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# Southgate

## OMRC

### Public Advisory Committee

#### Minutes #37 PAC OMRC Meeting

LYSTEK SOUTHGATE ORGANIC MATERIALS RECOVERY CENTRE

**Date:** April 30, 2025

**Time:** 7 pm

**Location:** Microsoft Teams Conference Call

**Attending**

Joan John - Township of Southgate  
Michael Sherson – Community Member  
Simon Meulendyk – Lystek  
Adrienne Van Dyk – Lystek  
Merv Mcleod (Chair) - Mcleod Wood Associates Inc

**Absent**

Christina Rittwage – Community Member

**Agenda Items:**

1	Welcome	Called to order at 7:09 pm.
2	Approval of Agenda	Approved by Consensus
3	Review of Meeting #36 Minutes  No comments	Previously approved by consensus
4	Public and Media Attendance  No public or media attended the meeting.	Discussion
5	Review of Changes to OMRC PAC Terms of Reference as per 2024 minutes  The chair discussed a few minor edits to the Term of Reference.  Joan John discussed that the one meeting listed in the Terms of Reference is not effective, potentially should be more meetings. Simon Meulendyk responded to date there has been no interest nor need for more meetings. Historically, the meetings were monthly but reduced to bi-monthly, quarterly, bi-annually and now annually	

	<p>because public interest was waning. Initially (10+ years ago) there was much interest in the site and hence for need for more meetings. As the site is now established, public interest has subsided.</p> <p>The committee will continue to assess public interest over the summer to assess if a meeting this fall is necessary.</p>	
6	<p>Current Membership Update &amp; New Member Recruitment</p> <p>Simon M. communicated outreach in local newspaper and social media with no results. Historically, any public that reached out to the company on any topic has also been asked of their interest in joining the committee.</p> <p>Joan John has spoken with two community members who have expressed interest. Will suggest to them that she can arrange a site tour during working hours, preferably in the early morning or late afternoon. Joan John will provide contact information to Simon, who in turn will contact the individuals to arrange a tour.</p> <p>Current membership was reviewed, Mike Shearson is end of term and has agreed to continue to sit as a PAC member. The Chair will send form to Mike for signature.</p> <p>Christina Rittwage did not respond to meeting invite emails and did not attend the meeting. Christina is at the end of her term and will need to renew her membership form with a signature.</p>	Discussion
7	<p>Operations Update - Simon Meulendyk</p> <p>Incoming: Similar to previous years with consistent customer base. City of Barrie and City of London were first time customers in 2024.</p> <p>Outgoing: Moved nearly 115,000 m3 of LysteGro, applied to approximately 8,000 ac. LysteGro was applied to before and after harvesting of crops (corn, canola, small grains, beans and hay/pasture). Land application for 2025 is planning for another busy spring. We have been moving material for approximately 3 weeks now.</p> <p>New Hires: Lystek hired two new employees in 2024. Brian Lein as a Tanker Driver and Jonathan Keating as a Plant Operator.</p> <p>Environmental Compliance Approval Amendment: Lystek has submitted and were provided approval to an amendment to their Air &amp; Noise ECA. The ECA amendment approves Lystek to install and operate an energy recovery and utilization system. Currently we are in the stage of commissioning for the project which includes gas conveyance and flare trialing. This is part of the larger project that began with the upgrade to Reservoir 1 cover for better collection and will then follow with installation and operation of equipment to use this fuel onsite for heating needs to reduce our reliance on fossil fuels for processing.</p>	

	<p>Committee Questions:</p> <p>Mike Shearson asked about the storage pits that Lystek has included in their LysteGro management. Simon Meulendyk responded with that the pits are approved and monitored by Lystek personnell.</p> <p>2024 Meeting Action Item: As forwarded in an email to the committee in May 2024 regarding the Ministry of Environment and Climate Change (MECP) complaint response procedure, Simon reached out to the MECP on further details. When complaints are sent in, the level of response from the MECP will depend on the severity of the complaint. The MECP does do a spot check on occasions without informing Lystek that they were near the site. As of the time of the email, the MECP has no concerns of Lystek's operations.</p>	
8	<p>Community Correspondence</p> <p>Michael communicates to Simon whenever he makes an observation of odours.</p> <p>Joan John in the past year received a couple odour complaints from residents over the winter.</p> <p>Lystek responded to these noted observations with investigation and recording. The investigations are forwarded to the MECP for further considerations.</p>	
9	<p>Action Items</p> <ul style="list-style-type: none"> <li>- The committee will continue to assess public interest for the committee over the summer to assess if a meeting this fall is necessary.</li> <li>- Joan John will provide contact information to Simon, who in turn will contact the individuals.</li> <li>- The Chair will send form to Mike and Joan for signature regarding renewal of PAC membership</li> <li>- No communication was received from Christina Rittwage about the meeting or her continued interest in membership. The Chair will attempt contact again. If Christina is still interested, she will need to sign the Terms of Reference for membership renewal.</li> </ul>	
10	Adjourn Meeting	Adjourned at 8:14



