


a workbook for
community bicycle
programming
in Atlantic Canada

produced by the bike again! community program, a project of the ecology action centre

 Ecology Action Centre



bike again

HALIFAX COMMUNITY
BIKE PROJECT

**This workbook is dedicated to Galen Kuellmer,
who spent many joyous moments on his bicycle
and whose love of two-wheeled travel was contagious.**

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The authors wish to thank their funding sources:

Resource Recovery Fund Board and Mountain Equipment Co-op.



Design and layout by Hammerhead Design.

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A Workbook for Community Bicycle Programming in Atlantic Canada

Transportation Issues Committee Publication No. 1

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Why Bikes?

Why is it that people ride bicycles? Why is one of the childhood rights of passage one's first glide down the street on a two-wheeler? A pure and simple answer is that bicycles are fun and riding on a smooth open road can be one of life's most joyous experiences.

Why is it that once the freedom of childhood passes, so many of us stop riding (even though we never forget how)? This is a trend that many community bicycle programs are trying to reverse, by advocating cycling as an affordable, healthy and fun way of getting from A to B. Bicycles, and more importantly the number of people who ride them, can have a great effect on our communities, our health and our environment.

Your Community

The streets in cities and towns today are built around the car – to support its fast-paced and impersonal way of getting around. It was not always this way. Did you know that less than 100 years ago, there was a strong resistance to allowing cars on the road to mix with horses, pedestrians and cyclists? Indeed, the first real 'push' to pave roads came from cyclists and not car drivers, as there were far more cyclists and riding on a bumpy road on a bicycle is much more uncomfortable than riding on the same road in a car. Things have changed a lot since then. Cars are more affordable, roads have gotten wider and we rarely work and live in the same community. Planning around the automobile as our main source of transportation has left sprawling communities, roads with out bicycle lanes, and those who do bicycle to work or school are certainly in the minority in North America.

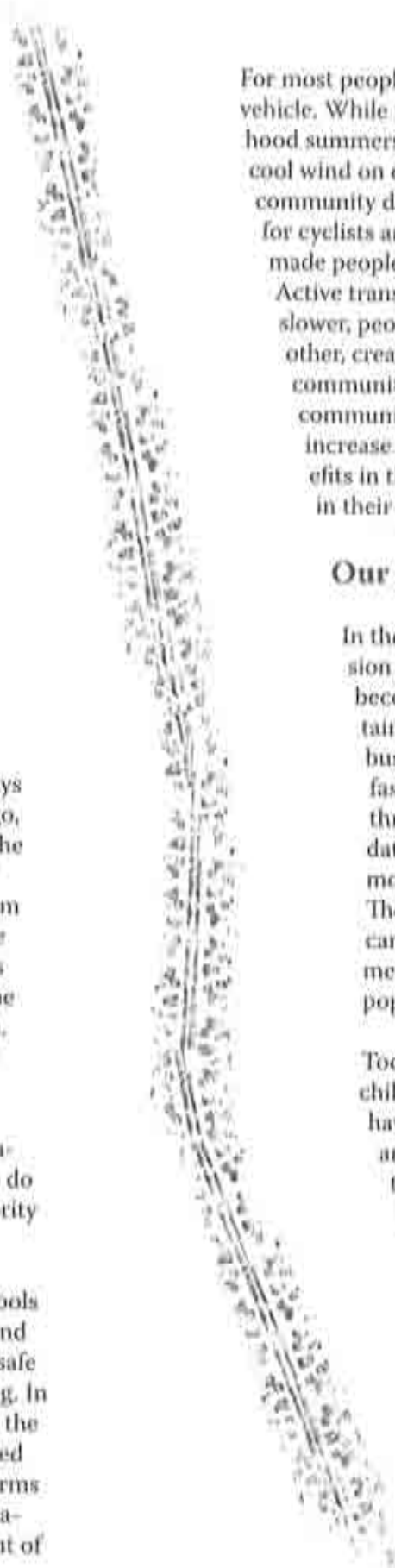
As this has happened, streets, shopping areas, schools and workplaces are built with priority on driving and parking and have hence become less pleasant and safe for walking, cycling, roller blading or skateboarding. In many communities, it is illegal to cycle or skate on the majority of large roads, and sidewalks are designated for pedestrians. While this often makes sense in terms of the safety of people engaging in active transportation, it also means that there is little encouragement of using our own mobility to travel.

For most people, the bicycle was their first vehicle. While we tend to forget those childhood summers, filled with freedom and the cool wind on our faces, with a some creative community design and safety education for cyclists and drivers, our streets, can be made people and bicycle friendly again. Active transportation gets traffic moving slower, people interact more with each other, creating a safer and more vibrant community. This will take time, but communities that have made efforts to increase active transportation see benefits in the health of their residents and in their environment.

Our Health

In the last quarter century, television and computer games have become primary sources of entertainment. Families have gotten busier and rely more heavily on fast foods and snacking to get through the day. To accommodate our busy lifestyles, we spend more and more time in cars. These habitats have a significant affect on fitness and overall mental and physical health of our population.

