



## Committee of the Whole Report

---

**Report Number:** WM2022-005  
**Meeting Date:** March 8, 2022  
**Title:** Corporate Waste Reduction Vision  
**Description:** A vision that identifies how the City can be a role model and improve waste reduction and diversion internally  
**Author and Title:** David Kerr, Manager Environmental Services

---

### Recommendation(s):

**That** Report WM2022-005, **Corporate Waste Reduction Vision**, be received;

**That;** Council approve the Corporate Waste Reduction Vision; and

**That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

**Background:**

At the Council Meeting on November 19, 2019 Council adopted the following resolution:

**CR2019-641**

**That** Report WM2019-012, Making Waste Matter: Integrated Waste Management Strategy Update, be received;

**That** Council approves the integrated waste management strategy update for implementation with the following accelerated amendments;

**That** an immediate focus be placed on public education;

**That** an immediate enhanced online presence be implemented regarding recycling;

**That** a \$10/ton increase to the tipping fees be implemented in January 2020 and the increase in revenue be used to offset additional operating costs to enhance diversion; and

**That** the by-law for allowable recyclables in waste be amended to reduce the amount from 20% to 10% starting in early 2020.

**Carried**

This report addresses that direction.

One of the initiatives of the Integrated Waste Management Strategy (Strategy) is to develop a Corporate Waste Reduction Vision (Vision) and supporting 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:**

Where appropriate, all staff will:

1. Improve their overall knowledge 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 aware 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.

All of these performance indicators will be measured through waste audits conducted by waste and/or specific department staff where possible

### **Methods for Achieving the Corporate Waste Reduction Vision:**

1. Implement mandatory and recurring training for appropriate 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 corporate policies on waste and recycling in office and work spaces to help ensure success. For example, policies on bin placement, size of receptacle opening and bin labelling and signage.
4. Create corporate policies to limit single use items like water bottles where possible. Examples would be bans in Council and Committee meetings, office supplied 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. This performance indicator will be measured through waste audits conducted by waste and/or specific department staff where possible
6. Create corporate procedure 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 and or replace paper towel with the air dryers from bathrooms, and food waste from office buildings.
8. Encourage staff through ongoing communications celebrating our successes and easy switches to reduce waste (i.e. bring your own reusable coffee cup to work).

## **Rationale:**

Approval of this vision and outline for corporate waste reduction initiatives will set a 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. All Staff at the City can become role models and bring the knowledge and information they learn to their families, friends, and communities to create a positive 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.

A presentation on “The Corporate Waste Reduction Vision” was brought to the Senior Management Team at the City for comment and feedback in October of 2021, to help align divisions and departments to find ways to work together to meet the vision. The Corporate Waste Reduction Vision was also brought to the Waste Management Advisory Committee meeting on January 17, 2022. The committee made the following resolution:

**Moved By** Councillor Veale

**Seconded By** Councillor Yeo

**That** the Corporate Waste Reduction Vision Memo be received; and

**That** the committee approves the proposed Corporate Waste Reduction Vision.

**Carried**

## **Other Alternatives Considered:**

Council could decide not to approve the Corporate Waste Reduction Vision; however, this would not be in line with Council’s approved Integrated Waste Management Strategy. The initiatives will come at a very low cost to the City and will result in diversion of more waste from the landfills, saving landfill space. At the same time establishing the Vision will help establish the City as a responsible leader in environmental sustainability.

## **Alignment to Strategic Priorities**

One of the four Strategic Priorities of the Plan is A Healthy Environment and one of the main items under this category is “Increase Waste Reduction and Diversion”. This will be achieved through executing the updated Integrated Waste Management Strategy. The Corporate Waste Reduction Vision is an initiative under the updated Waste Strategy and will help set goals to better manage waste at City facilities. In addition, this Vision is in alignment with our Healthy Environment Plan that has goals to reduce waste going to landfill. Less waste going to landfill will in turn reduce greenhouse gas. Furthermore, The Corporate Waste Reduction Vision will contribute to the City’s Green City Charter as the charter is a corporate commitment to leadership in environmentally friendly business practices.

## **Financial/Operation Impacts:**

The Corporate Waste Reduction Vision will have a net positive financial impact to the City. Once staff starts planning and implementing initiatives any budget needed will be requested through the annual operating budget process. Waste that is reduced or diverted as part of this initiative will contribute to landfill space savings for the City.

**Department Head email: [brobinson@kawarthalakes.ca](mailto:brobinson@kawarthalakes.ca)**

**Department Head: Bryan Robinson**