

# Yukon Stewardship Plan for Packaging, Paper and Single-use Products



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# 1. Introduction

This Stewardship Plan for Packaging and Paper Products (PPP) is being submitted to the Minister of the Environment on behalf of the PPP Producers who have selected Circular Materials to act as their Producer Responsibility Organization (PRO) in the Yukon, in compliance with the Extended Producer Responsibility (EPR) Regulation under the Environment Act (the Act). The Stewardship Plan covers a five (5) year period, starting on October 1, 2025, or 9 months after the approval of this initial plan, whichever is later.

Below is a list of acronyms, abbreviations and defined terms used throughout this Stewardship Plan:

- **“Act”** means the Environment Act
- **“Commencement Date”** means the start date for the program.
- **“EPR”** means Extended Producer Responsibility.
- **“Packaging and Paper Products” or “PPP”** means Packaging and Paper Products as defined in Schedule 2 of the Regulation.
- **“PPP Producer”** means a steward of designated material, as defined under Section 6 of the regulation.
- **“PRO”** means a Producer Responsibility Organization as defined under Section 1 of the Regulation.
- **“Regulation”** means the Extended Producer Responsibility Regulation under the Environment Act.
- **“Residential Premises”** means residential premises as defined in Section 1 of the Regulation.
- **“Service Commencement Date”** means the date on which collection services will be provided to a Residential Premises.
- **“Single-use products”** means single-use products as defined in Schedule 2 of the Regulation.

## 2. Circular Materials in the Yukon

Circular Materials is a national not-for-profit organization established to support producers in meeting their obligations under extended producer responsibility regulations across Canada. Circular Materials builds efficient and effective recycling systems where materials are collected, recycled, and returned to producers to use as recycled content in new packaging and paper.

In the Yukon, the Regulation under the Act sets out the requirements for stewards of designated material, including the requirement to operate a stewardship program and submit a stewardship plan for the program to the Minister.

### ***“Section 2(1) Approved stewardship plan required***

*1) the collection and recovery of a designated material by a steward of the material is an activity that requires a permit under the act*

*2) for greater certainty, the definition “permit” in section 2 of the Act includes an approved stewardship plan”*

### ***“13 Submission of stewardship plan***

*(1) A steward that intends to operate a stewardship program, or a producer responsibility organization that intends to operate a stewardship program on behalf of one or more stewards, must submit a plan for the program in accordance with subsection (2) to the Minister in the form, if any, required by the Minister.”*

This Stewardship Plan has been designed to discharge the associated regulatory obligations of its PPP Producer members. All PPP Producer members of Circular Materials have entered into an agreement with Circular Materials to act as an agent on behalf of the steward for the purposes of operating the Stewardship Program. A full list of the PPP Producers that this Stewardship Plan is on behalf of can be found in [Appendix A](#).

Circular Materials meets the definitions of a producer responsibility regulations as defined in the Regulations and meets the requirements of non-affiliation as described under Section 11(3) of the Regulation.

*“A producer responsibility organization that operates a stewardship program must not be affiliated with an entity or controlled by an individual that provides collection and waste management services under the program.”*

## 2.1 Local Advisory Committee

In the Yukon, the Regulations set out the requirements for an advisory committee.

*“If the plan is submitted by a PRO, details about the establishment of a local advisory committee to the organization including*

- The membership of the committee, the membership of which must be composed of stakeholders resident in Yukon*
- The role of the committee in relation to the implementation and operation of the program”*

Circular Materials will establish an advisory committee to guide the stewardship plan’s implementation, delivery and operation. This committee will be used to share information to relevant local stakeholders, discuss local issues, and keep Yukon stakeholders updated on program developments. It will also seek their advice and feedback, providing a platform for input from local government, industry, producers, and other stakeholders. Committee members will be responsible for gathering input from their respective constituencies and representing those views on issues.

Circular Materials will work collaboratively with stakeholders including, but not limited to producers and local government associations to select members with the appropriate qualifications and expertise for the Advisory Committee.

The local advisory committee will operate under the following principles

- Local Yukon Participation – Over 50% of the committee membership will be resident in the Yukon
- The committee will meet at least twice per year
- The committee will have no less than 6 members and no more than 10 members
- The initial committee members will be allocated as follows

Category	Number of spaces
Municipalities	2
Producers	4
Unallocated	4

Circular Materials will regularly review the composition and mandate of the Advisory Committee in line with best practices. Organizations acting as a service provider to Circular Materials which have entered a contract to provide collection or post-collection services under the Program Plan will not be eligible to participate on the Advisory Committee. Department of Environment representatives may attend Advisory Committee meetings as observers.

## 2.2 Detailed Implementation Plan.

The program will start on October 1, 2025, or 9 months after the approval of the stewardship plan, whichever is later. A workplan timeline can be found in [Appendix B](#).

The workplan contains expected key milestones for determining collection system design, procuring collection and management services, signing of agreements with service providers, communications with Yukon First Nations and stakeholders, the launch of promotion and education and any other activities required to ensure a successful plan implementation.

## 2.3 Collaboration to improve efficiency and effectiveness.

Where possible, Circular Materials will collaborate with other Yukon extended producer responsibility organizations, stewardship programs, voluntary programs and other non-Yukon programs to seek efficiencies and overall cost reductions. This includes exploring options for shared transportation, processing, communications, data tracking and auditing and resolutions, if required, for how to manage the collection of another PRO's material if it arises. Any collaboration will be based on improving the results of the Key Performance Indicators listed under section 7 reducing costs to operate the program, or reducing the environmental impact of operating the program.

During the development of the stewardship plan, discussions have been held between Circular Materials and other stewardship organizations that plan to submit Program Plans under the Regulation. These discussions have focused on

- Sharing transport to reduce costs and environmental impact
- How to manage the collection of another PRO's material if it arises.

## 3. Designated Materials.

In the Yukon, the Regulations set out the requirements for the Stewardship plan to identify the designated materials to be collected and managed under the plan including specific products or product types with examples, where appropriate

*“s.13(2)(a) the designated materials that will be collected and recovered under the program;”*

Packaging and Paper Products are the Designated Materials that will be collected and managed under this stewardship plan.

The Regulation defines Packaging and Paper Products in Schedule 2 of the Regulations.

*“(a) the packaging subcategory as described in section 3;*

*(b) the paper subcategory as described in section 4;*

*(c) single-use products subcategory as described in section 5.*

Further details on what is included in the Packaging, Paper and Single-use products subcategories can be found in sections below.

In any instance of conflict between the definitions of packaging found in this Stewardship Plan and the Regulations or the *Obligated Products* guidance document, the definitions found in the Regulations would be used, if further clarity is needed, the guidance document should be used.

### 3.1 Packaging

The Packaging subcategory includes primary, convenience and transport packaging and packaging components and ancillary elements provided with a product. Packaging for the purposes of producer obligations and reporting under the Program Plan includes;

- **Primary packaging** is material that is used for the containment, protection, handling, delivery and presentation of a product that is supplied with the product and includes packaging designed to group more than one product for the purposes of sale, but does not include convenience packaging or transport packaging.
- **Convenience packaging** is material used in addition to primary packaging to facilitate end users' handling or transportation of one or more products and includes items such as bags and boxes that are supplied to purchasers at check out, whether or not there is a separate fee for these items.
- **Transport packaging** is material used in addition to primary packaging to facilitate the handling or transportation of one or more products by persons other than end users of the products but does not include a shipping container designed for transporting things by road, ship, rail or air. Transport packaging is not typically provided with products that are supplied to end-users for their personal, family, households or small business<sup>1</sup> purposes, although there are some instances where this may occur. For example, when products are shipped directly to a end-user's residence, transport packaging may be used to facilitate the delivery of such products. More commonly, transport packaging used to deliver products to a retailer is removed prior to displaying the product on the store shelves. Transport packaging that is never supplied to end-users for personal, household, family or small business<sup>1</sup> purposes is not designated under the Regulation and is not included in the Stewardship Plan.
- **Packaging components and ancillary elements** integrated into packaging, including ancillary elements directly hung or attached to a product and which perform a packaging function unless they are an integral part of the product, and all elements are intended to be consumed or disposed of together.

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<sup>1</sup> Small businesses as defined in the Regulation and Stewardship Plan

## 3.2 Paper products

The Paper subcategory for the purposes of producer obligations and reporting under the Program Plan includes the following

- Flyers
- Brochures
- Booklets
- Catalogues
- Telephone directories
- Newspapers
- Magazines
- Paper fibre<sup>2</sup>
- Paper used for copying, writing or any other general use
- Paper of any other description.

## 3.3 Single-use products and packaging like products

The Single-use product subcategory means a product, other than packaging, that is ordinarily disposed of after a single use, or a short-term use, whether or not it could be reused, including the following. Single-use products for the purposes of producer obligations and reporting under the Program Plan include

- Straws and items used to stir beverages
- Utensils, plates, bowls, and cups
- Packaging-like products that are intended for use at the end user's home or business, such as
  - Food containers
  - Foil and wraps
  - Bags
  - Boxes, and
  - Objects purchased by or supplied to end users expressly for the purpose or transporting commodities or products

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<sup>2</sup> Paper fibre includes Paper comprised of any type of cellulosic fibre source including, but not limited to wood, wheat, rice, cotton, bananas, eucalyptus, bamboo, hemp and sugar cane (bagasse) fibre sources

- Party supplies and paper party décor (e.g., paper streamers, pinwheels and piñatas), but does not include items such as costume wear (e.g., eyeglasses), balloons, ribbons, that prove especially problematic in a recycling system.
- Packaging-like products include aluminum foil, a metal tray, plastic film, plastic wrap, wrapping paper, a paper bag, beverage cup, plastic bag, plastic container, cardboard box or envelope that is not used as packaging when supplied to an end-user but is normally used for containment.

Packaging-like products include single-use products and those intended for a short term, typically for five years or less, regardless of whether they can be re-used or not. For example, some reusable plastic food storage containers are made with plastic materials that are less durable and tend to break easily. The five-year time frame is intended to separate these items from more durable types of plastic materials, such as large plastic storage totes, which are designed for durability and tend to have much longer life spans.

For more information on the types of PPP that are obligated under the Regulations, the Government of Yukon has released the *Obligated Products* guidance document. For clarity, Circular Materials will adhere to the inclusions and exclusions found within Schedule 2: Packaging and Paper Products of the *Obligated Products* guidance document. A copy of this can be found in [Appendix C](#)

### 3.4 Exclusions

The packaging and paper products category does not include

- A beverage container within the meaning of the *Beverage Container Regulation*
- A health, hygiene, safety or paper product the recycling of which could become unsafe or unsanitary because of the anticipated use of the product
- Bound reference books, literary books and textbooks
- A product that is not made primarily from paper, glass, metal, or plastics or a combination of these materials or
- A container that is included in the hazardous and special products category.

For the purposes of this Stewardship Plan and for reasons of harmonization with other provinces and territories, the Stewardship Plan will not include

- Packaging intended to be used for long term storage – such as storage totes
- Packaging intended to be reused or refilled for at least five years – such as reusable food storage containers
- Materials designated under any other extended producer responsibility regulation, in the Yukon.

### 3.5 Material Categories

To ensure alignment with other jurisdictions in Canada, for the purposes of reporting on the Stewardship Plan and record-keeping, Circular Materials will categorize designated materials to be collected and recovered under the program under the following five (5) material type categories;

Paper, Rigid Plastics, Flexible Plastics, Metal and Glass.

For producer reporting, if an obligated product contains more than one of the five listed materials, a component threshold rule will be used to ensure accurate reporting. This rule will be consistent with those used in other jurisdictions and will be made available to Producers who have entered into an agreement with Circular Materials to act as an agent on behalf of the steward for the purposes of operating the Stewardship Program.

## 4. Collections

In the Yukon, the Regulations set out the requirements for the Stewardship plan to include a description of the collection systems under the Stewardship Plan.

*s. 13(2)(j) if the plan includes the collection and recovery of designated materials in the packaging and paper products category*

*i. a description of how the program will meet the collection requirements in paragraph 12(a), including*

*a. a description of the collection facilities or collection services to be provided under the program, including details about which communities or areas of Yukon will be served by the facilities or services, and*

*b. the level of access to the facilities or services described under clause (A), such as the hours of operation of the facilities and the frequency with which the services will be offered,*

*ii. if designated materials generated by sources other than the sources listed in paragraph 12(a) will be managed by the operator of the program, a description of how the materials from other sources will be managed to facilitate efficient material handling, and*

*iii. a description of the criteria that will be applied at the point of collection for identifying small businesses*

Circular Materials' approach to delivering collection services will be to contract with collection service providers to provide collection services that meet Circular Materials collection requirements. Circular Materials will provide free and reasonable collection services to the following Eligible Sources in the Yukon.

- Residential Premises

- Single-family dwellings mean places where persons reside, including a seasonal dwelling but does not include Multi-family dwellings, institutional facilities, schools or small businesses.
- Multi-family dwellings mean apartments and condominiums
- Institutional facilities<sup>3</sup> means a long-term care facility (means a facility that provide long term residential accommodation, personal support services and nursing services), or a residence for a secondary school, college or university students
- Schools<sup>3</sup> has the same meaning as the Education Act and
- Small businesses – see section 4.4.

A full list of the communities to be serviced, and the service to be provided<sup>4</sup> under the Stewardship Plan is provided in Appendix D.

## 4.1 Collection system design principles

Establishing the collection system in the Yukon will be a complex process that requires significant time and the negotiation of commercial agreements with various service providers, which may include collection service providers, communities, or First Nations<sup>5</sup>.

Circular Materials will establish agreements with collection service partners, which will include a Master Services Agreement (MSA) and a Scope of Work (SoW) for the delivery of collection services within the Stewardship Plan, prior to Service Commencement Date. These agreements will define the standards for collection services, including the types of Designated Material accepted in respective collection systems.

Circular Materials has developed a workplan, ([see Appendix B](#)) outlining key milestones for establishing service provider agreements and any other major activities required to ensure a successful implementation of the Stewardship Plan.

Circular Materials will aim to develop, implement, and provide collection services for the Stewardship Plan under the following principles.

