



Corporation of the Town of Erin

Adopt-A-Road Program

TERMS & CONDITIONS

PURPOSE

The Town of Erin ADOPT-A-ROAD PROGRAM has been established as a public service program for volunteers to pick up litter along certain Town of Erin 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 road right of way and keep it clean. In addition to a cleaner environment, the volunteer(s) are recognized by a sign erected by the Town of Erin acknowledging their efforts

PARTICIPATION IN ADOPT-A-ROAD PROGRAM

Road safety is of primary importance in all Town of Erin decisions related to the ADOPT-A-ROAD Program.

Only groups and individuals determined by the Town of Erin 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 the TERMS AND CONDITIONS will be allowed to adopt a section of road right-of-way. The Town of Erin 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 Town of Erin policies.

Volunteers are not considered as Officers, Employees, or Agents of the Town of Erin. 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 Town of Erin and agree to abide by the Town of Erin's guidelines and to not hold the Town of Erin 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 Town of Erin Office at 5684 Trafalgar Road, R.R. # 2, Hillsburgh, Ontario N0B 1Z0 (519)855-4407.

Provide proof of a minimum of \$ 1,000,000.00 of liability insurance with the Town of Erin named as an additionally names insured.

VOLUNTEER'S 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 understands and is fully aware of the Agreement, Terms and Conditions, and the Safety Brochure.
- The Authorized Group Representative shall ensure that all participants have reviewed and are familiar with the contents of the Town of Erin Safety brochure "Safety Guideline For Volunteers" before participating in the clean-up of the adopted section of the 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 Town of Erin.
- Have a cell phone available in the group for use in the event of an emergency.
- Make arrangements for off road parking or shuttle bus type of travel to the worksite.
- Ensure provision of all transportation, supervision, safety equipment and medical/first aid service.
- Pick up litter at least once a year in the spring to maintain a clean right of way.
- **Give the Municipal Office (855-4407) at least 96 hours notice prior to beginning a litter pick up.**
- Wear a Town of Erin provided 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.
- Do 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.
- Do not wear attire that might divert the attention of motorists during clean up operations.
- Ensure that no individual under the age of twelve (12) is present at the work site.
- Provide supervision by one adult (19 years of age or older) for every five or less volunteers 12-18 years of age. The Town of Erin 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. (i.e.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).
- Display "road work" signs and designate the presence of vehicles by deploying traffic cones during litter pick-up as specified in "Ontario Traffic Manual Book 7.
- Never reach blindly to pick up an item.
- Whenever volunteers encounter closed containers or other items suspected of being hazardous, these items shall be noted and not touched. The Town should be notified promptly.
- Surrender items of value (wallet, purse, camera, etc.) found on Town of Erin property to the nearest police station.
- Ensure that no signs, posters, or other display material are brought to the adopted section during or between clean-ups.
- Trash bags should be dropped off at the works garage. If garbage is bagged and taken to the aforementioned locations, bag tags need not be applied. Recyclable material (cans, bottles, paper, etc.) shall be sorted and disposed of by the volunteers.
- **Notify the Municipal Office after each clean-up. (855-4407)**
- Ensure that litter pick-ups do not occur on the dates noted in the **AGREEMENT**.
- Return all loaned items to the issuing office at the completion of an **ADOPT-A-ROAD EVENT** unless it is renewed. Failure to do so will result in the group or individual being billed for the replacement value of the items.

TOWN OF ERIN RESPONSIBILITIES

The Town of Erin will:

- Confirm the specific section of road to be adopted.
- Provide safety vests, "road work" signs, trash bags, "Safety Guideline For Volunteers" brochures, gloves, flagging tape and traffic cones and a First Aid Kit.
- Provide, erect and maintain a sign and post with the group's name displayed at the beginning of each adopted section of road right of way, unless, in the opinion of the Town of Erin, erecting such 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 Town of Erin polices.
- Dispose of trash bags containing non-recyclable material.
- 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 Town of Erin.
- Volunteers will have the option of renewing their agreement and, subject to the approval of the Town of Erin, continuing with the program.
- Updated volunteer information is required at the time of renewal.
- The Town of Erin may terminate the agreement and/or remove the **ADOPT-A-ROAD** signs bearing the volunteers name if it finds that:
 1. The group is not meeting the terms and conditions of the agreement:
 2. One or more volunteers of a group is not responsible:
 3. The volunteers are acting contrary to the guidelines of the program:
 4. The adoption is proving to be counter-productive to the programs objective
 5. 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.