



December 22, 2020

Mr. Mike Birett  
Executive Director, Continuous Improvement Fund  
132 Commerce Park Dr., Unit K, Ste. 511  
Barrie, ON L4N 0Z7

Dear Mr. Birett,

**RE: Approval of CIF's Wind-Up Plan**

I am writing to advise you and the Continuous Improvement Fund (CIF) team that the Resource Productivity and Recovery Authority (the Authority) has approved the CIF's proposed wind-up plan and changes to its governance structure, as part of its approval of Stewardship Ontario's (SO) proposed transition plan for the Blue Box Program and wind-up plan for SO.

On August 15, 2019, the Minister of the Environment, Conservation and Parks directed SO to develop a wind-up plan for the Blue Box Program and SO itself and submit it to the Authority for approval by June 30, 2020. The direction included the requirement to end the CIF as soon as practical and before December 31, 2025. Following this direction, the Authority requested that the CIF submit recommendations regarding the wind-up of its operations.

On April 3, 2020, the Minister extended the deadline for SO to submit its proposed plan to the Authority to August 31, 2020. The extension was requested by SO due to the COVID-19 pandemic to ensure meaningful consultation with stakeholders.

SO submitted its proposed Blue Box Program Transition & Stewardship Ontario Windup Plan by the August 31 deadline, which included, by reference, CIF's Windup Plan and Amendments to the CIF Strategic Plan (2019-2021). Between September 30 and November 10, 2020, the Authority consulted on SO's and the CIF's wind-up plans with municipalities, First Nation communities, stewards, and other affected stakeholders. In addition to consulting on the plans, the Authority assessed the plans to ensure they were compliant with the Minister's direction letters and the *Waste Diversion Transition Act, 2016* (WDTA) and its regulations, and consistent with the Authority's Wind-Up Guide.

In accordance with the WDTA, this approval will be published on the Authority's website. A report describing the consultation process and summarizing stakeholder comments received will also be posted on the Authority's website.

The CIF may communicate the Authority's decision to approve the wind-up plan only after the Authority publishes its decision. The Authority will work with the CIF to develop a co-ordinated



communications strategy including the date on which CIF may communicate the Authority's approval to stakeholders.

Finally, on behalf of the Authority, I would like to express my appreciation for the diligence and cooperation of the CIF staff in reaching this critical milestone. There is, of course, much work to be done in the months ahead, and the collaborative approach established between CIF and the Authority will be key to successfully implementing the wind-up plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank Denton', written in a cursive style.

Frank Denton  
Chief Executive Officer, Resource Productivity and Recovery Authority