



**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.**

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**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 and 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.

*[adopted October 13, 2021]*

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B. Shakell-Barkey,  
Acting Chair.