



## GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP AGENDA

Friday, June 14, 2024 – 2:00 p.m.  
Municipal Office – Council Chambers – 217 Harper Road

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**Chair, Councillor Greg Hallam**

1. **CALL TO ORDER**
2. **AMENDMENTS/APPROVAL OF AGENDA**
3. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**
4. **APPROVAL OF MINUTES**

- i) **Minutes – April 12, 2024 – *attached, page 4.***

*Suggested Recommendation:*

*“THAT, the minutes of the Green Energy and Climate Change Working Group Meeting held on April 12<sup>th</sup>, 2024 be approved as circulated.”*

5. **DELEGATIONS & PRESENTATIONS**

None.

6. **BUSINESS**

- i) **Climate Action Plan Update**

- Update on Meeting with Public Works Manager about Municipal Office Retrofit Possibilities – B. Argue
- Update on June 4 Blue Box Recommendation to Council – *attached, page 12* – Planner
- Compost Education County Outreach Materials – Planner

ii) **Communications**

- Lanark County Climate Change Committee Update – Planner
- Climate Network Lanark Education Series – Planner

**7. NEW/OTHER BUSINESS**

None.

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

Next Meeting: Friday, August 16<sup>th</sup>, 2024 at 2:00 p.m.

**9. DEFERRED ITEMS**

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

- *None at this time*

**10. ADJOURNMENT**

# MINUTES

**GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP  
MINUTES**

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Friday, April 12<sup>th</sup>, 2024

2:00 p.m.

Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario  
Council Chambers

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**ATTENDANCE:**

**Members Present:** Chair, Councillor, Greg Hallam  
Councillor, Angela Pierman  
Bob Argue  
Jennifer Dickson  
David Poch  
Gilbert Rossignol

**Members Absent:** Douglas Barr  
Peter Nelson

**Staff Present:** Noelle Reeve, Planner

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**1. CALL TO ORDER**

The meeting was called to order at 2:02 p.m.  
A quorum was present.

**2. AMENDMENTS/APPROVAL OF AGENDA**

i) Addition under New/Other Business – FCM Large Building Retrofit Program.

The Agenda was approved as amended.

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

None at this time.

#### 4. APPROVAL OF MINUTES

i) **Minutes – December 8, 2023.**

The minutes of the Green Energy and Climate Change Working Group Meeting held on December 8<sup>th</sup>, 2023, were approved as circulated.

ii) **Minutes – February 16, 2024.**

The minutes of the Green Energy and Climate Change Working Group Meeting held on February 16<sup>th</sup>, 2024 were approved as circulated.

#### 5. DELEGATIONS & PRESENTATIONS

None.

#### 6. BUSINESS

i) **Climate Action Plan Update.**

- Update on Municipal Office LED Lighting Upgrades recommendation by Public Works

In his report to Committee of the Whole April 9, 2024, <https://events.tayvalleytwp.ca/meetings/Detail/2024-04-09-1800-Committee-of-the-Whole-Meeting/1e692d3d-ea53-4ac9-ab35-b14801528b9b>, the Public Works Manager stated, “The Municipal Office currently has fluorescent lights throughout the building (131 total fixtures). The Building Condition Assessment noted that approximately 24% of the building’s total energy consumption was from the existing lighting fixtures. The new LED lights will reduce energy consumption and reduce operational and maintenance costs compared to the fluorescent lights.”

- Update on February 2024 Blue Box Report to Council by Public Works

The Public Works Manager presented a report to Committee of the Whole on February 13, 2024 on the implementation options for the Township under *Ontario Regulation 391/21 Blue Box*, under the *Resource Recovery and Circular Economy Act, 2016*.

<https://events.tayvalleytwp.ca/meetings/Detail/2024-02-13-1800-Committee-of-the-Whole/8cc28397-b18d-483f-a413-b1100185c88b>

The new regulation moves Ontario to an “extended producer responsibility (EPR) model where industry will be wholly responsible for the cost and operations of blue box recycling. Transition for Tay Valley Township will occur on January 1, 2025.

Circular Materials Ontario (CMO) is a non-profit Producer Responsibility Organization (PRO) that represents most producers of paper products,

packaging, and packaging-like products. Because of CMO's market reach, they are able to create the agreements between PRO's and the municipalities, to implement the new Regulation.

