

Annual report

For the year ending August 31, 2021

2021.07.15

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Our Energy Guelph
111 Farquhar Street, Suite 106
Guelph, ON N1H 3N1

Executive summary

The year ending August 31, 2021 has been one of building relationships and exploring options. Key accomplishments include:

- Receipt of initial positive indications from the Federation of Canadian Municipalities (FCM) regarding our application for funding via the Community Efficiency Financing (CEF) program
- Receipt of funding for three summer student positions under the Canada Summer Jobs program
- Delivery of our first fee-for-service project, a key step towards financial independence as we transition from City of Guelph funding toward external funding
- Successful collaborations with a variety of local, regional, and national for-profit and not-for-profit entities
- Delivery of two successful Guelph Energy Managers (GEMS) meetings, adapted to an online format in response to pandemic restrictions

Our Energy Guelph (OEG) made progress in the various elements of organizational development described in the Community Energy Initiative (CEI) Update of 2018, under the heading *A catalyst for building a liveable city*¹. Building on its foundational initial year of operation, OEG has further refined various aspects of its organizational model.

OEG continued to execute the work plan² contained in the service agreement with the City executed in 2019. It also continued to make progress with respect to the 25 actions that comprise the *Pathway to Net Zero Carbon*³ of 2019 (the “*Pathway*”). Our efforts focused on an Energy Efficiency Retrofit (EER) program for private property, supporting eight of the 25 actions and accounting for two thirds of the aggregate investment and emissions reductions potential in the *Pathway*.

The EER program will be the first significant step toward achieving Guelph’s goal of becoming a net zero carbon community by 2050.

¹

<https://www.ourenergyguelph.ca/community-energy-initiative-cei-update-2018/a-catalyst-for-building-a-liveable-city>

² https://guelph.ca/wp-content/uploads/council_agenda_072219.pdf#page=60

³

<https://www.ourenergyguelph.ca/pathway-to-net-zero-carbon/appendix-actions-in-the-low-carbon-pathway>



Acronym glossary

CAP	Clean Air Partnership
CEF	Community Efficiency Financing
CEI	Community Energy Initiative
ED	Executive Director
EER/PACE	Energy Efficiency Retrofit/Property-Assessed Clean Energy
EV	Electric vehicle
FCM	Federation of Canadian Municipalities
GHG	Greenhouse Gas
GEMS	Guelph Energy Managers
ICI	Industrial, Commercial, and Institutional
KPI	Key Performance Indicator
LIC	Local Improvement Charge
MW	Megawatt
MWMC	My World, My Choice!
OEG	Our Energy Guelph
PV	Photovoltaic
PACE	Property-Assessed Clean Energy
QUEST	Quality Urban Energy Systems of Tomorrow

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Introduction

This document reports on the progress that OEG has made in its mission to make our community net zero carbon by 2050. It focuses on OEG's Key Performance Indicators (KPIs), which fall into the following four categories:

1. Progress with the ten enabling actions to establish OEG, listed in the CEI Update of 2018 under the heading *A catalyst for building a liveable city*
2. Progress with the work plan included in the Service Agreement between OEG and the City of Guelph, executed in August 2019⁴
3. Progress with the 25 actions in the *Pathway to Net Zero Carbon* of 2019
4. High-level tracking indicator data of greenhouse gas (GHG) emissions, energy consumption, and local energy production

The data for item #4 were not available as of the time of preparing this report, and hence will be included in a subsequent supplementary report (see section 5. *Progress Reporting*, below).

Reporting and the City/OEG service agreement

The annual report is one of two components of the reporting process envisioned in the 2019 service agreement between OEG and the City, depicted below:



The service agreement envisioned that OEG would receive most (77%⁵) of its core funding from the City for its first five years of operation. The City funding contribution for Years Three through Five is contingent on Council approval, based on reporting from OEG demonstrating that Year Two goals have been achieved. This annual report and the prior one for the year ending August 31, 2020 are intended to provide the necessary information for Council deliberations on the question of continuation of funding for OEG.

This report is intended to accompany material prepared by City of Guelph staff. Due to the timelines associated with the City's Staff Report review process, this report was submitted in mid-July and hence does not cover the latter half of July and all of August of 2021.

