

| | Question | Answer |
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| General | | |
| | <p>I am a steward and participate in programs in BC, Ontario, Manitoba and Quebec. Are there any differences between the Saskatchewan program and those programs?</p> | <p>The primary difference amongst the four programs is between the MMBC program in British Columbia and the other three provincial programs. The regulation in BC requires business to assume full financial and management responsibility for up to 75% of the packaging and printed paper they supply to BC residential consumers.</p> <p>The three other programs in Ontario, Saskatchewan and Manitoba are transfer payment programs where the municipalities continue to run the recycling systems and business must reimburse municipalities for whatever portion of the net costs is dictated by the regulation (50% in ON, 80% in MB and 75% in SK). There are other differences which are outlined in the new National Guidebook including:</p> <ul style="list-style-type: none"> ■ Obligated materials and excluded materials ■ Regulatory framework ■ Small business policies |
| | <p>If we decide that the MMSW’s management plan is not suiting our company’s needs in the future, can we choose to create a plan of our own and submit it for approval by the Ministry of Environment later?</p> | <p>The Regulation does provide businesses with a choice of submitting a plan for the stewardship of their own materials OR joining a collective agency, which is what MMSW is. The deadline for the submission of program plans was August, 2013 – a deadline that MMSW met. There are no other organizations with approved program plans at this point in time and it would be up to the Ministry to decide whether or not it would consider the submission of a plan at this late date.</p> |
| | <p>How does one place their name for consideration as a member of the Advisory Committee?</p> | <p>The regulation requires MMSW to establish an Advisory Committee and MMSW’s stewardship plan (pages 2-4) sets out the parameters for representation on the Advisory Committee as follows:</p> <ul style="list-style-type: none"> • Up to two qualified representatives will be nominated by Saskatchewan Urban Municipalities Association (SUMA) • Up to two qualified representatives will be nominated by Saskatchewan Association of Rural Municipalities (SARM); • Up to two qualified representatives will be nominated by Association of Regional Waste Management Authorities of Saskatchewan |

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| | | <p>(ARWMAS); and</p> <ul style="list-style-type: none"> • One qualified representative will be nominated by the Saskatchewan Waste Reduction Council • Up to three representatives of stewards of residential packaging and paper who reflect the range of stewards participating in the MMSW program. At least one of those representatives will be from a steward based in Saskatchewan. <p>If you belong to one of the groups listed above, and you are interested in serving on the Advisory Committee, please contact us by sending an email to stewards@mmsk.ca.</p> |
| | <p>Does MMSW intend to pursue any plans to collaborate with close-by provinces to leverage recycling infrastructure and lower recycling costs e.g. steel containers?</p> | <p>One of the benefits Canadian Stewardship Services Alliance (CSSA), which MMSW is a member of, is that it brings to MMSW a national approach to packaging and paper extended producer responsibility (EPR) programs. Because CSSA is working in multiple jurisdictions, it is able to identify opportunities for economies of scale, harmonization and efficiencies and bring these forward to Saskatchewan municipalities for consideration for their recycling management. MMSW will be paying up to 75% of the costs of effective and efficient system and we will be working with our municipal stakeholders to clearly define what that means and how municipalities can maximize their operations accordingly. CSSA's learnings in other jurisdictions will certainly inform this work; however, the responsibility for post-collection processing of the waste paper and packaging lies with the municipalities and is not operated by MMSW.</p> |
| | <p>Is this presentation available in PDF.</p> | <p>The presentation is available as a pdf on the MMSW website at: MMSW March 18 Webinar Slides</p> |
| | <p>How big is MMSW and what portion of these fees are given to your group in salaries?</p> | <p>MMSW has not yet been established as an organization with an office and personnel in Saskatchewan. The work done to date has been carried out by staff at Canadian Stewardship Services Alliances (CSSA) thereby ensuring that administrative costs associated with carrying out the obligations of the regulation on behalf of stewards is kept to a minimum. Once it is up and operating, MMSW will publish full audited financial statements each year.</p> |
| | <p>I can't find the link to the new reporting documents you referenced on the MMSW website. Where are</p> | <p>The National Guidebook can be found at: http://guidebook.cssalliance.ca/ The slides from the March 18th Webcast can be found here: MMSW March 18</p> |

