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Council-In-Committee Meeting – April 12, 2022

Subject: Norfolk County Energy Conservation Committee Restructuring
Report Number: OPS-22-013
Division: Operations
Department: Facilities
Purpose: For Decision

Recommendation(s):

THAT OPS-22-013, Norfolk County Energy Conservation Committee Restructuring, be received as information;

AND THAT Council approve the disbandment of the Norfolk County Energy Conservation Committee;

AND THAT Council direct staff to bring forward an amended Terms of Reference for the Norfolk County Climate Change Adaptation Committee to include the former Norfolk County Energy Conservation Committee mandate to coincide with the review of all advisory committees for the beginning of the next term of Council.

Executive Summary:

This report is intended to seek Council's approval for the disbandment of the Norfolk County Energy Conservation Committee and allow staff to amend the Terms of Reference for the Norfolk County Climate Change Adaptation Committee to merge the mandate of the two committees.

Discussion:

The Norfolk County Energy Conservation Committee ("the Committee"), formerly the Energy Conservation Project Team, was formed in 2003. The Committee has promoted energy awareness among staff and developed and implemented the current and previous Norfolk County Energy Conservation and Demand Management Plans.

The two appointed private citizen Committee members recently resigned from the Committee in late 2021. Due to the overlapping of initiatives with the Norfolk County Climate Change Adaptation Committee, the remaining time in this term of Council, and the inability to fulfil the mission statement in the current Terms of Reference, staff recommend that the Committee be disbanded. Further, the Committee's mandate to "improve the energy efficiency and sustainability of The Corporation of Norfolk County

and lead the development and implementation of the corporate energy conservation and demand management plan” can be completed by the Norfolk County Climate Change Adaptation Committee. This can be accomplished by amending the Climate Change Adaptation Committee’s Terms of Reference, which could be brought to Council for consideration prior to the appointment of Committee members in late 2022.

Financial Services Comments:

There are no direct financial implications of approving the recommendations within this report. Members of the Energy Conservation Committee, per the terms of reference, receive no remuneration. Members are only reimbursed for specific expenses related to Committee activities as they occur and must be approved by the Staff Liaison prior to incurring the expenditure.

Interdepartmental Implications:

The Energy Conservation Committee includes one representative from each Norfolk County Division, in which all members of the Committee have identified responsibilities.

Consultation(s):

The Clerks Department was consulted in the writing of this report.

Strategic Plan Linkage:

This report aligns with the 2019-2022 Council Strategic Priority "Build Solid Foundations".

Explanation: Disbanding the Norfolk County Energy Conservation Committee and amending the Terms of Reference for the Norfolk County Climate Change Committee supports Council’s strategic priority “Build Solid Foundations” by guiding the Corporation of Norfolk County to long-term sustainability through energy efficiency.

Conclusion:

Staff is recommending the Norfolk County Energy Conservation Committee be disbanded and the mandate of the Committee be merged with the Norfolk County Climate Change Adaptation Committee to coincide with the review of all advisory committees for the beginning of the next term of Council.

Attachment(s):

N/A

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