



Committee of the Whole Excerpts
September 8, 2026

TENDER AWARD - COMPACT HYBRID SUV EXCERPT

During the 2026/27 Capital Budget allocations were made to include replacing an aging Public Works vehicle with a hybrid SUV. The lowest compliant tender was submitted by Pothier Motors Ltd. at \$49,268.04 plus HST. The replacement will improve reliability, reduce fuel costs and emissions, and support the Municipality's sustainability goals.

The recommended motion was that Committee of the Whole recommends ...

COUNCIL APPROVE THE AWARD OF TENDER WHRMPW26-06 — COMPACT HYBRID SUV — TO POTHIER MOTORS LTD. FOR THE TENDERED PRICE OF \$49,268.04 BEFORE APPLICABLE TAXES.



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: September 8, 2026

Subject: Tender Award — Compact Hybrid SUV

LEGISLATIVE AUTHORITY

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

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that Council:

Approve the award of Tender WHRMPW26-06 — Compact Hybrid SUV — to Pothier Motors Ltd. for the tendered price of \$49,268.04 before applicable taxes.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☒	Social ☐	Economic ☒	Councillor Activity ☐
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The 2026/27 Capital Budget includes an allocation of \$69,000 for the replacement of Unit 28, a 2015 Ram 1500 in the Public Works fleet. Unit 28 is used extensively to support the operation and maintenance of the Municipality's water and wastewater utilities. Due to its age, accumulated mileage (200,000km), and overall condition, the vehicle is approaching the end of its useful service life and can no longer be relied upon to consistently meet the operational and service delivery requirements of the department. Increasing maintenance needs and the risk of

unplanned downtime make replacement the most cost-effective and operationally responsible option.

Upon replacement, the existing vehicle will be declared surplus and disposed of through public auction in accordance with the Municipality's surplus asset disposal procedures. The proposed replacement is a compact hybrid SUV. This vehicle will provide the functionality required for daily municipal operations while reducing fuel consumption, lowering greenhouse gas emissions, and decreasing overall operating costs. The transition to a hybrid vehicle also supports the Municipality's commitment to environmental sustainability and responsible fleet management.

DISCUSSION

On June 11, 2026, four tenders were received for Tender WHRMPW26-06, which were reviewed for mathematical checks and compliance by Engineering staff:

Tenderer	Tenderer's Location	Make/Model	Price (before HST)
Bruce Fleet Solutions	Coldbrook, NS	Honda CR-V Sport Hybrid	\$51,807.40
Kings Honda	Coldbrook, NS	Non-compliant	
Pothier Motors Ltd. (Option #1)	Falmouth, NS	Jeep Cherokee Hybrid	\$54,592.04
Pothier Motors Ltd. (Option #2)	Falmouth, NS	Jeep Cherokee Hybrid	\$49,268.04

The prices include standard outfitting and standard manufacturer's warranty. Additional costs for branding decals, registration and installation of GPS equipment is estimated to be under \$2,500 + HST. Option #2 from Pothier Motors has less added features than Option #1, but meets the minimum specifications of the tender.

Figure 1-1. 2026 Jeep Cherokee Hybrid



NEXT STEPS

Following the award of the contract by Council:

- Issue Purchase Order to successful bidder.
- Supervisor of Fleet and Facilities will be responsible for coordination of delivery and registration.
- New Compact Hybrid SUV to be delivered within 16 weeks.

