



OTS Technical Advisory Committee Meeting

January 26th, 2011

Agenda

- Business Arising from the previous meeting
- Diversion results to date
- Tire Collection
- Tire Transportation and delivery
- Claims
- Tire Processing & Manufacturing in Ontario
- Program Communications
- New Business
- Next Meeting Date
- Adjourn Meeting

Technical Advisory Committee Representation

Meeting Objective:

The Technical Committee meeting is intended to provide updates from OTS, and get feedback and suggestions from program Participants of a general nature about the OTS Program.

Note: The Technical Committee meetings are open to all registered operational participants: Collectors, Haulers, Processors, RPMs

Tire Collection:

- Sub-Collector Activity:
- Activity so far: 13 requests for Sub-Collector Agreement
- Pre-Program Tire Clean Up Activity: 2

Tire Transportation & Delivery

a) Ad Hocs & Redirects: are expected to continue in January and into February but at a decreasing rate

Ad Hoc and Redirect Rates:

Ad Hocs authorized in October = 215

Ad Hocs authorized in November = 309

Ad Hocs authorized in December = 444

Redirects authorized in October = 16

Redirects authorized in November = 46

Redirects authorized in December = 29

NOTE: Ontario Processors have some limited capacity and are continuing to update OTS weekly

Tire Transportation and Delivery

b) Out of province Processing approach - changes announced

- To offer haulers and processors greater flexibility to manage delivery and receipt of approved loads, as well as reducing administrative burden and increase efficiencies in OTS
- Out of province deliveries continue to require prior OTS approval
- Hauler may decide out of province destination to any Processor who has executed an Agreement with OTS
 - Surplus form has been updated to include planned destination; will be available online later in February
 - ALL CHANGES ANNOUNCED WILL BE EFFECTIVE MARCH 1st 2011 until then the current rates and process remain in effect
 - OTS requested feedback from Haulers to be sent to hauler@ontriots.ca

Claims

Collector Claims Adjustments

- Number of requests for adjustments have slowed in recent months, OTS hopes to see this number continue to decrease
- Total Number of Adjustments Requested: 368*
- Instructions on how to file an approved adjustment have been sent to Collectors who have received approval to file for the following reporting periods:
 - September – December 2009
 - January – March 2010
 - April – June 2010
 - July – September 2010
- All adjustments must be filed between January 1 – 31, 2011; reminder email being sent as well
- OTS noticed that there are multiple repeat Collectors requesting adjustments; suggestions?

Tire Processing & Manufacturing

- Temporary Tire Storage: Dec. 20, 2010 – April 30, 2011
 - Rolled out to Processors, some Processors have expressed interested and are participating
 - At this time OTS has no plans to extend this program with expected changes to Ontario processing capacity
- Processing Capacity expected to begin to increase in the coming months as new Processors open and existing Processors expansion plans come to completion
- Out of Province processing; effective March 1, 2011 standard processing rates for PLT, MT and OTR tires take effect for Ad Hoc deliveries
 - Out of province Processors who wish to take Ad Hoc deliveries after March 1, 2011 have until February 28, 2011 to sign a new OTS agreement
 - Guaranteed Supply contracts with out of province Processors are not planned after March 1, 2011
- Manufacturers: Steady state for filing (?)

Program Communications

STC Events:

Note: STCs on hold during winter months, to resume in Spring

- Monthly Newsletters:
 - Issue #8 to be available in January
 - Issue #9 to be available in February

Program Communications

Operational Refresher Training

- OTS plans to host webinars for all Participant groups during 1Q 2011
 - “Refresher” training focusing on claims and general program rules
- Individual participant sessions continue to be available on request

New Business

Transportation Incentives (TI): Fuel Adjustment Module Overview

- To account for fluctuating fuel costs, OTS is considering implementing a fuel adjustment module that could adjust TI to better reflect actual fuel costs, both increases and decreases (this would be at a different timing than the TI rate changes i.e. No 90 day advanced notice necessarily required)
- OTS has requested feedback on the following points regarding a fuel adjustment module (to be submitted by Jan 28th 2011):
 - 1) A common source of fuel pricing data (i.e. which index should be used as the standard source of data from which to draw fuel pricing on)
 - Ontario Ministry of Energy?

