MUNICIPAL DISTRICT OF PEACE NO. 135

REVISED BY: Erik Fuller **REVIEWED BY:** Brian Allen	**ADOPTED BY:** COUNCIL	**NUMBER:** PW-17
TITLE: Equipment Contractors Registry	**PREPARED:** October 22, 2024 **REVISED**: December 9, 2025	

PURPOSE OF THIS POLICY: To establish and maintain an annual registry of interested equipment contractors available for casual work for the Municipal District of Peace No. 135 in order to institute a cost effective and equitable method of hourly equipment hiring.

POLICY STATEMENT:

1. The Municipality will advertise annually, for a minimum of two weeks prior to January 31st requesting interested equipment contractors to complete the registration form with their rates per hour, equipment and attachments for hire to be effective for January 1st to December 31st. The Municipality will accept registrations throughout the year.

2. Interested contractors must complete a new registration form each year to remain on the list.

3. All contractors must be in good standing with the Municipality at time of application and prior to hire.

4. All Contractors will be required to have appropriate insurance with a minimum of $2,000,000 liability coverage, valid safety inspections where applicable and any other information the Municipality deems necessary prior to the start of work.

5. Priority should be given to MD businesses then to the surrounding local businesses.

6. The following conditions may apply when hiring equipment contractors: past performance, operator experience/quality of work, reliability of equipment and safety record.

7. The Municipality reserves the right to terminate equipment contractors from the contractors registry for poor performance as well as non-compliance of this policy or any of the Municipality's safety policies.

8. The Municipality reserves the right to release any operator and/or equipment from the contractors registry due to abuse, harassment and/or belligerent behavior.

9. Contractors that are removed from the Equipment Contractors Registry may be put back on the list when the Director of Operations and CAO are satisfied that the Municipality directions will be adhered to. If the equipment contractor is removed from the Equipment Contactors Registry on a second occasion, they will not be eligible for replacement.

11. Equipment/attachments will be paid only when in use at the rates specified on the registration form.

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12. All operators must follow the directions of the Director of Operations or other designated employee of the MD.

13. The Municipality will only accept equipment registrations that have an hourly rate listed, but daily and weekly rates can be provided in addition.

14. The owner/company is responsible for all costs associated with demobilization and repairing of the equipment, including costs incurred from the work site to the repairing facilities chosen by the owner.

15. The MD reserves full and unfettered jurisdiction over whether to utilize registered contractors. Contractors registering should be aware that the MD makes no commitment to utilize their services, despite this policy's guidance regarding prioritization of local businesses.