



The Corporation of the Township of Billings
Climate Action Committee Minutes
May 17, 2023, 7:00 p.m.
Park Centre-39 Henry Drive, Kagawong

Committee Members

Mayor Bryan Barker, ex-Officio
Councillor Vince Grogan, Chair
Bob Clifford
Paul Darlaston
Chris Theijsmeijer
Colen McKeever

Staff

Emily Dance, CAO/Clerk, Secretary

1. Call to Order

Chair Vince Grogan to call the meeting to order

2. Approval of Agenda

Moved By Seconded By

THAT the Township of Billings CAC hereby approves the May 17, 2023 agenda as presented.

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

4.1. April 19, 2023 Climate Action Committee Meeting Minutes

Moved by Seconded by

THAT the Township of Billings CAC hereby approves the April 19, 2023 CAC Meeting minutes as presented.

5. Committee Reports

5.1. CAC-2023-05-11-Annual Workplan

5.2. CAC-2023-05-12-Sustainable Building Practices Draft Policy

6. Information

6.1. Climate Action Committee Blog <https://billingscac.blogspot.com/>

7. Open Discussion / Member Updates

7.1. Round table discussion

8. Committee Member Information Links

8.1. P. Darlaston - <https://www.cbc.ca/news/canada/toronto/ontario-recycling-fees-soft-drink-containers-cans-bottles-1.6838986>

9. Meeting Schedule

Wednesday July 19, 2023, 7pm Park Centre



Wednesday September 20, 2023 7pm Park Centre

Wednesday October 18, 2023 7pm Park Centre

Wednesday November 15, 2023 7pm Park Centre

10. Adjournment

Moved by Seconded by

THAT the Township of Billings CAC hereby adjourns at



The Corporation of the Township of Billings
Climate Action Committee Minutes
April 19, 2023, 7:00 p.m.
Virtual Meeting

Committee Members

Mayor Bryan Barker, ex-Officio
Councillor Vince Grogan, Chair
Bob Clifford
Paul Darlaston
Chris Theijsmeijer
Colen McKeever

Staff

Emily Dance, CAO/Clerk, Secretary

1. Call to Order

Chair Vince Grogan to called the virtual meeting to order at 7:00 p.m.

2. Approval of Agenda

Moved By Chris Theijsmeijer Seconded By Bob Clifford

THAT the Township of Billings CAC hereby approves the April 19, 2023 agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

Member Colen McKeever, disclosed a pecuniary interest on item 8 as it relates to his business.

4. Adoption of Minutes

4.1. March 15, 2023 Climate Action Committee Meeting Minutes

Moved by Paul Darlaston Seconded by Colen McKeever

THAT the Township of Billings CAC hereby approves the March 15, 2023 CAC Meeting minutes as presented.

Carried

5. Committee Reports

5.1. CAC-2023-04-09 Earth Day Event

The Committee discussed the event. Further actions:

- An additional slide will be added to include information on accessing the Blog.
- Township staff will make a copy of the slides for the CAC table at the event.
- Township staff will make copies of the survey to be available at the event.
- Survey will be circulated to the community following the event
- Township staff will have a sign-up sheet for members of the public to receive the information digitally

- Poster with the Island Wide Waste Information Meeting will be posted at the event
- Township staff will have the tables and tarp (garbage sort) available
- Councillor Grogan will take the sorted garbage / recycling to the landfill
- Members will assist in the sorting of the garbage picked up
- Box for used batteries will be available at the event and then moved to the Township Office.
- Township staff will advertise that the battery box will be at the event

Moved By Chris Theijsmeijer Seconded By Colen McKeever

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-04-09 regarding the Earth Day Event

Carried

5.2. CAC-2023-04-10 Annual Workplan

A discussion was held regarding the annual workplan. Emphasis was given towards tackling pieces and having a project management approach with goals, timeframes and milestones.

The Island Wide Waste Management meeting was brought forward. The Township of Billings is hosting the event on June 15, 2023 at the Park Centre. Committee members are invited to attend. Invitations are being sent to all area municipalities and first nations and provincial and federal stakeholders.

