

Clause 14 in Report No. 4 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on March 23, 2017.

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## Update to the Donation Guidelines for Decommissioned Paramedic Services' Ambulances

Committee of the Whole recommends adoption of the following recommendation contained in the report dated February 16, 2017 from the Commissioner of Community and Health Services:

1. Council approve the updated guidelines for donating decommissioned ambulances to a maximum of 25% of the annual number of decommissioned surplus vehicles, and a combined maximum value of \$25,000 for a calendar year.
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Report dated February 16, 2017 from the Commissioner of Community and Health Services now follows:

### 1. Recommendation

It is recommended that:

1. Council approve the updated guidelines for donating decommissioned ambulances to a maximum of 25% of the annual number of decommissioned surplus vehicles, and a combined maximum value of \$25,000 for a calendar year.

### 2. Purpose

The purpose of this report is to seek approval to update the guidelines for assessing requests for the donation of decommissioned surplus Paramedic Services' ambulances by approving a change in the annual combined maximum donation value from \$15,000 per year to \$25,000 per year.

### 3. Background and Previous Council Direction

Council has an established history of supporting requests for decommissioned ambulance donations

In the past, Council has approved the donation of decommissioned surplus ambulances to organizations such as: Centennial College - for use in their Paramedic education program; the Ontario Police College - for use in Police education; and to Global Medic for relief efforts in Haiti. Most recently, two ambulances were donated to St. John Ambulance York Region Branch for use in their community programs and to the Caribbean North Charities Foundation for their humanitarian efforts to support St. Jude Hospital's acute care facility in St. Lucia.

Council established the first Paramedic Service Ambulance donation guidelines in February 2011

On February 17, 2011, Council adopted [Decommissioned Ambulance Donation Guidelines](#), guidelines and procedures for evaluating donation requests for decommissioned ambulances.

Council amended the donation guideline in 2014 to include a maximum value of \$15,000

In 2014, Council approved amending the donation guidelines through [Donation of Emergency Medical Services Decommissioned Ambulances for 2013](#). When the original guidelines were developed, the value of a surplus vehicle was \$3,000 to \$5,000. Given past practice of supplying vehicles for humanitarian purposes, a \$6,000 to \$10,000 "donation" of a vehicle was viewed as a gesture of goodwill and manageable in the budget as foregone revenue.

Vehicle auction values have increased from year to year. The addition to the guidelines in 2014 of maximum total vehicle value of \$15,000, was based on the current average in-year auction value.

Current guidelines for the donation of decommissioned ambulances set priorities for assessing the appropriateness of the donation

The current guidelines are:

1. A maximum of 25% of the decommissioned surplus vehicles may be donated, in any given calendar year, provided the value of those vehicles does not exceed \$15,000.

## Update to the Donation Guidelines for Decommissioned Paramedic Services' Ambulances

2. Donations will only occur to registered not-for-profit, community or international humanitarian organizations of sound repute and generally aligned with the services supported by York Region.
3. Preference, in order of priority, will be as follows:
  - a. Regional or local organizations
  - b. Provincial organizations
  - c. Federal organizations
  - d. International relief organizations
4. Organizations must also follow general guidelines, as outlined with the Community Investment Strategy that relate to not being affiliated with a political or religious organization and must adhere and support the Human Rights Code.

### Procedures for the donation of decommissioned ambulances

1. A report will be forwarded for Council approval each time a request has been received that complies with the guidelines for donation.
2. Any expense for shipping, permits and related costs will be covered by the organization receiving the donation.
3. Prior to accepting the donation, the organization will be required to acknowledge in writing that The Regional Municipality of York makes no representations or warranties regarding the vehicle and that they are assuming ownership on an "as is" basis.

## 4. Analysis and Implications

Ambulances are replaced based on an established life cycle of between five to six years or an average of 250,000 kilometres

In order to maintain the vehicle fleet and comply with the preventative maintenance program required by the Ministry of Health and Long-Term Care, York Region Paramedic Services has developed a 10-year Capital Vehicle Replacement Plan. The approximate cost of a new ambulance (without equipment) is \$170,000.

Under normal circumstances, decommissioned vehicles are put up for auction along with other regional vehicles in accordance with section 17.4 of the Region's Purchasing By-law 2014-53.

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The current average selling price at auction is \$7,674 with a range dependent on age and condition of approximately \$4,100 to \$9,000. Under the current guidelines, a maximum of 25% of the decommissioned surplus vehicles may be donated in any given calendar year provided the value of those vehicles does not exceed \$15,000.

Historically, 25% of the annual decommissioned ambulances equate to two to three vehicles. Based on growth projections for the fleet, and an anticipated 12 to 14 vehicles per year being surplus, it is expected that over the next five years the 25% donation threshold will remain intact at two to three vehicles per year being available.

Since the approval of the revised guidelines in 2014, vehicle auction values have continued to increase from year to year. The adjustment to the guidelines will allow for a combined maximum total vehicle value of \$25,000, based on the current average in-year auction value, which will continue to maintain the original guideline scope while allowing for accurate budgeting of forgone revenues.

### 5. Financial Considerations

Typically, twelve to fourteen ambulances are decommissioned each year with two or three ambulances being donated

Once an ambulance is decommissioned, it is sold at auction. Based on the previous sales of ambulances at auction, the net value of a decommissioned ambulance can be between \$4,100 to \$9,000 based on the vehicle condition, mileage and demand.

The foregone revenues would be approximately \$23,000 per year. The reduction in revenue is managed within the annual approved Operating Budget.

All costs following the vehicle donation are at the receiving organizations expense

Any expense for shipping, permits and related costs are covered by the organization receiving the donation. There is no added expense to the Region. It is the responsibility of the receiving organization to inspect and prepare the vehicle or equipment for use in accordance with local regulation.

### 6. Local Municipal Impact

Partnership with not-for-profit organizations and humanitarian agencies, such as Chippewa's of Georgina Island, St. John Ambulance and Caribbean North

## Update to the Donation Guidelines for Decommissioned Paramedic Services' Ambulances

Charites Foundation serve to enhance community supports to the residents of York Region and demonstrates the Region's commitment to support local agencies in their humanitarian efforts.

### 7. Conclusion

Updating the vehicle donation guidelines will assist Council in determining the best disposition of donated vehicles. York Region will benefit from the knowledge that the donation will assist not-for-profit, community or international humanitarian organizations and that donated ambulances will continue to be utilized.

For more information on this report, please contact Norm Barrette, Chief and General Manager, Paramedic and Seniors Services at 1-877-464-9675 ext. 74709.

The Senior Management Group has reviewed this report.

February 16, 2017

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