

Green Fleet Policy 6.8

Established by Council on ____ by resolution # ____

Purpose:

To formalize and clarify fleet replacement policies and practices and to support climate action policies to reduce GHG emissions and related pollutants by acquiring the most appropriate vehicle and equipment, minimizing fuel consumption, improving driver satisfaction and equipment life and reducing operating costs.

Definitions:

The following terms are used in this Policy and are defined as follows:

“District of Mackenzie vehicle” means any licensed motor vehicle owned, rented, borrowed, or leased by the District of Mackenzie and used primarily to transport people or property over roads, highways or District of Mackenzie property. Rental vehicles are considered District of Mackenzie vehicles when rented by a duly authorized employee and while used for official District of Mackenzie business.

“Operator” means any authorized District of Mackenzie employee, or other individual approved by the Chief Administrative Officer (CAO), who is in control of a District of Mackenzie vehicle and who possesses a valid driver’s license for the type of vehicle operated.

“Specialty use vehicle” means District of Mackenzie fleet vehicles especially equipped for specific function or purpose.

Green fleet vehicle policy:

- (a) As per the District of Mackenzie’s goal to achieve carbon neutrality in part by reducing corporate greenhouse gas emissions from fleet vehicles, the District of Mackenzie is committed to:
- Reducing GHG emissions;
 - Reducing emissions of other pollutants;
 - Reducing vehicle idling;
 - Reducing single occupancy trips;
 - Purchasing more efficient vehicles and fuels;
 - Right-sizing vehicles;

- Considering life cycle costs of fleet vehicle operations when purchasing vehicles; and
- Maximizing vehicle efficiency.

(b) **Vehicle Attributes:** District of Mackenzie vehicles shall have the following minimum attributes:

- Be right sized for its intended purpose(s)
- The ability to securely haul materials and equipment required for intended purpose
- Air conditioning and all wheel drive/four-wheel drive features are optional and only where appropriate
- Colour = White when applicable
- Acceptable fuel mileage for the anticipated use. The use of electric vehicles, plug-in hybrids, hybrids, vehicles that use other zero/low GHG fuels, and fuel-efficient vehicles, with the intent of reducing the District of Mackenzie's carbon footprint, are required wherever operational requirements allow
- Acceptable crash/safety ratings

(c) **Right-Sizing Purchasing:** District of Mackenzie vehicles should be purchased according to the average or usual anticipated use of the vehicle. Occasional vehicle needs that exceed the capacity of the vehicle purchased should be met through vehicle sharing or renting. The following use requirements should be considered when purchasing a vehicle:

- Engine size;
- Vehicle weight;
- Average carrying capacity;
- Average passenger capacity; and
- Average terrain.

(d) **Life Cycle Cost:** Life cycle costs should be considered for all vehicle purchases. Life cycle costs should include capital costs, maintenance costs, fuel costs and resale costs.

(e) **Fuel Choice:** When feasible the lowest GHG emission fuel possible should be purchased for all vehicles in the fleet. Consideration of fuels should include:

- Purchasing vehicles that run on zero / low GHG fuels, e.g., electricity, hydrogen, biodiesel, bioethanol, natural gas. The focus should be on electric, plug-in hybrid, and hydrogen vehicles.
- Purchasing low emission fuel for fleet vehicles that cannot be electric or plug-in electric (i.e., renewable natural gas, gasoline with a high percentage of bioethanol and diesel with a high percentage of biodiesel).
- Purchasing vehicles with an acceptable fuel consumption mileage for the anticipated use. The use of electric vehicles, hybrids and fuel-efficient vehicles, with the intent of reducing the District of Mackenzie's carbon footprint, is required wherever operational requirements allow.

- (f) **Operating:** Fleet vehicles shall be operated with the following considerations:
- Idling shall be reduced among all fleet vehicles and the following guidelines shall be followed by all fleet vehicle operators;
 - Reduce warm-up idling (no more than 30 seconds as long as windows are clear);
 - Vehicles are to be turned off when stopped for more than 10 seconds except in the following circumstances: in traffic; in the course of performing a specific duty that requires the vehicle be left running; if the outside temperature is below -10°C; or if doing so would compromise human safety or the mechanical integrity of the vehicle;
 - Vehicle sharing shall be encouraged. Single occupancy vehicle trips will be minimized. Vehicles should be shared between departments to ensure maximum efficiency for vehicle use; and
 - Driver education and driving procedures to increase the efficiency of vehicle operations, including anti-idling, should be included in driver training programs for District of Mackenzie staff.
- (g) **Vehicle Maintenance and Monitoring:** Fleet vehicles shall be operated with the following considerations:
- All District of Mackenzie vehicles shall be kept in good mechanical condition and shall be inspected at required intervals.
 - Maintenance on fleet vehicles should continue to ensure that preventative maintenance continues to maximize the efficiency of all vehicle operations.
 - All vehicles shall be monitored to track fuel consumption, fuel costs, and mileage.
- (h) **Vehicle Replacement and Acquisition:**
- In general District of Mackenzie vehicles will be considered for replacement when they have at least 10 years of service and 150,000 kilometres. Vehicles may be retained beyond this point if they are in good working order and are meeting the needs of the District of Mackenzie. Alternatively, vehicles that have excessive maintenance, carbon emissions, other air pollutant emissions, or operating costs may be replaced sooner.
 - All vehicle replacements are to be identified in the approved Financial Plan.
 - All District of Mackenzie vehicles shall be purchased in accordance with the District of Mackenzie purchasing policy.
 - All vehicles shall be acquired in a manner consistent with budgetary intent.