

**HUB Cycling Delta Committee  
Meeting AGENDA for:  
TUESDAY January 8, 2019 • 7:00 PM**  
Tsawwassen Library (Meeting Room)  
1321 56th Street, South Delta

- 1. Welcome & Introductions. List of Attendees: Pass sheet around.**
- 2. Approval of Agenda. Add any new items.**
- 3. Review & Approval of Minutes from last meeting.** [HUB Delta wiki](#) at HUB Delta Meeting Minutes.

**4. Committee Reports:(Submit written bullet points to the note taker)**

- HUB RAC #UnGapTheMap meeting (Roel)
- HUB Cycling Delta Committee Table booked for Friday Dec 7, 9:30 – 11:30 am, Harris Barn, Ladner. Event organizer: Delta Child and Youth Committee (CYC). Event is for all ages. An opportunity to interact with Delta councilors and stakeholders. (Neil, Sandra and Phil)

**5. Working Group Updates:**

Safety/Routes

- MoTI, TFN, GBHW. Hwy 17 / Deltaport corridor project (Roel)
- TransLink, transportation and Westham Island Bridge.
- Metro Vancouver, trails.
- MoTI, Massey Tunnel Shuttle.

HUB Cycling Local/Regional Infrastructure

- Tsawwassen to Ladner via Arthur Drive
- Bike/Pedestrian path from US border to 12th Ave. update (John)
- Update Delta HUB bike rack outreach (Carol)

**6. Other Business/ Announcements/ Upcoming Events:**

- 2019 Action Plan to be completed by 30 Jan. <https://goo.gl/forms/5RiR1MxWTuoLNr7W2>

For those who can't view google forms, the questions are on Page 3.

**Sample Activity Suggestions, from HUB**

- Community engagement—Will the Local Committee attend or organize any community events? Will social events be held (e.g. family bike rodeos, social cycling rides, etc.)?
- Assessment rides—Assessment rides provide an opportunity to assess the quality of a bike route and its opportunities for improvement. Following the ride, an assessment report is sent to municipal staff for review. For examples click here. How many will be carried out and by whom?
- Regional Advisory Committee (RAC)—How many people will be assigned to participate in the monthly RAC meeting and what will their duties be in reporting to RAC/the Local Committee?
- Priority gaps and/or infrastructure improvement opportunities—Using this Gap Priority List and Gap Priority Map for reference, which priority gaps will you be focusing on this year? What measures will be taken to address these areas (e.g. letter writing, engaging with municipality staff/council, assessment rides attending open houses etc.)
- Committee attendance and engagement—What recruitment efforts will we take? What are our targets for number of participants? How will new and existing attendees be encouraged to participate and engage?
- Building resilience of Local Committee—How will meeting minutes/agendas be kept? What processes will be used to store and share them? What are targeted response times to emails?
- Partnerships and liaison opportunities—Who are the key cycling stakeholders in the municipality and what steps will be taken to engage with them? Examples may include Municipal Council, staff, relevant transportation committees/advisory groups, Ministry of Transportation and Infrastructure (MoTI),

TransLink, urban developers, community centres, schools and parent advisory committees, and other not for profit organizations.

**7. Education/Engagement:**

- HUB Cycling [www.bikehub.ca](http://www.bikehub.ca) Extra info. on table. Become a card-carrying HUB member <https://bikehub.ca/get-involved/be-a-hub-member>
- Cycling in The Rain tips. Go to: <https://bikehub.ca/helpful-information-about-cycling-in-metro-vancouver>
- Delta Police Project 529 Bike Registry. Visit your local community police station to register. Partner <https://project529.com/garage/partners>

**8. Next meeting date:**

**9. Meeting Adjournment:**

## 2019 Committee Action Plan

This template was designed to help HUB Cycling's local committees focus their activities for 2019, support cross-committee collaboration, as well as track and celebrate successes.

For additional background information to support action planning, see

<https://drive.google.com/file/d/1ZN85yAY4Ob3r9RsrIH47llg3FnFMI6PD/view?usp=sharing>

\* Required

Municipality Name \*

Please select your municipality from drop down menu.

### Part 1: Key Actions and Successes from 2018

1. What were the top three accomplishments of the Local Committee over the past year? E.g.: Community-building initiatives, contributions to cycling infrastructure, relationship-building with key stakeholders, other? \*
2. On a scale from 1 to 10, how would you rate the success of your local committee's work over the past year? \*  
Poor 1 2 3 4 5 6 7 8 9 10 Excellent
3. What top three challenges will need to be considered in the coming year? \*
4. How can the HUB Cycling board and staff best support your committee to overcome those challenges? \*

### Part 2: Objectives and Actions for 2019

What are your top three priorities for 2019?

E.g.: Are there opportunities for public engagement through bike education or events? Are there priority gaps affecting your municipality? Opportunities for relationship-building with key partners or stakeholders? Other?

What are some specific actions that your committee will undertake to address these priorities?

Objective One \*

Action(s) to support? \*

How will this objective be achieved?

Benefits \*

Why does this objective matter?

Objective Two \*

Action(s) to support? \*

How will this objective be achieved?

Benefits \*

Why does this objective matter?

Objective Three \*

Action(s) to support? \*

How will this objective be achieved?

Benefits \*

Why does this objective matter?

### Part 3: Measuring Success (Optional)

What three things would you like the local committee to measure in 2019? Making goals measurable (e.g. we will hold three assessment rides in 2019) can help to measure success or progress over time.

Success indicator: One

Success indicator: Two

Success indicator: Three