CMO has issued a Master Service Agreement, Statements of Work for Depot Collection, and Promotion and Education for Depot Collection. The agreement is an attractive option which contracts with the municipality for depot collection only and pays third party contractors selected by CMO to haul and process the blue box materials."

The Township can either "opt-in" or "opt-out". The Public Works Manager will be taking a report to Committee of the Whole in May with recommendations on whether to opt in or opt out.

- Composting Education Outreach Suggestions – *attached, page 8.*

G. Rossignol discussed his research on composting options and his willingness to work with the Township on education and raising awareness of composting.

The Working Group discussed that Tay Valley already has a ban on organics in the landfill but that the ban has not been widely explained to residents nor has it been enforced.

However, B. Argue noted that the Township waste audit showed that compostables in the waste stream were lower than expected so some portion of the residents are already composting.

The Working Group was not in favour of creating an expensive brochure, especially since the County is proposing to undertake education to encourage composting. They would prefer to have educational signs at the waste sites and a few tables at the waste sites with people available to answer questions to encourage more people to compost by providing them with information.

- Strategic Plan Update

The Planner noted that the CAO/Clerk provided an update on the Strategic Plan to Committee of the Whole on April 9, 2024 that references recycling, greenhouse gas reduction progress, etc. The report highlights the need to provide more education to Tay Valley residents on how to reduce their greenhouse gases. <https://events.tayvalleytwp.ca/meetings/Detail/2024-04-09-1800-Committee-of-the-Whole-Meeting/1e692d3d-ea53-4ac9-ab35-b14801528b9b>

B. Argue reminded the Planner that he had submitted some "Did You Know" pieces last year to go on the website. The Planner will look into where those pieces went.

G. Rossignol wondered if the Township could post information on its Facebook page from the Suzuki Foundation e.g., taking a pledge to not spray your lawn with pesticides, etc.

- Update on Township Climate Crisis Declaration

The Planner informed the Working Group that the Climate Crisis Declaration Report was adopted at the Council Meeting on February 27, 2024. The report provides direction from Council for Township staff to give high priority to reducing greenhouse gas emissions in all its operational decision-making. The Planner will discuss with the CAO/Clerk about a media release to be issued communicating to Township residents that Council has taken this step.

ii) **Communications**

- Lanark County Climate Change Committee Update

The Planner advised the Working Group that the County Committee is gaining momentum and has hired a consultant to do a transportation analysis of all of Lanark County's transportation movements e.g., commuting for work, trips for grocery shopping, etc. in order to develop solutions to reduce greenhouse gas emissions.

The County also has hired an intern who will focus on increasing composting actions by the public and will produce educational materials that Tay Valley can use for its residents.

The Planner noted that the County has approved an additional \$10,000 for municipalities for 2024 to use to implement their Climate Action Plan. It was noted that only four (4) municipalities took advantage of the funds last year so there will be a deadline to apply to use the funds this year. The Senior Management Team will discuss where to recommend to Council to use these funds e.g., an electric vehicle, etc. The funds from last year's grant will be used to promote composting.

The County will also continue funding their 1 million tree program this year. Township residents will be able to take advantage of this program to plant trees on their properties to absorb greenhouse gases.

The County is also setting up a Share Point database so that municipalities can see what activities and programs are being undertaken in other municipalities and at the County level so as not to re-invent the wheel.

The County held a builder's workshop in the Fall to discuss greener homes grants, energy efficient construction, etc.

The County is buying two level 3 chargers for electric vehicles. One will be installed at the County building and the County is looking for feedback for options on another public location. Suggestions are to be emailed to Elizabeth Gallant.

The Working Group asked what would be the cost to have 3 phase for hydro to be run to the municipal building to install a level 3 charger. It was noted that 3 phase goes to OMYA only.

The County Climate Change Committee received a presentation from Just Good Compost (see Attachment 2) who are providing compost pick up services for residents and restaurants in Carleton Place and Mississippi Mills. The compost is then digested in bio-reactors that work more quickly than usual compost. The bio-reactors rely more on fungus than on bacteria to break the compost down.

Finally, the County is proposing to undertake a Climate Adaption Plan as well as working on implementing their current Climate Mitigation Plan. (See Attachment 3.) If you have comments please submit them to Elizabeth Gallant, Climate Environmental Coordinator, at the County.  
[egallant@lanarkcounty.ca](mailto:egallant@lanarkcounty.ca)

In thinking about adaptation to increased heat, the Working Group wondered about the Burgess Hall possibly being a cooling centre too.

