



MORE PEOPLE BIKING  
MORE OFTEN

**MINUTES OF THE ANNUAL GENERAL MEETING**  
April 6th, 2022 | 7:00pm | Zoom videoconference

The 2022 Annual General Meeting of Bike Winnipeg was held virtually by Zoom videoconference on Wednesday, April 6th, 2022 at 7:00pm CDT. Due to limitations of the Zoom format, this meeting dispensed with movers and seconders and used online polls for all motions. Misty Bromley, Treasurer, acted as Chair of the meeting and Benjamin Meek, Secretary, as Recording Secretary.

**1.0 Call to Order**

The Chair called the 2022 Annual General Meeting to order at 7:02pm.

**2.0 Land Acknowledgment Statement**

**3.0 Introductions**

The Chair introduced Bike Winnipeg's Board of Directors, Committee Chairs, and Program Managers:

Misty Bromley: Director, Treasurer, and Chair of AGM

Benjamin Meek: Director and Secretary

Clayton Rudy: Director and Co-Chair of Board of Directors

Mark Cohoe: Executive Director and AGM Co-Host

Julia Schroeder: Director and Co-Chair of Outreach Committee

Matthew Carvell: Director and Co-Chair of Board of Directors

Nic Robataille: Local Bike Groups Coordinator

Stephanie Chow: Project Manager of Bicycle Valet

Katheryn Loewen; Director and Board representative for Advocacy Committee

Neiva Desrochers: Director and Chair of Finance Committee

Corey Dyck: Director and Chair of Measurement, Audit, and Compliance Committee

Ian Walker: Chair of Advocacy Committee

**4.0 Adoption of the 2022 AGM Agenda**

It was **MOVED and CARRIED** that the Agenda be adopted.

**5.0 Approval of 2021 AGM Minutes**

It was **MOVED and CARRIED** that the Minutes of the 2021 AGM be approved.

## **6.0 Guest Speaker: Ken Cur, Cycling Without Age**

## **7.0 Reports**

### 7.1 Co-Chairs

Presented by Clayton Rudy and Matthew Carvell, Co-Chairs of the Board of Directors.

- Bike Winnipeg has been taking more risks as an organization which has led to certain rewards, including increased staff capacity and revenue, as well as new initiatives and expanded activities.
- It has been a tough year with the ongoing pandemic, but we have used the time wisely, putting in a lot of work both out on the streets and behind the scenes.
- We have hopeful optimism that this summer we can return to the way things were running before the pandemic in terms of events.

### 7.2 Executive Director

Presented by Mark Cohoe, Executive Director.

- This year has involved a lot of policy work. We have been pressing the City budget as much as possible, but we continue to face chronic underfunding [for Active Transportation (AT)] though there have been small incremental gains.
- There have been some policy wins in terms of motions brought forward at City Council, including a little more strict adherence to the inclusion of AT in road renewals.
- There have been a large number of policies under review with the City this year, including OurWinnipeg 2045, Complete Communities 2.0, Transit Master Plan, Transportation Master Plan 2050 (TMP2050), Pedestrian and Cycling Strategies, Road Safety Strategic Action Plan, and Airport Areas West.
  - The third phase of TMP50 has been pushed back to the Fall which gives us a little more time to respond. It will take some time to get the Pedestrian and Cycling Strategies to where we want them, including the modal shift that we're asking for as reflected in the Climate Change Plan. We want to make sure that TMP2050 is following the policy laid out in OurWinnipeg 2045 and Complete Communities 2.0—that the planned and proposed bike networks will result in a cohesive network with door-to-door destinations.
- We have been involved in numerous stakeholder meetings regarding proposed and ongoing projects, including: North Winnipeg Parkway, University Crescent, Osborne Underpass, Lagimodiere Twin Bridges, Higgins Underpass, Henderson Highway North. We also continue to be represented on the City's Active Transportation Advisory Committee.
- We have been involved in helping develop the Transportation and Land Use Coalition (TLUC), a working group of organizations and community groups looking to act as a watchdog to make sure the City is following its own policies and pushing for more transparent reporting.
- We have started developing our Local Bike Groups (LBG) initiative which was put on pause due to the pandemic.
- With regards to Education and Encouragement, we have been working on:
  - Bicycle Education and Skills Training (BEST). BEST is a program being piloted with Green Action Centre, MPI, and Seven Oaks school division, with funding from the City, which has recently been expanded out of Seven Oaks into Louis Riel and St. James school divisions.

- Group Rides. We had roughly 20 rides this year connected to almost every ward in the City with nearly 600 active attendees. This has been boosted by the introduction of Bike for the Future rides which have been spearheaded by Ian Walker and the Advocacy Committee.
- Educational videos.
- Bike Week Winnipeg. Hosted a “pit-and-go” last year instead of a classical pit stop due to the pandemic. Hoping to be back to normal this summer hosting one or two pit stops.

### 7.3 Treasurer

Presented by Misty Bromley, Treasurer.

