



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
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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

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

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.