

Memo

A message from Kerri Snoddy, Regulatory Compliance Officer

Date: January, 2022

To: Waste Management Advisory Committee

From: Kerri Snoddy, Regulatory Compliance Officer

Re: Corporate Waste Reduction Vision

One of the initiatives of the Integrated Waste Management Strategy (Strategy) is to develop Corporate Waste Reduction Initiatives.

In order to lead by example and promote waste reduction in Kawartha Lakes, the corporation needs to be a role model and positive influence for the municipality. By 2023 the goal as established in the updated Strategy, is to develop corporate waste reduction initiatives which will look at additional training for staff on waste reduction and recycling, and improved waste reduction and recycling practices at all municipal buildings and facilities.

The key performance indicators for this initiative are to develop a vision for corporate waste reduction by 2021, and to develop corporate waste reduction initiatives by 2023 with multi-year phased in strategies. The continued positive changes in culture regarding waste reduction through following corporate lead waste reduction initiatives will result in huge improvements in how we as a community reduce waste. This will help us achieve our overall Strategy goal of 70% diversion by 2048.

In keeping with this initiative, we are recommending the following vision for corporate waste reduction. If approved by council, waste staff will work to further develop this vision by putting together policies and procedures in cooperation with other departments at the City.

Corporate Waste Reduction Vision:

All staff will:

1. Improve their overall expertise in waste and recycling in Kawartha Lakes. This will include knowledge of what items should be placed in what recycling containers, waste containers and/or backyard compost bins.

2. Be knowledgeable of the diversion programs available at City landfill sites and elsewhere in Kawartha Lakes for typical items that can be diverted from landfill.
3. Learn and adopt the philosophy of Reduce and Reuse. Recycle will be an important but last resort after Reduce and Reuse.
4. Make efforts wherever possible throughout City offices and facilities to put this knowledge into practice by reducing waste, and improving waste and recycling practices.

Performance Indicators of Corporate Waste Reduction Vision:

1. Waste produced at Kawartha Lakes offices and facilities decreases.
2. Recycling contamination at Kawartha Lakes offices and facilities decreases.
3. Single use plastics at Kawartha Lakes offices and facilities decreases.

Methods for Achieving the Corporate Waste Reduction Vision:

1. Create mandatory and recurring training for all staff on waste and recycling, diversion programs and the "Reduce, Reuse, then Recycle" philosophy etc.
2. Conduct waste audits at City offices and facilities to measure a baseline of the waste and recycling produced, the contamination levels, and where improvements could be made and then audit regularly to show progress.
3. Develop policies on waste and recycling in office spaces to help ensure success. For example, policies on bin placement, labelling and signage, opening sizes etc.
4. Create policies to ban single use items like water bottles where possible for example in Council and Committee meetings, office lunches, City sponsored/partnered activities etc.
5. Create engaging activities for staff like competitions on which building can produce the least amount of waste, which building has the least contaminated recycling, etc.
6. Create guides for staff to use when holding lunches or events with resources on how to reduce waste.

7. Create new diversion opportunities for City offices and facilities. An example would be providing special recycling receptacles as part of mail back programs in office buildings for office supplies and items that normally cannot be recycled. Another example is creating a program to compost paper towel waste from bathrooms, and food waste from office buildings.
8. Encourage staff through ongoing communications celebrating our successes and easy switches to reduce waste (ex. Bring your own reusable coffee cup).

Approval of this vision or outline for corporate waste reduction initiatives will set the plan in motion and provide an exciting and engaging foundation to begin working on the initiatives listed. The change in culture through following corporate lead waste reduction initiatives will result in huge changes in how we as a community can embrace change and get better at waste reduction. Staff at the City will become role models and will be able to bring the knowledge and information they learn to their families, friends, and communities to create a ripple effect in Kawartha Lakes.

Reduction in waste at City office buildings and facilities will result in less waste going to our landfills, saving the City money on landfill space. It will also attract people to our community as we continue to show how we are leaders in environmental sustainability and make our municipality a better place to live, work and play.

Therefore, we recommend the following Resolution:

That the Corporate Waste Reduction Vision memo be received;

That the Committee approves the proposed Corporate Waste Reduction Vision