



CYCLING WITHOUT AGE

The Right to Wind

In your Hair

**Pilot Info Session_ July 21, 2021
Hamilton Chapter**



For discussion today



- Introductions and Objective tonight
- Overview of CWA
- CWA Hamilton & Burlington Chapter
- CWA Welcome Inn (summer/fall 2021)
- Our Bike
- The Pilot
 - Requirements
 - Responsibilities
 - Pilot documents
- Pilot Skills Guidelines & Training
- Next Steps

Cycling Without Age – Overview



Passengers

- A new sense of purpose and freedom.
- Opportunities otherwise not available.
- Positive physical, psychological, social impact.
- Permeates through residences...
- New stories, friendships, hope...
- Feeling valued, part of society with less social isolation = social change!



Pilots

- Pilot volunteers from all walks of life bringing their own experiences and stories.
- Fulfillment and satisfaction giving back to their community and in serving the senior & less abled population.
- Relationship building - strengthening community bonds, building trust, happiness and improving quality of life!



The Community

- Enriches the community as a whole.
- Promotes volunteerism, healthful opportunities and intergenerational relationships. Encourages a 'bike friendly' environment.
- Provides a clear and empowering message for a stronger and more cohesive, outward looking society - making the world a more joyful, peaceful and united place.

The Hamilton & Burlington Chapter- 2018 – now



2018

- Presentations and support from McMaster, Cycle Hamilton, and City of Hamilton Cycling
- Meeting with Cycling Without Age, Canada Captain at McMaster University and test rides in trishaw with potential volunteers and confirmation of suitability of bike

2019

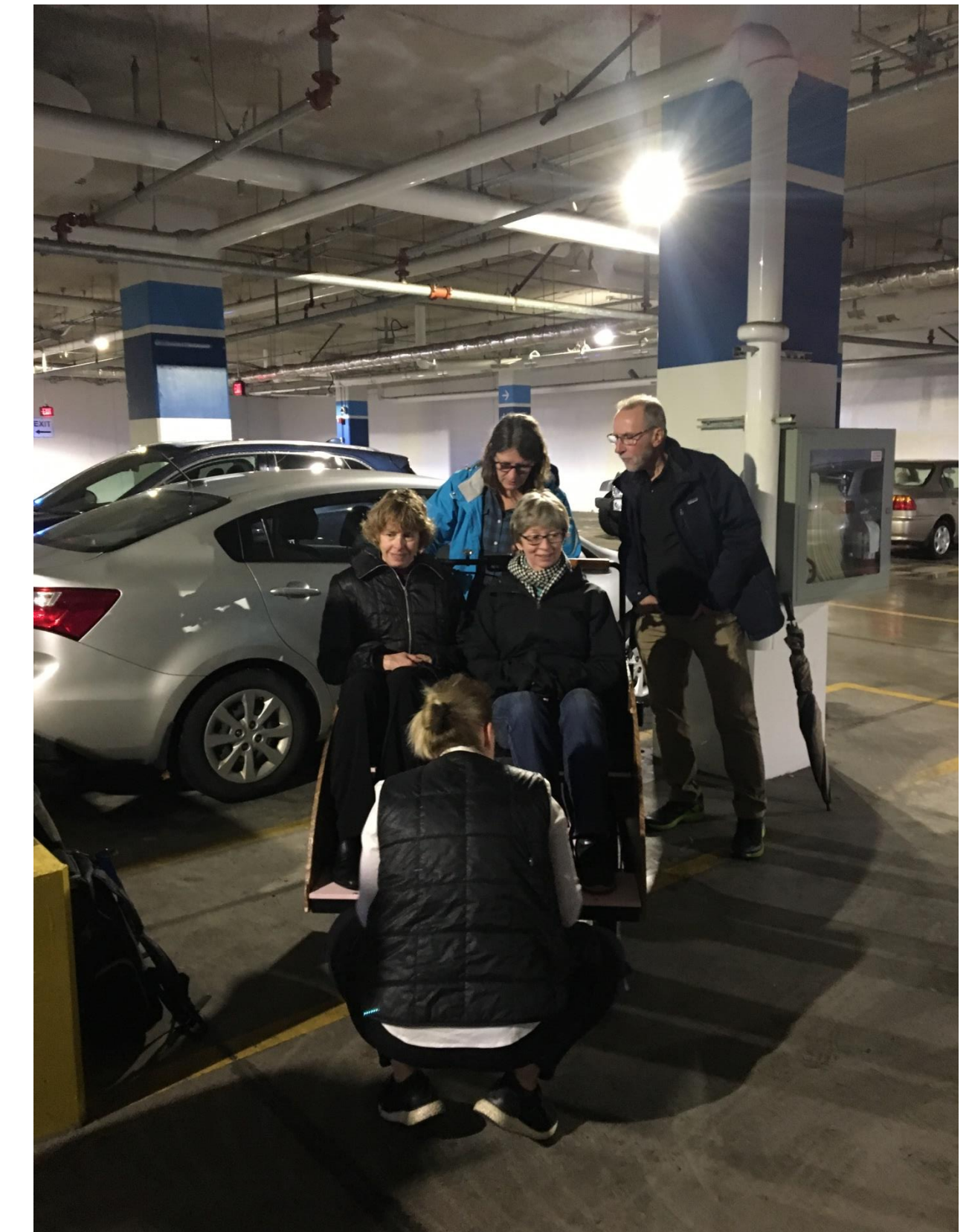
- Visited Bruyere Chapter in Ottawa with lead staff and lead volunteer
- Supported McMaster Rapid Research Review & rec'd Final Report
- Visited Western University & met Ole Kassow
- Signed up and accepted as affiliate for Hamilton/Burlington CWA Chapter

