



Ottawa Valley Waste Management Board
Minutes
November 26th, 2020

A meeting of the above Board was held at the Ottawa Valley Waste Recovery Centre at 5:00 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	Township of North Algona Wilberforce
Sue McCrae, General Manager	Ottawa Valley Waste Recovery Centre
Daniel Burke	Ottawa Valley Waste Recovery Centre
Elizabeth Graham, Communications Officer	Ottawa Valley Waste Recovery Centre
Bill Halkett, PLC Member	City of Pembroke

Chairperson Steve Bennett, called the meeting to order at 4:52 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, 2020 Meeting Agenda

Moved by: Andrew Plummer

Seconded by: James Brose

That the November 26th, 2020 meeting agenda be approved as presented.

Carried

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Approval of June 25th, 2020 Meeting Minutes

Moved by: Tom Mohns

Seconded by: Andrew Plummer

That the Minutes of June 25th, 2020 meeting be adopted as presented.

Carried

4. Tonnage Report

This report was presented for information purposes.

5. Quarterly Finance Reports (Report 20-A-11)

This report was presented for information purposes.

6. 3rd Quarter Investment Report

This report was presented for information purposes only.

7. 2020 Valuation & Whitewater Buy-In (Verbal Update)

The Centre has received the valuation report and forwarded it to Whitewater Region for their consideration.

8. 2021 Operating Hours (20-A-12)

A resolution was passed:

Resolution

That:

The Centre's operating hours for 2021 be adjusted in order for the site to remain open on Thursday nights until 6:00 p.m., June through August and to extend Summer hours an additional two weeks in the Fall until October 31st.

Moved by: James Brose

Seconded by: Andrew Plummer

Carried

9. Review of Bell Canada Landline & Wireless Service Costs (Report 20-A-13)

This report was presented for information purposes only.

10. Electronics Waste Collection & Recycling Agreement (Report 20-A-14)

A resolution was passed:

Resolution

That:

The Board authorize the General Manager to enter into an agreement with Electronic Products Recycling Association (EPRA) to allow the Centre to manage electronic waste materials in accordance with the *Resource Recovery and Circular Economy Act 2016*.

Moved by: Andrew Plummer

Seconded by: James Brose

Carried

11. Organics Mixer Repairs (Report 20-A-15)

This report was presented for information purposes only.

12. Landfill Gas Collection Construction (Verbal Update)

An update was provided on the Landfill Gas Collection Construction project which was completed in November.

13. 2021 Draft Budget

A resolution was passed:

Resolution

That:

The Board approves in principal the 2021 Budget as presented.

Moved by: Tom Mohns

Seconded by: James Brose

Carried

13a. 2021 Fee Schedules

A resolution was passed:

Resolution

That:

The Board approve the 2021 Partner and Non-Partner Municipal Tipping Fee Schedules and the 2021 General Fee schedules.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

13b. 2021 Pay Grid

A resolution was passed:

Resolution

That:

The Board approves the 2021 pay grid as outlined.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

13c. 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 2020, net of expenses, in the perpetual care investments to the perpetual care reserve.

Moved by: James Brose

Seconded by: Andrew Plummer

Carried

13d. Working Capital Reserve Transfer

A resolution was passed:

Resolution

That:

The Board approves the transfer of all interest earned in 2020 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

14. Information Items

- a. Joint Municipal Press Release, Fall Large Item Collection, September 4th, 2020
- b. OVWRC Press Release, Vegetation Management Using Sheep, September 10th, 2020
- c. Interim Audit Letter, Welch LLP, October 5th, 2020
- d. Joint Municipal Press Release, Fall Leaf & Yard Waste Collection, October 9th, 2020

15. Next Meeting: Call of Chair

Motion to Conclude

Moved by: Andrew Plummer

November 26th, 2020 OVWMB Meeting

Seconded by: James Brose
Carried

Meeting Concluded at 6: 21 p.m.

Minutes Prepared By: Elizabeth Graham

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