



Minutes

Thursday, February 14th, 2013

8:00 A.M.

Members Present:

Mayor – Alan Barfoot, Township of Georgian Bluffs
Mayor – Bob Pringle, Township of Chatsworth
Deputy Mayor – Dwight Burley, Township of Georgian Bluffs
Deputy Mayor – Terry McKay, Township of Chatsworth

Staff Present:

Chief Administrative Officer – Murray Hackett, Township of Georgian Bluffs
Chief Administrative Officer - Will Moore Township of Chatsworth
Treasurer - Holly Morrison, Township of Georgian Bluffs
Operations Manager – Chris Thompson, Township of Georgian Bluffs
Biodigester Operator – Troy Unruh, Township of Georgian Bluffs
Operations Assistant- Desirée van Dijk, Township of Georgian Bluffs

Other:

Ross Slaughter, Senior Environmental Engineer, Genivar

1. Call to Order:

Chair Alan Barfoot called the meeting to order at 8: a.m.

2. Disclosure of Pecuniary Interest and the general nature thereof:

None.

3. Adoption of the Minutes:

Motion: BIO001-2013

Moved by: Dwight Burley

Seconded by: Terry McKay

That the Georgian Bluffs-Chatsworth Biodigester Joint Board approve the minutes of the previous meeting held on November 23, 2012.

Carried

Motion: BIO002-2013

Moved by: Bob Pringle

Seconded by: Terry McKay

That the Georgian Bluffs-Chatsworth Biodigester Joint Board approve the minutes of the public meeting held on December 11, 2012 at the Keady Arena as amended.

Carried

4. Delegations or Deputations:

- a) None

5. Correspondence:

- a) Veolia November and December 2012 monthly report

Motion: BIO003-2013

Moved by: Bob Pringle

Seconded by: Terry McKay

That the Georgian Bluffs-Chatsworth Biodigester Joint Board accepts the November, December 2012 and January monthly wastewater reports.

Note, the January report was distributed at the meeting.

Carried

- b) CH Four Biogas Inc. January 2013 Digester Report

Staff directed to send a follow-up letter to obtain the reason for frozen gas line which occurred in late January 2013.

Noted and Filed

- c) Ecostrat Biogas Feedstock Supply Assessment Proposal

Chris Thompson and Troy Unruh noted that Ecostrat contacted Georgian Bluffs and were interested in providing broker services for providing feedstock to the Bio. Ecostrat is also interested in a tour of the facility.

Noted and Filed

6. Staff Reports:

a) Operations: Operations Manager Chris Thompson

- i) Action Items Report

Motion: BIO004-2013

Moved by: Dwight Burley

Seconded by: Bob Pringle

That the Georgian Bluffs-Chatsworth Biodigester Joint Board accepts the February 14, 2013 Action Items Report.

- ii) Proposal to regulate septic waste disposal

A septic tank re-inspection program would provide increased protection for the environment, health of our citizens and protection of the supplies of potable water, whether from wells or open water intakes and would provide a constant source of material for the biodigester, which would generate revenue from the production of biogas to generate revenue through the production of electrical power for sale into the Provincial power system.

Motion: BIO006-2013

Moved by: Terry McKay

Seconded by: Bob Pringle

That the Georgian Bluffs-Chatsworth Biodigester Joint Board receives the report from the Georgian Bluffs C.A.O. dated January 26, 2013; Proposal for the management of septic tank waste in the Townships of Georgian Bluffs and Chatsworth.

Carried

Staff directed to obtain a legal opinion regarding the legality of a septage by-law providing for **a)** if a municipal by-law could be implemented that authorized each municipality the right to control septage tank cleaning and haulage to the Biodigester and, if so, **b)** is an RFP/tender limiting the specific haulers working in the respective municipalities possible. It was discussed that this opinion would be helpful if obtained prior to Good Roads, as that may facilitate discussions at OGRA with MOE, however, given the timeframe, that is unlikely.

b) Finance: Treasurer Holly Morrison

i) Waste Water Summary

Noted and Filed

ii) Account Approval list November 21, 2012 to February 11, 2013

Motion: BIO005-2013

Moved by: Bob Pringle

Seconded by: Terry McKay

The Georgian Bluffs-Chatsworth Biodigester Joint Board approves accounts for payment in the amount of \$113,272.73 for the period November 21, 2012 to February 11, 2013.

iii) Operating and Capital Financial Statements as of December 2012

Noted and Filed

iv) General Ledger Revenue and Expense Report ending December 31 2012

Noted and Filed

v) Genivar Engineering Fees 2012

Motion: BIO007-2013

Moved by: Bob Pringle

Seconded by: Dwight Burley

That the Georgian Bluffs-Chatsworth Biodigester Joint Board authorizes the approval of engineering fees to Genivar in the amount of \$1,200 for 2012 expenditures. This is an increase of 1.5% over the preliminary quote previously approved.

