



## REPORT FOR INFORMATION

### Minutes from the Grants and Programs Committee Meeting held April 7, 2021

**Date:** April 12, 2021  
**To:** Board of Directors of the Toronto Atmospheric Fund  
**From:** Grants Manager

<b>Meeting Date</b>	April 7, 2021	<b>Contact</b>	Ryan O'Connor, Grants Manager
<b>Start Time</b>	8:00 am	<b>Phone</b>	647-991-7347
<b>Chair</b>	Antoine Belaieff	<b>Email</b>	roconnor@taf.ca

#### 1. Welcome, introductions, acknowledgements

All present introduced themselves, including new Committee member Wayne Miranda.

#### 2. Review of Agenda

*(March 25, 2021) Meeting Agenda, submitted by Ryan O'Connor, Grants Manager.*

Agenda approved.

#### 3. Declarations of Interest pursuant to the *Municipal Conflict of Interest Act*

None.

#### 4. Review of Grants and Programs Budget

*(March 25, 2021) TAF grants budget and internal programs budget, submitted by Ryan O'Connor, Grants Manager.*

Ryan O'Connor presented the grants budget and internal programs budget for 2021.

#### 5. Grant requests (for recommendation)

*(March 25, 2021) Grant Proposals, submitted by Ryan O'Connor, Grants Manager.*

**a. City of Brampton – Sustainable Buildings Score Threshold Update and Training Video Project**

The Committee recommended funding of \$35,000 over 12 months to the City of Brampton to update the sustainability score thresholds for new low-carbon development in Brampton, Vaughan, Markham, and Richmond Hill, and to create resources that will enable municipal staff to implement the Sustainability Metrics Program. The Committee's recommendation is subject to the following conditions:

- Submit for TAF approval a stakeholder engagement strategy outlining how and when building industry stakeholders, including home builders, designers, and trades associations, will be consulted throughout the process.
- Submit for TAF approval an analysis of the feasibility of completing this project before 2023, including a revised project timeline (if feasible) or an explanation for maintaining the initial timeline (if not feasible).
- Prioritize carbon emissions reductions in the updates to the sustainability score thresholds, and report back on the estimated emission reductions that will be achieved once the updated Sustainability Metrics Program is implemented.
- Demonstrate, in the form of a signed letter, support from at least one Councilor in each of the four municipalities for adopting updates to the Sustainability Metrics Program including, their commitment to participating in a project advisory committee and/or other relevant mechanisms for engaging stakeholders and advancing the updates.

**b. City of Pickering – Integrated Sustainable Building and Development Standards**

The Committee recommended funding of \$86,000 over 12 months to the City of Pickering to consult with internal and external stakeholders to inform updates to their Sustainable Development Guidelines, and to develop staff training tools and building industry resources to support implementation. The Committee's recommendation is subject to the following conditions:

- Submit a stakeholder engagement strategy for TAF approval outlining how and when building industry stakeholders, including home builders, designers, and trades associations, will be consulted throughout the process.
- Submit a revised workplan for TAF approval clarifying the project timeline and scheduled completion dates of project activities and deliverables.
- The City of Pickering will provide funding for the Project Manager position and will eliminate the associated salary from the TAF funding request.
- Prioritize carbon emissions reductions in the updates to the Sustainable Development Guidelines, and report back on the estimated emission reductions that will be achieved once the updated Sustainable Development Guidelines are implemented.

**c. City of Toronto – Benchmarking Construction Materials Upfront Embodied Emissions for Part 3 Buildings in the GTHA**

The Committee recommended funding of \$150,320 over 12 months to the City of Toronto to benchmark embodied carbon emissions for the construction of Part 3 buildings in the

GTHA, and to use the results to inform updates to the Toronto Green Standard. The Committee's recommendation is subject to the following conditions:

- Submit a detailed knowledge transfer strategy for TAF approval outlining how lessons and project outcomes will be shared with building industry and municipal stakeholders in the GTHA.
- Submit a stakeholder engagement strategy for TAF approval outlining how industry stakeholders representing building materials manufacturers and the development community will be consulted throughout the project.

**d. Pollution Probe – Municipal Consultation on 2021-2026 Natural Gas DSM**

The Committee recommended funding of \$30,040 over 8 months to Pollution Probe to convene GTHA municipalities and coordinate their participation in the Ontario Energy Board's review of the next multi-year natural gas demand side management plan. The Committee's recommendation is subject to the following condition:

- Various approaches to municipal representation are explored.

