

OSCC RISK MANAGEMENT PLAN - 2023

Cycling can be a dangerous activity. The Owen Sound Cycling Club (OSCC) has developed this Risk Management Plan to document how individual OSCC rides are to be managed to reduce risks associated with cycling activities. These policies are to be practiced by OSCC members, and any visiting riders (as permitted by Ontario Cycling Association rules), during every OSCC ride. All OSCC members, and any permitted visiting riders, share the responsibility for making OSCC rides as safe as possible.

This Risk Management Plan (RMP) will be reviewed by the Board each year at the time of club affiliation and amended as necessary before submission to the Ontario Cycling Association as part of the club affiliation protocol. The updated document will be posted on the OSCC website and all OSCC members will be notified electronically to review the RMP and any related club policies such as Ride Guidelines.

Definitions

OSCC rides mean rides formally organized by the OSCC and as described on the OSCC website.

OSCC Incorporation: The OSCC was incorporated on April 23, 1990.

OSCC Insurance: OSCC annually affiliates with the Ontario Cycling Association, and through this affiliation obtains General Liability Insurance coverage for the club and for club members, through their OCA membership, during approved club activities. General Liability Insurance is designed to protect a person (member) or an entity (Province, Club, Ontario Cycling Association) against any legal responsibility arising out of a negligent act or failure to act as a prudent person would have acted, which results in bodily injury or property damage to another party. OSCC members should familiarize themselves with the terms of the insurance coverage, this Risk Management Plan, and the club's ride guidelines prior to participating in club activities. Coverage details of the OCA Member insurance program can be accessed through the OCA website www.ontariocycling.org.

Evidence of a signed waiver is required or membership is not assigned or granted. The online registration process ensures that the member has digitally signed a waiver.

Standards of Care

This Risk Management Plan and all OSCC programs and rides shall adhere to the following, as applicable:

- UCI, CCA, CC rules and regulations as they pertain to OSCC Rides,

- Provincial Highway Traffic Acts across Canada while on OSCC Rides, all OSCC members must adhere to and obey all rules of the road as per the Provincial Highway Traffic Act.
- Most OSCC rides take place within Ontario and the Ontario Provincial Highway Traffic Act will apply to all OSCC rides within Ontario. The Ontario Highway Traffic Act is available here: <https://www.ontario.ca/laws/statute/90h08> . On occasion, local by-laws may also apply and must be adhered to.

Ride Management

General:

- All members of the OSCC are responsible for bringing forward to the OSCC Board any safety issues related to OSCC Rides which present themselves throughout the riding season.
- While on OSCC Rides, all OSCC members must adhere to and obey all rules of the road as per the relevant Provincial Highway Traffic Act (Ontario PHTA for OSCC rides in Ontario).
- Any OSCC member on an OSCC Ride should immediately advise the Ride Leader(s) and other members of the ride, should the member feel the group or individuals in the group are riding in an unsafe manner. The member should withdraw from the ride if they feel unsafe.
- All participants of the OSCC Rides must provide proof of membership in good standing prior to each ride, if requested by the Ride Leader(s). If an ineligible rider insists on participating even after being asked not to, then the OSCC Ride may proceed, however, the Ride Leader shall advise the ineligible rider, with a witness present, that he or she is ineligible and is not covered by any OSCC insurance and is responsible for all his/her actions.
- Each OSCC Ride participant will conduct themselves in a responsible manner and retains liability for their own actions.

Safety:

- Helmets MUST be worn at all times while riding on a bicycle during OSCC activities.
- Ear “buds”, headphones, hands free phones, portable sound systems etc. are NOT permitted on any club rides including time trials.
- Working front and rear lights are STRONGLY encouraged on all bicycles.
- Brightly coloured clothing is recommended – being visible to drivers and other cyclists means improved rider safety.

- Group rides - Aerobars, extensions, time trial or triathlon bikes are not permitted on group rides
- Time Trials - Tri and TT bikes are permitted. You may use aerobars and/or extensions in time trials. .

Ride Leaders:

- A ride leader will be appointed by the OSCC Board for each OSCC ride.
- The ride leader(s) will identify himself/herself to the group, make everyone aware that they are coordinating the ride and advise participants that it is an OSCC ride.
- Ride leaders will carry cell phones for emergency use on all OSCC rides that they are responsible for and will, from time to time, remind riders to carry their own cell phones on OSCC rides. Riders should immediately call 911 in the event of an emergency.
- Ride leaders will carry minimal first aid kits and are encouraged to maintain up to date CPR/First Aid training, for which the OSCC may provide compensation.
- The ride leader may describe the general ride route (including defining regrouping points and turning directions at major intersections), and may provide a brief safety tip at the commencement of the ride.
- When an OSCC ride is broken up into smaller groups (for safety purposes), each individual group may not have a ride leader.
- The ride leader(s) has the final decision on all matters pertaining to the OSCC ride they are leading and his/her decisions must be respected by all participants.
- The ride leader may appoint a designate should the ride coordinator be unable to attend an OSCC ride.

