

# HUB Richmond/YVR Committee: *Meeting Minutes*

Thursday, April 8, 2021 • 7:00-8:30 PM

**Attendees:** Anna Chow, Cedric Lin, Donna Kwan, Derek Williams, Shareen Chin, Phyllis, Yvonne

## LINKS:

[Meeting Agenda](#)

[Peer to Peer Event](#)

## 1. Welcome & Introductions Attended (5 - 7 mins):

- Check-in - name and favourite location/route to cycle
- Call to order for April 8 Agenda - any additions/omissions?

**Shareen:** Peer to Peer Meeting Thursday, April 29th at 7pm - 8:30pm. Details will be sent out soon.

## 2. Advocacy Opportunities/Barriers

- Team contract - Group values and expectations
  - a. Brainstorm some guiding values for working together
  - b. Take a moment to reflect on what you want from your participation with the Richmond LC
  - c. What can others expect from you? What do you hope to expect from the group?
- Anything else?

**Cedric:** Revisited and recapped guiding values of members from last meeting (March 12, 2021).

**Anna:** Guiding values are promoting biking and active transportation to those who don't usually bike/stay active. Would like to make vehicles more aware of cyclists through the Richmond LC. Would also like to see improvement of bike infrastructure in Richmond.

**Phyllis:** No comments.

**Derek:** Similarly with Yvonne, Derek would like to improve cycling infrastructure in Richmond but the process is usually very slow, requiring many development permits. Paint work on road lines have already started at the Westminster Hwy and Garden City Road intersection—the first bike box on a road in Richmond is being created as well. Workers have so far scratched out the incumbent white lines. Moreover, Derek would like to address the large issue of speed with motorists, taking advantage of the spacious lanes. Derek advises anyone cycling in Richmond to be super careful of other motorists. Motorist confusion is also often present in Richmond, and Derek recommends that motorists

have more education about cyclists on the road. He will be making an official statement, at the next city active transportation committee meeting, on dedicated right-turn light signals, especially at massive intersections, to address the issue of motorists carelessly turning right into cyclists and their lane at a red light. Derek states that right turns at red lights should not be allowed if there are bike boxes present at the intersection. There is also paving and restriping construction taking place on Railway (north and south of Steveston Hwy). Wider buffer lanes are also being considered in Richmond.

### 3. Brainstorm regarding future Richmond/YVR Zoom meetings process (5 - 7 minutes)

- What is working? Ideas for moving forward (allotting catch up/social time near the end of the meeting?)
- Blue sky ideas?

### 4. Review & Approval of Minutes for Virtual Meeting held March 12, 2021 (3 mins)

- [Minutes](#) for March 12, 2021 meeting

**All Attendees:** Motion to accept minutes for March 12, 2021 meeting.

### 5. Items for discussion (20 mins):

- Richmond LC Action Plan 2021
  - Update Richmond LC Action Plan 2020 viewable [here](#) (*action item: everyone please review*)
  - Update for April?
  - Recapped/reviewed the Richmond LC Action Plan 2020.

### Richmond LC Action Plan 2020 Revisions for 2021:

#### Part 1: Key Actions and Successes from 2020

#### 1. What were the top three accomplishments of the Local Committee over the past year?

**Everyone:** No comments or rejections. Accepted.

#### 2. On a scale from 1 to 10, how would you rate the success of your local committee's work over the past year?

**Everyone:** No comments or rejections. Accepted.

#### 3. What top three challenges will need to be considered in the coming year?

Conflict Zones, City Centre Bike Network Plan, City Councillor Engagement.

**Derek:** He will learn more about the three challenges when he talks to Joan about cycling infrastructure plans. With any proposals or suggestions, he plans to wait until he can see the councillors in person as he prefers sitting in-person in front of the council. Derek believes certain aspects of the City Centre Bike Network Plan can be pushed ahead of others, but the financing of the plans and available manpower are key to successful realization. If we can attract new ridership, the statistics data will greatly help the idea of more infrastructure improvements with councillors. Derek also mentioned that he will talk to Joan and wants to keep her involved even when she retires—Joan is still unsure of when she will retire and who her successor will be. Possibility of Joan retiring this summer.