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| | these located? | Webinar Slides |
| | What will the late fees be for delayed reporting? | The membership agreement will set out the terms for late payment of fees, and will consist of 4% above the prime lending rate. If MMSW members do not report on time, they could potentially be in default of their membership agreement. |
| | What % of population are you using for SK for the calculation? Ontario at 38% Manitoba 3.6% Quebec 23.54% BC 13.4%. | National stewards that wish to report by percentage can use 3.1% for Saskatchewan. |
| | What are the membership obligations? If another approved program is introduced can a steward cancel their membership with MMSW? | If a business signs on with MMSW it will sign a Membership Agreement which will obligate it to report its materials to MMSW and pay stewardship fees based on their materials. To date, there is no other organization with a Stewardship Program Plan for packaging and paper that has been approved by the Saskatchewan Ministry of Environment. So for now MMSW welcomes all businesses that want to participate in our plan. The membership agreement will provide terms for termination of the contract to allow businesses wishing to terminate their contract to do so. |
| | Would you clarify what type of services will be provided by MMSW and CSSA? | <p>CSSA is a shared services organization with a traditional head office/branch office model. Each of the provincial offices, such as MMSW, is a member of the CSSA family of recycling organizations. CSSA acts as the primary interface with stewards and provides its stewards one-stop-shop convenience for registration, reporting and payment of their stewardship obligations.</p> <p>MMSW will have a dedicated local office in Saskatchewan that will be the interface with local stakeholders and regulatory authorities, as well as manage supply chain and recycling operations on the ground.</p> |
| | Could you please provide the web link of guidebook? Cannot find it in MMSW website. | The National Guidebook can be found on the CSSA website at: National Guidebook |
| | Will the dates on slide 49 regarding the membership agreement and reporting in 2014, be the same in 2015? | We have extended the deadline for 2014 reports as requested by stewards because it is a new program and they need more time to gather their first-time data. The deadline for MMSW material reporting in 2015 will likely be May 31 st in order to harmonize with the other packaging and paper programs, but we will check in with stewards on this issue in the fall when we issue MMSW's 2015 fee schedule. |

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| | <p>If magazines are mailed to retailer stores not residential then are we exempt or do we have to pay the \$150 fee?</p> | <p>Assuming that the magazine publisher does not have residency in Saskatchewan, the obligated steward for a magazine sold through a retail outlet is the retailer that takes title, control or possession of the magazine when it arrives in Saskatchewan. However, the publisher of that magazine can demonstrate its environmental responsibility by joining MMSW as a voluntary steward and take responsibility for that publication. If the publisher is resident in Saskatchewan and meets the criteria for the low volume steward as specified in the small business policy it would be exempt from reporting and would be eligible to pay a flat fee.</p> |
| | <p>Who is going to audit? MMSW doing a desk audit or the Province?</p> | <p>MMSW would be responsible for reviewing member's reports. MMSW will also use third party auditors to conduct periodic reviews of stewards' reports. The province does not have a role in these audits.</p> |
| | <p>I am interested in the cost of policing the program to ensure that the obligated stewards are complying with the program and everyone who is supposed to pay is paying.</p> | <p>Enforcement of the regulation is the responsibility of the Government of Saskatchewan. MMSW was created in order to assist businesses in complying with the regulation. MMSW does not have an enforcement mandate.</p> |
| | <p>For residential property owners and tenants, what education materials will be provided to them to identify what belongs in the recycling box and what does not?</p> | <p>Municipalities, as the deliverers of the recycling service, are still responsible for educating their residents about the program and what is recyclable and what is not.</p> |
| | <p>From the municipal perspective: is it an opt-in/ opt-out option? And if so, how does that impact a business in one of the opt-out communities?</p> | <p>Municipalities will signal their willingness to opt-in to MMSW's program. If the business is an obligated steward it must report and pay on its material regardless of where it is located and regardless of the involvement of the community where it is located. The funds it pays to MMSW will go toward paying 75% of the costs of participating efficient municipal recycling programs across Saskatchewan, not 75% of the costs of the municipality where it is located.</p> |

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| | <p>CSSA has partners within the Alliance – partners that operate differently in different provinces. How does SK maintain its voice within the alliance and ensure that changes made to the alliance are in Saskatchewan’s best interests?</p> | <p>CSSA was created to serve stewards needs and to make it easier for stewards to fulfil their stewardship obligations across a number of provinces. Each province has distinct regulations and stewardship plans and the local stewardship agency – MMSW in Saskatchewan - is responsible for fulfilling the obligations outlined in the regulation. CSSA has been established to provide what are sometimes referred to as ‘back office’ services to MMSW and the other provincial stewardship agencies and to leverage the efficiencies that can be realized by harmonizing these services and reducing duplication and costs involved in establishing extended producer responsibility programs across multiple provinces.</p> |
| <p>Steward Fees & Program Costs</p> | | |
| | <p>What checks and balances are in place to maximize efficiencies that can be shared with municipalities since there is a wide variety of costs associated with different municipal programs? How is the MMSW program going to handle the different program costs?</p> | <p>There are a few places in the MMSW Program Plan that address this issue directly. In Section 2.3 (Page 4) of the MMSW Program Plan there is a description of the Advisory Committee which will establish a definition of an efficient and effective municipal program because MMSW will only pay 75% of the costs of efficient programs. Understanding that MMSW will only pay 75% of the cost for effective programs will incent municipalities to deliver as efficient and cost effective programs as they are able.</p> <p>Secondly, Section 4.4 of the Program Plan (pages 14-15) provides an overview of the population categories (by size) and how those categories are being trached in terms of municipal funding for the first two years of the program while we collect data on costs.</p> |
| | <p>Are there cost containment controls in place to prevent municipalities from simply implementing high(est) cost diversion strategies with the expectation that MMSW stewards will simply cover 75% of net costs.</p> | <p>Please see answer above.</p> |
| | <p>The population of SK is 14% greater than MB but you are projecting 40% higher costs, why?</p> | <p>Current population forecasts for 2014 indicate that Saskatchewan’s population is 1.1 million versus Manitoba’s 1.3 million. But aside from the difference in population between the two provinces, there are some significant differences in the way recycling services are provided to Manitoba and Saskatchewan residents. The most significant contributor to costs in SK is the low population</p> |

