



## **ACTIVITY HOSTING GUIDE**

THANK YOU for volunteering to share your favourite places with us.

Please use the following guidelines to help you organize and host a cycling, paddling, or hiking activity. You may wish to host alone or with another person. Refer to the TIP SHEETS available on the website to assist you. Subsequently, the specific BPP ACTIVITY CO-ORDINATOR will help finalize details, answer questions and arrange for posting of your activity on the website calendar.

- We ask that you have recently visited and are familiar with the trails or waterways proposed as conditions may have changed.
- Describe your activity using the following guidelines: level of difficulty, type of terrain/water conditions, pace, length of time to complete, start time, meet up location and if car pooling is an option - a time /place and whether an RSVP is required? You may use previous calendar descriptions if appropriate.
- Review type of equipment needed and any supplies participants may need: water canteen, bug repellent, sunscreen, snack, lunch, personal ID, safety kit.
- Check if equipment rentals are available (paddling). Obtain rental contact info for calendar posting. Members are responsible to reserve and pay for their own rentals.
- Submit your plan to the relevant Activity Co-ordinator.
- Retain your list of registered participants and bring it with you on your activity day.

- Arrive at the meeting location 15 minutes beforehand to greet members, complete a sign -in and review the overall plan. Wait no more than 10 minutes for all to show up.
- Bring your cell phone for safety and communication purposes.
- Carry some basic safety equipment with you dependent on the nature of the activity.  
Basic safety kits/equipment may be available for your use. Check with your co-ordinator.

### **ACTIVITY CO-ORDINATORS**

HIKING: Kathy Rose; krose@sympatico.ca TEXT/PHONE #905-932-1550

CYCLING: Linda Penrice: linnie@ican.net TEXT/PHONE # 519-755-6416 or #519-753-0735

PADDLING: Carol Ritchie: critchie54@gmail.com TEXT# 519-755-6759 PHONE #519-442-0014