with mental health and addiction issues as well as barriers to housing, providing critical locations of refuge during extreme weather events, providing services to new Canadians, and supporting the process of reconciliation with Indigenous peoples;

THEREFORE BE IT RESOLVED that AVICC call on the provincial government to recognize the evolving and challenging situation for public libraries as well as their unique role as community spaces, and increase annual core funding for libraries to \$30 million in keeping with the request made by the BC Public Library Partners and the recommendation of the province’s Select Standing Committee on Finance and Government Services.

AND BE IT FURTHER RESOLVED that this increase in core funding be increased on a yearly basis in keeping with cost of living and inflationary pressures.”

The motion carried unanimously.

Councillor Manly vacated the Shaw Auditorium at 3:05 p.m. declaring a conflict of interest as he works for the Unitarian Shelter.

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to submit the following resolution to the Association of Vancouver Island and Coastal Communities for consideration at their 2024 Annual General Meeting:

5. Emergency Shelters & Compliance with BC Building Code & BC Fire Code

"WHEREAS many communities are experiencing a crisis-level influx of homeless individuals and the existence of emergency shelters is critical to addressing the safety of people experiencing homelessness;

AND WHEREAS, due to the urgent nature of the need and the lack of suitable building stock in many communities, emergency shelters are frequently operating from buildings that do not meet the major occupancy classification requirements of the BC Building Code, nor the requirements

of the BC Fire Code, placing local governments at risk of incurring liability if they do not enforce the codes and risking shutting down emergency shelters if they do enforce the codes:

THEREFORE BE IT RESOLVED that UBCM request the Province work with the Building Safety Standards Branch to establish some reasonable variances to the BC Building Code and BC Fire Code to enable emergency shelters to remain open."

The motion carried unanimously.

Councillor Manly returned to the Shaw Auditorium at 3:06 p.m.

8. QUESTION PERIOD:

The Committee received no questions from the public regarding agenda items.

9. ADJOURNMENT:

It was moved and seconded at 3:06 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER



MINUTES

SPECIAL GOVERNANCE AND PRIORITIES COMMITTEE MEETING

Monday, January 22, 2024, 7:00 P.M.
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

Members: Councillor T. Brown, Chair
Mayor L. Krog
Councillor S. Armstrong
Councillor H. Eastmure
Councillor B. Geselbracht*
Councillor E. Hemmens
Councillor P. Manly
Councillor J. Perrino
Councillor I. Thorpe

Staff: R. Harding, General Manager, Community Services/Deputy CAO
L. Mercer, General Manager, Corporate Services
B. Sims, General Manager, Engineering and Public Works
J. Elliot, Director, Public Works
W. Fulla, Director, Finance
S. Gurrie, Director, Legislative Services
P. Rosen, Director, Engineering
M. Lonsdale, Senior Project Manager
M. Pearson, Legislative Communications Clerk
K. Lundgren, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Special Governance and Priorities Committee Meeting was called to order at 7:00 p.m.

* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove Agenda Item 4 Question Period.

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. PRESENTATIONS:

a. Nanaimo Operations Centre - Project Update

Bill Sims, General Manager, Engineering and Public Works, provided a PowerPoint presentation. Highlights included:

- The Public Works yard provides critical services for the City of Nanaimo
- Buildings are outdated and unable to keep up with service delivery
- Provided an overview of the timeline of the Public Works Yard
- The project requires phasing in order for the yard to continue to function 24/7
- A geotechnical and environmental investigation was undertaken in 2021
- Provided an overview of the key design principles of the project which includes a “fit for purpose” design
- A number of architects and experts have been involved in the planning to ensure maximum value
- Long-term borrowing is a sustainable way to fund a project of this size
- Alternative to long-term borrowing is to fund from property taxes
- The \$48.5 million total borrowing includes costs for construction, project delivery, allowance for inflation and contingency
- Public Works is the fourth emergency responder and is required to respond in a ‘post-disaster’ situation
- Project is currently at an early stage with a concept design. A detailed design will not be done until approval of electors is confirmed
- Key design elements of future phases include a storage facility, renovated truck barn, administrative facility and renovated central stores
- Based on feedback from the community regarding communication, the City has redone the project website to better present information

Delegations:

1. Valentina Cardinalli expressed concerns regarding the Alternative Approval Process (AAP), requested information on how the money will be spent, expressed concerns for the increases in taxes, and requested a more moderate proposal.

The Chair opened the floor to anyone in attendance who wished to speak to the Nanaimo Operations Centre - Project Update.

2. Ken Arthur expressed his desire for approval of electors being determined by a referendum, concerns regarding potential for cost overruns and noted concerns with some of the details of the project design.
3. Noni Bartlett spoke regarding the 2023-DEC-04 Regular Council Meeting Staff report and concerns regarding the calculations to determine the total number of electors of the area.
4. Derick Hanna spoke regarding the need for upgrades to the Public Works Yard; however, expressed concerns regarding inflation, tax increases and spoke regarding the project being done in a more economical fashion.
5. Sandy Bartlett requested clarification regarding the City's budget for referendums, and requested that this project go to a referendum.
6. Marley (did not state last name), spoke regarding increases in property taxes, and expressed concern over the cost of the project, financial impact on residents, and why the Public Works Yard wasn't addressed previously when identified.
7. (Did not state name) spoke regarding the accumulated interest on the borrowed funds.
8. Jennifer (did not state last name), expressed concerns with items included in the concept design and expressed concerns with the proposed Emergency Operations Centre and Fire Training Tower upgrades.
9. (Did not state name) expressed concern for fiscal responsibility, money spent on bike lanes, and concern that saving for the project hadn't been started years ago when the issue was identified.

Committee and Staff discussion took place regarding provincial and federal grants for funding bike lanes, number of staff working out of the public works building, bays for vehicle maintenance, and the current fleet/equipment.

10. (Did not state name) spoke regarding the AAP for the 2010 Beban Park Pitch & Putt and the low number of responses on previous AAPs.

Committee and Staff discussion took place regarding the downsides of contracting out services.

11. (Did not state name) expressed concern that the public has lost confidence in the town hall.
12. Gordon Willington, spoke regarding the increased cost of garbage collection after the new garbage trucks and expressed concern for the budgeted cost of the Public Works Yard project.

Bill Sims, General Manager, Engineering and Public Works, spoke regarding the development of the project budget.

13. Jeff Ainsley requested the report outlining the fair determination of the number of electors of the area, requested clarification on the City's maximum debt servicing limit, and expressed concern for the use of natural gas in the Fire Training Tower.

Sheila Gurrie, Director, Legislative Services, explained the calculation of the fair determination of electors was completed and noted that a copy of the document used to prepare the calculation would be made available.

14. Pat (did not state last name), spoke regarding the factors to consider when determining whether to use the AAP and expressed concern regarding the use of the AAP process for this project.
15. Susan Allan expressed concern regarding a lack of trust, the AAP process, and that the public is not informed enough.
16. Sandy Bartlett, spoke for a second time, regarding the determination of the number of electors.
17. (Did not state name) requested clarification regarding the estimated cost per household of \$77 per year.

Committee discussion took place regarding the allowance for inflation and contingencies included in the borrowing amount and the reasons behind breaking down the project into phases.

18. Kathy (did not state last name), expressed concern regarding the AAP process, requested a referendum, and expressed concern for future potential projects such as a new Police Station.

Committee and Staff discussion took place regarding the difference between an AAP and a referendum.

19. Greg Brown, requested that a referendum be held instead of an AAP and expressed concern regarding the AAP process, as well as concern for the City's asset management.

20. Paul Steel, requested clarification regarding the City's borrowing capacity, spoke regarding the consideration for the needs of the future, and requested the general public receive more detail on the cost and details of the project.

Bill Sims, General Manager, Engineering and Public Works, spoke regarding the value management study to refine the cost of the project.

Committee discussion took place regarding the City's borrowing capacity, the benefit of long-term borrowing, and ways to better communicate the detailed figures of the project to the public.

The Governance and Priorities Committee recessed the meeting at 9:08 p.m.

The Governance and Priorities Committee reconvened the meeting at 9:15 p.m.

The Chair re opened the floor to anyone in attendance who wished to speak to the Nanaimo Operations Centre - Project Update.

21. Leonard Robertson requested clarification on capital asset management and whether there was savings for the project.

Laura Mercer, Director, Corporate Services, advised that 1% is put away each year for asset management; however, in the past, other projects have been prioritized.

Leonard Robertson requested clarification on the use of the City's surplus.

Laura Mercer, Director, Corporate Service, outlined the 2022 surplus and the various items that it was allocated towards. She noted that accumulated surplus is not money that can be drawn from.

22. Irene Mirkovitch spoke regarding concerns regarding the AAP process, the benefits of a referendum in terms of public awareness,

and concerns regarding the amount of borrowing capacity the City has.

23. Sandy Bartlett, spoke for a third time, regarding concerns with the AAP process and the differences between an AAP and a referendum.
24. Ken Arthur, spoke for a second time, regarding concerns with the AAP process, the public not being informed, requested mail out ballots, and expressed concern regarding some of the details of the design.
25. Carol Wilde, spoke regarding concerns with the AAP process and the wording on the AAP elector response form causing confusion with the previous AAP.

Sheila Gurrie, Director, Legislative Services, advised that based on the feedback related to the wording on the Elector Response Forms, a note has been added on the City's website and the Elector Response Forms for clarification.

26. Pat (did not state last name), spoke for a second time, and requested clarification regarding the cost of borrowing over 20 years for phase one, and the anticipated cost to tax payers if all four phases pass.

Laura Mercer, Director, Corporate Services, advised that cost of borrowing would be \$31.5 million and noted that the most current numbers are just for phase one and numerous factors would impact the cost of borrowing for all four phases.

27. Sandy Bartlett, spoke for a fourth time, regarding concerns with the amended wording to the AAP elector response forms.
28. (Did not state name) requested clarification regarding contracting out services and why seismic upgrades were not considered for the project.

Bill Sims, General Manager, Engineering and Public Works, advised that seismic upgrades would not accommodate for growth, and contracting out services would not allow the turnaround time needed to service the vehicles.

29. Carol Wilde, spoke for a second time, and requested clarification on the amended wording on the elector response forms.

