

# Nova Scotia Readiness Report for Packaging, Paper Products and Packaging-Like Products

Submitted by Circular Materials



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## 1. Introduction

This Readiness Report for Packaging, Paper Products and Packaging-like products (PPP) is being submitted to Divert NS (the Administrator) on behalf of the PPP Producers who have selected Circular Materials to act as their Producer Responsibility Organization (PRO) in compliance with the Extended Producer Responsibility for Packaging, Paper Products and Packaging-Like Products Regulations (the Regulation) under the Nova Scotia Environment Act (the Act).

Below is a list of acronyms, abbreviations and defined terms used through this Readiness Report.

- **“Act”** means the Nova Scotia Environment Act.
- **“Administrator”** means the Administrator as defined in the Regulation. For the purposes of this report, the Administrator refers to the Resource Recovery Fund Board, Inc, operating as Divert NS.
- **“Collection System”** means the single common collection system established and operated by Circular Materials on behalf of all Producers, pursuant to section 21(4) of the Regulation.
- **“Designated Material”** has the same meaning as it does under Part II of the Regulation.
- **“EPR”** means Extended Producer Responsibility.
- **“Facility”** is defined in the same way as in the Regulation.
- **“Designated Materials Guide”** means the Designated Materials Guide maintained by Divert NS
- **“Implementation Date”** has the same meaning as it does under Part I of the Regulation. (December 1, 2025)
- **“Packaging-like product”** means packaging like products as defined in the Regulation.
- **“Paper products”** means paper products as defined in the Regulation.
- **“PPP”** means Packaging, Paper Products and Packaging-like products.
- **“Producer”** has the same meaning as it does under Part II of the Regulation.
- **“PRO”** means a Producer Responsibility Organization.
- **“Regulation”** means the Extended Producer Responsibility for Packaging, Paper Products and Packaging-Like Products Regulation.
- **“Residential Premises”** is defined in the same way as in the Regulation.
- **“Standards”** means the Packaging, Paper Products and Packaging Like Products Material Management Standard published by Nova Scotia Environment and Climate Change. A copy can be found in Appendix B

## 2. Circular Materials in Nova Scotia

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 Nova Scotia, Circular Materials will carry out the following responsibilities related to designated materials on behalf of producers who have entered into an agreement with Circular Materials.

- (i) arranging, establishing or operating a common collection system
- (ii) arranging, establishing or operating a promotion and education program
- (iii) preparing and submitting a report,
- (iv) representing a producer for another purpose related to these regulations.

This Readiness Report will demonstrate that Circular Materials has on behalf of the producers it represents fulfilled the requirements under section 9 of the Regulation to

*“9(1). No later than October 1, 2024 a producer must consult with every municipality in the Province and submit a readiness report containing all of the following information to the Authority*

- a. a description of the consultation with the municipalities and how the feedback was addressed;*
- b. a description of the actions planned or already undertaken to ensure that the requirements of Part IV will be met by the implementation date;*
- c. a description of the actions planned or already undertaken to ensure that the requirements of Parts V, VI and VII are met.*

*9(2) A producer may designate a producer responsibility organization to prepare and submit a readiness report on its behalf.”*

### **3. Designated Materials**

Designated Materials are defined in the Regulation as;

*“packaging, paper products and packaging-like products” or “PPP” means packaging, paper products and packaging-like products primarily made from paper, glass, metal or plastic or a combination of these materials, but does not include any of the following materials”*

- (i) a material included in the existing industry stewardship program under Part II of the Solid Waste-Resource Management Regulations made under the Act*
- (ii) packaging designed to contain pressurized gas or a hazardous product*
- (iii) a product designed for the containment of waste,*
- (iv) a health, hygiene or safety product that by virtue of its anticipated use becomes unsafe or unsanitary to recycle,*

- (v) *packaging designed and used to contain or transport refillable beer containers, provided the producer meets the management requirements of the designated material as defined in Part V;*

To provide clarity to PPP Producers on the definitions of Designated Materials, the Administrator maintains the Designated Materials Guide.

### 3.1. Paper products

Paper products are defined in the Regulation as

*“paper product” means paper that is used for printing, copying, writing or any other general use, such as for a newspaper, magazine, promotional material, directory or catalogue, but does not include any of the following:*

- (i) A hard-[sic] or soft-covered book*
- (ii) A reference or literary book or a textbook*
- (iii) A hard-covered periodical*
- (iv) Paper that is not suitable to be recycled because it is, or could become, unsafe or unsanitary by virtue of its anticipated use*

### 3.2. Packaging

Packaging is defined in the Regulation as;

*“primary packaging<sup>1</sup>, convenience packaging<sup>2</sup> or transport packaging<sup>3</sup> that is provided with a product and includes an ancillary product that is integrated into the packaging;”*

Packaging includes packaging used for the containment, protection, handling, delivery and presentation of goods. It includes primary packaging, convenience packaging and transport packaging that is provided with a product but does not include:

- Packaging intended to be used for long term storage,
- Packaging intended to be reused or refilled for at least five years,
- Packaging not made primarily from glass, plastic, metal, paper or any combination therein
- Rigid or flexible plastics made from certified compostable plastic or biodegradable plastics.

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<sup>1</sup> means material that is used to contain, protect, handle, deliver or present a product that is provided with the product to an end user at the point of sale and includes packaging designed to group 1 or more products for the purposes of sale, but does not include convenience packaging or transport packaging;

<sup>2</sup> means material used in addition to primary packaging to facilitate an end user’s handling or transportation of 1 or more products and includes items such as bags and boxes that are supplied to an end user at checkout, whether or not there is a fee for these items;

<sup>3</sup> means material used in addition to primary packaging to facilitate the handling or transportation of 1 or more products by a person other than an end user, such as a pallet, bale wrap or box, but does not include a shipping container designed for transporting products;

- Material identified in other regulations as a designated material (e.g. Nova Scotia Beverage Container Program, Used oil Management Program)<sup>Error! Bookmark not defined.</sup>

### 3.3. Packaging-like products

Packaging-like products are defined in the Regulation as

*“a product that is ordinarily used for the protection, containment, handling, delivery, presentation or transportation of a commodity or product and includes items such as aluminum foil, metal trays, plastic film, plastic wrap, food containers, wrapping paper, paper bags, beverage cups, plastic bags, cardboard boxes and envelopes;”*

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 will be included in the collection system, please see the Designated Materials Guide and for more information on how designated materials will be categorized for producer reporting, Circular Materials maintains a Material List (See [Appendix A](#)).

## 4. Collections

In Nova Scotia, the Regulation sets out the requirements for Producers under Part IV to establish and operate a collection system

*21 (1) On and after the implementation date, a producer must establish and operate a collection system.*

*(2) A producer may meet the requirements of subsection (1) by establishing and operating a common collection system with 1 or more other producers that is operated by a producer responsibility organization on their behalf in accordance with subsection (3).*

*(3) A common collection system operated by a producer responsibility organization on behalf of a producer must be established by a written agreement between the producer responsibility organization and each producer.*

*(4) A single common collection system may be established and operated on behalf of all producers by a single producer responsibility organization.*

*(5) A producer responsibility organization that has entered into an agreement with a producer to provide a common collection system must do all of the following:*

- (a) establish and operate a collection system in accordance with this Part;*
- (b) comply with any requirements under this Part that apply to a producer.*

In Nova Scotia, under the current collection systems provided by municipalities, almost all residents have access to a dual-stream curbside collection systems for PPP. The current dual-stream curbside collection system typically utilizes two (2) blue bags, with source separation for the paper/fibre stream and the container stream.

The Government of Nova Scotia maintains a [list of materials](#) that are banned from landfill, including most PPP designated materials, and as such, the current curbside collection system accepts most PPP Designated Materials, including certain types of flexible plastics, such as LDPE bags and packaging, and glass food containers. Based on the data provided by municipalities under section 16 of the Regulation, feedback received during the engagement period, and review of the acceptable material lists provided by municipalities, only a small amount of PPP Designated Material is not captured in the existing curbside collection system. The following items are examples of PPP Designated Materials that are not universally accepted in the current collection system but will be universally accepted in Circular Materials' collection system.

- Expanded Polystyrene (EPS)
- Spiral wound cans
- Non-hazardous aerosols
- Some packaging-like products or single-use products, such as coffee cups
- Non-LDPE/HDPE film flexibles, such as candy bar wrappers and chip packets

Upon acknowledgement<sup>4</sup> of the Readiness Report, Circular Materials will conduct meetings with each municipality to gather any additional information required and confirm existing details.

The collection system implemented by Circular Materials on the Implementation Date will build upon the current curbside collection system and expand the list of acceptable items to include all PPP Designated Materials. For clarity, in the short term, Circular Materials will make best efforts to ensure that all PPP Designated Material that is collected in the current curbside collection system will continue to be collected through a curbside collection system operated by Circular Materials. PPP Designated Materials that are not currently collected in the curbside collection program will be collected either through additions to the curbside program, where possible, or through depot collections.

As the PRO in Nova Scotia for PPP, Circular Materials will establish and operate, a single collection system for all producers that have entered into a written agreement with Circular

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<sup>4</sup> For clarity, acknowledgement of the Readiness Report means the Administrator has sent written notice to Circular Materials acknowledging receipt of the readiness report, in accordance with Section 9(3)(a) of the Regulation.





