



**Board of Directors Meeting
Minutes – Approved**

DATE: Monday, November 29, 2021	TIME: 9:01am – 11:23am
Meeting conducted online	
Chair: Robert Poirier Directors: Tom Wright (Vice-Chair), Mary Shenstone (Secretary), Ken Kawall (Treasurer), Saqib Cheema, Tanweer Gilani, Andrea Nemtin, Rajesh Sharma, Marnie Silver, Jeffrey Steiner	
Guest: Charles O'Hara, Resource Recovery Policy Branch, MECP	
RPRA: Frank Denton, Wassim Attalla (Interim CIO), Lorella Hayes (Interim CFO), Noah Gitterman, Wilson Lee, Emily Rix, Mary Cummins (Deputy Registrar), Stacey Bowman	
Board Secretariat: Andrea Abraham	

1.0 Call to Order

With a quorum present, the meeting was called to order at 9:01 a.m.

1.1 Adoption of the Agenda

Motion: To adopt the meeting agenda as presented.

It was duly Moved, Seconded and Carried.

1.2 Declaration of Real, Potential or Apparent Conflict of Interest

No conflicts were declared.

1.3 Indigenous Land Acknowledgement Statement

The Chair offered a Land Acknowledgement:

The Authority is hosting this meeting from Toronto and wants to acknowledge that traditionally, Toronto was a gathering place for many nations including the Anishinabek, the Haudenosaunee, and the Wendat peoples. The Authority also acknowledges that it is meeting in the area covered by Treaty 13, also known as the Toronto Purchase, and pays its respects to the Mississaugas of the Credit First Nation.

Ontario is unique in that its land base is covered by Treaty and land purchase agreements between the original occupants of the land, the First Nations, who continue to care for this land and continue to shape Ontario today – and the Authority wants to show its respect for this.

2.0 Consent Items

Motion: IT IS RESOLVED:

1. That the Board of Directors approve the following minutes:
 - 2.1 Minutes of the September 23, 2021 Board Meeting
2. That the Board receive the remaining consent items:
 - 2.2 Business Arising
 - 2.3 Correspondence
 - 2.4 Finance and Technology Committee Report Information Items
 - a) Minutes of the August 4, 2021 Meeting
 - b) Minutes of the August 10, 2021 Meeting

It was duly Moved, Seconded and Carried.

3.0 CEO Report

The CEO introduced Lorella Hayes, the new Interim CFO, to the Board.

The CEO presented his report, which focused on the posting of the 2022 Business Plan, ministry updates, stakeholder engagement, and staff updates.

4.0 Registrar Report

The Registrar informed the Board that the Deputy Registrar would provide a presentation on the Blue Box Program.

The Registrar provided an update on the following programs: Hazardous and Special Products, Excess Soil, and Hazardous Waste.

5.0 Board Committee Reports

5.1 Finance and Technology Committee Report

- a) 2022 Registry Fees for Excess Soil

The Finance and Technology Committee Chair presented the report and summarized the Committee's discussion on the 2022 Registry for Excess Soil.

The Registrar responded to questions raised by the Committee and provided an overview of the Excess Soil program roadmap for the period December 2021 – April 2022. He reminded the Board members that the regulatory requirement to file notices through the Registry comes into effect on January 1, 2022.

The Finance and Technology Committee Chair presented the Committee’s recommendation to approve the 2022 Registry Fees schedule for Excess Soil.

The Board discussed the Committee’s recommendation. There was also a discussion on the communication plan.

Motion

The Committee recommends that the Board approve the following motion:

IT IS RESOLVED that the Board approve the 2022 Registry Fee Schedule for Excess Soil.

Project Area Notice Fees:

Associated Soil Volume (m3)	Fee
100 to 2000	\$0
2001 to 10,000	\$75
10,001 to 50,00	Variable - \$0.025/m3
50,001 to 100,000	Variable - \$0.04/m3
100,001 +	Variable - \$0.05/m3, up to a maximum fee of \$12,500

Reuse Site Notice Fees:

Associated Soil Volume (m3)	Fee
10,000 to 50,000	\$750
50,001 to 1 Million	\$3,000
1,000,001 to 5 Million	\$7,000
5,000,001 +	\$10,000

Residential Development Soil Depot Fees:

Description	Fee
Residential Development Soil Depot	\$250

Fee details

Fees for Project Area notices and Reuse Site notices are charged based on the total volume of soil for the project or site that is identified in the initial notice submission. If the volume of soil identified in the final notice submission is different from the volume of soil identified in the initial submission, registrants may be charged or refunded the difference.

Payment timeline

When initial or final notices are submitted 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:

- A monthly 1.5% late payment fee as a percentage of the fee value

It was duly Moved, Seconded and Carried.

6.0 Regulatory Roll-Out: Ontario’s New Blue Box Framework

The Deputy Registrar delivered a presentation on the Regulatory Roll-Out: Ontario’s New Blue Box Framework.

The Board discussed the program roadmap, rule creator process, and timelines.

The CEO informed the Board that there would be another presentation on the Blue Box Program at the February 2022 meeting.



7.0 Other Business

No new business was brought forward for discussion.

8.0 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.

9.0 Adjournment

The meeting was adjourned at 11:23 a.m.

Robert Poirier

Chair

Mary Shenstone

Corporate Secretary