



**A G E N D A**  
**ENERGY INNOVATION COMMITTEE MEETING**  
**4:30 PM**  
**Wednesday, December 4, 2019**

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1. **Call Meeting to Order**
2. **Motion to Accept Agenda**
3. **Minutes**  
Review and Approval of November 6th, 2019 minutes
4. **Business Arising From the Minutes**  
Pressure Testing of Township Facilities
5. **Appointments**  
Energy Savings and Building Automation
6. **Discussion Items**  
Achieving Zero Waste (April 2020 Launch)
7. **Standing Items**
8. **New Business**
9. **Adjournment**

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

***Wednesday, November 6<sup>th</sup>, 2019 – 4:30 p.m.***

Township of South-West Oxford

Council Chambers

Present: Chair Jim Pickard, Mayor David Mayberry, Councillor Valerie Durston,  
Phil Gagnon (community representative)

Staff: CAO Mary Ellen Greb (Replacement for member Bill Freeman)

Regrets: Works Superintendent Bill Freeman, Chief Building Official Howard  
Leaver, George Klosler (community representative), Rob McKinlay  
(community representative), Jenn Start (ERTH)

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**Call Meeting to Order**

A quorum was present at 4:40 p.m. and Chair Jim Pickard called the meeting to order.

**Motion to Accept the Agenda**

A request was made to add a general discussion about the committee and its' role and ideas of things it should take on.

Resolution No.1 Moved by Valerie Durston  
Seconded by David Mayberry  
RESOLVED that the agenda for the November 6<sup>th</sup>, 2019 meeting of  
the Energy Innovation Committee be approved as amended.  
DISPOSITON: Motion Carried

**Minutes**

Resolution No.2 Moved by Phil Gagnon  
Seconded by Valerie Durston  
RESOLVED that the following minutes of the October 2<sup>nd</sup>, 2019  
Energy Innovation Committee meeting be reviewed and approved,  
as amended.  
DISPOSITON: Motion Carried

**Business Arising from the Minutes**

The Terms of Reference for the Environment and Energy Innovation Committee was approved by Council on November 5, 2019.

Description	Project Responsibility
Pressure Testing of Township buildings – Mount Elgin Community Hall	CBO Howard Leaver
South-West Oxford emissions per capita report	CAO Mary Ellen Greb

David Mayberry noted that demise of the Green Energy Act has ended funding made available to local utilities (i.e. EARTH). As a result, there is no financial support for EARTH staff members to regularly attend our committee meetings.

Resolution No. 3    Moved by Mary Ellen Greb  
                             Seconded by Valerie Durston  
                             RESOLVED that Jenn Start (EARTH) be removed as a voting member of the member;  
                             AND FURTHER that she be notified that she is welcome to attend the meetings as a non-voting member.

DISPOSITION: Motion Carried

**Correspondence**

Energy Savings and Building Automation – BES Electrical Engineering

A representative from BES would like to make a presentation to the Committee regarding group building innovation, leading edge technology, software platform for intelli-web and controlling buildings from central locations.

Members of the committee agreed that the representative should come to the next meeting. Howard will make the necessary arrangements.

Committee General Discussion – Our Role and Potential Projects

The new terms of reference approved by council has added an environmental focus.

Projects	Actions Items
Zero Waste – April 2019	Improved signage Education Funding

How are we going to move everyone towards zero waste?

- The committee needs to come up with strategies to promote, encourage and implement zero waste at Township facilities.
- There is money in reserve to help fund this strategically.

The use of disposables dishes etc. was discussed noting that West Oxford Hall and Dereham Hall don't have automatic dishwashers to encourage use of existing dishes. How do we encourage halls to get renters to use non-disposable items?

We could use Earth Day April 2020 as our launch date. Have policy in place, strategies to support it and commence engagement of the public.

Chairperson Jim Pickard will do some research on it and have some ideas for the next meeting:

November 6<sup>th</sup>, 2019 Energy Innovation Committee Meeting Notes

Possible contents of policy:

- Preamble in an effort to reduce waste at township facilities
- Move away from disposable items being used in the halls

The Hall committees will need to know what they need and how to make it available to renters. Will need enough items to serve everyone and in some cases additional storage to house it.

Take-out orders could use compostable containers (possible upcharge) or encourage people to bring their own containers.

What can we do to help? May need a chart and colour coded cans for food waste, recyclables, etc.

Mayor Mayberry noted he would request South-West Oxford data for recyclables and waste from the County.

CAO Mary Ellen Greb will get information regarding how garbage/recyclables are dealt with at the Tillsonburg Airport.

### **New Business**

1. Installation of 'nest' type thermostats in Township facilities.
2. Are we moving closer to energy neutral?
3. Solar panel installation being planned for new Beachville Fire hall in 2020.
4. Require the kilowatt usage for the last 2 years (2017 and 2018) Mount Elgin Fire hall, Brownsville Hall and Fire hall and Salford Hall (usage and production)

### **Adjournment and Next Meeting Date**

Resolution No. 5     Moved by David Mayberry  
                                   Seconded by Valerie Durston

RESOLVED that the Energy Innovation Committee adjourn at  
5:37 p.m. to meet again on Wednesday, December 4<sup>th</sup>, 2019 at  
4:30 p.m.

DISPOSITON: Motion Carried