Materials and will ensure that the collection system will be established and operated in accordance with Part IV of the Regulation to comply with any requirements under Part IV of the Regulation that apply to a producer

The collection system will provide collection services to every Eligible source<sup>5</sup> in the province and will accept all Designated Material. As it is a requirement of the Regulation to provide collection services to all Eligible sources in the province, it is Circular Materials' expectation that service of curbside collection will be maintained<sup>6</sup>. Circular Materials' approach to delivering a collection system will be to contract with collection service providers<sup>7</sup> to provide collection services that meet Circular Materials' collection requirements, detailed in agreements (See section 4.1) and that operate in accordance with the requirements of the Regulation.

This section contains descriptions of the actions planned or already undertaken by Circular Materials to ensure that the requirements of Part IV of the Regulation are satisfied by Implementation date.

#### **4.1. Collection Design Principles**

Establishing a collection system for all Eligible sources is a complex process that requires significant time and the negotiation of commercial agreements with various collection service providers. Circular Materials will establish agreements with collection service partners, in accordance with its procurement policy. The form of agreements will include a Master Services Agreement (MSA) and a Scope of Work (SoW) for the delivery of collection services within the common collection system, prior to the Implementation Date. These agreements will define the standards for collection services, including the types of PPP Designated Material accepted in the respective collection systems.

Based on the data provided by municipalities under Section 16 of the Regulation and feedback received during the engagement period, it is Circular Materials understanding that some municipalities may choose not to become collection service providers, either through Municipal-owned services or through sub-contracted services under the Collection system. For clarity, those Municipalities who choose to contract with Circular Materials to become collection service providers under the Collection system will be referred to as "opt-in" Municipalities. Those municipalities who choose not to become collection service providers under the Collection system will be referred to as "opt-out" Municipalities.

For Municipalities that choose to "opt-out", Circular Materials will hold discussions with third party collection service providers, and if necessary, conduct a RFP for collection services for these Municipalities.

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<sup>5</sup> Eligible source has the same meaning as it does in the Regulation. "means a residential premises and a facility"

<sup>6</sup> To clarify, it is Circular Materials expectation that if a resident received curbside collection services of designated PPP prior to the release of the regulation, that they would continue to receive curbside collection services under the collection system after the implementation date. Some municipalities collect certain non-PPP materials items in their current curbside systems. As per 4.1.8, Circular Materials will not target the collection of items that are not designated materials.

<sup>7</sup> Collection Service Partners may include, but is not limited to, private collection service providers, municipalities and First Nations.

In response to the feedback received during the consultation process, Circular Materials will also provide aim to provide template MSA & SoW agreements to potential service providers, including municipalities and First Nations who wish to enter negotiations to become service providers under the collection system. These template agreements are intended to provide municipalities, First Nations and other service providers with the key areas to be developed into the final MSA's and SoW's.

As MSAs and SoWs are specific to operationalizing the requirements for Nova Scotia, they cannot be completed and executed until the Readiness Report receives acknowledgement from the Administrator. The agreements will ensure compliance with the collection system and material management requirements stipulated in the Regulation, to achieve service standardization across the province and support Circular Materials' goals of building effective and efficient recycling systems where materials are collected, recycled, and returned to producers to use as recycled content in new packaging and paper products. Circular Materials will secure collection services either through a Request for Proposals (RFP) process or via direct negotiations.

Circular Materials will adhere to the following collection system design principles whilst developing, implementing, and managing the collection system.

1. **Implementation Date:** Eligible sources will begin receiving service on or before the Implementation Date
2. **Collection of Designated Materials:** Eligible sources will receive collection services either through curbside pickup, depot drop-off, or a combination of both. For clarity, Circular Materials will follow the Designated Materials Guide to define PPP Designated Materials.
3. **Frequency of collection:** Eligible sources that receive curbside collection will have curbside collection at a frequency suitable for the available storage space, provided receptacles, and operational efficiencies for Circular Materials. Circular Materials will review the current frequency of curbside collection services provided to Eligible sources and make any necessary adjustments to maximize operational efficiencies. Most residential premises in NS currently receive bi-weekly collection which is a reasonable collection frequency. Collection frequency varies for Facilities based on many factors including occupancy, generation of Designated Materials and storage space.
4. **Depot services:** Depots<sup>8</sup> will be provided for Residential Premises with curbside collection for the collection of Designated Materials not accepted in a curbside collection system or, if applicable, for Residential Premises without curbside collection services. These depots may be staffed to minimize contamination and ensure materials are from residential sources, not from Institutional, Commercial, or Industrial (ICI) sources.

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<sup>8</sup> The definition of depot in this readiness report can be found in section 4.4

5. **Collection containers:** Reusable Collection containers in use prior to an Implementation Date may continue to be used after an Implementation Date but may be changed over time to standardize collection services across the province. 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. Reusable Collection containers at Eligible sources will be repaired or replaced, within reason. If required, Circular Materials will develop a publicly available, container replacement policy for Eligible sources. Circular Materials will ensure that Depots and Facilities have adequate receptacles before collection services begin, and these receptacles will be serviced when full, within a reasonable timeframe. Circular Materials will not provide single-use recycling bags.
6. **Service changes:** Any material changes to the collection service will be communicated to affected Eligible sources, where possible, at least three months before the change takes effect. Communication channels can be found in section 8. Promotion and Education.
7. **Unified collection list:** It is Circular Materials intention to develop a unified collection list of accepted materials, to be used for all residents in Nova Scotia, which will align with the Designated Materials Guide.
8. **Non-PPP items:** Items that are not Designated Materials will not be targeted for collection. Circular Materials will work with communities to reduce contamination over time.
9. **Non-Eligible Sources:** Circular Materials will not target any materials from non-eligible sources, such as visitor accommodations<sup>9</sup>, institutional accommodations<sup>10</sup> or industrial and commercial sources (ICI). For clarity, Circular Materials will not be financially responsible for any services provided to non-eligible sources, or any additional costs incurred by the collection from non-eligible sources.
10. **Regulation Changes:** If the Regulation is amended, or the Administrator makes any changes to policies or guidance, Circular Materials will aim to implement any required changes within a 12-month period, unless an alternative timeline is provided by the Regulation, or the Administrator for the required changes.
11. **Comingled materials:** If comingling certain materials in the curbside collection system could impede the achievement of the material management requirements under the Regulation, these materials may be collected separately or moved to depot collection. 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.

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<sup>9</sup> As defined in the Regulation

<sup>10</sup> institutional accommodations" includes licensed care facilities, student residences, hospitals, hospices, correctional facilities and other institutional settings in which persons reside or stay on a temporary basis but does not include residential premises

## 4.2. First Nations

Circular Materials will ensure that an offer is made on behalf of producers to provide a collection system to Eligible sources within the reserve of the Mi'kmaq First Nations of Nova Scotia, as per the Regulation. Offers will be made no later than 6 months before the Implementation Date.

The offers will include details on how the collection services will be provided. Collection services will be delivered in a manner that aligns with the Collection Design Principles detailed above. If a First Nation accepts our offer of service, every Eligible source within the First Nation will become an Eligible source within the collection system and receive either curbside or depot collections as required.

As of the date of submission of this Readiness Report, Circular Materials has begun the process of engagement with First Nations in Nova Scotia to understand the current state of recycling services in First Nations Communities. Between April and June, 2024, Circular Materials held meetings with both the Union of Nova Scotia Mi'kmaq (UNSM) and the Confederacy of Mainland Mi'kmaq (CMM). In these meetings we presented the draft Readiness Report, and the proposed process for outlining collection offers (see below) to both organizations. As of the date of submission of this Readiness Report, Circular Materials has not received information on current recycling services in First Nations communities directly, unless they are serviced by a municipality, in which case they are included in the information in section 4.3.1 and 4.3.2. Circular Materials will continue to work with UNSM and CMM to introduce Circular Materials and gather data from First Nations communities through the process described below. First Nations will also be invited to participate in the First Nations Municipal Working Group (See section 10.3 Ongoing Engagement).

Significant efforts continue to be made to reach out to First Nations prior to the offers to provide a collection system, to seek feedback and guidance on how best to deliver services within First Nations. Whilst this Readiness Report does not detail the services that will be delivered to each individual First Nation, all offers to provide a collection system will be made in line with the outline of services found in this Readiness Report.

Circular Materials' process for outlining collection offers to First Nations will be as follows:

1. **Introductions** – Meet with First Nations and individuals with whom we will collaborate with and learn about the existing recycling system.
2. **Understand** – together, develop, review and refine a document called a “narrative” that describes the First Nations' current services and how producers can support recycling services going forward.
3. **Present** – Share the information to the First Nation's Band council for approval to proceed.
4. **Develop** – With Band Council approval, develop and review an agreement as the basis of an offer to provide collection services for Designated Materials recycling, delivered to the Band Council by June 1, 2025.



Circular Materials is committed to building productive and ongoing relationships with the Mi'kmaq First Nations of Nova Scotia. We understand that the engagement period for offers made on behalf of producers is not the only time for dialogue. Even though producers have a regulatory requirement to submit offers to First Nations six (6) months before the Implementation Date, we acknowledge that First Nations may not be ready or may not wish to accept this offer by the date outlined in the Regulation. Circular Materials is committed to continuing discussions about the offers made on behalf of producers until an agreeable resolution is reached with First Nations. Our goal is to work collaboratively towards a solution that works for each of the First Nations in Nova Scotia which may not align with the date in the Regulation.

