



Making a difference...together

**Minutes of a Meeting of the Technical Oversight Panel (TOP)
Held January 12, 2016, in Room 107, 625 Fisgard St., Victoria, BC**

Present: **TOP Members:** T. Coady (Chair), S. Arora, R. Atkins, R. Bailey, B. Jank, J. Snyder
Consultants: S. Brubacher, Urban Systems; R. Einfeld, R. Kilian, Corollo
Staff: J. Grelson, Project Scheduler and meeting recorder, Parks & Environmental Services; L. Hutcheson, General Manager, Parks & Environmental Services; L. Lou, Administrative Assistant, Parks & Environmental Services; D. Telford, Project Manager, Core Area Wastewater and Resource Recovery Project
Guests: G. Bethell; C. Corps, Pivotal

The consultants S. Brubacher, B. Einfeld and R. Kilian participated in the meeting via teleconference.

B. Desjardins and R. Atwell were present as well as 13 members of the public.

Chair Coady called the meeting to order at 9:05 a.m.

1. Approval of Agenda

MOVED by S. Aurora, **SECONDED** by J. Snyder,
That the agenda be approved as amended.

CARRIED

2. Pivotal Presentation

Presentation titled: *Biowater Technology & Pivotal's Advanced Gasification*. The presenters discussed the following topics:

- Integrated wastewater treatment solutions
 - Wastewater treatment
 - Biosolids treatment
 - Integrated resource management
- Biowater technology
 - Continuous flow intermittent cleaning
 - Liquid waste treatment
- Advanced gasification
 - Comparison of gasification technologies
- Alignment with community objectives

The vendor summarized the presentation with the following statements:

- Technologies are proven and stable
- Small plant size empowers and enables options
- The proposal is "future proof" in that it utilizes economic modern technologies that exceed all environmental and financial standards; it is scalable (J-I-T solutions) and it is simple to expand which reduces both current taxpayer and developers' costs

- The proposal is driven by a combined financial and environmental business case that focuses on taxpayer and environmental value

The presentation concluded at 9:47 a.m. and the vendor and TOP began a discussion regarding the proposal. The following comments were made:

- The vendor is proposing dewatering dryer, pelletizing of solid waste with potential for gasification to bioash; for the waste water treatment proposing a tertiary treatment with membrane, and the membrane will take care of most contaminants of concern
- Director Atwell stated a motion set by the Board on December 2, 2015 which stated that the scope for the consultant is expected to include municipal solid waste analysis; integration is expected
- TOP responded by stating that in the next stages, as the RFSI goes out, the technical support will allow for that integration

3. Adjournment

MOVED by R. Arora, **SECONDED** by J. Snyder
That the meeting be adjourned at 10:27 a.m.

CARRIED

The meeting reconvened and was called to order at 12:42 a.m.

4. Technical Oversight Panel update with L. Hutcheson

TOP began a discussion with L. Hutcheson to provide an update on Technical Memo #3 and the Summary Memo (previously referred to as Technical Memo #4). Discussion followed on the upcoming Core Area Liquid Waste Management Committee agenda topics and public consultation.

L. Hutcheson left the meeting at 1:13 p.m.

Break from 1:13 – 1:32 p.m.

S. Brubacher entered the meeting via teleconference at 1:25 p.m.

R. Killian participated entered the meeting via teleconference at 1:32 p.m.

5. Follow up meeting with Urban Systems and Carollo

TOP and the Consultants discussed the solid waste cost breakdown. Discussion addressed sites, anaerobic digestion, a dryer at Hartland and that other alternatives will be explored in the RFSI process.

L. Hutcheson re-entered meeting at 1:55 p.m.

L. Hutcheson was called back to the meeting to provide clarity on a sludge line to Hartland. L. Hutcheson confirmed that if the costs remain the same and anaerobic digestion is the base case, adding in drying as a possibility is viable. L. Hutcheson added that the Ministry of Environment would need to be consulted.

6. Adjournment

MOVED by J. Snyder, **SECONDED** by R. Atkins
That the meeting be adjourned at 2:20p.m.

CARRIED

CHAIR