



# Staff Report

## Community Services

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**Report To:** Council Meeting  
**Meeting Date:** June 3, 2024  
**Report Number:** CSOPS.24.042  
**Title:** Kubota 6060 Tractor Emergency Repairs  
**Prepared by:** Terry Green, Manager of Parks and Trails

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### A. Recommendations

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THAT Council receive Staff Report CSOPS.24.042, entitled "Kubota 6060 Tractor Emergency Repairs";

AND THAT Council approve the emergency repair costs of \$15,000 for the Kubota 6060 Tractor.

### B. Overview

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Staff are providing this report as per the purchasing policy. The User Division shall submit a memorandum to Council outlining the purchase and the conditions that constituted an emergency, together with a source of funding, prior to the end of the quarter in which the emergency procurement took place. If Council approval for the funding source is required, the User Division shall submit the above information in the form of a Staff Report to the next available Council meeting.

### C. Background

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Staff had the Kubota 6060 tractor taken to a dealer for repairs after their inspection of damage to the hydrostatic transmission. The service technician reported that the transmission would need to be replaced.

The damage was due to a failed bearing inside the hydrostatic transmission housing causing damage to the gears inside leaving the tractor inoperable.

The bearing failure caused the damage and not staff negligence.

The unforeseen repairs will exceed 2024 approved operating budget for equipment repairs and maintenance.

## **D. Analysis**

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The Kubota Tractor is inoperable unless the dealer completes the repairs.

The Kubota Tractor is a vital part of the day-to-day operations of the parks and trails which include grass cutting, trail maintenance and snow removal.

## **E. Strategic Priorities**

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### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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None currently.

## **G. Financial Impacts**

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Estimated repair cost \$15,000 to be taken from the Community Services Reserve Fund.

## **H. In Consultation With**

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Sam Dinsmore, Acting Director of Finance

Serena Wilgress, Manager of Purchasing & Risk Management

Ryan Gibbons, Director of Community Services

## **I. Public Engagement**

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Public Engagement The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Ryan Gibbons, Director Community Services [directorcs@thebluemountains.ca](mailto:directorcs@thebluemountains.ca).

## **J. Attached**

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1. None

Respectfully submitted,

Terry Green  
Manager of Parks and Trails

For more information, please contact:  
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**Report Approval Details**

Document Title:	CSOPS.24.042 Kubota 6060 Tractor Emergency Repairs.docx
Attachments:	
Final Approval Date:	May 24, 2024

This report and all of its attachments were approved and signed as outlined below:

**Ryan Gibbons - May 24, 2024 - 8:54 AM**