

A stylized tree logo with a light grey trunk and branches, and dark green leaves. The tree is positioned above the text.

Adopt
^a**Park**
PROGRAM

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City of Pickering Adopt a Park Program

1.0 Our Community Goals

Providing a safe and clean natural environment for children to play and residents to participate in recreation and social activities is very important to the City of Pickering; and we have taken a proactive approach to develop programs that build a strong and rich community in which to live, play and work. The Adopt a Park Program is one of many that demonstrate this objective.

The City of Pickering's Adopt a Park Program was established as an environmental stewardship initiative to encourage and provide an opportunity for schools, businesses, youth groups, community/resident associations, sports groups, service groups, places of worship and individual residents to help enhance their local environment. This program inspires pride by pulling together members of the community to work toward keeping our vital green space areas safe and clean. This program is a way for community minded and environmentally conscious citizens like you to make a personal contribution to the place you call home.

As a participant you are asked to keep your adopted park area clean of litter and to report any maintenance, vandalism or safety issues to the City. By participating in this program your group is doing their part toward maintaining our parks.

The City of Pickering's Engineering Services Division staff has already formed successful partnerships with many groups of volunteers just like yours. Our goal is to showcase the level of stewardship and commitment the citizens and businesses of Pickering possess by expanding our network of partners involved in the Program, eventually reaching a point where all of the parks within the City are adopted.

2.0 Program Overview

All schools, businesses, youth groups, community/resident associations, sports groups, service groups, places of worship and individual residents are encouraged to apply to participate in the program. The City accepts new applications anytime throughout the year. The Memorandum of Understanding for these partnership agreements will be reviewed and renewed on an annual basis.

The City will process requests to adopt specific parks/open spaces on a first-come, first-serve basis. If more than one organization simultaneously requests the same park, a lottery will be held to select which organization will adopt that park. The Superintendent, Municipal Operations will make the final determination as to whether a group can adopt a park or renew their participation in the program.

The City's Coordinator, Environmental Awareness Programs will act as the liaison for volunteer groups for the administration and delivery of this Program and can be reached at the following:

Contact Information

Michelle Pearce
Coordinator, Environmental Awareness Programs

Telephone	905.420.4660 ext. 2043
Email	mpearce@cityofpickering.com
Fax	905.420.4650

Adopt a Park is a voluntary program and the City does not provide insurance for participant volunteers. Participants must abide by any appropriate legislative requirements when engaging in maintenance activities.

All participants are required to conduct themselves in a polite manner and to keep child participants supervised at all times. It is the responsibility of the adopting group to advise and obtain approval from the parents/guardians of all child participants under the age of 18 years, taking part in the program prior to their children's participation.

2.1 City of Pickering Responsibilities

The City of Pickering agrees to the following:

- ✓ Provide a map of the adopted area to your group.
- ✓ Recognize your group's effort with a Certificate of Appreciation from the City of Pickering's elected officials. The City will also erect and maintain an Adopt a Park sign in recognition of your group's commitment, upon execution of this Memorandum of Understanding.
- ✓ At the request of your adopting group, support an official dedication ceremony with City officials.
- ✓ Contact the appointed group contact on an annual basis to review the program and renew the Memorandum of Understanding.
- ✓ Send seasonal reminders to your group to plan a clean up event.
- ✓ Provide an appropriate number of garbage bags, recycling bags, safety information and one pair of gloves per volunteer. Participants may supply their own gloves if they prefer.
- ✓ The City may send a press release to the media to promote your clean up event. As a result media may attend to take photographs and interview participants.
- ✓ If you designate a location that you'll place your garbage and recycling bags after the clean up, we will arrange to pick up and properly dispose of the materials.
- ✓ At the request of the adopting group, send you periodic updates and information pertaining to environmental initiatives in the City of Pickering.

2.2 Volunteer Group Responsibilities

The volunteer group agrees to the following:

- ✓ Conduct a minimum of three clean ups per year. Spring and autumn are popular seasons for this activity. Many groups participating in the program plan their clean ups to coincide with nationally or internationally recognized environmental celebrations.

