ADDITIONAL INFORMATION
December 4, 2024 Regular Council
Meeting re: Item 5)

District of Lantzville

REPORT TO CHIEF ADMINISTRATIVE OFFICER

Meeting Date: November 27, 2024

SUBJECT: Dump Truck Purchase

PURPOSE

The purpose of this report is to seek approval for a budget amendment in order to pay for a dump truck which was ordered in 2022 and is now ready for delivery.

RECOMMENDATION

That the 2024 International Single Axle Dump Truck at a cost of $172,968.34 be funded from the Public Works Vehicle & Capital Equipment Reserve; and

That the District's 2024 Financial Plan be amended accordingly.

ALTERNATIVES AND IMPLICATIONS

Alternatives include selling the dump truck or working with the supplier to see if there are other customers which may be interested in purchasing the dump truck.

BACKGROUND/RELEVANT HISTORY

The District of Lantzville issued a purchase order (see attached) to Falcon Equipment on October 4, 2022 for a 2024 International Single Axle Dump Truck for a total of $181,050.97 (includes GST of $8,082.63 and PST of $ 11,315.69) as a result of a tender award (see attached). The District's 2023 – 2027 Capital Budget Summary (see attached) shows a capital budget for the dump truck replacement in 2022; however, the budget funds were not carried forward.

ANALYSIS/RATIONALE

Public Works has been advised by Falcon Equipment that the dump truck is ready for delivery; however, the District's 2024 budget does not include provision for the dump truck.

The District's 2023 – 2027 Capital Budget Summary reflected a budget of $190,000 in 2022 for a dump truck replacement. This Summary also shows that the budget was earmarked to be carried forward to 2023; however, the budget funds were not carried forward to 2023 and as a result there is no budget in 2024 for the dump truck; therefore a 2024 budget amendment is needed in order to pay for the dump truck.

Financial/Budget Implications

Staff have reviewed the District's reserves and recommend that the dump truck at a net cost of $172,968.34 (net of GST rebate) be funded from the Public Works Vehicle & Capital Equipment Reserve. This unanticipated purchase will impact capital expenditures for 2025, and staff will review the Draft 2025 – 2029 Financial Plan to determine if other capital projects need to be deferred as a result of this purchase. This review will take place in conjunction with the already scheduled reserve restructuring process, and staff will come back to Council with a funding plan for any priority projects once the reserve restructuring has occurred.

ATTACHMENTS

- Purchase Order 126 - 2024 International Single Axle Dump Truck Model HV607 SBA
- District of Lantzville - Notice of Award for the Tender to Supply a Single Axle, 5 Ton Dump Truck
- 2023 – 2027 Capital Budget Summary

Prepared by:

Ken Bjorgaard, Interim Director of Finance Officer

Glenn Morphy, Director of Public Works

Date: November 22, 2024

Approved for submission to Council:

Sundance Topham, Interim Chief Administrative

Date: November 22, 2024

REVIEWED WITH:			
☑ Corporate Administration	☐ Fire Rescue	☑ Public Works/Engineering	☐ RCMP
☑ Financial Services	☐ Planning	☐ Solicitor	☐ Committee:
☐ Other:			

COUNCIL AGENDA INFORMATION:		
Meeting Type	**Date**	**Agenda Item #**
Regular	November 27, 2024	
Closed (In-Camera)		

DISTRICT OF LANTZVILLE
PO Box 100, 7192 Lantzville Road
LANTZVILLE BC V0R 2H0

Phone : (250) 390-4006 Fax : (250) 390-5188

PURCHASE ORDER

Purchase Order No.	Date	Service Request	Customer	Page
126	04-Oct-2022		PW	1

Supplier	Ship To
FALCO001 - FALCON EQUIPMENT 1965 BOXWOOD RD NANAIMO BC V9S 5X9	**District of Lantzville - District Hall** 7192 Lantzville Road LANTZVILLE BC V0R 2H0

Ship Date	Ship Via	F O B	Freight	Term
04-Oct-2022				0

Qty.	Part No.	Description	Supp Part No.	Price	Per	Amount	Tax
1		2024 INTL DUMP TRUCK MODEL HV607 SBA		161652.65	1	161652.65	GP

GST Reg. No.: 892672007RT0001 **PST Reg. No.:**

EXPLANATORY NOTES

2024 International Single Axle Dump Truck Model HV607 SBA

GST	**$ 8082.63**
PST	**$ 11315.69**
TOTAL	**$ 181050.97**

DISTRICT OF LANTZVILLE

Tax: G - GST Applicable
P - PST Only
GP - Both GST & PST

PER [signature]

