



**Ottawa Valley Waste Management Board
Minutes
February 6th, 2019**

A meeting of the above Board was held at the Ottawa Valley Waste Recovery Centre at 3:00 p.m. on the above date, with the following persons in attendance:

Tom Mohns, Vice-Chairperson	Town of Petawawa
Andrew Plummer, Member	City of Pembroke
Allan Wren, Alternate	Township of Laurentian Valley
James Brose, Member	North Algona Wilberforce Township
Sue McCrae, General Manager	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
Jack Wilson, PLC Member	Township of Laurentian Valley
William Halkett, PLC Member	City of Pembroke
Melvin Berndt, PLC Member	North Algona Wilberforce Township
Andrew Harwood	Golder Associates
Yannick Morcerou	Golder Associates
Regrets:	
Steve Bennett, Chairperson	Township of Laurentian Valley

Vice-Chairperson Tom Mohns, called the meeting to order at 3:01 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 February 6th, 2019 Meeting Agenda

Moved by: Andrew Plummer

Seconded by: James Brose

That the February 6th, 2019 agenda be approved as presented.

Carried

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Approval of December 5th, 2018 Meeting Minutes

Moved by: Andrew Plummer

Seconded by: James Brose

That the Minutes of December 5th, 2018 meeting be adopted as presented.

Carried

4. Disclosure – Ethical Conduct (Report 19-A-01)

This report is for information only.

5. Board Remuneration & Expenses (Report 19-A-02)

This report is for information only.

6. Quarterly Tonnage Summaries

This report was for information only.

7. Engineering Presentation – Golder Associates

Golder Associates provided an update on site operations, site monitoring and future capital expenditures expected.

Golder Associates left the meeting.

8. Quarterly Financial Reports (Report 19-A-03)

This report was for information only.

9. Corporate Policies – Policy L-06 – Accounts Receivables

Moved by: James Brose

Seconded by: Andrew Plummer

The Board approve Corporate Policy L-06 Accounts Receivables.

Carried

10. Coveralls Request for Proposal (Report 19-A-05)

Moved by: James Brose

Seconded by: Andrew Plummer

The Board authorize the General Manager to enter into a contract with Canadian Linen & Uniform Service to provide coveralls for a three-year period beginning April 10, 2019.

Carried

11. 2018 Health & Safety Trends Report

This report was for information only.

12. Communications Update -What Goes Where (Report 19-A-04)

This report was for information only.

13. Ministry of Environment, Conservation & Parks – Annual Inspection Reports

Staff reviewed the annual inspection reports from the MOECP.

14. Information Items

- a. Joint Municipal Press Release, Christmas Trees, December 27th, 2018
- b. Welch LLP, Audit Planning Letter, January 4th, 2019

15. Next Meeting Date: Call of Chair

Motion to Conclude

Moved by: James Brose

Seconded by: Allan Wren

Carried

Meeting Concluded at 4:56 PM.

Minutes Prepared By: Elizabeth Graham

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