⁴ https://guelph.ca/wp-content/uploads/council_agenda_072219.pdf#page=53

⁵ Per Schedule 4 of the service agreement referenced in the previous footnote

The 10 enabling actions

The *CEI Update* listed 10 actions to create and maintain an independent, community-based organization to deliver the CEI⁶. These actions are reiterated in the box to the right.

OEG progress on each of these enabling actions is described below.

1. Governance

As required by Ontario legislation governing nonprofits, OEG is led by a volunteer Board of Directors. This Board is independent of the City, and most of its members reside in the local community.

There were a number of changes in Board composition over the past year, as summarized below:

A catalyst for building a liveable city: Ten enabling actions

1. Governance.
2. Host organization.
3. Financial resources/business model.
4. Volunteer management.
5. Progress reporting.
6. Education, awareness, and outreach.
7. Advocacy.
8. Business relationships.
9. Projects and programs.
10. Defining the ongoing role of the City.

Role	September 2020	July 2021
Chair	Kirby Calvert	Alex Ciccone
Treasurer	Mark Colvin	Chris Lambeck
Secretary	Kristen Visser	N/A
Vice Chair	N/A	Kristen Visser
Directors	Mike Darmon Ceana Fan Vicki Gagnon Sara Ganowski Mike Kazmaier Indigo Kim Brandon Raco David Sabola	Mike Darmon - Vicki Gagnon Sara Ganowski Mike Kazmaier Indigo Kim - David Sabola

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	Anne Toner Fung Antti Vilkkö Alex Ciccone -	Anne Toner Fung Antti Vilkkö - David Estill
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The Board met on the following dates (with all meetings held virtually due to pandemic restrictions):

September 2, 2020
November 19, 2020
January 7, 2021
February 18, 2021

March 18, 2021
April 15, 2021
May 20, 2021
July 15, 2021

The Board maintained two standing committees, namely the Governance Committee and the Finance Committee.

2. Host organization/administration

OEG continued to function as an independent organization up to the time of preparation of this report. OEG maintained Board-level linkages with the University of Guelph, Innovation Guelph, the City of Guelph, the Guelph Chamber of Commerce, and eMerge Guelph, as well as its memberships in 10C, the Chamber, and the Ontario Nonprofit Network.

The Executive Director (ED) initially used subleased office space located at 111 Farquhar Street, Suite 106. This space was vacated in May and the ED now works from a home office.

Summer student funding

In 2021, OEG received a grant from the Government of Canada under the Canada Summer Jobs program. This supported



**Government
of Canada**

eight-week employment contracts for three student positions. The response to our recruitment postings was overwhelming, with more than 50 applications received. The students began work in June (under a telecommuting work arrangement). Details regarding each position are provided below.

Incumbent	Position	Responsibilities
Georgia Cooney , University of Guelph International Development Studies	Administrative Assistant - Office	Promote summer GEMS meeting, organize 2021/22 meetings, cleanup cloud-based filing system

David Ma , University of Toronto Chemical Engineering	Marketing Coordinator	Develop OEG newsletter content; OEG communications plan
Alex Kohlman Sawa , University of Toronto Chemical Engineering	Youth Development Coordinator	Support My World, My Choice! (MWMC) chapter expansion, website, and advisory group

3. Finance

OEG financial resources are divided into operating funds required to maintain the organization, and capital funds to implement specific programs.

Operating funds

As in its first year, OEG received operating funding during fiscal 2021 from the City of Guelph in accordance with the service agreement executed in August 2019. This funding covered payroll costs, occupancy, and information technology, as well as a modest discretionary budget.

This year, OEG developed its first supplemental revenue source, through a consulting contract with Quality Urban Energy Systems of Tomorrow (QUEST) for a project entitled Accelerating the Implementation of Renewable Energy.



OEG developed a proposal to a potential investor to finance a project to develop a pathway for a multi-community EER/PACE program. While the investor did not choose to proceed with the work, OEG continues to work with partners to identify another buyer for the project.

OEG also submitted a response in collaboration with PACE Atlantic to a Request for Proposals by Reep Green Solutions in Kitchener-Waterloo for Energy Efficiency Program design; unfortunately this bid was not successful.

