

Request for Proposals: Gold Bridge Transfer Station – Operation and Maintenance



Issue date: September 29, 2026

Closing time: 4:00 PM October 26, 2026

Contact: Marie-Lou Leblanc

Request for Proposals - Gold Bridge Transfer Station – Operation and Maintenance

Issue date: **Tuesday, September 29, 2026**
Closing Time and Date: **4:00 PM on Monday, October 26, 2026**

QUERIES

Queries and requests for clarification related to this Request for Proposals (“RFP”) are to be submitted, in writing, to the following contact person (the “Contact Person”).

Marie-Lou Leblanc, Manager of Solid Waste Services, Squamish-Lillooet Regional
District Box 219, Pemberton, BC V0N 2L0 E-mail: mleblanc@slrd.bc.ca

The Squamish-Lillooet Regional District (“Regional District”) will determine, at its sole discretion, whether the query requires response and such responses will be made available to all by issue of addenda posted on the Regional District’s website (slrd.bc.ca). No verbal conversation will affect or modify the terms of this RFP.

PROPOSERS’ MEETING

A Proposers’ site meeting will be held on, Wednesday, October 14, 2026 at 11:00 AM at the Gold Bridge Transfer Station on Saddle Road. Confirmation of attendance by email mleblanc@slrd.bc.ca is requested no later than 4:00 pm on Friday, October 9, 2026. (Note: This is **not** a mandatory site meeting).

The Request for Proposals consists of the following:

- This Page;
- Section 1 Administrative Requirements;
- Section 2 Instructions to Proposers;
- Section 3 Project Details;
- Section 4 General Conditions; and
- Section 5 Schedules.

PROPOSER SECTION

(A person authorized to sign on behalf of the Proposer **must** complete and sign below and submit this page as part of the Proposal)

- **The accompanying Proposal is submitted in response to the above-referenced Request for Proposals, including any addenda.**
- **Through submission of the Proposal, the Proposer agrees to the terms and conditions of the Request for Proposals and agrees that any inconsistent provisions in the Proposal will be as if not written and do not exist.**
- **The Proposer has carefully read and examined the Request for Proposals (including the Administrative Requirements) and has conducted such other investigations as were prudent and reasonable in preparing the Proposal.**
- **The Proposer agrees to be bound by statements and representations made in Proposal.**

Legal Name of Proposer (include “Doing Business As” name, if applicable): _____

Address of Proposer: _____

Phone Number /Fax/Email Address of Proposer: _____

Signature of Authorized Representative: _____

Printed Authorized Representative’s Name and Title (i.e. President, Director, etc.): _____

1 **Administrative Requirements**

A. **Definitions**

Throughout this RFP, the following definitions apply:

“Contract” means the written agreement resulting from this RFP executed by the SLRD and the Contractor;

“Contractor” means the successful Proponent to this RFP who enters into a written Contract with SLRD;

“must”, or “mandatory” means a requirement that must be met in order for a Proposal to receive consideration;

“Proponent” means an individual or company that submits (or intends to submit) a Proposal;

“Proposal” means the document submitted by the Proponent;

“SLRD” means the Squamish-Lillooet

Regional District; “RFP” means the process described in this document;

“should” or “desirable” means a requirement having a significant degree of importance to the RFP.

B. **Terms and Conditions**

The following terms and conditions will apply to this RFP. Submission of a Proposal in response to this RFP indicates acceptance of all the terms herein and that are included in any addenda issued by the SLRD. Provisions in Proposals that contradict any of the terms of this RFP will be as if not written and do not exist.

C. **Acknowledgment Form**

The Proponent is advised to complete and return the Acknowledgment Form attached hereto as Schedule A. This form may be delivered by fax or email and will facilitate the further receipt by the Proponent of any addenda to the RFP.

D. **Addenda**

Whether or not the Proponent has returned the Acknowledgment Form, the Proponent is

required to regularly check the SLRD’s website for any updated information and addenda issued before the closing date. If there is any discrepancy in the RFP documentation, the SLRD’s original file will prevail.

E. **Late Proposals**

A Proposal will be marked with its receipt time at the closing location. Only a Proposal received and marked before the closing time will be considered to have been received on time. A Proposal received after the closing time may not be considered. In the event of a dispute, the receipt time of the Proposal is as recorded by the SLRD at the closing location will prevail. The Proponent is advised to verify prior to the closing time that the SLRD has received the Proposal.

F. **Eligibility**

A Proposal may not be evaluated if the Proponent’s current or past corporate or other interests may, in the SLRD’s opinion, give rise to a conflict of interest in connection with the project described in this RFP. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent is advised to consult with the Contact Person prior to submitting a Proposal.

G. **Evaluation**

The evaluation of the Proposal will be by staff of the SLRD but may include consultants/contractors of the SLRD. The SLRD’s intent is to enter into a Contract with the Proponent who has been evaluated as having the most desirable proposal.

The SLRD may, at its discretion, request clarifications or additional information from Proponents with respect to any Proposals, make such requests to only selected Proponents, and consider such clarifications or additional information in evaluating the Proposals.

H. Negotiation/Negotiation Delay

The SLRD reserves the right, prior to awarding the Contract, to negotiate changes to the scope of work (including pricing to meet budget) with the successful Proponent without advising any other Proponent or allowing any other Proponent to vary their Proposal as a result of the changes to the scope of work or to the contract documents and the SLRD may enter into a changed or different contract with the successful Proponent without liability to Proponents who were not awarded the Contract.

If a Contract cannot be negotiated within 14 days of notification of the successful Proponent, the SLRD may, at its sole discretion at any time thereafter, terminate negotiations with such Proponent and either negotiate a Contract with the next qualified Proponent, reissue the RFP, or terminate the RFP process and not enter into a Contract with any of the Proponents.

I. Request for Debriefing

Unsuccessful Proponents may request a debriefing with the SLRD, which may, at the SLRD's option, be conducted via telephone or email. However, the SLRD will not provide information regarding the other Proposals.

J. Alternative Solutions

If alternative solutions are to be

offered, the Proponent should consult with the Contact Person prior to submitting the Proposal.

K. Changes to Proposals

By submission of a clear and detailed written notice, the Proponent may amend or withdraw its Proposal prior to the closing date and time. Upon closing time, all Proposals become final. The Proponent will not change the wording of the Proposal after closing and no words or comments will be added to the Proposal unless requested by the SLRD for purposes of clarification.

L. Proponents' Expenses

The Proponent is solely responsible for its own expenses in preparing the Proposal and in subsequent negotiations with the SLRD, if any. Regardless of whether or not the SLRD elects to reject all Proposals, the SLRD will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the Proposal, loss of anticipated profit in connection with any final Contract, or any other cause of action whatsoever.

M. Limitation of Damages

Further to the preceding paragraph, the Proponent, by submitting a Proposal, agrees that it has no cause of action, for any reason whatsoever, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing the Proposal and the Proponent, by submitting a Proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

N. Proposal Validity

Proposals will be open for acceptance for at least 90 days after the closing time. The accuracy and completeness of the Proposal shall be the sole responsibility of the Proponent and any errors or omissions shall be corrected at the Proponent's expense.

O. **Firm Pricing**

Prices will be firm for the entire Contract period unless this RFP specifically states otherwise.

P. **Currency and Taxes**

Prices quoted are to be:

- in Canadian dollars;
- inclusive of all fees;
- exclusive of disbursements, for which a detailed estimate shall be provided by the Proponent; and
- inclusive of all applicable taxes, broken out.

Q. **Completeness of Proposal**

By submitting the Proposal, the Proponent warrants that, if this RFP is to design, create or provide a system or manage a program, all components required to run the system or manage the program have been identified in the Proposal or will be provided by the Contractor at no charge.

R. **Subcontracting**

The use of a subcontractor(s) (who should be identified in the Proposal) may be acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these Proponents must be prepared to take overall responsibility for successful performance of the Contract and this should be defined in the Proposal.

However, a proposed subcontractor whose current or past corporate or other interests may, in the SLRD's opinion, give rise to a conflict of interest in connection with the subject-matter of the RFP may not be acceptable. This includes, but is not limited to, a subcontractor involved in the preparation of this RFP. If a Proponent is in doubt as to whether a proposed subcontractor may give rise to a conflict of interest, the Proponent should consult with the Contact Person prior to submitting a Proposal.

Where applicable, the names of approved sub- contractors listed in the Proposal will be included in the Contract. The addition of new subcontractors, or any other changes to the subcontractor list, as set out in the Contract will not be allowed without the written consent of the Regional District.

S. **Acceptance of Proposals**

This RFP is not an agreement to purchase goods or services. The SLRD is not bound to enter into a Contract with the Proponent who submits the lowest priced Proposal or with any Proponent. The SLRD will assess Proposals in light of the evaluation criteria. The SLRD is under no obligation to receive further information, whether written or oral, from any Proponent.

Neither acceptance of the Proposal nor execution of a Contract will constitute approval of any activity or development contemplated in any Proposal that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute, regulation or by-law.

T. **Definition of Contract**

Notice in writing to a Proponent that it has been identified as the successful Proponent and the subsequent full execution of a written Contract will constitute a Contract for the goods or services, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events.

U. **Contract**

By submitting a Proposal, the Proponent agrees that should its Proposal be successful the Proponent will

enter into a Contract with the SLRD in substantially the terms set out in Schedule E.

the government purchasing authorities in those jurisdictions would treat a similar Proposal from a British Columbia supplier.

v. Liability for Errors

While the SLRD has used considerable efforts to ensure information in this RFP is accurate, the information contained in this RFP is supplied solely as a guideline for the Proponents. The information is not guaranteed or warranted to be accurate by the SLRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

w. Modification of Terms

The SLRD reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time prior to entering into a Contract with the successful Proponent.

x. Ownership of Proposals

All Proposals submitted to the SLRD become the property of the SLRD. They will be received and held in confidence by the SLRD, subject to the provisions of this RFP and the *Freedom of Information and Protection of Privacy Act*.

y. Use of Request for Proposals

Any portion of this document, or any information supplied by the SLRD in relation to this RFP may not be used or disclosed, for any purpose other than for the submission of the Proposal. Without limiting the generality of the foregoing by submission of the Proposal, **the Proponent agrees to hold in confidence all information supplied by the SLRD in relation to this RFP.**

z. Reciprocity

The SLRD may consider and evaluate a Proposal from other jurisdictions on the same basis that

AA. No Lobbying or Solicitation

The Proponent must not attempt to communicate directly or indirectly with any employee, contractor or representative of the SLRD, including the members of the evaluation team and any elected officials of the SLRD, or with members of the public or the media, about the project described in this RFP or otherwise in respect of the RFP, other than as expressly directed or permitted by the SLRD herein or otherwise.

