



Policy statement

Leduc County equipment will not be used on private lands unless a contractual agreement is signed or requested to be used by the appropriate authority in command of an incident with an emergent need.

Definitions

Administration means the staff of Leduc County under the direction of the county manager.

Agreement means a legally binding understanding between two or more parties concerning their rights, obligations, and responsibilities.

Appropriate Authority means a Leduc County employee in a supervisor, platoon chief, manager, deputy fire chief, director, general manager, deputy county manager, or county manager role in the organization.

Council means the duly elected Council of Leduc County.

County Manager means the Chief Administrative Officer.

Emergent need means when a lack of immediate action would jeopardize operations or equipment, disrupt critical public services or involves an imminent threat to public or staff safety.

Employee means any person directly employed by Leduc County.

Services means the action of helping or doing work that is supplied by the county.

Policy authority

Legislative implications:

- *Municipal Government Act (MGA), RSA 2000*

Policy standards

1. Leduc County equipment can only be operated by county employees qualified in that particular equipment.
2. The equipment can only be used on county property or property managed by the county, unless an agreement to provide services on private property is authorized.
3. Leduc County equipment will be used for the primary purpose of Leduc County maintenance and contractual requirements. The use of Leduc County equipment on private lands should be identified within the private equipment service agreement, however, will be secondary to all other primary delegations to the Leduc County needs. Equipment required for an emergent need shall be given priority over all other obligations.

Policy responsibilities

Council responsibilities:

- Council will,
- Approve the Use of County Equipment policy.

<i>Approval date</i>		<i>Motion number</i>	<i>Choose department</i>	<i>Page 1 of 2</i>
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Administration responsibilities:

Director - Road Operations, Fleet, and Agricultural Services will,

- Maintain, update and adhere to this policy.

Manager - Road Operations will,

- Be responsible for staff adhering to this policy.

Monitoring and updating

- This policy will be posted on Leduc County's website.
- This policy will be reviewed at least once every four years.

<i>Approval date</i>		<i>Motion number</i>	Choose department	<i>Page 2 of 2</i>
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