

KEEP VANCOUVER SPECTACULAR!



BLOCK CAPTAIN MANUAL

KEEP VANCOUVER SPECTACULAR IS A PROGRAM THAT HELPS TO REDUCE LITTER AND SUPPORT A HEALTHY, VIBRANT AND CLEAN VANCOUVER.

Keep Vancouver Spectacular's neighbourhood cleanup brings together individuals, businesses and neighbourhood groups to participate in cleanup projects. The program was started in 1996 by the City of Vancouver, Tourism Vancouver and the Oceans Blue Foundation. It continues to be run by the City of Vancouver.

Year-round registered cleanup teams work in their own communities to remove litter from public spaces. The program encourages and promotes increased community stewardship of the public realm, as people of all ages join together in a common activity, sparking a sense of community and purpose.

SIGN UP TODAY!

Online: vancouver.ca/kvs

Phone: 604-871-6544

Email: keepvancouverstacular@vancouver.ca



OUR MEDIA PARTNERS AND SPONSORS

Many thanks to the Keep Vancouver Spectacular media partners and sponsors who help make this program the success it is.



BEFORE YOUR CLEANUP:

PLAN YOUR CLEANUP

- 1. Set your date and time:** Cleanups go ahead rain or shine. Make sure you dress for the weather. We suggest cleanups begin around 9 am and prepare for enthusiastic early-birds. Block captains should arrive at least a half-hour to an hour early to set up the site.
- 2. Gather your supplies**
- 3. Arrange for garbage removal:** Some sites may require a special garbage pickup at the end of the cleanup day. The Keep Vancouver Spectacular coordinator will determine the type of service to be provided. Request garbage pickup for your cleanup at the Keep Vancouver Spectacular hotline: 604-871-6544.

CONSIDERATIONS

- Does the site have facilities such as parking, toilets and telephone access?
- If there is a wrap up party at the end of the cleanup, where do volunteers wash their hands?
- Will the cleanup focus on litter removal or is there other work to be done such as removal of graffiti and public notices?
- Divide your cleanup area into zones.
- Divide your volunteers into teams and assign to zones.

BRIEF YOUR VOLUNTEERS (ONE WEEK PRIOR TO CLEANUP)

- Clean up location.
- Block Captain's contact information (such as a cell phone number).
- Appropriate attire and comfortable shoes.
- Latex gloves will be provided, but participants are also encouraged to wear their own gloves (gardening or heavy rubber gloves).
- Wear sunscreen and a hat if it's a sunny day and be prepared for rain.

GATHER YOUR SUPPLIES

- First aid kit: bandages, iodine, antiseptic
- Other cleanup equipment: rakes, brooms, shovels, tongs
- Card table/clip board and pens for Block Captain's base for registration
- Large umbrella for shade or rain
- Cell phone (if possible)
- Snacks and/or refreshments (optional)
- City-loaned materials and supplies (pickers, tongs, KVS vests, gloves, bags)



DURING YOUR CLEANUP:

- 1. Arrive early** and be prepared for early birds.
- 2. Distribute cleanup supplies** and have volunteers sign out garbage tongs and KVS vests.
- 3. Brief your volunteers** before heading out (see Captain's Crew Talk on next page)
- 4. Report an issue:** Help the City maintain your neighbourhood by reporting burned out street lights, large abandoned items (cars, refrigerators), hazardous materials, missing traffic or parking signs, graffiti on public property, etc. To report an issue, phone 3-1-1 or use the City's VanConnect app.

AFTER YOUR CLEANUP:

SHARE YOUR SUCCESS!

