



Municipality of Port Hope

Staff Report

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Report Title: Donation to the Municipality of Port Hope - Protective Services Municipal Law Enforcement Vehicle

Report to: Council

Date of meeting: December 17, 2024

Report Author:

Dave Chatwell, Supervisor Municipal Law Enforcement

Department responsible:

Protective Services

Report Number: PS-18-24

Recommended Action:

That Report PS-18-24 be received for information.

Highlights:

- The Protective Services Department received a donated used Honda CRV for the Municipal Law Enforcement Division.

Background:

The Municipal Law Enforcement (MLE) Division has been operating with one vehicle since its inception. This was never an issue when the Division was operating with one to two staff members, but like most divisions in the Municipality, it is growing. As such, Protective Services requested a second vehicle be included in the 2025 Municipal Capital Budget.

Due to budgetary restraints and other Municipal priorities, a second MLE vehicle was not included in the 2025 budget.

In May of 2024, the Division added a summer student, which lead to transportation issues within the department, with officers sometimes having to utilize the fire inspection vehicle, so they could continue to conduct their inspections and investigations without delay to ensure community safety as well as not hinder the services provided to residents.

In October 2024, the MLE Division added a full-time supervisor to its compliment, giving it three full-time staff, with plans to potentially add another summer student in May of 2025. At the same time in October 2024, a full-time fire inspector was added to Port Hope Fire and Emergency Services, thusly MLE lost the ability to utilize the inspector's vehicle to carry out daily operations.

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The MLE Supervisor has been required to use their own personal vehicle to attend inspections and conduct Municipal business due to the availability of only one MLE vehicle to the Division.

Discussion:

During 2024 Dependable Emergency Vehicles (DEV) was in communication with staff from the Protective Services Division, and they were made aware of the vehicle shortage that the MLE Division was facing.

In the fall of 2024, DEV approached the Municipality and offered to donate a used 2022 Honda CRV to the Division which was previously used as a demonstration vehicle. This donation was made by the organization to assist the Division with daily operations, and ensure the continued safety of our community, as well as the effectiveness of the Division.

Protective Services has had a long-standing relationship with DEV, as the Department has procured several emergency vehicles through them in the past. Even though this donation is considered extremely kind by the department, it will not change the process of procurement for any vehicles that may include DEV, through RFP, and DEV understands that no preferential treatment will be given to DEV by this donation.

This donation is a much-needed addition to the Municipal Law Enforcement Division and will allow for staff to conduct daily operations in an efficient and effective manner.

Financial Considerations:

There are no financial obligations associated with the donation of the vehicle to the Municipality of Port Hope. The only costs associated with the vehicle are limited to fuel, insurance and any future maintenance, which will be absorbed in the Protective Service operating budget.

Communication and Public Engagement:

No community engagement has been required for this report.

Conclusion:

The Protective Services Department, on behalf of the Municipality of Port Hope would like to thank Dependable Emergency Vehicles for providing this vehicle to the Municipal Law Enforcement Division as it will benefit staff and ensure continuity of daily operations as well as ensure efficient delivery of services and the safety of our residents.

Attachments:

Attachment 1 - Letter from Dependable Emergency Vehicles Regarding 2022 Honda CRV

Attachment 2 – Image of the 2022 Honda CRV