BB. Collection & Use of Personal Information

The Proponent is solely responsible for familiarizing itself and for ensuring that it complies, with the laws applicable to the collection and dissemination of information, including resumes and other personal information concerning employees and employees of any subcontractors. If this RFP requires the Proponent to provide the SLRD with personal information of employees or subcontractors who have been included as resources in response to this RFP, the Proponent will ensure that it has obtained written consent from each of those persons before forwarding such personal information to the SLRD. Such written consents are to specify that the personal information may be forwarded to the SLRD for the purposes of responding to this RFP and use by the SLRD for the purposes set out in the RFP. The SLRD may, at any time, request the original consents or copies of the original consents from the Proponent, and upon such request being made, the Proponent will immediately supply such originals or copies to the SLRD.

2 INSTRUCTIONS TO PROPONENTS

A. DESCRIPTION OF SERVICES

The Regional District is requesting Proposals from qualified individuals or companies to operate the Gold Bridge Transfer Station.

Please refer to **Section 3 – Project Details** for further information.

B. TERM

The term of the Contract is to commence work no later than January 1, 2027 and conclude on December 31, 2028. The term of this Contract may be extended for two (2) additional two (2) year terms in the sole discretion of the Regional District.

C. RFP DOCUMENTS

The RFP document package is available:

1. For downloading in Portable Document Format (PDF) at:
 - the Regional District website at www.slrd.bc.ca; and
 - www.bcbid.gov.bc.ca by browsing for opportunities by organizations and selecting Squamish–Lillooet Regional District;

D. QUERIES

Queries and requests for clarification related to this RFP are to be submitted, in writing, to the Contact Person:

Marie-Lou Leblanc, Manager of Solid Waste Services
Squamish-Lillooet Regional District
E-mail: mleblanc@slrd.bc.ca

The Regional District will determine, at its sole discretion, whether queries require responses and such responses will be made available to all by issue of addenda posted on the Regional District website (www.slrd.bc.ca). No verbal conversation will affect or modify the terms of this RFP.

E. CLOSING DATE AND TIME AND PROPOSAL OPENING

Proposals must be received by the Regional District on or before 4:00 p.m. local time on Monday, October 26, 2026. Late proposals will not be accepted.

Proposals will not be opened in public.

F. PROPOSAL FORMAT

The Regional District requests that the following format and sequence be followed in order to provide consistency in considering Proposals.

- Title Page, including RFP title, Proponent's name, address, phone number, email address, name of representative and form of business organization (sole proprietorship, partnership, corporation, corporation number etc.);
- Proponent's Section (see Page 2 of this document) *as filled out, signed and dated by the Proponent*;
- Letter of Introduction (one page), identifying the Proponent, the key contacts and their contact information, previous experience in similar projects and contact information for references;
- The body of the Proposal, including a completed Schedule "B", Payment Schedule; and
- Force account rates for additional work.

G. SUBMISSION OF PROPOSALS

Proposals must be submitted to the Regional District in electronic form via email to mleblanc@slrd.bc.ca. Paper documentation will not be accepted. Submissions must be less than 15 MB. Any submission greater than 15 MB must be separated into 2 emails. A Proponent's Submission Checklist is included as Schedule "E" to support Proponents with the requirements as part of the proposals.

H. EVALUATION CRITERIA

The criteria for evaluation of the Proposals may include, but is not limited to:

- Corporate/individual experience and references for similar projects, general reputation in the industry, capacity, resources, and professional qualifications;
- Approach, methodology and understanding of the Regional District's requirements;
- Total cost/fees (and hourly rates for extra work); and
- Sustainability and value-added benefits.

The evaluation criteria will be used to determine the best overall value to the Regional District and may be applied on a comparative basis vis-à-vis each Proposal.

3 PROJECT DETAILS

I. OVERVIEW

The Regional District is requesting Proposals from qualified individuals or companies to operate and maintain the Gold Bridge Transfer Station.

J. SCOPE OF WORK

The Proponent will provide the work force and equipment necessary to meet the requirements for the operation and maintenance of the Gold Bridge Transfer Station in accordance with the Scope of Work attached as Schedule “C”.

K. TERMS OF PAYMENT

The Proponent must specify in the Proposal the terms of payment required for the duration of the project (if more frequent than a monthly invoicing cycle.)

L. COSTS

The Proponent will provide a monthly cost as Schedule “B” – Payment Schedule for all work necessary to complete the scope of work, as well as an hourly rate for any extras in the event of changes in the scope of work (for clarity, please note any changes to the scope of work must be authorized in advance and in writing by the Regional District). As well, the proponent will provide a rate for any “provisional items” in the event of any changes in the scope of work.

M. TIMELINE

The successful Proponent will be prepared to commence operations on or around January 1, 2027. Key milestone and target dates:

- Request for Proposals Issued: Tuesday, September 29, 2026
- Closing Date: Monday, October 26, 2026 4:00pm
- Contract Award: Friday, November 6, 2026 (estimated)

4 SCHEDULES

SCHEDULE A:	Acknowledgment Letter
SCHEDULE B:	Payment Schedule
SCHEDULE C:	Gold Bridge Transfer Station - Scope of Work
SCHEDULE D:	Draft Services Agreement SCHEDULE
SCHEDULE E:	Proponent’s Submission Checklist

SCHEDULE A – ACKNOWLEDGMENT LETTER

[The undersigned will be sent any amendments or addenda in respect of the Request for Proposals – Gold Bridge Transfer Station - Operation & Maintenance]

We presently intend to provide a Proposal in respect of the Request for Proposals – Gold Bridge Transfer Station – Operation & Maintenance.

Signature

Company/Business Name

Name (please print)

Address

Title

City

Phone Number

Mobile Phone Number

Date

E-Mail Address

Return immediately to:
Marie-Lou Leblanc
Squamish-Lillooet Regional District
P.O. Box 219, 1350 Aster Street
Pemberton, BC, V0N 2L0 Email:
mleblanc@slrd.bc.ca
Fax: 604-894-6526

SCHEDULE B – PAYMENT SCHEDULE

Proponents complete this form and submit with other proposal documents.

Compensation

1. Site Operations and Maintenance

The Attendant is to be paid the fees per month set out in the Scope of Work and Operational Guidelines.

\$ _____ / month plus GST

2. Outside the Scope of Work

\$ _____ / hour plus GST

Additional Tasks

1. Transport the Recyclables to Lillooet Landfill and Recycling Centre

The Attendant is to be paid the fees per trip

\$ _____ / trip plus GST

Optional

1. Snow removal (plowing)

The Attendant is to be paid fees per hour

\$ _____ / hour plus GST

2. Mechanical sanding

The Attendant is to be paid fees per hour

\$ _____ / hour plus GST

3. Equipment – backhoe

_____ / month

* Fixed price includes the provision of all tools, equipment, labour, transportation, fuel, supervision, management, overhead, traffic control, insurance, all other associated or related charges, federal, provincial and municipal taxes, licenses, permits, inspections and all other requirements necessary for the commencement, performance and completion of the Services.

SCHEDULE C – SCOPE OF WORK

Gold Bridge Transfer Station

Operational Guidelines



Updated September 2026



SQUAMISH - LILLOOET
REGIONAL DISTRICT

1.0 GENERAL INFORMATION

These guidelines are intended to outline the duties and responsibilities of the Contractor retained by the Squamish-Lillooet Regional District (the “**Regional District**”) to carry out operations at the Gold Bridge Transfer Station (the “**GBTS**”).

1.1 Hours of Operation

The GBTS is open to the public during the days and hours established by the Regional District. Currently the Public Operating Hours (the “**POH**”) are as follows:

Summer (Victoria Day (May long weekend) – Labour Day)

Sunday 10:00 am to 4:00 pm
Monday 10:00 am to 4:00 pm
Thursday 10:00 am to 4:00 pm

Winter (Labour Day – Victoria Day (May long weekend))

Sunday 10:00 am to 4:00 pm
Thursday 10:00 am to 4:00 pm

Closed Christmas Day, Boxing Day and New Year’s Day.

The GBTS should be ready to receive the first load at the start of Public Operation Hours.

The Regional District retains the right to change/adjust the operational days and hours. The Regional District will provide two weeks advance written notice to the Contractor of any change in operational days and hours except in exceptional circumstances. The Regional District requires Christmas Day, Boxing Day and New Year’s Day closures and may require unforeseen closures or openings of the GBTS; in this case, the Contractor will be notified by the Regional District as soon as possible.

The Regional District is responsible for informing the public of closures. The Contractor will be responsible for posting notices on the entry gate to advise the public of any upcoming closures or operational changes.

For closures due to unexpected circumstances, the Contractor is responsible for posting notices at the entry gate as soon as possible.

1.2 Hours of Operation – Not Open to the Public

The Contractor may be required to facilitate site access to accommodate outside contractors, and may be required to provide additional service to manage materials. Prior approval by the Regional District is required for any work outside the Hours of Operation.

1.3 Tipping Fees

The Contractor is responsible for charging tipping fees in accordance with the Squamish-Lillooet Regional District Gold Bridge Transfer Station Fees and Charges Regulations Bylaw No. 1845-2024, as may be amended from time to time (the “**Bylaw**”).

The Regional District will provide the Contractor with receipts. When tipping fees are collected, a copy must be provided to the patron. Receipts duplicates will be remitted to the Regional District with a reconciliation form monthly or at a frequency agreed by both parties.

In the event of a dispute over the tipping fees, the final decision will remain with the Contractor. The Contractor will provide the information to the Regional District as per section 1.9 of this document.

1.4 Financial Responsibility of the Contractor

The Contractor is responsible for taking payment for materials. The Contractor will store cash offsite and will deposit cash to the Regional District account agreed by both parties. Copies of all payments and associated paperwork should be submitted to the Regional District by the 15th of each month for the previous month's payments or at a frequency agreed by both parties.

The Contractor is responsible for completing a monthly reconciliation of payments which will be submitted when the funds are deposited to the Regional District.