### LysteGro Fertilizer Composition

	LysteGro Average <sup>a</sup>	Maximum Allowable Concentration <sup>b</sup>	Units
Organic Matter Content	5.80		% on a wet weight basis
Total Organic Carbon	3.37		% on a wet weight basis
<b>Total Nutrient Content</b>			
Total Nitrogen (TKN)	6.68		% on a dry weight basis
Total Available Nitrogen (Ammonium + Nitrate)	3.21		% on a dry weight basis
Total Phosphorus (P <sub>2</sub> O <sub>5</sub> )	7.08		% on a dry weight basis
Total Potassium (K <sub>2</sub> O)	2.00		% on a dry weight basis
<b>Metals Regulated by MOE</b>			
Arsenic	BDL	170	mg/kg
Cadmium	0.70	34	mg/kg
Cobalt	5.70	340	mg/kg
Chromium	75.48	2,800	mg/kg
Copper	715.08	1,700	mg/kg
Mercury	0.59	11	mg/kg
Molybdenum	13.71	94	mg/kg
Nickel	26.91	420	mg/kg
Lead	54.77	1,100	mg/kg
Selenium	BDL	34	mg/kg
Zinc	822.08	4,200	mg/kg
<b>Relevant Micronutrients</b>			
Calcium	32.09		lbs/1,000 gallons
Copper	0.78		lbs/1,000 gallons
Iron	79.36		lbs/1,000 gallons
Magnesium	6.29		lbs/1,000 gallons
Manganese	0.41		lbs/1,000 gallons
Selenium	BDL		lbs/1,000 gallons
Sulphur	15.06		lbs/1,000 gallons
Zinc	0.90		lbs/1,000 gallons
<b>Total and Available Nutrients (during 1st growing season) - Imperial</b>			
Total Nitrogen	73.00		lbs/1,000 gallons
Total Available Nitrogen <sup>c</sup>	50.20		lbs/1,000 gallons
Total Phosphorus (P <sub>2</sub> O <sub>5</sub> )	77.36		lbs/1,000 gallons
Total Available Phosphorus (P <sub>2</sub> O <sub>5</sub> ) <sup>d</sup>	30.94		lbs/1,000 gallons
Total Potassium (K <sub>2</sub> O)	21.86		lbs/1,000 gallons
Total Available Potassium (K <sub>2</sub> O) <sup>e</sup>	19.67		lbs/1,000 gallons
<b>Pathogens</b>			
Fecal coliform	<1.8 <sup>f</sup>		MPN/g(mL)
Salmonella spp.	NEG <sup>f</sup>		P-A/25g(mL)

<sup>a</sup> Values represent the mean of samples collected on a monthly basis throughout January - December 2024

<sup>b</sup> As per Ontario Regulation 338/09, Schedule 5

<sup>c</sup> The sum of Ammonium + Nitrate + assume 40% mineralization of Organic Nitrogen during first growing season

