

Minutes

Comox Valley Cycling Coalition

Annual General Meeting

March 10, 2022

This meeting was held virtually via Zoom call.

Welcome by outgoing president Lawrence Vea.

Approval of Minutes from March 10, 2021:

Moved by Brian Schoneberg, seconded by Mike Keohane, Approved.

Business:

Financial Report *Jude Loukras, treasurer*

We're in good shape. We haven't had any revenue from bike rack rental at events due to cancellations.

Grants and donations are well established & our programs are self-sustaining.

Financial Summary for 2021

Jan 1, 2021 balance = \$ 9 778.54

Income in 2021 = \$ 2 366.68

Grant Income 2021 = \$ 8 695.00

Expenses in 2021 = \$ 5 869.41

Dec 31, 2021 balance = \$ 14 970.81

Full report: CycleCV.com

Income & Expenses, 2021

Income	
Membership	\$1,750.68
Interest	\$6.00
Bike Lockup	\$0.00
Education Sales	\$610.00
Donations	\$2,170.00
Grants	
CVRD	
City of Courtenay	
School board	\$6,525.00
Total Income	\$11,061.68
Expenses	
BCCC Membership/insurance/fees	\$774.50
Office/Meeting/Website	\$717.07
Bike lockups	\$0.00
Trailer	\$197.01
Ride Right expenses	\$300.00
Bike Sense booklet	\$534.83
Grants Expenses	
City of Courtenay, Promotion	
CVRD, Bike Racks/Signs	
School board, Rodeo Coordinator	\$2,125.00
School cycling program	\$1,121.00
Other expenses	\$100.00
Total Expenses	\$5,869.41
Opening Balance, 2021	\$9,778.54
Closing Balance, 2021	\$14,970.81
Pre assigned funds (remaining balance)	
School cycling program	\$2,379.00
Rodeo Coordinator	\$1,500.00
Go by Bike	\$196.01
City of Courtenay Grant	\$1,683.61
CVRD Grant	\$1,045.76
Total Pre-assigned funds	\$6,804.38
Funds Available	\$8,166.43

Budget 2022

Income

Membership	\$1,600.00
Interest	\$6.00
Bike Lockup	\$800.00
Education Sales	\$900.00
Donations	
Grants	
CVRD	
School board	\$6,000.00
Total Income	\$9,306.00

Expenses

BCCC Membership/insurance/fees	\$850.00
Office/Meeting/Website	\$800.00
Bike lockups	
Trailer	\$250.00
Ride Right expenses	\$600.00
Grants Expenses	
CVRD	
School board, Rodeo Coordinator	\$3,500.00
School cycling program	\$2,500.00
Other expenses	\$100.00
Total Expenses	\$8,600.00

President's Report: *Lawrence Vea, outgoing president*

Strategic Focus for 2022: Advocacy, Education and Special Events

INCOME SOURCES:

- Memberships
- Adult education courses
- Donation: Mainroad North Island Contracting
- School District #71 for School Cycling Program
- Donation (CCCTS) for School Cycling Program

EXPENSES:

- BCCC membership & insurance
- Website, meetings & office expenses

- Trailer & equipment expenses
- School Cycling Program
- Adult Ride Right Program
- Donation to Bike Sense booklet BCCC

Membership

- Membership at Dec 31, 2021 = 120
- Goal - to increase membership to demonstrate a large support base when talking with decision makers
- Reduced Annual Fee in 2019 to encourage membership while maintaining an income to cover our expenses

Advocacy

- With municipalities – both Politicians and Staff
- With Provincial & Federal politicians
- With our members and the public
- With school district #71
- With MoTI and Mainroad North Island Contracting re hazards on roads.

Specific Advocacy Infrastructure projects:

- Presentations to MoTI, Comox, Courtenay, Cumberland, CVRD
- 6th St Bridge consultation
- CVRD Active Transportation Network Plan (ATNP)
- Submissions to Courtenay re the OCP and McPhee Meadows projects.

Infrastructure Projects 2022

CVRD/MoTI (Ministry of Transportation & Infrastructure) :

- Knight Road resurfacing and shoulder widening – Glacier Greens Golf Club to Kye Bay Road.
- Cumberland :**

No cycling infrastructure projects planned.

Comox:

- Sidewalk south side of Comox Ave. from Rodello to Ellis with bike lanes both sides (construction May/June);
- Lazo bike lanes from Town boundary near Simba to Town Boundary on Knight Road west of Kye Bay Rd.

CVRD:

- Design work for priority ATNP routes
- Design work on 2.5 km multi-use trail from
 - Butchers to Sandpines along Lazo Rd, paved from Forester to Guthrie

Courtenay:

- Completion of 17 th St Bike lane –Rotary Trail to Fitzgerald
- Bike boxes at Back Rd & Ryan for left turn onto Ryan & 17 th St for left turn onto Cliffe
- Bike lanes from 5 th St bridge to Ryan Rd.
- Design work for sidewalk addition on Ryan Rd from RCMP to Back Rd (north side)

6th St Bridge Update

- 4 m wide
- 5% grade on ramps
- Roundabout in Simms Park
- 4.4 million cost estimate at this time
- Public art will be part of the project on the tower, roundabout, lookout deck and crosswalk
- 50% design completed and in review
- Detailed design should be finished this summer.
- Most important to have a “shovel ready” project before applying for grants
- Will only proceed based on Grant funding
- Construction in 2023 or 2024.

Education

- Safe cycling education provided in the Valley by CVCCo since 2010
- We provide Education for both children and adults
- Coordination with schools & volunteers by our Bike Rodeo

Coordinator in 2021 – Lauren Lan, and Adult Education Coordinator Marg Harris

Children’s Education :

- We continue to focus on grade 4 & 5 students in all schools in SD #71 which requires a Rodeo at each school every 2 years
- We do 7 schools each school year, 3 in the fall and 4 in the Spring.
- We have over 600 students go through the program in a normal year.
- Approximately 15 volunteers are required for each School program. We are always looking for more.

Lauren Lan is our new School Cycling Program/Bike Rodeo Coordinator. Under her direction we have expanded the program to 2 days to now include biking skills as well as cycling safety and have rebranded this to the "School Cycling Program".

Adult Education:

- We now have 6 trained instructors for the Ride Right Course.
- Coordinated by Marg Harris
- We offered courses through Elder College in the Fall and are offering again this Spring.
- We also did a requested session with CVRD and SD71 staff in the fall.
- Intend to utilize a BCCC grant to provide more courses and encourage more confident, safe cyclists in the Valley

Promotion:

- New Website last year created by Unicycle Digital
- Informative posts to our Facebook page
- Have just hired a digital marketing person to make us more visible to all.
- Articles in the Record and Letters to the Editor
- Representation at community forums and events Equipment
- Trailer & bikes are well maintained thanks to our volunteers, and safely stored thanks to John van der Vliet
- Did some upkeep on the roof of the trailer
- More fittings purchased to increase our inventory of bike racks for when we have Events again!

Special Events:

- Due to Covid this past year, all our major fundraising events were cancelled.
- This year, we are already scheduled for the Snow to Surf & Filberg Festival, likely the Musicfest and hopefully more.
- We did, however, manage to participate in the Healthy Comox Listening event in September at the Filberg Park.

Proposed bylaw amendments

The following special resolution was presented for a vote by the membership.

Be it resolved that the following changes be made to the bi-laws of the society:

2.6 A person's membership in the Society is terminated if the person is not in good standing for 3 consecutive months.

Previously allowed members 6 months to renew.

3.7 The quorum for the transaction of business at a general meeting is 10 voting members.

Previously only required 3 members for quorum.

6.3 The president is the chair of the Board and is responsible for supervising the other directors in the execution of their duties. It is recommended that nominees for the position of President have had prior board experience with the Society.

Passed unanimously.

Election of Directors

No new nominations were received at the meeting. All advance candidates were acclaimed.

The structure of the new board is as follows:

President: Mike Keohane
Vice President: open
Secretary: open
Treasurer: Jude Loukras
Directors at Large:
Chris Bowman
Brian Schoneberg
Grant Watson
Spencer Cappallo
Past President (appointed) : Lawrence Veal

Meeting Adjourned.