Ride Participants:

- OSCC members are responsible for ensuring that their bicycle is in good working order before attending each OSCC ride.
- Bicycle helmets must be worn at all times while participating in any OSCC ride and other protective equipment is strongly encouraged (e.g. gloves, eye wear).
- Front and rear lights are required during any OSCC ride which takes place one half hour before sunset and /or which may extend into darkness.

- While trail riding all riders must be courteous and considerate of other trail users and the trail system.
- OSCC members are responsible for ensuring they are sufficiently fit for their desired activity based on the ride description on the OSCC website.
- OSCC members are responsible for bringing sufficient liquids and food, as required, for each OSCC ride, as well as appropriate tools, spare tubes, etc.
- OSCC members must not be under the influence of any drug or beverage product that could impair their riding judgment while on an OSCC ride.
- OSCC members are responsible to ensure that their bicycles and riding practices are in accordance with the Ontario Highway Traffic Act

Rides:

- OSCC rides on roads will be planned to use lesser-travelled roads and roads with paved shoulders/bike lanes where possible and practical.
- OSCC rides will not run if lightning is present but when questionable weather develops during a ride, the ride route may be modified to allow quick return to the ride starting point.
- When a large number of riders come out for any given OSCC ride, the riders will be encouraged by the ride leader to break into smaller groups. A size of 6-12 is a reasonable group. These planned groups should be at least 100 meters apart on the road to allow other vehicles to pass each group safely as a separate manoeuvre.
- Riders must not be left behind during an OSCC ride unless they first confirm with the ride leader(s) that they are detaching from the group; all members of the OSCC ride are responsible for ensuring they properly notify the ride leader(s) if they are detaching from the group.
- Any and every accident on an OSCC ride shall be immediately reported to an OSCC Board member to be reported to the Ontario Cycling Association through the proper reporting procedures using the approved forms (here is the link to the OCA Forms where you can scroll down to the Incident Report <http://www.ontariocycling.org/events-organizers/events-forms-literature/>). This form **must be completed in full**. Additional information including witness statements, photos of the scene etc. are very helpful to ensure full reporting in a timely manner.
- For non-OSCC riders wishing to try-out an OSCC ride, waiver forms may be available at the beginning of each club ride. Proof of Ontario Cycling Association (OCA) membership will be required (Citizen Permit, UCI or Affiliate Club

Membership). Note that prior approval by the OSCC is required.

- For non-OCA members wishing to try-out an OSCC ride, the OSCC **may** (from time to time) schedule and announce designated try-out dates where an individual can try out the club on a one-time basis. Prior notification is required and a waiver and sign-in form will be required prior to participation.

Skills Development:

- The OSCC encourages all riders to be comfortable and somewhat proficient with group riding prior to joining an OSCC ride.
- To support rider skills development, the OSCC will periodically hold skills development programs for road riding and/or mountain biking and encourages all club members to attend these programs and/or other cycling skills courses.

Waivers:

- All OSCC members must complete the Ontario Cycling Association (OCA) waiver prior to obtaining membership. This can be done through the provincial membership registration site (CCN). Physical waivers may be approved with prior consent. Physical waivers for participants under the age of 19 are required to be sent in to the OCA office, completed by a parent or legal guardian prior to membership being issued.

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COVID-19 Risk Management Measures and Protocols for Club Activities

Riders and ride leaders must follow all current provincial and local health unit regulations. These may include the following.

- A participant displaying any symptoms related to COVID-19 should not participate in any club activity. To this end the Group leader/designate (Sport Trainer) must conduct a screening of participants [ensure participants indicate they do not have COVID-19 symptoms e.g. using a written (including online) or verbal questionnaire]
- The group leader/designate (Sport Trainer) is responsible for ensuring the club or team risk management plan with COVID-19 protocols (Safety Plan) is followed and made available to all participants in writing. Access to it DURING the activity must also be available.
- Riders should avoid spitting, clearing nose or being “moist” within pace lines except in the rear position.
- Ride groups must be no larger than prescribed by the OCA or authority having jurisdiction. To manage this the club shall use an on-line registration utility to allow the ride leader(s) to know in advance that a ride must be split into smaller groups. These groups shall meet distanced from each other and stagger their start times.
- Riders should not share water bottles.
- Time Trials:
Unless the Ontario COVID rules specify otherwise, the following procedure is to be adhered to.
The race director shall start riders in an order that avoids overtaking. That is, those expected to be the slowest should be started last. The on-line registration utility will assist with this.

Note that local, provincial and OCA guide lines and regulations can change over the course of the 2023 season. All current regulations are to be adhered to.