

### ***What is ADOPT-A-Road?***

The Adopt-a-Road program gives private organizations, clubs, business sponsors, families and community groups the opportunity to assist the District in keeping Lake Country beautiful by volunteering their labour to pick up the litter and debris along select rural roads. The District of Lake Country Adopt-A-Road program is designed to promote private / public partnership for roadway cleanliness initiatives intended to encourage local stewardship of rural public road right of ways within the District of Lake Country boundary. This will help the District offer a higher service level with minimal budget impact. The ability to communicate with each other and work together empowers the community and its citizens.

Community volunteers may adopt an entire road segment, to clean at least twice per year for a minimum of two years. The program focuses primarily on picking up litter along the road.

### ***Who can participate?***

Community members may become involved as a volunteer group, family, organization or as a business sponsor. Volunteer groups may be an assembly of individuals coming together as a group for the purpose of Adopting-A-Road. Three people is the minimum group size permitted. Participants in the program must be at least 12 years of age and no older than 85, and in good health. Supervision is required for those under the age of 19 years (one adult per five participants ages 12 – 18).

### ***How Your Organization Benefits:***

In recognition of adopting a continuous 1 kilometre section or greater of road for a minimum of two years, the District will install signage to acknowledge the group or business sponsor providing the service. For groups who choose to perform the work, the District will provide traffic advisory signs and safety information. Also safety vests, gloves, garbage bags and the disposal of filled garbage bags.

**A volunteer group is invited commit to look after the entire length of road for a two year period.** Community members may volunteer for more than one area. The program focuses primarily on picking up litter along select rural roads. At this time roads available within the program include:

- Winfield Area: Bottom Wood Lake Road
- Oyama Area: Oyama Road (Isthmus)
- Carrs Landing Area: Carrs Landing Road
- Okanagan Centre Area: Okanagan Centre Road West

Groups wishing to adopt a road need to identify a Volunteer Coordinator to serve as a liaison between the adopting organization and the District. The Volunteer Coordinator will be the point of contact for all communications between the adopting organization and the District. The Volunteer Coordinator is responsible for organizing the participants, scheduling and relaying safety training activities and notifying the District of any proposed work.

The adopting organization's Volunteer Coordinator is responsible for ensuring that anyone who participates in the Adopt-A-Road program has received the supplied safety information.

Two years is the standard term for an adoption period. Agreements may be renewed, revised or terminated after the initial two year period.

The District will monitor the programs in all areas to determine if the Adopt-a-Road program objectives are being met. The District reserves the right to cancel a program area if there are safety concerns, inadequate performance, or potential harm to the public image of the program. The District also reserves the right to limit the number of adoptions for a single group or entity.

Once the first clean-up has been completed in the area, the District will install and maintain Adopt-a-Road signs which display the name of the organization, community group or business sponsor volunteering in this area.

***Operational Requirements:***

1. Scheduling is the responsibility of the Volunteer Coordinator. The Volunteer Coordinator is required to provide the District with at least 5 days' notice of the proposed work. **To ensure safety, no work is to be done during statutory holidays, during the afternoon on the day before or the morning after a holiday weekend.**
2. The District will provide the adopting organization with the required advance traffic warning and road work signs, first aid kit, safety vests, gloves and bags for garbage & litter. All materials supplied by the District are to be picked up by the Volunteer Coordinator prior to and returned after each work session. **District supplied equipment MUST be used and no substitutes are permitted.**
3. All work is to take place during day light hours only (one hour after sunrise and one hour before sunset). Work that is directly adjacent to the road is NOT to be undertaken during inclement weather during times of reduced visibility such as heavy rain or fog, icy or snow conditions.
4. The District will provide for pickup and disposal of filled garbage bags. Volunteers are requested to place filled and tied bags at the shoulder of the road, unless otherwise arranged. Advise the District when litter gathering and bagging is complete so pickup can be arranged. Large, heavy, unyielding objects and road kill, are not to be handled, but are to be flagged (by placing a filled garbage bag beside the object) for pickup by the District.
5. Respect the rights of private land owners and do not trespass or interfere with their activities.

**Safety Guidelines:**

1. Safety is a priority condition for the program implementation. ALL participants' activities are to be carried out safely in accordance with District requirements.
2. The adopting group's Volunteer Coordinator is responsible for ensuring all Adopt-a-Road participants receive the District supplied safety information package and safety brief, before they are involved in any roadside activity. This safety information will be provided to the Volunteer Coordinator to perform a mandatory safety orientation. Participants from any adopting organization are required to hold one safety meeting prior to each roadside activity and must review the safety information supplied by the District.
3. Participants in the program must be at least 12 years of age and no older than 85 and in good health. The adopting organization will provide supervision by one or more adults (19 years of age or older) for every five participants under the age of 19 involved in any activity. One crew chief is required on site for every 15 participants. Working group size is to be a minimum of 3 persons.

4. Safety requirements include, but are not limited to:

- Wearing of safety vests, gloves (supplied) and appropriate footwear.
- Participants are not to direct, stop or interfere with traffic.
- Only certified Traffic Control Persons (TCPs) are authorized to stop or redirect traffic. TCPs must wear all PPE and place TCP ahead signs prior to commencing traffic control.
- Arranging for adequate off shoulder parking, safe access, and/or providing safe approved group transportation to the work site.
- Ensuring adequate crew supervision, especially for younger participants.
- Smoking by participants is not permitted in the Adopt-a-Road program area.
- Provide basic first aid services and communications access, e.g. cell phone, two way radio, etc. (it is recommended that at least one person on site have a valid first aid certificate) and the District supplied first aid kit is to be on site at all times.
- Work facing oncoming traffic when at all possible.
- Use caution when working around water.
- DO NOT disturb anything in a creek.
- DO NOT pick up hypodermic needles, dead animals or any items suspected to be hazardous. Take appropriate precautions and report them to the District of Lake Country at **250-766-6677, Monday – Friday 8:30 am – 4:30 pm. Evenings and weekends at 250-317-3250.**

5. Adopt a road organizers are responsible for reporting all accidents/injury during the course of the work. The Volunteer Coordinator is required to advise the District of the incident by completing and submitting the Volunteer's Report of Injury form within 24 hours of the incident occurrence. Notification should include all pertinent information related to the incident to ensure adequate follow-up.

6. Pets and or animals belonging to program participants are not permitted in the work area.

After reviewing the enclosed material, if you decide to Adopt-a-road, the first thing to do is to contact the District's Program Coordinator to review all program information. If you find that you cannot commit to the required road length and/or time specifications, but want to make a difference in your area, call to discuss if other options are available. If you have any questions or want to make arrangements for the Adopt-a-Road program please contact the District of Lake Country at **250-766-6677**.