Sheila Gurrie, Director, Legislative Services, clarified that elector response forms, with or without the added wording, would be accepted.

5. ADJOURNMENT:

It was moved and seconded at 9:44 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Meeting Time	Upcoming Topics and Initiatives
	February 12, 2024 – GPC Meeting
1pm	<ul style="list-style-type: none"> • 1 Port Drive – Background Information • Electric Vehicle Supply Equipment Cost Recovery Bylaw • Speed Limit Reduction Motion Update • Active Transportation Update <ul style="list-style-type: none"> ○ E-Bike Share Update ○ Micromobility Update ○ School Zone Policy Update ○ Update on Primary and Secondary Active Transportation Network
	March 11, 2024 – GPC Meeting
1pm	<ul style="list-style-type: none"> • Development Approvals Process Review • Development Approval Procedures & Notification Bylaw Update • Dam Safety Review • Short-Term Rental Review
	March 25, 2024 – GPC Meeting
1pm	<ul style="list-style-type: none"> • Bill 44 Secondary Suite Multi-Unit Housing • Increasing Housing Options • Bill 47 Transit Oriented Areas
	April 29, 2024 – GPC Meeting
1pm	<ul style="list-style-type: none"> • City Plan Monitoring Strategy • City Plan Monitoring Committee(s) • Keeping of Poultry in Residential Areas • Geotechnical Guidelines Review

Future GPC topics – dates TBD

- Alternative Approval Process
- Incentives that support City Plan *(2023-DEC-04 Council motion)*
- Discussion re Annual Allocation for New Positions beginning in 2025 *(motion referred to GPC)*

CITY OF NANAIMO
THE HARBOUR CITY

1 Port Drive

Background Information

2024-FEB-12

1



2

Port Drive

- Acquired from CP Rail in March 2013
- 10.8ha (26.7 acres) of land and water
- Purchase price \$3,400,000*
- Property available for redevelopment - 4.04ha (10 acres)
 - 1ha (2.2 acres) parcel on the waterfront, south of the Gabriola Ferry Terminal
 - 1.7ha (4.3 acres) parcel along Front Street and Esplanade
 - 1.4ha (3.5 acres) fee-simple water lot

*Final purchase price: \$3,472,440.43



3

South Downtown Waterfront Area

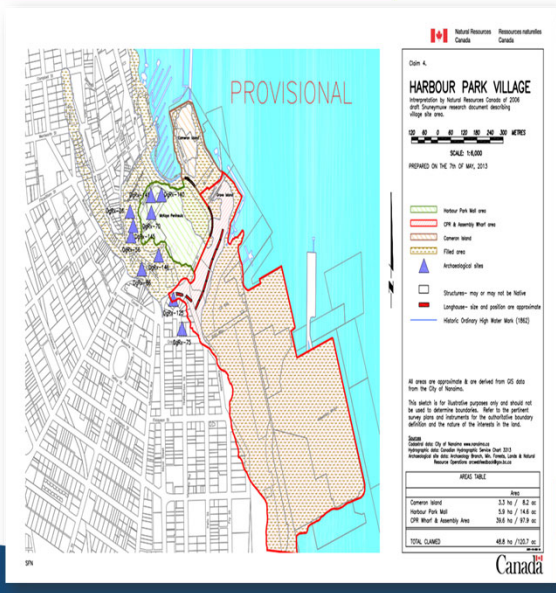
- 59-hectare (146 acres) along Nanaimo's South Downtown waterfront
- Area bound by Snuneymuxw First Nation to the south, the Esplanade and Front Street to the West and Cameron Island to the North, with the eastern boundary extending into Nanaimo Harbour
- Land ownership is mixed, with lands owned by Snuneymuxw, Nanaimo Port Authority, Seaspan, CP Rail and the City of Nanaimo



4

Snuneymuxw First Nation Village Site

- Since time immemorial, the waterfront was an important area for Snuneymuxw people.
- It was a key site for fishing, harvesting sea food and celebrating cultural activities, as well as meeting place for their people, and a place for cultural renewal.



5

Nanaimo 1858



6



Photo 1: Photograph showing site area in circa 1880, prior to significant filling (Property located in harbour on left of photo)

7



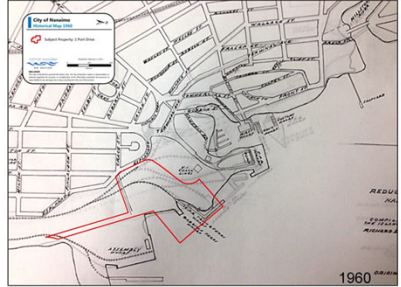
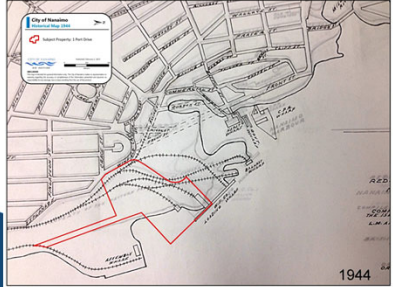
Photo 2: Photograph showing oblique aerial view of site in circa 1940.

8



Photo 3: Photograph showing view of site in a westward direction in circa 1970.

9



10

City Rationale for Acquisition

March 2013

- **Opportunity** - CP Rail identified the rail yard as surplus, put the property on the open market to identify a new owner.
- **Stimulate Waterfront Redevelopment** – Opportunity to facilitate redevelopment of this key waterfront site.
- **Access** – There was no public access to the NPA Assembly Wharf. The only access was via the wooden trestle and a right-of-way agreement.
- **Master Plan** – Once the lands were under City ownership, a master planning process was undertaken to realize the community’s long-term vision for the lands.
- **Long-Term Hold** – The site was viewed as a long-term strategic hold, given the major encumbrances.

11

Work Completed to Date

- Environmental & Geotechnical Studies Studies
- Select Demolition
- Termination of Agreements
- Archaeological Studies
- Seaspans Right-of-Way Transfer Agreement
- Team Tracks Licence Acquisition
- South Downtown Waterfront Initiative
- Port Drive Waterfront Master Plan
- Interim Bus Terminal
- Front Street Extension
- Interim Waterfront Walkway
- Storm Sewer Realignment

12

Encumbrances March 2013



13

South Downtown Waterfront Initiative



14

South Downtown Waterfront Initiative

Vision and Guiding Principles

1. Promote access & connectivity to local neighbourhoods, the City and Region.
2. Support an evolving working harbour.
3. Promote ecological positive development.
4. Promote bold, resilient & visionary land use.
5. Embed cultural & social considerations in future decisions.

15

Secondary Access Study Overview

- The Access Study for the South Downtown Waterfront was completed in 2017.
- Recommendation for more than one access as the SDWI road networking concepts suggested.
- An improved road network and servicing will help unlock this area of the City.



16

CITY OF NANAIMO
THE WATERFRONT COLLECTIVE

OPTION 4 - FARQUHAR STREET AT GRADE

CONCEPT RENDERINGS AND DETAILS

Lane Configuration

Crossing Looking South East

Crossing Looking South West

BENEFITS

- PROVIDES MAXIMUM BENEFIT FOR REDEVELOPMENT OF LANDS OWNED BY SFN, NPA AND CP RAIL
- LEAST EXPENSIVE OPTION WITH NO OVERPASS REQUIRED
- FARQUHAR STREET IS LARGELY INDUSTRIAL LAND BASE AT PRESENT

CONSIDERATIONS

- REQUIRES NEW SIGNALIZED INTERSECTION AND TURN LANES AT NICOLA STREET AND FARQUHAR STREET
- FARQUHAR STREET NEEDS TO BE REDESIGNED
- LIMITED IMPACT ON RAIL OPERATIONS

LEARN MORE AT:
WWW.NANAIMO.CA/GOTO/SQWACCESS

17

CITY OF NANAIMO
THE WATERFRONT COLLECTIVE

SECTION 5 South Downtown Waterfront BC Ferries Terminal to Nanaimo Port Authority

Interim Front Street Extension Concept

7m Wide Interim Waterfront Walkway Concept

ISSUES

- Nanaimo Port Authority to connect walkway to NPA land and cruise ship terminal / Helijet
- Coordinate walkway with Front Street extension
- Coordinate with BC Ferries to develop safe walkway crossing through Gabriola Ferry Terminal as part of future terminal upgrades
- Design of a safe walkway across tracks at rail loading ramp required and to be coordinated with Front Street extension and Rail Authority

Considerations

- Nanaimo Waterfront Walkway alignment to be coordinated with Secondary Access Study and Front Street Extension

LEARN MORE AT:
WWW.NANAIMO.CA/GOTO/WATERFRONTWALKWAY

18

Demolition of Derelict Docks



19

Demolition of Former CP Dock



20

Termination of Leases/Licences



21

Demolition of Legacy Buildings



22

Demolition of Legacy Buildings



23

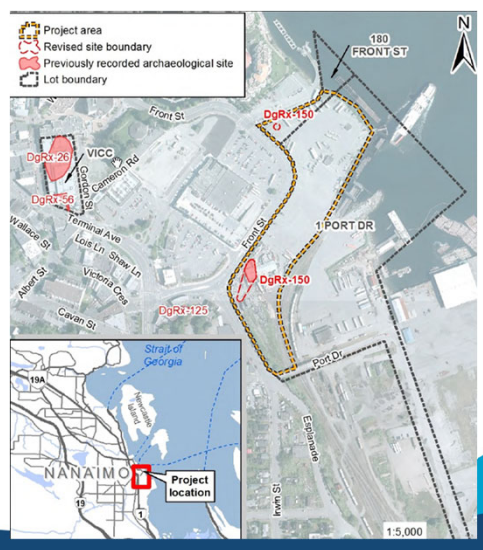
Demolition of Seaspan Wharf - 2021



24

Archaeological Impact Assessment

- Archaeological Studies:
- The City undertook an archaeological overview of the property to identify sites of archaeological interest. The study identified one archaeological site on the former Island Pallet site and a potential site to the north on the NPA 'Bowtie' parcel.
- Archaeological Considerations:
- Part of the site now has a Provincially-registered archaeological designation and coincides with what's understood to be an original Snuneymuxw First Nation village site. Future development of this area will need permits and approvals from the Province.



