



REPORT

To: Rural Budgets Administration Committee

Report Number: ENV-RBAC-099

From: Environmental Services

Date: July 24, 2025

Subject: Kelly Lake Transfer Station Bin Placement – Area D Fair Share Commitment

RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve that the unused grant commitment in the amount of \$902.38 from the original \$6,500 allocation approved at the December 12, 2024, Rural Budgets Administration Committee Meeting, payable from Function 500 – Regional Solid Waste Electoral Area D Fair Share for the rental, trucking and tipping of a bulky waste bin at the Kelly Lake Transfer Station during the temporary closure, be returned to Electoral Area D Fair Share as the project is now complete.

RECOMMENDATION #2:

That the Rural Budgets Administration Committee recommend that the Regional Board amend the 2025 Financial Plan for Function 500 – Regional Solid Waste to:

- increase Transfer from Reserves Fair Share - \$5,597.62; and
 - increase Kelly Lake Contractor/Transport/Haul – Kelly Lake Transfer Station - \$5,597.62
- to provide Area D Fair Share funds to Function 500 to pay for the rental, trucking and tipping of a bulky waste bin at the Kelly Lake Transfer Station during the temporary closure.

BACKGROUND/RATIONALE:

On November 21, 2024, the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED,

That the Regional Board approve that a bulky waste bin be placed at the Kelly Lake Transfer Station until a new generator can be installed and the site is reopened. Further, that the cost for the delivery and servicing of the bin be paid for from the Electoral Area D Fair Share fund.

On December 12, 2024, the Rural Budgets Administration Committee passed the following resolution:

MOVED, SECONDED and CARRIED,

That the Rural Budgets Administration Committee authorize a funding commitment to a maximum of \$6,500 payable from Electoral Area D Fair Share, to be issued to Function 500 – Regional Solid Waste Management for the rental, trucking, and tipping of a bulky waste bin at the Kelly Lake Transfer Station during the temporary closure.

On April 19, 2024, the Kelly Lake Transfer Station was closed, and both the diesel generator and fuel tank were removed from the site. During the temporary closure, residents were directed to the Tomslake or Dawson Creek Transfer Stations while others utilized waste collection systems in Beaver

Lodge and Hythe. To ensure continued access to the seasonal cleanup program, two bulky waste bins were placed at the Kelly Lake site during both the Spring (June 3–16, 2024) and Fall (October 7 – 20, 2024) Cleanup campaigns.

Following the May 30, 2024 Regional Board Meeting, staff initiated the procurement process to purchase a propane generator with \$75,000 being allocated to the purchase of the generator in June 2024. The generator was initially expected to arrive within 24 weeks, and the site was anticipated to be opened prior to Christmas.

On November 25, 2024, a bulky bin was placed at the facility. The request to provide a bulky waste bin during the closure originated from community elders, who asked for some form of interim service until the transfer station could resume operations. Due to significant supply chain delays, delivery of the generator was postponed to April 8, 2025. The generator was installed on May 2, 2025. Testing, contractor coordination, and public communication for the reopening of the site took place during the week of May 5 - 9, 2025. The facility officially re-opened to the public on May 13, 2025; 389 days after the site was closed.

Between November 25, 2024 and May 13, 2025 the bulky bin placed at the Kelly Lake Transfer Station was tipped a total of 11 times. The resulting cost for the supply and tips of the bins was \$5,597.62.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

On December 12, 2024, \$6,500 of Area D Fair Share funds was allocated to the supply of the bulky bin at the Kelly Lake Transfer Station. These funds were not budgeted for through the 2025 Financial Plan and a budget amendment is required to show the addition of the used funds.

With the site resuming operations, the total cost for the supply and tipping of the bulky bin was \$5,597.62 resulting in \$902.38 in Area D Fair Share Funds that can be returned. The operational expenses were budgeted for through the 2025 Financial Plan and therefore, no budget amendment is required to input additional expenses. However, expenses have been increased to offset the additional revenue and will result in an increase in surplus at year end.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

External Links:

1. [Kelly Lake Transfer Station Temporary Waste Collection, ENV-RBAC-093](#) – See Item 8.2 on the Rural Budgets Administration Meeting Agenda dated December 12, 2024.
2. [Kelly Lake Transfer Station – Bin Placement, DR-BRD-090](#) – See Item 8.1 on the Regional Board Meeting Agenda dated November 21, 2024.