

Township of Southgate
Administration Office
185667 Grey Road 9, RR 1
Dundalk, ON N0C 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

Staff Report CBO2022-003

Title of Report: CBO2022-003– Building Department Vehicle Purchase
Department: **Building Department**
Council Date: March 2, 2022

Recommendation:

Be it resolved that Council receive staff report CBO2022-003 for information; and
That Council direct staff to proceed with a Request for Vehicle Purchase using Building Department funds to purchase a AWD SUV for the Building Department.

Background:

The Building Department had budgeted \$45,000 in the 2021 budget, for the purchase of a vehicle to accommodate an additional inspector to the department in April 2021. The contract was awarded in 2021 but could not be fulfilled by vender due to Covid delays.

Staff Comments:

The Building Department requires the capabilities of a rugged SUV vehicle with capable ground clearance to traverse rough terrain and mud/snow conditions.

Staff is seeking approval for a \$45,000 investment in a SUV vehicle which can be effectively used for inspections.

Note: The Reuquest for Vehicle purchase document is included at Attachment 1 to Staff Report CBO2022-004 – By-law Enforcement Vehicle Purchase (following this report in the agenda) as a consolidated request for both vehicles.

Financial Implications:

The financial impact of recommendation of a SUV vehicle of \$45,000 plus applicable tax has been included in the Building Department 2021 Capital Budget. Unused 2021 vehicle funding will be available as it was transferred to Building reserves end of 2021.

The Building Department budget is not funded by Public funds/Taxes.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

1. That Council receive staff report CBO2022-003 for approval to request tenders for a SUV vehicle.
2. That Council direct staff to proceed with using Building Department funds to purchase a SUV vehicle for Building Department use.

Respectfully Submitted,

Dept. Head Approval: *Original Signed By*
Bev Fisher, CBO

Treasurer Approval: *Original Signed By*
William Gott, Treasure

CAO Approval: *Original Signed By*
Dave Milliner, CAO

Attachments: None