

Type: Open Session
Report To: Finance Standing Committee
Meeting Date: October 24, 2024
Subject: Vehicle Replacement – Building Department

Recommendation(s)

1. That report FIN-24-36, Building Department Vehicle Replacement, dated October 24, 2024, be received; and
2. That the Finance Standing Committee approve the purchase of a Building Department vehicle with a budget amendment of \$50,000; and
3. That the Finance Standing Committee approve the budget amendment of \$50,000 be funded from the Building Department Reserve Fund.

Purpose

The purpose of this report is to provide the Finance Standing Committee with information regarding the replacement of a Building Department vehicle.

Background

The Town of Grimsby purchased a Ford Escape in 2011, for use as a building inspection/by-law enforcement vehicle. The vehicle has been primarily used for building inspections since May 2024 following the purchase of a new By-Law Enforcement vehicle. This vehicle is a part of the daily operational need for the Building Department.

Since its in service date, the Town has followed regular maintenance on the vehicle, including oil changes, tire rotations, and other regular maintenance.

Analysis/Comments

Recently, the Ford Escape began to have mechanical issues related to brakes, steering and exhaust. On October 8, 2024 the vehicle was assessed by the Town Mechanic. Following inspection, the vehicle was taken out of service on October 9, 2024 and deemed to be undrivable.

This vehicle was scheduled to be replaced following the approval of the 2025 Budget. As there is a current need to have an inspection vehicle available for use, the request is to purchase a vehicle prior to the approval of the 2025 Budget.

Building Department’s vehicle need is a mid-size SUV similar to a GMC Terrain or Chevrolet Equinox. Staff will investigate the availability of a Hybrid model to best suite its needs. The Town’s policy outlines that the life expectancy of this vehicle will be 10 years.

Strategic Priorities

Priority: Responsible and Progressive Growth

Direction: Improve the health and safety of residents

Action: Focus on safer streets including sidewalks, parking, and traffic calming measures

Financial Impact

The proposed budget amendment of \$50,000 for vehicle purchase is recommended to be funded from the Building Department Reserve. The table below outlines the impact on the reserve balance.

Funding Source	Reserve Balance Before Budget Amendment	Budget Amendment	Projected Reserve Balance After Budget Amendment
Building Department Reserve Fund	\$1,885,123	\$50,000	\$1,835,123

Conclusion

In conclusion, staff recommend the replacement of the 2011 Ford Escape with a 2024/25 mid-size SUV GMC Terrain or Chevrolet Equinox (possible Hybrid model) for the Building Department.

Respectfully prepared by,



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Respectfully reviewed and submitted by,



Tony Del Monaco
Director of Finance/Treasurer

Respectfully approved by,



Sarah Kim
Chief Administrative Officer