

Thursday, January 19, 2023

Minutes of the meeting of the Comox Valley Regional District (Comox Strathcona Waste Management) Board of Directors held on January 19, 2023 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:**

Co-Chair:	W. Cole-Hamilton	City of Courtenay
	M. Baker	Village of Sayward
Directors:	R. Mawhinney	Discovery Islands-Mainland Inlets (Electoral Area C)
	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	J. Colborne	Village of Zeballos
	S. Sinnott	City of Campbell River
	M. Davis	Village of Tahsis
	B. Lanyon	City of Campbell River
	E. Grieve	Puntledge/Black Creek (Area C)
	R. Hardy	Lazo North (Area B)
	J. Rice	Oyster Bay-Buttle Lake (Electoral 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)
	K. Grant	Town of Comox
	D. Chapman	City of Campbell River
	J. Kerr	Town of Comox
	J. Ketler	Village of Cumberland
Alt. Directors:	M. Thaysen	Cortes Island (Electoral Area B)
	B. Wells	City of Courtenay
Staff:	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	L. Wiwcharuk	Chief Financial Officer
	J. Martens	General Manager of Corporate Services
	L. Dennis	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

Absent:

Directors:	K. Dahl	City of Campbell River
	M. Lott	Village of Gold River

ATTENDANCE

Director Cole-Hamilton, as Co-Chair of the Comox Strathcona Waste Management Board, assumed the role of presiding member.

Directors Grant and Lanyon were not in attendance when the meeting was called to order.

RECOGNITION OF TRADITIONAL TERRITORIES

The Chair acknowledged that the meeting was being hosted on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of the land.

CALL TO ORDER AND APPROVAL OF THE AGENDA:

B. Wells/D. Arbour: THAT the agenda be approved as presented.

208

Carried

ADOPTION OF MINUTES:

D. Arbour/B. Wells: THAT the Comox Strathcona Waste Management Board minutes dated November 24, 2022 be adopted.

208

Carried

PUBLIC INPUT - 2023-2027 FINANCIAL PLAN:

R. Dyson, Chief Administrative Officer, provided a summary of public input process in regards to the 2023-2027 proposed financial plan.

Members of the public may submit comments, questions, or feedback on the 2023-2027 proposed financial plan here: www.comoxvalleyrd.ca/budgetinquiries.

REPORTS:

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

D. Arbour/B. Wells: THAT the minutes of the January 5, 2023 Comox Strathcona Waste Management Advisory Committee meeting be received.

208

Carried

2023 CSWM PRIORITIES AND WORK PLAN

B. Wells/D. Arbour: THAT the report dated January 12, 2023 regarding the 2023 CSWM priorities and work plan for information, review and endorsement be received.

209

Carried

V. Schau, Senior Manager of CSWM Services, provided an overview of the report regarding the 2023 CSWM priorities and work plan for information, review and endorsement.

Director Lanyon joined the meeting at 9:47 am.

W. Morin/D. Arbour: THAT the Comox Strathcona Waste Management (CSWM) Board endorse the CSWM Work Plan as presented in the report dated January 3, 2023 titled "2023 CSWM Priorities and Work Plan", pending the final approval of the 2023 – 2027 recommended financial plan.

209

Carried

2023-2027 PROPOSED FINANCIAL PLAN – CSWM SERVICE – FUNCTION 391

E. Grieve/D. Arbour: THAT the report dated January 13, 2023 regarding the 2023-2027 proposed operating and capital plans for the Comox Strathcona Waste Management service, function 391, including sub functions 392, 393 and 394 be received.

209

Carried

V. Schau, Senior Manager of CSWM Services, presented information regarding the 2023-2027 proposed operating and capital plans for the Comox Strathcona Waste Management service.

Director Grant entered the meeting at 10:58 am.

R. Kerr/G. Whalley: THAT staff prepare a report on why the solid waste requisition was created, how the annual amounts were established and a requisition comparison of BC regional districts that operate a landfill.

209

Carried

B. Wells/K. Grant: THAT the proposed 2023-2027 operating financial plan and the 2023-2032 capital financial plan for the solid waste service, function 391, including sub function 392,393, and 394 are received for information and that the Board provides feedback for staff to consider for inclusion into the Recommended Budget.

R. Mawhinney/B. Wells: THAT the motion be amended to include the following clause: "that staff come back with options on the proposed requisition that consider the potential of a decreased impact on the taxpayer of the service area".

Carried

The vote was taken on the main motion, as amended, as follows:

THAT the proposed 2023-2027 operating financial plan and the 2023-2032 capital financial plan for the solid waste service, function 391, including sub function 392,393, and 394 are received for information and that staff come back with options on the proposed requisition that consider the potential of a decreased impact on the taxpayer of the service area.

209

Carried

The Board recessed at 11:30 am and reconvened at 11:41 am.

CSWM SOLID WASTE GHG EMISSION REDUCTION STRATEGY

E. Grieve/R. Mawhinney: THAT the report dated January 12, 2023 regarding the scope of work for the Greenhouse Gas (GHG) Emission Reduction Strategy for the Comox Strathcona Solid Waste Service and related regulatory setting for emissions from landfills be received.

209

Carried

S. Willie, Manager of Solid Waste Planning and Policy Development, presented information regarding the Greenhouse Gas (GHG) Emission Reduction Strategy for the Comox Strathcona Solid Waste Service.