- Climate Network Lanark (CNL) Climate Concierge Update

The Planner advised the Working Group that the Climate Network Lanark Climate Concierge program that was helping people access grants (e.g., the federal Greener Homes, Off-Oil and other grants) has ended. At least 4 Tay Valley Residents participated in the Perth and Area hub.

However, Climate Network Lanark is anticipating that the federal budget will introduce a replacement home retro-fit grant program and that CNL will provide a Climate Concierge program for residents in the Fall of 2024. The program was unique in Canada in hosting neighbourhood clusters to build community connections to pursue other climate related initiatives.

- Climate Network Lanark Education Series and Electrify Lanark Summit -

The Planner told the Working Group that Climate Network Lanark is organizing an Electrify Lanark Summit on May 18<sup>th</sup> at the Perth Legion and the Province is sending someone from the IESO to speak about electrification opportunities. A reservation is required through Tickets Please. (See Attachment 4.)



Leading up to the summit, there will be a 6-session, free, mini-series on topics such as solar panels, heat pumps, hot water tanks, etc. For more information you can contact Climate Network Lanark. (See Attachment 5.)

- Lanark County Wetlands Nature Based Climate Solutions Workshop Update

The Planner advised the Working Group of the Workshop that was held at the County offices on Thursday February 1, 2024.

The Planner commented that County lower tier Planners, Conservation Authority Planners and the County CAO and Warden were all in attendance. The County is updating its Official Plan and have hired Watson Consultants to look into how population should be allocated in Lanark County. The Planner noted that this process may lead to Maberly, Glen Tay and Stanleyville developing into functional Hamlets.

The County has hired another firm to undertake an Aggregate Study. The Planner presented on Natural Heritage Systems and asked the County CAO about the County doing a Natural Heritage Study. The CEO of the Rideau Valley Conservation Authority, Sommer Casgrain, offered to supply their data layers to reduce the cost to the County.

The Planner responded to a question from Councillor Pierman that Tay Valley completed a partial Natural Heritage Study for its Official Plan update but did not have the funds to do a complete study. Tay Valley used the Ministry of Natural Resources data and Dr. Paul Keddy's Green Gem analysis to identify nodes but not corridors.

## **7. NEW/OTHER BUSINESS**

### **i) Resignation of Peter Nelson**

In anticipation of Council accepting Peter Nelson's resignation from the Working Group, the Working Group suggested that Peter be invited to receive a certificate of appreciation at an upcoming Council meeting and that a photograph be taken and put on the Township Facebook page.

### **ii) FCM Large Building Retrofit program**

The Working Group members heard from Bob Argue about his work on a project that he is undertaking for the Mississippi Mills Textile Museum for deep energy retrofits for the building. The project will see the building shift from natural gas to ground source heat pumps reducing the greenhouse footprint by 95%. The retrofit will be 100% funded by the FCM Municipal Green Grants.

The Working Group held a discussion of how this could be implemented for the Tay Valley municipal building to reduce the greenhouse gas emissions of the building.

The Working Group put forward the following recommendation to the Council.

Recommendation:

The Green Energy and Climate Change Working Group moves that, Bob Argue and a small team work with the Public Works Manager to explore a Major Retrofit to the municipal building for solar and heat pump technology to replace natural gas through a FCM 100% funding grant.

Jennifer Dickson asked about the province moving to create legislation to reverse the Ontario Energy Board decision to end the subsidies to Enbridge for new pipelines since these would become stranded assets and a drain on the taxpayer and could Council comment on this in a letter to the Minister responsible.

Council already sent a letter opposing the subsidies last Fall. There may be an opportunity to support other municipalities who have objected as Councillors can pull an item from the Council communication package onto the Council floor. Councillors Hallam and Pierman said they would look for an opportunity to do so.

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

Next Meeting: Friday, June 14<sup>th</sup>, 2024 at 2:00 p.m.

