



British Columbia Product Stewardship Council

BCPSC Meeting Agenda

Date: Thursday, April 8, 2010

Time: 9:30am

Venue: Conference Call, hosted by RCBC

1. **Meeting called to order**
2. **Adoption of agenda**
3. **Adoption of minutes from January 11th, 2010 meeting** (*attachment #1*)
4. **Task List Review** (*attachment #2*)

5. **Correspondence**

6. **Information Items**
 - 6.1 Ministry of Environment Update
 - 6.2 Product Policy Institute Update

7. **Old Business**
 - 7.1 EPR Toolkit update (Laurie Gallant)
 - 7.2 Working Group on EPR service level definitions and related regulatory frameworks
 - 7.3 Waste Characterization Studies working group - update

8. **New Business**
 - 8.1 Resignation of BCPSC Co-Chair
 - 8.2 BC Stewards Contact Information (*see two Excel files sent separately*)

9. **Stewardship Issues to Resolve**

10. **Next Meeting**
11. **Adjournment**

B.C. Product Stewardship Council
Post-Meeting Package
April 8, 2010

This Package Includes:

1. Agenda – January 12th, 2010
2. Minutes – January 12th, 2010

Prepared By RCBC Staff



British Columbia Product Stewardship Council

BCPSC Meeting Agenda

Date: Tuesday, January 12, 2010

Time: 9:30am

Venue: Conference Call, hosted by RCBC

1. **Meeting called to order (Brock Macdonald)**
2. **Adoption of agenda (Brock Macdonald)**
3. **Adoption of minutes from November 3, 2009 meeting** (*attachment #1*)
4. **Task List Review** (*attachment #2*)

5. **Correspondence**
 - 5.1 BCPSC letter to Ministry requesting funding (*attachment #3*)
 - 5.2 BCPSC letter to Stewards at November Roundtable Meeting (*attachment #4*)
 - Stewardship Roundtable summary
 - Waste Characterization Studies working group update

6. **Information Items**
 - 6.1 Updated BCPSC Contact List (*attachment #5*)
 - 6.2 Stewardship Brochure - PDF for review (Teresa Conner)
 - 6.3 Signage for Recycling Businesses (Mairi Welman) (*attachment #6*)
 - 6.4 UBCM Conference information (Jordan Best)
 - 6.5 Rural Service Level Working Group update (Jordan Best)
 - 6.6 Events and Reporting for 2009/2010 – CWMA, Canadian Product Stewardship Conference, RCBC, FCM, UBCM, etc.
 - 6.7 EPR Event in Hazeltons - any other events in BC? Toolkit? Funding formulas?
 - 6.8 Glass markets - RD as end market (Laurie Gallant)

7. **Stewardship Issues to Resolve**
 - 7.1 Information gaps on RCBC and steward websites
 - 7.2 Updates/overview to implementation of EPR programs

8. **Recycling Regulation update - December 2009**
 1. Electronics
 2. Antifreeze and Lead-acid
 3. Lamps
 4. Other

9. **Next Meeting**
10. **Adjournment**

B.C. Product Stewardship Council

Conference Call Minutes - DRAFT

Tuesday, January 12, 2010

Start Time: 9:30 am

Present:

Janine Dougall (Bulkley-Nechako)	Anke Bergner (Capital)
Nicole Ward (Central Kootenay)	Peter Rotheisler (Central Okanagan)
Harmony Huffman (Cowichan Valley)	Don Hamilton (Okanagan-Similkameen)
Kathleen Milward (Cowichan Valley)	Jim Penson (East Kootenay)
Andrew Doi (Metro Vancouver)	Loree Duczek (East Kootenay)
Laurie Gallant (Kitimat Stikine)	Tim Dueck (Kootenay-Boundary)
Cameron Baughen (Okanagan-Similkameen)	Sharon Horsburgh (Nanaimo)
Nicole Kohnert (North Okanagan)	Jeff Rahn (Peace River)
Carmen Fennell (Columbia Shuswap)	Greg Tyson (Ministry of Environment)
Jarred Wright (UBCM)	Tera Grady (Cariboo)
Brock Macdonald (RCBC)	Jesse Lee (Squamish-Lillooet)
Jennifer Ellis (RCBC)	Mike Hofer (Fraser Valley)
Jordan Best (RCBC)	

Regrets:

Brenda Fortais (Alberni Clayoquot)	Joy Mackay (Central Coast)
Sabina Kasprzak (Fraser Valley)	Greg Fletcher (Mount Waddington)
Frances Ladret (Powell River)	Tim Des Champ (Skeena Queen Charlotte)
Cathy Kenny (Sunshine Coast)	Peter Hughes (Thompson-Nicola)
David Lawes (Ministry of Environment)	Scott Barry (Northern Rockies)
Darcy Mooney (Columbia Shuswap)	Drew Hadfield (Comox Valley)
Petra Wildauer (Fraser-Fort George)	Alan Stanley (Kootenay-Boundary)

1. Meeting called to order (Brock Macdonald)

- The January 12, 2010 BC Product Stewardship Council meeting was called to order at 9:30am.

