

Title: Greenview Rental Equipment

Policy No: 6320

Effective Date: June 22, 2020

Motion Number: 20.06.361

Supersedes Policy No: AG 09

Review Date: June 22, 2023



Purpose: To give non-profit organizations and ratepayers access to specialized equipment being made available for rent by Greenview.

DEFINITIONS

CAO means the Chief Administrative Officer.

Greenview means the Municipal District of Greenview No. 16.

Rental Steward means the individual who manages the rental equipment available at any of Greenview’s rental yards.

POLICY

1. Greenview will rent equipment to non-profit organizations and ratepayers that are in good standing with Greenview, as per this policy.
2. Rental equipment will be utilized only in Greenview, including the Towns of Valleyview and Fox Creek, and Sturgeon Lake Cree Nation.
 - a. Rental equipment will be released to a renter following the completion of a Greenview Rental Agreement form.
3. Rental fees plus applicable Goods and Service Tax will be collected for the number of days rented, upon the equipment’s return. A minimum one days rent will be collected, whether the equipment was used or not.
 - a. Rental fees are to be established by Council by resolution from time to time, and set forth in the Schedule of Fees.
4. A 20% deposit will be required at the time of booking. If a renter fails to pick up the piece of equipment on the scheduled day, without providing 24 hours notice of a cancellation, the renter will forfeit the deposit. The deposit fee may be waived at the Rental Steward’s discretion due to weather or other circumstances out of the renter’s control, including unscheduled maintenance or repair of equipment.
5. Prior to releasing the piece of equipment from the rental yard, the Rental Steward or designate will perform a pre-rental inspection of working order, damages and cleanliness

with the renter. Upon return of the piece of equipment, a post-rental inspection will be conducted by the Rental Steward or designate. Damage or alternations obviously caused by the renter upon return of the equipment will be charged back to the renter.

6. Equipment returned unclean will be cleaned and a cleaning fee will be charged in accordance with the Schedule of Fees.
7. Rental equipment must be returned to the rental yard that it was rented from, at the prearranged time determined by the Rental Steward. Extensions may be granted at the discretion of the Rental Steward. Rental equipment may be returned to a different rental yard at the discretion of the Rental Steward.
8. If the equipment is not returned on the day specified by the rental agreement, and other renters are waiting for the equipment, the renter will be contacted. If the lessee fails to return the equipment, the CAO, or designate will retrieve the equipment. This will result in the renter forfeiting rental privileges until such time as full recovery of costs, plus rental charges for the total number days that the equipment was held, are recovered.
9. If the renter fails to pay rental fees or deposits, they will forfeit rental privileges until the balance of their account is paid.
10. The renter is responsible to ensure the equipment is transported safely and Greenview staff have the right to refuse the release of any piece of equipment, if in their opinion, it cannot be transported in a safe manner.
11. Greenview may provide transportation for delivery of the equipment with rates set forth in the Schedules of Fees.
12. Greenview has the option to deliver and/or pick up the equipment, based on operational limitations.
13. Non-profit organizations will be allowed to rent/use equipment only for recognized local community events.