



## Ottawa Valley Waste Management Board Minutes November 27, 2025

A meeting of the above Board was held at 3:45 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

### **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 November 27, 2025 Meeting Agenda**

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

That the November 27, 2025 agenda be approved as amended.

1a. Closed Session (Moved from item 10 of agenda)

9d. Communications Update

**Carried**

### **1a. Closed Session**

A resolution was passed:

**Resolution**

**That:**

The Board go into a Closed Session to discuss:

- a. Personnel Matters Regarding an Identifiable Individual

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

### **Return to Open Session**

A resolution was passed:

#### **Resolution**

##### **That:**

The Board come out of Closed Session.

**Moved by:** Andrew Plummer

**Seconded by:** Janet Reiche-Schoenfeldt

**Carried**

A resolution was passed:

#### **Resolution**

##### **That:**

The Board approve the following:

- a) The revised 2026 pay grid as completed by Cornerstone Management Solutions Ltd. during the pay equity review; and
- b) That staff remain at their current step level; and
- c) That the current salary rate (including cost of living) will be maintained for the following positions: Landfill Equipment Operators, Diversion Equipment Operators and Hauling Operators, until the new grid has reached their current pay.

**Moved by:** Andrew Plummer

**Seconded by:** Murray Rutz

**Carried**

A resolution was passed:

#### **Resolution**

##### **That:**

The Board approves Corporate Policy B-04, Classification Review System.

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

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

None.

## **3. Approval of October 9, 2025 Meeting Minutes**

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

That the Minutes of October 9, 2025 meeting be adopted as presented.

**Carried**

## **4. Well Drilling**

A resolution was passed:

#### **Resolution**

##### **That:**

The Board award the installation of three overburden and three bedrock groundwater monitoring wells

to Limitless Drilling Inc. in the amount of \$30,054.00 plus HST.

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plumer

**Carried**

**5. Corporate Policy**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy J-01, Service Awards.

**Moved by:** Andrew Plummer

**Seconded by:** Janet Reiche-Schoenfeldt

**Carried**

**6. Landfill Expansion & Leachate Treatment System Update**

Staff provided an update on the status of landfill expansion and leachate treatment system construction.

**7. Perpetual Care – Landfill (Report 25-A-24)**

This report was presented for information purposes only.

**8. Quarterly Financials (Report 25-A-23)**

This report was presented for information purposes only.

**9. 2026 Budget**

**9a. Budget**

A resolution was passed:

**Resolution**

**That:**

The Board approve, in principle, the 2026 Budget, as amended for revised tipping fees.

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

**9b & 9c. Tipping Fees & General Fees**

A resolution was passed:

**Resolution**

**That:**

The Board approve the 2026 Partner and Non-Partner Municipal Tipping Fee Schedules and the 2026 General Fee schedule as amended.

**Moved by:** Andrew Plummer

**Seconded by:** Janet Reiche-Schoenfeldt

**Carried**

**9d. Communications Update**

Staff provided an update on communication and outreach related to the blue box transition.

**10. Next Meeting**

January 29, 2026, 3:30 p.m.

November 27, 2025 OVWMB Meeting

**Motion to Conclude**

**Moved by:** Murray Rutz

**Seconded by:** Andrew Plummer

**Carried**

Meeting concluded at 5:00 p.m.

Minutes Prepared By: Elizabeth Graham

Distribution: All Present

CAO's/Treasurers

Welch & Company