2. Adoption of agenda (Brock Macdonald)

100112-1PSC Moved/seconded to adopt the agenda for the January 12, 2010 BC Product Stewardship Council meeting.

Carried.

3. Adoption of minutes from November 3, 2009 meeting (attachment #1)

100112-2PSC Moved/seconded to approve the minutes of the November 3, 2009 BC Product Stewardship Council meeting.

Carried.

4. Task List Review (attachment #2)

- Received as information

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5. Correspondence

5.1 BCPSC letter to Ministry requesting funding (*attachment #3*)

- Repeat of letter sent to Ministry in 2009 (funding not available in 2009, directed to resubmit in 2010).

5.2 BCPSC letter to Stewards at November Roundtable Meeting (*attachment #4*)

- Stewardship Roundtable summary
 - o The letter requested participation by a representative of the Steward's group at the Waste Characterization Study Working Group
 - o They decided not to appoint a representative as they would prefer not to have one person representing all the Stewards
 - o They are still interested and supportive of project and have requested that they be kept updated on the Working Group progress. They will review any proposals or recommendations as a group.
 - o RCBC will attend the stewardship meetings and will send information to them by email or conference call to make sure the PSC gets feedback in timely manner.
- **Waste Characterization Studies working group update**
 - o Two Ministry representatives have expressed interest
 - o Current studies from around the province have been distributed to PSC membership; RDKS study should be ready by February
 - o The group will be convene as a whole now that membership is confirmed

6. Information Items

6.1 Updated BCPSC Contact List (*attachment #5*)

- Any errors should be submitted to Jennifer@rcbc.bc.ca

6.2 Stewardship Brochure - PDF for review (Teresa Conner)

- Brock Macdonald explained that this is a multi-page document outlining each stewardship program. It is still being developed and will be circulated once complete.

6.3 Signage for Recycling Businesses (Mairi Welman) (*attachment #6*)

- Metro Vancouver municipalities were supportive of the plan but unsure who has the authority to create and implement signs
- this is a Canadian Association of Recycling Industries (CARI) initiative, RCBC will ask them to look into how wine industry established similar signage

6.4 UBCM Environment Conference information

- Jarred Wright explained that UBCM will not be hosting a spring environmental conference this year due to lack of funding and members able to participate in person

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- The Conference has been postponed to 2011
- Possibility of UBCM including an information session at the RCBC conference and as a full day workshop at the regular UBCM conference in the fall

6.5 Rural Service Level Working Group update (Jordan Best)

- First meeting was January 7th, 2010
- The group will be addressing service delivery issues and transition of materials from municipal solid waste to EPR programs.
- 7 BCPSC members and 3 Ministry representatives attended
- The group will be developing a proposal for interim and long-term improvements to rural service delivery methods
- The group will also be addressing how materials will move from the municipal solid waste stream to stewardship programs and if there should be province wide standards and/or region specific standards

6.6 Events and Reporting for 2009/2010 – CWMA, Canadian Product Stewardship Conference, RCBC, FCM, UBCM, etc.

- RCBC will set up a list on the BCPSC website of upcoming events, as well as information and presentations from the events
- Product Policy Institute calls - RCBC will be participating; all PSC members are welcome to participate.
- Brock attended the Canadian Product Stewardship Conference in Montreal last October. He noted that this is really an industry event and there wasn't anything specific to BC to report.

Action Item – RCBC will post the Product Policy Institute call schedule and information on the website for BCPSC members

6.7 EPR Event in Hazeltons - any other events in BC? Toolkit? Funding formulas?

- Laurie Gallant explained that the Hazelton area has significant gaps in EPR services (i.e. electronics) and will be hosting one-time collection event this spring
- It may be useful to develop a template or toolkit that looks at funding formulas, advertising, etc... for these events.
- Laurie offered to put together a toolkit based on this event and is looking for any information or experience other Council members have from these kinds of events noting that this ties into the work of the Rural Service Level Working Group; she added that the Electronic Stewards have already agreed to fund collection and processing costs but other costs so far seem to be an RD responsibility.
- It was noted that:

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- BCUOMA might have more funding available now for one-time events
- The Peace River RD held a tire roundup - TSBC paid for advertising, collected about 1500 tires in one day at 2 locations
- CSRD has been hosting recycling events for a while and offered to share information on funding formulas and logistics planning; Carmen noted that stewards do help with advertising costs for their events.

Action Item – RCBC will confirm whether participating retailers are obligated to take back any tires, regardless of where it was purchased; whether retailers only need to take 4 tires per person; and also if Regional District tipping fees on tires conflict with program regulations? They will send an update to BCPSC members.

