



## GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP AGENDA

Friday, March 17<sup>th</sup>, 2023 – 2:30 p.m.  
Municipal Office – Council Chambers – 217 Harper Road

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**Chair,** \_\_\_\_\_

**1. CALL TO ORDER**

**2. APPOINTMENT OF CHAIR**

*Suggested Motion:*

*“THAT, \_\_\_\_\_ be appointed as Chair of the Green Energy and Climate Change Working Group.”*

**3. AMENDMENTS/APPROVAL OF AGENDA**

**4. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST  
AND GENERAL NATURE THEREOF**

**5. APPROVAL OF MINUTES**

- i) **Minutes – September 16<sup>th</sup>, 2022 – attached, page 4.**

*Suggested Recommendation:*

*“THAT, the minutes of the Green Energy and Climate Change Working Group Meeting held on September 16<sup>th</sup>, 2022 be approved as circulated.”*

**6. DELEGATIONS & PRESENTATIONS**

None.

**7. COMMITTEE ORIENTATION**

- Code of Conduct – Janie Laidlaw, Deputy Clerk

## 8. BUSINESS

### i) Introductions

- Your background and your priorities for the Working Group - All

### ii) Climate Action Plan Update

- Targets - Progress – Noelle Reeve, Planner  
<https://www.tayvalleytwp.ca/en/news/tay-valley-township-implementing-climate-action-plan.aspx>
- Targets - Priority Discussion – Building Conditions Assessment Report – All  
– *attached, page 10*
- Adaptation – Where does it fit? – Noelle Reeve, Planner

### iii) Communications

- Lanark County Climate Change Committee Update – Noelle Reeve
- Should Tay Valley Declare a Climate Emergency? – Peter Nelson
- National Building Code update on Energy Efficiency – Noelle Reeve, Doug Barr ( proposal for solar roof panels and Electric Vehicle Level 2 Charger Stations)
- Update Website Page, E-news fortnightly Energy/Climate Change Tips – Noelle Reeve, Planner

## 9. NEW/OTHER BUSINESS

None.

## 10. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: TBD

## 11. DEFERRED ITEMS

*\*The following items will be discussed at the next and/or future meeting:*

- *None at this time*

## 12. ADJOURNMENT

# MINUTES

# GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP MINUTES

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Friday, September 16<sup>th</sup>, 2022

10:00 a.m.

Council Chambers

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## ATTENDANCE:

**Members Present:** Chair, Deputy Reeve  
Barrie Crampton  
Bob Argue  
Jennifer Dickson  
Douglas Barr

**Members Absent:** Councillor Rob Rainer  
David Poch  
Peter Nelson

**Staff Present:** Noelle Reeve, Planner  
Allison Playfair, Planning Administrative Assistant,  
Recording Secretary

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## 1. CALL TO ORDER

The meeting was called to order at 10:08 a.m.  
A quorum was present.

## 2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was approved as printed.

## 3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

## 4. APPROVAL OF MINUTES

### i) Minutes – June 3<sup>rd</sup>, 2022

The minutes of the Green Energy and Climate Change Working Group Meeting held on June 3<sup>rd</sup>, 2022, were approved as presented.

## 5. DELEGATIONS & PRESENTATIONS

None.

## 6. BUSINESS

### i) **Climate Action Plan**

Ministry of Energy Comment opportunity on the Development of A Clean Energy Credit Registry – Noelle Reeve, Planner

Clean Energy Credits (CECs) are “instruments derived from the positive environmental attributes (EAs) associated with clean electricity generation projects. CECs are certificates that represent one megawatt-hour (MWh) of clean electricity that has been generated from a non-emitting source, such as solar, wind, bioenergy, hydroelectric and nuclear power.”

Many companies have set a corporate target of 100 per cent clean electricity generation and consumption. Some Ontario corporations and individuals already voluntarily purchase CECs to meet their corporate sustainability goals. There is, however, no official centralized registry that tracks and enables the purchase of CECs for electricity generated and consumed in Ontario. CECs and voluntary registries exist in other competing North American jurisdictions.

The Planner would like some general thoughts from the Working Group on the province’s proposed clean energy credit registry to encourage renewables.

Building Condition Assessment Report – Noelle Reeve, Planner

The Planner informed the Working Group that a Building Conditions Assessment Report has been prepared by McIntosh Perry and a summary was presented to Committee of the Whole on August 9, 2022 by the Public Works Manager. The report noted each asset the Township owns and what the condition the buildings are in and what is recommended to be partly renovated or in need of a full renovation.

This summary was prepared to allow the Treasurer to know how much taxes would need to increase in the future to be able to complete the repairs or replacement of the buildings. Most of the comments from the consultants were for minor alterations (e.g., roof and siding). The Planner would like comments from the Working Group for ideas on energy efficient improvements when assets are repaired or replaced to implement the Township’s Climate Action Plan.

