

# Comox Valley Cycling Coalition Monthly Board Meeting - MINUTES

Virtual Meeting – via Zoom

Thursday August 27, 2020 7:00pm

**Attending Board Members:** Lawrence Vea, Jude Loukras, Chris Bowman, Mike Keohane, Susan Lang, Brian Schoneberg, Rhonda Ryan

**Regrets:** Jay Van Oostdam, Angela Holmes

**Guests:** None

## 1. Call to Order

## 2. Welcome and Introductions

## 3. Additional Agenda Items

Facebook request for assistance from Natalie Fisher

## 4. Approval of Minutes (July 23, 2020 monthly meeting)

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

## 5. Business:

### 1. Financial Report / Grants – Jude (report attached to minutes)

- Gaming grant opportunity, need to run an adult learn to ride course this fall as we need “ongoing” status (Nancy, Dylan and Rick are working on Adult Course). **Due date for grant application is in November.** Looking at some form of communication tool for rider instruction (Bluetooth or other method) and, if we want to purchase we could include that in the grant application.

### 2. Membership Report – Susan

- No new members this month

### 3. Social Media/Blog – Brian, Jude, Mike

- Bulk emails – Brian is using a bulk email service called Groupspaces that is free. When we get an email similar to the one from BCCC, it is challenging to forward as the links within the email need to be rebuilt. Might be an option to go to MailChimp or other similar service but it has costs? **Mike to look into Mailchimp costs and pros/cons.**

### 4. Education Committee Report –

- Bike Rodeo Coordinator - Lawrence
  - Position for fall still up in air, waiting on logistics.
- Bike Rodeos Schedule – Lawrence
  - Rodeos booked for Sept 29 ( ourtenay Elem) and Oct 6 (Queneesh). **Lawrence to contact school principals** to see if they plan to go ahead and how they will be handling volunteers. If they want to proceed we will find out their expectations and see if we can get a suitable number of volunteers.
- Adult Cycling Course - Lawrence

- ElderCollege will not be holding the adult course this fall. Nancy and Dylan are keen to do an adult course, as per above grant discussion.
- We had a request for bike safety training by a parent for their two children. Marg and Angela are will to take this on and do 2 x 1.5 hour sessions. Unsure as to what is reasonable to charge – **Lawrence to contact the parents to find out their expectations as to costs.**
- Trailer Storage – Chris
  - CV Cycling Club trailer was stolen from Airport Service storage lot. Our trailer was also stored there and the padlock was cut on rear door. Nothing was taken from our trailer and it has since been moved. Jude is checking to confirm if we have insurance coverage for trailer and/or contents. Chris is looking at alternatives for locks that are harder to cut and also getting a cost to repair the leaky roof and will get back to us with both. Once we know size and roof status, we can inquire with membership as to storage possibilities or look into continuing to use Airport Service lot if gate is to be locked.
  - Subsequent to the meeting (August 29), Chris supplied further information that new locks for the rear door and hitch would cost approximately \$150 and the roof repairs have been quoted at \$500. Airport Service will have gate locked and are upgrading the security cameras on site. **Email motion by Chris to authorize expenditure of \$650 total for locks and roof repair on the trailer. Passed with 7 in favor and none opposed.**

## 5. Infrastructure Advocacy

- Integrated Regional Transportation Select Committee (IRTSC )- *Angela*
  - No report
- Seal Bay/Coleman
  - No progress on speed limit reduction discussion. Lawrence contacted CVRD but they have not responded.
- 5<sup>th</sup> St Bridge Consultation – Lawrence/Mike/Rhonda
  - Zoom meeting with Chris Davidson and project staff to discuss alternate traffic pattern study.
  - 5<sup>th</sup> St bridge will be set up with one-way alternating vehicle traffic for 6 months in 2021 (April – Sept approx.) due to bridge rehab. First 4 months will have bridge shrouded and cantilever sidewalks will be closed. One lane on bridge deck will have alternating vehicle traffic. Other deck lane will be used for pedestrians and cyclists – they hope to have separate cyclist/ped lanes. For the last two months, there will be one alternating vehicle lane open on the bridge and both the cantilever sidewalks will be open for ped/cyclists. Cyclists must walk across the sidewalks but can also use the alternating vehicle lanes if they so choose.
  - Vehicles coming down 5<sup>th</sup> St from downtown to bridge will have to loop north (left) and approach the bridge on Anderton Ave past the Filberg Centre. Cyclists will be able to head straight down 5<sup>th</sup> to the bridge.
  - We brought up the lack of shoulder (and double blind corner) on Condensory Road between the Condensory Bridge and Cessford Road. This puts cyclists in danger, especially with the higher volume of vehicles that are expected to use this access while 5<sup>th</sup> Street Bridge is being rehabilitated. This is outside City jurisdiction and CVRD have been

dismissive of our concerns. It is on the MoTI list but no idea when it will get priority for shoulder additions.