We want to know how your cleanup went! Here are some ideas for what to share:

- Photos of your group having fun
- Unusual items found
- High volume of recyclables
- High turnout of volunteers

Twitter: [#CityofVancouver #keepvancouversspectacular](https://twitter.com/CityofVancouver)
Instagram: [@CityofVancouver](https://www.instagram.com/CityofVancouver)
Facebook: facebook.ca/cityofvancouver
Email: keepvancouversspectacular@vancouver.ca
Phone: **604-871-6544**



CAPTAIN'S CREW TALK:

1. WELCOME AND THANK YOUR VOLUNTEERS

2. PERFORM INTRODUCTIONS IF NECESSARY

3. DISCUSS THE CLEANUP ROUTE:

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

4. ENSURE MINORS ARE SUPERVISED OR ACCOMPANIED BY AN ADULT

5. REVIEW SAFETY INSTRUCTIONS:

Watch for cars and other vehicles

Obey traffic regulations

Be careful when handling dangerous or sharp objects such as glass.

Never reach blindly to pick up an item. Do not put your hands into any areas that you cannot see into clearly like bushes, ivy or ground cover. Needles, used condoms or broken glass could be hiding there.

Work in pairs

Wear gloves

Do not touch needles, syringes, or condoms directly with bare hands. Needles – phone the **Needle Hotline at 604-657-6561** (DO NOT PICKUP or place into garbage bags).

Do not put needles and syringes in garbage bags or buckets (to avoid possible needle pricks by people handling garbage bags)

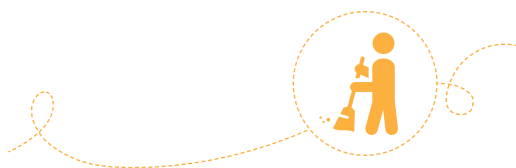
Do not handle hazardous litter or large heavy items. Report hazardous materials and abandoned large items by phoning 3-1-1 or use the City's VanConnect app. Hazardous materials include poisonous, flammable, reactive and corrosive products.

6. COMMUNICATE WHERE TO ASSEMBLE AFTER THE CLEANUP AND WHERE TO PLACE GARBAGE BAGS

7. COLLECT LOANED CLEANUP EQUIPMENT AND ARRANGE FOR RETURN TO KVS

8. SHARE YOUR SUCCESS!

(See previous page)



WHAT TO DO WITH THE LITTER:

GARBAGE:

Regular garbage can go straight into a trash bag. At the end of your cleanup, leave all the bags in one place and contact the City's Keep Vancouver Spectacular coordinator to arrange for pick up of bags.

RECYCLING:

Please recycle all litter that can be recycled! Block Captains are responsible for taking collected recyclables to the city's main recycling depot. There is no charge for dropping off recyclables.

RECYCLING DEPOT

Monday to Friday, 5:30 am - 7 pm

Saturday to Sunday, 8 am - 6 pm

377 West Kent Avenue North

(South of Southwest Marine Drive,
between Cambie Street and Main Street)

For a complete list of accepted items go to:

vancouver.ca/recyclingdepot

Accepted materials:

- Steel and tin – food tins, scrap steel, large and small appliances, pipes, etc.
- Aluminium – beverage cans, aluminium foil, siding, lawn chairs, etc.
- Glass – food and beverage bottles and jars only
- Plastic containers
- Paper products – junk mail, writing paper, envelopes, telephone books, magazines, newspapers, flyers, cardboard, cereal boxes, etc.
- Plastic bags and overwrap
- Foam packaging (Styrofoam)

Prepare recyclables:

- Empty containers
- Do not use string, tape or bags to bundle newspapers (leave them loose)
- Remove lids from containers (labels can stay on)

What can't be recycled:

- Food wrappers and plastic wrap
- Wet or dirty newsprint, cardboard or paper.

To find out how to recycle items that are not listed, go to:

vancouver.ca/wastewizard

RECYCLING INFORMATION:

City of Vancouver: Phone 3-1-1

Recycling Depot: vancouver.ca/recyclingdepot

Green Bin Program: vancouver.ca/greenbin

Waste Wizard: vancouver.ca/wastewizard

Recycle BC (formerly MMBC):

recyclebc.ca/vancouver (residential recycling collection)

recyclebc.ca/recycle-depot (residential recycling depots)

Recycling Council of BC (RCBC):

rcbc.ca/recyclepedia or RCBC hotline 604-732-9253

Metro Vancouver: metrovancoverrecycles.org

WHAT TO DO WITH THE LITTER: CONTINUED



CONDOMS – USE GLOVES

Used condoms should only be picked up using tongs and while wearing gloves. Do not touch the condom directly with bare hands.

