

Corporate Policy and Procedure



Policy No. 09-06-02
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Effective Date 2011 07 19
Supersedes 1996 02 28

TAB: ENVIRONMENT AND CONSERVATION
SECTION: WASTE MANAGEMENT
SUBJECT: VOLUNTEER CLEAN-UP PROGRAM

POLICY STATEMENT Groups or individuals are encouraged to work in partnership with the City of Mississauga for the purpose of keeping public property clean.

PURPOSE The City of Mississauga's Volunteer Clean-up Program (the "Program") has been established as part of its "Don't be a LitterBug" campaign. The Program encourages partnerships with volunteers to pick up litter on public property, such as along municipal street rights-of-way or within municipal parks. Through this Program, environmentally-conscious citizens may make a personal contribution to a cleaner environment.

This policy outlines the responsibilities of volunteers and of the City of Mississauga under this Program.

SCOPE The Volunteer Clean-up Program applies only to those who wish to make a long-term (e.g. two-year) commitment to clean-up activities in a specific area, through a formal agreement with the City. Through the Program, participants will be rewarded with the benefits of a cleaner environment, and will be recognized by a sign erected by the City acknowledging their efforts in keeping the City clean.

The City recognizes that many citizens may wish to contribute to a cleaner City without entering into a formal partnership with the City, and encourages these individuals and organizations to contact the department responsible for the area they wish to clean up. City staff will provide information and suggestions to assist with the organization of events such as community clean-up

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campaigns, but these groups will not be included in the Program. In addition, individuals or organizations who wish to contribute to the on-going maintenance or beautification of the City's parks should contact the Parks Division, Community Services Department for information on its Adopt-a-Park program.

Volunteers are not considered to be officers, employees or agents of the City.

ADMINISTRATION

While the Program can be applied to any public property under the jurisdiction of the City of Mississauga, its primary application is to streets and parkland.

“Don’t be a LitterBug” Campaign

Public Affairs staff in the Communications Division, Corporate Services Department manage the overall promotion of the “Don’t be a LitterBug” campaign.

Street Component of Program

The street component of the program is administered by the Engineering & Works Division, Transportation and Works Department.

The street component of the Program may be applied to all streets. Priority will be given to streets which have reverse frontage and streets representing major entries to the City. The minimum section which may be adopted is one km (.6 mi.) if the boulevard will be maintained on both sides of the street; and two km (1.2 mi.) if the boulevard will be maintained on one side of the street.

The requirements of the street component of the Program may be modified in scope or altered in any manner at the discretion of the Commissioner of Transportation and Works.

Parkland Component of Program

The parkland component of the Program is administered by Parks, Community Services Department.

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The parkland component of the Program can be applied to an entire park, or to a portion of the park. City staff will work with volunteers to determine an appropriate area for litter pick-up, based on the number of volunteers and the size of the park.

The requirements of the parkland component of the Program may be modified in scope or altered in any manner at the discretion of the Commissioner of Community Services.

WHO MAY PARTICIPATE

Organizations, groups, schools, businesses and individuals determined by the City to be responsible and to exhibit, in good faith, the desire and the ability to achieve the Program objectives will be allowed to participate.

The City may refuse to grant a request for partnership 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 City policies.

The City reserves the right to limit the number of volunteers participating in a particular work area.

VOLUNTEER GROUP RESPONSIBILITIES

Participants in the Program must commit to a two-year partnership, with a litter pick-up occurring at least three times each year.

On receiving approval to participate, volunteers will be required to enter into an agreement with the City, outlining specific terms and conditions. A sample agreement is available on request from either of the departments administering the Program.

Volunteers will have the option of renewing their agreement, subject to the approval of the appropriate department and

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continuation of the Program. Updated volunteer information will be required at the time of the renewal.

The City of Mississauga may terminate the agreement and/or remove the signs bearing the volunteer group's name if it finds that the group is not meeting the terms and conditions of the agreement; acting in a way that is contrary to the guidelines of the Program; or if the partnership is proving to be counter-productive to the Program's objective.

Assumption of Risks

Participation in this Program involves various risks, dangers and hazards, which all volunteers are required to assume. The volunteer and/or his/her guardian are required to sign an agreement form, provided by the City, freely accepting and assuming all such risks, dangers and hazards (e.g. the possibility of personal injury, property damage or loss) resulting from participation in the Program.

Consent to Medical Treatment

The agreement form also includes a "Consent to Medical Treatment" section. By signing the form, the volunteer and/or his/her guardian give permission to have the volunteer group's Authorized Group Representative, other volunteers or City staff administer or arrange for any emergency medical care including hospitalization/transportation, and the administration of such emergency medical treatment as may be deemed necessary in the circumstances. The volunteer and/or guardian also agree to pay all costs associated with medical care and transportation.

CITY STAFF RESPONSIBILITIES

Communications staff, Corporate Services Department, are responsible for managing the promotion of the "Don't be a LitterBug" campaign.

Transportation and Works Department staff or Community Services Department staff, as appropriate, are responsible for:

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- selecting the specific section of the street right-of-way or park which will be cleaned;
- providing safety equipment, information and training, as required;
- erecting signage crediting the group with the litter pick-up;
- providing, removing and disposing of filled trash bags. and
- monitoring to ensure the objectives of the Program are being met.

REFERENCE: GC-139-96 - 1996 02 28
2011 07 19 – 2011 review – administrative changes to reflect current practices.

LAST REVIEW DATE: May, 2011

CONTACT: For more information on litter pick-up on municipal streets, contact the Engineering & Works Division, Transportation and Works Department. For more information on litter pick-up in municipal parks, contact the Recreation and Parks Division, Community Services Department.

For more information on the “Don’t be a LitterBug” program, visit www.mississauga.ca/litterbug.