



MUNICIPAL DISTRICT OF PEACE NO.135

| | | |
|--|--|--|
| PREPARED BY: Lyle McKen REVISED BY: Margaret McClarty | ADOPTED BY: COUNCIL | NUMBER: ASB - 1 <hr/> SUPERSEDES: |
| TITLE: Employee Use of Vehicles | DATE: November 24, 2014 September 12, 2023 | |
| <u>PURPOSE OF THIS POLICY:</u> To control the use of Municipal Vehicles | | |
| <u>POLICY STATEMENT:</u> <p>All vehicles (excepting the Manager of Agricultural Service's vehicle) shall be returned to the Municipal Yards each day. Prior authorization may be given to an employee by the Manager of Agricultural Services or the Chief Administrative Officer to retain a vehicle at a location other than the Municipal yards if work circumstances deem it necessary.</p> <p>Only Municipal Employees with a valid driver's license shall operate Municipal vehicles. The employee must be the holder of a class of license required to operate said vehicle in accordance with the requirements of the statutes of the Province of Alberta.</p> <p>At no time should a non-employee individual be an occupant of an MD vehicle unless that person is engaged in MD business.</p> <p>Employees are to use their own vehicles when doing personal errands during lunch or other breaks.</p> | | |