

**The Corporation of the City of Kawartha Lakes  
Agenda  
Waste Management Advisory Committee Meeting**

**WMAC2024-01**

**Wednesday, February 14, 2024**

**2:30 P.M.**

**Weldon Room**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**

Councillor Dan Joyce

Councillor Pat Warren

Chris Appleton

Brian S. Junkin

Julia Taylor

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<b>1.</b>	<b>Call to Order</b>	
1.1	Appointment of Chair	
1.2	Appointment of Vice Chair	
<b>2.</b>	<b>Adoption of Agenda</b>	
<b>3.</b>	<b>Disclosures of Pecuniary Interest</b>	
<b>4.</b>	<b>Approval of the Minutes</b>	3 - 6
<b>5.</b>	<b>New Business</b>	
5.1	Review Draft 2023 Work Summary	7 - 7
5.2	Review Draft 2024 Work Plan	8 - 8
5.3	Waste Strategy Update	
5.4	SSO Update	
5.5	Review 2024 Meeting Dates and Schedule	9 - 9
<b>6.</b>	<b>Adjournment</b>	

**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Waste Management Advisory Committee Meeting**

**Wednesday, December 6, 2023**  
**2:30 P.M.**  
**Weldon Room**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Councillor Dan Joyce**  
**Councillor Pat Warren**  
**Chris Appleton**  
**Brian S. Junkin**  
**Julia Taylor**

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**1. Call to Order**

C. Appleton called the meeting to order at 2:31 p.m. Councillor P. Warren, and J. Taylor were in attendance.

Manager of Environmental Services D. Kerr, Waste Reduction Coordinator L. Jones and Administrative Assistant S. McKillop were also in attendance.

**2. Adoption of Agenda**

**WMAC2023-011**

**Moved By** Councillor Warren

**Seconded By** J. Taylor

**That** the Agenda of the Waste Management Advisory Committee meeting of December 6, 2023 be received.

**Carried**

**3. Disclosures of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**4. Approval of the Minutes**

**WMAC2023-012**

**Moved By** Councillor Warren

**Seconded By** J. Taylor

**That** the Minutes of Waste Management Advisory Committee Meeting of November 1, 2023 be received.

**Carried**

## 5. New Business

### 5.1 Review 2023 Workplan

The Committee reviewed the 2023 Workplan and discussed the successes of each project.

It was noted that the Bulky Plastics Pilot Program was adopted as a permanent Program by Council in June 2023. Contamination issues were reported in early days of the Program. Additional training was provided to Staff to increase the education information on the Program that can be relayed to residents. Staff saw improvements relating to contamination issues.

There are no known programs relating to boat and bale wrap. There were 20 Tonnes of boat and bale wrap reported at City Landfills for 2023. Staff will continue to reach out to other Municipalities for boat and bale wrap program ideas.

The Source Separate Organics (SSO) Program has been approved for a January 1, 2025 start within urban areas. Staff are working to determine a facility for this Program.

The Construction and Demolition (C&D) is on target to meet the identified goal. An increase in promotions and awareness of the Program will promote future Program growth.

Public Space Recycling is currently on hold until Circular Materials Ontario provides more information. The silver bins are no cost to the City. The owner receives the advertising revenue and the City's responsibility is to empty the inside bucket.

Waste Reduction Vision Procedures have determined that the waste calendars are the City's biggest paper producer. There have been no measurable outcomes at this time, outreach only and no execution.

### 5.2 Discuss 2024 Workplan

Continue to promote awareness for Bulky Plastics to raise awareness. More hands on site inspections by staff to assess and make efforts to increase the diversion by 10% for 2024.

Having a revised Waste Strategy 5 Year Plan (2025-2029) was well received by Committee. Will need to work on this in 2024.

SSO was discussed in the 2023 review. It was noted that the Program was approved by Council for January 2025. A processing facility has not yet been determined. Once a facility has been approved, there will be clear guidelines on what materials will be accepted.

C&D Diversion is to be increased to 1500T from 1250T in 2024. Receiving Bunker to be upgraded.

This will be a planning year for the Corporate Waste Reduction Vision; the Committee will be asked to assist with diversion ideas. Outreach to each department within the City to determine priority areas and develop Auditing Plan.

**6. Public Comment Period**

No public comments were received.

**7. Next Meeting**

The next meeting is set to take place January 24th, 2024 at 2:30 p.m. in the Weldon Room at City Hall.

**8. Adjournment**

**WMAC 2023-13**

**Moved By** J. Taylor

**Seconded By** Councillor Warren

**That** the Waste Management Advisory Committee Meeting adjourned at 3:45 p.m.

**Carried**

## WMAC 2023 Goals

2023 Goals	Key Performance Indicators KPIs	Notes
Promote bulky plastics pilot program	Approved by council meeting to accept program as permanent	Program made permanent by council in June Increased Promotion (media releases) Round up day promotions Staff training to decrease contamination
Continue to look at recycling options for boat and bale wrap	Currently no programs, expand search for potential program through 3 municipal forums.	Posted to MWA forum, no response
Plan SSO program and report back to council	Council approval of a program with estimated budget in Q2	Council approved curbside collection of SSO in Urban areas in June for Jan 1, 2025 start
Continue increasing C&D diversion	C&D increase at Lindsay by 25% from 2022 goal of 1000T (1250T)	On target to achieve by year end Increased promotion
Improve Public Space Recycling	Create updated inventory list of all public space receptacles. Determine contamination issues from data by Q4.	Updated list Continue to monitor and in discussions with CMO Silver Bins monitored for damage and signage replacement Other CKL internal bins "On Hold" due to awaiting information from CMO
Start planning how to implement corporate waste reduction vision procedures	Develop 3 corporate waste reduction procedures in 2023.	Council Report Corporate Waste Reduction Vision (# WM2022-005) 1)Had outreach to Library discussing plans for recycling events/lunch learns 2)Outreach to service centres to update on programs 3)Updated SMT on paper reduction and reviewed internal tonnages, as a result it started discussion with purchasing to consider reduction, shift to online forms/bills

## WMAC 2024 Goals

2024 Goals	Key Performance Indicators KPIs	Notes
Promote bulky plastics program	Establish base line for tonnages based on Fall data Increase diversion 10% based on fall 2023 tonnages 12 times per year for inspections Include cost benefit analysis	
Waste Strategy (2025-2029) 5 year plan	To deliver electronic questionnaire to public for a Waste Strategy comments (Q2) Create 2 workshops for public feedback Have a document approved by council (Dec 2024)	
SSO	Secure processing contract Release RFP for collection Purchase/deliver bins Develop P&E plan	
Continue increasing C&D diversion	C&D increase at Lindsay to 1500T from 1250T Upgrade receiving bunker Include cost benefit analysis	
Corporate waste reduction vision procedures	Create list of city departments generating waste Meet with each department to determine priority areas Develop Auditing Plan for priority areas	
Re-Use Program	High level review of feasible options for implementation of re-use Contact other Municipalities regarding program successes	



# WMAC 2024 Meetin

1st Monday of each month - 2:

Wednesday, February 14, 2024
Wednesday, March 06, 2024
Wednesday, April 03, 2024
Wednesday, May 01, 2024
Wednesday, June 05, 2024
Wednesday, July 03, 2024
Wednesday, August 07, 2024
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Wednesday, October 02, 2024
Wednesday, November 06, 2024
Wednesday, December 04, 2024