OEG also participated in various federal government funding applications, as summarized in the following table:

Funder/Program	Partner(s)	OEG Role	Result
Environment and Climate Change Canada - Climate Action and Awareness Fund (CAAF)	Provision Coalition	Lead applicant	Unsuccessful
Natural Resources Canada - Green Infrastructure Phase II, Energy	Canadian Home Builders'	Letter of support	Pending

Efficient Buildings Program	Association		
Environment and Climate Change Canada - CAAF	Royal Roads University, Sustainability Solutions Group	Letter of support	Pending

The OEG fiscal year runs from November 1 through October 31. Highlights of OEG's operating finances for the 2021 fiscal year are provided below.

OUR ENERGY GUELPH

STATEMENT OF OPERATIONS

For the Current Year Ended October 31

	2020	2019
Revenues	<u>\$ 136,388</u>	<u>\$ 70,000</u>
Expenditures		
Salaries and benefits	\$ 142,985	\$ -
Other	<u>\$ 41,183</u>	<u>\$ 933</u>
<i>Total Expenditures</i>	<u>\$ 184,168</u>	<u>\$ 933</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ (47,779)</u>	<u>\$ 69,067</u>

STATEMENT OF FINANCIAL POSITION

As at October 31 of Current Year

	2020	2019
Assets		
Cash	\$ 12,352	\$ 69,972
Other Current Assets	<u>\$ 30,518</u>	<u>\$ -</u>
	<u>\$ 42,870</u>	<u>\$ 69,972</u>
Liabilities and Net Assets		
Liabilities	\$ 21,583	\$ 905
<i>Net Assets</i>		
Unrestricted Net Assets	<u>\$ 69,067</u>	<u></u>
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ (47,779)</u>	<u>\$ 69,067</u>
	<u>\$ 21,288</u>	<u>\$ 69,067</u>
	<u>\$42,870</u>	<u>\$ 69,972</u>

Capital funds

Over the past year, OEG focused its efforts on obtaining capital financing from FCM under the CEF program. Additional detail on this effort is provided in the section entitled 9. *Projects and programs*.

OEG continued to explore the possibility of developing a vehicle for members of the local community to invest in the *Pathway*.

4. Volunteer management

OEG governance continues to be the most significant example of volunteer resources contributing to the progress of the organization. A total of 40 individuals have served in some governance capacity for OEG to date.

OEG continues to work with local volunteer-based organizations that have climate change as either a core focus or a key area of concern. These include youth organizations such as MWMC and Youth Action on Climate Change, as well as the organizations that make up the Guelph-Wellington Climate Coalition (see section 7. *Advocacy*, below).

5. Progress reporting

During the period covered by this report, OEG provided its annual report for the year ending August 31, 2020 as well as a progress report to Council covering the first two quarters of the year. Both were delivered via the “Information Items for Council” channel:



- [Annual report for 2020](#)
- [Q1 and Q2 of 2021 - July 9, 2021](#)

The Q3 2021 report, covering the period of May through July of 2021, is expected to be delivered by September.

Note that this annual report was intended to include tracking of high-level indicators including GHG emissions, energy consumption, and local renewable energy generation. The *CEI Update* included data for the 2016 calendar year, so this is the most recent year for which data are available. The data for these indicators is mainly obtained from electricity and natural gas utilities. The City has determined that the release of this data to OEG must be done in the context of a data sharing agreement between the City and each utility, and these could not be executed before the submission deadline for this report. Once we receive the data, we intend to provide the City with a supplementary report summarizing these indicators for the period of 2017 through 2020.






The *CEI Update* envisioned a comprehensive review process every five years, producing a special version of the annual report that would include a community survey, a report on technical matters prepared with the assistance of an external consultant, and reevaluation of targets to ensure they remain relevant and aligned with guidance of authorities like the Intergovernmental Panel on Climate Change. Given that the *CEI Update* was delivered in 2018, the target delivery for the next such update would be 2023 and much of the review is expected to be completed in calendar 2022.

6. Education, awareness, and outreach

OEG continues to focus its community outreach efforts on partner organizations such as the University of Guelph student group MWMC. Due to the pandemic, the latter group pivoted from its usual approach of providing convening events in schools in favour of an online competition called *Canada's Next Top Sustainability Leader* (CNTSL). OEG supported this event through social media as well as the monthly newsletter, and OEG ED Alex Chapman served as a judge for the event.



