

TOWN OF THREE RIVERS

Property Loan Policy

Policy Number: TRHR-17 Date of Approval: September 14, 2020

Approved By: Town Council Date of Review: May 19, 2022

Policy Statement

All tools, equipment and materials that are the property of the Town of Three Rivers are to be expressly used for the sole purpose of servicing and addressing the operation, maintenance and repair of municipal owned properties, facilities, and equipment.

Tools, equipment, and materials that are the property of the Town of Three Rivers are not to be loaned or given to any employee of the Town, Mayor or Member of Council, contractor or member of the public at large.

Any employee found in violation of this policy shall be subject to discipline up to and including discharge from employment.