NEEDLES AND SYRINGES – PICK UP ONLY IF YOU HAVE A NEEDLE CONTAINER

Needles and syringes should be left where they are by volunteers and their locations reported to the Block Captain.

Do not put needles and syringes in garbage bags, buckets or anything other than an approved sharps container. Do not touch needles or syringes directly with bare hands and at no time should an attempt to be made to cover, break or bend a needle. If you do not have a sharps disposal container or the appropriate tools, phone the needle hotline at 604-657-6561 to report the exact location of the needles so that they can be picked up safely.

To get an approved sharps container, phone Vancouver Coastal Health Authority: 604-736-2033

HAZARDOUS MATERIALS – DO NOT PICK UP

Your cleanup should not include the collection of hazardous materials. For your safety, please do not handle hazardous litter. Report hazardous materials by phoning 3-1-1 or use the City's VanConnect app.

Examples include:

- Medical waste (including pathogenic and radioactive)
- Liquid waste (sludges, paints, water, blood, oil, gas, septic tank material)
- Flammable materials
- Explosive materials or substances

- Chemicals of any kind
- Hot loads (a load of garbage that is smoking or from a burning building)
- Waste oil or petroleum products
- Oil based paints and paint cans
- Drywall
- Full demolition loads, mill flour dust, dirt loads, full brick loads, soot, lime dust
- Dead animals
- Excrement
- Asbestos
- Hospital waste
- Furnaces, generators, oil stoves or propane tanks
- PCBs

LARGE, HEAVY MATERIALS – DO NOT PICK UP

Your cleanup should not include the collection of oversized materials like cars or refrigerators. For your safety, please do not handle large, heavy items. Report abandoned large items by phoning 3-1-1 or use the City's VanConnect app.

Examples include:

- Large or solid objects with concrete, asphalt, rock, wire, cables, steel or metal rods
- Large wooden spools
- Automobile bodies or parts (engines, transmissions, body panels, etc.)
- Barrels of any size (cardboard barrels are accepted)

IMPORTANT CONTACTS

In the event of an accident or emergency: 9-1-1

Needle Pickup Hotline: 604-657-6561 / 3-1-1 (TTY 7-1-1)

Keep Vancouver Spectacular: 604-871-6544

KEEP VANCOUVER SPECTACULAR ALL YEAR LONG:

ADOPT-A-BLOCK

Love your neighbourhood? Show your love by adopting-a-block! You can adopt a block as an individual, an organization or as a business. By helping to keep a block clean, you help to ensure that your neighbourhood is a vibrant, safe and clean space. Your adoption lasts for two years.

What does it take?

- Find a block that you'd like to adopt
- If you're adopting with a group, get them on board!
- Review the block adoption commitments
- Fill out a block adoption request form
- Keep it spectacular!

Sign up at: vancouver.ca/kvs

GRAFFITI:

Graffiti needs to be wiped out quickly whenever it appears. Thanks to a partnership with Dulux Paints, Vancouver property owners can receive free paint for removal of existing graffiti up to two times in a calendar year by phoning 3-1-1 (TTY 7-1-1).

Property owners are encouraged to report graffiti on public and private property by phoning 3-1-1 or by using the VanConnect app.

If you see taggers in the act, phone 9-1-1.

DUMPING:

Abandoned garbage causes health and environmental risks, encourages more illegal dumping and sends a message that illegal activity is ok in your neighbourhood.

If you have an item that is not collected by the City - like a mattress, large appliances or furniture - you can:

- Donate the item to charity
- Bring the item to the landfill
- Recycle the item