



Ottawa Valley Waste Management Board  
Minutes  
November 14<sup>th</sup>, 2018

A meeting of the above Board was held at the Ottawa Valley Waste Recovery Centre at 4:00 p.m. on the above date, with the following persons in attendance:

Steve Bennett, Chairperson	Township of Laurentian Valley
Tom Mohns, Vice-Chairperson	Town of Petawawa
Andrew Plummer, Member	City of Pembroke
Melvin Berndt, 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
Ron McMillan, Hauling Supervisor	Ottawa Valley Waste Recovery Centre
Stephen Munro, Landfill Supervisor	Ottawa Valley Waste Recovery Centre
Elizabeth Graham, Communications Officer	Ottawa Valley Waste Recovery Centre
Stephanie Wood, Financial Clerk	Ottawa Valley Waste Recovery Centre
James Brose	Mayor Elect, North Algona Wilberforce
Frank Lehman	Franklin Disposal
Brenda Sperberg	Bee-Line Disposal

Chairperson Steve Bennett, called the meeting to order at 4:00 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 November 14<sup>th</sup>, 2018 Meeting Agenda**

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

That the November 14<sup>th</sup>, 2018 agenda be approved.

**Carried**

### **2. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

**3. Approval of September 19<sup>th</sup>, 2018 Board Minutes**

**Moved by:** Andrew Plummer

**Seconded by:** Melvin Berndt

That the Minutes of the September 19<sup>th</sup>, 2018 meeting be adopted as presented.

**Carried**

**4. Changes to Management of Accounts Receivable**

**a. Auditor's Direction Correspondence, October 31<sup>st</sup>, 2018**

The Board requested additional information from the Centre's Auditor related to charge accounts and accounts receivables.

**5. 2019 Tipping Fees**

A resolution was passed:

**Resolution**

**That:**

The Board approves the 2019 Tipping Fees for Partner and Non-Partner Municipalities as per the attached schedules.

**Moved by:** Melvin Berndt

**Seconded by:** Andrew Plummer

**Carried**

**6. Communication Plan – Invoicing/Payment Policies & Tipping Fee Changes**

This report was provided for information purposes only.

**7. Break**

**8. 2018 Year-to-Date Financials**

This report was provided for information purposes only.

**9. 2019 Budget - Draft**

A resolution was passed:

**Resolution**

**That:**

The Board approves in principal the 2019 Budget as presented.

**Moved by:** Andrew Plummer

**Seconded by:** Melvin Berndt

**Carried**

**b. 2019 Hauling Rates**

A resolution was passed:

**Resolution**

**That:**

The Board approves the 2019 Hauling Rates at \$100/hour for Partner Municipalities and \$200/hour for Non-Partner Municipalities.

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

**Carried**

c. **2019 Pay Grid**

A resolution was passed:

**Resolution**

**That:**

The Board approves the 2019 Pay Grid as outlined in the attached document.

**Moved by:** Tom Mohns

**Seconded by:** Melvin Berndt

**Carried**

10. **Corporate Policy K-04 Per Diems**

A resolution was passed:

**Resolution**

**That:**

The Board approves Corporate Policy K-04 Per-Diems.

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

**Carried**

11. **Resolutions**

a. **Perpetual Care Transfer**

A resolution was passed:

**Resolution**

**That:**

The Board approves the transfer of \$179,200 in 2018 from the operating bank account to the perpetual care investment account.

**Moved by:** Melvin Berndt

**Seconded by:** Andrew Plummer

**Carried**

b. **Earned Interest Transfer**

A resolution was passed:

**Resolution**

**That:**

The Board approves the transfer of all interest earned, net of expenses, in 2018 in the perpetual care investments to the perpetual care reserve.

**Moved by:** Tom Mohns

**Seconded by:** Melvin Berndt

**Carried**

c. **Working Capital Reserve Transfer**

A resolution was passed:

**Resolution**

**That:**

The Board approves the transfer of all interest earned in 2018 in the working capital reserve bank account to the operating bank account in order to bring the working capital account to its' prescribed balance of \$200,000.

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

**Carried**

**12. Information Items**

- a. PLC Meeting Minutes, September 20<sup>th</sup>, 2018
- b. OVWRC Press Release, Summer Hours Extended, October 2<sup>nd</sup>, 2018
- c. Joint Municipal Group Press Release, Fall Leaf & Yard Waste, October 12<sup>th</sup>, 2018
- d. Article, Renfrew Area Municipalities Face Huge Hike for Recycling, October 23<sup>rd</sup>, 2018
- e. Article, Rising Landfill Costs to Boost Taxes in Renfrew, November 2<sup>nd</sup>, 2018

**13. Next Meeting:** December 5<sup>th</sup>, 2018, 12:00 PM

**Motion to Conclude**

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

**Carried**

Meeting Concluded at 6:07 PM.

Minutes Prepared By: Elizabeth Graham

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