

**Diane Caron**

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**Objet:** TR: NEW OIL AND GLYCOL PROGRAM FOR PEI  
**Pièces jointes:** PE-New Oil and Glycol Supplemental information.pdf; PE-Collection Facility Supplemental information.pdf; PE-Benefits of becoming a Collection Facility.pdf; PE-Collection Facility Registration Form.pdf; PE-Promotion on Filters.pdf; PE-Promotion Filter Claim Form.pdf

## E-mail sent to ALL Collectors of PEI, March 17, 2015

Please ; if this e-mail does not concern you forward it to the appropriate party.

\*\*\*This message was sent to all of collectors confidentially in Bcc

### To all our Collectors of SOGHUOMA PE

For your information, see below the email we have sent last week to fifty-one (51) Generators (garages) of Prince Edward Island. Thank you.

Regards,

*On behalf of Gilles Goddard*  
(General Manager)

*Diane Caron*

Assistant to the General Manager

**SOGHUOMA (Société de gestion des huiles usagées de l'Atlantique/Atlantic Used Oil Management Association)**

1101 Brassard Blvd., Suite 214 Chambly (QC) J3L 5R4

T. 1.877.987.6448 (223) / F. 1.855.497.7505 / [info@soghuoma.ca](mailto:info@soghuoma.ca) / web : [www.soghuoma.com](http://www.soghuoma.com)

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**De :** Nathalie Télénis

**Envoyé :** 11 mars 2015 14:38

**À :** Nathalie Télénis

**Cc :** Jean Duchesneau; Gilles Goddard

**Objet :** TR: NEW OIL AND GLYCOL PROGRAM FOR PEI

Please; if this e-mail does not concern you forward it to the appropriate party

\*\*\* This message was sent to all Recipients confidentially in Bcc\*\*\*

Good day,

Prince Edward Island's new oil and glycol recycling program will begin on April 1, 2015. The program is industry-led and financed. It covers the costs of manufacture, storage, collection, transportation, recycling and proper disposal of these products. SOGHUOMA PE will manage the program on behalf of the industry.

For your convenience, we have attached the following documents as supplemental information for a better understanding of the program and Collection Facilities :

- PE-New Oil and Glycol Supplemental information;
- PE-Collection Facility Supplemental information.

Furthermore, you will also find all the necessary documentation to register as Collection Facility as well as the Filter PROMOTION attached and listed below.

- PE-Benefits of becoming a Collection Facility;
- PE-Collection Facility Registration form;
- PE-Promotion on filters;
- PE-Promotion filter Claim Form.

Becoming a Collection Facility can give you additional income and the satisfaction of maintaining a safe environment and helping the general public.

If you would like to receive these documents, paper version, please contact us at the number below and it will be our pleasure to send you any documents that you may need. If you have any questions, please contact us at your earliest convenience.

Kind regards,

*On behalf of Gilles Goddard*  
(General Manager)

*Nathalie Têlénis*

Administrative Assistant  
**SOGHUOMA**  
1101 Brassard, local 214  
Chambly (Québec) J3L 5R4  
Phone :450-447-9996 / (Toll free) 1-877-987-6448  
Fax : 450-447-9988 /Email : [nathalie.telenis@soghu.ca](mailto:nathalie.telenis@soghu.ca)  
Web site: [www.soghuoma.com](http://www.soghuoma.com)

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*Is it really necessary to print this email ? Think of the environment...*



# ATTENTION PRINCE EDWARD ISLAND GARAGES

## Information on effects and benefits of the new *Environment Protection Act – Materials Stewardship and Recycling Regulations*

**Start date: April 1, 2015**

Here are some basic things you should know about the Regulation.

For more information go to [www.soghuoma.com](http://www.soghuoma.com) and select Prince Edward Island, or call toll free at **1-877-987-6448** or **1-506-381-1282** to find answers about the Regulation, SOGHUOMA PE, membership, the list of Collectors, the fees applicable to each product, the benefits of being a Collection Facility, etc.

