




Policy Name	Organized Hamlet of Pelican Cove/RM of Leask				
	MAINTENANCE CONTRACTORS				
	Motion No.	Date	Chair	Vice-Chair	Secretary
Adopted	35/24	Oct 25/24			
Amended					

a) Contractors will provide services within the boundary of the Organized Hamlet of Pelican Cove

Procedures:

- 1) Sign a contract for a Services agreement with the Rural Municipality of Leask No. 464
 - a.) OH Maintenance Contractors are to accept training for WHMIS, Power Mobile Equipment/Ground Disturbance, CPR/First Aide certification as required through the RM of Leask No. 464. Refusal to comply will result in Contract termination.
 - b.) The OH Board will cover the cost of required training and PPE.

- 2.) The contract will detail duties in Schedule A as listed:
 - a.) Willing to work weekends during lake season.
 - b.) Cleaning and maintaining public washrooms, fish filleting shack, garbage bins, weeding, tree trimming, whipper snipping, mowing grass and any other Hamlet requirements.
 - c.) Cleaning and maintaining public beach, playground and public areas.
 - d.) Use of OH tractor for road maintenance; as per OH/RM *Custom Work and Maintenance Policy*.
 - e.) Contractors are to remove snow ridges blocking driveways at no additional cost to ratepayers.
 - f.) A signed waiver, map and signature is required for any custom work that ratepayers request. This includes snow removal from driveways. Cost of custom work to be at the ratepayers expense. Completed custom work forms are to be submitted to the OH Board monthly, along with a copy to the RM of Leask for invoicing.
 - g.) Contractors are responsible for hamlet building maintenance and equipment.
 - h.) Check of equipment prior to use e.i. tires, tire pressure, lug nuts, leaks, oil etc. Contractors are to alert the OH Board and contact the RM Foreman of any equipment maintenance requirements.
 - i.) Pest and animal Control is at the descretion of RM Council.
 - j.) Any improvement to building interiors, costs over and above maintenance duties are to be brought to the OH Board for prior approval.