

**Volunteer Registration Package**  
**Individuals & Families**  
**Schools & Organizations**

## Welcome Participants!

The District of Sechelt wants to keep the community beautiful, and you can help by joining our program.

The Volunteer Program is a stewardship program that allows participants to take an active role in keeping their community clean and safe. Volunteer Program is simple. Participants take care of their adopted location by assisting Sechelt Parks with maintenance projects. These projects could include picking up garbage, watering, weeding and mowing. Sechelt Parks provides safety information, supplies, debris removal, and recognition signs for the volunteers.

This package contains forms that must be completed and returned to the District as per the contact information at the end of this page.

Thank you to the individuals, families, schools, churches, service clubs, special interest groups, and local businesses who have been and currently are a part of the Volunteer Program and help keep our streets, parks and park trails clean.

Your efforts are appreciated.

Return your completed forms to the attention of:

James Anderson  
Program Coordinator  
Parks Department  
District of Sechelt  
5797 Cowrie Street  
PO Box 129  
Sechelt, B.C. V0N 3A0  
Phone: 604-885-1986  
Email: [janderson@sechelt.ca](mailto:janderson@sechelt.ca)

Any personal information collected on these forms will be managed in accordance with the *Freedom of Information and Protection of Privacy Act*. Direct enquiries, questions, or concerns regarding the collection, use, disclosure, or safeguarding of personal information associated with this form to:  
Corporate Office, District of Sechelt, 5797 Cowrie Street, PO Box 129, Sechelt, B.C., V0N 3A0.  
Email: [jfrank@sechelt.ca](mailto:jfrank@sechelt.ca) Phone: 604-885-1986



## Statement of Commitment

<b>1</b>	<b>The Individual/Family OR School/Organization agrees to:</b>
A.	Check one or more: <input type="checkbox"/> Remove Garbage <input type="checkbox"/> Watering <input type="checkbox"/> Weeding <input type="checkbox"/> Other (specify)_____  <b>Park/Beach Access/Trail/Garden:</b> minimum two times a month or as needed (specific section of park trail)
B.	Ensure appropriate tools and equipment are used during clean up and avoid direct contact with potentially hazardous or injurious objects. Items such as syringes, condoms, and animal parts must not be touched. Hazardous garbage and exceptionally heavy or unyielding objects are to be reported immediately to the Program Coordinator.
C.	Report to the Program Coordinator any injury incurred by any participant during clean-up activities. The injury will be reported within two working days of the incident and shall include:* <ul style="list-style-type: none"> <li>• The name of the injured person,</li> <li>• The time and date of the incident,</li> <li>• The nature of the injury,</li> <li>• Details of the incident, and</li> <li>• The name of any hospital or clinic attended.</li> </ul> <p><b>*In limited circumstances, the District's insurance may provide some coverage for volunteer injury and third party loss; if the foregoing information is not provided as set forth herein, such insurance coverage could be affected.</b></p>
D.	Obtain and provide to the District individual Waivers and Releases signed by each adult participant and by the parent of each minor participant. The form to be signed by individual adult participants and parents is included in this package.

<b>2</b>	<b>The District of Sechelt agrees to:</b>
A.	Supply Operating materials which may include, but not limited to, safety vests, garbage bags, gloves, garbage pickers and hand tools.
B.	Arrange for the removal and disposal of any debris and materials collected from the designated area.
C.	Supply and install recognition sign(s).

It is understood that at no time is the safety of any volunteer to be compromised in the performance of cleaning activities.  
**I have read and understood this statement of Commitment, and I agree to the terms of participation.**

**DISTRICT OF SECHULT,**  
 by its authorized signatory:

\_\_\_\_\_  
 Participant's Signature

\_\_\_\_\_  
 Print Name (and title if applicable)

\_\_\_\_\_  
 Signature of School/Organization Representative  
 (Schools & Organizations Only)

\_\_\_\_\_  
 Print School/Organization Representative  
 (Schools & Organizations Only)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Print Name & Title

\_\_\_\_\_  
 Date

## Release and Waiver Agreement

### 1 Must be signed by each participant

**This is a legal agreement. By signing this document, you are waiving certain legal rights, including the right to sue the District in the event of injury, death or other loss. Please read carefully.**

TO: The Corporation of the District of Sechelt (the "District")

#### ASSUMPTION OF RISK:

I am aware that participation in the Volunteer Program Program (the "Program") may involve certain risks, dangers and hazards, including, but not limited to, contact with dangerous refuse or debris, slip-and-fall injuries and collisions with passing traffic, and I am aware that such risks, dangers and hazards may result in bodily injury, death, property damage or property loss. I fully understand and freely assume and accept all risk arising from my participation and, if applicable, the participation of my child, in any Program activity.

