

USED TIRE COLLECTION

A User Guide for Registering as a Collection Site with eTracks Tire Management System

What do we need to do to prepare for tire collection?

- Tires need to be *separated* from other waste
- Tires need to be *clean* (no caked on mud!)
- Ideally, tires should be off rims, but will still be collected with rims
- Tires need to be *accessible* by a large vehicle (area needs to be cleared of debris, garbage, etc)
- Keep track of estimated amount and types of tires (ie. Vehicle tires, tractor tires, fork lift tires, etc)
[Note that rubber tracks are NOT accepted]
- A photo of the used tire collection site



In preparation for used tire collection, the collector will need to know the *method of access* to the community (eg. all year access road, winter road access, air, barge, etc).

How do we get the used tires out?

Contact a Producer Responsibility Organization (PRO).

A list of PROs can be found at <https://rpra.ca/programs/tires/producer-responsibility-organizations/>.

There are a number of Producer Responsibility Organizations (PRO) in Ontario to contact for used tire collection. The company eTracks Tire Management Systems approached the Ontario First Nations Technical Services Corporation to facilitate used tire collection from First Nations communities, specifically in the remote northern region of Ontario.

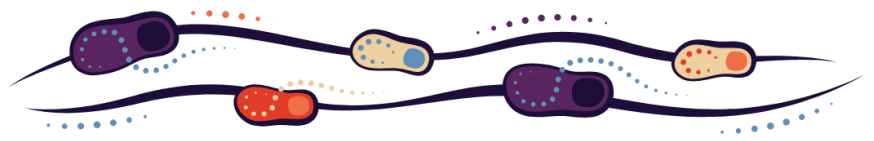
Note that communities are free to choose the PRO they want to work with. For additional information, please visit www.rpra.ca

What is a PRO?

A Producer Responsibility Organization (PRO) is a business established to contract with producers to provide collection, management and administrative services to help producers meet their regulatory obligations under the Tires Regulation O.Reg 225/18

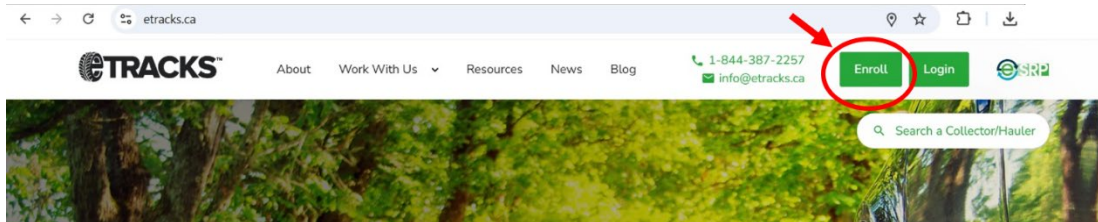
What if I have questions?

To learn more about waste diversion programs, or if you have any questions, please contact Heidi Manitowabi, Regional Solid Waste Specialist at solidwaste@ofntsc.org



How to Register as a Collection Site online:

Visit eTracks.ca and select "Enroll"



You will be brought to an online form. The following information will be required:

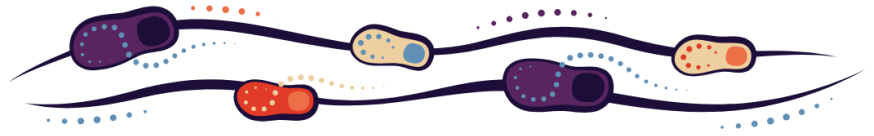
- Business Name (legal name of community)
- Operating Name
- Business Address
 - You will also need the name municipal district that the community is a part of
- Contact information (the person that eTracks can contact)
- Types of Tires to be collected
- Collector Details*
 - If the community does NOT have a business number, input "123456"
 - Select "HST Exempt"
 - If the community does NOT have a Commercial Liability Insurance Number, input "123456" and input December 31, 2025 as the expiry date
 - Select "RPRA Exempt"
 - If your community does NOT have a WSIB number, do not select "I have one or more employees working in my premises"
- Supporting Documents*
 - You do not need to upload or send any supporting documents!
Select "Mail" for each.
- Terms and Conditions
 - The name and virtual signature of the Signing Authority is required

Screenshots of the online enrollment form for eTracks Tire System Management is included in the Appendix.

To contact eTracks Tire Management Systems directly, please call 1-844-387-2257 or email info@etracks.ca.



