

COMOX VALLEY CYCLING COALITION

Monthly Cycling Coalition Meeting

*****Thursday***, January 21st 2016 at 7:00 p.m.**

Quality Foods – community meeting room – Cliffe Avenue, Courtenay

MINUTES

Present: Marg Harris, Chris Bowman, Julia Painchaud, Sue Vince, Angela Dawson, Steve Allen, Wilf Dreher, Angus MacIntosh, Greg Strong

Regrets: Sue Fabrizio, Terry Borque

- Social Catch Up & Introductions
- Call to Order
- Approval of Agenda
- Acceptance of Minutes – Angela Dawson
- **Correspondence** – Bill Atkinson asked if CVCC will be involved in the Snow to Surf – Chris is unable to take it on this year. Other board members do not feel they can take it on.

Action Item: Chris will correspond with Bill to let him know that due to lack of capacity and past event road safety concerns the CVCC is not able to be involved at the organizational level this year.

Financial Report – Julia

Comox Valley Cycling Coalition Financial Report from Jan 1 – December 31, 2015 Report completed by: Julia Painchaud, Treasurer

Account Balance as of January 1, 2015:		\$6,641.61
	<u>Additions</u>	<u>Totals</u>
<u>General Income:</u>		
Membership fees: (\$600.00 from PayPal deposits total since Jan 1/15)	\$	\$ 1120.00
Sale of safety vests / bike pins:	\$	\$ 160.00
Honorarium (S to S) / Donations (FF: 645.00 / Air Show for bike pins: 209.00):	\$	\$ 2382.00
Other :	\$	\$ 8.60
Interest:	\$ 0.12	\$ 0.74
<u>Total Income:</u>	\$ 0.12	\$ 3,671.34
<u>General Expenses:</u>		
Society Fees / BCCC Membership fees / BCCC Insurance fees:	\$	\$ 650.00
Food and beverages for AGM / rodeos / BTWW; Guest speaker expenses:	\$ 42.52	\$ 313.00
Group spaces account fee:	\$	\$ 134.99
Cost associated with video presentation development (To City council)	\$	\$ 91.02
Mapping Project expenses:	\$	\$ 827.50
Gift certificate for Airport Service and Mini Storage for trailer storage:	\$	\$ 100.00
Trailer maintenance / insurance; Bike purchase / maintenance expenses:	\$	\$ 654.13
Room rental for November member event meeting	\$ 80.00	\$ 80.00
Miscellaneous expenses:	\$ 14.23	\$ 775.43
<u>Total Expenses:</u>	\$ 136.75	\$ 3,626.07
Account Balance:		\$6,686.88

Action Item: Julia will look into how we might work out financial streams to best focus our efforts on fundraising and using our membership fees – For example designating certain percentages of monies specifically for Education/Bike Infrastructure & Mapping Projects/General Revenue

Membership Report – Sue F

- **Corporate memberships** – We are excited to announce that PedegoQB is our first corporate member – Thank you to Julie and Ruby.
- **Membership numbers/fees** – currently 83 members; SueF has been sending out reminders to people whose membership is due within 2 months. This approach has been successful.
- The CVCC discussed changing our membership fees to align with the Greater Nanaimo Cycling Coalition fees:
- **MOTION:** Steve Allen motioned to change membership fee to \$15.00 individuals, \$25.00 for family and \$5.00 student/low income to align with the GNCC fees, seconded by Angela Dawson – passed effective at the AGM
 - o Wilf asked the question for the CVCC to consider: Is a lifetime membership something we should offer at a certain age benchmark?
- Steve talked with Jeff at Trail Bicycle. Jeff offered to donate a CVCC membership for each road bike he sold. Paperwork for membership would have to be completed by the purchaser of the bike.

Action Item: Steve will talk to our local bike shops to see if they might be interested in donating a CVCC membership for each road bike sold.

Education Report – Angela/Chris

- Update on Education Committee:
The Education Committee met in December and meets again Jan 27.
3 bike safe rodeos have been planned for the following schools:
 1. Aspen in March,
 2. Huband in April; and
 3. Queeneesh in May.
 Lesson plans with learning outcomes are being reviewed for these 3 modified sessions we are now offering at the bike rodeos.
Education Committee member Rick Clough has advised that there may be grant money available from the retired Ontario teachers association. We are looking into this.
- Additional sign boards for rodeos and special events - *Chris*
Chris recommended two more sandwich boards for education
Motion: Chris motioned to purchase two more sandwich boards inclusive of 6 interchangeable signs (quick sign) for the CVCC up to \$500.00 seconded by Julia Painchaud, motion passed.