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| | | <p>density. The majority of MB residents live in two large urban centres: Winnipeg and Brandon. Delivering recycling services in large urban centres is much more cost effective than providing services to rural areas with low population density which is the situation in SK. MMSW will be providing services to over a 1,000 small communities which will result in higher system costs in SK than Manitoba. The other major difference that will contribute to costs in Saskatchewan is that beverage containers are on deposit there, whereas in Manitoba they are not. The absence of beverage containers in MMSW's program means that the program will lose out on the economies of scale and commodity revenues that would be available if the deposit system was not operating.</p> |
| Why are three months needed to determine the fee schedule? | Q4 in 2014 is very late for a 2015 budgeting exercise. | <p>MMSW needs time to review steward reports against system costs and determine material specific fees that represent the costs to manage each material through the recycling system. Time is needed in order to ensure a fee schedule that fairly allocates costs across all MMSW stewards.</p> |
| In the event that our budgeting is already set prior to receiving our first billing from MMSW. What can we do if the bill is more than anticipated? | | |
| The estimated release of rates in October is late in the budget process for many companies. Will you be in a position to provide an estimated average rate per tonne for Stewards to use in early budget work prior to the release of the rates? | | |
| If you have historical data now why wait until Q4 for fee schedule? | | <p>MMSW has estimates of program costs modelled from a combination of data from Saskatchewan, Manitoba and Ontario. However, MMSW does not yet know the tonnage of materials supplied by MMSW stewards into SK or the make-up of that material and will not have a clear picture of that until stewards submit their reports. In addition, MMSW does not yet know how many businesses will join MMSW and be sharing 75% of the cost to manage their materials. Therefore, MMSW must wait for steward reports in order to calculate a fee schedule for stewards.</p> |
| Can MMSW include an option for stewards to pay the annual invoice in one installment to avoid burden administration? | | <p>Standard practice for stewardship agencies is to invoice stewards on a quarterly basis. However, stewards always have the option of paying their total annual invoice in a single payment.</p> |

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| | <p>Please confirm no start up or capital funding costs will apply here like other provinces</p> | <p>Every program has start-up costs and will need to establish capital reserves. MMSW’s program is no exception. For example, the resources required to outreach to SK businesses through mailings and information meetings, such as this one, and to support the steward reporting process and fee calculation all represent costs incurred prior to MMSW stewards paying their first invoice. These costs will be reflected in MMSW’s 2015 fee rates which will be available in October, 2014.</p> |
| | <p>Are payments/memberships fees/costs a business tax write-off or is this an additional tax that small businesses have to pay in addition to all the taxes we already pay? For example we pay designers who use paper etc. who may also be stewards, printers we pay taxes for the paper and mailings, Canada Post who we pay taxes on to deliver our magazines. Is this stewardship program an additional tax payment added to all the taxes we currently pay?</p> | <p>MMSW is not a government agency and therefore we do not have taxing authority. The Saskatchewan government has made a decision to transfer the financial responsibility for ‘end of life’ management of paper and packaging from taxpayers to the brand owners and first importers that provide these products to Saskatchewan residents. MMSW is a non-profit organization established to help companies meet their obligations under the Saskatchewan Household Packaging & Paper Stewardship Program Regulation. That said, MMSW stewardship fees can likely be regarded as a business expense, like any other. Please consult with your business tax advisor.</p> |
| | <p>Are these stewardship fees to be paid to each province nationally based on each association or MMSW?</p> | <p>Stewards participating in multi stewardship programs in more than one province are able to report their material quantities nationally through the https://wecycle.cssalliance.ca/iri/portal and pay their fees on a national basis through CSSA. Stewards also have the option of reporting their material quantities and paying fees on a province by province basis.</p> |
| | <p>Regarding orphan materials - anything that ends up in the recycling bins that should not be there would be removed from steward costs? Will MMSW put checks and balances in place to ensure that orphan is removed from steward costs, as is done in Ontario?</p> | <p>If by “orphan” you mean material not covered by the Regulation, then yes, there will be checks and balances in place. Appendix B of MMSW’s Stewardship Plan sets out the general policies and procedures for collector and processors, which requires municipalities to ensure that no more than 3% of the collected material represent non-obligated waste packaging and paper.</p> |
| | <p>Please provide more details on the orphan material. Orphan material is non-blue box material that ends up in the blue box processing stream. Will municipalities be responsible through P&E to ensure that consumers are correctly including accepted material in the blue box? Who is responsible to</p> | |