2020

- **New Hope contacts CWA Hamilton& Burlington to inquire**

2021

- Confirmed \$7,500 of support from each of Hamilton & Oshawa & Oshawa Port Authority, & McMaster University (Financial Affairs)



CWA Hamilton (cont.) – Who are our partners?



Goals from partners –

HOPA –enjoyment and experiences for residents of all ages to connect to the waterfront

McMaster –community engagement for McMaster staff in downtown Hamilton..

- promotion of Media Production Services

Welcome Inn – new opportunity for seniors' program

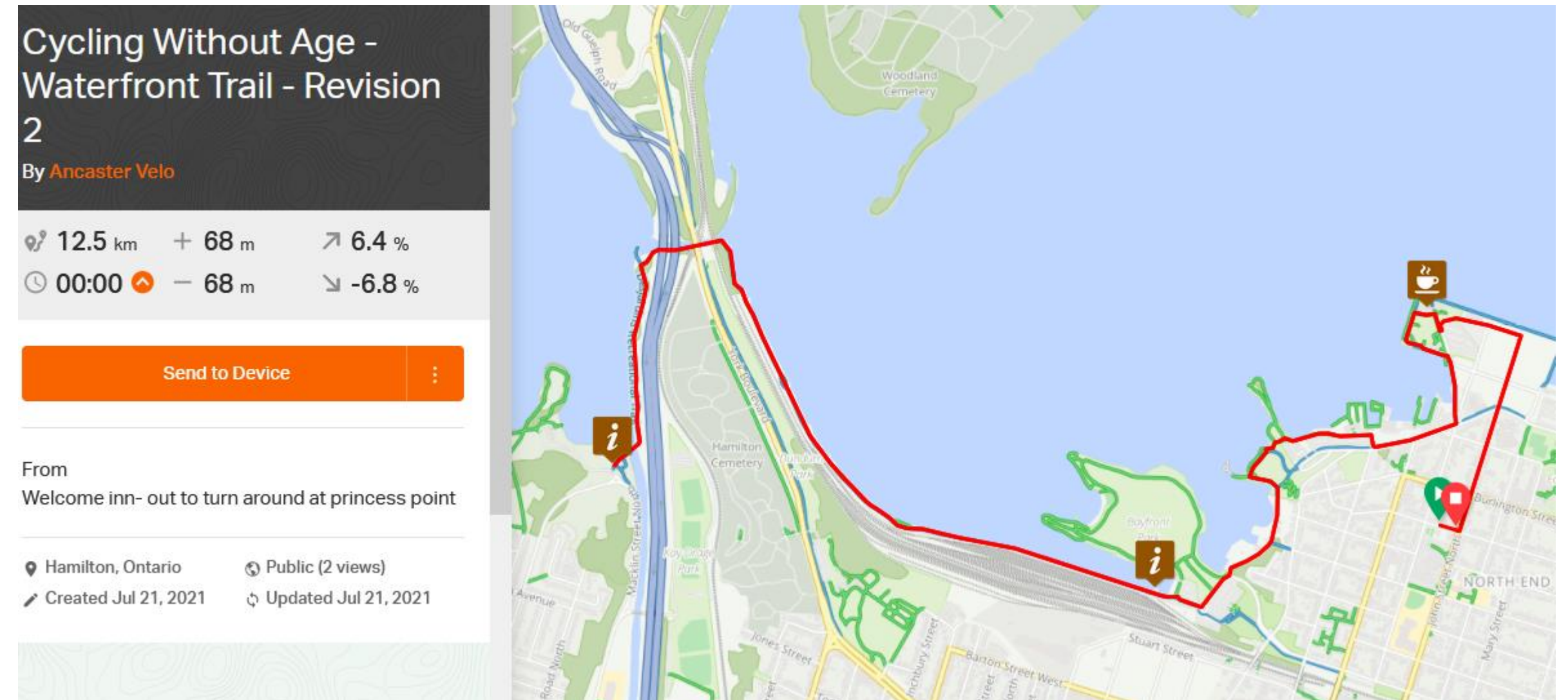
New Hope – expansion of cycling program into seniors demographic