#### **9. DEFERRED ITEMS**

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

- *None at this time*

#### **10. ADJOURNMENT**

The Working Group adjourned at 3:25 p.m

# **BUSINESS**

**COMMITTEE OF THE WHOLE**  
June 4, 2024

**Report #PW-2024-14**  
**Sean Ervin, Public Works Manager**

**BLUE BOX TRANSITION UPDATE**

### STAFF RECOMMENDATION(S)

It is recommended:

**“THAT**, Tay Valley Township Opt-In for Depot collection at the landfills for the transition period of January 1, 2025 to December 31, 2025;

**THAT**, Chief Administrative Officer/Clerk and Public Works Manager be delegated the authority to make decisions for a Depot Operations Agreement with Circular Materials for Tay Valley Township to provide blue box services at the Township’s depots, including promotion and educations and service to non-eligible sources, for the period of January 1<sup>st</sup>, 2025, to December 31, 2025;

**AND THAT**, the CAO/Clerk and Reeve be authorized to enter into the necessary agreement.”

### BACKGROUND

Information regarding the new Blue Box Regulation was provided via a staff report at the January 16, 2024, Committee of the Whole Meeting and the report was received for information at the January 20 Council Meeting.

### DISCUSSION

Staff have been working with representatives from Circular Materials (CM) to negotiate the terms and conditions of a Depot Operations Agreement. Subject to this agreement:

- Residents will continue to drop-off acceptable Blue Box materials at one of Tay Valley’s three waste disposal sites.
- Tay Valley must meet the obligations in the agreements, such as limiting contamination of recycled materials.
- Tay Valley will receive funding from CM to operate the depot collection of Blue Box materials.

There are still a few minor conditions of the Agreement that need to be worked out, however, staff are confident that both parties are at a stage where Council can authorize staff delegated authority to complete the remaining negotiations of the agreement.

## **FINANCIAL CONSIDERATIONS**

Staff have negotiated a payment from CM in the amount of \$4,823/month or \$103,476/year to operate the depots and continue to allow residents to drop off blue box materials. This amount is based on information from the 2020 Datacall and multiplied by an escalation for inflation. CM is using this standardized approach for all Opt-In municipalities across the province.

The Township's blue box program costed \$218,400 in 2023. This includes costs for staff, maintenance of the sites and the trucking and disposal of the blue box material. The Township generated a total of \$148,500 in revenue between the funds received by Stewardship Ontario and market revenue from disposal of the blue box materials. The program operated at a cost of \$69,900.

Under the new agreement, the Township will no longer be responsible for trucking and disposal of blue box materials and therefore the projected costs to operate the depots is approximately \$109,300 annually (based on the 2024 budget figures, factoring costs between blue box and other recycling and waste streams such as household waste, scrap metal, e-waste, etc.).

Although CM's offer falls short by approximately \$5,800/year, it is still an improvement from the previous years offset with the revenue streams, where the program costs the Township \$69,000. Therefore, CM's offer should result in an annual savings of approximately \$63,200.

## **OPTIONS CONSIDERED**

**Option #1** – (Recommended) – Council authorize delegated authority to the CAO and Public Works Manager to finalize the Depot Operations Agreement for signature by the Reeve and CAO/Clerk.

**Option #2** – Not provide delegated authority. This is not recommended as the outstanding items are minor in nature. Staff have already received legal counsels' opinion regarding the Agreements and the Agreements are standard agreements that are being signed by all Opt-In Depot Operation Communities across Ontario. The Committee of the Whole is not scheduled to meet again until August, which would delay execution of the agreement. CM is requesting the agreements are executed as soon as possible so they have adequate time to organize contractors for depot collection service.

## **CLIMATE CONSIDERATIONS**

Ensuring an efficient and effective Blue Box program will reduce Green House Gas Emissions and ensure that recycling materials do not end up in the landfill.

**STRATEGIC PLAN LINK**

To deliver efficient and effective services for the benefit of residents, visitors, and businesses

**CONCLUSIONS**

The agreement will be in-place for the entire 2025 year. It is still unknown what exactly will occur post transition (January 2026 and beyond), however staff will continue to attend webinars and be in discussion with other municipal staff to ensure that Council is kept informed. A subsequent staff report will be brought forward sometime in 2025 to discuss the future of the Blue Box Program.

**ATTACHMENTS**

None

**Prepared and Submitted By:**

**Approved for Submission By:**

**Sean Ervin,  
Public Works Manager**

**Amanda Mabo  
Chief Administrative Officer/Clerk**