- 1. Minimize disruption to currently provided services:** Circular Materials recognizes that the Yukon already has many municipal, First Nation, non-for-profit, or private operated recycling programs in place for some or all the Designated Materials included in the Program. It is Circular Materials' intention to minimize service disruption to residents who receive these services when the Program launches. Where a conflict exists between the current service, and the principles listed below, Circular Materials will work closely with the affected community to continue the

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<sup>3</sup> Are defined in the regulations. For clarity their definition in this stewardship plan is the same as the regulations.

<sup>4</sup> Curbside, depot or other.

<sup>5</sup> For the purposes of this Stewardship Plan, Yukon First Nations will include all Yukon First Nations as identified in the regulation and Trans-Boundary First Nation communities.

existing service providing it supports the achievement of performance measures in the program plan and is commercially viable.

2. **Service Commencement Date:** Eligible Sources will begin receiving service on or before a Service Commencement Date. The Service Commencement Dates for each community can be found in in Appendix D.
3. **Collection of Designated Materials:** Eligible Sources will receive collection services either through curbside pickup, depot drop-off, or a combination of both.
4. **Frequency of collection:** Single-family dwellings that receive curbside collection, will receive collections at least every two weeks. Multi-family dwellings that receive curbside collection will receive collections at a frequency suitable for the available storage space, provided receptacles, and operational efficiencies for Circular Materials.
5. **Depot services:** Depots will collect Designated Materials for Eligible Sources without curbside collection services or for collection of Designated Materials that are not accepted in a curbside collection system. These depots may be staffed to minimize contamination and ensure materials are from residential sources, not from Institutional, Commercial, or Industrial (ICI) sources<sup>6</sup>. Depots operating hours will be set in collaboration with the community that hosts the depot and where possible to align with the operating hours of staffed collection sites for household garbage.
6. **Collection containers:** Reusable collection containers in use prior to a Service Commencement Date may continue to be used after a Service Commencement Date but may be changed over time to standardize collection services across the territory. If new reusable collection containers are needed, they will be provided to Eligible Sources before collection services begin, with adequate receptacles for storing Designated Materials, reflecting the collection frequency.
  - a) **Receptacles:** Receptacles at Eligible Sources and depots will be repaired or replaced, within reason<sup>7</sup>. Depots will be provided with adequate receptacles before collection services begin, and these receptacles will be serviced when full, within a reasonable timeframe.
7. **Service changes:** Any changes to the collection service will be communicated to the affected Eligible Sources at least three months before the change takes effect. Communication channels can be found in section 6. Promotion and Education.
8. **Non-PPP items:** Items that are not Designated Materials will not be targeted for collection. Circular Materials will work with communities and service providers to reduce contamination over time.

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<sup>6</sup> This exclusion does not include designated materials from small businesses as defined in the plan

<sup>7</sup> Within reason. Circular Materials will develop a policy which will state how many receptacles can be provided as free replacements to residential premises or depots in a given time period.

9. **Non-Eligible Sources:** Circular Materials will not target any materials from non-eligible sources. Prior to the commencement date, if a communities or First Nations' recycling service, included collection from non-eligible sources and they wish to continue this service, Circular Materials will collaborate with the community, First Nation, or service provider to find a mutually agreeable solution.
10. **Regulation or Stewardship Plan Changes:** If the Regulations are amended, or the Minister makes any changes to the Stewardship Plan<sup>8</sup>, Circular Materials will aim to implement any required changes within a 12-month period, unless an alternative timeline is provided by the Minister for the required changes.
11. **Comingled materials:** If comingling certain materials in the curbside collection system could impede the achievement of the performance measures within the Stewardship Plan, these materials may be collected separately or moved to an alternative collection method, such as a depot. If a type of Designated Materials is not accepted in the curbside collection system (e.g., glass or flexible plastic packaging), Circular Materials will provide an alternative collection method, such as a depot.
12. **Local government & Yukon First Nation government engagement:** Many Yukon municipal governments and First Nations governments currently provide waste collection services to their residents, which may include recycling services. Circular Materials will seek to engage with all interested local government or Yukon First Nation governments who currently provide recycling services to their residents and invite them to participate in any procurement process for collection services undertaken by Circular Materials for the provision of collection services to their community.

## 4.2 Curbside Collection

Curbside collection will be defined as the collection of Designated Material from single-family dwellings, with each household separately setting out material for pickup by collection vehicles or in multi-family dwellings or other Eligible Sources, as the collection of Designated Material from residential complexes where Designated Materials are deposited in shared containers at a central location.

Eligible Sources receiving curbside collection services will be equipped with

- Sufficient receptacles for storing Designated Material, reflecting the frequency of collection services and the type of Premises, provided before curbside collection services commence.
- A commitment to repair or replace reusable receptacles, where applicable, within an adequate timeframe<sup>7</sup>.

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<sup>8</sup> This does not include changes made under the approval process under Section 14 of the Regulations

- For single-family Residential Premises, a collection at least every two (2) calendar weeks.
- For multi-family Residential Premises and other Eligible Sources, a collection frequency that is appropriate for the provided collection containers.

Should there be any material changes to the curbside collection services, the affected dwellings and affected local government or First Nations government will be notified at least three (3) months before the changes are implemented.

It is expected that curbside collections will collect Designated Materials that fall under the Paper, Rigid Plastics and Metal Material Categories, as outlined in Section 3.5

In cases where the comingling of certain materials in a curbside collection system could compromise the effective or efficient management of collected Designated Materials (e.g. glass or flexible plastic packaging), or in cases where a type of Designated Material is not accepted in the curbside collection system, these materials may be collected separately or through an alternative collection model, such as a depot. For detail on which communities will receive curbside collections, please see [Appendix D](#)

### 4.3 Depot Collection

Depot collection is defined as the collection of Designated Material at a location operated by a collection service partner at which Designated Material is received from Eligible Sources. Depots will provide collection services of Designated Materials in communities that qualify for depot services. They may also provide additional collection opportunities to other stewardship programs and or PPP from the Industrial, Commercial, and Institutional (ICI) sector<sup>9</sup>.

It is expected that depot collections will collect all Designated Materials in communities that do not receive curbside collections. In areas that receive curbside collection, Depot collections may be used to collect Designated Materials that are not accepted under the curbside collection system, such as the Glass and Flexible Plastics categories, as outlines in Section 3.5. For detail on which communities will receive depot collections, please see [Appendix D](#).

### 4.4 Small businesses

Small businesses will be identified at the point of collection based on the definition of small businesses in the regulation.

*“small business” on an annual basis, uses a similar quantity of materials in the packaging and paper products category as a single-family residential premises and*

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<sup>9</sup> For clarity, Circular Materials will not fund the collection of materials covered under other stewardship programs or the collection of ICI materials. However, where possible, Circular Materials will seek to contract with depot locations that can collect other stewardship materials and or ICI materials.

*Uses materials in the packaging and paper products category that are of a similar nature to those used by a single-family residential premises.”*

Circular Materials proposes that businesses will qualify as a small business under the Program Plan, and therefore become an Eligible Sources, eligible to receive access to collection services if all the following criteria is met.

- Gross Revenue under \$500,000. It is estimated that approximately 81% of all businesses in the Yukon are under this threshold.<sup>10</sup>
- In the previous year had less than 100kg of PPP collected from the place of business.<sup>11</sup>
- The business uses materials similar in nature to those used by a single-family residential premises and those included in the Program<sup>12</sup>. See section 3. Designated Material

Circular Materials will develop an application package for small businesses in advance of the program launch, which will gather information on the criteria above and determine eligibility to receive collection services.

Circular Materials will provide, at a minimum, access to depot collection services to small businesses that qualify under the criteria listed above.

#### **4.5 Access to collection services.**

The sparse geographical population across the Yukon poses significant challenges to the recovery and recycling of Designated Materials from all Eligible Sources in the Yukon. Therefore, this Stewardship Plan will take into account the existing collection infrastructure and prioritize maintaining access to service at the levels currently provided and improving access to collection services where possible, whilst operating cost-effectively.

Circular Materials will provide curbside collection to communities that had municipality or First Nations funded curbside collection in place as of the date of the regulation coming into force (Jan 25, 2024).

Curbside collection of recyclables is currently available in Haines Junction, Teslin and is also offered by some First Nations to their residents. In Whitehorse, a private subscription-based collection service is offered.

As of 2023, it is estimated that at least 90% of the population of the Yukon have access to collection services either through a depot or curbside collections, within a 45-minute

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<sup>10</sup> [Yukon Business Survey](#), Yukon Bureau of Statistics. Gross Revenue Table.

<sup>11</sup> This threshold is based on the average Kg of materials collected from serviced households in BC and SK. Data Source Recycle BC and MMSK Annual Reports.

<sup>12</sup> If a business receiving collection services under the Small business criteria outlined in section 4.4 of the plan generates more than 100kg per year at their place of business or uses materials significantly different from those used by a single-family residential premise, the business would no longer qualify as a small business under the program plan and Circular Materials reserve the right to review, pause or cancel the service to the aforementioned business.

drive<sup>13</sup>. As the collection services delivered by the Stewardship Plan and outlined in Section 4.5.1 and 4.5.2, provide a greater level of access to collection services for Eligible Sources in the Yukon than the level estimated in 2023, it is expected that Circular Materials will maintain or exceed this level of accessibility to collection services during the duration of this Stewardship Plan.

#### **4.5.1 THE CITY OF WHITEHORSE**

Circular Materials will provide collection services to the Eligible Sources of the City of Whitehorse, who reside within the Whitehorse-Municipal Boundaries<sup>14</sup>. As the City of Whitehorse lies within the shared traditional territory of the Ta'an Kwäch'än Council (TKC) and the Kwanlin Dün First Nation (KDFN), Circular Materials will seek to collaborate with the City of Whitehorse, Ta'an Kwäch'än Council and the Kwanlin Dün First Nation to establish curbside collection services in the area. Services will be delivered in the following manner.

Single-family residential premises<sup>15</sup>, Institutional facilities<sup>16</sup> and Schools<sup>17</sup> will be provided with curbside collection for Paper, Rigid Plastics and Metals, and depot collection for Flexible Plastics and Glass.

At a minimum, Multi-family dwellings, and small businesses<sup>18</sup> will be provided access to depot collections for all Designated Materials.

#### **4.5.2 OUTSIDE THE CITY OF WHITEHORSE**

Except for those areas that had municipality or First Nations funded curbside collection in place as of the date of the regulation coming into force (Jan 25, 2024), Circular Materials will provide depot collection services to the other communities of the Yukon.

To ensure a continuance in services for the residents of communities outside the city of Whitehorse, Circular Materials intend to situate depots for Designated Materials at locations that currently<sup>19</sup> accept non-refundables<sup>20</sup>, provided by the Government of Yukon<sup>21</sup>. Non-refundables include “printed paper and packaging materials other than beverage containers”<sup>20</sup>. During the Stewardship Plan, to continuously improve access to collection services, Circular Materials will work closely with the Department of Community Services at the Government of Yukon to identify additional areas where the Government of

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<sup>13</sup> Economic/Financial Analysis of Development and Implementation of EPR in Yukon, Eunomia Research and Consulting, February 2023

<sup>14</sup> As defined by the [Yukon Government Population Report](#), Q3 2023

<sup>15</sup> For clarity, Single-family dwellings within the Whitehorse-Municipal Boundaries will be defined as Single-family homes & multi-residences with four (4) or fewer units that are eligible for residential curbside garbage collection as per the City's bylaws, as of January 25, 2024.

<sup>16</sup> As defined in Section 1 of the Regulations

<sup>17</sup> As defined in Section 1 of the Regulations

<sup>18</sup> As defined under Section 4.4 of the Stewardship Plan

<sup>19</sup> As of the date the regulations came into force (January 25, 2024)

<sup>20</sup> As defined in “[Recycling in the Yukon](#)”. [Government of Yukon](#), May 2023.

<sup>21</sup> A full list of the depots to be used to provide collection services can be found in [Appendix D](#).

Yukon provide depot garbage collections that may benefit from the collection of Designated Materials.

A list of the depots expected to be provided to Eligible Sources in the Yukon can be found in [Appendix D](#).

#### **4.6 Industrial, Commercial and Institutional Materials.**

The stewardship plan will not include the collection or management of Industrial, Commercial, and Institutional (ICI) materials, with the exception of eligible small businesses or eligible institutions. However, Circular Materials understands that currently ICI and Residential material is prepared for transport and processed together due to the economies of scale this provides. As outlined in Section 2.3, Circular Materials will seek to leverage any opportunities for economies of scale including arranging for the transport and processing of Designated Material and ICI materials together.

Circular Materials will routinely take samples from collected material to audit the levels of contamination and, if necessary, identify the levels of materials from Eligible Sources and ICI sources present in co-mingled loads sent for processing in order to appropriately apportion costs for transportation and processing between relevant parties.

#### **4.7 Compostable Plastics**

Circular Materials' collection system will exclude rigid or flexible plastics made from certified compostable plastic or biodegradable plastics<sup>22</sup> for the following reasons.

- They are uniquely disruptive to the program's collection or post-collection system and/or do not have commercially viable end markets.
- To ensure that the list of products accepted into the collection system in the Yukon Territory aligns with Alberta and British Columbia. This is necessary to support economies of scale and support efficiencies for post-collection activities.
- Compostable plastics are considered a contaminant in the residential organic waste streams in Whitehorse.
- The City of Dawson's Single use plastics bylaw (2019-10) currently includes a ban on the use of compostable or bio-degradable plastics used as Single-use products or packaging-like-products

Producers of compostable plastics will still be required to report and pay fees on their supply to support the recycling system. Where opportunities are identified, these materials may also incur costs to develop strategies that move towards acceptance in the program's collection system.

