



Thursday, December 2, 2021

Minutes of the meeting of the Comox Valley Regional District (Comox Strathcona Waste Management) Board of Directors held on December 2, 2021 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 9:30 am.

MINUTES

Present:

Chair:	B. Unger	Village of Gold River
Vice-Chair:	A. Hamir	Lazo North (Area B)
Directors:	J. Abram	Discovery Islands - Mainland Inlets (Area C)
	A. Adams	City of Campbell River
	N. Anderson	Cortes (Area B)
	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	W. Cole-Hamilton	City of Courtenay
	C. Cornfield	City of Campbell River
	M. Davis	Village of Tahsis
	C. Evans	City of Campbell River
	E. Grieve	Puntledge/Black Creek (Area C)
	D. Hillian	City of Courtenay
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
	R. Kerr	City of Campbell River
	W. Morin	City of Courtenay
	M. McCollum	City of Courtenay
	G. Whalley	Kyuquot – Nootka/Sayward (Area A)
	C. Moglove	City of Campbell River
Alt. Directors:	S. McGowan	Town of Comox
	N. Minions	Town of Comox
	S. Poulsen	Village of Sayward
	S. Sullivan	Village of Cumberland
Staff:	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	K. Douville	Acting Chief Financial Officer
	M. Rutten	General Manager of Engineering Services
	J. Martens	General Manager of Corporate Services
	L. Dennis	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

Absent:

Directors:	J. Colborne	Village of Zeballos
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ATTENDANCE:

Director Unger, as Chair of the Strathcona Regional District Board, assumed the role of presiding member.

With the exception of Chair Unger, all directors attended via electronic means.

CALL TO ORDER AND APPROVAL OF THE AGENDA:

W. Cole-Hamilton/B. Leigh: THAT the agenda be approved with the following changes:

- Item 7 (Final Report - Rural and Remote Communities composting Pilot Program) to follow Item 4 (Traditional Welcome); and
- Item 8 (Final Report - Recycling on Quadra Island) to follow item 5 (CSWM 2022 Community Education Program Initiatives)

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Carried

IN-CAMERA MEETING:

B. Leigh/N. Minions: THAT the committee adjourn to an in-camera session pursuant to the following sub-sections of section 90 of the Community Charter:

90(1)(k) Negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public;

AND FINALLY THAT the in-camera portion convene immediately following the open portion of the meeting.

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Carried

ADOPTION OF MINUTES:

B. Leigh/C. Cornfield: THAT the Comox Strathcona Waste Management Board minutes dated October 21, 2021 be adopted.

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Carried

REPORTS:

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

C. Evans/C. Cornfield: THAT the minutes of the Comox Strathcona Waste Management Advisory Committee meeting held November 18, 2021 be received.

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Carried

COMOX STRATHCONA SOLID WASTE ADVANCED TECHNOLOGY SELECT COMMITTEE

G. Whalley/C. Cornfield: THAT the minutes of the Comox Strathcona Solid Waste Advanced Technology Select Committee held on October 21, 2021 be received.

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Carried

PROCEDURE BYLAW UPDATES FOR ELECTRONIC MEETINGS AND PARTICIPATION

D. Arbour/C. Cornfield: THAT the report dated October 21, 2021 regarding an amendment to the Comox Valley Regional District Procedure Bylaw to include provisions for the conduct of electronic meetings and participation, the assignment of delegations to the Board or one of its committees and other administrative updates be received.

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Carried

J. Martens, General Manager of Corporate Services, provided an overview of the report regarding an amendment to the Comox Valley Regional District Procedure Bylaw to include provisions for the conduct of electronic meetings and participation, the assignment of delegations to the board or one of its committees and other administrative updates.

TERRITORIAL WELCOME

A. Hamir/D. Arbour: THAT the report dated November 24, 2021 regarding the importance of a territorial acknowledgment and the planned approach for First Nations engagement in the Comox Strathcona Waste Management (CSWM) service area be received.

