

Comox Valley Cycling Coalition Monthly Board Meeting - MINUTES

Virtual Meeting – via Zoom

Thursday May 28, 2020, 6:45pm

Attending Board Members: Lawrence Vea, Jude Loukras, Angela Holmes, Chris Bowman, Mike Keohane, Susan Lang, Jay Van Oostdam, Brian Schoneberg

Regrets: none

Guests: City of Courtenay Councilors David Frisch, Will Cole-Hamilton and Melanie McCollum

1. Call to Order

2. Welcome and Introductions

3. Additional Agenda Items

- Cyclist Counts for 2020 – Chris
- Police Clearance Checks for volunteers working with children - Mike

4. Approval of Minutes (April 22, 2020 monthly meeting)

Moved by Jude, second by Chris, all in favor.

5. Business:

1. Courtenay City Council – discussion wrt Multimodal Transportation Projects

- Discussion with Councilors Frisch, Cole-Hamilton and McCollum in regards to cycling and multi modal transportation plans for City of Courtenay.
- Reviewed late changes to Hobson bike lanes that were not communicated to CVCCo and our disappointment in that regard. Councilors relayed that Trevor Kushner is our new contact in regards to engineering staff and how CVCCo can/should be involved with the City in expanding the cycling network in Courtenay. Lawrence to contact Trevor to make introductions and start the conversation.
- Some repaving work being planned for 17th St and councilors are pushing to add separated bike lanes from Fitzgerald to McPhee. Not sure if they will be successful, may be painted lanes as that was the original Cycling Network plan.
- Councilors very supportive of our efforts to gather support from other groups with respect to our letter asking for prioritization of the E-W Connector multi use trail. We will circulate our current list of groups to the three councilors and they will provide comments as well as insight as to which groups they may be able to offer assistance with.
- Board agreed with Councilors suggestion that we approach the DCBIA as the support of downtown businesses for the connector would carry weight with council.
- We will push ahead with contacting groups in next couple of weeks in order that we can hopefully get a strong number of them to support and we can get the letter to council as soon as possible.
- MoTI is working on the upgrade of 19A Bypass (Connector needs to cross 19A) and a meeting with council is expected in the next couple of months to discuss. Current plan is to break 19A upgrade into two phases with first phase (17th St Bridge to Comox Rd) estimated as work for 2022 while Comox Rd to Ryan Rd would follow thereafter. If we can come up with strong support for the E-W Connector and

formulate a plan for the crossing of 19A Bypass, then perhaps the two phases could both be scheduled for 2022. It was thought the reason for breaking the bypass work into two stages was to allow for planning of the crossing method for the connector. Current thinking is for a traffic control surface crossing but we would prefer to look at either an under or over-pass option.

- The 6th St Multiuse Bridge is progressing toward a RFP stage and we should reference it as a critical partner of the E-W Connector. The two projects together provide the complete connection from Downtown to East Courtenay.

Current list of groups we would like to approach for support:

<u>Group</u>	<u>Contact Name</u>	<u>Title</u>
CVCCo	Lawrence Veal	President
Comox Valley Regional District		
Downtown Courtenay BIA	Jenny Deters	President
CV Accessibility Ctte	John Higginbotham	
DPAC/School Parent Councils		
School Boards	Sheila McDonnell	Area A Trustee
CV Roadrunners	Ron Crowther	President
Cross Canada Cycle Tour Society	Roz Smith	President
Evergreen Club (seniors/Filberg)		
Active Comox Valley	Susan Bullock	
Comox Valley Newcomers	Janice Adie	President
Glacier Probus Group	Gary Lucas	Bike Coordinator
? Probus Group	Willie Kamenade	Bike Coordinator
CV Cycling Club	John Van der Vliet	President
North Island College		
Comox Valley Hospital		
Comox Valley Run to Beer	Derek Kaufman	unofficial organizer
BC Cycling Coalition	Colin Stein	President

2. Financial Report / Grants – Jude *(no changes from last month so no report).*

- Bank account changes for new signatories in progress

3. Membership Report – Susan

- As of May 27 there are 110 members.
- Comox Bike Company renewed a corporate membership.
- Susan Lang and Steve Allen are currently sharing responsibility for maintaining the membership database. Susan has received training on data entry and communication with renewing members. Susan will visit some of the local bike shops in order to persuade them of the benefits of membership. Steve will contact other previous corporate members

4. Social Media/Blog – Brian, Jude, Mike

- Brian and Jude walked thru the new website design via screenshare.
- Design is ~90% done, perhaps one or two more iterations from Unicycle.
- We will have to populate and maintain the data/photos/files/news items. Jude and

Mike will work to get up the learning curve on Wordpress basic functionality so we can support Brian in the website effort.

- Website can provide linkage so our updates on are connected between Facebook, Twitter and website

5. Education Committee Report –

- Bike Rodeo Coordinator
 - Lauren Lan still considering the position though wishes to see school back to a more normal situation
- iRide/Biking Skills -Lauren Lan/Angela Holmes proposal – Angela/Jude
 - nothing new.
- Bike Rodeos – Lawrence/Angela
 - Lawrence has drafted a letter to school principals to set some dates for bike rodeos in next school year. Uncertain if we will be able to run bike rodeos but it is better to set the dates then cancel than try to get dates set aside in the fall.