Granting for heat pumps for residential properties was discussed and members will forward the information to staff to circulate where applicable.

The Committee discussed ways they can incorporate policies for new or extensive renovations for capital projects as per priority #2. It was decided that staff bring forward a draft policy for the committees review on options to incorporate LEED or sustainable building practices for Council consideration.

Moved by Paul Darlaston Seconded by Colen McKeever

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-04-10 AND moves into a discussion on the priority workplan AND FURTHER directs staff to research a green standard building/renovation policy.

Carried

6. Information

- 6.1. [Climate Action Committee Blog](#), April 11, 2023 regarding Earth Day
- 6.2. [Climate Action Committee Draft Blog Post](#) – Net Zero by 2050

6.3. [Climate Action Committee Terms of Reference](#)

A discussion was held regarding the Blog, a slide will be added to the earth day event information. The Committee supported the Net Zero post and member Theijsmeijer indicated the goal is to have two posts per month.

Moved By Paul Darlaston Seconded By Bob Clifford

THAT the Township of Billings Climate Action Committee hereby receives for information all items listed in Section 6.

Carried

7. Open Discussion / Member Updates

7.1. A round table discussion

The members discussed a youth that might be interested in participating in the Committee. As the Terms of Reference has been amended, by consensus the committee welcomes a youth voice and their participation in the committee.

Ms. Dance noted that staff received an email from the Minister of the Environment, Conservation and Parks regarding the forth annual Provincial Day of Action on Litter, taking place on Tuesday May 9, 2023. The Committee supports the event and recommends that Council also support this initiative. Staff will bring forward the support to the next Council Meeting.

8. Committee Member Information Links

Member Colen McKeever indicated his pecuniary interest and was speaking to this point apart from his role on the Committee.

The Committee thanked Mr. McKeever for the information and indicated that his presentation might be appropriate for the Island Wide Waste Management initiative if/when additional meetings are held. At that time other interested parties will also be invited to participate.

www.pericarbon.org www.eco-growth.ca

9. Meeting Schedule

Wednesday May 17, 2023, 7pm Park Centre

Wednesday June 15, 2023, 7pm Park Centre – *cancelled due to the Island-wide waste meeting.*

Wednesday July 19, 2023, 7pm Park Centre

Wednesday September 20, 2023 7pm Park Centre

Wednesday October 18, 2023 7pm Park Centre

Wednesday November 15, 2023 7pm Park Centre

10. Adjournment

Moved by Paul Darlaston Seconded by Bob Clifford



THAT the Township of Billings CAC hereby adjourns at 8:56 pm
Carried

Chair

Clerk

DRAFT



COMMITTEE REPORT

Department: Climate Action Committee

Date: May 17, 2023

Report Number: CAC-2023-05-11

File: Annual Workplan

Attachment: Annual Workplan Chart – May, Composting Survey

Recommendation:

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-05-11 AND moves into a discussion on the priority workplan AND FURTHER provides staff with applicable direction.

Background:

On February 15, 2023 the Climate Action Committee confirmed priorities for the Climate Action Committee to focus on in 2023 related to Section 5 Plan Implementation of the [Community Energy and Emission Plan](#)

This workplan highlights the priorities of the Committee in both the short and long term, that are manageable and take into account the resources and staff capacity required to accomplish the priorities.

Discussion:

Earth Day Event Recap

Kagawong's Circular Used Goods Sale

There was a total of 11 tables with goods ranging from household items to children's clothing and some antiques and collectables for free and/or sale. There were approximately 50 people that attended the event throughout the morning and although the weather was not in our favour, the community support powered through for a worthy cause.

Garbage Clean Up

We had 12 bags of garbage brought to the Park Centre that was collected from various roadways, waterways and trails in the community. Volunteers sorted the recycling from the waste, and diverted over 5 bags from our landfill. 7 bags of garbage and 5 bags of comingle as well as over \$18.00 of returnable cans and bottles that were donated to our friends at Manitoulin Streams were collected. A big thanks go to our volunteers for getting dirty.

