

Notes from Inaugural Cycling Task Force Meeting  
December 20, 2006 3 p.m.  
Courtenay Council Chambers

Present: Patti Fletcher, Barry Minaker, Ray Boogaards, Suzanne Murray, Barbara Price, Richard Kanigan, Gwyn Sproule, Randy Wiwchar, Ronna-Rae Leonard

- 🚲 Discussion on public participation and other stakeholders, and how to structure process, developing an adaptive management process, with lots of feedback loops, and development of a supported cycling advisory group or coalition, to ensure success and sustainability of cycling focus for transportation, health and education.
- 🚲 Suggestion: refer to playing fields initiative as a potential model for structure.
- 🚲 Noted: staff have been working together, dealing with connectivity for trails, etc
- 🚲 Grants were discussed. Local Motion deadline thought to be April/07 (Note: see Patti's subsequent email- deadline February). Active communities is another grant opportunity
- 🚲 Communication/education was discussed – press releases, postings, the Recreational reporter
- 🚲 Public advisory group was discussed – size, what representation. Patti mentioned an inactive bike safety committee that has money they wanted to give. (Maybe they would like to emerge like phoenix from the ashes and participate?)
- 🚲 A big public forum to generate ideas and volunteers for public advisory group. Also discussed was the idea of a presentation of the current situation and ideas already generated, to seek guidance in prioritizing actions
- 🚲 Suggestion: three issues here: public participation, public awareness, applying for grants on “first step out”
- 🚲 Reference to an options report done by a student for the RD 2 years ago regarding cycling and the Dyke Road, and MoTH cycling map.
- 🚲 Suggestion: a start... developing standards that all the jurisdictions could apply.
- 🚲 Ideas for staff to be able to start: focus on Dyke Rd, Local Motion grant, a standards report
- 🚲 Bicycle infrastructure: Courtenay's application is ready to go for end of January for Macdonald Road. This led to discussion on how to deal with grants. Some grants would be lead by single jurisdiction, which others would ‘support in principle’, without being involved in the grant development or implementation.
- 🚲 Issues to deal with in Terms of Reference: who reporting to/lines of communication, linkage with staff, question of sunset clause, how to work the group (consensus vs votes)
- 🚲 In communicating with public, focus of task force is on 3 pillars: education, recreation, and transportation. It was agreed to also highlight cooperation amongst the jurisdiction with this initiative, and that we are working to develop the most effective public process and to ensure that the public is fully involved.
- 🚲 Ronna-Rae will be the ‘gatekeeper’ of the information, to keep it flowing amongst the participants.
- 🚲 Next meeting: Thursday, January 25<sup>th</sup>, 3 p.m. at RD Board or Committee Room. (we will rotate meeting location).

🚲 To Do's:

- Ray Boogaards: copy of MOTH maps for everyone, Dyke Rd report
- Ronna-Rae: contact ICBC to invite to participate (Caroline Robinson?)
- Randy: ask Kevin to present Transportation study to task force
- Richard: develop draft TOR
- Staff: bring valley mapping that shows potential bicycle routes, trail linkage (such as it is) and school locations.

🚲 Draft Agenda for Meeting of January 25, 2007 3 pm RD Board or Committee Room

Elect Chair		
Transportation Study, Cycling section presentation	Kevin Lagan	Presentation on what is in place, issues, priorities and recommendations from study.
Terms of Reference	Richard Kanigan	Draft to be discussed and TOR decided
Grant opportunities	Staff from all jurisdictions	Short term goals
Dyke Road	Ray Boogaards	Dyke Rd options report prepared by student 2 yrs ago for RD. Discuss how to 'tackle' this as priority which surfaced from July 20/06 meeting