

NOTES of a Meeting of the Energy Task Force of the Township of North Frontenac, held on Tuesday, August 12, 2014 at the Snow Rd. Community Centre, 14073 road #509, Snow Rd., Ontario.

PRESENT: Mayor Bud Clayton, Chair; Councillor John Inglis – Ward 3; and John Kittle

ALSO PRESENT: Jim Phillips, P. Eng, Public Works Manager (PWM); and Sandra Lessard, Administrative – Financial Assistant (Recording Secretary).

ABSENT: Councillor Lonnie Watkins

1. CALL TO ORDER

2. DISCLOSURES OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

3. DELEGATIONS

Green Saver – Sarah English, Community Outreach Coordinator

Green Saver – Sasha – co-op student

Home Assistance Program (Green Saver Presentation)

Green Saver is a non-profit organization contracted by Hydro One to deliver the Home Assistance program of Save on Energy (SOE) initiative.

This is a program to help low income households become more efficient and lower bills. Once the application has been completed, sent to Green Saver (GS) and approved (based on income limits or if they are receiving one of several government benefits), then a GS technician performs a home assessment and test for weatherization. This assessment will determine areas that are below the thresholds and need improvement, for example; replace a fridge, freezer, window air conditioner, dehumidifier or replace insulation in attics or walls. The maximum amount under the SOE program that would be spent per household is \$13,000 and does not cover windows or doors. The program could end December 2014 but GS staff believe another program for low-income will continue but with changes.

The EFT and GS discussed how they could work together to promote the SOE program through the Township website and print advertising. The GS staff have promotional brochures and posters and other print information that could be used for advertising and advised that their program is set-up to receive all inquiries from the public. However, the EFT would like to see a very simple message and have the Township as the first point of contact to attract more interest because some residents are wary of any government or big utility's subsidy programs. That would mean that Township staff would have to be assigned to address initial inquiries/calls about the SOE program and then refer them to the GS staff to see if they qualify. The GS staff agreed that they could refer any North Frontenac residents that do not qualify under their program to the Township if Council approves the establishment of the 10/10/10 program.

4. ENERGY TASK FORCE NOTES

- a) July 7, 2014 – Approved by the ETF as circulated
(Council to receive on September 2, 2014)
- b) August 12, 2014 – Approved by the ETF as circulated, by email on August 25, 2014
(Council to receive on September 2, 2014)

5. BUSINESS ARISING

- a) Terms of Reference (TOR)
Finalized and approved by Council
- b) Update on County PAPER program and the Township's proposed 10/10/10 program

The PWM explained that the ETF will need approval from Council to proceed with developing a program which allows for general upgrades/projects that will promote energy conservation. The Mayor reported that County staff had already done a lot of work investigating the PAPER program, which is administered through Local Improvement Charges, and advised against this approach. However, a complicated process was not necessary because the same outcome could be achieved through a Community Improvement Plan (CIP) and the County already has that framework in place. Therefore, Peter Young at the County could possibly help us in drafting a contract for the proposed 10/10/10 Program (\$10,000, paid over 10 years for 10 households per year).

The EFT recommends to Council the establishment of an Energy Conservation Initiative called the 10/10/10 Program through a Township CIP, where up to 10 participants per year could apply for a loan from the Township for a maximum of \$10,000 to be paid back through property taxation billing at a low interest rate over a 10 year period. The Township's Treasury department will be asked to establish guidelines and policy for payments and interest rates under the program. Also, under this program Council could approve to reimburse residents 50% of the cost of an Energy Audit up to \$250 per participant, for a maximum of 10 participants per year. Therefore, a budget of approximately \$3,000 per year would be required for the cost of advertising and \$250 per household for 10.

It was noted that Frontenac County will be offering funding to North Frontenac for a CIP, which could be used for economic development and/or street front improvements. The CIP process requires a Public Meeting and approval of Township Council. However, the Mayor noted that the Township could undertake its own CIP to establish the 10/10/10 program. This CIP could be funded through Township Reserve Funds and would be separate from any CIP that Frontenac County may be offering. He will be contacting County staff to obtain forms and information on CIPs.

Special note:

Joe Gallivan and Peter Young were in our offices on Friday, August 22nd and, in the absence of the Mayor's availability, the Chief Administrative Officer, Clerk/Planning Manager and Public Works Manager met briefly with Joe and Peter to discuss the CIP process and if it could be used for the proposed 10/10/10 program. As noted, a Public Meeting and Council approval is required for any CIP. However, in our case we would also need an Official Plan Amendment, because

our current Official Plan does not allow for a CIP. Joe and Peter offered to attend the Council meeting on September 22, 2014 to discuss the CIP process.

6. COMMUNICATIONS

Save On Energy – Home Assistance Program – Free Energy Upgrades for Qualified Participants (attached)

7. NEW BUSINESS

a) Investigate LEAP.

The Low-income Energy Assistance Program (LEAP) is designed to help low-income consumers with emergency financial assistance if you are behind in your bill or have been overcharged. LEAP is usually administered through local social assistance programs.

b) Check out “SaveOnEnergy” website for more programs – J. Kittle to review.

c) Councillor Inglis to continue working on a list of qualified contractors for energy retrofit and improvements. To date 1 quote has been received for Solar Hot Water Systems and working on getting 2 more.

d) J. Kittle to gather a list of qualified Energy Audit contractors.

e) J. Kittle and J. Inglis to create a draft advertisement with a simple message to promote the Save On Energy program and the Township’s 10/10/10 program, if approved by Council.

Note: any use of the words “Hydro One” or their logo must be approved by Hydro One. Also, all Township advertising has to approved by the CAO.

8. NEXT MEETING:

At the call of the Chair.

9. ADJOURNMENT

The Chair adjourned the meeting at 3:00 pm.

APPROVED BY THE ENERGY TASK FORCE

ON _____, 2014.

Mayor Bud Clayton, Chair
Township of North Frontenac
Energy Task Force

RECOMMENDATIONS TO COUNCIL FOR CONSIDERATION

That Council approves the Energy Task Force recommendation that Township staff be the first point of contact for the Hydro One Save On Energy Home Assistance Program and the PWM be authorized to advertise this on the Township’s website and in the local newspaper.

That Council approves the Energy Task Force recommendation for the establishment of an Energy Conservation Initiative called the 10/10/10 Program through a Township Community Improvement Plan (CIP), where up to 10 participants per year could apply for a loan from the Township for a maximum of

\$10,000 to be paid back through property taxation billing at a low interest rate over a 10 year period. The Township's Treasury Department will be asked to establish guidelines and policy for payments and interest rates under the program. Also, under this program Council approves to reimburse residents 50% of the cost of an Energy Audit up to \$250 per participant for a maximum of 10 participants per year.