Today, two-thirds of Canada's children, youth and adults do not have active lifestyles and are not physically fit. During the last 20 years, non-motorized trips made by children to school have declined more than 40%. Only 12% of Atlantic Canadians describe themselves as having an active lifestyle. While these figures can seem overwhelming, there are ways that we can integrate exercise into our daily routines.



And because we love bicycles... we suggest that you try cycling to the store or to work instead of hopping into a car. Instead of just teaching your children how to ride, get on a bicycle yourself and ride with them! The first few times might be difficult; it may take some grease and fine tuning before your bicycle and your body feel just right. Although bicycles tend to be more frequently used in the city, they are often just as useful in small towns and villages, as most any distance under 10 km is easily traveled on two wheels. Through living an active lifestyle, hidden costs in health care can be reduced significantly, and most importantly, it makes us feel better both physically and mentally.

The Environment

One of the major impacts of our transportation habits is the quality of air that we breathe, and the long term effects of climate change. The average Canadian produces ~ 6 tonnes of greenhouse gases per year. And while it is sometimes difficult to see how one individual can make a difference, changing one's transportation habits has an important affect on our future. In attempts to reduce our "transportation footprint" and live up to Canada's commitments to reducing greenhouse gases through the Kyoto Protocol (entered into force on February 16th, 2005) the actions of individuals are extremely important. Leaving your car at home, and carpooling, taking the bus or cycling for just one day a week can reduce your impact on climate change and air quality.

Transportation habits affect both the global climate and the environment in your community. The more cars there are, the more parking space and the more roads we will need. Next time you are walking or driving around your town, think about how the natural environment has been changed so that we can drive. Getting back on a bicycle brings you closer to your community and helps create a healthier environment.

**“Everytime I
see an adult
on a bicycle,
I have faith
for mankind.”
H. G. Wells**

Starting a Bicycle Project

Do you ever wonder how many bicycles spend most of their time in basements and garages? Putting these bicycles back onto the road requires a little bit of elbow grease, but it is a wonderful way to share and develop bike repair skills, encourage active lifestyles and help keep the bicycles from reaching the landfills. A bicycle recycling project can contribute to a greater sense of community. Community bicycle projects have almost always started from an idea and a few old bikes. The end result is a combination of the initial vision, the number and dedication of the volunteers and the ability of the project to gain public attention. No matter the scale of your project, if it is an afternoon of bicycle repair, or a sustained effort to put used bicycles back on the roads – it is a success.

Gaining Community Support

Before starting a bicycle recycling project, do some research. We have included a list of bicycle projects in the Resource section of this document. Find out how others have started; what worked, what didn't and most importantly why. Talk to people in your community to assess whether or not such a project would be successful.

Talk to the recreation department in your city or town and visit local bike shops to generate interest and get feedback. Are there enough used bicycles in your community to make a project work? One way to find out is to start small and have one weekend a year of collecting and repairing bicycles. Maybe having weekly or biweekly repair workshops during the summer will help gain community support and engage volunteers.

Liaise with other groups who might help fix bicycles or use them once they are repaired. It is important that people see the effects of their labours and that volunteers and participants spread the word.

Finding and Keeping Volunteers

Creating and running a bike recycling project involves a variety of tasks, and you'll need to find people to do them! Recruiting volunteers can be done by word of mouth, and announcements and articles in community newsletters and newspapers. There are many ways to find interested people – use your imagination! Volunteers will be one of the most important aspects of your program, regardless of the amount of financial support you have.

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Here are a few ways that may help you find volunteers:

- contact local sports stores and see if they are willing to donate some time;
- put up calls for volunteers on local bulletin boards;
- work with other community groups, such as the Lions Club, Rotary Club, Boy Scouts and Girl Guides.
- offer volunteer training – many people may not know how to repair bicycles, but if you can hold basic bike repair courses in exchange for help with the program this is often a good incentive for people to get involved.

Collecting Bicycles and Parts

Second to volunteers, you need bicycles. You would be surprised at the numbers of bicycles that people have stored in their garages, basements and barns. Get the word out that you are collecting old bicycles. There are many ways of doing this, depending on the size of your community.

- Consider posters and perhaps an ad in the local paper or on a community radio station;
- Use existing newsletters and bulletins to publicize your program;
- Hold a bike swap, where people can exchange bikes and bike parts
- Encourage people to donate bikes and bike parts particularly in the spring;
- Partner with garbage pick up services to advertise to citizens that there is a place for their old bicycles;
- Collect bikes in conjunction with other community groups;
- Ask your local church groups and schools to collect bicycles.

Finding a Suitable Space

The space that you will need to store bicycles and conduct a repair workshop depends on the type of program that you have or want to develop. If it is just a weekend a year, bikes can be stored outside (preferably under a tarp) and repaired outdoors as well. Your town or city may have excess space in a garage or community center that could be converted into a bike shop either temporarily or semi-permanently. Ask around at community centres, city hall, churches, and other organizations. In searching for a potential space, make sure to consider the size and facilities to ensure they are adequate. Find out any rules or regulations that you would have to follow while using the space and ideally, sign a lease for a set period of time.

