



RPRA

Resource Productivity
& Recovery Authority

Board of Directors Meeting Minutes – Approved

DATE: Tuesday, October 30, 2018	TIME: 11:00 a.m. – 12:30 p.m.
LOCATION: 4711 Yonge Street, Suite 408, Toronto Ontario	
Chair: Glenda Gies Directors: Tom Wright (Vice Chair), Joyce Barretto (Secretary), Ken Kawall (Treasurer), David Brezer, Andrea Nemtin, Robert Poirier, Rajesh Sharma, Mary Shenstone, Nidhi Tandon	
Guests: John Armiento, Resource Recovery Policy Branch, MECP	
Regrets: Saqib Cheema	
RPRA: Frank Denton, Noah Gitterman, Pat Moran, Sandra Montague, Geoff Rathbone	
Board Secretariat: Andrea Abraham	

1.0 Call to Order

With a quorum present, the meeting was called to order at 11:02 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

None was declared.

2.0 TD Bank – New Account

The CEO described the need for the Authority to open an additional bank account to appropriately manage the use of the Authority's Line of Credit (LOC). The Board discussed the need for the account, and questioned whether there would be additional costs associated with the additional account. The Director of Finance and Administration explained that there would be a nominal set-up fee to open the account and there should be no additional fees associated with this account.



Motion

Whereas, the banking arrangements should be changed to facilitate the management of the Line of Credit by opening one additional account, which will be used solely to receive and transfer borrowings on the Line of Credit to operating accounts,

IT IS RESOLVED that one additional Current Account in the name and style of RPRA be opened with RPRA's financial institution for the operation of the activities of RPRA and that the signing officers of RPRA as set out in General By-Law 2017-1 are hereby authorized to open and operate this said account.

It was duly Moved, Seconded and Carried.

3.0 Amendment to Ontario Tire Stewardship Wind Up Plan

The CEO presented to the Board developments relating to the implementation of Ontario Tire Stewardship's (OTS) Wind Up Plan. The CEO noted that the Authority is working with OTS to closely monitor the used tire market to identify and then manage any potential disruptions. The CEO explained that staff are recommending a change to how OTS incentives for used tires that are in service providers' inventories as of December 31, 2018 will be paid to help ensure that those tires continue to flow through the resource recovery system during the transition to the new regulatory regime in 2019. The CEO also advised that the Authority is working closely with OTS as the December 31, 2018 wind-up date approaches.

The Director of Transition elaborated further on the proposed change to the OTS Wind Up Plan with respect to incentive payments for tires in inventory on December 31, including expected impacts on used tire flows and OTS finances. The Director of Transition explained that the proposed change would help ensure that the OTS used tire program manages enough of the used tires in inventory at the end of 2018 in order to mitigate the risk of disruption, and help ensure that the new system for 2019 is not overburdened with managing tires from 2018.

The Board discussed the proposal and asked several questions related to how the flow of used tires will be managed, the transition to the regulatory regime in 2019, and how the Authority will continue to work with OTS on implementing the wind-up plan.

The Board deferred voting on the proposed motion relating to this item until after the In Camera Session.

4.0 In Camera Session

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.

After moving out of In Camera, the Board proceeded to vote on the motion related to Item 3.0.

Motion

IT IS RESOLVED that the Ontario Tire Stewardship (OTS) Wind Up Plan shall be updated to clarify the provision of incentives at program termination according to the Revised Inventory Plan set out below;

Authority staff are directed to determine the final incentive deadlines after consultation with OTS.

	Revised Inventory Plan	
	Operational Deadline	Claim Submission Deadline
Collection Allowance (CA)	Collection inventory picked up by January 25, 2019	Claims submitted to OTS by February 28, 2019
Transportation Incentive (TI)	Hauler inventory and collection inventory delivered to a processor by January 31, 2019	Claims submitted to OTS by February 28, 2019
Processing Incentive (PI)	Processor inventory, hauler inventory and collection inventory processed between January 1, 2019 and March 31, 2019	Claims submitted to OTS as follows: Tires processed in January 2019 must be claimed to OTS by February 28, 2019 Tires processed in February 2019 must be claimed to OTS by March 31, 2019 Tires processed in March must be claimed to OTS by April 30, 2019
Manufacturing Incentive (MI)	RPM inventory processed and sold as recycled products between January 1, 2019 and March 31, 2019	Claims submitted to OTS as follows: RPM inventory processed and sold in January must be claimed to OTS by February 28, 2019 RPM inventory processed and sold in February must be claimed to OTS by March 31, 2019 RPM inventory processed and sold in March must be claimed to OTS by April 30, 2019

It was duly Moved, Seconded and Carried.



5.0 Adjournment

The meeting was adjourned at 12:51 p.m.

Glenda Gies

Chair

Joyce Barretto

Corporate Secretary