<sup>d</sup> Assume 40 % availability of Phosphorus

<sup>e</sup> Assume 90% availability of Potassium during first growing season

<sup>f</sup> Results were consistent for all sampling events

BDL - Below Detectable Limit

## LYSTEGRO 4-5-2

Guaranteed minimum analysis (dry weight basis)	Analyse minimale garantie
Total nitrogen (N) 4%	Azote total (N) 4%
Available phosphoric acid (P <sub>2</sub> O <sub>5</sub> ) 5%	Acide phosphorique assimilable (P <sub>2</sub> O <sub>5</sub> ) 5%
Total phosphoric acid 6%	Acide phosphorique total 6%
Soluble potash (K <sub>2</sub> O) 2%	Potasse soluble (K <sub>2</sub> O) 2%
Organic Matter 45%	Matière organique 45%
Maximum Moisture 92%	Humidité maximale 92%
Active ingredient derived from municipal biosolids.	Matières actives dérivées des biosolides municipaux.
Lot #: 1-2024	No. de lot: 1-2024
Net Weight: 42,000 kg	Poids net: 42,000 kg
Manufactured By: Organic Materials Recovery Centre 191 Eco Parkway – RR#6 Township of Southgate, County of Grey, ON N0C 1B0	Fabriqué par: Organics Materials Recovery Centre 191 Eco Parkway – RR #6 Canton de Southgate, Comté de Grey (Ontario) N0C 1B0
<b>Directions for use:</b> Maximum annual application rates for LysteGro fertilizer should not exceed 5 dry tonnes per hectare. User should seek the advice of a county agricultural representative or professional agricultural consultant. This product should be used based on soil and/or tissue analysis and incorporated following application.	<b>Mode d'emploi:</b> La dose maximale annuelle d'application d'engrais de LysteGro ne devrait pas dépasser 5 tonnes sèches par hectare.  L'utilisateur devrait demander conseil à un représentant agricole du comté ou un consultant agricole professionnel. Ce produit devrait être utilisé basé sur une analyse de sol et/ou de tissus et incorporé suivant l'application.
Keep out of reach of children Read label before use.	Tenir hors de la portée des enfants. Lire l'étiquette avant d'utiliser.
Protective eyewear and gloves recommended. <b>If on skin:</b> wash with water and soap. <b>If in eyes:</b> flush with water thoroughly. If irritation persists, seek medical advice.	Il est conseillé de porter des lunettes et des gants de protection. <b>En cas de contact avec la peau :</b> Laver avec de l'eau et du savon. <b>En cas de contact avec les yeux :</b> Rincer à fond avec de l'eau. Si l'irritation persiste, consultez un médecin.

Lystek Southgate Organic Materials Recovery Centre (OMRC)  
191 Eco Park Way, Dundalk, Ontario

Constituent	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Average	Maximum Allowable Concentration <sup>a</sup>	Units
Metals															
Arsenic	2.00	2.55	2.40	2.27	2.54	2.68	0.03	3.58	3.54	3.11	2.44	3.02	2.51	170	mg/kg
Cadmium	BDL	0.80	0.50	0.80	0.70	BDL	0.70	0.50	0.30	0.70	0.90	1.10	0.70	34	mg/kg
Cobalt	4.80	5.10	5.20	5.20	5.10	5.10	5.20	5.30	5.50	3.80	8.90	9.20	5.70	2,800	mg/kg
Chromium	75.50	77.00	75.90	78.40	76.90	85.60	84.40	74.90	80.60	53.00	56.70	86.90	75.48	340	mg/kg
Copper	653.00	763.00	737.00	754.00	713.00	709.00	778.00	721.00	789.00	611.00	589.00	764.00	715.08	1,700	mg/kg
Mercury	0.56	0.67	0.58	0.67	0.54	0.52	0.01	0.62	0.67	0.93	0.54	0.76	0.59	1,100	mg/kg
Molybdenum	12.50	13.90	14.50	15.40	12.90	14.20	14.10	12.40	13.20	11.10	13.20	17.10	13.71	11	mg/kg
Nickel	28.40	26.40	25.60	28.50	29.10	28.00	29.10	27.30	27.10	21.20	23.20	29.00	26.91	94	mg/kg
Lead	40.30	58.20	50.60	60.80	62.00	75.80	82.60	61.80	64.50	34.30	32.20	34.10	54.77	420	mg/kg
Selenium	3.60	3.20	3.40	3.80	3.60	4.20	0.04	4.40	4.40	6.20	9.30	4.30	4.20	34	mg/kg
Zinc	809.00	782.00	836.00	868.00	786.00	833.00	886.00	832.00	881.00	721.00	720.00	911.00	822.08	4,200	mg/kg
Nutrients and Physical Properties															
Total Solids	10.50	10.80	10.80	10.90	11.60	11.20	10.80	11.10	11.00	10.70	10.70	11.00	10.93	n/a	%
Volatile Solids	6.03	5.79	5.88	5.83	6.44	5.84	5.73	5.86	5.56	6.40	6.98	6.25	6.05	n/a	%
Total Organic Carbon	319,000	307,000	302,000	297,000	308,000	289,000	295,000	293,000	281,000	332,000	362,000	316,000	308,417	n/a	mg/kg
Total Kjeldahl Nitrogen	73,000	71,000	72,000	71,000	74,000	71,000	69,000	69,000	66,000	71,000	30,000	65,000	66,833	n/a	mg/kg
Ammonium - N	30,857	31,296	32,963	35,413	32,672	27,411	30,833	34,324	31,182	34,766	32,897	30,000	32,051	n/a	mg/kg
Nitrate and Nitrite-N	6.04	9.91	4.07	8.44	6.03	4.11	4.63	4.14	6.18	15.98	11.60	12.55	7.81	n/a	mg/kg
Total Potassium	17,700	13,200	14,400	13,200	15,400	14,700	16,000	14,600	16,200	24,600	21,900	17,400	16,608	n/a	mg/kg
Total Phosphorus	30,200	27,200	29,700	31,400	32,500	32,300	34,700	36,900	34,600	26,900	24,200	30,800	30,950	n/a	mg/kg
Pathogens															
Fecal Coliforms	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	<1.8	n/a	<1000	MPN/g
Salmonella	NEG	NEG	NEG	NEG	NEG	NEG	NEG	NEG	NEG	NEG	NEG	NEG	n/a	<1	CFU/25g

