

**REGULAR MEETING OF ENVIRONMENT AND ENERGY INNOVATION COMMITTEE**

***Wednesday, August 9, 2023 – 4:30 p.m.***

Township of South-West Oxford  
Council Chambers

- Present: Chair Jim Pickard; Councillor Valerie Durston; Cathy Reeves (community representative) and George Klosler (community representative – 5:00 p.m.)
- Regrets: Mayor David Mayberry and David Schell (community representative)
- Staff: Clerk’s Assistant/Records Management Co-ordinator Nicole Chambers, Works Superintendent Adam Prouse and Chief Building Official Howard Leaver
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**Call to Order**

Chair Jim Pickard called the meeting to order at 4:37 p.m. and a quorum was present.

**Motion to Accept the Agenda**

Resolution No. 1 Moved by Cathy Reeves  
Seconded by Adam Prouse

RESOLVED that the agenda for the meeting of the August 9<sup>th</sup>, 2023 Environment and Energy Innovation Committee be approved, as amended.

DISPOSITON: Motion Carried

**Minutes**

Resolution No. 2 Moved by Valerie Durston  
Seconded by Howard Leaver

RESOLVED that the minutes of the June 7<sup>th</sup>, 2023 meeting Environment and Energy Innovation Committee meeting be reviewed and approved.

DISPOSITON: Motion Carried

## **Business Arising from the Minutes**

### **Mount Elgin Hall Ceiling Insulation**

At the previous meeting, the Committee requested that Howard bring forward a quote for spray foam insulation. The Committee reviewed quotes from Great Northern Insulation, Sprayco Insulation Inc. and Orchard View Insulation. Preference was given to quotes which take all materials out and spray foam the entire surface, as the current insulation will not support any added weight. CBO Howard Leaver noted that another cause of heat exhaustion may result from the two giant fans located inside the ceiling. He suggested that staff investigate whether or not these are still needed.

The Committee discussed the return on investment for insulating the ceiling as the preferred quote (Orchard View) would be conducting extensive, expensive work. Works Superintendent Adam Prouse questioned if Orchard View would have WSIB Clearance. Cathy Reeves questioned if the facility is using the correct thermostat settings. Mr. Leaver added that the walls of the main room are not insulated. The Committee will discuss this further once George Klosler has entered the meeting.

### **Township Facilities Energy Consumption Data**

At the previous meeting, the Committee requested that a report come forward to analyze the energy consumption at all facilities from 2019-2022, and just the Fire Halls for 2023. Mr. Leaver noted that the work that Tim Smith has done at the Beachville Fire Station (adjusting the recirculating pumps and adding a unit heater in the ceiling) is saving an average of \$16.21 per month. It is estimated this will save up to \$94 per month in the colder winter months.

The Committee questioned why Mount Elgin Community Centre is using both propane and natural gas. Mr. Prouse noted that there is a mechanism there that does not run off gas (might be a heating system or stove).

*George Klosler entered the meeting via Zoom at 5:00 p.m.*

The Committee discussed how the halls were not rented as much in 2020 and 2021 (due to the pandemic), which is reflected in the data. Councillor Jim Pickard noted that the greenhouse gas emissions have improved significantly since 2019, this is largely due to converting the Works Shop from oil to natural gas and installing LED lights. Salford Hall is also now using natural gas.

The Committee questioned what they can do to improve these emissions moving forward. Mr. Prouse noted that the next highest total energy usage item are the municipality's streetlights, unfortunately there is not much we can do about this.

Electricity consumption did decrease in 2022 due to a loss of streetlights, but they are going to gain/pick up more lights as Mount Elgin grows. Ms. Reeves questioned if we can convert lights to solar, to which Mr. Prouse responded that there are a few solar lights in parks but we are not ready to convert streetlights yet. Mr. Klosler questioned if there are any smaller buildings which do not have access to natural gas, which might be candidates for heat pumps, to which Mr. Pickard noted he believes there are not. Mr. Klosler will provide an update to the Committee regarding the heat pump “splits” units installed in his home –they are currently working quite well to cool his space. The Committee requested that this be added to the agenda as a standing order of business moving forward.

#### Mount Elgin Hall Ceiling Insulation (Continued)

Mr. Klosler provided feedback regarding the quotes submitted. After discussion, the Committee decided to proceed with the quote from Orchard View. Mr. Leaver will confirm the added insulation value, which he believes will be R40 – the standard is R30 for cathedral ceilings. Mr. Klosler questioned the savings to which Mr. Leaver replied he believes it will improve, but not by much.

