

## Community Energy and Emissions Reduction Plan Task Force Meeting #2

Thursday May 22, 2019  
2pm to 4:30pm  
Brampton City Hall  
West Tower Lunch Room

### MEETING MINUTES

*NOTE: These minutes are accompanied by the PowerPoint Slide deck presented at Task Force Meeting #1 and distributed separately after the meeting.*

Role	Attendees
<p><b>Task Force Attendees</b></p>	<ul style="list-style-type: none"> <li>• <b>Trevor Boston</b>, Co-Chair, Brampton Environmental Advisory Committee</li> <li>• <b>Lauren Mulkerns</b>, Environmental Manager, Brampton Brick</li> <li>• <b>Eddie Camilleri</b>, Energy Manager, William Osler Health Centre</li> <li>• <b>Brandon Dilollo</b>, Project Manager, Paradise Developments</li> <li>• <b>Dave Kapil</b>, Board Member, New Brampton (Co-Chair)</li> <li>• <b>Hassaan Khan</b>, Area General Manager Performance Infrastructure Canada, Johnson Controls Canada L.P (Co-Chair)</li> <li>• <b>David Laing</b>, Co-Chair, Brampton Environmental Advisory Committee</li> <li>• <b>Eric Meliton</b>, Project Manager, Partners in Project Green</li> <li>• <b>Calvin McCourt</b>, Director of Development, Morguard</li> <li>• <b>Ralph Williams</b> Manager, Connections &amp; Key Accounts, Alectra Utilities</li> <li>• <b>Benjamin Ratcliffe</b>, Energy Specialist, Peel District School Board</li> <li>• <b>Herb Sinnock</b>, Director Sustainability, Sheridan College</li> <li>• <b>Andrew Farr</b>, Acting Commissioner, Public Works, Region of Peel</li> <li>• <b>Christine Tu</b>, Director, Office of Climate Change and Energy Management Region of Peel</li> <li>• <b>Doug Whillans</b>, Councillor, City of Brampton</li> </ul>

<p><b>Project Working Team (PWT) Members</b></p>	<ul style="list-style-type: none"> <li>• <b>Michael Hoy</b>, Environmental Planner, City of Brampton</li> <li>• <b>Brian Lakeman</b>, Transportation and infrastructure Policy Planner</li> <li>• <b>Daryl Van Moorssel</b>, Economic Development, City of Brampton</li> <li>• <b>Peter Garforth</b>, Principal, Garforth International llc</li> <li>• <b>Karen Farbridge</b>, President, Karen Farbridge &amp; Associates</li> <li>• <b>Katie Rinas</b>, Project and Program Manager for Sustainable Energy Systems, Sheridan College</li> <li>• <b>Rob Kerr</b>, President, Robert J Kerr + Associates</li> <li>• <b>Bruce Bremer</b>, President, Bremer Energy Consulting (remote)</li> </ul>
--	--

<b>Time</b>	<b>Agenda Topic</b>	<b>Leading</b>	<b>Action</b>	<b>NOTES</b>
2:05	<b>1. Welcome and Opening Remarks</b>	Michael Hoy – City of Brampton Councillor Doug Whillans – City of Brampton Herb Sinnock – Sheridan College	Receive	<ul style="list-style-type: none"> <li>• Michael Hoy (MH) convened the meeting and provided housekeeping announcements.</li> <li>• Counc. Whillans and Herb Sinnock welcomed, as project co-sponsors, welcomed the Task Force members to the inaugural meeting.</li> </ul>
2:20	<b>2. Introductions</b>			
	a) Acting Chair	Michael Hoy	Receive	<ul style="list-style-type: none"> <li>• MH to introduce himself as Acting Chair, formal chair appointment process to be described later in the agenda.</li> <li>• Project Working Team (PWT) introduced themselves. PWT organizational chart will be in the meeting's slide deck.</li> <li>• Task Force members introduced themselves.</li> </ul>
	b) Project Working Team (City and GIL-Sheridan)	All PWT present		
	c) Task Force Members	All Task Force members		
2:20	<b>3. Agenda Review</b>			
	a) Distribution/Confirmation of Meeting Package	Michael Hoy - Acting Chair	Receive	<ul style="list-style-type: none"> <li>• Review materials in order of appearance on the agenda <ul style="list-style-type: none"> <li>○ Agenda</li> <li>○ Summary of the Engagement Plan</li> <li>○ Communique</li> </ul> </li> </ul>
	b) Approval of Agenda	Michael Hoy - Acting Chair	Approve	<ul style="list-style-type: none"> <li>• Approved</li> </ul> <p><b>Meeting Minutes:</b> Agenda approved</p>
2:30	<b>4. Task Force Business</b>			
	a) Task Force Co-Chairs	Michael Hoy - Acting	Approve	<ul style="list-style-type: none"> <li>• Approved the Co-Chairs: Hassan Khan-Johnson Controls and</li> </ul>