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| | cover the costs of these orphan materials? | |
| | For clarification, if total tonnage reported by members is 500 tonnes but municipalities recycle 1000 tonnes, are fees based on 75% of cost of recycling 500 tonnes or the total 1000 tonnes? | You are correct. MMSW members are responsible for paying 75% of the cost to recycle the material that they supply to the Saskatchewan residential marketplace. |
| | If there are businesses that are not voluntarily participating but stewards are responsible for 75% of the system costs, are those stewards that are participating having to cover the cost of those who do not sign up? | MMSW has committed to paying 75% of the net cost for their members' material. MMSW members will not pay for material put into the marketplace by businesses that are not members of MMSW. |
| | I am from the city of Saskatoon. My understanding was that the municipality reports on the tonnage collected and those costs and 75% of those costs are reimbursed. But you are saying MMSW only reimburses municipalities for 75% of the cost of your member's materials? | Yes that is correct. See answer above. |
| | What do you project the financial impact will be of the exclusion of beverage containers from the system? | We do not yet have those exact numbers and probably will not have that answer until we have collected cost data over the first two years of the program. However, we do know that without beverage containers the program loses some economies of scale and loses the revenues from some of the more valuable beverage packaging materials such as aluminum and PET, which helps to offset system costs. |
| | If in the future, a particular commodity goes up or down in value will that be reflected in the fees of various material categories? | Yes, the commodity value of materials can impact the material fees rates. MMSW is obligated to pay 75% of the <u>net</u> costs, after revenues earned from the sale of the materials. As the commodity value of a certain material either increases or decreases it will impact the net cost for collecting and processing that material. For example, if the commodity value of PET plastic increased that could contribute to a year-over-year decrease in the fee for PET packaging. |
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| Reporting & Registering | |
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| Will MMSW provide stewards with a template for data collection i.e. for paper quantities distributed? | Yes. When you log into the reporting portal at https://werecycle.cssalliance.ca you will be guided step-by-step through all the material categories and sub-categories and how to input your kilograms by material type. You can also reference the new National Guidebook: National Guidebook which provides additional information on how to report your materials. If at any time you have difficulties with your report we encourage you to contact the Steward Services team where you will be provided with additional support. 1-888-980-9549 or stewards@mmsw.ca |
| How does a potential steward register to become part of MMSW? | Please call Steward Services at 1-888-980-9549 to speak about registering with MMSW. Or you can visit the we recycle website at: https://werecycle.cssalliance.ca |
| Where does a retailer get the information from 2013 when they were not tracking this? | We would encourage you to reach out to your suppliers of packaging and paper who should be able to provide you with the material weights you will need to create your steward report. This data in addition to your 2013 Saskatchewan sales results will provide you with the information required for your report. Please contact Steward Services for more guidance on how to prepare your steward report: 1-888-980-9549. |
| Since the program launch in January 2015, why do we have to report data in May 2014? | The deadline for reporting data is June 30, 2014. The reason we need stewards to report their materials in June is to allow time for the development of a fee schedule so that invoices can be issued to stewards in January 2015, which is the start date of the program. As of January 2015, MMSW needs to be in a position where it can begin paying participating municipalities for up to 75% of their system costs. |
| What are the acceptable methods for calculating tonnage? Is average bill of material method accepted? | Yes the average bill of materials method is acceptable. Please refer to Part Two in the National Guidebook for a step-by-step guide for a full description of the average bill of materials (ABOM) method. Feel free to contact Steward Services at 1-888-980-9549 for more information on preparing your steward report. |
| Just to be clear, the June 1 deadline is a deadline for voluntary stewards to register as voluntary stewards and also to submit their reports of how much designated PPP they sold in 2013? | MMSW voluntary stewards must provide a signed Membership Agreement to MMSW by June 1 st and report their materials by June 30 th . |

