



**TRENCH CAGE POLICY**

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**OVERVIEW:**

The objective of the trench cage policy is to guide the requirement for use of the RM of Whitemouth trench cage and set out rental fees for the trench cage.

**POLICY:**

1. The RM of Whitemouth, as a general policy, uses safe work practices to complete projects whether the work is completed by municipal forces or the work is contracted out.
2. The trench cage will be required to be used at the discretion of the municipal employee in charge of the worksite or the municipal engineer.
3. Contractors if working on a municipal project shall utilize the trench cage from the RM of Whitemouth if it is deemed to be required for the work that is to be undertaken. The contractor is responsible for hauling. The contractor is liable for repair or replacement of the trench cage if it is damaged and will sign a rental agreement to that effect and provide a damage deposit of \$ 300.00 that is returnable if the cage is returned without damage.
4. Contractors can also rent the trench cage at the above rate and under the above conditions for projects that are not municipal projects. Rental will only be approved for projects located within RM of Whitemouth boundaries. Rental will be approved to a maximum of one week in duration.

**PROCEDURE:**

**For RM of Whitemouth Projects**

1. The project will be assessed and if a trench cage is required it will be used on the project. Municipal forces will use the trench cage as directed. Contracted projects will indicate the requirement of the use of the trench cage and the costs and conditions above will apply.
2. Contractor requests to rent the trench cage will be made to the municipal office in writing indicating the time period for rental and the location of the project.
3. The CAO in consultation with the public works department shall decide if the trench cage is available for the time period requested and advise the contractor.
4. The contractor will fill out the rental agreement and provide the damage deposit to the municipality before the trench cage is allowed to leave the public works yard.
5. The trench cage will be inspected by the public works department upon return and will advise the office of the condition upon return.

6. The office shall bill the contractor the balance of rental or reimburse moneys owing to the contractor as the case may be.
7. The contractor shall pay the invoice within 30 days or will be denied future rental until the invoice is paid.

Accepted as Policy on April 27, 2016, by Resolution No. 138/16