

TIRE STEWARDSHIP MANITOBA
MUNICIPAL POLICIES, PROCEDURES & INSTRUCTIONS

Tire Stewardship Manitoba (TSM) is a not-for-profit association formed as a stewardship agency to represent the tire retailers of Manitoba. TSM has had its tire product stewardship program (the Plan), approved by Manitoba Conservation in accordance with *The Tire Stewardship Regulation 2006*.

Topics	Procedures
Municipal Registration	<ol style="list-style-type: none"> 1. The Municipality/Landfill will complete and send in a Municipal Registration Application to TSM. 2. All registered municipalities will be issued a Certificate of Registration that will specify a unique registration number to be used on all transactions with TSM. 3. Registered Municipalities are bound to all applicable TSM program policies and procedures (Rules) that are in place and to be set out by TSM in the future. 4. The municipality would surrender its TSM Certificate of Registration to TSM if the Applicant's registration is cancelled or suspended. <ul style="list-style-type: none"> - TSM may cancel or suspend registration. <ul style="list-style-type: none"> o TSM may cancel or suspend the municipal registration if the municipality; <ol style="list-style-type: none"> a) Does not comply with the Plan or the Rules; b) Fails to keep the required Records
Municipal Scrap Tire Collection	<ol style="list-style-type: none"> 5. Accept all Manitoba generated scrap tires at no charge: <ul style="list-style-type: none"> - For the general public verify that they are a Manitoba resident. - For retailers verify their TSM registration number. - For generators verify TSM registration number. 6. Ensure proper storage of scrap tires (see <i>Guideline for the Storage of Scrap Tires, & Guideline for the Scrap Tire Storage Picture Examples</i>): <ul style="list-style-type: none"> - Separate the piles of small to medium sized tires from the large (OTR) tires. - Have the tires clean and off the rims. - Stack tires in rows preferably. - Make scrap tires easily and readily accessible defined as the tires being stored in a location that is free and clear of any obstructions and / or debris and allows the tires to be directly loaded onto the hauler's truck. - Arrange the tires in such a way that there is enough room for a pickup truck and trailer to park next to the tire pile. - Have the tires stored on solid foundation in an all weather area, to ensure a truck and trailer can pick up tires even when it rains, and the truck does not sink in the mud.

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Municipal Records	<p>7. Keep records of all scrap tire collections:</p> <ul style="list-style-type: none"> - Record all scrap tires accepted, stored and collected. - Update records on the Municipal Tire Tracking System http://my.re-trac.com/Login.pm - You will have the right to refuse Non-Manitoba generated scrap tires. - If you choose to collect Non-Manitoba generated scrap tires: <ul style="list-style-type: none"> o Keep records of them: <ul style="list-style-type: none"> ▪ These tires will not receive TSM financial support. ▪ You will become responsible for these tires and may charge a disposal fee to pay for the responsibilities of handling these tires.
Scrap Tire Removal Service Scheduling	<p>8. Contact Reliable Tire Recycling for scheduling removal service of all small/regular/medium sized scrap tires:</p> <ul style="list-style-type: none"> - Provide an accurate count on the number of scrap tires. - Generally you must have a minimum of 1 semi load (1000) of scrap tires or 1 year must have passed since the last collection. <ul style="list-style-type: none"> o Note: Some landfills may require more frequent collections due to their size and ability to manage the tires; however, it will be up to the collector's discretion. <p>9. Contact OTR Recycling for scheduling removal service of all OTR (large) scrap tires:</p> <ul style="list-style-type: none"> - Provide an accurate count on the number of scrap tires. - Generally you must have a minimum of 1 semi load (250) of scrap OTR's or 1 year must have passed since the last collection. <ul style="list-style-type: none"> o Note: Some landfills may require more frequent collections due to their size and ability to manage the tires; however, it will be up to the collector's discretion. <p>Concerns Regarding Collection</p> <ul style="list-style-type: none"> o Contact TSM and notify us of the situation. <ul style="list-style-type: none"> ▪ Your contact information and concerns will be reported and communicated to the TSM board members.
Financial Incentive	<p>10. Receiving financial assistance:</p> <ul style="list-style-type: none"> - Fill out a Municipal Government Used Tire Claim and send it to TSM accompanied by the receipt from the processor that collected the tires.
Where to get more information	<p>Web site: www.tirestewardshipmb.ca By Email: info@tsmb.ca By Phone: (204) 661-3242 Toll Free (866) 724-5002 (MB) By Mail: Tire Stewardship Manitoba 1791 Dublin Avenue, Unit B Winnipeg MB R3H 1A9</p>