In thinking about your space, it is important to plan out how the bicycles and bike parts should be stored. Visit local bicycle shops and ask them to show you their storage area. As parts come in or are stripped from bicycles, storing them in an organized and easily accessible way will make repairs and future part retrieval a much more pleasant experience.

What Do You Do With the Bicycles Once You Have Them?

Getting volunteers and bicycles donated is the first part – then how do you pass on the bikes? Programs in larger areas have adopted a “Yellow bike” model, where bicycles are distributed around the city and are available for anyone to use. Some organizations have a monthly fee, some a refundable deposit. In smaller areas, or in places where cycling is a regular way to get around, it might be better to give the bicycles directly to those who need them. This way you also cut down on maintaining a fleet and the owner of the bicycle is responsible for its upkeep. There is no right or wrong way to fix up bicycles and put them back on the road – you will have to tailor your program to what will work in your community.

Many bicycles will be unrepairable. Frames and bike parts are often interesting art, furniture and sculpture materials or can be used to make an entirely new bicycle. Contact your local art school to see if they might be interested in partnering on a project. Advertise parts to local artists and metal workers – creative collaborations are often the most rewarding.

Once you have exhausted all possibilities for frames and parts, contact a local metal recycler. At Bike Again! we have a policy of sending as little as possible to the land fill site. Almost all metal can be recycled. Tubes can be cut up and used as rubber bands; made into bags and water proof repair kits. Use your imagination!

How do you pay for it all?

You will need about \$300 to \$500 to buy basic tools and equipment. If you decide to be a volunteer run project, tools and parts will continue to be the major expenditure. To keep costs as low as possible, look into donations of tools and don't overlook second hand equipment.

Long term operating costs must also be considered, and you may want to look at personal donations, funding drives or government grants to sustain your project. See possible funding sources in the resource section. Money should not be an obstacle to your project, and as the project is doing a public service, donations should be sought. If you need to, ask for donations for the bicycles, host pay what you can repair clinics and hold small fundraisers.

Before you raise money or ask someone for a donation, be sure that you have developed a reasonable budget so that you can track expenditures and revenues. It is important as a volunteer group that there is a reliable treasurer or accounts manager. Ensure that everyone knows where the money is coming from and expense decisions should be involve at least two people.

Hiring staff is also a way to keep the project going. Research opportunities for seasonal employment funding, summer students and consider writing in staff time in project proposals. If there is a project staff, it is still good to have reliable volunteers in case you run out of funding.

Liability

Make sure that your work space is safe and that volunteers are aware of the importance of checking over the bicycles before lending or giving them out. When someone receives a bike from your program, have them sign a waiver form, stating that they are using this bicycle at their own risk. While these forms are not legally binding, they help people take responsibility for themselves and their bicycle. It is a good idea to consult a local lawyer on liability issues, and perhaps partner with a community group that has liability insurance.

Forms can be used to gain information about the people receiving bicycles or assistance with bicycle repair and keeping track of the number of bikes given out. Forms can have survey questions so that you can track people's transportation habits and possible changes in these habits once people have access to a bicycle. Impediments to cycling in your town or city can also be identified by survey questions.

Depending on how your program runs, you can use the waiver forms to help people choose how they will contribute to the program. A sample waiver form, containing all of these options is included on the next page.

Bicycle Loan Waiver Form Example

This bike is yours until you no longer need it. We would appreciate it if you would return it when you are finished so that others may enjoy it.

Name: _____

Address: _____

Phone: _____

Email: _____

Type of bike: _____

Serial Number: _____

Please carefully read the following:

You are responsible for the care and upkeep of this bicycle.

You may come to the workshop space when it is open to receive help with repairs, otherwise there are mechanics at bike shops around your community where you will be required to pay for repairs.

You are responsible for getting a lock, helmet and lights.

You are responsible if the bike is damaged or stolen.

I have read and agreed to the above statements and understand that I am accepting this bicycle at my own risk and bear all responsibilities related to bicycle ownership and safety.

PLEASE TURN OVER TO READ AND SIGN DONATION SECTION

Signature

Date

Sample Community Bicycle Survey

By filling out these few questions, you are contributing to the future of this project!

How did you hear about <name of your program>? _____

Did you get a bike, or donate bike(s)? _____

What is your primary mode of transportation? _____

How often do you ride a bike? () once a month, () once a week, () every day, () other - explain.

What would inspire you to ride more often? _____

Do you have any suggestions or comments about transportation in <name of your town>? Bike related or otherwise?
Other places in <your province>?

Are we giving bikes away for free? Well, yes and no! <Name of your program> recycles old bikes using shared tools and volunteer labour. In exchange, you can help us continue to work its magic in the community by either (a) volunteering your time and talents or (b) making a cash donation. If you choose to volunteer, for example, you might be a great singer/songwriter and want to develop a <Name of your program> theme song...or have a camera and provide us with some photos of our project...or be an expert mechanic who could help us fix up bikes for a couple hours. Other ideas include: creating artwork, working on media stuff, welding bike racks, getting bike donations, etc. Whatever your skill - we can use it!