OEG continued to build its brand through social media posts, blog articles, and the monthly newsletter. Summary statistics on these platforms are summarized below.

Channel/platform		Measure	Value
	Twitter	Followers	553
	LinkedIn	Followers	148
	Facebook	Page likes	589
	Instagram	Followers	518
	Mailchimp (newsletter)	Subscribers	192

The ED has also participated in a variety of online events that serve to raise the profile of OEG:

Organization	Event	Date	Role
Guelph City Council	Downtown Dining District review	September 21, 2020	Delegate
Canadian Green Building Council	The Role of Green Building in Guelph's Post-COVID Recovery	November 6, 2020	Webinar panelist

Guelph City Council	Gas Plant Phase-out resolution	December 14, 2020	Delegate
Independent Electricity System Operator (IESO)	Southwest Regional Electricity Forum	January 20, 2021	Webinar panelist
Ontario Good Roads Association	Conference	February 24, 2021	Webinar panelist
QUEST	Community Energy Plan Implementation Network monthly meeting	March 24, 2021	Presenter - Encouraging Ontario Municipal Employees Retirement System to divest from fossil fuels.
Association of Energy Services Professionals	The Quest for the Emerald City - Part Two (webinar)	June 2, 2021	Webinar panelist

7. Advocacy

OEG continues to advocate for policy change at the level of local organizations, as well as public policy at the provincial and federal government levels.

Locally, OEG continues to work with the Guelph-Wellington Climate Coalition. This group encouraged Guelph City Council to pass a motion calling for the phaseout of natural gas power generation in the province, as part of a larger multi-community effort led by the Ontario Clean Air Alliance. Council passed the motion, and the initiative has moved on to a public engagement effort by the IESO. OEG and the IESO engaged in a one-on-one meeting to discuss options for eliminating carbon pollution from the provincial electricity generation mix, while ensuring that electricity supply remains reliable and able to meet current and expected future demand.

Also in conjunction with the Guelph-Wellington Climate Coalition, OEG co-signed a letter calling on the Guelph Community Foundation to divest from fossil fuels. The organization announced in June that it



would be purging all such investments from its portfolio.

At the provincial and federal levels, OEG continues to work with the Clean Air Partnership (CAP) to provide input on such initiatives as:

- The Province of Ontario Long-Term Energy Plan
- Urging the Public Accounting Standards Board to include natural assets in valuation of public infrastructure
- The federal greenhouse gas offset system



The 2021 spring federal budget included a provision for interest-free loans of up to \$40,000 for residential energy efficiency retrofits. While this program appears aligned with our net zero carbon goals, there is the risk that it will compete with the EER/PACE program we intend to implement. OEG supported FCM in its efforts to work with federal agencies to arrive at a solution for communities participating in the CEF program.

OEG has engaged with the City of Guelph Intergovernmental Affairs group in their Community-Based Advocacy program, together with the Guelph Chamber of Commerce as well as Toward Common Ground. We look forward to continued opportunities to pool our resources to push for policy changes that are aligned with our zero-carbon mission.



8. Business relationships

OEG continued to engage with our local business community through GEMS, a network for energy and environment managers with major Guelph employers.



OEG held two GEMS events this year, both in online format. The first was a webinar featuring a joint presentation by the City of Guelph and Geotab, describing a project to identify which vehicles in the City fleet were suitable to be replaced with comparable electric models. The second was an informal information exchange forum for members, in which each participant provided an update on their current energy efficiency and emissions reduction efforts.

9. Projects and programs

OEG continues to focus on the EER/PACE program as a pivotal and top-priority component of the *Pathway*. The key barriers preventing property owners from engaging in such efforts are the initial capital cost outlay, as well as the complexity of project implementation (including the application and fulfillment processes for

various incentive programs, the energy audit process, project scoping, contractor selection, and the challenge of undertaking a major renovation while occupants are still living in the home). Our program therefore consists of financing and a turnkey concierge service.

We continue to work with the City, FCM, PACE Atlantic CIC, and financial partners on crafting a solution that will meet property owner needs while minimizing risk to investors. We have also begun collaborating with the County of Wellington on program design efforts, including an online stakeholder workshop held in late May of this year.

10. Role of the City

The *CEI Update* envisioned six ways that the City relationship would help OEG to achieve its mission. These are reiterated below, along with examples of how they are being implemented.

