

MUNICIPALITY OF THE DISTRICT OF ARGYLE POLICY AND ADMINISTRATION MANUAL	REFERENCE NUMBER _____
SECTION PROCEDURE AND ORGANIZATION OF COUNCIL	SUBJECT COMMUNITY LITTER CLEAN UP PROGRAM

1. PURPOSE

1.1 The propose of this policy is to provide guidance in the management and prevention of litter in the Municipality of Argyle.

2. POLICY OBJECTIVE

2.1. It shall be the policy of the Municipality of Argyle to offer an incentive to non-profit groups taking part in the Nova Scotia Department of Transportation and Public Works Litter Clean-up Program to clean litter from the ditches within the Municipality of Argyle.

2.2.Preference will be given to groups within the Municipality.

3. PROCEDURE AND RESPONSIBILITIES

3.1. All groups must complete an application (Schedule A)

3.2. Litter collected must be separated into recyclables, organics and residual waste.

3.3. Waste will be picked up and disposed of by representatives of the Municipality of Argyle.

3.4. Any recyclable materials such as cans and bottles may be collected and taken away by the group as a fundraiser

3.5. The section and distance of highway identified by the non-profit group must be inspected by Municipal officials prior to the clean-up taking place.

3.6. Municipal officials will determine the amount of litter in the area and whether clean-up is required.

3.7. Preference should be given to clean up in the spring prior to spring growth.

3.8. Immediately following the clean-up another inspection will be carried out. If Municipal officials are satisfied that the area has been adequately cleaned of debris, then the incentive will be paid.

MUNICIPALITY OF THE DISTRICT OF ARGYLE POLICY AND ADMINISTRATION MANUAL	REFERENCE NUMBER _____
SECTION PROCEDURE AND ORGANIZATION OF COUNCIL	SUBJECT COMMUNITY LITTER CLEAN UP PROGRAM

4. LEVEL OF FUNDING

- 4.1. The level of funding per kilometre, total number of kilometres approved and the total budget for the program will be determined by council on an annual basis.
- 4.2. For 2020-2021, non-profit groups will be paid \$200.00 per kilometre for cleaning both sides of the highway, up to 6kms.
- 4.3. The total number of kilometres for the 2020-2021 year is 110km.
- 4.4. A minimum of 1 km must be cleaned in order to qualify for the incentive.
- 4.5. Payment will be made to non-profit groups holding the permit issued by the Nova Scotia Department of Transportation and Public Works.
- 4.6. A copy of the permit issued by the Department of Transportation must be provided to the Municipal Office prior to clean-up.

5. LIABILITY

- 5.1. Notwithstanding that the Municipality shall pay these non-profit groups for this service, the non-profit groups shall at all times be considered to be independent contractors which shall have assumed all liability for the service provided, which liability shall extend to, but not be limited to, any and all injuries which may occur to all persons engaged by them to perform the work agreed to as well as to third parties which may be injured or to property which may be damaged as a result of the services performed by the non-profit groups.
- 5.2. It shall be the policy of the Municipality to have executed a waiver to this effect by a representative of the non-profit group. (Schedule B)
- 5.3. All groups must obtain a permit form NS Department of Transportation and Infrastructure and Renewal (Schedule C).



Schedule A

Application



Municipality of Argyle
Not for Profit
Community Litter Cleanup

Date _____

Group name: _____ Contact Name: _____

Mailing Address: _____

Telephone number: _____ District and/or Councilor name: _____

Requested area to be cleaned: _____

Purpose of fundraiser:

For office use only:

Municipality of Argyle Waiver	<input type="checkbox"/>	Supplies provided:	bags	<input type="checkbox"/>	_____	
Department of Transportation Permit	<input type="checkbox"/>	Signs	<input type="checkbox"/>	gloves	<input type="checkbox"/>	_____
Non-profit/Charitable Group	<input type="checkbox"/>		vests	<input type="checkbox"/>	_____	
			pickers	<input type="checkbox"/>	_____	

Section of highway to be cleaned: _____

Date and time of cleanup: _____

Location of garbage to be picked up: _____

Authorization



Formulaire d'inscription



Municipalité d'Argyle Nettoyage communautaire sans but lucratif

Date _____

Organisme: _____ Personne contacte: _____

Adresse postale : _____

N° de téléphone : _____ District et/ou nom de votre conseiller: _____

Route suggéré à nettoyer : _____

Raisons pour le prélèvement de fonds:

Veillez inclure la documentation soutenant votre statut comme organisme charitable sans but lucratif.

Réservé au bureau:

Renoncé de la Municipalité d'Argyle

Fournis: sacs

Permis de Transports

gants

Organisme sans but lucratif

Section de la route à nettoyer: _____

Date et heure du nettoyage: _____

Date déchets ramassés: _____

Autorisation

Schedule B

Municipality of the District of Argyle

Community Litter Cleanup Incentive Program

Waiver

Participant's name _____
(Please print)

Stretch of road to be cleaned _____

Date of cleanup _____

It is understood that in consideration of the Municipality paying the participant for the cleaning up of the stretch of road identified herein, the participant is at all times considered to be an independent contractor which assumes full responsibility for all liability for the service provided, which liability shall extend to, but not be limited to, any and all injuries which may occur to all persons engaged by it to perform the work agreed to as well as to any third parties which may be injured or the property which may be damaged as a result of the services performed by the participant, its agents, employees and invitees.

I, _____, duly authorized officer of the participant, acknowledge on behalf of the participant to have read and understood the above.

Dated at _____, the ____ day of _____, 2020.

Signature (please also state position)

Witness

Schedule C



Adopt-A-Highway Group	Other Group
Do you require replacement recognition signs? Yes _____ No _____	
Number of kilometers adopted? _____	
Number of volunteers performing clean-up? _____	

ADOPT-A-HIGHWAY LITTER CLEAN-UP PERMIT

THE _____ IS HEREBY PERMITTED TO CLEAN UP LITTER, SUBJECT TO

 GROUP'S NAME
 THE CONDITIONS SET OUT ON THE INFORMATION SHEET (SEE REVERSE).

THE APPLICANT, _____ ADVISES THAT THEY WILL BE COLLECTING
 LITTER

ON _____ IN _____ ON _____

 ROAD NAME OR NUMBER TOWN / COMMUNITY DATE

SECTION OF ROAD: _____

LITTER COLLECTED BY THE GROUP WILL BE TAKEN TO _____ (see Conditions
 on reverse for more information).

 SIGNATURE DATE CONTACT TELEPHONE NO. APPLICANT

**THIS SECTION TO BE FILLED OUT BY DEPARTMENT OF TRANSPORTATION AND
 INFRASTRUCTURE RENEWAL (TIR)**

<u>Items</u>	<u># Supplied</u>	<u># Returned</u>
Safety Vests	_____	_____
Garbage Bags	_____	_____
Flagging Tape	_____	_____

TIR BASE REPRESENTATIVE SIGNATURE

BASE PHONE NUMBER

NOTE: All serious incidents are to be reported to the TIR
 base representative as soon as possible.

COLLECTION SUMMARY (to be filled out by Applicant/Group)

AMOUNT OF TIME SPENT ON CLEAN-UP _____

TOTAL NUMBER OF BAGS OF LITTER COLLECTED _____

TOTAL NUMBER OF BAGS OF RECYCLABLES COLLECTED _____

ANIMAL CARCASSES (PLEASE FLAG) YES _____ NO _____

HAZARDOUS SUBSTANCES/CONTAINERS (PLEASE FLAG) YES _____ NO _____

OTHER FINDS: _____

ATTENTION ADOPT-A-HIGHWAY VOLUNTEER GROUPS:

1. TO MAKE ARRANGEMENTS FOR YOUR CLEANUP, COMPLETE THE APPLICANT'S SECTION, AND EMAIL TO YOUR LOCAL DEPARTMENT OF TIR DEPOT OR OFFICE.
2. A COPY OF THIS PERMIT IS TO BE KEPT ON SITE DURING EACH LITTER CLEAN-UP.
3. ALL GROUPS WILL ADVISE THE LOCAL RCMP OF THE CLEAN-UP DATE.
4. ALL GROUPS WILL REVIEW AND COMPLY WITH THE CONDITIONS AND SUGGESTIONS (PAGE 2) BEFORE EACH CLEAN-UP.
5. AFTER THE CLEAN UP IS COMPLETE, FILL OUT THE COLLECTION SUMMARY ABOVE AND SEND A COPY OF THIS PERMIT TO THE AAH PROGRAM. **EMAIL:** aah@eastlink.ca
FAX: (902)-843-1030, **OR MAIL:** SUITE 207, 90 RESEARCH DRIVE, BIBLE HILL B6L 2R2



**Transportation and
Infrastructure Renewal**

LITTER CLEAN-UP CONDITIONS & SUGGESTIONS

These Conditions & Suggestions apply to both Adopt-A-Highway and non Adopt-A-Highway groups.

Conditions

All participants must be 12 years of age or older. Every six participants aged 12-17 require one adult supervisor (18 years or older).

A trained individual with a First Aid kit # 2 is to be at the litter clean up site. No litter clean up is to be performed until every member of the group is wearing a safety vest which is provided by or approved by Transportation and Infrastructure Renewal.

The litter clean up operation is to proceed along one side of the adopted highway section at a time and within the limits of this section. All vehicles are to park on side roads or in parking areas behind the ditch line.

All volunteers must confine their activities to the ditch or behind the ditch line except to deposit full litter bags on the shoulder of the road for later pick-up.

The group may be responsible for picking up litter bags that day and transporting them to an approved landfill or pre-arranged site. Please call the appropriate TIR base to check if staff are available to pick up the litter bags.

During the clean up, a responsible person must see that all materials, substances, containers and large animal carcasses not suitable for removal by the members of the group are marked with a coloured ribbon on a stake or near the shoulder of the road.

All safety vests, unused litter bags and flagging materials must be returned to the TIR base on the next working day after the litter clean up.

Suggestions

Young volunteers should receive close supervision. Keep in mind that children do not see the world from a driver's perspective.

In addition to wearing safety vests, volunteers are encouraged to wear CSA approved safety boots; CSA

approved hard hats; gloves; long pants and long-sleeved shirts.

All objects should receive appropriate care when handled. Proper consideration should be given to the types of material that various ages of volunteers should pick up and place in the litter bags. For example, a child should not touch a car battery while a more mature member of the group, who is familiar with the danger of acid spills, might be able to handle it.

If in doubt – flag it! Any suspicious or unfamiliar objects should be flagged and left alone. This is particularly true for medical waste of any kind.

Any recyclable materials such as cans and bottles can be collected and taken away by the group as a fundraiser.

The Purpose of these Conditions & Suggestions is to Ensure the Safety of Volunteers and Motorists Alike.

Chief Administrative Officer's Annotation for Official Policy Book

Date of Notice to Council Members
Of Intent to Consider [7 days minimum]:

Date of Passage of Current Policy:

I certify that this Policy was adopted by Council as indicated above.

Warden

Date

Chief Administrative Officer

Date