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| | <p>Retailers need two months between close of registration and reporting of data. We need to know our vendors that are not registered so we can include their products in our return.</p> | <p>The deadline for voluntary stewards to sign a Membership Agreement is June 1st and the reporting deadline is June 30th providing retailers with one month to prepare their reports. Please also remember that you are not obligated to report on packaging or paper supplied to you by suppliers that are resident in Saskatchewan. Resident suppliers are the obligated brand owner under the Regulation.</p> |
| <p>Membership Agreement</p> | | |
| | <p>Is this membership agreement similar to BC's membership agreement?</p> | <p>The MMSW Membership Agreement will be very similar to the MMBC membership agreement, with some minor differences to reflect differences in the programs.</p> |
| | <p>Will a membership agreement need to be signed annually?</p> | <p>No, a Membership Agreement needs to be signed only once.</p> |
| | <p>Will stewards have the ability to review and comment on the Membership Agreement prior to its publication in early April?</p> | <p>We have recently made revisions to the MMBC Membership Agreement in response to suggestions from the steward community. The MMSW membership agreement will substantially resemble the revised MMBC membership agreement and therefore reflects stewards' latest feedback. However, CSSA is committed to continuously improving the Membership Agreement in accordance with steward feedback and we will begin the review process for the next iteration of the Membership Agreement in the Fall of 2014.</p> |
| | <p>Is the MMSW membership agreement on CSSA's website? Can we download the agreement?</p> | <p>The MMSW membership agreement will be available in early April and we will schedule a webinar in late April to review it with MMSW stewards.</p> |
| | <p>Building on slide 55 can you please provide additional details on why a Membership Agreement is needed in Saskatchewan when it is not needed in Ontario or Manitoba? I thought BC was an EPR real time model (which is different than SK's transfer payment model like ON and MB which don't have agreements.) Do ON and MB legislation not allow for stewards to join other collectives, is that the difference? I'm not understanding this and require further clarification.</p> | <p>The Regulation provides businesses with a choice of submitting a plan for the stewardship of their own materials or joining a collective agency, which is what MMSW is. MMSW requires a Membership Agreement from all its members because MMSW will be committing to fulfilling the requirements of the regulation on behalf of its members and so needs a commitment from members that they will report their materials and pay the required fees for the management of those materials. In contrast, in Ontario, Stewardship Ontario is the mandated organization to manage packaging and printed paper recycling. Stewards in Ontario can only join the government mandated organization, whereas in BC and SK, stewards were able to submit their own plan or join another.</p> |
| | <p>When is the deadline to submit the signed</p> | <p>The deadline for voluntary stewards to submit a signed Membership</p> |

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| | membership agreement to MMSW? | Agreement is June 1 st 2014. The deadline for stewards resident in Saskatchewan to submit a signed membership agreement is June 30 th , 2014. |
| What is Obligated Material? | | |
| | Please confirm whether beverage containers covered under bottle deposits are excluded from this program. | That is correct; beverage containers covered by the Saskatchewan Litter Control Act are excluded from the MMSW program. You can review that legislation here: Saskatchewan Litter Control Act |
| | Please confirm: beverage containers are not part of the MMSW reporting no matter what size they are. | Any container covered by a separate regulation including those beverage containers covered by the Saskatchewan Litter Control Act are excluded from the MMSW program. However, if there are classes of beverage containers <u>excluded</u> from the Saskatchewan Litter Control Act, for example milk and milk substitutes, then they are included in the MMSW regulation. Please refer to the National Guidebook, Part Three for a list of all the materials covered by the MMSW program. You will also find a downloadable pdf as an appendix to the Guidebook for a list of the materials covered by the MMSW program. Saskatchewan Material List pdf |
| | You said bound books are not included. We sell books so do we not have to report those books? | No, bound books are excluded from the regulation as an obligated material. You do not have to report bound books. |
| | Please confirm whether packaging and paper recycled/collected away-from-home (non-residential) are excluded from this program | That is correct. Packaging and paper collected out of the home in the Industrial, Commercial or Institutional sector is not covered by this regulation. |
| | Does the paper category exclude or include photographs/photographic paper? | If the paper goes home with the consumer and will end up in the residential waste or recycling stream then yes the paper is included in the program. |
| | Is fine art paper sold to be painted on – is that included particularly if it becomes contaminated in its use? | Fine art paper sold to the consumer is covered by the regulation regardless of it being painted on and possibly becoming contaminated through its use. Where this differs however is paper products including paper towel, Kleenex and toilet papers that through their use become unsafe or unsanitary to recycle are not included in this program. |
| | Are other product excluded like solvent, pesticides, flammable products? | The Household Packaging and Paper Stewardship Program Regulations only pertain to residential packaging and paper, not to solvents, pesticides or flammable products. However, the containers of some of these products may be included in MMSW’s program. Please refer to the National Guidebook Part One, section 1.9.1 What is Packaging? for a full list of excluded packaging. Excluded packaging will include any packaging covered by a separate |