For more information on the engagement undertaken to date with First Nations during the development of the Readiness Report and a summary of the feedback received, please see [Section 9. Consultations](#).

### 4.3. Curbside

#### 4.3.1. BACKGROUND

Circular Materials received data from the Municipalities via the Administrator, the 'Municipal Data' on the number of Residential Premises and Facilities in each municipality, collected as part of the municipal registration process under Section 16 of the Regulation. The following data was reviewed against data available via Stats Canada and the Nova Scotia directory of public schools.

		Municipal Data	Stats Canada <sup>11</sup>
<b>Residential Premises</b>	Single-Family Dwellings	393,938	335,010
	Campgrounds	143 <sup>12</sup>	
<b>Facilities</b>	Multi-Family Dwellings	35,090	93,215
	Schools	140	373 <sup>13</sup>
<b>Total</b>		<b>429,454</b>	<b>428,598</b>

Notes:

The definitions used in the Municipal Data and Stats Canada do not exactly align. For example, Single-Family Dwellings were defined in the Municipal Data as "A single-family residence is a building that has fewer than six dwelling units. Single-family residences include seasonal residences" whereas the number of Single-Family Dwellings denoted in the Table from Stats Canada is a summarization of the total number of Single-detached house, semi-detached house, row house, apartment or flat in a duplex and moveable dwellings.

It is Circular Materials experience from operationalizing new EPR PPP Programs in other jurisdictions that this initial data call provides a base understanding, but typically does not

<sup>11</sup> Statistics Canada. Table 98-10-0138-01 Household type including multigenerational households and structural type of dwelling: Canada, provinces and territories, census metropolitan areas and census agglomerations. <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=9810013801>.

<sup>12</sup> Tourism Nova Scotia, [Campgrounds](#) | [Places to Stay](#) | [Tourism Nova Scotia, Canada](#)

<sup>13</sup> [Nova Scotia Directory of Public Schools \(ednet.ns.ca\)](#)



yield accurate data. This can be due to differences in classifications of residential dwelling types across municipalities and that the Stats Canada Census definitions do not perfectly align with the definitions of Residential Premises in the Regulation. However, this comparison yields the following key understandings:

- The total number of Residential Premises & Facilities reported by the municipalities to the Administrator is in line with the total number reported in the 2021 Census.
- The total number of facilities will need to be clarified with municipalities. We assume that the difference between the Municipal Data and Stats Canada is a difference in allocation between the two categories, rather than a difference in the total number of eligible sources.
- The total number of schools will need to be clarified with municipalities.

This data provided a base understanding of the number of Eligible Sources in the province, but will be further scrutinized during operational meetings to be held between Circular Materials and each municipality, after acknowledgement of the Readiness Report to ascertain a true and accurate representation of the Eligible Sources in each municipality. This information will need to be captured and verified prior to collection agreements being drafted to ensure that:

- all Residential Premises receiving curbside garbage collection receive curbside collection of designated materials and
- all Facilities receive collection services for designated materials

#### **4.3.2. RECEPTACLES**

The current dual-stream curbside collection system typically utilizes single-use bags as collection receptacles. As outlined in section 4.1.5, Circular Materials will not provide blue-bags to Eligible Sources.

If a Residential Premises or Facility receiving curbside collection services utilizes a reusable collection container, the Residential Premises or Facility will be equipped with:

- Sufficient receptacles for storing Designated Material, reflecting the frequency of collection services and the type of Residential Premises or Facility, provided before collection services commence.
- A commitment to repair or replace receptacles, where applicable, within an adequate timeframe<sup>14</sup>.

#### **4.3.3. CHANGES**

Should there be any material changes to the curbside collection services, the affected Residential Premises or Facilities will be notified, where possible, at least three (3) months before the changes are implemented.

In cases where the comingling of certain materials in a curbside collection system could compromise the material management requirements under the Regulation, these materials

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<sup>14</sup> As detailed in the proposed Circular Materials container replacement policy

(e.g., Non-LDPE Film/Bag Flexible Packaging, non-hazardous aerosol packaging) may be collected separately or if necessary transitioned to an alternative collection model, such as a depot.

#### **4.3.4. RESIDENTIAL PREMISES**

Residential premises are defined in the regulation as

*“means a house, town home and other self-contained premises used by a person for residential purposes and a seasonal dwelling and campground, but does not include visitor accommodations”*

All Residential Premises that receive curbside garbage collection in the province will receive curbside collection of Designated Materials. Curbside collection for Residential Premises is defined as the collection of Designated Material from Residential Premises, with each household separately setting out material for pickup by collection vehicles. In instances where Residential Premises does not receive curbside garbage collection, they shall receive, at minimum, depot collection, in line with the requirements of the Regulation, see section 4.4 for more information on depot collections.

#### **4.3.5. FACILITIES**

Facilities are defined in the regulation as

*Means any of the following*

*(i) a building or part of a building in which residential accommodation is provided or made available and contains multiple self-contained residential units, including an apartment building and a condominium, but does not include visitor accommodations,*

*(ii) a public school or private school as defined in the Education Act;*

Every Facility will receive collection of designated materials. Curbside collection for Facilities is defined as the collection of Designated Material from residential complexes or schools<sup>15</sup> where all facilities deposit their recycling in shared containers at a central location.

### **4.4. Depots**

In Nova Scotia, the majority of residents currently receive curbside collection services for their recycling. The Regulation requires that all Residential Premises that receive curbside garbage service also receive curbside recycling service. Therefore, it is Circular Materials intention is to utilize the well-established curbside collection system to provide the collection of PPP Designated Material from residents. Depots will help supplement the collection system in Nova Scotia.

For clarity, Depot collection is defined as the collection of Designated Materials at a location operated by a collection service partner at which Designated Material is received from

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<sup>15</sup> a public school or private school as defined in the Education Act;



residents. This could include, but is not limited to, municipally owned staffed Depots, transfer stations, Enviro-Depots, privately owned and operated Depots.

According to the information gathered during the municipal registration process, there are 34 municipal depots across Nova Scotia. This information will be further clarified during the same operational meetings, detailed under 4.3.1 to be held between Circular Materials and each municipality, after submission of the Readiness Report.

Any Residential Premises and Facilities that do not receive curbside collection in the province will receive, at a minimum, depot collection of designated material. Depots that provide collection services to Residential Premises and Facilities that only use depot services will collect all PPP Designated Materials. They may also provide additional collection opportunities to residents with access to curbside collection for the collection of problematic<sup>16</sup> PPP Designated Materials that are not collected through curbside collections<sup>17</sup>.

Depot collection services typically utilize segregated waste collection streams and therefore residents would be required to sort these materials into multiple streams. In the event that Circular Materials chooses to collect materials at Depots in a co-mingled manner, residents may not be required to sort these materials. In line with other jurisdictions, signage will be provided at the depot to educate residents on what materials go into what collection stream.

Circular Materials will provide reasonable and free access to depots for residents without curbside collection. Depots will be situated in communities that are commercial hubs to provide convenient access for urban and rural residents, to minimize extra trips to access the depot and to be within reasonable drive times or distances. A methodology will be developed to determine reasonable access thresholds for depot collection services.

Any changes to the location or hours of operation of depots will be communicated to affected residential premises, where possible, at least (3) months in advance of the change taking effect.

#### **4.5. Service commencement dates**

Collection services will begin for each Eligible source by the Implementation Date. As the type of collection service provided to Eligible sources is based upon the provision of garbage collection, Municipalities and First Nations will be responsible for notifying Circular Materials, or its collection service partners with regards to newly constructed Eligible sources, or Eligible sources with their communities which will receive garbage collection services after the Implementation Date. Circular Materials will develop a procedure for Municipalities to follow to notify Circular Materials, or its collection service partners of, and provide information on, new Eligible sources.

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<sup>16</sup> Such as those materials that if they were to be collected would negatively impact the achievement of material management targets.

<sup>17</sup> For more information, see Section 4.1.11

## 4.6. Changes to servicing

Any material changes to the collection system will be communicated to affected Eligible sources, where possible, at least (3) months in advance of the change taking effect.

## 5. Performance Measures

The Regulation and Standards provide the Key Performance Indicators (KPI) for the program. These can be found in Section 4(1) of the Standards under Table 1: Material Management Requirements by Designated Material Type.

Material Category	Column 1 Years 1 & 2 Calendar years: 2026 & 2027	Column 2 Years 3 & 4 Calendar years: 2028 & 2029	Column 3 Year 5 Calendar year: 2030	Column 4 Year 10 & onward Calendar years: 2035 & onward
<b>Paper</b>	Best efforts to meet 80% target	80%	90%	95%
<b>Rigid Plastic</b>	Best efforts to meet 60% target	60%	65%	70% plus 5% every 5 years thereafter until 85% is achieved
<b>Flexible Plastic</b>	Best efforts to meet 30% target	30%	40%	50% plus 5% every 5 years thereafter until 85% is achieved
<b>Glass</b>	Best efforts to meet 75% target	75%	85%	90%
<b>Metal</b>	Best efforts to meet 70% target	70%	80%	85%

In order to contribute towards these management standards, as per the standards, section 5(2)(a) the materials must either be

- Marketed for re-use for their original purpose of function
- Recycled into new products or packaging
- Marketed as compost
- Marketed for beneficial reuse or
- Marketed for energy recovery



The material management performance requirements are as follows for each material.

