

Action List

Date Actioned	Action Item	Resp	Status as of Sept 8 2023	Comment
Sept 19 2022				
	Check availability for Board winter meeting to be held over Monday Dec 12 to Wed Dec 14.	RS	Done	
	Continue to update and present the ADF sales by business type table at future board meetings.	RS	Done	
	Send the 5-year financial forecast summary pages as presented at the meeting, to the Board	JI	Done	
	Send instructions to the board on how to login to the "Board login" site of the TSBC website	RS	Done	
Dec 13 2022				
	Add a copy or snippet of the letter from the school principal to the TSBC web site	RS	Done	
	Update the board if a report is received from NWR with content worthy to report	RS	N/A	No report rec'd
	Adjust the 2023 budget to reflect the changes agreed upon regarding the grant program and resend to the Board	RS	Done	
	Prepare an analysis for the next board meeting on the appropriate PLT eco fee	TSBC Staff	Done	On April 18 agenda
	Send out the calendar invite for the April meeting and investigate the Langley Coast as a potential option	RS	Done	
April 18 2023				
	TRAC to report back to TSBC on what the tire manufacturers are doing to address the issue of tire wear particles and their effect on waterways and fish.	Carol Hochu		
	To look into trailer manufacturing companies that may be purchasing tires from China as a focus for compliance reviews	TSBC staff		Rosemary working with Adrian on this
	To add to the December board meeting agenda, the merit of TSBC being an ongoing member of ICD	RS		
	To send an email to Tim and Ray Gelata, ED of the Western Canada Tire Dealers Association, to advise a new web site is being created and its purpose	RS	Done	
	To document the process for use and payment of the TSBC credit card	RS	TBD	CC not yet rec'd. Document will be completed before card is activated
	Prepare and execute a written agreement with Ocean Legacy Foundation	RS	Done	
	Advise Neil of the Board's decision to approve the 3.25% increase for crumb, mulch, steel and fibre effective May 1 2023	RS	Done	
	Prepare and distribute the notification of the PLT increases from \$5 to \$6.50 effective September 1, 2023	RS	Done	
	Engage TSBC's PR firm – Somaworks – for guidance on how to respond to media inquiries related to the increase	RS	In progress	
	Update the Governance Manual to reflect the Carol Hochu as the new TSBC Secretary and Chair of the Governance Committee	RS	in progress	
	Invite Carol Hochu to the June 6 2023 Governance Committee	RS	Done	
June 28 & 29 2023				
	Initiate a project to review the BC collection model	TSBC Staff	In progress	Report on Sept 22 agenda
	Seek more information from Western Rubber regarding the Manufacturing Incentive request including \$ and timing	TSBC Staff	Requested	
	Respond to Neil Bansal on the board's next steps with regards to the requests made during Neils' presentation to the board	RS	Done	
	To see if industry can provide us with any information on future tire composition, effects electrical vehicle tires may have on tire weight and wear characteristics that may help with TSBC's forecasting models.	Carol Hochu		
	to convene a meeting of the OTR committee to discuss next steps on the request to add non program OTRs up to 39" to the Regulation once Rosemary has spoken with Kal	RS	Done	Meeting to be held Oct 20 - report on Sept 22 agenda
	to convene a meeting of the Governance Committee upon receipt of the PS&CO report and prior to the Sept 22, 2023, board meeting	RS	Done	Meeting to be held Oct 11 - report on Sept 22 agenda