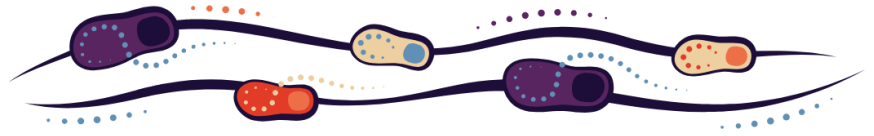
ONTARIO FIRST NATIONS
TECHNICAL SERVICES
CORPORATION



 ofntsc.org

APPENDIX A


Screenshots of Online Enrollment Form for eTracks Tire Management System



COMMUNITY INFORMATION



 Business Information >

 Contact Information

 Tire Details

 Collector Details

 Supporting Documents

 Terms and Conditions

Business Name

Legal Name *

1234 Test

The name under which the business conducts its operations.

Operating Name *

1234 Test

The name that the company commonly operates under and may be different from the legal name of the business.

Business Address

Country *

Canada

Province *

Ontario

Postal / ZIP *

L1L 1L1

City *

Oakville

Municipality *

Oakville, Town of

Address Line 1 *

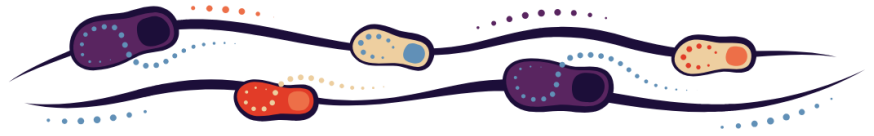
123 Oakville Dr

Address Line 2


Phone *


123-412-3456

Extension









CONTACT INFORMATION

 English ▾



**SUSTAINABLE
RECOVERY
PLATFORM**

-  Business Information
-  Contact Information >
-  Tire Details
-  Collector Details
-  Supporting Documents
-  Terms and Conditions

Contact Information

Primary Contact

First Name *

Enter a first name

Last Name *

Enter a last name

Position

Phone * **Extension**

Enter a phone number

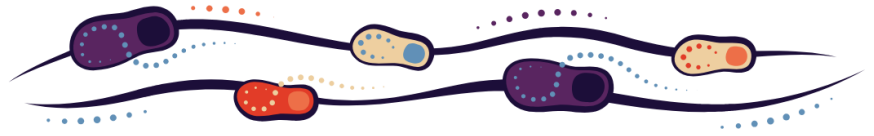
Mobile

Email Address *


Enter an email address

Primary Contact's Address







Contact's address is the same as business address



TYPES OF TIRES



SUSTAINABLE
RECOVERY
PLATFORM

-  Business Information
-  Contact Information
-  **Tire Details** >
-  Collector Details
-  Supporting Documents
-  Terms and Conditions

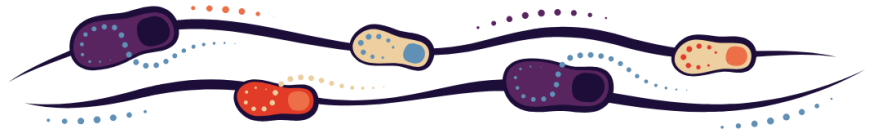
Types of Tires

Please select ALL tires that apply to your business

- Passenger & Light Truck Tires (PLT) ⓘ
- Medium Truck Tires (MT) ⓘ
- Agricultural Drive & Logger Skidder (AG/LS) ⓘ
- Industrial Tires (IND) ⓘ
- Small Off the Road Tires (SOTR) ⓘ
- Medium Off the Road Tires (MOTR) ⓘ
- Large Off the Road Tires (LOTR) ⓘ
- Giant Off the Road Tires (GOTR) ⓘ


Specify the number of units for each tire type you have in storage on the date of this application

Passenger & Light Truck Tires (PLT)	<input type="text" value="10"/>
Medium Truck Tires (MT)	<input type="text" value="0"/>



COLLECTOR DETAILS

English



SUSTAINABLE
RECOVERY
PLATFORM

- Business Information
- Contact Information
- Tire Details
- Collector Details**
- Supporting Documents
- Terms and Conditions

Collector Details

Ontario Business # *

HST Registration # *
 HST Exempt

Primary Business Activity *

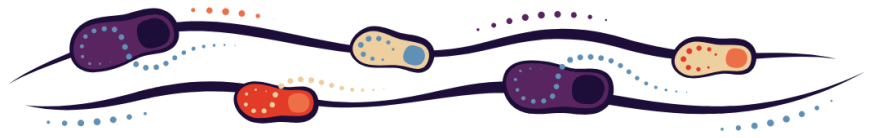
Commercial Liability Insurance * Expiry Date *

