



**Board of Directors Meeting  
Minutes – Approved**

<b>DATE:</b> Friday, December 27, 2019	<b>TIME:</b> 11:01 a.m. – 12:40 p.m.
<b>TELECONFERENCE:</b> Toll free dial-in number: 1-877-394-5901      Local dial-in number: 416-548-6023 Conference ID:3476387      Moderator: RPRA	
<b>Chair:</b> Glenda Gies <b>Directors:</b> Tom Wright (Vice Chair), Mary Shenstone (Secretary), Ken Kawall (Treasurer), David Brezer, Andrea Nemtin, Robert Poirier, Rajesh Sharma  <b>Regrets:</b> Saqib Cheema  <b>Guests:</b> Charles O'Hara, Resource Recovery Policy Branch, MECP  <b>RPRA:</b> Frank Denton, Noah Gitterman, Pat Moran, Geoff Rathbone  <b>Board Secretariat:</b> Andrea Abraham	

**1.0 Call to Order**

With a quorum present, the meeting was called to order at 11:01 a.m.

**1.1 Adoption of the Agenda**

**Motion:** To adopt the meeting agenda as amended.

**It was duly Moved, Seconded and Carried.**

**1.2 Declaration of Real, Potential or Apparent Conflict of Interest**

No conflicts were declared.

**2.0 Board In Camera Session**

The Board declined moving into In Camera.



### **3.0 Consent Items**

The Board Chair informed members that the draft December 13, 2019 minutes will be presented at the February 2020 meeting for approval. Members received partial draft December 13<sup>th</sup> minutes as a reference for the discussion with respect to item 4.0.

**Motion: IT IS RESOLVED:**

1. That the Board receive the following consent items:
  - 3.1 Partial Draft Minutes of December 13, 2019 Board Meeting
  - 3.2 Correspondence

**It was duly Moved, Seconded and Carried.**

### **4.0 MHSW Wind Up Plan Approval**

The Board Chair reminded members that before the December 13, 2019 Board meeting, the Ministry requested that approval of the MHSW Wind-Up Plan be deferred pending possible further Minister's direction relating to MHSW wind up. A new Minister's direction letter relating to the use of residual funds was received on December 20, 2019.

The Director of Transition presented an overview of the Minister's direction and Stewardship Ontario's proposed revised MHSW Wind-up Plan, noting that it is the same as the version distributed to the Board for the December 13 Board meeting, except that it has been amended by Stewardship Ontario to reflect the new direction, and to indicate that a proposal for residual fund distribution will be developed separately.

The Director of Transition stated that the proposed amendments to the Steward Rules set out how consumers would benefit from the wind-up plan's fee reduction and the criteria used to determine steward eligibility.

The Director of Transition informed the Board of next steps. He commented that Stewardship Ontario is preparing to consult on the residual fund amendments.

He further stated that staff expect to receive the residual fund amendments from Stewardship Ontario in mid-January 2020, at which time staff propose to begin the Authority's consultation process. Staff propose to bring the proposed residual fund amendments to the Board for consideration after consultations are complete.

The Board discussed the Wind-up Plan, including the consultation process. A question was asked regarding the inclusion of consumer groups in the consultation process. The Director of Transition stated that when the Authority consults, consumer groups will be informed and invited to participate.



**Motion #1**

Be it resolved that the Board approves the Stewardship Ontario ("SO") MHSW Wind-Up Plan amended December 2019 with the following conditions:

1. The MHSW Wind-Up Plan shall be updated by SO as required to address operational and implementation issues and as directed by Authority staff.
2. SO shall provide any information identified by Authority staff that is required to assist the Authority in performing its duties under the *Waste Diversion Transition Act, 2016*, pursuant to s. 31 of that Act.
3. SO shall revise the Plan to amend the Steward Report Schedules to align the Final Adjustment Request due dates for Single-use Batteries (for 2019 and earlier) and MHSW Materials (Excluding Single-use Batteries) (for 2020 and earlier) with the producer data submission requirements to the Registry, and shall communicate the revised plan to stewards by December 31, 2019.
  - The due date for Final Adjustment Requests for Single-use Batteries shall be revised to February 14, 2020 for data related to 2019 and earlier, or to a date to be determined in consultation with the Registrar.
  - The due date for Final Adjustment Requests for MHSW Materials (Excluding Single-use Batteries) shall be revised to February 12, 2021 for data related to 2020 and earlier, or to a date to be determined in consultation with the Registrar.
4. SO shall revise any sections of the Plan that refer to or deal with the management of residual funds to ensure consistency with the Minister's direction received on December 20, 2019 and shall submit the revised wind-up plan to the Authority for approval.

**Motion #2**

Be it resolved that the Board approves Stewardship Ontario's 2020 MHSW Steward Rules.

**Motion #3**

Be it resolved that the Board authorizes the CEO to conduct consultations on amendments to the MHSW Wind-Up Plan that are submitted by Stewardship Ontario for the Authority's approval related to the Minister's December 20, 2019 direction, subject to agreement by the Board Chair.

**It was duly Moved, Seconded and Carried.**

**5.0 Other Business**

No other business was raised.



**6.0 In Camera Discussion**

**Motion:** To move In Camera.

**It was duly Moved, Seconded and Carried.**

**Motion:** To move out of In Camera.

**It was duly Moved, Seconded and Carried.**

**7.0 Adjournment**

The meeting was adjourned at 12:40 p.m.

Glenda Gies

Mary Shenstone

Chair

Corporate Secretary