



BOARD REPORT

TO: Chair and Directors

SUBJECT: Recycling Depot Attendant Contract Awards

DESCRIPTION: Report from Ben Van Nostrand, General Manager, Environmental and Utility Services, dated October 3, 2024. A report seeking Board authorization for awarding the contracts for the continued location and operations of recycling services in Salmon Arm and Revelstoke.

RECOMMENDATION #1: THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Salmon Arm Recycling Depot location and Site Attendant Operations, with Bill’s Bottle Depot for a three-year term, including the option to renew for a two-year term, in the amount of \$679,080 plus applicable taxes.

Corporate Vote Weighted

RECOMMENDATION #2: THAT: the Board endorse the authorized signatories to enter into an agreement, for the downtown Revelstoke Recycling Depot location and Site Attendant Operations, with B&D Bottlers Ltd. (dba Revelstoke Bottle Depot) for a three-year term, including the option to renew for a two-year term, in the amount of \$740,400 plus applicable taxes.

Corporate Vote Weighted

SUMMARY:

In an effort to increase diversion and recycling opportunities for the public, the CSRD developed partnerships with local bottle depots in the CSRD’s four member municipalities. The purpose of this report is to seek Board approval to renew contracts at the Salmon Arm and Revelstoke bottle depots.

BACKGROUND:

Prior to 2015 and the CSRD entering into an agreement with Multi-Material BC (MMBC), now known as Recycle BC (RBC), the CSRD’s recycling program consisted of open bins in the parking lots of strategic locations across the regional district. However, upon entering into an agreement with MMBC to operated Recycling Depots and receive revenue for materials collected, the CSRD was required to secure and staff all depots. As such, the CSRD entered into agreements with the bottle depots in the CSRD’s four member municipalities to secure the real estate to house the collection infrastructure and to ensure that staffing was in place to manage the public dropping off their recycling.

To date the service has been well received by the public, as bottle depots are a hub of recycling activities and the “one stop drop” is a convenient service for the public which makes recycling easier. Under the RBC program, the depots accept flexible plastics, fiber (paper/cardboard), glass, containers (plastic/tin) and Styrofoam from residents. On average the Revelstoke Bottle Depot manages 135,000 kgs of RBC recycling materials and in turn the CSRD receives approximately \$25,000 to offset the costs on an annual basis. For the Salmon Arm Bottle Depot, it manages on average 350,000 kgs of RBC recycling materials and in turn the CSRD receives approximately \$90,000 to offset the costs on annual basis.

POLICY:

[Policy F-32](#), the CSRD Procurement of Goods and Services Policy, states any agreement with a value greater than \$500,000 requires Board approval. Also, under the provisions of Policy F-32, the CSRD negotiated directly with the Bottle Depot owners and issued a Notice of Intent (NOI) to award on BC Bid in accordance with trade legislation. There was no registered opposition to the NOI which allows the CSRD to move forward with the contractual agreements.

FINANCIAL:

The recommended annual contract value for the Salmon Arm Recycling Depot (Bill's Bottle Depot), for the five-year term beginning November 1, 2024, to October 31, 2029, a 25% increase over the expired agreement.

The recommended annual contract value for the Revelstoke Recycling Depot (Revelstoke Bottle Depot), for the five-year term beginning November 1, 2024, to October 31, 2029, represents a 26% increase over the expired agreement.

The values of the contracts are accounted for in the Recycling (218) budget. It should be noted that rates for financial compensation, for CSRD recycling depot materials, are expected to increase considerably under new agreements with Recycle BC set to be effective January 1, 2025.

KEY ISSUES/CONCEPTS:

Municipal bottle depots in the CSRD member municipalities have provide excellent partnerships for managing recycling and increasing diversion from CSRD landfills. This report is required as per the CSRD's Procurement of Goods and Services Policy, however, it should be noted that the agreements for the Sicamous and Golden bottle depots do not exceed the Policy financial limits and therefore do not require Board approval, but staff advises that agreements are in place for both, with similar staffing and infrastructure requirements.

IMPLEMENTATION:

Upon Board approval staff will ensure the necessary agreements are signed.

COMMUNICATIONS:

N/A

DESIRED OUTCOMES:

That the Board endorse the staff recommendation(s).

BOARD'S OPTIONS:

1. *Endorse the Recommendation(s).*
2. *Deny the Recommendation(s).*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

Report Approval Details

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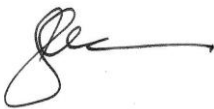
This report and all of its attachments were approved and signed as outlined below:



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