

In Attendance:

Board Members:

Chair, Glenda Gies
Joyce Barretto
David Brezer
Saqib Cheema
Ken Kawall
Andrea Nemtin
Robert Poirier
Rajesh Sharma
Mary Shenstone
Nidhi Tandon
Tom Wright

Staff:

Frank Denton
Wilson Lee
Sandra Montague
Pat Moran
John Pinard
Geoff Rathbone

Dale Johnson, Minutes

Guest: Wendy Ren, MOECC

1. CALL TO ORDER

The meeting was called to order at 4:02 p.m.

1.1 Adoption of Agenda

Motion: To adopt the agenda as presented.

The motion was duly moved and seconded. Carried

1.2 Declaration of Real, Potential or Apparent Conflict of Interest

None were declared.

1.3 Correspondence

Motion: To receive the correspondence.

The motion was duly moved, seconded. Carried

2. APPROVAL OF MINUTES

Motion: To approve the minutes of December 14, 2017.

The motion was duly moved and seconded. Carried

3. REVISED BUDGET 2018 and FORECAST FOR 2019 – 2020

The CEO gave an overview of the budget for 2018 and noted that it was set based on limited information and assumptions related to the future Ministerial direction which will have revenue implications. The CEO also noted that expenses had been aligned to RPRA's current requirements and asked the Director of Finance and Administration to detail the proposed revised budget and forecast.

The Director of Finance and Administration outlined RPRA's current financial position and noted adjustments to timing and allocation of expenses due to hiring processes and the current understanding that tires will be the only material to be designated under the RRCEA in 2018.

The Director of Finance and Administration reiterated that allocation of expenses to the RRCEA and the WDTA and amortization of capital assets were being strategically used in an effort to ensure fairness in RPRA's cost recovery.

Motion: WHEREAS a 2018 Budget and a 2019-2020 Forecast was approved by the Board on September 22, 2017; and

WHEREAS the assumptions for resources and various activities reflected in the 2018 Budget and 2019-2020 Forecast have been reviewed and revised; and

WHEREAS the allocation of expenses to RRCEA and WDTA has been revised to align with the current assumptions; and

WHEREAS the 2018-2020 projected billings to registrants under the RRCEA and to IFOs and ISOs under the WDTA have been revised to recover 100% of expenses and reserve contributions, respectively;

BE IT THEREFORE RESOLVED that the Board approves the revised 2018 Budget and 2019-2020 Forecast.

The motion was duly moved, seconded. Carried

4. GENERAL FEE SETTING POLICY

The Director of Transition presented the draft General Fee Setting Policy, noting the objectives underlying the policy were to ensure a transparent process for setting reasonable and predictable fees to recover the Authority's expenses and ensure long-term financial stability for the organization.

The Director of Transition also noted the policy is consistent with best practices established by the Organization for Economic Cooperation and Development. The presentation also outlined the extensive consultations undertaken to date in an effort to utilize a highly consultative process in establishing the General Fee Setting Policy.

Motion: Whereas s 41(1) of the RRCEA permits the Authority to set and collect fees, costs or other charges related to the performance of its duties and exercise of its power; and

Whereas s 41(1) requires that such fees, costs or other charges be set in accordance with processes and criteria established by the Authority; and

Whereas the Authority must engage in public consultation and must post the proposed fees, costs and other charges for public comment for at least 45 days;

Be it resolved that the Board approves the draft General Fee Setting Policy for purposes of consultation.

The motion was duly moved, seconded. Carried

5. TIRE FEE SETTING METHODOLOGY

The Director of Transition presented the draft Fee Setting Methodology and proposed Tire Fees for 2018 and noted the methodology and fees were based on the draft General Fee Setting Policy. The Director of Transition noted the first registrants to be obligated are expected to be under the Tires Regulation, which is expected to come into force on May 1, 2018.

The Director of Transition noted that, after determining the annual RPRA budget and allocating expenses to the WDTA and the RRCEA, the Fee Setting Methodology is based on a two-step process:

- Allocate RRCEA expenses by material and type of obligated party
- Select fee setting option – fixed or variable

The Director of Transition noted all parties required to register will be required to pay fees and fees will be split 75:25 between producers and other obligated parties. The Director of Transition also noted that fees will require annual review as additional materials are designated under the RRCEA.

Motion: Whereas s 41(1) of the RRCEA permits the Authority to set and collect fees, costs or other charges related to the performance of its duties and exercise of its power; and

Whereas the Authority must engage in public consultation and must post the proposed fees, costs and other charges for public comment for at least 45 days;

Be it resolved that the Board approves the Draft Fee Setting Methodology and the application of the Methodology to set Tire Fees for purposes of consultation.

The motion was duly moved, seconded. Carried

6. OTHER BUSINESS

The Chair polled directors to sit on an ad hoc committee to support the amended Blue Box Program Plan process. Directors Rajesh Sharma, Tom Wright and Mary Shenstone agreed to sit on the Committee to be chaired by Glenda Gies. Joyce Barretto tentatively committed, pending availability.

Motion: To establish an Amended Blue Box Program Plan Ad Hoc Committee chaired by Glenda Gies and including, subject to availability, Rajesh Sharma, Tom Wright, Mary Shenstone and Joyce Barretto.

The motion was duly moved, seconded. Carried

7. IN CAMERA

Motion: To move in camera.

The motion was duly moved and seconded. Carried

Motion: To move out of in camera.

The motion was duly moved and seconded. Carried

8. ADJOURNMENT


The meeting was adjourned at 6:35 p.m.

Glenda Gies

Handwritten signature of Glenda Gies in cursive script.

Chair

Joyce Barretto

Handwritten signature of Joyce Barretto in cursive script.

Corporate Secretary