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<sup>22</sup> Defined as a type of plastic that is designed to degrade in a defined period of time and under specific conditions as a result of natural biological activity into materials found in nature, such as shopping bags, coffee pods, cups, cowl, plates and utensils. It includes but is not limited to the following standards. CAN/NBQ 0017-088, ISO 17088, ASTM D6400 ASTM D6868, EN 13432

## 5. Material Management.

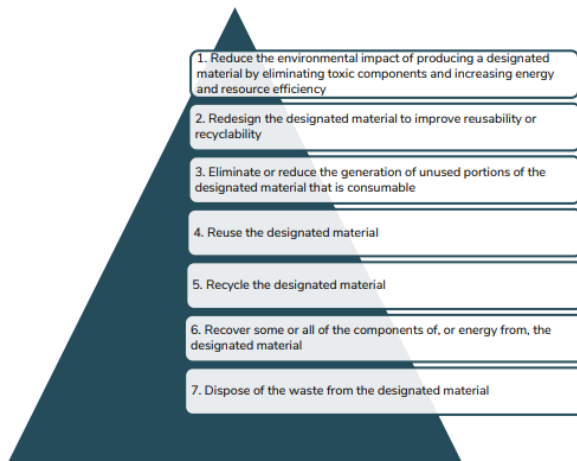
In the Yukon, the Regulation under the Act sets out the requirements for the Stewardship plan to include a strategy for the management of the materials collected and recovered under the program.

*“s. 13(2)(p) a strategy for the management of the designated materials to be collected and recovered under the program that complies with the waste management hierarchy;”*

### 5.1 Material management principles

Circular Materials will adhere to the following principles whilst developing, implementing, and managing the processing of Designated Material.

1. **Preferred material management option hierarchy:** Circular Materials will utilize a hierarchy of options for managing Designated Materials. We will endeavor to use the highest option in the hierarchy as is commercially reasonable, and then move down to the next available options in descending order of preference. The Yukon’s waste hierarchy is.



2. **Improve consumer behavior:** Create impactful and results driven promotional and educational campaigns to increase program awareness, participation, and to positively influence recycling behavior and reduce contamination.
3. **Minimize contamination:** Establish methods and protocols to quantify, manage, and minimize contamination to maximize the suitability of materials for recycling end markets.
4. **Use of existing infrastructure:** Where possible, Circular Materials intends to leverage existing infrastructure that can meet both regulatory and commercial requirements in the short term, subject to successful commercial negotiations.

5. **Field assessments:** Circular Materials will conduct field assessments of existing processing facilities to:
  - a. Assess whether the facilities considered as Processing Facilities can manage Designated Materials in a manner that supports the achievement of the goals within the stewardship plan and meets end-market requirements.
  - b. For the facilities that meet this requirement, determine:
    - i. If the facility, in its current configuration or through retrofitting, can provide processing services required by Circular Materials to meet the material management requirements and end-market requirements,
    - ii. If direct negotiations with the owner of a facility will deliver the required services on acceptable commercial terms, and
    - iii. If Circular Materials will implement a procurement process to acquire processing services in some or all areas of the Yukon.
6. **Build an effective collection system:** Develop a standardized collection system that maximizes the amount of Designated Materials that can be managed through the highest possible option in the waste hierarchy.

## 5.2 PPP Designated Material processing

Circular Materials anticipates managing PPP Designated Materials as follows:

**Paper** will be sorted to remove items that are not paper and to meet the grade specifications of the recycling end markets with whom Circular Materials has agreements. Paper that is not marketable to recycling end markets due to cross-contamination or that is not captured during processing will be directed to waste-to-energy or to landfill.

**Rigid plastics** will be sorted to remove items that are not rigid plastics and sorted into categories of PET, HDPE and mixed # 3 to # 7 plastics to meet the grade specifications of the recycling end markets with whom Circular Materials has agreements or into a single category of mixed rigid plastics that will be shipped to a downstream processor for further processing or recycling. Rigid plastic that is not captured during processing will be directed to either alternative fuel or to landfill.

**Flexible plastics** will be sorted to remove items that are not flexible plastics and sorted into a single category of mixed flexible plastics that will be shipped to a downstream processor for recycling or further processing. Flexible plastic that is not captured during processing will be directed to alternative fuel or to landfill.

**Metal** will be sorted to remove items that are not metal and sorted into steel and aluminum to meet the grade specifications of the recycling end markets with whom Circular Materials has agreements. Metal that is not captured during processing will be directed to landfill.

**Glass** will be shipped to a downstream processor for processing, which could include new cullet for glass containers, fibreglass, road base or other glass medium applications. Glass that is not captured during processing may be downcycled and used for landfill base or alternative daily cover. Finally, glass that is not captured during either of these methods will be directed to landfill.

## 6. Promotion and Education

In the Yukon, the Regulation under the Act sets out the requirements for the Stewardship Plan to include a strategy for the raising public awareness about the program.

*“13(2)(o) a strategy for raising public awareness about:*

- I. the program, including the designated materials accepted for collection under the program,*
- II. the location of collection facilities or how collection services can be accessed,*
- III. how the operator of the program can be contacted to submit questions or concerns relating to the program, and*
- IV. the proper end-of-life handling of designated materials collected and recovered under the program;*

Circular Materials will provide promotion and education (P&E) to those residents receiving collection services. The below plan outlines Circular Materials' P&E strategy, approach, and tactics in the Yukon. Circular Materials is committed to implementing P&E strategies that support education and increasing recycling rates across the Yukon to ensure more materials are collected, recycled, and returned to producers for use as recycled content.

Before the Commencement Date, Circular Materials will develop P&E materials for the Yukon that include information on, but not limited to:

- Designated Materials accepted in the collection system.
- How designated materials should be prepared for collection.
- The proper end of life handling of designated materials collected and recovered under the program.
- The form of collection service available under the collection system including how users can access those services, local service information, such as times for household collection and depot operating hours.
- A description of how collection receptacles can be replaced and how additional collection containers can be requested.

- A telephone number and email address at which persons may:
  - Submit questions or concerns relating to collection services, and
  - Request new collection containers.

## 6.1 Plan for promotion and education

### 6.1.1 GOALS

Circular Materials' objectives when implementing P&E in the Yukon include the following:

1. **Increase recycling rates:** Use education to positively influence behaviour to increase recycling participation and reduce contamination rates.
2. **Meet regulatory and program requirements:** Deliver a P&E program, with the required information outlined above, to those receiving collection services that are serviced under the collection system.
3. **Ensure a seamless transition for The Yukon residents:** Support and maintain, with plans to enhance, recycling-related P&E residents received prior to program roll-out.

### 6.1.2 PROCESS

Circular Materials has a comprehensive process to ensure it delivers P&E that meets the needs of Yukon residents. Circular Materials will use various inputs (i.e., resident research, discovery meetings, audit data, etc.) to customize and strategically implement recycling-related P&E across the Yukon.

### 6.1.3 RESIDENT RESEARCH

Circular Materials will conduct focus group research with Yukon residents to better understand current perceptions, behaviours, and barriers around recycling.

The first round of research will take place in fall of 2024 and be used as input to develop the P&E program in the Yukon.

### 6.1.4 DISCOVERY MEETINGS

Circular Materials will meet with each Community to better understand their approach to recycling-related P&E, including best practices and challenges. These meetings will take place between September 2024 and Program Launch in October 2025 or 9 months after the approval of the stewardship plan, whichever is later.

### 6.1.5 AUDIT DATA

Circular Materials' audit team will collect information that will be used to identify themes and challenge areas to tailor specific P&E messaging on a local level. E.g. if audit data shows that a community has a specific material that should not be included in their recycling bin, Circular Materials will conduct a campaign focusing on the specific material type to support behaviour change and reduce contamination. Follow-up audit data will be used to determine the impact of the P&E program.

### 6.1.6 OUTCOME

Learnings from the above outlined process are used to determine the appropriate methods and messaging in Communities & First Nations. P&E assets will be developed, and where appropriate, delivered to Communities & First Nations before the Program Launch. Post Program Launch, Circular Materials will continuously measure and evolve the assets in support of its goals based on learnings, feedback, etc.

### 6.1.7 TACTICS

P&E directly led by Circular Materials will include its call-to-action tagline to influence resident barriers and tap into their motivation. The tagline is strategically used to educate residents on how to recycle and why it is important to recycle.



Preparation / what you need to do before your material goes into the recycling bin.



What you need to do when placing your material in the bin and at the curb.



Continuing the behaviour cycle, focusing on the 'why recycle' piece.

Circular Materials will strategically utilize various P&E tactics to meet its objectives and the needs of Yukon residents. Tactics can include, but are not limited to:

- Recycling guides and calendars.
- Social media.
- Animated videos.
- Media buys including radio, television, print, out of home advertising.
- School programming.
- Local events.
- Website information.
- App.

### 6.1.8 TIMELINE

Date	Milestone
Q4 2024	<ul style="list-style-type: none"> <li>• Annual resident focus group research.</li> <li>• Launch discovery meetings with communities.</li> </ul>
Q1 – Q2 2025	<ul style="list-style-type: none"> <li>• Discovery meetings continue, along with P&amp;E planning, creative development.</li> <li>• Community webinars to review P&amp;E approach and provide feedback.</li> </ul>

Date	Milestone
Q3 2025	<ul style="list-style-type: none"> <li>• P&amp;E finalized.</li> <li>• Program and P&amp;E delivered in alignment with the Program Launch in communities</li> </ul>

## 6.2 Measuring Success

During the first full year of operations, Circular Materials will establish a benchmark measurement of program awareness, perceptions and reported behaviour against which to track and assess changes pertaining to performance.

Following this benchmark, collections and audit data will determine the impact the P&E program is having on education and changing behavior. P&E will constantly evolve to increase recycling through education and behavior change.

## 6.3 Sample Creative

Below are examples of P&E assets developed in other jurisdictions. Following the process outlined above, Circular Materials will tailor P&E to the Yukon (e.g. bins, call to action, etc.).

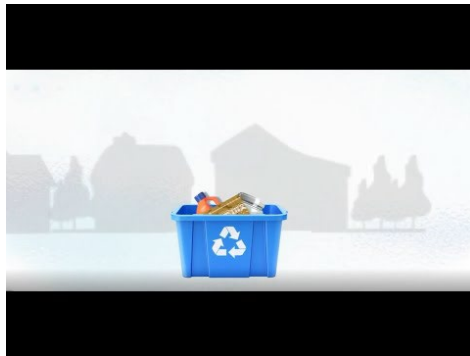
### Recycling image assets



## Social media imagery and copy



## Animated videos



## Website information

### What can I recycle?

Here's a quick summary of some of the many materials you can recycle.

#### Paper and cardboard

Paper, cardboard and boxboard materials like newspaper, juice cartons and cereal boxes.

#### Plastics

Plastic materials like bottles, laundry detergent and yogurt containers – and you can keep the lids on!

#### Metal

Metal items like food cans and beverage cans.



## 7. Performance Measures and Reporting

In the Yukon, the Regulation under the Act sets out the requirements for the Stewardship plan to include a targeted collection rate, or if required by the Minister, an alternative performance metric.

*s. 13(2)(e) the targeted collection rate, or, if required by the Minister, an alternative performance metric for each type of designated material to be collected and recovered under the program.*

During the development of this Stewardship Plan, data was collected from many current service providers and publicly available sources to ascertain the quantities of Designated Materials that have been collected by the current collection infrastructure in the Territory and to support setting targeted collection rates for each type of designated materials.

Throughout this process, Circular Materials learned the following;

- Data on the total weight of Materials collected currently includes Residential and ICI materials.
  - Each material type currently collected has a different combination of Residential and ICI materials in the aggregated total weight of materials shipped out of the territory.
  - Glass has not been collected from Residential sources since 2019.

These factors make setting a targeted collection rate which starts at the beginning of the Stewardship Plan difficult and potentially inaccurate. Therefore, Circular Materials propose the following:

- Circular Materials will collect data on the total weight of collected Designated Material by material type for the first three (3) full years of the Stewardship Plan's operation.
- In the fourth full year of the Stewardship Plan's operation, Circular Materials will propose a targeted collection rate for each material type and report the proposed targeted collection rate in the required annual report.
- In the fifth full year of the Stewardship Plan's operation, Circular Materials will report on the performance of the program against this proposed targeted collection rate.

It is Circular Materials' intention to use the information gathered during the first full five years of Stewardship Plan operations to set continuously improving collection targets per Material Type during the Stewardship Plan renewal process under section 15 of the Regulation.

## 7.1 Records Submission.

*s. 19(4) On or before May 31st of each year, a steward must submit the records described in paragraphs (1)(d) to (f) respecting the proceeding calendar year to the Minister.*

Circular Materials has a data retention policy in order to retain and safeguard the required information for annual reports. All records described in paragraphs (1)(d) – (f) will be retaining either in electronic or paper form for a minimum of five (5) years. Each year, on or before May 31, Circular Materials will submit the reports required under section 19 of the regulations and, each year, on or before July 1, submit an annual report containing all information required under section 17 of the regulations.

## 8. Dispute Resolution.

### 8.1 Dispute resolution: Service Providers

If a Dispute arises between Circular Materials (representing its producers) and a contracted service provider, the party seeking resolution of the Dispute may initiate Dispute Resolution by way of the following steps.

#### **Step 1: Notice of Concern**

If a Dispute arises which the staff representatives of each party have been unable to resolve through discussion, the party wishing to initiate the Dispute Resolution procedures must notify the other party in writing<sup>23</sup>. The notification will summarize the nature of the Dispute, the key facts, and include any relevant documentation.

#### **Step 2: Informal Discussion**

Within 30 days of receipt of the written notice under Step 1, the parties will meet to:

- I. clarify the nature of the Dispute;
- II. request any further documentation in relation to the Dispute; and
- III. arrange for and facilitate a meeting to attempt in good faith to resolve the Dispute with representatives of the service provider and Circular Materials.

#### **Step 3: Management Discussion**

If the Dispute remains unresolved following the Informal Discussion, one of the parties may, within 30 days of the completion of the Informal Discussion, notify the other party in writing. Within 30 days of receipt of such written notice, the parties will arrange for and facilitate a meeting between senior representatives of the contractor and Circular Materials to attempt in good faith to resolve the Dispute.

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<sup>23</sup> The party wishing to initiate the Dispute Resolution procedure may be represented in the dispute resolution process by a representative of their choosing. The notice should be addressed to the Managing Director of the Yukon at Circular Materials.

#### **Step 4: Arbitration**

Any arbitration will occur under the applicable arbitration laws and regulations in the Yukon, and the legal seat and location of arbitration shall be Whitehorse, Yukon, Canada.

