



Ottawa Valley Waste Management Board
Minutes
May 9th, 2019

A meeting of the above Board was held at the Ottawa Valley Waste Recovery Centre at 12:30 p.m. on the above date, with the following persons in attendance:

Steve Bennet, Chairperson	Township of Laurentian Valley
Tom Mohns, Vice-Chairperson	Town of Petawawa
Andrew Plummer, Member	City of Pembroke
James Brose, Member	North Algona Wilberforce Township
Sue McCrae, General Manager	Ottawa Valley Waste Recovery Centre
Laurie Benjamin, Diversion Supervisor	Ottawa Valley Waste Recovery Centre
Daniel Burke, Finance & Support Services Supervisor	Ottawa Valley Waste Recovery Centre
Graham Desjardins, Maintenance Supervisor	Ottawa Valley Waste Recovery Centre
Elizabeth Graham, Communications Officer	Ottawa Valley Waste Recovery Centre
Ron McMillan, Hauling Supervisor	Ottawa Valley Waste Recovery Centre
Stephen Munro, Landfill Supervisor	Ottawa Valley Waste Recovery Centre
Stephanie Wood, Financial Clerk	Ottawa Valley Waste Recovery Centre
William Halkett, PLC Member	City of Pembroke
Andrew Clark, Owner	Dumpy'z

Chairperson Steve Bennett, called the meeting to order at 12:40 pm.

Quorum

The attendance of at least two-thirds of the members of the Board representing the parties hereto shall constitute a quorum at the Board meeting. A quorum is in attendance for today's meeting.

Votes

For today's meeting the total number of votes is 12, all matters coming before the Board for approval or consideration shall be decided by a majority vote of greater than 50% of the total votes taken regarding any matter before the Board for decision where such majority vote represents a majority vote of greater than 50% of the parties voting.

1. Approval of May 9th, 2019 Meeting Agenda

Moved by: James Brose

Seconded by: Tom Mohns

That the May 9th, 2019 agenda be approved as amended. The following items were added:

- Sale of Surplus Asset – Ford F150
- Credit Card Application Approval
- Recycling Markets Video
- Closed Session - Personal matters about an identifiable individual

Carried

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Approval of March 26th, 2019 Meeting Minutes

Moved by: Andrew Plummer

Seconded by: James Brose

That the Minutes of March 26th, 2019 meeting be adopted as presented.

Carried

4. Finance Update

a. Quarterly Financial Reports (Report 19-A012)

This report was provided for information purposes only.

b. Quarterly Tonnage Reports

This report was provided for information purposes only.

c. Invitation to Investment Presentation – Verbal Update

Staff informed the Board that an investment representative from AMO will be a delegation at the next Board meeting.

d. Sale of Surplus Asset – Ford F150

A resolution was passed:

Resolution

That:

The Board approves the sale of the following asset: 2006 Ford F-150.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

e. Credit Card Application Approval

A resolution was passed:

Resolution

That:

As required under the new Renfrew and Area Administrator's Group banking agreement, the Board authorizes the Centre to obtain credit cards for the following positions and limits:

1. General Manager, \$10,000 limit
2. Finance & Support Services Supervisor, \$5,000 limit
3. Landfill Supervisor, \$5,000 limit
4. Diversion Supervisor, \$5,000 limit
5. Hauling Supervisor, \$5,000 limit
6. Maintenance Supervisor, \$5,000 limit

Moved by: Tom Mohns

Seconded by: James Brose

Carried

5. Tenders

a. Loader Tender (Report 19-A-09)

A resolution was passed:

Resolution

That:

The Board authorize the purchase of a Case 721G (2019) loader to the low acceptable bidder J.R. Brission Equipment.

Moved by: Tom Mohns

Seconded by: James Brose

Carried

b. Propane Request for Proposal (RFP) Award

A resolution was passed:

Resolution

That:

The Board authorize the General Manager to enter into a contract with Superior Propane to provide propane, storage tanks, cylinders and a cylinder storage cage for a period of 5 years.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

c. Bulky Waste Grinding Tender Award (Report 19-A-10)

A resolution was passed:

Resolution

That:

The Board authorize the General Manager to enter into a contract with NadCore Environmental Shredding Ltd. To provide grinding services for bulky waste material in the spring of 2019.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

6. Extended Operating Hours

The Board provided staff with direction to look at extending operating hours one night a week in 2020.

7. Tire Recycling (Report 19-A-08)

A resolution was passed:

Resolution

That:

The Board authorize the Centre, effective July 1st, 2019, to:

Continue to accept passenger and light truck tires at no cost in accordance with Ontario Regulation 225/18 made under the Resource Recovery and Circular Economy Act, 2016.

Engage in an ongoing education campaign to provide information on where unacceptable tires may be taken for recycling in accordance with information on local recycling opportunities as found on the RPRA web site.

Charge the regular landfill rate for tires brought to the Centre that are not acceptable for recycling at this facility.

Moved by: James Brose

Seconded by: Andrew Plummer

Carried

8. Recycling Markets Video

The Board was shown a recent video that aired on Global TV regarding recycling markets.

9. Commercial Customer Communications – Verbal Update

Staff provided an update on recent commercial customer information sessions.

a. Tipping Fee Schedule Update

The Board was provided a copy of an updated tipping fee schedule.

10. Leachate Treatment System – Verbal Update

Staff provided an update on the leachate treatment system.

11. Information Items

- a. Letter from Stewardship Ontario, RE: Blue Box Funding, March 31st, 2019
- b. Joint Municipal Press Release, Leaf & Yard Waste Collection, April 29th, 2019

12. Next Meeting Date: June 6th, 2019 – 12:00 PM

13. Closed Session

A resolution was passed:

Resolution

That:

The Board go into Closed Session to discuss:

- a. Personal matters about an identifiable individual

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

Return to Open Session

A resolution was passed:

Resolution

That:

The Board come out of Closed Session.

Moved by: Andrew Plummer

Seconded by: James Brose

Carried

Motion to Conclude

Moved by: Andrew Plummer

Seconded by: James Brose

Carried

Meeting Concluded at 3:34 p.m.

Minutes Prepared By: Elizabeth Graham

Distribution: All Present
CAO's/Treasurers
Welch & Company