- We expressed concern about poor road condition for cyclists on both sides of Old Island Highway between 5<sup>th</sup> Street Bridge and Ryan Road. City stated that there was no scope or budget for repair of shoulders or upgrade to bike lanes. They also stated that the bike shoulders would be left in place separate from the priority transit/emergency vehicle lane that will be installed for the rehab project.
  - We have asked City to make it a priority to move drivers out of cars and onto bikes for the rehab project. Despite their focus on GHG reduction in the new Official Community Plan that doesn't seem to carry through into items such as traffic management.
- Comox – Lazo Road Bike Counts
    - Numbers from Comox automated bike count are very low and obviously in error (24 total cyclists per day, 12 each direction). We will either ask them to redo the counts (calibrate their counting machine with some cyclists) or do some informal counts of our own.

### **Other Business**

- Priority Routes in the Valley
  - Ongoing discussions with Colin at BCCC as to how we might be able to utilize Strava dataset to prioritize the busiest routes for infrastructure projects. Building our own application does not appear feasible due to data access limitations. Strava Metro product could provide what we need; however, it is a free service provided to municipalities and advocacy groups and is usually based on size of the requesting group. We are in the queue but very far down – **Mike to continue to work with Colin to see if BCCC can get us up the Metro queue...**
- Courtenay Official Community Plan – Lawrence/Mike
  - Mike and Lawrence attended two different virtual sessions. OCP is to be updated to include Climate Change issues – hoping this will help prioritize cycling infrastructure. Transportation discussion seemed to focus on transit with some cycling discussion.
- Criminal Record Checks for Volunteers - Mike
  - We are set up with Criminal Record Review Program (CRRP) and it is free for us to get checks on our volunteers. Mike attempted to go through the on line process but in the end, it required an ID check and signed document from CVCCo to be sent in as well? **Mike will continue to work to see if this is an issue at our end or theirs.** We need to make the process stress free if we don't want to turn away potential volunteers.
- Farm Cycle Tour – Lawrence/Chris
  - Self-guided tour is being advertised on-line. No request for us to help.

### **6. Additional Agenda items added**

- Facebook Request from Natalie Fisher
  - Natalie contacted us via Facebook that her husband had been hit by a vehicle while cycling on Old Island Highway. Contact knocked off the

vehicle mirror but the driver did not stop. Two other cars witnessed and one got the license plate number. Reported to RCMP but they advised to contact ICBC as it was under \$10,000 and they would not investigate. Lawrence has contacted Natalie and offered to try and arrange a meeting with RCMP and the victims. No reply as yet from Natalie.

## **7. Upcoming Events**

- Sept 28 Oct 4 GoByBike Week
- Sept 29 Courtenay Elem Bike Rodeo
- Oct 6 Queneesh Elem Bike Rodeo
- April 2021 Brooklyn Elem Bike Rodeo

## **8. Round Table**

- No items

## **9. Adjournment – approx. 8:45 pm**

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

**Next Meeting: Sept 24, 2020 via Zoom, 7PM**

**Regular CVCCo meetings 2020: October 22, November 26**

# Comox Valley Cycling Coalition

## Financial Report

Submitted by Jude Loukras

July 31, 2020

	Current Month	Year to Date	Balance
Opening Balance			\$10,700.77
<b>Income</b>			
Membership	\$20.00	\$980.00	
Interest	\$0.05	\$0.65	
Bike Lockup			
Education Sales			
CCCTS donations			
Grants			
CVRD			
City of Courtenay			
School board			
<b>Total Income</b>	\$20.05	\$980.65	\$20.05
<b>Expenses</b>			
BCCC Membership/insurance/fees		\$1,153.40	
Office/Meeting/Website		\$288.62	
Bike lockups			
Bike Rodeos/Education/trailer		\$156.00	
Grants Expenses			
City of Courtenay, Promotion			
CVRD, Bike Racks/Signs		\$804.24	
School board, Rodeo Coordinator		\$2,500.00	
Paul Bally Fund			
Go by bike Fund			
Other expenses		\$118.08	
<b>Total Expenses</b>	\$0.00	\$5,020.34	\$0.00
Closing Balance			\$10,720.82
Pre assigned funds (remaining balance)			
Paul Baily fund			\$534.83
SD #71 Rodeo Coordinator			\$1,500.00
Go by Bike			\$196.01
City of Courtenay Grant			\$1,683.61
CVRD Grant			\$395.76
CCCTS Grant			
<b>Total Pre-assigned funds</b>			\$4,310.21
<b>Funds Available</b>			\$6,410.61