

MEETING MINUTES



MEETING City of Guelph Organic Waste Processing Facility Public Liaison Committee Meeting #3

DATE Thursday January 12,2012

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

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

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

MOE: Bill Bardswick, Lynnette Armour, Jane Glassco

Maple Reinders: John Haanstra, Paul Kundrat,

Wellington Organix: Sandra Droulliard, Theo Van Wely

City of Guelph: Janet Laird, Dean Wyman, Catherine McCausland, David Gordon, Bill Shields, Kate Armstrong

Various residents from the local community in the public gallery.

REGRETS ABSENT Laura Marini (City of Guelph resident), Scott Massen, (City of Guelph resident)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Introductions: Round Table Disclosure of Pecuniary Interest: No disclosures of Pecuniary Interest.
2	Approval of previous meeting minutes Moved by Karen Hogan and seconded by Larry Conrad November 17,2011 – Carried Moved by Ken Spira and seconded by Larry Conrad December 19,2011 - Carried

3	<p>Guidance Documents/Terms of Reference</p> <ul style="list-style-type: none"> ➤ Review of November 17th meeting, questions regarding the guidance documents. ➤ Motion by: Ken Spira 2nd by Larry Conrad - Carried by all Request from the committee that the city, upon completion of the odour complaint investigation, (provide the finding to the complainant within 3 business days.) It was agreed that this would not be a C of A amendment as it was a commitment made by the City. ➤ Mandate of the committee is the Organics plant. Moved Larry seconded Ken
4	<p>PLC Mandate</p> <p>The focus of this committee will be to deal with the performance of the composting plant. The city has agreed that it will respond to all questions related to this site. That being said if there are questions about other issues in the community, the City will try to answer those questions or put the relevant parties in contact with each other.</p>
5	<p>No Delegations</p>
6	<p>No Matters from Delegations</p>
7	<p>Update of Action Plan and Re-commissioning Plan Review of the Preamble</p> <ul style="list-style-type: none"> ➤ Air containment system review ➤ Blower room air handling ➤ Acid waste tank venting ➤ Air flow distribution ➤ Ammonia sensor operation ➤ Scrubber/ humidifier <p>-</p> <p>C of A amendment, The City and MOE are working together to get a revised Air C of A completed and then resume operations. To correct the faulty ammonia sensors the City will be moving to Daily monitoring, of the pH with a weekly rolling average. Motion by: Karen Hogan 2nd by Donna Sunter To accept the revised action plan. - Carried by all</p> <p>Review Plans for Re-Commencement of Receipt of Waste. -</p>
8	<p>New Business</p> <ul style="list-style-type: none"> ➤ Upon questions from a PLC member Bill Bardswick advised that there would be no referral of any violations I. E. B. Based on two key considerations ➤ 1) this is a brand new facility and is in start up mode. ➤ 2) The city took the right steps immediately there was no need to step in and order the city to do anything they voluntarily stop receiving SSO on their own.

	<p>This was a very appropriate response by the city.</p> <ul style="list-style-type: none"> ➤ Q & A of the Action Plans provided by Wellington Organix and Maple Reinders ➤ The committee will focus of the social aspects of the composting facility. While there can be discussions on cost, council is hard on budgets and this will be dealt with by them. ➤ The two independent peer reviews conducted by Biorem are Proprietor information and will not be made public. ➤ M.O.E. to provide clarification on core samples after Jan 18, 2012 as the engineer was currently away. ➤ Acid scrubbers. Why were they not in original design? Maple Reinders to provide information. ➤ CN Ratio – This will not be exactly the same each time as there is a different mix of source separated organics each time. ➤ It was agreed that the C of A does not having a commissioning phase within it but it was recognised that the facility is in start up. ➤ Source Testing. Has yet to be carried out. ➤ Afterburners / power booster. This was roughed in, in the design and Build contract. There are no plans to revisit this at this time. ➤ Blessing given on the “Revised Action Plans” Move to accept 1st Karen 2nd Donna. Carried <p>a) Organics Facility update on operations.</p> <ul style="list-style-type: none"> ➤ 141 Tonne of compost has been shipped. Class A guidelines met. ➤ The facility has been mixing amendment material into the process since shutdown to try and to keep the temperature of the biofilter. Above 15 degrees. Ideally it should be closer to 30 degrees ➤ Get Amendment Application in to Approvals Branch as quickly as possible and then the facility can start receipt of waste again. ➤ Bill Bardswick Suggested that an option to receive SSO (if required to keep the temperatures up) an order could be issued until the C of A amendment is issued or received. This would bridge the city to be where they need to be. <p>b) Review of issues and /or concerns</p> <ul style="list-style-type: none"> ➤ None <p>c) Review the odour complaints and recording procedures</p> <ul style="list-style-type: none"> ➤ Log recording complaints will become a standard Agenda item.
9	<p>Other Business</p> <ul style="list-style-type: none"> ➤ Minute taken review- what is required to be recorded? It was discussed that actions and outcomes would be recorded. Questions asked would also be recorded in the minutes. ➤ Presentations to be attached to the minutes if any take place.
10	<p>Next Meeting Date April 26th,2012</p>

11	<p>Adjournment Moved by Karen Hogan and seconded by Larry Conrad " Carried.</p> <p>Meeting adjourned at 7:51 p.m.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	Lynnette Armour	April 26,2012	Update on core sampling undertaken
2	John Haanstra	April 26 2012	Response to Ken Spira why the Acid Scrubber was not part of the original design.
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