## 2023 Budget

A discussion was held by the Working Group about the 2023 Budget. It was noted that the County of Lanark had a climate action budget line item for 2022 in the amount of \$200,000.00. Approximately \$75,000 will be spent from that budget so the County is expected to establish a Climate Action reserve.

Because Tay Valley Township has adopted a Climate Action Plan that will require funding to implement some of its requirements, and the Federation of Canadian Municipalities (FCM) energy efficiency and climate action grants require a 20% contribution from the recipient, the Green Energy Climate Change Working Group recommends to Council that Tay Valley establish a line item in the budget for climate action implementation, and that Tay Valley establish a climate action implementation reserve.

The Working Group also requested that Deputy Reeve Barrie Crampton and Councilor Rob Rainer propose the budget line item and reserve for the 2023 Budget.

### ii) **Communications**

#### Lanark County Climate Change Committee Update

Bob Argue updated the Working Group on the County's Climate Change Committee. He noted that there were two meetings one June 20<sup>th</sup> 2022 and one in September (see attachment 1). Bob Argue presented on the climate lens tool in June, which was received very well. Adoption will be discussed at the next County Council meeting - *attached page 7*.

#### Economics of Heat Pumps

The Planner reported that the Clean Air Council of Ontario has prepared a report on economics of heat pumps, *An Analysis of the Financial and Climate Benefits of Electrifying Ontario's Gas-Heated Homes by Installing Air-Source Heat Pumps*. The report concluded that heat pumps are better, more energy efficient, more cost effective (in Ontario at least) and better for the planet than gas heating systems.

[https://www.cleanairalliance.org/wp-content/uploads/2022/08/Heat-Pump-Report-gas-heated-2022-8.5x11-aug-02-v\\_01.pdf](https://www.cleanairalliance.org/wp-content/uploads/2022/08/Heat-Pump-Report-gas-heated-2022-8.5x11-aug-02-v_01.pdf)

The Working Group suggested adding the document to the Township Green Energy Climate Change webpage and doing an eblast for Tay Valley Township residents.

## Electric Vehicle Charging Station Grant Opportunities

Deputy Reeve Barrie Crampton advised the Working Group that he had met the owner of the Maberly Fall River restaurant and that would be a good place for a charging station, and The Working Group should see what funding programs are available.

### 7. NEW AND OTHER BUSINESS

The Planner explained that the new Council would be inaugurated November 15<sup>th</sup> and there would be a Striking committee of Council members to review applications to Township Working Groups and Committees. The Clerk expects to have notices in the paper mid-October calling for people to express interest. The intention would be for appointments to be made by Council in December.

The Working Group put forward a motion recommending the continuation of the Green Energy and Climate Change Working Group.

#### **RESOLUTION #GECCWG-2022-01**

**MOVED BY:** Bob Argue

**SECONDED BY:** Doug Barr

**“WHEREAS**, the Green Energy and Climate Change Working Group provides expertise to implement the Township’s Climate Action Plan;

**WHEREAS**, the Green Energy and Climate Change Working Group increases the communication capacity of the Township on green energy issues;

**WHEREAS**, the Green Energy and Climate Change Working Group identifies cost reduction and energy saving opportunities to the Township;

**WHEREAS**, the Green Energy and Climate Change Working Group identifies funding opportunities for the Township;

**AND WHEREAS**, the Green Energy and Climate Change Working Group enhances the Township’s ability to respond to changing federal and provincial requirements;

**NOW THEREFORE BE IT RESOLVED THAT**, the Green Energy and Climate Change Working Group recommends the continuation of its mandate under the next term of Council.”

**ADOPTED**

**8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: TBD

**9. DEFERRED ITEMS**

*\*The following items will be discussed at the next and/or future meeting:*

- *None*

**10. ADJOURNMENT**

The Working Group adjourned at 11:22 a.m.

# **BUSINESS**

**COMMITTEE OF THE WHOLE MEETING**  
August 9<sup>th</sup>, 2022

Report #PW-2022-16  
Sean Ervin, Public Works Manager

## **BUILDING CONDITION ASSESSMENT REPORTS**

### **STAFF RECOMMENDATION(S)**

It is recommended:

“**THAT**, Report #PW-2022-16 – Building Condition Assessment Reports, be received for information.”

### **BACKGROUND**

At the June 23<sup>rd</sup>, 2020 meeting, Council passed the following resolution:

#### **RESOLUTION #C-2020-06-16**

**MOVED BY:** Rob Rainer

**SECONDED BY:** RoxAnne Darling

“**THAT**, staff be authorized to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for a building condition assessment project.

**THAT**, the following activities be conducted as part of the building condition assessment project:

- retain a qualified consultant to evaluate and produce a report focused on architectural, structural, mechanical, and electrical portions of the Township buildings.
- such report will include recommendations, pictures, and budget estimates such that this report can be incorporated and used by the Township as part of its Asset Management Program.

