



CITY OF MEADOW LAKE

POLICY

SECTION:	Public Works & Utilities	NUMBER: 800-15-002	RESOLUTION: 352/15, 104/20, 338/22
TITLE:	Public Works Equipment and Rates	EFFECTIVE DATE: January 1, 2023	
ORIGIN/AUTHORITY:	Council	LAST REVISED: December 12, 2022	
DEPARTMENT:	Office, Public Works		

1. PURPOSE:

As the Public Works Department receives requests from time to time for private services beyond the normal scope of operations from residents of the City, this policy aims to establish the guidelines, criteria, and rates for such service.

2. GENERAL REGULATIONS:

- 2.1. City equipment will not be rented out for use by members of the public. When equipment is rented, it must be operated by City staff and therefore the rate for staff will be included within the equipment rental rates established in Appendix A.
- 2.2. The City does not wish to duplicate existing services provided by private contractors. Therefore, the City will not approve requests for private services, such as sweeping of parking lots, when alternative options are available.
- 2.3. The minimum charge will be for one (1) hour, except in the case of requests falling outside regular hours, where the minimum charge will be for two (2) hours. Regular hours are defined as 7:00AM to 4:00PM, Monday to Friday, excluding statutory holidays.
- 2.4. For requests outside regular hours, the rate charged shall be 1.5 times the regular rate listed in Appendix A.
- 2.5. Responses to requests for service outside City limits will be at the discretion of the Public Works Manager and will be subject to an additional mileage charge.
- 2.6. Responses to all requests shall be subject to the availability of equipment and operators. City operations shall take priority over private requests.

- 2.7 Where a specific rate is not included in the policy, the rate charged for services must at minimum cover the cost to the City for providing the service, including administration, labor, materials, and equipment maintenance and the provision of the service will be at the discretion of the Public Works Manager.

3. THAWING OF WATER & SEWER SERVICES:

- 3.1. As per Water & Sewer Bylaw 13/2018, the first thawing of the season shall be done free of charge. Any additional precautions or work required to prevent further freezing shall be the responsibility of the property owner. Should the City be requested to thaw the line again, the current rate will be charged.
- 3.2. The City will not be held responsible if it is found that the service lines cannot be thawed with the equipment available.

4. SEWER BLOCKAGES:

- 4.1. Property owners are advised to consult City Policy 800-10-006 regarding the requirements for requests to respond to plugged water and sewer lines.
- 4.2. If the blockage in a sewer service line is found to be on the City's side of the property line and the cause is related to a collapsed or damaged line, the fee for using the sewer camera will be waived.
- 4.3. When responding to a sewer blockage, the City will use the sewer camera to inspect the line to try to determine the cause and location of the blockage. A rate will be charged for use of the City's sewer camera as noted in Appendix A.

5. SERVICE CONNECTIONS (previously policies 800-10-011 and 800-10-004)

- 5.1 Any owner or contractor requiring the City of Meadow Lake to shut off a water main in order to connect a service line or new water main not being contracted by the City will be charged at the rates noted in Appendix A in addition to any other fees that may need to be charged.
- 5.2 The owner/contractor will not be charged for any repairs required to water mains and water main valves on City property due to the turning off or on of a water main valve.
- 5.3 Any property owner wishing to connect to the City's water and sewer mains may be charged an initial connection to main fee based on the type of mains the property owner is connecting to. The associated fees will be determined as part of a servicing agreement. The fee to make service connection does not include the cost of physically connecting to the City's services.

6. Culverts (previously policy 800-10-012)

- 6.1 One standard sized culvert (16ft by 12inch) will be provided with all new lots. Additional culverts may be purchased by the property owner at the rates listed in Appendix A.
- 6.2 The rate listed in Appendix A does not include the cost of backfill or installation of culvert(s).

7. ASSET MANAGMENT PLANNING RATES

- 7.1 In addition to the above, the Engineering Department is authorized to create and amend internal rates for planning purposes, which includes rates for equipment and personnel used by City staff and not just those available to the public.
- 7.2 The internal rates should match the rates in Appendix A as closely as possible and follow the same guidelines.

8 ANNUAL REVIEW

- 8.1 The rates in this policy will be reviewed by the Engineering and Public Works Departments on an annual basis, and any recommendations for changes to rates will be made to Council as needed.

Appendix A

PUBLIC WORKS RATES

The following rates are to be used when the City performs contract work for property owners or for other contractors. As stated in the general regulations within this policy, the inclusion of a rate in this chart does not guarantee that the service will be available to the general public upon request. All rates subject to the addition of taxes unless otherwise noted. All rates below include an operator, unless otherwise noted.

Service/Equipment	Rate (Including Operator)
Excavator	\$170.00/hour
Small Backhoe	\$146.00/hour
Loader	\$125.00/hour
Grader	\$150.00/hour
Skidsteer	\$95.00/hour
Skidsteer with Brush	\$105.00/hour
Street Sweeper	\$105.00/hour
Tree Spade	\$125.00/tree
Large Mower	\$140.00/hour
Regular Mower	\$80.00/hour
Dump Truck (1 ton with gravel box)	\$85.00/hour
Tandem Gravel Truck	\$110.00/hour
½ Ton Pickup Truck	\$85.00/hour
Hydro-Vac Truck	\$250.00/hour
Flush Sewer Line	\$85.00/hour
Lateral Sewer Camera	\$170.00/hour
Freeze Water Line	\$125.00/incident response for curb stop services; \$125.00/hour otherwise
Thaw Service Lines	\$125.00/hour
Curb Stop, turn on or shut off	\$55 per hour (for purposes other than billing collection enforcement)
Water Samples sent to the Ministry/Lab	Cost plus 20%
Meter Backs	Cost plus 20%
Culverts and Couplers	Cost plus 20%
Engineer	\$125.00/hour
Manager or Senior Staff	\$75.00/hour
General Labour	\$50.00/employee/hour
Administration	(see Service Fees Bylaw)