1.5 Duties on Site

The Contractor is responsible for all duties onsite; including but not limited to the following – See Section 2.0 Site Operation – Other Duties:

- Operation and maintenance of the Gold Bridge Transfer Station;
- Operation of the Reuse Shed as per the Policy;
- Inspect the integrity of the main gate, safety barriers, equipment, bins, and other critical infrastructure every open day;
- Accept tipping fees on behalf of the Regional District for incoming waste, issue receipts, and balance accounts on a monthly basis;
- Deposit cash to an Regional District bank account on a monthly basis or at a frequency agreed by both parties;
- Provide patrons with appropriate directions for disposal of waste and recycling – ensure that materials are placed in the appropriate locations and that only accepted waste is disposed of at the site;
- Contact the Regional District for approval if the attendant is unsure a particular material is accepted, or when receiving materials that are not often received and that may require special handling; For clarification, Regional District Staff will make every reasonable effort to respond to phone calls and text messages as promptly as possible when support is required for executive decision-making.
- Assess the level of waste present in transfer station bins on a daily basis and arrange for servicing when needed;
- Keep the site tidy at all times;
- Site maintenance (landscaping, weed-whacking, shoveling, salting and sanding (localized areas));
- Act as a reference for the public regarding waste and recycling issues;
- Represent the Regional District in a fair and professional manner; and
- Report to the Regional District Manager of Solid Waste Services.
- Other functions as required:
 - Organize the Fire Fuel Management Program burn (annually, in the fall)
 - Support the Regional District when organizing the recycling process (appliances, propane tanks, scrap metal, tires, used oil, batteries). For clarification:
 - Appliances: we organize Freon removal when we have about 100 appliances with freon on-site; once per year on average.
 - Propane tanks: challenging to find a service provider;served once since 2024.
 - Scrap metal: serviced once every two years on average.

- Tires: transported to Lillooet Landfill & Recycling Centre by a third-party hauler; once per year on average.
- Used oil: serviced every two to three years.
- Batteries: serviced once every two years on average
- Maintain records and submit the required information by email monthly:
 - Monthly email – summary
 - Monthly materials received – a template is provided
 - Gold Bridge Septic Trench – Monthly sludge discharge (m3) – Important as it is regulated and the permit has an annual discharge limit; and
 - large appliances accepted as part of the MARR program – MARR ODS and NON-ODS Log Sheet; and
 - other stewardships program materials and dangerous good.

Additional tasks

- Transport recyclables to the Lillooet Landfill using the Regional District trailer on an as-needed – average of 12 trips per year.

Optional Task

- Snow removal and other road maintenance; and
- Mechanical salting and sanding where slippery conditions are prevalent across large areas.

1.6 Dealing with the Public

The Contractor is the Regional District's representative on site and as such, the Contractor and their personnel will conduct themselves in a professional, respectful and courteous manner. Unacceptable conduct includes, but is not limited to, use of foul language, disorderly conduct, neglect of duty and failure to act in accordance with the Operational Guidelines or expressed solid waste management and recycling objectives of the Regional District.

If patrons do not follow the guidelines laid out in this document, the Contractor will:

- Explain respectfully that the Regional District has established the operational procedures in accordance with the Ministry of Environment and Climate Change Strategy (“MOECCS”) regulations and guidelines and that, as the Contractor, they are obligated to follow all regulations, permits and guidelines;
- Give a Regional District business inquiry phone number to the patron and ask that they forward their complaint to the Regional District. This will assist the Regional District with providing improvements to the Transfer Station;
- In situations of non-compliance, record all pertinent information, such as description of situation, vehicle information, license plate, name, description of patron, etc.;
- In the case of threatening or violent behavior by patron, the Contractor will contact the police immediately and will not engage with the patron(s). The Contractor will notify the Regional District as soon as possible. The contractor will ensure the safety of staff and the public first and foremost;
- If applicable, take photographs and submit them to the Regional District; and
- Record and document all complaints and submit them to the Regional District.

1.7 Dealing with Regulatory Agencies

The Contractor is carrying out operations at the GBTS as a representative of the Regional District and as such, takes direction only from the Regional District and not from any other regulatory body

(i.e. the Ministry of Environment and Climate Change Strategy, the Ministry of Health, and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development) without first seeking direction from the Regional District. However, if the matter is, in the opinion of the Contractor, time-sensitive and the Contractor is unable to contact the Regional District, then the attendant may follow the direction of such other regulatory body and will report back to the Regional District as soon as possible.

1.8 Security

To maximize security when the GBTS is closed, the Contractor will:

- Ensure access gates are always maintained and functioning, closed, secured, and locked when the GBTS is closed to the public;
- Not loan, give out or make copies of the GBTS key(s)/code without the express written approval of the Regional District;
- Ensure that the Regional District retains the master copy of all keys;
- Cash will be secured at all times, and the attendant booth should be locked when the attendant is not present;

1.9 Complaints

If a complaint is communicated to the Contractor by a patron, contractor/subcontractor or vendor, the Contractor will advise the Regional District as soon as possible. The Contractor will provide the following details to the Regional District:

- Date and time of complaint;
- Contact details of the complainant;
- Nature of the complaint;
- Activities happening at the time of the complaint;
- Weather conditions (wind, rainfall, temperature, etc.) if relevant to the complaint (i.e. odour complaint); and
- Actions taken to investigate and resolve the complaint.

1.10 Reporting/Communication

Effective communication between the Regional District and the Contractor is essential to the efficient, safe, and consistent operation of the transfer station. Maintaining open lines of communication ensures that operational issues are addressed promptly, expectations remain clear, and opportunities for continuous improvement are identified. The Regional District is committed to supporting the Contractor through ongoing collaboration, access to resources, and the provision of additional training whenever needed to ensure staff remain confident, well-informed, and equipped to perform their duties effectively.

1.11 Representation of the Regional District

The Contractor is a representative of the Regional District and will not use their position to promote political or personal views, slander, or otherwise cast disrepute on the Regional District.

The Contractor shall not hire or subcontract persons to do work for the Contractor without written permission of the Regional District. It is the responsibility of the Contractor to ensure that any persons hired or subcontractors are insured prior to doing any work at the GBTS. Any persons

hired or subcontract by the Contractor shall follow the same conditions set out in these Operational Guidelines. The Contractor will be held solely responsible for the actions of any persons hired or subcontractors.

1.12 Signage and Promotional/Educational Material

The Contractor will keep the Regional District up to date on signage concerns. The Contractor will inform the Regional District when additional signage, promotional materials, etc. are required.

The Regional District is responsible for providing all signage that is to be displayed on site. No signage can be displayed on site without approval in advance and in writing by the Regional District.

The Contractor will install signage within 3 business days of receipt.

The Contractor will assist the Regional District with waste reduction programs and promotions that may arise from time to time.

1.13 Equipment supplied by the Regional District

The Regional District will supply the equipment and infrastructure as listed below and will, at all times, remain the owner of such equipment and infrastructure.

The Contractor will, on a regular basis, inspect the Regional District supplied equipment and infrastructure. The Contractor will ensure all equipment is being used and maintained in accordance with manufacturer's recommended use and maintenance requirements.

The Contractor will communicate all recommended maintenance and modifications in writing to the Regional District for review and pre-approval.

No work will be done onsite or to equipment or infrastructure without pre-approval by the Regional District.

The Regional District will pay for the cost of regular maintenance and repairs for Regional District-supplied equipment as listed below:

- Attendant Booth (10x10) (Starlink, printer, air conditioner, mini fridge);
- Solar Array and inverter
- Reuse Shed
- Recycling Trailer (2021 wells cargo 16' double-axle trailer);
- Compactor and 2 roll-off bins;
- Roll-off bins (3 x 40-yard bins)
- Recycling Totes (5 x 95 gallon);
- Used Oil Tank; and
- Sea can storage for cooking oil

2.0 SITE OPERATION

Operations Tasks

In addition to the Section 1.5 Duties on Site, the Contractor will, as part of the Contract, be responsible for or will support the Regional District to coordinate the following duties in accordance with this document:

- Ensure GBTS is only operational during designated hours. The Contractor shall receive prior permission from the Regional District to alter or extend operational hours;
- Ensure that the site is kept tidy and free of litter and other debris;
- Provide salt, sand, or other anti-slip materials to be spread on snow and/or ice as required;
- Help facilitate the general maintenance of the access roads on the Transfer Station property including clearing the roads of debris and snow;
- Ensure that collection trucks have clear and easy access to the refuse bin storage areas;
- Be available for emergency access to the site, which may be required from time to time;
- Notify the Regional District of any nuisance or potential conflict with wildlife (i.e. bear, deer, etc.);
- Notify the Regional District and the local Conservation Officer of any wildlife (i.e. bear, deer, etc.) problems or significant illegal dumping events;
- Notify the Regional District when recycling categories have accumulated to volumes that would justify their removal. This includes tires, automobile batteries, bulk metals, Freon-containing items (e.g. fridges, freezers, and air conditioners), propane tanks, etc.;
- Assist the Regional District with waste reduction programs and promotions that may arise;
- Install signage on site as required by the Regional District;
- Transport or assist transportation of recyclables to the Lillooet Landfill on an 'as needed' basis;
- Record the materials on the monthly materials spreadsheet provided by the Regional District;
- Record the volume of sewage discharged to the septic trenches and report to the Regional District on an annual basis;
- Provide the Regional District the monthly summary email; and
- Other related duties as may be required by the Regional District.

3.0 WASTE MANAGEMENT AND RECYCLING

3.1 Waste

The Contractor will accept and track the accepted waste at the GBTS as per the Bylaw. The Contractor will advise the patron on where to dispose of waste. The contractor will assess the level of waste and arrange for servicing as needed.

The Contractor is also responsible for refusing any prohibited waste. While the Patron is responsible for determining a responsible and alternative disposal method, the Contractor is

expected to provide patrons with the information. If unknown, the Contractor will provide the Regional District business card to support patrons to dispose of waste properly.

3.2 Operating the Fire Fuel Management Program

From Easter weekend to Thanksgiving, the GBTS accepts clean woody debris as part of the Fire Fuel Management Program. The accepted and prohibited materials are as follow:

Accepted Materials	Prohibited Materials
Pruned Branches	Lawn Trimmings
Shrubs	Lumber
Fallen Trees	Furniture
	Construction and Demolition

The Fire Fuel Materials will be directed to the burn pile. The Contractor will bring machinery to organize the burn pile as required.

Once a year, in the fall, the Contractor will organize a burn and provide the Regional District with the Permit to Burn.

3.3 Recyclables

Please ensure that patrons deposit their recyclables in the designated areas. The placement of recyclables is primarily the responsibility of the patron; however, please assist anyone who may require additional help (i.e. the elderly). The Regional District responsible for ensuring that the Contractor is kept up-to-date and informed of any changes to the recycling program.