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| | | regulation such as beverage containers, empty paint containers, empty oil and anti-freeze containers and aerosol paint containers. |
| | How do magazine publishing companies fit into this program? | The Saskatchewan Household Packaging & Paper Stewardship Program Regulation outlines the obligated materials. Under the printed paper category this includes: flyers, brochures, booklets, catalogues, telephone directories, newspapers, magazines and paper sold as products.....” Publishing companies resident in SK who supply printed material to residential consumers are obligated by this regulation and are required to join MMSW, report the quantity of printed materials distributed to SK consumers and pay on that quantity of obligated material. Publishing companies located outside Saskatchewan may join MMSW as voluntary stewards. |
| | Is every distributor of paper products obligated to participate in the plan--without exception? | If the paper product manufacturers are resident in Saskatchewan, then they are the obligated stewards. If the paper product manufacturers are not resident in Saskatchewan, and they have not joined MMSW as a voluntary steward, then the obligation defaults to the first importer, which may be the paper product distributor if the distributor is resident in Saskatchewan. If not, then the obligation defaults to the SK-based retailer. But please call Steward Services to explain the nature of your business and your residency status to ensure you understand your obligations. |
| | Are sales to industrial customers or original equipment manufacturers included in the program? | Business to business materials are not part of the MMSW program. The regulation pertains to materials that go to residential consumers only. |
| | I am a trade magazine publisher. How does this differentiate me from consumer magazine publishing companies like Rogers who have hundreds of titles versus my one bi-monthly publication? | If your business is resident in Saskatchewan and your publication is distributed to consumers then you are an obligated business. The regulation itself does not provide exemptions for small publications. However, depending on the size of your business, your revenues in SK and the tonnage of material you distribute into the SK marketplace, you may be eligible for the small business exemption or the low volume steward flat fee options. Please see the Small Business Policy section below. |
| | Will electronics that already have ‘enviro’ fees on them be excluded from the list? (i.e./ TV’s, cameras, etc.)? | The MMSW program does not apply to the electronic products themselves. However, the regulation does cover the packaging and paper that electronics manufacturers or retailers provide to their consumers. So, the packaging around an electronic product which would go home with the consumer would be covered by this program as would any instruction booklets or promotional materials associated with the sale of those products. Any advertising, inserts |

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| | | or circulars distributed to consumers by an electronic products retailer would also be included in the program. |
| | I saw that statements were mentioned under paper. However, these are not sold to the consumer and are sent out at the expense of the business. Does that disqualify them from this regulation? | It doesn't matter if the paper materials were sold or supplied freely to consumers. Any printed paper distributed to consumers' homes, such as bills, paper statements or annual reports, must be included in your reporting. If however the paper statements are delivered to another business and not to a consumer's home that paper material would not be included in the program. |
| | If blank photocopy paper, which is sold as a product, is obligated, then is aluminum foil sold in a roll to a resident also obligated, and if not, why not? | The Saskatchewan Household Packaging & Paper Stewardship Program regulation stipulates the obligated materials. Obligated materials include "paper sold as product including: purchased calendars, envelopes, greeting cards, paper for copying, writing and other general use". Aluminum foil sold as a product does not meet the definition of packaging and therefore is not covered by the regulation or MMSW's program. |
| | In the instance of our product (paper towels, generally) are they covered in this regulation - the product in addition to the packaging? And which packaging specifically is covered by this program, the plastic film that the roll of paper towel is wrapped in and/ or the corrugate box that the case of product is shipped to the retailer in? | The product, i.e/ the paper towels are not covered by this regulation. The regulation specifically excludes 'paper products that, by virtue of their anticipated use, could become unsafe or unsanitary to recycle". The film wrap around the individual or multi-pack of paper towel rolls is an obligated material and must be reported because it meets the regulation's definition of packaging. The corrugate box used to ship the case of paper towel to the retailer is considered transportation packaging and is not included in the regulation. That corrugate box would be managed by the retailer, most often through the services of a private sector waste hauler. We call that material Industrial, Commercial and Institutional (IC&I) waste and it is not included in this program as MMSW's program only pertains to residential waste packaging and paper. |
| | Will MMSW handle Styrofoam packaging? | Styrofoam (or polystyrene) packaging is an obligated material if it is packaging destined for a residential consumer. |
| | If blank photocopy paper, sold as a product to a residential consumer is an obligated material under the MMSW plan, then is foil wrap sold to a residential consumer also obligated? And if not, why not? | Foil wrap sold as a product is not included in the definition of packaging found in Saskatchewan's Household Packaging and Paper Stewardship Program Regulations . The Regulation defines packaging as "any packaging or container that is composed of glass, metal, paper, boxboard, cardboard, paper fibre or plastic or any combination of those materials and contains a product...". Foil wrap sold as a product does not "contain a product" and therefore does not meet the definition of "packaging" under the Regulation. |

