

Thank you for your interest in volunteering for the Tecumseh Snow and Leaf Angel Program.

To ensure a complete Volunteer application package is received, kindly ensure the following documents are returned to the Corporate Services & Clerks Department:

- Volunteer Form
- Volunteer Waiver
- Schedule 'A' Volunteer Information
- Schedule 'B' Health & Safety Information
- Police Clearance

Date: _____

Name of Volunteer: _____

Signature of Volunteer: _____

Name (Please Print):

Date of Birth (MM/DD/YY): Last First

Address:

Postal Code:

Home Phone No.:

Cell Phone No.:

Email:

Volunteering for: Snow Angel Leaf Angel Both Snow and Leaf Angel

1. Do you have a preferred area to volunteer in? Yes No

If so, where? (See attached map overleaf) _____

2. Would you prefer to work with another registered volunteer? Yes No

If so, who? _____

3. Do you attend a (post) secondary institution? Yes No

If so, which? _____

4. Do you have a valid Ontario Driver's License? Yes No

5. Do you have access to a vehicle/transportation? Yes No

I, _____ hereby certify that the above information is valid and that I will adhere to the requirements and responsibilities of the Tecumseh Snow & Leaf Angel Program, attached as Schedule A and have read and understood the Health and Safety information attached as Schedule B:

Date: _____

Signature: _____

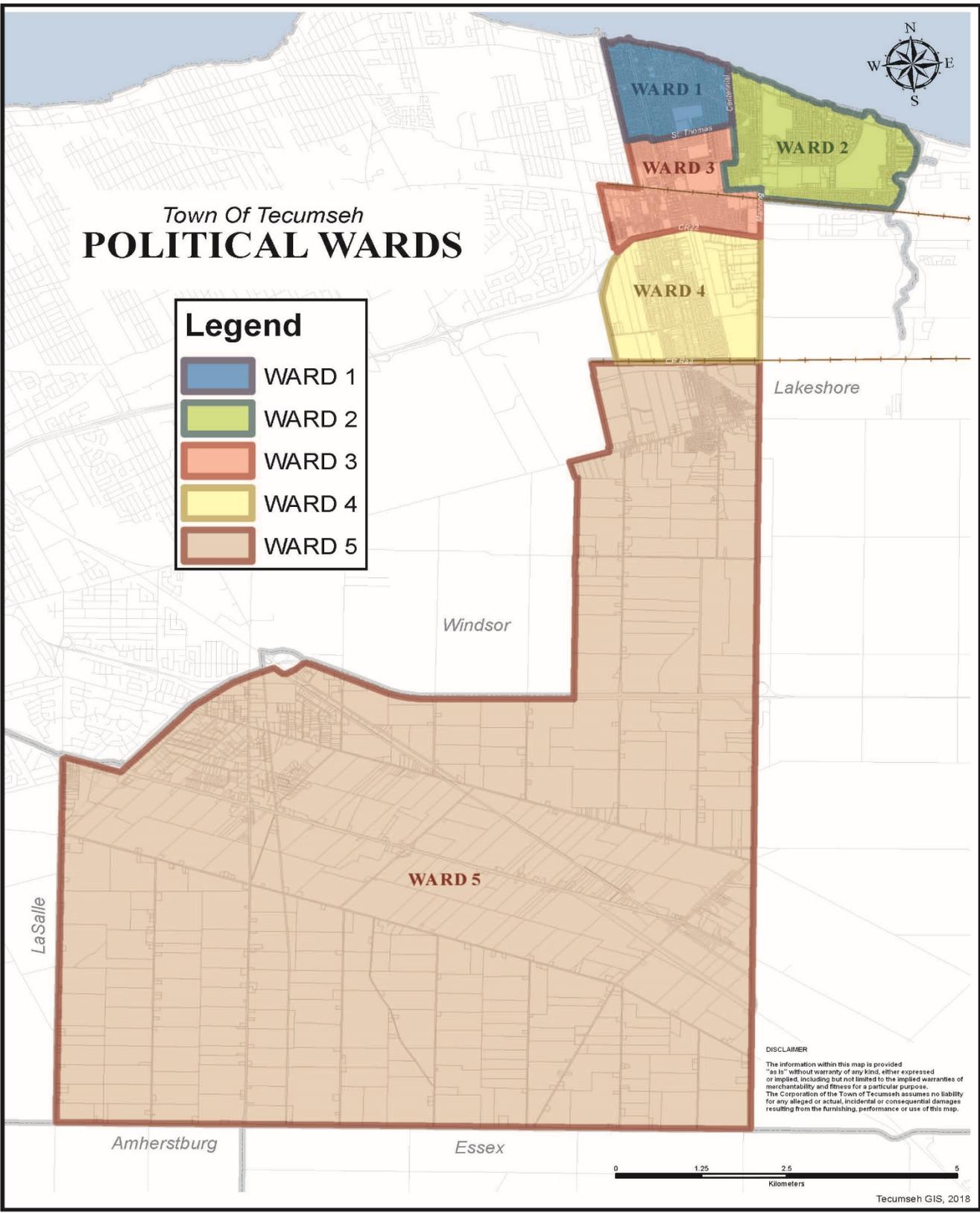
If under the age of 16, Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Town Of Tecumseh POLITICAL WARDS

