

TOWN OF LAFLECHE

POLICY 52-26

BEING A POLICY REGARDING CUSTOM WORK RATES

WHEREAS the Town of Lafleche is committed to reducing and eliminating uncertainty in costs for requests from the public;

Therefore, the Council of the Town of Lafleche, in the Province of Saskatchewan, enacts as follows:

1. That this policy shall be known as the Custom Work Rates Policy.
2. Definitions:
 - (a) "CAO" shall mean the Chief Administrative Officer for the Town appointed pursuant to Section 110 of *The Municipalities Act*.
 - (b) "Employee" shall mean an individual employed by the Town, including an individual retained under a contract to perform services for the Town.
3. All requests for custom work must be made through the Town Office by using the form included in Schedule "A," labelled as the Work Order Request form, and may be denied or delayed at the discretion of the CAO and employees.
4. All custom work will be paid for by the requestor, at the rates as set out in the below table:

Custom Work Type	Cost	Minimum time to be paid
Heavy equipment with operator	\$250 per hour	Half hour
Sidewalk Snow Clearance	\$200 per hour	Quarter hour
Misc. work without equipment	\$100 per hour	Half hour
Emailing/faxing	\$1 per page	N/A
Colour printing	\$1 per page	N/A
Black and white printing	\$0.50 per page	N/A

5. That the above table be used as well to calculate payment owed for Nuisance Abatement Order actions.
6. That Policy 46-23 be repealed.

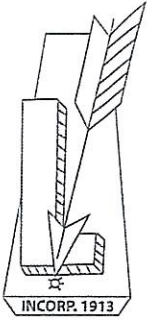
This policy was adopted Feb. 12, 2026.

J. Council
MAYOR

Nikola Allen
ADMINISTRATOR



Schedule 'A'



Town of Lafleche Work Order Request Form
Schedule 'A' to the Custom Work Rates Policy

General Information

Date: _____ Work Order #: _____

Work Requested: _____

Location: _____ Name: _____

Phone: _____ Receipt: _____

Signature: _____ Admin: _____

Job Site Safety Analysis: Are there any potential health & safety hazards? Yes No
Was the hazard eliminated or controlled? Eliminated Controlled

(Please use the back of this form to describe any health & safety hazards that were identified and what measures were taken to eliminate or control them)

Description of Work Completed & Materials Used: _____

Completed Date: _____ By: _____

jc
AD