Timeframe

April

1st full week in April

April 22nd

1st full week in June

2nd Sunday of June

3rd Saturday of June

3rd Week of September

3rd Week of October

Celebration

Earth month

National Wildlife Week

Earth Day

Canadian Environment Week

Canadian Rivers Day

Canadian Parks Day

Great Canadian Shoreline Clean Up

Waste Reduction Week

- ✓ Notify the Engineering Services Division at 905.420.4660 ext. 2043 or fax the Clean Up Notice form to 905.420.4650 at least 3-days prior to a clean up, so that we can support your initiative by providing gloves, garbage and recycling bags. At this time let us know where you will leave the used bags after the event so that the City can arrange for pick up and disposal.
- ✓ Notify the Engineering Services Division at 905.420.4660 ext. 2043 or fill out the "Event Completion Notice" form after an event to let us know how it went.
- ✓ Recycle materials whenever possible by placing the recyclables in a bag labeled for recycling. If there is not an excessive amount of recyclables you may choose to take it home to put out with your household recyclables.
- ✓ The adopting group may keep any proceeds derived from recycling materials cleared from the park during clean up.
- ✓ Get outside and enjoy the fresh air by taking periodic walks through your adopted area; report any maintenance, vandalism and safety issues to the City's Customer Care Centre at 1.877.420.4666. When leaving a message please identify the issue, your group's name, the adopted area and contact name and number.
- ✓ Advise and obtain approval from the parents/guardians of all children under the age of 18 years prior to their participation.
- ✓ All participants are required to read the safety information and conduct themselves in a safe manner at all times while participating in the program. In addition, each participant is required to wear gloves while cleaning the park/open space.
- ✓ Participants are encouraged to submit photos taken at their clean up event. These photos will be used to further promote your work and the Adopt a Park Program. Please fill out and submit the attached Model/Photo Release form with your photos.
- ✓ Advise the City of Pickering of any change in contact information related to your group.

3.0 City of Pickering Parks by Location

The following table lists all of the parks that are currently available for adoption.

3.1 Parks Available for Adoption

City Of Pickering - Parks	
Park Name	Location
Alderwood Park	south of Bayly Street, west of Sandy Beach Road
Amaretto Park	north of Finch Avenue between Rosebank and Whites
Beechlawn Park	south of Kingston Road, east of Brock Road
Bidwell Tot Lot	south of Bayly Street, east of Whites Road
Brockridge Park Tot Lot	northwest corner of Brock Road at Finch Avenue
Brougham Park (Don Beer Memorial Park)	Don Beer Memorial Park, Highway 7 east of Brock Road
Claremont Park	in Claremont, Brock Road south of Central Street
Erin Gate Park	North of Finch Avenue, east of Whites Road
Glen Ravine Park	east of Batory Avenue and Elvira Court
Glengrove Park	north of Kingston Road, east of Liverpool Road
Green River Park	on Highway #7, east of Sideline 32
Greenwood Park	south of Sixth Concession Road, west of Westney Road
Liverpool Road Beachfront Park & Millennium Square	south of Bayly Street, on Liverpool Road
Martin's Tot Lot	south of Third Concession Road at Altona Road
Mulmur Tot Lot	south of Finch Avenue, west of Liverpool Road
Pine Grove Park	Pine Grove Avenue, west of Altona Road
Rotary Frenchman's Bay West Park	south end of West Shore Boulevard
Rouge Valley Park	south of Twin Rivers Drive, west of Altona Road
Shadybrook Tot Lot	north of Sheppard Avenue, east of Whites Road

City Of Pickering - Parks (continued)

Park Name	Location
Sparrow Court Park	south of Finch Avenue, east of Altona Road
St. Mary's Park	south of Finch Avenue, at Whites Road
Steeple Hill Park	north of Kingston Road, west of Whites Road
Summer Park	west of Fairport, south of Finch Avenue
Valley View Park	north of Sheppard Avenue, west of Altona Road
Westshore Glen Ravine Parkette	south of Bayly Street, east of Whites Road
Whitevale Park	Whitevale Road, east of Altona Road
S.M. Woodsmere Park	Woodsmere Avenue at Rosebank Road
Woodview Park Tot Lot	north of Twyn Rivers Drive on Woodview Avenue

3.2 Adopted Parks

On the following page is a list of the parks with their associated adoptive partners. If you are interested in one of these parks contact the Coordinator, Environmental Awareness Programs to check if it has been officially adopted for this period.

