

# Policy

**POLICY TITLE: HIRING OF CONTRACTORS IN ARREARS**

**POLICY NO.: ADM-12-16**

**RESOLUTION: N/A**

**EFFECTIVE DATE: 1999-07-21**

**DEPARTMENT RESPONSIBLE: Administration**

**NEXT REVIEW DATE: N/A**

## **PURPOSE:**

To ensure that no supply of services is considered by any contractor or supplier of services who is in poor financial standing with the municipality.

1. No tenders, quotations, or supply of services shall be considered by any contractor or supplier of services who, personally or through their business, has a poor financial standing with the municipality
2. In the case of property taxes, poor financial standing would include arrears from previous years as well as current year's taxes not being paid by the deadline of June 30<sup>th</sup>
3. The following exceptions to clause 1 will apply where:
  - There is only one supplier available, with the approval of the Manager
  - There is a legal obligation to do so such as a current contract or inter-municipal agreement
  - The product or service is exclusively supplied by either license, patent or regulated by bodies such as the C.R.T.C. or the Alberta Energy and Public Utilities Board
  - In the case of an emergency where in the best interest to health, safety and preservation of municipal infrastructure are at risk
  - Prevented by funding agencies, such as funding dictated by the Public Works Act
  - It is approved by Council
4. Should an existing contractor or supplier of services be in poor financial standing with the M.D., the amount indebted to the M.D. shall be withheld from their next payment(s)

**SPECIAL NOTES/CROSS-REFERENCE: Supersedes B20**

**AMENDMENT DATE: N/A**