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Carried

C. Wile, Manager of External Relations, and T. McLean, CSWM First Nations Coordinator, provided an overview of the report regarding the importance of a territorial acknowledgment and the planned approach for First Nations engagement in the Comox Strathcona Waste Management (CSWM) service area.

D. Hillian/E. Grieve: THAT the Comox Strathcona Waste Management Board endorses as a framework the Territorial Acknowledgements outlined in Appendix A of the report dated November 24, 2021 for each of the 10 First Nations that make up the Comox Strathcona Waste Management (CSWM) service area.

AND FURTHER THAT these Territorial Acknowledgements be used at meetings, in-person and virtual events throughout the CSWM service area, as per the usage guidelines outlined in Appendix B of the report.

AND FINALLY THAT the following written acknowledgement be utilized for all CSWM correspondence:

"The Comox Strathcona Waste Management service area is located in the Coast Salish, Kwakwaka'wakw, and Nuu-chah-nulth territories".

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Carried

FINAL REPORT – RURAL AND REMOTE COMMUNITIES COMPOSTING PILOT PROGRAM

E. Grieve/W. Cole-Hamilton: THAT the report dated November 25, 2021 regarding an outline of key findings from the remote organics compost pilot and a recommendation to address food waste and food loss within the CSWM service moving forward be received.

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Carried

S. Valdal, CSWM Services Coordinator, presented an overview of the report regarding the outline of key findings from the remote organics compost pilot and recommendation to address food waste and food loss within the CSWM service.

C. Cornfield/B. Leigh: THAT the Comox Strathcona Waste Management community education program includes education for rural and remote residents regarding the importance of food loss and food waste, and provides composting options to manage organics successfully at home;

AND FURTHER THAT the Comox Strathcona Waste Management service continues to support the existing pilot compost programs where there is interest and community buy in and support;

AND FINALLY THAT the Comox Strathcona Waste Management service provide staff resources to work with individual remote communities that have an interest in developing and establishing an organics management program, based on the unique and specific needs of each community.

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Carried

CSWM 2022 COMMUNITY EDUCATION PROGRAM INITIATIVES

C. Cornfield/B. Leigh: THAT the report dated November 25, 2021 regarding a summary of the proposed 2022 Comox Strathcona Waste Management (CSWM) Community Education Program be received.

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Carried

C. Wile, Manager of External Relations, T. Willard Stepan, Curriculum Education Contractor, and L. Fraser, External Relations Advisor, presented an overview of the report regarding a summary of the proposed 2022 Comox Strathcona Waste Management (CSWM) Community Education Program.

Alternate Director Sullivan left the meeting at 11:00 am.

FINAL REPORT – RECYCLING ON QUADRA ISLAND

J. Abram/C. Cornfield: THAT the report dated November 25, 2021 regarding a recommended path forward for the Quadra Island recycling depot, based on the public engagement sessions and feedback from the community to date be received.

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Carried

S. Valdal, CSWM Services Coordinator, provided an overview of the report regarding a recommended path forward for the Quadra Island recycling depot, based on the public engagement sessions and feedback from the community to date.

J. Abram/C. Cornfield: THAT the Comox Strathcona Waste Management Service relocate and transition the existing unstaffed recycling depot on Quadra Island to a Recycle BC depot on a new property, and undertake the necessary improvements to meet Recycle BC requirements for implementation no later than fall of 2022 and that it be subject to days and hours of operation being successfully negotiated.

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Carried

J. Abram/C. Cornfield: THAT the Comox Strathcona Waste Management Board support an annual Extended Producer Responsibility clean up event starting in 2022 for materials not accepted as part of the Quadra Island Recycle BC depot program, which could include batteries, light bulbs, ballasts, small and large appliances, scrap metal, paint, household hazardous waste and electronics.

209

Carried

BYLAW DISPUTE ADJUDICATION SYSTEM

W. Cole-Hamilton/C. Cornfield: THAT the report dated November 25, 2021 regarding the Bylaw Dispute Adjudication System (adjudication system) as an alternative for the ticketing of bylaw contraventions, and the required draft ticketing bylaw be received.

