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DISPOSAL OF OBSOLETE, DAMAGED OR SURPLUS PROPERTY, 2007

The Finance and Administration Committee recommends the adoption of the recommendation contained in the following report, April 7, 2008, from the Commissioner of Finance:

1. RECOMMENDATIONS

It is recommended that:

1. This report is received for information.

2. PURPOSE

The purpose of this report is to advise Regional Council of action taken by the Commissioner of Finance through the Supplies and Services Branch of the Finance Department in the disposal of surplus goods and equipment during the term of January 1, 2007 to December 31, 2007, as provided for under Purchase By-law #A0353-2004-089.

3. BACKGROUND

On November 18, 2004 Regional Council amended the purchasing by-law to enhance the authority given to Regional Staff with the purpose of ensuring that the capital construction program is carried out in an efficient and timely manner. In addition, the by-law also addresses under Section 19 the disposal of obsolete, damaged or surplus property as follows:

19.1 Commissioners shall submit to the Director of Supplies and Services reports of surplus stock including furniture, vehicles, equipment, supplies and other goods which are no longer used or which have become damaged or obsolete.

19.2 The Director of Supplies and Services shall have the authority to transfer such surplus stock from one department to another department, or to an area municipality, and shall have the authority to sell or dispose of such surplus stock or to exchange or trade the same for replacement goods.

19.3 Where surplus stock is offered to but not required by any Regional department or area municipality, it shall be disposed of by means of public auction or advertised for public tender and sold to the bidder submitting the highest priced bid.

19.4 A report shall be submitted annually to Council to advise of the sale or disposition of surplus stock under this section.

4. ANALYSIS AND OPTIONS

The procedures require in the Purchasing By-law that the Commissioner of Finance shall report to Council annually on the property disposed of pursuant to Section 19. A summary of obsolete, damaged or surplus property is identified in this report as noted in Table 1.

Table 1
Asset Disposal and Surplus, 2007

Description	Department	Method of Disposal	Amount
Server/Rack Equipment	IT Services	Hetek Solutions Inc.	\$ 2,166.00
Server/Rack Equipment	IT Services	Town of Newmarket	482.30
Gas Monitors	Transportation Services	Q-07-31	2,166.00
Gensets	Transportation Services	Q-07-22	6,950.00
Tractor	Transportation Services	Auction	1,000.00
100 Round Telescopic Forms	Transportation Services	City of Edmonton	25,000.00
3-1998 Chevrolet Luminas	Transportation Services	North Toronto Auctions	4,850.00
3-1998 GMC Sierra Pick Ups	Transportation Services	North Toronto Auctions	7,450.00
3-1999 Chevrolet Express ¾ Ton Vans	Transportation Services	North Toronto Auctions	14,500.00
1 Vehicle – 1FDWE35F8YHB51218	EMS	Auction	9,000.00
1 Vehicle – 1FDSS34F6YHA52082	EMS	Auction	622.20
1 Vehicle 1FDWE35F71HA75755	EMS	Auction	11,310.20
1 Vehicle 1FDWE35F761HB53958	EMS	Donated to “The Friends of Ecuador”*	0.00
Rear Box of Ambulance	EMS	Donated to Georgian College*	0.00
Total			\$58,696.70

*Donations approved by Council

5. FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

6. LOCAL MUNICIPAL IMPACT

There are no local municipal implications associated with this report.

7. CONCLUSION

The Commissioner of Finance has been provided with the authority to dispose of obsolete, damaged or surplus equipment under Purchase By-law No. A0353-2004-089.

For more information on this report, please contact Tom Appleby at Ext 1650.

The Senior Management Group has reviewed this report.