

Comox Valley Cycling Coalition Monthly Board Meeting - MINUTES

Virtual Meeting – via Zoom

Thursday, March 27, 2020, 6:30pm

Attending Board Members: Lawrence Veal, Brian Schoneberg, Jude Loukras, Gregg Strong, Angela Holmes, Chris Bowman, Mike Keohane, Steve Allen (issues with Zoom connection...)

Board Regrets: none

Guests: Susan Lang, Jay Van Oostdam, Michael Imai

1. Call to Order

2. Welcome and Introductions

Potential New Board Members: Susan Lang, Jay Van Oostdam, Michael Imai

3. Additional Agenda Items

4. Approval of Minutes (February 20, 2020) Moved by Jude, second by Angela, all in favor.

5. Business:

- **Financial Report / Grants – Jude** (see attached monthly report).
 - Applied for CVRD grant of \$600-800. Find out end of May and money expected in August.
- **Membership Report – Steve**
 - As of March 25 there are 102 members.
 - Renewals have slowed down in the last two weeks. After a renewal notice was sent to local bike shops only one, Trail Bikes, took out a corporate membership.
 - Memberships typically continue through the year and we usually get new members at Ride Right events.
- **Social Media/Blog – Brian, Jude**
 - Website update on pause as Unicycle is concentrated on other priorities due to COVID virus
- **Education Committee Report –**
 - iRide/Biking Skills -Lauren Lan/Angela Holmes proposal – Jude
 - Joint proposal between iRide and CVCCo to school district in regards to teaching bike handling skills and road safety. Also includes updating safe travel maps and school travel plans along with advocacy to build knowledge and support for alternative active transportation as it relates to cycling.
 - Looking for ongoing funding from school district. This is in addition to the \$2500 SD71 have committed annually to the CVCCo Bike Rodeo Coordinator. Lauren/Angela presented to District PAC who sent on to each school's PAC to vote on the proposal. Puntledge in favor, some

schools have not had a PAC meeting due to COVID cancellations. Waiting on District finance committee to respond – their next board meeting is scheduled for March 31 but likely we will not be on agenda due to other priorities.

- Bike Rodeo Coordinator – Lawrence
 - o *Sally Freeman has tendered her resignation in order to travel next year (Sept 2020 – June 2021 school year). We are looking for an interim or full time coordinator. Angela is willing to take on but would like a partner or back up in case her business draw more of her time next fall/spring. Lawrence to find out if Sally is interested in coming back after her year away so we know whether to concentrate on finding interim or full time replacement. Lawrence to also contact Lauren Lan re her availability or desire to consider a role.*
- Bike Rodeos, Corona Virus – Lawrence
 - o *Decisions will be made once we have firm dates for when school goes back in.*
- **Infrastructure Advocacy**
 - Integrated Regional Transportation Select Committee (IRTSC)- Angela
 - o *See attached update from Angela. Making progress with CVRD in respect to aligning the goals and priorities of the various municipalities.*
 - Route Signs – Gregg
 - o *Nothing new*
 - Meeting with David Frisch/Melanie McCollum - Lawrence Gregg, Mike,
 - o *Meeting has been requested but has not occurred as yet*

Other Business

- Z-Maps updating & reprinting – Gregg
 - o *Ties to route signs in big picture. No update.*
- Bike to Work Week plans for next year – Marg 30 helmets, help with ed.
 - o *Canceled for this year (May 25-30)*
- Website redesign- Unicycle Digital – Brian/Mike/Jude
- Budget item, website – Jude, Brian
 - o *Need to move server from Squarespace to new server. Costs expected to be in line with historical.*
- Bike racks purchase– Chris/Brian
 - o *Connectors purchased, need to buy pipes and cut/assemble as appropriate when they are needed. No “best before” date in which we need to spend grant money so this can wait until we have a need for the racks.*
- AGM review, donation to BCCC? – Lawrence
 - o *We had lower AGM attendance this year. Article went to Record but did not appear prior to meeting, that seemed to help with generating interest in past years. Some competition with other events may have drawn people away. Facebook seems to be the most used by our target audience – targeted ads are somewhat expensive but we should consider for future as increased membership numbers should pay out those costs.*
 - o *Donation of \$250 to BCCC. Moved by Gregg and seconded by Angela to send a \$250 donation to the BCCC with a thank you letter of support and we will consider an annual donation to BCCC.*
- CCCTS Legacy Funding request – Lawrence
 - o *Lawrence discussed contribution by CCCTS to provide \$1500 to cover*

costs of rodeos and adult courses. We expect payment from them very soon. They are paying to support bike rodeos up front and we will return 1/7th of funds for any rodeo that does not happen.

