

POLICY NO:	PW 019
POLICY TITLE:	EMERGENT PROJECTS
DEPARTMENT:	PUBLIC WORKS
APPROVAL DATE:	78-06-08 (June 24, 2008)
REVISION DATE:	
REVIEW DATE:	October 6, 2014

Purpose:

To give Council and the Public Works Department guidelines and procedure to follow when determining use of the Emergent Projects budget.

Guidelines:

1. Unforeseen project that it is imperative to be rectified immediately
2. Loss of Infrastructure
3. Safety is a factor
4. Is not part of a project list or regular maintenance schedule
5. Cannot fit under any other program budgets
6. Cost of project is estimated to be under \$50,000
7. Must identified by Public Works superintendent as Emergent

Procedure:

1. The Public Works Superintendent, upon being informed of the situation, will inform the division's councillor.
2. The Public Works Superintendent, meeting the above fore-mentioned guidelines, will begin works on the project
3. Council will be informed at the next scheduled Council Meeting.