

Adopt-a-Highway Agreement

This is an Agreement between:

The Corporation of the Township of Southgate

as represented by the Works Department, hereinafter called the "Township of Southgate"; and _____ hereinafter called the "Organization".

Whereas, the Organization has expressed a desire to provide clean up services on Township highway right-of-ways;

And whereas, the Township wishes to support and encourage this objective of the Organization.

Therefore, in consideration of the terms hereinafter stated, the Township and the Organization agree as follows:

1. The Organization shall provide clean up services by picking up garbage or litter from the right-of- way of Township of Southgate _____ between Southgate _____ and Southgate _____ between May 1st and November 1st during the years of _____ and _____.
2. The Organization shall be fully responsible for the activities of its members and volunteer workers and shall provide all transportation, supervision, safety equipment and medical or first aid services required by its members and volunteers while they are performing clean up services within the highway right-of-way.
3. The Organization shall ensure that all of its members and volunteers receive the "Adopt-A- Highway" agreement and agree to abide by the rules stated herein.
4. The Organization shall inform its members and volunteers that participation in a highway clean-up program does not make them employees, agents or contractors of the Township; nor does the Township assume any responsibility for injuries, claims, liabilities, suits or a cross thereof whatsoever arising from the clean-up activities undertaken by the Organization and such shall be deemed to be the sole responsibility of the Organization, its members and volunteers.
5. The Organization shall indemnify and save harmless the Township and its employees and agents from any and all claims, demand, actions and cause whatsoever that may arise, directly or indirectly, out of any act or omission of the Organization, its members or volunteers in the performance of clean up services.

6. The Organization and its members shall obey and abide by all laws and regulations relating to safety while they are operating within the highway right-of-way.
7. The Organization shall ensure that its members and volunteers comply with the following safety rules:
 - a) work shall not be carried out on bridges or other structures where there is an apparent risk of injury;
 - b) work shall only be carried out in the areas between the outer edges of the shoulders and the right-of-way boundary on either side of the roadway;
 - c) the Organization shall supply (1) adult supervisor for every five volunteers;
 - d) all workers shall be at least eleven (**11**) years of age and no persons younger than **11** shall be permitted on the right-of-way;
 - e) clean up services shall be performed only during daylight hours when the weather is good;
 - f) traffic safety signs shall be placed in accordance with Township requirements whenever clean up services are being performed;
 - g) all participants shall wear appropriate safety apparel while they are on the right-of-way;
 - h) whenever participants encounter closed containers or other items suspected of being hazardous, these items shall be marked with a flag and not touched. The Township Public Works Manager should be notified by the Organization of the location of these hazardous items;
 - i) participants shall ensure that filled trash bags are properly sealed and placed at the pick-up sites designated by the Township.
8. The Organization shall make arrangements for off road parking or shuttle bus-type travel to the work site and shall ensure that all vehicles required at the work site are parked as far off the travelled portion of the road as possible.
9. The Township will erect highway signs recognizing the Organization's efforts. These signs will be supplied and erected by the Township Works staff at either end of the road which is being designated or adopted.
10. The Township has the right to revoke this agreement at any time if it is not serving the best interests of the Township.

IN WITNESS WHEREOF the Township and the Organization have caused this Agreement to be signed on their behalf by the persons who have been duly authorized for that purpose.

SIGNED, SEALED AND DELIVERED

The Corporation of the Township of Southgate as represented by the Public Works Department

Per

John Watson, Public Works Manager

Organization

Per

Name (please print)

Signature

Adopt-A-Highway Release

Whereas _____ has solicited volunteers to provide clean up services by picking up garbage or litter from the right-of-way of Township of Southgate Highway No. _____ (in the area designated between _____) between May 1st and November 1st during the years of _____ and _____;

And Whereas the undersigned has volunteered to participate in the clean-up program;

And Whereas the work is purely voluntary and without remuneration of any kind.

Now Therefore the undersigned hereby acknowledges that his or her participation in the highway clean-up program does not make his or her an employee, agent or contractor of the Corporation of the Township of Southgate or _____; nor does the Township or _____ assume any responsibility for injuries, claims, liabilities, suits or the costs thereof whatsoever arising from the clean-up activities undertaken by the undersigned, and such shall be the sole responsibility of the undersigned.

The undersigned, in consideration of being acknowledged as a volunteer in the program, hereby agrees to release the Township and _____ from any and all liability relating to the program.

Please print:

Name: _____

Telephone Number: _____

Signature: _____

Date: _____

The Corporation of the
Township of Southgate

Thank you for participating in the
Township of Southgate
"Adopt-A-Highway" program.

For more information contact:

John Watson
Public Works Manager
Township of Southgate
185667 Grey Road 9
Dundalk, Ontario
NOC 1B0

Telephone: (519) 923-2110
Toll Free: 1-888-560-6607
Fax: (519) 923-9262

SAFETY
GUIDELINES
FOR
THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE
HIGHWAYS
ADOPT-A-HIGHWAY
PROGRAM

Township of Southgate Highways Adopt-a-Highway program

Your Safety Comes First

Thank you for participating in Township of Southgate "Adopt-A-Highway" program. To protect you while you're on the work site, the Township has established safety guidelines which shall be reviewed before each clean up session.

Think Safety

- Be very careful out there
- Be mentally alert
- Be in good physical shape
- Don't horse around on the work site
- Be a member of your team
- Always work in daylight
- Don't work in bad weather

Get Organized

- Organize your workers into crews before you load the car-pool
- There should always be an adult supervisor for every 5 workers
- Review the safety rules with all workers before proceeding to the highway segment
- The supervisor shall be the safety "Watchdog"
- Know where the nearest telephone is located
- Know the physical conditions and special needs of your crew
- Keep an adequate supply of trash bags

What to Wear

- Wear hiking boots or shoes with thick soles to prevent foot damage from sharp objects
- Wear work gloves
- If you are sensitive to the sun, wear a baseball cap or wide-brimmed hat, a long sleeve shirt and sunscreen lotion
- Leave your headset stereo/radio at home
- Safety Vest

Transportation

- Car-pool to your highway segment to use as few vehicles as possible
- Park parallel to the road, as far off the travelled portion of the road as possible
- Park on the same side of the road that you plan to work
- Always work facing the traffic
- Drive your crew to the opposite side when your crew switches sides
- Do not allow your crew to walk across the road

When you're on the Site

- Never walk or pick up litter on the road or shoulder
- Stay away from mowing or construction operations
- Stay off parked equipment
- Stay alert for poison ivy and stinging insects
- Avoid overexertion
- Bring lots of water to drink while you work, especially on hot, humid days
- Alcoholic beverages **will not** be permitted on the site

Handling the Litter

- Do not touch or pick up anything you cannot identify. It may be a hazardous item. Hazardous materials are commonly found in closed metal containers.
- Don't jump or step on your trash bags to pack more in. You have lots of trash bags.
- Place filled trash bags at the designated pick up site
- The group may keep any recyclable materials. A trash bag may be used to remove these materials from the site