- A/B (expressed as a percentage)

Where;

A= the amount of Designated Material Type that is re-used for its original purpose or function, recycled, composted, recovery for energy, or beneficially reused by a producer in accordance with the Standard.

B = The amount of Designated Material Type that the producer supplies in Nova Scotia to consumers for personal, family or household purposes.

A copy of the Material Management Requirements by Designated Material Type can be found in Table 1 of the Standards, in [Appendix C](#).

## 5.1. Key Performance Indicators

To successfully meet the Material Management requirements, Circular Materials must ensure that a sufficient amount of material is collected from residents, captured in the sortation processes, has low enough contamination levels and is subsequently marketed through one of the approved methods detailed in Section 5(2)(a) of the Standards.

Therefore, Circular Materials will use the following as key performance indicators (KPIs).

- Total weight of PPP Designated Materials collected
- Total weight of PPP Designated Materials processed and subsequently marketed for
  - Reuse for their original purpose and function,
  - Use in new products or packaging
  - Beneficial reuse, or
  - Energy recovery

## 5.2. Accessibility Metrics

Circular Materials will track the following accessibility metrics:

- Number of Residential premises receiving curbside collection services within the collection system.
- Number of Facilities receiving collection services within the collection system
- Number and location of depots within the collection system.

## 6. Material Management

In Nova Scotia, the Regulation sets out the requirements for Producers to meet the material management requirements specified in the Standards using the methods specified in the Standards for the following material categories

- Paper,
- Rigid Plastics,
- Flexible Plastics,
- Glass and,



- Metal

This section contains descriptions of the actions planned or already undertaken to ensure that the requirements of Part V and the Standards will be met.

## 6.1. 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, in line with Standards, for managing Designated Materials to ensure it meets the Material Management requirements by Designated Material Type as defined in the Standards. We will endeavor to use the highest option in the hierarchy whenever possible, and then move down to the next available options in descending order of preference. The hierarchy will be.

Preferred Management Options <sup>18</sup>
Reuse
Recycled
Composted
Beneficial Reuse
Energy Recovery
Treatment (Landcover/Incineration)
Disposal

2. **Processed at registered facilities:** Circular Materials will ensure that any Designated Material collected from Eligible sources within the collection system is processed by a registered processor.
3. **Processed within three months:** Unless approved by the Administrator, the material will be processed within three months of the registered processor receiving the material
4. **Contracting registered processors:** Circular Materials will enter contracts with registered processors to provide processing services, which include:
  - a. Receiving Designated Materials from vehicles servicing Eligible sources. These receiving facilities may transfer materials to another location or precondition materials to facilitate shipping certain materials to markets and other materials to processing facilities.
  - b. Processing Designated Materials or preparing Designated Materials for shipment to recycling markets.

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<sup>18</sup> “Recycle” “Incinerator”, “Energy Recovery” “Compost” “Beneficial Reuse” are defined in the same way as they are under the Standards.

5. **Field assessments:** Circular Materials will conduct field assessments of existing processors to:
  - a. Assess whether the processors facilities can manage Designated Materials in a manner that complies with the requirements of the Regulation, the Standards, and end-market requirements.
  - b. For the facilities that meet this requirement, determine:
    - i. If they are registered with the Administrator by the Implementation Date,
    - ii. 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,
    - iii. If direct negotiations with the owner or operator of a facility will deliver the required services on acceptable commercial terms, and
    - iv. If Circular Materials will implement a procurement process to acquire processing services in some or all areas of Nova Scotia.
6. **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.
7. **Build an effective collection system:** Develop a collection system that supports the use of the highest possible management option in the hierarchy where commercially viable for the Designated Materials collected within the collection system.
8. **Minimize contamination:** Establish methods and protocols to quantify, manage, and minimize contamination to maximize the suitability of materials for recycling end markets. This will include but is not limited to audits of collected materials to identify contamination, and targeted promotion and education campaigns to reduce levels of contamination. These audits will be overseen by Circular Materials staff<sup>19</sup> and will take place on samples collected from receiving facilities and pre-conditioning facilities, where collected materials are sorted into commodities and sent for further processing. Typically, these audits will occur frequently (e.g., multiple audits per month) at the onset of the new program, however, over time the frequency may be adjusted based on the level of contamination being observed.
9. **Processing of materials from non-eligible sources:** Circular Materials will not be financially or operationally responsible for the management of materials from non-eligible sources. Circular Materials shall not seek to prohibit the processing of materials from non-eligible sources where it can be proven that such activities can be undertaken separately from that of the Designated Materials and do not negatively impact the ability achieve the requirements set out in the Regulation
10. **Developing end-markets:** Circular Materials will seek to develop end markets for Designated Materials that will support meeting regulatory targets while improving economies of scale and optimizing freight efficiencies by harmonizing existing and new

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<sup>19</sup> Circular Materials may utilize its own staff to complete audits or hire a third-party contractor to complete audits.

end markets for Designated Materials in Nova Scotia with that of designated materials in other jurisdictions.

11. **Improve consumer behaviour:** Create impactful promotional and educational campaigns to increase program awareness, participation, and to positively influence recycling behaviour and reduce contamination.

## 6.2. Non-OECD Protocol

Circular Materials will market and sell PPP Designated Materials both domestically (in Nova Scotia and Canada) and internationally with the sale of PPP Designated Materials to OECD (Organization for Economic Co-operation and Development) member countries being strongly preferred. Circular Materials maintains a Non-OECD Member Country Shipment Protocol. In cases of a sale and shipment of non-plastic PPP Designated Materials to a non-OECD member country, Circular Materials will audit the supply chain of the designated materials to ensure preservation, protection and quality of the environment and human health of the receiving country.

### 6.2.1. SCOPE

The protocol covers shipments of all PPP Designated Material overseen and managed by Circular Materials to non-OECD member countries and/or destined for non-OECD Downstream Processor(s). It affects shipments arranged directly by the pre-conditioning facility (PCF) or through a seller contracted by Circular Materials. The protocol impacts the purchaser or end market of the material and if applicable, any downstream processors involved in the recovery of the material for use in new products or packaging.

### 6.2.2. OUT OF SCOPE

In alignment with the European Union, Circular Materials will not export plastic PPP Designated Materials to Non-OECD member countries.

### 6.2.3. CRITERIA

The non-OECD End Market and any non-OECD Downstream Processor will be evaluated under the following acts and regulations:

- ISO 14001: Environmental Management Systems ([ISO 14001](#))
- ISO 45001: Occupational Health and Safety Management Systems ([ISO 45001](#))
- Fighting Against Forced Labour and Child Labour in Supply Chains Act ([S.C. 2023, c. 9](#))
- OECD Decision on the Control of Transboundary Movements of Wastes Destined for Recovery Operations ([OECD/LEGAL/0266](#))

## 7. Audit, Record Keeping & Reporting.

In Nova Scotia, the Regulations under Part VI set out the requirements for Producers to

- *Provide an initial report, no later than October 1, 2024.*
- *Provide an annual report, on or before May 31 in each year beginning in 2027.*
- *Retain records for 5 years from the date of creation*
- *Including records related to small producers*
- *On or before April 30, 2030 and every 4<sup>th</sup> year afterward, a producer must have its practices and procedures respecting Part V (Material Management) for the 4 immediately preceding years audited by a qualified independent auditor and submit this report to the Administrator.*

### 7.1. Initial Producer Reporting requirements.

No later than October 1, 2024, Producers that have entered into an agreement with Circular Materials to be their PRO will provide the information required in the initial report, along with an attestation, developed and maintained by the Administrator, of the information to Circular Materials who (if authorized by the Producer) will report this information to the Administrator on their behalf. In cases where the Producer has chosen not to attest to the PRO sharing this data on their behalf, the Producer will provide this information directly to the Administrator. Where possible, Circular Materials will use an attestation process that aligns with other jurisdictions to harmonize producer reporting requirements.

The information required under the initial report is as follows.

- a) The total weight of designated material in each material category supplied to consumers in the Province for which the person is a producer
- b) If applicable, the total weight of the designated material in each material category in clause (a) that was
  - I. Deposited into a receptacle at a location that is not an eligible source and
  - II. Collected from an eligible source at the time the product was installed or delivered;
- c) The total weight of the designated material in each material category reported in clause (a) minus the total weight of the designated material reported in clause (b)

In addition, Producers will be required to submit this information to Circular Materials which will be used in the Annual reporting requirements listed in Section 6.2 Annual Report.

Producers will also be required to submit the same information to Circular Materials and the Administrator found in the initial report in 2025 and 2026, with the expected deadline of May 31 of each calendar year. The Administrator has the authority to alter the deadline for this data.

### 7.2. Annual Report.

On or before May 31 in each year beginning in 2027, Circular Materials will submit an annual report on behalf of Producers that have entered into an agreement with Circular Materials to be their PRO, containing the information required by the Regulation on the timelines specified in the Regulation or by the Administrator. Circular Materials will make a copy of this annual report available to Producers via its producer portal.

This annual report will contain the following information, for the calendar year before the year the report is required to be submitted.

- a) The total weight of the designated material in each material category supplied to consumers by producers
- b) If applicable, the total weight of the designated material in each material category in clause (a), that was
  - I. Deposited into a receptacle at a location that is not an eligible source, and
  - II. Collected from an eligible source at the time the product was installed or delivered.
- c) the total weight of designated material in each material category reported in clause (a) minus the total weight of the designated material reported in clause (b);
- d) a description of the actions taken to meet the producer's requirements under Parts IV, V and VI, including the total weight of materials that were recovered from designated material collected under Part IV;
- e) a list of every processor that the producer retained to process designated material supplied to consumers in the Province;
- f) the producer's management requirement for each material category calculated in accordance with Part V, including the total weight of recovered resources it accounted for in respect of its management requirement in each material category and whether it met or exceeded its management requirement for each material category;
- g) the total weight of recovered resources reported under clause (f) that were
  - I. marketed for reuse for their original purpose or function,
  - II. marketed for use in new products or packaging,
  - III. marketed for beneficial reuse, or
  - IV. marketed for energy recovery.

### **7.3. Record keeping**

Circular Materials will keep all the records required by the Regulation for a period of five (5) years from the date of their creation in a paper or electronic format that can be examined by the province if required by the timelines specific in the Regulation.

### **7.4. Auditing**

In Nova Scotia, the Regulation under Part VI set out the requirements for Producers to

1. *On or before April 30, 2030 and every 4<sup>th</sup> year afterward, a producer must have its practices and procedures respecting Part V (Material Management) for the 4 immediately preceding years audited by a*



- qualified independent auditor and submit this report to the Administrator.*
2. *On or before April 30, in any year in which an audit is required, a producer must prepare and submit a report on the audit to the Administrator that includes all of the following information:*
    - a) *a summary of the analysis in the audit of the information submitted by the producer in its annual report under clauses 29(1)(c), (f) and (g);*
    - b) *a summary of the opinion provided by the auditor on whether the producer complied with its obligations under Part V, including any obligations described in the Standard, during the 4 calendar years subject to the audit.*
    - c) *The audit must be conducted by a qualified independent auditor.*

In accordance with section 3 (3) of the Regulation

*“a producer may designate a producer responsibility organization to operate on its behalf in accordance with these regulations”* and

The definition of a producer responsibility organization

*“(iii) prepared and submitting a report*

*(iv) representing a producer for another purpose related to these regulations”*

Circular Materials will have its practices and procedures respecting Part V (Material Management) of the Regulation audited by a qualified independent auditor, in line with the requirements of the Regulation, for the 4 immediately preceding years on the timelines specified in the Regulation. For clarity, this report will include all the required provisions under Section 33, on behalf of producers. Circular Materials acknowledges that Section 33 of the Regulation requires audits of individual producers and that individual producer audits will be required to be provided to DivertNS individually, not as a whole.

A copy of the audit will be provided to Producers and the Administrator by the timelines specified in the Regulation.

## **8. Promotion and education**

In Nova Scotia, the Regulation under Part VII set out the requirements for Producers to implement a promotion and education (P&E) program for the purpose of sharing information and promoting the operation of the collection system.

*“34 (1) A producer who is required to establish and operate a collection system for collecting designated material under Part IV must implement a promotion and education program for the purpose of sharing information and promoting the operation of the common collection system in accordance with this Part.*

*(2) 1 or more producers and producer responsibility organizations may meet the requirements of this Part through a promotion and education program provided by another person on their behalf.*

*(3) In this Part, a reference to a producer includes a producer responsibility organization to which subsection (1) applies.”*

Circular Materials will design and implement a P&E program on behalf of Producers that have entered into an agreement with Circular Materials to be their PRO. Circular Materials will provide P&E materials, free of charge, to the Eligible sources that are to be serviced under the collection system. The plan below outlines Circular Materials’ P&E strategy, approach, and tactics in Nova Scotia. Circular Materials is committed to implementing P&E strategies that support education and increase recycling rates across Nova Scotia to ensure more materials are collected, recycled, and returned to producers for use as recycled content.

Before the Implementation Date, Circular Materials will develop P&E materials<sup>20</sup> that include information on key education messages, but not limited to:

- A list of designated material that must be deposited into designated material receptacles.
- A list of material that must not be deposited into designated material receptacles.
- A description of how to replace a designated material receptacle or obtain an additional designated material receptacle.
- A description of how the producer will fulfil its collection responsibilities including:
  - For curbside collection, the dates on which collection will occur or;
  - For depot collection, the location of every depot collection site and its hours of operation.
- A description of how to prepare designated material for placement in a designated material receptacle, including any direction about rinsing, flattening, sorting or bagging designated material.
- Information on how to minimize litter from curbside recycling storage and on collection day.
- Any additional information the Administrator may require.

The information required by the Regulation will be made available to residents on a publicly accessible website, and where applicable, in print.

## **8.1. Goals**

Circular Materials’ objectives when implementing P&E in Nova Scotia include the following:

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<sup>20</sup> In accordance with the requirements of the Regulation



1. **Meet regulatory requirements:** Deliver a P&E program that meets the required information outlined above, free of charge to Eligible sources that are serviced under the collection system.
2. **Ensure a seamless transition for Nova Scotia residents:** Support and maintain, with plans to enhance recycling-related P&E residents received prior to program roll-out.
3. **Increase recycling rates to meet material management requirements:** Use education to positively influence behaviour, increase recycling participation rates, and reduce contamination.

## 8.2. Process

Circular Materials has a comprehensive process to ensure it delivers P&E that meets the regulation requirements and the needs of Nova Scotia 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 Nova Scotia.

### 8.2.1. RESIDENT RESEARCH

Circular Materials conducts regular focus group research with Nova Scotia residents to better understand current perceptions, behaviours, and barriers around recycling.

The first round of research took place in November 2023. Learnings include:

- Recycling is an unthinking habit entrenched in one's daily routine.
- There is confusion on what is recyclable and what is not – simplicity is key.
- There is a need to understand more about the recyclability of materials and what recycled material creates.
- A desire to aspire and be part of a circular recycling model and a better understanding on the concept of 'circularity'.
- Nova Scotians want to do the right thing, but convenience is key.
- There's a desire to be inspired and motivated by the results everyone collectively has achieved together.
- Providing information and statistics that demonstrate the result of recycling encourages recycling behaviour – residents want to be shown how their efforts are making a difference.
- Bringing in a local feel is more impactful than a nation-wide message.

### 8.2.2. DISCOVERY MEETINGS

As part of its discovery process, Circular Materials' marketing team will seek to meet with the Solid Waste Education Coordinators and relevant personnel of each participating Waste Management Region, municipality or Mi'kmaq First Nation to better understand their approach to recycling-related P&E, best practices, and challenges. Based on municipal feedback, the meetings with each Regional Waste Region began in July, in tandem with the development of the Readiness Report to provide sufficient time for planning. The first round of discovery meetings with Waste Management Regions will be completed by early

September. Other meetings may take place in the future as needed. Discovery meetings will be conducted with each First Nation as the engagement process progresses over the next several months. Learnings from the discovery meetings will be used to ensure Circular Materials’ P&E program meets the needs of Nova Scotians and is tailored to Waste Management regions, municipalities, Mi’kmaq First Nations and their specific recycling programs.

### 8.2.3. 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 an increase of paper towels in their recycling bag, Circular Materials can implement a campaign focusing on paper towels in this community to support behaviour change and reduce contamination. Follow-up audit data will be used to determine the impact of the P&E program. For more information about how audits are conducted, please see section 6.1.8

### 8.2.4. OUTCOME

P&E assets will be developed, and where appropriate, delivered to Eligible sources before Implementation Date. After Implementation Date, Circular Materials will evolve the assets based on learnings, resident research, feedback, audit data findings, etc.

## 8.3. Tactics

Circular Materials will develop P&E with input and collaboration from Nova Scotia’s Regional Waste Regions, municipalities and Mi’kmaq First Nations.

Where a municipality or First Nation continues to manage their recycling program, Circular Materials will support P&E efforts and amplify recycling messaging.

Where Circular Materials manages a local recycling program, P&E will be led by Circular Materials and 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.



### Ready

Recycling preparation and what you need to do before your material goes into the recycling bin.



### Recycle

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



### Repeat

Continuing the behaviour cycle, focusing on the ‘why recycle’ piece, motivating people to recycle.



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

- Recycling guides and calendars.
- Social media content.
- Videos.
- Media buys including radio, television, print, out of home advertising, etc.
- School programming.
- Local events.
- Website information.
- Recycling app.
- Customizable assets for communities to use on their channels.
- Contests.

To support an effective and impactful approach, Circular Materials will engage with Regional Waste Regions, municipalities and First Nations on its promotion and education campaigns to residents with opportunity to capture feedback on learnings and continuous improvement.

