

COMOX VALLEY CYCLING COALITION (CVCCo)

Monthly Cycling Coalition Meeting

Monday, May 25th, 2015 at 7:00 p.m.

Quality Foods – community meeting room – Cliffe Avenue, Courtenay

Minutes

Present: Marg Harris, Terry Bourque, Sue Fabrizio, Chris Bowman, Julia Painchaud, Michael Gruber, Sue Vince, Angela Dawson, David Hardy

- Social Catch Up Time
- Call to Order
- Approval of Agenda
- Acceptance of Minutes – The minutes of the April 27th meeting were accepted as written
- Reports
- ✓ Financial Report – Report from Jan 1 – May 24, 2015 completed by Julia Painchaud, Treasurer on May 24, 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:	\$ 40.00
Snow to Surf Honorarium:	\$ 150.00
Donation from CCCTS for educational purposes:	\$ 715.00
Interest:	\$ 0.26

Total Income: \$ 1,945.26

General Expenses:

Society Fees:	\$ 25.00
Food and beverages for AGM / Guest speaker expenses:	\$ 88.65
Membership Secretary expenses:	\$ 198.76
Cost associated with video presentation development (To City council)	\$ 91.02
Trailer / Bike maintenance expenses:	\$ 50.05

Total Expenses: \$ 453.48

Account Balance: \$8,133.39

A copy of the April 27, 2015 meeting, signed by two officers of the board, will be presented to the bank ASAP to update the signing authority

- ✓ Membership Report – Sue Fabrizio (Membership Secretary) reported that there are currently 63 paid members. The revised membership form was copied at Eby's for a cost of \$8 for 100 copies and Sue will be taking some of these to the local bicycle shops.
- ✓ Education Report – Angela reported on the Bicycle Safe Rodeos:

- 150 children participated in the Valleyview School Rodeo, which was held over 2 full days on May 4 and 5th. It proved to be very successful. The children already had good bike handling skills as a result of the Cycling BC courses with Lauren Lam. Our format was altered to include 3 stations:
 - o 2 and 4 way stop,
 - o Straight line riding, shoulder check, signaling, door zone
 - o Road Ride
- This gives us more time at each and requires less volunteer help and set-up time. We can take each class individually rather than mixing classes resulting in approximately 25 students at a time. Feedback has been positive.
- Miracle Beach School Rodeo was held for one full day on May 20. 75 grades 3,4 and 5 students completed the program. The same course curriculum was used as at Valleyview school although these students had not completed the Cycling BC program. This event was also successful.
- Girl Guides of Canada have not responded despite their earlier expressed interest and several emails that we have sent. No further plans to proceed with this group have been made.
- Rodeo at Arden Elementary will take place, hopefully in June; Angela has not heard from these folks.
- Chris and Angela have been discussing the need for larger sized bicycles for the rodeos. As a result: Chris moved, seconded by Angela, that the coalition inquire as to whether IRide can make use of the 2 small sized bicycles that we, the coalition, has and that we purchase 2 - 20" bicycles. Discussion held. Motion Approved.

✓ Technical Report – Sue V, Marg

- Mapping – Sue Vince showed us the initial draft of the cycling map for the Comox Valley, stating that there are changes that still need to be done and a quote will be negotiated for the cost of the finished product. She noted that we will have the maps during “Bike to Work Week” at the Giant Celebration Station at Simm’s park 3 – 5:30 pm., this coming Wednesday May 27th.
- Lester Jones has delivered the final draft and invoice for the Comox Valley digital cycling map. The invoice is being paid through the Cycling Task Force funding; Nancy Hofer has been the contact for paying Lester.
- There will be \$275.00 remaining after paying this final invoice. To have an excellent map we will need more funds.
- Some feedback/input for the map has been received already, some will come via the Giant Celebration Station and a meeting with stakeholders. Sue will create a list of changes/additions and after reviewing the list with key players will send it to Lester for a quote. He has already put in extra time so this step is necessary for a fair process to ensure he is paid for his time and we get the best result. Once we receive the quote Sue will ask the CVCCo board, via a motion, to pay for the balance. The \$275.00 remaining in the budget will be applied first via Nancy Hofer then the CVCCo funds. Sue anticipates that, at most, this will amount to \$2,000.00.
- If any board member is interested in providing feedback, please attend the Giant Celebration Station on May 27 at Simms Park between 3-5:30pm or email Sue.
- The bike map can be made into a z-card map (small foldable map) and Sue is investigating alternative funding sources to create this form of the map. Once the digital map is complete Sue will get a quote from Lester Jones for a z-card map and then look at potential funding sources such as Rotary, Tourism, local business, etc.
- Sue will be asking for help with word smithing.

✓ CPAC / ITAC Report- Marg, Chris There is nothing new to add since the April meeting.