CWA Chapter Coordinator – opportunity to work with above folks to bring this program to Hamilton

CWA - Welcome Inn route



- Tuesdays: 9 :30-12 and 1-4pm
- Rides are one hour (tentatively)
- Route will be similar as shown in red
- On multi use path/road
- 6.3 km one way, 14km return - if Bayfront Loop is included
- <https://ridewithgps.com/routes/36864387>



Our Bike – Vanraam Chat



- Watch video 2 minutes
- <https://www.youtube.com/watch?v=ppKZvk2GCQ0>
- The trishaws are specialized e-bikes built in Holland by Vanraam. There is a dealer in Hamilton that sells these bikes. (Hamilton Trike)
- The bikes incorporate safety features not found on regular bikes.
- They are electric assist and hold two passengers + pilot.
- Accessories include seat belts, fold up rain hood, additional batteries and fitted insulated blankets
- The cost per bike including delivery is approximately \$15,000(cdn) each.



What is required to be a pilot?



Pilot Volunteer Requirements

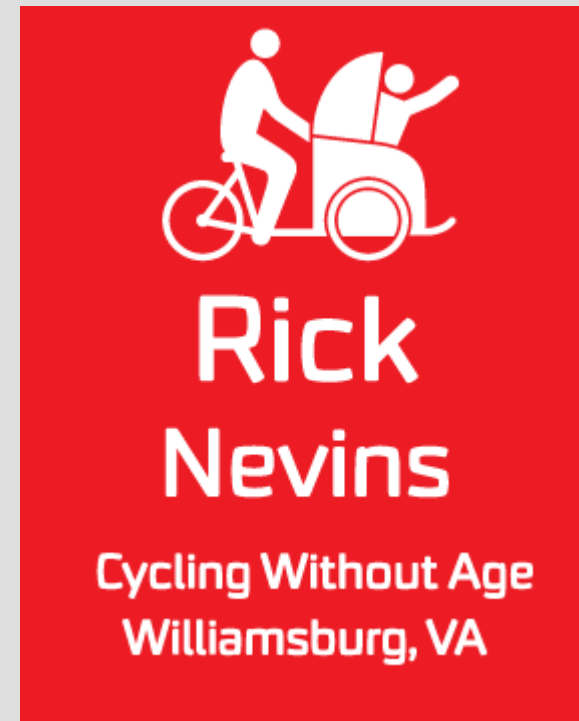
- Must be 18 years of age or older.
- Volunteers must be reasonably fit and able to easily cycle for a minimum of 30 minutes.
- All volunteers must carry a personal cell phone in case of emergency.
- All volunteers must obtain a criminal record check including vulnerable persons.
- All pilots must sign confidentiality agreement and waiver.
- All volunteers must complete on bike training successfully.
- All volunteers must follow CWA Hamilton Covid protocols

Pilot responsibilities



- Follow all traffic laws & bicycle safety signals
- Take care with riding on sidewalks/avoid where possible
- Wear helmets – mandatory for pilots; discretionary for passengers – Welcome Inn decision
- Wear Safety vests
- Have lights on
- Absolutely no use of impairing substances (alcohol, recreational drugs, prescribed medications)
- Social media awareness/confidentiality/permission
- Awareness of time limit
- No purchasing of food or drinks enroute at this time

Pilots – the documents



- Forms to submit :
 - Pilot Training Waiver (sign at on bike training)
 - Pilot Application *
 - Police record check/Vulnerable Sector *
 - Pilot Agreement and Waiver *
- (*All required documents to be submitted to New Hope Bikes) –use cwahamilton@gmail.com after training)

- Documents to study before on road training:
 - Pilot Handbook (includes Skills Guideline).
 - Covid Safe Info Sheet for Pilots.
 - Ride Log – to be completed before & after each ride
- After on road training:
 - Sign off from pilot training instructor & CWA Pilot Certificate (magnetic name badge?) issued