City Of Pickering - Adopted Parks	
Adopted Park	Adoptive Partner
Amberlea Park	Highbush Public School & 6 th Pickering Scouts
Balsdon Park	Royal Canadian Legion 606
Beechlawn Park	Fairfield - Beechlawn Neighbourhood Assoc.
Beverley Morgan Park	Pine Ridge Secondary School
Bonita Park	Tamil Cultural and Academic Society of Durham
Brockridge Park	St. Anthony Daniel Catholic School
Bruce Hanscombe Memorial Park	Frenchman's Bay Public School
Centennial Park	Pickering Rod and Gun Club
David Farr Memorial Park, north	Vaughan Willard Public School
David Farr Memorial Park, south	Durham Family Network
Denmar Park	Durham Tamil Association
Diana, Princess of Wales Park	Friends of Hydro Corridor
Douglas Park	Frenchman's Bay Community Association
Dunmoore Park	Sun Life Financial Distributors (Canada Inc.)
East Woodlands Park	Break-Away Technologies Inc.
Forestbrook Park	William Dunbar Public School
Frenchman's Bay Ratepayers Park	Holy Redeemer Catholic School
Glendale Park	The Agapé Aqualights Pathfinder Club
J. McPherson Park	Gandatsetiagon Public School
Kitley Ravine	The Home Depot Pickering
Lookout Point Park	Indo-Canadian Cultural Association of Durham
Lynn Heights Park	Ajax Pickering Board of Trade
Major Oaks Park	The Environmental Factor
Maple Ridge Park	Maple Ridge Public School
Mitchell Park	Bayview Heights Public School
Parkham Parkette	Sir John A. Macdonald Public School
Progress East Frenchman's Bay Park	Pickering Dragon Boat Club
Rick Hull Memorial Park	Rosebank Road Public School
Shadybrook Park	St. Marguerite Bourgeoys Catholic School
S.M. Woodsmere Park	Altona Forest Public School
Southcott Park	St. Wilfrid Catholic School
Village East Park	Durham Educational Mentoring Program

4.0 Safety Recommendations

The safety of our volunteers is our first concern. Please read these recommendations before you start and take every precaution to avoid personal injury.

4.1 Safety Do's:

Do assign one volunteer to act as a safety coordinator who oversees other volunteers to ensure that work is carried out in a safe manner

Do assign a competent adult to supervise children and younger teenagers

Do a visual scan of the area to identify any hazards before starting

Do wear bright coloured, highly visible clothing

Do wear hard-soled protective shoes and puncture resistant gloves

Do dress appropriately for the weather

Do work only in daylight and when weather is fair

Do take breaks on a regular basis

Do bring water, a hat and sunglasses and wear sunscreen even in cloudy weather

Do be aware that West Nile Virus is present in the Durham Region and use insect repellent

Do wear light coloured clothing that is less attractive to mosquitoes

Do be aware of your physical condition and avoid any activities beyond your capabilities

Do watch for and avoid:

- Wild animals, insects, hives and nests
- Noxious weeds such as poison ivy and poison sumac
- Glass, barbed wire, needles, pipes
- Debris with sharp or rusted edges
- Animal burrows, unexpected holes, ditches or culverts
- Broken or uneven footing on the ground

4.2 Safety Don'ts

Don't step into a roadway for any reason

Don't pick up litter or debris on a roadway surface or close to the edge of the road

Don't T park vehicles in "No Parking" areas

Don't play around or do anything to distract passing drivers

Don't bring pets to the clean up site

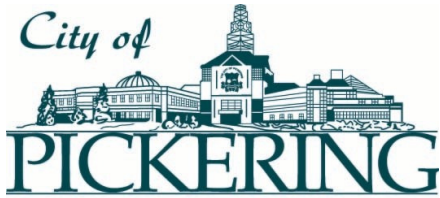
Don't leave children or pets unattended while participating

Don't forcefully push litter into the garbage bag

Don't enter any water filled area such as ditches, streams or ponds

Don't pickup any materials that may be especially hazardous, such as chemicals, dead animals or birds; instead, mark the location of these materials and report them immediately to the City's Customer Care Centre. If you come across hazards such as firearms or explosive devices report the items to the Durham Regional Police Service.

