

Procedure Name: Mobility Scooters

Procedure Number: SH-201-2019

Administrative Approval Date: 2021-02-22

Council Approval Date: N/A

Most Recent Amendment Date: 2021-02-22

Effective Date: 2021-02-22

By-law reference: N/A

Supersedes: New

1. Purpose:

To establish guidelines and procedures for the use, maintenance and storage of mobility scooters (referred to in this procedure as scooters) to promote independence of tenants while protecting and preserving the health and safety of all tenants living within District housing buildings and anyone visiting or working there.

2. Application:

This procedure applies to all tenants who possess and operate a scooter on any District housing property.

3. Administration:

3.1 General

- i. Before acquiring a scooter, the tenant is encouraged to check with an Occupational Therapist or Physiotherapist to ensure the model selected best meets the needs of the tenant while taking into consideration the physical space limitations of the unit in which they live.
- ii. Tenants are required to park, store and charge their scooter within their own unit.
- iii. Scooters are prohibited from being stored in stairwells, corridors, common areas and evacuation routes within a building as they pose a fire hazard and are a possible health and safety concern. Scooters introduce a considerable fire loading hazard and can sometimes create obstruction hazards. Exits must be maintained and kept clear at all times.
- iv. Trailing wires or cords across corridors or escape routes for the purpose of charging a scooter is strictly prohibited on the property.
- v. Scooters are not to be parked, stored, or left in a manner that blocks a sidewalk, stairway, doorway, or accessible ramp. They are not to be parked on the grassy areas of the property.

- vi. If a building has a designated scooter parking room, such as at McVittie Place, this may only be used as temporary parking while the owner of a scooter is out of the building, for example for an appointment or shopping. Such designated rooms are not to be used for long-term parking or storage of scooters.
- vii. The scooter must be maintained in good working condition (safe to operate and/or store) based on the manufacturer’s standard operating and maintenance requirements.
- viii. The parking, storage, charging and operation of a scooter on District property will be at the tenant’s own risk and the District will not be held liable for any damage to the scooter.
- ix. The District may claim against the tenant for any damage caused to a District building or property by the scooter or the use of the scooter.
- x. The scooter must be ridden in a safe manner. Riders must not take short-cuts through unauthorized areas or ride the scooter in a way that may endanger themselves, other tenants, visitors or staff on the property.
- xi. The District may prohibit a tenant from using a scooter in the facility if, by their own general disregard for safety, they place other tenants, visitors, staff or property at risk.
- xii. The tenant will be held responsible for any costs incurred by the District for the removal of a scooter from District property if that is required.
- xiii. All inquiries with regard to the use and storage of scooters should be directed to the building Case Manager.

3.2 Responsibilities

- i. It is the responsibility of the tenant to:
 - Ensure the battery for the scooter is maintained and charged and this shall not become the responsibility of the District.
 - Supply their own protective covering for the scooter to protect against outside elements.
 - Ensure the scooter and any related equipment is maintained in good operating condition.
 - Ensure that all use and safety practices, as outlined by the manufacturer, are followed.
 - Ensure the appropriate insurance is obtained to cover liability and/or accident.

Related Forms: Mobility Scooter Registration SH-921-2019

Related Policies/Procedures:

Reference: (approval and amendment details, legal references)