I have read and will comply with the Guide to Safe Garbage Clean-up, and to reduce risks, I agree to wear a safety vest and gloves and use appropriate tools and wear appropriate personal protection equipment while participating in any Program activity, and to ensure that any child in my care does the same.

#### WAIVER, RELEASE AND INDEMNITY:

By participating in the Program, and in consideration of being permitted to participate in the Program, I agree that:

1. I waive any and all claims that I may at any time have against the District or its employees, agents, or elected or appointed officials (collectively with the District, the "District Parties") arising from or relating to my participation in the Program (and my child's participation, if applicable), including, without limiting the foregoing, claims arising in whole or in part from negligence, breach of contract or breach of common law or statutory duty of care, including any duty of care owed under the Occupier's Liability Act, R.S.B.C. 1996, c. 337 (the "Occupier's Liability Act"), on the part of any of the District Parties;
2. I release the District Parties from any and all loss, damage, injury, cost, expense, claims, actions, causes of action, judgments and other liabilities of any kind whatsoever (collectively, "Liabilities") that I may at any time have, bring, suffer or incur as a direct or indirect result of my participation in the Program, including, without limiting the foregoing, Liabilities arising in whole or in part from the negligence, breach of contract or breach of common law or statutory duty of care, including any duty of care owed under the Occupier's Liability Act, on the part of any of the District Parties; and
3. If my children are participating in the Program, I agree not to make any claims against any of the District Parties in connection with bodily injury (including death) or property damage/loss suffered by my child as a direct or indirect result of their participation in the Program, regardless of whether such claims arise in whole or in part by reason of the District Parties' negligence, breach of contract or breach of duty of care (including any duty of care owed under the Occupier's Liability Act). I further agree to indemnify the District Parties and hold them harmless from and against any and all

**Signatory's Initials**

Volunteer Program

Liabilities that may be suffered or incurred by, or brought, made or claimed against, the District Parties at any time as a direct or indirect result of my child's participation in the Program, including, without limitation, Liabilities relating to my child's bodily injury (including death) or loss, whether or not such Liabilities arise in whole or in part from the negligence of any of the District Parties or a breach of contract or breach of common law or statutory duty of care (including any duty of care owed under the Occupier's Liability Act) by any of the District Parties.

This waiver and release will be effective against and binding on my heirs, executors, administrators and personal representatives.

**I have read and understood all two pages of this agreement prior to signing it.**

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Participant Signature                      Participant Address                      Witness Signature

\_\_\_\_\_  
Participant Name (Print)                      Participant Address (cont.)                      Witness Name (Print)

**Names of participating children, if any (Please print first and last name):**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_

## Release and Waiver Agreement

**1 Must be signed by the School's/Organization's Authorized Representative.  
\*Schools & Organizations Only\***

**This is a legal agreement. By signing this document, you are waiving certain legal rights, including the right to sue the District in the event of injury, death or other loss. Please read carefully.**

TO: The Corporation of the District of Sechelt (the "District")

### ASSUMPTION OF RISK:

I am aware that participation in the Volunteer Program Program (the "Program") may involve certain risks, dangers and hazards, including, but not limited to, contact with dangerous refuse or debris, slip-and-fall injuries and collisions with passing traffic, and I am aware that such risks, dangers and hazards may result in bodily injury, death, property damage or property loss. I fully understand and agree that my organization freely assumes and accepts all risk arising from my organization's participation in any Program activity.

I have read, and I and my organization will comply with, the Guide to Safe Garbage Clean-up, and in order to reduce risks, I will ensure that all persons associated with my organization, and all minors in my organization's care, wear a safety vest and gloves and use appropriate tools and wear personal protective equipment at all times while participating in any Program activity.

### WAIVER, RELEASE AND INDEMNITY:

By participating in the Program, and in consideration of being permitted to participate in the Program, I agree, on behalf of both myself and my organization, that:

1. We hereby waive any and all claims that I or my organization may at any time have against the District or its employees, agents, or elected or appointed officials (collectively with the District, the "District Parties") arising from or relating to my or my organization's participation in the Program, including, without limiting the foregoing, claims arising in whole or in part from negligence, breach of contract or breach of common law or statutory duty of care, including any duty of care owed under the *Occupier's Liability Act*, R.S.B.C. 1996, c. 337 (the "*Occupier's Liability Act*"), on the part of any of the District Parties;
2. We hereby release the District Parties from any and all loss, damage, injury, cost, expense, claims, actions, causes of action, judgments and other liabilities of any kind whatsoever (collectively, "Liabilities") that I or my organization may at any time have, bring, suffer or incur as a direct or indirect result of my or my organization's participation in the Program, including, without limiting the foregoing, Liabilities arising in whole or in part from the negligence, breach of contract or breach of common law or statutory duty of care, including any duty of care owed under the *Occupier's Liability Act* on the part of any of the District Parties;
3. Prior to permitting a minor to participate in any Program activity, my organization will obtain the written and informed consent of, and a copy of the release and waiver agreement executed by, such minor's parent or legal guardian, and a designated adult will closely supervise all such minors at all times during their participation in the Program; and