### 8.3.1. TIMELINE

DATE	MILESTONE
Q4 2023	<ul style="list-style-type: none"> <li>• First round of resident focus group research.</li> </ul>
Q3 2024	<ul style="list-style-type: none"> <li>• Discovery meetings kick-started.</li> </ul>
Q4 2024	<ul style="list-style-type: none"> <li>• Planning and creative development.</li> <li>• Resident focus group research.</li> </ul>
Q2 – Q3 2025	<ul style="list-style-type: none"> <li>• Community webinars to review P&amp;E approach and provide feedback.</li> <li>• P&amp;E finalized.</li> <li>• Resident focus group research</li> </ul>
December 1, 2025	<ul style="list-style-type: none"> <li>• P&amp;E program launch in municipalities and First Nations that have accepted an offer to deliver services by July 31, 2025.<sup>21</sup></li> </ul>

## 8.4. Measuring success

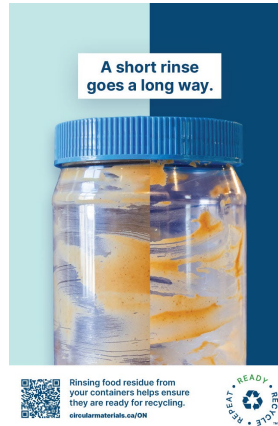
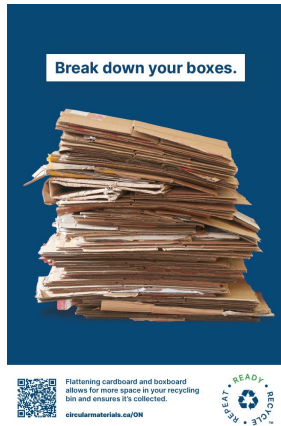
Circular Materials will establish a benchmark measurement of program awareness, perceptions, and reported behaviour against which to track and assess changes pertaining to performance.

Following this benchmark, audit data will determine the impact the P&E program is having on education and changing behaviour. P&E will undergo continuous improvement and evolve to continue to effectively educate and influence behaviour change.

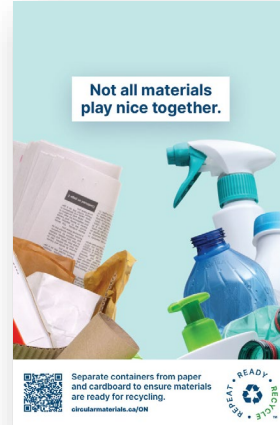
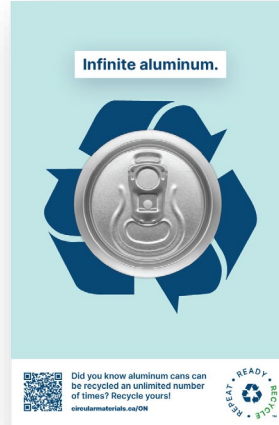
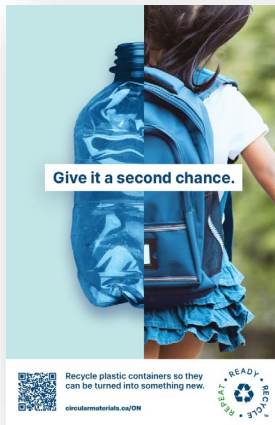
<sup>21</sup> P&E materials will launch in First Nations communities, that accept offers to provide services later that July 2025 at the same time as the agreed date for collection service to commence.

## 8.5. Sample creative

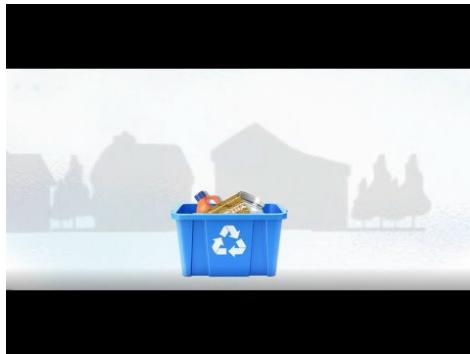
Below are examples of P&E assets developed in other jurisdictions. Following the discovery process outlined above, Circular Materials will tailor P&E to Nova Scotia (e.g. bags, call to action, etc.).







## Animated videos



## 9. Consultations & Engagement process

In Nova Scotia, the Regulation under Part VII set out the requirements for Producers to consult with every municipality in the Province and submit a readiness report.

*“9(1). No later than October 1, 2024 a producer must consult with every municipality in the Province and submit a readiness report containing all of the following information to the Authority*

- a. a description of the consultation with the municipalities and how the feedback was addressed;*
- b. a description of the actions planned or already undertaken to ensure that the requirements of Part IV will be met by the implementation date;*
- c. a description of the actions planned or already undertaken to ensure that the requirements of Parts V, VI and VII are met.*



To ensure the Readiness Report met the requirements of the regulation, the interests of Mi'kmaq First Nations and stakeholders and our operational needs, Circular Materials engaged a third-party consultant to support a comprehensive and meaningful consultation process. The consultation process took place between May 2024 and September 2024.

## 9.1. Our Process

To introduce EPR for PPP in Nova Scotia, Circular Materials initiated a comprehensive engagement process with municipalities and First Nation communities in the province. The structured process ensured thorough communication and engagement with municipalities, service providers, and First Nation communities in Nova Scotia, facilitating effective planning and feedback collection. First, a proposed approach for the Readiness Report was developed to meet the regulatory requirements. This approach was presented to each of the stakeholders. After receiving feedback on this approach, a final draft Readiness Report was completed, and presented back to stakeholders for further consideration and comment.

The below outlines our process and timeline to develop the Readiness Report.

### 9.1.1. INITIAL OUTREACH

The process began with outreach in early March to waste management coordinators for each region in Nova Scotia, provided by DivertNS. Regional Coordinators identified key contacts, dates, and locations for meetings within their group of municipalities. In the initial outreach email, Circular Materials offered an introductory call to coordinators as an alternative option and inquired about preferences for virtual or in-person meetings.

Most regions opted for in-person meetings, except Cape Breton Island (Region 1b) which chose a virtual meeting due to geographical constraints. All municipalities in Nova Scotia were invited to attend these consultation meetings.

- **March 8, 2024:** Initial outreach emails to Regional Coordinators in Nova Scotia

### 9.1.2. MEETING COORDINATION

Once dates were finalized, Circular Materials sent confirmation emails to Regional Coordinators, detailing the date, time, and location of the meetings. Coordinators were given the choice to either send the invites themselves or have Circular Materials share directly, and actions were taken accordingly.

Technical requirements for each meeting were addressed in advance to ensure smooth proceedings. Formal invitations were then sent to Regional Coordinators and/or participants, including all necessary details and a link to the virtual option. These meetings were scheduled and added to calendars. A second meeting was scheduled with two virtual options (June 3 and June 12) to accommodate participants.

- **March 8-30, 2024:** Confirming technology and logistical requirements for each meeting

- **March 22, 2024:** Meeting confirmation emails to Regional Coordinators
- **March 25, 2024:** Formal invites sent to participants

### 9.1.3. CONSULTATION MEETINGS

Initial meetings with municipalities in Nova Scotia took place between March 25 and April 18, 2024. A follow-up meeting with municipalities occurred on June 3 and 12, 2024. Questions were encouraged, and written feedback was requested after the meetings. The below provides a list of dates for each consultation meeting.

- **March 25, 2024:** Region 1a: Cape Breton Regional Municipality
- **March 26, 2024:** Region 1b: Cape Breton Island
- **March 27, 2024:** Region 2b: Eastern (Guysborough/Antigonish/St.Mary's)
- **March 28, 2024:** Region 2a: Pictou County Shared Services Authority
- **April 8, 2024:** Region 6: South Shore
- **April 10, 2024:** Region 4: Halifax Regional Municipality
- **April 12, 2024:** Region 3: Northern Region
- **April 17, 2024:** Region 7: Western
- **April 18, 2024:** Region 5: Valley
- **June 3, 2024:** Second consultation meeting (option 1) – **65 attendees**
- **June 12, 2024:** Second consultation meeting (option 2) – **42 attendees**

### 9.1.4. FOLLOW-UPS AND REQUEST FOR FEEDBACK

Following each meeting, Circular Materials sent the meeting presentation to participants and requested feedback on the discussed approach by April 26, 2024. Participants received the Readiness Report in advance of the second meeting, and prior to June 28, 2024, a second round of feedback was requested.

- **April 26, 2024:** Feedback requested on discussed approach

Circular Materials received 16 written responses by April 26, 2024, including 14 from municipalities and two (2) from Producers

- **June 28, 2024:** Second round of feedback requested on Readiness Report

Circular Materials received seven (7) written responses by June 28, 2024, including six (6) from municipalities and one (1) from a service provider

### 9.1.5. SERVICE PROVIDERS INFORMATION SESSION

In addition to municipal consultation meetings and First Nations engagement, Circular Materials provided an information session for all service providers in the province. This session focused on information useful for waste management service providers and haulers, including materials included in the PPP program, collection details, and program management. The Readiness Report was sent in advance of this session, and a follow-up email was sent to share the presentation and request feedback by June 28, 2024.

- **June 3, 2024:** Service Providers information session – **19 attendees**

### 9.1.6. FIRST NATIONS ENGAGEMENT

In tandem with consultation meetings with municipalities, Circular Materials engaged with First Nation communities in Nova Scotia to discuss the EPR program. An Indigenous consultant from Indigivisor Nova Scotia, who was engaged by our third-party consultant to support Circular Materials with an engagement guide for First Nation communities and introduced them to key contacts at The Union of the Nova Scotia Mi'kmaq (UNSM) and The Confederacy of Mainland Mi'kmaq (CMM). These two Tribal Councils represent the 13 First Nation communities and 42 reserves in Nova Scotia.

