

# Oakville Energy Task Force Meeting #6

## Meeting Minutes

November 6, 2019

### Opening

The regularly scheduled meeting of the Oakville Energy Task Force (OETF, Meeting #6), in support of the Oakville Community Energy Plan (CEP), was called to order at 9:00 a.m. on November 6, 2019 by Michelle McCollum, Co-Chair. The meeting was held in the Bronte and Palermo rooms, Oakville Town Hall.

### Present

#### Oakville Energy Task Force

##### In person:

- Abhilash Achar – (proxy for Mike Branch), Geotab
- Karen Brock – OakvilleGreen
- Fraser Damoff – Independent Electricity System Operator (IESO)
- Sarah Dehler – Siemens
- Roya Khaleeli – Minto
- Peter Longo – Councillor, Town of Oakville
- John Matthiesen – Hatch
- Ryan Merrick – Halton Catholic District School Board
- Michelle McCollum – Sheridan College
- Sue Mills – Enbridge Gas
- Scott Mudie – Oakville Hydro
- Maia Puccetti – Halton District School Board
- Herb Sinnock – Sheridan College
- Cindy Toth – (proxy for Lisa Kohler), Halton Environmental Network

##### Remote:

- Brian Lennie – Enbridge Gas
- Nick Klip – Enbridge Gas
- Harry Shea – Public-at-large
- Patrick Britton – Ministry of Energy, Northern Development and Mines
- Pauline Watson – Public-at-large

### **Regrets:**

- John Rohlf – Ford Motor Company
- Phil Santana – Mattamy Homes
- Marnie Cluckie – Halton Region

### **Project Working Team**

#### **In person:**

- Dave Clark – Project Officer – Energy Management, Sheridan College
- Jane Clohecy – Commissioner- Community Development and Deputy CAO, Town of Oakville
- Deniz Ergun – Research Policy Analyst, Sustainability and Government Relations, Town of Oakville
- Karen Farbridge – President, Karen Farbridge & Associates
- Peter Garforth – Principal, Garforth International llc
- Rob Kerr – Senior Consultant, Municipal Energy Management, Robert J Kerr and Associates
- Suzanne Madder – Manager, Sustainability and Government Relations, Town of Oakville

#### **Remote:**

- Bruce Bremer, President, Bremer Energy Consulting
- Gerd Fleischhammer – Principal, Ingenieurburo Gerd Fleischhammer

#### **1) Welcome and Opening Remarks**

- Welcomed Oakville Energy Task Force and members of the public and thanked all for attending.

#### **2) Agenda Review**

- Approved: Agenda unanimously approved as distributed.
- Approved: Minutes unanimously approved as distributed.
  
- Actions items from the last meeting reviewed.

#### **3) OETF Business**

#### **Oakville Economic Goal**

- Proposed Oakville Economic Goal: Return at least \$7 billion in cumulative energy cost savings to the community by 2041. Based to 2016. Given the uncertainty of future energy costs, this goal should be reviewed every 5 years and adjusted, if necessary, to reflect actual costs and more current forecasts.

#### **Approval:**

- Approved: Economic Goal approved unanimously.

#### **OETF 2020-2025 Priority Projects**

- Community Energy Plan presented as a package. First document is a Background Analytical Report that covered the method, data and results covered over the last six OETF meetings.

The second is a report capturing all the engagement completed and the outcomes of those efforts, while the third is the CEP Strategy.

- CEP Strategy includes: 4 Priority areas, 13 strategic objectives to be delivered by 2041 and 14 priority projects
- OETF members were given the Draft CEP Strategy on October 18 and were given an opportunity to provide initial feedback and comments. The Project Working Team captured those comments and provided responses and changed the Strategy where appropriate.
- Each Priority Project identifies Delivery Partners, KPIs, a timeline and estimates resources. All of this will be further refined at implementation begins.
- Implementation isn't owned by one entity, making it crucial to have multiple Delivery Partners.

### **Discussion:**

- Integration of the CEP Strategy with Town's existing plans and targets is underway through the Municipal Departments engagement channel. This includes plans like the Active Transportation Master Plan, Switching Gears: Transportation Master Plan and the Official Plan.
- Many of these plans set out aggressive target and have supportive language but could benefit from a GHG lens.
- Electric vehicle charging technology is rapidly changing. While it is needed, it should not be mandated for any one Delivery Partner to implement.
- The CEP Strategy has been designed with attention to the rapidly evolving landscape of technology.

