

TOWN OF HIGH PRAIRIE

Policy Number No. 48-2012	Approval Date September 6, 2012	Resolution Number 436/12
Supersedes	Effective Date SEPTEMBER 6, 2012	Legal Authority
AMENDMENTS:	Amendment Date	Resolution Number

TITLE:	MUNICIPAL EQUIPMENT RENTAL POLICY
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Policy Statement:

The Town of High Prairie will implement the following policy to ensure clear guidelines in the hiring of municipal resources.

Definition of Resources:

Any equipment or services the municipality may offer to its residents.

POLICY:

1. Municipal equipment and facilities are to be utilized by employees in the performance of their duties or municipal business.
2. Staff may rent equipment or facilities like any other resident but will have the consent of the CAO and pay full compensation to the municipality based on the rates approved by the council. (see Appendix A)
3. Municipal employees shall not rent equipment or facilities for personal profit.
4. Any hiring of municipal resources shall only be considered if it can be worked into the regular maintenance schedule.
5. Any hiring of municipal resources shall require a deposit of 50% of the estimate provided by an authorized employee of the municipality.
6. Any hiring of municipal resources shall be approved by the manager whose department is directly affected by this hiring.

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7. All hiring of equipment shall be hired with an operator from the municipal staff.
8. All estimates will be accepted and deposit paid by the person hiring the resources prior to the commencement of the resources being activated.
9. The policy will exclude any inter-municipal agreements with the Municipal District of Big Lakes.
10. All estimates for hiring of municipal resources shall be in written form on a standard Town of High Prairie "Work Order/Contract for Municipal Services" form. (see Appendix B)

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missing*

Keli Tamaklo, CAO/Town Manager

Rick Dumont, Mayor

Sandra Dohei, Official Administrator

**Town of High Prairie
Equipment Rental Rate Schedule
September 6, 2012**

Unit No.	Equipment	New Rate/hour \$
E1	Sweeprite (sweeper)	\$198.00
E3	Trackless with attachments	85.00
E4	Cat grader with wing	144.00
E5	Backhoe Cat 416 4x4 ext hoe	92.00
	Backhoe with frost hammer	121.00
E6	Cat Pavement roller	73.00
E7	Loader Case 621	133.00
E8	Ditch Witch trencher and Backhoe 86-10	154.00
E9	Vohl Snowblower	176.00
E10	John Deere mower (boulevard)	60.00
E11	John Deere 6400 tractor	75.00
	John Deere 6400 with mower	88.00
E15	Paver Fortress Allat	145.00
E18	Bobcat	115.00
	Milling Machine	38.00
	Flusher Truck, 2-man crew	319.00
V1	Freightliner as tandem dump truck	120.00
	Freightliner with blade and sander	176.00
V2	Chevrolet Tandem	120.00
V5	Chevrolet picker bucket truck	137.00
V	All ½ and ¼ ton trucks	52.00
V14	Reyco tandem dual wheel Trailer	44.00
V15	Vac Truck	204.00
V17	Trailtech tandem axle Trailer	33.00
V19	Chevrolet one ton	57.00
V22	Hydro main line sewer rodder	83.00
S2	Leroy jackhammer and compressor	83.00
	Trenching Cage	220.00/day **
	Tar Pot & Propane	99.00
	Sewer Camera	\$200.00
	Barricades per day/per barricade	\$5.50/per day

- N/O defined as "No Operator"
- All small items require a \$150.00 Damage Deposit. " * "
- Damage deposit on Trenching cage \$1000.00. " ** "
- * Tar Pot \$61.00 * Man Hours \$31.00
- * Approved by Council during the Regular Meeting of Council held Sept 6, 2012 – Motion 436/12

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WORK REQUIRED: _____

AUTHORIZED
EMPLOYEE/ESTIMATOR:

[illegible]

\$

REMARKS:

BY: _____

COPY 1 – CUSTOMER COPY
COPY 2 – FILE COPY

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