- 1 Garages have to deal with a Collector registered with SOGHUOMA PE to take advantage of the program's benefits.
- 2 The Collector will supply the required bins and collect the products free of charge, if you have sufficient volume. If not, there are Collection Facilities where you may take your products. Products covered under the program include used oil and glycol (antifreeze) and their containers of 50 L or less, used filters, aerosol lubricants and brake cleaners.
- 3 Your suppliers may indicate the recycling fee on your invoice. However, when you sell to an individual consumer, this fee has to be internalized in the retail price but may be displayed on the store shelves or on the consumer's receipt.
- 4 Generators who burn used oil: If you have the right to burn, you will keep it. However, to determine the collection rates, SOGHUOMA PE needs to know the volume that is burned each year. SOGHUOMA PE will ask you to report the volume of used oil you are burning. To thank you for that report, SOGHUOMA PE will give you \$0.02 for each litre of used oil you will report, with a minimum of \$20 and a maximum of \$100.
- 5 You can become an official "Collection Facility" and be mentioned on the SOGHUOMA PE website and receive referrals from telephone calls.
- 6 As a Collection Facility:
  - During your business hours, you must accept (free of charge) all used products that are part of the program from individuals, including, for instance, those who do oil changes themselves.
  - You will benefit from SOGHUOMA PE promotions:
    - First, as a new registered Collection Facility, you will receive \$100 three months after your registration.
    - Second, you will receive a financial incentive for all filters you generate (promotion).
    - Third, you will benefit from bookmarks and posters.



# À L'ATTENTION DES GARAGES DE L'ÎLE-DU-PRINCE-ÉDOUARD

## Renseignements sur les effets et les avantages du nouveau règlement sur les matières désignées en vertu de la loi *Environment Protection Act* – *Materials Stewardship and Recycling Regulations*

**Date d'entrée en vigueur : 1<sup>er</sup> avril 2015**

Voici quelques renseignements de base que vous devez connaître au sujet du règlement.

Pour en savoir plus, allez à [www.soghuoma.com](http://www.soghuoma.com) et sélectionnez Île-du-Prince-Édouard, ou téléphonez sans frais au **1 877 987-6448** ou **1 506 381-1282** pour obtenir des réponses à vos questions sur le règlement, l'adhésion à SOGHUOMA PE, la liste des Récupérateurs, le montant des frais sur chaque produit, les avantages d'être un Point de dépôt (Point de Récupération), etc.

- 1 Les garages doivent faire affaire avec un Récupérateur enregistré auprès de SOGHUOMA PE pour profiter des avantages du programme.
- 2 Le Récupérateur fournira les bacs nécessaires et ramassera les produits sans frais, pourvu que le volume soit suffisant. Sinon, vous pouvez apporter les produits à un Point de dépôt (Point de Récupération). Les produits visés par le programme comprennent l'huile et le glycol usagés ainsi que leurs contenants de 50 litres ou moins, les filtres à huile usagés, les lubrifiants en aérosol et les nettoyeurs pour freins.
- 3 Vos fournisseurs peuvent indiquer le montant des frais de recyclage sur votre facture. Toutefois, lorsque vous vendez à un consommateur, vous devez internaliser ces frais dans le prix du produit indiqué sur la facture, mais vous pouvez les afficher sur les étagères des magasins ou les indiquer en commentaire sur la facture.
- 4 Générateurs qui brûlent de l'huile usagée : Si vous avez le droit de brûler de l'huile, vous le conservez. Cependant, afin de déterminer les taux de collecte, SOGHUOMA PE doit connaître le volume qui est brûlé. Par conséquent, SOGHUOMA PE vous demandera de déclarer le volume d'huile usagée que vous brûlez annuellement. Afin de vous remercier de soumettre cette déclaration, SOGHUOMA PE vous remettra 0,02 \$ pour chaque litre d'huile usagée que vous y déclarerez, pour un minimum de 20 \$ et un maximum de 100 \$.
- 5 Vous pouvez devenir un « Point de dépôt (Point de Récupération) » officiel et ainsi profiter des avantages d'être mentionné sur le site Web de SOGHUOMA PE et d'être référé suite aux appels de clients.
- 6 En tant que Point de dépôt (Point de Récupération) :
  - Durant vos heures d'ouverture, vous devez accepter (gratuitement) les produits usagés faisant partie du programme qui vous sont rapportés, entre autres, par les gens qui font eux-mêmes les vidanges d'huile.
  - Vous profiterez des promotions de SOGHUOMA PE :
    - Premièrement, en tant que Point de dépôt (Point de Récupération) nouvellement enregistré, vous recevrez 100\$ trois mois après votre date d'enregistrement.
    - Deuxièmement, vous recevrez un incitatif financier pour tous les filtres que vous générez (promotion).
    - Troisièmement, vous recevrez des signets et des affiches.

April 1, 2015

## NEW OIL AND GLYCOL RECYCLING PROGRAM COMING FOR PRINCE EDWARD ISLAND

### Who deals with the collection of large amounts of materials designated in Prince Edward Island?

A Collector is a firm registered with SOGHUOMA PE to collect the designated materials covered by the *Materials Stewardship and Recycling Regulation – Environmental Protection Act* at the generator's or at Collection facilities, and deliver them to Processors registered by SOGHUOMA PE.

