

RM OF REYNOLDS POLICY

Title: Adopt a Roadway

Policy No. 32

Purpose:

To give organizations the opportunity to host a Garbage Pick Up fundraiser event on roadways within the municipality.

Procedure:

1. The organization submits a letter to Council requesting a Garbage Pick Up fundraiser event that includes what roadway they are proposing to clean and for how many kilometers. The road area is kept within the vicinity of the organization.
2. Once approved by Council, a resolution will be signed.
3. Public Works would decide which roads need it most and arrange a date with the organization for the garbage pickup to take place.

RM of Reynolds Responsibilities:

- Provide the organization with temporary traffic warning signs when necessary
- Provide the organization with trash bags
- Remove filled trash bags from the adopted roadway once job is complete and inspect the work
- Remove large, heavy or hazardous material from the adopted roadway
- Upon inspection and satisfactory of the Public Works Manager a cheque will be issued to the organization.
- The organization will receive \$100.00/kilometer

Organizations Responsibilities:

- The group agrees to pick up litter on a segment of the road way selected in the consultation with the Public Works Manager. Recommendation in length is eight kilometres. At the Public Works Managers discretion, certain roadways may not be eligible.
- The organization must provide its own high vis clothing and adults are responsible for all minors.

- The organization shall review the safety checklist and procedures before each pick up to alert participants to the hazards and precautions of working on a roadway right-of-way.
- The organization shall arrange litter pickup dates in advance with the Public Works Manager.

Safety Checklist and Procedures:

- You must be 12 years of age or older
- You must wear bright clothing
- You must wear gloves and sturdy footwear
- You must complete clean up activities during daylight hours on the specified clean up day
- You must have a list of emergency contacts and phone numbers
- Emergency contacts for the Police, Fire and Ambulance

Safe Clean-Up Procedures

- It is recommended that there be at least 1 adult supervisor (18 years of age and older) for every 2 children (12 to 14 years of age) participating on the work crew.
- Never chase windblown objects onto the roadway.
- An adult supervisor should always work between the outside edge of the shoulder and the children participating in the clean up.
- The youngest participants should work closest to the fence.
- Do not cross the roadway.
- The area to be cleaned will be from the outside edge of the shoulder to the property line on both sides of the highway.
- The standard for cleaning is to pick up everything that is the size of a candy bar wrapper or larger.
- Do not touch, disturb, or pick up dead animals.
- Do not touch, disturb or pick up any items you are unsure of like needles, syringes, chemical or pesticide containers.
- Leave a garbage bag beside any items you are unsure of, make sure the bag is full enough so that it cannot blow away. The Public Works Manager will take care off the disposal of all hazardous or potentially hazardous materials.
- Full garbage bags are to be left far enough off the shoulder so as not to interfere with or be struck by traffic.
- Items too large or too heavy to be placed in garbage bags should be left off the edge of the shoulder, again so as not to interfere with or be struck by traffic.
- Do not burn anything. Stay away from deep water. Clean your hands before eating.

Vehicle and Shuttle Safety Procedures

- All shuttle drivers will obey the rules of the road. Drive defensively, in a safe and courteous manner.
- Never drive against the flow of traffic.
- When slowing down and stopping to pick up or drop off participants, the shuttle vehicle should use its four way flashers.
- Whenever possible. Pull right off the roadway when stopping to pick up or drop off participants by using approaches and side roads. Never block a travel lane and never stop by a guardrail or on a bridge.
- Never park a vehicle over the brow of a hill.
- Always get in and out of shuttle vehicle on the side that is furthest away from the travel lanes.
- Do not try to get in or out of the shuttle vehicle until it has come to a complete stop and the driver tells you to get in or out.
- Do not ride in the back of pick-ups or on the tailgate.