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Carried

M. Dinesen, Bylaw Compliance Officer, provided an overview of the report regarding Bylaw Dispute Adjudication System (adjudication system) as an alternative for the ticketing of bylaw contraventions, and the required draft ticketing bylaw.

B. Leigh/E. Grieve: THAT the board give first and second reading to Bylaw No. 687 being "Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021" attached as Appendix A to the staff report dated November 10, 2021;

AND THAT the bylaw be referred to member municipalities for comment prior to third reading.

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Carried

2022-2026 PRELIMINARY FINANCIAL PLAN – CSWM SERVICE – FUNCTION 391 - 393

C. Cornfield/W. Cole-Hamilton: THAT the report dated November 25, 2021 regarding the preliminary 2022 – 2026 financial plan and work plan highlights for the Solid Waste Service, functions 391-393 be received.

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Carried

V. Schau, Senior Manager of CSWM Services, presented information regarding the preliminary 2022 – 2026 financial plan and work plan highlights for the Solid Waste Service, functions 391-393.

A. Hamir/D. Hillian: THAT staff bring the business case that was developed for the new staffing positions allocated in the financial plan to the next CSWM Board meeting.

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Carried

The board recessed at 12:25 pm and reconvened at 12:37 pm.

Director Anderson was not in attendance when the meeting reconvened.

MANAGEMENT REPORT OUTSTANDING ACTION ITEMS SUMMARY

B. Leigh/G. Whalley: THAT the report dated November 25, 2021 regarding an update or resolution to a number of outstanding action items from the management report be received.

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Carried

V. Schau, Senior Manager of CSWM Services, provided an update via electronic means on a number of outstanding action items from the management report.

D. Arbour/A. Adams: THAT the management report be updated to reflect the November 25, 2021 Management Report Outstanding Action Items Summary staff report.

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Carried

A. Hamir/D. Arbour: THAT the Comox Strathcona Waste Management Board endorse the following resolution to be submitted to the Association of Vancouver Island and Coastal Communities 2022 Convention for consideration:

AVICC Resolution for Construction and Demolition Waste Regulation;

WHEREAS the landfilling of construction and demolition materials comprises a considerable share of solid waste within the province leading to increased costs for solid waste management and lost opportunities for such materials to be resold, reused or recycled;

AND WHEREAS the Ministry of Environment and Climate Change Strategy's Extended Producer Responsibility Five-Year Action Plan (2021-2026) does not include construction and demolition materials as a priority for their Extended Producer Responsibility (EPR) program;

THEREFORE BE IT RESOLVED THAT UBCM request the Ministry of Environment and Climate Change Strategy to add construction and demolition materials to their EPR Five-Year Action Plan to establish a producer responsibility framework that significantly reduces such waste.

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Carried

D. Arbour/W. Cole-Hamilton: THAT the November 14, 2019 motion for "the Comox Strathcona Waste Management Board direct award the purchase of \$160,000 of carbon credits, which is the equivalent dollar value 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" be rescinded;

AND FURTHER THAT the \$160,000 budgeted for the carbon offset purchase be redirected back to capital reserves in anticipation for future expenditures, to be considered as part of the preliminary 2022 – 2026 CSWM Financial Plan review.

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Carried

CSWM MANAGEMENT REPORT

B. Leigh/D. Hillian: THAT the Strathcona Waste Management Board management report dated December be received.

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Carried

BYLAWS AND RESOLUTIONS:

B. Leigh/A. Adams: THAT Bylaw No. 687 being "Comox Strathcona Waste Management Bylaw Adjudication Ticketing Bylaw No. 687, 2021" be given first and second readings concurrently.

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Carried

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 12:51 pm.

RISE AND REPORT

The board rose from its in-camera session at 1:09 pm.

TERMINATION:

D. Arbour/W. Cole-Hamilton: THAT the meeting terminate.

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Carried

Time: 1:09 pm.

Confirmed this _____ day of _____ 20____:

Brad Unger
Presiding Member

Certified Correct:

Lisa Dennis
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Legislative Services Assistant