### **8.2 Dispute resolution: Producers**

A Dispute Resolution process between Circular Materials and its member Producers is outlined within the Producers agreement with Circular Materials. All Producers registered with Circular Materials can initiate the dispute resolution process as per the policy.

## **9. Elimination or Reduction of Environmental Impacts**

By extending producer responsibility to end-of-life management, EPR policies link the costs of collecting and managing products and packaging to those supplying the products and packaging in the form of producer fees. These price signals encourage producers to consider how to meet recycling targets for materials such as paper, rigid plastics, flexible plastics, metal and glass by improving recyclability or alternatively employing reuse strategies.

As producer fees are weight-based and are levied on a cent per kilogram supplied, there is an inherent incentive to reduce the weight of paper and packaging used to package products supplied to end-users in the Yukon. While producers have an economic incentive to lightweight packaging, the protection and preservation of the products and services they supply should never be compromised, as the environmental impacts associated with damaged or spoiled goods will outweigh any benefits associated with a reduction in the use of packaging through light weighting efforts.

As described in Section 2.3, Circular Materials will seek to collaborate with service providers to provide an efficient and effective collection and management system for Designated Materials to reduce or eliminate the adverse environmental impacts associated with the extended producer responsibility program operation. This includes:

- Optimizing the movement of materials including collection route optimization and logistics for consolidating, transferring and processing materials where those systems are powered by fossil fuels.
- Utilizing local end markets where these exist and represent reasonable overall value.
- Encourage the use of renewable energy to power logistic systems.
- Use contract-based performance standards to incentivize collection and sorting systems that maximize the collection of materials and minimize contamination.
- Selecting recycling processes that;
  - Maximise the yield of recycled materials that displace the use of raw materials in manufacturing and,
  - Minimize consumption of non-renewal energy.

## 10. Program Financing

In the Yukon the regulation sets out the requirements for a stewardship plan to include the methodology for how costs for operating the program will be recovered and the methodology used by the operator of the program to determine the compensation to service providers.

*13(2)(l) "The methodology to be used by the PRO to determine and recover the costs of collection and recovery of the designated materials from the stewards participating in the program"*

*13(2)(m) "The methodology to be used by the operator of the program to determine the compensation to be paid to persons or entities that provide collection and waste management services under the program"*

### 10.1 Producer Financing

Producers that have signed an agreement with Circular Materials to act as their PRO in the Yukon are responsible for paying fees that are sufficient, in aggregate, to deliver the requirements and commitment of the stewardship plan.

Cost incurred to Circular Materials to deliver and administer the stewardship plan on behalf of producers are allocated amongst producers based on the following principles.

- All designated materials under the Stewardship Plan bear a fair share of the costs to manage the packaging and paper product program, irrespective of whether a material is collected, because all obligated producers who put obligated materials into the marketplace should contribute to the recycling program.
- The material management costs allocated to each material reflect the material's impacts on the costs to collect and manage it in the recycling system because a material's unique characteristics can drive costs in distinctive ways.
- The commodity revenue be attributed only to the materials that earn revenue because materials that are marketed have value and should benefit from that earned revenue.

To allocate the stewardship plan costs in accordance with the principles above, Circular Materials conducts a number of studies that serve as inputs to fee setting, including waste composition and cost impact studies. The fee setting methodology then uses the input from these studies to calculate the portion of the programs budget that is attributed to each category of material supplied by producers.

As recycling systems change to accommodate new packaging formats that enter the marketplace (i.e., the "evolving tonne") methodologies must be flexible enough to account for those changes and calibrate their cost effects. All methodologies undergo periodic review to verify their suitability and are updated in consultation with the producer community where required.

The fee setting methodology plays a critical role in ensuring Circular Materials has the tools necessary to raise funds in material categories where the material is difficult, if not impossible, to collect and recycle using today's recycling practices and technologies. A key component of the fee setting methodology is its mechanism for adding cost to uncollectable and/or underperforming material categories to enable the investment in performance improvement. These investments can be directed to research and development, end market development and/or promotion and education – all are necessary strategies to ensure materials advance upwards along the pollution prevention hierarchy.

Following approval of the stewardship plan, producers will be required to report the quantity of packaging and paper supplied (supply data) to Yukon residents to Circular Materials each year, and Circular Materials will calculate the fees due from stewards to meet the financial requirements to operate the program.

Producer supply data from the previous calendar year will be used to set producer fees for the following calendar year.

Circular Materials will harmonize the producer supply data requirements with other jurisdictions across Canada. A full list of producer supply data categories that producers will be required to report on can be found in [Appendix E](#) and the Material List, which details which supply data categories different types of PPP should be reported under can be found in [Appendix F](#).

## 10.2 Service Provider Compensation

Circular Materials will develop a MSA and SoW which will detail the work required to be carried out by service providers and how service providers will be compensated. Circular Materials will undertake a procurement process that is fair, unbiased, consistent, and aims to attract the widest and most diverse pool of applicants as possible and appropriate for the required services to implement and operate the plan.

Circular Materials objective is to set fair and reasonable financial incentives to service providers to provide services under the Stewardship Plan.

The financial incentives offered to service providers will be determined by establishing a market-clearing price for the collection and processing of PPP materials. Establishing the market-clearing prices for collection has two components.

- A clear definition of the outcome being priced: The market clearing price can be set at a flat rate per tonne accepted for collection or processing by a primary processor, or at a flat rate per household services, or some combination. They can be used to provide an incentive to service providers to drive behavior and maximise environmental outcomes. Finally, they are the industry standard for how collection services and material processing is priced.
- The price level will be determined through research on into the collection service performance and service delivery costs across the Yukon. Recognizing the relevant the geographical isolation of the Territory compared with other jurisdictions, the market-clearing price will consider:

- The costs of transport to primary or secondary processing facilities.
- The opportunities for service providers to collaborate with other stewardship programs and transport providers to maximise loads and minimise the cost per tonne of transport.

Due to the geographical isolation of the Territory, costs to operate a program per tonne of material managed are expected to be higher than other Canadian jurisdictions. The Yukon also has a small population in comparison with other Canadian jurisdictions and it is expected that the number of obligated Producers will be lower than in other Jurisdictions. Therefore, the costs to each participating Producer, per tonne of material placed onto the market is also expected to be higher than other Canadian jurisdictions. When setting a market-clearing price, or choosing the types of services to deliver, Circular Materials will also consider the cost impact on the Producers in the Yukon. Circular Materials will seek to find a balance between the delivery of service and controlling costs per producer, per tonne of material placed on the market.

Market clearing prices may be changed over the course of a contract period to accommodate changing circumstances, such as fuel prices. As well, periodic reviews of the market clearing prices may be undertaken based on the changing characteristics of PPP being supplied by producers to residents. Setting market-clearing prices to drive collection activities is an iterative process that will be monitored and adjusted to reflect changing conditions.

## **11. Stakeholder engagement and ongoing input.**

Circular Materials has developed a Yukon Stewardship Plan for PPP on behalf of producers obligated by the Regulation under the Act.

Preliminary in-person meetings with Producers, Local Governments and Service Providers were held between February and May to prepare for the development of the Stewardship Plan.

To ensure the draft Stewardship Plan represents the interests of Yukon stakeholders and that our engagement process met the requirements of the [Engagement Requirements Guidance Document](#), maintained by the Government of Yukon Circular Materials engaged relevant parties in a comprehensive and meaningful engagement process between May 22, 2024 and July 26, 2024.

Circular Materials also worked closely with the Yukon Government Department of Environment throughout the development of the Stewardship Plan to ensure an expedited review process of the Stewardship Plan.

The draft stewardship plan was posted on Circular Material's website on May 22, and stakeholders were invited to download and review the draft stewardship plan prior to the engagement sessions. In accordance with the Engagement Requirements Guidance document stakeholders were given 20 days to review the draft stewardship plan before

engagement sessions commenced and 45 days from the start date of engagement sessions to provide written input.

Circular Materials received valued feedback from a range of stakeholders that helped shape and improve the stewardship plan. A summary of the feedback received is found in Section 11.5.

Circular Materials will continue to welcome ongoing input on implementation of the approved stewardship plan. Any stakeholder can provide input to Circular Materials through the information posted on website. Further opportunities will be provided through the establishment and operation of the local advisory council. Any feedback received will be assessed against the Stewardship Plan's goals or regulatory requirements. Where relevant, and possible, actionable feedback may be integrated into our stewardship plan. We will also keep stakeholders informed about any changes or improvements made based on their feedback.

## 11.1 Engagement Approach

### 11.1.1 STAKEHOLDER GROUPS

The following stakeholder groups were engaged on the Stewardship plan

- **Department of Environment** that supports the Minister in the consideration and approval of the stewardship plan under Section 14 of the Regulation.
- **Department of Community Services** that support municipalities and unincorporated communities in the Yukon, and in some cases currently provide services in the Territory.
- **Municipalities and First Nation communities** that will transition to an extended producer responsibility model and in some instances currently provide services to their residents.
- **Service Providers** that provide collection and recycling services on behalf of municipalities and First Nations communities.
- **Producers** that supply packaging and paper to Yukon end-users and households, and their trade associations.

### 11.1.2 COMMUNICATION CHANNELS

Circular Materials is committed to ensuring the engagement process on its Stewardship Plan is meaningful and represents the interests of all stakeholders. Various communication channels were used to provide clear and transparent updates during and following the engagement period. These channels included.

- Website landing page
- Direct phone calls
- Direct email communications to stakeholders about the engagement period and related documents, as well as feedback reminders and information notices.

- Stakeholder-specific webinars
- One-on-one meetings with Circular Materials, as requested
- Social media posts with general updates and webinar promotion.

### **11.1.3 WEBSITE LANDING PAGE**

During the engagement period, the website landing page housed consultation documents, webinar registration information, webinar materials, and consultation updates. The metrics for the Yukon Engagement process page were as follows

- 172 page views
- 43 new users
- 57 seconds spent on page.

## **11.2 Outreach to Stakeholders**

To promote attendance at the 4 engagement sessions, cold calls, email invitations, and invitations through the Chambers of Commerce and the Association of Yukon Municipalities were issued.

For the purposes of this report, the following stakeholders were contacted.

- 5 Associations
- 14 First Nations
- 8 Municipalities
- Over 1,800 Producer contacts not including outreach by the Chambers of Commerce
- 5 Service Providers

### **11.2.1 PHONE CALLS**

Fifty-nine (59) direct phone calls were made to stakeholders to invite them to the engagement sessions and to offer the possibility of an information session, and where possible and needed, messages were left with email follow-up. Calls were made to

- 14 First Nations in the Yukon; to gather relevant contact information and inform them about the engagement sessions.
- 8 municipalities and their representatives:
  - City of Dawson
  - Carmacks
  - Faro
  - Haines Junction
  - Watson Lake
  - Teslin

- Mayo
- City of Whitehorse
- 2 service providers:
  - Yukon Plastics
  - KBL Environmental
- 5 Associations ; to engage with their relevant producer memberships and encourage them to attend the Engagement session, provide feedback and contact Circular Materials for additional questions
  - The Yukon Chamber of Commerce (YCC)
  - The Whitehorse Chamber of Commerce (WCC)
  - The Yukon First Nations Chamber of Commerce (YFNCC)
  - The Association of Yukon Communities (AYC)
  - The Council of Yukon First Nations

### 11.2.2 EMAILS

Circular Materials contacted the below number of contacts via email regarding its engagement sessions on the Stewardship Plan

- 8 Municipalities, Villages or Communities
- 14 Yukon First Nations
- Over 1800 producer contacts from across Canada
- 4 Service Providers
- 7 Association contacts

Date	Stakeholder Group	Contents
May 1, 2024	Producers	Engagement session webinar invitation
May 7, 2024	Associations	Engagement session webinar invitation
May 8, 2024	First Nations	Engagement session webinar invitation
May 8, 2024	Service Providers	Engagement session webinar invitation
May 9, 2024	Associations	Engagement session webinar invitation
May 9, 2024	First Nations	Engagement session webinar invitation
May 13, 2024	Producers	Engagement session webinar invitation
May 17, 2024	Municipal Representatives	Engagement session webinar invitation
May 21, 2024	Municipal Representatives	Engagement session webinar invitation
May 23, 2024	Producers	Engagement session webinar Reminder

<b>Date</b>	<b>Stakeholder Group</b>	<b>Contents</b>
May 28, 2024	First Nations	Address Corrections
May 31, 2024	First Nations	Engagement session webinar invitation
June 3, 2024	Producers	Engagement session webinar invitation
June 3, 2024	First Nations	Engagement session reminder
June 3, 2024	Service Providers	Engagement session webinar invitation
June 3, 2024	First Nations	Engagement session webinar invitation
June 3, 2024	Municipal Representatives	Engagement session reminder
June 5, 2024	First Nations	Address corrections and webinar invitations
June 7, 2024	Associations	Engagement session webinar invitation
June 7, 2024	All stakeholders	Engagement session and Feedback Reminders
June 10, 2024	Producers	Written Feedback Reminder
June 11, 2024	Service Providers	Written Feedback Reminder
June 17, 2024	Municipality Representatives and First Nations	Engagement session Reminder
June 19, 2024	All stakeholders	Written Feedback Reminder

### **11.2.3 ASSOCIATIONS OUTREACH**

As mentioned during the phone outreach, five (5) associations, including the chambers of commerce, Association of Yukon Communities and the Council of Yukon First Nations were contacted to expand the outreach to their members.

### **11.2.4 FIRST NATION OUTREACH**

The Yukon has 14 First Nations, some of whom have offices in Whitehorse. Many have an online form to be filled out for future engagement meetings and invitations to join stakeholder groups. These forms, emails and phone calls were used to invite First Nations to attend the engagement sessions.

Circular Materials has reached out to each of the 14 Yukon First Nations by email and phone calls to participate and share input in the engagement sessions. While Circular Materials has not received any response or feedback on the Stewardship Plan. Circular Materials remains committed to on-going engagement efforts with First Nations in the Yukon Territory.

