



# Administrative Policies & Procedures

## Policy No. CORP XX – Anti-Idling Policy

<b>Topic:</b>	<b>Anti-Idling Policy</b>	<b>Affects:</b>	Vehicles Operating in the Town of Aurora
<b>Section:</b>	Insert section based on numbering system	<b>Replaces:</b>	N/A
<b>Original Policy Date:</b>	October 27, 2020	<b>Revision Date:</b>	N/A
<b>Effective Date:</b>	October 27, 2020	<b>Proposed Revision Date:</b>	2023
<b>Prepared By:</b>	PDS-Engineering, By-Law Services, Communications	<b>Approval Authority:</b>	Council

### 1.0 Purpose

The purpose of this policy is to establish guidelines for unnecessary idling of vehicles. These guidelines support the Noise and Parks By-laws, limiting vehicle idling, specifically:

**By-law Number 4787-06P** Schedule A - General Noise Prohibitions, Section 9, where:

The operation of an engine or motor in, or on, any vehicle or item of attached auxiliary equipment for a continuous period of more than five minutes while such vehicle is stationary.

**By-law Number 4752-05.P** Section 30. Other Activities, where:

No person shall while in a park or public place: (c) cause a nuisance in a park or public place within the Town of Aurora;

Where “nuisance” includes shouting, screaming, unusual noises, ringing of bells, sounding of horns, blowing of whistles, squealing of tires, revving of engines, the idling of engines more than five(5) minutes;

### 2.0 Scope

This policy applies to all unnecessarily vehicle idling within the Town boundary.

### 3.0 Responsibilities

#### Bylaw Services:

Municipal By-law Officers are responsible for responding to complaints related to

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non-compliance of the Policy by the general public and for implementing an education first campaign in cases of failure to comply.

### **Town Communications:**

Corporate Communications, in collaboration with By-law Services, is responsible for providing information and public education on this policy and more specifically about the adverse effects of unnecessary idling on our environment. In alignment with The Town of Aurora Community Engagement Policy, Communications will be informing the public of this new policy, providing timely, accurate and accessible information, as well as subsequent periodic campaigns. This will be achieved through an education campaign that will include website updates, signage, social media, and mention on the Town Notice Board.

### **Town Fleet Manager**

The Town's Fleet Manager is responsible for training Town Staff on the provisions of the Policy.

## **4.0 Policy**

No person shall cause or permit a vehicle to idle continuously for more than five (5) consecutive minutes in the Town of Aurora.

## **5.0 Exemptions**

The following exemptions exists for idling in the Town:

- (a) where continuous operation of the engine or motor is essential to the basic function of the vehicle or equipment;
- (b) where weather conditions justify the use of heating or refrigeration system powered by the engine or motor for the safety or welfare of the operator, passengers or animals or the preservation of perishable cargo.

## **6.0 Non Compliance**

In cases where voluntary compliance is not successful, the Bylaw Services will rely on existing legislation found in the Town's Parks #4752-05 and Noise By-law #4787-06, as amended to achieve compliance with this policy.

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### **7.0 Implementation**

#### **Municipal Staff:**

Municipal staff that operate Town vehicles shall adhere to the provisions from this Policy and the Town shall be responsible for staff training.

#### **General Public:**

Education will be the main strategy with the general public in implementing the provisions in this Policy.

The Town's Communications Team will lead three types of education campaigns:

- (1) An Initial Anti-Idling Town-wide Campaign, which consists of a onetime promotion of the Policy, over the course of a Season, once the Policy is approved by Council. The campaign's main focus is on the environmental and health benefits of limiting idling and on the existing Town By-laws that limit idling in the Town.
- (2) Periodic and Targeted Anti-Idling Campaigns, which consists of educating a focused group based on needs. Periodic focus groups may include, but not limited to:
  - a. GO station users
  - b. School zones
  - c. Town recreation centres
  - d. Bus stations and carpool parking lots
- (3) Seasonal Reminder Campaign, which consists of an annual reminder of the Policy to the general public.

Campaign strategies may include, but not limited to, social media announcements, Town Notice Board, the use of signage, handing out flyers, etc.

### **8.0 Regulatory/References/Codes/Standards**

By-law Number 4787-06

By-law Number 4752-05.P