Battery Recycling Box

A battery recycling depot box was stationed at the information table, and we've received a positive response from it. Over 230 batteries have already been deposited and diverted from our landfill. For future use, the box is now located at the entrance of the Municipal Office.



Composting

The EGOR unit demonstration was a success. A total of 11 surveys were filled out at the event. Additional requests to fill out surveys were pushed through our communications channels to get more feedback from our residents. Unfortunately, no additional surveys were completed.

Attached to the report is a compilation of the survey results and the associated surveys.

Summer Event Planning

Priority No. 1 for the Climate Action Committee for 2023 includes a late summer event with invited speakers. Staff is requesting input from the committee on tentative speakers and dates to begin the planning process.

Financial Impacts

The required financial requirements will move forward for Council consideration during budget deliberations.

Respectfully Submitted By:

Emily Dance, CAO/Clerk

CAC Composting Survey (Billings TWP)

Do you live		Members in your household	Do you currently compost?		Which type of composting do you think Billings Township should expand No 1 - Yes 4			Are there any priorities that you want the township to tackle related to climate change
In Town	Outside Town		YES	NO	Home Backyard Composting? Black Plastic Bins	Inside Kitchen Composting? Vermicomposting/mini-dehydrators	Communal Township Composting? Central spot or dehydrating machine	
	*	2		NO	4	4	4	More Bins Available
*		2	YES		4	4	4	Glass
	*	3	YES		4	4	4	Encourage More Green Power
*		4	YES		3	1	4	
*		2	YES		4	3	3	
		3	YES		4	3	4	Composters Available for Sale
*		2	YES		4	4	1 & 3	
	*	1	YES				4	
*		2	YES		4	3	4	Educate public, less stuff to our dump
	*	2	YES		4		4	Municipal Building Efficiency, Construction - Maintenance
	*	3		NO	3	2	4	Explore opportunities that come also (growing fruit trees as Niagara area becomes less suitable for it)

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town ✓

Members in your household? 3

Do you currently compost? Y (N)

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	<u>(3)</u>	4
- Black plastic bins				
Inside Kitchen Composting?	1	<u>(2)</u>	3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>(4)</u>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

Explore the opportunities that come also (growing fruit trees as Niagara area becomes less suitable for it)

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town ✓

Members in your household? 2

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<u>4</u>
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	<u>4</u>
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>4</u>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

more bins available

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town _____

Members in your household? 2

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	4
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	4
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

GILASIS

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town ✓

Members in your household? 3

Do you currently compost? (Y) N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<u>4</u>
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	<u>4</u>
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>4</u>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

ENCOURAGE MORE GREEN POWER!

CAC - Composting Survey (Billings Twp)

Do you live: In town ✓ Outside town _____

Members in your household? 4

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	<u>3</u>	4
- Black plastic bins				
Inside Kitchen Composting?	<u>1</u>	2	3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>4</u>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

CAC - Composting Survey (Billings Twp)

Do you live: In town Outside town _____

Members in your household? 2

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<input checked="" type="radio"/> 4
- Black plastic bins				
Inside Kitchen Composting?	1	2	<input checked="" type="radio"/> 3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	<input checked="" type="radio"/> 3	4
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

CAC - Composting Survey (Billings Twp)

Do you live: In town ✓ Outside town _____

Members in your household? 3

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<u>4</u>
- Black plastic bins				
Inside Kitchen Composting?	1	2	<u>3</u>	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>4</u>
- Central spot or dehydrating machine				

composters available for sale.

Are there any other priorities that you want the township to tackle related to climate change?