<sup>a</sup> As per Section 14.2 of Environmental Compliance Approval No. 8850-8V657Z

Note - Each sample collected consists of a minimum of 1 grab sample collected directly from the discharge point of the process reactor.

Note - Analysis completed by A&L Canada Laboratories Inc.

n/a - not available

ND - Not detected

NEG - Negative

# Southgate OMRC

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## Public Advisory Committee

### Agenda for PAC Meeting #37

LYSTEK SOUTHGATE ORGANIC MATERIALS RECOVERY CENTRE

**Date:** April 30, 2025

**Time:** 7 pm

**Location:** Teams Conference Call

#### **PAC Members:**

Joan John - Township of Southgate  
Michael Sherson – Community Member  
Simon Meulendyk – Lystek  
Adrienne Van Dyk – Lystek  
Merv Mcleod (Chair) - Mcleod Wood Associates Inc

#### **Agenda Items:**

1. Welcome
2. Approval of Agenda
3. Review of 2024 Meeting Minutes (Accepted by email consensus)
4. Public and Media Attendance-Re: Question Period and Code of Conduct (*T of R Delegations*)
5. Review of Changes to OMRC PAC Terms of Reference as directed in 2024 (*Att. Changes/Amendment OMRC PAC Terms of Reference*)
6. Complaint Reported
7. Current Membership Update & New Member Recruitment (*Att. Membership*)
8. Operations Update-Simon Meulendyk
  - a. Operations update
9. Community Correspondence

Adjourn Meeting

**AGENDA APRIL 30, 2025**



### Terms-of-Reference

This document outlines the terms and reference for the Public Advisory Committee (herein referenced as the PAC) for the Lystek Southgate Organic Materials Recovery Centre (herein referenced as the OMRC). The PAC plays an important role in furthering communications and consultation between Lystek International Inc. (Owner), the local community, the Township of Southgate and the Ministry of Environment, Conservation and Parks (MECP).

1. General Mandate of the PAC:
  - Review operations of the OMRC facility and provide regular input to the Owner with respect to matters pertaining to the ongoing operation including; monitoring for odour and contingency plans for release of odours that could impact the local community and responding to community complaints
  - Review operational and monitoring reports
  - Facilitate ongoing dialogue between the Owner, the MECP District Office and the local community
  - Meet annually and provide reports in the form of meeting minutes to the local community on the activities of the OMRC and seek public input on the activities and any issues arising from the operation of the OMRC.
  - Monitor the Owner's complaint response process and make recommendations to the Owner with respect to this program
  - Provide recommendations to the Owner regarding any complaints that may have been filed with the MECP or reported to the Township or members of the PAC.
2. Composition of the PAC could include:
  - a. four to six representatives of the community; at least one representative must reside within 2.5 km of the facility.
  - b. two representatives of the Owner of the OMRC facility
  - c. a representative of the Township of Southgate Council (elected official)
  - d. one member at large from the scientific community and/or with a knowledge of sewage biosolids and any applicable legislation for biosolids in Ontario (optional position)
3. The PAC will elect its own Chairperson annually. The Chairperson can be professional non-resident and must be approved the members of the PAC.
4. The Chair will plan meeting agendas, preside over meetings and coordinate activities of the PAC.
5. When the Chairperson a hired professional, the Chairperson will take notes and prepare draft minutes of the meeting for distribution to PAC members and comments and approval The Chair will ensure that draft minutes are approved within two weeks of each meeting.