- Comox Bike Company request re e-bikes –discussion of our policy
 - o *Do we differentiate between promoting demo days as opposed to promoting bike shops having sales? General discussion ensued of how we can/should support the local bike shops. General consensus is that it is a slippery slope and we do not want to inundate our membership with advertisements for bike shop sales. That said, supporting successful bike shops in our community helps get more people cycling. Discussion deferred to next meeting – especially since Steve was not present and he is membership coordinator.*
- FORT (Friends of Rails to Trails) AGM March 15 – Chris
 - o *Waiting on provincial assessment of costs to restart the railway which are due in near future. Numbers are expected to make it clear that it is uneconomic to restart the train line. This should assist in FORT-VI moving forward. They continue to work on public buy in, lots of hurdles to move forward but generally positive. We have supported FORT-VI in the past and will continue to do so.*
- Bump outs – Hobson – Lawrence
 - o *Very disappointing to find design was changed at last minute without informing CVCCo. Resulted in compromised cyclist safety issues. Chris Davidson (City of Courtenay Mgr Eng Projects) is current contact and Lawrence will continue dialogue with him once City back operating after COVID situation. Try to come up with checks and balances so this doesn't transpire again in future. Lawrence is also discussing with BikeBC and BCCC and will provide updates.*

6. Additional Agenda items added

- o Bike shops appear to not have been listed as essential businesses – we want to rally behind the shops to keep them open in case the province decides to order non-essential businesses closed. Lawrence to contact BCCC to confirm situation and see how best we can support via our membership.

7. Upcoming Events

- o Bike Racks, Bike Swap- Cumberland, April 19 – Brian (no info on cancellation as yet...)
- o Valleyview Rodeo – April 7 on hold
- o Royston Rodeo – April 14 on hold
- o Puntledge Rodeo – April 21.22(AM) on hold
- o Robb Road Rodeo – May 12 on hold
- o Miracle Beach Rodeo – May 28 on hold

8. Round Table

- o Angela – a not for profit is looking to us for possible “Run Bike” funding which is something we have not done in the past (i.e. funded other NFP groups). No action required.
- o Jude – has offered to prepare a budget for the upcoming year and will try to circulate so we can discuss at next meeting.

9. Adjournment

- Moved by Brian, seconded by Gregg – all in favor

Next Meeting: April 23 , 2020, Spinnaker Room, Comox Marina, 7PM

Regular CVCCo meetings 2020: April 23, May 28, June 25, August 27, September 24, October 22, November 26

Monthly Financial Report

Comox Valley Cycling Coalition

Financial Report

Submitted by Jude Loukras
February 2020

	Current Month	Year to Date	Balance
Opening Balance			\$14,734.93
Income			
Membership	\$225.00	\$245.00	
Interest	\$0.12	\$0.25	
Bike Lockup			
Education Sales			
CCCTS donations			
Grants			
CVRD			
City of Courtenay			
School board			
Total Income	\$225.12	\$245.25	\$245.25
Expenses			
Paypal fees	\$12.83	\$14.01	
BCCC Membership/insurance/fees			
Office/Meeting/Website			
Bike lockups			
Bike Rodeos/Education/trailer			
Grants Expenses			
City of Courtenay, Promotion			
CVRD, Bike Racks/Signs			
School board, Rodeo Coordinator	\$2,500.00	\$2,500.00	
Paul Bally Fund			
Go by bike Fund			
Total Expenses	\$2,512.83	\$2,514.01	\$2,514.01
Closing Balance			\$12,466.17
Pre assigned funds			
Paul Baily fund			\$534.83
SD #71 Deposit			\$1,500.00
Go by Bike			\$196.01
City of Courtenay Grant			\$1,683.61
CVRD Grant			\$1,200.00
CCCTS Grant			
Total Pre-assigned funds			\$6,114.45
Funds Available			\$6,351.72

Integrated Regional Transportation Select Committee

Meeting: March 9th, 2020

Jake Martens, CVRD Government Services and Alana Mullaly, CVRD Senior Manager of Sustainability and RGS Planning

David Frish- Chair of IRTSC

Angela Holmes - Vice Chair IRTSC

Main points:

On February 25, 2020 the CVRD Board endorsed a resolution directing that the draft Memorandum of Understanding (MOU) respecting regional transportation planning be presented to the local municipalities, school district, K'omoks First Nation and other agencies for their consideration. **The MOU seeks to confirm the commitment of the parties for this work and provide the structure for inter-jurisdictional planning and coordination for regional transportation through the assignment of such responsibilities to CVRD staff, activation of the existing Technical Advisory Committee (TAC) and, for the purposes of overall governance and budget allocation, confirming the CVRD Board as the decision-making body through the RGS Service.**

The board further directed that the MOU be presented to the member municipalities by way of a delegation consisting of staff and IRTSC Chair David Frisch and Vice-Chair Angela Holmes. Following such presentations and engagement staff are to then report back to the board on the feedback received.

In addition to this direction, the **CVRD Board also endorsed the proposed 2020-2024 financial plan for the Regional Growth Strategy Service. Included with this budget is specific funding to undertake a regional active transportation gap analysis.**

- to identify gaps and barriers in regional active transportation facilities, -

clarify jurisdictional roles, and identify opportunities for action.

- project plan for regional active transportation planning with short, medium and long-term objectives

CVRD has applied to the MOTI Active Transportation grant This application is under the wings of the Regional Growth Strategy but at this point parks and trails staff and engineering have been part of the application to get funding. Once funding has been granted then CVRD may contract out some of the work of developing the Regional Active Transportation Plan.

Next Steps:

Presentations to all councils by ANgela and Dave to bring forward the MOU. First meeting May 11th Village of Cumberland
Action needed by CVCCO: none
Next IRTSC whole committee meeting - April 21st, 2020

Estimated Timeline:

May /June 2020 - present the MOU to all councils
Sept - CVRD funding for active transportation gap analysis
Nov 2020 - RFP out for work to be done on active transportation gap analysis.

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Angela