## 11.3 Engagement Sessions

The engagement sessions were mainly scheduled as online meetings, with one session offering the opportunity to meet in person. This in-person meeting was arranged to accommodate any First Nations with offices in Whitehorse that would prefer face-to-face meetings. The meeting took place at Northlight Innovations.

**Producer webinar (virtual):** Monday, June 10, 2024

- 72 attendees
- 15 questions asked and answered

**Municipal and First Nation in-person and webinar** June 11, 2024

- 10 attendees with 2 in person
- 8 questions asked and answered

**Service provider webinar (virtual):** June 11, 2024

- 4 attendees
- 5 questions asked and answered

**Municipal and First Nation webinar (virtual):** June 17, 2024

This session was held on the request of the Yukon Government. The Yukon Government sent invites to municipalities

- 4 attendees
- 3 questions asked and answered

### 11.3.1 WRITTEN FEEDBACK SUBMISSIONS ON STEWARDSHIP PLAN

The deadline for written feedback on the draft Stewardship Plan was set for July 26th, 2024. Circular Materials received the following written feedback.

- 2 municipal submissions
  - The City of Whitehorse
  - The City of Dawson
- 1 service provider submission
  - Raven Recentre
- 1 producer submission

## 11.4 Summary of Stakeholder Feedback

Circular Materials encouraged feedback on its proposed Stewardship Plan from all its stakeholders either directly during the engagement sessions or through written feedback.

Written feedback was requested by July 26, 2024. All feedback was carefully reviewed, considered and incorporated into the finalized Stewardship Plan.

#### **11.4.1 MUNICIPAL FEEDBACK**

The municipal feedback offered baseline data corrections and offered the following considerations:

- More information was requested on how the Local Advisory Committees will be formed and its proposed membership.
- Request for clarification for the term “transportation packaging”, “paper fibre” and “party supplies”.
- Request for better definitions of eligible households and clarification of continued service over currently grandfathered locations in Whitehorse.
- Request for more information on the proposed depot for Whitehorse.
- Elaboration on the long-term plan for curbside delivery
- More information on alternative performance metrics targets for years 1-3
- Additions to the Dispute regulations
- More information was requested on the role of oversight for unaligned producers

#### **11.4.2 FIRST NATION FEEDBACK**

No feedback was provided by First Nations communities.

#### **11.4.3 SERVICE PROVIDER FEEDBACK**

The service provider offered the following

- Positive feedback for curbside collection
- The waste management hierarchy is a strength but request more information
- Request for clarification on the Advisory Committee makeup and compensation
- Request for more information on material sortation
- Concerns over the degree of contamination of material and how it will be addressed
- Clarification over to serve those in Whitehorse not included in curbside collection boundaries and to consider to eventually include them

#### **11.4.4 PRODUCER FEEDBACK**

Producers offered the following feedback

- Concern that a small number of producers would be paying for the program in the Yukon, including service to small businesses, whilst the de-minimis thresholds set in the regulation exempts most small businesses.

- Request for more information on the performance measures Circular Materials place on depots that are contracted to provide services under the program.
- Clarification on the de-minimis clause in the regulation
- Request for more information on the advisory committee

## 11.5 Conclusion

As reflected in the final stewardship plan, the feedback received during the engagement period was carefully considered as Circular Materials finalised its Stewardship Plan for submission to Government of Yukon. Circular Materials would like to thank all the stakeholders who took the time to participate in our engagement process and provide feedback

## Appendices

## 12.1 Appendix A: Workplan

Key
Final Deadline
Work Ongoing

\*This workplan is based on a start date of the Stewardship Plan of October 1, 2025.

Subject	Key Milestones	2024												2025									
		March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October*		
Stewardship Plan	Consult with all affected parties, Municipalities, First Nations, Producers, Service Providers. Develop and Submit Stewardship Plan	Work Ongoing							Final Deadline														
Collections	Expected services outlined to communities	Work Ongoing													Final Deadline								
	Deliver new receptacles to curbside (if required)																	Work Ongoing	Final Deadline				
	Deliver signage, training and receptacles to depots (if required)																	Work Ongoing	Final Deadline				
	Identify service providers to provide collection services			Work Ongoing																			
	Conduct Field Assessments							Work Ongoing															
	RFP for collection services (if required)											Work Ongoing											
	Agreements with service providers to provide collection services												Work Ongoing		Work Ongoing			Final Deadline					
Material management	Identify service providers to provide processing services			Work Ongoing																			
	Conduct Field Assessments with processing facilities							Work Ongoing															
	RFP for processing services										Work Ongoing												
	Agreements with service providers to provide processing services											Work Ongoing		Work Ongoing			Final Deadline						
Promotion & Education	Conduct Research with communities			Work Ongoing				Work Ongoing															
	Develop P&E Materials based upon research.										Work Ongoing												
	Create benchmark for program awareness												Work Ongoing										
	Produce and deliver necessary P&E Materials to communities																	Work Ongoing	Final Deadline				

## **12.2 Appendix B: Obligated Products – Schedule 2 – Printed paper and packaging (Packaging and Paper Products)**



# Obligated Products

Extended Producer Responsibility



# Obligated Products

In case of any discrepancy or inconsistency between this document and [relevant regulation](#), the regulation will prevail.

Extended Producer Responsibility Regulation (EPRR) lists the following products and materials in Schedules 1 and 2. These materials must be collected and managed under an approved stewardship plan.

## Schedule 1: Hazardous and special products

**Antifreeze, lubricating oils, diesel exhaust fluid, and their containers, and oil filters.**

Examples of included products	Examples of excluded products
<b>Antifreeze</b>	
<ul style="list-style-type: none"> <li>• Ethylene glycol</li> <li>• Propylene glycol</li> <li>• Antifreeze containers 55 L or less</li> </ul>	<ul style="list-style-type: none"> <li>• Antifreeze used for plumbing, windshield washing, lock de-icing, gasoline or diesel fuel lines and aircraft de-icing.</li> </ul>
<b>Lubricating Oils</b>	
<ul style="list-style-type: none"> <li>• Lubricating oils such as engine oil, compressor oil, gear oil, crankcase oil, vegetable oil</li> <li>• Hydraulic fluid</li> <li>• Transmission fluid</li> <li>• Power steering fluid</li> <li>• Heat transfer fluid</li> <li>• Oil containers 55 L or less</li> </ul>	<ul style="list-style-type: none"> <li>• Cooking oil</li> </ul>
<b>Diesel Exhaust Fluid</b>	
<ul style="list-style-type: none"> <li>• Diesel exhaust fluid (DEF)</li> <li>• DEF containers 55 L or less</li> </ul>	



Examples of included products	Examples of excluded products
<b>Oil Filters</b>	
<ul style="list-style-type: none"> <li>• Spin-on filter or element-style fluid filter that is used in hydraulic, transmission or internal combustion engine applications</li> <li>• Oil filter</li> <li>• Diesel fuel filter</li> <li>• Storage tank fuel filter</li> <li>• Coolant filter</li> <li>• Household furnace oil filter</li> <li>• Locomotive fuel filter</li> <li>• Sump type automatic transmission filter</li> </ul>	<ul style="list-style-type: none"> <li>• Gasoline fuel filter</li> <li>• Air filters</li> </ul>

**Flammable materials** as identified by the flammable symbol.



- Size restrictions are maximum 10L for liquids, 10kg for solids, 25 L for gasoline, and 23L water capacity for pressurized cylinders.
- ✓ Includes non-refillable pressurized containers such as camping fuels.
- ✓ Includes containers subject to the same size restrictions as above.
- Excludes products with primary intended use of being poured down the drain.



Examples of included flammable products	Examples of excluded flammable products
<ul style="list-style-type: none"> <li>• Gasoline, including stale or contaminated with oil or water</li> <li>• BBQ lighter fluid</li> <li>• Liquid camping fuel (e.g., Naptha)</li> <li>• Non-refillable butane cylinders</li> <li>• Non-refillable camping cylinders (isobutane)</li> <li>• Non-refillable propane cylinders</li> <li>• Non-refillable MAPP gas cylinders</li> <li>• Non-refillable refrigerant (e.g., Freon) cylinders</li> <li>• Contact cement thinners</li> <li>• Fondue fuel</li> <li>• Flammable degreasers</li> <li>• Flammable lubricants not captured under Lubricating Oil category</li> <li>• Flammable fuel treatment and additives</li> <li>• Flammable liquid adhesives</li> <li>• Isopropanol</li> <li>• Kerosene</li> <li>• Methanol</li> <li>• Methylene chloride</li> <li>• Methyl hydrate</li> <li>• Flammable solvents</li> <li>• Containers in direct contact with a solid or liquid flammable product that are 10 L or less in volume for liquids (except gasoline), 25 L or less in volume for gasoline, or 10 kg or less for solids, or 23 L or less water capacity for pressurized cylinders</li> </ul>	<ul style="list-style-type: none"> <li>• Products intended for use down the drain during their primary intended use</li> <li>• Products captured under Paint category (e.g., linseed oil, toluene, turpentine, varsol, solvents, xylene)</li> <li>• Flammable lubricants captured under Lubricating Oil category</li> <li>• Containers in direct contact with a flammable product that are more than 10 L in volume for liquids (25 L for gasoline), or more than 10 kg or less for solids, or more 23L water capacity for pressurized cylinders</li> <li>• Packaging that is not in direct contact with the flammable product (e.g., a box that holds a container)</li> <li>• Containers that use gas only as a propellant for a product that is not corrosive, flammable, or toxic (e.g., hair spray)</li> <li>• Butane lighters</li> <li>• Medical cylinders used by a medical facility</li> <li>• Industrial-grade cylinders used by a commercial enterprise</li> <li>• Cylinders, tubes, and containers that are supplied with refrigerants, acetylene, hydrogen, or ethylene,</li> <li>• Containers that must be punctured for use, such as a 16g CO<sub>2</sub> cylinder</li> </ul>



**Toxic materials** as identified by the toxic symbol.

- Size restrictions are maximum 10L for liquids, 10kg for solids, 680 g for gaseous products.
- ✓ Includes containers subject to the same size restrictions as above.
- Excludes products with primary intended use of being poured down the drain.

Examples of included toxic products	Examples of excluded toxic products
<ul style="list-style-type: none"> <li>• Automotive additives</li> <li>• Tar and bug remover</li> <li>• Containers in direct contact with a solid or liquid corrosive product that are 10 L or less in volume for liquids, or 10 kg or less for solids, or 680 g for gaseous products</li> </ul>	<ul style="list-style-type: none"> <li>• Products intended for use down the drain during their primary intended use</li> <li>• Containers in direct contact with a corrosive product that are more than 10 L in volume for liquids, or more than 10 kg or less for solids, or more 680 g for gaseous products</li> </ul>



**Corrosive materials** as identified by the corrosive symbol.

- Size restrictions are maximum 10L for liquids, 10kg for solids, 680 g for gaseous products.
- ✓ Includes containers subject to the same size restrictions as above.
- Excludes products with primary intended use of being poured down the drain.
- Excludes cement and other masonry products.

Examples of included corrosive products	Examples of excluded corrosive products
<ul style="list-style-type: none"> <li>• Grout cleaner</li> <li>• Masonry cleaner</li> <li>• Oven cleaner</li> <li>• Silver polish</li> <li>• Rust remover</li> <li>• Containers in direct contact with a solid or liquid corrosive product that are 10 L or less in volume for liquids, or 10 kg or less for solids, or 680 g for gaseous products</li> </ul>	<ul style="list-style-type: none"> <li>• Products intended for use down-the-drain during their primary intended use (e.g., corrosive bathroom cleaning products, bleach, drain cleaner)</li> <li>• Masonry products (e.g., cement, grout, mortar)</li> <li>• Containers in direct contact with a corrosive product that are more than 10 L in volume for liquids, or more than 10 kg or less for solids, or more 680 g for gaseous products</li> </ul>



**Domestic pesticides** that have the label 'domestic' and symbol for 'poison.'

- ✓ Includes domestic pesticide containers
- Excludes insect repellent, sanitizers, disinfectants, pet products, and other products not typically sold to an end user without repackaging.

Examples of included domestic pesticides	Examples of excluded domestic pesticides
<ul style="list-style-type: none"><li>• Aerosol pesticides</li><li>• Liquid pesticides</li><li>• Solid pesticides</li><li>• Containers in direct contact with the pesticide</li></ul>	<ul style="list-style-type: none"><li>• Domestic ant traps</li><li>• Antimicrobial products</li><li>• Commercial, agricultural, and restricted classifications registered under the Pest Control Products Act (Canada)</li><li>• Diatomaceous earth</li><li>• Disinfectants</li><li>• Insect repellents intended for personal use</li><li>• Insecticidal soaps</li><li>• Sanitizers</li><li>• Containers not in direct contact with the pesticide</li></ul>

**Paints** that includes paints and coatings, tinted or untinted, interior, or exterior, and for residential, commercial, institutional, or industrial structures

- ✓ Includes latex, oil, and solvent-based paints.
- ✓ Includes paint containers.
- Excludes unpressurized coatings for industrial, automotive, or marine anti-fouling applications.

Examples of included paint products	Examples of excluded paint products
<ul style="list-style-type: none"><li>• Interior and exterior paints</li><li>• Latex, oil, and solvent-based paints</li><li>• Aerosol paints</li><li>• Primers</li><li>• Stains, coatings, finishing oils</li><li>• Varnishes</li><li>• Wood preservatives</li><li>• Containers of the products above</li></ul>	<ul style="list-style-type: none"><li>• Unpressurized coatings for industrial, automotive, or marine anti-fouling applications</li></ul>

**Animal deterrent** that includes bear spray and its containers.

**Batteries** that includes single-use and rechargeable batteries less than or equal 5 kg.

- ✓ Includes but is not limited to the following battery chemistries: zinc-air, zinc-carbon, lithium, silver-oxide, and alkaline.