- We do a lot of project-segmented work that is grant supported.
- We have a new Measurement, Audit, and Compliance (MAC) Committee.
- Our goal is not to make a profit; our goal is to do good work.
- Had a much lower accounts receivable this year due to COVID shutdowns that slowed down payments from the City.
- Our assets increased this year due to grant-supported projects:
  - Two e-bikes (built by us as part of our Bike Share project);
  - Bicycle Valet equipment (fencing, additional racks and equipment)
- Our only liabilities are bills we haven’t paid yet, which will be cleared out as they come due.
- Donations this year were much larger than usual, primarily due to i) a very successful “Day of Giving” campaign in November, and ii) profits from t-shirt sales donated to BW from an individual outside of the organization.
- Expenses remain fairly fixed from year-to-year. We were able to increase the compensation to our one permanent staff member. Amortization was included in our budget for the first time and will continue to be included going forward. Another new expense for us this year was interest on a loan which was attained to provide bridge funding between the start and end of various grants.
- Our surplus/deficit this past year from general operations was \$0 thanks in part to a Manitoba bridge grant that we applied for and received. \$12k of this \$20k bridge funding was used to reconcile the budget; The remainder has been placed in a savings account to act as a buffer against future deficits.
- We did a really good job of allocating our resources this year; Even though there’s a net income on the balance sheet, it will be amortized in the coming years.
- With regards to revenue generating projects:
  - Bicycle Valet is normally a very successful enterprise for us, but events were restricted this year.
  - Our Bike Parking Contract with the City of Winnipeg had to be put on hold this year.
- Our financial statements illustrate how much work has gone into procuring grants over the past couple of years, as indicated by a dramatic increase in project revenue and expenses.

It was **MOVED and CARRIED** that the Treasurer’s Report be approved.

### 7.4 Bike Share Project

Presented by Clayton Rudy, Co-Chair of the Board of Directors.

- Been working for a couple of years to explore the feasibility of a bike share project in Winnipeg
- Work has been done to advance a feasibility study to explore what types of bikes would be ideal, developing partnerships, financial projections

- Work on this project has been funded by grants, primarily the Government of Manitoba's Conservation and Climate Fund.
- Current work is focused on working with a number of other non-profits across Canada to spin this project off into a separate organisation from Bike Winnipeg.

### 7.5 Bicycle Valet Winnipeg

Presented by Stephanie Chow, Bicycle Valet Coordinator.

- Last year was busy in terms of completing an extension project to double our bike valet capacity from 500 to 1,000 bikes. This was accomplished by building 75 new racks.
- We have acquired new logo'd fencing for bicycle valet, which has a clean, professional look, is good in the wind, lightweight, safe and secure.
- COVID had a large effect on events this year, with many last-minute cancellations. Bicycle Valet still managed to run some events, with higher demand for smaller 50-150 capacity events as restrictions allowed.
- We were able to give back an in-kind service to Peg City Car Co-op for their 10th Anniversary party. They have provided an affordable way for Bicycle Valet to move equipment over the past few years.
- Bicycle Valet has a full-slate of events lined up this summer.
- Stephanie will be stepping back from the Bicycle Valet role this year, but she will stick around to ensure a smooth transition.
- Big thank you to Stephanie for the phenomenal work that's been done on this project over the years.

### 7.6 Strategic Plan

Presented by Clayton Rudy, Co-Chair of the Board of Directors.

- We are approaching the end of our current 3-year strategic plan. 10 of the 15 activities from the previous plan are on track, in progress, or substantially completed.
- We are expecting to prepare a new Strategic Plan this winter.

### 7.7 Committee Reports

#### 7.7.1 Finance

Presented by Neiva Desrochers, Chair of the Finance Committee.

- The Committee is working to add redundancy to Bike Winnipeg in terms of financial knowledge. We now have two CPAs on the Board, which is very helpful.
- Committee meetings have primarily focused on grant applications and payments, budget discussions, and charitable status planning, with consideration of depreciation protocols, budget formatting, financial forecasting, Key Performance Indicators.
- The Finance Committee is actively recruiting a Volunteer Project Coordinator and a Volunteer Finance Administrator to help with contract coordinating, grant reporting, budgeting, cash flow forecasting, and financial statements.

#### 7.7.2 Measurement, Audit, & Compliance (MAC)

Presented by Corey Dyck, Chair of the Measurement, Audit, & Compliance Committee.

- The three pillars of the new MAC Committee are:
  - a. Measurement: Identifying and monitoring Key Performance Indicators that are important to Bike Winnipeg.

- b. Audit: Performing analyses of Bike Winnipeg's financial statements and being ready to facilitate and support an audit.
- c. Compliance: Ensuring that Bike Winnipeg has policies, controls, and procedures in place to make sure that we remain compliant with relevant rules.
- Next steps for MAC are assessing our risks, coming up with plans to mitigate these risks, and coming up with new plans to fill in any gaps.

### 7.7.3 Advocacy

Presented by Ian Walker, Chair of the Advocacy Committee.

