

**Comox Valley Regional District  
Management Report**

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

| ITEM | MEETING | ASSIGNED | DATE        | DETAILS   | Action  | Delegated    |
|------|---------|----------|-------------|---|---|--------------|
| 1    | 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>Plan to present to MOE in Nov after board considers carbon credit options. tentatively scheduled for Nov 21st.</p> | A. McGifford |
| 2    | RSW     | Rutten   | Sep 12,2019 | <p>THAT the potential purchase of carbon offsets for the emissions from the Campbell River Waste Management Centre, as outlined in the staff report dated September 5, 2019 be referred to staff for a report with further options for the board's consideration.</p>   | <p>report to board on Nov 14th with options</p>   | A. McGifford |
| 3    | RSW     | Rutten   | Sep 12,2019 | <p>THAT the Comox Strathcona Waste Management Board submit a formal response to the CleanBC Plastics Action Plan Policy Consultation Paper;</p> <p>AND FURTHER THAT the Comox Strathcona Waste Management Board recommend to member municipalities to exclude compostable and biodegradable plastics as allowable substitutions within single-use item reduction bylaws;</p> <p>AND FURTHER THAT the Comox Strathcona Waste Management Board encourage visitors, residents and all businesses within the service area to restrict the use of single-use items by allocating \$8,000 in communication and educational resources from the 2020 budget from 391, general education and advertising;</p> <p>AND FINALLY THAT the Comox Strathcona Waste Management Board direct staff to track the impact of the material bans for the purposes of reporting in the next Solid Waste Management Plan using business outreach and waste audit tools.</p> | <p>Complete. Formal response submitted. Work plan developed with \$20,000 budget recommended.</p>                     | S. Willie    |

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| 4    | 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>   | In Progress   |              |
| 5    | RSW     | Warren   | Jun 20,2019 | <p>THAT the Comox Strathcona Waste Management Centre Board request a meeting with the Minister of Environment and Climate Change at UBCM regarding the closure at the Campbell River Waste Management Centre.</p>   | Complete. Meeting occurred at UBCM  |              |
| 6    | 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 |
| 7    | RSW     | Rutten   | Jun 20,2019 | <p>THAT the implications of remaining non-compliant with the Landfill Gas Management Regulation at the Campbell River Waste Management Centre be further investigated by staff to address the non-compliant status and provide possible alternatives for the Board's consideration in September 2019.</p>   | Presented and board direction provided.   | A. McGifford |

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| 8    | 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<br>November 8, 2019.   | G. Bau       |
| 9    | RSW     | Warren   | Jun 20,2019 | THAT representatives of Recycle BC be invited to provide a presentation to the Board regarding recycling and waste reduction initiatives.  | Complete.<br>Scheduled for<br>November board<br>meeting.  | L. Dennis    |
| 10   | RSW     | Rutten   | Apr 11,2019 | THAT as a delegation, Comox Strathcona Waste Management staff endeavour to provide a service update to the Strathcona Regional District and Comox Valley Regional District boards twice annually.  | Complete.<br>Scheduled for<br>November 21, 2019<br>to SRD Board and<br>December 10, 2019<br>to CVRD Board   | A. McGifford |
| 11   | RSW     | Rutten   | Feb 7,2019  | <p>THAT the Comox Valley Regional District (Comox Strathcona Waste Management) Board direct staff to analyze and compare siting of the Comox Strathcona Waste Management organics processing facility, at both the Norm Wood Environmental Centre and Campbell River Waste Management Centre – Block J;</p> <p>AND FURTHER THAT staff seek approval from respective provincial ministries and agencies for siting as required at either location.</p>  | Report to<br>November board<br>meeting.   | G. Bau       |
| 12   | RSW     | Rutten   | Feb 7,2019  | <p>THAT the Comox Valley Regional District (Comox Strathcona Waste Management) Board endorse the performance monitoring program as presented in the report titled “Performance Monitoring of Waste Management Technology – Chester, Nova Scotia,” dated January 28, 2019, for a period of one year after successful start-up;</p> <p>AND FURTHER THAT the Board approach the Cowichan Valley Regional District and the Nanaimo Regional District to request sharing of the costs and information related to performance monitoring.</p>  | Start up complete<br>and performance<br>monitoring criteria<br>being developed.<br>Conference call<br>with Sustane to be<br>held shortly to kick<br>off monitoring<br>period. | A. McGifford |

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| 13   | RSW     | Rutten   | Feb 7,2019  | 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.  | Review to be completed in 2022 as part of SWMP update.   | A. McGifford |
| 14   | RSW     | Rutten   | Jan 10,2019 | THAT staff provide a report regarding the application of social procurement in the Comox Valley Regional District Procurement Policy and potential membership in the regional Community Benefit Hub.   | CVRD Board endorsed membership funded by Comox Valley Electoral Areas. Staff to provide an update and further information to the CSWM at the Nov 2019 meeting. |              |
| 15   | RSW     | Rutten   | Jun 7,2018  | THAT, following up on the 2017 Waste Composition Report, staff be directed to investigate ways to divert compost from the Cortes waste stream, and bring back a report for the board's consideration.  | Small organics pilot will be undertaken. Additional education and outreach will be completed. Report will come to the board in Fall 2020.                      | J. Lee       |
| 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 on November 14th  | A. McGifford |
| 17   | RSW     | Rutten   | Nov 5,2015  | THAT staff continue to re-evaluate alternative solutions to the non-Multi Material British Columbia recycling depots.  | Ongoing. Targeting November 2019   | J. Lee       |