

**TOWN OF MIDDLETON  
CODE B - PUBLIC WORKS**

**Subject: Community Service & Fine Option Workers**

**Number: 5.3**

**Coverage: Staff**

**Approved by:**

**Effective Date : March 4, 1996**

**Revision Date: September 5, 2006**

***Rationale***

The following policy establishes guidelines for community service and fine option workers, to protect the rights of town staff, and town property.

***Policy Statement***

- 1) Workers under these programs will be used only for routine labour work, i.e. shovelling snow, sweeping sidewalks and gutters, mowing lawns, cleanup around Town plants, painting, etc. These jobs will be assigned in such a manner as to avoid undue or unnecessary hardship to any member of the Union.
- 2) Access to Town facilities and equipment shall be restricted and supervised by the Works Superintendent or Recreation Facilities Manager (Recreation property) at all times.
- 3) Acceptance of any person under these programs shall be at the discretion of the Director of Public Works or the Recreation Director.
- 4) Individuals placed under these programs do not have any signing authority to purchase goods and supplies on behalf of the Town.

***Previous Policies***

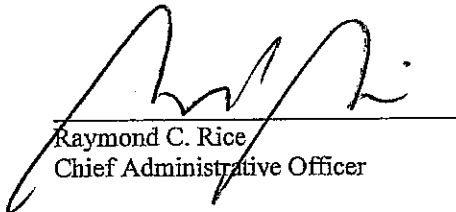
The previous policy 2/20 "Community Service & Fine Options Program Workers" passed March 4, 1996 is hereby amended

***Certification***

**THIS IS TO CERTIFY** that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 5<sup>th</sup> day of September, 2006.

**GIVEN** under the hand of the CAO and under the seal of the Town of Middleton this

5<sup>th</sup> day of March, 2007

  
Raymond C. Rice  
Chief Administrative Officer