

COMOX VALLEY CYCLING COALITION MINUTES

Monthly Cycling Coalition Meeting Comox Recreation Centre
Monday, April 27th, 2015 at 7:00 p.m.

Present - Marg Harris, Terry Bourque, Chris Bowman, Julia Painchaud, Sue Vince, Angela Dawson, Wilf Dreher, Iris Reamsbottom, Steve Allen

- Social Catch Up Time
- Call to Order
- Approval of Agenda – The agenda was approved as written
- Acceptance of Minutes - The minutes of the March 27, 2015 meeting were approved as written.

Reports:

1. Financial Report – Julia Painchaud (Treasurer)- from Jan 1 – April 23, 2015

Account Balance as of January 1, 2015: \$6,641.61

General Income:

Membership fees: (\$600.00 from PayPal deposits total since Jan 1/15) \$
\$1040.00

Sale of safety vests: \$ 20.00

Donation from CCCTS for educational purposes: \$ 715.00

Interest: \$ 0.07

\$ 0.19

Total Income: \$ 1,775.19

General Expenses:

Society Fees: \$ 25.00

Food and beverages for AGM / Guest speaker expenses: \$ 64.22

\$ 88.65

Membership Secretary expenses: \$ 198.76

Total Expenses: \$ 312.41

Account Balance: \$8,104.39

- Changes to the signing authority were addressed. Julia moved, 2nd by Sue Vince, that James Taylor is removed as a signing authority and Chris Bowman is added to the signing authority for the coalition.
 - Marg will email board members who are absent tonight for their vote. It was noted that in order to make signing authority changes, the Minutes from a meeting that outlines the changes to the signing authority, and is signed by two members of the board, must be presented to the bank.
2. Membership Report – Sue Fabrizio (Membership Secretary) There are currently 59 paid members. Marg is checking with Brian Schoneberg to find out how board members can have access to a full membership list.

3. Education Report – Angela and Chris reported.
 - Bike Safe Rodeos: On March 24th the 2nd half of the Cumberland Rodeo was completed with 30 students.
 - A two-day program is being organized for May 4 & 5th at Valleyview School for all grade 4 & 5 students. This will be a modified program as it will follow the IRide program that has been working with students on bicycle skills. The rodeo will consist of 3 stations instead of the usual 6, finishing with a road ride and will have up to 10 children in each group. This provides more time at each station
 - In order to assess what the IRide course teaches, Angela, Chris & Marg will be attending some of the IRide skill building sessions.
 - We have been asked to instruct a group of Girl Guides but as it would have been on the same evening it can hopefully be scheduled for another time.
 - Miracle Beach School rodeo has been booked for May 20.
 - Volunteers are being recruited for these all of these events..
4. A Memorial Ride is being organized in memory of Paul Bally by Geoff, owner of Trail Bikes. Geoff will advise the coalition when that is organized and whether help is needed for an educational component at the beginning of the ride. Evelyn Bally, Paul's widow, has expressed interest in getting involved in bicycling education in the future.
5. Mapping Project – the data has been sent to Lester Jones, the mapping person – re bike routes, destinations, bigger hills, parks, and revisions on the draft, as well as photographs of the routes. He should be sending out a near-final version within two weeks. We will then be able to do one more revision. Once completed we will need to work with the Integrated Transportation Advisory Committee (ITAC) to decide who, where and how the map will be hosted. It would be useful to have photographs to tie into the map. Sue has spoken to the Wagon Café on Ryan Road and needs some photos from there. She was also at a meeting with Vince, the environmental sustainability person, and he reported that they are working with MOTI to upgrade roads. Sue would like to see cyclists have a voice in the decision-making process with regards to roads.
6. Comox Valley Regional District (CVRD) Transportation Road Network Plan – OCP – Comox Valley Cycling Coalition (CVCCo) is working to partnership with CVRD to help prioritize their choices based on cyclist input and mapping of best routes. See chart below:

Table 10. Priority Roadside Greenway Routes

Route	Length	Description
Cameron Rd / Baden Rd	0.9km	Develop greenway on Cameron Rd and Baden Rd to connect Royston Cumberland Railway Trail with Royston Rd
Coleman Rd / Left Rd	3.7km	Develop greenway on Coleman Rd and Left Rd between Highway 19a and Eagles Dr (waterfront)
Comox Rd	3.6km	Develop greenway on Comox Rd between 17 th St bridge (Courtenay) and Town of Comox boundary
Dove Creek Rd / Condensory Rd	10.3km	Develop greenway on Dove Creek Rd / Condensory Rd between Inland Island Hwy and Courtenay boundary; may be coordinated with One Spot Trail development
Headquarters Rd	9.2km	Develop greenway on Headquarters Rd between Courtenay boundary and Merville Rd - provides connection to Vanier Secondary and urban areas
Highway 19a (Merville-Oyster River)	13.1km	Develop greenway on Highway 19a between Coleman Rd (Merville) and Oyster River bridge, improve roadside conditions and/or consider roadside trail
Huband Rd	1.8km	Develop greenway on Huband Rd between Highway 19a and Mitchell Rd
Little River Rd / Wilkinson Rd	3.5km	Develop greenway on Little River Rd and Wilkinson Rd between Ellenor Rd (Little River ferry) and East Ryan Rd (Comox boundary)
Macaulay Rd	9.8km	Develop greenway on Macaulay Rd between Highway 19a and Macaulay Heights Park; potential to expand to include Doyle Rd (additional 2.5-km)
McLeod Rd	1.9km	Develop greenway on McLeod Rd between Highway 19a and top of McLeod Rd hill, and continuing west as future development occurs
Merville Rd / Headquarters Rd	4.0km	Develop greenway on Merville Rd and Headquarters Rd between Highway 19a and Fitzgerald Rd - provides connection to Merville service centre
Miracle Beach Dr	2.2km	Develop greenway on Miracle Beach Dr between Highway 19a and Clarkson Ave
Oakes Rd / Catherwood Rd / Regent Rd	2.1km	Develop greenway on Oakes Rd, Catherwood Rd and Regent Rd between Tammy Rd and Oyster River bridge (Regent Rd)

5.2.2 Bikeway Improvements

Bikeway improvements are identified consistent with key corridors from the Cycling Plan. See *Table 11*. Many of the Roadside greenway routes could be developed as bikeways if they are not developed as roadside greenways.

Table 11. Priority Bikeway Improvements

Location	Length	Description
Coleman Rd / Bates Rd / Waveland Rd	6.8km	Install cycling facilities on Coleman Rd and Bates Rd; tie-in with existing shoulder facility on Waveland Rd and future Coleman Rd greenway
Lazo Road	4.5km	Install cycling facilities on Lazo Rd between Kye Bay Rd and Torrence Rd
Piercy Road	4.2km	Install cycling facilities on Piercy Rd between Inland Island Hwy and Headquarters Rd at Vanier Secondary; may be pursued as part of the North Courtenay Connector being studied by MoTI
Royston Road	4.4km	Install cycling facilities on Royston Rd between Highway 19a and Cumberland boundary

5.2.3 Off-Road Greenway Improvements

Off-road greenway improvements are identified based on the Parks and Greenways Strategic Plan “active” priorities (ie. highest priority) and “reserve” priority (ie. secondary priority). See *Table 12*. Identified priority greenways inform the trail/ greenway improvements for the Transportation Road Network Plan.