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| | | However the definition of paper in the Regulation includes all kinds of paper, including paper sold as product, with the exception of "paper products that, by virtue of their anticipated use, could become unsafe or unsanitary to recycle or any type of bound book..." |
| Voluntary Stewards | | |
| | When will the Voluntary Steward List will be posted in the MMSW website? | The Voluntary steward list will be posted on the MMSW website immediately following the June 1 st deadline for voluntary stewards to register. |
| | Will there be a volunteer flat fee just like what EEQ is doing in Quebec? Will you discuss further who qualifies to be a voluntary steward? We are a company that doesn't have an establishment in the west and we are a volunteer steward for Quebec. | If your company does not have residency in SK, you can elect to be a voluntary steward. There are no flat fees for voluntary stewards; you will report and pay stewardship fees on all the materials you supply into the SK residential marketplace (unless you qualify as a small business or low volume steward). Please contact Steward Services at 1-888-980-9549 for more information. |
| | I'm an Ontario based company with NO residency in SK and therefore from what I understand we are not obligated. If we voluntarily register, would we be responsible to report all our branded product we sell into Saskatchewan? | Yes, that is correct. If a company has no residency in SK they are not obligated by the regulation but could join MMSW as a voluntary steward and take responsibility for their packaging and paper distributed to consumers in Saskatchewan. If a business joins MMSW as a voluntary steward they will be responsible for all their branded product that is sold to residential consumers. |
| | Will there ever be a national steward list? For example a Steward in Ontario would also be a steward in SK? We are in multiple provinces and it makes it very difficult to track when vendors are first importers in one province and not another. | CSSA will initiate a project to develop a national list of voluntary stewards. |
| | How do you deal with online type businesses who are unlikely to become voluntary stewards? In particular, I am concerned about adding a layer of costs to SK businesses that make them less competitive with out of province competitors. | MMSW will pay 75% of the cost to manage the materials that our members supply into the residential marketplace. MMSW members will not be burdened with covering the costs of SK businesses that are not compliant with the regulation. |
| | How will MMSW address product sold into province via mail order vendors from out of Province / country? | |
| | There is a large portion, 60% or more, of subscription based magazines that are published in the US and mailed to residents in Canada. How does MMSW propose to pay for the recycling of these | |

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| | publications? Newsstands in Canada carry more than 60% US titles | |
| | Products purchased online whereby the packaging flows through the blue box program in SK needs to be reviewed; that supplier should be a steward. Alternatively, those who are stewards unfairly end up covering the costs. | |
| | By making SK members only obligated, SK members are subsidizing imported products. | |
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| | Who is the Obligated Steward? | |
| | We are a manufacturer. We make a number of private label (control brand) items, like "No-Name." Would we be the steward for those items, or the retailer, our customer? The "brand" belongs to the customer. | The retailer who is the brand owner of those private label goods and has residency in SK is the obligated steward for those products. |
| | Does the printer sign-up as a steward or do the publishing companies? | If the publishing company has residency in SK they are the responsible steward for the publication that is distributed to residential consumers. If the publisher does not have residency in SK and chooses not to register as a voluntary steward and the publication is distributed through retail outlets, the retailer, as first importer of the publication, becomes the responsible steward. Printers are not obligated stewards because they are neither the brand owner nor the "first importer" of the product. |
| | Will Stewards be responsible for orphan material (not acceptable for recycling)? Who will bear the costs of this: Municipalities or Stewards? | MMSW members will be responsible for 75% of the costs of efficient municipal recycling programs regardless of the array of materials collected for recycling in each program. Please note however, that Appendix B of MMSW's Stewardship Plan sets out the general policies and procedures for collector and processors, which requires municipalities to ensure that no more than 3% of the collected material represents non-obligated waste packaging and paper. |
| | If one of our vendors, who is a member of the program and based in SK, ships its products to our distribution center out of the province and this distribution center ships back in SK, who is responsible? | The retailer, as the first importer of the product from out of the province, is the obligated steward for that product. |

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| | <p>If magazines are mailed to retail stores not resident in SK, are we exempt or do we have to pay the \$150 fee?</p> | <p>We understand this question to mean that if a magazine publisher is resident in Saskatchewan but the magazine is shipped to a retailer outside of Saskatchewan then is the magazine publisher obligated to pay a fee in Saskatchewan? The answer to this question is that if the magazine does not enter the Saskatchewan marketplace, then it is not an obligated material in Saskatchewan. If this was not your intended question, please contact us at 1-888-980-9549 and a Steward Services Representative will help you.</p> |
| | <p>Will the majority of all retailers be stewards? Can you provide some examples of retail situations where the retailer would not be a steward?</p> | <p>Yes the majority of retailers in Saskatchewan will be stewards, but not necessarily for everything that is on your shelves. If you are a retailer that carries products of brand owners that have joined MMSW as voluntary stewards, you would not be responsible for their products. Also, if you carry products of brand owners that are resident in Saskatchewan, you would not be responsible for their products. Finally, if you are a small independent retailer that operates as a single point of retail, then the proposed small business policy may apply to you, in which case, as an MMSW member you would pay an annual fee of \$150.00 and would be exempt from submitting a report to MMSW.</p> |
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| | <p>What Support is Available to Stewards in Preparing their Reports?</p> | |
| | <p>Will MMSW have a Clothing and Footwear Calculator similar to the one issued by MMBC?</p> | <p>In other jurisdictions calculators have been created for different categories of products in order to simplify the reporting process for businesses which are calculating their obligations on a vast array of products. Calculators will also be available for MMSW stewards.</p> |
| | <p>Will supplementary calculators be provided to Stewards similar to (Ontario/ British Columbia and Manitoba) to assist them in calculating the weight for certain materials such as clothing/footwear and accessories?</p> | |
| | <p>Will (UBC) Unit Based Calculators be allowed?</p> | <p>Unit Based calculators will be available for MMSW stewards.</p> |
| | <p>How does a first importer report to MMSW what</p> | <p>MMSW is actively recruiting stewards. We have set a deadline of June 1 for</p> |