Examples of included types of batteries	Examples of excluded types of batteries
<p>Single-use and rechargeable batteries</p> <ul style="list-style-type: none"> <li>• Button cells</li> <li>• AA</li> <li>• AAA</li> <li>• C</li> <li>• D</li> <li>• 9V</li> <li>• Lantern batteries</li> <li>• Replacement batteries for products (for example, drill, cell phone, laptop) that weigh 5 kg or less</li> </ul>	<ul style="list-style-type: none"> <li>• Automotive lead-acid batteries weighing more than 5 kg</li> <li>• Other batteries weighing more than 5 kg</li> <li>• Non-removable batteries</li> </ul>

**Lighting** that includes removable lights

- ✓ Includes but not limited fluorescent tubes, compact fluorescent bulbs, incandescent bulbs, high-intensity discharge (HID) bulbs, and light-emitting diode (LED) lamps.

Examples of included lighting products	Examples of excluded lighting products
<ul style="list-style-type: none"> <li>• Fluorescent tubes</li> <li>• Compact fluorescent bulbs</li> <li>• Incandescent bulbs</li> <li>• High-intensity discharge (HID) bulbs</li> <li>• Light-emitting diode (LED) lamps</li> <li>• Halogen bulbs</li> </ul>	<ul style="list-style-type: none"> <li>• Lighting products built-in to another product</li> <li>• Light ballasts including polychlorinated biphenyl (PCB) ballasts</li> </ul>

**Alarms**

- ✓ Includes smoke detectors, carbon monoxide (CO) alarms and combination smoke/CO alarms.

## Schedule 2: Packaging and printed paper

### **Packaging and printed paper (PPP) category includes the following:**

- Packaging
  - Primary packaging (including ancillary products integrated into packaging), convenience (e.g., box to carry out a purchase) and transport (e.g. envelope to ship a product) packaging.
- Paper
  - Any paper such as flyers, brochures, booklets, catalogues, telephone books, newspapers, magazines, and paper used for copying, writing or general use.
- Single-use items
  - Packaging like products such as food containers, foils, wraps, bags, boxes
  - Items such as straws, utensils, bowls, cups, and party supplies.

### **Exclusions:**

- Beverage containers (they continue to be managed under deposit-refund scheme under *Beverage Container Regulation*).
- Containers included in HSP category in Schedule 1.
- Bound books such as reference, literary and textbooks.
- PPP not made primarily from paper, glass, metal or plastic, or a combination of these.
- Health, hygiene, safety, or paper products that may become unsafe or unsanitary to recycle.

Examples of included PPP	Examples of excluded PPP
<b>Packaging</b>	
<p><u>Rigid plastic packaging includes, but is not limited to:</u></p> <ul style="list-style-type: none"> <li>• bottles, jugs, and jars (e.g., laundry detergent, household cleaning products, shampoo and body wash, salad dressing and condiments, dish soap and mouthwash);</li> <li>• thermoforms (e.g., salad and egg containers, food trays, yogurt containers, muffin, or cake containers);</li> <li>• expanded polystyrene (e.g., meat trays, beverage cups, packing peanuts, cushion packaging, plastic eggs cartons);</li> <li>• non-expanded polystyrene (e.g., clamshell containers, take-out containers, cups, plates, bowls, yogurt containers, service packaging beverage cups and plates, clear rigid trays); and</li> <li>• other packaging (e.g., blister packaging, candy dispensers, plastic hangers provided as service packaging, tubs and lids, tubes, inserts and moulds in packaging for items like small appliances and tools, pails, garden pots and seedling trays)</li> </ul>	<ul style="list-style-type: none"> <li>• Products used for containment of waste or compost such as garage, recycling, or compost bags.</li> <li>• Packaging intended to be reused or refilled for at least five years such as water bottles, food containers.</li> <li>• Packaging intended to be used for long-term storage or protection of a durable product for at least five years such as CD/DVD cases, power tool cases, carrying case for electronics.</li> <li>• Packaging not made primarily from glass, plastic, metal, paper, or any combination therein such as jute bags, burlap fabric, cloth bags, wood pallets, wood crates, butcher string, organza bags.</li> <li>• Beverage containers designated under <i>Beverage Container Regulations</i>.</li> <li>• Containers designated under Hazardous and Special Products categories in Schedule 1 (e.g., flammable product containers, paint containers).</li> </ul>



Flexible plastic packaging includes, but is not limited to:

- plastic film (e.g., check-out bags, bags used for dry cleaning, bread, newspapers, and flyers, produce, dry bulk foods, pre-washed salad, frozen vegetables, outer bags, or overwrap used for beverage containers, toilet paper, toweling, mattresses, furniture, and electronic equipment); and
- plastic laminates (e.g., coffee or deli pouches, stand-up pouches, chip bags, bubble wrap and envelopes, cheese wrap, woven plastic bags used for fruit, nuts, cosmetic supplies, vacuum packaging, candy and snack wrappers, cereal liner bags, shrink wrap, gift bags supplied as service packaging)

Metal packaging includes, but is not limited to:

- steel or aluminum aerosol containers (e.g., food spray, hairspray, air fresheners and perfumes, deodorants, and antiperspirants, shaving cream); and
- other steel or aluminum packaging (e.g., food cans [soup, vegetables, fruit, chili, tuna], pet food cans, lids and closures, tins [candies, cookies, coffee, tea], wire hangers when provided as service packaging, aluminum foil pie plates, aluminum foil food service packaging).

Glass packaging includes, but is not limited to:

- food containers (pickles, salsa, tomato sauce, jams); and  
bottles (cosmetics, condiments, olive oil, vinegar)

## Paper

Paper packaging includes, but is not limited to:

- corrugated cardboard boxes (pizza boxes, direct mailboxes, other product boxes);
  - gable top containers;
  - aseptic containers;
  - paper laminates (spiral wound containers for frozen juice, chips, cookie dough; microwave paper container; paper cups, drinks, and bowls; pet food bags; polycoat containers; and muffin or sandwich wraps);
  - kraft paper (non-laminated);
  - kraft paper bags (prescription bags, non-laminated paper grocery or food delivery bags);
  - boxboard (cereal, tissue, shoe boxes, toilet paper rolls, toweling, tin foil boxes, clothing tags); and
  - other paper packaging (tissue paper used for packing, egg cartons, take-out trays).
- Packaging intended to be used for long-term storage or protection of a durable product for at least five years such as vinyl record covers, boxboard used to contain, store and transport pieces of a board game or puzzle
  - Packaging not made primarily from glass, plastic, metal, paper, or any combination therein such as jute bags, burlap fabric, cloth bags, wood pallets, wood crates, butcher string, organza bags
  - Bound books
  - Beverage containers designated under *Beverage Container Regulations*
  - Containers designated under Hazardous and Special Products categories in Schedule 1 (e.g., flammable product containers, paint containers)
  - health, hygiene, or safety products that by virtue of their anticipated use, could become unsafe or unsanitary to recycle such as diapers, feminine hygiene products, medical supplies (bandages, gauze, wraps, towelettes, masks, gloves)

### Single-use products (including packaging-like products)

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>• Straws</li><li>• Stir sticks</li><li>• Utensils</li><li>• Plates, cups, and bowls</li><li>• Garden pots and seedling trays</li><li>• Sandwich bags</li><li>• Freezer bags</li><li>• Bubble wrap and envelopes</li><li>• Stretch wrap</li><li>• Aluminum foil pie plates and cooking trays</li><li>• Decorations (streamers, banners, hanging decorations, pinwheels, piñatas, paper hats, paper signs, paper tablecloths).</li></ul> | <ul style="list-style-type: none"><li>• Costume wear and other comparable items that might contaminate the recycling stream such as wigs, masks, shoes, outfits, hair accessories, keepsakes, jewelry, glitter</li><li>• Balloon</li><li>• Ribbons and ribbon bows used for decoration.</li><li>• Health, hygiene, or safety products that by virtue of their anticipated use, could become unsafe or unsanitary to recycle such as diapers, feminine hygiene products, medical supplies (bandages, gauze, wraps, towelettes, masks, gloves).</li></ul> |
|--|---|

## 12.3 Appendix C: Communities in Yukon and the collection services offered

Community Name	Type of Service	Hours of Depot Operation	Service Commencement Date*
Beaver Creek	Depot	TBC	October 1, 2025
Carcross	Depot	TBC	October 1, 2025
Carmacks	Depot	TBC	October 1, 2025
Champagne	Depot	TBC	October 1, 2025
Dawson	Depot	TBC	October 1, 2025
Deep Creek	Depot	TBC	October 1, 2025
Destruction Bay	Depot	TBC	October 1, 2025
Faro	Depot	TBC	October 1, 2025
Haines Junction	Curbside/Depot	TBC	October 1, 2025
Marsh Lake	Depot	TBC	October 1, 2025
Mayo	Depot	TBC	October 1, 2025
Mendenhall	Depot	TBC	October 1, 2025
Mount Lorne	Depot	TBC	October 1, 2025
Pelly Crossing	Depot	TBC	October 1, 2025
Ross River	Depot	TBC	October 1, 2025
Tagish	Depot	TBC	October 1, 2025
Teslin	Curbside/Depot	TBC	October 1, 2025
Watson lake	Depot	TBC	October 1, 2025
Whitehorse	Curbside/Depot	TBC	October 1, 2025

\* Service Commencement date will be 9 months after approval of the stewardship plan or October 1, 2025, whichever is later.

## 12.4 Appendix D: Producer Supply Data Categories

	Material Reporting Category
<b>Paper Products</b>	Newspapers
	Newsprint (inserts and circulars)
	Magazines and Catalogues
	Directories
	Paper for General Use
	Purchased Posters, Calendars, Greeting Cards and Envelopes
	Other Printed Materials
<b>Paper Packaging</b>	Gable Top Containers
	Aseptic Containers
	Paper Laminates
	Kraft Paper Carry-Out Bags
	Kraft Paper - Non-Laminated
	Corrugated Cardboard
	Boxboard and Other Paper Packaging
<b>Rigid Plastic Packaging</b>	PET Bottles, Jars and Jugs < 5 Litres
	PET Bottles, Jars and Jugs >= 5 Litres
	PET Thermoform Containers < 5 Litres
	HDPE Bottles, Jars and Jugs < 5 Litres
	HDPE Bottles, Jars and Jugs >= 5 Litres
	Expanded Polystyrene
	Non-Expanded Polystyrene
	PLA, PHA, PHB
	Other Plastic Packaging (not listed Above) < 5 Litres
	Other Plastic Packaging (not listed Above) >= 5 Litres
<b>Flexible Plastic Packaging</b>	LDPE/HDPE Film
	LDPE/HDPE Film Carry-Out Bags
	PLA, PHA, PHB - Plastic Film
	PLA, PHA, PHB Carry-Out bags
	Plastic Laminates
<b>Steel Packaging</b>	Steel Aerosol Containers
	Other Steel Containers and Packaging
<b>Aluminum Packaging</b>	Aluminum Aerosol Containers
	Aluminum Food Containers
	Other Aluminum Packaging
<b>Glass Packaging</b>	Clear Glass
	Coloured Glass

## 12.5 Appendix E: Circular Materials in the Yukon – Material List



# Circular Materials in The Yukon Material List

May 2024



Helping businesses meet their packaging and paper product recycling obligations in Canada

Contact us for assistance



1-877-667-2626



[info@circularmaterials.ca](mailto:info@circularmaterials.ca)

# Circular Materials in the Yukon: Material Reporting

Below is a complete list of material reporting categories for producers to report the quantities of packaging, paper and single-use products supplied to consumers in the Yukon.

There are 36 material categories that fall under the broad categories of Paper, Paper Packaging, Rigid Plastic Packaging, Flexible Plastic Packaging, Metal Packaging and Glass Packaging.

The following table includes a definition for each material reporting category as well as examples and

reporting tips to help you determine which reporting categories are applicable to your product portfolio and its and its associated packaging, paper, and single-use products.

If you require assistance in identifying which material reporting categories your packaging, paper, and single-use products fall under, please contact Circular Materials in the Yukon at [info@circularmaterials.ca](mailto:info@circularmaterials.ca).