6. Membership in the PAC shall be for two (2) years and members may be reappointed by consensus of the other members.
7. Members who miss three consecutive meetings may be replaced by the Chair after notification and discussion with the absentee member. A quorum – defined as a simple majority - of the PAC is required to discuss and reach consensus on whether a member should be replaced.
8. Member resignations are to be provided in writing to the chair.
9. The PAC will meet approximately once a calendar year. The meeting will occur after land applications have been completed in the fall. Note that any change in the frequency of meetings will require MECF approval. Annual meetings will be planned for the second Wednesday of April.
10. The PAC will NOT exercise any supervisory, regulatory, approval, legal or other decision-making role with respect to the current or proposed operations of the site.
11. Membership is voluntary, without compensation, however the Owner shall provide for the administrative costs related to the facilitation of the PAC including the cost of such items as documents, printing and other miscellaneous items as deemed necessary.
12. The Owner shall provide a meeting honorarium to the chair and make funds available for technical assistance as reasonably agreed upon and required by the PAC.
13. Suggestions to revise the Terms of Reference for the committee may be made at any meeting where a quorum is present. No changes to the Terms of Reference can be made until the committee members mutually agree to the changes. Depending upon the nature of any proposed changes, the MECF may need to be consulted and provide concurrence.
14. Decisions regarding Terms of Reference updates, recommendations to the Owner, or other OMRC issues, will, first and foremost, be arrived at through a consensus of the opinions of the members present. Where a consensus of opinion is not possible, a vote to determine the outcome of the matter will be called, with the following conditions:
  - a. All PAC members, or their alternates, are present; and
  - b. The decision is determined by a simple majority of the voting members
  - c. The Chairperson of the PAC shall vote on all matters, except when the Chairperson is a hired professional then the Chairperson will not have vote.
  - d. In the event of a tie vote, the motion will fail.
15. The Southgate OMRC PAC will encourage community members of Southgate to participate in the PAC meetings. A Community member is defined as a taxpayer of the Township of Southgate or a resident who lives within 5 km of the OMRC facility. All residents are welcome to attend PAC meetings.
16. The Agendas and PAC Meeting Minutes will be posted on the Southgate and Owner's websites. Meeting minutes will be posted approximately two weeks following each meeting.
17. The PAC will have reasonable access to the site and facilities for the purpose of carrying out its objective and mandate. Monitoring reports prepared pursuant to the various environmental approvals related to the operation of the OMRC will be made available to the PAC.
18. The PAC will be maintained pursuant to the requirements of the environmental approvals issued for the OMRC by the MECF.

#### **Conduct of Meetings and Rules of Order**

1. A quorum will consist of a simple majority of PAC members.

2. A portion of each PAC meeting will be designated for submissions or questions from members of the public. Questions must be sent to the Chair at least one week in advance to be considered in the next meeting.
3. Members of the PAC, subsequent to declaring a pecuniary interest with respect to an agenda matter being considered, shall leave the room during which the consideration of the agenda item is conducted. They will be recalled to the meeting once the item of consideration has been dealt with. If a member of the PAC declares a pecuniary interest on any matter, it does not affect the composition of the quorum.
4. Members of the PAC have a duty to conduct themselves in an impartial and objective manner. Respect and courtesy must be observed by all members at all times. No member is obligated to agree with the group or feel coerced to agree with the group's or Lystek's opinions. Each member is able and encouraged to express their own opinions and the opinions of the community members that they are asked to bring forward to the PAC.
5. Debate and discussion must be confined to the agenda and those matters that are within the mandate of the PAC.
6. The Chairperson of the PAC shall have the right and responsibility to control proceedings of the PAC, including the right to exclude any member of the public or any member of the PAC who is interfering with or disrupting the PAC proceedings.

#### **Delegations**

1. At the time of requesting to be treated as a delegation, the body or individual shall:
  - a. Provide information to the chair two weeks prior to the PAC meeting on what is to be presented, which will be used to decide whether the request to speak will be accepted.
  - b. Provide a written copy of the submission by 4:00 pm two business days prior to the regular PAC meeting.
2. The Chair will decide whether or not the item will be added to the agenda based on relevance of content to the PAC's mandate. The person requesting the agenda item will be contacted by the Chair and advised of the decision.
3. Upon approval of the PAC, a person or organization wishing to appear as a delegation may address the PAC for a period of time not exceeding ten minutes and may only speak on their approved agenda item.
4. Delegations shall not be permitted to appear before the PAC for the sole purpose of generating publicity.
5. Delegations that have previously appeared before the PAC on a subject matter shall be permitted to delegate again only if they provide new information relating to that matter.
6. Members of the PAC may only ask questions of the delegations and shall not express an opinion or enter debate with delegations to ensure constructive and efficient dissemination, consultation, review and exchange of information.

#### ***Reaching Consensus:***

*Consensus building is a process of seeking unanimous agreement. It involves a good-faith effort to meet the interests of all stakeholders. Consensus has been reached when everyone agrees they can live with whatever is proposed after every effort has been made to meet the interests of all stakeholder parties.*

**Southgate OMRC PAC Member Sign-Off:**

**I have read, understand and agree to follow the Southgate OMRC PAC Terms-of-Reference:**

**Name:** \_\_\_\_\_ **(print)**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_