25

Seaspan Right-of-Way Transfer Agreement

- The City paid Seaspan \$991,465 to discharge the right-of-way.
- The City disposed of 3.6 acres of water lot and 5.7 acres of upland to Seaspan (market value of \$3,050,500).
- The City transferred the lands to Seaspan with the condition to obtain a Certificate of Compliance from the BC Ministry of Environment (obtained September 2021).

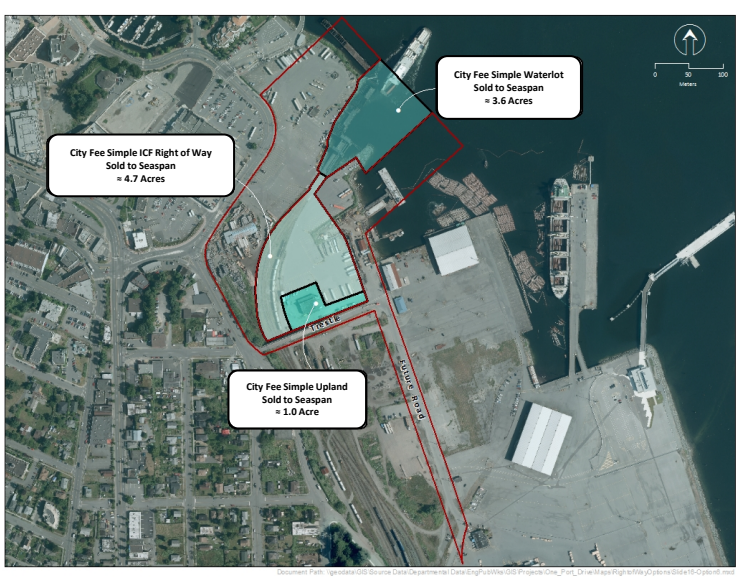
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Seaspan Right-of-Way Transfer Agreement



27

Seaspan Right-of-Way Transfer Agreement



28

Team Tracks Licence Acquisition

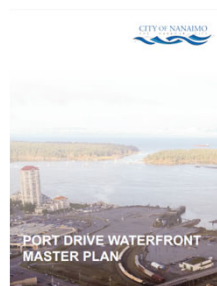
- The City extinguished a licence agreement in favour of Island Corridor Foundation for \$269,000



29

Guiding Policies and Action Plans

- The **Port Drive Waterfront Master Plan**, adopted in June 2018, provides detailed policy and direction on land use, transportation and infrastructure required to support the community's vision for the future of property.
- Council reconfirmed their endorsement of the Master Plan in February 2020 and the Master Plan then formed part of **City Plan: Nanaimo Reimagined**, adopted in July 2022.
- The 2023-2026 **Strategic Framework** prioritized the planning and development of 1 Port Drive as a key capital project to invigorate the downtown. The June 2023 **Integrated Action Plan** further supports work on the phased development of the property by supporting rezoning, subdivision, and disposition of the property to create a signature waterfront development.



30

Port Drive Waterfront Master Plan

Objectives

- **Land Use & Density:** Establish strong public realm and open space; confirm preferred land uses and built form
- **Access:** Formalize road network; provide improved pedestrian and cyclist public access to waterfront; expand transit service
- **Environment:** Promote ecological stewardship and restoration; plan for climate change resiliency
- **Context:** Integrate adjacent land uses; support a working harbour capable of evolving

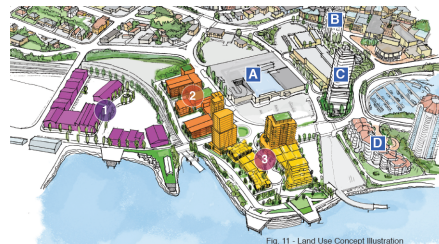


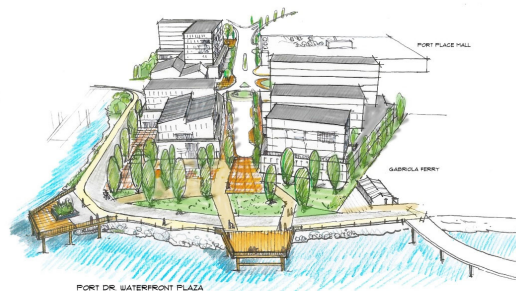
Fig. 11 - Land Use Concept Illustration

- | | |
|------------------------|-----------------------------|
| 1 Industrial Precinct | A Port Place Mall |
| 2 Mixed Use Precinct | B Potential Future Building |
| 3 Residential Precinct | C Potential Future Building |
| | D Cameron Island |

71

31

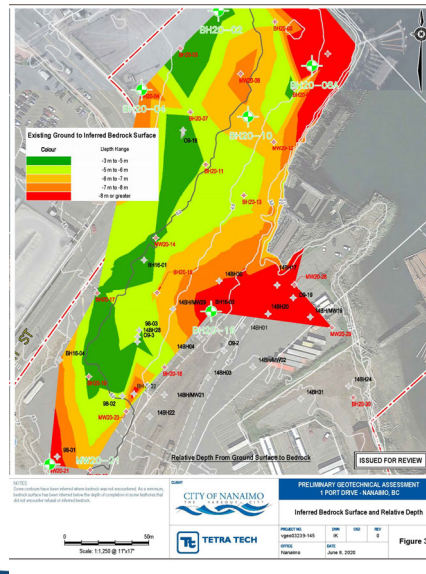
Draft Concept Plans



32

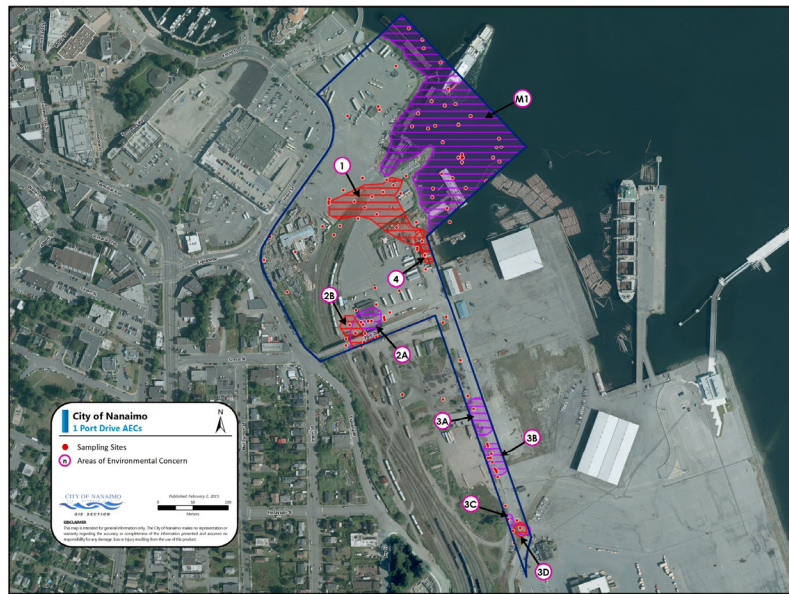
Geotechnical Study

- Tetra Tech Canada Inc. was engaged to undertake a detailed geotechnical study
- The study found the majority of the property is filled foreshore with coal waste and new structures will require piling or excavation to bedrock
- A secant pile wall or subsurface beam should be constructed between the property and the ocean
- Underground parking is viable following appropriate ground improvement



33

Detailed Site Investigation



34

City Land Use Policy

- The current zoning includes both CS3 and W2 zoning designation.
- The intention is to rezone the lands into an updated comprehensive development zone that is supported by the Port Drive Waterfront Master Plan (the 'Master Plan'), the South Downtown Waterfront Vision and Guiding Principles and City Plan. The Master Plan provides a flexible framework for the vision in the Master Plan to be realized. The goals include:
 - Manage urban growth
 - Build a more sustainable community
 - Encourage social enrichment
 - Promote a thriving economy
 - Protect and enhance our environment
 - Improve mobility and servicing
 - Work towards a sustainable Nanaimo

37

Draft Rezoning Concept Plan

*without Sewer SRW Relocation
and with dedicated SFN Square
at corner of Front Street
and Esplanade*



38

Interim Bus Terminal



39

Interim Waterfront Walkway, Front Street Extension and Sanitary Storm Sewer



40

Next Steps

City Staff to:

- Prepare Rezoning Application
- Continue discussions with Snuneymuxw First Nation
- Return with Report on Options and Next Steps



DATE OF MEETING FEBRUARY 12, 2024

AUTHORED BY JENNIFER McASKILL, MANAGER, FACILITY ASSET PLANNING

SUBJECT **ELECTRIC VEHICLE SUPPLY EQUIPMENT COST RECOVERY BYLAW**

OVERVIEW

Purpose of Report:

To provide information to Council regarding cost recovery associated with City owned, public-facing electric vehicle charging stations.

BACKGROUND

On 2021-NOV-01, Council directed Staff to enter into a participation agreement with eleven other local governments, to accept a partnership grant with the provincial and federal government to install a network of Level 2 electric vehicle (EV) chargers throughout the mid-island. Five public-facing, dual head EV chargers were installed in Nanaimo through this agreement at a cost of \$100,835 which included a funding contribution of \$75,239 from the Regional District of Nanaimo. The City currently operates a total of six dual-head, public-facing, Level 2, *networked* EV chargers. The City also currently operates two, single-head, public facing, Level 2, *non-networked* EV chargers in two of the parkade facilities. The following usage and cost summary only applies to the *networked* EV chargers, as there is no usage data available for the *non-networked* EV chargers.

During 2023, the six dual-head, networked EV charging stations have accumulated 11,171 individual charging sessions, with an average length of 1hour 49min. Individual session lengths range from one minute to 31 hours. A total of 76MWh of power has been dispensed through these six networked EV chargers during this time, costing the City approximately \$9,880 in indirect electrical costs.

EV chargers are typically referred to as EV Supply Equipment (EVSE). In addition to the cost of power dispensed, EVSE have several other financial implications. One-time financial impacts to the City include initial infrastructure which may include concrete mounting base, bollards, wiring, and ensuring sufficient electricity is available at the end location. This cost varies based on location, access to sufficient electricity, and site work required.

EVSE have a planned asset renewal cycle of 12-years and cost in the order of \$15,000 per EVSE. Line markings and decals are refreshed with the remainder of the parking lot line markings at minimal additional cost. Network costs are approximately \$46 per month, per EVSE. Electricity is paid at the rate associated with the source location. As the City operates under medium and large electric services, the rate paid varies from location to location, but is approximately \$0.13/kWh.

