



Ragged Lake Composting Facility Community Liaison Committee

SUMMARY NOTES OF CLC MEETING # 4 September 13, 2018

The meeting summary notes recorded here are not intended to represent a verbatim record of the meeting proceedings but rather an overview of the discussions and a listing of any action items agreed to during the meeting.

Attendance:

CLC Members Present	CLC Members Not Present	Guests
Bob Dooley	Matt Keliher (HRM)	Kim Ungar (AIM)
Maureen Yeadon		
Frank Johnston		
HRM Councillor Steve Adams		
Krista Flanagan (HRM)		
Jordan Vallis (HRM Alternate)		
Darren Evans (AIM)		
Dennis Perlotto (AIM)		

LOCATION: Coastal Inn, 98 Chain Lake Drive, Halifax, NS

The CLC meeting agenda was presented as follows:

#	Agenda Item	Presenter	Time
1	CLC Updates: <ul style="list-style-type: none">- Membership- Documentation on AIM Website	AIM	5 minutes
2	Review and Approval of Summary Notes of CLC Mtg # 3; May 31, 2018	All	10 minutes
3	Discuss Action Items from CLC Mtg # 3, May 31, 2018	All	30 minutes
4	Discuss One Year Management Contract Extension	AIM	5 minutes
5	Review of Residential vs. Commercial incoming raw materials	AIM/City	10 minutes
6	Environmental Update	AIM	15 minutes
7	Discuss Odour Investigation Process (and potential odours from other sources)	All	15 minutes



8	Setting Dates for 2019 CLC meetings	All	10 minutes
9	Open discussion, Q&A	All	20 minutes

Meeting commenced at 7:00 PM

Summary of CLC Meeting Discussions

#	Item	Action
4.1	The Committee was informed that Tom Seguin has been transferred to another Circle K location and that he would no longer be a member of the CLC. K. Ungar has approached the new manager of the Circle K regarding her interest in replacing Tom on the committee. She said she would like to think about it.	K. Ungar will follow up with the Circle K manager.
4.2	K. Ungar also confirmed with the new Circle K manager that the AIM notice, the log book and the contact information cards were still in place. M. Yeadon informed the Committee that she visited the Circle K location recently and asked for one of AIM's contact cards from a Circle K employee. The employee was aware of the cards and the log book and one of the cards was given upon request. To date AIM has not been contacted by way of the posting or the cards.	
4.3	D. Perlotto informed the Committee that the CLC Meeting Notes, presentations and Facility Monthly Reports are available on the AIM website. They need to be brought up to date however.	D. Perlotto will bring content up to date.
4.4	The Summary Notes of CLC Meeting #3 were approved by the Committee.	
4.5	The CLC notice/advertisement is in the Prospect Road Community Center's "Prospective" publication. Printed copies will be mailed out in the next few days. J. Vallis stated that the online version of the Prospective was already available.	
4.6	A facility tour for CLC members was held on June 13, 2018. Not all members were able to attend. D. Perlotto offered tours to all CLC members again. This can be arranged with as little as one day of notice.	



4.7	The idea of holding a compost giveaway in the spring of 2019 was discussed further. However more consultation between AIM and HRM will be required as significant logistical issues exist. An update will be presented at the next CLC meeting.	Approval/support required from HRM for event.
4.8	D. Perlotto said AIM is still investigating community sponsorship possibilities. AIM would like to look at offering broader community based support rather than supporting a single sports team for example. K. Ungar said the Prospect Road Community Center may have programs that AIM could support. F. Johnston suggested that AIM could donate monies to plant a wall of trees (living wall) along Evergreen Place and Prospect Road to obscure some of the less attractive industrial/commercial establishment along these roads. Councillor Adams said there is a Prospect community recreation/sports organization that may be suitable for AIM to provide some support. He will forward contact information.	K. Ungar to get organization contact information from Councillor Adams.
4.9	D. Perlotto announced to the CLC that AIM's contract to operate the Ragged Lake Facility has been extended by HRM for another year until March 31, 2020. HRM also has the option to extend for an additional year beyond this.	
4.10	All the committee members agreed to continue their membership and involvement with the CLC until the end of AIM's extended contract in 2020.	
4.11	M. Yeadon had enquired about the ratio of residential to commercial organics tonnages and data was presented dating back to 2013. It was explained that residential sources are from single homes and smaller apartment buildings while commercial sources includes grocery stores, restaurants, industrial/commercial establishments, multi residential units including large apartments/condos, etc. Annual maximum tonnages that the Facility can accept are also dictated by the NSE Approval to Operate.	
4.12	D. Perlotto provided an environmental update. No odour complaints had been received since the last meeting. Nova Scotia Environment had asked for some additional work to be carried out beyond AIM's usual permit requirements. A summary of this work was listed in the CLC meeting presentation and the work is being carried out as requested.	
4.13	D. Evans walked the Committee through the odour investigation process. An investigation is conducted for a formal complaint that is received in "real" time or for a formal complaint that is received sometime afterwards (after hours, weekends, after the fact). If afterwards it would be to investigate for potential causes using	



	<p>available historical data (weather conditions, plant activities, etc.). All complaints, incident information, corrective actions, are reported, in writing, to HRM and NS Environment. Reports of odours that we may become aware of indirectly may be investigated if enough information (time, date etc.) is available but may not be reported if inconclusive or deemed to be from a source other than the compost facility.</p>	
4.14	<p>F. Johnston asked about overhead door operation. D. Evans explained that the receiving doors are quick opening and closing (seconds) doors with strict rules for keeping the doors closed to contain odours.</p>	
4.15	<p>M. Yeadon said that she was very pleased to have been able to tour the facility and observe the operation first hand. She remarked that visiting the operation clarified the operations greatly and noted that the facility and environs was very clean and in good condition despite its age, indicating that the facility has been well cared for.</p>	
4.16	<p>As a continuation of item 4.13 above the subject of the odour complaint that was recorded on a private Facebook page for a local residential subdivision was discussed. The Facebook posting noted that the “smell seemed to be everywhere” and was blamed on the. AIM did its best to investigate the issue but could not attribute any odours to site operations. .</p>	
4.17	<p>A discussion ensued regarding the best way for citizens to report non-compost facility related odours noted in the area. It was agreed that it is not AIM’s duty to identify and/or report other sources of odour in the area. Councillor Adams indicated that using 311 is currently the most appropriate method for residents to contact the City for any concerns they may have.</p>	
4.18	<p>The CLC meeting dates up to February 2020 were proposed as follows:</p> <ul style="list-style-type: none"> • Dec 6, 2018 • Feb 28, 2019 • May 30, 2019 • Sept 12, 2019 • Dec 12, 2019 • Feb 27, 2020 <p>These meeting dates were agreed to and D. Perlotto to send out calendar invitations to all members for all dates.</p>	<p>AIM to send out calendar invites</p>



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Next meeting is 7:00 PM Thursday December 6, 2018

Approved