The SOGHUOMA PE program includes incentives (Return Incentives or Ri) paid to Collectors from the private sector. The financing of these subsidies comes from the EHCs (Environmental Handling Charges) paid by brand owners on their sales in Prince Edward Island of the products covered by the Regulation.

Collectors will gather, **FREE OF CHARGE**, the designated products: used oils and antifreeze, their used containers of 50 liters or less (including aerosol lubricant and brake cleaner containers), and their used oil filters, and will provide you the necessary barrels or totes.



### Contact information of the Collectors:

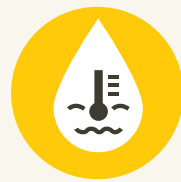
**Atlantic Industrial Services**  
902-818-4928

**Newalta**  
1-800-933-5959

**RPM**  
(Plastic containers only)  
1-877-535-0777

## OIL AND GLYCOL RECYCLING PROGRAM

**How much is the Environmental Handling Charge (EHC) when I purchase oil and glycol products?**



### Fees as of April 1, 2015

- \$0.05 per litre of lubricating oils
- \$0.10 per litre of capacity of containers of 50 litres or less for antifreeze and lubricating oils
- \$0.17 per litre of capacity of non-metal or non-HDPE containers of 50 litres or less for antifreeze and lubricating oils
- \$0.10 per litre of antifreeze mix
- \$0.16 per litre of antifreeze concentrate
- \$0.50 per filter of less than 8 inches or 203 mm (in length)
- \$1.00 per filter of 8 inches or 203 mm (in length) and more
- \$0.50 per sump-type automatic transmission filter
- \$0.25 per spray lubricant container (aerosol, including brake cleaner)

All fees collected go to SOGHUOMA to operate the oil and glycol recycling program.  
SOGHUOMA is an industry organization representing all oil and glycol brand owners in Prince Edward Island.  
**Fees are subject to change. Please refer to [www.soghuoma.com](http://www.soghuoma.com) for the most current version and for specific details on products included in the program.**  
Printed March 09, 2015

Printed in Canada  
on 100% recycled paper. 



## *Benefits of becoming a Collection Facility*

1. Satisfaction of participating to an environmental solution
2. Decrease of disposal at landfills
3. Increase in traffic of potential customers
4. Recognition as an environmentally conscious enterprise amongst the public
5. Additional income from the valuable materials recovered
6. Increase of the volumes recovered, therefore possibility of better prices from Collectors
7. Attractive poster to advertise "Collection Facility" with hours of operation
8. Appear on SOGHUOMA PE's web site (excellent publicity) and referred to callers
9. Registration bonus, minimum \$100
10. Filter Promotion – you will receive subsidies (Ris) based on the quantity of filters collected by registered Collectors of SOGHUOMA PE. You can find the details of this promotion at [www.soghuoma.com](http://www.soghuoma.com) - section Collection Facilities - province of Prince Edward Island.



**SOGHUOMA PE - COLLECTION FACILITY REGISTRATION FORM**

**CONTACT INFORMATION:**

Authorized representative: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_  
(print)

**INFORMATION THAT WILL APPEAR ON THE WEBSITE:**

Company name: \_\_\_\_\_

Complete address: \_\_\_\_\_

Postal Code (must specify) \_\_\_\_\_ \*\*\*Tel: \_\_\_\_\_

Collector's name: \_\_\_\_\_

**HOURS OF OPERATION**

\*\*\*Note: Space is limited for hours on the website. If the details exceed the allotted space, we will write "Call XXX-XXX-XXXX" with the telephone number provided above.

MONDAY	
TUESDAY	
WEDNESDAY	
THURSDAY	
FRIDAY	
SATURDAY	
SUNDAY	

This agreement authorizes SOGHUOMA PE to register your company with SOGHUOMA PE as a Collection Facility for used oil and antifreeze, used oil filters, used containers of oil and antifreeze (including used containers of 50 litres or less, break cleaner and lubricant aerosol containers) for the general public. Your information will be posted on our website SOGHUOMA PE at [www.soghuoma.com](http://www.soghuoma.com) or given verbally to those who call in. You agree to function as a Collection Facility for a minimum of 1 year and offer the drop-off service free of charge to the public. You are responsible for contacting SOGHUOMA PE to report any changes that occur to the information posted on the website. SOGHUOMA PE will forward you a one-time bonus of \$100.00 after 3 months of operation as a thank-you for assisting the SOGHUOMA PE program. Your company will continue to be displayed on our website as an active Collection Facility until such time as you request to be removed.

I \_\_\_\_\_, \_\_\_\_\_,  
(Name print) (Title)

declare to be duly authorized to act herein.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

To receive your payment by electronic funds transfer, please add a check specimen to the present form.