Table 12. Priority Off-Road Greenway Improvements

Location	Description
Back Road Trail	Greenway connection between Comox Rd and Back Rd
Comox Logging Road	Work with City of Courtenay to improve link between Lake Trail Rd and Cumberland Rd
E+N Rail Trail	Long-term development of greenway/trail along the E+N railway corridor from Deep Bay to Courtenay
One Spot Trail - North	Extend existing One Spot Trail from Tsolum Spirit Park to Macaulay Heights Park to the Oyster River with connection to Bear Creek at Macaulay Rd
One Spot Trail - South	Extend existing One Spot Trail from Todd Rd to Puntledge River at Anderton Ave bridge (City of Courtenay boundary)
Tsolum River Crossing	Connection across the Tsolum River from end of Todd Rd to Tsolum Spirit Park
Wellington Colliery Trail	Greenway connection to Village of Cumberland trail system

7. **Cycling Public Advisory Committee/Integrated Transportation Advisory Committee (CPAC / ITAC) Report-**

The CPAC has metamorphosed into ITAC which encompasses a broader less divisive focus. James Taylor has drafted the terms of reference to address the fact that the issue is bigger than simply cycling. To reflect this, the committee would like to adopt the name “Go Smart.” Marg and Chris are attending meetings and report that the new committee is composed primarily of past members and is very enthusiastic. It was originally mandated to meet every 4 months but is meeting more frequently to in order to establish the terms of reference. Once the terms are prepared they will need to be formalized and a motion will need to be made by each of the municipal councils in order to approve them. It has not been determined how the Community Public Advisory Committee (CPAC) portion will be formed. It is possible that two multi model portions will be included as part of the committee.

- Discussion ensued re “BC on the move”; a 10-year plan developed by the government of British Columbia which includes:
 - Investing \$18 million over the next three years to partner with communities to build new bike lanes and trails throughout B.C.
 - Widening shoulders, doubling the frequency of sweeping and implementation of safety improvements on provincial highways in areas with a high volume of cyclists
 - Developing and implementing a cycling tourism signage and marketing strategy

This strategy can be used to support coalition suggestions to municipal councils. For example, after mapping of the Comox Valley is completed, the coalition will be able to approach the local city councils referencing this plan to request if more frequently used cycle routes can be swept more often. Additionally, it can be referred to in attempts to develop a cycling tourism signage and marketing strategy.
- Delegation to Courtenay city council – In response to the City’s plans to improve underground infrastructure the Coalition prepared a very positive presentation to council adding some feedback regarding bicycling safety. Marg spoke to Lesley (of the engineering department) and explained that we wanted to express our perspective on the changes to City Council and Lesley responded that it would be better if we could co present with the engineering department. We have asked Lesley if she could meet with coalition members to discuss this, in order to ascertain whether or not we are actually on the same page with city staff . Tomorrow afternoon Sue & Marg will meet with Lesley and Craig with definitive questions as to how we can assist the engineering department in moving forward on these changes. Marg will advise the board tomorrow as to what happens.

8. **Special Events – Chris, Sue**

Snow to Surf - Chris reported on the Snow to Surf, in which the coalition participated in the road bicycling leg. He noted that there are no clear written instructions for volunteers and that this should be initiated for future races. The snow to surf executive has indicated that they want feedback.

Bike To Work Week – May 25-29: Bike Racks will be provided for the ride with elected officials which might take place at the mid-week BBQ. SueVince will be leading the ride with the elected officials as per last year. The details are yet to be determined regarding what route will be used, but it is most likely the same as last year. This will be at Lewis Park on the Wednesday. Bike to the playground will be held on Tuesday at 10:30 am. Ed Schum will organize and run this event and could use help. We would like to set up an information stand re the coalition. Note: Sue

has the Coalition banner.

Shellfish Festival – June 20 – we were asked again to provide the bike racks. We are unable to manage the Shellfish Festival this year due to lack of capacity. Many of the board members are involved with the Cross Canada Cycle Tour Society's (CCCTS) Hub & Spoke Event that same week and not available to drop off and pick up the bike racks. Suggestions for other bike racks options were provided to the Shellfish Festival coordinator.

Filberg Festival – August long weekend – we will be hosting the bicycle Lock Up again. Sue Vince will be sending out a notification request for volunteers.