Discretionary costs include 3rd party monitoring for functionality, maintenance, support, repair of damage (including vandalism), and issue resolution amount to approximately \$53 per month, per EVSE.

The above cyclical asset renewals, excluding electricity, amounts to approximately \$1,349 annually per EVSE. Electricity consumption depends on usage and generally amounts to about \$1,650 per EVSE per year. These costs are currently paid from general revenue and benefit a portion of the population who operate EVs.]

DISCUSSION

EVSE was installed to support EV charging in the community while attending a city facility, park, or attending neighbouring businesses. As EVs become more prolific, it is important to encourage turnover at EVSE, allowing more individual sessions, and providing the service to a larger portion of the population.

EVSE provide a service for owners of electric vehicles, but the cost is currently paid by general taxation. The proposed bylaw provides cost recovery to sustain a user-pay fee model. Usage may drop off if fees are introduced, but as more EVs come on the road, it is anticipated that demand will increase, further emphasizing the importance of vehicle turnover.

The fee structure provides two (2) hours of charging at a rate comparable to home-based charging while incentivising moving after the first two hours. Users requiring additional time would pay a premium for a longer stay. As many City facilities have maintenance and cleaning activities overnight, it is not desirable to provide charging overnight, and a premium rate has been included for overnight hours. Vehicle charging apps notify users when their vehicle is finished charging. A grace period of 15 minutes would be included allowing users to return to their vehicle and relocate prior to being subject to a premium rate attached with an idle connection.

There are some drawbacks to a time-based fee. As each charging port of the EVSE is powered via the same circuit, there is reduced charging available when load sharing. Additionally, different vehicle makes and ages charge at different rates.

An alternate fee structure based on consumption of electricity was considered, however, the per kilowatt-hour rate required to recover the capital and operating cost of the services exceeded the current interim rate permitted by BC Utilities Commission to BC Hydro. There are minimal comparisons available for a rate other than that used by BC Hydro.

In October 2023, KPMG assembled a table of local governments and their fee structure for EVSE. While many local governments in the mid-island are not yet charging for the service, greater Victoria and Lower Mainland local governments are generally charging fees for this service. Typically, these fees are between \$1 - \$2 per hour (\$0.017 - \$0.03 per minute) with several variations based on time of day, location, length of time, idle-time, etc. Should Council adopt the bylaw, the proposed 2024 rates and charges would be:

ELECTRIC VEHICLE CHARGING CONNECTION FEES	
Active Charging Connection Between 6:00am and 10:00pm	\$0.025/minute or portion thereof for the first 120 minutes \$0.06/minute or portion thereof for each subsequent minute.
Active Charging Connection Between 10:00pm and 6:00am	\$0.06/minute or portion thereof.
Idle Connection any time of day	\$0.10/minute or portion thereof, following a 15-minute grace period.

Staff propose to adjust these charges each year based on BC Hydro rate increases and increases related to asset management specific to these services.

Penalties associated with this bylaw to be incorporated into the Fees and Charges Bylaw for 2024 are as follows:

Description	Penalty	Early Payment Penalty	Late Payment Penalty
Unlawful parking in a designated electric vehicle area	35.00	22.50	37.50
Parked in a designated electric vehicle area but not connected to the Electric Vehicle Supply Equipment	35.00	22.50	37.50

CONCLUSION

Staff propose to bring back the following bylaws to the February 26th, 2024 Council meeting as a complete package in support of cost recovery for Electric Vehicle Charging Infrastructure:

- Electric Vehicle Recharging Bylaw,
- Fees and Charges Amendment Bylaw, and
- Bylaw Notice Enforcement Amendment Bylaw]

SUMMARY POINTS

- The City currently has six, dual head, electric vehicle charging stations available for public use and the demand for charging is increasing.
- The service provided is used by a small portion of the population but is paid for through general revenue. Adopting a bylaw will provide cost recovery for the City.
- The proposed “Electric Vehicle Recharging Bylaw 2023 No. 7365” would enable recovery of the City’s direct costs and are commensurate with home charging costs.

ATTACHMENTS]

“Electric Vehicle Recharging Bylaw 2024 No. 7365”

“Fees and Charges Amendment Bylaw 2024 No. 7336.07”

“Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.19”

Submitted by:

Jennifer McAskill
Manager, Facility Asset Planning]

Concurrence by:

Poul Rosen
Director, Engineering

Dave Laberge
Director, Public Safety

Wendy Fulla
Director, Finance

Karen Robertson
Deputy Corporate Officer

Laura Mercer
General Manager, Corporate Services

Bill Sims,
General Manager, Engineering & Public Works

CITY OF NANAIMO

BYLAW NO. 7365

A BYLAW TO COLLECT ELECTRIC VEHICLE SUPPLY EQUIPMENT
AND ENERGY COST CHARGES WITHIN THE CITY OF NANAIMO

WHEREAS the Council may, pursuant to the British Columbia *Utilities Commission Act*, Ministerial Order No.M104, provide Electric Vehicle Supply Equipment for compensation;

AND WHEREAS Council has taken into consideration the following:

- (1) capital and operating costs associated with Electric Vehicle Supply Equipment;
- (2) power consumption associated with recharging Electric Vehicles at the Electric Vehicle Supply Equipment;
- (3) the City's interest in providing Electric Vehicle Supply Equipment infrastructure;
- (4) turnover of users at Electric Vehicle Supply Equipment;
- (5) encouraging accessing home charging if available; and,
- (6) current market fees for municipally-owned Electric Vehicle Supply Equipment.

AND WHEREAS in the opinion of Council the fees imposed by this Bylaw are:

- (1) related to capital costs attributable to installing, and maintaining the Electric Vehicle Supply Equipment; and,
- (2) related to operational costs required to maintain the function of the Electric Vehicle Supply Equipment.

NOW THEREFORE the Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

PART 1 – CITATION

1. This Bylaw shall be cited for all purposes as "ELECTRIC VEHICLE RECHARGING BYLAW 2024 NO. 7365"

PART 2 – INTERPRETATION

2. In this Bylaw:

“Annotated Parking”

means a parking stall with pavement markings depicting an electric vehicle symbol.

“Bylaw Enforcement Officer”	means a person appointed by the City to the position of Bylaw Enforcement Officer or who otherwise, by virtue of that person’s appointment or position with the City, is authorized to enforce this Bylaw.
“City”	means the City of Nanaimo.
“Electric Vehicle”	means a vehicle that can be powered by an electric motor that draws electricity from a battery and is capable of being recharged from an external source.
“Idle Connection”	means Supply Equipment plugged into an Electric Vehicle that is not providing active charging.
“Level 2”	means electric vehicle supply equipment that is serviced by an electrical service equipped to provide 208/240V, 40-amp electric service.
“Service Provider”	means the company the City has a contract with to collect revenue on the City’s behalf.
“Supply Equipment”	means a piece of equipment that supplies electrical power for charging Electric Vehicles.
“Third Party”	means any person that is not the City.

PART 3 – PURPOSE

- 3.1 The objective of this bylaw is to recover life cycle capital and operating costs associated with Level 2 Electric Vehicle Supply Equipment.

PART 4 – JURISDICTION

- 4.1 Subject to the exemptions provided in subsection 4(a) and (b) this Bylaw shall apply to all City-owned, Level 2 Electric Vehicle Supply Equipment.
- (a) Chargers located on City property but owned by a Third Party are exempt from this Bylaw.
 - (b) Chargers for the use of recharging the City’s fleet and equipment are exempt from this Bylaw.

PART 5 – FEES

- 5.1. A person using Electric Vehicle Supply Equipment shall pay to the Service Provider the applicable cost charge set out in the City of Nanaimo Fees and Charges Bylaw at the time the service is used.

- 5.2 Following a grace period Idle Connections will be charged a premium rate set out in the City of Nanaimo Fees and Charges Bylaw.
- 5.3 Applicable parking fees and time limitations in force at the location of the Electric Vehicle Supply Equipment apply while the Electric Vehicle is parked regardless of charging status.

PART 6 – INTENDED USE OF PARKING

- 6.1 Annotated Parking is for use while actively charging an Electric Vehicle.
- 6.2 Vehicles not meeting the definition of an Electric Vehicle shall not park in Annotated Parking.
- 6.3 Electric Vehicles parked but not connected to the Electric Supply Equipment are considered to not meet the definition of Electric Vehicle for the purpose of this Bylaw.

PART 7 – VIOLATION, PENALTY, AND ENFORCEMENT

- 7.1 This Bylaw may be enforced by bylaw notice pursuant to the Bylaw Notice Enforcement Bylaw 2012 No. 7159, as amended or replaced.
- 7.2 Each day that an offence continues or exists shall constitute a separate offence.
- 7.3 This Bylaw shall be enforced by a Bylaw Enforcement Officer.
- 7.4 If any section, subsection, sentence, or phrase of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, it shall not affect the validity of the remaining parts of the Bylaw or the validity of this Bylaw as a whole.

PART 8 – EFFECTIVE DATE

- 8.1 This Bylaw comes into full force and effect on 2024-JUN-01.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

CITY OF NANAIMO
 BYLAW NO. 7336.07
 FEES AND CHARGES AMENDMENT BYLAW
 A BYLAW TO AMEND THE “FEES AND CHARGES BYLAW 2021 NO. 7336”

The Council of the City of Nanaimo, in open meeting assembled, enacts as follows:

1. Title:

This Bylaw may be cited for all purposes as “Fees and Charges Amendment Bylaw 2024 No. 7336.07”.

2. Amendments:

“Fees and Charges Bylaw 2021 No. 7336” is hereby amended by adding the following to the Engineering and Public Works Fees in Schedule “A”:

ELECTRIC VEHICLE CHARGING CONNECTION FEES	
Active Charging Connection Between 6:00am and 10:00pm	\$0.025/minute or portion thereof for the first 120 minutes \$0.06/minute or portion thereof for each subsequent minute.
Active Charging Connection Between 10:00pm and 6:00am	\$0.06/minute or portion thereof.
Idle Connection any time of day	\$0.10/minute or portion thereof, following a 15 minute grace period.

