

**Comox Valley Regional District
Management Report**

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

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
1	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.	A. McGifford
2	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
3	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.	Developing communications plan for removal	J. Lee
4	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.	A. McGifford
5	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.	A. McGifford
6	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.	In progress.	J. Lee
7	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
8	RSW	Rutten	Nov 14,2019	THAT consideration of the motion regarding the proposed phased closure of the Courtenay Country Market recycling depot in 2020 and the Canex recycling depot in 2021 be deferred to the next meeting of Comox Strathcona Waste Management Board in January of 2020.	Report coming forward in February 2020.	J. Lee

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
9	RSW	Rutten	Nov 14,2019	<p>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 .</p>	<p>Staff have begun to discuss option with CEA and they will report back on some possible options. Financial Plan updated to reflect board direction.</p>	S. Willie
10	RSW	Rutten	Nov 14,2019	<p>THAT staff bring forward a report in January 2020 regarding a proposed budget allowance in the 2020-2024 Financial Plan for the second phase of the rural organics composting pilot project.</p>	<p>Report on details will be coming forward at future meeting. A provision in the 2020 financial plan for rural organics of \$50,000 is include at this time.</p>	A. McGifford
11	RSW	Rutten	Sep 12,2019	<p>THAT the Comox Strathcona Waste Management Board support the planned closure approach described as Option 3 in the September 5, 2019 staff report, and direct staff to continue to follow the 2017 Design, Operations and Closure Plan for the Campbell River Waste Management Centre to meet Landfill Gas Management Regulation in 2023;</p> <p>AND FURTHER THAT the Comox Strathcona Waste Management Board send a letter to the Ministry of Environment and Climate Change Strategy to confirm our intent to meet the Landfill Gas Management Regulation as outlined in the 2017 Design, Operations and Closure Plan for Campbell River;</p> <p>AND FINALLY THAT the 2020 - 2024 Financial Planning ensures that the necessary funding is available within the budget to undertake the closure works to proceed as per Option 3.</p>	<p>Staff will meet with MOE before the end of February 2020.</p>	A. McGifford
12	RSW	Warren	Sep 12,2019	<p>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;</p> <p>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.</p>	<p>In Progress</p>	A. McGifford

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
13	RSW	Rutten	Jun 20,2019	<p>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;</p> <p>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;</p> <p>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.</p>	In progress - compost bins delivered to Tahsis and Cortes and staff are supporting the respective community groups through process.	A. McGifford
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>	Submission November 8, 2019.	G. Bau
15	RSW	Rutten	Feb 7,2019	<p>THAT the Comox Valley Regional District (Comox Strathcona Waste Management) Board continue to support implementation of the 2012 Comox Strathcona Waste Management Solid Waste Management Plan and reassess the viability of advanced alternate disposal technologies in 2022 as part of the major 10 year update of the Solid Waste Management Plan.</p>	Review to be completed in 2022 as part of SWMP update.	A. McGifford

ITEM	MEETING	ASSIGNED	DATE	DETAILS	Action	Delegated
16	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>	Ongoing. Project update provided in February 2020.	A. McGifford