**Donna:** She doesn't see engagement with city council being too effective, and believes that we need to move forward to newer projects as other projects have been in the working for years already with little to no progress—many current projects have even already completed the planning stages. Donna mentioned that in order for new projects to be realized, we need to demonstrate that ridership in Richmond has increased, and we can do so by encouraging more people to cycle. Often, city council will improve infrastructure only when bike accidents and fatalities occur, since it is good PR—however, we do not want to have any accidents and instead, we should encourage ridership by taking on a proactive point of view of those who are not often cycling.

**Anna:** Many people do not cycle as they are afraid of their safety with other motorists on the road, especially at the Westminster Hwy and Garden City Road intersection.

**Shareen:** Many people don't want to ride because they feel unsafe. However, as seen she has seen in Downtown Vancouver, improved infrastructure will greatly encourage more ridership. It is also good to have councillor support as they are the ones who can make plans happen. We should also aim to build up relationships with the city. It has been huge to have Joan working closely with us, but she may be retiring soon.

#### **4. How can the HUB Cycling board and staff best support your committee to overcome those challenges?**

**Anna:** The Peer to Peer meeting that Shareen mentioned should be a good opportunity for LC's to collaborate and share experiences.

### Part 2: Objectives and Actions from 2020

#### **1. Objective One:** Complete and submit the YVR Assessment Report

**Derek:** We should be making notes of conflict zones and areas for improvement that we may encounter on our bike rides.

**Shareen:** QGIS is a software that can be used as a spot map for indicating and making remarks on different locations for cycling improvements—however, it is a software that require more knowledge and expertise in map software. Alternatively, we can create a Google Map Layer for HUB Cycling to use as a spot map. Performing more research on conflict zones will aid in the making of the YVR Assessment Report.

**2. Objective Two:** Document the communication protocol to the City.

**Derek:** Joan's former boss, Victor, has ever since left, but it was previously agreed upon between Stephen, Derek, and Joan that all correspondence regarding cycling be sent to Joan first. If no actions are taken, then the issue can be brought to the attention of higher-ranking councillors. Anything related to cycling that is sent to the City has always been forwarded to Joan, who will analyze the complaint, and report it back to the City. However, since Victor has left and the agreement was from a year and half or two year ago, we can do as we prefer.

**Donna:** If we have any issues, we could send an email to the City Mayor and City Councillors while cc'ing Joan. That way, we are addressing the concern sideways and not vertically.

**3. Objective Three:** Conduct an Assessment Ride of central Richmond with City of Richmond officials.

**Derek:** In terms of feedback from other cyclists or citizens, we only receive comments from Bike to Work Week. Also, at all City Council meetings, Joan will read out any concerns and issues that are reported to her by citizens, and act accordingly. Assessment rides will be conducted depending if there is something that someone would like to report on.

**Donna:** She can canvas feedback from cyclists she has spoken to at Sanctuary Cafe and other seniors from various groups/activities. Cedric has students from J.N. Burnett Secondary to gather feedback, and there are community centres where we can canvas further comments. Difficulties may be present with COVID-19 protocols, but the pandemic has definitely encouraged many more people to cycle. Overall, we have various avenues to gather feedback from. (AC - if we get willing participants, should we create a short survey?)

**Shareen:** We need to be careful about assessment rides as a group, especially with the high numbers of COVID-19 cases. She hates to actively encourage others to gather together. Alternatively, cyclists can do assessment rides individually by determining their coverage of Point A to Point B and then documenting details by themselves.

- 4. Objective Four:** Maintain relationship with VanProp Development for design/approval of Lansdowne Shopping Centre area redevelopment.

**Shareen:** At HUB Cycling, the staff are working to establish people at HUB Cycling who will help and sponsor connections between LC's and developers. Updates on this may come out in the next couple of months.

- 5. Objective Five:** Provide a Letter of Support to the City of Richmond for actions taken by the City that are seen as positive to the furtherance of safe cycling within the city.

**Derek:** No updates or progress on this letter that he knows of, but we will need to choose which tasks have been done and are great to include in the letter.

**Anna:** We can table this discussion for our next meeting.

**Donna:** A new carousel for locking bikes and two bike maintenance stations have been installed at the Minoru Active Living Centre. Moreover, J.N. Burnett Secondary have had two bike maintenance stations also installed.

**Shareen:** We should write a letter of what has been done before and ask to keep the momentum moving—this will help us to have a great start with the successor of Joan's position.

