



POLICIES AND PROCEDURES MANUAL	Category Financial Management	Policy Number FM.022
	Date May 26, 2021	Resolution Number 114/05/21

COMMUNITY BEAUTIFICATION PROGRAM POLICY

1.0 POLICY

1.1 The Town of Inuvik will sponsor a variety of Community Beautification Programs each year for residents and businesses within the community. Programs will be approved annually by Town Council motion.

2.0 COMMUNITY BEAUTIFICATION CONTEST

Advertising

2.1 Advertising for the annual community beautification contest will begin at the end of May each year or within 1 week of being approved by Town Council. The Town will advertise on the community channel, Town website, and Town social media channels as well as posting notices at locations in Town.

Categories

2.2 There will be 2 categories:

- i) Commercial/Organizations
- ii) Residential

Prizes

2.3 Cash prizes will be awarded as follows:

<u>COMMERCIAL/ORGANIZATION</u>	
• Winner's Circle (winners of previous year only)	\$325.00
• New Entry (current year) 1 st Place	\$325.00
• New Entry (current year) 2 nd Place	\$225.00
• New Entry (current year) 3 rd Place	\$125.00
<u>RESIDENTIAL</u>	
• Winner's Circle (winners of previous 2 years only)	\$325.00
• New Entry (current year) 1 st Place	\$325.00
• New Entry (current year) 2 nd Place	\$225.00
• New Entry (current year) 3 rd Place	\$125.00
There will also be a list of honourable mentions for each category.	

- 2.4 Should there be less than 3 entries in the new entry category, prizes will be awarded based on the amounts listed in clause 2.3 for the category. Total prize amounts for all categories will not be combined and split among the winners.

Contest Rules

- 2.5 Residents, businesses, or community organizations within the municipal limits of Inuvik are eligible to enter.
- 2.6 Entry forms will be available at the Town Office, the Midnight Sun Complex and on the Town of Inuvik website.
- 2.7 The Community Services Department will coordinate the contest.

Contest Judging

- 2.8 Judges will be not less than 2 people appointed by Council and shall include at least one (1) Councillor and may include Town staff. Applicants cannot be contest judges.
- 2.9 The judges will provide the names of contest winners to the Director of Community Services for processing of cash prizes.
- 2.10 Contest closing and judging dates will be chosen annually.
- 2.11 After judging has taken place, a winners list will be provided to Administration to ensure that winners are officially recognized by Council motion.

3.0 COMMUNITY ZONE CLEANUP

- 3.1 The Community Services Department will coordinate and administer the program.
- 3.2 The program is open to local non-profit groups and organizations. The Town will provide non-profit groups and organizations with an opportunity to raise funds in exchange for cleaning a selected zone from the zone map.
- 3.3 Non-profit community organizations can register on a first come, first serve basis. Each group is only allowed to select one zone each.
- 3.4 Registration deadlines will be chosen annually. At that time, any groups wishing to acquire a second zone may submit their request to the Community Services Department. All zones are allocated on a first come, first serve basis.
- 3.5 Advertising for the annual community zone cleanup program will begin at the end of May each year or within 1 week of being approved by Town Council. The Town will advertise on the community channel, Town website, and Town social media channels as well as posting notices at locations in Town.

- 3.6 Upon successful cleaning of the zone and with approval of the Community Services Department, each group will be awarded their funds based on meeting the criteria established by the Town under this policy. Total funds to be allocated will not exceed \$5,300.00, divided among all zones.
- 3.7 Garbage bags and gloves will be provided to all participants.
- 3.8 The following criteria must be met for a zone to be considered fully cleaned up:
- a) All garbage in the zone must be picked up, placed, and secured in the garbage bags provided, and the bags are to be located near the edge of the property closest to the road access to facilitate being picked up by the Town.
 - b) Each participating group or organization must contact the Midnight Sun Complex at 777-8640 if they have left bags at the edge of their zone that are ready to be picked up.
 - c) Each participating group or organization must immediately contact the Midnight Sun Complex at 777-8640 after their zone cleanup has been completed to arrange for inspection.
- 3.9 The Town may refuse to allocate funds to groups or organizations that do not meet the zone cleanup criteria outlined in this policy.

4.0 RESIDENTIAL FREE TIPPING AND LARGE ITEM PICK-UP

- 4.1 This service is intended for residents who do not have a means to transport large items to the landfill.
- 4.2 The Town has the right to refuse pick up of large items due to health or safety concerns.
- 4.3 Each year, the Town will designate 2 weeks in the spring for large item pick-up. During this time, residents can have their large items collected by the Town's solid waste collection contractor free of charge.
- 4.4 Residents must contact the Town a minimum of 3 business days before the day they would like their large item to be removed.
- 4.5 Large items must be placed on the curb where regular garbage pick-up takes place by 8:00 a.m. Items will be picked up as soon as crews are available. Large items that will be accepted for pick-up include appliances, mattresses, beds, furniture, bicycles, etc.
- 4.6 The following list of items are NOT approved for pick-up during this period:
- (a) Hazardous Waste Items including batteries, paints, solvents, oils, chemicals, oil tanks, animal waste, small engines/motors, propane tanks, motor bikes, etc.
 - (b) Residential construction or demolition materials.

- 4.7 The Public Works Department administers this program. Advertising of free tipping and large item pick-up dates will begin at the end of May each year or within 1 week of being approved by Town Council. The Town will advertise on the community channel, Town website, Town social media channels, as well as posting notices at locations in town.

5.0 WATER REBATE PROGRAM

- 5.1 The water rebate program is offered by the Town of Inuvik during the summer months to encourage residential homeowners to enhance and beautify their properties.
- 5.2 The water rebate program is available only to residential homeowners who have a Town of Inuvik water and sewer utility account for their property. The homeowner's account cannot be in arrears.
- 5.3 To be eligible for the program, residents must apply for the rebate by completing and returning a rebate application form available from the Town.
- 5.4 Submitting a rebate application form does not guarantee receiving a rebate. There is no guarantee that participating in this program will result in lower water and sewer utility bills.
- 5.5 Water rebates are applied directly to the customer's water and sewer utility account in September or October of the year in which the rebate was applied for.
- 5.6 The rebate is calculated using average water consumption amounts from January to May less consumption amounts for June, July, and August.
- 5.7 For newly built properties or properties that have changed ownership, the rebate will only be available once the owner has owned the property for the 5-month period from January to May. This will ensure that the Town has the full 5 months of consumption amounts to use as an average. For properties that regularly have zero consumption in any of the months between January and May, those months will be excluded when calculating the average consumption.
- 5.8 The Finance Department will coordinate and administer the program. Advertising will begin at the end of May each year or within 1 week of being approved by Town Council. The Town will advertise on the community channel, Town website, Town social media channels as well as posting notices at locations in Town.