



December 8, 2022

**To: All Parties to EB-2021-0002  
All Rate Regulated Natural Gas Distributors  
All Other Interested Parties**

**Re: Natural Gas Conservation Stakeholder Advisory Group (EB-2022-0295) -  
Call for Nominations for Non-Utility Members and Utility Representatives**

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This letter initiates the OEB's process to establish a new Natural Gas Demand Side Management (DSM) Stakeholder Advisory Group (SAG) and update the OEB's existing Evaluation Advisory Committee (EAC) which will act as a subcommittee of the DSM SAG. The OEB seeks nominations from individuals interested in participating on the DSM SAG and/or EAC subcommittee as non-utility members. Additionally, Enbridge Gas Inc. (Enbridge) is expected to inform the OEB of its representatives on the DSM SAG and EAC subcommittee.

## **Background**

The OEB's November 15, 2022 [Decision and Order](#) approved an updated DSM Policy Framework and a 3-year DSM plan for Enbridge effective January 1, 2023 to December 31, 2025 (the DSM Decision). The DSM Decision calls for an enhanced stakeholder engagement process to inform the development of Enbridge's next DSM plan for the 2026-2030 term utilizing the DSM SAG that will be led by OEB staff and will subsume the existing EAC as a subcommittee.

The DSM Decision indicated that the DSM SAG will have the objective of providing input on the makeup of Enbridge's next DSM plan to ensure it will align with the OEB's direction to achieve increasing levels of natural gas savings and be consistent with the ultimate objective of Enbridge's DSM Plan helping reduce overall natural gas consumption.

## **Direction from the DSM Decision**

The DSM SAG is expected to meet on a regular basis throughout the 2023-2025 plan period to provide input on meaningful changes to Enbridge's next DSM plan. This includes identifying cost-effective areas that can be expanded as well as specific changes to programs to increase the level of natural gas savings and contribute to a greater reduction in overall natural gas sales volumes. The DSM SAG will strive for consensus to be reached on most, if not all, issues before Enbridge files its application

with the OEB for a new DSM plan, thereby improving regulatory efficiency. However, Enbridge will ultimately decide what programs to put forward as part of its DSM plan.

OEB staff is expected to lead the development of a DSM SAG report on the work that has been completed to help inform Enbridge's next DSM plan. The DSM SAG's report should include a summary of the work that has been completed, a list of all recommendations and material concerns about the DSM plan that remain unresolved within the DSM SAG. The report will be provided to Enbridge to be submitted as part of its application for approval of its next DSM plan.

### **Input on Evaluation Activities**

As part of the 2015 DSM Framework, the OEB indicated it was taking a central role in the evaluation process of DSM program results. As part of the OEB's evaluation governance structure, it established the EAC to provide input and advice to the OEB on the evaluation of DSM results. The EAC is chaired by OEB staff and includes utility representatives, non-utility representatives, independent experts, staff from the Independent Electricity System Operator and observers from the Ministry of Energy. The current EAC composition will continue until the completion of the 2021 evaluation process and the ongoing eTools verification study.

Beginning with the evaluation of 2022 program results, the EAC will continue as a subcommittee of the broader DSM SAG. However, any recommendations or decisions made by the EAC are not subject to the agreement of the broader DSM SAG. Rather, working items from the EAC will be shared periodically with the DSM SAG for informational purposes. Non-utility individuals interested in participating on the EAC subcommittee are required to complete the nomination form in Schedule A.

### **DSM SAG Work Priorities**

In addition to establishing a Terms of Reference for both the new DSM SAG and EAC subcommittee, Schedule D of the DSM Decision identifies a number of activities the DSM SAG should undertake, led by either OEB staff or by Enbridge. The OEB expects that the high priority items listed in Schedule D of the DSM Decision will be completed prior to Enbridge's next DSM plan application. The OEB encourages the DSM SAG to address as many of the remaining activities as practical and to prioritize efforts respecting the time and resources each item may require.

## **Working Approach**

The DSM SAG and EAC subcommittee meetings are expected to commence in early-2023, shortly after the selection of members. It is anticipated that meetings will typically be held by video conference. The frequency of meetings going forward and the timing of any deliverables from the DSM SAG and EAC subcommittee will be determined in consultation with the members of each group.