## ANNUAL FILTER PROMOTION

From April 1st to December 31<sup>st</sup> 2015

for Collection Facilities registered with SOGHUOMA PE

As an appreciation for registering with SOGHUOMA PE as a Collection Facility, and to encourage you to increase your **filter** collections, SOGHUOMA PE has implemented a PROMOTION on filters.

SOGHUOMA PE will pay Collection Facilities subsidies (RIs) based on the amount of filters (by weight) collected by SOGHUOMA PE's registered Collectors. **Claims must be submitted directly to SOGHUOMA PE**, as per the Collection Facilities preference, on either a quarterly, semi-annually or annual basis within thirty days of the chosen time frame, by completing the claim form (attached) and that you will find on our website at [www.soghuoma.com](http://www.soghuoma.com) (Prince Edward Island) in the Collection Facilities section.

Applicable products	Used oil <b>filters</b> collected by SOGHUOMA PE registered Collectors
***Subsidies	\$0.20/kg of <b>filters</b> , paid directly to the Collection Facility upon SOGHUOMA PE's receipt of claim
<p>Subsidy claims must be accompanied by a waybill/receipt signed and provided by a SOGHUOMA PE registered Collector.</p> <p>Please take note that you can also send us your documents scanned, by email, at the following address : <a href="mailto:info@soghuoma.ca">info@soghuoma.ca</a>.</p>	

\*\*\* Due to the difficulty of weighing a recycling bin, Collection Facilities using bins of 205 Litres or receptacles on wheels with either a 240 Litres or a 360 Litres capacity proceed with fixed rates that represent the average weights according to the container size multiplied by \$0.20/kg. The fixed rates are as follows: **\$20.00 per 205 Litres bin, \$28.00 per 240 Litres bin and \$34.00 per 360 Litres bin.**

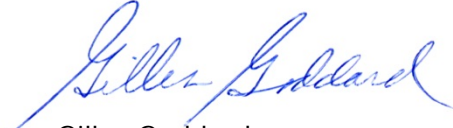
**There is no change in your collections.** Continue to do business with the same Collector(s) and use the document(s) they provide to submit your claim according to your preferred schedule: Quarterly (3 months), bi-annually (6 months) or annually.

SOGHUOMA PE has been operational since April 2015 and pays financial incentives to SOGHUOMA PE registered Collectors for the collection of all products governed by the **Material Stewardship and Recycling Regulation – Environmental Protection Act**.

Many generators will register themselves as Collection Facilities; places where the general public and small enterprises can drop off used oil, used oil filters, used containers of oil and antifreeze (including used containers of 50 litres or less, break cleaner and lubricant aerosol containers) governed by the Regulation, at no charge, during advertised hours.

SOGHUOMA PE wishes to thank all for your genuine concern for the environment and your commercial vision.

For all additional questions or information, please contact Nathalie Télénis toll free at 1-877-987-6448 ext. 226.



Gilles Goddard  
General Manager  
SOGHUOMA PE



**PRINCE EDWARD ISLAND**  
**Collection Facilities annual PROMOTION**  
***FILTER-Claim form for used filter subsidies***  
**From April 1st to December 31st, 2015**

SOGHUOMA PE # (required) \_\_\_\_\_ Name of Collection Facility \_\_\_\_\_

Complete address \_\_\_\_\_

City \_\_\_\_\_ Prov. PE Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

HST # \_\_\_\_\_ Collector's name \_\_\_\_\_

Pickup Date	Original waybill/receipt #	Number of bins	Filter bin capacity (in litres)	RATE by bin type (SEE NOTE 1)	Claim amount
Total					
				Sous total	
				HST @ 13%	
				<b>Total</b>	

**SOGHUOMA PE use only**

GL # \_\_\_\_\_ Date \_\_\_\_\_

Prepared by \_\_\_\_\_

Signature \_\_\_\_\_

**NOTE 1:** Collection Facilities that use 205L drums or wheeled bins of 240L or 360L use the following fixed rates: **205L = 20\$ 240L= 28\$ 360L = 34\$**

Send by mail to:  
**SOGHUOMA PE**  
**1101 boul. Brassard # 214**  
**Chambly (QC) J3L 5R4**

**To receive your payment by electronic funds transfer, please add a check specimen to the present form.**

**Be sure to attach the original waybill/receipt signed by the Collector.**  
 \*\*\* Please note that the documents will not be returned

I certify that all of the information contained within this request is correct. I understand the information in this report is subject to audit. The detailed records which substantiate the information herein are available upon request. I certify that, to the best of my knowledge, the materials included in this claim were generated within Prince Edward Island.

Printed name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_