

Management Directive No.:	MC40
Management Directive Name:	Motorized Scooters
Date Approved by CEO or Designated Person:	December 2012
Date revision approved by CEO or Designated Person:	December 5, 2018
Related SOP, Management Directive, Board Policy, Forms	

Policy Statement

KLH Housing Corp. encourages the rights of tenants to independent living. It also recognizes that mobility scooters can and do enhance the quality of life of tenants who otherwise would be limited in their ability to access facilities within their communities.

Wherever possible KLH Housing Corp. will work with tenants to enable their use of a mobility scooter however, the health and safety of other tenants must be also considered.

Scope

The intent of this policy is to protect and preserve the health and safety of all tenants living within KLH Housing Corp. communities and anyone visiting or working there, while still enabling the use of mobility scooters to promote independence.

KLH Housing Corp. communities have not been specially designed or adapted to accommodate the storage, charging and use of mobility scooters. This means that if tenants cannot accommodate a scooter within their own unit there may not be the necessary space within the communal area to safely store it.

Fire services recommends that mobility scooters should not be stored in staircases, corridors and other routes within the building. This is a health and safety concern because mobility scooters introduce a considerable fire loading hazard and can sometimes create obstruction hazards within these areas that should be maintained and kept clear at all times.

All inquires with regard to the use and storage of mobility scooters will be dealt with on a case by case basis in order for KLH Housing Corp. to meet its obligations and to ensure certain minimum requirements are met.

The requirements of this policy are applicable to all existing and future tenants/applicants who own or may wish to purchase a scooter.

Procedures

1. Before purchasing a scooter, KLH Housing Corp. asks that tenants check with an Occupational Therapist or Physiotherapist to ensure the model selected best meets the tenant's needs, as well as taking into consideration the physical space limitations of the community where they live.
2. The scooter must be able to be charged safely and securely stored within the tenant's own unit. KLH Housing Corp. does not currently provide purpose built storage or charging facilities and these are entirely the responsibility of the tenant.
3. KLH Housing Corp. may consider working toward creating storage and charging facilities in communities where opportunities may exist and if funding becomes available.
4. Scooters are prohibited from being stored in stairwells, corridors and other common areas within the community. Exits must be kept clear at all times.
5. The storage of a scooter external to the unit must be in such a manner that it does not cause any health and safety issues to any other tenants, visitors or threaten the building or grounds.
6. Trailing wires across a corridor or escape route on the property to a scooter for charging purposes is prohibited.
7. The allocation of a parking spot for outdoor use scooters will be at the discretion of KLH Housing Corp. and where parking spots are available. A parking registration form must be completed and submitted to the Property Management Clerk. Compliance with the direction given by the Property Management Clerk as to where to park must be respected.
8. Where parking is limited, KLH Housing Corp. may consider, at its sole discretion, designating a common area for parking scooters or doubling up with other scooters in the parking lot in a designated parking area specific for the scooters.
9. The tenant must be prepared to move the scooter out of the parking lot during winter months when parking lot clearing is scheduled.
10. 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 KLH Housing Corp.
11. It is the responsibility of the tenant to supply their own protective covering for the scooter to protect against outside elements.

12. It is advisable that tenants permitted to park the scooter in the parking area or in a designated common area have insurance to cover liability and/or accident.
13. The parking and operation of a scooter on KLH Housing Corp. property will be at the tenant's own risk and KLH Housing Corp. will not be held liable for any damage to the scooter.
14. 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.
15. The scooter must be maintained in good condition.
16. KLH Housing Corp. may claim against a tenant for any damage caused to KLH Housing Corp. property by the use of the scooter.
17. 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 other tenants, visitors or staff on the property.
18. KLH Housing Corp. may prohibit a tenant from using a mobility scooter in the community if, by their own general disregard for safety, they place other tenants, visitors and property at risk.

Review

This policy will be reviewed annually or updated as required based on any legislation changes.

Revision History:

Proposed Date of Review: December 2020

Revision	Date	Description of changes	Requested By
v1	December 2012	Initial Release	
v2	Dec 2018	New template format	CEO