

### Minutes from PAC Meeting #11

LYSTEK SOUTHGATE ORGANIC MATERIALS RECOVERY CENTRE

**DATE:** Thursday March 28, 2013

**TIME:** 7 pm

**LOCATION:** Construction Site – Eco Park

**ATTENDEES:**

Mary Fowler, Grant Preston, Sarah Mason

Steve Redmond – Chair      Guy Treadwell – Lystek, John Pugliese - Lystek

Glen Irwin – (left early due to illness) Regrets: Karen Cheeseman

**AGENDA ITEMS:**

Item	Description	Action By
1.	Acceptance of Previous Meeting Minutes (Jan 24 Meeting)	Accepted by consent through email (2 weeks after Jan 24)
	Approval of Agenda	Moved by Mary Fowler Seconded by Grant Preston
	Public and Media Attendance – Re: Question Period – <i>none in attendance</i>	
	<b>Construction Update:</b> Building is about 95% complete  Working on the last few deficiencies (for example some of the ceiling tiles in the office space are not installed etc). These deficiencies are non-equipment related, but more related to final completion stages.  Thus far, the electricity, HVAC (heating, air exchange, air quality monitoring etc) are commissioned and the lagoon liner is installed and seamed. The odor control system (OCS; biofilter) is currently under commission and the processing system is the next step, likely to be conducted early April.  The cover for the lagoons is not yet installed.  Landscaping, etc. is expected to be performed	Guy/John

	<p>during May/June.</p> <p><b>Product Processing without Lagoon</b>  <b>Commission:</b> The existing ECA allows Lystek to begin processing product prior to completion of the lagoon cover. Under this scenario, processed product will be loaded directly into tanker trucks and transported to licensed storage facilities. The product will then be applied to land under a NASM plan.</p> <p>Lystek plans to obtain occupancy permits, to allow people to work in the facility, by the first week of April.</p>	
	<p><b>MOE Terms-of-Reference for Southgate PAC:</b>  We reviewed the Guelph Organic Waste Processing Facility’s Terms of Reference and are interested in incorporating additional information into the Southgate TOR. In particular, the PAC would like to add a section on code-of-conduct and a sign-off section that documents each member’s willingness to follow the code of conduct. Steve Redmond will add section from Guelph’s TOR and circulate. PAC Members will approve and sign the code of conduct at next meeting.</p> <p><i>The revised Southgate OMRC Terms of Reference document will be posted on Southgate and Lystek websites.</i></p>	All
	<p><b>New Business: New Members/ Newspaper Ads</b>  There were two replies to the newspaper ads in the Dundalk Herald and Mount Forest Confederate for new PAC members.</p> <p>1 – an individual from Maxwell inquired about being a member of the PAC. As per our terms of reference, the PAC stated that we are looking for <i>residents</i> of Southgate to be members. Residents living close to the OMRC are a priority for the existing PAC.</p> <p>2 – the second individual stated that they were not interested in being a member but wanted</p>	Steve

permission to participate in meetings and be informed directly about each meeting. The PAC would like to remind all community members that our meetings are open to attend and residents (or delegations) may bring questions to the PAC, if the Chair is notified prior to the meeting in order that time can be given to place the question on the agenda.

For more information regarding the PAC's mandate, attending meetings and conduct of members and residents during the meetings please refer to the posted Terms of Reference document.

It was decided, by consensus that since the PAC is meeting every second month that the residents have sufficient notification through the posted minutes on the Lystek and Southgate websites. Agenda's will also be made available to the public two weeks prior to each PAC meeting.

This second resident also inquired whether PAC meetings would be "recorded". The PAC discussed this question. It was decided by consensus that since our meetings are in the evening and open to the public, they will not be recorded.

We would still like to encourage residents who are interested in becoming members to please contact Steve Redmond, the Chair of the PAC.

### **Award - Water Environment Association of Ontario**

On March 27, 2013, Lystek was notified by the Water Environment Association of Ontario that they will be receiving an Exemplary Biosolids Management Award in the category of Technology Development at this year's Annual Conference in Toronto. (PDF of letter attached)

### **Potential Future Speakers**

	<p>Members are interested to learn more about the Supervisory Control and Data Acquisition (SCADA) system that gathers information on all processes in the OMRC such as air flow, product temperatures, pH etc.</p> <p>Guy will provide a presentation on the SCADA system at the next PAC meeting.</p>	
	<p><b>Action Items:</b></p> <p><b>Next meeting</b> is planned for Thursday June 6, 2013, 7 pm in the Southgate Organic Materials Recovery Centre boardroom.</p>	
	<p>Adjourn Meeting:</p> <p>The meeting was adjourned at 8:05 pm.</p>	<p>Moved by Mary Fowler</p> <p>Seconded by Grant Preston</p>

*The Southgate OMRC PAC is now a condition of the MOE's Environmental Compliance Approval to create an open flow of information to local residents about the biosolids processing centre in Dundalk, Ontario. Members of the PAC meet on a bi-monthly basis. Currently, there are five volunteer community members and a chairperson on the committee. Members of the PAC include Grant Preston a retired farmer and former Reeve of Proton Twp., Glen Irwin, a local business person and Southgate Twp. councillor, Mary Fowler, a freelance reporter and former editor of The Dundalk Herald, Sarah Mason, a local university student and Karen Cheeseman, a local graphic artist. The committee is chaired by Stephen Redmond. He is a certified crop advisor, a former Environmental Specialist with OMAFRA and former resident of Dundalk.*