



## Ottawa Valley Waste Management Board Minutes October 9, 2025

A meeting of the above Board was held at 3:30 p.m. on the above date, with the following persons in attendance:

### **Ottawa Valley Waste Management Board:**

Steve Bennett, Chairperson, Township of Laurentian Valley  
Murray Rutz, Member, Vice-Chairperson, Town of Petawawa  
Andrew Plummer, Member, City of Pembroke  
Janet Reiche-Schoenfeldt, Alternate, Township of North Algona Wilberforce

### **Ottawa Valley Waste Recovery Centre:**

Laurie Benjamin, General Manager  
Elizabeth Graham, Communications and Special Waste Supervisor  
Ron McMillan, Operations Supervisor  
Daniel Burke

Jack Wilson, Township of Laurentian Valley, PLC Member  
Yannick Marcerou, WSP  
Rebecca Wilson, WSP

### **Regrets:**

James Brose, Member, Township of North Algona Wilberforce

### **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 October 9, 2025 Meeting Agenda**

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

That the October 9, 2025 agenda be approved as amended.

11c. Pay Equity Review

**Carried**

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

None.

**3. Approval of June 19, 2025 Meeting Minutes**

**Moved by:** Andrew Plummer

**Seconded by:** Murray Rutz

That the Minutes of June 19, 2025 meeting be adopted as presented.

**Carried**

**4. Delegation**

Yannick Marcerou and Rebecca Wilson of WSP provided an update on Phase 2 Landfill Expansion and Future Capital Requirements at the Centre.

Yannick and Rebecca left the meeting.

**5. Tonnage Reports**

This report was presented for information purposes only.

**6. Quarterly Finance Reports (Report 25-A-17)**

This report was presented for information purposes only.

**7. Circular Materials Agreement – OVWRC Depot (Report 25-A-18)**

A resolution was passed:

**Resolution**

**That:**

The Board authorize staff to enter into a Depot Collection and Promotion & Education agreement with Circular Materials (CM) for the period of January 1, 2026 until January 1, 2029 with the option for 3 one-year extensions for the operation of the residential Depot recycling bins.

**Moved by:** Andrew Plummer

**Seconded by:** Murray Rutz

**Carried**

**8. Automotive Materials Stewardship Agreement (Report 25-A-19)**

This report was presented for information purposes only.

**9. Product Care Agreement (Report 25-A-20)**

This report was presented for information purposes only.

**10. Hazardous Waste Depot – Hours of Operation (Report 26-A-21)**

A resolution was passed:

**Resolution**

**That:**

The Board accepts staff's recommendation to reduce the operating hours at the Household Hazardous Waste Depot (Gate 3) to Tuesday - Friday, 7:30 – 4:00 (year round) with Saturdays remaining the same and that the Depot be closed on Boxing Day. The change in Boxing Day hours would be effective in 2025 and the change in operating hours would be effective January 1, 2026.

**Moved by:** Andrew Plummer

**Seconded by:** Janet Reiche-Schoenfeldt

**Carried**

**11. Information Items**

a. PLC Meeting Minutes, June 18, 2025

b. PLC Meeting Minutes, September 18, 2025

**11c. Pay Equity Review (25-A-22)**

A resolution was passed:

**Resolution**

**That:**

The Board direct staff to have Cornerstones Management Solutions Ltd. complete a pay equity review.

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

**12. Next Meeting**

November 27, 2025, 3:30 p.m.

**Motion to Conclude**

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

Meeting concluded at 5:05 p.m.

Minutes Prepared By: Elizabeth Graham

Distribution: All Present

CAO's/Treasurers

Welch & Company