Mr. Pickard asked if the hall board has received many complaints about the comfort of the building? Ms. Reeves noted that when she worked the election on June 19, the poll clerks in the middle of the room were very cold and required blankets. The doors were left open which caused the air conditioner to constantly run. Mr. Leaver added that insulating the attic and ceiling may not make a huge difference in terms of comfort level as the gym’s walls are all “outside walls” that are not insulated (cinder blocks). He questioned if the Committee is willing to spend a large amount of money to make a little difference. Mr. Pickard noted that the feedback received by quoting contractors indicates that the insulation in the ceiling is loose and needs to be replaced regardless. Mr. Leaver suggested that closing up one of the large exhaust vents would help. In response to a question from Mr. Leaver regarding the exhaust fans in the building Mr. Klosler stated that he has not seen them used in the gym. He will ask the Committee if any feedback has been received regarding the building’s comfortability. Mr. Leaver will investigate if one or both of the exhaust fans can be eliminated – he will bring this information back to the next meeting. Mr. Prouse will look into Orchard View Insulation to determine if they have WSIB Clearance and references. Ms. Reeves asked the Committee to investigate if there is eligibility for a rebate for this work (remove insulation, request audit, then spray).

*Valerie Durston left the meeting at 5:26 p.m.*

#### Beachville Fire Station – Hydro Usage

The Committee discussed the rebates listed on the July 2023 ERTH bill; this includes the net metering credits. This will be added to the next meeting agenda for further discussion.

#### Mount Elgin Fire Station (Fluorescent Lighting and Electrical Audit Update)

At the previous meeting, Mr. Leaver was authorized to start an electrical audit of the Mount Elgin Fire Station. He noted he would bring forth a quote for LED lighting and provide the Committee with the total cost for their consideration. Mr. Leaver provided a quote from Tim Smith, which is missing approximately \$2,000 of work as it only includes the bay. Mr. Smith informed Mr. Leaver that he may be able to utilize some of the bay lights in the office lights upstairs, which will save material. Triple E did not quote the upstairs, they quoted material only which was approximately \$4,700. This quote is \$5,740 for the apparatus bay which includes material. Mr. Prouse noted this seems reasonable. Mr. Leaver will provide an updated quote at the next meeting.

#### Hand Towels at the Municipal Office

The Municipal Office has implemented hand towels for employees to dry their hands after washing, these are brought home by staff to be washed (weekly/bi-weekly). The Committee agreed that this is too much to ask for of staff, and would like to proceed with an alternative option. Mr. Prouse noted that Cintas can supply the Township with a pull-down hand towel style unit and rolls. Each roll is \$5.00 and each dispenser would cost \$1.00 per week to rent. Staff would have to change out the rolls as they are used, and they can be placed in a bin for Cintas to take and replace. Mr. Prouse will inquire if this can be added to their existing agreement (one unit per wash washroom, total of 6 dispensers, with 6 rolls per unit).

Resolution No. 3      Moved by Howard Leaver  
                                      Seconded by Adam Prouse

RESOLVED that the Environment and Energy Innovation Committee request that each washroom in the Municipal Office and Works Shop be supplied with one Cintas pull down towel dispenser unit and three towel rolls.

DISPOSITON: Motion Carried

#### Correspondence

Oxford County – Agricultural Plastics Diversion Pilot Program

The Committee reviewed the new pilot program which is being offered through Oxford County. They requested that staff continue to share this information to the public.

News Release: Province Starts Pre-Development Work for New Nuclear Generation to Power Ontario's Growth

The Committee received this for information.

Food Security Structures Canada

The Committee received this brochure for information.

Stormwater Stroll

Ms. Reeves brought this event (which takes place in Bayfield) to the Committee's attention. She noted that they offer private tours, which would present as a great opportunity for staff and Council to attend. The Committee requested that this be added to the next Housing Committee agenda.

**Discussion Items**

Budget

The Committee reviewed their allotment in the 2023 Budget. They currently have \$45,000 available. Ceiling insulation at the Mount Elgin Community Centre could cost \$20,000 and Beachville Fire Station lighting could cost \$7,000, with \$18,000 remaining.

**Standing Items - None**

**New Business – None**

**Adjournment**

Resolution No. 4      Moved by Howard Leaver  
                                     Seconded by Adam Prouse

RESOLVED that there being no further business, the Environment and Energy Innovation Committee adjourn at 5:44 p.m. to meet again on September 6<sup>th</sup>, 2023 at 4:30 p.m.

DISPOSITON: Motion Carried