Many people who receive a bicycle have great intentions to follow through with their planned donations or volunteer commitment. However, we often do not receive the support we were promised! To make it easier for people to help <Name of your program> we have developed the following S.M.A.R.T. donation plan. Please take a few minutes to complete it. For ideas on how to help, please talk to one of our volunteers!

community bike program donation policy

Check one:

- Cash donation (amount: _____ paid: _____)
 OR Volunteer commitment as follows:

S (*specific*) I will volunteer to _____

M (*measurable*) I will know I have fulfilled my commitment when _____

AR (*attainable, realistic*) I think this is a realistic plan because _____

T (*timed*) I will complete my volunteer commitment by the following date: _____

I (sign here) _____, agree to help <Name of your program> continue its work through my volunteer efforts, and to follow through on my donation action plan described above.

Hosting a Repair Clinic

Although many cyclists may have bike repair skills, there are plenty who lack such knowledge. By bringing those two groups together, you can create a fun learning environment and empower people by giving them the skills they need to maintain their own bicycles. If there is enough interest, repair workshops can be held on a regular basis.

Involve Qualified Mechanics

Ask around at bike shops to find a mechanic who may be willing to volunteer his or her skills. Of course one doesn't have to be a professional to teach and volunteers with minimal repair knowledge can still help others. An experienced mechanic or cyclist may even be willing to train willing volunteers before a larger workshop.

Prepare For the Event

Make sure you have the appropriate tools for whatever you plan on teaching (the tool list included in this workbook may be useful). You may also wish to bring bicycles and specific bike parts to perform demonstrations upon. Other items to have on hand include hand cleaner, rags, bicycle repair manuals, extra tubes and tube repair kits, brake and derailleur cables and brake pads.

Choose a Time and Place and Publicize the Event

Find a location with plenty of space and appropriate facilities and get the word out about the workshop. Flyers, posters and advertisements in local media can help, as well as word-of-mouth and internet mailing lists. Make sure not to leave this until the last minute, and try to ensure that news of the event reaches as many different communities as possible.

Bicycle Assessment and Inspection

One of the most important parts of a bike program is developing and maintaining repair standards. When you have collected a bunch of bikes, there should be a selection process and a way to determine the amount of repair the bikes will need. There are several mechanical aspects of a bicycle that need to be in proper working condition in order to ensure safety of the bicycle. Recipients of bikes should be able to have a high level of confidence in the safety of the bike and if there is a major problem that needs to go to a bike repair shop, they should be informed.

When a bicycle is donated, it should undergo basic assessment. If an assessment form is attached to the bike, the next person who begins to work on it will know where to start.

A sample basic Bike Assessment Form is on the next page.



Bike Assessment Form

Name of Assessor _____

Date of Assessment _____

Type of Bike _____

Wheels

- Are the rims true?
- Are there any spokes missing? Bent?
- Are tires worn or cracked?
- Are hubs in good condition? Check rust.
- Do tubes need patching?

Drive Train

- Does the free wheel run smoothly?
- Is bottom bracket loose?
- Is pedal crank loose?
- Is Chain rusted or seized?

Brakes

- Are brake pads in good condition?
Worn?
- Properly aligned?
- Are brake levers working well?
- Are cables properly adjusted?
- Are cables in good condition?

Shifting and Gears

- Are derailleurs bent?
- Are cables in good condition?
- Are shifters working properly?

Miscellaneous

- Is frame bent or cracked?
- Is seat post rusted or seized?
- Is head set tight and properly adjusted?
- Are pedals in good condition?
- Is handlebar stem tight?
- Check all nuts for tightness.

Notes _____

Lessons Learned

Troubleshooting Repair Clinics and Bicycle Workshops

Any project will have its challenges unique to the area and the people involved. At the Bike Again! Community Project we have learned a lot over the past years. To follow are a few tips that have helped us become more cohesive and better able to carry out our mandate:

- If you are depending solely on volunteers, try to have social events or bring refreshments to workshops or meetings – food makes people happy;
- Keep track of the bikes that come in and out – this will help you see what a difference you can make;
- Give volunteers a sense of ownership and spend time with new volunteers. Find out what they like to do;
- Mechanics can get overwhelmed. If possible, it is a good idea for mechanics to work one-on-one with people and have others finding out how each participant can be helped;
- Label all your tools and devise a way to keep track of them;
- Check over each bike and make sure that it measures up to safety standards before letting someone get on it;
- It is important for people to like their bicycle – they will be more inclined to ride it. Try to match a person with a bike that they will like;
- Have regular meetings with volunteers to talk about how the program is going and how it could be improved;
- Celebrate what is going really well and the achievements of the program.