### **Approval:**

- Approved: 2020 – 2025 Priority Projects approved unanimously.

### **Governance and Oversight**

- Need to ensure proper oversight through implementation without having one entity leading it. This can be achieved by creating a third-party, public-interest organization that is currently called an Implementation Management Office (IMO).
- The IMO mission is to implement the CEP by working with the delivery partners on the priority projects. The OETF will evolve into a Board of Directors. The IMO would be led by an Executive Director (ED) and have program directors.
- The IMO would also report publicly on the implementation of the CEP.

### **Discussion:**

- The IMO Executive Director would sit outside of, and separately from, the Town.
- The Town will still have a role on the OETF as it moves forward with Councillor Longo remaining in his post. The Town will also be one of the Delivery Partners.
- Examples where these IMO models have worked: Bottrop, Germany. They have a similar structure, a storefront Innovation Centre, which acts a hub from which they coordinate the implementation of their CEP. There are examples of this working in Australia working on water quality/quantity issues as well.
- There have been hundreds of CEPs created across Canada and only a handful have moved past plan development. Creating governance is an important step that not many others have taken.
- Put more importance in the governance and IMO in the document.

- OETF to become a Board of Directors or Advisory Board.
- Multiple funders are needed to provide seed capital for the IMO. It would then work to be self-sustained through the profits of the Priority Projects.
- The current organizational structure presented is a draft and still needs to be further refined. We could also rely on the Delivery Partners to support some of this work as the IMO grows.
- The IMO would support integration across programs.
- A Subcommittee of the OETF should be created to flush out and further define elements of the project like risk and liability, governance principals, budget and resource needs. They can then provide recommendations to the OETF.
- Organizations around the table are well poised to be Delivery Partners for many of the Priority Projects. The first step for many of the Priority Projects is to develop a business case to understand the feasibility and opportunity for implementation.

**Approval:**

- That the OETF affirms their mandate to develop and provide oversight to an Implementation Management Office.

**Action:**

- Action: Project Working Team to take feedback and propose revised goal statement at next Task Force Meeting.

**4) Analytical Process:**

- Motion: The Analytical Report from the Project Working Team be received.

**Approval:**

- Approved: That the OETF affirms their mandate to develop and provide oversight to an Implementation Management Office.

**5) Engagement Update:**

**Engagement Report:**

- Draft 2019 Engagement Report is almost complete, just need to wait until year end. The intent is to finalize it and get sign-off from the Project Working Team, circulate it through Deniz and then incorporate all comments. Report should come through for comments in early January.

**Municipal Departments:**

- Town has engaged several of its internal departments – Planning, Facility and Construction Services, Economic Development, Transit, Building Services, Engineering and Construction, Development Engineering and others over the last year.
- The Town is positioned as a Delivery Partner and has been consulting on the language in the Draft CEP Strategy.
- We spoke to these groups about the role the Town is taking with the implementation of this strategy. The CEP is seen as lighting a fire for other departments to meet their own targets and goals.

## **6) Communication**

### **Community Communiqué:**

- To be distributed with meeting minutes.

### **Infographics and Animation:**

- Infographic and animation available to OETF members for communications and promotion of the CEP.
- Infographic focuses on economic opportunity.
- Animation example shared with the group
- Animation focuses on GHG reduction.

### **Infographics and Animation:**

- Develop shorter clip that could be used on social media.

## **7) Next Meeting:**

- It would be valuable to add a meeting before January 27, 2020, to discuss how community partners can help present at Council in January.
- It is very powerful having members of the Task Force or community at the Council meeting.
- Carve out the time, then determine if this should be an in-person meeting.
- Would be very helpful to understand the questions Council may have so the Task Force can go about answering them.
- Also set up a date for the OETF to meet in February to send a strong and clear message of implementation.

## **8) Adjournment:**

- Meeting was adjourned at 11:00 a.m. by John Matthiesen, Co-chair for the Oakville Energy Task Force (OETF).