Item	Explanation	Details on progress
Policy implementer	OEG's work will be integrated into other municipal plans and policies, such as the Official Plan, water conservation plans, transit and transportation master plans, and waste management plans.	OEG continues to participate in the advisory group for the Wastewater Treatment and Biosolids Management Master Plan.
Financing channel	The City will help OEG to obtain climate action funding that is only available to municipalities.	We continue to work with the City to fine-tune the EER/PACE program concept along with other partners.
Advocacy partner	The City will work collaboratively with OEG in its relationships with other orders of government, including advocacy through other non-profit organizations such as QUEST and CAP.	OEG is working with City staff on their Community-Based Advocacy initiative (see above).
Program implementer	The City will perform programming functions that can only be performed by the municipality, such as Local Improvement Charge (LIC) financing.	The City has engaged with OEG and FCM to explore various alternative ways that it can support the EER/PACE program.

Leader by example	The City will continue to progress toward its own corporate target of 100% renewable energy by 2050.	The City continues to lead through programs like transit electrification, the gas plant phaseout resolution, and high-performance aspects of the South End Community Centre.
Organizational advisor	The City will assist with the process of setting up OEG, and provide specific subject matter expertise on organizational aspects that have an equivalent in municipal government.	This aspect is largely behind us, now that OEG is well established. However, staff continue to provide guidance on matters such as fine-tuning of financial reporting.

The Service Agreement work plan

The service agreement between OEG and the City includes a work plan (Schedule 1). Of the 18 items in that plan, all but two were completed in OEG's first year, as documented in the first annual report. Items 11 and 12 remain outstanding:

Item	Description
11	Convene District Energy (DE) team and deliver DE Lessons Learned report
12	Perform detailed feasibility study for downtown DE system per action #11, <i>A 16 megawatt (MW) seasonal storage district energy system is installed in the downtown area</i> (see Schedule 2, below), and provide support for any additional DE opportunities (e.g. Guelph Innovation District, Clair-Maltby)

Item 11 is overdue, while item 12 was planned to be completed in Years 2-5. OEG has prioritized its efforts on the most impactful items in the service agreement and continues to pursue funding opportunities to expand OEG resources to address the remaining items.

The actions in the *Pathway to Net Zero Carbon*

The table below lists the 25 actions in the *Pathway*, along with details on the current status of each. Colour coding indicates the state of progress, with green indicating that progress is on track to meet the target, yellow indicating that progress is less

than what is required to meet the target, and red indicating that the target should be reevaluated.

Action	Description	Status
	BUILDINGS	
	New buildings	
1	Incrementally increase the number of net zero new homes to 100% by 2030.	OEG continues to monitor the progress toward a 'net-zero energy ready' model national building code by 2030. ⁷ We also intend to advocate for reform of the LIC regulation to allow its use for new construction.
2	Incrementally increase the number of non-residential buildings that achieve Passive House levels of performance to 100% by 2030.	
	Existing buildings	
3	Retrofit 98% of pre-1980 dwellings by 2050, with retrofits achieving thermal and electrical savings of 50%.	OEG remains committed to achieving these goals through an EER/PACE program that incorporates financing and a turnkey concierge service. The program will initially focus on residential buildings, eventually expanding to include the ICI sector.
4	Retrofit 98% of dwellings built between 1980-2017 by 2050, with retrofits achieving average thermal and electrical savings of 50%.	
5	Retrofit 98% of pre-2017 industrial, commercial, and institutional (ICI) buildings by 2050, with retrofits achieving average thermal and	

⁷

<https://www.canada.ca/en/services/environment/weather/climatechange/climate-action/federal-actions-clean-growth-economy/homes-buildings.html>. Retrieved May 5, 2021.