CAC - Composting Survey (Billings Twp)

Do you live: In town ✓ Outside town _____

Members in your household? 2

Do you currently compost? (Y) N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<u>(4)</u>
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	<u>(4)</u>
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	<u>(1)</u>	2	<u>(3)</u>	4
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town ✓

Members in your household? 1

Do you currently compost? N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	4
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<input checked="" type="radio"/>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

CAC - Composting Survey (Billings Twp)

Do you live: In town Outside town

Members in your household? 2

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<input checked="" type="radio"/> 4
- Black plastic bins				
Inside Kitchen Composting?	1	2	<input checked="" type="radio"/> 3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<input checked="" type="radio"/> 4
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

~~educate the public, less stuff to our dump~~ *MJ*

CAC - Composting Survey (Billings Twp)

Do you live: In town _____ Outside town X

Members in your household? 2

Do you currently compost? Y N

Which type of composting do you think Billings Township should expand?

	NO			Yes
Home Backyard Composting?	1	2	3	<u>4</u>
- Black plastic bins				
Inside Kitchen Composting?	1	2	3	4
- Vermicomposting/mini-dehydrators				
Communal Township Composting?	1	2	3	<u>4</u>
- Central spot or dehydrating machine				

Are there any other priorities that you want the township to tackle related to climate change?

Municipal Building Efficiency - Construction - Maintenance

	Priority	Description	Comments	Status IP In Progress OG On going CO Complete OH On hold DE Deferred
1.	N1Ø1	Promote, educate and incentivize the adoption of climate friendly practices in the agricultural, forestry and sustainable tourism sectors		
2.	N102	Create the municipal organizational structure to support. N1Ø1 and. N1Ø2.	It was suggested that a member of the CAC could attend various Committee meetings to ensure the projects are looked through a green lens. During local events including the market, promotional material could be available. It was also suggested that when programs or projects are being considered by Council that a statement on how the project is aligned with the CEEP plan. Consideration to be given to either reviewing municipal capital projects with LEED and/or the Green Municipal Buildings Feasibility Checklist (4.3.1.1 CEEP)	OG - Committee attendance – Committee members invited to attend PRW meetings, Chair Grogan is on the Lake Kagawong Committee. OG- Local Events – Request Volunteer member(s) to attend the market with materials, CAC will be notified on the events hosted by the PRW Committee. CO- Council has approved the inclusion of the statement on Council reports on alignment with the CEEP Plan. IP- When a new Capital project is initiated the CAC to review the project with Green Municipal Buildings Feasibility Checklist and could make a recommendation to Council regarding adoption of LEED standards. Staff to bring forward a policy for discussion.
3.	WØ1	Re-institute an in-home composting support program	Promotion – communication through website, social media with other waste management information.	
4.	BØ1	Conduct energy auditing,	grant/incentive application support, educational and financing programs	OH- Staff to provide updated data on energy consumption. OH due to staff capacity, will reevaluate in the fall.
5.	N301	Participate in community-based project N3Ø1		
6.	WØ3	Create local circular economy opportunities	Organize reuse and repurposing events, repair seminars and eventually consider a permanent tool share library and reuse centre	CO- Earth Day event will promote a local circular event IP- other event/opportunities as they become available.
7	N3Ø2	Increase tree cover and protection	Manitoulin Streams and Township of Billings have made a joint grant application for the planting of trees.	IP- Waiting on decision of grant funding. Suggestions for other opportunities for tree planting initiatives/partnerships.
8	MBO1	Improve organizational capacity (municipal building action)	Municipality to hire a certified energy management professional to advise on the establishment of an appropriate energy management system. Integrate energy data into the AMP Staff member trained on basic energy management on how to spot air leakage, moisture and insulation issues.	OH- subject to funding opportunities and available resources and staff capacity.