The DSM SAG is expected to be in operation up to the time that Enbridge files its next multi-year DSM plan application with the OEB. The updated EAC subcommittee will begin its work with the evaluation process related to Enbridge's 2022 DSM programs and remain in place up to and including the evaluation process related to the 2025 DSM programs, which is expected to take place during the 2026 calendar year.

## **Membership and Invitation to Nominate Non-Utility Advisory Group Members (including the EAC subcommittee)**

As indicated in the DSM Decision, the DSM SAG should be formed in a similar manner to the Integrated Resource Planning Technical Working Group. The DSM SAG, and EAC subcommittee, will be chaired by OEB staff and is expected to include utility representatives from Enbridge, experienced non-utility stakeholders, and independent experts (with consideration given to individuals from Ontario and other leading jurisdictions). Representatives from EPCOR Natural Gas Limited Partnership and the Independent Electricity System Operator may also participate.

The OEB invites interested individuals with relevant experience and qualifications, including experts from other leading jurisdictions, to nominate themselves or a third party to participate on the DSM SAG and EAC subcommittee as non-utility members. Those interested in submitting a nomination must complete the DSM SAG nomination form in Schedule A. Enbridge is expected to respond to this letter indicating its representatives, including name, position and contact information.

DSM SAG members and EAC subcommittee members are expected to have relevant, demonstrable technical expertise in natural gas energy efficiency and conservation programming that relates to, and will help inform, the activities to be addressed by DSM SAG and/or EAC.

This should include experience in one or more of the following areas:

- Energy efficiency and conservation potential study development
- Energy efficiency and conservation program design
- Energy efficiency and conservation program delivery

- Evaluation, measurement and verification, including impact evaluations, process evaluations, billing analysis and net-to-gross studies
- Natural gas energy efficient technologies and equipment
- Natural gas system planning and operations
- Commercial and Industrial system processes

Related experience with electricity energy efficiency and conservation programming and/or evaluation work may also be of value. Knowledge of the Ontario market and policy context for Enbridge's DSM activities will be valuable; however, the OEB will also consider nominations for candidates with experience in natural gas energy efficiency and conservation activities outside of Ontario.

It is the OEB's intent that the DSM SAG represent the full range of interests related to the various customer segments impacted by Enbridge's DSM activities. Due to the technical nature of the evaluation work, with the goal to produce accurate and unbiased final results, there is not a similar need to ensure broad representation. More generally, members of both the DSM SAG and EAC will be expected to provide input and advice based on their experience and technical expertise, and not to advocate specific commercial interests.

Based on the nominations received and the factors described above, the OEB will determine the DSM SAG members and EAC subcommittee members, including selecting non-utility members. The OEB will also confirm representation from Enbridge and OEB staff. Similar to the recently formed Integrated Resource Planning Technical Working Group, the DSM SAG will be kept to a manageable size to ensure a timely and effective consultation. It is expected that there will be approximately 10 members on the DSM SAG. Groups representing the same interests or constituency are strongly encouraged to make every effort to coordinate their nominations for participation on the DSM SAG.

Nomination forms for the DSM SAG and EAC can be found in Schedule A and must be submitted to the OEB by January 9, 2023. Instructions on how to file materials are set out below.

### **Cost Awards**

Cost awards will be available under Section 30 of the *Ontario Energy Board Act, 1998* to eligible persons in relation to their participation in the DSM SAG and EAC, based on the criteria set out in the OEB's [Practice Direction on Cost Awards](#), including analyst/consultant fees that are in accordance with the OEB's tariff. Those individuals that submit nominations for membership on the DSM SAG and/or EAC must indicate if they are requesting cost eligibility and explain how the individual meets the eligibility

criteria for an award of costs outlined in Section 3 of the Practice Direction on Cost Awards.

Cost awards will cover preparation and attendance in relation to each DSM SAG and/or EAC meeting. Generally, eligible costs related to advisory group meetings will be 1.5 times the meeting time to account for preparation, attendance and participation. OEB staff will provide guidance as necessary should the maximum number of hours for eligible activities be greater than the 1.5 times standard. Costs awarded will be recovered from all rate-regulated natural gas distributors based on their respective distribution revenues.