Circular Materials had introductory meetings with both organizations. In these meetings Circular Materials shared the Readiness Report and requested feedback. Although there was no feedback on the Readiness Report, UNSM and CMM expressed a desire to discuss more details closer to the time of collection service offers. Both organizations indicated they would like to introduce EPR and present the Readiness Report to the communities, ultimately being the ones to present collection service offers to the community. This engagement process is ongoing.

- **March 30, 2024:** Introduction meeting with Indigivisor
- **April 15, 2023:** Follow-up meeting with Indigivisor
- **April 23, 2024:** Introduction meeting with UNSM
- **June 6, 2024:** Introduction meeting with CMM

## 9.2. Summary of feedback received

Circular Materials encouraged feedback on its proposed Readiness Report from all its stakeholders either directly during the engagement sessions or through written feedback. Written feedback was requested by June 28, 2024. All feedback was carefully reviewed and considered with finalized the Readiness Report.

### 9.2.1. MUNICIPALITY FEEDBACK

A summary of the feedback received from municipalities offered the following considerations.

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
<p><b>More information and an earlier timeline were requested for collection offers and contractual negotiations.</b></p>	<p>Circular Materials' has shared its proposed timeline and proposed to release template agreements, prior to the acknowledgement of the Readiness Report in order to support municipalities with contractual discussions.</p> <p>Municipalities were informed that more information will be forthcoming after the Readiness Report is approved by the</p>

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
	<p>Administrator. Circular Materials cannot enter into contractual discussions or negotiations prior to the acknowledgement of the Readiness Report, as it outlines the structure of the services required. We have communicated this time-sensitivity to DivertNS and hope for an expedited acknowledgement process of the Readiness Report.</p>
<p><b>Information on how contamination would be addressed.</b></p>	<p>Circular Materials will assess contamination through an auditing process. Circular Materials will support, engage and work with communities to reduce contamination over time. This would include the use of targeting Promotion and Education campaigns to reduce contamination.</p> <p>Circular Materials included information on how contamination issues may be addressed. See section <a href="#">6.1.8</a>, <a href="#">6.1.11</a> and <a href="#">8.2.3 Audit data</a>.</p>
<p><b>Request for clarification on the definitions of curbside and depots</b></p>	<p>Circular Materials provided clarification during the engagement sessions and provided more information in the final Readiness Report. See section <a href="#">4.3</a> (curbside) and <a href="#">4.4</a> (depots).</p>
<p><b>Materials included under the Regulation / Non-PPP items / Industrial, commercial and institutional sources (IC&amp;I)</b></p>	<p>Circular Materials provided information on the Designated Materials Guide, Industrial, Commercial and Institutional (IC&amp;I) sources and Non-PPP items during the engagement sessions. Further information was provided on our approach to Non-PPP and IC&amp;I materials in sections <a href="#">4.1.8</a> and <a href="#">6.1.9</a></p>
<p><b>Expressing an interest in continuing to support Promotion and Education (P&amp;E) campaigns</b></p>	<p>To support an effective and impactful approach, Circular Materials will engage and collaborate with municipalities and</p>

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
	<p>First Nations on its promotion and education campaigns to residents with opportunity to capture feedback on learnings and continuous improvement.</p> <p>More information will be forthcoming during the discovery meetings for promotion and education. More detail can be found in <a href="#">section 8.2.2</a> under “discovery meetings” of the Readiness Report.</p>
<p><b>Will there be a unified material collection list across Nova Scotia?</b></p>	<p>It is Circular Materials’ intention to develop a unified collection list of accepted materials, to be used for all residents in Nova Scotia, which will align with the Designated Materials Guide. See <a href="#">section 4.1.7</a>.</p>

### 9.2.2. FIRST NATIONS FEEDBACK

The written feedback received from First Nations focused on the request for more detailed information on how the introduction of Extended Producer Responsibility Regulation in Nova Scotia would specifically affect each First Nation community in Nova Scotia. Circular Materials communicated that the Readiness Report would not contain specific details for each municipality or First Nations, but that we would seek to provide service to First Nations in a similar manner to that of municipalities. We also presented our proposed methodology for working with First Nations to deliver collection offers by June 1, 2025, as per the requirements of the Regulation. Circular Materials have included information on this in [Section 4.2 First Nations](#).

### 9.2.3. SERVICE PROVIDER FEEDBACK

A summary of the feedback received from service providers offered the following considerations.

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
<p><b>How will existing infrastructure be utilized</b></p>	<p>Circular Materials intends to utilize existing infrastructure where possible, see <a href="#">section 6.1.6</a>.</p>



Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
<b>Will there be a unified material collection list across Nova Scotia?</b>	It is Circular Materials intention to develop a unified collection list of accepted materials, to be used for all residents in Nova Scotia, which will align with the Designated Materials Guide. See <a href="#">section 4.1.7.</a>

### 9.2.4. PRODUCER FEEDBACK

A summary of the feedback received from Producers offered the following considerations.

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
<b>How will unaligned producers be managed</b>	<p>The NS Regulation requires all producers who meet the definition of a Producer to register with Divert NS (the Regulator).</p> <p>Un-aligned producers will be subject to compliance efforts from the Regulator. Circular Materials will engage with the Regulator and support them in identifying un-aligned producers, encouraging action where necessary to ensure producer compliance.</p> <p>Circular Materials will also take efforts to actively bring all un-aligned producers into compliance by joining the Circular Materials program and contributing to the overall costs of the system.</p>
<b>What are the current service levels</b>	<p>The Readiness Report includes details on the proposed collection system (<a href="#">Section 4</a>) and proposed material management system. This includes</p> <ul style="list-style-type: none"> <li>a) Leveraging existing infrastructure that can meet both regulatory and commercial requirements in the short term, subject to successful commercial negotiations.</li> <li>b) Minimizing contamination through composition audits to inform promotion and education efforts.</li> </ul> <p>Circular Materials added further information to both section 4 to outline the current service levels.</p>

Summary of Feedback	Response and how it was incorporated into the final Readiness Report.
<p><b>More information on the establishment of end markets.</b></p>	<p>Circular Materials will seek to develop additional end markets for Designated Materials that will support meeting regulatory targets while improving economies of scale and optimizing freight efficiencies by harmonizing existing and new end markets for Designated Materials in Nova Scotia with that of designated materials in other jurisdictions. <a href="#">Added section 6.1.10 and Section 6.2</a></p>

### 9.3. Ongoing Engagement

Circular Materials will create a First Nations and Municipal Working Group in Nova Scotia to maintain ongoing communication with municipalities and First Nations through the implementation of the collection system. Similar working groups are successful in other jurisdictions. The frequency of the meetings is traditionally monthly, and they provide a valuable opportunity for municipalities and First Nations to ask questions about the ongoing implementation and for Circular Materials to provide updates on implementation and consistent information to municipalities. Topics to be addressed may include timelines and information on MSA’s and SoW’s as well as regular updates on promotion and education. The monthly Nova Scotia First Nations Municipal Working Group (NS FNMWG) will launch on November 12, 2024 and invitations were sent to municipalities, First Nations and Divert NS in August 2024. This upcoming platform was discussed at each promotion and education discovery meeting led by the marketing team between July and September 2024.

### 9.4. Conclusion

As reflected in the final Readiness Report, the feedback received during the engagement period was carefully considered as Circular Materials finalized its Readiness Report. Circular Materials would like to thank all respondents who took the time to participate in our engagement process and provide feedback.



## Appendix A: Circular Materials in Nova Scotia: Material List



# Circular Materials in Nova Scotia Material List

January 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 Nova Scotia: Material Reporting

Below is a complete list of material reporting categories for producers to report the quantities of designated packaging, packaging-like product and paper supplied to consumers in Nova Scotia.

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 associated packaging and paper. Please note that beverages which are on deposit in Nova Scotia are not obligated. Please note that: dairy milk, dairy milk producers, soya and rice beverages are not on deposit.

