

## Information Sheet for Employment Support Projects Involving the Use of Personal Chainsaws

The Department of Municipal Affairs and Environment's (MAE) Employment Support Programs operate within the principles of the Department's 2019-20 Community Enhancement Employment Program (CEEP) guidelines. In addition, for projects involving the use of personal chainsaws, the following clarifications are provided:

### 1. WHAT IS THE WAGE RATE?

- **Regular Wage Rate:** The regular wage rate paid by the Department under the program is the provincial minimum wage rate in effect during the course of the project. If sponsors have additional funding from other sources, the sponsor has the discretion to pay higher wages; however, these additional costs will not be reimbursed by the Department. Sponsors will only be eligible for actual wages incurred during the project.
- If a supervisor is required for the project, the individual in that position may be paid an additional \$2.00 per hour. In such situations **a request must be submitted to the Department and approval obtained prior to the payment of the higher wage.**
- Sponsors are permitted to pay employees an additional \$2.00 per hour for the use of their **own personal** chainsaws. Such employees must cover the costs of maintenance and repairs, such as chains, chain bars, clutch assembly, spark plugs, etc. **This does not apply to employees using chainsaws owned or rented by the sponsor.**
- If sponsors pay higher wage rates than those permitted, **sponsors will only be reimbursed for the program's approved wage rate.**

### 2. WHAT ADDITIONAL MATERIALS COSTS ARE ELIGIBLE?

Allowable materials costs include the following:

- gloves
- goggles
- safety vests
- earplugs
- hardhats
- gas and oil for chainsaws
- rental of chainsaws from registered rental companies and/or businesses (costs must be at reasonable market prices)
- cost of any associated permits to carry out brush clearing
- rental of portable toilets for work projects in remote locations (costs must be at reasonable market prices)

**Please note:**

- I. **Sponsors must provide with their final report, a daily log completed by the chainsaw owner of their hourly chainsaw use and the site/location it was being used.**
- II. **The purchase of safety boots and chaps, along with all other clothing required for chainsaw use will be the responsibility of the employee. These purchases are not eligible material costs.**
- III. **Any other extraordinary rental expenses require approval by the Department prior to rental.**