PASSED FIRST READING: _____
 PASSED SECOND READING: _____
 PASSED THIRD READING: _____
 ADOPTED: _____

 M A Y O R

 CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7159.19

A BYLAW TO AMEND THE CITY OF NANAIMO "BYLAW NOTICE ENFORCEMENT
BYLAW 2012 NO. 7159"

That Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.19".

2. Amendments

"Bylaw Notice Enforcement Bylaw 2012 No. 7159" is hereby amended as follows:

By adding the following to Schedule "A":

Electric Vehicle Recharging Bylaw 2024, No. 7365

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
6.2	Unlawful parking in a designated electric vehicle area	35.00	22.50	37.50
6.3	Parked in a designated electric vehicle area but not connected to the Electric Vehicle Supply Equipment	35.00	22.50	37.50

PASSED FIRST READING: _____

PASSED SECOND READING: _____

PASSED THIRD READING: _____

ADOPTED: _____

MAYOR

CORPORATE OFFICER

DATE OF MEETING FEBRUARY 12, 2024
AUTHORED BY JAMIE ROSE, MANAGER, TRANSPORTATION
SUBJECT **SPEED LIMIT REDUCTION MOTION UPDATE**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide an update to the motion passed at the 2020-SEP-28, Regular Council Meeting regarding participation in the Provincial Pilot Project for Neighbourhood Speed Limit reduction.

BACKGROUND

In October 2019, amendments to the provincial Motor Vehicle Act (MVA) gave the province the ability to establish a regulatory framework, resulting in the development of MVA Pilot Projects.

In early 2020, there was an anticipated Pilot Project to explore opportunities to enhance vulnerable road user safety. Several Municipalities interpreted this Pilot Project as an opportunity to consider broad scale speed limit reductions. Following the announcement of the Pilot Project, and the subsequent discussion among Island municipal staff and politicians, Council passed the following motion: *“that Council Direct Staff to report back to Council on options for Nanaimo to participate in Ministry of Transportation and Infrastructure pilot project limiting residential speed limits.”* |

DISCUSSION

The anticipated Pilot Project has not materialized; therefore, Staff are unable to take action on this motion at this time and are not aware of an opportunity in the near future.

CONCLUSION

In light of the circumstance, Staff view this motion as unactionable and will be removing it from work plans with the understanding that if an opportunity presents itself to participate in a similar Pilot Project it will be brought forward to Council for consideration. |

SUMMARY POINTS

- Changes to Provincial Legislation allow for Pilot Projects to explore potential enhancements to mobility.
- Staff and Council anticipated an intake for a Pilot Projects that may have enabled the City to explore pilot project limiting residential speed limits.

- The intake for additional Pilot Projects has not been opened and therefore, the motion passed by Council is not currently actionable.
- Staff will present any future Pilot Project opportunities to Council for consideration.

Submitted by:

Jamie Rose
Manager, Transportation

Concurrence by:

Poul Rosen
Director, Engineering

launch in May to align with the BC Land Summit. A launch week program will be developed to promote the use of e-bike share and allow the public to try out the service for low cost or free.

Evolve has established e-bike share programs in Whistler, New Westminster, and the Simon Fraser University Burnaby Campus. Evolve's e-bikes have a single gear with pedal assist, can go up to 25 kph, are equipped with helmets, and are sized to fit most users. Evolve has a companion app for payment, and to provide information about the location of available bikes. Through the app we can set no-riding zones, or reduced speed zones that will automatically reduce the speed of the bike promoting safety for all users. Once established, they continuously monitor their fleet and undertake maintenance such as to swap batteries, redistribute bikes, replenish, sanitize, and inspect helmets, and complete repairs. E-bikes will be parked within a collection of geo-fenced stations that range in size and the number of bikes they accommodate. Evolve will be required to enter into a licence of occupancy agreement with the City during 2024 to address costs related to establishing their stations on City property. This is the same process that any business wishing to occupy City-owned land would have to go through, and Council approval is not required. The intent is to implement bike stations along active mobility routes and at key destinations within each of the Downtown, VIU, and Hospital Urban Centres. |

CONCLUSION

|While Evolve has indicated their full interest in offering e-bike share service in Nanaimo, we are currently working through an agreement and establishment of the program is contingent on Evolve acquiring space to maintain their fleet.

At the end of the year, Staff will report back to Council with collected data regarding program use, and to seek direction on the potential continuation of e-bike share in Nanaimo. |

SUMMARY POINTS

- City policy supports the establishment of active and sustainable transportation options, including electric bike share, and Staff have been working with Evolve to launch electric bike share in Nanaimo this year.
- Nanaimo's 2024 electric bike share program will launch in May to align with the BC Land Summit.
- Establishment of the program is contingent on Evolve acquiring space to maintain their fleet.
- At the end of the year, Staff will report back to Council with data regarding program use, and to seek direction on the potential continuation of electric share in Nanaimo.

ATTACHMENTS |

ATTACHMENT A - Evolve E-Bike Share Information Slide Deck

Submitted by:

Sadie Robinson
Active Transportation Project Specialist

Concurrence by:

Jamie Rose
Manager, Transportation

Charlotte Davis
Manager, Parks Operations

Bill Corsan
Director, Corporate & Business Development

Poul Rosen
Director, Engineering



Hello Evolve

BCAA is excited to introduce Evolve E-Bike Share, the next step in mobility for the City of Nanaimo



1



evolve



Table of Contents

1. Evolve Program Overview
2. Environmental Benefits
3. Proposed Operations Model
4. Pricing Options



2



evolve



Low infrastructure E-Bike share for the City of Nanaimo

Fleet

New E-bike fleet & helmets with swappable batteries that is accessible to anyone, visitors and residents. Easy access via the Evo App 24/7.

Parking Approach

The system is designed to be free floating (parking anywhere within and designated area) and station based. in high conflict and congested areas. Evolve can create geo-fenced parking zones that are the only places trips can start or end. Evolve can also create slow and no ride zones to ensure bikes are only in approved areas. No need for charging station as batteries are swappable and can be charged at a nearby warehouse.

Sustainability Data & Ridership

Monthly data reports and behavioral insights will be provided to gauge demand and usage patterns.

Operational Excellence

Evolve highly trained staff and contractors handle all aspects of the e-bike program including charging batteries, relocation, and repair and maintenance.



3



Made in BC

Our purpose

Empowering British Columbians to move forward.

- ▶ Evolve is operated by the **British Columbian Automobile Association (BCAA)** with 115 years of transportation services supporting over 1 million Members in B.C.
- ▶ 7 years of experience in shared mobility in British Columbia with consistent and sustainable growth with **Evo Car Share**
- ▶ Long-term community integration mind-set; BCAA's **not-for-profit Membership** has always been the core of our business
- ▶ **2021 Most Trusted Brand** in Canada according to Gustavson School of Business, University of Victoria

Our mission

Inspire every British Columbian to be a Member.

[Learn more about our commitment to our Members.](#)

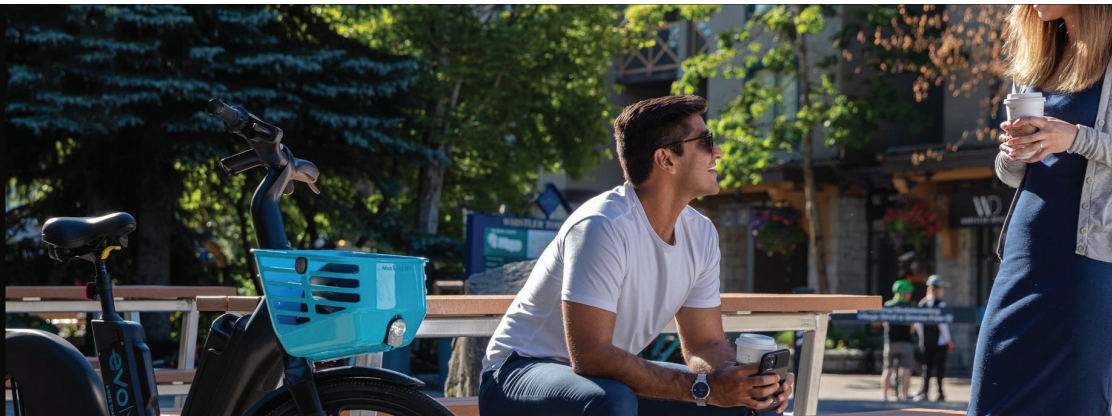


4





How does it work?



E-bike fleet stationed throughout the city and made available to anyone over 18 years old



All rides can only begin and end within a defined area of the city and at parking hubs in congested/high conflict areas to ensure safe use of public realm



Riders have 24/7 access to Evolve E-Bikes and our customer service team through our app and can be authorized to use the service automatically.



The app can lock the bike during a rental stopover anytime, anywhere – no need for a separate bike lock when stopping to grab a coffee.



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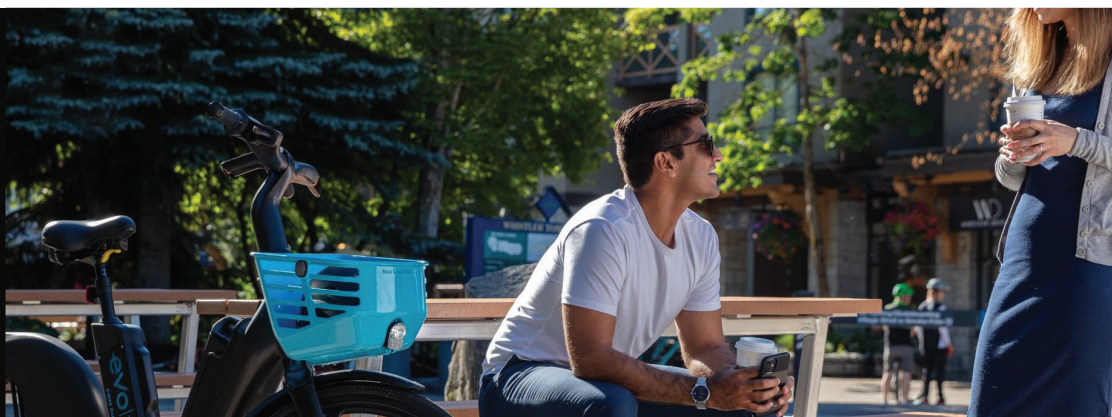


evolve



Evolve E-Bike Share

Evolve E-Bike Share is the next generation of Evo mobility designed to enable sustainable and active transportation through a reliable, easy to use, zero-emission shared electric bike program.