If you require assistance in identifying which material reporting categories your packaging and paper fall under, please contact Circular Materials in Nova Scotia 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 newspaper should be reported under either LDPE/HDPE Film; PLA, PHA, PHB – Plastic Film; or as Plastic Laminates, if made from any other film.</p> <p>Newsprint used as a product packaging should be reported as Boxboard and Other Paper Packaging subcategory</p>	Paper
Paper	Newsprint (inserts and circulars)	<p><b>Definition:</b> Newsprint inserts, flyers and circulars. Examples: 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 LDPE/HDPE Film; PLA, PHA, PHB – Plastic Film; or as Plastic Laminates, if made from any other film. Newsprint used as product packaging should be reported as Boxboard and Other Paper Packaging.</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 LDPE/HDPE Film; PLA, PHA, PHB Plastic Film; or as Plastic Laminates, 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, 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 LDPE/ HDPE Film; PLA, PHA, PHB - Plastic Film; or as Plastic Laminates - Non-Beverage if made from other film. Report bound product manuals as Other Printed Materials. Report bound product manuals printed on newsprint as Newsprint (Inserts and Circulars). Report bound printed directories that include business or residential contact information under Directories.</p>	Paper
Paper	Directories	<p><b>Definition:</b> Printed bound directories, whether printed on newsprint, 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 Boxboard and Other Paper Packaging.</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 Other Printed Materials.</p>	Paper
Paper	Other Printed Materials	<p><b>Definition:</b> All other paper product/material that is 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 material provided at point of sale such as promotional post cards; statements and information inserts from banks, credit card companies and utility companies; information and forms distributed by municipal, regional,</p>	Paper

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
		<p>provincial and federal governments; transportation and transit schedules, HR-related documents distributed to employees such as T4s.</p> <p>Reporting Tips: Excludes: soft or hard cover fiction, non-fiction books and bound text books sold as products to the residential consumer. Producers should report film for protection of printed materials as LDPE/ HDPE Film; PLA, PHA, PHB - Plastic Film, or as Plastic Laminates, 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, fortified beverages (source of protein) meal replacements, 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, fortified beverages (source of protein) meal replacements, soups, sauces and other non- beverages.</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 Kraft Paper Carry-Out Bags.</p> <p>Report any laminated paper that is not used for packaging as Other Printed Materials.</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 Paper Laminates.</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 Paper Laminates. Include Kraft paper bags such as lunch bags supplied to consumers as packaging-like products in this category.</p>	Paper
Paper Packaging	Corrugated Cardboard	<p><b>Definition:</b> Multi-layered paper board and fibre 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 Corrugated Cardboard 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 Boxboard and Other Paper Packaging.</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 Boxboard and Other Paper Packaging if easily separable by consumer at time of disposal. Any packaging-like products made of boxboard and other paper packaging supplied to consumers should be reported in this category.</p>	Paper
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 Nova Scotia Beverage Containers 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 Other Plastic Packaging. PET Thermoform containers should be reported as PET Thermoform Containers &lt;5 Litres.</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 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 Nova Scotia Beverage Containers 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 Other Plastic Packaging. PET Thermoform containers should be reported as PET Thermoform Containers &lt;5 Litres.</p>	Rigid Plastic
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 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 Other Plastic Packaging &lt; 5 Litres.</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 displaying the #2 resin code containing a non-beverage product, or any beverage product not bearing a deposit under the Nova Scotia Beverage Containers 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 Other Plastic Packaging.</p>	Rigid Plastic



Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
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, displaying the #2 resin code containing a non-beverage product, or any beverage product not bearing a deposit under the Nova Scotia Beverage Containers 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
Rigid Plastic Packaging	Expanded Polystyrene	<p><b>Definition:</b> All forms of expanded foam packaging used in food and protective packaging applications and may display resin code #6.</p> <p><b>Examples:</b> Meat trays, beverage cups used as service packaging, cushion packaging for consumer products and PS foam packing peanuts. Includes beverage cups, plates and other packaging-like-products made of expanded polystyrene 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 Nova Scotia Beverage Containers 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, plastic hangers provided as service packaging with an item of clothing.</p>	Rigid Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
Rigid Plastic Packaging	PLA, PHA, PHB	<p><b>Definition:</b> Plastic containers consisting of bio- plastics 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 Nova Scotia Beverage Containers 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
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, for non-beverage products, or any beverage product not bearing a deposit under the Nova Scotia Beverage Containers Program, that are #1 PET, #2 HDPE, #3 PVC (Polyvinyl Chloride) plastic, #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.</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	Other Plastic Packaging (not listed Above) > 5 Litres	<p><b>Definition:</b> All forms of rigid plastic packaging, with a volume of 5 litres or more, for non-beverage products, or any beverage product not bearing a deposit under the Nova Scotia Beverage Containers Program that are #1 PET, #2 HDPE, #3 PVC (Polyvinyl Chloride) plastic, #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. 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 LDPE/HDPE Film supplied to consumers as packaging-like products, and includes LDPE/HDPE Film 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 Plastic Laminates 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 bio-plastics 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 PLA, PHA, PHB - Plastic Film 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 bio- plastics 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
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 LDPE/HDPE Film or PLA, PHA, PHB – Plastic film.</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</p>	Flexible Plastic

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
		<p>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: LDPE/HDPE Film; or PLA, PHA, PHB – Plastic Film, 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 product to consumers.</p>	
<p><b>Steel Packaging</b></p>	<p><b>Steel Aerosol Containers</b></p>	<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>	<p><b>Metal</b></p>
<p><b>Steel Packaging</b></p>	<p><b>Other Steel Containers and Packaging</b></p>	<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 steel and other metal packaging subcategory. Includes any beverage product not bearing a deposit under the Nova Scotia Beverage Containers Program.</p> <p><b>Examples:</b> Steel food containers such as soup, 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>	<p><b>Metal</b></p>

Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
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% by weight of aluminum. Includes any beverage product not bearing a deposit under the Nova Scotia Beverage Containers 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 Other Aluminum Packaging.</p>	Metal
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 Nova Scotia Beverage Containers 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



Material Group	Reporting Category	Definition, Examples and Reporting Tips (Examples provided for illustrative purposes only)	Material Category Performance
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 Nova Scotia Beverage Containers 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



## **Appendix B: The Standards**

Packaging, Paper Products and Packaging Like Products Material Management Standard – Nova Scotia Environment and Climate Change.

# Packaging, Paper Products and Packaging Like Products Material Management Standard



Approval Date: August 2, 2023 Effective Date: \_\_\_\_\_

Approved By: 

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# Packaging, Paper Products and Packaging Like Products Material Management Standard

## Applicability

- 1(1) This Standard applies to the designated material and material categories prescribed in the *Packaging, Paper Products and Packaging Like Products Regulations*.
- (2) This Standard describes the minimum management requirements for material categories for designated materials under the *Packaging, Paper Products and Packaging Like Products Regulations*.

## Definitions

2(1) In this standard, the following definitions apply:

“Beneficial reuse” means the reclamation of materials in such a manner that they cannot displace the primary or raw materials they were produced from and are practically unrecoverable for the original purpose they were created and instead act as a substitute material in other uses.

“Compost” has the same meaning as in the *Solid Waste Resource Management Regulations*.

“Energy Recovery” means the extraction or production of energy, including fuels, from source-separated designated materials but does not include incineration in an incinerator.

“Incinerator” has the same meaning as in the *Solid Waste Resource Management Regulations*.

“Recycle” means the reclamation of materials in such a manner that they can displace the primary or raw materials they were produced from.

“Regulations” mean the *Packaging, Paper Products and Packaging Like Products Regulations*.

## Material Management Requirements

- 3(1) A producer must meet the material management requirements for material categories in Table 1 using the methods specified in subsections (2).
- (2) The material management performance requirement in Table 1 is the amount of a designated material type that is re-used for its original purpose or function, recycled, composted, recovered for energy, or beneficially reused by a producer in accordance with this standard divided by the amount of that designated material

type that the producer supplies in Nova Scotia to consumers for personal, family or household purposes, expressed as a percentage.

### Minimum Material Management Requirements

4(1) The minimum material management requirements that a producer must meet for each material category are set out in the following table:

Table 1: Material Management Requirements by Designated Material Type

Material Category	Column 1 Years 1 & 2 Calendar years: 2026 & 2027	Column 2 Years 3 & 4 Calendar years: 2028 & 2029	Column 3 Year 5 Calendar year: 2030	Column 4 Year 10 & onward Calendar years: 2035 & onward
Paper	Best efforts to meet 80% target	80%	90%	95%
Rigid Plastic	Best efforts to meet 60% target	60%	65%	70% plus 5% every 5 years thereafter until 85% is achieved
Flexible Plastic	Best efforts to meet 30% target	30%	40%	50% plus 5% every 5 years thereafter until 85% is achieved
Glass	Best efforts to meet 75% target	75%	85%	90%
Metal	Best efforts to meet 70% target	70%	80%	85%

### Reporting Requirement

5(1) The producer shall only report material that was processed by a registered processor and reported in the name of the producer or, if reported in the name of the producer's producer responsibility organization, that the producer responsibility organization reported as allocated to the producer through the reporting requirements under the Regulation to satisfy the producer's management requirement in the previous calendar year.

6(1) A producer shall only report material, in respect of the producer's management requirement for a material category, that satisfies the requirements set out in subsection (2).

(2) For the purposes of subsection (1), the following requirements must be satisfied:

- (a) The material must be,
  - i. marketed for re-use for their original purpose or function,
  - ii. recycled into new products or packaging,
  - iii. marketed as compost,
  - iv. marketed for beneficial reuse, or
  - v. marketed for energy recovery.



- (3) The weight of the material may only be counted one time by the producer and must not be counted by more than one producer.
- (4) Unless approved by the Administrator, the material must have been processed within three months of the registered processor receiving the material.
- (5) A producer may only satisfy a management requirement for a material category with material in that material category.
- (6) Material that meets any of the following conditions shall not be accounted for in respect of a producer's management requirement for a material category:
  - (a) The material is used in a product that is land cover, unless the land cover is,
    - i. glass used for aggregate replacement, or
    - ii. a product that supports soil health or crop growth that is created from material that is recovered from paper.
  - (b) The material is supplied to an incinerator for incineration.
  - (c) The material is landfilled or land disposed.