3.4 Prohibited Materials

The items listed below are currently not accepted at the GBTS. The list of prohibited waste may be modified from time to time to align with the MOECCS regulations, the Bylaw and with new waste diversion programs. In the event an item(s) is not accepted, it will be the responsibility of the patron to determine a responsible and alternative disposal method. The Contractor is expected to support the patron:

- Loads of waste greater than a standard sized pick-up truck with sideboards, approximately 2m³;
- Animal Carcasses;
- Antifreeze and Antifreeze Containers;
- Asbestos;
- Asbestos Drywall (pre-1990);
- Biomedical Waste (e.g. IV Bags, Syringes, Soiled bandages, etc.);
- Clean Fill;
- Contaminated Soil;

- Concrete / Concrete with Rebar;
- Glass Bottles and Jars;
- Hazardous Waste;
- Herbicides, Pesticides, Solvents and or Container;
- Household Paint and Paint Cans;
- Industrial, Commercial and Institutional recycling; and
- Radioactive / Reactive waste.

Asbestos-containing materials

- Asbestos-containing materials are prohibited at the Gold Bridge Transfer Station as it is regulated to protect workers.
- Asbestos drywall is prohibited. Only accept drywall with post-1990 stamp.
- Drywall without a stamp should be refused.
- Asbestos containing materials and potential asbestos drywall must be directed to Lillooet Landfill & Recycling Centre. Pre-approval is required.

3.5 Reuse Shed

All material(s) deemed reusable by the Contractor (e.g. garage sale type items) will be stored in an area designated as the “Reuse Shed”. The Contractor has the authority to refuse items not deemed reusable and/or items that do not meet the Reuse Shed Policy. The public is permitted to remove materials from this area at no charge, and at their own risk. After a period of time deemed reasonable by the Contractor, unclaimed items in the Reuse Shed may be disposed of into the municipal garbage stream. Removing items from the designated Reuse Shed area is not to be considered scavenging.

Where conflict with Reuse Shed patrons occurs requiring assistance of the police, the Contractor will contact the police immediately and will not engage with patrons. The Contractor will document all details and notify the Regional District as soon as possible. The Contractor will ensure the safety of all staff and the public first and foremost. Refer to section 1.6 Dealing with the Public. The Regional District will support the Contractor with any arising situation.

The Contractor will comply with and will enforce the Reuse Shed Policy, as may be updated by the Regional District. A copy of the Reuse Shed Policy has been provided to the Contractor. If there are any updates to the Reuse Shed Policy, this updated policy will be provided to the Contractor.

The Regional District will provide Reuse Shed signage for the Contractor to post onsite.

The Contractor is required to record the approximate cubic meterage of items sent from the Reuse Shed to landfill.

The Contractor is required to organize and clean the Reuse Shed as needed and at least once per month. Additionally, the Contractor will organize a full clean up at the end of each month by removing items as per the Reuse Shed Policy. All materials sent to the landfill from the Reuse Shed will be recorded under the Reuse Shed data collection.

3.6 Scavenging

Sorting through waste or recyclable materials for recoverable items is **strictly prohibited** for reasons of safety, liability, and maintaining the privacy of patrons.

Items from the Reuse Shed are the only items permitted that may be removed from the site by patrons.

If a patron does not comply with this requirement, the Contractor will explain the rules to the patron and has the authority to ask them to leave the area if the patron refuses to comply. If such a situation arises, the Contractor should record any pertinent information and contact the Regional District for direction. The Contractor may contact the RCMP if contractor and/or public safety is at risk.

4.0 RECYCLABLES & EXTENDED PRODUCER RESPONSABILITY (EPR) PROGRAMS

4.1 METAL WASTE

The Contractor is responsible for the sorting and piling of all metal waste collected at the GBTS.

The Regional District, with the support of the Contractor, will hire a company to process the scrap metal.

- All metal waste will be source-separated and marshaled into neat piles.
- Steel cable will be stored separately from the scrap metal pile. Steel cable is only accepted in the following manner:
 - Patron will cut the cable into lengths not exceeding 3m (10 feet), and bind with wire; or
 - The cable must be wound into a roll and bound with wire.
- All scrap metal that contains a fluid (e.g. fuel tanks) must be completely drained before disposal. Metal items containing free fluid are not accepted.
- Vehicles
 - all fluids drained
 - CFCs/HCFCs properly evacuated
 - gas tanks punctured,
 - batteries, battery cables, tires, mercury switches and airbags removed.
 - For clarification, Recreational Vehicles are not accepted.

The Contractor will be responsible for providing the Regional District with the estimated quantities of metal waste recovery on a monthly basis as part of the monthly summary.

4.2 Batteries and Cell Phones

The Regional District works with the Canadian Battery Association to recycle wet (lead-acid) batteries (aka vehicle batteries). Lead-acid batteries are to be stored in the secure battery receptacle until a battery collection company picks them up. Household alkaline and rechargeable batteries, as well as cell phones, are also accepted in partnership with Call2Recycle. The Contractor is responsible for understanding and implementing the program and shipping requirements. No batteries are to be landfilled.

For EPR program details please see:

- Canadian Battery Assoc. - vehicle batteries
 - <http://canadianbatteryassociation.ca/>

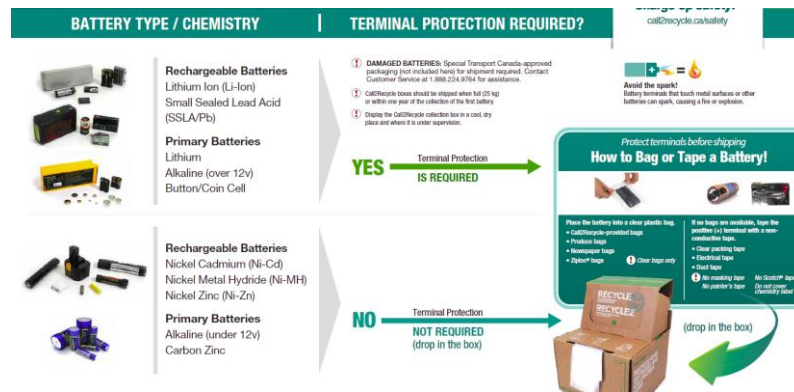
Vehicle batteries need to be stored:

- plastic tub with lid
- separate batteries by a sheet of cardboard (prevent contact between terminals)

- Call2Recycle – household batteries & cell phones
 - <http://www.call2recycle.ca/>

Household batteries need to be stored:

- Provided box and clear bags



- Ship the box when full or within one year of the first collection

4.3 Electronic Waste

Select electronics are to be collected and stored in the Recycling Trailer for transport to the Lillooet Landfill & Recycling Centre. The Contractor will ensure that e-waste is properly transported and disposed of in the designated area.

For EPR program details please see:

- Encorp Pacific – computers, tvs, printers, etc.
 - <http://www.return-it.ca/electronics/>

4.4 Printed Paper and Packaging

The Regional District works with Recycle BC to collect residential Printed Paper and Packaging (“PPP”).

The Contractor will comply with the Recycle BC Statement of Work for Depot Collection Services. The Contractor will manage the collection of residential PPP to ensure that materials are source-separated according to Recycle BC requirements and transport to the Lillooet Landfill & Recycling Centre. The Recycle BC program is for residential materials only.

The Contractor is responsible for advising the Regional District when materials are required. The Contractor is also responsible for ensuring that recyclable materials are kept dry as loads with too high a moisture content may be rejected.

For EPR program details please see:

- Printed paper and packaging – cardboard, paper, plastic, metal containers, cartons, flexible plastics and foam
 - <https://recyclebc.ca/>

Recycle BC materials accepted

- Mixed containers

- Mixed Paper & Cardboard
- Foam Packaging
- Flexible Plastic

Gold Bridge Transfer Station does not accept refundable containers – for deposit refunds, return containers to:

- Country Store, Lillooet
- Pemberton Recycling Centre, Pemberton

Gold Bridge Transfer Station does not accept glass and jars. Patrons should be directed to Lillooet Landfill & Recycling Centre.

4.5 Used Oil

The Regional District works with Interchange Recycling to collect used oil. The Regional District will hire a Contractor to service the used oil tank as needed. The Contractor will be responsible for submitting collection remittance forms to the Regional District.

The Contractor is responsible for storing the oil filters to be transported to Lillooet Landfill & Recycling Centre.

For EPR program details please see:

Interchange Recycling – oil, filters: <https://interchangerecycling.com>

Gold Bridge Transfer Station does not accept Antifreeze and antifreeze containers. Patrons should be directed to Lillooet Landfill & Recycling Centre.

4.6 Tires

Tires with and without rims are accepted at GBTS for a tipping fee (residents can return tires to retailer free of charge). Tires must be separated and stored by size and whether they are on or off rim. Care must be taken to ensure that fire hazards are minimized around the storage area. The Regional District will arrange shipment when necessary; Contractor support may be required.

For EPR program details please see:

- Tire Stewardship BC– vehicle tires
 - <http://www.tsbc.ca/>

Additional guideline

- Accepted Tires
 - Passenger Tires (cars, SUVs, CUVs, multipurpose passenger vehicles)
 - Light truck tires (trucks under 10,000lbs)
 - Small RV tires (small recreational tires)
 - Temporary spare tires (marked with a “T” on the sidewall)
- Tires must be clean
 - Outside must be free of dirt and dust
 - Inside must be free of mud, dirt, and rocks

- Tires filled with styrofoam, polyurethane, concrete, or any other material are not accepted.

4.7 Major Appliance Recycling Roundtable

Large appliances, with or without freon/halocarbon, are accepted at the GBTS free of charge as part of the MARR EPR program. Freon/halocarbon must be drained prior to disposal of appliances in the Metal Waste. All large appliances must be recorded as part of the MARR program. The Contractor will provide the required documentation of the items collected each calendar month to the Regional District by the 15th of the following month.

Following freon/halocarbon removal, an X or a sticker will be placed on appliances that can be moved to the scrap metal pile. Freon removal will be organized by the Regional District at least once a year.

Halocarbon is to be removed and disposed of according to the *Ozone Depleting Substances and Other Halocarbons Regulation* (B.C. Reg. 387/99).

The Regional District will pay for any Freon/CFC removal of designated appliances brought to the site. Removal will be completed by a trained registered company.

Additional guideline

- Appliances without freon
 - Record on the MARR Non-ODS Sheet Log
 - Send to the scrap metal pile
- Appliances with freon
 - Record on the MARR ODS Log Sheet
 - Store upright and aligned in rows
 - Store in pairs with compressor sides facing inward toward each other
 - Maintain 1.5m (5ft) working aisle between rows

4.8 Propane Tanks

Propane tanks are accepted at the GBTS and the Contractor will store them in a safe, secure area. The Regional District will arrange for the removal of these items when necessary, at least once a year.