A fleet of electric pedal-assisted bikes (e-bikes) with helmets designed specifically for shared use in public.



Geofenced parking stations can utilize existing bike racks. Evolve's dual kickstand also allows it to park without bike racks.



24/7 local call centre to respond to all customer or staff inquiries. Dedicated shared mobility customer service team.



Combination of in-house and external vendors to support rebalancing, cleaning and charging.



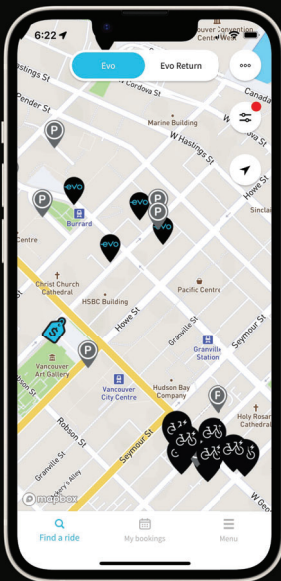
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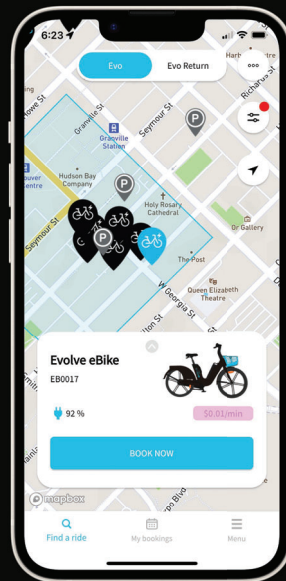
evolve



Evolve & Evo all-in-one



Seamless experience with your Evolve profile and Evo account all in one app



Easily locate an Evolve E-Bike nearby. Reserve, unlock and stopover within the same Evo App



7



Evolve E-Bike features

DIGITAL DISPLAY

Shows battery level and speed

SWAPPABLE BATTERY

Requires no charging infrastructure

IOT DEVICE

Provides GPS location, detects if bike is tipped over, and conducts safety checks on battery, motor and brake systems.

BELL

Ding, ding

HYDROLIC ADJUSTABLE SEAT

Fits a range of sizes & abilities and provides a more comfortable ride.

CARGO BASKET

Holds up to 10kg

AUTOMATIC HEADLIGHTS & TAILLIGHTS

Let the light guide your way

AIRLESS TIRES

Never get a flat

DRUM BRAKES

Reliable brakes in almost any weather with no exposed cables

DUAL KICKSTAND

No bike racks required

PEDAL ASSIST MOTOR

Easy to use, no gears or throttle



Confidential



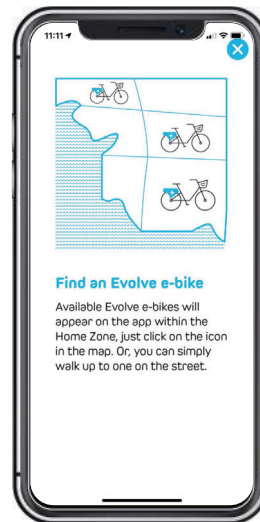
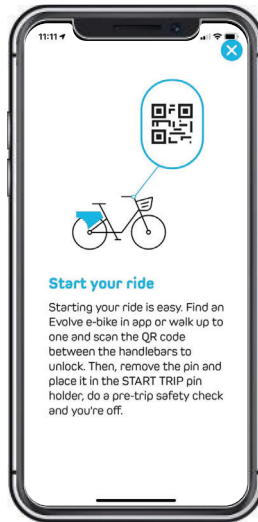
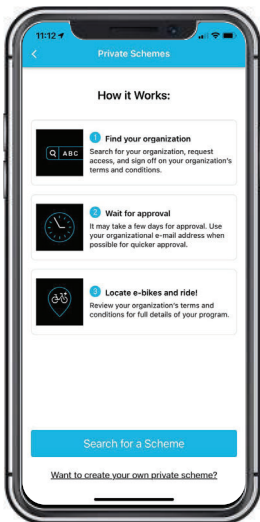
8





The Evolve app

- ▶ REGISTRATION & INSTANT APPROVAL
- ▶ START, END & PAUSE TRIPS
- ▶ ACCESS TO YOUR TRIP HISTORY
- ▶ EDUCATIONAL ON-BOARDING
- ▶ INTEGRATED WITH EVO CAR SHARE

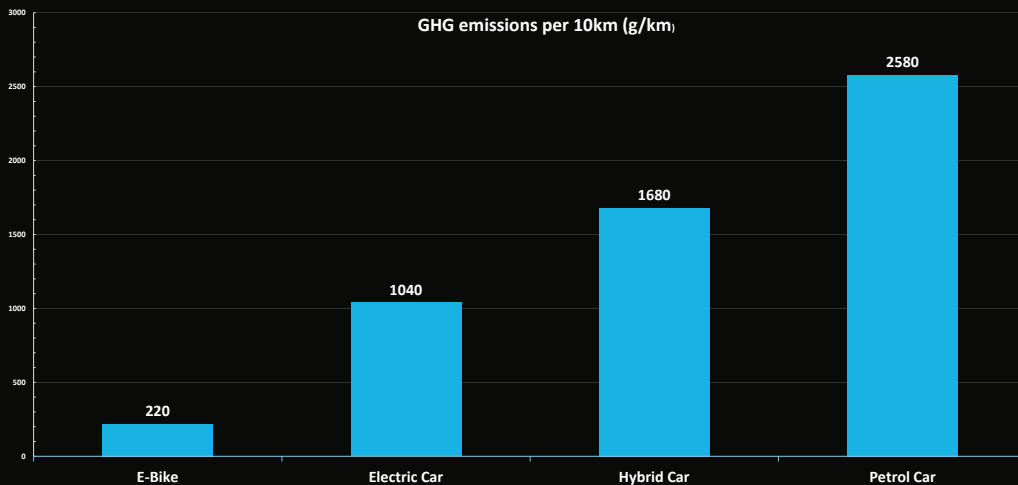


9



Faster, cleaner, electric-er

With just 5 e-bikes, you would be saving more than 325,000g of greenhouse gases every month*.



Source: CREDS

*Assumption of each e-bike travelled 10km per day, replacing petrol car trips.

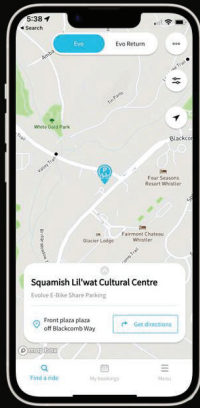
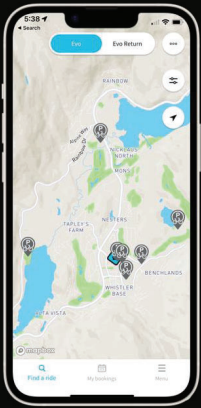


10





Parking Management



To prevent issues and ensure safe use of the Evolve E-bike Share service. We propose the following;

- Trips will only begin and end in geofenced area. Ensuring bikes are organized.
- Central pedestrian only areas will be designated no ride zones
- Slow ride zones will be created in areas of high pedestrian traffic.



Examples of Parking Locations



Allocation of space with no bike rack, using geofence technology to ensure parking compliance



No bike rack with Evolve signage, providing instruction on how to use.



Sample of Evolve E-bike rack and sign.



Branded parking, indoors in parking facility





Parking Management



Example of parking in under utilized space. Bike rack and signage are optional. Evolve has the ability to provide signage and bike racks, if needed.



13



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THANK YOU

David Holzer

Business Development Manager,
Evolve E-Bike Share

604.209.4865

David.Holzer@bcaa.com



14



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DATE OF MEETING FEBRUARY 12, 2024

AUTHORED BY SADIE ROBINSON, ACTIVE TRANSPORTATION PROJECT SPECIALIST

SUBJECT MICROMOBILITY UPDATE

OVERVIEW

Purpose of Report

To provide Council with an update regarding the status and next steps of the Provincial Electric Kick Scooter Pilot Project, and to recommend that Council direct Staff to return with an amended bylaw.

Recommendation

That Council direct Staff to bring for its consideration an amended Traffic and Highways Regulation Bylaw 1993 No. 5000 to regulate micromobility devices.

BACKGROUND

In October 2019, amendments to the Provincial Motor Vehicle Act (MVA) were enacted, giving the province the ability to establish a regulatory framework, which subsequently resulted in the development of the MVA pilot project to test the use of electric kick scooters (e-kick scooters). The e-kick scooter pilot project that began in 2021, aimed at testing the use of e-kick scooters in 13 participating communities over a three-year period.

At their regular meeting dated 2021-MAR-29, Council approved participation in the Provincial Electric Kick Scooter Pilot Projects Project to enable the use of e-kick scooters within the City's mobility network. Starting 2024-APR-05, several provincial regulations will change, including that it will be illegal to ride e-kick scooters in any community unless that community has a bylaw to authorize their use.

DISCUSSION

E-kick scooters are battery-powered devices with a motor, two to four wheels, a platform for standing and handlebars for steering.

While micromobility devices such as e-kick scooters are becoming more prominent on our roads and trails, the City does not have a bylaw to set additional criteria for their use.



As part of the pilot project, Staff attended regular meetings with other pilot communities to learn information regarding the progress and successes of implementation, as well as safety. The province released preliminary findings of the pilot project, which includes:

- a majority of survey respondents see e-kick scooters as improving their mobility options;
- e-kick scooters are a clean mode of active transportation that helps to reduce carbon footprint;
- conflicts with other users and injuries are rare when rules are followed; and
- education will be beneficial when implementing e-kick scooter laws, as awareness is low.

Originally set to conclude in April 2024, the Province announced on 2023-DEC-1, the Provincial Electric Kick Scooter Pilot Project was being extended for an additional four-year term. The intent of the extension is to collect more data to inform a detailed safety review and better understand how to integrate e-kick scooters into mobility networks.

Starting, 2024-APR-05, it will be illegal to ride e-kick scooters in any community unless that community has a bylaw to authorize their use.