Bicycle Repair Tools

While repairing bikes can be fun, it can also be confusing at times to know which tools you need. Non-bicycle specific tools can be found at a hardware store. Your tool inventory will build up over time, so don't worry about getting everything at once. If your workshop space is open to the public, make sure that you mark your tools and that at the end of a repair session all tools are returned to their proper place. This will help you to keep track of them. Rather than having a central tool bank, you can also have smaller tool kits that people can check out and return – like a bike tool library.

Acquiring tools is one of the initial expenses involved in any bike program. There are many ways of reducing the cost of purchasing tools, including:

- holding a tool drive – many people have extra tools that they may be willing to donate;
- trade bicycles for tools – have a tool wish-list that people can purchase in exchange for a bicycle;
- solicit donations from your local hardware store;
- ask for rag donations from your local Frenchies store or other second hand store.

Depending on the extent of your workshop and project, your tool needs will vary accordingly. Below is a set of recommended tool lists for general maintenance of the average road or mountain bike. The basic tool list will get you through a repair clinic.

BASIC TOOL KIT

- Chain lube
- Degreaser
- Rags
- New tubes and patch kit
- Gear cables
- Brake cables
- Metric wrenches, especially 8-11mm
- Bicycle repair stand (this can also be fashioned from chains hanging from the ceiling)
- Shop apron
- Bicycle pump
- Hex wrench set
- Tool box or rack to hang tools and keep track of them

HUB TOOLS

- Cone wrenches (13-16mm)
- Screwdriver 3/16" straight blade
- Screwdriver #2 Phillips
- Pliers, 6" needle nose
- Adjustable wrench 8"

WHEEL & TIRE TOOLS

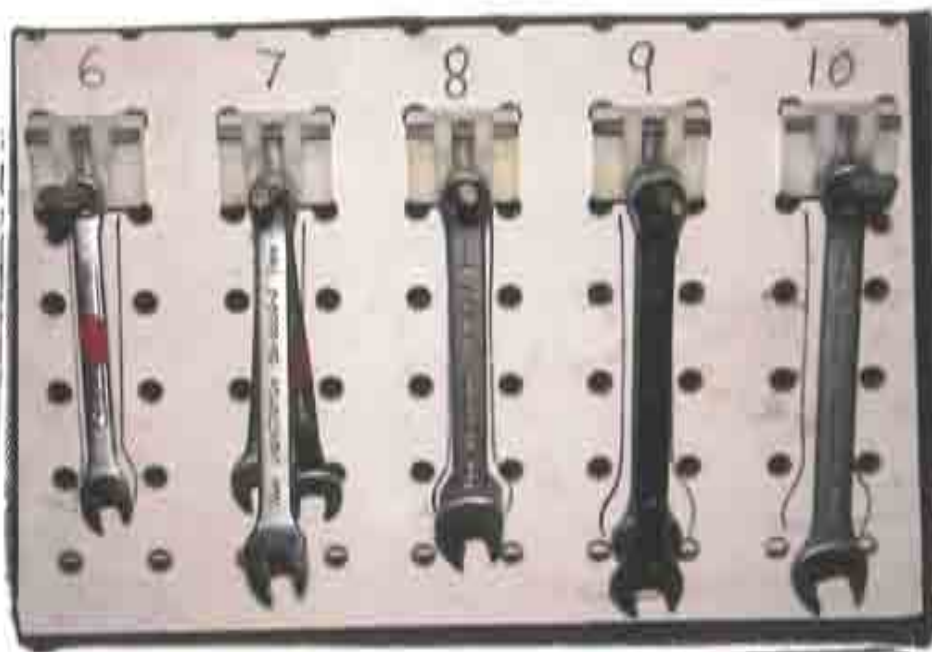
- Spoke wrenches
- Tire levers
- High pressure air gauge
- Patch kit
- Floor pump

DRIVE TRAIN TOOLS

- Pedal wrench
- Drive train cleaning kit
- Chain rivet extractor
- Cable cutters

MISCELLANEOUS

- Grease



As your project expands, new skills are learned and bicycle repair becomes more extensive, you will need more specific tools. These are listed below in a more advanced tool kit list.

ADVANCED TOOL KIT

3/8" Drive torque wrench
3/8" Drive sockets in 8mm
3/8" Drive socket in 14mm

BOTTOM BRACKET TOOLS

Cartridge BB tool
Locking wrench
Adjustable cup spanner
Fixed cup tool, 36mm
Fixed cup clamp
Bottom bracket locking tool
Crankset & bottom bracket tool

HEADSET TOOLS

Headset locknut wrench
Headset wrench, lower race

HUB TOOLS

Cone wrenches (13mm-19mm)

WHEEL & TIRE TOOLS

Truing stand
Spoke wrenches
Spoke tension meter
Dishing tool
Tire levers
Air pressure gauge
Patch kit
Floor pump

DRIVE TRAIN TOOLS

Pedal wrench
Crankarm pullers (square type spindles)
Crankarm puller (round, oversized, splined pipbillet type)
Cassette cog locking remover
Freewheel removers (variety)
Sprocket removal tool
Drive train cleaning kit
Chain rivet extractor
Chain wear checker
Cable cutters

