

OTS Technical Committee Meeting
Wednesday January 26, 2011
9:00 AM – 12:00 PM
405 The West Mall, Toronto
Call-in 416-343-2285 or 1 877-969-8433
Passcode 4467765

Attendees

IN PERSON		
REG NUMBER	NAME	Attended
5000003	MAURICIO E MARTINEZ	YES
4000036	MARTIN FOLKEMA / DOUG	YES
4000021	PIERRE VILLENEUVE	YES
3000012	GERRY MILNE	YES
Automotive Aftermarket Retailers of Ontario	DIANE FREEMAN	YES
4100016	JEAN CLAUDE AVOINE	YES
3000005	RON POLITEWICZ	YES
3000173	RALPH TAMMARO	YES
3000010	FABIANO SALES	YES
2016103	JIVTESH S BHAILA	YES
3000003	JOHN CASSELL	YES
2010595	DON FRASER	YES
3000180	JESSEY HERTEL	YES
3000183	MATTHEW GARCIA	YES

WEBINAR

REG NUMBER	NAME	Attended
3000097	ELIE MUGISHA	YES
2012267	CARL SCISSONS	YES
4000009	ANTONELLA VERGATI	YES
3000003	SHABIR	YES
2012192	JENNY DUHAMEL	YES
2012129	CATHY WIEBE	YES
2012203	MICHAEL SLATER	YES
2015734	DEAN MIR	YES
3000066	Charles MacLaurin	YES
2012198	Brittney Ellis	YES
5000001	Matt Wemple	YES
WDO	Chris Vanrossem	YES
2005096	Cidalia Harmsworth	YES
n/a	Jamie Delaney	YES

Meeting Notes

NOTE: the following notes are intended to supplement the presentation slides used during the meeting.

1. Diversion results: to be reported as part of the Annual Report - data will be available in March

Note: "Diversion" refers to tires being diverted from stockpiles / landfills / burning as TDF. No tires have been sent to landfill or Tire Derived Fuel since the program started.

2. Tire Collection:

- i. There are fewer than expected Sub-Collectors signing agreements with Collectors. One explanation may be collectors who may not understand the program announcement material.
- ii. Action: OTS to consider drafting explanatory material including Frequently Asked Questions

3. Tire Transportation and delivery

- a. Ad Hoc delivery volumes were significantly higher In December 2010 than December 2009. This is expected to change once more Ontario processing capacity is available in the coming months

b.Special Tire Collections (STCs):

- i. feedback from Haulers is STCs should resume to help fill hauling capacity expected by February.
- ii. Haulers are assigned to an STC unless the resident requests a specific Hauler

2. Claims

- Collector Claims Adjustments deadline to enter by Collectors is January 31, 2011. OTS is experiencing multiple repeat Collectors requesting adjustments, Suggestions to deal with this include:
 - Use same spreadsheet approach as Hauler claims, however all claims will be moved to web-based (like Collectors and RPM claims) in 2011
 - Add capability to allow Collectors to print instructions before entering information to on-line claim
 - Create a flow chart, with step by step instructions
 - Change / simplify format of final page of on-line claim form

3. Tire Processing & Manufacturing in Ontario

- a. Out of province Processors who want to accept Ad Hoc deliveries after March 1, 2011 must sign an agreement with OTS by February 28, 2011
- b. Guaranteed Supply (GS) will not be continued in 2011 to help ensure adequate tire supply for the growing capacity in Ontario
- c. Several Processors are submitting weekly excess capacity forecasts to OTS. This helps ensure OTS directs Haulers to deliver to Ontario Processors before Ad Hoc requests are approved to deliver tires outside Ontario.

4. Program Communications-

- a. Operational Training: Webinars will be offered for Collectors and Haulers in February and March to focus on claims and operational issues.

5. Transportation Incentives: Fuel Adjustment Module

- a. Ontario Ministry of Energy is the preferred source for fuel price information
- b. Frequency of adjustments: quarterly is preferred
- c. Implementation Time Delay: Options include
 - i. Adjust monthly based on average prices on previous quarter
 - ii. Adjust based on specific dates
 - iii. Annual adjustment to reflect average fuel price changes and compensate for “under payments” with higher rates going forward
 - iv. May not need fuel adjustments, there has not been a significant issue with fuel price impacts to date
- d. Proposed Start Date: support for starting April 1, 2011 from meeting participants. This will be discussed further at next Technical Committee meeting.

6. Vendor Standards:

- a. Suggestions / questions about possible standards:
 - i. Haulers must be actively accepting tires and delivering tires to Processors to remain registered with OTS
 - Some haulers are sub-contractors to larger registered Haulers. They may not be able to meet minimum standards e.g. delivering to Processors
 - ii. Haulers must refrain from “stealing” customers or representing themselves as other Haulers to gain business
 - iii. How will vendor standards be enforced?
 - Standards will be part of OTS Compliance Audits
 - Haulers will not be expected to enforce standards
 - Existing participants must meet standards to continue to be registered with OTS
 - iv. Vendor standards for Collectors may be a barrier to small collectors who are considering becoming registered.
 - Processors must have C of A and therefore must meet a high level of standards. Haulers may not have the same level of standards
 - v. Vendor Standards should be positioned as ‘best practices’ (many reflect legislative requirements) and are a good thing for all participants
 - vi. One suggestion to encourage adoption of Standards is a “Certificate of Compliance to Vendor Standards” issued by OTS to enable Collector to display at their place of business
 - This may be related to OTS’ consumer awareness communications campaign
- b. Approach to develop / confirm Vendor Standards:
 - i. Each participant is welcome to join a sub-committee, one each for Collectors, Haulers, Processors, Recycled Product Manufacturers by sending an email to info@ontariots.ca

- ii. One option to consider is some groups may have a representative from another participant group if warranted e.g. one Hauler may attend one of the Collector meetings
 - iii. Operational participants are encouraged to investigate possible standards e.g. Stewardship Ontario website, and suggest Standards to OTS
- c. Outcomes of Vendor Standards work include:
 - i. published core and supplemental standards
 - ii. checklist available to registrants and potential registrants
- d. Implementation will be phased in over time following extensive consultation with participant groups
 - i. There are different types of Collectors (municipalities, retailers, auto recyclers) which must be considered
 - ii. Need to ensure participants are able to continue to operate while standards are being phased in, to help continue flow of used tires
 - Need a 'balanced approach' to implementation: standards are important along with smooth flow of tires
- 7. **Other discussion topics:**
 - a. OTR Tires: what is the annual tonnage of OTRs planned to be collected / generated in Ontario, both with destinations to Processors in Ontario and out of Province?
 - i. How much is going to Reuse?
 - ii. NOTE: these questions will be addressed at next Technical Committee meeting
- 8. Next Meeting Date; **Wednesday, March 9, 2011, 9:00AM – 12:00PM, location TBD**

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