Amendments to the MVA regarding e-kick scooters will also be brought into force, which include requirements for:

- e-kick scooter devices (e.g., setting power and speed maximums);
- user requirements (e.g., minimum age, adequate safety equipment, sufficient communication with other users); and,
- e-kick scooters to be used in designated areas.

For existing pilot communities to continue participating in the pilot project, they must adopt a bylaw designating locations within their community in which an e-kick scooter may be operated. Participating Councils may include additional criteria in their bylaws for e-kick scooters and their use within the City, such as by restricting the use of e-kick scooters to locations where bicycles are currently permitted.

Micromobility devices are becoming more popular and e-kick scooters are already being used in our community. City Plan Policies C1.1.9 & C1.1.10 aim for all trips to be zero carbon by 2050, and prioritizing walking, rolling, cycling and transit trips over other modes in the mobility

hierarchy to achieve a zero-carbon transportation system. The Integrated Action Plan C2.2.8 specifies that updating City bylaws with respect to “micromobility devices consistent with any changes to the Motor Vehicle Act, community trends and regulations” is a recommended immediate program (0-4 years) to support active mobility goals.

E-kick scooters and other micromobility devices are a convenient, environmentally friendlier, and affordable alternative to traditional vehicle trips. By amending bylaws to allow the use of micromobility devices the City can encourage mode shift while directing the use of these devices in certain areas. The user must follow provincial regulations, such as wearing a helmet.

Allowing micromobility devices supports City goals of mode shift by increasing active transportation trips and offering a more convenient way to fill in the gaps for longer trips or transit users. It is recognized that e-kick scooters are utilized within our community, and it is recommended that Council enact a bylaw to regulate how and where e-kick scooters can be used, subject to new provincial regulations. Staff acknowledge the potential for conflict between users and will ensure this is considered if Council directs Staff to return with an amended bylaw. Staff have discussed the recommendation with local RCMP, including issues around safety, and the Nanaimo RCMP is supportive of Staff’s recommendation.

OPTIONS

1. That Council direct Staff to bring for its consideration an amended Traffic and Highways Regulation Bylaw 1993 No. 5000 to regulate micromobility devices.

The benefit of this option is that the City of Nanaimo can continue with the e-kick scooter pilot project and begin testing the regulation of e-kick scooters and other micromobility devices in our community.

This option supports municipal goals for a green, connected, healthy and empowered Nanaimo, and GHG reduction by encouraging a shift in travel behaviours.

2. Do nothing. If Staff are not directed to update the bylaw, Nanaimo will cease to be a pilot community and the use of e-kick scooters will become illegal within the municipality.

SUMMARY POINTS

- The province has announced that the Provincial Electric Kick Scooter Pilot Project is being extended for an additional four-year term.
- For existing pilot communities to continue participating in the pilot project, they must adopt a bylaw designating locations within their community in which an electric kick scooter may be operated.
- Staff recommend that Council enact a bylaw to regulate how and where electric kick scooters can be used, subject to new provincial regulations.

Submitted by:

Sadie Robinson
Active Transportation Project Specialist

Concurrence by:

Jamie Rose
Manager, Transportation

Charlotte Davis
Manager, Parks Operations

Poul Rosen
Director, Engineering

DATE OF MEETING FEBRUARY 12, 2024

AUTHORED BY SADIE ROBINSON, ACTIVE TRANSPORTATION PROJECT SPECIALIST

SUBJECT SCHOOL ZONE POLICY UPDATE

OVERVIEW

Purpose of Report

To provide an opportunity for Council to update the School Zone Policy to reflect best practices and changes in legislation.

Recommendation

That Council repeal the existing School Zone Signing Guidelines Policy COU-118 and adopt the new School Zone Signing Policy COU-240 as detailed in Attachment B.

BACKGROUND

In 1995 the City undertook a process to create School Zone Signing Guidelines which were adopted by Council. This policy has criteria for determining where a “School Area” should be put into place and where a 30km/h sign should be used to make it a “School Zone”. In 1996, Council received delegations regarding school safety, and the request was made that all roads abutting a school be reduced to 30km/h. Council made a motion to accept this request and the School Zone Policy was then amended.

Council has since provided direction to review the School Zone Signing Guidelines Policy.

DISCUSSION

In 2022, City Staff carried out a school zone policy review based on the guidelines provided by the Transportation Association of Canada and other road safety agencies.

The current School Zone Signing Guidelines Policy lacks definitions and provides conflicting language regarding guidelines for when school zone signage is to be installed. As a result, school zones have not been established consistently across Nanaimo. Enforcement of speed within a school zone, in some cases, is also a concern as the guidelines within the policy are not in alignment with the Motor Vehicle Act (MVA).

Case law provides that the 30 km/h school zone is only enforceable while approaching or passing the school building and school grounds between 8am-5pm on school days. School zone signs are regulated by the MVA, and enforcement is carried out by the RCMP. Section 124 of the

provincial MVA provides that Council may further regulate traffic in the vicinity of schools provided it is consistent with the MVA. Currently, school zone signs are only enforceable adjacent to school property. If the property line separation between the school and the subject street is greater than 50 meters, the school is not considered to be adjacent to that street.

Many of the City's existing school zones are on roads that do not abut the school building or school grounds, and therefore, the school zones would not be enforceable under Section 146 (7) of the MVA "speeding against a municipal sign".

Through discussions with the Nanaimo Traffic Safety Committee (NTSC) and RCMP, it is understood that continuing to operate school zone signing as currently, would be to strain the wording of Section 147(1) of the MVA and would not align with the intent of the legislation.

To be consistent with the MVA and in keeping with best practices, Staff developed a matrix to review and establish school zones or school areas for a particular school site in consideration of the Transportation Association of Canada's Guidelines. The matrix takes various factors into account to determine which treatment should be established for the road of interest. There are two treatments to consider, School Area and School Zone. A School Area includes school warning signs for drivers without a speed limit reduction. A School Zone includes speed limit signs which reduce the speed limit adjacent to the school; the typical school zone speed limit is 30 km/h. The matrix has been tested for elementary schools in Nanaimo. A copy of the matrix template is shown in Attachment C. The internal review would consider the output from the matrix, the local context of the school, input from the RCMP, NTSC, and other stakeholders, and would conclude with a revised sign plan for the school of interest.

Staff recommend repealing the existing School Zone Signing Policy COU-118 and replacing it with a new policy that will allow staff to establish school zone signage based on the internal review process using the School Zone Review Matrix, to be amended from time to time. The proposed policy updates have been discussed with the NTSC which includes many groups such as ICBC, the RCMP, and School District 68. The NTSC is supportive of a revised policy. Through direct conversation with the RCMP, Staff confirm that the Traffic Section of the RCMP detachment are in support of the proposed changes and implementation strategy.

If Council establishes the new policy, the result would be school zones which consider site specifics in alignment with the MVA and are enforceable by the RCMP. Staff intend that implementation would be gradual. Changes to existing school zones would not occur until the city works with a school on an active school travel program, or as large-scale capital projects are implemented.]

OPTIONS

1. That Council repeal the existing School Zone Signing Guidelines Policy COU-118 and adopt the new School Zone Signing Policy COU-240 as detailed in Attachment B.

The advantages of this option are that the review of school zone signing will be consistent, and that establishment of school zones will align with the MVA and become more enforceable by the RCMP.

2. That Council provide Staff with alternate direction. |

SUMMARY POINTS

- The existing School Zone Signing Guidelines Policy is not in alignment with the Motor Vehicle Act.
- Staff recommend adopting a new policy that will allow for consistency while considering site specifics in the establishment of school zone signing, is in alignment with the MVA and enforceable by the RCMP.
- If Council establishes the new policy, implementation would be gradual.

ATTACHMENTS:

ATTACHMENT A - Existing School Zone Signing Guidelines Policy COU-118

ATTACHMENT B - Proposed School Zone Signing Policy COU-240

ATTACHMENT C - School Zone Review Matrix

ATTACHMENT D - Example School Zone Review Matrix

Submitted by:

Sadie Robinson
Active Transportation Project Specialist

Concurrence by:

Jamie Rose
Manager, Transportation

Poul Rosen
Director, Engineering |



RCRS Secondary:	GOV-02	Effective Date:	1995-MAY-15 COUNCIL
Policy Number:	COU-118	Amendment Date/s:	1996-AUG-26 COUNCIL
Title:	School Zone Signing Guidelines	Repeal Date:	
Department:	Engineering and Public Works	Approval Date:	1995-MAY-15 COUNCIL

PURPOSE:

To provide guidelines for School Zone Signing.

DEFINITIONS:

N/A

SCOPE:

Authority to Act - Delegated to Staff.

POLICY:

Council endorsed the following guidelines regarding school area signs and reduced speed zones for school areas.

- (a) School area signs (florescent yellow/green pentagon) should be installed on all roads abutting school property.
- (b) Reduced speed zones for school areas should not be installed on multi-lane roads (roads with greater than two through travel lanes) except where it is necessary for children to cross such multi-lane roads.
- (c) Reduced speed zones of 30 km/hr may be installed on two-lane roads fronting elementary schools, where one of the following conditions is met:
 - (i) Where there are no sidewalks or adequate walking shoulders and school children are required to use the travelled roadway adjacent to the school property on their way to and from school.
 - (ii) Where there is no fencing or adequate buffer (berm, trees) which separates the playing area/field from the adjacent roadway. (If the playing area/field is utilized outside school hours and there is no fencing or adequate buffer separating the adjacent roadway, then playground signs may be considered.)
 - (iii) Where there are poor existing geometric conditions which result in reduced visibility.
 - (iv) Where speed surveys indicate that drivers are not using reasonable speeds when children are present on the roadway on their way to and from school.
 - (v) Where many children must cross the road to get to the schools.
- (d) Council implemented a 30 kilometres per hour speed limit in all elementary school zones.

PROCESS:

N/A

RELATED DOCUMENTS:

N/A

REPEAL/AMENDS:

N/A

ATTACHMENT B



RCRS Secondary:	GOV-02	Effective Date:	
Policy Number:	COU-240	Amendment Date/s:	
Title:	School Zone Signing	Repeal Date:	
Department:	Engineering and Public Works	Approval Date:	

PURPOSE:

The City of Nanaimo (the “City”) is committed to improving transparency and consistency of school zone signing outcomes through the establishment and implementation of a fit-for-purpose, consistent approach to review of school zone signing and establishment of sign plans.

