

## USE OF DISTRICT TOOLS, EQUIPMENT, FACILITIES AND/OR PUBLIC RENTALS

Date of Issue/Revision:  
March 3, 2015, April 25, 2017

### 3. a) Culvert Installations

Date Requested: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Work Scheduled: \_\_\_\_\_

Cost:

300mm (12") @ \$60.00/meter x \_\_\_\_\_ m + \_\_\_\_\_ GST = \_\_\_\_\_

400mm (16") @ \$75.00/meter x \_\_\_\_\_ m + \_\_\_\_\_ GST = \_\_\_\_\_

600mm (24") @ \$100.00/meter x \_\_\_\_\_ m + \_\_\_\_\_ GST = \_\_\_\_\_

Maximum length 12 meters

Paid: \_\_\_\_\_

Invoiced: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Approval by Director of Public Works and Recreation

Original – Filing / 1 copy – Applicant / 1 copy – DPWR

Receipt: 13305345 File: 5225.02

## Policy for Use of District Tools, Equipment, Shop Facilities and/or Public Rentals

### 1) Staff Use of District Tools, Equipment and/or Shop Facilities

Personal use of District tools, equipment and/or shop facilities by staff is prohibited with the exception of staff being permitted use of the car wash equipment for washing their personal vehicles at the Public Works Yard.

### 2) Public Rentals of District Tools and/or Equipment

Public use of District tools, equipment and/or shop facilities is prohibited with the exception of the following equipment rentals:

- a) **Manual Sewer Snake** \$20.00/day (regular business hours 7:30 am to 3:00 pm)  
(Subject to the signing of a Liability Waiver)
- b) **Tent Rentals** \$40.00/day (no delivery or setup)  
\$200.00 (Refundable damage deposit)

### 3) Public Services

The following public services are available at rates specified:

- a) **Culvert Installations:** (maximum length 12 meters)
  - i) 300 mm (12") \$60.00/meter
  - ii) 400 mm (16") \$75.00/meter
  - iii) 600 mm (24") \$100.00/meter

In Residential or Commercial zoned areas, culvert length cannot exceed twelve meters in length. A property entrance that requires more culvert than the six meters standard length, will be paid by the property owner prior to installation. All culverts exceeding six meters in length will be fixed with a proper clean-out structure paid for by the Homeowner. Culverts and clean-outs shall only be installed by the District of a contractor approved by the District. All Culvert installation requests must be approved by the Director of Public Works and Recreation, on a case by case basis.

#### b) Emergency Repairs:

- i) Labour rates - flat rate \$45/hr ((regular business hours 7:30 am to 3:00 pm)  
\$75/hr (outside of regular business hours)
- ii) Machinery rates 10 % above established local rates  
The District of Logan Lake will not compete against local private contractors. Emergency services will only be provided if it is determined a local contractor is not available.

### 4) Applications below for the above Public Rentals and/or Public Services can be picked up at the District office, #1 Opal Drive. Upon payment for same, the Director of Public Works and Recreation will provide the equipment being rented and/or schedule the said service.