- Activities over the past year:
  - a. Gave feedback on 'Our Winnipeg 2045'.
  - b. Encouraged the City to install new cycling and pedestrian infrastructure in areas with high volumes of fast moving vehicles.
  - c. Encouraged the City to lower speeds to 30km/hr or less with traffic calming in areas where pedestrians, cyclists, and motor vehicles mix.
  - d. Advocated for the Enhanced Sunday and Holiday Bike Routes to be made permanent and to have a 30km/hr speed limit.
  - e. Made a call to Winnipeggers to engage with decision makers on the 2022 budget.
  - f. Engaged with provincial engineers and geoscientists on Manitoba's Road to Resilience, encouraging modes shifts in transportation.
  - g. Ran a series of rides called Bike for the Future. Planning to expand that initiative this year.
- Looking forward to the 2022 Civic Election.

### 7.7.4 Fundraising

Presented by Clayton Rudy, Acting-Chair of the Fundraising Committee.

- Monthly donations continue to be the backbone of our organization.
- There is a lot of opportunity to grow our sponsorships.
- Grant work has grown tremendously over the past few years.
- The Committee is looking for new members, including a permanent Chair.

### 7.7.5 Outreach

Presented by Julia Schroeder, Co-Chair of the Outreach Committee.

- Much of the Committee's work this year was online or put on hold due to continuing COVID restrictions.
- Despite an abbreviated ride season, Bike Winnipeg was able to run 20 rides with over 500 riders this year. These included our two largest ride series - Art Rides and Pedal into History - a few returning series - Strike Bike and Ghost Tours - and the new Bike for the Future rides.
- Many rides were limited in size due to COVID restrictions. We hope that bigger rides will be possible this year.
- Supported the re-launch of the Local Bike Groups initiative, which was initially attempted in Spring 2020. Hoping to have 5 local committees represented in the next few years.

### 7.7.6 Local Bike Groups (LBG)

Presented by Nic Robitaille, Local Bike Groups Coordinator.

- The goal of LBG is to form groups of local active transportation users who can advocate for cycling in their area and work with Bike Winnipeg to identify and prioritise infrastructure that can improve the safety, comfort, and convenience of cycling in their neighbourhoods.
- We were able to lay a lot of groundwork for this initiative over the winter, and we are looking forward to actually launching the first groups this spring.
- Initial areas of focus will be:
  - a. Minarski, Point Douglas, Old Kildonan
  - b. Elmwood
  - c. Daniel McIntyre

It was **MOVED and CARRIED** that the Committee Reports be accepted as presented.

## 8.0 Questions/Discussion

The Executive Director received questions from members on Bike Winnipeg’s stakeholder involvement in various active transportation infrastructure projects.

## 9.0 Approval of Bylaw Changes

### 9.1 Fiscal Year

Current Wording:

*1. 2 The fiscal year of the Organization shall terminate on the 31st day of December in each and every year. The decision as to whether to audit the books and financial records of the Organization shall remain at the discretion of the Bike Winnipeg Board of directors (hereinafter referred to as “the board”) and shall be reviewed annually and within ninety days of the fiscal year end.*

Recommended Wording:

*1.2 The fiscal year of the Organization shall terminate on the 31st day of December in each and every year. An audit or review of the books and financial records of the Organization shall occur annually within ninety days of the fiscal year end.*

Rationale for the change: Removing the option for an audit or review to make it mandatory; also grammar.

It was **MOVED and CARRIED** that the proposed Bylaw change to the Fiscal Year be accepted as proposed.

### 9.2 Vision

Current wording:

*1.5 We envision a city where every road is safe for cycling, all bike paths are connected, and riding a bike is normal and always fun.*

Recommended Wording:

*1.5 We envision a city where every road is safe for cycling, all bike paths are connected, and riding a bike is commonplace and always fun.*

Rationale for the change: We feel that “commonplace” is more inclusive than “normal”.

It was **MOVED and CARRIED** that the proposed Bylaw change to the Vision be accepted as proposed.

## **10.0 Board Nominations**

The following individuals seeking election to the Board of Directors were introduced:

Clayton Rudy - seeking renewal (end of second two-year term)

Matthew Carvell - seeking renewal (end of first two-year term)

Robyn Dyck - new to the Board

Adam Johnston - new to the Board

Luke Lorentz - new to the Board

Jennifer Sawatzky - new to the Board

Steve Snyder - new to the Board

A call for nominations from the floor was made.

It was **MOVED and CARRIED** that the slate of directors be approved as presented: Clayton Rudy, Matthew Carvell, Robyn Dyck, Adam Johnston, Luke Lorentz, Jennifer Sawatzky, Steve Snyder.

## **11.0 Adjournment**

The Executive Director thanked all members who support the organisation and those who participated in the AGM. The Executive Director thanked the board members and all the other volunteers for their hard work.

It was **MOVED and CARRIED** that the 2022 Annual General Meeting of Bike Winnipeg be adjourned at 8:59pm.