

**Comox Valley Regional District
Management Report**

[MeetingType] = 'CSWMBBoard - RSW' and [Status] Contains 'Active'

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
1	RSW	Rutten	Feb 13,2020	THAT the Courtenay Country Market recycling depot be closed effective July 2020 and the Canex recycling depot be closed effective July 2021.	Preparing communication materials.	J. Lee
2	RSW	Dunlop	Feb 13,2020	THAT the Comox Strathcona Waste Management Board approve the social procurement concept to include, but not limited to, indigenous peoples, apprentices, under-represented populations, small-sized, medium-sized and/or social enterprises to be implemented as part of the Regional Organics Compost Project construction.	Request for Proposal language under development	G. Bau Baiges
3	RSW	Rutten	Feb 13,2020	THAT staff bring forward a report reviewing the education and advertising budget for function 391 Solid Waste Service, including consideration of an internal position.	Staff report on March 12/2020 agenda.	C. Wile
4	RSW	Rutten	Nov 14,2019	THAT staff prepare a report regarding the UBQ Materials process of converting organic household waste into bio-based composite materials.	In progress, planned for June 2020.	
5	RSW	Rutten	Nov 14,2019	THAT staff apply to the New Building Canada Fund grant program for a project scope change based on siting the regional organics facility at Block J and an extension for grant funding beyond March 2020.	Sent request for extension along with update time line for project competition - awaiting confirmation	G. Bau Baiges
6	RSW	Rutten	Nov 14,2019	THAT the Strathcona Gardens recycling depot be closed effective July 2020 and the Sports Plex recycling depot be closed effective July 2021.	Preparing communications materials	J. Lee
7	RSW	Rutten	Nov 14,2019	THAT the Comox Valley Waste Management Centre and Campbell River Waste Management Centre cease operations and be closed to the public on statutory holidays, effective July 1, 2020; AND FURTHER THAT the normal hours of operation at the Comox Valley Waste Management Centre are from 8:00 am to 5:30 pm daily, effective January 2, 2020.	In contact with haulers and account holders in January mail out, staff have been in contact with haulers about the changes.	J. Lee
8	RSW	Rutten	Nov 14,2019	THAT staff bring forward a report on financial resources required to investigate recommendations made by the Solid Waste Advanced Technology Select Committee.	In progress.	
9	RSW	Rutten	Nov 14,2019	THAT staff be directed to submit an application to Recycle BC for a recycling depot at the south end of Campbell River.	Letter sent to Recycle BC Feb 12, 2020	J. Lee

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10	RSW	Rutten	Nov 14,2019	THAT the matter of the potential conversion of the Quadra Island recycling depot and Oyster River recycling depot to Recycle BC depots be referred to staff for discussion with the Area D (Oyster Bay – Buttle Lake) and Area C (Discovery Islands-Mainland Inlets) directors and a subsequent report.	Met with Directors and will develop outreach program as discussed.	J. Lee
11	RSW	Rutten	Nov 14,2019	THAT the Comox Strathcona Waste Management Board direct award the purchase of \$160,000 of carbon credits, which is the equivalent dollar amount to purchasing 48,000 tonnes of CO2 in the global marketplace, from Cowichan Energy Alternative Society's community carbon marketplace and to work toward a project within the Comox Strathcona Waste Management service area .	Staff have begun to discuss option with CEA and they will report back on possible options. Financial Plan updated to reflect board direction.	S. Willie
12	RSW	Warren	Sep 12,2019	THAT the Comox Strathcona Waste Management Board support one round table session annually and schedule it at the Board meeting occurring in June of each year; AND FURTHER THAT staff address the seven action items stemming from the June 20, 2019 Comox Strathcona Waste Management Board round table session related to governance, waste composition, the Solid Waste Management Plan, and taxation and tipping fees as outlined in the August 6, 2019 report.	In Progress	M. Rutten
13	RSW	Rutten	Jun 20,2019	THAT the Comox Strathcona Waste Management Board approve the implementation of a remote community's organic composting pilot program in the Village of Tahsis and within Electoral Area B of the Strathcona Regional District, being Cortes Island; AND FURTHER THAT the Comox Strathcona Waste Management Board approve the purchase of composting equipment and supplies to operate the pilot in the two remote communities of the Village of Tahsis and Cortes Island up to a maximum of \$10,000; AND FINALLY THAT staff report back to the Comox Strathcona Waste Management Board at its September 2020 meeting, with a summary and business case for a small scale organic composting program, for all remote communities that wish to participate.	In progress - compost bins delivered to Tahsis and Cortes and staff are supporting the respective community groups through process.	

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
14	RSW	Rutten	Jun 20,2019	<p>THAT the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (the Ministry) be advised that the Comox Strathcona Waste Management (CSWM) Board endorses a Sponsored Crown Grant application on Block M and Block J of District Lot 85, Sayward Land District for waste management purposes;</p> <p>AND FURTHER THAT the Board Chair send a letter to the Ministry confirming that the CSWM Service cannot effectively utilize existing land holdings other than Block M and Block J for the waste management uses;</p> <p>AND FURTHER THAT the Board direct staff to submit an application to the Ministry for a Sponsored Crown Grant on Block M and Block J for the purpose of waste management uses;</p> <p>AND FINALLY THAT the Chair and the Corporate Officer be authorized to execute a Sponsored Crown Grant agreement between the Comox Valley Regional District and the Ministry over Block M and Block J.</p>	<p>Submission November 8, 2019. Awaiting response from FLNRORD</p>	G. Bau
15	RSW	Rutten	Apr 20,2017	<p>THAT the board refer staff report "CSWM regional organics composting facility approved funding (Project # N20258)" dated April 6, 2017 to all jurisdictions within the CSWM service area;</p> <p>AND FURTHER THAT, in order to enable the regional organics composting facility at Norm Wood Environmental Centre as approved by the New Building Canada Fund – Small Communities Fund grant award, the City of Courtenay and the City of Campbell River confirm commitment to implementing a curbside collection for pre and post-consumer food waste and yard debris (organic feedstocks) and to also consider other points raised in section 9.1.1 of the CS-SWMP;</p> <p>AND FINALLY, that the Town of Comox, City of Courtenay, Village of Cumberland, and City of Campbell River be requested to provide a key staff contact with regards to working with CSWM staff to implement the regional organics composting facility and related programs in 2017.</p>	<p>Ongoing. Project update provided in February 2020. - Siting moved to Block J. - Key contracts provided by municipalities. - Item to be removed from management report April 2020.</p>	