<p>If you come upon hazardous material call the City's Customer Care Centre 1.877.420.4666</p>
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Adopt a Park Program Clean Up Notice

To notify the City of Pickering of volunteer group events, please complete the form below and return it by fax or if you'd prefer save and email the document.

Fax to: Adopt a Park Program
 C/O – Coordinator, Environmental Awareness Programs
 905.420.4650

Email to: mpearce@cityofpickering.com

The _____ (*Name of Group*) will be
conducting a clean up of _____ (*Name of Park*)
on _____ (*Date*) from _____ to _____ (*Time*). There will be
_____ adults and _____ children (*Number of Participants*), aged _____
(*Age Range of Participants*) expected to be participating.

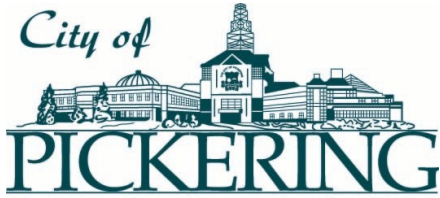
The City needs to provide our group with the following number of garbage bags
_____ and _____ recycling bags and _____ pairs of gloves.

Contact Name: _____
Day-time Phone Number: _____
Fax Number: _____
E-mail: _____

Volunteers are asked to place tied and secured bags adjacent to a waste receptacle or adjacent to a pathway or boulevard in a way not to endanger park patrons, vehicles etc.

Once your clean up event is complete, please call the City's Engineering Services Division at 905.420.4660 ext. 2043 to submit your Event Completion Notice.

On behalf of the residents of the City of Pickering thank you for doing your part to keep our park beautiful and safe.



Adopt a Park Program Event Completion Notice

To notify the City of Pickering that your group clean up event is complete, please fill out the form below and return it by fax or if you'd prefer save and email the document.

Fax to: Adopt a Park Program
 C/O – Coordinator, Environmental Awareness Programs
 905.420.4650

Email to: mpearce@cityofpickering.com

The _____ (*Name of Group*) conducted a
clean up of _____ (*Name of Park*)
on _____ (*Date*) from _____ to _____ (*Time*). There were
_____ adults and _____ children (*Number of Participants*), aged _____
(*Age Range of Participants*) participating.

Our group spent _____ (# of hours) collecting litter and were able to collect
_____ (# of garbage bags) and _____ (# recycling bags) of material.

Contact Name: _____
Daytime Phone Number: _____
Address: _____

Fax Number: _____
E-mail: _____

If you have any questions, please call the City's Engineering Services Division at 905.420.4660 ext. 2043.

On behalf of the residents of the City of Pickering thank you for doing your part to keep our park beautiful and safe.



City Of Pickering
Model / Photo Release Form

To be used when photographing people.

Subject's Name _____

Date _____

Event or Purpose _____

Photographer _____

Location _____

I consent that the City of Pickering has the absolute right and permission to publish or use any and all photographic or pictures taken of me on this date.

By signing this consent I understand that the photograph will be used in good taste and solely for the promotional purposes of The Corporation of the City of Pickering including the City's website, and the City will not sell the photograph, any prints or reproductions of the original, or the negatives under any circumstances without my written consent and permission.

I hereby **waive any right** that I may inspect and / or approve the finished product that may be used in connection therewith or the use to which it may be applied.

I have read the above authorization and release, prior to its signature by me. I understand the authorization and I confirm that I have had the opportunity to have it explained to me and that any questions I may have with respect to the authorization have been answered to my satisfaction.

GUARDIAN _____

**(To sign if subject of photograph is under the age of 18 years.
Guardian may be required to provide proof of relationship to subject)**

Signature of Subject If 18 Years of Age or Over:

(Proof of age may be required)

Date _____

Subject's Address: _____

Subject's Phone Number: _____

Guardian's Phone Number: _____

Guardian's Address: _____

(If telephone number and/or address or guardian is different than subject, both subject and guardian's address and number will be required.) **CR0304-01/04**