



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: WHRM Council

Submitted by: 
Todd Richard, Director of Public Works

Date: May 26, 2026

Subject: Tender Award — ½ Ton Pick-up Truck

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

It is recommended that Council:

Approve the award of Tender WHRMPW26-04 — ½ Ton Pick-up Truck — to Bruce Fleet Solutions for the tendered price of \$60,904.20 before applicable taxes.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☒	Economic ☒	Councillor Activity ☐
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The 5-year Capital Investment Plan includes an allocation of \$73,000 in Year 1 (approved 2026/27 Capital Budget) and \$73,000 in Year 2 for the replacement of Unit 20 and 23 of the Public Works fleet. These vehicles are used extensively for all aspects of municipal operations. Both units are out of service and in need of replacement:

- **Unit 20:** 2017 Ram 1500; 260,000km; engine has failed (cylinder not firing, malfunctioning hydraulic lifters, roller bearings and camshaft); engine replacement estimated at \$10,000 for used engine, and \$20,000 for new engine; safety inspection runs out in July.

- **Unit 23:** 2013 Ford F-150; 300,000km; needs extensive body work (rockers, floor, etc.); repairs estimated at \$15,000; safety inspection runs out in June.

Due to the age, mileage and condition of these vehicles (in combination with the service level requirements of the department), the cost of repairing them is not advisable. The recommended plan is for both vehicles to be deemed surplus and auctioned off. The cost to rent a truck until the second unit can be replaced is \$1,662.50 + HST per month.

DISCUSSION

On May 12, 2026, two tenders were received for Tender WHRMPW26-04, which were reviewed for mathematical checks and compliance by Engineering staff:

Tenderer	Tenderer's Location	Price (before HST)
Bruce Fleet Solutions	Coldbrook, NS	\$60,904.20
Pothier Motors Ltd.	Falmouth, NS	\$70,469.79

The prices include outfitting, safety hatching and manufacturer's standard warranty. Additional costs for branding decals, registration and installation of GPS equipment is estimated to be under \$2,500 + HST.

Figure 1-1. 2026 Chevy Silverado 1500 — Bruce Fleet Solutions



NEXT STEPS

Following the award of the contract by Council:

- Issue Purchase Order to successful bidder.
- Manager of Operations will be responsible for coordination of delivery and registration.
- New pick-up truck to be delivered by August 18, 2026.

FINANCIAL IMPLICATIONS

Procurement Timeline: 60 days

Posted to Procurement	April 27, 2026
Closing Date	May 12, 2026
Price Expiry Date	July 11, 2026
Days Remaining	46

2026-27 Capital Budget — ½ Ton Pickup Replacement

Tender Pricing	\$60,904.20
Additional costs costs for branding decals, registration and installation of GPS equipment	\$2,500.00
Non-Recoverable Tax (3.86%)	\$2,447.40
Tender Total	\$65,851.60
2026-27 Budget Value	\$73,000.00
Variance (under budget)	\$7,148.40

Within the 2026–27 Capital Budget, the ½ Ton Pickup Replacement is funded through long-term borrowing. Debt servicing on this phase of the project was estimated to be \$8,778 over ten years; as the replacement came in under budget, the required borrowing will be reduced by an estimated \$860.

ALTERNATIVES

- Council may choose not to proceed with this project and cancel the bid (not recommended).
- Approve the purchase of two trucks through a budget re-allocation, to avoid the cost of renting a truck for over a year.

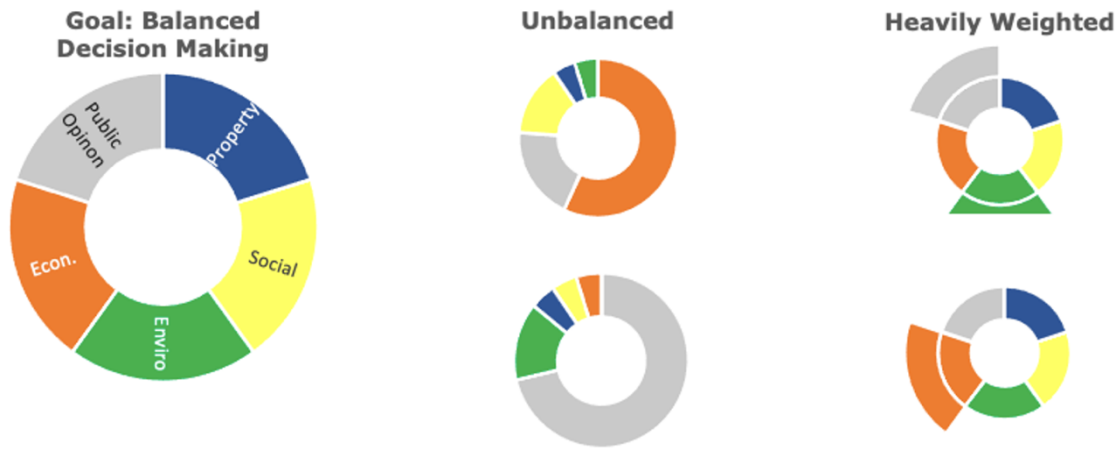
ATTACHMENTS

- None

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Council has been provided with a reference taken from the Meeting and Committee Procedural Policy , Appendix C “Decision Making by Council and Committee of the Whole” as a reminder of the principles highlighted for good decision making.



Report Prepared by: Tim B
Tim Bouter, Project Engineer

Report Reviewed by: T. Richard
Todd Richard, Director of Public Works

Report Approved by: Mark Phillips
Mark Phillips, Chief Administrative Officer