

COMOX VALLEY CYCLING COALITION – ANNUAL GENERAL MEETING
04 April 2025 7:00 pm
Conference Hall – Filberg Centre, Courtenay, BC

MINUTES

1. Call to Order

2. Welcoming Remarks and Agenda

3. Approval of Minutes from 2024 AGM

Moved, seconded and carried

4. Financial Report

- Grant Watson (Treasurer) presented the 2024 financials including income, expenses and grant projects. Report details are on 2025 AGM slides at end of minutes.
- Big ticket item in 2024 was a grant to purchase additional bike racks.
- Cash on hand at YE 2024 was \$17,425.
- Motion to receive and accept financials was moved, seconded and carried.

5. President's Report

5.1. Membership

- 223 members for 2024
- Over 800 followers on Facebook and 400+ on our email distribution list

5.2. BC Cycling Coalition

- Umbrella group for almost 30 Cycling Groups around BC
- FREE to join BCCC (charitable receipt if you make a donation)

5.3. Priorities

- 1. Education – help cyclists to safely navigate existing infrastructure
 - School Cycling Program (SD 71) renegotiated grant to better reflect our costs.
 - Lauren Lan spoke about the SD71 program, how schools are getting larger and require more volunteers. 5 new vols signed sheet.
 - Continued our “bike counts” at all SD71 schools (3x per year)
 - Plan to work with parents at Brooklyn Elem on a “bike bus” project for kids to get safely to school on their bikes.
 - Proud to have won an award, along with SD71, from HUB Cycling which recognized our school cycling program.
 - Adult Education (working on a grant from HUB cycling for 2025 adult ed)
 - Collaborated with North Island College to provide lessons to international students who wanted to use cycling as their mode of transport
- 2. Advocacy
 - Work with general public and decision makers in all CV jurisdictions
 - to assess needs and prioritize AT infrastructure improvements
 - challenging environment to get larger infrastructure built to increasing costs lack of suitable grants or funding model.
- 3. Special Events/Networking
 - Bike Parking at major events, over 1100 bikes at the 2024 air show! Expanded

- our number of bike racks in 2024 courtesy of a BCCC grant.
- Cycling Map – online safe cycling maps updated in 2024 and 2,000 paper copies printed for give away at cycling shops and tourist info centre. Plan is to update the online maps each year and print new paper copies when needed.
- Working with BC BackCountry Horse group and CV Road Runners on a “Slow and Say Hello” program for multi-use trails

5.4. Advocacy

- Working to emphasize that cycling provides huge economic benefits as a mode of transport
- All local jurisdictions now have an Active Transportation Plan
- Hosted a celebration station for new bike lanes on Lazo/Knight Roads
- Lazo Greenway construction to be completed this summer
- Sewer line construction continues in Comox and CVCCo are promoting bike use and working with CVRD on traffic management plan
- Comox received a grant for bike lanes in Aspen Elementary area
- MOTT budget is dominated by vehicle roadways and transit, we need elected officials to change that so Active Transportation receives higher and consistent funding.

6. Election of 2024 Directors

6.1. Nominations and Elections:

- President - vacant
- Secretary - Vacant
- Treasurer – Grant Watson
- Director-at-Large
 - Spencer Cappallo
 - Brian Shoneberg
 - Lawrence Vea
 - Mike Keohane
 - Jim Smiley

7. Slide Presentations

- CV Regional District (Robyn Holme and Mike Zbarsky)
 - Explained Active Transportation Network Plan and Implementation Strategy (2023)
 - Priorities for 2024 were Royston Elementary multi use pathway (MUP) and Cumberland to Courtenay Connector MUP
 - CVRD does not have a funding service specific to AT, tried to add it under a Transportation Service in 2024 but was voted down.
 - Cumberland Connector was also voted down, costs were estimated at \$10.5M+
 - Royston Elem MUP expected to construct summer 2025, challenges with MOTT approvals
 - Evolve bike share introduced in 2024 and expanding pilot project in 2025
 - Working on a mode shift assessment study for 2025 as well as the Local Area Plan for Saratoga Beach area.
- City of Courtenay (Matt Brown)