MISCELLANEOUS

Bearing grease
Chain lubricant
Anti-seize
Loctite
Degreaser for chain & parts
Hand cleaner
Alcohol
Bike polish
Zip ties
Rags
Tubes
Gear cables
Brake cables
Cable end caps
Bicycle repair stand
Shop apron
Hex wrench set
Tool box
Metric combination wrenches, 8mm to 17mm
Adjustable wrench, 8"
Screwdriver 3/16" straight blade tip
Screwdriver 1/8" straight blade tip
Screwdriver, #1 Phillips tip
Screwdriver, #2 Phillips tip
12 oz. Ball Peen Hammer
Pliers, 6" needle nose
3/8" Drive ratchet wrench

Safety

Once bicycles that are either given out or repaired by a community bicycle program have undergone a full safety inspection, the riders themselves should be instructed or at the very least made aware of the rules of the road. Many people are afraid to ride their bicycles and afraid to let their children ride on the roads because of the danger of vehicle traffic and poor road conditions. Educating people on bicycle safety and hosting group rides are good ways of reducing this fear, empowering cyclists and ensuring safe cycling practices.

Elementary schools are ideal spots for teaching bicycle safety and encouraging children to bicycle. Simple classes such as proper helmet adjustment and signing so that motorists know where you are headed are important in teaching youth to take responsibility for their own safety and giving them confidence on the road. If there is a Driver's Education program in your area, contact the person responsible and ask if there can be a short session on how to share the road with cyclists. Encourage both cyclists and motorists to attend as bringing people together can help dispel the idea that cyclists are unsafe and drivers reckless.

Safety Clinics

Check your provincial Department of Transportation to see if they have information on bicycle safety and sharing the road that you can distribute through your program. Bicycles are vehicles and must therefore obey traffic laws in the same way that cars do. If you are not sure of rules of the road, review your provincial driver's training manual. Some of the basic bicycle safety tips include:

- Use appropriate hand signals when turning and signal at an appropriate distance from the turn.
- Keep your eyes open for upcoming rough spots in the road, potholes or road construction. Small changes in the road can affect a cyclist far more than a vehicle.
- If you cannot safely navigate a rough area, get off your bicycle and walk on the side of the road.
- Have your helmet properly adjusted; wear bright clothing and lights when cycling at night.
- If riding in an area with lots of parked cars, watch for people getting out of their cars to avoid getting "doored".
- Always ride a safe distance from parked cars.
- If riding in a group, always ride single file unless you are passing another cyclist. Let others know about approaching cars.

- If riding on multiuse trails, let hikers or walkers know that you are approaching with a ring of your bell and allow plenty of space to pass.

Following some basic safety tips will make both cyclists and the drivers more confident about sharing the road.

Education

Bicycle education can go beyond fixing bikes and riding them safely. Courses can be held on the role bicycles play in reducing pollution and urban smog, and in promoting a healthy lifestyle. The role of the bicycle throughout history and in different cultures can be looked at, as can the physics behind how a bicycle actually functions.

Be creative! There is much to learn about bicycles and their place in the world! Ask teachers and professors at local schools, colleges or universities if they would mind giving a talk on a bicycle related issue, or do some research and prepare one yourself! This is a good way to get your community involved. There are increasing numbers of health care professionals and university researchers studying transportation habits and related health effects who may be interested in giving a public talk.

Cycling and the Law

Know the helmet law in your province – in some areas everyone must wear a helmet while riding and in others, the law applies only to those under the age of 18. It is also the law in some areas to have a bicycle bell and horn as well as working lights. Being visible on the road is very important in improving bicycle safety.

Cyclists have the same rights and responsibilities as motorists. It is a good idea to become familiar with traffic rules before hitting the pavement. There are usually local organizations that are willing to conduct safety clinics for groups of interested cyclists. Your local police department should be able to assist you. Local cyclists can also be trained through the CANBIKE program.

Maintaining volunteers, being flexible to meet the needs of your community and stimulating the cyclists in your area are all important to any community bicycle program. As volunteers come and go and as the bicycles in your community slowly get repaired and back on the road, you may find that you need to be flexible in your programming. If you haven't got any bikes to give away, encourage people to come and learn how to repair their own bikes.

Keeping it Rolling

Getting Your Community Involved

Do you see bicycles in your town? Are they part of traffic? Do people in your town cycle for recreation or transportation? There are many ways to increase the use of bicycles and to get your community involved. Here are just a few:

- Organize a Bike to Work Week (usually the first week in June) or a commuter challenge (see www.commuterchallenge.ca).
- Compete with other towns in your area to see how many people you can get to cycle to work;
- Be aware of plans to pave and widen roads. Ask that bicycles and bike lanes be considered.
- Make a presentation to town council on areas that could be considered for bike lanes;
- Get the health community on your side – ask doctors and nurses to support the idea of active transportation.
- Encourage people to share the road. Ask town council to put up a few "Share the Road" signs that will remind motorists to be aware of cyclists;
- Host a bike repair course and encourage people to get to know their bicycles.
- Organize a bicycle rodeo at the local school. The RCMP often holds these safety clinics.
- Think of something creative to do with the extra bike parts – some towns have had sculpture building contests, others have had art shows of items made exclusively of bicycle parts.

