



Report to Committee of the Whole

From: Nicholas Loeb, Director of Legal Services
Mike Hoogstra, Manager of Procurement & Risk

Date: July 8, 2025

Subject: Purchase of Decontamination Trailer

Recommendation(s):

THAT the report titled “Purchase of Decontamination Trailer” from the Director of Legal Services dated July 8, 2025 be received and filed; and

THAT staff be authorized to purchase of one (1) Decontamination Trailer, to be used by local fire departments across Elgin County, using grant funding provided by the Province of Ontario through the Legacy Oil & Gas Well – Collaborative Action Plan; and

THAT the Decontamination Trailer be purchased from Canadian Safety Equipment, in the amount of \$136,000 plus HST, through a single source supply, which meets the required specifications of the project.

Introduction:

The purpose of this report is to seek Council approval to for a sole/single source supply purchase arising out of a collaborative opportunity with the County of Essex, County of Norfolk, Haldimand County, County of Lambton, Regional Municipality of Niagara, County of Oxford, Municipality of Chatham-Kent and the County of Brant to purchase (1) Decontamination Trailer.

Background and Discussion:

In a report to County Council dated September 24, 2024, County staff provided Council with information regarding the Province, through the Ministry of Natural Resources and Forestry, leading the development of a comprehensive action plan to help address risks from legacy oil and gas wells and subsurface gas migration hazards in Southwestern Ontario.

The County of Brant coordinated the submission of a Collaborative Project proposal (the “Proposal”) in coordination with, and on behalf of, the following municipalities: County of Essex, County of Elgin, Haldimand County, County of Lambton, Norfolk

County, Regional Municipality of Niagara, County of Oxford and Municipality of Chatham-Kent. Along with the County of Brant, these municipalities will be collectively referred to herein as the “Collaborating Municipalities”.

The Collaborating Municipalities identified building municipal and regional capacity to properly manage and triage injuries, provide field decontamination, and provide emergency response to a large-scale hazardous gas release events that can be associated with a legacy oil and gas wells. To address this need, each Collaborating Municipality will purchase an Emergency Response Trailer (“Trailer”) either for decontamination (“Decon”) or providing first aid to affected first responders and members of the public (“Triage”).

Elgin County’s participation in the application process of the Collaborating Municipalities was endorsed by Council on September 24, 2024.

The Collaborating Municipalities application for funds to purchase emergency response trailers was approved by the Ministry, including the purchase of a Decon trailer by Elgin County, with the approved funding being \$136,000.

A working group was formed to source the required decontamination trailer. The working group involved subject matter experts in emergency response from the Collaborating Municipalities. Only one (1) company was identified as a supplier that was capable of meeting or exceeding all necessary CSA and other compliances for Ontario. Another potential supplier was reviewed in the United States but it was not certain whether the CSA compliances could be obtained. The supplier capable of building the trailers is Canadian Safety Equipment.

Each of the Collaborating Municipalities has either authorized or is in the process of authorizing a trailer purchase on behalf of their respective municipality.

The County’s Procurement Policy allows for single source and sole source purchases. Given that this purchase was a collaborative opportunity, led by the County of Brant and funded by the Province, staff are requesting approval to proceed based on section 4.7(b) and/or 4.7(c)(v).

The reason that staff are recommending relying on both provisions is that more than one supplier was explored. The Collaborating Municipalities identified only one source that could meet the requirements with certainty, resulting in a sole source pursuant to section 4.7(b).

To the extent that another source may have been available, the County is also able to rely on section 4.7(c)(v). Section 4.7(c)(v) states that procurement may be conducted using a single source process if the goods and/or services are available from more than one source, but there are valid and sufficient reasons for selecting one supplier in particular, as follows:

- v. Another organization is funding or substantially funding the acquisition and has determined the supplier and the terms and conditions of the commitment into which the County will enter are acceptable to the County.

Financial Implications:

As outlined within the report, Elgin County has been approved for a grant in the amount of \$136,000 from the Ministry of Natural Resources as part of a collaborative project submission coordinated by the County of Brant. The associated transfer payment agreement was recently executed by the County and the Ministry.

Advancement of the Strategic Plan:

The purchase of decontamination trailers to support emergency management responses to hazardous events advances Elgin County's strategic plan related to:

Strategy 1: Collaborative Engagement and Communication – the project strengthens relationships with LMP fire services, regional municipal partners and the Ministry.

Strategy 5: Community Well-being – the project creates a safer community for both the public and emergency responders.

Local Municipal Partner Impact:

The availability of a decontamination trailer will support local emergency responses to hazardous events.

Communication Requirements:

Council's decision will be communicated to the Collaborating Municipalities and the supplier.

Conclusion:

This report recommends the approval and purchase of a decontamination trailer, with the purchase being funded by the Province of Ontario, to support the County's emergency preparedness to hazardous events including legacy oil and gas wells.

All of which is Respectfully Submitted

Approved for Submission

Nicholas Loeb
Director of Legal Services

Blaine Parkin
Chief Administrative Officer/Clerk

Mike Hoogstra
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