Pilots – the application (excerpt)



Pilot Application- Hamilton

Contact and Personal Information

Name: _____ Sex: M/F Age: _____

Address: _____ City: _____

Postal Code: _____ Email: _____

Home Phone: _____ Cell Phone: _____

Emergency Contact: _____ Phone: _____

Relationship: _____

Driver's Licence: _____ (include photocopy)

Police Criminal Record check completed: Yes No

[Hamilton residents police check link](#)

[Halton residents police check link](#)

References (optional)

Pilots – the Waiver (for training)



Pilot Training Waiver of Liability

I, the undersigned, am the participant named herein taking part in the Cycling Without Age program as a pilot trainee.

- I will listen and follow all instructions provided by the volunteers from Cycling Without Age before and during the ride, and I will participate as a pilot and as a passenger during the training.
- I have reviewed the Pilot Guidelines, and the Load/Start/Unload Protocol (attached)
- I understand and agree that there may be inherent risks associated with participation in this activity, that my participation is voluntary and that I am physically fit enough to participate in the activity.
- I accept all responsibility for my participation, including the possibility of personal injury, death, property damage of any kind, notwithstanding that the injury, loss may have been contributed to or occasioned by the negligence of Cycling Without Age and its coordinators, officers, directors, employees, members, volunteers, agents, assigns, legal representatives and successors.
- I do hereby indemnify and hold harmless: Cycling Without Age and its coordinators, officers, directors, employees, members, volunteers, agents, assigns, legal representatives and successors and any and all business associates and partners involved in the above-noted activity and each of them, their owners, officers and employees hereby waiving all claims for damage now or in the future arising from any loss, accident, injury or death which may be caused by or arise from participation of the individual named herein during this event; and agree to assume all risks for the activity noted above that the individual named herein has agreed to participate in.

My signature acknowledges that I am over the age of 18 and had sufficient time to read and understand this waiver, I understand and agree to the conditions stated in this document and that they are binding on my heirs, next of kin, executors, administrators and successors.

Signed this _____ day of _____, 20_____

Participant Name: _____ Phone # _____

Participant Signature: _____

Witness Name: _____ Witness Signature: _____

Pilots – the Agreement and Waiver (after training)



Confidentiality and Application Agreement

I, _____ of the city/town of _____, have received, read and understand the Cycling Without Age Pilot Handbook and Confidentiality guidelines, and agree to abide by the procedures listed therein as pertains to my role and I attest that all of the information I have provided herein and with my Volunteer Application is accurate and complete. I understand and agree that acceptance into the program is entirely at the discretion of the Cycling Without Age Program Coordinator.

Waiver of Liability

I, the under signed, am the Volunteer _____ named herein taking part in the Cycling Without Age program as a volunteer _____.

- I understand and agree that there may be inherent risks associated with participation in this activity, that my participation is voluntary and that I am physically fit enough to participate in the activity.
- I accept all responsibility for my participation including the possibility of personal injury, death, property damage of any kind notwithstanding that the injury, loss may have been contributed to or occasioned by the negligence of Cycling Without Age and its coordinators, officers, directors, employees, members, volunteers, agents, assigns, legal representatives and successors.
- I do hereby indemnify and hold harmless: Cycling Without Age and its coordinators, officers, directors, employees, members, volunteers, agents, assigns, legal representatives and successors and any and all business associates and partners involved in the above noted activity and each of them, their owners, officers and employees hereby waiving all claims for damage now or in the future arising from any loss, accident, injury or death which may be caused by or arise from participation of the individual named herein during this event; and agree to assume all risks for the activity noted above that the individual named herein has agreed to participate in.

My signature acknowledges that I am over the age of 18 and had sufficient time to read and understand this waiver. I have had the opportunity to seek my own legal advice and that I understand and agree to the conditions stated in this document and that they are binding on my heirs, next of kin, executors, administrators and successors.

