



**CITY OF HAMILTON**  
**COMMUNITY AND EMERGENCY SERVICES DEPARTMENT**  
**Hamilton Paramedic Services**

|                           |   |
|---------------------------|---|
| <b>TO:</b>                | Chair and Members<br>Emergency & Community Services Committee                                     |
| <b>COMMITTEE DATE:</b>    | April 25, 2016  |
| <b>SUBJECT/REPORT NO:</b> | Vehicle Donation to St. John Ambulance (CES16008) (City Wide)                                     |
| <b>WARD(S) AFFECTED:</b>  | City Wide   |
| <b>PREPARED BY:</b>       | Ben Roth 905-546-2424 Ext. 7743   |
| <b>SUBMITTED BY:</b>      | Mike Sanderson<br>Chief, Hamilton Paramedic Services<br>Community & Emergency Services Department |
| <b>SIGNATURE:</b>         |   |

**RECOMMENDATION**

That the donation from Hamilton Paramedic Services of a used Ambulance with 35A Stretcher (City Number 2245) and one surplus Emergency Response Vehicle (ERV) (City Number 2382) in “as is condition”, to St. John Ambulance, a not-for-profit agency, be approved.

**EXECUTIVE SUMMARY**

Hamilton Branch, St. John Ambulance has requested the donation of a used Ambulance with 35A Stretcher and an Emergency Response Vehicle (ERV). A copy of their request is attached as Appendix A to Report CES16008.

The Hamilton Paramedic Service (HPS) currently has surplus vehicles available for disposal following routine life-cycle replacement. Normally, end-of-lifecycle vehicles like these are disposed of through auction, and because these are specialty vehicles with high usage and mileage they generally sell for a comparatively low price of \$4,000 - \$6,000 per vehicle. Specifics of the vehicles concerned are summarized below:

| <b>Vehicle Type and City Number</b> | <b>Model Year</b> | <b>Vehicle Mileage (km)</b> | <b>Estimated market value at auction</b> |
|-------------------------------------|-------------------|-----------------------------|--|
| Ambulance - 2245                    | 2009              | 206,002                     | \$5,500 <sup>1</sup>                     |
| ERV - 2382                          | 2008              | 152,489                     | \$5,000                                  |

<sup>1</sup> Estimate includes both vehicle and one Ferno 35A Stretcher. 35A stretchers are no longer used by the HPS and all but one have been disposed of through Policy #16 online auction for \$142.00 each.

**SUBJECT: Vehicle Donation to St. John Ambulance (CES16008) (City Wide) -  
Page 2 of 4**

---

St. John Ambulance volunteers use donated older ambulances and emergency vehicles in the course of providing voluntary first-aid and first response coverage at community events. As St. John Ambulance provides valuable service to the community and the revenue generated through sale of these vehicles is only likely to be a total of \$10,500.00, it is recommended that this donation be approved.

***Alternatives for Consideration – See Page 3***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** A reasonable estimate of the likely proceeds from the sale of the two vehicles at auction is approximately \$10,500 in total. If the vehicles are donated, this revenue is not realized.

**Staffing:** There are no staffing implications associated with Report CES16008.

**Legal:** There are no legal implications associated with Report CES16008.

**HISTORICAL BACKGROUND**

The Hamilton Paramedic Service (HPS) replaces emergency vehicles on a six year life cycle consistent with peer service practices, experience and monitoring the costs of on-going repairs as the vehicles age. At the end of the vehicle's life cycle, it is transferred in-house if there is an interested department/division; or failing that, it is generally sold at auction pursuant to Procurement Policy #16, Disposal of Surplus and Obsolete Goods. As HPS emergency vehicles are purpose-configured for emergency medical response and older vehicles have high mileage and high operating costs, there is seldom any in-house interest in acquiring them and they are usually sold at auction. Older ambulances and ERVs have been donated to St. John Ambulance in the past, the most recent being the donation of one ambulance by means of Report CS13038 approved by Council on September 11, 2013.

Eight new ambulances and five new ERVs have entered or are in the process of entering service, replacing an equivalent quantity of like vehicles which are now surplus. St. John Ambulance has requested that the City donate one ambulance and one ERV to them to be used in the provision of voluntary services at community events. They understand that the vehicles would be provided in "as-is, where-is" condition, with their intention being to convert the vehicle to match their intended purpose.

Hamilton Branch, St. John Ambulance is part of St. John Ambulance Society for Canada/Societe Ambulance Saint-Jean du Canada, a registered charitable organization, registration no: 858754138RR0001, and is therefore eligible to be considered to receive donations as a non-profit agency.

St. John Ambulance Medical First Response Unit volunteers use older ambulance-type vehicles as “Mobile First Aid Posts” as the vehicles are distinctive and readily-identifiable; while older ERVs are used for administrative and support tasks. The ambulances are not used to transport patients as Medical First Response organizations are not authorized to perform hospital patient transports. Volunteers provide voluntary first-aid and medical first response coverage to a wide variety of community activities. Specifically, in 2015, the 93 local unit volunteers provided a combined total 11,592 hours of coverage for 266 different community events and activities.

### **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Procurement Policy #16, Disposal of Surplus and Obsolete Goods, Section 4.16 (2) (d) authorizes the disposal of surplus or obsolete goods by donation to a non-profit agency. As Hamilton Branch, St. John Ambulance is such an agency, donation of vehicles as recommended is consistent with policy.

### **RELEVANT CONSULTATION**

**Corporate Services, Procurement Section** – Consultation with Procurement staff regarding the interpretation and application of Procurement policy.

### **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

In light of the valuable service provided to the community by St. John volunteers and given the minimal revenue likely to be generated through the sale of these vehicles at auction, it is recommended that this donation be approved.

### **ALTERNATIVES FOR CONSIDERATION**

The alternative to the recommended approach is to process all surplus and obsolete vehicles for disposal through public auction.

**Financial Implications:** Revenue from sale of the vehicles at auction will accrue to the City.

**Staffing Implications:** There are no staffing implications associated with this alternative.

**Legal Implications:** There are no legal implications associated with this alternative.

### **ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

#### **Strategic Priority #1**

A Prosperous & Healthy Community

*WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.*

**Strategic Objective**

- 1.5 Support the development and implementation of neighbourhood and City wide strategies that will improve the health and well-being of residents.

**Strategic Priority #3**

Leadership & Governance

*WE work together to ensure we are a government that is respectful towards each other and that the community has confidence and trust in.*

**Strategic Objective**

- 3.1 Engage in a range of inter-governmental relations (IGR) work that will advance partnerships and projects that benefit the City of Hamilton.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report CES16008: Request Letter from St. John Ambulance