



**GEORGINA**  
 26557 Civic Centre Rd.  
 Keswick, Ontario L4P 3G1  
 905-476-4301  
 Email:  
 ltaylor@georgina.ca

# ADOPT-A-ROAD APPLICATION FORM

*Town Use Only*  
 AGREEMENT NUMBER:  
 \_\_\_\_\_

Application Date:	<input type="checkbox"/> RENEWAL APPLICATION OF AGREEMENT# _____
APPLICANT/GROUP INFORMATION	
AUTHORIZED GROUP REPRESENTATIVE	
Applicant or Group Name:	Authorized Group Representative's Name:
Mailing Address:	Mailing Address:
Email:	Email:
Office/ Home Phone:	Office/ Home Phone:
Cell Phone:	Cell Phone:

### ABOUT THE PROGRAM

The Corporation of the Town of Georgina established an **ADOPT-A-ROAD PROGRAM** as a public service program for volunteers to pick-up litter along Town road rights-of-way. It is a way for environmentally conscious citizens, community and civic organizations, private businesses, and industry to contribute to a cleaner and more beautiful Town road system. 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 acknowledging their efforts.

### REQUESTED ROAD SECTION

Road section you wish to adopt:

From: \_\_\_\_\_ To: \_\_\_\_\_

### LENGTH OF AGREEMENT (Minimum of (3) pick-ups a year)

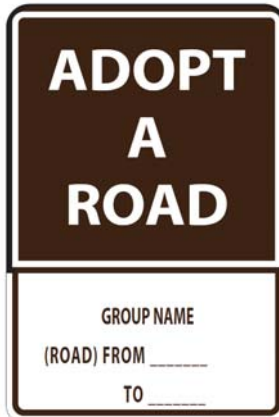
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**NOTE: Please ensure that pick-ups do not occur during the winter maintenance season from November 15<sup>th</sup> to April 15<sup>th</sup> the following year.**

### ADOPT-A-ROAD SIGNAGE

The Town will provide and install Adopt-a-Road signage with your group or individual name along with the road that has been adopted. If you would like to adopt the road, and wish to remain anonymous, the Town will not install the signage.

**Yes** – signage requested  **No** – I/we would like to remain anonymous



## VOLUNTEERS'S RESPONSIBILITES

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 attends an annual safety meeting provided by the Town and, in turn, supply safety training to the volunteers. All participants must receive and be familiar with the contents of the Town's safety procedures 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 Town.
- 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 traveled portion of the highway.
- ensure provision of all transportation, supervision, safety equipment and medical/first aid service.
- pick up litter a minimum of three (3) times a year to maintain a clean right-of-way.
- sort litter into 4 different categories: glass, plastic, metal and "other" refuse to facilitate disposal procedures in jurisdictions that only accept sorted trash.
- give the Town office 48 hours notice prior to beginning a litter pick-up.
- wear a Town 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.
- 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.
- 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 (5) or less volunteers 12-18 years of age. The Town 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 presence of vehicles by deploying traffic cones during litter pick-up as specified in "Manual of Uniform Traffic Devices, Section 5" (field manual available.)
- flag closed containers, heavy objects, or suspected hazardous materials for pick-up and disposal by Town staff.
- surrender items of value (wallet, purse, camera, etc.) found on Town property to the nearest police station.
- ensure that no signs, posters or other display materials 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 Town Representative and the Authorized Group Representative.
- notify the Town immediately after each clean up to have litter bags removed by Town staff.
- ensure that litter pick-ups do not occur on the dates noted in the **AGREEMENT**.
- return all inventory to the issuing Town office at the completion of an **ADOPT-A-ROAD AGREEMENT** unless it is renewed. Failure to do so will result in the group or individual being billed for the replacement value of the items.

INITIALS

## TOWN'S RESPONSIBILITIES

The Town of Georgina will:

- provide safety vests, "road work" signs, trash bags, safety information and training, flags and traffic cones.
- erect sign(s) 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 Georgina, 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 Town policies.
- remove and dispose of filled trash bags.
- 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.

## PARTICIPATION IN THE ADOPT-A-ROAD-PROGRAM

Highway safety is of primary importance in all Town decisions related to the **ADOPT-A-ROAD PROGRAM**.

Only groups and individuals determined by the Town 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 highway right-of-way. The Town 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 Town policies.

Volunteers are not considered as Officers, Employees, or Agents of the Town. 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 and agree to abide by the Town's guidelines and to not hold the Town responsible for any injuries or damages that they may cause or suffer because 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.

## MODIFICATION/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.

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

The Town 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 are 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 theft are resulting from the adoption or: volunteers have engaged in irresponsible conduct at the adopted section.

## RENEWAL (If Applicable)

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

By signing this section, all the same conditions apply to the following renewal term:

START DATE:	END DATE:
-------------	-----------

**NOTE: Please ensure that pick-ups do not occur during the winter maintenance season from November 15<sup>th</sup> to April 15<sup>th</sup> the following year.**

Authorized Group Representative:	Signature:	Date:
Town Representative:	Signature:	Date:

## PARTICIPANTS

the following persons will participate in one or more litter pick-ups. As indicated by their signatures on this agreement, the individual participants are aware of the hazardous nature of the work which is to be performed and agree to follow the **TERMS AND CONDITIONS** of the Town's **ADOPT-A-ROAD PROGRAM** and agree not to hold the Town 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 Town. Youth (under 18 years of age) involved in the program must have signed permission from a parent or guardian.

NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:
NAME:	SIGNATURE:	DATE:

## AGREEMENT

**I, THE UNDERSIGNED HAVE READ AND UNDERSTOOD THE INFORMATION PROVIDED AND AGREE TO ABIDE BY ALL REQUIRED RESPONSIBILITIES, SPECIAL PROVISIONS AND ALL CONDITIONS LISTED ON THIS APPLICATION, AND AGREEMENT IF ISSUED. ONLY VOLUNTEERS WHO HAVE RECEIVED THE REQUIRED TOWN SAFETY TRAINING AND HAVE SIGNED IN THE PARTICIPANTS SECTION OF THIS FORM ARE ALLOWED TO PARTICIPATE IN THIS PROGRAM.**

<b>Authorized Representative</b>		
	<i>Signature</i>	<i>Date</i>

## TOWN AUTHORIZATION

**WE, THE TOWN OF GEORGINA, RECOGNIZE THE GROUP/INDIVIDUAL NAMED ABOVE AS RESPONSIBLE FOR THE ADOPTION OF THE ROAD INDICATED IN THIS DOCUMENT.**

<b>NAME AND TITLE:</b>	<b>SIGNATURE:</b>	<b>DATE:</b>
<b>COMMENTS:</b>		