**AND THAT**, \$10,000 (or 20% of the maximum \$50,000) be committed from the Asset Management Reserve towards the costs of this initiative.”

The Township was notified on May 26, 2021, that the application to the Federation of Canadian Municipalities (FCM) was successful and that the Township would receive \$40,000 for the completion of the building condition assessments.

At the August 24<sup>th</sup> 2021 meeting, Council passed the following resolution:

**Report #PW-2021-19 – Building Condition Assessment – RFP Award.**

**RESOLUTION #C-2021-08-32**

**MOVED BY:** Barrie Crampton

**SECONDED BY:** Mick Wicklum

“**THAT**, the Building Condition Assessment Contract #2021-EC-001, including the additional scope be awarded to McIntosh Perry;

**AND THAT**, the Reeve and Clerk be authorized to sign the necessary documentation.”

**ADOPTED**

The purpose of this report is to update Council with the findings from McIntosh Perry’s reports.

**DISCUSSION**

McIntosh Perry investigated the 15 buildings included in this project and provided subsequent reports for each of the buildings. Due to the size of the files, each report was not included in this report.

A summary of the recommended capital expenditures for the next year (2023) for the recommended buildings is summarized below. More information for each capital expenditure will be provided in the scheduled year during the yearly 10-year capital update report that is brought forward by the Treasurer as well as discussed during budget deliberations. The 15<sup>th</sup> building was the South Sherbrooke Fire Hall and is not included in this report as it will likely be brought forward to the Fire Boards attention.

**Municipal Office – 217 Harper Road**

Capital projects recommended for 2023 include the following:

- Replacement of flat roof, \$107,250
- New electric heaters for the staff and the Public Works garage entrance, \$9,600
- Replace emergency no exit signs, \$4,200

Between 2024 and 2027, recommended projects include balancing and commissioning the HVAC system, painting the interior walls, replace window sealants, bathroom renovations, replacement of the carpet, electrical improvements, and replacement of the security system. The total capital investment for the next 5-years is \$326,960.

**Bathurst Garage – 217 Harper Road**

Capital projects recommended for 2023 include the following:

- Replace exterior door hardware: \$1,800

Between 2024 and 2027, recommended projects include repaving the parking lot, replacement of the CO detector, concrete repairs to the floor, repairs and parging to the exterior, installation of new oil-grit separator for the garage floor, replacement of exterior entrance doors, and replacement of the security system. The total capital investment for the next 5-years is \$162,014.

### **Burgess Garage – 4174 Narrows Lock Road**

Capital projects recommended for 2023 include the following:

- Replacement of the entrance door and new hardware: \$6,000
- Paint propane tank piping \$1,200

Between 2024 and 2027, recommended projects include exterior crack repairs and repaint exterior, new interior doors and door hardware, replacement of the stairs, washroom renovations, sealing and painting the concrete floors, plumbing fixture replacement, installation of oil-grit separator, installation of CO detector system, lighting upgrades, replacement of building signage and installation of fire alarm system. The total capital investment for the next 5-years is \$224,254.

### **Maberly Garage – 172 Maberly Elphin Road**

There are no capital projects recommended for 2023.

Between 2024 and 2027, recommended projects include crack repair to the block wall, replacement of exterior doors and new door hardware, replace overhead garage doors, install new eavestrough, electrical upgrade and lighting upgrades. The total investment for the next 5-years is \$92,520.

### **Bathurst Sand Dome – 217 Harper Road**

The capital projects recommended for 2023 included the following:

- Replacement of exterior lighting, \$1,200

Between 2024 and 2027, recommended projects include concrete repairs to the foundation walls, replacement of the entrance gates, electrical upgrades, installation of bollards at the entrance and moisture protection for the interior concrete walls. The total investment for the next 5-years is \$28,440

### **Burgess Sand Dome – 4174 Narrows Lock Road**

There are no capital projects recommended for 2023.

Between 2024 and 2027, recommended projects include the replacement of the exterior man door and moisture protection for interior concrete walls. The total investment for the next 5-years is \$9,000.

### **Burgess Hall – 4174 Narrows Lock Road**

There are no capital projects recommended for 2023.

Between 2024 and 2027, recommended projects include electrical upgrades, repairs to the block wall foundation, replacement of exterior windows and doors, replacement of flooring at

the entrance and in washrooms, replacement of fire alarm system, kitchen renovation and replacement of baseboard heaters. The total investment for the next 5-years is \$144,372.

