



REGIONAL DISTRICT of Fraser-Fort George

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REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee File No.: TRAN 10.2
FROM: Darren Wahl, Manager of Solid Waste Operations
DATE: February 3, 2025
SUBJECT: Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station
SUMMARY: Purpose: Consider Award of Contract
Attachments: Backgrounder
Previous Reports: Item No. 12.2, January 2025

RECOMMENDATION(S):

1. THAT the report dated February 3, 2025 regarding “Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station” be received for information.
2. THAT the Committee recommend to the Board that Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station be awarded to Shelton Rafferty, Owner, R and M Maintenance Services, for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

ISSUE(S):

At the January 2025 Board meeting, the Board approved entering into a competitive bid process for caretaker services at the Chief Lake Regional Transfer Station. Invitation to Tender for Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station was available on the Regional District web page and the Provincial BC Bid® website as of January 24, 2025, with a closing date of February 7, 2025. One complete bid was received from a qualified service provider.

The Committee is being asked to recommend to the Board to consider the award of Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

RELEVANT POLICIES:

1. Regional District of Fraser Fort-George Delegation Bylaw No. 3276, 2022:
 - provides for requirement of Board authorization for contracts over \$100,000 in value
2. Policy RD-03-09: Procurement of Goods and Services
 - provides for procurement levels and limits
3. Regional Solid Waste Management Plan (RSWMP):
 - provides for the operation of a transfer station system for the collection of both residential solid waste and recyclable materials

STRATEGIC PRIORITIES ALIGNMENT:

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Indigenous and Intergovernmental Partnerships | <input type="checkbox"/> Organizational Strength and Adaptability | <input checked="" type="checkbox"/> Quality Community Services | <input type="checkbox"/> Environmental Stewardship and Climate Action |
| <input type="checkbox"/> Awareness and Engagement | <input type="checkbox"/> Statutory or Routine Business | | |

SERVICE RELEVANCE:

The Regional District provides solid waste services for the entire Regional District, including rural transfer stations. Having caretaker services at the solid waste facilities provides a safe site and addresses Regional District liability concerns.

FINANCIAL CONSIDERATION(S):

Budget implications for these services are reflected in the proposed 2025 Solid Waste Management (3305) Budget.

OTHER CONSIDERATION(S):

N/A

DECISION OPTIONS:

1. Approve recommendations.
 - a recommendation will be made to the Board to consider award of Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 to March 31, 2028.

Other Options:

- a. do not make recommendation to Board for award of Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station
 - would result in the Regional District not having caretaker services at the Chief Regional Transfer Station after March 31, 2025.

COMMENTS:

Environmental Services Administration recommends that Contract ES-25-03 – Caretaker Services – Chief Lake Regional Transfer Station be awarded to Shelton Rafferty, Owner, R and M Maintenance Services for the total amount of \$6,000 per month (excluding taxes) from April 1, 2025 – March 31, 2028.

Respectfully submitted,

“Darren Wahl”

Darren Wahl
 Manager of Solid Waste Operations

DW:jt