



CITY OF ORILLIA
Waste Management Advisory Committee
MINUTES

**Minutes of the Electronic Meeting of the Waste Management Advisory Committee,
Wednesday, September 22, 2021 at 4:30 p.m.**

Present: Barbara Shakell-Barkey in the Chair
Paul Boles
Keith Duncan
Zak Gariba
Peter Gumbrell
Lois McRae
Kevin Wood

Absent: Shaun Wakefield, Chair
Councillor Jay Fallis

Also Present: Greg Preston, Manager of Environmental Services
Tyler McClure, Waste Diversion Site Coordinator
Robin Cadeau, Assistant Clerk

Call to Order

The meeting was called to order at 4:33 p.m. with Barbara Shakell-Barkey acting as Chair.

Approval of Agenda

Moved by Wood, seconded by Gumbrell:

THAT the agenda for the Waste Management Advisory Committee meeting held on September 22, 2021 be approved as distributed.

Carried.

Disclosure of Interest

None declared.

Deputations

None.

Minutes

1. August 11, 2021.

Moved by Gumbrell, seconded by Gariba:

THAT the minutes of the Waste Management Advisory Committee meeting held on August 11, 2021 be adopted, having been printed and distributed.
Carried.

Closed Session

There were no closed session items for this meeting.

Correspondence - Information Items

1. Environment and Infrastructure Services - re Waste Diversion Site Capping - Update #3.
2. Environment and Infrastructure Services - re Waste Diversion Site Capping - Update #4.

Moved by Duncan, seconded by Wood:

THAT the Correspondence – Information Items listed on the agenda for the Waste Management Advisory Committee meeting held on September 22, 2021 be received as information.

Carried.

Correspondence - Action Items

1. Assistant Clerk - re 2022 Budget.
 - a) Budget instructions memo.
 - b) Considerations.
 - c) Recommendations from the 2021 Waste Minimization Plan (excerpt).
 - d) DRAFT 2022 Standard Financial Report.

Moved by Gumbrell, seconded by McRae:

THAT the Waste Management Advisory Committee approve the following items for a 2022 budget submission:

| | |
|--|----------|
| Office Materials and Supplies | \$ 200 |
| Mileage/Conference/Out of Pocket | \$ 1,575 |
| Memberships: Circular Innovation Council | \$ 120 |
| Promotion and Special Events (see below) | \$ 9,000 |

AND THAT the following initiatives be approved for the 2022 Promotion and Special Events Account:

| | |
|--|---------|
| Print advertising (Orillia Today) | \$3,100 |
| Digital advertising (Orillia Matters, Facebook posts, etc) | \$1,200 |
| Radio advertising: annual bulk purchase Market Manager | \$1,000 |
| Radio advertising: special promotion for new programs | \$1,500 |
| Incentives & other (Take-A-Bag-Leave-A-Bag, Magnets) | \$2,200 |

AND THAT staff be requested to prepare and submit the budget request in the form and manner required by the City's Finance Division.

Carried.

Moved by Gumbrell, seconded by McRae:

THAT the Waste Management Advisory Committee create a 2022 project to review the Wasteline Tips to ensure that the messaging and information is current, efficient and effective.

Carried.

Reports

None.

Date of Next Meeting

Wednesday, October 13, 2021 at 4:30 p.m. - Electronic Meeting.

Staff were requested to poll members to organize a tour of the Waste Diversion Site.

Adjournment

Moved by Gariba, seconded by Duncan:
THAT the meeting be adjourned.

Carried.

Meeting adjourned - 5:17 p.m.

B. Shakell-Barkey,
Acting Chair.