D. Arbour/B. Wells: THAT the Comox Strathcona Waste Management Board approve the execution of procurement of a qualified consultant to create a Comox Strathcona Waste Management Greenhouse Gas

Emission Reduction Strategy report, including the scope of work outlined in Appendix A and B of this report (option 1).

209

Carried

APPOINTMENT OF PUBLIC REGIONAL SOLID WASTE ADVISORY COMMITTEE MEMBERS FOR SOLID WASTE MANAGEMENT PLAN

D. Arbour/E. Grieve: THAT the report dated January 13, 2023 regarding an update on the Regional Solid Waste Advisory Committee representatives from the public for the Solid Waste Management Plan Renewal be received.

209

Carried

S. Willie, Manager of Solid Waste Planning and Policy Development, presented information regarding the appointment of public Regional Solid Waste Advisory Committee members for the Solid Waste Management Plan.

B. Wells/D. Arbour: THAT as a result of a public engagement campaign to recruit from the service area a balanced representation of community members from different sectors, lived experience and demographics, the following applicants be appointed as Regional Solid Waste Advisory Committee members from the public:

- David Baar
- David Birtch
- Mary Ellen Walling
- Kate Maddigan
- Melanie Jeffs
- Madison Stewart
- Willem Semmelink
- John Ellis
- Jordan Best
- Sydney Rankmore
- Ella Oldaker
- Kim Stubblefield
- Rosa Telegus
- Thomas Lukinuk
- Rebecca Rowe

AND FINALLY THAT the Board authorizes amending the Terms of Reference for the RSWAC to include reimbursement to qualified members requiring ferry or water taxi expenses to attend, and to support travel time compensation for technical advisory members to align with compensation for public and First Nations committee members.

209

Carried

CSWM TIPPING FEE AND SOLID WASTE DISPOSAL REGULATION BYLAW 720 UPDATE

K. Grant/B. Wells: THAT the report dated January 12, 2023 regarding an update to the the Comox Strathcona Waste Management (CSWM) Tipping Fee and Solid Waste Disposal Regulation (Bylaw No. 720) be received.

209

Carried

V. Schau, Senior Manager of CSWM Services, provided an overview of the report regarding an update to the the Comox Strathcona Waste Management (CSWM) Tipping Fee and Solid Waste Disposal Regulation (Bylaw

No. 720).

D. Arbour/K. Grant: THAT the Comox Strathcona Waste Management Board consider giving readings to amendments to Bylaw No. 720, being "Comox Strathcona Waste Management Service Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 720, 2022" Section 2 (Condition of Use) and the Clean Wood tip fee rate be amended, attached in Appendix A to this staff report dated January 12, 2023.

209

Carried

K. Grant/B. Wells: THAT the Comox Strathcona Waste Management Board consider giving readings to Bylaw No. 104 being the "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010" and Bylaw No. 679 being the "Comox Valley Regional District Bylaw Adjudication Ticketing Bylaw No. 679, 2021" to include ticketable offences as outlined in Bylaw No. 720 being "Comox Strathcona Waste Management Service Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 720, 2022," attached in Appendix C to this staff report dated January 12, 2023.

209

Carried

BOARD CODE OF CONDUCT POLICY REVIEW AND UPDATE

K. Grant/R. Mawhinney: THAT the report dated September 12, 2022 regarding an update on recent legislative changes concerning codes of conduct for Elected Officials and to propose an amendment to the existing Board Code of Conduct Policy to include a complaints and enforcement process, be received.

209

Carried

J. Martens, General Manager of Corporate Services, presented information regarding the Board Code of Conduct Policy.

CSWM BOARD MANAGEMENT REPORT

D. Arbour/R. Mawhinney: THAT the CSWM Board management report dated January 2023 be received.

208

Carried

BYLAWS AND RESOLUTIONS:

D. Arbour/W. Cole-Hamilton: THAT Bylaw No. 742 being "Comox Strathcona Waste Management Service Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 720, 2022, Amendment No. 1" be given first and second readings concurrently.

209

Carried

D. Arbour/B. Wells: THAT Bylaw No. 742 being "Comox Strathcona Waste Management Service Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 720, 2022, Amendment No. 1" be read a third time.

209

Carried

B. Wells/K. Grant: THAT Bylaw No. 743 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 23" be given first and second readings concurrently.

209

Carried

K. Grant/E. Grieve: THAT Bylaw No. 743 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 23" be read a third time.

209

Carried

B. Wells/D. Arbour: THAT Bylaw No. 744 being "Comox Valley Regional District Bylaw Adjudication Ticketing Bylaw No. 679, 2021, Amendment No. 3" be given first and second readings concurrently.

209

Carried

K. Grant/D. Arbour: THAT Bylaw No. 744 being "Comox Valley Regional District Bylaw Adjudication Ticketing Bylaw No. 679, 2021, Amendment No. 3" be read a third time.

209

Carried

TERMINATION:

D. Arbour/R. Mawhinney: THAT the meeting terminate.

208

Carried

Time: 12:47pm

Confirmed this 17 day of Sept 2023

Will Cole-Hamilton
Co-Chair

Certified Correct:

Lisa Dennis
Lisa Dennis
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Antoinette Baldwin
Legislative Services Assistant