Legend

- WARD 1
- WARD 2
- WARD 3
- WARD 4
- WARD 5



DISCLAIMER
The information within this map is provided "as is" without warranty of any kind, either expressed or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. The Corporation of the Town of Tecumseh assumes no liability for any alleged or actual, incidental or consequential damages resulting from the furnishing, performance or use of this map.



Tecumseh Snow and Leaf Angel Volunteer Waiver

Term of Volunteer Activities: **October 31, 2018 through March 31, 2019**

Please Read Carefully Before Signing

As a Volunteer in the Town of Tecumseh's Snow and Leaf Angel Program, I fully understand and agree to the following:

Assumption of Risks: Participation in the Snow and Leaf Angel Volunteer Program (Program) involves various risks, dangers and hazards, which all volunteers are required to assume. As the Volunteer in this agreement, I hereby freely accept and fully assume all such risks, dangers and hazards and the possibility of personal injury, death, property or lose resulting from participation.

Release: In consideration of being granted permission to participate in the Program, the Volunteer hereby, for themselves, their heirs, executors, administrators, or any others who may claim on their behalf, covenant not to sue, and hereby waive, release and discharge The Corporation of the Town of Tecumseh (Town) from any and all claims of liability for personal injury, illness, loss of life or property damage of any kind or nature, arising out of or sustained in the course of the participation in the Program, except to the extent caused by the negligent or willful acts of the Town.

Indemnity: In consideration of being granted permission to participate in the Program, the Volunteer agrees to hold harmless and indemnify the Town from any and all liability, loss, claims, demands, costs and expenses, including reasonable legal fees, due to any personal injury or property damage to any third party arising from the Volunteer's participation in the Program.

I, the volunteer, am aware of the nature and effect of this assumption of risks, release, and indemnity and fully understand its terms, understand that the volunteer has given up substantial rights by signing it, and sign it freely and voluntarily without any inducement.

Dated at the Town of Tecumseh this _____ day of _____, 201____.

Name of Volunteer: _____

Signature of Volunteer: _____

Signature of Parent/Guardian (required for all volunteers under the age of 16):

I agree to be bound by the terms of this agreement and consent to the participation in the activity of the minor.

What is expected of you as a Tecumseh Snow & Leaf Angel (Volunteer)?

Requirements:

- Anyone 16 years of age or older may volunteer;
- Volunteers under the age of 16 will require parental consent;
- Police Clearances, including a search of the Vulnerable Sector, are required, and can be obtained from the Tecumseh OPP station, located at 963 Lesperance Road, next to Town Hall;
- Volunteer must read the Health & Safety Information and complete the Volunteer Form;
- Volunteer Forms may be obtained in person at the Tecumseh Town Hall, located at 917 Lesperance Road, or the Town's website www.tecumseh.ca;
- Completed Volunteer Forms, along with Police Clearances, are to be returned to the Tecumseh Town Hall to the Attention of the Manager Committee & Community Services;
- Reliability and ability to shovel snow are essential;
- Provide your own equipment [e.g. rake, snow shovel, snow blower].

Responsibilities:

- Rake and clear leaves;
- Removing and clearing snow/ice from the municipal sidewalk in front of designated residence(s);
- Arriving to clear the snow/ice within 12 hours after snowfall;
- Follow all snow/ice removal safety tips as provided on the Health & Safety Information Schedule B;
- Do not directly contact the owner/occupant of the residence;
- Provide your own transportation to and from the location where snow/ice is to be cleared; and
- If you unable to provide snow clearing services, you must notify the Town of Tecumseh at 519-735-2184 Extension 143, 117 or 116.

As a Volunteer for the Town of Tecumseh's Snow and Leaf Angel Program, I have read and understand the requirements and responsibilities listed above, and hereby agree to abide by them:

Name (Please Print):

Last First

Signature: _____

Home Phone No.:

Cell Phone No.:

Address: _____

Office Use Only:

Assigned Address(es): _____

Personal Safety - Traffic

1. Make yourself visible to drivers:
 - Wear bright or light coloured clothing with reflective material.
 - Carry a flashlight if you are working at night or in the dark.

