


Appendix "G"

	THE CORPORATION OF THE TOWN OF COBOURG
	SUSTAINABILITY & CLIMATE CHANGE ADVISORY COMMITTEE
TO:	Brent Larmer, Municipal Clerk/Director of Legislative Services
FROM:	Krystal Christopher, Secretary
MEETING DATE:	Monday, March 14, 2022
SUBJECT:	Motion regarding Energy Star Benchmarking Tool for Municipal Buildings

The following Motion was adopted at the Wednesday, March 2, 2022 Sustainability & Climate Change Advisory Committee (SCCAC) Meeting:

Moved by Marius Marsh

Whereas knowing the energy use and associated costs of the Town's buildings is important for Cobourg to be able to include in its budget the cost of moving towards net zero GHG emissions, and;

Whereas Natural Resources Canada (NRCan) provides a free tool (EnergyStar Portfolio Manager) that benchmarks energy usage and through this informs on ways to reduce energy consumption by Canada;

Whereas under O. Reg 506/18 (Electricity Act, 1998), effective as of July 1, 2013, every municipality is required to report energy consumption and greenhouse gas emissions of their buildings to the Ontario Ministry of Energy, Northern Development and Mines on or before July 1 of each year as well as make this information available to the public and;

Whereas the cost to the Town for conducting the benchmarking exercise would consist only of staff time which would be minimal since a Cobourg citizen familiar with applying the EnergyStar tool has volunteered to do the actual benchmarking exercise; and

Whereas for the Town of Cobourg to benchmark energy consumption at all its buildings and to then take action to reduce energy use toward achieving a net zero building if possible would display leadership and would promote other building owners to follow suit;

Therefore the SCEAC requests that council authorize staff to work with Tony Ferguson to use the EnergyStar Portfolio Manager tool that is available through NRCan and the

U.S. Environmental Protection Agency (EPA) to benchmark town buildings for energy use and costs.

Attachment: Background Document with answers to anticipated questions.

Background To Energy Star Benchmarking Motion to Council – Anticipated Questions

1. What is ‘Benchmarking’

Energy Star Benchmarking is the comparison of results from an analysis of energy use and energy costs of a building to those of other similar facilities in comparable geographic and climatic conditions. It provides a means of determining the relative efficiency of a building such that the owner can make better informed decisions with respect to improving building energy efficiency and thereby lower costs.

2. How does the energy benchmarking Cobourg done in the past compare to the EnergyStar Benchmarking system

In 2008, Judy Smith gathered data from energy bills for all of the town’s buildings. The town gathered information required for Conservation and Demand, Management reporting and completed a report for 2014. Although some data was collected for the 2019 report, the report was not completed.

Judy evaluated the energy use in residential, industry and commercial/institutional buildings. Judy used FCM's greenhouse gas emissions calculator, which is different from EnergyStar Portfolio Manager. The FCM tool informs on energy consumption and in addition includes calculation of GHG emissions.

The town collects data to submit once per year, using a spreadsheet format but it is not tracked on a month to month basis.

Energy Star Portfolio Manager also informs on energy consumption but in addition provides information on energy costs and trends of energy use and cost over time, which is useful in actively managing energy consumption. EnergyStar Portfolio Manager will also have the capability to calculate GHG emissions in the near future.

3. What is the difference in GHG emissions between Energy Star certification level buildings and net zero buildings since the SCEAC recommends the highest achievable level of GHG reductions

.An EnergyStar certification (which is given if a building scores above 75) indicates that a building is in the top quartile of energy performance relative to other buildings of the same type. However they might still emit GHGs at a net positive rate. A net zero building is when the amount of carbon emissions associated with the building’s operational energy on an annual basis is zero or negative. A net zero carbon building is highly energy efficient and powered from on-site and/or off-site renewable energy source. EnergyStar Portfolio

Manager is a useful tool that helps manage energy consumption and makes it easier to achieve net zero GHG emissions.

4. Who would conduct the EnergyStar benchmarking for each building and what would be the role of Town Staff

Tony Ferguson, a Cobourg citizen, has volunteered to conduct the EnergyStar benchmarking on Cobourg buildings. Tony has the skills to complete this task as he is familiar with ENERGY STAR Portfolio Manager and understands how the tool works. Tony promotes ENERGY STAR Portfolio Manager, including conducting live demonstrations of the tool, as part of his job responsibilities with Natural Resources Canada (NRCan). Tony intends to conduct as much of the work on this project outside work hours as possible. However, for any work needed to be done during work hours, Tony's work schedule is flexible and he could accommodate the work schedules of the Town staff. Note that not all tasks need to be done during work hours or on site. For the data entry tasks, as long as Tony has access to the Town's Portfolio Manager account and Lakefront Utilities and Enbridge Gas can provide utility data electronically, he could perform data entry remotely and outside of work hours. This excludes any data entry where Tony is training Town staff, in which case he would need to perform these tasks on site and during work hours.

The proposal is that Tony and the Town initially identify 5 buildings as a pilot project. The role of Town staff would be to provide Tony with building details such as square footage, number of rooms, storeys, etc. plus monthly utility consumption information. With the Town's permission, Tony would also obtain needed energy consumption information from Lakefront Utilities and Enbridge. Given that Tony is volunteering his time for this project, he is proposing to assist the Town with the following activities for a limited time:

- Creating a Portfolio Manager account for the Town;
- Obtaining building information from Town staff to set up an initial pilot of 5 Town buildings (or however many buildings the operations or other appropriate department feels necessary);
- Entering utility data (electricity, gas and other if applicable) into Portfolio Manager for each of the buildings on a monthly basis; and
- Training Town staff on how to do all of the above.

Tony would be willing to offer his time for 12 months to train staff and update the monthly utility data in Portfolio Manager in order to establish a baseline of one year of energy consumption. This would allow the buildings to obtain an ENERGY STAR score, which would indicate how well the buildings are performing. Tony would then work with operations staff to suggest ways to improve energy performance depending on how well each building performs.

After a 12 month period, Tony would hand this project off to Town staff to either continue benchmarking the 5 buildings or expand the benchmarking exercise to all of the Town's

buildings. Town staff could then rely on the many training and information resources that NRCan has available for Portfolio Manager.

After the initial setup, a staff member would likely only need to spend less than 1/2 hr a month to update the energy use data to Portfolio Manager. Tony would also be available to assist town staff in doing this for the first several months.

5. What cost would the Town incur

The EnergyStar Portfolio Manager is a free tool. Should any building achieve an EnergyStar Score of 75 or higher and the Town wished to pursue certification, the cost would be for a qualified third party (P.Eng, architect, etc.) to verify the application. It is estimated this is probably less than \$1000/building. The cost to the Town is in staff time, which would be minimal. a small amount of staff time.

Choose an item.



Moved By

ADAM BUREAU

Resolution No.:

Last Name Printed

BUREAU

079-22

Seconded By

AARON BURCHAT

Council Date:

Last Name Printed

BURCHAT

March 14, 2022

WHEREAS at the Regular Council Meeting on March 14, 2022, Council considered a memo from the Recording Secretary, Sustainability and Climate Emergency Advisory Committee, regarding Energy Star Benchmarking Tool for Municipal Buildings; and

FURTHER THAT Council direct staff to work with Tony Ferguson to participate in the Energy Star Bench Marking System with staff bringing the findings back to Council and the Sustainability Climate Emergency Advisory Committee