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DECOMMISSIONED AMBULANCE DONATION GUIDELINES

The Community and Health Services Committee recommends the adoption of the recommendations contained in the following report dated February 1, 2011, from the Commissioner of Community and Health Services, with Guideline #3 amended to read as follows:

- 3) Preference, in order of priority, will be as follows:**
 - a) Regional or local uses**
 - b) Provincial / Federal / International relief or other organizations**

1. RECOMMENDATION

It is recommended that:

- 1. Regional Council approve the following guidelines and procedures in evaluating decommissioned ambulance donation requests:

Guidelines:

- 1) A maximum of 25% of the decommissioned surplus vehicles may be donated in any given calendar year.
- 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 Development Investment Fund, that relate to not being affiliated with a political or religious organization and must adhere and support the Human Rights Code.

Procedures:

- 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.

2. PURPOSE

The purpose of this report is to seek approval of guidelines for assessing requests for the donation of decommissioned surplus Emergency Medical Services (EMS) ambulances to registered not-for-profit, community service or humanitarian organizations prior to public auction.

3. BACKGROUND

Requests for donation of EMS vehicles are periodically received from community agencies

York Region EMS periodically receives requests from local and international agencies asking that ambulances, slated for decommissioning, be provided as a donation to the organization. In general, these agencies are registered not-for-profit, community service or humanitarian organizations.

In the past, Regional Council has approved the donation of decommissioned surplus ambulances to Centennial College for use in their Paramedic education program, the Ontario Police College for use in Police education, to Global Medic for relief efforts in Haiti, to St. John Ambulance York Region Branch for use in their community programs and to the Friends of Ecuador for use in their humanitarian efforts. Each time, a separate report was brought to Regional Council and they were processed as individual one-off requests without a framework to determine if the donation is appropriate for York Region.

Other Regions donate EMS vehicles and equipment

The City of Toronto and the Regional Municipalities of Niagara, Waterloo, Halton and Durham have donated decommissioned vehicles and equipment to not-for-profit organizations (St. John Ambulance, the Red Cross), a First Nation Community and various humanitarian relief agencies such as the public hospital in Ecuador, and the Rotary Club in Kenya. A scan of these municipalities reveals they handle the requests similarly to York and do not have a policy or framework to assess the requests.

4. ANALYSIS AND OPTIONS

Ambulances and equipment have an established life span

Ambulances and Paramedic Response Units are required to be replaced based on an established life cycle of between 5 to 6 years or to 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 EMS has developed a 10-year Capital Vehicle Replacement Plan. When any surplus stock is not required by any Regional department or area municipality, it is disposed of by means of public auction or advertised for public tender. Under normal circumstances, decommissioned vehicles are put up for auction along with other regional vehicles in accordance with section 19.3 the Region's by-law 2009-41, the purchasing by-law. They generally sell for between \$3,000 to \$5,000. The approximate cost of a new ambulance (without equipment) is \$154,000.

Guidelines for the donation of decommissioned ambulances

The following guidelines will assist Regional Council in approving the distribution of ambulance donations.

1. A maximum of 25% of the decommissioned surplus vehicles may be donated in any given calendar year.
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 Development Investment Fund (CDIF) 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.

5. FINANCIAL IMPLICATIONS

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 \$3,000 to \$5,000 based on the vehicle condition, mileage and demand.

Typically, about 10 to 12 ambulances are decommissioned each year. According to the suggested guideline therefore, two or three ambulances per year could be donated. The foregone revenues would be approximately \$6,000 to \$15,000 per year. The reduction in revenue will be managed within the operating budget and will have no tax levy impact.

Any expense for shipping, permits and related costs will be 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

There are no local municipal implications for this report unless the vehicle is donated to a local chapter of a community agency.

7. CONCLUSION

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

For more information on this report, please contact Norm Barrette, Chief/General Manager, Emergency Medical Services, at Ext. 4709.

The Senior Management Group has reviewed this report.