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper	Newspapers	<p><b>Definition:</b> Newspaper publications with or without a glossy cover and published for quick consumption.</p> <p><b>Reporting Tips:</b> Plastic film used to protect newspapers should be reported under either <b>LDPE/HDPE Film; PLA, PHA, PHB – Plastic Film;</b> or as <b>Plastic Laminates</b>, if made from any other film.</p> <p>Newsprint used as product packaging should be reported using the <b>Boxboard and Other Paper Packaging</b> subcategory.</p>	Paper
Paper	Newsprint (inserts and circulars)	<p><b>Definition:</b> Newsprint inserts, flyers and circulars.</p> <p><b>Examples:</b> Includes park guides, auto publications, real estate supplements and product manuals printed on newsprint.</p> <p><b>Reporting Tips:</b> Producers should report film contained around newsprint for protection as either <b>LDPE/HDPE Film; PLA, PHA, PHB – Plastic Film;</b> or as <b>Plastic Laminates</b>, if made from any other film. Newsprint used as product packaging should be reported as <b>Boxboard and Other Paper Packaging</b>.</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper	Magazines and Catalogues	<p><b><u>Magazines:</u></b></p> <p><b>Definition:</b> Bound periodicals, whether the paper is coated, glossy/non-glossy, which sometimes includes mastheads.</p> <p><b>Examples:</b> Includes daily/weekly/monthly or annual magazines and travel or promotional magazines.</p> <p><b>Reporting Tips:</b> Producers should report film contained around catalogues for protection as either <b>LDPE/HDPE Film; PLA, PHA, PHB Plastic Film;</b> or as <b>Plastic Laminates</b>, if made from any other film.</p> <p><b><u>Catalogues:</u></b></p> <p><b>Definition:</b> Bound paper, whether the paper is coated or glossy/non-glossy.</p> <p><b>Examples:</b> Retailer product catalogues, bound promotional documents containing product lists, coupon books, automotive and real estate guides/catalogues (if not printed on newsprint).</p> <p><b>Reporting Tips:</b> Producers should report film used around catalogues for protection as either <b>LDPE/ HDPE Film; PLA, PHA, PHB - Plastic Film;</b> or as Plastic Laminates if made from other film. Report bound product manuals as <b>Other Printed Materials</b>. Report bound product manuals printed on newsprint as <b>Newsprint (Inserts and Circulars)</b>. Report bound printed directories that include business or residential contact information under <b>Directories</b>.</p>	Paper
Paper	Directories	<p><b>Definition:</b> Printed bound directories, whether printed on newsprint or glossy/non-glossy paper, of residential and/or business contact information such as telephone numbers, postal codes and websites.</p> <p><b>Examples:</b> Phone books and business directories.</p> <p><b>Reporting Tips:</b> Excludes other types of bound reference books.</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper	Paper for General Use	<p><b>Definition:</b> Paper that is used for copying, writing or any other general use.</p> <p><b>Examples:</b> Paper based home, craft, hobby and home office supplies including items such as loose-leaf paper purchased for use in home printers, blank graph or ruled notebooks and notepads, sketchpads, construction and hobby craft paper.</p> <p>Excludes bound reference books, bound literary books, bound textbooks and paper which may be unsafe or unsanitary to recycle such as paper towel or toilet paper.</p> <p><b>Reporting Tips:</b> Report paper wrapping paper sold as a product under <b>Boxboard and Other Paper Packaging</b>.</p>	Paper
Paper	Purchased Posters, Calendars, Greeting Cards and Envelopes	<p><b>Definition:</b> Paper product supplied to consumers.</p> <p><b>Examples:</b> Posters, calendars, greeting cards, blank envelopes purchased individually or in bulk.</p> <p><b>Reporting Tip:</b> Excludes any promotional/complimentary posters, calendars, greeting cards and envelopes. Those items should be reported as <b>Other Printed Materials</b>.</p>	Paper
Paper	Other Printed Materials	<p><b>Definition:</b> All other paper products/materials that are not included in the paper product categories above.</p> <p><b>Examples:</b> Blank and printed envelopes distributed to the residential consumer; promotional cards sent to the residential consumer; free promotional calendars and posters; promotional inserts within or outside envelopes; printed information found within packaged products (such as assembly instructions, user guides, promotional information, warranty cards, product safety information, coupons); annual policy information including policy documents and statements; monthly, quarterly or annual statements; investment fund reports, fund prospectus, contracts, lottery tickets, scratch cards and fund raising tickets; cash register receipts, debit and credit receipts, proof of purchases and other printed materials provided at point of sale such as</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
		<p>promotional post cards; statements and information inserts from banks, credit card companies and utility companies; information and forms distributed by the municipal, regional, provincial and federal governments; transportation and transit schedules; HR-related documents distributed to employees such as T4s.</p> <p><b>Reporting Tips:</b> Excludes: soft or hard cover fiction, non-fiction books and bound textbooks sold as products to the residential consumer. Producers should report film for protection of printed materials as <b>LDPE/HDPE Film; PLA, PHA, PHB - Plastic Film</b>, or as <b>Plastic Laminates</b>, if made from any other film.</p>	
<p><b>Paper Packaging</b></p>	<p><b>Gable Top Containers</b></p>	<p><b>Definition:</b> Includes Gable Top polycoated cartons used for non-beverage products.</p> <p><b>Examples:</b> Dairy products, dairy substitutes not bearing a deposit under the Yukon Beverage Container Program, fortified beverages (source of protein), meal replacements (not on deposit), molasses, sugar, confectionery products, laundry and cleaning products.</p>	<p><b>Paper</b></p>
<p><b>Paper Packaging</b></p>	<p><b>Aseptic Containers</b></p>	<p><b>Definition:</b> Includes aseptic polycoated and foilized boxes and containers used for non-beverage products.</p> <p><b>Examples:</b> Dairy products, dairy substitutes not bearing a deposit under the Yukon Beverage Container Program, fortified beverages (source of protein), meal replacements (not on deposit), sauces and other non-beverage products.</p>	<p><b>Paper</b></p>

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper Packaging	Paper Laminates	<p><b>Definition:</b> Includes laminated paper packaging where paper is the main component, along with either metalized foil/wax/plastic. The paper component represents the greatest percentage by weight.</p> <p><b>Examples:</b> Fibre spiral wound containers (with plastic, aluminum, steel bottom and lid) for: frozen juice, chips, cookie dough, coffee, nuts, non-foam paper drink cups (hot and cold), microwavable paper containers, wrappers, paper ice cream cartons, paper cups/bowls provided for soups, paper wrap packaging provided with food, such as sandwiches, burgers, or muffins, paper/plastic-based wrapping paper and gift bags supplied as service packaging at point of sale, pet food bags, ice cream polycoat containers, laminated Kraft paper bags (filled at point of sale) and laminated Kraft paper packaging. Include any paper laminate packaging-like products supplied to consumers in this category.</p> <p><b>Reporting Tips:</b> Report non-laminated Kraft paper bags filled at point of sale or as packaging-like products as <b>Kraft Paper Carry-Out Bags</b>.</p> <p>Report any laminated paper that is not used for packaging as <b>Other Printed Materials</b>.</p>	Paper
Paper Packaging	Kraft Paper Carry-Out Bags	<p><b>Definition:</b> Non-laminated Kraft paper bags filled at point of sale or supplied to consumers as packaging-like products.</p> <p><b>Examples:</b> Non-laminated grocery bags, prescription bags, non-laminated paper take-out bags used for mushrooms or food delivery.</p> <p><b>Reporting Tips:</b> Report laminated Kraft paper bags supplied at point of sale and supplied as packaging-like products as <b>Paper Laminates</b>.</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper Packaging	Kraft Paper – Non-Laminated	<p><b>Definition:</b> Non-laminated Kraft paper packaging. Examples: Kraft paper packaging used for products such as flour, sugar, potatoes or oatmeal. Includes non-laminated Kraft paper used for mailing packages.</p> <p><b>Reporting Tips:</b> Report laminated Kraft bags supplied at point of sale as <b>Paper Laminates</b>. Include Kraft paper bags such as lunch bags supplied to consumers as packaging-like products in this category.</p>	Paper Packaging
Paper Packaging	Corrugated Cardboard	<p><b>Definition:</b> Multi-layered paperboard and fibre board containers, which may have one or more layers of corrugation.</p> <p><b>Examples:</b> Electronic product boxes such as television and computer boxes, pizza boxes, boxes used for transport of e-commerce items to residential consumers. Includes corrugated moving boxes and banker boxes supplied to consumers as packaging-like products.</p> <p><b>Reporting Tips:</b> Exclude <b>Corrugated Cardboard</b> that is not supplied to consumers, including cardboard used exclusively as transportation and distribution packaging from place of manufacturing to place of distribution. Non-corrugated paperboard and fibre board containers should be reported under <b>Boxboard and Other Paper Packaging</b>.</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Paper Packaging	Boxboard and Other Paper Packaging	<p><b>Definition:</b> Single layered paperboard and fibre board with no corrugation and all types of moulded pulp packaging. Includes paper packaging not included in any other paper subcategories. Fibre-board containers made from other non-wood sources (e.g. bamboo, bagasse, eucalyptus).</p> <p><b>Examples:</b> Paper board such as cereal, tissue and shoe boxes, moulded pulp paper packaging such as egg cartons, fibre pots and formed coffee take-out trays, stiff paperboard used to mount plastic blister packs (e.g., for toys and batteries), the roll inside of toilet paper, paper towel, tin foil and plastic wrap, tissue paper used as paper packaging for stuffing packaging, paper-based wrapping paper and gift bags supplied as service packaging at point of sale or as packaging-like products, newsprint used as packaging material in shoe boxes and shipping boxes used for transport of e-commerce items to residential customers, clothing hang tags.</p> <p><b>Reporting Tips:</b> Exclude toilet paper and paper towels purchased as products (the roll and film packaging should be reported). Producers should report the boxboard used to mount plastic blister packs under <b>Boxboard and Other Paper Packaging</b> if easily separable by consumer at time of disposal. Report paper straws, gift boxes, pinwheels, piñatas, paper hats, paper signs, paper tablecloths and banners as they are designated as Single-Use Products SUP/Packaging Like Products. If supplying these items as PLP, please include in your report the packaging associated with these products. Any packaging-like products made of boxboard and other paper packaging supplied to consumers should be reported in this category.</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	PET Bottles, Jars and Jugs < 5 Litres	<p><b>Definition:</b> Transparent and/or coloured #1 PET (Polyethylene Terephthalate) bottles, jars and jugs with a volume less than 5 litres containing non-beverage products, or any beverage product not bearing a deposit under the Yukon Beverage Container Program, displaying the #1 resin code.</p> <p><b>Examples:</b> Salad dressing bottles, peanut butter containers, edible oil bottles, dish soap or mouthwash bottles.</p> <p><b>Reporting Tips:</b> Report any PET container that is not a bottle, jar or jug as <b>Other Plastic Packaging</b>. PET Thermoform containers should be reported as <b>PET Thermoform Containers &lt; 5 Litres</b>.</p>	Rigid Plastic
Rigid Plastic Packaging	PET Bottles, Jars and Jugs > = 5 Litres	<p><b>Definition:</b> Transparent and/or coloured #1 PET (Polyethylene Terephthalate) bottles, jars and jugs with a volume of 5 litres or more of a non-beverage product, or any beverage product not bearing a deposit under the Yukon Beverage Container Program, displaying the #1 resin code.</p> <p><b>Examples:</b> Salad dressing bottles, edible oil bottles.</p> <p><b>Reporting Tips:</b> Report any PET container that is not a bottle or jar as <b>Other Plastic Packaging</b>. PET Thermoform containers should be reported as <b>PET Thermoform Containers &gt; 5 Litres</b>.</p>	Rigid Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	PET Thermoform Containers < 5 Litres	<p><b>Definition:</b> PET thermoform clear, light green and light blue containers such as clamshells, with a volume of less than 5 litres (&gt; 5) used for non-beverage products.</p> <p><b>Examples:</b> Muffin or cake containers, salad containers, egg containers, trays.</p> <p><b>Reporting Tips:</b> Any colours other than clear, light green or light blue of this material should be reported as <b>Other Plastic Packaging &lt; 5 Litres</b>.</p> <p>Report PET thermoform beverage cups used as service packaging or supplied as a packaging-like product in this subcategory.</p>	Rigid Plastic
Rigid Plastic Packaging	HDPE Bottles, Jars and Jugs < 5 Litres	<p><b>Definition:</b> #2 HDPE (High Density Polyethylene) bottles, jars and jugs, with a volume less than 5 litres (&lt; 5), displaying the #2 resin code containing a non-beverage product, or any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Laundry detergent, shampoo, bleach, vinegar, corn syrup, body wash, household cleaning products, etc.</p> <p><b>Reporting Tips:</b> Do not report any packaging that is a designated material or category of packaging covered under separate regulation, for example, empty oil and antifreeze containers, solvents, pesticides and fertilizers. Any HDPE packaging that is not a bottle, jar or jug should be reported as <b>Other Plastic Packaging</b>.</p>	Rigid Plastic
Rigid Plastic Packaging	HDPE Bottles, Jars and Jugs > = 5 Litres	<p><b>Definition:</b> #2 HDPE (High Density Polyethylene) bottles, jars and jugs with a volume of 5 litres or more (&gt;= 5), displaying the #2 resin code containing a non-beverage product, or any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Laundry detergent, bleach, cleaning supplies.</p> <p><b>Reporting Tips:</b> Do not report any packaging that is a designated material or category of packaging covered under separate regulation.</p>	Rigid Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	Expanded Polystyrene	<p><b>Definition:</b> All forms of expanded foam packaging used in food and protective packaging applications; may display resin code #6.</p> <p><b>Examples:</b> Meat trays, beverage cups used as service packaging, cushion packaging for consumer products and polystyrene foam packing peanuts. Includes beverage cups, plates and other packaging-like products made of expanded polystyrene that is supplied to consumers.</p>	Rigid Plastic
Rigid Plastic Packaging	Non-Expanded Polystyrene	<p><b>Definition:</b> All non-expanded polystyrene packaging. May display resin code #6. Includes any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Polystyrene clear clamshell containers such as berry and muffin containers, opaque clamshell containers such as food take-out containers, yogurt containers, clear rigid trays, service packaging and packaging-like products such as beverage cups and plates and plastic hangers provided as service packaging with an item of clothing.</p>	Rigid Plastic
Rigid Plastic Packaging	PLA, PHA, PHB	<p><b>Definition:</b> Plastic containers consisting of bioplastics made of either PLA (polylactic acid), PHA (polyhydroxyalkanoates) and PHB (poly-3-hydroxybutyrate) polymers for non-beverage products. Includes any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> PLA clamshell containers, PLA egg containers, peanut packaging.</p> <p><b>Reporting Tips:</b> Report any PLA, PHA or PHB beverage cups used as service packaging or supplied as packaging-like product in this subcategory.</p>	Rigid Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	Other Plastic Packaging (Not Listed Above)  < 5 Litres	<p><b>Definition:</b> All forms of rigid plastic packaging, containing less than 5 litres (&lt; 5), for non-beverage products, or any beverage product not bearing a deposit under the Yukon Beverage Container Program, that are #1 PET, #2 HDPE, #3 PVC (Polyvinyl Chloride), #4 LDPE, #5 PP (Polypropylene) and #7 (Other), and other plastics that are not included in any of the other plastic subcategories. Also includes non-coded plastics. May display resin code #1, #2, #3, #4, #5, #7.</p> <p><b>Examples:</b> Hand cream tubes, margarine, sour cream, cottage cheese and yogurt tubs &amp; lids, microwaveable food trays, polyethylene foam sheets, inserts and moulds for packing appliances, plastic blister packaging used to display toys, batteries or other products, hand sanitizer bottles and pumps, candy dispensers, plastic egg cartons and plastic hangers provided as service packaging with an item of clothing. Includes service accessories supplied with a food or beverage product such as straws, stir sticks, cutlery, etc., if not captured in another plastic category above.</p> <p><b>Reporting Tips:</b> PET food trays that are not clear, light blue or light green (e.g. black food trays) should be reported in this category. Do not report any packaging that is a designated material or category of packaging covered under separate regulation, for example, empty oil and antifreeze containers. Report any beverage cups supplied as service packaging or packaging-like products (not reported elsewhere).</p>	Rigid Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	<p><b>Other Plastic Packaging (Not Listed Above)</b></p> <p><b>&gt; = 5 Litres</b></p>	<p><b>Definition:</b> All forms of rigid plastic packaging, with a volume of 5 litres or more (<math>\geq 5</math>), for non-beverage products, or any beverage product not bearing a deposit under the Yukon Beverage Container Program that are #1 PET, #2 HDPE, #3 PVC (Polyvinyl Chloride), #4 LDPE, #5 PP (Polypropylene) and #7 (Other), and other plastics that are not included in any of the other plastic subcategories. Also includes non-coded plastics. May display resin code #1, #2, #3, #4, #5, #7.</p> <p><b>Examples:</b> Laundry detergent pails with a volume greater than 5 litres.</p> <p><b>Reporting Tips:</b> Do not report any packaging that is a designated material or category of packaging covered under separate regulations, for example, oil and antifreeze containers.</p>	Rigid Plastic
Flexible Plastic Packaging	LDPE/HDPE Film	<p><b>Definition:</b> Includes plastic film made from LDPE, LLDPE, HDPE (Low Density, Linear Low Density, High Density Polyethylene) or combinations thereof. May display resin code #4 or #2. Polyethylene (PE) films reported under this category must not contain any barrier layers or other non-PE resins.</p> <p><b>Examples:</b> May include certain fresh and frozen vegetable bags, diaper packaging, bread bags, shrink wrap around products (e.g., around a tray of 24 water bottles), dry cleaner bags, soil and fertilizer bags, produce and bulk store bags provided to the residential consumer as service packaging, film used around newspapers, magazines and catalogues for protection. Includes <b>LDPE/HDPE Film</b> supplied to consumers as packaging-like products and includes <b>LDPE/HDPE Film</b> used for the containment, protection or handling of food, such as cling wrap, sandwich bags or freezer bags.</p> <p><b>Reporting Tips:</b> Do not report film used exclusively as transportation and distribution packaging that is not supplied to consumers. Film that is comprised of resins other than PE or combinations of PE and other resins should be reported in the <b>Plastic Laminates</b> category.</p>	Flexible Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Flexible Plastic Packaging	LDPE/HDPE Film Carry-Out Bags	<p><b>Definition:</b> Includes #4 LDPE or #2 HDPE (Low Density/ High Density Polyethylene) film carry-out bags provided at point of sale or supplied as packaging-like products. May display resin code #4 or #2.</p> <p><b>Examples:</b> Plastic shopping bags with or without images or text.</p>	Flexible Plastic
Flexible Plastic Packaging	PLA, PHA, PHB – Plastic Film	<p><b>Definition:</b> Plastic film consisting of bioplastics made of either PLA (polylactic acid), PHA (polyhydroxyalkanoates) and/or PHB (poly-3 hydroxybutyrate) polymers.</p> <p><b>Examples:</b> PLA, PHA, PHB shrink wrap around products, PLA, PHA, PHB bags for vegetables and salad, PLA, PHA, PHB film used around newspapers and magazines and catalogues for protection.</p> <p><b>Reporting Tips:</b> Include <b>PLA, PHA, PHB – Plastic Film</b> or bags used for the containment, protection, or handling of food, such as cling wrap, sandwich bags, or freezer bags supplied as product to consumers.</p>	Flexible Plastic
Flexible Plastic Packaging	PLA, PHA, PHB Carry-Out Bags	<p><b>Definition:</b> Plastic carry-out bags consisting of bioplastics made of either PLA (polylactic acid), PHA (polyhydroxyalkanoates) and/or PHB (poly-3-hydroxybutyrate) polymers.</p> <p><b>Reporting Tips:</b> Only report carry-out bags made of either PLA, PHA or PHB.</p>	Flexible Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Flexible Plastic Packaging	Plastic Laminates	<p><b>Definition:</b> All laminated film and laminated flexible plastic packaging comprised of multiple plastic resin types and/or combinations of plastic resins and metalized foils, wax and/or paper. This material category also includes mono material such as those made of PET, PP, PVC, EVA and other films that do not meet the definition of <b>LDPE/HDPE Film</b> or <b>PLA, PHA, PHB – Plastic Film</b>.</p> <p><b>Examples:</b> May include candy wrappers, coffee pouches, chip bags, cheese wraps, cereal liner bags, shrink wrap, prepackaged deli meat pouches, yogurt stick packs, vacuum packaging, bubble wrap, stand-up pouches, woven or non-woven plastic bags intended for more than one use when provided as service packaging, net bags used for citrus fruits, nuts or cosmetic samples, plastic or plastic/foil-based wrapping paper and gift bags supplied as service packaging or packaging-like products at point of sale.</p> <p><b>Reporting Tips:</b> Report any complimentary synthetic plastic bags intended for more than one use that are supplied to the residential consumer. Report plastic films that are not: <b>LDPE/HDPE Film</b>; or <b>PLA, PHA, PHB – Plastic Film</b>, including those used around newspapers or catalogues for protection. Include plastic laminate film or bags used for the containment, protection, or handling of food, such as cling wrap, sandwich bags or freezer bags supplied as products to consumers.</p>	Flexible Plastic
Steel Packaging	Steel Aerosol Containers	<p><b>Definition:</b> All aerosol containers that are more than 50% steel by weight.</p> <p><b>Examples:</b> Air freshener, deodorant and hairspray containers, food spray cans, wax and polish spray cans, lubricating oil spray cans, insulating foam spray cans.</p> <p><b>Reporting Tips:</b> Do not report any packaging that is a designated material or category of packaging covered by other regulations.</p>	Metal