✓ Bike to Work Week – Sue V noted that the “Bike with the Mayor” event was not well attended.

- Bike to The Playground will be held tomorrow at 10am. at the Giant Celebration station at Simms Park. The CVCCo Banner will be up. Participation ribbons and food will be supplied. Angela Dawson will assist with Helmet fitting at Puntledge Park School during Bike to Work Week
- Please sign up for BTWCV - <https://www.biketowork.ca/comox-valley/how-it-works> You can participate when you use your bike for transportation – work/shop/socializing, but not for recreational bike rides. CVCCo is not forming a team so if you don’t belong to a team, join up as an individual
- BTWCV Celebration Station Locations and Event details is found at: <https://www.biketowork.ca/comox-valley/event-info>

- Monday is 'Bike with Elected Officials' event which will be starting at the Courtenay City Hall at 8:45am and riding to the Courtenay Celebration Station, which be open from 7-9 am. There will be food and entertainment.
- If you are joining the ride, Sue could use some mid &end sweeps, so please let her know if you can help.
- Tuesday morning is the 'Ride to the Playground' event organized by Marg Harris and Ed Schum.
- Tuesday afternoon will be the 'Commuter Challenge'. The CVCCo is not involved directly but everyone is welcome to cheer on and support the event at the Lewis Recreational Centre at 3:15pm.
- Wednesday is the Giant Celebration Station & BBQ – the CVCCo will have their tent and table. We will be showcasing the new digital map for feedback. The 6th street bridge project will be sharing the space. We will be offering coffee, sponsored by Royston Coffee; and some treats sponsored by CVCCo as per the email motion

✓ Special Events – Sue V

- Car Free Day – June 20 – Sue Vince will organize the information table. Steve Allen volunteered to help; Marg Harris is leading the kid's obstacle course ride. More details to come.
- Filberg Festival – July 31-Aug3 – bike parking volunteers are organized. Sue Vince will send out a reminder to those volunteering the week before.
- Farm Cycle Tour -- August 8-9– still waiting for requests for bike racks and volunteers.
- Armed Forces Day – August 15 –best bike routes options have been provided, and an alternative was given via a connecting trail so cycling on Knight Road between Anderton and the roundabout can be avoided, as there is no shoulder here. At the last air show many cyclists voiced how dangerous it was on this section. The organizers wanted to know which roads had shoulders, which had bike infrastructure and which are residential or busy roads so a key was given to them with this map below.
 - o The organizers are creating signs for the area near the air show just off of Anderton & Knight to direct cyclists away from that narrow section of Knight Road and use a quieter bike route. The CVCC have been asked to set up the signs and help set up the military bike racks at the park and rides, as they are short on volunteers. Our bike racks will be set up the week before inside the Military compound. Oceanside Cycling Coalition will lend us their bike racks for the month of August for all events.
 - o The volunteer bike parking request will be sent out after BTWCV, beginning of June
- YANA Ride – August 16 – We will be providing our bike racks for this event.

✓ Bike Pins:

- 1000 bike pins have been ordered. Sue Vince sourced out a Canadian company, as there is now a significant exchange rate plus issues with cross-border delivery. The Canadian company price per pin was higher but after exchange rates were applied they were comparable rates. Delivery is \$18 plus GST. We were given a 5% discount as a nonprofit. Sue Vince estimates the cost, based on the quote below, will be approximately \$515 Cdn. These pins will be used for fundraising for CVCCo cycling projects. The invoice has not been sent yet but here is the quote:

- ✓ Pedestrian/Cycling Bridge – Sue and Marg attended a meeting today of the small bridge committee that met with Courtenay City Counsellors David Frisch and Bob Wells for a discussion about the next steps in this process. Courtenay City Mayor Larry Jangula will not support this idea and two other City counsellors are undecided. A memorandum of intent will be drafted, and given to council, outlining what exactly Courtenay City Council will be responsible for if they vote to support this initiative.

- ✓ MOTIONS: The following Motions were made and approved by email as there was a degree of urgency to the decisions. We will present them and vote in person at this meeting so they are recorded in the minutes.

- Angela moved, seconded by Sue, to approve the Minutes of the April 27th CVCCo Board meeting. Motion passed
- Sue moved, seconded Marg, that the coalition purchase 1,000 bike pins for fundraising at bicycle parking events, at a cost of approximately \$450. Motion passed.

- Marg moved, seconded by Terry, to approve the expenditure of up to \$100 for refreshments at the Giant Celebration Station for Bike to Work Week Comox Valley. Motion Passed.

Strategic planning session 1 was held by the board. Report to follow.

✓ New Business

- Information Brochure Terry and Marg will design a brochure.

Meeting Adjourned. Next Meeting: Monday, June 22nd, 2015 (Location TBA)