Volunteer Pilot Responsibilities -excerpt from Guideline document*



- Preference will be for Pilots to have rec'd at least one dose of vaccine
- Pilots are required to wear a mask for ~~duration of ride and~~ loading and unloading
- Complete Covid-19 symptom screening checklist before each ride
- Stay behind ~~plexiglass~~ hood
- Maintain as much distance as possible for duration of the ride, loading and unloading and do not touch passenger, allow WI staff to help

*document includes general, passenger, & facility responsibilities sections as well as pilot responsibilities as noted above

The ride log (excerpt)

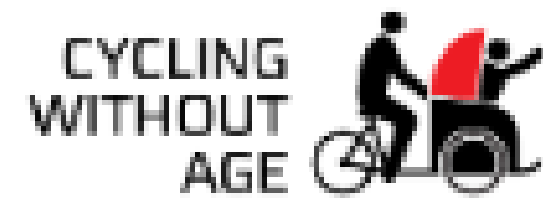


Ride Log

Ride Log			
Pilot Name		Date	
Facility		Pre-Trip Time	
Passenger Name(s)			
Route Taken		Post-Trip Time	
Pre-Trip Inspection			
Check that all items have been inspected. Note deficiencies in the comment section. If unable to correct deficiencies, cancel ride and notify facility and CWA coordinator.			
Items		Comments	
Frame			
Cracks, damage, fenders			
Passenger Box			
Cracks, damage, cleanliness			
Seatbelts			
Buckles working properly, excessive wear			
Handlebars			
Alignment, mirror adjustment, bell working			
Seat			
Height adjustment, minimum insertion mark, clamp tightness.			
Electrical			
Battery charged and properly mounted, wiring damage.			
Chain			
Cleanliness, damaged or twisted links, sufficient lube.			
Brakes			
Proper adjustment-space between lever and grips when applied (1			



The Handbook (excerpt)



Pilot Handbook

Table of Contents

1.0 Program Administration

- 1.1 Cycling Without Age Hamilton & Burlington
- 1.2 Facility

2.0 Volunteer Procedures

- 2.1 ID Cards
- 2.2 Volunteer Training, Supervision and Evaluation
- 2.3 Volunteer Records
- 2.4 Volunteer Dismissal

3.0 Ride Procedures

- 3.1 Pilot Shift Sign Up
- 3.2 Trishaw Check
- 3.3 Assisting Seniors into Trishaw
- 3.4 Entering a Passengers Home
- 3.5 Companions or Helpers
- 3.6 Cycling Practices
- 3.7 Routes & Ride Times
- 3.8 Seatbelts
- 3.9 Helmets
- 3.10 Additional Stops
- 3.11 Smoking/Alcohol/Drug Use
- 3.12 Cell Phone Use
- 3.13 Weather
- 3.14 Mechanical Failure & Accidents



The Pilot Skills Guidelines

- Initial Hands on group training will take place on two days:
 - Tuesday July 27- 10am – meet at Williams Coffee Shop on Waterfront
 - OR
 - Sat Aug 7 – 8am – as above
 - Bring your own bike if you want to try the route after
 - (alternative dates can be arranged with New Hope Bikes' staff/Adam K)

Lessons to include minimum of 2 Hours of on the Trishaw some of which will be on the Waterfront Trail route

Topics also covered include:

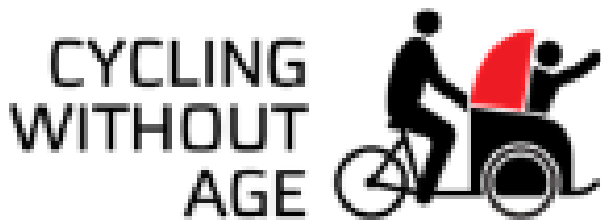
- Conscious Riding
- Mounting and Dismounting
- Walk assist and Pivoting
- E-assist System
- Managing Hills
- General Braking
- Speed Control and shifting



Success! The Certificate



Cycling Without Age (Hamilton) Training Certification



TRAINING CERTIFICATION

The undersigned has successfully taken the Cycling Without Age Hamilton & Burlington Chapter Pilot Training program and agrees to abide by the guidance provided at that training, including:

- 1. Adhering to the safety and operational principles and procedures found in the Pilot Handbook and Guidelines Documents (including Covid 19 Guidelines)
- 2. Completing the Ride Log for each ride which includes Pre-Trip and Post Trip tasks.
- 3. Only use approved routes found on the Approved Routes list.

TRAINER
NAME _____ SIGNATURE _____ Date: _____

PILOT NAME _____ SIGNATURE _____ DATE: _____

CWA-Coordinator NAME _____ SIGNATURE _____ Date _____



Cycling Without Age

THE RIGHT TO WIND IN YOUR HAIR!

Next steps –

- a. **Yes!** – complete application, waiver, and apply for police check, sign up for on road training
- b. **Not sure yet, but want to be kept on mailing list** or want to volunteer in another way (social media, assisting at Welcome Inn, web page updates, other?). Send email with details
- c. **No thanks** – not my thing