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Steel Packaging	Other Steel Containers and Packaging	<p><b>Definition:</b> All other containers or packaging that are more than 50% steel by weight or other metal and are not included in another metal packaging subcategory. Includes any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Steel food containers such as soups, lids and closures on packaging, wire hangers when provided as service packaging with an item of clothing, cookie tins, tea tins.</p> <p><b>Reporting Tips:</b> Exclude any steel containers designated under separate regulation.</p>	Metal
Aluminum Packaging	Aluminum Aerosol Containers	<p><b>Definition:</b> Includes aluminum aerosol containers that are at least 95% aluminum by weight.</p> <p><b>Examples:</b> Air freshener spray cans, hairspray cans, food spray cans, deodorant spray cans, mousse spray cans, etc.</p> <p><b>Reporting Tips:</b> Exclude aerosol containers designated under separate regulation, for example, aerosol paint cans.</p>	Metal
Aluminum Packaging	Aluminum Food Containers	<p><b>Definition:</b> Sealed, rigid containers that are at least 95% aluminum by weight. Includes any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Pet food cans, food cans, sardine cans, aluminum shoe polish containers and other similar non-food aluminum containers.</p> <p><b>Reporting Tips:</b> Please report all aluminum pie plates and aluminum foil under <b>Other Aluminum Packaging</b>.</p>	Metal

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Aluminum Packaging	Other Aluminum Packaging	<p><b>Definition:</b> Aluminum packaging and packaging-like products not included in another aluminum packaging subcategory.</p> <p><b>Examples:</b> Foil wrap supplied to the residential consumer as service packaging, pie plates, yogurt/sour cream seals, frozen food trays, lids and closures for beverage and non-beverage containers, tea light candle holders.</p> <p><b>Reporting Tips:</b> Include foil wrap, pie plates or other aluminum food trays supplied as packaging-like products to consumers.</p>	Metal
Glass Packaging	Clear Glass	<p><b>Definition:</b> Clear glass containers that are 50% or more glass by weight used for non-beverage products, or any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Clear food containers such as pickles, salsa, tomato sauce and jam jars, ketchup bottles, cosmetic containers for creams and spice bottles.</p> <p><b>Reporting Tips:</b> Excludes containers made of Pyrex, ceramics or crystal.</p>	Glass
Glass Packaging	Coloured Glass	<p><b>Definition:</b> Coloured glass containers that are 50% or more glass by weight used for non-beverage products, or any beverage product not bearing a deposit under the Yukon Beverage Container Program.</p> <p><b>Examples:</b> Olive oil bottles, balsamic vinegar bottles, cosmetic containers for creams that are coloured glass.</p> <p><b>Reporting Tips:</b> Exclude containers made of Pyrex, ceramics or crystal.</p>	Glass



Permit No: 100-02

## Extended Producer Responsibility Stewardship Plan Approval

Issued Pursuant to ss. 2 and 14 of the *Extended Producer Responsibility Regulation*, O.I.C. 2024/19

**Permittee:** Circular Materials  
**Mailing Address:** 700-1 St. Clair Ave. West, Toronto, ON, M4V 1K6  
**Authorized Representative:** Allen Langdon  
**Phone/Fax:** (647) 660-9537  
**Email:** [alangdon@circularmaterials.ca](mailto:alangdon@circularmaterials.ca)

**Effective Date:** Date of Director's Signature  
**Plan Commencement Date:** November 1, 2025  
**Expiry Date:** November 1, 2030

This permit replaces permit #100-02 issued on February 1, 2025.

**Scope of Authorization:** Circular Materials is authorized to:

- a) operate an extended producer responsibility stewardship program to collect and recover the designated materials described in Schedule 2 of the Regulation, on behalf of stewards, in accordance with its approved stewardship plan and the terms and conditions of this permit.

Dated this 2nd day of May, 2025

A handwritten signature in blue ink, appearing to read "Jennifer Dagg".

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Jennifer Dagg, Acting Director, Environmental Protection and Assessment Branch  
Environment Yukon

## 1. DEFINITIONS

### 1.1. In this permit,

“Act” means the *Environment Act*, R.S.Y. 2002, c. 76, as amended or replaced from time to time;

“approved stewardship plan” means the plan that was submitted by the Permittee entitled “Yukon Stewardship Plan for Packaging, Paper and Single-use Products” prepared by “Circular Materials”.

“associated personnel” means all employees, contractors, subcontractors and volunteers involved in the permitted activities;

“Branch” means the Environmental Protection and Assessment Branch of the Department of Environment;

“collection rate” means the weight of assigned designated materials collected divided by the weight of designated materials supplied to end users in Yukon, expressed as a percentage;

“collection target” means a metric in the approved stewardship plan to inform the performance of plan;

“Director” means the Director of the Branch;

“Manager” means the Manager of Standards and Approvals in the Branch;

“operator” in relation to a stewardship program, means (a) the steward that is operating the program, or (b) the producer responsibility organization that is operating the program on behalf of one or more stewards;

“producer responsibility organization” means a person who has entered into an agreement with a steward in accordance with subsection 8(3) of the Regulation;

“Regulation” means the *Extended Producer Responsibility Regulations*, O.I.C. 2024/19, as amended from time to time and as applicable;

“steward” means a person determined to be a steward in accordance with section 6 of the Regulation;

“stewardship program” means a program for the collection and recovery of assigned designated materials operated under an approved stewardship plan.

### 1.2. Any term not defined in this permit that is defined in the Act or the Regulation has the same meaning as in the Act or the Regulation.

## 2. APPROVED STEWARDSHIP PLAN

- 2.1 The stewardship plan submitted by the Permittee is approved, subject to the terms and conditions included in this Permit.
- 2.2 The Permittee must operate its stewardship program in accordance with its approved stewardship plan and the terms and conditions of this Permit.

## 3. GENERAL

- 3.1. Subject to this Permit, the Permittee is authorized to:
  - a) Operated an extended producer responsibility program to collect and recover the designated materials described in Schedule 2 on behalf of stewards, in accordance with its approved stewardship plan and the terms and conditions of this permit.
- 3.2. Nothing in this Permit limits the applicability of any other law or bylaw.
- 3.3. The Permittee shall start operations described in the approved stewardship plan no later than November 1, 2025.
- 3.4. The Permittee must provide, at a minimum:
  - a) Collection services as described in the approved stewardship plan.
- 3.5. The Permittee must aim to meet the level of access specified in the approved stewardship plan.
- 3.6. The Permittee shall submit the annual total weight of Designated Material collected by material type to the Branch in writing no later than July of the following calendar year. The total weight of Designated Material collected should be reported for a minimum of three full years after the stewardship plan is operational.
- 3.7. The Permittee must submit a proposed targeted collection rate for each material type for the 2030 calendar year to the Branch in writing no later than July 1, 2030.
- 3.8. The Permittee must submit a collection rate compared to the proposed targeted collection rate for the 2030 calendar year to the Branch in writing no later than July 1, 2031.

3.9. The permittee shall ensure that all associated personnel:

- a) are aware of the terms and conditions of this Permit;
- b) are aware of the approved stewardship plan; and
- c) receive the appropriate training for the purposes of carrying out the requirements of this Permit.

3.10. Where conflicts exist between this Permit and the approved stewardship plan, the terms of this Permit shall prevail.

3.11. A Permittee may request that this Permit be renewed and that the approval of the approved stewardship plan be renewed by submitting a request in writing to the Manager no later than 120 days before the expiry of this Permit. The request must comply with s. 15 of the Regulation.

#### **4. REPORTING AND RECORD KEEPING**

4.1. The Permittee must submit annual reports and audit reports as required in s. 17 of the Regulation.

4.2. If requested by the Director in writing, the Permittee must provide audited statements to the Director as outlined in s. 18 of the Regulation within 6 months of the request.

4.3. The Permittee must keep all records required as specified in s. 20 of the Regulation and provide the records to the Manager upon request.

4.4. The Permittee must keep a list of all stewards represented under the plan and provide the list to the Branch quarterly or at any time, immediately, upon the request of the Manager or Director.

4.5. Reports required under this Permit or the Regulation must be submitted in writing to the Director at [envprot@yukon.ca](mailto:envprot@yukon.ca)

#### **5. Specific Terms and Conditions**

5.1. The Permittee must operate in accordance with the approved stewardship plan with the following changes:

- a) Provide an updated list of stewards who will be represented by the Permittee to the Branch quarterly after February 1, 2025.

- b) Provide the updated targeted collection rate to the Branch in writing by July 1, 2030, that will be applied to the calendar year of 2030. This may be provided in the 2029 Annual report.
- c) The collection of obligated material from small businesses as specified in s. 12 of the regulation must start no later than 18 months after the plan commencement date.
- d) The collection of the following obligated materials must start no later than 18 months after the plan commencement date:
  - i) glass,
  - ii) flexible plastics,
  - iii) aerosols, and
  - iv) Expanded polystyrene.