



Ottawa Valley Waste Management Board  
Minutes  
December 5<sup>th</sup>, 2018

A meeting of the above Board was held at the Ottawa Valley Waste Recovery Centre at 12:00 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
Daniel Burke, Finance & Support Services 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
Jack Wilson, PLC Member	Township of Laurentian Valley
William Halkett, PLC Member	City of Pembroke
Andrew Clark	Dumpy'z
Peter Harrington	Welch LLP
Brenda Sperberg	Bee-Line Disposal

Chairperson Steve Bennett, called the meeting to order at 12:10 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 December 5<sup>th</sup>, 2018 Meeting Agenda**

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

5b. Delegation from Dumpy'z

That the December 5th agenda be approved as amended.

**Carried**

**2. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

**3. Chair/Vice-Chair Elections (Report 18-A-09)**

A resolution was passed:

**Resolution**

**That:**

The Board appoints the General Manager as the presiding officer in order to carry out the election of a Chair in accordance with the approved election policy.

**Moved by:** Andrew Plummer

**Seconded by:** James Brose

**Carried**

A resolution was passed:

**Resolution**

**That:**

Steve Bennett of Laurentian Valley be elected to the position of Chair of the Ottawa Valley Waste Management Board for the remainder of 2018 and January – December of 2019.

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

**Carried**

A resolution was passed:

**Resolution**

**That:**

Tom Mohns of Petawawa be elected to the position of Vice-Chair of the Ottawa Valley Waste Management Board for the remainder of 2018 and January – December 2019.

**Moved by:** Andrew Plummer

**Seconded by:** James Brose

**Carried**

**4. Approval of November 14<sup>th</sup>, 2018 Board Minutes**

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

That the Minutes of the November 14<sup>th</sup>, 2018 meeting be adopted as presented.

**Carried**

**5. Changes to Management of Accounts Receivable**

**a. Auditor's Direction Correspondence, October 31<sup>st</sup>, 2018**

The Board provided direction to Centre staff to update OVWRC's Accounts Receivable policies and to communicate any changes to commercial customers as well as to seek legal input for contractual agreements for cross-billing arrangements and a form authorizing credit card payments on accounts.

**b. Delegation from Dumpy'z**

Deferred until future meeting date.

**6. Information Items**

a. OVWRC Press Release, Board Sets 2019 Tipping Fees, November 21<sup>st</sup>, 2019

7. **Next Meeting:** February 6<sup>th</sup>, 2019, 4:00 PM

**Motion to Conclude**

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

**Carried**

Meeting Concluded at 1:15 PM.

Minutes Prepared By: Elizabeth Graham

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