6.8 Glass markets - RD as end market (Laurie Gallant)

- The Kitimat Stikine Regional District is will be approaching Encorp to discuss terms for designating their RD to be the end market for glass containers collected from within their boundaries.
- Need to look at what money is being spent on glass right now and if it can be redirected to the regional district.
- Okanagan-Similkameen uses glass as landfill cover including some Encorp materials – Encorp covers transportation costs. Thompson-Nicola RD may also have program with Encorp

7. Stewardship Issues to Resolve

7.1 Information gaps on RCBC and steward websites

- Meeting resources and useful links have been added to the BC PSC webpage
- RCBC Recyclepedia clarification – the website search only covers the most frequently asked questions, more information is available through the Hotline service.
- If members notice anything out of date please send it to the Hotline staff – harv@rcbc.bc.ca
- Laurie asked if the Stewards help cover the cost of updating entries in the database or if it is up to individual RDS to scout out information gaps or errors and report them to RCBC. Brock responded that RCBC staff updates the database twice per year and funding questions are part of RCBC operations. Laurie wondered if funding would be considered part of the consumer awareness requirement under the BC Recycling Regulation. This issue remained unresolved.

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7.2 Updates/overview to implementation of EPR programs

- BCPSC members had requested notice of upcoming EPR consultations
- RCBC is putting dates on the calendar on the RCBC website. If anything missing please let Ben know at ben@rcbc.bc.ca

- As requested at the Working Group meeting:

Action Item: RCBC will compile a document of existing and upcoming stewardship plans with dates and links.

Format – excel spreadsheet, posted on the BCPSC website.

Action Item: RCBC currently sends member advisories regarding any EPR consultation, which all BCPSC members should be receiving. RCBC will post these advisories on BCPSC website and check to see that PSC members are all on the RCBC member list for advisories.

8. Recycling Regulation update - December 2009

- Greg Tyson – there was an amendment to the Recycling Regulation in December 2009 which added antifreeze and lead-acid batteries.
 - There were also some minor housekeeping changes to wording:
 - o An amendment to the regulation to reflect actual practices: ex. Stewards had to achieve a 75% or greater recovery rate; this was changed to allow the directors to prescribe different recovery rates to allow for difference between consumable and disposable products (ex. Beverage containers v. Medication)
 - o Slight clarification on import products – regardless of whether product being sold or not, importers must paid environmental handling fees (ex. trucking companies importing oil for their own use).
1. Electronics
 - Certain product categories, such as toys, were given extension for implementation
 2. Antifreeze and Lead-acid
 3. Lamps – moved to phase 4 (2012)
 4. Other

9. Next Meeting

- Tuesday March 23, 2010 – 9:30am
- It was requested that two items always appear on the agenda –1) a Ministry of Environment update and 2) Product Policy Institute update

10. Adjournment

The meeting was adjourned at 10:30am.

BC Product Stewardship Council

Task List - April 8, 2010

Task	Responsibility	Reference Document	Reference motion	Status/Notes
Official Motions				
Moved/seconded/approved that a qualified consultant be retained to update the existing "official" waste characterization methodology and that this procedure be considered by the Ministry of Environment and Stewards as an essential part of performance evaluation.		BCPSC meeting (May 26, 2009)	090526-5PSC	
Moved/seconded/approved that the BC Product Stewardship Council consider an acceptable funding formula for waste characterization studies after the waste characterization methodology has been updated.		BCPSC meeting (May 26, 2009)	090526-6PSC	
Action Items				
It was requested that the three current Waste Composition Studies' results be circulated to the BCPSC when complete.		BCPSC Meeting Minutes (November 3, 2009)	Item 6.2	
RCBC will post the Product Policy Institute call schedule and information on the website for BCPSC members	Jenny/Jordan	BCPSC Meeting Minutes (January 12, 2010)	Item 6.6	
Completed Items				
RCBC will confirm whether participating retailers are obligated to take back any tires, regardless of where it was purchased; whether retailers only need to take 4 tires per person; and also if Regional District tipping fees on tires conflict with program regulations? They will send an update to BCPSC members.	Jordan	BCPSC Meeting Minutes (January 12, 2010)	Item 6.7	Complete - information emailed to PSC members Jan.19, 2010

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Task List - April 8, 2010

RCBC will compile a document of existing and upcoming stewardship plans with dates and links.	Jordan	BCPSC Meeting Minutes (January 12, 2010)	Item 7.2	Complete - document available on RCBC and BCPSC website
RCBC currently sends member advisories regarding any EPR consultation, which all BCPSC members should be receiving. RCBC will post these advisories on BCPSC website and check to see that PSC members are all on the RCBC member list for advisories.	Jenny	BCPSC Meeting Minutes (January 12, 2010)	Item 7.2	Complete - all BCPSC members are added to RCBC's mailing list