

Date: 2021-Apr-21	Time: 1:00pm – 2:30pm
IAC Co-Chairs: Carol Hochu, Tom Wright	IAC Secretary: Cameron Parrack
<p>Attendees:</p> <p><u>Industry Council Members:</u> Carol Hochu, Tire and Rubber Association of Canada Shelagh Kerr, Electronic Products Stewardship of Canada Cherith Sinasac, ElectroFederation Canada Andrew Mackinnon, Global Automakers of Canada Julie Kwiecinski, Canadian Federation of Independent Business Sebastian Prins, Retail Council of Canada Shannon Coombs, Canadian Consumer Specialty Products Association Caroline Medwell, Ontario Community Newspapers Association/News Media Canada Shane Buckingham, Canadian Beverage Association Mark Kohorst, National Electrical Manufacturers Association</p> <p><u>RPRA Staff:</u> Frank Denton, Chief Executive Officer Noah Gitterman, Registrar and General Counsel Wilson Lee, Chief of Communications and Stakeholder Relations Cameron Parrack, Manager, Programs and Planning</p> <p><u>RPRA Board:</u> Robert Poirier, RPRA Board Chair Tom Wright, RPRA Board Vice-Chair Christine Bome</p> <p><u>MECP Representative:</u> Charles O’Hara – Director, Resource Recovery Policy Branch</p>	
Regrets: Michelle Saunders, Food, Health & Consumer Products of Canada	
Recording Secretary: Susan Selby	

1. Introduction

- Welcome and opening remarks by the IAC Co-Chairs
- Round table introductions

2. Advisory group functions and processes

- RPRA staff thanked IAC members for providing feedback during consultation on Council’s Terms of Reference
 - Staff noted that the majority of stakeholder feedback has been adopted and suggestions that were not adopted were generally inconsistent with the Minister’s directions on establishing the ToR
 - Consultation process and documentation of all feedback received is captured in a consultation report posted to the Authority’s website
 - Terms of Reference remains in draft until consultation with ministry has been completed, as required by Ministerial direction

- No concerns were raised by IAC members with the proposed functions and processes of the IAC

3. 2022-2024 Business Plan

- Some IAC members expressed support for the Authority to gather market data on the material management costs borne by producers to monitor the impact of the shift to IPR
 - Some IAC members expressed an interest in being engaged on RPRA's market analysis studies
 - IAC members asked for a sectoral breakout of the RPRA budget
- An IAC member suggested whether the Authority should establish a standard that PROs have to meet before being registered.
 - RPRA staff advised that the Authority registers the entities that want to be PROs but the regulations made to date under the RRCEA do not provide a mechanism for RPRA to assess a PRO's operations or limit the number of PROs operating in the marketplace
 - If producers are seeking this change, it would need to be a change to regulation, which should be raised with the ministry
- An IAC member inquired if the Authority is required to report the number of regulatory requirements on businesses, similar to government ministries, as required by newly introduced recent red tape reduction legislation.
 - MECP staff responded that the Authority is not subject to this legislation
- Some IAC members expressed support for program performance reporting to be published annually
 - RPRA responded that a lag in program performance reporting is due to the frequency in which producer data is required to be audited to ensure confidence in publicly reported data
- An IAC member requested clarity on the Authority's requirement to post compliance orders on the Authority's website
 - RPRA staff clarified that although reporting of enforcement orders is required by the regulation, the Authority's approach is to work with businesses to bring them into compliance through communication, without the need for a compliance order
- There was a discussion about whether RPRA should take on the responsibility of communicating public collection / drop-off locations for obligated end of life material, similar to the collection map currently on the RPRA website for the tires program
 - IAC member noted that in other jurisdictions centralized collection site maps are funded by producers (e.g. British Columbia)
- An IAC member inquired about the Authority's intention to build Registries or offer other services to third parties outside of the Authority's mandate and/or jurisdiction
 - RPRA staff confirmed that the Authority is prohibited from offering such products/services
- Some IAC members raised questions about data privacy
 - RPRA staff noted that the Authority operates on a best-practices basis for data security and privacy

- RPRAs staff advised that the Salesforce platform the Registry is built on offers high-level of security.
- RPRAs staff noted that IAC members are able to review the Authority's Access and Privacy Code, Operating Agreement between MECP and RPRAs (which strengthens the requirements on data privacy) as well as the Registry Cybersecurity & Privacy framework document by visiting the Corporate Documents section of the RPRAs website.
- There was a discussion of the impact of the Authority's expanded mandate to build and operate digital reporting services for the Hazardous Waste Program and Excess Soil Registry on WDTA/RRCEA fees
 - RPRAs staff advised that the costs of the digital reporting services for the Hazardous Waste Program and Excess Soil Registry would be paid for by the regulated entities using these services, consistent with RPRAs's overall cost-recovery model.

4. Closing and Next Steps

- RPRAs staff outlined next steps in the Business Planning process and noted the IAC would be engaged again in July on the Authority's 2022 budget and 2023 and 2024 forecasts before the Business Plan is finalized in September 2021.
- Co-Chairs thanked IAC members for their participation and invited members to provide suggestions on how to improve Council meetings going forward, and to give additional thought to the questions that were presented.