2. Adopt safe behaviours:
 - When walking to or from your address, or shoveling a walkway, remain on the sidewalk. If there is no sidewalk, face traffic.
 - Don't assume vehicles will stop. Make eye contact with drivers.
 - Be alert for engines or other noises, or backup lights.
 - Don't use/wear headphones.
 - If you need to use a cell phone, make sure you are in a safe location away from traffic.
 - Do not shovel snow in the direction of an oncoming vehicle.

3. Cross streets and intersections carefully:
 - Cross streets at marked crosswalks or intersections if possible.
 - Obey all traffic signals.
 - Look to your left, right and left again before crossing a street.
 - Watch for turning vehicles and make sure drivers see you and stop for you before crossing.
 - Look across all lanes you must cross and make sure each lane is clear before you cross it.
 - If a parked vehicle is blocking the view of the street, stop at the edge line of the vehicle and look around it before entering the street.



Working in Cold Conditions

Body Heat Loss:

- Respiration, evaporation, conduction, radiation and convection are all ways for heat to escape the body.

Frostbite:

- The freezing of deep layers of skin, resulting in pale, waxy-white skin colour and the skin becoming hard and numb.
- It usually affects fingers and hands, toes and feet, ears and nose.

First Aid Measures:

- Move victim to a dry, warm area; remove any wet or tight clothing; do not rub affected areas.
- Gently place affected area in lukewarm or warm water and seek medical attention.

Hypothermia:

- Hypothermia is a life-threatening condition in which the body's core temperature falls below the normal temperature of 37°C / 98.6°F due to a sudden and radical lowering of body temperature (such as falling into icy water) or due to prolonged exposure to the cold.
- The threshold for hypothermia is a core temperature of about 34°C / 93.2°F. Unconsciousness follows at 32°C / 89.6°C, and death results when the core temperature falls below 25°C / 77°F.
- Predisposing factors include cardiovascular disease, diabetes, hypertension, being on medication and poor physical condition.

Mild Hypothermia:

- Body temperature drops between 36-34°C / 97-93°F.
- Shivering; alertness; numbness in limbs; loss of dexterity; clumsiness; pain from cold.

First Aid Measures:

- Prevent further heat loss; consume warm, sweet liquids; apply gentle heat source.
- Exercise to generate heat; keep head and neck covered.

Moderate Hypothermia:

- Body temperature between 34-32°C / 93-90°F.
- Same symptoms as mild hypothermia, but shivering may decrease or stop.

First Aid Measures:

- Same as mild hypothermia but limit exercise; sip warm liquids if victim is fully conscious.
- NO alcohol.

Severe Hypothermia:

- Body temperature between 32-28°C / 90-82°F.
- Shivering has decreased or stopped; confusion and loss of reasoning; slurred speech.
- Semi or fully unconscious; muscles are rigid.

First Aid Measures:

- Victim is in serious danger; treat for shock; apply external heat source; avoid jarring movement.
- No food or drink; transport gently to hospital.

Critical Hypothermia:

- Body temperature below 28°C / 82°F.
- Victim is unconscious and may **appear** dead; breathing very little; slow pulse; eyes are dilated; body is rigid.

First Aid Measures:

- **Do not give up! A victim of hypothermia is not dead until he/she is warm and dead.**
- Handle with extreme care; tilt head to open airway; CPR if necessary.
- Stabilize body temperature with external heat source; transport to hospital.

Preventing Hypothermia:

- Keep your head covered; wear layered clothing; protect feet and hands.
- Drink plenty of fluids; pace yourself during activities in the cold; refrain from smoking.
- Recognize conditions that lead to cold-induced injuries and illnesses.
- Learn the signs and symptoms of cold-induced injuries and illnesses.
- Make sure you and any coworkers are well-trained on hypothermia and cold-induced illness.
- Ensure proper clothing and headwear; take frequent breaks in a warm area.
- Perform work during warmer part of the day; avoid exhaustion and fatigue; use the buddy system.
- Drink warm beverages without caffeine; eat warm, high calorie foods.

Did you know?