**e. QUEST – ReCover Initiative in Burlington and Oakville**

The Committee recommended funding of \$141,565 over 20 months to QUEST to complete feasibility studies to conduct deep energy retrofits on two municipally-owned seniors centres using prefabricated exterior panels and new mechanical systems, and to share lessons learned with municipal and building industry stakeholders across the GTHA. The Committee's recommendation is subject to the following conditions:

- Funding requested from Natural Resources Canada is confirmed.
- The City of Burlington and Town of Oakville each contribute \$10,000 to offset costs associated with the feasibility studies exploring deep energy retrofit options in the two municipally-owned seniors centres.

**f. Town of Caledon – Green Development Standard for the Town of Caledon**

The Committee recommended funding of \$30,000 over 16 months to the Town of Caledon to develop sustainability metrics and an implementation framework for a local Green Development Standard in consultation with internal and external stakeholders.

**g. Town of Whitby – Whitby Green Standard Demonstration Project**

The Committee recommended funding of \$250,000 over 36 months to the Town of Whitby to measure the costs and benefits of integrating the three voluntary tiers of the recently adopted Whitby Green Standard at the design, construction, and occupancy stages, and to share the methodology and results with municipal and industry stakeholders across the GTHA. The Committee's recommendation is subject to the following conditions:

- Submit a revised project budget for TAF approval which requires no more than \$250,000 in funding from TAF over the three-year project timeline, and reduces TAF's contribution to project costs associated with equipment, materials, building performance evaluation, and homeowner incentives.

- Funding for project materials and equipment is contingent on a qualified professional's written and signed assessment showing the estimated incremental costs of constructing to the Whitby Green Standard, and on the Town of Whitby demonstrating that total material and equipment funding from all funders is no more than 75% of the total incremental costs incurred by the builders.
- Submit memoranda of understanding, signed by authorized representatives from the Town of Whitby and the home builder project partner(s), outlining the home builder's commitment to making all relevant costing information publicly available and to allowing Town of Whitby staff oversight during the design process to ensure compliance with the Whitby Green Standard tiers.

#### **h. Grant requests not recommended for funding**

The Committee recommended that the TAF Board not approve one funding request with a total value of \$243,714.

## **6. Internal Program Allocation Request**

*(March 25, 2021) Internal Program Allocation Request, submitted by Ryan O'Connor, Grants Manager*

### **a. Advancing Low Carbon Policy Solutions 2021-22**

The Committee recommended funding of \$145,000 over 24 months to support TAF's policy activities through the engagement of subject matter experts as consultants on key policy files, through adequate internal resourcing and the hiring of a Policy Analyst, and through relevant travel, communications, and events.

### **b. EV Charging Fund (ZEVIP)**

The Committee recommended funding of \$300,000 over 36 months to provide TAF with the resources to hire a full-time program manager to oversee the day-to-day operations of TAF's forthcoming program which will facilitate the implementation of EV charging infrastructure in public places, on-street and in multi-unit residential buildings. Funding will also support the hiring of expert consultants to support the outreach and engagement effort and development of a 'turnkey' option for this program. The allocation for this program is conditional on Natural Resources Canada's approval of TAF's funding application to the Zero Vehicle Infrastructure Program. With funds from a CEO-approved allocation, TAF has hired a consultant with expertise in EV infrastructure to help finalize the design of the ZEVIP program, which will ensure that staff can hit the ground running to launch the program if funding from Natural Resources Canada is approved.

### **c. TAF Communications Capacity**

The Committee recommended funding of \$112,750 over 24 months to hire a Communications Coordinator who is responsible for managing the TAF social media

communities; tracking and reporting communications metrics; coordinating website and other content updates; and supporting the Communications Manager in new content production, project management, liaising with internal teams, event coordination and other special projects.

## 7. Internal Program Allocation Requests and Reports

*(March 25, 2021) Internal Program Allocation Requests and Reports*

The Committee received the reports for information.

### Attendance and Meeting Sessions\*

Date and Time	Quorum	Members
2021-04-07 8:00 a.m. – 11:00 a.m. (Public Session)	Present	<i>Present:</i> Antoine Belaieff (Chair), Nicola Crawhall, Corey Diamond, Councillor Mike Layton, Erika Lontoc, Ryan Ness, Sandra Odendahl <i>Not Present:</i> Andrew Dooner, Tamar Heisler