- 1 lbs propane tank should be stored in mega bags on pallets
- Propane tanks should be organized and stored according to size

4.9 Other EPR and Stewardship Programs

From time to time the Regional District may require the collection of additional items under new stewardship programs. The Regional District will consult with the Contractor to determine the best process for implementing new programs.

4.10 Ownership of bins

All bins are and remain the property of the Regional District..

4.11 Health & Safety Matters

The Contractor is responsible for ensuring the operations meet all WorkSafeBC Standards and regulation

**GOLD BRIDGE TRANSFER STATION FEES AND
CHARGES BYLAW NO.1845-2024**

**SQUAMISH-LILLOOET REGIONAL DISTRICT
BYLAW NO. 1845-2024**

A bylaw to provide for the regulation of the Gold Bridge Transfer Station Depot
and the imposition of fees and charges

****Consolidated for Convenience only****

Includes the following bylaw amendment:

Bylaw No. 1900-2025

WHEREAS the Squamish-Lillooet Regional District has, pursuant to Area A Refuse Disposal Local Service Conversion and Establishment Bylaw No. 512, 1993, established the service of refuse disposal for Electoral Area A;

AND WHEREAS the Squamish-Lillooet Regional District is empowered to establish a scale of fees, charges and interest payable for depositing Solid Waste at the Gold Bridge Transfer Station and at other locations that might be established in Electoral Area A;

AND WHEREAS the Squamish-Lillooet Regional District operates the Gold Bridge Transfer Station for disposal of Solid Waste and maintains a system to collect, remove and dispose of Solid Waste and compels persons to make use of such system;

AND WHEREAS the Regional District wishes to establish a new scale of fees, charges, and interest payable by persons using the Gold Bridge Transfer Station and compelling payment of the sums fixed for that purpose.

NOW THEREFORE, the Board of the Squamish-Lillooet Regional District in open meeting assembled enacts as follows:

1. AMENDMENT AND APPLICATION

- 1.1 This Bylaw may be cited for all purposes as the Squamish-Lillooet Regional District Gold Bridge Transfer Station Fees and Charges Regulation Bylaw No. 1845-2024.

2. DEFINITIONS

- 2.1 In this Bylaw, unless the context otherwise requires:

Administrator	Means the Chief Administrative Officer of the Squamish-Lillooet Regional District, or his or her designate.
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CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

Agricultural Waste	Means waste that originates from an agricultural operation as defined pursuant to the <i>Environmental Management Act</i> (S.B.C. 2003 c.53) and includes manure, used mushroom medium and agricultural vegetation waste. Carcasses and animal wastes other than manure are considered Controlled Wastes and are not included in this definition.
Asbestos Waste	Means waste containing friable asbestos fibres or asbestos dust greater than 1% either at the time of manufacture, or as determined using a method specified in Section 40(1) of the <i>Hazardous Waste Regulation</i> (B.C. Reg. 63/88), including Asbestos Cement. Gypsum Board containing asbestos is considered to be Asbestos Waste.
Asbestos Cement	Means shingles, tiles, siding, board or pipe containing asbestos material tightly bound within a solid matrix not easily crumbled by hand, but which is easily crumbled and friable by equipment during disposal.
Attendant	Means the person or corporate entity, and its employees, selected by the Regional District from time to time to manage the Facility.
Banned Material Surcharge (Residual Solid Waste)	Means Residual Solid Waste that contains more than 5% Recyclable Materials and/or Organic Waste by weight or by volume.
Banned Material Surcharge (Construction Waste)	Means waste produced from the construction, renovation, and demolition of buildings, and other structures, including waste containing or contaminated with gypsum board and/or treated or preserved wood, but does NOT include asbestos, creosote, polychlorinated biphenyls (PCB) treatments, any special waste.
Biomedical Waste	Means waste defined as biomedical waste under the <i>Hazardous Waste Regulation</i> (B.C. Reg. 63/88), and further includes materials used in the provision of medicine or medical care, including, but not limited to: materials such as sheets, dressings, cleaning or sanitizing sponges or pads, tubing used for fluids, syringes with or without sharps, and fluids, generated from operating rooms or bedside medical care. Biomedical Waste does not include materials generated by the provision of comfort, housing, food services or office administration.
Clean Fill	Means soil or aggregate material including crushed concrete less than 150 mm in diameter (6 inches) and does not include Contaminated Soil.
Contaminated Soil	Means soil, sediment or fill material containing substances in quantities greater than or equal to those described in Column IV, Schedule 7 of the <i>Contaminated Sites Regulation</i> (B.C. Reg. 375/96).
Composting Facility	Means a facility that composts organic waste.

CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

Controlled Waste	Means Solid Waste requiring Special Handling at the disposal site and includes but is not limited to: a) Asbestos wastes, dry slurry or cement; b) Animal wastes and carcasses; c) Chlorofluorocarbons (CFC) appliances; d) Contaminated soil; g) Organic waste; h) Products covered under the <i>Recycling Regulation</i> (B.C Reg 449/2004). See: Special Handling
Construction Waste	Means solid waste specifically originating from the construction or demolition of residential or ICI buildings, decks, fences and all other building related appendages and includes but is not limited to: dimensional lumber, electrical wiring, gypsum board, metal, nails, roof materials, plumbing fixtures and other wood types (clean and or dirty).
Disposal Area	Means that parts of the Facility currently involved in the deposit of Solid Waste.
Drop Off Area	Means those areas of the Facility where bins are provided for the deposit of Solid Waste.
Drums	Means plastic or metal barrels larger than 50 litres capacity made for holding liquids.
Environmental Management Act	Means the <i>Environmental Management Act</i> (S.B.C. 2003 c.53), as amended or replaced and any successor legislation and any regulations thereunder.
Extended Producer Responsibility (EPR) Material	Means materials included in the provincial EPR programs, as may be updated from time to time.
Fire Fuel Management Waste Program (clean wood debris)	Means uncontaminated vegetation and wooden debris including clean wood waste, shrubs, stumps and fallen trees excluding grass, lawn and hedge clippings, flowers, weeds, leaves, vegetable stalks.
Food Waste	Means waste originating from fruit, vegetables, dairy, grains, meat/fish, bones, coffee grounds and filters, tea bags and leaves, eggshells, pasta, rice, baked goods, left over meals, expired food, excluding compostable and or biodegradable plastic bags, cups and containers.
Garden and Yard Waste	Means vegetative trimmings from yards, gardens, landscaped areas and, consisting only of grass lawn and hedge clippings, flowers, weeds, leaves, vegetable stalks.
"Facility"	Means the designated Solid Waste collection depot located at Saddle Road, Gold Bridge, BC and any other Facility that may be constructed at any time by the Regional District in the service areas serviced by the Solid Waste collection depot located at Saddle Road, Gold Bridge, BC.
Gypsum Board / Drywall / Sheetrock	Includes, but is not limited to new construction off-cuts or scraps and old wallboard that has been painted, covered in wallpaper, vinyl, ceramic tile, and lath and plaster and is removed during renovation and demolition, but excludes wallboard covered with asbestos.

CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

Hazardous Waste	Means waste defined as hazardous waste under the <i>Hazardous Waste Regulation</i> (B.C. Reg. 63/88) and includes any gaseous, liquid or solid waste that, because of its inherent nature and quantity, may require special handling and storage techniques to avoid creating health hazards, nuisances or environmental pollution. Hazardous Waste includes, but is not limited to toxins, poisons, corrosives, irritants, strong sensitizers, flammables, ignitable materials, infectious wastes, and condemned foods.
Household Waste	Means residual Solid Waste originating from residential housing units.
Ignitable	Means having the properties of: a) flammable gas; b) flammable liquid; c) flammable solids; d) substances liable to spontaneous combustion; or e) substances, that on contact with water, emit flammable gases.
Industrial-Commercial-Institutional (“ICI”) Waste	Means any waste originating from an Industrial-Commercial-Institutional Premises and/or operation including, but not limited to: forestry, pulp and paper, mining, fisheries, restaurants, grocers, schools, and churches.
Invasive Species	Means any invasive plant species as listed under the provincial Weed Control Act’s Weed Control Regulation.
Large Household Appliance	Large Household Appliances with or without refrigerant (full-size and compact refrigerators and wine coolers/beverage centres, freezers, room and portable air conditioners, dehumidifiers, washers, dryers, steam cleaners, ranges, surface cooking units, range hoods, built-in ovens, dishwashers, food waste disposers, trash compactors and electric cold and hot beverage dispensers
Lillooet Landfill	Means the Lillooet Landfill, located at 405 Landfill Road, Lillooet, BC and any other facility that may be constructed at any time by the Regional District in the District of Lillooet or Squamish-Lillooet Regional District Electoral Area B.
Load	Means any volume of waste brought into the Facility and includes wastes transported by vehicle, by foot, by bicycle, or by other mode of transportation.
Medical Facility Waste	Means waste originating from a hospital or health care facility that does not contain Biomedical Waste and does not require Special Handling.
Metal	Means recyclable ferrous and non-ferrous metallic materials which include, but are not limited to sheet metal, siding, roofing, rebar, flashings, pipes, window frames, doors, furnaces, duct work, wire, cable, bathtubs, fencing, bicycle frames, automotive parts, machinery, appliances, garbage cans, metal furniture, tire rims and metal cans. Metal does not include metal that is incorporated into a product or packaging, such as a couch, that does not comprise more than 50% of the product weight and that cannot be readily separated from the non-metallic components.
Organic Waste	Means compostable material as listed in Schedule “B” of this Bylaw, and for clarity includes food waste, yard waste, and food soiled

CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

	paper, but excludes pet waste and all plastic bags, including compostable and biodegradable bags.
Prohibited Waste	Means waste not accepted at the Facility, unless approved by the Administrator, and as listed as Schedule “C” of this Bylaw
Radioactive Waste	Means waste containing a prescribed substance as defined under the authority of the <i>Nuclear Safety and Control Act</i> (S.C. 1997, c.9) in sufficient quantity or concentration to require a license for possession or use under that <i>Act</i> and regulations made under that <i>Act</i> .
Reactive Waste	Means waste defined as reactive under the <i>Hazardous Waste Regulation</i> (B.C. Reg. 63/88) (S.B.C. 2003 c.53).
Recyclable Materials	Means Recyclable materials as listed in Schedule “B” of this Bylaw
Recycling Regulation	Means the Recycling Regulation, B.C. Reg. 449/2004 enacted under <i>Environmental Management Act</i> .
Regional District	Means the Squamish-Lillooet Regional District.
Residual Management	Means disposal in accordance with the <i>Environmental Management Act</i> of what remains in the solid waste stream following reduction, reuse, recycling and recovery activities but does not include Prohibited Waste.
Residual Solid Waste	Means what remains in the solid waste stream following reduction, reuse, recycling and recovery activities but does not include Prohibited Waste
Re-Use-it Centre	Means the building where users can drop off approved items without incurring tipping fee charges, and whereby users can remove items free of charge. Items for deposit or removal shall be approved by the Attendant.
Roll-off Bin	Means an interchangeable container that can be separated from a hauling truck through the use of a mechanism integrated into the frame of the hauling truck.
Septage Waste	Means the fluid mixture of untreated and partially treated sewage solids, liquids, and sludge of domestic origin.
Solid Waste	Means municipal solid waste as defined under the <i>Environmental Management Act</i> (S.B.C. 2003 c.53), and includes refuse that originates from residential, commercial, institutional, demolition, land clearing, and/or construction sources.
Solid Waste and Resource Management Plan	Means the SLRD Solid Waste and Resource Management Plan that has been approved by the Ministry of the Environment and accepted by the Regional District Board of Directors, as updated from time to time.
Special Handling	Means a method or methods of handling a Controlled Waste; including extra excavation, trenching, grinding, chipping, lining, extra cover or using extraordinary means to cover other than that required with other Solid Waste, and includes all program requirements for materials accepted at the Disposal Area covered under the <i>Recycling Regulation</i> (B.C. Reg. 449/2004) and all amending regulations under the <i>Environmental Management Act</i> (S.B.C. 2003 c.53).
Stewardship Materials	Means any waste or recyclable materials included in an approved stewardship plan as defined under the <i>Recycling Regulation</i> (B.C. Reg. 449/2004).

Wood Waste (Clean)	Means waste suitable for composting into garden soil and/or organized burn including dimensional lumber that is not treated, painted, stained, glued or soiled, and that is not contaminated with asbestos, creosote, PCB treatment, formica, or laminate or any other product that is not suitable for composting (pruned branches, shrubs, stumps and fallen trees excluding grass, lawn and hedge clippings, flowers, weeds, leaves, vegetable stalks).
Wood Waste (Dirty)	Means any wood that contains glue, formica, paints, or any other such materials that make it unsuitable for garden compost, but is suitable for biofuel or other energy recovery programs.

3. REGULATIONS

- 3.1 No person shall dispose of or in any way deposit Solid Waste at the Facility, except in accordance with this Bylaw.
- 3.2 No person shall dispose of or deposit Prohibited Waste at the Facility, without prior approval from the Administrator based upon the type and quantity of applicable Prohibited Waste.
- 3.3 The Board of the Regional District delegates to the Administrator the power to, on behalf of the Regional District, grant the approvals required in sections 3.12 and 3.15 of this Bylaw upon provision of requisite documentation by a person requesting such approval.
- 3.4 Loads of Solid Waste delivered in a Roll-off Bin shall not be accepted at the Facility.
- 3.5 Septage waste from domestic origin shall not exceed the discharge rate as established by Ministry of Environment and Climate Change Strategy Permit 15647 as amended from time to time. Currently, the discharge rate is 100 cubic metres per year. Septage waste of commercial origin shall not be accepted at the Facility.
- 3.6 No person shall salvage or remove material deposited at the Facility except from the Re-Use-It Centre.
- 3.7 No person shall loiter at the Facility.
- 3.8 No person shall leave their vehicle unattended at the Facility.
- 3.9 Any person entering the Facility shall proceed directly to the Attendant for load approval and payment, deposit the Solid Waste and then leave the Facility without delay after unloading.
- 3.10 Persons entering the Facility do so at their own risk. The Regional District accepts no liability whatsoever for damage and/or injury to persons or property at the Facility.

- 3.11 Children under 13 years of age, and pets shall not be permitted at the Facility except inside a vehicle.
- 3.12 No person shall dispose of or deposit at the Facility any Solid Waste originating outside the boundaries of Electoral Area A, without prior approval from the Administrator based upon the type and quantity of the applicable refuse.
- 3.13 No person shall dispose of or deposit Solid Waste other than at the Facility or at another facility recognised in the Squamish-Lillooet Regional District Solid Waste and Resource Management Plan.
- 3.14 Without prior approval from the Attendant, no vehicles shall be granted access to the Facility outside of the regular operating hours as posted at the Facility.
- 3.15 For community cleanup projects or cleanup initiatives from illegal dump sites to be considered for waiving of tipping fees, a completed Schedule "D" of this Bylaw shall be submitted to and approved by the Administrator before disposing of the collected waste. The Administrator shall consider the following factors in determining whether the tipping fees may be waived:
1. the size of the cleanup project;
 2. whether the cleanup project is being conducted by an established community group;
 3. whether the project has received the endorsement of one or more Regional District Board Directors;
 4. whether any public funds are already being expended in the course of the cleanup;
 5. whether any illegal dumping enforcement action is pending or whether such action presents a viable alternative; and
 6. the estimated amount of tipping fees to be waived.

and may stipulate operational conditions for the approval, including the right to place limits on the amount of wastes to be deposited at the Facility.

- 3.16 Any reference to legislation in this Bylaw includes amendments to such legislation that may occur from time to time and includes successor legislation.

4. RATES

- 4.1 Every person depositing Solid Waste at the Facility shall pay to the Regional District the applicable fees and charges set out in Schedule "A" of this Bylaw hereto by way of payment to the Attendant.
- 4.2 Each Load shall be inspected by the Attendant; where a scale is present, each Load shall also be weighed by the Attendant.

- 4.3 Items for the Re-Use-It Centre shall be approved by the Attendant prior to being placed in the Re-Use-It Centre.
- 4.4 Rates apply to applicable Solid Wastes as outlined in Schedule "A" of this Bylaw.
- 4.5 If a person attends the Facility with a Load that contains multiple waste streams, such as but not limited to, source-separated recyclables, compostable Organic Waste, Construction Waste, Wood Waste (Clean), Gypsum and/or other Solid Waste and the person chooses not to separate the Load, the person shall pay to the Regional District a fee for the entire Load that is based on the fee payable for Mixed Residual Waste or Mixed Construction Waste set out in Schedule "A" of this Bylaw.
- 4.6 Every person who disposes of a Load at the Facility that contains dirty or wet Recyclable Paper or dirty Plastic Waste that exceeds 5% of the total volume of the Load shall pay the Regional District a Tipping Fee for the entire Load that is based on the fee payable for Mixed Residual Waste, in the amount set out in Schedule "A" of this Bylaw.
- 4.7 Food Waste shall be separated from all plastic/printed paper/metal containers and wrappings, but may be contained in an approved compostable bag. Contaminated Food Waste containers will be charged as per section 4.6 of this Bylaw.
- 4.8 Solid Waste not disposed of as directed by the Attendant or as specified on signage at the Facility will be charge Mixed Residual Waste or Mixed Construction Waste.
- 4.9 Unless otherwise specified, fees and charges will not be levied for items collected under current and future Extended Producer Responsibility Programs or Stewardship Programs as defined by provincial legislation.
- 4.10 All Tipping Fees payable pursuant to this Bylaw shall be paid to the Regional District before the person leaves the Disposal Area.

5. OFFENCES

- 5.1 No person shall do any act or suffer or permit any act or thing to be done in contravention of this Bylaw.
- 5.2 Any person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of this bylaw, or who refuses, or omits or neglects to fulfill, observe, carry out or perform any duty or obligation imposed by this bylaw, is guilty of an offence and shall be liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00), in addition to the costs of prosecution.
- 5.3 Each day a violation is caused or allowed to continue constitutes a separate offense under this bylaw.
- 5.4 The Administrator may prohibit a person who contravenes this Bylaw from depositing Solid Waste at the Facility.

CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

5.5 If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of the bylaw.

6. EFFECTIVE DATE

6.1 The effective date of this bylaw is March 1, 2024.

7. REPEAL

7.1 The following bylaw is hereby repealed as of March 1, 2024:

- Squamish-Lillooet Regional District Bylaw Gold Bridge Transfer Station Fees and Charges Regulation Bylaw No. 1761-2022 and all amendments thereto.

READ A FIRST TIME this 29th day of February, 2024

READ A SECOND TIME this 29th day of February, 2024

READ A THIRD TIME this 29th day of February, 2024

ADOPTED this 29th day of February, 2024

Jen Ford,
Chair

Angela Belsham,
Corporate Officer

SCHEDULE “A”

TIPPING FEES

[Amendment Bylaw No. 1900-2025]

- A. Residential households within Electoral Area A are permitted to dispose of a maximum of one bag (maximum size 77 litres, 18 Gallons, or less) of solid waste in a single week (Sunday through Saturday) without tipping fees being applied. All other incoming municipal solid waste shall be charged according to the rates listed below.
- B. Solid waste not disposed of as directed by the Attendant or as specified on signage at the Facility will be charged Banned Material Surcharge for Residual Solid Waste or for Construction Waste.
- C. The Gold Bridge Transfer Station attendant has the right to refuse any or all materials entering the Facility.