Carried

vi) Rolan Annual Service Agreement

Motion: BIO008-2013

Moved by: Terry McKay

Seconded by: Dwight Burley

That the Georgian Bluffs-Chatsworth Biodigester Joint Board authorizes the Chair and Secretary to sign the agreement with Rolan Inc. for a service agreement to operate the Biodigester.

Carried

vii) Budget Proposal 2013

Motion: BIO009-2013

Moved by: Dwight Burley

Seconded by: Bob Pringle

That the Georgian Bluffs-Chatsworth Biodigester Joint Board receives and approves the 2013 Budget as amended, and further, that the Budget be presented to the respective Councils for their approval.

Carried

c) Engineering: Ross Slaughter, Genivar

- i) Discussion of feedback from the meeting with area farmers in December 2012
Very little response received, no formal comment forms returned.
Ross Slaughter noted that Class A fertilizer is controlled at the federal level.

- ii) Discussion of methods of digestate disposal on agricultural land:
a) Get extra land approved
b) Broker – need tender documents/RFP prepared for broker alternative

Motion: BIO010-2013

Moved by: Dwight Burley

Seconded by: Bob Pringle

That the Georgian Bluffs-Chatsworth Biodigester Joint Board authorizes Genivar to prepare RFP document as per Alternative #1 of the presentation made at the Keady meeting and presentation on December 11, 2012.

Carried

- iii) Review of volatile fatty acids and odour control
Powder additive can be added to reduce odour and improve fertilizer value of the slurry. Ross Slaughter provided an article from Ontario Farmer. Staff to investigate further.
- iv) Application for FIT program-January 2013 and request to OPA for return of deposit and application fee from first submission
Form can be submitted to obtain \$500 application fee refund.
Application has been submitted, no response received as yet.
- v) Application for \$2 million for improved septage receiving increased FOG storage and increase in generator capacity from 100Kw to 340Kw.
Chatsworth received a letter from OMAFRA that the application was not

approved to move to the next round.

Operations Manager was asked to contact Rick Chappell @ MOE to see if he is aware of the application and reasons for the application not being approved and check with Ministry of Agriculture, Food and Rural Affairs.

- vi) OGRA meetings for Biodigester
No meetings planned. The deadline has passed.
- vii) Hydro One impact assessment
FIT funding to be pursued first.
- viii) Discussion of wastewater from turkey processing plant in Hanover
Approximately 7m³ could be delivered at approximately \$10m³. Currently product is going to Hanover Wastewater Treatment Plant. Product will be obtained to test (including heavy metal scan) and determine product details (quality). Contact Ron Cooper for water quality data.
- ix) Presentation at Canadian Biogas Conference March 5 & 6, 2013 – London ON
Ross Slaughter has prepared a PowerPoint presentation for the conference and some changes will be made to the presentation and sent to respective C.A.O.s for review. Troy Unruh to also attend the conference.

7. Unfinished Business

- a) Request by some ratepayers in Chatsworth for information about the Biodigester. Information can be obtained through the meeting minutes which are posted on the website.

8. New Business

- a) Date and location of meeting with haulers
Date will be set once a legal opinion is obtained and brought back to the next meeting.
- b) Rolan quote for back-up generator was discussed and the board was not in favor of proceeding at this time.

Noted and Filed

9. In Camera:

None

10. Public Question

None

11. Next Meeting:

Friday, March 15, 2013 at 8:00 a.m. in the Township of Georgian Bluffs Council Chambers.

12. Adjournment:

The Biodigester Joint Board meeting adjourned at 11:30 a.m. on a motion moved by Bob Pringle and seconded by Terry McKay to meet again on Friday, March 15, 2013 at 8:00 a.m. in the Township of Georgian Bluffs Council Chambers.

Mayor – Alan Barfoot

Recording Secretary –
Desirée van Dijk