

COMOX VALLEY CYCLING COALITION  
Monthly Meeting Minutes  
Monday, November 26th, 2012

Present: Marg Harris, Ed Schum, Terry Dekker, Chris Bowman, Angela Dawson, James Taylor, Julia Painchaud, Wilf

1. Call to Order
2. The Minutes of the October meeting were approved as written

REPORTS

3. Financial Report – *Julia Painchaud (Treasurer)* The financial report was accepted. (see attached)
4. Membership Report – *Sue Fabrizio (Membership Secretary)* There is one new member but as she is rolled into the 2013 numbers there is no change in the membership numbers. It was noted that we need to send out emails to keep members apprised as to when they need to renew their memberships and **Brian is to be contacted and tasked with this communication. Wilf is planning to look into Zone 4, a website that allows membership renewals on line.**
5. Technical Committee Report –
  - Wilf talked about Public Advisory Committee as the next meeting is in December 6<sup>th</sup>. He is most interested in the Master Plan which is intended to guide future development in the Comox Valley. Our report to the city was passed on to the consultants who are now working on this. The intersection of Lerwick Ave. and Ryan Rd. by the new Thrifty's store is an area of concern. Although there are some cycling lanes which were developed by MOTI this is not consistent in all of the approaches to the intersection. It was decided to suggest that the CPAC send a letter to the City of Courtenay expressing that the lack of cycling lanes is not acceptable. **Wilf will draft a letter to this effect.** Ed has not heard anything further as to the upgrades for cycling on the 17<sup>th</sup> street bridge. As it stands, the sidewalk needs to be converted to a multi use cyclist/pedestrian route with a sign "cyclists defer to pedestrians".
  - We will be providing more input to the Regional District re improvements to cycling infrastructure. There are monies available that could go into signage, infrastructure, and other cycling needs.
  - The traffic count completed at the Comox Avenue Hill indicates that cycling has increased on the Dyke Rd.
  - Five weeks ago a cyclist was hit while riding in the cycling lane on Comox Ave at Manor Rd. highlighting the reality that motorists are not cognizant of bicycle traffic even in the cycling lanes. Although Comox is a developing the green lanes to designate cycling along the roadways, it is essential that these continue through the intersections as they are the highest risk area for bicycles (70% of cycling accidents take place in intersections.)
6. NHS Federal Grant/Education Committee – *Chris Bowman/Angela Dawson*
  - There is a committee meeting scheduled for this coming Wed., November 28, 2012.
  - The committee is developing a survey for participants who have completed the courses. This is to be used for the final report. The available evaluations have been amalgamated and ready

for the final report.

- Since the last meeting there have been no further classes.
  - Work has continued on formalizing the program guidelines and preparing for the final evaluation.
  - The committee is in the process of planning for programs after the NHS funding concludes. Discussion ensued re the appropriateness of acquiring a coalition membership with MEC in order to request educational funding for future endeavors. Additionally, an application has been sent to Norco re sponsorship. For this, we require a letter of support from a local retailer of Norco bikes (Trail Bikes)
7. “The Bridge” – update – *Ed Schum* – Engineers are now working on a more cost effective design. The city engineers have asked Associated Engineering to provide them with a concept of a bridge with two supports in the middle and a concrete deck on those 10m spans and 40m of wooden bridge. We will know by the end of December if an outside funding grant will be awarded for this construction. If we get notice of the grant in December the bridge will be done in 2013 but if not we will commence fundraising in the New Year.
9. November “Membership meeting” – Marg Harris questioned the poor turnout to this special meeting and asked for input. Feedback about the event was very positive. Several suggestions were made including that:
- we utilize a photo as well as posters with announcements in future advertising;
  - hold meetings with a speaker/presentation on a regular basis;
  - get a speaker from Victoria Cycling Coalition
  - include an equipment swap, “ask the expert” sessions, and speakers on cycle touring.
  - Marg to Ask Brian to look into another website with more punch. It currently costs \$73 a year.

## 10. NEW BUSINESS

- City of Courtenay Transportation Master Plan – Chris Bowman, Sue Vince, & Marg Harris were among the 20 people who attended the stakeholders meeting (by invitation) along with the local Police, emergency services, school board members, and municipal government members. The General Public is welcome to view the presentation and storyboards, which have been set up on display. There was, in addition, a public open house. 2 more open houses are scheduled between now and Jan/Feb. The importance of members viewing the site, completing the attached survey and attending the next public open house was stressed. Marg completed an individual survey and completed the Stakeholders survey based on input at the last meeting and approved by the Board by e-mail. It was noted that the questionnaire designed for the public would provide valuable input for the consultants working on the project. It was noted that there was a great deal of pro active transportation suggestions made but the details were vague. A potential vision is available on the city website. EMT and police have huge issues with bridge crossings in emergency situations.
- The next public meeting in January with a finalized document to be completed Jan/Feb. The consultants are drawing from the surveys and any information that comes in. We need to keep abreast of future meetings and developments.

