



Lac La Biche County
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LAC LA BICHE COUNTY POLICY

TITLE: TRUCKS AND EQUIPMENT DAY LABOUR	POLICY NO: PI-30-012
RESOLUTION: 18.746	EFFECTIVE DATE: June 5, 2018
LEAD ROLE: MANAGER, TRANSPORTATION SERVICES	NEXT REVIEW DATE: June 5, 2021
SPECIAL NOTES/CROSS REFERENCE: IS-30-125 SCHEDULE OF FEES AND CHARGES POLICY CS-10-004- PROCUREMENT POLICY	AMENDMENT DATE: June 5, 2018

POLICY STATEMENT:

Lac La Biche County desires to provide guidelines for hiring trucks and equipment including operation of and inspection of the same for day labour projects where individual earnings are up to, but not exceeding \$75,000.00.

"Original Signed"
Chief Administrative Officer

June 15, 2018
Date

"Original Signed"
Mayor

June 19, 2018
Date



LAC LA BICHE COUNTY PROCEDURE

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PROCEDURE:

1. Hiring:

- i. All departments hiring equipment will adhere to Lac La Biche County Policy No-CS-10-004-Procurement. The Transportation Services Department will maintain and update the Registered Equipment and Truck List (the Registered List).
- ii. The Transportation Services Department will on December of each year request, via a newspaper advertisement in the Lac La Biche Post, local contractors (owners) to register their trucks and/or equipment on the County's Registered List. "Local Contractors" or "Contractor" shall mean the owner of the trucks or equipment.
- iii. Lac La Biche County may add trucks or equipment to the Registered List.
- iv. Lac La Biche County will, as appropriate work becomes available, hire trucks and equipment from the Registered List. If suitable trucks or equipment are not available from the Registered List, the Transportation Services Department may hire trucks and equipment from other sources or areas.
- v. Work generally will be based on a quota system. Should the owner of a truck not be the owner of both the tractor, or power unit, and the load, or trailer unit, his quota shall be the same as the quota for an owner of a power unit and the trailer.

- vi. Work for Lac La Biche County shall be distributed as equally as possible between Registered Equipment and Truck Owners during the annual construction season by proceeding through the Registered List in sequential order, subject to availability (no guarantees of absolute balances). The Transportation Services Department will track information on hiring and earnings of all registered equipment and will serve as the contact point for the entire county.
- vii. This policy is not limited to the above or in Appendix A – Truck and Equipment Rental Conditions Registration Form as circumstances on the particular project may vary sufficiently to warrant relaxation or introduction of new rules as deemed necessary by the Transportation Services Department or Project Services Team.
- viii. Lac La Biche County reserves the right to inspect trucks and equipment registered by an owner, on the Registered List, whether working, or not, to confirm that the truck or equipment belongs to the person registering the trucks and equipment and that it is suitable for the work. If an owner registers truck and equipment that is not owned by him, that equipment and trucks may be removed from the Registered List.

2. Operating Guidelines:

- i. Trucks are not allowed to dump material they are hauling into soft spots on the roads without prior approval from Lac La Biche County. Any trucker who dumps gravel on an area where he is not authorized to do so may be required to pay for the gravel hauled to the incorrect location. Gravel truckers are responsible for any material spilled on highways or County roads and must clean up all spills immediately. They are also responsible for any damage caused by the above as well as any damage from materials falling off trucks (for example: rock chips on windshields, etc.).
- ii. Equipment Haulers must ensure that all back up alarms are working.
- iii. Proper registration and insurance of trucks and equipment must be in place at all times.
- iv. Trucks/Equipment Haulers must work with County enforcement officials to ensure that correct and legal loads are being hauled.
- v. No trucks are to haul on oiled roads unless authorized by the Chief Administrative Officer or Designate.
- vi. All Trucks/Equipment Owners must sign a contract with Lac La Biche County prior to commencing work.

3. Definitions:

- i. Local Owner or Contractor - shall mean the owner of the trucks or equipment is a resident of Lac La Biche County
- ii. Registered List – List containing information on all equipment and equipment owners that is being made available for use Lac La Biche County on County projects.
- iii. Day Labour – Work being completed by equipment that is hired on at an hourly basis which is full compensation for provision of the equipment, skilled operators and all costs associated with operation of the equipment.

"Original Signed"
Chief Administrative Officer

June 15, 2018
Date