

MEETING MINUTES



MEETING City of Guelph Organic Waste Processing Facility Public Liaison Committee Meeting #1

DATE Thursday November 17, 2011

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

TIME 6:30 p.m. to 8:00 p.m.

PRESENT Facilitator for the first meeting Michael Calzonetti

Committee Members: Elected Chair, Michael Fortin,(City of Guelph resident) Larry Conrad,(City of Guelph resident) Karyn Hogan, (City of Guelph resident) Laura Marini, (City of Guelph resident) Ken Spira, (City of Guelph resident) Donna Sunter, (City of Guelph resident) Scott Massen ,(City of Guelph resident)

Lynnette Armour (MOE)

Sandra Droullaird (AIM) Frank Peters(AIM)

Dean Wyman (City of Guelph, General Manager WRIC), Heather Connell (City of Guelph Manager Integrated Services WRIC) Catherine McClausland (City of Guelph , Operations Manager WRIC) David Gordon (City of Guelph , Manager Organic Waste Processing Facility) Bill Shields (City of Guelph , Supervisor of Governance and Compliance)

Kate Armstrong (City of Guelph , Clerk II WRIC)

REGRETS None

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Disclosure of Pecuniary Interest No disclosures of Pecuniary Interest.
2	Introductions

	<p>Quorum Established (7/7)</p> <p>Sandra Droullaird & Frank Peters from AIM attend</p>
3	<p>Presentation on Committee Guidance Documents / Terms of Reference & C of A</p> <p>Binders given to each member which included /Terms of Reference/C of A/ Code of conduct/ City of Guelph procedural By-law for committees, & fugitive odour management plan.</p>
4	<p>Volunteers for Chair/ Chair Selection</p> <p>Michael Fortin Elected 4-3</p> <p>Vote @ 6:43 p.m.</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) Format for recording and distributing minutes: Draft minutes to be put on the website & PDF File to be e-mailed to members.</p> <p>b) Organics Facility update on Operations (David Gordon) Plant began operating on the 27th of September 2011 Plant currently receives waste from the City of Guelph and the Region of Waterloo. Up until Friday 11th of November the plant had processed over 2524.47 tonnes of raw Organic waste. Plant is still in the wet commissioning phase until January 2012. This is where various parts of the plant are tested to make sure it will be able to operate when it is running at full capacity. There have been a couple of issues in commissioning so far:</p> <ul style="list-style-type: none"> ❖ Measurement of negative pressure has been an issue. The sensors in place cannot currently cope with the movement of air into the building. The city is working with various parties to rectify. ❖ The Ministry received an odour complaint on November 14th and informed the City of the Complaint November 15th. The after the fact complaint referred to the incident on Friday November 11th at 4 p.m. <p>All members are invited to tour the plant by contacting David Gordon. (519-822-1260 ext. 2104)</p> <p>a) Review of issues and concerns, meetings not to conflict with City Council Meetings</p>

<p>8</p>	<p>Other Business – Discuss ERT Decision</p> <p>Dean Wyman talks of the overturned Ottawa C of A decision to allow plastic. Waiting on the MOE. Bags or No Bag's!</p> <p>Zoning issues:</p> <p>Brought up by Ken Spira regarding clean fill storage on Stone Road and ground water.</p> <p>It was felt by the city that these two topics were not the mandate of the committee; however Lynnette Armour of the MOE indicated that these were issues of the site relevant for discussion. Bill Shields advised that the city is currently working with the MOE on the fill issues and had no comment on the zoning issues.</p>
<p>9</p>	<p>Next Meeting Date</p> <p>Thursday January 12th 6:30 to 8 p.m.</p> <p>Other tentative dates:</p> <p>Thursday April 26</p> <p>Thursday July 26</p> <p>Thursday Oct 25</p>
<p>10</p>	<p>Adjournment</p> <p>Next meeting: Terms of Reference for the Committee and the scope.</p> <p>Composting Site Map</p> <p>Complaint – Procedures Update</p> <p>Odour Management Plan</p> <p>Guidance documents</p> <p>Send all ,Certificate of Approval in PDF File</p> <p>There being no further business, the was adjourned at 8:23 p.m.</p>