

**Board of Directors Meeting
Minutes – Approved**

DATE: Monday, September 28, 2020	TIME: 10:01 a.m. – 10:40 a.m.
Meeting conducted online	
<p>Chair: Robert Poirier Directors: Tom Wright (Vice Chair), Mary Shenstone (Secretary), Ken Kawall (Treasurer), Christine Bomé, Saqib Cheema, Andrea Nemtin, Rajesh Sharma</p> <p>Regrets: David Brezer</p> <p>Guest: Charles O'Hara, Resource Recovery Policy Branch, MECP</p> <p>RPRA: Frank Denton, Wilson Lee, Pat Moran, John Pinard, Geoff Rathbone</p> <p>Board Secretariat: Andrea Abraham</p>	

1.0 Call to Order

With a quorum present, the meeting was called to order at 10:01 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 declared.

2.0 2020 Registry Fees

The CEO presented management's recommendation to revise the fee schedule in the motion for the 2020 Registry Fees that was approved at the September 22, 2020 Board meeting, to better align it with the finalized EEE Regulation published on September 21, 2020. It was noted that the 2020 fee schedule had not yet been published, pending the Board's consideration of management's recommendation at this meeting.

The CEO explained that the EEE Regulation exempts producers that annually supply the equivalent of 6360kg or less of information technology, telecommunications or audio-visual equipment from having to

register, report and meet management targets, and therefore, also exempts them from paying Registry fees. This exemption overtook the proposed \$75 flat fee for small EEE producers in the fee schedule presented to the Board on September 22, 2020, making the flat fee redundant. The CEO commented that eliminating the \$75 flat fee for small EEE producers, and instead requiring that EEE producers that report a supply of 6500kg or less pay no fee, would have no material impact on RPRA or EEE producers.

The Board discussed management's proposal to require no Registry fee for EEE producers that are required to report supply of 6500kg or less, the potential risks of the proposal, and the need to align the 2020 Registry Fee schedule with the final EEE Regulation.

The Board also discussed the fixed fee cut-off for Batteries producers, in light of the exemption for certain small Batteries producers in the Batteries Regulation, as well as the new blended fee rate for Batteries and EEE producers. The Board agreed that, similar to the approach to EEE producers, the \$75 flat fee for small Batteries producers should be eliminated, and instead Batteries producers that report supply of 1000kg or less (of either single-use or rechargeable batteries, or a combination of both), should also be exempt from a Registry fee. This change is a further amendment to the fee schedule approved on September 22, 2020.

Motion

IT IS RESOLVED that the previous motion of the Board from its September 22, 2020 meeting, relating to the Registry fee schedule, is amended as follows:

Material Group	Registrant	Proposed 2020 Registry Fees
Tires	Producer: 0-999 tires supplied*	\$75 Flat Fee
	Producer: 1,000+ tires supplied*	\$0.115 (11.5¢) per tire supplied
	Producer Responsibility Organization	No Registration Fee
EEE and Batteries	Producer: <ul style="list-style-type: none"> 6500 kg or less of EEE supplied** 	No Fee
	<ul style="list-style-type: none"> 1000 kg or less of batteries supplied** 	No Fee
	Producer: <ul style="list-style-type: none"> More than 6500 kg of EEE or 1000 kg or more batteries supplied** 	\$0.034 (3.4¢) per kg supplied



Producer Responsibility Organization

No Registration Fee

*The number of tires supplied is based on a rolling average of three years (2016-2019 for 2020 fees) of data required to be submitted by producers under the Tires Regulation.

**The kg supplied for EEE is based on the 2018 supply data required to be submitted by producers under the Electrical and Electronic Equipment Regulation, net of the number of kg that the producer is permitted to count toward a reduction in the management requirement under the regulation. The kg supplied for batteries is based on an average of 2018 and 2019 supply data required to be submitted by single-use battery producers and 2018 supply data required to be submitted by rechargeable battery producers under the Batteries Regulation, net of the number of kg that the producer is permitted to count toward a reduction in the management requirement under the regulation.

Fee payment timeline

When producers register on the Registry, fees will be automatically calculated. Fees are due based on the terms of the invoice.

Other charges and fees

The Authority will levy other charges as follows:

- Credit card charges to recover the costs charged by the credit card company at a rate of 1.5%
- A monthly 1.5% late payment fee as a percentage of the fee value
- Ministry of the Environment, Conservation and Parks costs associated with Environmental Review Tribunal hearings resulting from the appeal of compliance orders and administrative penalty orders from affected parties
- Prosecution costs directly from affected parties

3.0 Other Business

No new business was brought forward for discussion. A request was made to hold an in-camera session.

4.0 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.



5.0 Adjournment

The meeting was adjourned at 10:40 a.m.

Robert Poirier

Chair

Mary Shenstone

Corporate Secretary