

MEETING MINUTES



MEETING City of Guelph Organic Waste Processing Facility Public Liaison Committee Meeting #17

DATE Thursday March 26, 2015

LOCATION Administration Boardroom, Waste Resource Innovation Centre 110 Dunlop Drive, Guelph, Ontario

TIME 6:40 p.m. to 7.34 p.m.

PRESENT Committee Members:
Karyn Hogan, (MWA and City of Guelph resident), Donna Sunter, (City of Guelph resident), Ken Spira, (City of Guelph resident) Larry Conrad, (City of Guelph resident)

City of Guelph: Catherine McCausland, David Gordon

REGRETS ABSENT Brajesh Dubey (University of Guelph), Mark Jared (Wellington Organix), Kevin Noll (MOECC), Elected Chair, Michael Fortin,(City of Guelph resident), Tim Fisher, (City of Guelph resident)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Disclosure of Pecuniary Interest: No disclosures of Pecuniary Interest.
2	Approval of Agenda Agenda was approved and accepted by the committee.
3	Approval of January 22nd 2015 minutes The City was asked to make some minor changes and add in a statement about rejected loads in the operations section. Accepted by the committee.

4	<p>Review of Action Items from Previous Meeting:</p> <p>No action items from the previous meeting</p>
5	<p>Delegations wishing to be heard regarding matters on the agenda:</p> <p>None</p>
6	<p>Matters arising from the Delegations:</p> <p>None</p>
7	<p>New Business:</p> <p>a) Organics Facility update on operations.</p> <p>From Monday 19th January 2015 until Friday the 20th March 2015 the plant has processed 2817.56 tonnes of Source Separated organics.</p> <p>The facility has shipped out 523.11 tonnes of finished compost in this time.</p> <p>The amount of screening waste from the plastics bin leaving the facility in this time frame is as follows:</p> <p>Screening waste- plastics bin- 36.37 tonnes</p> <p>Screening waste plastics bin as a percentage of incoming source separated organics is 1.29%.</p> <p>There have been no rejected loads in this time period</p> <p>Facility has been running taking waste from the City of Guelph and the Region of Waterloo in this 2 month timeframe.</p> <p>b) Overview of odour complaints since 22nd January 2015 meeting</p> <p>There have been no odour complaints since the last plc meeting.</p> <p>The total incoming material to the site in the time period 16th January 2015 to the 20th March 2015 was 18053.53 tonnes, the outbound material from the site was 13484.5 tonnes. Taken from Geoware on 26th March 2015.</p> <p>Definitions</p> <p>Ken Spira asked if the Committee could minute definitions for: Overs, Screening Waste, Residual Compost waste. These are as follows:</p> <p>Overs- Oversized material that not screened through the screening plant. It re-circulates through the process. Mainly consists of sticks, branches and other woody material.</p>

	<p>Screening Waste- Any material that is blown off by the wind sifters in the screening plant. Mainly plastics and other light material fractions.</p> <p>Residual Compost Waste- Any other material that is waste from the facility, will include waste from maintenance, operations, maturation hall and other parts of the screening process such as metals</p>
8	<p>New Business:</p> <p>There was some discussion around questions and answers to the 2014 annual report.</p> <p>The City agreed to inform the plc of any spills that take place on site and it would become part of the standing items in the operations report section.</p> <p>There was a small spill of ethanol that took place in the transfer station on the 27th March 2015. It was dealt with by the appropriate parties in a timely and compliant manner.</p> <p>There was a question about an ECA amendment mentioned in the 2014 annual report. The City would investigate and report back.</p> <p>Questions were invited to be submitted on the 2014 annual report by 30th April 2015.</p>
9	<p>Next meeting date's</p> <p>Confirmed as Thursday June 25, 2015 at 630pm.</p> <p>The meeting will start at 630pm but there will be a short tour of the organics facility at the start of the meeting for anyone who wishes to attend.</p>
10	<p>Adjournment</p> <p>Accepted by the committee.</p> <p>Meeting adjourned at 7.34 p.m.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	City of Guelph	As soon as possible	Question about amendments of ECA mentioned in annual report.
2			
3			