6. Infrastructure Advocacy

- Integrated Regional Transportation Select Committee (IRTSC)- *Angela*
 - See report at end of minutes
- Cyclist Poll/Facebook – *Jude*
 - Jude reported 60% of respondents are cycling more since pandemic, 40% are cycling less. Two distinct groups – those who are enjoying lower traffic levels (safer) and those who prefer to cycle in larger groups so are not getting out.

Other Business

- Z-Maps updating & reprinting
 - Ties to route signs in big picture. No update.
- Downtown Courtenay Business Improvement Assoc– *Lawrence*
 - Letter of support sent and awaiting if they would like any assistance in street planning/lane closure issues for COVID 19 re-opening. They have not contacted us as of yet and feeling is we/they may have missed out on the opportunity.
- Letter to Council re Connector Pathway Priority– Lawrence/Mike
 - Lawrence to send letter to Councilors for comments
- Veteran's Parkway Bike Lanes - Lawrence
 - In progress with paving, interested to see how cycle lanes turn out
- Bike Shop Bell Concept – Chris
 - Looking at thanking bike shops for staying open during health pandemic, we may be a little late for that window. Idea was to get cyclists to ring bells in front of bike shops at a set time and perhaps provide free bells.
 - Discussion around regulations – nothing in BC requires bell usage unless dictated by the municipality.
 - Bigger picture discussion on how we can educate riders on safety issues such as bells, proper passing techniques or others. Chris and Jude to discuss further and come back to board with thoughts.
 - Noted during discussion that we could look at using social media blurbs to

promote safety and that the idea of there being many new riders/e-riders in the older age group that need education too – our target audience is not just the kids any more.

- Guests Joining for Virtual “Zoom” Meetings – Lawrence
 - o If we want to invite our members to virtual meetings we can email the group and ask them to contact us if they are interested. Brian mentioned a webcast option in Zoom where we could have people join just as observers. We will see how much longer we go with virtual meetings and decide.
- Need for Additional Board Members – Lawrence
 - o Steve and Gregg have both retired from the board and we should all be looking for interested people to bring on board.
- July Meeting? – Lawrence
 - o We will decide at the June meeting whether we should have a meeting in July or if matters can wait until August and/or be dealt with by email.

6. Additional Agenda items added

- Cyclist Counts
 - o Discussion around whether we should consider another cyclist count in 2020 with the perceived higher ridership as a result of pandemic.
 - o General feeling was that it is a lot of work on behalf of volunteers/data analysis and that we should structure it around a defined goal. i.e. Do we need data to support the E-W Connector?
 - o Council and staff felt that our data on 5th St Bridge count really helped in making those decisions clearer.
 - o We will encourage Comox to perform some automated cyclist counts at locations where we feel such information would be useful. Courtenay does not have an automated counter so we will encourage them to obtain one or perhaps Comox is willing to share as they are likely not using it 100% of the time?
 - o Lawrence to discuss with Trevor Kushner of City of Courtenay if he sees any value in surveys and where.
- Police Checks
 - o CVCCo presently does not have a policy requiring
 - o CVCCo has previously reviewed whether checks are required and concluded that, due to the fact our volunteers are not alone with children under bike rodeo scenarios, we were not required to have our volunteers obtain a check.
 - o CVCCo has signed up with BC Govt as an organization eligible for Criminal Records Review Program (CRRP) that provides free background checks for non-profit organizations. There are concerns that we may lose volunteers if we require the checks.
 - o Mike felt that CVCCo board members may have some liability if there ever was an incident. Tabled for discussion again at next meeting. No rodeos planned for near future anyhow.
- Using Zoom for All CVCCo Meetings
 - o We have Zoom Pro account for 30 days which will allow us to host May and June monthly meetings (\$20 cost). We will decide at June meeting whether

we should maintain the Pro account going forward and whether future meetings will be virtual or in person.

7. Upcoming Events

- n/a

8. Round Table

- Positive comments on new bike lockers at Comox Mall. Seems as though they are intended for use of employees who want to ride to work.

9. Adjournment

- Moved by Mike, seconded by Jay – all in favor

Next Meeting: June 25 , 2020 Genoa Room, Comox Marina or Virtual Meeting via Zoom, 7PM
Regular CVCCo meetings 2020: June 25, August 27, September 24, October 22, November 26

Integrated Regional Transportation Select Committee (IRTSC)

May 27th, 2020

The Memorandum of Understanding (MOU) was presented to the Village of Cumberland Council Mon May 25th for Q and A with a vote whether support comes next month. Next present to Town of Comox June 3rd.

The MOU is:

- an expression of a willingness to work together on Active Transportation projects
- Based on ideas of healthy living and sustainability
- REsults in coordinated planning
- It's home is in the Regional Growth Strategy - key service - to plan for and take action
- Because RGS framework - it includes staff support

Process of working together

- Identify a project relating to Active Transportation and approach staff person, or elected official
- Pitch it through the Technical Advisory Committee (TAC)
- TAC committee reports to CVRD board and gets board direction, refer to relevant municipality

What we can work on:

- Collection and Monitoring of data
- Advocacy- elected officials to advocate to senior governments
- Develop the regional multimodal plan
- Public education

First project in the hopper:

- A gap analysis of Active Transportation links
- This info would go into creating a regional active transportation network and a regional transportation plan