District of Lantzville
PO Box 100, 7192 Lantzville Road | Tel 250.390.4006 | district@lantzville.ca
Lantzville, BC V0R 2H0 | Fax 250.390.5188 | lantzville.ca

September 8, 2022

Via Email: rhermans@falconequip.com

Rick Hermans
Falcon Equipment Ltd.
1965 Boxwood Rd.,
Nanaimo, BC V9S 5X9

Re: District of Lantzville – Notice of Award for the Tender to Supply a Single Axle, 5 Ton Dump Truck

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We are pleased to advise that Falcon Equipment Ltd. was the successful proponent for the above tender.

The District of Lantzville wishes to award the 2WD Option provided by Falcon Equipment for the sum of $170,989.39.

Please provide a date to review the tender specifications with the Director of Public Works to ensure that the District of Lantzville is receiving a truck that is suitable for the work intended.

If you have questions, please contact Fred Spears at 250.933.2250 or fspears@lantzville.ca. We look forward to working with you on this project.

Yours truly,

Judy Coates

for Ronald Campbell, CLGM
Chief Administrative Officer

ec: F. Spears, Director of Public Works
R. Hayre, Director of Financial Services
T. Coates, Director of Corporate Administration

File No. 1220-20-DTR22
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District of Lantzville
2023-2027 Capital Budget Summary