ITEM	RATE	METRIC
A. Landfill Waste		
Residual Solid Waste / Household Waste		
Bagged	\$2.00	Per bag 77L or ≤18gal
	\$4.00	Per bag 77L or › 18gal
Un-Bagged/Bulky load	\$6.00	Minimum Rate
	\$12.00	Per m ³
Banned Material Surcharge - containing 5% or more recyclables and/or Organic Wastes	\$25.00	Minimum Rate
	\$80.00	Per m ³
Construction Waste		
Un-Bagged/Bulky Load	\$6.00	Minimum Rate
	\$18.00	Per m ³
Banned Material Surcharge - containing 5% or more recyclables and/or Organic Wastes	\$25.00	Minimum Rate
	\$100.00	Per m ³
Miscellaneous		
Love Seat/Full Size Couch	\$8.00	Each
Single Couch Chair	\$6.00	Each
Mattress – Twin	\$5.00	Each
Mattress – Double/Queen	\$10.00	
Mattress – King	\$15.00	Each
Invasive Species (bagged)	\$1.50	Per bag
Large Load (greater than a pickup with sideboards/2m ³)*	Not Accepted	
B. Organic Wastes / Biosolids		

Garden and Yard Waste (grass, hedges clipping, flowers, weeds, leaves, vegetable stalks) (Residual Solid Waste) ¹	\$1.50	Per bag 77L or < 18gal
	\$3.00	Per bag 77L or > 18gal
Wood Waste (clean) (pruned branches, shrubs, stumps, fallen trees) (Fire Fuel Management Waste Program)		No Charge
C. Septage Waste		
Septage Waste from RV's	\$10.00	Per discharge (up to 1m ³)
Septage Waste (domestic origin only) from SLRD and/or Commercial Hauler	\$12.00	Per m ³ (220 imperial gallon)
D. Recycling, Metals and Stewardship Programs		
Batteries (household & rechargeable)		No Charge
Batteries (car)	\$2.00	Each
Car and Car Body	\$60.00	Each
Car Hulk (no tires, no gas tank, no engine, no radiator, no air conditioner)	\$30.00	Each
Cellphones		No Charge
Electronics		No Charge
Glass (bottles, jars, refundable) **		Not Accepted
Large Appliances (stove/washers/dryers/furnaces/water heaters)		No Charge
Large Appliances with refrigerant (Air Conditioner/refrigerator/freezer)		No Charge
Light Fixtures & Bulbs*		Not Accepted
Metal (bulk)	\$5.00	Per m ³
Microwaves	\$2.00	Each
Propane Tank	\$4.00	Each
Power Tools*		Not Accepted
Refundable Beverage (no refund applies)**		Not Accepted
Residential Packaging & Paper Recycling		No Charge
Small Household Appliances*		Not Accepted
Smoke & Carbon Monoxide Alarms*		Not Accepted
Tires (passenger and light truck)	\$8.00	Each
Tires on Rim Surcharge	\$4.00	Each
Used Motor Oil		No Charge
Used Motor Oil Filters and /or Containers*		No Charge
Free Store †		No Charge
E. Prohibited Special Wastes		
Animal Carcasses*		Not Accepted
Antifreeze & Antifreeze Containers*		Not Accepted
Asbestos Waste***		Not Accepted

¹ There is no organics program for garden and yard waste

CONSOLIDATED Squamish-Lillooet Regional District Bylaw No. 1845-2024

Asbestos Drywall (pre-1990)***	Not Accepted
Biomedical Waste****	Not Accepted
Clean Fill****	Not Accepted
Contaminated Soil****	Not Accepted
Concrete/Concrete with Rebar*	Not Accepted
Hazardous Waste	Not Accepted
Herbicides/Pesticides/Solvents and/or containers*	Not Accepted
Household Paint and Paint Cans*	Not Accepted
Industrial, Commercial and Institutional recycling*	Not Accepted
Large Loads (greater than a pick-up truck with sideboards – greater than 2m ³)*	Not Accepted
Radioactive/Reactive Waste****	Not Accepted

* Items must be taken to the nearest waste handling facility (e.g. Lillooet Landfill) that will accept these materials for proper disposal/recycling.

** Items must be taken to the nearest proper facility accepting these materials (Lillooet Landfill does not accept the materials).

*** Asbestos disposal including drywall pre-1990 requires prior approval by the SLRD. An Asbestos Disposal Form must be submitted to utilites@slrd.bc.ca. See Lillooet Landfill & Recycling Centre webpage.

**** Waste materials not accepted at the Lillooet Landfill and require special handling.

† The Attendant is responsible for determining items that could be included in this category.

SCHEDULE “B”

RECYCLABLE MATERIALS

Recycle BC Materials (Residential Program)

1. Residential Packaging and Paper Recycling Paper & Cardboard;
2. Plastic Containers & Paper Cartons;
3. Metal Containers;
4. Plastic Bags and Overwrap;
5. Foam Packaging (white and coloured);
6. Other Flexible Plastic Packaging.

Product Stewardship Recyclable Materials

1. Batteries (household & rechargeable);
2. Batteries (car);
3. Cellphones;
4. Electronics (including computers, printers);
5. Large Appliances (full-size and compact refrigerators and wine coolers/beverage centres, freezers, room and portable air conditioners, dehumidifiers, washers, dryers, steam cleaners, ranges, surface cooking units, range hoods, built-in ovens, dishwashers, food waste disposers, trash compactors and electric cold and hot beverage dispensers including stoves, fridges, freezers, air conditioners, with and without freon);
6. Tires (bike, passenger and light truck with and without rims);
7. Used Oil (including containers and filters).

Other Recyclable Materials

1. Car, Car Body and Car Hulk;
2. Microwave
3. Propane Tank;
4. Scrap Metal;
5. Wood Debris (Clean) (pruned branches, shrubs, stumps, fallen trees) (Fire Fuel Management Waste Program).

SCHEDULE “C”

PROHIBITED MATERIALS

1. Animal Carcasses;
2. Antifreeze and Antifreeze Containers;
3. Asbestos Waste;
4. Asbestos Drywall (pre-1990);
5. Biomedical Waste;
6. Clean Fill;
7. Contaminated Soil;
8. Concrete/ Concrete with Rebar;
9. Glass Bottles and Jars;
10. Hazardous Waste;
11. Herbicides, Pesticides, Solvents and or Containers;
12. Household Paint and Paint Cans;
13. Industrial, Commercial and Institutional Recycling;
14. Large Loads (greater than a pick-up truck with sideboards – greater than 2m³)
15. Radioactive/ Reactive Waste.

SCHEDULE 'D'

REQUEST FOR WAIVING OF TIPPING FEES

CONTACT INFORMATION

Name of Organization: _____

Date of Application: _____

Project Contact Name: _____

Phone: _____

Email: _____

PROJECT DETAILS

Location of the cleanup: _____

Disposal Date: _____

Expected Volume: _____

Types of Waste:

Description of Project
(location, type of waste, other 'in-kind' donations.)

APPROVAL CONDITIONS

Waived Fees Granted for:

Other Conditions:

Administration Only
Estimated dollar value:

Approval Date: _____

Approved By: _____

Please submit completed form via email to: utilities@slrd.bc.ca or via fax at 604-894-6526



Request for Proposals
Gold Bridge Transfer Station Operation & Maintenance

SCHEDULE D – DRAFT SERVICES AGREEMENT

DRAFT Services Agreement

Operation and Maintenance Services – Gold Bridge Transfer Station

THIS AGREEMENT dated for reference this ____ day of _____, 2026 BETWEEN

SQUAMISH-LILLOOET REGIONAL DISTRICT

(the "Regional District")

AND

_____. doing business as _____
(the "Contractor")

GIVEN THAT the Regional District wishes to engage the Contractor for the provision of _____, the scope of such services and each of the service locations are specified in the Terms of Reference (as defined below); and

The Contractor wishes to provide such services to the Regional District in accordance with the terms and conditions of the agreement;

This Agreement is evidence that in consideration of the promises exchanged below, the Regional District and the Contractor agree with each other as follows:

Definitions

1. In this Agreement, in addition to the words defined above,
 - a. **"Terms of Reference"** means the terms of reference for performance of the Services attached here as Schedule "A" which forms part of this Agreement; and
 - b. **"Services"** means the acts, services and work described in the Terms of Reference and all acts, services and work necessary to achieve the objectives set out in the Terms of Reference.

Services to be Performed by the Contractor

2. The Contractor agrees to perform the Services during the Term, in accordance with the Terms of Reference, on the terms and conditions of this Agreement.

Term and Renewal

3. The term of this Agreement commences on or about _____ and ends on the earlier of the completion of the Services or _____ (the **"Term"**), unless terminated earlier in accordance with this Agreement.

Warranty as to Quality of Services

4. The Contractor represents and warrants to the Regional District that:

- a. it will perform the Services with that degree of care, skill, and diligence normally applied in the performance of services of a similar nature and magnitude to those contemplated by this agreement at the time and place the Services are rendered;
- b. it will perform the Services in accordance with sound current professional practices;
- c. the Contractor and any of its employees which undertake the Services have the education, training, skill, experience and resources necessary to perform the Services;
- d. the Services will be performed in accordance with all applicable enactments and laws and in compliance with all relevant codes, rules, regulations and standards of any relevant professional or industry organization or association; and

and the Contractor acknowledges and agrees that the Regional District has entered into this Agreement relying on the representations and warranties in this section.

Remuneration and Reimbursement

5. The Regional District must pay the Contractor for the Services in the amount provided in the Terms of Reference in accordance with this Agreement.

Invoice

6. Not more than once each month, the Contractor may deliver an invoice to the Regional District, in respect of the immediately preceding month, setting out the aggregate amount of fees claimed for Services performed in that preceding month for each of the service locations specified in the Terms of Reference. For greater clarity, the invoice must clearly break out the fees claimed for Services delivered in respect of each of the service locations set out in the Terms of Reference.

Payment by the Regional District

7. The Regional District must, to the extent it is satisfied the fees are for Services reasonably and necessarily performed by the Contractor and subject to section 8 and subject to any right of set-off that the Regional District may have, pay the Contractor the fees claimed in the invoice delivered in accordance with section 6, within 30 days after delivery of the invoice to the Regional District.

Starting in January 2028, the rate schedule set out in Schedule "B" shall be increased by an equivalent of half of the percentage published by the Consumer Price Index from Statistics Canada for the Province of British Columbia for the period of January to December of the previous year. If the CPI change of the previous year is a negative result, the effective increase applied will be zero percent (0.0%).

Termination or Suspension at the Discretion of the Regional District

8. Despite any other section of this Agreement, the Regional District may, in its sole discretion, terminate or suspend all or any part of the Services by giving the Contractor notice of termination or suspension, as the case may be, with such effective date of termination or suspension so noted thereon. If the Regional District terminates or suspends all or part of the Services under this section, then the Contractor is entitled to deliver an invoice to the Regional District for the period between the end of the time period for which the last invoice was delivered by the Contractor

undersection 6 and the effective date of termination or suspension. The Regional District must, to the extent that it is satisfied the fees and disbursements are for Services reasonably and necessarily performed by the Contractor, pay the Contractor the fees and disbursements claimed in such invoice, within 30 days after delivery of such invoice to the Regional District. The Contractor is not entitled to, and irrevocably waives and releases, damages or compensation for costs incurred, loss of profit, or loss of opportunity, directly or indirectly arising out of termination or suspension of all or any part of the Services.

