

SER-014-003

Strathcona County
Municipal Policy Handbook

Vehicle and Equipment Disposal Policy

Date of Approval by Council: 12/10/84; 09/22/2009

Resolution No.: 1349/84; 600/2009

Lead Role: Chief Commissioner

Replaces: 40-46-001

Last Review Date: March 27, 2013

Next Review Date: 03/2016

Administrative Responsibility: Fleet Services

Policy Statement

Vehicle and equipment disposal and method of disposal shall be approved by the Associate Commissioner of Corporate Services based on recommendations from the Director of Fleet Services.

Disposal shall be based on disposal guidelines, economics, obsolescence, or lack of requirement.

Units may be disposed of by trade in, consignment, tender, auction or direct sale.

Funds from disposal of fleet tangible capital assets will be according to Policy FIN-001-027 Accounting for Tangible Capital Assets.

Guidelines

All vehicles and equipment when purchased are programmed for replacement by using parameters that include mileage and/or hours of use and time in years.

Note - Replacement parameters are to be used as a guide only. Premature or extended unit life may occur, due to condition or job requirements.

Fleet Replacement Parameters

Disposal parameters are documented in administrative procedures and reviewed on a regular basis.

Methods of Vehicle and Equipment Disposal

Vehicles and equipment may be disposed of by:

1. Trade in on a new or similar unit.
2. Consignment to a larger dealer at a set price for a given length of time.
3. Tender sale as advertised in local newspapers.
4. Auction either County operated or as consigned to a large auction house.
5. Direct sale as advertised and sold outright for a predetermined price.

The recommendation for method of sale will be influenced by the type of equipment being sold, economic conditions, or time of year to be sold.