



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole

Submitted by:

Shelleena Thornton, Municipal Operations Supervisor

Date: September 10, 2024

Subject: Brooklyn Fire Dept (Station 2) Battery-Powered Extrication Tools
Recommendation Report

LEGISLATIVE AUTHORITY

Municipal Government Act, R.S.N.S. 1998, c. 18 - Section 65 – Adoption of Budgets

WHRM Procurement & Tendering Policy, Section 4 – Purchasing Authority

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends to Council,

... that Council approves the purchase of the Holmatro Battery-Powered Extrication Tools for Squad 9 as identified in the BFD2 2024/25 capital budget for the quoted price from Safety Source Fire for \$79,230.32 plus applicable taxes.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐
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Council approved this capital project item in the 2024-25 Capital Budget for Brooklyn Fire Department (Station 2) at a total cost of \$95,000.00.

DISCUSSION

This capital item is under budget; however, over the Chief Administrative Officer's signing authority; therefore, presented to Council.

Holmatro tools are already in use for Brooklyn Fire Department Station 1 as well as the Windsor Fire Department. Holmatro extrication tools will maintain consistency for rescuers in West Hants and enable the exchange of components if necessary.

As Safety Source is the only authorized distributor for Holmatro extrication tools in Atlantic Canada, **Alternative Procurement Practice 6** – *For the procurement of goods or services that are controlled by a supplier that has a monopoly.*, from WHRM's Procurement Policy, RCOFN-003.00 was used. Therefore, only one quote was received.

FINANCIAL IMPLICATIONS

Procurement Timeline:

Quote Received	July 24, 2024
Price Expiry Date	September 30, 2024
Days Remaining	21

2024-25 Capital Budget – BFD2 – Extrication Tools, Batteries & Chargers – Squad 9

Tender Pricing	\$79,230.32
Non-Recoverable Tax (4.29%)	\$3,398.98
Tender Total	\$82,629.30
2024-25 Budget Value	\$95,000.00
Variance (over budget)	\$12,370.70

In the 2024-25 Capital Budget, the Brooklyn Fire Department Station 2 Extrication Tools, Batteries, and Chargers for Squad 9 were budgeted for a total of \$95,000 to be funded through long-term debt. With this purchase coming in \$12,370 under budget we expect to see an annual savings of \$1,469 in debt servicing costs.

NEXT STEPS

Pending approval of Council, staff will issue a purchase order to Safety Source to purchase the equipment/tools.

ALTERNATIVES

- Council may choose to not approve this recommendation.

This is not recommended to council.

ATTACHMENTS - None

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: 
Shelleena Thornton, Municipal Operations Supervisor

Report Reviewed by: _____
Brett Tetanish, Fire Chief, Brooklyn Fire Dept.

Report Reviewed by: _____
Diana Gibson, Manager, Accounting & Financial Reporting

Report Reviewed by: _____
Carlee Rochon, Director, Financial Services

Report Approved by: 
Mark Phillips, Chief Administrative Officer