

Report to Council

Report Title: Municipal Vehicle Use Policy Update

Prepared By: Sonya Watson, Chief Administrative Officer

Department: Administration

Date: October 27, 2020

Report Number: CAO2020-19 **File Number:** A09

Attachments: Municipal Vehicle Use Policy Updated - H02-0640-11

Recommendation:

That the Council of the Municipality of Brockton hereby receives report CAO2020-19 – Municipal Vehicle Use Policy Update, prepared by Sonya Watson, Chief Administrative Officer for information purposes and by doing so accepts and authorizes the revised changes to the Municipal Vehicle Use Policy and further approves a By-Law coming forward to amend the policy effective January 1, 2021.

Report:

Background:

The Municipality's Municipal Vehicle Use Policy was established in 2012 and has not had any updates since that time.

Analysis:

The Municipal Vehicle Use Policy included grandfathered permissions for the Chief Building Official and Building Inspector to travel from their normal place of residence to their place of employment and only applied to the incumbent staff filling the position as of January 1, 2012 and terminated when they were no longer employed with the Municipality. With the retirement of Terry Tuck and Ray Holliday this section is no longer relevant and should be removed.

This policy was also updated to include clearer terms about distracted driving and that employees would be subject to discipline if operating a municipal vehicle without a valid drivers licence. Lastly, the titles in section 1.1 were updated to reflect the current titles.

Since Ray Holliday retires at the end of December, I am recommending that Council approve this updated policy effective January 1, 2021.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision? N/A
- Do the recommendations contribute to achieving Cultural Vibrancy? N/A
- Do the recommendations contribute to achieving Economic Prosperity? N/A
- Do the recommendations contribute to Environmental Integrity? N/A
- Do the recommendations contribute to the Social Equity? N/A

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The recommended changes to the policy do not have an impact on the budget

Respectfully Submitted by:



Sonya Watson, Chief Administrative Officer

Reviewed By: