

Subject: Updates to the Use and Operation of Town Motor Vehicles Policy S100-06

Recommendation:

BE IT RESOLVED THAT Council receive Report #2024-007 – Updates to the Use and Operation of Town Motor Vehicles Policy S100-06, for information;

AND THAT Council approve the Use and Operation of Town Motor Vehicles Policy S100-06, as amended.

Background:

The Niagara Region has implemented red light cameras and automated speed enforcement units to support the continued safety of its residents and communities with the ultimate goal of reducing collisions. Pelham currently has one red light camera located at Highway 20 and Victoria Ave.

The Municipally Owned Vehicles Policy S100-06 required updating so that the Town can proactively address these new speed reduction measures. Revisions throughout are also needed as the policy has not been reviewed since its creation in 2016.

Analysis:

Firstly, the title of the policy has been revised to 'Use and Operation of Town Motor Vehicles' which better reflects the reality of the Town's fleet, in that not all vehicles driven by employees are owned by the municipality; some are rented or leased. A number of definitions have been added and changes to the language, grammar and formatting have been made throughout.

Section 8 of the amended policy addresses the new red-light cameras and automated speed enforcement units and includes a procedure for handling any offence notices issued in relation to Town vehicles. In the case of non-preventable offences, the Town will dispute the offence notice and request a trial. However, in the event that an investigation determines the Town employee operating the vehicle at the time of the offence was at fault and there are no valid reasons to

dispute the charge, the employee will be responsible for reimbursing the Town for all amounts paid in relation to the offence.

Lastly, a section addressing non-compliance has been added to ensure employees understand the seriousness of complying with this policy.

Financial Considerations:

There are no financial considerations with respect to these policy amendments.

Alternatives Reviewed:

The alternative is to leave the policy as is. This is not recommended however as the current policy does not adequately address any of the changes that have occurred between 2016 to date.

Strategic Plan Relationship: Enhancing Capacity and Future Readiness

Having this procedure in place prior to any offence notices being received by the Town is a proactive measure that will ensure Town staff are aware of the ramifications for driving unsafely and being ticketed in Town vehicles, and that management is well prepared to handle these situations.

Consultation:

The Senior Leadership Team provided feedback to the Town Solicitor and Manager of People Services who completed the policy revisions.

Other Pertinent Reports/Attachments:

Appendix "A" – Amended Use and Operation of Town Motor Vehicles Policy S100-06

Appendix "B" – Current Municipally Owned Vehicles Policy S100-06

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