Engineering Projects – Marg/Sue V/Chris

- **Ecole Robb Road** – Road infrastructure being done on Robb Road in front of the school. Marg Harris has been in dialogue with stakeholders for the project. The design will be brought to council on January 27 @ 4pm committee of the whole for review.

- **Cumberland Road** – Rob Crisfield, Manager of Operations for the Village of Cumberland requested from the CVCC a letter of support for provincial funding for the bike lanes on Cumberland Road. A letter of support has been drafted and it will be finalized soon and sent to Rob in support of this project.
- **World Community Film Festival** is on Feb 5-6 at the Sid Williams <http://sidwilliamstheatre.com/2016/02/world-community-film-festival/>
- One film in particular may be of interest to the cycling public and our membership is cars vs bikes – Saturday Feb 6 @ 10 am. The full program of films can be found at <http://www.worldcommunity.ca/film-festival/>

Action Item: SueV will post this event on our Facebook Page and ask Brian to send out a notice to our membership.

Mapping Project - Sue V

Mapping Project (information provided but not discussed at meeting)

1. The CVCC board approved via email motion to go ahead with the completion of the Comox Valley Cycling Digital Map, Phase 2, by Lester Jones, per his quote of \$1,200.00 (motion was up to \$1500.00 to allow for a buffer);

Sue reported back to Lester to go ahead per his quote. He has now provided the latest version per our instructions for review. Both maps are in our Comox Valley Cycling Coalition drop box under “Comox Mapping” and it is in a folder called “ReviewJan2016”

A reminder that when viewing the maps you must take it out of dropbox (download) and put it on your computer then view it using adobe reader (not preview) for it to function properly. It does not work properly when viewing it directly from dropbox.

Action Needed: We will require a couple people to help with reviewing and providing feedback for final edits. **The next step** for the digital map is to determine where it will be hosted.

2. Lester Jones has also provided a quote to create and print a z-card bike map. We approached Nancy Gothard at the City of Courtenay and Mike Zbarsky at the CVRD to see if either of them is aware of any government funds or other potential funders for this project.

The local governments at the moment do not have funding. One suggestion received was:

- The Plan H Healthy Communities org has released their '3rd round' of grants and I'm not sure if either the 'seed stream' or the 'grow stream' could apply (<http://planh.ca/funding/roundthree##moreinfo>). The potential for getting funding via this avenue would be our partnership with ITAC.

We as board members have discussed via email other potential funders:

- Economic Development/Discover Comox Valley
- Chamber of Commerce
- Local Businesses

Action Needed: Formation of a small CVCC group to strategize best approach and best connections to find funding. This project would essentially be a shelf-ready project for the funding party.

3. It was recommended that upon completion of the Comox Valley Digital Cycling map that we present to the various councils. We could do this via a short video to show the functionality of the cycling map similar to the one presented at our November Special Event meeting with a focus on the benefits to the various communities and to the engineering/planning departments.

Action Needed: Sue is willing to create a video and work with others on how best to set up our presentations. Help will be needed with messaging and then editors for feedback on video corrections/tweaking.

Newsletters – *Terry*

- Terry has been creating our monthly newsletters and is asking for feedback. The Board members thought the newsletter presented very well.

Action Item: The AGM committee will ask for feedback from the membership at the AGM.

Other Items:

- Marg, Angela, Sue and Steve will be attending the Bike Summit on Saturday, January 23, 2016 in Nanaimo to network and liaise with the GNCC for fact and item finding, and relationship building.

Board for 2016/17 – *Marg*

- AGM planning

Action Item: The AGM Committee; Marg, Angela, Steve and Angus will work on an agenda for the AGM.

Next Meeting: AGM - Monday, February 29th **at 7:00 p.m.** @ Florence Filberg Centre (Evergreen Room) Starting in March CVCC meetings will be held Last Thursday of the month at QF Courtenay at 7pm

ADJOURNMENT

Angela Motioned to adjourned and meeting was adjourned.