		Chair		David Kapil-New Brampton. <ul style="list-style-type: none"> <li>Co-Chairs assumed responsibility of the meeting facilitation role.</li> </ul>
2:45	<b>5. Project Overview</b>			
	a) Activity Update and Timeline Review	Robb Kerr	Receive	<ul style="list-style-type: none"> <li>Project schedule.</li> </ul> <p><b>Meeting Minutes:</b> Overall engagement activity with schedule review. Proposed Council approval is Jan 2020 and based on process Nov 2019 would be task Force completion.</p>
	b) Nordic City Update	Herb Sinnock and Peter Garforth	Receive	<ul style="list-style-type: none"> <li>Overall summary of activity.</li> </ul> <p><b>Meeting Minutes:</b> June 17 and 18 will be the overall workshop. The future shape of the region strategic planning will be hosted by Sheridan College. Focus is urban transformation as identified as an overall business opportunity.</p>
3:00	<b>6. Analytical Process</b>			
	a) Baseline to Base Case b) CEP Scenario Overview c) Scenario Results and Framing Goals	Peter Garforth	Receive	<p>Provided technical detail of the Analytical Process.</p> <p><b>Meeting Minutes:</b> Reviewed overall baseline and base case outline. Reviewed growth indicators, cost, and usage based on business as usual. Reviewed overall scenarios based on efficiency, heat recovery, energy distribution, and renewables. Reviewed simulation results based on reference case and high action case.</p> <p>Questions/comments from various Task Force members were posted and will be answered in full in subsequent Task Force meetings.</p> <ul style="list-style-type: none"> <li>Should there also be interim targets as example 2030?</li> <li>Need construction groups to also be engaged.</li> <li>Who would coordinate or facilitate waste heat recovery contract between organizations?</li> <li>Transportation seems to be the highest priority with the most impact.</li> <li>Alternate power storage also could be evaluated such as battery storage.</li> <li>Alignment on the scenarios that get us to meet all the framing goals.</li> </ul>
4:00	<b>7. Engagement Process</b>			

	a) Engagement Activity Summary	Rob Kerr and Michael Hoy	Receive	<ul style="list-style-type: none"> <li>Review slides running through the elements of the engagement plan.</li> </ul> <p><b>Meeting Minutes:</b></p> <ul style="list-style-type: none"> <li>Workshop to be scheduled in the fall with Council.</li> <li>Important to interface with other groups and build networks.</li> <li>More detailed network reports would be beneficial.</li> <li>The Sheridan College video will also be a link per the minutes.</li> <li>There is a scheduled June meeting with the BILD organization.</li> <li>Important to take advantage of any overall public engagement opportunities.</li> <li>Reviewed engagement opportunity schedule summary.</li> </ul>
	b) Community Survey Trial	Rob Kerr	Receive	<ul style="list-style-type: none"> <li>Survey Process.</li> </ul> <p><b>Meeting Minutes:</b></p> <ul style="list-style-type: none"> <li>Need to confirm that the survey questions are tied to the CEERP.</li> <li>For others to understand need the CEERP background information, graphs, and first to educate the public, more supporting documentation needed.</li> </ul>
4:15	<b>8. Communication</b>			
	a) Community Communique	Rob Kerr and Michael Hoy	Receive	<ul style="list-style-type: none"> <li>Reviewed slides.</li> </ul> <p><b>Meeting Minutes:</b></p> <p>The Task Force provided some commentary to the Communique distributed as part of the meeting package:</p> <ul style="list-style-type: none"> <li>Good opportunity to have a visual communiqué and the creation of supporting graphics.</li> <li>There might be different ways of looking at or portraying this information depending on the audience that you are trying to target.</li> <li>Task Force Members are encouraged to adopt the communiqué for their own communications within their networks.</li> </ul>
4:25	<b>9. Next Meeting</b>			
	a) Meeting Schedule	Acting Chair: Hassan Khan	Approve	<ul style="list-style-type: none"> <li>Seek approval for general scope.</li> <li>Seek approval for next meeting date if possible.</li> </ul>

				<b>Meeting Minutes:</b> <ul style="list-style-type: none"><li>• Next meeting date informally set for June 24 from 2:00 to 4:30pm.</li><li>• Subsequent meetings to be established by Doodle poll, or similar, before next meeting.</li></ul>
4:30	<b>10. Adjourn</b>		All	

APPROVED