Keeping it Rolling

Once you have organized a bike drive, repair clinic or workshop it is always a good idea to maintain connection with the community and encourage people to bicycle. There are many events and activities that can inspire people to get on their bicycles. It is also important to advocate for bicycle friendly infrastructure. Think of all the fuss that is made about parking for cars – yet, if one were to ride around the average town in Atlantic Canada, you'd be hard pressed to find any amount of bicycle parking. Ask town council to consider putting in bike parking in a few key public places. Host a community bike ride. Hundreds of cities around the world hold "Critical Mass Rides" where cyclists ride together through the streets, raising awareness that cyclists are part of traffic – not just blocking traffic. Another option is to have weekend rides to scenic areas around your town.



Resources

This resource section contains information on active transportation, bicycle repair manuals, local cycling clubs, other community bicycle programs and some all-around good cycling resources. One of the best places to start, if you are interested in a community bicycle project is your local bike store.

Active Transportation

Be it for health benefits, environmental benefits or recreation, more and more communities are examining opportunities for active transportation. Cycling, rolling, and skateboarding – are all modes of transportation that generally are not considered in traditional transportation planning. Finding out about what others are doing is often a good place to start if you are seeking change with regards to transportation infrastructure in your community.

Active and Safe Routes to School

This national program works directly with schools to help find appropriate routes and safe routes, encouraging “walking school buses” and cycling as ways for children to get to school. ASRTS has a quarterly newsletter that highlights its activities in different communities and provides a list of upcoming events related to active transportation.

Contact: Janet Barlow at asrts@ecologyaction.ca

Atlantic Health Promotion Research Centre

This Centre is affiliated with the Dalhousie University Medical School and has done extensive research on active transportation and lifestyle effects on human health in the Atlantic Provinces.

www.ahprc.ca

Better Environmentally Sound Transportation (BEST)

B.E.S.T. is a Vancouver based group that has researched transportation policy and advocates for sustainable and active transportation in Vancouver and surrounding areas. B.E.S.T.'s mission is to make Canadian communities healthier places to live by promoting sustainable transportation and land-use planning, and supporting pedestrian, cycling and transit-oriented neighbourhoods.

www.best.bc.ca

TRAX Project

The TRAX project organizes trip reduction programs in businesses and government agencies to help reduce

green house gas emissions. They work to increase public transit within Halifax Regional Municipality, to increase cycling infrastructure and educate drivers on the effects of vehicle emissions. TRAX has organized the Commuter Challenge and assisted with Bike Week and Car Free Day in Halifax.

Contact: TRAX at the Ecology Action Centre
www.trax.ns.ca

Victoria Transport Policy Institute (VTPI)

VTPI is an independent research organization dedicated to developing innovative and practical solutions to transportation problems. Their website provides a variety of free resources available to help improve transportation planning and policy analysis.

www.vtpi.org

Bicycle Advocacy

Advocacy for Respect for Cyclists

Given the increased interaction between cars and cyclists in larger cities, this organization was formed to provide legal defense for cyclists involved in accidents, and carry out direct action, lobbying and education to increase cyclist's rights on the road. There is lots of information on cycling infrastructure and lobbying local politicians to consider including cycling infrastructure as part of their transportation planning.

www.respect.to

Right to Move

This group is part of Concordia University in Montreal, and was started by a group of students who believed that bicycles are a form of transportation that should be available to all, regardless of gender, age, wealth or ethnicity. The site is bilingual. Right to Move is also a community bike project that repairs bicycles, holds bike repair workshops and advocates for safe cycling in the city of Montreal.

www.rtm-lvl.org

Bicycle Repair & Maintenance Books

There are many, many books on bicycle repair and finding the right one for your program may take some research. The following selections are some of books Bike Again! has found most useful.

Zinn and the Art of Road Bike Maintenance

by Jonathan Vaughters (Foreword), Lennard Zinn, Todd Telander (Illustrator)

Zinn and the Art of Mountain Bike Maintenance,

Third Edition, by Lennard Zinn, Todd Telander

Bicycling Magazine's Complete Guide to Bicycle

Maintenance and Repair for Road and Mountain Bikes. Over 1,000 Tips, Tricks, and Techniques by Jim Langley, 1999.