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| | <p>products are covered by voluntary stewards? This could be quite onerous for retailers with a large variety of products. What support will MMSW give to small retailers to comply?</p> | <p>voluntary stewards to sign a Membership Agreement so that retailers will know which of their vendors have decided to take responsibility for their packaging. This list of vendors will be posted on the MMSW website once the June 1 deadline has passed. We have also developed an online Guidebook for all stewards to help them prepare their reports: http://guidebook.cssalliance.ca/. Please note that the Guidebook also contains a Saskatchewan-specific list of materials as an appendix.</p> |
| | <p>Small Business Policy</p> | |
| | <p>What is the de minimis limit?</p> | |
| | <p>Is there a de minimis level for a flat dollar amount if the package tonnage is a small amount?</p> | <p>Yes there is a proposed small business policy for MMSW members. The proposed policy is designed to minimize the administrative burden on small businesses and low volume stewards while at the same time ensuring that they pay their fair share of the costs. It consists of the following components:</p> |
| | <p>Is there any de minimis limit? Is there any provision for small generator which will pay a lump sum payment and avoid the reporting burden.</p> | <ul style="list-style-type: none"> • Reporting exemption and a \$150.00 membership fee for small businesses that meet any one of the following criteria: <ul style="list-style-type: none"> ○ Less than \$750,00 in revenues; or ○ Less than 1 tonne of packaging and paper; or ○ Business operates as a single point of retail. • A reporting exemption and flat fees for small volume stewards: <ul style="list-style-type: none"> ○ \$350/year for stewards that produce between 1 and 2.5 tonnes ○ \$750/year for stewards that produce between 2.5 and 5 tonnes <p>Please note that these exemptions do not apply to businesses that are supplied by or operated as part of a franchise, a chain or under a banner.</p> |
| | <p>Why is the de minimis set at \$750,000 when BC has decided to make their de minimis \$1 million and Ontario has a de minimis of \$2 million?</p> | <p>The \$750,000 threshold is harmonized with MMSM’s threshold in Manitoba because there are similarities between the Manitoba and Saskatchewan marketplaces.</p> |
| | <p>Is revenue for residential sales only or all (including</p> | <p>The \$750,000 in revenue pertains to all sales in Saskatchewan. The 1 tonne</p> |

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| | commercial)? Same with 1 tonne of packaging (is that residential only? | pertains to all material supplied in Saskatchewan. |
| | Does the flat fee include the administration fee? | Yes, the flat fee includes the administrative fee. |
| | For the reporting exemption is the less than \$750K in revenue specific to SK? If I am a manufacturer that supplies to distributors and/or retailers in SK but revenues and sales are very small and my company is a non-resident in SK, would my company be exempt as a Steward? | Yes, the \$750,000 in revenue pertains to your total revenues in Saskatchewan. If your company does not have residency in SK your company is not an obligated steward. If you elect not to register as a voluntary steward and report and pay on the packaging and paper supplied into SK, the distributors and/ or retailers who first take control, title or possession of your products in SK will be required to report and pay the stewardship fees on your products. Please note that the small business policy does not apply to voluntary stewards. |
| | Is Flat Fee applicable to small businesses only or does it depend on revenue and tonnage sold in SK? | The flat fees are only applicable to small volume stewards, i.e. stewards that produce between 1 and 5 tonnes of material. |
| | If we have a business with 5 locations in the province, do we aggregate the information? If in aggregate we are in the 5 tonne range, would we be eligible for the \$750 flat fee or would we be subject to \$350 flat fee? | Yes, you report your packaging and paper tonnage for all 5 locations. Please note that the reporting exemption and flat fees do not apply to businesses that are supplied by or operated as a franchise, a chain or under a banner. |
| | This program has not been well received in BC. How are you ensuring the Saskatchewan program is different and will be easy to use for small business? | MMSW is committed to minimizing the administrative burden on small businesses participating in packaging and printed paper stewardship programs. This is why MMSW has developed and is consulting on a small business policy for Saskatchewan stewards which is designed to ensure that the reporting and fee payments for small businesses are appropriate for their size and their contribution of packaging and paper into the residential market. |