Farm Cycle Tour – August 8,9 weekend – we have not heard from the organizers but anticipate that they will be asking for volunteers and the use of the bike racks as per last year.

Armed Forces Day 2015 August 15 –

- Sue Vince attended a meeting about the event on April 23 and the coalition has been asked to host the bike parking again. Rotary has also let the organizers know they can help in some capacity. The bike parking set up will be the same as two years ago. Sue has requested the use of Oceanside bike racks for this event and also the Filberg Festival. A request for volunteers will be sent out.
- There will be *park & ride* locations likely at Driftwood Mall, Exhibition Grounds, North Island College and possibly Comox Community Centre or Comox Mall. Mike Zbarsky wants to encourage people to cycle to the *park & rides* then take transit. Sue Vince suggested that the Driftwood Mall and the Exhibition Grounds would be good locations to promote for that purpose. NIC & Comox locations would also be suitable for people to park and ride their bike vs. taking the bus.
- The event coordinators would like bike racks at a couple of the *park & ride* locations and Sue advised them that only our wooden bike racks would be appropriate for another location. The Military has some bike racks as well. We may require the Rotary Clubs to provide volunteers to watch the bikes at those locations.
- There was a discussion about bike routes. Sue Vince has made a tentative cycling best route map, however, this still has to be reviewed. The main routes for cars will be Anderton Rd., Dyke Rd, Lerwick Ave, Pritchard Ave., Lazo Rd. and Knight Rd. Mike Zbarsky would like to try to create a bus lane on some of the busy roads to speed bus travel to the event. Sue recommended consideration of safe routes for bikes to reduce bike/car conflicts where possible. Knight Road would not be safe for cyclists as there is no shoulder. Sue will recommend signage to the event for a bike route to direct people away from Knight Road. Sue did recommend that there be positive promotion about the bike routes, *park and bike* locations and the bike parking facilities, in order that people are aware of these options.

YANA Ride 2015 – August 16 – CVCCo will be providing the use of the bike racks for this event.

9. **Pedestrian/Cycling Bridge** – Sue, Marg The new design was unveiled to Courtenay City Council asking them to provide support in principle, and staff time to develop a Memorandum of Understanding (MOU). Sue and Marg both sit on the bridge committee and will remain there to maintain the liaison between the coalition and the bridge committee.

10. **Correspondence:**

- Bike to Work – Bike to the Playground – Marg reported that Ed would again be spearheading this event.
- Trailer Insurance ICBC – This needs to be renewed at the beginning of May at a cost of \$109.00. Marg will renew it.

11. OLD BUSINESS

- Board & Committee Business - Several issues were discussed:
 - We need a person who would stand as the Vice President in case something happens to the president.
 - Strategic plan - Although we base our decisions and actions on our Mission Statement we need to allow time for strategic planning at our next monthly meeting to ensure that we are focussing our energies appropriately. Members are requested to submit written reports in advance rather than presenting them at the meeting.
 - Monthly meeting structure, time, location – As Quality Foods in Courtenay has a meeting room, which is free of charge to non-profit groups, it was agreed to locate the meeting there next month. We would be able to return to Comox if the space does not work for us. Monthly meetings will remain on the same day of the month (4th Monday) and at the same time (7 pm.)
- Discussion held re an article written for the local paper to be completed over the next few weeks. Any drafts can be shared for editing on the Google Group
- Board communications - Steve initiated a google conversation and the consensus was that it worked well. We will continue to use this venue for conversation.

12. NEW BUSINESS

HASTe program - Valley View School update - Marg reported that Angela Holmes held a 3rd meeting which included Parent Advisory Council members, teachers, administration and outside stakeholders and the initiative is having enthusiastic support. Valleyview School has since moved its bicycle racks to a better location, completed a safe routes to school assessment, and increased visibility of school traffic signs with the application of fluorescent green paint.

Meeting adjourned

Next Meeting: Monday, May 25th, 2015