**Signatory's Initials**

4. My organization will indemnify and hold harmless the District from and against any Liabilities arising from or relating to bodily injury (including death) or property damage or loss suffered by any minor in our care, or by any of my organization's employees, contractors, agents or volunteers, as a direct or indirect result of their participation in the Program, and any liabilities suffered, incurred, brought or made by any third party as a result of my organization's participation in the Program, regardless of whether such Liabilities arise in whole or in part by reason of the District Parties' negligence, breach of contract or breach of duty of care (including any duty of care owed under the *Occupier's Liability Act*).
5. I am authorized to execute this agreement on behalf of my organization.

This agreement will be effective against and binding on me and my organization, and all assigns, employees, agents, directors, officers, and elected and appointed officials of my organization.

**I have read and understood all two pages of this agreement prior to signing it.**

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Organization/School Name: \_\_\_\_\_

Organization/School Address: \_\_\_\_\_

Organization/School Phone: \_\_\_\_\_

\_\_\_\_\_  
**Authorized Representative  
(Signature)**

\_\_\_\_\_  
**Representative - Phone No.**

\_\_\_\_\_  
**Witness Signature**

\_\_\_\_\_  
**Authorized Representative  
(Print name)**

\_\_\_\_\_  
**Representative - Email**

\_\_\_\_\_  
**Witness Name (Print Name)**



## Guide to Safe Garbage Clean-Up

### Who is the Contact Person?

Determine a representative from your group to be the Contact Person.

### Role of the Contact Person

The Contact Person is responsible for submitting all required documentation and serves as the liaison between the District and any volunteers represented. As a leader of a group, the Contact Person is also responsible for reminding volunteers to use good judgment and safe practice during clean-up activities. The items in this guide shall be discussed with the group prior to each clean-up event.

**Remember Safety First!** Under no circumstance is the welfare of a participant to be compromised during clean-up activities.

### Safety Checklist

#### 1. DISCUSS THE CLEAN-UP ROUTE

Take note of any areas of concern or potential danger, such as high traffic areas or locations where there is limited visibility of approaching traffic.

#### 2. SUPERVISE MINORS

A responsible adult must be present to supervise minors.

#### 3. PREPARE YOUR MATERIALS

Make sure you have all tools and materials required to complete your task safely and efficiently. Check that your equipment is in good working condition.

#### 4. REVIEW SAFETY INSTRUCTIONS WITH PARTICIPANTS:

##### **Watch for cars and other vehicles.**

Drivers may not expect to see volunteers working; participants should watch for approaching vehicles.

##### **Obey all traffic regulations.**

Volunteers must obey all signals and traffic lights and use intersections and marked crosswalks, where available.

##### **Handle dangerous garbage carefully.**

Dangerous garbage such as broken glass or other sharp objects must be handled carefully to avoid injury. Garbage pickers are provided for this purpose. It is a good idea to designate one person to pick up dangerous items with a garbage picker, especially if children work in your group.

**Volunteers must not handle hazardous garbage.**

### Safety Checklist Cont.

Objects containing corrosive chemicals (e.g. car batteries) or objects that may carry harmful bacteria or disease (e.g. dead animals, syringes, etc.) should not be touched. Mark the location with "Caution" tape and contact the Program Coordinator for proper collection and disposal.

### Never reach blindly to pick up an item.

Use a tool or stick to "identify" the item before picking it up.

### Work in pairs or teams.

Working in pairs or a team is safer than working alone as it allows volunteers to look out for each other.

### Walking on Streets

- Work on one side of the street at a time.
- Pick up garbage walking against traffic. This ensures all volunteers are facing oncoming traffic and are aware of dangers.

### Volunteer Clothing

- It is mandatory to wear the safety vests provided.
- It is mandatory to wear suitable footwear – boots or closed-toe shoes.
- Dress appropriately for the weather.
- Use of headphones or restrictive clothing is prohibited.

### Emergencies

- Keep a cell phone handy or know where the nearest phone is.
- Have transportation available.
- Know the quickest route to the nearest hospital in case of a serious injury.

### General Tips

- Avoid horseplay while working.
- Prohibit alcohol and/or illegal drugs.
- Keep an adequate supply of water.
- Report your clean-up activities to your Program Coordinator as indicated on the participant clean-up report. Include significant irregularities and report injuries immediately.

<b>1</b>	<b>I have read and understood the Guide to Safe Garbage Clean-Up prior to signing it.</b>
<b>Contact Person Initials:</b>	