- Overview of 5 year cycling network plan, includes paint protected bike lanes and specific routing studies totaling \$200k-\$250k per year of spending
 - Reviewed bike lanes that have been done to date and those planned for 2025
 - Working on providing pre cast concrete lane dividers with delineators to add extra comfort on parking protected bike lanes such as 17th St and 5th St.
 - 40 kmph speed limits introduced in 2024 and expanding over 5 years to cover majority of city.
 - 6th St bridge construction to start in 2025 and be completed first half of 2026
 - Working on design of 6th St multi modal transportation corridor from Cliffe to Harmston in 2025
 - Bike lanes to be added to Headquarters/Vanier Roads in 2025 as well as Crown Isle Drive lop (past Costco to Mission Rd area)
 - Protected intersections being designed for 17th/Fitzgerald and Old Island Highway/Veterans Memorial
- Island Rail Corridor (Mike Keohane)
 - Overview of railway history and update on 2025 Shared Vision Project
 - MOTT have provided up to \$18M in total grants to 5 RDs and 14 First Nations to help them understand what issues and priorities each area may have.
 - CVRD have received a grant from MOTT and are in Phase 2 of their study – hired a consultant and watch the CVRD website for updates and opportunities to engage.
 - First Nation reconciliation is high priority in discussion of possible uses for the rail corridor.
 - Investigating alternate uses including trails, utility ROW, telecoms, roads, commuter/tourist rail and land development (parks or housing)

8. Adjournment

9. Appendix A: Financial Statements

2024 Income



	2023 Actual	2024 Actual	2025 Budget
INCOME			
Advertising Income		\$2,000.00	
Donations	\$100.00	\$2,084.41	
Grant Revenue	\$3,517.50	\$12,500.00	
Memberships	\$1,420.00	\$1,953.93	\$2,000.00
Sale of Goods		\$10.00	
Adult Education	\$6,434.07		\$4,000.00
SD71	\$5,960.11	\$4,410.00	\$8,500.00
Other	\$2,470.21	\$322.24	\$200.00
Total Income	\$19,901.89	\$23,280.58	\$14,700.00

	2023 Actual	2024 Actual	2025 Budget
EXPENSES			
Advertising and Website Exp	-\$152.14	-\$112.18	\$700.00
Bank, Paypal, Square Fees	-\$142.98	-\$96.16	\$100.00
Bike R&M		-\$98.24	\$100.00
Bike Racks		-\$9,964.50	
Consultant Fees		-\$6,196.16	\$1,500.00
Cost of Goods	-\$3,517.50	-\$340.48	\$200.00
Instructor Honorarium	-\$5,686.07	-\$3,280.00	\$8,100.00
Insurance - CGL/D&O	-\$1,126.38	-\$1,800.00	\$2,100.00
Insurance - Trailer		-\$140.00	\$150.00
Meals		-\$346.14	\$500.00
Meeting Expenses	-\$330.20	-\$402.73	\$500.00
Dues and Subscriptions	-\$50.00	-\$180.64	\$200.00
Printing		-\$1,612.25	\$300.00
School Cycling Program	-\$5,960.11		
Software Costs		-\$107.52	
Supplies		-\$407.31	\$200.00
Transportation/Storage	-\$1,095.90	-\$214.38	\$300.00
Volunteer Appreciation		-\$116.18	\$200.00
Other Expenses	-\$335.03	-\$1,625.00	\$200.00
Total Expenses	-\$18,396.31	-\$27,039.87	-\$15,350.00
Surplus (Loss)	\$1,505.58	-\$3,759.29	-\$650.00



2024 Expenses

2024 Programs Cash Flow



Programs 2024 Cashflow						
Name	open bal	in			out	close bal
		grants	from	Internal		
Mapping Project	\$3,882.50			\$2,000.00	-\$5,945.11	-\$62.61
Ride Right	\$1,762.37	\$1,060.00	BCCC		-\$834.64	\$1,987.73
SD71 Cycle Program	\$3,720.60	\$7,650.39	SD71		-\$9,482.81	\$1,888.18
Bike Parking	\$0.00	\$11,000.00	BCCC	\$1,237.70	-\$10,448.91	\$1,788.79
Net Closing Balance						\$5,602.09
				Cash in bank at 2024/Dec/31:		\$17,425.00