New Business

Fuel Adjustment Module Overview (cont')

- 2) The frequency at which the fuel price adjustment module will be used (i.e. yearly, quarterly etc.)
 - quarterly?

- 3) The implementation time delay between adjustments (upward and downward adjustments will be made with the same implementation time delay and do not need to follow the same implementation times as base TI rate changes)
 - set on the 1st day of the last week of the quarter to be effective for the next quarter based on the average index change for the quarter??
 - same as above but use the index on that day, not the average??
 - set for the next quarter based on the average index change for the previous quarter announced on the last day of the quarter??

New Business

Fuel Adjustment Module Overview (cont')

- 4) A proposed "start date" for using the Fuel Adjustment Module (i.e. April 2011 etc.)
- April 2011 and follow the calendar quarters for adjustments??

New Business

Vendor Standards:

Objective: Set vendor standards that go above those currently stated in the applicable contract with OTS to ensure that best practices are being followed by program participants

- ⑩ Registered Collectors, Haulers, Processors, and Recycled Products Manufacturers (RPMs) must meet Vendor Standards in order to operate as part of the Ontario Used Tire Program
- ⑩ Vendor Standards are not meant to replace existing OTS participant requirements, all legislative requirements must be met at all times.
- ⑩ “Core” Vendor Standards have been in place since program inception, September 1, 2009. “Supplemental Vendor Standards” are being developed and will be implemented in the future.
- ⑩ OTS is requesting participation from operational participants (Collectors, Haulers, Processors, and RPMs) to help develop the Vendor Standards.

New Business

Vendor Standards (continued):

- ⑩ **Core Vendor Standards** have been in place since September 1, 2009 and are verified at time of registration:
 - Ontario Business Number
 - Harmonized Sales Tax Number
 - Certificate of Approval
 - Appropriate Commercial Liability Insurance
 - Worker Health and Safety Certification
 - Tire Storage (Collectors only)
 - Document Retention

New Business

Vendor Standards (continued):

⑩ Supplemental Vendor Standards:

- Are being created and will be phased in
- In some cases they are to provide OTS with supporting documentation to confirm legislative requirements are being met
- All operational participants must meet or exceed the standards on or before the phase implementation date, including future registrants
- Sample supplemental vendor standards include
 - Expanded Health & Safety – Workplace Hazardous Materials Information System (WHMIS)
 - Expanded Health & Safety Machine Safety
 - Emergency Response Plan e.g. fire, medical emergencies etc.
 - Fluid Management
 - Oil/Water Separators
 - Lead Weights and Lead Acid Batteries

New Business

Vendor Standards (continued):

- ⑩ **Request participation in sub-committees** to provide feedback and recommendations:
 - Form sub-committees (3 – 5 participants) for each operational participant group – Collectors, Haulers, Processors, RPMs
 - Facilitated / organized by OTS
 - 1 – 2 one-hour meetings / calls per sub-committee
 - Sub-committee will make recommendations
 - OTS Executive Director and Board review and approve vendor standards
 - Participants interested in being part of finalizing vendor standards should contact Jen Barbazza by email: info@ontariots.ca by January 31, 2011
- ⑩ OTS will advise all operational participants of the complete vendor standards and implementation time lines as they become available

Next Meeting

- Wednesday, March 9, 2010, 9:00am-12:00pm
 - Location: TBD

Any suggested topics for the TC Meetings are to be sent via email to communications@ontariots.ca prior to the meeting; all topics will be considered but may not be accommodated depending on the existing agenda.

Adjourn Meeting
