

Appendix # A

to

Report # WM2017-006



Agreement No. _____

ADOPT-A-ROAD PROGRAM

LITTER CONTROL AGREEMENT

The City of Kawartha Lakes' ADOPT-A-ROAD PROGRAM has been established as a public service program for volunteers to enhance the local litter collection activities by picking litter along City road rights-of-way. It is a way for environmentally conscious groups and individuals to contribute to a cleaner and more beautiful City road system.

This section to be completed by City Staff:

The Corporation of the City of Kawartha Lakes recognizes:

_____ (name of group and/or individual)

as responsible for the adoption of City Road No. _____ from _____

_____ to _____, in the Former

Municipality of _____, for a distance of _____ kilometres.

The group/individual named below volunteers to pick up litter **at least two times a year, for a three-year period**, along its adopted section of road beginning _____,

20____, and ending _____, 20____.

City Representative (Print)

Signature

Position Title

Date

City Telephone Number

***This section to be completed by
the authorized group representative.***

Under the ADOPT-A-ROAD PROGRAM _____
(name of group or individual/name to appear on signs)

agree to adopt a section of road right-of-way and keep it clean.

City Rd. # _____

From: _____ to _____

For a Distance of _____ kms.

Only volunteers who are safety-minded are allowed to participate in this program.

Authorized Group Representative
(print name)

Signature

Street Address

Date

City

Postal Code

Is This an Agreement Renewal
(Yes/No)

Home Phone No.

Business Phone No.

The volunteers are aware of the potentially hazardous nature of the work which is to be performed and agree to not hold the City of Kawartha Lakes responsible for any injuries or damages that they may cause or suffer as a result of participation in the program and agree that signs bearing the individual's/group's name shall be installed solely at the discretion of the City. **(Youths 18 years of age and under) involved in the program should have permission from a parent or guardian (19 years of age or older).**

TERMS AND CONDITIONS

PURPOSE

The City of Kawartha Lakes' ADOPT-A-ROAD PROGRAM has been established as a public service program for volunteers to enhance the local litter collection activities by picking litter along certain City road rights-of-way. It is a way for environmentally conscious citizens to make a personal contribution to a cleaner environment. Under the program, groups or individuals agree to adopt a section of City right-of-way and keep it clean. In addition to a cleaner environment, the volunteer(s) are recognized by a sign erected by the City acknowledging their efforts.

PARTICIPATION IN ADOPT-A-ROAD PROGRAM

Highway safety is of primary importance in all City decisions related to the ADOPT-A-ROAD Program.

Only groups and individuals determined by the City to be responsible and to exhibit, in good faith, the desire and the ability to achieve ADOPT-A-ROAD program objectives within the parameters of these TERMS AND CONDITIONS will be allowed to adopt a section of road right-of-way. The City may refuse to grant a request to adopt a section if, in its opinion, granting the request would jeopardize the program, be counter-productive to its purpose, create a public safety hazard, or be in conflict with government or City policies.

Volunteers are not considered as Officers, Employees, or Agents of the City. Any injuries, claims, liabilities, suits or costs arising from the volunteers activities relating to this agreement, shall be the sole responsibility of the volunteers. Volunteers shall indemnify the City and agree to abide by the City's guidelines and to not hold the City responsible for any injuries or damages that they may cause or suffer as a result of participation in the ADOPT-A-ROAD PROGRAM.

Volunteers are encouraged to recycle materials collected from the adopted section of right-of-way, whenever and wherever possible.

AGREEMENT

Volunteers wishing to participate in the ADOPT-A-ROAD PROGRAM must complete and submit the attached AGREEMENT to the City office in which the proposed section of the adopted road right-of-way is located.

VOLUNTEERS' RESPONSIBILITIES

Volunteers participating in the ADOPT-A-ROAD PROGRAM must:

- appoint or select an Authorized Group Representative to act on behalf of the group.
- ensure that the Authorized Group Representative in turn supply safety training to the volunteers. All participants must receive and be familiar with the contents of the City's safety brochure "Safety Guidelines for Volunteers" before participating in the clean-up of the adopted section of right-of-way.
- obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the City.
- make arrangements for off road parking or shuttle bus-type of travel to the worksite.
- park all vehicles, at the worksite, as far away as possible from the travelled portion of the road.
- ensure provision of all transportation, supervision, safety equipment and medical/first aid service.
- pick up litter a **minimum of two (2) times a year for a period of three (3) years** to maintain a clean right-of-way.
- sort litter into 2 different categories: paper or container refuse to facilitate disposal procedures of green box and blue box disposal.
- give the City office 48 hours notice prior to beginning a litter pick-up.
- Supervisors are to wear safety vest at all times and any additional appropriate safety apparel during the pick-up.
- collect litter only from the right-of-way sections of adopted road.
- not pick up litter on the road surface, paved or gravel shoulders, medians, bridges, in tunnels, on overpasses, or around other structures or locations that could pose a danger.
- wear clothing that will not impair vision or movement during the pick-up.
- not wear attire that might divert the attention of motorists during clean-up activities.

- provide supervision by one adult (19 years of age or older) for every five (5) or less volunteers. The City reserves the right to limit the number of volunteers on an adopted section of road right-of-way.
- ensure no volunteer possesses or consumes illegal drugs or alcoholic beverages immediately before or during clean-up activities.
- suspend litter pick-up when weather conditions become inclement (ie: fog, rain, drizzle, high wind, electrical storms, etc.).
- ensure that no pets are present at the clean-up site.
- work only during daylight hours (1 hour after sunrise and 1 hour before sunset).
- flag closed containers, heavy objects, or suspected hazardous materials for pick-up and disposal by City staff.
- surrender items of value (wallet, purse, camera, etc.) found on City property to the nearest police station (or City officer).
- ensure that no signs, posters, or other display material are brought to the adopted section during or between clean-ups.
- place filled trash bags at the designated pick-up site(s) as pre-arranged by the City Representative and the Authorized Group Representative, or take directly to the nearest landfill site.

CITY OF KAWARTHA LAKES RESPONSIBILITIES

The City will:

- participate in the selection of the specific section of City Road right-of-way to be adopted.
- provide trash bags and safety information.
- erect sign(s) with the groups' name displayed at the beginning of each adopted section of highway right-of-way, unless, in the opinion of City, erecting the signs would jeopardize the program, be counter-productive to its purpose, create a hazard to the safety of the public, or be in conflict with government or City policies.
- pay the tipping fees at the local landfill site.
- remove litter from the adopted right-of-way section under unusual circumstances (i.e. to remove large, heavy, or hazardous items) that have been flagged.
- monitor to ensure the objectives of the program are being met.
- approve the name, titles, or words placed on ADOPT-A-ROAD signs.

MODIFICATION/RENEWAL/TERMINATION OF THE AGREEMENT OR PROGRAM

The ADOPT-A-ROAD agreement or program may be modified in scope or altered in any manner at the discretion of the City.

Volunteers will have the option of renewing their agreement, subject to the approval of the City and continuation of the program. Updated volunteer information is required at the time of the renewal.

The City may terminate the agreement and/or remove the ADOPT-A-ROAD signs bearing the volunteer's name if it finds that: the group is not meeting the terms and conditions of the agreement; one or more volunteers of a group is not responsible; the volunteers are acting contrary to the guidelines of the program; the adoption is proving to be counter-productive to the program's objective; undesirable effects such as increased litter, vandalism, or sign theft are resulting from the adoption or; volunteers have engaged in irresponsible conduct at the adopted section.

Rev. March 29th, 2001