	electrical savings of 50%.	
6	Every building will be recommissioned on a ten-year cycle, achieving energy savings of 15% on pre-2017 building stock.	OEG continues to develop energy management capacity among Guelph's largest employers through GEMS. The coming year will feature an emphasis on corporate emissions targets, and how they can be achieved.
	ENERGY SYSTEM	
7	Air source heat pumps are added to 50% of residential buildings and 30% of commercial buildings by 2050. Ground source heat pumps are added to 20% of residential and 40% of commercial buildings by 2050.	These actions will be addressed by the EER/PACE program (see items 3-5 above).
8	Solar photovoltaic (PV) systems are installed on 80% of all buildings by 2050. These PV systems provide on average 30% of consumption for building electrical load for less than 5 storeys and 10% for multi-unit buildings greater than 5 storeys and commercial buildings.	
9	Heat pumps for hot water installations are scaled up to 80% of residential buildings by 2050, and 50% of commercial buildings by 2050.	
10	20 MW of commercial scale ground mounted solar PV is installed per	OEG has deferred this item due to the infeasible amount of land area required. Future efforts will determine what amount of local PV generation

	year between 2018 and 2050.	capacity is both feasible and desirable.
11	A 16 MW seasonal storage district energy system is installed in the downtown area.	See the reference to work plan items 11 and 12 in the section entitled <i>The service agreement work plan</i> .
12	67 MW of energy storage is installed by 2050 to reduce the curtailment of the ground-mounted PV.	OEG aims to encourage small-scale behind-the-meter storage on private property through the EER/PACE program (see items 3-5 above). Alectra will likely play a leadership role in utility-scale, distribution- connected storage.
13	50 MW of wind energy is installed by 2050 outside of city limits.	OEG continues to advocate for virtual Power Purchase Agreements, whereby local customers contract for remote renewable generation capacity.
14	Local production is maximised, and additional renewable natural gas is imported to displace natural gas consumption in buildings.	Of the three urban renewable gas generation methods, the first (landfill gas) is fully developed in Guelph. If the second (anaerobic digestion of sewage sludge) has additional potential, this will likely be identified in the Wastewater Treatment and Biosolids Management Master Plan. The third (anaerobic digestion of source-separated organics) remains to be assessed.
15	100 kilowatts of run of river hydro electricity generation is added.	This goal has been abandoned as the Grand River Conservation Authority has already fully developed the hydroelectric generation potential at the Guelph Lake Dam. ⁸
TRANSPORTATION		
16	Transit is introduced in areas with high density and insufficient transit.	OEG is supportive of City-led innovations such as on-demand transit but has not yet identified any specific supportive actions.
17	The transit fleet is fully electrified by 2050.	The City continues to progress toward this goal; OEG has not yet identified a supportive role other than building awareness in the community.
18	The cycling and walking mode share is	OEG advocates with the Guelph Coalition for Active Transportation for cycling network

⁸ More information on the Guelph Lake Dam is available from the GRCA website at <https://www.grandriver.ca/en/our-watershed/GRCA-dams.aspx>.

	increased.	investments like that announced on June 23 ⁹ .
19	The percentage of trips that are rideshare is doubled by 2050.	OEG continues to seek opportunities to promote ridesharing but has not yet identified any specific supportive actions.
20	A car-free downtown is created by 2040.	OEG has delegated to Council in support of the Downtown Dining District, which will help normalize car-free downtown areas.
21	The municipal fleet is electrified by 2050.	This is a municipal corporate responsibility and OEG has not yet identified a supportive role.
22	100% of new passenger vehicles are electric by 2030.	OEG is collaborating with Wellington, Huron, Grey, Bruce, and Perth counties on a regional Electric Vehicle (EV) charging network based on the BC/Alberta Peaks to Prairies initiative. OEG continues to build EV awareness through participation in the editorial board of Electric Autonomy Canada and GEMS (e.g. the fall meeting which focused on corporate EV readiness assessment).
23	95% commercial vehicles are electric by 2030.	
24	100% of new vehicles are autonomous by 2035.	OEG has not yet implemented programming in support of this goal. The impacts of this technology are difficult to predict, and were not included in the modelling of the <i>Pathway</i> .
INDUSTRY		
25	The efficiency of process motors is increased by 50% by 2050.	See item 6 above.



Conclusion

OEG has built on its foundational first year of operation, developing existing relationships and creating new ones, while moving forward with its immediate goal of an EER/PACE program. Such a program, consisting of both financing and a “one-window” concierge service, will play a key role in delivering eight actions in the *Pathway* - actions that will require two thirds of the overall investment, while delivering two thirds of the emissions reductions.

We firmly believe that the coming year will see the launch of this exciting program and a significant step forward in realizing our goal of making Guelph a net zero carbon community by 2050.