### How to File Materials

Stakeholders are responsible for ensuring that any documents they file with the OEB **do not include personal information** (as that phrase is defined in the *Freedom of Information and Protection of Privacy Act*), unless filed in accordance with rule 9A of the OEB's [Rules of Practice and Procedure](#).

Please quote file number, **EB-2022-0295** for all materials filed and submit them in searchable/unrestricted PDF format with a digital signature through the [OEB's online filing portal](#).

- Filings should clearly state the sender's name, postal address, telephone number and e-mail address
- Please use the document naming conventions and document submission standards outlined in the [Regulatory Electronic Submission System \(RESS\) Document Guidelines](#) found at the [Filing Systems page](#) on the OEB's website
- Stakeholders are encouraged to use RESS. Those who have not yet [set up an account](#), or require assistance using the online filing portal can contact [registrar@oeb.ca](mailto:registrar@oeb.ca) for assistance

All communications should be directed to the attention of the Registrar at the address below and be received by end of business, 4:45 p.m., on the required date.

With respect to distribution lists for all electronic correspondence and materials related to the DSM SAG and EAC subcommittee, stakeholders should include Josh Wasylyk at [Josh.Wasylyk@oeb.ca](mailto:Josh.Wasylyk@oeb.ca)

Email: [registrar@oeb.ca](mailto:registrar@oeb.ca)

Tel: 1-877-632-2727 (Toll free)

**DATED** at Toronto, December 8, 2022

**ONTARIO ENERGY BOARD**

Nancy Marconi  
Registrar

**Schedule A**

**Natural Gas Conservation Stakeholder Advisory Group**

**Call for Nominations**

**Non-utility Nomination Form**

**EB-2022-0295**

**December 8, 2022**

**Nomination for Appointment to the  
Natural Gas Demand Side Management Stakeholder Advisory Group (SAG) and  
Evaluation Advisory Committee (EAC)**

Nomination forms must be submitted through the [OEB's online filing portal](#) by 4:45 pm on **January 9, 2023**. Please quote file number **EB-2022-0295** and include Josh Wasylyk at [josh.wasylyk@oeb.ca](mailto:josh.wasylyk@oeb.ca) on all electronic correspondence.

Nominee Contact Information	
<b>Nominee Name:</b>	
<b>Company Name:</b>	
<b>Company Address:</b>	
<b>Position Title:</b>	
<b>Department:</b>	
<b>Email Address:</b>	

Please provide responses to the items listed on the next page that relate to your nomination and the work of the natural gas demand side management stakeholder advisory group and evaluation advisory committee.



**1. Is this a self-nomination?**

- a. If not, please indicate which individual(s) / organization(s) the nomination is made on behalf of.**

- b. Please indicate if the nominee has confirmed an interest in participating on the Natural Gas Demand Side Management Stakeholder Advisory Group.**

- c. Please indicate if you/the nominee are also interested in being considered for the Evaluation Advisory Committee.**

- 2. Please provide a short description of the nominee's technical experience with natural gas and/or electricity energy efficiency and conservation programming (potential study development, program design, program delivery, etc.) and/or evaluation, measurement and verification work, both in Ontario and other jurisdictions and the recency of the experience.**

- 3. Please provide a short discussion of the nominee's knowledge of the Ontario energy landscape and policy context for Enbridge Gas's DSM activities (including relevant work experience in Ontario, participation in OEB proceedings, knowledge of Ontario energy market and policy, etc.). Please also provide any knowledge, understanding and expertise of energy conservation, energy efficiency and energy transition best practices and recent developments in other jurisdictions and describe the relevance to the DSM Stakeholder Advisory Group and/or Evaluation Advisory Committee.**

- 4. Why do you believe that you/the nominee would be a valuable member of the DSM Stakeholder Advisory Group and/or the Evaluation Advisory Committee?**

- 5. If requesting cost eligibility, please explain how the nominee meets the eligibility criteria for an award of costs outlined in Section 3 of the [Practice Direction on Cost Awards](#).**