DEFINITIONS:

School	An educational institution that is attended primarily by children. This includes elementary schools, middle schools, junior high schools, and high schools. No distinction is made between public and private schools.
School Area	A section of roadway adjacent to a school that is denoted by school area signing only.
School Zone	A section of roadway adjacent to a school that is denoted by school area signing and a reduced speed limit sign.

SCOPE:

Delegated to Staff.

POLICY:

The School Zone Review Matrix, as amended from time to time, is a mandatory administrative review which will be implemented pursuant to this Policy prior to the signing of school zones or school areas.

Not all schools will be eligible for school zone signing. These may include schools on multi-lane roadways where the roadway provides mobility for all modes and has higher traffic volumes.

PROCESS:

N/A

RELATED DOCUMENTS:

[School and Playground Areas and Zones: Guidelines for Application and Implementation – by Transportation Association of Canada](#)

School Zone Review Matrix

REPEAL/AMENDS:

COU-118 – School Zone Signing Guidelines

ATTACHMENT C

SCHOOL ZONE REVIEW MATRIX							
INSTALLATION CRITERION	MAXIMUM POINT VALUE (MPV)	DESCRIPTION	WEIGHTING FACTOR (WF)	<<NAME>> ELEMENTARY SCHOOL		LEGEND	
				SCORE (MPV*WF)			
				<<STREET NAME>>	<<STREET NAME>>		
Road Classification	20	Urban/Mobility Arterial	0.0	0	0	TOTAL SCORE	AREA OR ZONE?
		Urban/Mobility Collector	1.0			0-40	Nothing
		Urban/Mobility Local	0.6			41-64	SCHOOL AREA
		Private/Lane	0.4			65-80	SCHOOL AREA OR SCHOOL ZONE*
		Highway	0.0			81-100	SCHOOL ZONE
Sidewalks	20	None or Non-school side	1.0	0	0	* Local conditions must be considered in detail in order to determine the appropriate treatment. Wherever possible, mitigation measures should be explored that would reduce the score so that marginal school zones can be avoided. The reasons for the final decision should always be documented.	
		School Side	0.5				
		Both Sides	0.0				
Fencing	10	Fully Traversable	1.0	0	0		
		Partially Traversable	0.5				
		Non-Traversable	0.0				
Lanes	10	4	1.0	0	0		
		3	0.8				
		2	0.6				
		4+/Arterial/Highway	0.0				
Crosswalks	10	Unmarked/none	1.0	0	0		
		uncontrolled - passive crossing treatment system	0.8				
		uncontrolled - active crossing treatment system	0.4				
		controlled - traffic signal system/other	0.0				
Property Line Separation	5	Abuts Roadway (within 10m)	1.0	0	0		
		Within 11-50 meters	0.5				
		Further than 50 meters	0.0				
School Entrance	5	Main Entrance / Multiple Secondary Entrances	1.0	0	0		
		Secondary Entrances	0.5				
		None	0.0				
TOTAL SCORE				-	-		
RESULTS				Nothing	Nothing		

ATTACHMENT D

Examples Reviews using School Zone Review Matrix

1. Uplands Park Elementary School

INSTALLATION CRITERION	MAXIMUM POINT VALUE (MPV)	DESCRIPTION	WEIGHTING FACTOR (WF)	Uplands Park Elementary		
				Uplands Dr	Littleford Rd	Stronach Dr
School Type	20	Elementary	1.0	N/A: Not touching School Property	20	20
		K-12/9	0.8			
		High School	0.6			
		Post Secondary / Other	0.0			
Road Classification	20	Urban/Mobility Arterial	0.0		12	20
		Urban/Mobility Collector	1.0			
		Urban/Mobility Local	0.6			
		Private/Lane	0.4			
		Highway	0.0			
Sidewalks	20	None or Non-school side	1.0		10	10
		School Side	0.5			
		Both Sides	0.0			
Fencing	10	Fully Traversable	1.0		0	5
		Partially Traversable	0.5			
		Non-Traversable	0.0			
Lanes	10	4	1.0	6	6	
		3	0.8			
		2	0.6			
		4+/Arterial/Highway	0.0			
Crosswalks	10	Unmarked/none	1.0	8	8	
		uncontrolled - passive crossing treatment system	0.8			
		uncontrolled - active crossing treatment system	0.4			
		controlled - traffic signal system/other	0.0			
Property Line Separation	5	Abuts Roadway (within 10m)	1.0	2.5	5	
		Within 11-50 meters	0.5			
		Further than 50 meters	0.0			
School Entrance	5	Main Entrance / Multiple Secondary Entrances	1.0	2.5	5	
		Secondary Entrances	0.5			
		None	0.0			
TOTAL SCORE				0	61	79
			Results	Nothing	School Area	School Area or School Zone
			NOTES	ASTP Walking Route: School Area Signs recommended.		School Frontage, recommend School Zone

2. McGirr Elementary School

INSTALLATION CRITERION	MAXIMUM POINT VALUE (MPV)	DESCRIPTION	WEIGHTING FACTOR (WF)	McGirr Elementary School		
				McRobb Ave	McGirr Road	Dover Road
				School Type	20	K-12/9 High School Post Secondary / Other
Road Classification	20	Urban/Mobility Arterial Urban/Mobility Collector Urban/Mobility Local Private/Lane Highway	0.0 1.0 0.6 0.4 0.0	20	20	20
Sidewalks	20	None or Non-school side School Side Both Sides	1.0 0.5 0.0	0	0	0
Fencing	10	Fully Traversable Partially Traversable Non-Traversable	1.0 0.5 0.0	0	5	0
Lanes	10	4 3 2 4+ / Arterial/Highway	1.0 0.8 0.6 0.0	6	6	6
Crosswalks	10	Unmarked/none uncontrolled - passive crossing treatment system uncontrolled - active crossing treatment system controlled - traffic signal system/other	1.0 0.8 0.4 0.0	8	8	4
Property Line Separation	5	Abuts Roadway (within 10m) Within 11-50 meters Further than 50 meters	1.0 0.5 0.0	0	2.5	2.5
School Entrance	5	Main Entrance / Multiple Secondary Entrances Secondary Entrances None	1.0 0.5 0.0	2.5	5	0
TOTAL SCORE				57	67	53
			Results	School Area	School Area or School Zone	School Area
			NOTES		School Frontage - recommend School Zone	

3. Pleasant Valley Elementary School

INSTALLATION CRITERION	MAXIMUM POINT VALUE (MPV)	DESCRIPTION	WEIGHTING FACTOR (WF)	Pleasant Valley Elementary	
				Metral Dr	Dunbar Rd
School Type	20	Elementary	1.0	N/A: Not touching School Property	20
		K-12/9	0.8		
		High School	0.6		
		Post Secondary / Other	0.0		
Road Classification	20	Urban/Mobility Arterial	0.0		20
		Urban/Mobility Collector	1.0		
		Urban/Mobility Local	0.6		
		Private/Lane	0.4		
		Highway	0.0		
Sidewalks	20	None or Non-school side	1.0		20
		School Side	0.5		
		Both Sides	0.0		
Fencing	10	Fully Traversable	1.0		5
		Partially Traversable	0.5		
		Non-Traversable	0.0		
Lanes	10	4	1.0	6	
		3	0.8		
		2	0.6		
		4+/Arterial/Highway	0.0		
Crosswalks	10	Unmarked/none	1.0	10	
		uncontrolled - passive crossing treatment system	0.8		
		uncontrolled - active crossing treatment system	0.4		
		controlled - traffic signal system/other	0.0		
Property Line Separation	5	Abuts Roadway (within 10m)	1.0	2.5	
		Within 11-50 meters	0.5		
		Further than 50 meters	0.0		
School Entrance	5	Main Entrance / Multiple Secondary Entrances	1.0	5	
		Secondary Entrances	0.5		
		None	0.0		
TOTAL SCORE				0	89
			Results	Nothing	School Zone
			NOTES	Complete Street Walking / Cycling Route - Recommend School Area Signs	

DATE OF MEETING FEBRUARY 12, 2024
AUTHORED BY JAMIE ROSE, MANAGER, TRANSPORTATION
SUBJECT UPDATE ON PRIMARY AND SECONDARY ACTIVE TRANSPORTATION NETWORK

OVERVIEW

Purpose of Report:

To provide Council with an overview of the degree of completeness of the Primary and Secondary Active Mobility Routes, as defined in City Plan.

BACKGROUND

Through the 2024-2028 Financial Planning Approval Process, Council expressed a desire to receive an update on the overall status of the Active Transportation Network across the City.

DISCUSSION

Staff have prepared several maps to help clarify the status of the walking and biking infrastructure for Primary and Secondary Active Mobility Routes across the City, see Attachment A.

The following is a summary of network completeness, as of the end of 2023.

The Primary Active Mobility Routes are a total of 28.8km and are envisioned to provide connectivity between Urban Centers and Transit Exchanges.

- Primary Walking Routes are 94% complete
- Primary Cycling Routes are 68% complete

The Secondary Active Mobility Routes are a total of 161.1km and are envisioned provide connectivity between Neighbourhoods, Parks, and Urban Centers.

- Secondary Walking Routes are 62% complete
- Secondary Cycling Routes are 28% complete

Although only formally adopted in 2022 as part of City Plan, the formal Active Transportation Network across the City, especially for pedestrians, is largely complete. Staff continue to pursue enhancements where demand is demonstrated, or opportunities present themselves.

Looking forward, Staff envision using this information as a starting point for a future, public facing dashboard, which will be used to share information about the status of mobility across the community.

SUMMARY POINTS

- Primary Active Mobility Routes for both walking and biking are mostly complete.
- Secondary Active Mobility Routes have a lower degree of completeness but are still well connected.
- Staff continue to pursue opportunities to enhance the overall system.
- A public facing dashboard is being developed, which will be an opportunity to view this information in the future.

ATTACHMENTS

Attachment A – Update on Primary and Secondary Active Transportation Network, PowerPoint Presentation |

Submitted by:

Jamie Rose |
Manager, Transportation

Concurrence by:

Poul Rosen
Director, Engineering |