On-line Help

Bike Repair Curriculum

The Bikes not Bombs program based in Boston offers an excellent downloadable bike repair manual that is ideal for teaching and learning basic bike mechanics. www.bikesnotbombs.org/eab-it-man.htm#download

Park Tool – Repair Help

Parktool makes bicycle repair tools and has a good section on bike repair. www.parktool.com

Bicycle Repair Site

This site provides excellent explanations and good home made solutions to bicycle repair. www.bikewebsite.com

Cycling Groups in the Atlantic Provinces

Atlantic Canada Cycling

This is a touring company, but also has excellent resources for cycling in Atlantic Canada, including a directory to provincial cycling associations, advocacy groups, specific tours, bike shops, cycling software and studies promoting cycling as an active and environmentally friendly transportation option. www.atl-canadacycling.com

New Brunswick

Velo New Brunswick

This club organizes road races and mountain bike races and is a good source of information on cycling in the province. www.velo.nb.ca

Newfoundland

Bicycle Newfoundland and Labrador

BNL is the governing body for all types of cycling in Newfoundland. www.bnl.nf.ca

Nova Scotia

Bicycle Nova Scotia

BNS is the governing body for all types of cycling in Nova Scotia – from racing to touring. A good resource

site for bicycle related events in the province. www.bicycle.ns.ca

Centennial Cycling Club

Windsor, Nova Scotia
Contact: Gary Spicer, gspicer@win.eastlink.ca

SPOKE,NS

Coordinates recreational rides in Pictou County and is dedicated to promoting mountain biking among youth. Pictou County Cycle
265 Archimedes Street
New Glasgow, Nova Scotia
B2H 2V1
902-928-0331
www.spokens.ca

Velo Cape Breton

Velo Cape Breton works to promote all aspects of cycling in Cape Breton and focuses in particular on the health of citizens and the environment through the promotion of bicycles for both recreation and transportation. www.pages.ca.inter.net/~jacote

Velo Halifax Cycling Club

This club has scheduled rides throughout the spring, summer and fall. www.velohalifax.com email: cycling@chebucto.ns.ca

Prince Edward Island

Cycling PEI

Similar to BNS and BNL, this group organizes and oversees races and bicycle events in PEI. www.cpei.ca

Bicycle safety

All community bicycle programs should include some instruction or available resources on cycling safety. In addition to ensuring that bicycles are safe to ride, all rider should be aware of the rules of the road.

Canadian Safety Council (CSC)

The CSC provides valuable safety tips for children teaching them the rules of the road and defensive cycling. <http://www.safety-council.org/info/child/bicycle.htm>

CAN-BIKE Courses

Can-bike courses teach the teachers and certify instructors on safe cycling. Contact your local cycling association to see if there are Can-bike certified instructors who are available to give a workshop on cycling safety.

Citizens for Safe Cycling

This is an Ottawa based group of volunteers who work for better and safer cycling in the Ottawa area. They have several good links to other safety organizations. www.cfsc.ottawa.on.ca

Community Bicycle Programs

In Canada and elsewhere there are many other community bicycle programs, each unique in its own way. There is no need to reinvent the wheel!

Canada

Get Rolling: A Manual for Community Bicycle Programming

Sarah Kerr and Gillian Kranias (1994)

This manual was created by the Toronto based Community Bicycle Network. Many of the ideas in this workbook were adapted from this source. Since its initial production, there are many more community bike programs that have developed.

Bike Again! Community Bike Project

The Bike Again Project is based in Halifax, Nova Scotia and is run by a dedicated group of volunteers who share their love of bicycles. If you are interested in starting a bicycle project in the Atlantic provinces, this organization can offer some advice and share their model of recycling and repairing bicycles. www.trax.ns.ca/other_bikeagain.html
bikeagain@ecologyaction.ca

Community Bicycle Network (CBN)

The CBN is a community based bicycle organization with the goal of promoting and stimulating healthy, active and neighbourhood friendly sustainable transportation initiatives within the City of Toronto. The CBN operates the Yellow Bike Project in Toronto. www.communitybicyclenetwork.org

Pedal Power

Pedal Power is a Vancouver based organization that has a wide range of pedal powered projects, from the Our Community Bikes workshop and store to a bicycle co-op on the University of British Columbia campus. The Pedal Power website is a great place to look for ideas and make contacts with others who are interested in community bicycle projects. www.pedalpower.org

United States and International Resources

Community Bike Project

This site is predominantly about the community bike program at Hampshire College in the United States, but gives lots of ideas as to how to design community

bike programs, links to other projects and a good analysis of the benefits and pitfalls of various types of programs. www.communitybike.org

Bikes Not Bombs

Bikes Not Bombs is a non-profit organization working for alternative transportation and community development. The group operates the Bicycle Recycling and Youth Training Center in Roxbury, MA, to promote environmental education, meaningful employment, and safe sustainable communities. www.bikesnotbombs.org

International Bicycle Fund

An international website with endless information on urban design, environment, transportation, bicycle education and safety. A great place to find out about other bicycle programs and how things work in places around the world. www.ibike.org

Funding Sources

You don't need a lot of money, but a little is good so that you can buy tools, new brake and derailleur cables, inner tubes and the like. Taking donations for the bikes you give out is a good way of at least supporting the program. Small grants are often available through local Rotary Clubs and Lions Clubs.

National Green Source Funding Guide

The Green Source is a resource guide prepared by Environment Canada that will help you locate numerous sources of funding for environmental projects. It includes information on public and private sector programs and organizations that provide financial assistance, labour costs or in-kind donations to community groups. The guide is available both in a hard copy (from any Environment Canada office) and in a searchable database format www.ec.gc.ca/ecoaction