Row G/L	Cost Centre	Project	Reference	2022 Budget	2022 Actual	WIP - 31 December 2022	Total to 2026	Carry Forward to 2023 Permissive Tax Rate Bylaw	Funding Source	2023	2024	2025	2026	2027
GENERAL FUND														
FACILITIES														
06-5-10-527	179	Council Chambers AV Upgrade (2018)		37,700	36,734		36,734		Covid-19 Relief Fund					
06-5-20-527	178	Fire Hall Replacement Predesign (2021)		475,000	98,490		98,490	376,510	Facilities Infrastructure Reserve - c/f 2022 unspent provision	388,800				
06-5-40-527	180	Pierce Woods Marine Park - Safety Works (2021)		65,000				65,000	$55k Waterfront Park Acquisition Res; $20k CAC's - c/f 2022 unspent provision	65,000				
06-5-40-527	185	Pierce Woods Marine Park - Additional Acquisition Costs		35,000	5,788		5,788	29,212	Waterfront Park Acquisition Reserve $ 18k ; Parkland Acquisition Reserve $17k; c/f 2022 unspent provision	29,000	-	-	-	
06-5-10-527	182	Server Room Relocation & Office Space Renovation		90,000	-		-	-	Life Cycle Reserve - Municipal Hall Building	-	-	-	-	
06-5-10-527		Costin Hall Heating and Cooling Replacement		-			-	-	Facilities Infrastructure Reserve	40,000	-	-	-	
06-5-20-527		Fire Hall Replacement					-	-	Total project $7M, Grant $6M, balance of $1M from Community Works Gas Tax, Facilities Infrastructure Reserve GRANT APPLICATION DENIED MAR 15 2015 LTR FR PROVINCE	-	-			
06-5-10-527							-	-						
		Facilities Subtotal		702,700	139,012	-	139,012	139,012		522,800	-	-	-	-
HEAVY DUTY EQUIPMENT & FLEET														
06-5-20-527	172	Mini Pumper Fire Truck (2020)		343,800	281,621		281,621	62,279	Fire Vehicle Reserve / Interfund Borrowing	62,279				
06-5-40-527	186	Dump Truck Replacement - 3 Tonnes	CA-PW-201	190,000			-	190,000	Asset Replacement Reserve - Public Works Equipment					
06-5-20-527	183	SCBA & Bottle Replacement	CA-FIRE-207	450,000	198,231		198,231	-	Fire Equipment Reserve					
06-5-40-527	191	Pickup Truck - Parks		70,000	59,984		59,984	-	Asset Replacement Equipment & Vehicles					
06-5-20-527		Pickup Replacement		-			-		Asset Replacement Equipment & Vehicles	70,000				
06-5-40-527		Ride on Lawn Mower		-			-		Asset Replacement Equipment & Vehicles	30,000				
06-5-40-527		Road Marking Paint Sprayer	Est cost $18,500; removed by Council Feb 13, 2023	-			-		Asset Replacement Drainage & Transportation Infrastructure	-				
06-5-20-527		2500 Dodge Pickup Replacement		-			-		Asset Replacement Equipment & Vehicles	-	-	70,000	-	
		Replacement of Duty Vehicle					-		Asset Replacement Equipment & Vehicles					100,000
		Heavy Duty Equipment & Fleet Subtotal		853,800	539,836	-	539,836	252,279	-	162,279	-	70,000	-	100,000
							-							
EQUIPMENT & INFORMATION TECHNOLOGY														
06-5-20-527	133	Website upgrade project (2018)		7,000				7,000	Asset Replacement Equipment & Vehicles	7,000				
06-5-20-527	184	Small Equipment Replacement	SP-FIRE-201-204	25,500	20,042		20,042	-	Asset Replacement Equipment & Vehicles	11,500	16,000	13,000	13,000	13,000
06-5-10-527	181	Information Technology & Equipment Replacement	Server & Network Refresh plus IT ref.	37,500	34,458		34,458	3,042	Asset Replacement Equipment & Vehicles (c/f $30k Server Replacement)	12,000	14,000	16,000	18,000	20,000
06-5-58-527		Server Replacement c/f		-			-		Asset Replacement Equipment & Vehicles (c/f $30k Server Replacement)	30,000	-	-	-	
06-5-58-527	178	Cloud Permit Software & Equipment			13,350		13,350							
		Equipment & Information Subtotal		70,000	67,850	-	67,850	10,042		60,500	30,000	29,000	31,000	33,000
							-							
TRANSPORTATION INFRASTRUCTURE														
06-5-58-527	174	Beach Road Ends (2021)		38,700	1,010		1,010	37,690	COVID-19	37,700				
06-5-58-527	165 or 166	Metro & Mart Road Replacement (2021)		375,900	512,911		512,911	-	Asset Replacement Drainage & Transportation Infrastructure					
06-5-58-527		Aulds & Clark Crosswalk (2021)		25,000	22,177		22,177	2,823	ICBC Grant 11,300 Roads $13,700	13,400				
06-5-58-527	161	Commercial Core Revitalization Phase II (Dickinson to Tweedhope)	CA-PLAN-201	650,000	42,821		42,821	607,179	Grant - $487,500 Gas Tax 162,500 original total $650K. Tender awarded $961,850, diff to gas tax. Added $110K for engineering Mar 8/23 reg meeting. fund from gas tax	464,771	-	-	-	
06-5-58-527	193	Plaza Beautification - Legion	Council Motion Mar 8 2023 Regular Meeting	-	-		-	-	Gas Tax	10,000	-	-	-	
06-5-55-527	164	Multi-Use Path Lantzville Rd	CA-ROAD-202	845,000	47,788		47,788	-	Roads Infrastructure (200k); DCC Hwys $155,000, Active Transp Grant $500k; Community Works Gas Tax $400k Council rescinded support of the project and directed staff to withdraw the grant application (C22-203 Nov 16/22 Council meeting)	-	-	-	-	
06-5-55-527	188	Lorenzen Lane Chip Seal Overlay	CA-ROAD-009	80,000	42,621		42,621	-	Asset Replacement Drainage & Transportation Infrastructure	-	-	-	-	
06-5-55-527	187	Dickinson Road Replacement Phase 1	CA-ROAD-201	1,355,000	57,736		57,736	1,297,264	Gas Tax $185; Life Cycle Reserve-Roads $1,170k	2,400,000				
06-5-55-527		Dickinson Road Replacement Phase 2		-			-	-	Asset Replacement Drainage & Transportation Infrastructure	-	1,800,000	-	-	
06-5-55-527		Eastwind Drive Asphalt Replacement		-			-	-	Asset Replacement Drainage & Transportation Infrastructure	-		385,000		
06-5-55-527		Lorenzen Lane Replacement		-			-	-	Asset Replacement Drainage & Transportation Infrastructure	-	-		575,000	
06-5-55-527		Alger Road Asphalt Replacement		-			-	-	Asset Replacement Drainage & Transportation Infrastructure	-	-	-	-	350,000
06-5-55-527	171	Venture Road Asphalt Replacement	$233K in 2021 capital budget	-	13,665		13,665	-						
06-5-55-527	158	Huddlestone Road Piping Install	2021 budget cfwd	-	3,037		3,037	-		-	-	-	-	