

## **Minutes**

Meeting of the Steering Committee for the Canadian Energy Efficiency Voluntary Agreements

July 26, 2023, 11:00 a.m. Eastern Daylight Time  
Conference Call

### **Steering Committee Members Participating:**

Fahd Aman (Cogeco)  
Ryan Clarke (Bell)  
Debbie Fitzgerald (CableLabs)  
Pierre Gallant (NRCan)  
Mody Gaye (Videotron)  
Damien Osullivan (CommScope)  
Ian Schroeder (EchoStar Technologies)  
Mitchell Stein (Navigator, for CTA)  
Bernie Wong (Rogers)

### **Additional Participants:**

Éric Gilbert (Cogeco)  
Paul Hudson (counsel for CableLabs)  
Tom Kelleher (CommScope)  
Thomas Piacentino (CommScope)  
Maggie Praley (D+R International)  
Gabriel Valiquette-L'Heureux (Videotron)  
Andrea Wagner (D+R International)  
Johny Zakharia (Rogers)

*Mr. Aman called the meeting to order at 11:04 a.m. EDT.*

All parties were reminded that this meeting would be conducted in accordance with the Competition Act Advisory Statement adopted as part of the CEEVA agreements, including that the parties would not discuss pricing or other competition issues.

The Committee approved the minutes of its June 13, 2023 meeting as submitted by the Chair.

Ms. Wagner provided an update on the CEEVA draft combined annual report for set-top boxes and small network equipment as distributed by D+R on July 14, which incorporated comments received from the Committee. Ms. Wagner indicated that the procurement audits were still underway but should be completed soon. The Committee approved the report conditioned on the Data Aggregator determining that the procurement audits would not warrant any substantive changes to the report. Ms. Wagner indicated the report will be available in the final form by August 11<sup>th</sup> for a final review. The French translation and final formatting of the French version should be available by the end of August. The Committee agreed to post the English version and public announcement when it is ready and to post the French translation when it is available approximately two weeks later.

Ms. Fitzgerald discussed the plan for the public announcement. A draft was circulated on July 18<sup>th</sup> and only two minor comments received so far. Ms. Fitzgerald explained the plan for the public announcement was to publish on the website but not to issue as a press release. The Committee set a deadline of August 9<sup>th</sup> for any final comments.

The parties discussed continued outreach to TELUS to join CEEVA.

The Committee approved the 2023 reporting templates for STB and SNE for posting on the CEEVA website. Ms. Fitzgerald also reminded the signatories of testing and reporting conditions as defined in the CEEVA agreements.

The Committee elected Bernie Wong from Rogers to serve as Chair for the 2023 reporting period.

*The meeting adjourned at 11:36 a.m. EDT.*

Minutes submitted by Fahd Aman, Cogeco, Chair

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Fahd Aman, Chair

### **Agenda**

Meeting of the Steering Committee for the Canadian Energy Efficiency Voluntary Agreements  
for Pay-TV Set-top Boxes and Small Network Equipment

(CEEVA)

July 26, 2023, 11:00 a.m. Eastern Daylight Time

Conference Call

1. Reminder of Competition Act Policy
2. Approval of minutes of [June 13, 2023 Meeting](#)
3. Update and vote on Annual Report
4. Discuss plan for public announcement of Annual Report
5. Recruitment of new signatories

6. Testing and Reporting for 2023
7. Election of Chair for 2023 Report
8. Any new business