Termination for Breach

9. The Regional District may, by giving the Contractor notice of termination, immediately terminate all or any part of the Services, if the Contractor:
 - a. is in breach of this Agreement and within 5 days of receiving notice of such breach from the Regional District, the Contractor has not cured the breach or is not, to the satisfaction of the Regional District in its sole discretion, diligently pursuing a cure for the breach; or
 - b. becomes bankrupt or insolvent, a receiving order is made against the Contractor, an assignment is made for the benefit of the Contractor's creditors, or the Contractor takes the benefit of any enactment relating to bankrupt or insolvent debtors.

Without limiting any other right or remedy available to the Regional District, if the Regional District terminates all or any part of the Services under this section, the Regional District may arrange, upon such terms and conditions and in such manner as it considers appropriate, for performance of any part of the Services remaining to be completed, and the Contractor is liable to the Regional District for any expenses reasonably and necessarily incurred by the Regional District in engaging the services of another person to perform those Services. The Regional District may set off against, and withhold from amounts due to the Contractor such amounts as the Regional District determines, acting reasonably, are necessary to compensate and reimburse the Regional District for the expenses described in this section.

Confidential Information

10. Except as required by law, the Contractor must not, during or after the Term, divulge or disclose any secret or confidential information, or divulge or disclose any information that the Contractor receives or observes in connection with this Agreement and the performance of the Services which in good faith or good conservice ought not to be disclosed.

Records

11. The Contractor must:
 - a. keep proper accounts and records of its performance of the Services, including invoices, receipts and vouchers, which must at all reasonable times be open to audit and inspection by the Regional District, which may make copies and take extracts from the accounts and records;
 - b. keep reasonably detailed records of performance of the Services by the Contractor, which must at all reasonable times be open to inspection by the Regional District, which may

make copies and take extracts from the records;

- c. afford facilities and access to accounts and records for audit and inspection by the Regional District and must furnish the Regional District with such information as the Regional District may from time to time require regarding those documents; and
- d. preserve and keep available for audit and inspection, all records described in section 11(a) through (c) for at least two years after completion of the Services or termination of this Agreement, whichever applies.

Delivery of Records

- 12. If the Regional District terminates all or part of the Services under this Agreement, the Contractor must immediately deliver to the Regional District, without request, all Services-related documents in the Contractor's possession or under its control as well as all keys issued to the Contractor by the Regional District.

Agreement for Services

- 13. This is an Agreement for the performance of services and the Contractor is engaged under the Agreement as an independent contractor for the sole purpose of providing the Services. Except as is otherwise expressly prescribed in this Agreement, neither the Contractor nor any of its employees, contractors and representatives is engaged by the Regional District as an employee or agent of the Regional District. The Contractor is solely responsible for any and all remuneration and benefits payable to its employees, contractors and representatives, and all payments or deductions required to be made by any enactment, including those required for Canada Pension Plan, employment insurance, workers' compensation and income tax. This Agreement does not create a joint venture or partnership, and the Contractor has no authority to represent or bind the Regional District in any way.

Assignment of Agreement/Subcontracting of Services

- 14. The Contractor must not assign this Agreement (or any part thereof) or subcontract any or all of the Services to be performed under this Agreement without the prior written consent of the Regional District, such consent may be unreasonably withheld. The Regional District may refuse its consent if, among other reasons, it is not satisfied that the proposed assignee or proposed subcontractor, as the case may be, has the education, training, skill, experience or resources necessary to perform the Services. Any assignment or subcontract duly consented to by the Regional District does not relieve the Contractor from any obligation already incurred or accrued under this Agreement or impose any liability upon the Regional District.

Time of the Essence

- 15. Time is of the essence of this Agreement.

Release and Indemnification

- 16. Except to the extent arising out of the negligent acts or omissions of the Regional District and its directors, officers, employees, agents, successors and assigns, as determined by a court of

competent jurisdiction, the Contractor must release, indemnify and save harmless the Regional District and its directors, officers, employees, agents, successors and assigns from and against any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including, without limitation, the full amount of all legal fees and disbursements) in any way directly or indirectly arising out of or caused, in whole or in part, by the Contractor, its employees, agents, or assigns in the performance of the Services herein, as determined by a court of competent jurisdiction.

17. The indemnity provided in section 16 by the Contractor to the Regional District will not in any way be limited or restricted by the insurance set out in section 19 or by limitations on the amount or type of damages, compensation or benefits payable under the *Workers' Compensation Act* or any other similar statute.

Insurance Requirements

18. The Contractor must obtain and maintain throughout the Term automobile liability insurance on all vehicles, owned, operated or licensed in the name of the Contractor in an amount not less than \$5,000,000 per occurrence for bodily injury, death and damage to property (or such higher amount as is customary for a provider of landscaping services) as well as appropriate contractor's equipment insurance in all-risks form covering equipment used for the performance of the Services.
19. The Contractor must obtain and maintain throughout the Term commercial general liability insurance providing coverage for death, bodily injury, property loss and damage and all other losses arising out of or in connection with the provision of the Services in an amount not less than \$5,000,000 per occurrence and shall meet the following requirements:
- a. name the Regional District as additional insured;
 - b. include blanket contractual liability coverage, cross liability, and severability of interest;
 - c. be issued by an insurance company entitled to carry on the business of insurance under the laws of British Columbia;
 - d. be primary without right of contribution from any insurance carried by the Regional District;
 - e. stipulate that it shall not be cancelled or materially changed without first providing 30 days written notice to the Regional District;
 - f. include a deductible not greater than \$5,000 per occurrence; and
 - g. be on other reasonable terms acceptable to the Regional District.

The Contractor must provide the Regional District with certificates of insurance confirming the placement and maintenance of such insurance at the signing of the Agreement and thereafter as requested to do so from time to time by the Regional District. If the Contractor's insurance shall expire or terminate before the end of the Term, the Contractor shall deliver a new certificate of insurance evidencing the new policies of insurance not less than ten (10) days before the new policies go into effect.

The above insurance requirements do not in any way reduce the Contractor's obligations to release and indemnify the Regional District as set out in section 16 of this Agreement.

WorkSafeBC

20. The Contractor must:

- a. provide proof of WorkSafeBC coverage (or if applicable, proof that WorkSafeBC coverage is not required) within 5 days of signing this Agreement and as may be required by the Regional District from time to time throughout the Term;
- b. remain current with all assessment reporting and payments due thereunder and shall comply in every respect with the requirements of the Workers Compensation Act and Regulations; and
- c. be responsible for all fines, levies, penalties and assessments made or imposed under the Workers Compensation Act and regulations relating in any way to the Services.

21. The Contractor must take all precautions reasonably necessary to ensure the safety of the Contractor's personnel and all persons employed, contracted or subcontracted by the Contractor to perform the Services.

22. The Contractor is designated as the prime contractor on site.

Compliance

23. The Contractor must comply with all laws, rules and regulations applicable to the performance of the Services under this Agreement.

Severability

24. If any term or provision of this Agreement is illegal or invalid for any reason whatsoever as determined by a competent court of law, such term or provision shall be severable and the same shall not affect the validity of the remainder of this Agreement.

Notice

25. Any notice, direction, demand, approval, certificate or waiver which may be or is required to be given under this Agreement must be in writing and delivered personally or by courier or sent by e-mail, addressed as follows:

- a. To the Regional District:

Squamish-Lillooet Regional District
1350 Aster Street, Box 219
Pemberton, B.C. V0N 2L0
E-mail Address: mleblanc@slrd.bc.ca
Attention: Marie-Lou Leblanc, Manager of Solid Waste Manager Services

b. To the Contractor:

Name

Address

Phone Number: (xxx) xxx-xxx

E-mail Address:

Attention: _____

or to such other address, or e-mail address of which notice has been given as provided in this section.

Any notice, direction, demand, approval or waiver delivered is to be considered given on the next business day after it is dispatched for delivery. Any notice, direction, demand, approval or waiver sent by e-mail is to be considered given on the day it is sent, if that day is a business day and if that day is not a business day, it is to be considered given on the next business day after the date it is sent.

Interpretation and Governing Law

26. In this Agreement:

- a. reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
- b. reference to a particular numbered section or Schedule is a reference to the correspondingly numbered section or Schedule of this Agreement;
- c. the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
- d. reference to any enactment is a reference to that enactment as amended, unless otherwise expressly provided;
- e. reference to a month is a reference to a calendar month; and
- f. section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement.

27. This Agreement is governed by, and is to be interpreted according to, the laws of British Columbia.

Binding on Successors

28. This Agreement endures to the benefit of and is binding upon the parties and their respective executors, successors, trustees, administrators and receivers, despite any rule of law or equity to the contrary.

Entire Agreement

29. This Agreement is the entire agreement between the parties and it terminates and supersedes all previous communications, representations, warranties, covenants and agreements, whether verbal or written, between the parties with respect to the subject matter of this Agreement.

Waiver

30. Waiver of any breach by a party must be express and in writing to be binding on that party, and a waiver of a particular breach does not operate as a waiver any future breach, whether of a like or different character.

Freedom of Information and Protection of Privacy Act

31. The Contractor understands that the Regional District is subject to the Freedom of Information and Protection of Privacy Act, RSBC 1996, c. 165 and agrees that this Agreement and the information it contains, and any information supplied by the Contractor to the Regional District in connection with this Agreement, is not implicitly confidential for the purposes of that enactment.
32. The Contractor understands that this Agreement, and the information it contains, may be the subject of an access to information request made to the Regional District under the Freedom of Information and Protection of Privacy Act and the Regional District may be obliged by that enactment to disclose all or part of this Agreement and the information it contains and all or part of any information the Contractor supplied to the Regional District in connection with this Agreement, whether or not the Contractor has expressly stipulated that the information in question is confidential for the purposes of that enactment.

Counterparts

33. This Agreement may be signed in as many counterparts as may be necessary, each of which so signed will be deemed to be an original and each copy sent by email or electronic facsimile transmissions will be deemed to be an original, and such counterparts together will constitute one and the same instrument and notwithstanding the date or dates of execution will be deemed to bear the date as set forth below.

As evidence of their agreement to be bound by the above terms and conditions of this Agreement, the parties have executed this Agreement below, on the respective dates written below.

**SQUAMISH-LILLOOET REGIONAL
DISTRICT** by its authorized signatory:

Date

Contractor Name
by its authorized signatory:

Date

SCHEDULE E – PROPONENT’S SUBMISSION CHECKLIST

<i>Item</i>	<i>Included - ☐</i>
<i>Completion and submission of Acknowledgement Letter</i>	
<i>Completion of Proponents Section of RFP Page 2</i>	
<i>Proponent’s Proposal including experience, references, sustainability and value-added benefits</i>	
<i>Payment Schedule B including Provisional Item Rates and Schedule of Work</i>	