9	MB50	Energy Efficiency – Deep Energy Retrofits, and Achieving Net-Zero Emissions	Conduct LEED Designs, when considering building envelop roofing or other renovations invest the time and energy required to apply for feasibility study grants to compare minor, major and deep energy retrofits. When considering any new municipal buildings – prepare the required feasibility studies to make these buildings net-zero ready.	CO- Education on Net-Zero – included in upcoming Blog post IP- include recommendations from the CAC Committee to Council on feasibility studies when new projects are proposed. Staff to bring forward a policy for Committee review. IP- review any new grant opportunities. IP – Sustainable Building Policy
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COMMITTEE REPORT

Department: Climate Action Committee

Date: May 17, 2023

Report Number: CAC-2023-05-12

File: Sustainable Building Practices Policy

Attachment: DRAFT Sustainable Building Practices Policy

Recommendation:

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-05-12 AND moves into a discussion on the DRAFT Sustainable Building Practices Policy AND FURTHER provides staff with input.

Background:

At the April 19, 2023 Climate Action Committee Meeting, the Committee directed staff to bring forward a draft policy to incorporate sustainable building practices and LEED.

Discussion:

Staff reviewed what other municipalities are doing to support sustainable buildings, staff took some best practices to draft a policy that would be manageable and appropriate for the Township of Billings. Staff is seeking input from the Committee on the draft and if there are other areas that the Committee would like incorporated.

Financial Impacts

There are no financial impacts related to this report at this time. Should Council adopt a sustainable building practices policy, there may be additional costs involved.

Respectfully Submitted By:

Emily Dance, CAO/Clerk



Policy –Sustainable Building Policy

By-Law No: DRAFT

Revision Climate Action Committee Draft for Review

Date: May 17, 2023

Policy Statement:

The Township of Billings recognizes of the importance of reducing the environmental footprint of the building sector. Sustainable building practices are well known for their environmental benefits, however attention is to be also given to the social and economic benefits of “sustainable building”.

The Township has developed a Sustainable Building Policy to ensure new municipal buildings and large-scale renovations and retrofits are designed and constructed in a more sustainable manner meeting LEED certification when applicable.

Purpose:

Sustainable building practices not only reduce the impact of building activities on limited renewable and non-renewable resources, they may also reduce the cost of owning and operating those facilities over their complete life cycle.

Coverage:

The Sustainable Building Policy applies to all newly constructed municipal buildings and all large scale retrofit and renovation projects

Content:

Leadership in Energy and Environmental Design (LEED)

LEED provides the framework and tools to build in an efficient, healthy and ecologically and fiscally responsible manner. LEED provides an integrated design process for building design. LEED is divided into the following 6 categories. Each category has a series of design attributes for which a LEED credit is awarded.

The implementation of LEED is to bring forward the notion that the energy and performance of a building over its life, from the cradle to the grave, related to its impact on the environment.

This is to consider the building from inception as to how its materials are fabricated, how it is constructed, how it is maintained, operated, lifecycle and, eventually, how it is demolished.

LEED Certification

The Policy requires that:

- All newly constructed buildings <insert size> be designed, as meeting the LEED certified rating at minimum.



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- Staff pursue the LEED certification when it can be demonstrated that the investment will be paid back through a reduction in operating costs over a period of five years or less, and that staff report to Council if there is a need for additional capital funding to achieve those savings.
 - In addition, the Township encourages the application of sustainable design principles during retrofit and renovation projects of its current structures where practical.

Inability of Projects to Reach LEED Certification

The ability to achieve LEED certification is governed by many variables. These include: building type (office versus industrial), location (rural versus urban) site conditions (brown fields versus green fields), the programmed use of the facility and the available financial resources and granting opportunities.

Some building projects may not be able to obtain a LEED certification. This does not necessarily mean a failure to implement sustainable initiatives, the purpose of the policy is to strive to meet the certification without undo building constraints or financial hardships. When applicable other sustainable guidelines and practices may be followed.

Third Party Standards and Guidelines

There are numerous third-party certification programs and standards which the Township may also choose to pursue, such as but not limited to:

LEED (Leadership in Energy and Environmental Design), www.cagbc.org

Energy Star and R-2000 Home Certification, www.nrcan.gc.ca/energy/efficiency/housing/new-homes/5057

BOMA BEST, www.bomabest.com

Quality Assured Passive House Certification (also available for non-residential buildings), www.passivehouse.ca

Sustainable Sites Initiative, www.sustainableites.org