



Ottawa Valley Waste Management Board
Minutes
November 26th, 2019

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
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
William Halkett, PLC Member	City of Pembroke
Jack Wilson, PLC Member	Township of Laurentian Valley
Steve Hodson, Environmental Services Superintendent	Township of Whitewater Region

Chairperson Steve Bennett, called the meeting to order at 4:00 p.m.

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 26th, 2019 Meeting Agenda

Moved by: Andrew Plummer

Seconded by: Tom Mohns

That the November 26th, 2019 agenda be approved as amended.

7f) Transfer from Reserves

Carried

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Approval of October 9th, 2019 Meeting Minutes

Moved by: Andrew Plummer

Seconded by: James Brose

That the Minutes of October 9th, 2019 meeting be adopted as presented.

Carried

4. Tonnage Reports

This report was presented for information purposes only.

5. Quarterly Finance Reports (Report 19-A-17)

This report was presented for information purposes only.

6. Organics Shredder Request for Proposal (Report 19-A-18)

A resolution was passed:

Resolution

That:

The Board authorize the award of the Request for Proposal for the rebuilding of the Centre's Organics Shredder to the low acceptable bidder Valley Sales.

Moved by: Tom Mohns

Seconded by: James Brose

Carried

7. 2020 Budget – Draft

A resolution was passed:

Resolution

That:

The Board approves in principal the 2020 Budget as presented.

Moved by: Andrew Plummer

Seconded by: James Brose

Carried

7a. 2020 Fee Schedule

A resolution was passed:

Resolution

That:

The Board approve the 2020 General Fee Schedule.

Moved by: Tom Mohns

Seconded by: James Brose

Carried

7b. 2020 Pay Grid

A resolution was passed:

Resolution

That:

The Board approves the 2020 Pay Grid.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

7c. Perpetual Care Transfer

A resolution was passed:

Resolution

That:

The Board approves the transfer of \$179,200 in 2019 from the operating bank account to the perpetual care investment account.

The Board authorize the opening of an AMO LAS Investment Account, with allocation to be determined based on the advice of the LAS investment advisors.

Bonds coming to maturity in the Scotia McLeod investment account not have the proceeds re-invested by Scotia McLeod. Proceeds will be transferred to LAS investments for re-investment.

If it is still the expert opinion of the LAS investment advisor that an EFT investment is not permitted under the Municipal Act, the EFT be sold as quickly as practical and the proceeds transferred to the LAS investment account.

Moved by: Andrew Plummer

Seconded by: James Brose

Carried

7d. Earned Interest Transfer

A resolution was passed:

Resolution

That:

The Board approves the transfer of all interest earned for the time period of January – December 2019, net of expenses, in the perpetual care investments to the perpetual care reserve.

Moved by: Tom Mohns

Seconded by: James Brose

Carried

7e. Working Capital Reserve Transfer

A resolution was passed:

Resolution

That:

The Board approves the transfer of all interest earned in 2019 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: Andrew Plummer

Seconded by: James Brose

Carried

7f. Transfer from Reserves

A resolution was passed:

Resolution

That:

The Board approves the withdraw of \$250,669 from the 2018 operating surplus (held in the vehicle rolling stock reserve) to match the expense of a new loader and fire panel which were budgeted in 2018 but purchase was not completed until 2019.

Moved by: James Brose

Seconded by: Andrew Plummer

Carried

8. Bill 151 – Verbal Update

Staff provided an update on Bill 151.

9. Information Items

- a. Inter-Municipal Group Media Release –Leaf & Yard Waste, October 10th, 2019
- b. PLC Meeting Minutes, October 16th, 2019
- c. OVWRC Media Release, Sheep, October 16th, 2019
- d. Letter to NAW, RE: Fire Department Training Request, October 18th, 2019
- e. Arnprior Chronicle-Guide Article; Recycle Strategy a Struggle in Renfrew Area, Nov. 12th, 2019

10. Next Meeting – January 28th, 2020, 4:00 PM

Motion to Conclude

Moved by: Andrew Plummer

Seconded by: Tom Mohns

Carried

Meeting Concluded at 5:03 p.m.

Minutes Prepared By: Elizabeth Graham

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