#### **Maberly Hall – 180 Maberly Elphin Road**

The capital projects recommended for 2023 included the following:

- Install firestopping penetrations \$6,000

Between 2024 and 2027, recommended projects include repaving the parking lot, replacement of the front steps at the front entrance, install electric heaters at front and side entrance, installation of exhaust fans in kitchen and washrooms, replace flooring in kitchen and the completion of a barrier free design and various barrier free improvements to the washrooms. The total investment for the next 5-years is \$122,304

#### **Maberly Rink Storage Shed/Change Room – 4906 Bolingbroke Road**

Capital projects recommended for 2023 include the installation of a fire alarm system and emergency lighting at an estimated cost of \$7,200.

Between 2024 and 2027, recommended projects include the replacement of exterior lighting on the building and over the rink, and the replacement of windows and a new overhead door. The total investment for the next 5-years is \$13,500.

#### **Glen Tay Waste Site Shed – 156 Muttons Road**

There are no capital projects recommended for 2023.

Between 2024 and 2027, recommended projects include the replacement of ceiling panels, replacement of the asphalt shingles, and repairs to the concrete landing at the entrance. The total investment for the next 5-years is \$4,314.

#### **Stanleyville Waste Site Shed – 1200 Stanleyville Road**

There are no capital projects recommended for the next 5-years.

#### **Maberly Waste Site Shed – 582 Zealand Road**

There are no capital projects recommended for the next 5-years.

#### **ReUse Center - 156 Muttons Road**

The capital projects recommended include the installation of emergency lighting and exit lights at an estimated cost of \$5,400.

Between 2024 and 2027, recommended projects include installation of a fire alarm system, structural improvements, and the completion of a barrier free design. The total investment over the next 5-years is \$20,280.

#### **Glen Tay Waste Site Barn – 156 Muttons Road**

There are no capital projects recommended for the next 5-years.

Between 2024 and 2024, recommended projects include the repair of the wood structure, replace the steel roofing and replacement of doors and windows. The total investment of the next 5-years is \$60,060

McIntosh Perry also completed the Building Condition Assessment for the South Sherbrooke Fire Hall. The subsequent update for that specific building will be presented to the Fire Board at a later date.

## **OPTIONS FOR CONSIDERATION**

Option 1 (Recommended) - Council receive this report for information.

Option 2 – Council provides other direction.

## **FINANCIAL CONSIDERATIONS**

The reports completed by McIntosh Perry determined that the Township would need to invest approximately \$1.2 million over the next 5-years to maintain the buildings in a state-of-good repair. Further discussions regarding the impact of the proposed costs with the various building Reserves will take place during the Treasurer's annual 10-year capital plan update, which typically takes place during the September Council meetings.

## **STRATEGIC PLAN LINK**

**Financial Sustainability:** We have stable tax rates and debt ratios and can fund our desired programs and infrastructure.

## **CLIMATE CONSIDERATIONS**

The reports recommended that the Township should investigate replacing existing components with more energy efficient components that release less GHGs or with components that will reduce the energy use. An example is to replace the windows with 3-frame windows instead of 2-frame to reduce heat loss in the winter (30-40% heat loss), and reduce UV heat in the summer.

McIntosh Perry completed wall and roof thermology studies for the Municipal Office, and the Bathurst and Burgess garages.

The report for the Municipal Office noted that the southwest elevation has thermal variance (heat loss) and recommended that test cuts be completed to determine the wall assembly components. There were no significant thermal issues noted on the flat roofs or any other of the wall elevations.

The report for the Burgess Garage noted that there were no thermal issues with the roof assembly, however there were thermal variances (heat loss) around the southwest side of the building as well as over the garage door entries. A full-wall recladding with improved insulation is required to lower heat losses.

The report for the Bathurst Garage noted that there are thermal variances across the entire southwest elevation and the soffit of the southeast elevation. The southwest elevation was also notably saturated. There were no thermal variances on the flat roof.

A level 1 Energy Audit was completed for the Municipal Office. A level 1 audit is the most basic audit that involves a walk through of the building to identify glaring energy problems. The energy audit for the Municipal Office recommended to replace fluorescent light fixtures with LED fixtures, replacing older rooftop heating/cooling units with more efficient units or units that use alternative units, turning lights off when not in use, setting thermostat for when building is not occupied and replace roofing with lighter coloured roofing membrane.

## **CONCLUSION**

Overall, most of the Township's buildings are in a good condition. However, there are a few buildings, including the Burgess Hall, Burgess Garage, Bathurst Garage and Glen Tay Waste Barn that are not in good condition and will require substantial investment to maintain the buildings in a state-of-good repair. Council may also want to further investigate the functionality/feasibility and a cost benefit analysis of these buildings as it may be more financially beneficial to replace or deem some of these buildings as surplus.

## **ATTACHMENTS**

None.

**Prepared and Submitted By:**

**Approved for Submission By:**

**Sean Ervin,  
Public Works Manager**

**Amanda Mabo,  
Chief Administrative Officer/Clerk**