

Rural Municipality of Heart's Hill No. 352

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6.17 MUNICIPAL VEHICLES & EQUIPMENT

DEFINITION:

All vehicles and equipment purchased and owned by the Municipality of Heart's Hill No. 352.

POLICY:

All Municipal vehicles and equipment are to be used strictly for Municipal purposes. Municipal employees will act as operators in all Custom Work Agreements. No personal use of vehicles and equipment is allowed.

Only Municipal employees and/or Councillors shall be permitted in Municipal vehicles or on equipment. Non-employee operators or passengers are not allowed.

All operators must have a valid Saskatchewan driver's license and a driving record suitable to the Municipality's insurance carrier. Operators must comply with any Municipal and/or insurance carrier's driving record requests.

Each vehicle and piece of equipment shall have a maintenance log so operators can record the date, kilometers or hours and type maintenance that was completed. Operators are to keep the vehicles and equipment in a clean condition both inside and out.

RATIONALE:

Municipal vehicles and equipment are purchased with Municipal dollars to serve Municipal purposes only.

All operators, vehicles and equipment are insured while performing Municipal duties or duties on behalf of the Municipality. Depending on the circumstances, if vehicles and equipment are engaged in an accident or damaged outside these parameters, the Municipality may not be insured and could be held liable for damages.

As the Municipality has several operators and numerous pieces of equipment, it is important to develop a system to track and record the maintenance and care of each piece of equipment.

AUTHORITY:

Bylaw 2/15: A Bylaw to Establish Municipal Employee Code of Conduct