## 11. OTHER BUSINESS

- It was reported that the Haste event was poorly attended by parents, however most of the

school principals were present, the presentation was great and the groups had lively participation.

- Re the School transportation plan, we should ensure that we provide the information that we have, including that 1900 cars valley wide deliver children to elementary schools. This does not include motorized transportation to secondary schools. **Ed will initiate this discussion.** Discussion ensued as to what the coalition can do in the next few weeks to feed into the master transportation plan as it is related to the school travel planning. It was suggested that we might ask the coalition membership for input. Sheila MacDonald and Alan Douglas are keen to move on this and happy to work with us. A meeting is planned for this Wednesday at 2 pm at Chris' house.
- Discussion held re our continuing monthly meeting days. **James will look into availability of rooms and Chris will create a questionnaire for the membership.**
- AGM will be held in February 2013. **Marg to check availability at the Evergreen Seniors Lounge** and discussion will be held regarding a speaker and/or equipment swap being included in the meeting.
- Last year the Comox rec centre ran a 24-hour spin bike to fundraise for children of parents who could not afford to enroll them in sports. This year's event will be in March 2013 and discussion revealed that there was support for the coalition to enter a team. Each participant is expected to spin for an hour.
- The CV "Tide Change" website currently lists the coalition under sports groups and Chris believes we should be under more than one category. **Chris to check and advise if there is a listing for transportation.**
- Sue V. has explored the feasibility of purchasing a plastic sign for internal public displays at a cost of approx.. \$200. Discussion re whether we update our signage (to provide us with a more "polished" look) and invest in a display board (we have borrowed Brian's in the past). The appropriateness of utilizing the promotion budget from the New Horizons grant for this was considered. **Sue & James & Chris to form a committee and investigate the costs and feasibility of display materials.**
- Mountain City Cycle is holding a women's night and we are invited to set up an information table. It takes place on Thursday, November 29<sup>th</sup> from 7 – 9pm. **Marg & Angela are able to do this.**
- Ed would like to donate the funds (personally) to develop a program to provide lights (at least 50) to people who cannot afford them. He has investigated 200 lumens lights and will order some samples in and check them out.
- World community bikes (Ed Carswell, Valarie Sherriff, Edward White) are currently refurbishing donated bicycles for those who cannot afford them in our community.
- Also would like a sponsor for helmets.
- The annual Y.A.N.A. fundraising event (cycling) that has been sponsored by Les Black of Black's Cycle was not held this year and Ed would like us to consider running this event with other partners next September
- The local Chrysler dealership is giving away 100 bicycles to children 5 – 12 years old and Angela would like to suggest to them that they include a bicycle skills and safety course with each bike. This suggestion will be raised at the Wed cycling skills meeting.
- **Marg preparing the next article for the newspaper and it was suggested she include a picture to attract people to the article.**

12. NEXT MEETING: Monday, January 28, 2013

MEETING ADJOURNED

**Comox Valley Cycling Coalition Financial Report**  
**(Jan 1 – Nov, 25 2012)**

**Account Balance as of January 1, 2012:** **\$4627.60**

**General Income:**

Membership fees:	\$ 2204.50
Donations (includes 400.00 donation from CCCTS):	\$ 430.00
Filberg Festival:	\$ 813.50
Bike Pins:	\$ 119.25
Sale of safety vests:	\$ 542.50
Interest:	\$ 1.37
<b><u>Total Income:</u></b>	<b>\$4111.12</b>

**General Expenses:**

Printing, copying, office/meeting supplies, stamps:	\$ 654.50
Valleylinks 2012 membership/Ministry filing fee:	\$ 61.00
Bike to Work week plaque:	\$ 67.14
Purchase of 110 adult safety vests:	\$ 891.14
GroupSpaces account fee:	\$ 73.24
BCCC membership fee:	\$ 150.00
CVCC portion of BCCC Insurance policy	\$ 721.00
<b><u>Total Expenses:</u></b>	<b>\$2618.02</b>

**Account Balance:** **\$6120.70**

**Grant Money (deposited April 26, 12):** **\$24,000.00**

**Grant Expenses:**

Trailer purchase/Insurance/work on inside trailer:	\$ 4164.76
Bike Rodeo supplies (	