### Part 3: Measuring Success (Optional)

**All Attendees:** Motioned to disregard this for now.

- TransLink onramp to southbound Highway 99
  - Any updates?

**Derek:** No updates.

**Anna:** An alternative route is the Canada Line bridge and bike path.

- Draft business case for [Great Blue Heron Way](#)

- D.Grigg, Infrastructure Planner for the GBHW seeking feedback from Richmond LC on business case.
- Email text from D.Grigg to Stephen available [here](#)

**Derek:** Great Blue Heron Way project has been years in the making. He will get an update on its progress and give a report at our next meeting.

**ACTION:** Derek will give an update report on this project at our next meeting.

- Preferred method of communication
  - Group chat for Richmond LC?
  - Social platform?

**Yvonne:** She prefers email and does not have access to any social media platforms.

**Derek:** He prefers contacting through email and meeting through Zoom. Derek does not use any social media platforms like FaceTime or Twitter.

- Preferred meeting date and time
  - Maintain second Thursday of each month?
  - Doodle poll for members to vote.

**All Attendees:** Second Thursday of each month is a good date and time.

**ACTION:** Anna to make a Doodle poll for members to confirm. (AC: are we still doing this?)

## 6. City of Richmond News / RATC (3 mins)

*May need to postpone till April meeting or follow up via email.*

**Yvonne:** She will be sending an email to Derek, regarding comments and questions she would like presented at the RATC meeting.

**Derek:** If others have anything that they would like Derek to say at the RATC meeting, please email him. Everyone is welcome to attend the RATC meeting but Joan will need to send them a link. New bike maps are expected to be printed in a brand new format for Richmond (similar to Vancouver's map). More cycling infrastructure plans have also been made for north-east Richmond—in the future, cyclists will be able to cycle on a bike path from Dyke Road all the way to River Road. If you ask Joan about the plans, the plans are set in place already but they won't be realized for quite a while.

## 7. Assessment Rides and Reports

*May need to postpone till April meeting or follow up via email.*

- Due to COVID-19 restrictions, in-person assessment rides have been postponed
- Possible virtual tour: Woodward's Road from Railway Greenway to Parkside Trail. Oak St. Bridge virtual assessment ride - see below for link

## 8. #UnGapTheMap Updates

*May need to postpone till April meeting or follow up via email.*

## 9. HUB Cycling Notices and Upcoming Events

*May need to postpone till April meeting or follow up via email.*

**Derek:** For Bike to Work Week, the City of Richmond is organizing one station. We don't plan on doing anything for Bike to Work Week as the time commitment and manpower needed will not work with us.

**Anna:** Moreover, many people are not going to work in-person now, nevermind cycling to work.

**Shareen:** Even though people are not working in offices anymore, many may still go for a bike ride after work and can clock the hours in for Bike to Work Week. We can discuss about putting together a Richmond/YVR team to combine our kilometres count for Bike to Work Week. If we would like to organize a station, the swag will come—when Shareen last volunteered at a station, she would give out swags including TransLink masks.

**Donna:** Also, many schools are involved in Bike to School Week. Donna would be interested in helping run a Bike to Work Week station based on COVID-19 protocols and the existing situation.

**Phyllis:** In October, she volunteered to help run a Bike to Work Week station for the City of Richmond and still managed to get ridership. She mentioned that there will always be stations and that they will give out free swag.

**ACTION:** Cedric to table this discussion for the next meeting (which is the last meeting before Bike to Work Week) and make an e-card for the LC to send to Cat.

## 10. Next meeting:

May 13, 2021, 7:00pm - 8:30pm via Zoom. If you have items for the agenda, please email [richmond@bikehub.ca](mailto:richmond@bikehub.ca).

**Shareen:** She would like someone to edit and update the Richmond LC Action Plan for 2021 and it would be best to have it completed by the end of April. She also asked if Phyllis would be interested in doing an assessment ride by taking notes and pictures of cycling route(s)/location(s) where she sees can be improved.

**Phyllis:** She is a project manager at an IoT company, plays many sports, volunteers at a farm to connect with others, and loves cycling!

**ACTION:** Anna to start to edit and update the Richmond LC Action Plan for 2021; Donna to proofread the Action Plan; Phyllis to do an assessment for infrastructure improvement on her cycling routes by taking notes and some pictures of the location(s).