RPRA Registration # * ⓘ
 RPRA Exempt

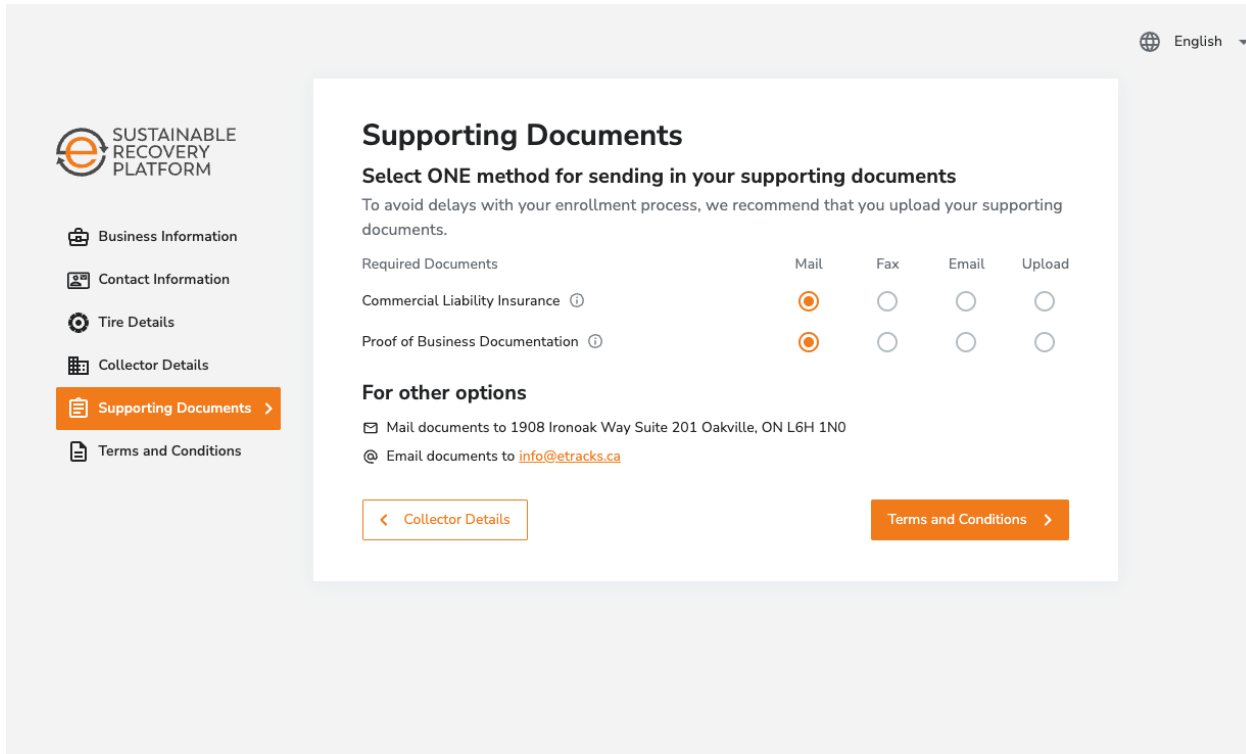
I have one or more employees working in my premises

[< Tire Details](#) [Supporting Documents >](#)

*See Page 2 for assistance with this page

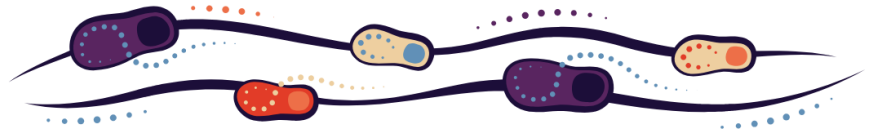


SUPPORTING DOCUMENTS



The screenshot shows a web interface for the Sustainable Recovery Platform. On the left is a navigation menu with items: Business Information, Contact Information, Tire Details, Collector Details, Supporting Documents (highlighted), and Terms and Conditions. The main content area is titled 'Supporting Documents' and instructs users to 'Select ONE method for sending in your supporting documents'. It lists two required documents: 'Commercial Liability Insurance' and 'Proof of Business Documentation'. For each, there are four radio button options: Mail, Fax, Email, and Upload. 'Mail' is selected for both. Below this, there are instructions for other options: 'Mail documents to 1908 Ironoak Way Suite 201 Oakville, ON L6H 1N0' and 'Email documents to info@etracks.ca'. At the bottom of the main content area are two buttons: '< Collector Details' and 'Terms and Conditions >'. In the top right corner of the page, there is a language selector set to 'English'.

*See Page 2 for assistance with this page




TERMS AND CONDITIONS




 Business Information

 Contact Information

 Tire Details

 Collector Details

 Supporting Documents

 Terms and Conditions >

Terms & Conditions

To complete this enrollment, you need to have the authority to bind your corporation/business or have been granted to the authority to bind your corporation/business.

Signing Authority

First Name *

Last Name *

Position *

Enter a position

Form completed by:

First Name *

Last Name *

Position *

Phone *

Electronic Signature

First and Last Name of the Person with Signing Authority *