- *Cold weather puts a strain on your heart, even without exercise.*
 - *Regardless of your age or physical condition, overexertion is dangerous in the winter.*
- *Any activity in the cold, such as shoveling snow or pushing a car, can lead to overexertion.*

Safe Operating Practice – S.O.P.
Hand Held Tools

Title	Description
Training and Competency	<ul style="list-style-type: none"> • On the job training
Hazard	<ul style="list-style-type: none"> • Injury to arms, legs, etc. • Flying debris • High pressure air exhaust • High speed moving parts • Sharp cutting surfaces • Damage to property, equipment
Injury Potential	<ul style="list-style-type: none"> • Lacerations • Amputations • Electric shocks • Electrocuting • Eye injury • Air embolism • Death
Energy Source(s)	<ul style="list-style-type: none"> • Electromechanical • Pneumatic
Applicability	<ul style="list-style-type: none"> • Hand held power tools
PPE	<ul style="list-style-type: none"> • CSA approved work shoes or boots • Work gloves appropriate for the work • CSA approved eye protection with affixed side shields • Respirators (cartridge, paper mask, etc.) appropriate for the task being performed
Frequency of Check Pre-use Checklist	<ul style="list-style-type: none"> • Be sure to check and inspect the hand/power tool before every use - Check for cracking or wear along the body that may cause it to break • Look for wear at the points on the tools that come in contact with the materials being worked on • If applicable, inspect power cords for damage such as fraying or cracking before each use • If applicable, check air lines for cracks and bulges as well as couplers for pneumatic tools
Safety Precautions	<ul style="list-style-type: none"> • Operators must not use or wear personal music players of any kind (walkman, radios, mp3 players, etc) while using hand/power tools • Be sure you read and understand the manual and are familiar with the tool • No hand/power tools may be used for any purpose other than for that which they were intended • Inspect electrical tools and devices for damage before each use. Never use damaged electrical tools or devices. Remove damaged electrical equipment from service and apply tag-out procedures until they have been repaired or disposed of

Title	Description
	<ul style="list-style-type: none"> • Always use the power switch on the tool or device. Never by-pass the switch and operate the tool or device by connecting and disconnecting the power cord • Never rush the work and don't let yourself be distracted while operating them • Avoid motions that bring the tools or objects being worked on towards the body • Do not use excess force, awkward posture or sustained force when using hand tools • Keep loose cords under control. Do not use the tool if the cords are frayed • Hand tools should never be carried in pockets or under trouser belts. Use a tool box or tool belt • Do not clean electrical equipment with flammable or toxic solvents • Workers operating any of the tools must not engage in any prank or horseplay of any kind. This is in accordance with Section 28 of the Occupational Health and Safety Act <p>Power Cords</p> <ul style="list-style-type: none"> • Ensure power cords are clear of tools during use • Replace open front plugs with dead front plugs. Dead front plugs are sealed and present less danger of shock or short circuit • Always carry tools by the handle. Never carry electric tools by the power cord • Always coil power cords in a loop. Never tie the power cord in a knot. Knots can cause short circuits and shocks <p>Extension Cords</p> <ul style="list-style-type: none"> • Eliminate "octopus" connections. Do not overload an extension cord's sockets • Ensure that extension cords are kept away from sharp edges, heat, water and oil which may damage the insulation and cause shock
<p>In the event of Injury</p>	<ul style="list-style-type: none"> • Assess the situation • Obtain First Aid attention if necessary • Notify supervisor • If necessary, seek medical attention • If necessary, call 911
<p>Sequential Steps to complete the work safely</p>	<ul style="list-style-type: none"> • Ensure that accessories are sharp and properly installed • Ensure that electrical tools and devices are switched OFF before they are connected to a power supply • When in doubt, ask your Supervisor about the condition or proper use of any equipment or tool • Ensure that a Ground Fault Circuit Interrupter is connected before using electrical equipment outdoors or in wet or damp conditions • Watch for kick-back from circular saws, table saws, power drills, and metal cutting power tools • Wait for power tools to come to a stop before leaving them unattended • Carefully store tools after use. Always return tools to storage areas, stray tools become trip & fall hazards

Title	Description
	<ul style="list-style-type: none"> • If power cords will cross over aisles or work areas, either suspend cords over aisles, or securely tape them to the floor and post warning signs to eliminate tripping hazards • Always remove the plug from the outlet. Never yank the cord from the outlet • Disconnect all cords when job is complete • Do not remove the grounding post from a 3-prong plug to make it fit into a 2-plug wall socket. Under no circumstances shall an extension cord with a missing ground prong be used • If extension cords will cross over aisles or work areas, either suspend cords over aisles, or securely tape them to the floor and post warning signs to eliminate tripping hazards • Ensure that vehicles do not pass over unprotected extension cords. If necessary, cords can be put in a conduit or protected by placing planks alongside them • Disconnect all cords when job is complete
Lockout Steps	<ul style="list-style-type: none"> • Report faulty or destroyed hand/power tools to your supervisor, remove the tool from the work place and tag it to avoid use
Preventative Maintenance	<ul style="list-style-type: none"> • No hand/power tools may be used for any purpose other than for that which they were intended