



Ottawa Valley Waste Management Board
Minutes
November 14th, 2018

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
Melvin Berndt, 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
Ron McMillan, Hauling Supervisor	Ottawa Valley Waste Recovery Centre
Stephen Munro, Landfill Supervisor	Ottawa Valley Waste Recovery Centre
Elizabeth Graham, Communications Officer	Ottawa Valley Waste Recovery Centre
Stephanie Wood, Financial Clerk	Ottawa Valley Waste Recovery Centre
James Brose	Mayor Elect, North Algona Wilberforce
Frank Lehman	Franklin Disposal
Brenda Sperberg	Bee-Line Disposal

Chairperson Steve Bennett, called the meeting to order at 4:00 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 November 14th, 2018 Meeting Agenda

Moved by: Tom Mohns

Seconded by: Andrew Plummer

That the November 14th, 2018 agenda be approved.

Carried

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Approval of September 19th, 2018 Board Minutes

Moved by: Andrew Plummer

Seconded by: Melvin Berndt

That the Minutes of the September 19th, 2018 meeting be adopted as presented.

Carried

4. Changes to Management of Accounts Receivable

a. Auditor's Direction Correspondence, October 31st, 2018

The Board requested additional information from the Centre's Auditor related to charge accounts and accounts receivables.

5. 2019 Tipping Fees

A resolution was passed:

Resolution

That:

The Board approves the 2019 Tipping Fees for Partner and Non-Partner Municipalities as per the attached schedules.

Moved by: Melvin Berndt

Seconded by: Andrew Plummer

Carried

6. Communication Plan – Invoicing/Payment Policies & Tipping Fee Changes

This report was provided for information purposes only.

7. Break

8. 2018 Year-to-Date Financials

This report was provided for information purposes only.

9. 2019 Budget - Draft

A resolution was passed:

Resolution

That:

The Board approves in principal the 2019 Budget as presented.

Moved by: Andrew Plummer

Seconded by: Melvin Berndt

Carried

b. 2019 Hauling Rates

A resolution was passed:

Resolution

That:

The Board approves the 2019 Hauling Rates at \$100/hour for Partner Municipalities and \$200/hour for Non-Partner Municipalities.

Moved by: Tom Mohns

Seconded by: Andrew Plummer

Carried

c. **2019 Pay Grid**

A resolution was passed:

Resolution

That:

The Board approves the 2019 Pay Grid as outlined in the attached document.

Moved by: Tom Mohns

Seconded by: Melvin Berndt

Carried

10. **Corporate Policy K-04 Per Diems**

A resolution was passed:

Resolution

That:

The Board approves Corporate Policy K-04 Per-Diems.

Moved by: Andrew Plummer

Seconded by: Tom Mohns

Carried

11. **Resolutions**

a. **Perpetual Care Transfer**

A resolution was passed:

Resolution

That:

The Board approves the transfer of \$179,200 in 2018 from the operating bank account to the perpetual care investment account.

Moved by: Melvin Berndt

Seconded by: Andrew Plummer

Carried

b. **Earned Interest Transfer**

A resolution was passed:

Resolution

That:

The Board approves the transfer of all interest earned, net of expenses, in 2018 in the perpetual care investments to the perpetual care reserve.

Moved by: Tom Mohns

Seconded by: Melvin Berndt

Carried

c. **Working Capital Reserve Transfer**

A resolution was passed:

Resolution

That:

The Board approves the transfer of all interest earned in 2018 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: Tom Mohns

Seconded by: Andrew Plummer

Carried

12. Information Items

- a. PLC Meeting Minutes, September 20th, 2018
- b. OVWRC Press Release, Summer Hours Extended, October 2nd, 2018
- c. Joint Municipal Group Press Release, Fall Leaf & Yard Waste, October 12th, 2018
- d. Article, Renfrew Area Municipalities Face Huge Hike for Recycling, October 23rd, 2018
- e. Article, Rising Landfill Costs to Boost Taxes in Renfrew, November 2nd, 2018

13. Next Meeting: December 5th, 2018, 12:00 PM

Motion to Conclude

Moved by: Andrew Plummer

Seconded by: Tom Mohns

Carried

Meeting Concluded at 6:07 PM.

Minutes Prepared By: Elizabeth Graham

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