

**TOWN OF CARMAN
MUNICIPAL PRIVATE WORKS POLICY**

PRINCIPLES:

Establishing a Private Works Policy ensures that municipal equipment and resources are used in a fair and equitable manner. It also serves to enhance the overall accountability and transparency of the municipality.

The purpose of this policy is to outline Council’s requirements for the undertaking of private works by the municipality.

PREAMBLE:

This policy operates in addition to other policies and by-laws of the municipality.

DEFINITIONS:

Employee – means any person employed by the municipality, and includes the Chief Administrative Officer, designated officers, full-time, part-time, contract, or casual employees.

Private Works - any work undertaken by the municipality on private property other than a public work that is the responsibility of the municipality

SCOPE:

Private works are not a core function of the municipality and will not take precedence over public works, Private works will only be considered if private contractors or equipment are not available within the municipality to either supply the service or perform the required work. The municipality will refer requests for private works to local private operators where available.

This policy applies to works and services carried out by the municipality on private property, within and outside the boundaries of the municipality.

RATES:

Rate charged for private works are as follows:

Equipment	Rate	Minimum Charge
Bucket truck	\$150.00 per hour (includes operator)	
John Deere 444L	\$125.00 per hour (includes operator)	
Bobcat 5550	\$100.00 per hour (includes operator)	
Case Grader	\$200.00 per hour (includes operator)	
Champion Grader	\$155.00 per hour (includes operator)	
3-ton Truck	\$135.00 per hour (includes operator)	
3-ton Sand truck	\$145.00 per hour (includes operator)	
Ditch Witch	\$290.00 per hour (includes operator)	

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John Deere/Massey	\$75.00 per hour (includes operator) with attachments add \$10.00 per hour	
Versatile	\$160.00 per hour (includes operator)	
Cat Backhoe	\$110.00 per hour (includes operator)	
Plate Compactors	\$60.00 per hour (includes operator)	
Case Drum Roller	\$80.00 per hour (includes operator)	
Sweeper	\$175.00 per hour (includes operator)	
Safety Cage	\$110.00 per day	
Sewer Camera	\$110.00 per day (includes operator)	
Roto Rooter	\$25.00 per day plus parts	
Skid Steer	\$70.00 per hour (includes operator)	
Sewer Flusher	\$105.00 per hour (includes operator)	
Steamer	\$70.00 per hour (includes operator)	

APPLICATION/APPROVALS

All private works applications must be made in writing to the municipality and approved by Council or a designated officer of the municipality.

The applicant will be provided with a cost estimate prior to the municipality undertaking the works. The applicant will be required to sign an approval form of the written estimate for a private works project estimated by the municipality to exceed a cost of \$2,000.00.

PAYMENT:

The applicant will be invoiced for public works undertaken by the municipality, at the rates fixed in this policy. Payment is due on receipt of invoice from the municipality. Interest will be charged, at the rate of 1.25% per month, on any balance outstanding after 30 days of the invoice date.

LEGAL LIABILITY:

The applicant shall indemnify the municipality against any claim, action or process for damage of injury which might arise during the progress of such private works. The applicant may be required to sign a waiver form before the private work is undertaken by the municipality.