FINANCIAL IMPLICATIONS

Procurement Timeline: 60 days

Posted to Procurement	July 22, 2026
Closing Date	August 5, 2026
Price Expiry Date	October 4, 2026
Days Remaining	33

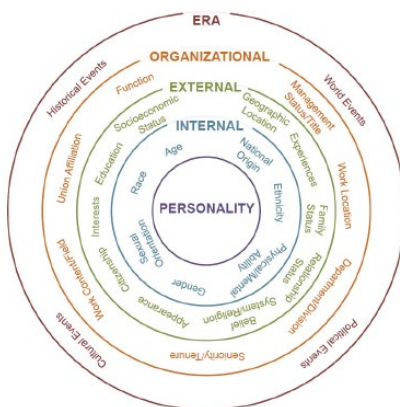
2026-27 Capital Budget — Replace Unit 28 — 2015 Ram 1500

Tender Pricing	\$49,268.04
Additional costs for branding decals, registration and installation of GPS equipment	\$2,500.00
Non-Recoverable Tax (3.86%)	\$1,998.25
Tender Total	\$53,766.29
2026-27 Budget Value	
Sewer Capital	\$34,500.00
Water Capital	\$34,500.00
Budget Total	\$69,000.00
Variance (under budget)	\$15,233.71
Funding	
Long-term Borrowing – Sewer	\$26,883.14
Long-term Borrowing – Water	\$26,883.15

Within the 2026–27 Capital Budget, the 2015 Ram 1500 replacement is funded through long-term borrowing. Debt servicing on this project was estimated to be \$15,282 per year over five years. As the replacement came in under budget, the required annual debt servicing is estimated to be reduced to \$11,908, reducing each utility's annual borrowing by an estimated \$1,687.

DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY CONSIDERATIONS

Staff reviewed this procurement process, and no material implications related to DEIA were identified.



ENVIRONMENTAL CONSIDERATIONS

The purchase of a hybrid SUV will have a positive environmental impact by reducing fuel consumption and greenhouse gas emissions compared to a conventional gasoline-powered vehicle. The hybrid powertrain is expected to improve fuel efficiency during municipal operations, particularly during lower-speed and stop-and-go driving, while maintaining the operational capabilities required for the vehicle's intended use.

The purchase is also consistent with the Municipality's efforts to reduce greenhouse gas emissions and incorporate more fuel-efficient and environmentally sustainable vehicles into its fleet. Over the expected service life of the vehicle, reduced fuel consumption will contribute to lower operational emissions and support the Municipality's broader climate and sustainability objectives.

ALTERNATIVES

- Council may choose not to proceed with this project and cancel the bid (not recommended).

ATTACHMENTS

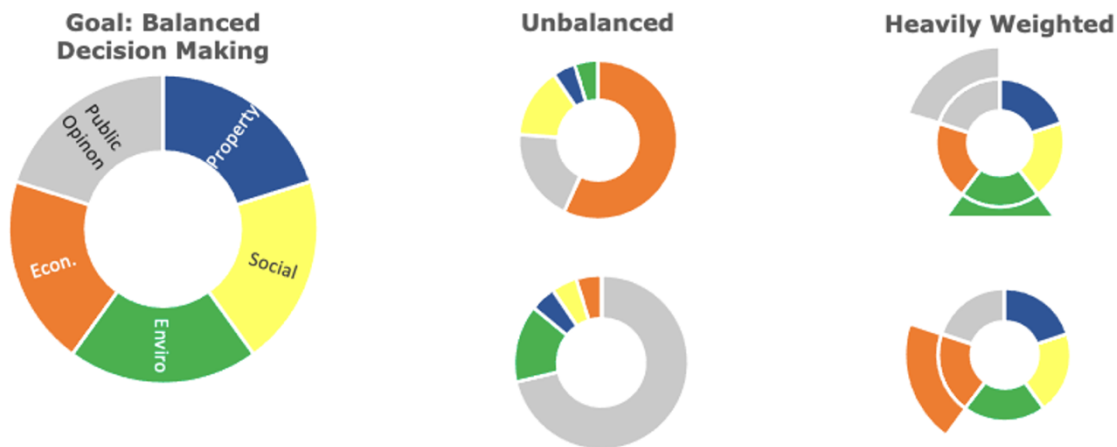
- None

CHIEF ADMINISTRATIVE OFFICER REVIEW

The report provides the rationale for the replacement and details regarding tendering, pricing including warranty details. The purchase aligns with the approved capital budget allocation.

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